

Finance Committee Meeting
Tuesday, February 4, 2020 || 4:00 PM
Keil Administration Building || Third Floor Conference Room

Members Present: Paul Fregeau; Beth Nolan; Todd Covault; Dan Oakes; and Jeff Dase

Members Absent: Fred Bouchard

Others Present: Kay Geskey, Denise Swarhout; Beth Creighton; Andrew Taylor; Regan Lewis; Mary Ann Schloz; and Kendall Briscoe (via phone until 4:55PM when she joined meeting)

Two errors were mentioned in the draft minutes from the January 7th Finance Committee Meeting. The Business Office will fix the minutes. The corrected minutes from the January 7th meeting were approved by acclamation.

Stephen Decatur Middle School Construction – Final Accounting

- Nearing end of project
- Budgeted Amounts
 - \$500,000 Renovation Costs
 - \$100,000 Food Service
 - \$200,000 Labor
 - \$800,000 Total
- Accounting spreadsheet of the project was provided
 - \$874,727.84 total amount to date spent on project

Bond Issuance – Bond Issuance Notification Act (BINA) Hearing

- BINA Hearing will be held at March 3, 2020 Board meeting
- April 27, 2020 – Final closing date
 - Health Life Safety Issuance will be approximately \$25 – \$30 million

Engagement Agreement

- Addendum to Underwriter Engagement Agreement dated September 10, 2018 provided to committee
 - Engagement letter authorizes Covault to have conversations with Stifel
 - Committee agreed to proceed with engagement letter

Macon County Assessed Value

- Assessed Value down to \$692 million due to tax appeals
- Previously levy estimated less than a penny increase
 - Tax levy increase will now end up being 2.5 cents
 - Previously anticipating 2 cents due to bond issuance
- Final extension will be out in the next month or two

Payroll Retirement Succession Planning

- Human Resources and Business Office have discussed a payroll retirement succession plan
- June of 2022 all three (3) payroll employees will retire
- Human Resources Assistant has the skill set to assume the role
 - Looking at possibility of cross training in June 2020
 - Posting job in 2021
- Committee members recommended seeking price for external services
 - Ask large companies what they use for their payroll services
- Mary Ann Schloz will be attending an ESSA conference and will ask what payroll services other Districts use
- Jeff Dase will be attending a LUDA conference and will ask what payroll services other Districts use
- Committee members asked when pricing for external services would be brought back for discussion
 - Covault not prepared to answer question at this time

Strategic Abandonment

- **Enrollment Stabilization and Pod Policies**
 - Policy Committee will discuss Pod and Stabilization policies at meeting on February 14th
 - Stabilization Procedure “map” provided to the committee
 - If student resides within the red box on the map and moves within the red box, student is able to stay in the same school with transportation provided
- Need to plan for next year and the year after
 - Recommended to take out Pods and put in Grouping
- Administration could look at data and make decisions on certain criteria on a case-by-case basis
 - Could add quarterly report to the Board on Administrative Transfers
- Discussion regarding wait lists
 - Recommended that Central Administration keeps waiting list for all schools
 - Need to centrally control and take out of the building
 - Make sure to look at proper criteria for selection
- Take appeal process and incorporate into policy
 - Question about appeal process committee
 - Fred is forming a committee
- Next Steps
 - Draft a Policy that looks at Administrative control of transfers, wait list, and appeals
 - Address pod concept – draft policy
- **Macon-Piatt Special Education District – Administrative District**
 - Important parts of bylaws provided to committee
 - Options – Provide notice of intent to no longer serve as the Administrative District; or, request for withdrawal from the Administrative District
 - Macon-Piatt does not own property
 - If District severs relationship, vans would be surplus to the Macon-Piatt District

- Covault would not recommend the request to withdrawal option
- Third Option – Board can appeal to Regional Office of Education
- Covault’s recommendation – Give notice that District does not want to serve as Administrative Agent
 - Bylaws would likely have to be reconstructed
- District is engaging an outside agency to do due diligence
 - Outside agency is not available until March to conduct analysis
- Mt. Zion District proceeding in late May or early June after their analysis
- **Out of District Tuition**
 - Accepting outside of District Tuition is a part of the by-laws decision
 - One patron outside of the District is paying for Montessori
 - If District is to be on its own, cannot pick and choose outside tuition
 - Cannot grandfather
 - Life Skills, Essential Skills are very expensive services
 - EL and Special Education students that live in DPS would only be served
- Committee members were asked if anyone has reservation on moving forward
 - Recommended to proceed and deal with concerns as they occur

Finance Committee moved into closed session at 4:56 PM. Finance Committee adjourned out of closed session at 5:19 PM.