



SPECIAL EDUCATION DISTRICT OF MCHENRY COUNTY

COMMITTEE OF THE WHOLE MINUTES

January 28, 2020

The meeting was called to order at 1:33 p.m.

Ms. Leah Damisch, Dr. Linda Dujmovich, Ms. Cathy Neiss, Dr. Ryan Mctague, Ms. Karen Parks, Mr. Bryan Millard, Dr. Tim Burns and Ms. Kimberly Egerstaffer

Approval of Minutes: Ms. Neiss moved to approve and Dr. Dujmovich seconded to approve the minutes from the December 19, 2019 meeting. Motion Carried.

Old Business:

Excess Cost Processes and Procedures: Dr. Burns discussed the Excess Cost Process and Procedures. The process continues to show signs of distress. It is unclear what the exact status of the IWAS excess cost system is currently. Districts are encouraged to complete the excel worksheet to have ready when the IWAS system goes live. It is unclear when this might be but ISBE has indicated an extension date of one month after the system goes live is likely.

New Business:

ISBE Private Facility Contracts: Dr. Burns mentioned that ISBE has recently revised the non-public private facility contract form. The nonpublic facility placement contract puts the obligation on the nonpublic facility, not the district/SEDOM, to provide copies of its time out/physical restraint procedures to the parent. If not done, the nonpublic facility is in breach of the contract. Cooperatives have been advised that it is a good idea to ask the nonpublic facility to send proof that the parents were given a copy of the procedures when it returns the signed contract. This will give the member district/SEDOM assurance that the parent has been notified of the procedures.

Board Goal Update: Dr. Burns discussed the current Board Goals and gave an update on their current Status and progress.

LBS1 Endorsement: Dr. Burns informed the Board of the current LBS1 Endorsement. The LBS1 special education teaching certificate will feature an unrestricted grade range of K-21 for all new applications. It is understood that individuals who hold a "grade band range" certification may be able to apply for the new unrestricted K-21 certification.

2020/21 Needs Assessment Update: Dr. Burns discussed with the Board the 2020/21 Needs Assessment. With the change of the Grants going to the districts next year, the districts will have to perform their own Needs Assessment as well.

Potential Change date for February Board Meeting: It was discussed to have the February Board Meeting moved up to February 18th instead of February 25th.

Finance:

December Financial Reports: Financial Statements for December were reviewed noting the percentages of revenue and expenses compared to the budget for each fund. As of December 31, 2019, 50% of the FY20 fiscal year is complete. Revenues were received at 41.26 % and expenditures were received at 41.51%. In the Education Fund revenues are received 40.90% while expenditures are at 42.04%. Excluding Member District transfers, State TRS and the Regional Safe Schools Program. SEDOM revenues are at 48.20% of the budget and expenditures are at 53.36%. Outstanding receivables are at \$48,593.81. In the Transportation Fund revenues are received at 0% of the budget while expenditures are at 0% of budget. Outstanding receivables as of December 31, 2019 are \$0. In the Operations and Maintenance Fund revenues are received at 47.64% of budget while expenditures were at 29.35%. Outstanding receivables as of December 31, 2019 are \$12,81.52 and in the Debt Service Fund revenues are received at 0% of the budget while expenditures are 0%. Outstanding receivables as of December 31, 2019 are \$0.

January Bill List: The January bills totaled \$1,286,378.19. Of this total, 95% of the total bills were payments back to member districts for a total of \$1,222,557.00. Administration is recommending the approval of the January Bills and reasonable and customary bills through January 31, 2020.

Budget Forecast: Dr. Burns discussed with the Board the current Budget Forecast. It was noted that no budget amendments will be needed at this time. There will be a more accurate assessment of the School Maintenance Project Grant timelines and its impact on this current and future budget as we prepare for potential application in this grant.

FY 21 Tentative Budget Calendar: Dr. Burns noted that a copy of the tentative budget Calendar has been prepared.

Administrative Assessment Cost Structure Options: Dr. Burns presented the Annual Administrative Assessment that included the cost of the Director of Special Education and associated costs, clerical and business office functions and Board Services. The Board discussed whether to initiate the Administrative Assessment fees for the FY 21 School Year. It was suggested that the Administrative Assessment fees be waived again this year.

Facility Items:

ISBE Construction Grant Application: Dr. Burns asked the Board to Approve the Resolution of The School Maintenance Project Grant Application. The School Maintenance Grant allows for ISBE to match of the \$50,000 of funds towards approved projects. The Board further recognizes that such estimated costs may have risen since 2016 and further directs the Executive Director to not exceed a total investment of \$100,000 of SEDOM funds for these projects.

The Next meeting of the Committee of the Whole will be held on February 18, 2020 at 1:30 p.m. in the SEDOM Board Room.

Adjournment: 2:03 p.m.