

GLENBROOK HIGH SCHOOL DISTRICT 225

FINANCE COMMITTEE MINUTES

April 9, 2020 8:01 AM – 9:26 AM

Administration Building - Public Meeting Room 100A*

*** This meeting will be conducted telemetrically using the Zoom webinar platform pursuant to**

Executive Order in Response to COVID-19 No. 5

Members Present: Doughty, Fagel, Finan, Geddeis, Gravel, Hanley, Johns, Ptak, Raffles, Swanson, Tarver, Taub, Williams, Wright

Also Present: Rosanne Williamson, Elaine Geallis

Agenda Item #1: Call to Order

A regular meeting of the Finance Committee was conducted telemetrically using the Zoom webinar platform pursuant to Executive Order in Response to COVID-19 No. 5, on April 9, 2020. The meeting convened at 8:01 AM.

Agenda Item #2: Recognition of Community Visitors

Dr. Johns confirmed that there were no public comments submitted to the public meeting hotline, as outlined in the remote meeting instructions.

Agenda Item #3: Guidance from the Illinois State Board of Education

Dr. Gravel provided the committee members with background information regarding several industries that provide essential services to the district that have been impacted by the coronavirus pandemic:

- Private therapeutic day schools and residential programs
- Food service providers
- Transportation providers

Dr. Gravel shared that the Illinois School Board of Education (ISBE) in partnership with the Governor's Office has strongly encouraged school districts to continue paying all contractual service providers, during the time when schools are required to be closed,

but would otherwise be open. Dr. Gravel explained that by continuing to compensate our third-party providers, those staff members will remain employed with their company and will be compensated for their base salary. As a result of this condition, service providers will be expected to resume normal operations promptly upon our request. ISBE has taken action to pass the following emergency rules that are allowable and reimbursed by the State under Section 29-5 of the School Code:

- a. Section 120.30 Pupil Transportation Services
- b. Section 226.335 Nonpublic Special Education Placement
- c. Summer Food Service Program to Authorize Grab-and-Go Meal Service

Dr. Gravel went on to explain that in regards to Glenbrook High School District 225, as well as our contiguous districts of Northfield Township, the district has agreed to pay all providers that received monthly payments through Friday April 3, 2020. After discussion with the committee, the committee agreed with the ISBE recommendation that the district continues to provide a level of compensation to staff, and that staff continues to work remotely. The committee also agreed with the recommendation that the district continues paying third-party contract employee, assuming that sufficient documentation is provided as to the personnel expenses each providers is actually incurring.

Dr. Gravel emphasized that state funding is continuing to flow uninterrupted, so that paying all employees, as well as third-party contractors, will be budget neutral.

Agenda Item #4: Student Fee Refunds

Dr. Gravel informed the committee that over the past several weeks parents have contacted the district in regards to the possibility of a prorated refund for parking fees and student transportation fees.

Dr. Gravel outlined that the amount of any refund would be dependent on the actual number of days for which students are not able to use a service due to the current school closure. The committee agreed that consideration of refunds should be discussed by the full Board of Education, after it is determined whether schools will resume this school year.

Agenda Item #5: Technology Services Budget for Fiscal Year 2020-21

Dr. Gravel reminded the committee that every year the Board of Education reviews the technology services budget. This budget includes expenses related to the maintenance of the district's network and related hardware, database applications, desktop and mobile

device inventory, software and device deployment technologies and overall service and support for technology users throughout the school community.

Dr. Gravel shared that the technology services team identified 444 workstations that need to be replaced during the 2020-21 school year, as they have reached their normal end-of-life schedule. The estimated maximum cost would be \$711,000, which would be paid through a 4-year lease. Dr. Gravel went on to express that with the recent challenges associated with the COVID-19 pandemic, the technology services and instructional teams have been reevaluating the purchase plan. As our instructional teams and student body has embarked on e-learning, the district has started to evaluate the implementation of a virtual desktop infrastructure (VDI) environment. Dr. Gravel explained that VDI, with an estimated maximum cost of \$500,000, would enable students the ability to access a virtual desktop from any device with a web browser, with full access to all of the district's specialized applications. The instructional team and technology services team will continue evaluating the affordances and constraints of a VDI solution, and will present a recommendation in May to the full Board of Education.

Agenda Item #6: Update Regarding the Evaluation of the School District's Self-Insurance Health Plan

Dr. Gravel provided an update to the committee that the district's health insurance consultants, The Horton Group, has completed a benchmark analysis and created an executive summary, in regards to:

- Other service industries, as well as related groups;
- Larger data sets in the Midwest region;
- Other employee groups relative in size to the Glenbrooks;
- Insurance costs in comparison to other high school districts;
- Overall plan design in regards to cost containment;
- Whether or not it is in the best interest of the district to remain a member of the SSCRMP insurance pool.

Dr. Gravel informed the committee that within the next few weeks, he will convene another finance committee meeting, with The Horton Group in attendance to present the executive summary.

Agenda Item #7: Update Regarding Tax Receipts for the 2019 Tax Year

Ms. Tarver shared with the committee that the district has received 97.5% in property tax refunds. She went on to provide additional insight with respect to projected revenues

and expenditures.

Agenda Item #8: Other Topics

A committee member questioned that with schools being closed does the district anticipate any cost savings. Ms. Tarver responded by informing the committee that the business services team estimates the district will have only spent 90% - 93% by the end of the school year, and as such will be under budget.

Agenda Item #9: Adjournment

The meeting adjourned at 9:26 AM.

The next Finance Committee Meeting will be scheduled for April 2020.