

OAK PARK AND RIVER FOREST HIGH SCHOOL
201 North Scoville Avenue
Oak Park, IL 60302

FINANCE COMMITTEE MEETING
Tuesday, June 15, 2010

A Finance Committee meeting was held on Tuesday, June 15, 2010. Chair Allen called the meeting to order at 7:33 a.m. in the Board Room. Committee members present were John C. Allen, IV, Terry Finnegan, Amy McCormack, and Sharon Patchak-Layman (arrived at 7:45 a.m.). Also present were Dr. Attila J. Weninger, Superintendent; Jason Edgecombe, Assistant Superintendent for Human Resources; Cheryl L. Witham, Chief Financial Officer and Treasurer; and Gail Kalmerton, Executive Assistant/Clerk of the Board.

Visitors included Kay Foran, Director of Community Relations and Communications; James Paul Hunter, FSEC Chair; John Stelzer, Athletic Director; Doug Wiley, OPRFHS Supervisor of Finance; Tim Keeley, Purchasing Coordinator; Robert Zummallen, Director of Buildings and Grounds; Steve Doble and Toni Hagins of Buildings and Grounds; LeeAnn Meyers-Smith, James Nagel and Pat Cermak of Wight and Company; and Paul Keller of Ancel Glink (arrived at 8:27 a.m.).

Approval of May 18, 2010 Finance Committee Minutes

It was the consensus of the Finance Committee members to accept the minutes of the May 18, 2010 Finance Committee meeting, as presented.

Construction Update

Mr. Zummallen presented a written report on the summer construction projects in the following areas: Science Labs and office, HVAC, Masonry, Swimming Pools, Hot Water Boilers, New Ceilings and Lights, and TV Studio.

Mr. Zummallen recognized Ms. Hagins and Mr. Doble for the tremendous job that they and their crew did in emptying out 80 classrooms to ready the for the work that Wight would do.

Construction Projects for 2010-2011

It was the consensus of the Finance Committee members to recommend that the Board of Education approve the construction projects for 2011-12 presented in the spreadsheets at the regular June Board of Education meeting, totaling approximately \$3.4 million.

The Facility Committee had not reorganized the future projects into any priority. The Life Safety projects will need to be completed by the summer of 2012.

Ms. Patchak-Layman pointed out that the Board of Education had agreed to take \$2 million out of its fund balance to pay the unexpected costs. One of the items on the list to do was the replacement of the first floor bathrooms now rather than in the future. She questioned why this was being done at this time. Ms. Witham explained that when work is being

completed in one area of the building it is more economical to do everything in that area at one time. The District was trying to be more strategic in getting this work completed. Ms. Witham also informed the Committee that painting comes out of the regular maintenance budget which is separate from money set aside for construction. Wight has reduced its management fees and cost for summer work.

All of the management fees have not been negotiated for next year. Ms. Witham stated that the costs listed were estimated, as they had not been bid out yet, and that was the reason there was now a difference in cost. However, some of the adjustments were based on the market and projected costs. Ms. McCormack noted that changes were made to the internal process in order to better estimate what comes before the Board of Education. Mr. Zummallen added that Wight went through the building and reviewed the projects.

When asked what the overall construction market looked like, Mr. Nagle responded saying that Wight saw the market stabilizing as the pricing was not as aggressive as before. The pricing presented was prepared for future years, reflecting some escalation, and anticipating market improvement in the amount of work.

Cafeteria Tables

It was the consensus of the Finance Committee members to recommend that the Board of Education award the lowest responsible bid to McDonnell for the powder-coated version of the Parker-Hamilton 61T table, at the June 15 Special Board Meeting.

Student Council provided input and BLT worked with students on this purchase. A powder coating was chosen versus chrome because it will not peel, is more environmentally friendly, and requires less maintenance.

Athletic Uniform

It was the consensus of the Finance Committee members to recommend to the Board of Education that it award the bid for the Drill Team warm-ups and the Boy's Track Singlets to Salkeld Sports and to award the Girl's Track warm-up bid to Boathouse Sports at the regular June Board of Education meeting, as both were the lowest responsible bidders for these specifications.

Budget Cycle Timeline

Ms. Witham provided an updated budget calendar noting that the final budget would be presented to the Board of Education for adoption at its regular September 23, 2010 meeting.

When asked when new items/programs could become part of the budget process for the 2011-12 school year, Ms. Witham stated that the optimum time would be before January due to course scheduling, etc. Ms. Witham is also sharing this timeline with the Finance Advisory Committee at its June 23 meeting, which will meet with the Board of Education in the fall. Ms. Patchak-Layman wanted the Board of Education to have conversations about programming and she noted that it has not had input in the construction relative to the library, science areas, etc. Ms. Witham continued that the budget is not final until September as all of the information relative to revenue and title grants is not yet available

and there was still an opportunity for discussion. However, the budget as presented is being put on display in August. She has received no recommendations to make any changes.

While the budget expenditures are in compliance with the long-range plans, it is the Board's prerogative to make changes to these recommendations. Any dollars the District receives goes into its fund balance. If the District does not change its expenditures and the state's revenue is less, the necessary funds will be taken from the fund balance. When asked if there were a window in terms of dollars to do things, it was reported that the District choose not to fund \$158,000 of requests because it felt the Board of Education should not spend any more money.

Regarding TIF distributions, the District will receive less money than last year from the Village of River Forest TIF, due to a one time distribution of excess River Forest TIF funds. In addition, the Village of River Forest has a settlement agreement with District 90 from which OPRFHS benefits. Those payments will cease at the end of the TIF in December 2010. The Village of River Forest has until December to spend the TIF money on economic development and Ms. Witham anticipated in January there will be excess funds remaining, so the District may again benefit.

Regarding a transition program for Special Education students coming back to this campus, it was explained a full-time person will be hired in the Special Education budget to assist in this program. Ms. Witham stated that months of conversations have occurred about these programs. Tuition for out-placed students is accelerating and, thus, the District asked if it could provide something better at less money. The answer was yes.

Ms. Witham noted that 75.3% of the District's budget is spent on instruction and the administrative budget continues to decrease. Mr. Hunter pointed out the work that had been done to decrease insurance costs as well.

Ms. Witham stated that the tentative budget would be presented to the Board of Education in August.

Property and Casualty Liability Insurance Renewal

It was the consensus of the Finance Committee members that the Board of Education approve the July 1, 2010 Property and Casualty Liability Insurance renewal with CLIC at the June 24, 2010 meeting, on the Consent Agenda.

The total premium increased 8.76%, from \$246,942 to \$268,563. OPRFHS will also receive a check totaling \$8,485.43 due to a surplus after a close out of School Board Legal claims for the years 2002/03-2003-04, and 2004-05.

Workers' Compensation Insurance Program

It was the consensus of the Finance Committee members to recommend that the Board of Education approve the July 1, 2010 CLIC Workers' Compensation renewal at the regular June Board of Education meeting, on the Consent Agenda.

The total premium increase is 21.75%, from \$19,733 to \$268,386. In addition, OPRFHS will receive \$12,917 due to a surplus in the Loss Fund account.

Monthly Financial Report

It was the consensus of the Finance Committee members to recommend to the Board of Education that it approve the April Monthly Financial Report at its regular June Board of Education meeting, on the Consent Agenda

Treasurer's Report

It was the consensus of the Finance Committee members to recommend to the Board of Education that it approve the April Treasurer's Report at its regular June Board of Education meeting, on the Consent Agenda

Adjournment

The Finance Committee adjourned at 8:30 a.m.