

**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, October 30, 2018  
6:00 p.m.

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order by Ed Mulholland at 6:00 p.m. The following Committee members were present: Melissa Geyman, Kelly Holsker, Tom Kinser, Matt Klett and Ed Mulholland. Also Present: Brian Haselhorst and Mary Maxey. Absent: Dr. Mike Greenlee, Kelly Hanaman and Mary Piskie.

**AUDIENCE TO VISITORS**

*(none)*

**LEVY**

Ms. Geyman gave a presentation on the levy and provided three options. The Equalized Assessed Valuation (EAV) is not known when the levy is adopted. Therefore, the EAV must be predicted so that estimates of taxes can be generated in funds with maximum rates can be made. For 2018 the district is scheduled to abate \$900,000 as part of the restructure plan.

Option 1 includes: Levy CPI (2.1%), levy additional money for increase in the final EAV & new construction, and abate bonds at previously agreed upon amount of \$900,000. The estimated levy rate is 7.5213%, meaning a potential decrease of \$245 a year for a \$150,000 home.

Option 2 includes: Levy CPI (2.1%), levy additional money for increase in the final EAV & new construction, abate bonds at previously agreed upon amount of \$900,000, and abate additional CPI % of about 200,000. The estimated levy rate is 7.3917, meaning a potential decrease of about \$300 dollars a year for a \$150,000 home.

Option 3 includes: Do not levy CPI increase of 2.1% and abate bonds at previously agreed upon amount of \$900,000. The estimated levy rate is 7.3979, which is a potential decrease of about \$300 a year for a \$150,000 home. The District could potentially lose up to \$200,000 in revenue.

Ms. Geyman said December 18, 2018 at 6:30 will be the planned date for a public hearing on the levy, and the levy will be due to the counties by December 21, 2018. Mr. Kinser stated he was very appreciative of the detail in the presentation, and ask Ms. Geyman if she had a recommendation. Ms. Geyman felt Option 1 was a good middle ground.

Mr. Kinser confirmed that last year we abated an additional \$235,000, as our increase in state aid was \$400,000. Ms. Geyman predicted another \$300,000-\$400,000 increase in aid this year, which has already been budgeted mostly in the education fund, and some to the O&M fund. She said the budget could be amended if the Board elected. Mr. Mulholland wished to hold the public hearing even if it wasn't required in an effort to maintain transparency.

Mr. Mulholland asked Ms. Geyman if we had received any new information on impact fees from the Village of Poplar Grove. Ms. Geyman said she would follow up with Dr. Greenlee as he has been in discussions with the Village. Mr. Haselhorst thanked Ms. Geyman for her presentation. Mr. Mulholland said he would love to abate another \$200,000 (Option 2), but without knowing the impact fee outcome, he feels we might be more cautious by only abating the \$900,000. Mr. Kinser asked if we had a surplus, and Ms. Geyman replied we had a balanced budget, close in revenue and expenses. She offered to bring the fund balances to the Board meeting or to send them to the Board members. She noted typically the transportation fund is levied higher, as there used to be a cap on the education fund, however ESSA removed the 4% education fund cap. Mr. Kinser said he leaned toward Option 2, and wished to have Administration show why they recommend Option 1, such as if we need the money for bus purchases and technology. Ms. Geyman also noted we are scheduled to abate \$1.1M next year. Mr. Haselhorst felt the conservative approach was to go with Option 1, due to the potential bus purchase and technology needs. Mrs. Maxey agreed, as we may need to put a large amount of money toward bus purchases. Mr. Kinser and Mr. Klett agreed that Option 1 was acceptable. Ms. Geyman will present all three options to the Board. Mr. Kinser said as a community member, it would be nice to have the county explain how their taxes are connected to the school levy. Ms. Geyman noted Curtis Newport was conducting a tax clinic and she will try to obtain that information. Mr. Mulholland thanked Ms. Geyman for her work on the presentation and the levy.

### **BUS LEASING AND PURCHASING**

Ms. Geyman obtained quotes from Midwest, Central Bus Sales and American Bus Sales, providing a variety of bus purchase options. She noted Scott Vanderlee from Midwest was confident we could obtain a grant for the Espar heaters. Mr. Mulholland mentioned that in the past we had received them via a grant with an anti-idling resolution. Ms. Geyman stated due to the lease agreements, we would have to use financing, which is typically from a third party. Mr. Mulholland suggested using the 77 passenger buses for the large pickups that average 8,000-10,000 miles per year, and smaller, leased buses could be used for higher mileage routes. Mr. Mulholland also suggested using under carriage charter buses to manage miles on the leases. Ms. Geyman said we were quoted \$23,000 for the trade in on ten buses. Mr. Kinser requested mileage ranges on the buses we planned to lease and purchase, residual values on the leases, as well as interest rates. Mr. Kinser recalled an investment that we had opted out of and questioned if that money could be used. Ms. Geyman said that money was reinvested with PMA, but will follow up and report back to the Board if it was possible to use those funds for this purchase.

Mr. Mulholland asked if hiring new drivers was a problem due to air brakes vs. hydraulic brakes. Ms. Geyman stated most of our applicants have no experience, so the type of brakes did not seem to be the issue in attracting bus drivers. Mr. Mulholland asked Ms. Geyman to gather opinions from the drivers that are recruiting.

Mr. Kinser asked if the quotes included cameras and seatbelts. Ms. Geyman replied they were aftermarket items. Mr. Kinser would like to see us pursue other leasing companies.

### **ONLINE REGISTRATION**

Ms. Geyman stated PowerSchool now has the capability to build online registration. The District is also anticipating the need for additional staff hours to roll out the program with fidelity. Ms. Geyman wants to ensure staff is trained to ensure the process is smooth for families. Her research indicated some districts have experienced difficulty in collecting fees, and she will be investigating third party software. The plan is to have an interface for parents which would walk them through step by step and once submitted, the registration would be routed to Administration for review and completion. Mr. Mulholland said he'd like parents to have a one stop shop, where they can view lunch balances, fines, pay registration and athletic fees, etc. Mr. Mulholland was interested in knowing if the cost of the extra time we need to implement online registration offsets the current cost of registration, including overtime. Ms. Geyman said she would research and estimate the current costs, and noted some of the new costs could include staffing for summer walk-in registration to serve families that may not have access to computers, new families to our District, or to serve those that have questions pertaining to registration. Mr. Kinser wanted to see the PowerSchool training video, their modules, and review a list of partners they use for fee collection and transportation interfaces. Ms. Geyman will investigate and ask Dr. Greenlee to forward the training video to the Board. Mr. Mulholland asked for the approval timeframe to implement for the next school year. Ms. Geyman said PowerSchool will need approximately four months, so approval in December or January would be recommended.

### **LONG RANGE TECHNOLOGY PLAN**

Ms. Geyman noted Dr. Greenlee had sent out a teacher survey and they were in the input and planning stage. She believed he would roll out the information at a November Curriculum meeting.

### **OTHER ITEMS FOR DISCUSSION**

Ms. Geyman stated the audit had been finished and the report should be ready by the December Board meeting. The auditors had wanted an increase in the Treasurer's Bond to cover up to 25% of our bank balance. She also noted some grant funds had the wrong accounting code, but she will be correcting that moving forward.

### **ANNOUNCEMENTS**

*(none)*

### **ADJOURNMENT**

The meeting adjourned at 7:17 p.m.

Submitted by:

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Ed Mulholland, Chair