

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, February 19, 2019
5:30 p.m.

CALL TO ORDER AND ROLL CALL

The meeting was called to order by Ed Mulholland at 5:30 p.m. The following Committee members were present: Melissa Geyman, Dr. Mike Greenlee, Joe Haverly, Kelly Holsker, Matt Klett, Ed Mulholland and Mary Piskie. Also Present: Allison Louis and Mary Maxey. Absent: Kelly Hanaman and Tom Kinser.

AUDIENCE TO VISITORS

(none)

ONLINE REGISTRATION UPDATE

Ms. Geyman gave a presentation on the status of online registration. She described how the portal was up and running (but not yet public), that video training had been sent to staff, forms had been uploaded and are pending approval, and there is a tentative launch date of April 2019.

PAYMENT VENDOR FOR ONLINE REGISTRATION

Ms. Geyman described how e-funds integrates with PowerSchool and that we are currently using e-funds with the MealsPlus lunch system. She noted parents already have familiarity with this program, and described the e-funds options for credit card payments. Ms. Geyman will plan to make a recommendation for the full pay plan with the district absorbing the transaction costs, at the March Board meeting.

PRE-K UPDATE

Mrs. Louis gave a presentation on the blended Pre-K program located at Capron Elementary. The current blended Pre-K program is for children starting at age three. There are currently two classrooms that offer a morning and afternoon session each. There are 15 seats in each of the four sessions, ten designated for at risk students (formerly the grant program) and five for students that have a qualifying IEP. They are proposing an increase of seats from 15 to 20 in each session, which would add five designated seats for tuition students. Tuition based students would not have an impact on funding. Dr. Greenlee mentioned we might see the reinstatement of the Pre-K for all grant. The fee structure for at risk and IEP students would be the District registration fee of \$75.00 and the tuition students would be \$100.00 per month with a \$50.00 deposit. They are proposing transportation be provided for all students in the program. There may be a need for an additional para, along with some additional furniture including small tables and chairs.

The proposal included offering free transportation for all students in the program. Some of the changes and impacts include session times decreasing by 15 minutes, most of which will be taken from gross motor play time, shifting morning start time in an effort to provide more flexibility with routes and bus drivers, and eliminating late buses. The shift of the start time would also allow for team planning time to address student needs, interventions, and to allow for preparation of materials. Mrs. Louis also noted if we shift the start time approximately 30 cars and buses will not be competing for the parking lot.

Mr. Mulholland identified a concern that if a driver has a drop off from 7:45-7:55 a.m., returns the bus, and then must pre-trip another bus, they would not have Pre-K students back to Capron by 8:30 a.m. He felt these routes were likely not stackable. Mr. Mulholland asked if a student who needed services might be bumped by a tuition student, as he mentioned in other districts, some teachers have brought their own children in to fill slots, even though they reside outside of the district boundaries. Mr. Mulholland suggested the possibility of having Pre-K at all three elementary schools, which may eliminate the transportation issues.

STUDENT FEES

Ms. Geyman shared our outstanding fees have gone from \$130,922 in March 2018 to \$56,007 in February 2019. She supplied charts identifying outstanding fees by grade, amounts, and noted they are in the process of sending the letters prior to turning over accounts to collections. With the registration fee reductions approved by the Board last year, she felt parents were better able to pay toward some of the past outstanding fees. Ms. Geyman recommended keeping the fee structure the same for this year.

1. Lunch Fees

It was recommended that lunch prices remain at \$2.75 (the same as 2018-2019), as the State Paid Lunch Equity Report has not yet been made available to our Food Service Director.

2. Transportation Fees

It is the recommendation that transportation fees remain the same, with the exception of Pre-K. Mr. Mulholland asked how much money we receive for paid transportation, and noted we could remove the paid option from transportation to free up buses. Ms. Geyman mentioned we have language in the application for paid transportation that seats are first come, first served and based on space availability.

INSURANCE COMMITTEE UPDATE

Ms. Geyman stated the insurance committee met on January 22, 2019 to discuss the medical plan, insurance renewal, HRA update, wellbeing management programs, insurance professional development, flexible spending and voluntary insurance. She mentioned the District will plan another HRA staff training in September for new employees.

Ms. Geyman noted six staff members have enrolled in flex, and that the associated fees may be discouraging participation. The cost to employees is currently \$66 per year for a flex debit card. She stated the District saved about \$1,258 in taxes, but there is potential for the District to cover the fees to increase participation and tax savings.

Ms. Geyman also posted a document showing the participation in voluntary insurance was as follows: Accident – 37 members; Critical – 34 members; Disability – 34 members; Life – 73 members.

OTHER ITEMS FOR DISCUSSION

(none)

ANNOUNCEMENTS

(none)

ADJOURNMENT

The meeting adjourned at 6:20 p.m.

Submitted by:

Ed Mulholland, Chair