

OAK PARK AND RIVER FOREST HIGH SCHOOL

Finance Committee Meeting Agenda

November 10, 2009

Board Room

8:00 a.m.

- | | | |
|----|--|---------------|
| 1. | Health, Dental and Life Insurance Renewal (8:00 a.m.) | CBC |
| 2. | Superintendent Search Consultants Presentations (8:30 to 10:30 a.m.) | Cheryl Witham |
| 3. | Minutes | |
| 4. | Preliminary 2009 Levy | Cheryl Witham |
| 5. | Monthly Financial Report | Information |
| 6. | Treasurer's Report | Information |

Finance Committee Members

Chair: John Allen IV

Board of Education

DLT

Jim Hunter – FSEC Chair

FINANCE COMMITTEE
BOARD REPORTS

July, 2009	August, 2009	September, 2009	October, 2009
Tentative Budget 2009 - 2010	2009 - 2010 Budget Approval	Ed Red - Erika Lindley	2009 Audit
		Residency Report and Policy/Procedures	Levy Timeline
		Workers Comp History	Wellness Update
			FY 2009 Audit Report
			Books & Fees Report
			Insurance Renewals
November, 2009	December, 2009	January, 2010	February, 2010
Preliminary 2009 Levy	2009 Levy	Food Service Rollover Bids	Student Fees 10/11
RFP Superintendents Search	Board Goal Budget	Authority to Commence Amend. Budget 09/10	Life Safety
		Authority to Commence 10/11 Budget Prep	Copy Machine Leases
		Fall Athletic Uniform Bid	
		Personnel Report	
		Coaches Stipends vs Activity Funds	
		Contracts of \$10,000 - \$25,000 Report	
March, 2010	April, 2010	May, 2010	June, 2010
Staffing Summary Update	Staffing and Stipends 10 - 11 budget	Prevailing wage	FY 11 Preliminary Budget
Division FTE	Sub Teacher - Sub clerical pay 10 - 11	Resolution to transfer funds	Property & Liability Ins Renewal
RFP Bus Service	Food Service lunch prices 10 - 11	PTAB Resolution	Workers Comp Renewal
Authorization to Commence 2010 Audit	Athletic Uniforms - Spring	RFP for Insurance Broker	TIF Update
Amended Budget	Triton Contract	Contracts for FY 10 - 11	E2-Contract
	Contracted Security Services Bid	- Thrive Services	Theatrical Costume contract
	Amended Budget Approval	Xerographic Paper Bid	Sanitary Paper Bid
		Towel Service Bid	
		Wellness Report	
Every Meeting:			
Minutes			
Financial Reports			
Treasurer's Report			

***Oak Park and River Forest High School
District 200***

201 North Scoville Avenue • Oak Park, IL 60302-2296

TO: Board of Education
FROM: Cheryl Witham
DATE: November 10, 2009
RE: Superintendent Search Consultants Presentations

BACKGROUND

On Nov. 3rd the Board of Education met and reviewed the Superintendent Search Consultant Services and selected several firms to make a presentation.

SUMMARY OF FINDINGS

RECOMMENDATIONS (OR FUTURE DIRECTIONS)

The Board of Education will accept a Superintendent Search Consultant at the Special Board of Education meeting on November 12th.

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

FINANCE COMMITTEE MEETING

Tuesday, October 13, 2009

A Finance Committee meeting was held on Tuesday, October 13, 2009. Chair Allen called the meeting to order at 7:37 a.m. in the Board Room. Committee members present John C. Allen, IV, Terry Finnegan, Dr. Ralph H. Lee, Amy McCormack, Dr. Dietra D. Millard and Sharon Patchak-Layman. Also present were Dr. Attila J. Weninger, Superintendent; Jason Edgecombe, Assistant Superintendent for Human Resources; Cheryl L. Witham, Chief Financial Officer; and Gail Kalmerton, Executive Assistant/Clerk of the Board.

Visitors included Kay Foran, Communications and Community Relations Coordinator; Doug Wiley, OPRFHS Supervisor of Finance; Robert Zummallen, Director of Buildings and Grounds; James Paul Hunter, OPRFHS Faculty Senate Executive Committee Chair; Todd Buikema and John Webber of Crowe Horwath; and Erica Lindley of ED-RED and Terry Dean of the *Wednesday Journal*.

Acceptance of Minutes of September 8, 2009 Finance Committee Meeting

It was the consensus of the Finance Committee members to accept by acclamation the minutes of the September 8, 2009 Finance Committee meeting, as presented.

2009 Audit Report

Mr. Webber spoke about the process and results of the 2009 Audit, noting that this was the first year that Crowe Horwath was performing the audit for District 200. He was appreciative of the District's cooperation in providing the firm with the necessary information. The documents provided were: The Comprehensive Annual Financial Report (CAFR), The Single Audit dated June 30, 2009, and a letter to the Board of Education explaining Crowe Horwath's responsibilities in this audit.

Mr. Buikema reviewed the CAFR which included the following categories: 1) introduction; 2) District officials; 3) transmittal letter; background of the District; the current financial situation; Certificate of Excellence in Financial Reporting, etc. He continued that the District writes the transmittal letter and the management discussion portion of the CAFR (a verbal explanation of what happened this year, and it provides the figures.)

OPRFHS's budget is \$60 million. It receives only \$15 million from specific charges and grants and is operating at a loss. Programs cannot sustain themselves and they need other funding.

There were no significant deficiencies or weaknesses in internal control. There were a couple of recommendations about the IDEA program, but overall OPRFHS received a clean audit. One recommendation had to do with quarterly reporting and the second

recommendation was about the interest earned on grant funds which has to be returned to the state. It was not something the District did wrong.

Regarding the amount of salaries to be paid over the next six years, Dr. Lee asked, on average, what was actually offset by hiring people at lower levels in replacement of individuals retiring who were at higher levels. It was suggested that this be discussed at the November Human Relations Committee meeting.

Construction Update

Mr. Zummallen provided a list of completed construction projects, all of which came in within budget. He noted that more bike racks were needed. Dr. Millard was complimentary about the new garbage cans situated around the building.

Mr. Grosser shared a PowerPoint proposal for renovated and reorganized science labs. The 5-year proposal was to develop infrastructure to support teaching, learning, and advanced research in the science division. Mr. Grosser believes in the school's mission to help all students reach their maximum potential. To that belief, all chemistry labs were changed to universal labs so that both biology and chemistry can be taught in the same lab, allowing for continuity. His long-term vision is to pull all of the content areas together. He reviewed in detail each stage of the proposal.

2010 – renovate/develop 4 labs (2 universal labs and 2 biology labs)

2011 – renovate/develop 4 universal labs

2012 – Special Education science centers

2013 – Center for collaborative research

2014 – Update 4 biology labs

Discussion ensued. Dr. Lee asked if the area of “trades” was no longer considered a mission of the school, e.g., carpenter, plumber, machinist, etc., as some of the space Mr. Grosser was advocating for was presently being used by them. Mr. Grosser responded that a move would coordinate with Industrial Arts. The intent is to have a win/win situation and that the Applied Arts would have new facilities upstairs. Dr. Weninger added that the District is attempting to respond to the students' needs. The demand for machinists, woodworking, etc., is not as great. . The District is trying to align the courses taught within Applied Arts with the jobs that are in demand with the world. The plan is much larger and the District recognizes that it needs to revitalize Applied Arts by both improving and updating the programs and the facilities.

Ms. Patchak-Layman felt it would be easier to put this into context if there were a strategic plan with which to match it. In terms of the overall context, no discussion by the Board of Education and/or the community has occurred as to how this will fit and where the District should be going with the students. If the model used by the middle schools were used, e.g., science labs operating as units, having smaller units within the school, etc., this plan would be just the opposite. Discussions have already occurred about having a more integrated relationship between math and science and there are other models to explore.

Mr. Grosser was aware of several different models, noting that Mateo Valley went with science lab in the same areas as English Labs. Oswego is using a model such as the one proposed. These conversations should occur at another time.

Ms. Patchak-Layman noted that other schools have a mixed science sequence. How would this plan work if the District moved to a spiraling of the general curriculum? Mr. Grosser responded that flexibility is provided by having more universal labs. The decision on which direction to take is interesting. The ILS Program grew out of Fermilab. Naperville schools went to a physics program first, abandoned that, and then went to a general science program/integrated. OPRFHS advantage is that it has been stable. The direction could be consumer driven after some experience. To say that the District would do physics would be a major event. Ms. Patchak-Layman noted that science requirements would change, the number of students in the class would change and how the resources would be used would change. Mr. Grosser felt that the universal labs would allow for that flexibility.

Summer 2010 Construction

Ms. Witham reported that the Facility Committee had met several times in September and October in order to compile a long-range plan and to prioritize construction projects for next summer.

The Committee reported that identifying and approving construction projects early in the school year affords several benefits:

- 1) greater planning and bid preparation time which will increase the accuracy of the bid process and reduce change orders,
- 2) earlier bid specifications and publications, which provides access to the best contractors and pricing,
- 3) earlier bid awards which increases planning time and assures completion by the first day of school, and
- 4) Earlier bid awards provide opportunities to respond to pricing and strategically change, add, or delete projects.

Ms. Witham provided a timeline for summer 2010 construction projects. The projects would catch up on the Life Safety projects, begin the masonry projects for the outside of the buildings, and continue the HVAC, elevator and science lab projects. A summary of the projects follows.

- 1) Replace air handlers in field house and 2nd floor library.
- 2) Replace old mechanical VAV boxes in 1907-1924 building.
- 3) Install fire dampers throughout building.
- 4) Provide new heaters and safeties for East and West Pool's.
- 5) Replace domestic hot water piping on 1st and 2nd floor 1907-1962 building.
- 6) Remodel science labs 126, 127 and 128.
- 7) Replace drains and sumps in east and west pool per Virginia Baker Act.
- 8) Replace sanitary drains on 1st and 2nd floor 1907-1294 building.
- 9) Code upgrades to new building elevator.

- 10) Tuck pointing and caulking several areas on the exterior of the building.
- 11) Replace deteriorating brick in freight elevator chase.
- 12) Phase II of bells and clocks.

Ms. Witham reported that some of the proposed projects do not have a “home” and the Committee will work to add these to the list of actual projects to be completed within the next five years. Ms. Patchak-Layman asked if donations could be sought for some of these or grants written for them. She asked if there were a list of wish projects. Dr. Weninger added that some are not Life Safety or wish list projects, and that it was important not to lose sight of them.

Ms. Witham stated that all life safety projects had to be complete within five years of October 2007. Ms. Patchak-Layman asked if the school had explored reducing utility expenses by signing a performance contract with a company that does that. Ms. Witham noted that conversations have occurred with one company and she has also talked with some business managers of other school districts. Other business managers have said that hiring a performance company was not worth the money, as the school districts can do this work themselves. OPRFHS has already replaced many lights. However, the District can entertain that idea if it is the Board of Education’s directive. Mr. Zummallen added that the District went from T12 to T8 conversion and receives grant money. If a contractual company were used, the District would receive the same amount of money. Ms. Witham noted that the projects on the final spreadsheet would be paid for with Tort Funds. Accessing the excess funds from the Bond and Interest Fund will allow the District to strategically care for this vintage building.

It was the consensus of the Finance Committee members to recommend to the Board of Education that it approve the Summer 2010 Construction Projects as presented at its regular October Board of Education meeting.

ED-RED

Ms. Lindley spoke about the major educative priorities, in which ED RED was involved, the history of the organization, and its membership. The ED RED organization is composed of approximately 100 suburban school districts, three special education cooperatives, and three unions. Its mission is to be a united voice advocating for the diverse needs of suburban schools.

Its vision is to be a premier education policy resource for Illinois legislators and ED-RED membership.

Its beliefs are:

1. In a comprehensive education system supporting life-long learning.
2. It is the responsibility of public education to support all aspects of student learning.
3. A local school district must have the ability to make educational and fiscal decisions appropriate for its school community.
4. The State must provide adequate financial support for all public schools.
 - Funding for public schools must be stable, reliable, and predictable.

- The state must fully fund the additional costs for programs that support special education and at-risk students.
- All state mandates should be fully funded.

Its strategic goals are:

1. To research, develop, and initiate legislation advantageous to member districts;
2. To actively advocate for or against legislation affecting member districts;
3. To engage school board members and school administrators in the legislative process;
4. To communicate proactively with member districts; and
5. To develop and nurture collaborative relationships with state agencies, advocacy groups, and other organizations to accomplish mutual objectives

Dr. Lee is District 200's representative.

Ms. Lindley highlighted the issues ED-RED was addressing:

- 1) Being part of a responsible budget coalition which wants to work with legislators to help find ways to increase revenue. She asked that school districts make their priorities known to their appropriate legislators at the appropriate time.'
- 2) Getting support for school districts in times of low CPI.
- 3) Working to limit unfunded mandates.

ISBE put together a list of unfunded mandates, as a resource for schools. IASA will consider this a legislative priority and IASBO is working to get money for these items. Most of the work that ED RED does is defensive, as it provides help to the legislators to understand the work in the school districts. Ms. Finley stated that ED RED does not go back and relieve unfunded mandates. Instead, it looks forward. Ms. Patchak-Layman asked if it used criteria such as teaching and learning as opposed to sprinkler systems. Ms. Finley responded affirmatively, requiring additional staff time. Dr. Lee felt that even if an unfunded mandate were a good idea, it should be put forth by a local school board rather than a legislator.

Mr. Allen asked about ED-RED's efforts in supporting teachers being subpoenaed to testify. Ms. Finley asked to have more information about this subject.

Ms. Patchak-Layman asked what ED RED's formality was with districts that supported or opposed legislation. Ms. Findley said that most of the legislation that ED RED works on falls into five or six categories. Either an executive board or a person in particular districts familiar with the legislation is asked for feedback. If there is an opposition, ED RED has a conversation with the school district's legislators about that concern.

The Committee members thanked Ms. Lindley for her presentation.

Aid to Needy Children Report

Ms. Witham provided the annual report to the Board of Education on Aid to Needy Children. In her written report she stated that the recommendations for financial assistance for books and required supplies for needy students are processed through the Business Office. The requests for free and reduced lunches originate by parent

applications. The Food Service Department processes the Free and Reduced Lunch Program applications. All approved applications must meet government guidelines. The reimbursement received from State and Federal governments helps to defray the cost for the total lunch program. Discussion ensued. Dr. Millard asked if the District could recapture the money outstanding. Ms. Witham responded that while the District does attempt to collect, it is a growing problem. Previously, class schedules were held up as a way to incentivize parents to pay their debts. All students have to do to obviate this obligation is to return their books.

Dr. Lee felt the Board of Education needed more information in order to make a policy decision as to just how far it wanted to go in terms of collection. What would that process be and where would the line be drawn? He asked to discuss this again later in the year.

Ms. Witham clarified for Mr. Finnegan that the figures for deferred payments were an end-of-the year balance. A family could have deferrals for three years.

Virchow Kraus Release of Claims

It was the consensus of the Finance Committee members to recommend to the Board of Education that it approve the Mutual Release of Claims at its Special Board Meeting following that meeting. Of the \$37,000 invoice, OPRFHS's portion is \$18,000. Mr. Allen noted an objection to pay for the copying of files.

Levy Timeline

Ms. Witham provided the Levy Timeline as follows:

October 13	Finance Committee Meeting	Present Levy Timeline
November 10	Finance Committee Meeting	Present Preliminary Levy
November 19	Board of Education Meeting	Adopt Preliminary Levy
November 19		Preliminary Levy on Display
December 10		Notice of Truth in Taxation Public
	Hearing in local newspaper	
December 17	Board of Education Meeting	Truth in Taxation Public Hearing
December 17	Board of Education Meeting	Final Adoption Levy
December 18		Board of Education Resolution filed at Cook County Clerk's Office

Because the District has not received notice if the Village of Oak Park will carve out properties, Ms. Witham suggested going for the maximum levy anticipating that it will do a carve out. She hoped to have information in time for the levy. Mr. Allen requested a copy of the email to the Village requesting a meeting on the TIF.

Gatekeepers 403(b) Plan Third Party Administrator

Ms. Witham reviewed with the Committee members the situation regarding the administration of the 403(b) and 457 plans. She stated that it recently had come to her attention that Gatekeepers had failed to remit employee and employer 403(b) contributions to the appropriate investment firms for the two September payrolls. The

District's attorney has been working with Gatekeepers' owner and its Errors and Omissions Insurance carrier to make a demand for the transfer of funds and to file the proper claim. Business Office personnel will meet with individuals who have made contributions to verify that all contributions deducted from their paychecks and the corresponding employer match has been properly deposited into employee investment accounts.

In FY 2002-03, the 403(b) plan was out of compliance with IRS regulations and no plan documents existed. An appropriate, qualified TPA was contracted. That was Citizens Bank and Trust of Maryville, it was a seamless transition.

Tamara Middleton purchased the business from Citizens Bank and formed her own company, Gatekeepers, in 2006. Again, it was a seamless transition.

When the new regulations became effective January 1, 2009, many additional reporting requirements and oversight were necessary. Most school districts sought new TPA relationships as a result. Gatekeepers grew from approximately 70 to 400 overnight. New software had to be developed to handle the new regulations. All TPA providers were experiencing issues because of the new regulations. By working with Gatekeepers on the issue, in May all outstanding issues seemed to be corrected. However, that is not the case at this point and OPRFHS will be out of compliance by October 15.

Discussion ensued. Mr. Finnegan asked if the District would have to make good on these claims and subrogate the Errors & Omission Insurance. Ms. Witham responded that it is the District obligation to the employees and to make a claim on the Errors & Omission Insurance. The missing funds will be paid out of the Tort Fund.

While Ms. Witham outlined other options for the Board of Education, her recommendation was Option #3.

- 1) Discontinue offering 403(b) plan benefits. (not an option due to collective bargaining agreements.)
- 2) Select one investment firm and require all employees to use that firm. This exposes the District to fiduciary and personal liability.
- 3) Remain with CPI or another TPA. The fee is \$3 per member/per month.
- 4) Administer the plan in-house with OPRFHS's staff. Compliance and legality issues are very large.

Mr. Finnegan concurred with Option #3, as this plan is a tremendous benefit for the employees. Doing it in-house is a great responsibility and limiting staff to only one investment firm leaves the District vulnerable to huge lawsuits. The District has more than one vendor and each individual can choose the vendors. Ms. Witham added that the District is responsible for the deduction of the employees' paycheck and getting the funds to the vendor. If the District was to choose a fund and something was to happen to it, there could be other liabilities.

It was the consensus of the majority of the Finance Committee members to accept the administration's recommendation of remaining with CPI or another TPA at a fee of \$3 per member/per month.

Treasurer's Report

The Treasurer's Report for August will be submitted for approval at the regular October Board of Education meeting.

Monthly Financials

The Board of Education will be asked to approve the August 2009 Financial Reports at the regular October Board of Education meeting.

Adjournment

The Finance Committee adjourned 10:05 a.m.

Oak Park and River Forest High School
District 200

201 North Scoville Avenue • Oak Park, IL 60302-2296

TO: Board of Education

FROM: Cheryl L. Witham

DATE: November 10, 2009

RE: Preliminary Levy

BACKGROUND

The Preliminary Levy must be placed on display no less than 20 days in advance of adoption. The Board of Education will adopt the 2009 Levy at its regularly scheduled Board meeting on December 17, 2009. A Truth in Taxation Hearing will be held at the regularly scheduled Board Meeting on December 17, 2009.

The Property Tax Extension Limitation Law (PTELL or "tax cap") limits the growth in property taxes to the lesser of 5% or the previous year Consumer Price Index (CPI) plus new property. The total tax received will not exceed the "tax cap" limitation. The value of new property is unknown to the District at this time and is therefore an estimate. Regardless of how much the District requests, no more than the maximum allowable under the law will be received.

SUMMARY OF FINDINGS

For the 2009 Levy the CPI used is .1% and EAV for new property is estimated at \$60,000,000. This amount includes an estimate of Downtown Oak Park TIF District carve outs that were not previously released as provided for in the Intergovernmental Agreement. The Village of Oak Park has not given notice concerning the carve-outs due from the 2007 levy, the 2008 levy, or for the carve-out due for the 2009 levy. This levy includes an assumption that the Village of Oak Park will carve-out the full value. The estimate of the 2008 aggregate tax Levy is 102.6 percent of the Actual 2007 Levy.

Fund	Actual 2008 Levy	Preliminary 2009 Levy
Education	\$ 45,326,816	\$ 45,048,352
Liability Insurance	1,223,904	1,168,764
Special Education	678,707	678,707
O&M	5,581,097	6,081,097
Transportation	891,087	891,087
IMRF	1,097,220	1,197,220
Social Security	1,097,220	1,097,220
Working Cash	1,034,696	1,187,077
Life Safety	1,225,427	2,374,153
Total	\$ 58,156,174	\$ 59,723,677
Bond & Interest	\$ 3,004,182	\$ 3,006,729
TOTAL LEVY	\$ 61,160,356	\$ 62,730,406

***Oak Park and River Forest High School
District 200***

201 North Scoville Avenue • Oak Park, IL 60302-2296

The following is the Timeline for the Levy

November 10	Finance Meeting	Preliminary Levy
November 19	Board Meeting	Adopt Preliminary Levy
December 17	Board Meeting	Public Hearing
December 17	BOE Meeting	Final Adoption of Levy

The Truth in Taxation Act (35ILCS 200/18-60) requires a public hearing if the estimate of the aggregate tax Levy exceeds 105 percent of the amount extended the previous year. On December 17th, the District will give the community an opportunity for public comment concerning the Levy.

RECOMMENDATIONS (OR FUTURE DIRECTIONS)

To approve the Preliminary Levy at the November 19th Board of Education Meeting.

RESOLUTION REGARDING ESTIMATED AMOUNTS TO BE
EXTENDED UNDER THE PROPERTY TAX EXTENSION LIMITATION ACT

Be it resolved by the Board of Education of Common School District No. 30, County of Cook, State of Illinois
the following:

1. The Cook County Clerk is hereby directed to extend from the 2009 Levy no less than the amounts
indicated as follows:

Educational Purposes	\$45,048,352
Liability Insurance	\$ 1,168,764
Operations & Maintenance Purposes	\$ 6,081,097
Transportation Purposes	\$ 891,087
Illinois Municipal Retirement Fund	\$ 1,197,220
Social Security Purposes	\$ 1,097,220
Life Safety	\$ 2,374,153
Special Education	\$ 678,707
Working Cash	\$ 1,187,077

Should any further reductions be necessary under the Property Tax Extension Limitation, such reductions
should be taken from the Education Fund.

Board of Education
Oak Park and River Forest H. S. District No. 200
County of Cook
State of Illinois

By: _____
President

ATTEST:

Secretary

RESOLUTION AUTHORIZING REDUCTION OF
CERTAIN FUND LEVIES FOR THE 2009 LEVY YEAR

WHEREAS, On December 17, 2009, the Board of Education ("Board of Education") of Oak Park and River Forest High School District No. 200, Cook County, Illinois ("School District") did adopt the 2009 tax levy; and

WHEREAS, the Property Tax Extension Limitation Law ("PTELL") limits the increases on tax extensions to 5% or the percentage increase in the C.P.I. during the 13 month calendar year preceding the levy year, whichever is less; and

WHEREAS, the County Clerk has notified each Cook County taxing district now subject to the PTELL that it may direct to the County Clerk's Office, by proper resolution, to make specific and necessary reductions to its tax levy for the 2009 levy year in accordance with the requirement of Section 18-195 of the PTELL (35 ILFCS 200/18-a95).

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of School District No. 200, Cook County, Illinois as follows:

Section 1. That the Board of Education hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does hereby incorporate them into this Resolution by reference.

Section 2. That if the County Clerk is required to reduce the aggregate extension of the School District to meet the requirements of the PTELL, the Board of Education hereby authorizes and directs the County Clerk that if any reductions are required to be made to the School District's tax levy for the 2009 levy year, that:

100% of such reduction shall be made from the Education Fund

Section 3. That the President and Secretary of the Board of Education be and are hereby authorized and directed to sign the Resolution on behalf of the Board of Education.

Section 4. That the Superintendent of Schools of the School District be and is hereby directed to file a certified copy of the Resolution with the County Clerk as soon as practicable following their adoptions and execution, on or before the last Tuesday in December.

Section 5. That all other resolutions or parts of resolutions in conflict herewith be and the same are hereby repealed and this Resolution shall be in full force and effect immediately and forthwith upon its passage.

AYES:

NAYS:

ABSENT:

ADOPTED this 17th day of December, 2009

OAK PARK AND RIVER FOREST HIGH SCHOOL, DISTRICT 200
COUNTY OF COOK, STATE OF ILLINOIS

BY: _____
President

ATTEST:

Secretary, Board of Education

**Notice of Proposed Property Tax Increase
For Oak Park and River Forest High School District 200.**

I. A public hearing to approve a proposed property tax levy increase for Oak Park and River Forest High School District 200 for 2009 will be held on December 17, 2009 at 7:30 p.m. in the Board Room of the high school. Any person desiring to appear at the public hearing and present testimony to the taxing district may contact Cheryl L. Witham, Chief Financial Officer, at 201 N. Scoville Ave. (708) 434-3264.

II. The corporate and special purpose property taxes extended or abated for 2008 were \$58,156,174.

The proposed corporate and special purpose property taxes to be levied for 2009 are \$59,723,677.

This represents a 2.7% increase over the previous year.

III. The property taxes extended for debt service and public building commission leases for 2008 were \$3,004,181.

The estimated property taxes to be levied for debt service and public building commission leases for 2009 are \$3,006,729.

This represents a .085% increase from the previous year.

IV. The total property taxes extended or abated for 2008 were \$61,160,356.

The estimated total property taxes to be levied for 2009 are \$62,730,406. This represents a 2.6% increase over the previous year.

***Oak Park and River Forest High School
District 200***

201 North Scoville Avenue • Oak Park, IL 60302-2296

TO: Board of Education

FROM: Cheryl Witham

DATE: November 10, 2009

RE: Financial Reports

BACKGROUND

It is a requirement that the Board of Education accepts and approves the monthly Financial Reports.

SUMMARY OF FINDINGS

Attached are the Financial Reports for September, 2009.

RECOMMENDATIONS (OR FUTURE DIRECTIONS)

The September, 2009 Financial Reports, will be presented to the Board of Education for approval at the November 19th, Board of Education meeting.

OAK PARK AND RIVER FOREST HIGH SCHOOL DISTRICT 200
Monthly Financial Statements
September 2009

Education Fund

	Audited 2008-2009	Fiscal to Date September 30 2008	%	Original Budget 2009-2010	Fiscal to Date September 30 2009	%
<i>Receipts</i>						
Property Taxes	44,164,908	576,284	1.3%	44,221,578	654,853	1.5%
Other Local Sources	1,981,881	498,212	25.1%	3,400,620	1,395,174	41.0% 1
State Sources	2,690,855	675,529	25.1%	2,416,324	882,397	36.5%
Federal Sources	1,889,503	395,538	20.9%	2,467,161	698,666	28.3%
Transfers/Other	-	-	N/A	-	-	N/A
	<u>50,727,147</u>	<u>2,145,563</u>	<u>4.2%</u>	<u>52,505,683</u>	<u>3,631,090</u>	<u>6.9%</u>
<i>Expenditures</i>						
General Instruction	19,702,602	2,759,434	14.0%	20,572,513	2,006,848	9.8% 2
Special Education	5,003,467	618,769	12.4%	5,592,252	510,669	9.1%
Adult Education	19,910	6,000	30.1%	20,282	6,000	29.6%
Vocational Programs	249,593	85,748	34.4%	417,685	78,799	18.9% 3
Interscholastic Programs	1,951,064	307,300	15.8%	2,055,238	285,077	13.9%
Summer School	240,965	126,298	52.4%	309,488	164,265	53.1%
Drivers Education	688,371	164	0.0%	761,763	60,129	7.9% 4
Other Instructional	2,897,717	228,020	7.9%	2,966,188	347,466	11.7%
Support Svcs. - Pupil	6,436,368	820,997	12.8%	7,144,050	750,810	10.5%
Support Svcs. - Admin.	4,817,602	967,649	20.1%	4,653,551	958,375	20.6%
Transfers	-	-	N/A	-	-	N/A
	<u>42,007,660</u>	<u>5,920,379</u>	<u>14.1%</u>	<u>44,493,010</u>	<u>5,168,438</u>	<u>11.6%</u>
Change in Fund Balance	8,719,488	(3,774,816)		8,012,673	(1,537,348)	
Beginning Balance	<u>43,852,612</u>	<u>43,852,612</u>		<u>52,572,100</u>	<u>52,572,100</u>	
Ending Balance	<u>52,572,100</u>	<u>40,077,796</u>		<u>60,584,773</u>	<u>51,034,752</u>	

1. Increase from prior year due to receipt of VOP delinquent TIF payments as well as increased interest earnings.

2. Prior year numbers include 3 faculty payrolls and current year only include 2.

3. Technology purchases made from vocational education are reflected in the prior year numbers. No such purchases have been made through September.

4. FY 09 drivers education expenditures are included in the general instruction function. A correction for this was made in December 2008.

OAK PARK AND RIVER FOREST HIGH SCHOOL DISTRICT 200
Monthly Financial Statements
September 2009

Bookstore Fund

	Audited 2008-2009	Fiscal to Date September 30 2008	%	Original Budget 2009-2010	Fiscal to Date September 30 2009	%
<i>Receipts</i>						
Other Local Sources	853,433	551,601	64.6%	899,427	503,951	56.0% 1
	853,433	551,601	64.6%	899,427	503,951	56.0%
<i>Expenditures</i>						
Support Svcs. - Other	850,404	533,078	62.7%	895,999	569,584	63.6%
	850,404	533,078	62.7%	895,999	569,584	63.6%
Change in Fund Balance	3,029	18,523		3,428	(65,633)	
Beginning Balance	692,810	692,810		695,839	695,839	
Ending Balance	695,839	711,333		699,267	630,206	

1. The District has had an increase in the number of students who qualify for free or reduced textbooks.

Cafeteria Fund

	Audited 2008-2009	Fiscal to Date September 30 2008	%	Original Budget 2009-2010	Fiscal to Date September 30 2009	%
<i>Receipts</i>						
Other Local Sources	2,015,691	286,393	14.2%	2,084,204	271,280	13.0%
State Sources	15,198	2,010	13.2%	7,812	4,685	60.0%
Federal Sources	251,914	4,466	1.8%	249,266	2,468	1.0%
	2,282,803	292,869	12.8%	2,341,282	278,433	11.9%
<i>Expenditures</i>						
Support Svcs. - Admin.	2,297,317	198,243	8.6%	2,309,947	124,178	5.4% 1
	2,297,317	198,243	8.6%	2,309,947	124,178	5.4%
Change in Fund Balance	(14,514)	94,626		31,335	154,255	
Beginning Balance	288,795	288,795		274,281	274,281	
Ending Balance	274,281	383,421		305,616	428,536	

1. Several large rebates were received much earlier in the year during FY 10.

OAK PARK AND RIVER FOREST HIGH SCHOOL DISTRICT 200
Monthly Financial Statements
September 2009

Operations and Maintenance Fund

	Audited	Fiscal to Date		Original	Fiscal to Date	
	2008-2009	September 30	%	Budget	September 30	%
	2008	2008		2009-2010	2009	
<i>Receipts</i>						
Property Taxes	5,135,149	70,558	1.4%	5,732,755	77,884	1.4%
Other Local Sources	1,509,893	407,831	27.0%	1,073,525	326,823	30.4%
Transfers	22,799	-	0.0%	48,480	-	0.0%
	<u>6,667,841</u>	<u>478,389</u>	<u>7.2%</u>	<u>6,854,760</u>	<u>404,707</u>	<u>5.9%</u>
<i>Expenditures</i>						
Support Svcs. - Admin.	6,227,164	1,842,533	29.6%	6,198,860	1,736,858	28.0% 1
	<u>6,227,164</u>	<u>1,842,533</u>	<u>29.6%</u>	<u>6,198,860</u>	<u>1,736,858</u>	<u>28.0%</u>
Change in Fund Balance	440,677	(1,364,144)		655,900	(1,332,151)	
Beginning Balance	<u>8,603,680</u>	<u>8,603,680</u>		<u>9,044,357</u>	<u>9,044,357</u>	
Ending Balance	<u>9,044,357</u>	<u>7,239,536</u>		<u>9,700,257</u>	<u>7,712,206</u>	

1. Increase from prior year is related to construction projects.

Life Safety Fund

	Audited	Fiscal to Date		Original	Fiscal to Date	
	2008-2009	September 30	%	Budget	September 30	%
	2008	2008		2009-2010	2009	
<i>Receipts</i>						
Property Taxes	1,088,490	14,470	1.3%	1,734,662	16,124	0.9%
Other Local Sources	6,089	698	11.5%	3,045	412	13.5%
	<u>1,094,579</u>	<u>15,168</u>	<u>1.4%</u>	<u>1,737,707</u>	<u>16,536</u>	<u>1.0%</u>
<i>Expenditures</i>						
Support Svcs. - Business	427,713	49,242	11.5%	963,537	653,800	67.9% 1
Transfers	616,525	-	0.0%	618,263	-	0.0%
	<u>1,044,238</u>	<u>49,242</u>	<u>4.7%</u>	<u>1,581,800</u>	<u>653,800</u>	<u>41.3%</u>
Change in Fund Balance	50,342	(34,074)		155,907	(637,264)	
Beginning Balance	<u>304,795</u>	<u>304,795</u>		<u>355,137</u>	<u>355,137</u>	
Ending Balance	<u>355,137</u>	<u>270,721</u>		<u>511,044</u>	<u>(282,127)</u>	

1. Summer life safety projects were paid monthly rather than being billed completely at the end.

OAK PARK AND RIVER FOREST HIGH SCHOOL DISTRICT 200
Monthly Financial Statements
September 2009

Bond and Interest Fund

	<u>Audited</u> <u>2008-2009</u>	<u>Fiscal to Date</u> <u>September 30</u> <u>2008</u>	<u>%</u>	<u>Original</u> <u>Budget</u> <u>2009-2010</u>	<u>Fiscal to Date</u> <u>September 30</u> <u>2009</u>	<u>%</u>
<i>Receipts</i>						
Property Taxes	2,922,267	38,751	1.3%	2,958,262	43,638	1.5%
Other Local Sources	22,799	8,550	37.5%	48,480	19,889	41.0%
Transfer	616,525	-	0.0%	618,263	-	0.0%
	<u>3,561,591</u>	<u>47,301</u>	<u>1.3%</u>	<u>3,625,005</u>	<u>63,527</u>	<u>1.8%</u>
<i>Expenditures</i>						
Debt Service	3,482,804	-	0.0%	3,482,174	-	0.0%
Transfers	22,799	-	0.0%	48,480	-	0.0%
	<u>3,505,603</u>	<u>-</u>	<u>0.0%</u>	<u>3,530,654</u>	<u>-</u>	<u>0.0%</u>
Change in Fund Balance	55,988	47,301		94,351	63,527	
Beginning Balance	<u>2,412,901</u>	<u>2,412,901</u>		<u>2,468,889</u>	<u>2,468,889</u>	
Ending Balance	<u>2,468,889</u>	<u>2,460,202</u>		<u>2,563,240</u>	<u>2,532,416</u>	

Transportation Fund

	<u>Audited</u> <u>2008-2009</u>	<u>Fiscal to Date</u> <u>September 30</u> <u>2008</u>	<u>%</u>	<u>Original</u> <u>Budget</u> <u>2009-2010</u>	<u>Fiscal to Date</u> <u>September 30</u> <u>2009</u>	<u>%</u>
<i>Receipts</i>						
Property Taxes	828,502	10,800	1.3%	878,289	12,686	1.4%
Other Local Sources	24,237	6,225	25.7%	40,964	15,440	37.7%
State Sources	728,472	205,499	28.2%	650,354	379,962	58.4%
	<u>1,581,211</u>	<u>222,524</u>	<u>14.1%</u>	<u>1,569,607</u>	<u>408,088</u>	<u>26.0%</u>
<i>Expenditures</i>						
Support Svcs. - Business	1,367,241	119,655	8.8%	1,488,837	212,599	14.3% 1
	<u>1,367,241</u>	<u>119,655</u>	<u>8.8%</u>	<u>1,488,837</u>	<u>212,599</u>	<u>14.3%</u>
Change in Fund Balance	213,970	102,869		80,770	195,489	
Beginning Balance	<u>1,900,877</u>	<u>1,900,877</u>		<u>2,114,847</u>	<u>2,114,847</u>	
Ending Balance	<u>2,114,847</u>	<u>2,003,746</u>		<u>2,195,617</u>	<u>2,310,336</u>	

1. District replaced 2 of its vans and 2 of its mini buses in the current year.

OAK PARK AND RIVER FOREST HIGH SCHOOL DISTRICT 200
Monthly Financial Statements
September 2009

Illinois Municipal Retirement/Social Security Fund

	Audited 2008-2009	Fiscal to Date September 30 2008	%	Original Budget 2009-2010	Fiscal to Date September 30 2009	%
<i>Receipts</i>						
Property Taxes	2,044,839	27,241	1.3%	2,209,285	31,132	1.4%
Other Local Sources	89,867	2,415	2.7%	95,721	8,713	9.1%
	<u>2,134,706</u>	<u>29,656</u>	<u>1.4%</u>	<u>2,305,006</u>	<u>39,845</u>	<u>1.7%</u>
<i>Expenditures</i>						
General Instruction	295,293	36,882	12.5%	364,875	31,591	8.7%
Special Education	190,401	24,648	12.9%	211,798	18,637	8.8%
Vocational Programs	19,569	2,456	12.6%	24,675	6,026	24.4%
Interscholastic Programs	120,653	19,805	16.4%	119,993	16,136	13.4%
Summer School	7,329	3,864	52.7%	808	5,119	633.5% 1
Drivers Education	4,865	-	0.0%	7,467	443	5.9%
Other Instructional	1,199	134	11.2%	1,021	96	9.4%
Support Svcs. - Pupil	336,739	49,843	14.8%	390,326	40,542	10.4%
Support Svcs. - Admin.	866,120	198,805	23.0%	885,889	172,971	19.5%
	<u>1,842,167</u>	<u>336,437</u>	<u>18.3%</u>	<u>2,006,852</u>	<u>291,561</u>	<u>14.5%</u>
Change in Fund Balance	292,539	(306,781)		298,154	(251,716)	
Beginning Balance	<u>1,031,102</u>	<u>1,031,102</u>		<u>1,323,641</u>	<u>1,323,641</u>	
Ending Balance	<u>1,323,641</u>	<u>724,321</u>		<u>1,621,795</u>	<u>1,071,925</u>	

1. Budget does not take into account IMRF benefits for summer school TA's. This will be amended in the spring.

Working Cash Fund

	Audited 2008-2009	Fiscal to Date September 30 2008	%	Original Budget 2009-2010	Fiscal to Date September 30 2009	%
<i>Receipts</i>						
Property Taxes	1,031,330	1,931	0.2%	1,089,966	15,091	1.4%
Other Local Sources	62,643	15,004	24.0%	117,249	42,425	36.2%
	<u>1,093,973</u>	<u>16,935</u>	<u>1.5%</u>	<u>1,207,215</u>	<u>57,516</u>	<u>4.8%</u>
<i>Expenditures</i>						
Transfers	-	-	N/A	-	-	N/A
	<u>-</u>	<u>-</u>	<u>N/A</u>	<u>-</u>	<u>-</u>	<u>N/A</u>
Change in Fund Balance	1,093,973	16,935		1,207,215	57,516	
Beginning Balance	<u>4,206,977</u>	<u>4,206,977</u>		<u>5,300,950</u>	<u>5,300,950</u>	
Ending Balance	<u>5,300,950</u>	<u>4,223,912</u>		<u>6,508,165</u>	<u>5,358,466</u>	

OAK PARK AND RIVER FOREST HIGH SCHOOL DISTRICT 200
Monthly Financial Statements
September 2009

Tort Immunity Fund

	<u>Audited 2008-2009</u>	<u>Fiscal to Date September 30 2008</u>	<u>%</u>	<u>Original Budget 2009-2010</u>	<u>Fiscal to Date September 30 2009</u>	<u>%</u>
<i>Receipts</i>						
Property Taxes	1,137,610	14,932	1.3%	1,184,844	17,357	1.5%
Other Local Sources	18,847	3,595	19.1%	15,000	10,924	72.8%
	<u>1,156,457</u>	<u>18,527</u>	<u>1.6%</u>	<u>1,199,844</u>	<u>28,281</u>	<u>2.4%</u>
<i>Expenditures</i>						
Support Svcs. - Admin.	894,193	630,203	70.5%	1,013,645	585,415	57.8% 1
	<u>894,193</u>	<u>630,203</u>	<u>70.5%</u>	<u>1,013,645</u>	<u>585,415</u>	<u>57.8%</u>
Change in Fund Balance	262,264	(611,676)		186,199	(557,134)	
Beginning Balance	<u>1,655,512</u>	<u>1,655,512</u>		<u>1,917,776</u>	<u>1,917,776</u>	
Ending Balance	<u>1,917,776</u>	<u>1,043,836</u>		<u>2,103,975</u>	<u>1,360,642</u>	

1. Decrease due to lower cost for worker's compensation insurance premium in the current year.

Dental Self Insurance Fund

	<u>Audited 2008-2009</u>	<u>Fiscal to Date September 30 2008</u>	<u>%</u>	<u>Original Budget 2009-2010</u>	<u>Fiscal to Date September 30 2009</u>	<u>%</u>
<i>Receipts</i>						
Insurance Premiums	418,388	57,947	13.9%	453,053	57,798	12.8%
Other Local Sources	1,917	493	25.7%	2,000	1,229	61.5%
	<u>420,304</u>	<u>58,440</u>	<u>13.9%</u>	<u>455,053</u>	<u>59,027</u>	<u>13.0%</u>
<i>Expenditures</i>						
Staff Services	434,677	94,271	21.7%	453,053	69,864	15.4%
Change in Fund Balance	(14,372)	(35,831)		2,000	(10,837)	
Beginning Balance	<u>157,772</u>	<u>157,772</u>		<u>143,400</u>	<u>143,400</u>	
Ending Balance	<u>143,400</u>	<u>121,941</u>		<u>145,400</u>	<u>132,563</u>	

Medical Self Insurance Fund

	<u>Audited 2008-2009</u>	<u>Fiscal to Date September 30 2008</u>	<u>%</u>	<u>Original Budget 2009-2010</u>	<u>Fiscal to Date September 30 2009</u>	<u>%</u>
<i>Receipts</i>						
Insurance Premiums	4,178,002	1,035,771	24.8%	4,378,763	1,037,411	23.7%
Other Local Sources	20,467	4,492	21.9%	15,000	17,047	113.6%
	<u>4,198,469</u>	<u>1,040,263</u>	<u>24.8%</u>	<u>4,393,763</u>	<u>1,054,458</u>	<u>24.0%</u>
<i>Expenditures</i>						
Staff Services	3,404,305	614,214	18.0%	4,378,763	598,038	13.7%
Change in Fund Balance	794,164	426,049		15,000	456,420	
Beginning Balance	<u>800,804</u>	<u>800,804</u>		<u>1,594,968</u>	<u>1,594,968</u>	
Ending Balance	<u>1,594,968</u>	<u>1,226,853</u>		<u>1,609,968</u>	<u>2,051,388</u>	

OAK PARK AND RIVER FOREST HIGH SCHOOL DISTRICT 200
Monthly Financial Statements
September 2009

Self-Insurance Workers' Comp Fund

	<u>Audited</u> <u>2008-2009</u>	<u>Fiscal to Date</u> <u>September 30</u> <u>2008</u>	<u>%</u>	<u>Original</u> <u>Budget</u> <u>2009-2010</u>	<u>Fiscal to Date</u> <u>September 30</u> <u>2009</u>	<u>%</u>
<i>Receipts</i>						
Insurance Premiums	-	-	N/A	-	-	N/A
Other Local Sources	-	-	N/A	-	-	N/A
Transfers	-	-	N/A	-	-	N/A
	-	-		-	-	
<i>Expenditures</i>						
Staff Services	-	-	N/A	-	-	N/A
Change in Fund Balance	-	-		-	-	
Beginning Balance	<u>15,857</u>	<u>15,857</u>		<u>15,857</u>	<u>15,857</u>	
Ending Balance	<u>15,857</u>	<u>15,857</u>		<u>15,857</u>	<u>15,857</u>	
TOTAL REVENUE	75,772,515	4,917,236		79,094,352	6,545,459	
TOTAL EXPENDITURES	63,874,968	10,338,255		68,351,420	10,010,335	
FUND BALANCE	77,822,041	60,503,475		88,564,973	74,357,165	

***Oak Park and River Forest High School
District 200***

201 North Scoville Avenue • Oak Park, IL 60302-2296

TO: Board of Education
FROM: Cheryl Witham
DATE: November 10, 2009
RE: Treasurer's Reports

BACKGROUND

It is a requirement that the Board of Education accepts and approves the monthly Treasurer's Reports.

SUMMARY OF FINDINGS

Attached is the Treasurer Report for September, 2009.

RECOMMENDATIONS (OR FUTURE DIRECTIONS)

The September, 2009 Treasurer's Reports, will be presented to the Board of Education for approval at the November 19, 2009, Board of Education meeting.

Oak Park & River Forest High School District 200
Treasurers Report
September 30, 2009

<u>Funds</u>	<u>Opening Cash Balance 09/01/09</u>	<u>Cash Receipts</u>	<u>Cash Disbursements</u>	<u>Adjustments to Cash (JE's)</u>	<u>Ending Cash Balance 09/30/09</u>	<u>% of Total</u>
10 Education	52,320,201.10	1,379,892.81	(3,296,585.47)	(320,800.49)	50,082,707.95	68.62%
14 Food Service	384,039.67	143,937.08	(131,327.73)	1,058.26	397,707.28	0.54%
15 Book Store	412,172.11	20,676.59	(117,978.23)	(2,047.82)	312,822.65	0.43%
Total - Education Fund	53,116,412.88	1,544,506.48	(3,545,891.43)	(321,790.05)	50,793,237.88	69.59%
20 Operations, Building & Maintenance	7,912,870.96	163,066.36	(598,650.33)	(45,968.33)	7,431,318.66	10.18%
30 Bond & Interest Fund	2,489,369.78	23,689.70	-	-	2,513,059.48	3.44%
40 Transportation Fund	2,089,304.74	14,184.75	(178,630.17)	(60.00)	1,924,799.32	2.64%
50 IMRF & SS Fund	1,175,436.22	12,247.38	(140,346.02)	8,306.86	1,055,644.44	1.45%
70 Working Cash	5,315,072.77	35,790.77	-	-	5,350,863.54	7.33%
80 Tort Immunity	1,409,836.02	11,561.93	(65,001.79)	-	1,356,396.16	1.86%
81 Dental Self Insurance	152,065.14	2,549.51	(35,042.01)	31,931.81	151,504.45	0.21%
82 Medical Self Insurance	2,078,428.78	25,304.26	(274,640.16)	334,410.42	2,163,503.30	2.96%
83 Workers' Comp Self Insurance	15,857.04	-	-	-	15,857.04	0.02%
84 Harris - PMA	333,340.21	10,720.40	(19,290.62)	(6,830.71)	317,939.28	0.44%
84 Park National	189,379.34	55,494.33	(39,056.71)	-	205,816.96	0.28%
Total - Activity Funds	522,719.55	66,214.73	(58,347.33)	(6,830.71)	523,756.24	0.72%
90 Fire Prevention & Safety	43,561.62	2,932.22	(336,287.21)	-	(289,793.37)	-0.40%
Total - All Funds	\$ 76,320,935.50	\$ 1,902,048.09	\$ (5,232,836.45)	\$ -	\$ 72,990,147.14	100.00%

Summary of adjustments to cash:

Reclassification of food service chargebacks.
Reclassification of bookstore chargebacks.
Reclassification of expenditures
PPO/Pharmacy reclassification.

Oak Park & River Forest High School District 200
Cash and Investments
September 30, 2009

	<u>Account Balance</u>	<u>Treasurer's Control</u>	<u>% of Total</u>
Harris Bank Comingled Account (treas ofc.)			
Statement CTTO	126,015.94		
Less: Outstanding Checks	-		
Plus: Deposits in Transit	-		
Adjusted	<u>126,015.94</u>	126,015.94	0.17%
Park National Student Activity Account			
Statement Balance	208,840.39		
Less: Outstanding Checks	(9,563.09)		
Plus: Deposits in Transit	6,539.66		
Adjusted	<u>205,816.96</u>		0.28%
Harris ISDLAF Account (Liquid & Max)			
Statement Balance	73,298,584.68		
Less: Outstanding Checks	(738,365.93)		
Plus: Deposits in Transit	27,205.94		
Adjusted	<u>72,587,424.69</u>		99.45%
Park National Imprest Account			
Statement Balance	24,050.70		
Less: Outstanding Checks	(561.15)		
Plus: Deposits in Transit	-		
Adjusted	<u>23,489.55</u>		0.03%
Petty Cash	<u>7,400.00</u>		0.01%
Workers Compensation Escrow	<u>40,000.00</u>		0.05%
Total Cash and Investments	\$ 72,990,147.14	\$ 126,015.94	100.00%

Note: Petty cash number includes \$2,000 that is in the Athletic Imprest account maintained by the Athletic Department.

Oak Park & River Forest High School District 200
Schedule of Investments
September 30, 2009

	Average Interest Rate *	Investment Value 09/30/09	% of Total	Prior Month % of Total
<u>By Financial Institution</u>				
Harris ISDLAF - Liquid MM	0.13%	6,217,451.93	8.47%	3.96%
Harris ISDLAF - Max MM	0.35%	6,496,232.75	8.85%	7.11%
Harris ISDLAF - CD's	2.07%	60,584,900.00	82.51%	88.54%
Harris - CTTO MM	*	126,015.94	0.17%	0.39%
Total All Investments by Institution		<u>73,424,600.62</u>	100.00%	100.00%


	Average Interest Rate *	Investment Value 09/30/09	% of Total	Prior Month % of Total
<u>By Investment Type</u>				
CD's	2.07%	60,584,900.00	82.51%	88.54%
Money Market	0.49%	12,839,700.62	17.49%	11.46%
Total All Investments by Type		<u>73,424,600.62</u>	100.00%	100.00%

	Average Interest Rate *	Investment Value 09/30/09	% of Total	Prior Month % of Total
<u>By Maturity Age</u>				
1 month	2.78%	5,600,000.00	7.63%	24.28%
2 months	3.02%	10,285,500.00	14.01%	7.27%
3 months	1.89%	5,014,500.00	6.83%	13.36%
4-6 months	1.85%	17,600,000.00	23.97%	16.38%
7-9 months	0.59%	7,093,900.00	9.66%	12.98%
10-12 months	1.03%	8,991,000.00	12.25%	3.90%
1 year +	1.07%	6,000,000.00	8.17%	10.38%
2 years +	0.00%	-	0.00%	0.00%
Mature on demand	0.49%	12,839,700.62	17.49%	11.46%
Total Investments		<u>73,424,600.62</u>	100.00%	100.00%

Oak Park and River Forest High School District 200

201 North Scoville Avenue • Oak Park, IL 60302-2296

TO: Finance Committee Members

FROM: Jason Edgecombe 

DATE: November 10, 2009

RE: 2010 Renewal of District's Insurance Coverages

BACKGROUND

The District's new insurance brokers Ted Reese, President and Jim Cornelius, Principal of Corporate Benefit Consultants (CBC) have prepared the attached information for the insurance renewals effective January 1, 2010. Mr. Cornelius and Wendy Askew, Account Manager will be present at the Finance Committee meeting to explain the renewal and to answer Board member questions. Finance Committee members should be aware that while CFO Cheryl Witham has not had an opportunity to review the contents of this memorandum prior to its distribution, she and I have communicated about the general content and direction of the document. In addition, the District's Insurance Committee has reviewed and discussed the attached CBC documents.

SUMMARY OF FINDINGS

CBC used a three prong approach to analyzing the District's medical insurance costs. Exhibit I of the analysis illustrates the costs of renewal should the District continue to self-fund the PPO and VEBA products; continue using HealthTrans (Drug Card) for prescription drug services; and maintain fully funded HMO products with Blue Cross. This analysis reflects a reduction in access fees (3.5% to 2.8%) and a \$33,700 prescription drug rebate from HealthTrans (first time the District has received this rebate). Accepting Exhibit I as the preferred alternative would result in a funding shortfall of **\$16,136**, if there is no change in premium rates.

Exhibit II of the analysis illustrates the cost of renewal if the District moved to a Unified Cost Plus funding arrangement with Blue Cross and maintains our relationship with HealthTrans for prescription drug services. A Unified Cost Plus funding arrangement allows for the combining of the PPO, VEBA and HMO products into a single self funded plan with a total of 489 lives. In Exhibit II, reductions in our costs occur not just in access fees and the prescription drug rebate, but also in administration and ISL (individual stop loss) fees (from \$45.03 to \$39.21 and from \$51.59 to \$39.50 respectively). Accepting Exhibit II as the preferred alternative would result in a funding surplus of **\$103,334**, if there is no change in premium rates.

Exhibit III of the analysis illustrates the cost of renewal if the District moved to a Unified Cost Plus funding arrangement and moved the prescription drug services back to Blue Cross. In Exhibit III, reductions in District costs occur as in Exhibit II, but the District also benefits from a larger prescription drug rebate (about \$48,000 versus the nearly \$34,000 in Exhibit II) and a significant reduction in overall prescription drug costs (\$49,101 versus \$164,286). Accepting Exhibit III as the preferred alternative would result in a funding surplus of **\$191,815**, if there is no change in premium rates.

CBC further recommends that the District change its ASL (aggregate stop lost) insurance coverage from the present 125% of expected to claims to 135% of expected claims. Such a change would result in annual savings of **\$17,000**. The CBC argument is that the District has never hit the ASL and from a probability standpoint never will. In addition, Exhibit III provides the District with a benefit it does not have currently, namely ISL and ASL coverage for prescription drugs. Excluding prescription drugs from ISL and ASL

Oak Park and River Forest High School District 200

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coverages would potentially save the District a combined total of **\$76,200**. The acceptance of these recommendations from CBC could produce savings of **\$93,200**. Mr. Cornelius cautions District enthusiasm regarding these potential savings because he believes Blue Cross will negotiate rigorously to retain as much of those charges as possible. Nonetheless, he believes District saving should be in the range of **\$50,000 - \$60,000**.

CBC further recommends that for the present, the District make no changes to its current arrangements for dental, life, long-term disability or accidental death and dismemberment insurances. Presently, the District has a self funded program with Delta Dental for dental insurance and Principal Financial for life, long-term disability and accidental death and dismemberment insurances. It should be noted however, that Delta Dental is suggesting an increase of at least .7% in the premiums charged for dental insurance. Dental premiums have been flat for the past three (3) years.

As a point of information for the Board, the District currently has reserves in its self funded programs for medical and dental insurances of **\$1,894,245.79** and **\$111,608.20** respectively. CBC believes these reserve levels are adequate for the present.

In summary, CBC is projecting that if the District accepts Exhibit III as the preferred alternative and both of its recommendations regarding stop loss insurance a savings in the range of **\$250,000 - \$300,000** should result.

RECOMMENDATIONS

There are five (5) recommendations for Board consideration relative to the 2010 insurance renewals.

1. Recommend the acceptance of Exhibit III as the preferred alternative for medical insurance with no change in premium rates.
2. Recommend the acceptance of the ISL and ASL coverages as proposed by CBC.
3. Recommend the maintenance of a self funded dental insurance program with Delta Dental with a 3% increase in premiums rates.
4. Recommend the maintenance of life, long-term disability and accidental death and dismemberment insurances with Principal Financial with no increase in premium rates.
5. Recommend the development of a reserve level, over time, in the self funded medical program of at least 70% of expected claims.

Attachments (4)

OAK PARK RIVER FOREST HIGH SCHOOL #200

EXHIBIT I RENEWAL PROJECTION (WITHOUT COMMISSIONS) CURRENT FUNDING ARRANGEMENT 1-1-10 TO 1-1-11			

PPO (ASO)				RX (ASO)				HMO (INSURED)			
EMPLOYEES	302	37	339	Sub-Total	489	127	23	Sub-Total	150	150	
PROJECTED PAID CLAIMS	\$2,515,527	\$94,758	\$2,610,285	\$1,131,375	\$0	\$412,852	\$71,799	\$484,651	\$471,087	\$484,651	
ACCESS FEES (2.8%)	\$55,934	\$1,955	\$57,889	\$0	\$0	\$403,100	\$67,987	\$471,087	\$471,087	\$471,087	
TOTAL PROJECTED PAID CLAIMS	\$2,571,461	\$96,713	\$2,668,174	\$1,131,375	\$0	\$815,952	\$139,786	\$955,738	\$955,738	\$955,738	
FIXED FEES	\$169,350	\$20,748	\$190,098	\$9,780	\$0	\$39,221	\$6,821	\$46,042	\$46,042	\$46,042	
o Administration (\$46.73 PEPM)											
o ISL \$100,000 (\$41.32 PEPM)	\$149,744	\$18,346	\$168,090	\$0	\$0	\$25,655	\$4,398	\$30,053	\$30,053	\$30,053	
o ASL (125.0% Attachment Point)	\$30,913	\$3,773	\$34,686	\$0	\$0	\$880,828	\$151,005	\$1,031,833	\$1,031,833	\$1,031,833	
o Estimated Rx Rebates											
TOTAL PROJECTED COST	\$2,921,467	\$139,580	\$3,061,047	\$1,107,455	(\$33,700)	\$947,127	\$162,371	\$1,109,498	\$1,109,498	\$1,109,498	
CHANGE IN IBNR RESERVE	\$0	\$0	\$0	\$0							
TOTAL BENEFIT OUTGO	\$2,921,467	\$139,580	\$3,061,047	\$1,107,455	\$0	\$947,127	\$162,371	\$1,109,498	\$1,109,498	\$1,109,498	
NESTED NETWORK CRED.	(\$14,207)	(\$2,436)	(\$16,643)								
NEEDED PREMIUM	\$932,920	\$159,935	\$1,092,855	\$932,920	\$159,935	\$1,092,855	\$1,027,202	\$1,092,855	\$1,092,855	\$1,092,855	
PREMIUM AT CURRENT RATES	\$2,997,569	\$277,281	\$3,274,850	\$943,169	\$164,286	\$39,978	\$25,676	\$65,653	\$65,653	\$65,653	
RATE ADJUSTMENT NEEDED	(\$76,102)	(\$137,701)	(\$213,803)	\$164,286	17.42%	4.48%	19.12%	6.39%	0.31%	0.31%	
o DOLLAR AMOUNT											
o PERCENTAGE											

MEDICAL, RX, AND HMO PREMIUM RATES														
PPO					RX					HMO				
\$500 Ded					HMO-I					BA HMO				
\$1,500 Ded														
ACTIVE														

OAK PARK RIVER FOREST HIGH SCHOOL #200

EXHIBIT II

RENEWAL PROJECTION (WITHOUT COMMISSIONS)

COST PLUS FUNDING ARRANGEMENT (PPO/HMO) AND ALSO FUNDING ARRANGEMENT (RX)

1-1-10 TO 1-1-11

[illegible][illegible]

OAK PARK RIVER FOREST HIGH SCHOOL #200

EXHIBIT III

RENEWAL PROJECTION (WITHOUT COMMISSIONS)

COST PLUS UNIFIED FUNDING ARRANGEMENT (PPO, HMO, AND RX)

1-1-10 TO 1-1-11

	PPO				RX				HMO (IMMATURE)				TOTAL			
EMPLOYEES																
PROJECTED PAID CLAIMS	\$2,294,168	\$86,420	\$2,380,588	\$992,270	\$0	\$992,270	\$0	\$0	\$363,315	\$63,183	\$426,498	\$471,087	\$897,585	\$46,042	\$33,876	\$9,452
ACCESS FEES (2.8%)	\$51,012	\$1,783	\$52,795	\$992,270	\$0	\$992,270	\$0	\$0	\$403,100	\$67,987	\$471,087	\$897,585	\$46,042	\$33,876	\$9,452	\$14,706
TOTAL PROJECTED PAID CLAIMS	\$2,345,180	\$88,203	\$2,433,383	\$992,270	\$0	\$992,270	\$0	\$0	\$766,415	\$131,170	\$897,585	\$471,087	\$897,585	\$46,042	\$33,876	\$14,706
FIXED FEES																
o Administration (\$45.03 PEPM)	\$163,189	\$19,478	\$182,667	\$0	\$0	\$0	\$0	\$0	\$39,221	\$6,821	\$46,042	\$471,087	\$897,585	\$46,042	\$33,876	\$14,706
o ISL \$100,000 (\$51.59 PEPM)	\$186,962	\$21,316	\$208,279	\$0	\$0	\$0	\$0	\$0	\$28,682	\$5,194	\$33,876	\$471,087	\$897,585	\$46,042	\$33,876	\$14,706
o ASL (125.0% Attachment Point)	\$36,131	\$4,417	\$40,548	\$0	\$0	\$0	\$0	\$0	\$8,001	\$1,451	\$9,452	\$471,087	\$897,585	\$46,042	\$33,876	\$14,706
o Rx Rebate Credit (\$8.17 PEPM)	(\$29,608)	(\$3,627)	(\$33,236)	\$0	\$0	\$0	\$0	\$0	(\$12,451)	(\$2,255)	(\$14,706)	\$471,087	\$897,585	\$46,042	\$33,876	\$14,706
TOTAL PROJECTED COST	\$2,701,854	\$129,787	\$2,831,641	\$992,270	\$0	\$992,270	\$0	\$0	\$829,868	\$142,381	\$972,249	\$471,087	\$897,585	\$46,042	\$33,876	\$14,706
CHANGE IN IBNR RESERVE	\$245,555	\$11,692	\$257,247	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$471,087	\$897,585	\$46,042	\$33,876	\$14,706
TOTAL BENEFIT OUTGO	\$2,947,409	\$141,479	\$3,088,888	\$992,270	\$0	\$992,270	\$0	\$0	\$829,868	\$142,381	\$972,249	\$471,087	\$897,585	\$46,042	\$33,876	\$14,706
PREMIUM AT CURRENT RATES	\$2,997,569	\$277,281	\$3,274,850	\$943,169	\$0	\$943,169	\$0	\$0	\$892,942	\$134,259	\$1,027,202	\$5,053,407	\$5,245,222	\$1,027,202	\$5,053,407	\$1,027,202
RATE ADJUSTMENT NEEDED	(\$50,160)	(\$135,802)	(\$185,962)	\$49,101	\$0	\$49,101	\$0	\$0	(\$63,075)	\$8,122	(\$54,953)	\$5,053,407	\$5,245,222	(\$54,953)	\$5,053,407	(\$54,953)
o DOLLAR AMOUNT	(\$50,160)	(\$135,802)	(\$185,962)	\$49,101	\$0	\$49,101	\$0	\$0	(\$63,075)	\$8,122	(\$54,953)	\$5,053,407	\$5,245,222	(\$54,953)	\$5,053,407	(\$54,953)
o PERCENTAGE	-1.67%	-48.98%	-5.68%	5.21%	0.00%	5.21%	0.00%	0.00%	-7.06%	6.05%	-5.35%	5.05%	5.24%	-3.66%	5.05%	-3.66%

MEDICAL, RX, AND HMO PREMIUM RATES

ACTIVE	PPO										RX										HMO									
	\$500 Ded					\$1,500 Ded																								
	Employee	Rates	Ann Prem	Employee	Rates	Ann Prem	Employee	Rates	Ann Prem	Employee	Rates	Ann Prem	Employee	Rates	Ann Prem	Employee	Rates	Ann Prem	Employee	Rates	Ann Prem									
Single	135	\$436.15	\$706,563	20	\$350.81	\$84,194	223	\$68.13	\$68.13	56	\$296.85	\$199,483	12	\$267.16	\$38,471	5	\$596.44	\$596.44	12	\$267.16	\$38,471									
Single + Sp	62	\$1,113.86	\$828,712	6	\$1,007.36	\$72,530	90	\$215.02	\$215.02	17	\$662.72	\$135,195	5	\$596.44	\$35,786	1	\$572.37	\$572.37	5	\$596.44	\$35,786									
Single + Ch	31	\$806.70	\$300,092	2	\$617.48	\$14,820	53	\$197.58	\$197.58	19	\$635.97	\$145,001	1	\$572.37	\$6,868	5	\$885.56	\$885.56	23	\$885.56	\$885.56									
Family	70	\$1,352.42	\$1,136,033	9	\$979.05	\$105,737	119	\$279.33	\$279.33	35	\$983.96	\$413,263	23	\$134,259	\$53,134	23	\$885.56	\$885.56	23	\$134,259	\$53,134									
MEDICARE	298		\$2,971,400	37		\$277,281	485		\$277,281	127		\$892,942	23		\$134,259	0			0											
Single	3	\$436.15	\$15,701	0	\$350.81		3	\$68.13	\$68.13	0	\$296.85		0	\$271.24	\$0	0	\$542.48	\$542.48	0	\$271.24	\$0									
Family	1	\$872.30	\$10,468	0	\$701.62		1	\$136.26	\$136.26	0	\$593.70		0	\$542.48	\$0	0	\$542.48	\$542.48	0	\$542.48	\$0									
TOTAL	302		\$2,997,569	37		\$277,281			\$277,281			\$892,942			\$134,259															

Oak Park River Forest High School Savings Review

***January 2010 Renewal
Blue Cross Blue Shield of Illinois
Medical and RX***

Funding Change from Current

PPO/RX (ASO) / HMO (Insured)
To
BCBS Unified Cost Plus PPO/HMO/RX

Total projected Savings	\$191,800
Commission reduction	<u>15,000</u>
Total	\$206,800

Additional opportunity for cost reduction

- ☐ Change aggregate from 125% to 135%, approximate savings \$17,000
- ☐ Exclude RX from ISL \$63,200 and ASL \$13,000 for a total approximate savings of \$93,200

Total potential savings of \$300,000