



SPECIAL EDUCATION DISTRICT OF MCHENRY COUNTY

COMMITTEE OF THE WHOLE MINUTES

June 17, 2019

The meeting was called to order at 8:30 a.m.

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

Approval of Minutes: Ms. Damisch moved to approve and, Dr. Ehlenburg seconded to approve the minutes from the May 20, 2019 meeting. Motion Carried.

Old Business:

Preliminary Projected FY 20 Budget: Dr. Burns discussed with the Board the Preliminary Projected FY 20 Budget. Dr. Burns recommended that the Board approve the resolution to authorize the proposed FY 20 budget be approved for the Budget to be on display for 30 days and then the recommendation to the Governing Board of Directors on August 14, 2019.

Youth Mental Health First Aid-SB1731: Dr. Burns updated the Board on the SB1731 Senate Bill. The bill was recently approved by the Illinois General Assembly. A school district may utilize the Illinois Mental Health First Aid training program, established under the Illinois Mental Health First Training Act and administered by certified instructors trained by a national association recognized as an authority in behavioral health, to provide the training and meet the requirements. Dr. Burns informed the Board that he will be attending the training and will have the ability to train staff in this program. Dr. Burns asked the Board if the training services be offered free to member districts or a fee be requested. The Board recommended that this program should be offered to the member districts for the cost of any required consumable books and or supplies.

New Business:

Retirement of Member of the Executive Board: Dr. Burns indicated to the Board that there is a Resolution of Appreciation recognizing the Outgoing Board Member Dr. Debbie Ehlenburg. Dr. Burns recommends the adoption of the resolution to honor and recognize the retirement of Dr. Ehlenburg as a member of the Executive Board of S.E.D.O.M.

SEDOM Holiday Calendar: Dr. Burns presented the Board the SEDOM Holiday Calendar. Dr. Burns explained that the calendar follows the S.E.A.L. calendar.

Learning Environment Coordinator: Dr. Burns shared information with the Board regarding the hired candidate for the new position of Learning Environment Coordinator. A contract has been sent to her to review and she will be contacted further to come in and fill out paperwork and go over the expectations of the position. Dr. Burns explained that six screenings for interviews were done by phone. Four candidates were invited to a second interview.

Financial-Business Assistant Job Description: Dr. Burns presented to the Board a newly revised job description for the position of the Financial Business assistant. The description is more reflective of the current areas of service.

Retirement of Current Board Member: Refreshments were served in honor of Dr. Elenburg's retirement.

Finance:

May 2019 Financial Reports: Financial Statements for May were reviewed noting the percentages of revenue and expenses compared to the budget for each fund. As of May 31, 2019, 92% of the FY19 fiscal year is complete. Revenues were received at 100.56 % and expenditures were received at 98.46%. In the Education Fund revenues are received 100.89% while expenditures are at 99.21%. Excluding Member District transfers, State TRS and the Regional Safe Schools Program. SEDOM revenues are at 80.64% of the budget and expenditures are at 88.70%. Outstanding receivables as of May 31, 2019 are at \$55,666.07. In the Operations and Maintenance Fund revenues are received at 91.76% of budget while expenditures were at 72.10%. Outstanding receivables as of May 31, 2019 are \$12,731.63.

June Bill List: The June bills totaled \$116,728.62. Of this total, 0% of the total bills were payments back to member districts. IDEA reimbursements claimed by member districts total \$0.00. Administration is recommending the approval of the June Bills and reasonable and customary bills through June 30, 2019.

FY 20 IDEA Grants: Dr. Burns informed the Board that the member districts have been notified that the FY 20 grant applications are available in IWAS. All grants should be submitted by July 1st. The request date for sub-grants to be turned in by is June 21st.

Facilities:

Transportation Center Offices: Dr. Burns advised the Board of the on-going progress with the cleaning out of the Transportation Center Offices.

Front Parking Lot: Dr. Burns expressed his concern regarding the front parking lot of the building. Some SEAL employees use that front parking lot as well as the employees across the street at the Sheltered Village Facility. The concern is for the employees from across the street that park there. If there was an injury, who would be responsible. The Board had asked if Dr. Burns would research further.

The Next meeting of the Committee of the Whole will be held on Monday, July 29, 2019 at 8:30 a.m. in the SEDOM Board Room.