

## **Business Office Update October 27, 2014 Meeting**

### **Millburn Middle School Vandalism**

- Millburn Middle School has experienced extensive vandalism during the Labor Day weekend and during the weekend of September 20-21, 2014
- Insulation on the pipes leading to and from the chiller were damaged, wiring on several parking lot lights was exposed and damaged, the siding on a storage garage was damaged, the entry door to the garage was damaged, an outdoor electric plug was damaged, a water spigot for a hose was broken, graffiti was painted on an entry door to the school.
- Damage is estimated at approximately \$4500. A claim has been submitted to our insurance carrier that will cover costs in excess of our deductible of \$2500.

### **Possible State of Illinois Delayed Payments for FY2015**

- We won't know what will happen with the state income tax until after the election. At a meeting that I attended on October 15, 2014, Deb Vespa, Division Administrator for the ISBE School Business Division, told us that we should plan on a worst case scenario. For Millburn, the loss of revenue in FY2015 as a result of the delayed payments is estimated at approximately \$919,000. Millburn's estimated delayed payments for FY2015 are listed below:
  - Delaying two of the four FY2015 categorical payments to FY2016. For Millburn, that includes the following:
    - Sp Ed Private Facility = \$112,370
    - Funding for Children Requiring Sp Ed Svcs = \$79,694
    - Sp Ed Personnel Reimbursement = \$189,758
    - Regular Transportation = \$126,680
    - Special Education Transportation = \$166,947
  - Delaying two General State Aid payments = \$243,324
- I will be updating the cash flow and we can discuss this in more detail after the election at the November COW meeting.

### **Volcano Group**

- Millburn is participating with a Lake County group of Elementary Schools to collect data that can then be used to gauge where Millburn falls with regard to all of the participating districts or to a select group of districts. The group is called the "Volcano Group". We are in the process of developing the individual templates for the various data points we will be collecting. Until we complete this process we will be meeting monthly.
- Millburn now has the ability to run statewide data comparisons that compare Millburn from comparing one school to the entire state. Previously, this required Mr. Lind or me to input the data and then analyze it. This sometimes took anywhere from a half-day to several days' work.

### **Permission to Bid**

- I am requesting permission to bid the roofing project for the original section of the Millburn Elementary School building. We have \$50,000 from the Illinois School Maintenance Grant to offset a portion of the cost of this project.
- I am also requesting permission to bid to install security cameras at both Millburn Elementary School and Millburn Middle School with the majority of the funding coming from the Illinois Emergency Management Security Grant.

### **Freedom of Information Request Act (FOIA)**

- I am in the process of responding a FOIA request from the Illinois Education Association.
- They have requested
  - The names of all non-certified support staff,
  - their hire dates,
  - job titles,
  - work sites and corresponding addresses,
  - number of hours scheduled to work each week,
  - number of month each employee works,
  - bargaining status (covered by a collective bargaining agreement)
  - if any of the non-certified employees are in a bargaining unit. If so, the name of the labor organization with which that unit is affiliated
  - copies of any contracts the district has with subcontractors currently engaged in district support staff work (e.g., transportation services, food services, custodial services, etc...)
- The letter states that the FOIA is only for data gathering and research purposes.

### **FY 2015 Budget – Upcoming Dates**

- October 27, 2014 First Reading of the 2014 pay 2015 Property Tax Levy & Approval for Publication of the “Truth in Taxation Statement”
- November 10, 2014 Discussion of Property Tax Levy
- November Publish “Truth in Taxation Notice of Public Hearing” – no more than 14 days prior to hearing and no less than 7 days prior to the date of the hearing
- November 25, 2013 Truth in Taxation Hearing & Property Tax Levy Adoption
- December File “Certificate of Tax Levy” with the county clerk on or before the last Tuesday in December

### **Professional Development Activities**

- October 3, 2014 – I attended the Illinois Association of School Business Officials Professional Development Committee meeting in Elk Grove Village, IL. This committee plans the professional development activities for school business officials and their support staff in Illinois.
- October 8, 2014 – I attended the SEDOL short-term planning committee meeting in Gages Lake, IL.
- October 15, 2014 – I attended the Delegate Advisory Committee meeting for Illinois Association of School Business Officials in Naperville, IL. The majority of the meeting involved current legislative issues and updates.
- October 17, 2014 – I attended the Volcano Group meeting in Vernon Hills. I also attended the Northeast Illinois Association of School Business Officials meeting in Buffalo Grove where the speaker was Barbara Erickson from Hodges, Loizzi speaking on items school districts need to know to meet the requirements of the Affordable Care Act.
- October 22, 2014 – I attended a conference in Downers Grove, IL to learn about the Illinois Municipal Retirement Fund (IMRF) Audits and Illinois OSHA audits. Many of the districts in Lake County have recently been audited by IMRF. Illinois OSHA has also started actively auditing school districts. It was helpful to review the documentation that the district is required to have on file if OSHA comes knocking at our door.