



Glen Ellyn School District 41: Ignite Passion. Inspire Excellence. Imagine Possibilities.

**MINUTES
GLEN ELLYN SCHOOL DISTRICT 41
FINANCE AND FACILITIES COMMITTEE MEETING**

JANUARY 11, 2016

6:30 PM

**CENTRAL SERVICES OFFICES
793 NORTH MAIN STREET
GLEN ELLYN, ILLINOIS**

The meeting was called to order at 6:29 p.m.

Present: Committee members Kurt Buchholz and Patrick Escalante, Board Member Drew Ellis, Superintendent Paul Gordon, Interim Assistant Superintendent Rebecca Allard, Assistant Superintendent for Human Resources Laurie Campbell, Director of Buildings and Grounds Dave Scarmardo, Chief Communication Officer Erika Krehbiel, Director of Technology Mike Wood and Recording Secretary Carolyn Gust.

I. Public Comment

Resident Jeff Cooper urged the administration to implement overall stricter oversight of professional development attendance. He expressed concern regarding the number of staff who attend the same conferences.

II. Review and approval of minutes from November 23, 2015, meeting

The minutes were reviewed and approved and will be posted to the district website.

III. Transfer of Funds from the O&M to the Capital Projects Fund

Dr. Gordon presented the cash requirements to complete the building projects at Franklin, Lincoln, Forest Glen, Churchill and Churchill Phase III. All payments associated with the construction have been paid through the \$7,000,000 issuance of debt certificates with MB Financial Bank in addition to cash reserves. In February 2015, the board approved Churchill Phase III with an understanding that a \$1.5 million transfer from the 2015/2016 budget would be required. Budget dollars from the Buildings and Grounds budget line item number 20086, Transfer to Other Fund, will contribute \$598,250 to the overall transfer amount with the remaining \$1,054,028 coming from fund balance.

Per State of Illinois statute, 105 ILCS 5/17-2A, districts are to account for the transferring of funds through a series of Board of Education actions and resolutions. The following actions must occur to meet the requirements as set forth in the statute: The district must hold a public hearing on the transferring of funds from the Operations & Maintenance to the Capital Projects Fund; must publish public notice in a newspaper circulated in the school district regarding the transfer of funds between seven and thirty days prior to the public hearing; publish public notice 48 prior to the hearing at the principal offices of the school district; the Board of Education must conduct a public hearing regarding the transfer and adopt a resolution approving the transfer

This information will be presented to the board on Feb for discussion and approval on February 22, 2016, for a public hearing and approval of the transfer.

IV. Vehicle Purchase - Buildings and Grounds Trucks

Mr. Scarmardo presented the background to the purchase of two new vehicles for the Buildings and Grounds department. On November 23, 2015 the Board approved the 2016-2017 capital project. Included was approval to replace two of the District's vehicles. Building and Grounds Director was notified by one of the approved Illinois vendors that there was an opportunity to order the two 2016 Ford F-250 maintenance vehicles for the upcoming fiscal year with a cost savings of approximately of \$5,000. The vendor with the Illinois State Purchasing Contract purchased a few 2016 models from Ford before the old contract ended. The dealership currently has two vehicles in stock ready for delivery with all options included that the district would normally choose. In order to take advantage of the savings, the District will need to commit to purchase, and take delivery of both vehicles in January 2016. The total cost for both vehicles with all required options (snow plows, bed liner, etc.) is \$60,800.

This information will be presented to the board for discussion and action later this evening for approval.

V. Supplemental Pay

Ms. Campbell presented the update supplemental pay information. The committee met in December and reviewed the continued need for supplemental pay categories. The committee examines and removes from the supplemental pay structure any activities, clubs, or sports that have not been active for two school years. Recommendations for new activities from this committee are brought forth to GEEA and to the Board of Education for approval. Included in this recommendation are dollar amounts based on the 2012-2018 Supplemental Pay Schedule.

The Supplemental Pay Committee is recommending the following changes to the supplemental pay structure.

Dance Club (Hadley) –Eliminate Two stipends

Student Council (Hadley) – Eliminate One Stipend

Sixth Grade Jazz Band (Hadley) –Add One Stipend There are currently 60 students participating in the Sixth Grade Jazz Band. This is a no-cut activity- any student who has expressed interest is welcome to participate. The size of a standard jazz band is 18 musicians. The directors double and sometimes triple the number of students on each instrument so they can accommodate all of the students may participate. Due to the large number of students, we are recommending an additional Group IV stipend for the Sixth Grade Jazz Band for the 2015-2016 school year.

Seventh Grade Jazz Band (Hadley) – Add One Stipend Retroactive for 2014-2015– In the spring of 2014, the Supplemental Pay Committee received a request from the Hadley band directors for an additional Jazz Band. The number of students signed up to participate had increased such that either participation would need to be limited, or we would need to add another Jazz Band.

Seventh Grade Jazz Band (Hadley) – Add One Stipend - There are 34 students in Seventh Grade Jazz Band. Due to the continued interest in Jazz Band at Seventh Grade, we are recommending that a Group IV stipend be added to the list of approved Supplemental Pay activities.

Advanced Jazz Band (Hadley) –Change One Stipend Retroactive for 2014-2015 additional hours were worked last year with the Advanced Jazz Band. The omission was discovered this fall and brought to the Supplemental Pay Committee. The Committee reviewed what occurred and is recommending that last year's sponsor be paid for his work with the Advanced Jazz Band as a Group III activity instead of a

Group IV activity. The difference between the two stipends is \$700.

Advanced Jazz Band (Hadley) – Change One Stipend - As noted above

Builder's Club (Hadley) –Add One Stipend – Builder's Club is a community service club that is connected to the Glen Ellyn Kiwanis Club. Their mission is to provide support and awareness to local groups, such as Midwest Veteran's Homeless Shelter in Wheaton, Hephzibah House in Oak Park, and Feed My Starving Children. This is the third year that the club has been offered at Hadley. The stipend for the club sponsor has been paid by Kiwanis up until this fall when all funds were eliminated due to the state budget impasse. This has been a well-attended club of approximately 20 students. The sponsor has been working with the students since the beginning of the school year. Based upon the longevity of the club, student participation rate, and the community service and leadership focus, the Supplemental Pay Committee is recommending that Builder's Club be added as a Group IV activity.

VI. Open Items

None.

VII. Upcoming Meetings

A. Finance and Facilities Committee Meeting - January 25, 2016

VIII. Adjourn

The meeting adjourned at 6:50 PM