

North Boone Community Unit School District No. 200
Minutes of the Business Services Committee Meeting
District Office
6248 North Boone School Road
Poplar Grove, Illinois 61065
Tuesday, May 8, 2012
5:30 p.m.

CALL TO ORDER AND ROLL CALL

The meeting was called to order by Chairperson Laura Zwart at 5:30 p.m. The following Committee members were present: Dr. Steven Baule, Mr. Tom Kinser and Mrs. Cathy Nelson. Absent were Ms. Emily Gregory, Mrs. Jeannine Plath and Mr. Mike Wesbecher. Mr. Collin Crull, Dr. Sharon Olds and Mr. Don Ward were also present.

AUDIENCE TO VISITORS

(No Audience to Visitors)

REVIEW OF MONTHLY FINANCIALS (APRIL)

Mrs. Nelson handed out the April financial reports.

OTHER ITEMS FOR DISCUSSION

Policy 4:60, Purchases and Contracts

In explaining the background of how the present policy developed, Mr. Kinser recalled a series of e-mails around in the spring of 2010 between Dr. Brodnax, Mr. Ward, Mrs. Nelson and himself. The first reading of Policy 4:60 was just like the one suggested by IASB PRESS in April 2010. Dr. Baule later answered some related outstanding questions Mr. Kinser had asked Dr. Brodnax in March 2010 regarding technology purchases. On May 24, 2010, the Board approved a revised policy in which language was added at the end regarding contracts for work or purchases involving an expenditure of \$10,000 or more. Mr. Kinser added that the next time technology items were ordered that fall, they were taken to Board for approval. In fact, the item in question was a purchase of 70 computers in the amount of approximately \$35,000. The Superintendent had asked the Board whether or not they had wished the items bid. At the time, the desire had been to bid the items, so they were bid even though they were statutorily exempt from being bid under state law. In fact, no technology item falling before the \$10,000 amount specified in the current policy 4:60 and the \$25,000 statutory bid limit had ever been taken to the Board for a specific vote. Mr. Kinser stated that the whole purpose of this revised policy was to clear up any ambiguities.

Mr. Kinser indicated that he would prefer something other than the tablet that was demonstrated at the last Board meeting. Whereupon, the Committee discussed the role of a school Board member. Mr. Kinser then stated that he wished all decision would be taken to a committee for review. Dr. Baule reminded the Board that the Board's role in policy development and

governance, not the management of the district's purchases. For instance, determining whether or not to move to a 1:1 computing environment is a policy issue. Determining which specific model of computer to use is a management issue. Mrs. Zwart articulated that the staff should utilize the expertise of Board members when appropriate.

Mrs. Zwart clarified that the main changes to the policy were the addition of language that 75% of the budget may be spent before the final budget is adopted and the last paragraph regarding approval of purchases more than \$10,000.

Policy 4.60, *Purchases and Contracts* was referred back to the next Policy Committee meeting to review this Committee's recommendations.

Miscellaneous

Mrs. Nelson handed out the 2011-2012 Amended Budget to the Committee members.

ANNOUNCEMENTS

The next Business Services Committee meeting was not scheduled at this time.

The meeting adjourned at 6:55 p.m.

Submitted by:

Laura Zwart, Chairperson