



## SPECIAL EDUCATION DISTRICT OF MCHENRY COUNTY

### COMMITTEE OF THE WHOLE MINUTES

April 23, 2018

The meeting was called to order at 1:31 p.m.

Vice President: Dr. Debbie Ehlenburg, Dr. Linda Dujmovich, Dr. Tim Burns, Ms. Karen Parks Mr. Brian Millard and Ms. Kimberly Egerstaffer.

Approval of Minutes: Dr. Dujmovich moved to approve and, Mr. Millard seconded to approve the minutes from the March 19, 2018 meeting minutes, Motion carried.

#### **Old Business:**

**Previous Audiology Information Requested:** Dr. Burns informed the Board that the Audiology Commitment would be slightly lower than last year due to D3 and D15 not utilizing the Audiology program. It was suggested that the Board should make all districts in the cooperative use SEDOM's Audiology services.

**FY 19 Administrative Assessment:** Dr. Burns again discussed some of the possible cost structures with the Board regarding charging the 11 remaining districts an Administrative Assessment fee. The Board agreed that there should not be a fee and therefore there will be a 0% charge.

#### **New Business:**

**Appointment of County Wide School Social Worker Facilitator:** Dr. Burns informed the Board that Carol Kalas has been appointed as the County Wide Related Services Provider for the 2018-2019 school year. Formal action will take place in the Consent Agenda Items of the regular Executive Board Meeting.

**INFINITEC Discussion:** Dr. Burns discussed with the Board that he met with representatives with INFINITEC and reviewed their current program and design and various services that may be of benefit to current member districts. He explained that is projected that approximately 60% of FY 19 SEDOM member districts will be INFINITEC Members.

**KNAACK Fund Request:** Dr. Burns requested from the Board an additional \$300.00 be given toward a student that had been selected to receive prior KNAACK Funds of \$200.00. This student is in severe need of new hearing aids. Dr. Burns indicated that any additional funding toward this student's hearing aids would be greatly appreciated. The Board agreed to give the additional \$300.00.

**FY 19 Executive Board Meeting – Calendar Planning Discussion:** Dr. Burns indicated that with only May and June meetings left, the Board meetings for July and the remaining months after would have to be scheduled. The Board meetings will be set for the next year at the June Board meeting. Dr. Burns also discussed with the Board the appointment of a new Board Member after Dr. Les' term ends in June.

**Executive Director's FY 2019 Areas of Focus:** Dr. Burns reviewed his draft of his areas of focus for the 2018-2019 school year. He indicated several areas including; Enhancement and development of the SEDOM communication plan; Increasing opportunities for county wide advocacy; Exploration and review of inter-district placement options; Exploration and review of current private placements options to name a few, as well as other areas of focus listed.

**RSSP Request for SEDOM to continue as Fiscal Agent:** Dr. Burns informed the Board that Leslie Schermerhorn of the Regional office of Education has officially requested that SEDOM act as the Fiscal Agent for the McHenry County Regional Safe Schools for the 2018-2019 school year.

**Server Relocation Proposal:** Dr. Burns explained to the Board that currently SEAL and SEDOM share IT infrastructure. Dr. Burns proposed that SEDOM should upgrade and move to a new server more closely aligned with staff's needs. This should allow for low cost online backups and fully separate SEAL & SEDOM's data, users, and IT duties.

**Finance: March Financial Reports:** Financial Statements for March were reviewed noting the percentages of revenue and expenses compared to the budget for each fund. As of March 31, 2018, 75% of the FY18 fiscal year is complete. Revenues were received at 70.75% and expenditures were received at 68.54%. In the Education Fund revenues are received 70.77% while expenditures are at 69.03%. Excluding Member District transfers, State TRS and the Regional Safe Schools Program. SEDOM revenues are at 89.48% of the budget and expenditures are at 63.75%. Outstanding receivables as of March 31, 2018 are at \$4,861.27. In the Transportation Fund revenues are received at 0% of the budget while expenditures are at 0% of budget. Outstanding receivables as of March 31, 2018 are \$0. In the Operations and Maintenance Fund revenues are received at 69.72% of budget while expenditures are at 38.77%. Outstanding receivables as of March 31, 2018 are \$6,304.27, and in the Debt Service Fund revenues are received at 0% of the budget while expenditures are 100%. Outstanding receivables as of March 31, 2018 are \$0.

**March Bill List:** The April bills totaled \$1,524,89.04. Of this total, 99.0% of the total bills were payments back to member districts. IDEA reimbursements claimed by member districts total \$1,512,509.00. Administration is recommending the approval of the April Bills and reasonable and customary bills through April 30, 2018.

**FY 19 Preliminary Budget Considerations:** Dr. Burns reviewed the Preliminary Budget for FY 19. The Board will review for further discussion.

**Maintenance of Effort Status and Updates:** Dr. Burns updated the Board on the Maintenance of Effort. Documents and procedures have been distributed to the districts. Four school districts have not met MOE requirements. Dr. Burns has been in contact with the districts. He will meet with a couple of the districts to review potential exceptions that may be claimed.

#### **Facility Items:**

**Pool Update:** Dr. Burns informed the Board that the Illinois Department of Health has given approval for student usage of the Pool. The inspector reviewed current requirements associated with testing and documented basic chlorine and P.H. levels.

**HVAC Systems:** Dr. Burns spoke to the Board regarding a training between SEAL and SEDOM team members regarding the basic use of our current HVAC equipment. The focus of the training will be on basic temperature control, emergency turn offs and basic trouble shooting.

The meeting was adjourned at 2:20 p.m.

The Next meeting of the Committee of the Whole will be held on Monday, May 21, at 1:30 p.m. in the SEDOM Board Room.