

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
Wednesday, February 10, 2021
5:00 p.m.

CALL TO ORDER AND ROLL CALL

The meeting was called to order by Tom Kinser at 5:06 p.m. The following Committee members were present: Melissa Geyman, Dr. Mike Greenlee, Kelly Holsker and Ed Mulholland. Absent: Kelly Hanaman, Jake Hubert and Mary Piskie. Also Present: Mary Maxey.

AUDIENCE TO VISITORS

(none)

BUDGET CONSIDERATIONS

Ms. Geyman gave an FY22 draft budget presentation. For revenue, she recommended maintaining flat EFT allocation, state and federal funding for 2021-2022. They budgeted for \$7,808,459 for EFT from the state for FY21. Ms. Geyman is anticipating about a 1.9% increase in the tax levy. She said revenue and expenses were trending between 45-55%, which is where we should be mid-year. Considerations for anticipated costs include to update fiber links for \$10K-\$50K with possible grant support, internal fiber upgrades for \$10K-30K, switch upgrades for \$132K-\$150K (without e-rate or discounts the cost would be approximately \$450K) and security software at \$13K per year. A draft budget will be presented to the Board in July, and approval of the Tentative Budget will be in August, following by approval of the budget in September. Ms. Geyman said the next stage for the fiber project would get us to 10G for internal and external links. Mr. Mulholland asked if we would still need towers, and if there was a yearly fee. Dr. Greenlee will consult with Jerry Rudolph, and will bring the information to the next Facilities Committee meeting. He also asked how we could stay connected in an emergency, such as moving the HS generator to the MS. Mr. Mulholland sees the value in IT and the hub having continuous power. The pad has been poured for the MS generator to be moved to the DO. Dr. Greenlee said if the fiber goes down, tech would go down for just minutes, as they can switch ports. Right now, if we lose power, we lose phones. Ms. Geyman said they are looking at about a \$1500/year increase for the phone system maintenance fee. Randy Porter is looking into options. Mr. Kinser would like to see the security budget be a minimum of \$50K to put systems in place. Dr. Greenlee anticipates the state funding formula will remain flat. Ms. Geyman said if we receive the \$800K CARES grant, it could be used for items like univents for air filtration.

FUND TRANSFER FROM EDUCATION TO O&M

Ms. Geyman recommended moving money from Education to O & M as an opportunity to balance fund balances. The transfer would also serve to bolster the O&M fund for emergencies. Currently there is \$14,166,359 in Education (8.9 months of expense on hand) and \$1,319,674 in O&M (4.9 months of

expense on hand). The auditors said about 6 months of expenses on hand in each fund is the gold standard. If the transfer is completed by June 2021, it does not have to be tied to a specific project. Mr. Mulholland would like to see an early transfer to be prepared to execute summer projects. The Committee recommended a public hearing date be scheduled for the March Board meeting.

STUDENT FEES

Ms. Geyman shared the outstanding fee history and stated the impact of collecting student fees for next year would be minimal. She provided a spreadsheet of potential fee collections broken down by Pre-K to 8th grade and by HS. Ms. Geyman noted some districts are keeping their fees in tact, but plan to waive or reduce them just for the 2021-2022 school year due to the impact of Covid. Mr. Mulholland was sympathetic to the friction point of trying to collect money in this difficult year. He supports a pause and a review of fees for the next year. Ms. Geyman said the District could support that idea, and could re-visit the fee structure each year. Ms. Geyman stated Mr. Eckmann had suggested striking the HS schedule change fee. Dr. Greenlee will work with the HS Administration regarding the AP exam and parking fees. The Committee was in agreement to keep fees in tact, but to take a pause for next year. Ms. Geyman recommended keeping lunch, transportation and sports fees at the current rate.

TRANSPORTATION ROUTES

Ms. Geyman is recommending we communicate to parents about paid transportation prior to school starting. She stated Raven's Crest, Burlled Woods and Sherman Oaks subdivisions do not meet the requirement for transportation, and currently families are given the opportunity to pay for transportation if desired. She does not anticipate any changes to the safety hazard routes for the upcoming school year. Ms. Geyman confirmed in 2020-2021, we have 19 drivers, with one retiring at the end of the year, and stated recruiting efforts underway. Mr. Mulholland noted in the past, if we charged for one seat, the entire route was not reimbursable. He would like to know if that remains to be the case, but would also like to still find a way to transport those students. Ms. Geyman will bring ideas possibly to the April meeting.

PRAIRIE STATE INSURANCE

Ms. Geyman said she like the coverage provided by PSIC, and they have provided valuable resources during the pandemic. She stated she is nervous to pull out of the co-op and go solo, as PSIC has provided property/liability and workman's comp insurance for North Boone under a cooperative model since 2011-2012. Ms. Geyman said we currently have about \$122,000 in equity, and have been refunded \$51,200 during our time in the cooperative. Last year, the Board asked to look at our participation in the cooperative before our next renewal. Currently, once a district commits to the cooperative they take the risk of all districts in the cooperative and bid out the insurance to providers based upon the risk of all of the districts. Ms. Geyman stated if North Boone would like to withdraw from the Cooperative it must do so with an official resolution prior to the end of February. Mr. Kinser's opinion was to look elsewhere as he doesn't like their business practice. He would like the flexibility to shop around. Mr. Mulholland did not like that PSIC can just drop a huge price increase on their clients. Ms. Geyman confirmed we would lose our equity if we leave. She stated we could enroll with a third party broker who would obtain quotes based on North Boone's liability alone. Mr. Kinser would like to see a 5-year claim history. Mr. Mulholland and Mrs. Maxey felt we may not have much of a choice than to stay with PSIC this year, and should continue to research possibilities for the following year.

OTHER ITEMS FOR DISCUSSION

Ms. Geyman stated they budgeted \$600K for Covid in the Education budget and have spent approximately \$77K to date for supplies. She noted we have months of PPE on hand, and have 87% of the supply budget open. O&M has \$30K remaining, having used 11K. Transportation has used 3K for sprayers. Overall we have about 85% of that budget remaining.

ANNOUNCEMENTS

(none)

AJOURNMENT

The meeting adjourned at 6:30 p.m.

Submitted by:

Tom Kinser, Chair