

**MINUTES OF THE REGULAR MEETING
OF THE SCHOOL FINANCE AUTHORITY OF ROUND LAKE
COMMUNITY UNIT SCHOOL DISTRICT 116
HELD FEBRUARY 23, 2005 AT 7:00 P.M. AT THE
ROUND LAKE HIGH SCHOOL
MULTI MEDIA RESOURCE CENTER
800 HIGH SCHOOL DRIVE, ROUND LAKE, ILLINOIS**

1. CALL TO ORDER

Chair Edwin Kula called the meeting to order at 7:25 p.m.

2. ROLL CALL

Answering present were Chair Ed Kula and Members Bish Krywko and Robert Traxler. SFA Vice Chair George Lingel and Secretary Maru Tomusiak were absent.

Also present were Chief Executive Officer Dennis Stonewall, Chief Fiscal Officer Walter Korpan, Chief Educational Officer Dr. Janet Elenbogen, ISBE Auditor Jay Grimes, ISBE Division Administrator for School Business & Support Services Debbie Vespa, SFA Legal Counsel Heidi Katz, District Legal Affairs Director Jerri Ryan, ISBE Chief Financial Officer Linda Mitchell and Secretary to CExO Heather Bennett.

3. INTRODUCTION OF VISITORS

Visitors included Board of Education Vice-President Ann Welk, Title I Coordinator Carlyn Trost, Special Education Director Carol Borg and President of Round Lake Chamber of Commerce Jill Gross.

4. PLEDGE OF ALLEGIANCE

Attendees recited the Pledge of Allegiance.

5. CHANGES OR ADDITIONS TO AGENDA

No changes were made to the agenda.

6. PUBLIC COMMENT

Jill Gross presented Round Lake Area Schools with the 2004 Presidents Award. Ms. Gross thanked the SFA Administrators for their leadership, NOTING Mr. Korpan's recent appointment to the Chamber's Board of Directors, she said the Chamber is very happy to see the District involved in the community again.

7. OPEN MEETING ACT REVIEW

Heidi Katz encouraged SFA members to review Open Meetings Act compliance pointers she recently distributed via email and highlighted certain compliance issues reported upon in news articles during the past several weeks. Ms. Katz asked the SFA to contact her with any specific questions regarding the Act.

8. SFA DISCUSSION AND REPORTS

a. Chief Executive Officer Report

Mr. Stonewall reported that SFA Administrators have met with the Special Education District of Lake (SEDOL) to discuss how to reduce special education costs.

The SFA Administrators have been working with College of Lake County to implement a new program offering instruction in Conversational Spanish for District 116 administrators. This program may become part of the evaluation process.

Information packets containing consultant proposals for a community survey regarding school facilities were given to SFA members for their review.

After further exploration of the plan to construct an administration building that would accommodate all administrative personnel SFA administrators concluded that the cost would be excessive. Instead, administration will proceed with less costly options for renovating administration building at 316 S. Rosedale.

Ads have been posted for the previously approved position of Human Resource Director. Minor modifications are being made to the lower level of the administration building to accommodate this new person.

D. Stonewall asked for permission to be out of the office the morning of March 10, 2005 to take a test necessary to renew his auctioneer license. He conveyed his intent to apply his auctioneering services beneficially to Round Lake Area Schools and the community in the future.

SFA Administrators will be meeting with Comcast on March 1 regarding the company's "Power of Partnership" program.

D. Stonewall asked if the SFA would consider rescheduling the April 27, 2005 regular meeting so that SFA administrators are able to attend the Lake County School Secretaries Annual Appreciation Dinner on that date.

b. Chief Fiscal Officer Report

W. Korpan reported that procedures for recording school attendance have improved greatly over the past 2 years. The District attendance manual has been revised and updated.

The lunch program is running well. Staff members are better trained on how to use the Horizon lunch software system. Currently, the lunch program has 3,008 children who are qualified for free lunch, 710 children who qualify for reduced lunch and 1,473 are paid lunches.

Use of the new Student Software System, Skyward began the week of February 3, 2005. Secretarial staff members and administrators have been trained on the new student information management system.

W. Korpan recently identified and asked the District auditors to help resolve certain discrepancies in the financial report. It was discovered that the District recently made an overpayment on a debt service invoice. The bank has been contacted and the money is being returned with interest. The procedures for paying principal and interest on bonds have been changed so that such overpayments will not occur in the future.

Implementation of the VersaTrans Transportation Software system has been complicated by the discovery that the District transportation personnel continue to change student routes in the course of the school year, hampering the attempt to have students and routes entered into the system. Although there have been unfortunate setbacks, efforts are being made to finish these tasks to be ready for next school year.

c. Chief Educational Officer Report

Dr. Elenbogen attended a meeting put on by the federal North Central Educational Laboratory (NCREL) concerning its Learning Point program, which focused on how to advance progress toward compliance with the No Child Left Behind Act's requirements concerning highly qualified teachers.

The district held a Bilingual Parenting Council meeting at Ellis Elementary School on February 22. Approximately 60 people attended the forum. Future meetings have been scheduled and committee members have been selected.

Dr. Elenbogen updated the SFA on the progress of the newly implemented committees – Communications, Professional Development, Discipline, Professional Learning Communities, Exit Criteria and Calendar.

9. READING AND ACCEPTANCE OF MINUTES

a. January 26, 2005 Regular Meeting and Closed Session Minutes

B. Krywko moved and R. Traxler seconded to approve the minutes as presented. On roll call, members voted as follows: Yes – B. Krywko, R. Traxler and E. Kula. No - None.

10. CONSENT AGENDA; EMPLOYMENT OF STAFF, PAYMENT OF BILLS

On a motion by R. Traxler and seconded by B. Krywko, the SFA approved prior Board action on Consent Agenda items 10.a (Employment of Staff) and 10.b (Payment of Bills: Green Associates - \$146.52; Green Associates - \$119.09; Green Associates - \$637.28; Interkal - \$38,825.00). On roll call, members voted as follows: Yes -B. Krywko, R. Traxler, and E. Kula. No - None.

11. PAYROLL

B. Krywko moved and R. Traxler seconded to approve Board action approving the January 31, 2005 payroll in the amount of \$711,093.83 and the February 15, 2005 payroll in the amount of \$721,418.36. On roll call, members voted as follows: Yes - B. Krywko, R. Traxler, and E. Kula. No - None.

12. ACCOUNTS PAYABLE

R. Traxler moved and B. Krywko seconded to approve Board action on the January 2005 Previous Motion in the amount of \$393,725.43 and February 2005 Accounts Payable in the amount of \$757,541.26. On roll call, members voted as follows: Yes - R. Traxler, B. Krywko, and E. Kula. No - None.

13.a. APPROVE RLAS BOARD RESOLUTION FOR TREASURER'S REPORT

R. Traxler moved and B. Krywko seconded the motion to approve the treasurer's report. On roll call, members voted as follows: Yes – B. Krywko, R. Traxler and E. Kula. No - None.

13.b. APPROVE RLAS BOARD RESOLUTION FOR ASSISTANT TO COMPTROLLER POSITION

R. Traxler moved and B. Krywko seconded the motion to approve the Assistant to Comptroller position. On roll call, members voted as follows: Yes – B. Krywko, R. Traxler and E. Kula. No - None.

13.c. APPROVE RLAS BOARD RESOLUTION FOR CARPET AND TILE CONTRACT

W. Korpan received 6 bids for this project. The carpet at Village Elementary is approximately 30 years old. The High School Theater has shown wear that may cause safety issues. This expense will be taken from the FY 05-06 budget. R. Traxler moved and B. Krywko seconded the motion to approve Board action accepting the lowest responsive bid of Vortex to replace tile and carpeting at Village School and theater carpeting at Round Lake High School, in the total amount of \$183,105.00. On roll call, members voted as follows: Yes – B. Krywko, R. Traxler and E. Kula. No - None.

13.d. APPROVE RLAS BOARD RESOLUTION FOR LANDSCAPE CONTRACT

W. Korpan received 2 bids for this project. District landscaping has not been completed satisfactorily in past years. By outsourcing this work, District landscaping will be maintained on a weekly basis at a higher level of professionalism. R. Traxler moved and B. Krywko seconded the motion to approve the award of the lawn care contract in the amount of \$83,708.30 to Mark Goebel Enterprises. On roll call, members voted as follows: Yes – B. Krywko, R. Traxler and E. Kula. No - None.

13.e. APPROVE RLAS BOARD RESOLUTION FOR REPAYMENT TO AND ISSUANCE OF INTERFUND LOANS FROM THE WORKING CASH FUND

B. Krywko moved and R. Traxler seconded the motion to approve the repayment to the Working Cash Fund of loans made during FY 2003-04 to the Educational Fund (\$885,976.00), Operations and Maintenance Fund (\$450,000.00), and Bond and Interest Fund (\$2,635,708.12) and to approve issuance of interfund loans from Working Cash to the Educational Fund (\$1,350,000.00), O&M Fund (700,000.00) and Bond and Interest Fund (\$2,937,071.00). On roll call, members voted as follows: Yes – B. Krywko, R. Traxler and E. Kula. No - None.

13.f. APPROVE RLAS BOARD RESOLUTION FOR ABATEMENT OF 2004 TAX LEVY FOR BOND AND INTEREST FUND

The approval of this resolution will enable the District to notify the County Clerk's office that Round Lake taxpayers should not be assessed the taxes relating to an investment in an energy savings program made years ago. Payments due under the energy savings contract will be paid out of the Operations and Maintenance fund. B. Krywko moved and R. Traxler seconded the motion to approve the Board action approving the abatement of taxes levied for bond and interest for the year 2004 pursuant to section 14 of the Board of Education's resolution adopted on December 9, 1997 authorizing the issue of \$4,850,000 General Obligation School Bonds (Alternative Revenue Source), Series 1998. On roll call, members voted as follows: Yes – B. Krywko, R. Traxler and E. Kula. No - None.

13.g. PROPOSED ADMINISTRATIVE RETIREMENT BENEFIT PLAN

The Board of Education has requested additional information regarding this matter, which will be reviewed again at the next regular SFA meeting.

13.h. APPROVE RLAS BOARD RESOLUTION FOR LIFE SAFETY AMMENDMENTS

R. Traxler moved and B. Krywko seconded the motion to approve the life safety amendments pertaining to items requiring correction at Round Lake High School and at Ellis, Indian Hill, Beach, Murphy and Village Elementary Schools in the total amount of \$202,560.00. On roll call, members voted as follows: Yes – B. Krywko, R. Traxler and E. Kula. No - None.

13.i. APPROVE RLAS BOARD RESOLUTION TO AWARD CONTRACT FOR FIRE ALARM SYSTEMS TESTING AND MAINTENANCE AND MASTER CLOCK TESTING AND MAINTENANCE SERVICE

W. Korpan received 2 bids for this project. The recommended vendor quoted an annual cost of \$19,314.00 for a 5-year contract. B. Krywko moved and R. Traxler seconded the motion to approve Board action awarding a contract for fire alarm systems master clock testing and maintenance in the amount of \$19,314.00 annually for 5 years to Simplex Grinnell. On roll call, members voted as follows: Yes – B. Krywko, R. Traxler and E. Kula. No - None.

14. CONVENING OF CLOSED SESSION

B. Krywko moved and R. Traxler seconded the motion to convene in closed session for purposes of discussing collective bargaining matters; the appointment, employment, compensation, or performance of specific employees of the public body; and pending litigation. On roll call, members voted as follows: Yes – B. Krywko, R. Traxler and E. Kula. No - None.

The SFA convened in closed session at 8:10 p.m.

15. RESUMPTION OF OPEN SESSION

The SFA reconvened in open session at 9:23 p.m.

16. PUBLIC COMMENT

There was no public comment.

17. ADJOURNMENT

On a motion by B. Krywko, seconded by R. Traxler and adopted unanimously by voice vote, the meeting adjourned at 9:25 p.m.

Respectfully Submitted,

Maru Tomusiak, Secretary
School Finance Authority