



## SPECIAL EDUCATION DISTRICT OF MCHENRY COUNTY

### COMMITTEE OF THE WHOLE MINUTES

May 20, 2019

The meeting was called to order at 1:37 p.m.

Present: Lea Damisch, Dr. Debbie Ehlenburg, Dr. Linda Dujmovich, Dr. Tim Burns, Ms. Karen Parks, Ms. Cathy Neiss.

Approval of Minutes: Ms. Neiss, moved to approve and Dr. Dujmovich seconded to approve the minutes from the April 29, 2019 meeting minutes, Motion carried.

**Old Business:** The board reviewed its meeting time for its June 17<sup>th</sup> meeting and determined that it will meet at 8:30am for the Committee of the Whole and 9:00am for the Executive Board Meeting.

**Executive Director's Area of Focus (2019-20):** Dr. Burns reviewed his areas of focus for the 2019-20 school year.

#### **New Business:**

**Appointment of Treasurer:** Dr. Burns discussed the appointment of the official Treasurer and the pros and cons of both appointing an internal or external Treasurer and his continued recommendation for the re-appointment of Ms. Mary Taylor to the role.

**Adoption of the Prevailing wage:** Dr. Burns discussed the official adoption of the most recent prevailing wages for McHenry County (August 2018).

**FY 20 Executive Board Meetings – Calendar Planning Discussion:** Dr. Burns discussed with the Board, possibilities for Board Meetings for the FY 20 School Year and the board decided to retain its current meeting structure of the fourth Monday of the month (except in holiday situations) and a 1:30pm start time for C.O.T.W. and 2:00pm start time for the Executive Board.

**May 16<sup>th</sup> C.L.I.C. Meeting summary:** Dr. Burns summarized the recent meeting of the Collective Liability Insurance Cooperative spring meeting and described the reduction in the premiums for the workers compensation insurance and property casualty insurance.

**Trauma Informed Practice Workshops:** Dr. Burns discussed the upcoming Trauma Informed Practice half day workshops that will occur next school year.

**Financial-Business Assistant Job Description:** Dr. Burns discussed how the duties of the current Financial -Business assistant is changing and that he will be bringing a revised and updated job description to the board in June.

**Post Retirement Contractual Service:** Dr. Burns informed the board that a current staff member will be retiring and that there is interest in this person serving SEDOM beyond retirement on a part time basis. Due to TRS rules, Dr. Burns will review current TRS regulations and will revisit this issue approximately 30 days after the employee's date of retirement.

#### **Finance Items:**

**Finance:**

**March Financial Reports:** Financial Statements for April were reviewed noting the percentages of revenue and expenses compared to the budget for each fund.

**May Bill List:** The May bills lists were reviewed, and the administration is recommending the approval of the April Bills and reasonable and customary bills through May 20, 2019.

**FY 20 Preliminary Budget Considerations:** Dr. Burns informed the Board of some additional changes in the Preliminary Budget primarily due to a reduction in insurance premiums and the decision of a staff member to retire. The budget process will be ongoing until the final budget is presented in June.

**Woodstock Fire Department Visit of the Transportation Center:** Dr. Burns reported the Transportation Center was visited by the Woodstock Fire Department and that three violations were discovered and are being addressed.

**Other Items:** A brief discussion ensued regarding the “Consolidation Bill” and how a newly consolidated district would be viewed within the lens of cooperative membership agreement. Dr. Burns will monitor developments on this issue.

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

The Next meeting of the Committee of the Whole will be held on Monday June 17, 2019 at 8:30 a.m. in the SEDOM Board Room.