

Memorandum

To: Board Budget Committee Members
From: Ron Thom, Chairman
Re: Budget Committee Minutes – January 9, 2012 Meeting
Date: January 13, 2012

Call to Order A meeting of the Budget Committee of the Board of Education of Collinsville Community Unit School District No. 10 was held on Monday, January 9, 2012, at 3:30 p.m. at the Administrative Annex, 123 W. Clay, Collinsville, Illinois.

Roll Call Members present were: Ron Thom, Chairman; Gary Kusmierczak; and Wayne White. Also in attendance was Board Member Gary Clark; Administrators Robert Green, Mike Hollingshead, Kelly Carpenter, Uta Robison, Mike Kunz and recording secretary, Debbie Peccola.

Pledge of Allegiance Mr. Thom led those in attendance in reciting the Pledge of Allegiance.

Public Input Mr. Thom provided an opportunity for public input and the following person was recognized:

- (a) Mr. Chris Kusnerick, Athletic Director, updated the board with respect to sales of advertising space on the scoreboard at the football stadium. Currently, he has commitments for all five ads which will result in approximately \$87,000 coming to the district over the next five years. Also, the brick program has been very successful so far with four to five requests coming in each day. So far, Mr. Kusnerick said the district will be receiving \$4,000 to \$5,000 from the sale of bricks and it will be an ongoing program. These activities result in funds being raised that will basically cover the cost of the new scoreboard and sound system. The committee discussed how the deposit of funds should be handled, with input from Mrs. Robison. The committee recommends an activity account be established for these funds and asked that an appropriate motion be on the agenda for consideration by the full board at the next regular meeting. Mr. White asked that the scoreboard be put out for bids. As it was not on the agenda for this meeting, Dr. Green suggested that a proposal to go out for bids could be included in the agenda of an upcoming meeting.

Minutes Minutes of the December 12, 2011 meeting were unanimously approved by the committee.

**Discussion
Items**

1. Uta Robison distributed printouts showing the district's current financial position. 90% of all taxes for the year 2010 have been received, some in fiscal year 2011 and some in fiscal year 2012. The remaining \$3.1 million should be received by March. Mrs. Robison has been told by the state that the district will receive 95% of the \$16.1 million in general state aid for 2012, or approximately \$15.3 million. The governor has proposed a reduction of 9% in entitlements for the next fiscal year. Mrs. Robison said many variables will impact the budget for fiscal year 2013 including potential loss of state funds, step raises, health insurance increases, and the potential for additional retirement costs coming back to the district. Forecasting is difficult but Mrs. Robison said layoffs may be unnecessary because of the possible receipt of ARRA funds. Dr. Green said while RIF's may not need to be made for financial reasons, staffing recommendations also need to be considered. Mrs. Robison updated the committee on the current status of reimbursements for categoricals (two payments received) and transportation (nothing received yet). Fiscal year 2012 had 27 pay periods and fiscal year 2013 will have only 26, which also impacts the budget for the coming year. The projected fund balance in the education fund for the end of fiscal year 2012 is \$4,199,697. Based upon the information presented today, she projects an ending fund balance of \$1,617,304 for 2013. Dr. Green said he received an e-mail regarding ARRA funds that just became available through school improvement grants. The funds will be tied to various initiatives and the administration will be reviewing those areas and the grant application.
2. Mrs. Robison provided information on a request to purchase a new driver education vehicle. The vehicle to be replaced is a 2006 Chevrolet Malibu with 96,000 miles that does not have an ABS brake system. She summarized the past bidding history with local dealerships and provided input on the funds available in the budget. The committee was polled and unanimously approved soliciting bids for a new vehicle. The bids will be presented to the full board for action at a future meeting.
3. Mrs. Robison outlined a recommendation to expand the Comalex program throughout the entire district. The program is a computerized point of sale system for food service and is currently in place at CHS, CMS and DIS. The service allows parents to use a website to deposit funds into a student's account and also to see what their children are actually purchasing to eat. The one-time cost to expand the system is about \$10,000 for network lines, pinpad/scanner combinations and training. The district will save money if it is purchased prior to April. Mrs. Robison said benefits include uniform procedures throughout the district, improvement in internal controls, additional services for parents and no additional recurring fees. The committee unanimously agreed with moving forward with the expansion.

4. Mrs. Robison reported the completed risk management survey document was received in her office on December 28. It needs to be reviewed by the board attorney and then approved by the board. She will try to have it ready for the board for the next regular board meeting.
5. Dr. Green presented a proposed budget for the library improvement project at CHS, CMS and DIS. The budget was developed by the staff and is broken into two phases. Phase 1 for 2012-2013 totals \$116,143 but Dr. Green said that some of the items can be purchased in the 2011-2012 budget. Phase II for 2013-2014 totals \$118,381. Mr. Kusmierczak would prefer to see everything done in one year. The budget committee unanimously recommends bringing the project to the full board for consideration.
6. Dr. Green reported on the Middle School roof litigation. A motion to dismiss filed by the architect and roof installer was rejected by the Court. The case will be moving forward, but Dr. Green said patience will be the key as it is expected to take some time to go through the process.
7. Dr. Green updated the committee regarding the Edulog software. The board attorney had some concerns regarding contract language. Edulog is in the process of changing the language and the matter will be moving forward.
8. A proposal to add a secretarial position at Maryville was revisited. Mr. Throm would like to delay consideration of the position due to financial reasons. Mr. White would be in favor of adding a part time position to provide some assistance to the staff. Mr. Kusmierczak is not in favor of adding a part time position or a full time position. The committee discussed the option of adding a co-op student position at the school. Dr. Green will discuss that option with the building administration.
9. Dr. Green said there have been conversations regarding restoring the Area Vocational Center director position and adding a grant writer/PR position. Dr. Green reported that Edwardsville will be pulling out of the vocational program but Cahokia and another district have expressed interest in joining. The consensus of the committee was an investment in these positions now will benefit later, and the administration should explore these positions further.
10. Mr. Hollingshead provided information to the committee on various O&M projects and needs. He provided a summary of all district roofs and outlined which of them will need repair/replacement. He also summarized other district needs and reported on the ongoing ten year health/ life/safety work. He discussed needs at the high school including the elevator project and improvements that are needed in the woodworking and auto body classrooms. The cost of ventilation equipment and the new paint booth equipment could total approximately \$500,000, but he believes there are ways it can be done for less. He proposed a reconfiguration of the building trades classroom which could

then house the woodworking class. He presented a list of proposed expenditures from Coach Kusnerick including replacement of the gym floor (\$200,000-\$250,000) and new bleachers on the lower level of the gym (\$180,000). Dr. Green thinks the gym floor could be less expensive and said Amish woodworkers may be interested in the wood. Mr. Hollingshead said the workers have started laying the turf at the football field and it is a fascinating process. He presented a sample facilities rental agreement for the turf field which he would like the board to review and provided input on custodian costs. Coach Kusnerick said one item that will need to be addressed is how to handle request from groups such as the Junior Kahoks.

11. The committee discussed security measures for the football stadium. Mr. Kusmierczak questioned the cost of the security measures including the annual operating costs. Mr. Kunz provided input with respect to the security cameras. Mr. White said Unit 10 is the only district in the conference besides East St. Louis that does not have security cameras in place on the field. Mr. Hollingshead offered additional suggestions with respect to lighting, security officers and other security measures.
12. The next meeting of the Board Budget Committee was tentatively scheduled for Wednesday, February 15, 2012, at 4:30 p.m. at the Annex.
13. There being no further business, Mr. Throm declared the meeting adjourned at 5:25 p.m.