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Budget, Planning, Finance and Audit Committee Meeting
Tom Vaclavek, Committee Chairperson
Tuesday, August 17, 2021
Minutes

Present: Tom Vaclavek, Ron Ludwig, Nicole Pavoris, Adam Guss, Dave Secrest, Jason Blake, Amy Blazier, Erica Brusco, Steve Olson, Kevin Werner, John Levitt

- **Call to Order - at 6:03 p.m.**
- **Roll Call**
- **Pledge of Allegiance**
- **Approval of June 8, 2021 Meeting Minutes**
- **Review of Proposed Budget 2021-2022**

Dr. Kevin Werner, Chief Officer of Finance and Operations - summarized the Proposed Budget for the 2021- 2022 school year. The tentative budget had previously been presented for review in June, 2021. The final budget will be presented on August 18, 2021 to the Board of Education (Board) for approval.

Dr. Werner presented updated budgetary assumptions with the most current information available. The updated budget provides a slight improvement from the tentative budget presented in June, 2021.

In summary, Dr. Werner shared the following additional funding for the FY 21-22 school year:

- Evidence Based Funding for FY 21-22 \$342,430
- Annual Transportation Claim \$250,487
- Increase in bottom budget line \$592,917

- **Review of Resolution to Regulate Expense Reimbursements**

Dr. Werner presented the resolution to Regulate Expense Reimbursements to the Committee. This resolution has been presented annually to the Board since 2017. The Local Government Travel Expense Control Act (50 ILCS 150) which was signed into law in July 2016 allows a resolution, approved by the Board, be put in place to approve travel, meals and lodging expenses, recommended for up to \$5,000 annually, for

employees and officials. This resolution would then be in place until it is rescinded or replaced by the Board.

- **Discussion on Board Policies 4:32 and 4:80**

This item was moved to the September 2021 Finance Committee meeting for discussion.

- **Discussion on Student Activity Buses - Lease Renewal**

Dr. Werner discussed that the current 3-year lease is set to expire in December, 2021. Information was presented to the Committee recommending a new 2-year lease for discussion and possible presentation to the Board of Education at a later date. The new lease would save the district approximately \$50,000 over the 2-year lease compared to the existing lease as well as maximize the warranty period coverage. This extension would also provide an opportunity to validate the program further. The Committee recommended that the lease recommendation be advanced to an upcoming regular Board meeting for consideration.

- **Discussion on Financial Information Reporting**

Dr. Werner presented the Committee with options to open further discussions on information reporting to better support the Board of Education at the monthly meetings. The Committee deferred to Dr. Werner for financial information reporting best practices.

- **Public Comments**

A member of the community expressed appreciation for Board members and their efforts.

- **Adjourn at 6:48 p.m.**