



SPECIAL EDUCATION DISTRICT OF MCHENRY COUNTY

COMMITTEE OF THE WHOLE MINUTES

April 29, 2019

The meeting was called to order at 1:32 p.m.

Present: Lea Damisch, Dr. Debbie Ehlenburg, , Dr. Linda Dujmovich, Dr. Tim Burns, Ms. Karen Parks, Mr. Bryan Millard, Ms. Cathy Neiss and Ms. Kimberly Egerstaffer.

Approval of Minutes: Dr. Dujmavich moved to approve and, Ms. Neiss seconded to approve the minutes from the March 18, 2019 meeting minutes, Motion carried.

Old Business:

Summary of the 4-4-19 Superintendent's Conference: Dr. Burns reported that eight of ten superintendents attended the Superintendent's Conference.

1.0 FTE Learning Environment Coordinator: Dr. Burns informed the Board that at the Superintendent's Conference it was discussed to create the position of a Learning Environment Coordinator. This position would be a District-wide SEDOM Position. Ms. Damisch explained that sometimes it's hard to get crises planning. This position would help with crises planning in the districts. This position would look at the Environment as a whole as well as student specific.

Revisiting the Shared Service Model: Dr. Burns shared with the Board the possibility of going back to a shared service model amongst the districts.

New Business:

FY 20 Executive Board Meetings – Calendar Planning Discussion: Dr. Burns discussed with the Board, possibilities for Board Meetings for the FY 20 School Year. Dr. Burns will send out a survey to see what times and dates work best. The results will be discussed at the next Committee of the Whole Meeting.

Computer Replacement: Dr. Burns informed the Board that some of the Computers are at their end of life and replacements will be necessary.

Executive Director's FY 20 Areas of Focus: Dr. Burns advised the Board that he would be focusing on the Same areas of focus previously discussed. Those areas include IDEA Grant Changes, District Needs, and Professional Development Needs.

Yellow Folder – Human Resources/Financial Document Software: Dr. Burns reviewed with the Board the different possibilities for digitizing our current paper based human resources and payroll documents. He explained to the Board that SEDOM met with Konica Minolta and Yellow Folder to see some options. Included in the Board packet is a proposal from Yellow Folder. They seem to have the best option for what SEDOM needs.

RSSP Staff Evaluations: Dr. Burns informed the board that he met with RSSP staff to have a meeting regarding current status of employment. Currently there is no one qualified that can do staff evaluations and ensuring compliance with ISBE systems. Dr. Burns stated that ne can again give them a pass evaluation. The Board suggested that he do that and if he had to do a full evaluation on the RSSP staff that a financial cost would have to be given. It was also suggested that the current acting director take the classes to become an evaluator.

Finance Items:

Finance:

March Financial Reports: Financial Statements for March were reviewed noting the percentages of revenue and expenses compared to the budget for each fund. As of March 31, 2019. 75% of the FY19 fiscal year is complete. Revenues were received at 82.72% and expenditures were received at 83.39%. In the Education Fund revenues are received 83.42% while expenditures are at 83.93%. Excluding Member District transfers, State TRS and the Regional Safe Schools Program. SEDOM revenues are at 61.36% of the budget and expenditures are at 75.65%. Outstanding receivables as of March 31, 2019 are at \$1,096.00. In the Transportation Fund revenues are received at 0% of the budget while expenditures are at 0% of budget. Outstanding receivables as of February 28, 2019 are \$0. In the Operations and Maintenance Fund revenues are received at 64.14% of budget while expenditures were at 64.42%. Outstanding receivables as March 31, 2019 are \$7260.22, and in the Debt Service Fund revenues are received at 0% of the budget while expenditures are 0%. Outstanding receivables as of February 28. 2019 are \$0.

April Bill List: The April bills totaled \$885,198.70 Of this total, 93% of the total bills were payments back to member districts. IDEA reimbursements claimed by member districts total \$825,035.00. Administration is recommending the approval of the April Bills and reasonable and customary bills through April 30, 2019.

FY 20 Preliminary Budget Considerations: Dr. Burns informed the Board of some changes in the Preliminary Budget. The budget process will be ongoing until the final budget is presented in June.

Maintenance of Effort Status and Updates: Dr. Burns reported to the Board that 9 of the 11 districts made MOE status. Documents and procedures are being distributed.

The meeting was adjourned at 2:07 p.m.

The Next meeting of the Committee of the Whole will be held on Monday May 20, 2019 at 1:30 p.m. in the SEDOM Board Room.