

MINUTES OF BOARD MEETING

****Regular meeting taking place at the District Office on April 20, 2020**

MEMBERS

Position	Present	Absent
Presiding Officer	Matt Seman	
	Charles Waugh	
	Teresa Benner	
	Kurt Ratliff	Arrived at 6:43pm
	Corey Conklin	
	Lorri Bandy	
Superintendent	Tip Reedy	
Building Principals		
Board of Education Secretary	Tom Ray	

Call to Order / Roll Call / Pledge of Allegiance / Approval of Agenda

The meeting was called to order by President, Matt Seman. Roll call was taken by the Recording Secretary. Those in attendance stood and recited the Pledge of Allegiance.

A motion was made by Lorri Bandy and seconded by Charlie Waugh that the agenda be approved as read.

Discussion: None

Motion carried

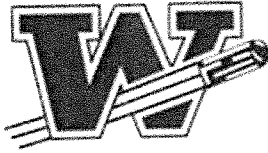
Public Comment & Recognition

Byron Painter – South County Publications
Tom Crabtree – Stiefel Nicolaus

Informational Items and Dates

Mr. Reedy presented a list of upcoming important dates to the Board.

- o April 20 6:30pm Regular BOE Mtg



- May 18 6:30pm Regular BOE Mtg
- May 18 Remote Learning Ends
- May 22 Last Day of Attendance
- May 22 6:30 WJHS Graduation
- May 24 5:30 WHS Graduation

Approval of the Consent Agenda

A motion was made by Charlie Waugh and seconded by Tom Ray to approve the consent agenda containing items a, b, c, d, and e: Approval of the Regular Meeting Minutes and Executive Closed Session Meeting Minutes of March 16 2020, Approval of the Bills in the amount of \$652,412.41 including reimbursement of the revolving fund of \$1390.85, Approval of the Treasurer's Report, Approval of the WCUSD15 Lunch Report, and Approval of Superintendent's Acceptance of Resignations:

- Elyse Matulevich – WHS Family & Consumer Science Teacher
- On roll call the following members answered aye:
 - Matt Seman Tom Ray
 - Lorri Bandy Corey Conklin
 - Charles Waugh
- On roll call the following members were absent:
 - Kurt Ratliff Teresa Benner

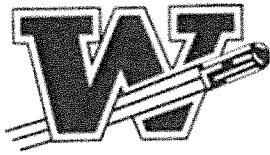
Discussion: None

Motion carried

Information Items

A. Superintendent's Report **1. Financial Update**

- The March 30, 2020 Williamsville Index shows a \$6,834,884.45 balance in ALL FUNDS and a \$4,445,205.67 balance in OPERATING FUNDS.
- We have received the April CSFST revenue of \$82,377.49. This is the January 2020 payment. CSFST will always be paid 3 months behind. Mr. Reedy still estimates \$702,120 in CSFST revenue October 2019-June 2020.
- Fund Balance Update: We have received 60% of the estimated FY20 revenue and have spent 71% of the FY20 expenses. The March ALL FUND revenues were \$575,174 and the March ALL FUND expenses were \$1,044,491. The March ED FUND expenses were \$859,054.31. It is important for the BOE to have a short-term ED FUND balance goal of \$1,000,000. In the future, we will continue to work towards establishing an end of the year ED FUND goal of 25% of the fiscal year budgeted expenses. For this fiscal year, \$2,724,624.25 would be 25% of the FY20 budgeted ED FUND expenses by June 30, 2020. Here is a chart showing a 25% fund balance goal at the end of the fiscal year for the OPERATING FUNDS. We still have a long way to go.



Future Fund Balance are 25% of FY Budgeted Expenses

OPERATING FUNDS			OPERATING FUNDS		FY20 Est. Balance 6-30-20
Ed Fund Exp	\$2,724,624.25		EDUCATION		\$1,059,411.00
Building	\$377,932.25		BUILDING		\$604,813.00
Transportation	\$230,132.25		TRANS		\$226,654.00
IMRF	\$111,833.00		IMRF		\$102,363.00
Working Cash	\$500,000	No less than	WC		\$241,338.00
Total True Fund Balance	\$3,944,521.75		Total True Fund Balance		\$2,234,579.00

District FY20 Finance Update

COVID-19 is going to financially affect everyone and everything. State revenue comes from income and sales tax. Here is some financial data from past recessions:

- 2001 recession saw a 5.7% drop in state revenue (\$2 billion)
- 2008 recession saw a 11% drop in state revenue (\$8 billion)
- 2020 recession worst case estimated scenario 20% drop in state revenue (\$8 billion)

COVID-19 is currently and is going to affect future school funding. 65% of our revenue comes from local property taxes; 35% of our revenue comes from State and Federal programs. The Federal and State governments have extended deadlines to file income taxes and extended deadlines for business to submit sales taxes. Sangamon County Board is extending property tax payment deadlines. This "gap" in scheduled payments to the state is going to create a "gap" in scheduled payments to government bodies and school districts. Due to our Operating Fund balances, any reduction in revenue or "gap" in scheduled payments greatly affects our school district.

Over the past three years, Mr. Reedy has consistently communicated, the linear schedule of revenue payments has been what keeps our district in the financial black. Due to the districts lack of Operating Fund Balances, any change in linear revenue payments poses a huge challenge with district Operating Fund Expenses.

State Revenue: Mr. Reedy estimates we will be okay with this year's state revenue up to June 30, 2020. The state still owes us 3 MCAT payments for transportation. The EBF revenue is still coming 2 times per month. Next fiscal year's State revenue for school districts is a big concern. FY21 EBF state revenue is a concern. Mr. Reedy hopes the legislators pass a budget to fund EBF and we are held harmless for FY21. We need to prepare for a major reduction in state school funding for FY21.

Property Taxes

The Sangamon County Board has adjusted the property tax payment timeline. Mr. Reedy spoke with Joe Aiello Sangamon County Treasurer. The Sangamon County Board's property tax payment adjustments will affect the amount of early tax money schools will receive. To provide financial relief to taxpayers from COVID-19, the Sangamon County Board is sending out property tax bills in May; delaying property tax payments one week to be due June 12 and September 11



with no late fees for 90 days if paid in full on September 11. We could see a reduction in early property tax money, and Joe Aiello, Sangamon County Treasurer estimated we could receive 35% (\$1.4 million) of what we typically receive. The amount of early property tax revenue we receive fluctuates yearly. Historically, in May and June, we receive \$4 million in early tax money. Since we receive early property tax revenue in May and June, we have to budget for it in the same fiscal year even though it is revenue for the next fiscal year. The reduction in early property tax revenue is going to make our Operating Funds look much worse. Our goal is to not spend next year's revenue. Due to lack of state MCAT payments, the early FY20 Budget estimates show we may need to use some early tax money this year.

COVID-19 CARES Revenue Grant

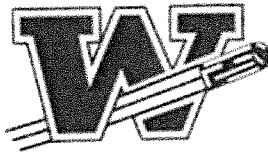
The federal government is helping schools with a CARES Grant program. The grant application is not open, the final rules for spending the grant money have not been established, and no school has yet to receive the funding. Early estimates show WCUSD#15 receiving \$80,000. This revenue is based on the district's Free & Reduced Lunch population. Mr. Reedy will be applying for this grant. Once the guidelines are clear, we may use this money for SES summer school, technology equipment, or to pay bills.

FY20 Budget & Early Property Tax Revenue Update

- We can estimate to receive 35% of our historical Early Property Tax Revenue (\$1.4 million)
- Early Property Tax Revenue received in May and June is the revenue bridge for the months of July-August-September-October.
- The lack of Early Property Tax Revenue causes an estimated \$4 million "gap"
- I estimate we will receive our FY21 Operating Fund Tax Extensions (\$6.9 million) by December 1, 2020.
- Here is a chart estimating the FY20 Operating Fund balances if we receive **NO** Early Property Tax Revenue. (Worst Case Scenario)

(Audited)	2018-2019 Balance	2019-2020		2019-2020			Balance 2019-2020
		Revenue	Expenditures	Results of Operation	True Balance	Early Tax \$	
EDUCATION	\$4,009,223	\$7,968,473	\$10,681,254	(\$2,712,781)	(\$1,359,330)	\$2,655,772	\$1,296,442
BUILDING	\$1,193,392	\$841,801	\$1,387,675	(\$545,874)	\$115,405	\$532,113	\$647,518
BOND & INTEREST	\$1,144,891	\$1,233,082	\$2,209,337	(\$976,255)	(\$802,627)	\$971,263	\$168,636
TRANS	\$474,278	\$672,617	\$895,705	(\$223,088)	\$57,876	\$193,314	\$251,190
IMRF	\$237,787	\$310,605	\$477,608	(\$167,003)	(\$96,169)	\$166,953	\$70,784
S & C	\$3,215,571	\$702,320	\$3,230,080	(\$2,527,760)	\$687,811	\$0	\$687,811
WC	\$202,871	\$38,343	\$0	\$38,343	\$198,777	\$42,437	\$241,214
HLS	\$16,263	\$2,131	\$0	\$2,131	\$16,097	\$2,297	\$18,394
Total (All Funds)	\$10,494,276	\$11,769,372	\$18,881,659	(\$7,112,287)	(\$1,182,160)	\$4,564,149	\$3,381,989
Total (Operating Funds)	\$6,117,551	\$9,831,839	\$13,442,242	(\$3,610,403)^F	(\$1,083,441)	\$3,590,589	\$2,507,148

- Here is a chart estimating the FY20 Operating Fund Balances if we received our historical Early Property Tax Revenue.



**Williamsville Community Unit School
District Number: 15**

(Audited)	2018-2019 Balance	2019-2020		Results of Operation	2019-2020		Balance 2019-2020
		Revenue	Expenditures		True Balance	Early Tax \$	
EDUCATION	\$4,009,223	\$10,604,468	\$10,681,254	(\$76,786)	\$1,276,665	\$2,655,772	\$3,932,437
BUILDING	\$1,193,392	\$1,455,266	\$1,387,675	\$67,591	\$728,870	\$532,113	\$1,260,983
BOND & INTEREST	\$1,144,891	\$2,210,495	\$2,209,337	\$1,158	\$174,786	\$971,263	\$1,146,049
TRANS	\$474,278	\$866,384	\$895,705	(\$29,321)	\$251,643	\$193,314	\$444,957
IMRF	\$237,787	\$508,861	\$477,608	\$31,253	\$102,087	\$166,953	\$269,040
S & C	\$3,215,571	\$702,120	\$3,230,080	(\$2,527,960)	\$687,611	\$0	\$687,611
WC	\$202,871	\$80,904	\$0	\$80,904	\$241,338	\$42,437	\$283,775
HLS	\$16,263	\$4,434	\$0	\$4,434	\$18,400	\$2,297	\$20,697
Total (All Funds)	\$10,494,276	\$16,432,932	\$18,881,659	(\$2,448,727)	\$3,481,400	\$4,564,149	\$8,045,549
Total (Operating Funds)	\$6,117,551	\$13,515,883	\$13,442,242	\$73,641	\$2,600,603	\$3,590,589	\$6,191,192

County School Facility Sales Tax Revenue Update

- We can expect a drop in monthly county sales tax revenue. Since county sales tax is distributed 3 months behind, we will see the decreases in June and July. We have the CSFST revenue to pay for the June and December Alternate Revenue Bond payments. Due to the projected reduction in CSFST revenue, Mr. Reedy recommends putting a hold on bonding any more Alternate Revenue Bonds. We currently have the CSFST funds available to make the (\$75,000) June 1, December 1, and June 1, 2021 Alternate Revenue Bond payments for FY21. The next increase in Alternate Revenue Bond payment is December 2021 (FY22) is \$302,400.

Operating Funds and Short-Term Borrowing Update

- We have an estimated \$4 million Operating Fund Revenue "gap" leading into FY21.
- The district Operating Fund Balances give us no other options but consider short-term borrowing options to pay for the July-August-September-October Operating Fund Expenses.
- Short-term borrowing options:
 - Tax Anticipation Warrants (TAWs) – warrants issued against taxes levied but not yet collected and are repaid from the taxes levied for the particular fund against which they are issued, either upon their receipt or on a specified maturity date.
 - General Obligation Tax Anticipation Warrants – very similar to TAWs but count against the district's debt limit and are repaid through a special tax levy.
 - State Aid Anticipation Certificates – warrants issued up to 75% of the EBF subject to limits of Working Cash
 - Corporate Personal Property Replacement Notes – similar to State Aid Anticipation Notes but are paid when CPPRT revenue is received
 - Revenue Anticipation Notes – warrants issued for up to 85% of anticipated Federal Aid and paid by Federal receipts
 - Teachers' Orders – warrants issued to pay teachers when there are no funds in the Education Fund. A financial institution provides the funds with interest rate. Principal and interest are repaid when funds are available



- Line of Credit with Local Financial Institutions – estimated amount to be paid back when property tax revenue is received. (Home Equity Loan)

It is important to note: Bonding for facilities (referendum bonds) cannot be used to pay for Operating Fund Expenses.

2. Facilities & Construction Update

- EL Pruitt is currently working on the WHS HVAC upgrades and will continue to do so until students are able to return.
- We are waiting for the weather to change so Designed Roofing can finish the WJHS project and school to dismiss so Johnson Controls can begin the HVAC upgrades at WHS.
- The RFQ for a Construction Manager as a Constructor (CMc) has been posted in the SJR paper and WCUSD#15 website. <https://facilityplan.wcusd15.org/construction-manager-selection>
- The CMc RFQ submissions are due April 24.
- The CMc RFQ selection committee is Matt Seman, Lorri Bandy, Brian Olysav, Austin Burris, and Tip Reedy.
- The final CMc RFQ selection recommendation to the BOE is May 18, 2020.

3. Bonding Presentation

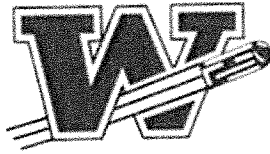
Tom Crabtree from Stiefel Nicolaus spoke to the Boar about borrowing options, when do you need to borrow, and the best time to borrow. Mr. Reedy recommended Tom Crabtree and Stiefel Nicolaus be the financial advisor to the District.

4. Other

- FOIA Request
 - We received a FOIA request from Bethany Yarger, FOIA Professional Services, for a copy of the districts Liability Contract
- Athletic Fees Spring 2020
 - Due to shelter-in-place and no school, we are refunding families their Spring 2020 Athletic Fees
- Student Fees 2020-21
 - To be sensitive to our community's financial situations effected by COVID-19, Mr. Reedy is recommending no increases in all student fees or lunch prices for the 2020-2021 school year.
- COVID-19 Resolution Suspension of Policies

Action Items

A motion was made by Matt Seman and seconded by Kurt Ratliff to approve the canvassed March 17, 2020 WCUSD#15 Referendum Proposal results as submitted by the Sangamon County Clerk.



Discussion: None

- On roll call the following members answered aye:
Matt Seman Tom Ray
Lorri Bandy Teresa Benner
Kurt Ratliff Charles Waugh
Corey Conklin
- On roll call the following members were absent:

Motion carried

A motion was made by Lorri Bandy and seconded by Tom Ray to approve no student registration or fee increases for the 2020-2021 school year.

Discussion: None

- On roll call the following members answered aye:
Matt Seman Tom Ray
Lorri Bandy Teresa Benner
Kurt Ratliff Charles Waugh
Corey Conklin
- On roll call the following members were absent:

Motion carried

A motion was made by Charlie Waugh and seconded by Teresa Benner to approve the Resolution – Emergency Suspension of Policy Due to COVID-19 Pandemic

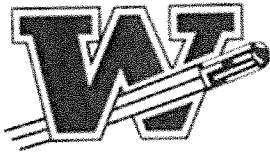
Discussion: None

- On roll call the following members answered aye:
Matt Seman Tom Ray
Lorri Bandy Teresa Benner
Kurt Ratliff Charles Waugh
Corey Conklin
- On roll call the following members were absent:

Motion carried

A motion was made by Matt Seman and seconded by Lorri Bandy to approve the following resolution:

BE IT RESOLVED by the school board of WCUSD#15 in Counties of Sangamon, Logan, and Menard, State of Illinois, that Tip Reedy, WCUSD#15 Superintendent, is hereby appointed to prepare a tentative budget for said School District for the fiscal year beginning July 1, 2020, and ending June 30, 2021, which tentative budget shall be filed with the Secretary of this Board of Education.



Discussion: None

- On roll call the following members answered aye:
Matt Seman Tom Ray
Lorri Bandy Teresa Benner
Kurt Ratliff Charles Waugh
Corey Conklin
- On roll call the following members were absent:

Motion carried

A motion was made by Kurt Ratliff and seconded by Tom Ray that the Board of Education approve the School District's expenditure of funds to defray necessary and proper expenses and liabilities of the School District incurred for educational or operations or maintenance or transportation or site and construction purposes of the District for Fiscal Year 2021, until which time the Annual budget of the District is adopted in conformity with applicable sections of the Illinois School Code.

Discussion: None

- On roll call the following members answered aye:
Matt Seman Tom Ray
Lorri Bandy Teresa Benner
Kurt Ratliff Charles Waugh
Corey Conklin
- On roll call the following members were absent:

Motion carried

A motion was made by Charlie Waugh and seconded by Lorri Bandy to approve B133-2014 Standard Form of Agreement between Owner and Architect, Construction Manager as Constructor with BLDD Architects.

Discussion: None

- On roll call the following members answered aye:
Matt Seman Tom Ray
Lorri Bandy Teresa Benner
Kurt Ratliff Charles Waugh
Corey Conklin
- On roll call the following members were absent:

Motion carried

A motion was made by Kurt Ratliff and seconded by Teresa Benner to approve the following transfers, hires, and volunteers for the 2020-2021 school year.



- Rebecca Jostes – SES Special Education Teacher
- Ryan Berlett – WHS Family & Consumer Science Teacher
- Kevin Hawley – Transfer WJHS Night Custodian To WJHS Day Custodian

Discussion: None

- On roll call the following members answered aye:
Matt Seman Tom Ray
Lorri Bandy Teresa Benner
Kurt Ratliff Charles Waugh
Corey Conklin
- On roll call the following members were absent:

Motion carried

Executive Session

A motion was made by Charlie Waugh and seconded by Matt Seman to enter into Executive session for the purpose of: Under 5 ILCS 120/2(C) 1 - The appointment, employment, compensation, discipline, performance, or dismissal of a specific employee. Under 5 ILCS 120/2(C)(2) – Collective Bargaining

Discussion: None

- On roll call the following members answered aye:
Matt Seman Tom Ray
Lorri Bandy Teresa Benner
Kurt Ratliff Charles Waugh
Corey Conklin
- On roll call the following members were absent:

Motion carried

The Board entered executive session at 7:31pm and returned to open session at 7:53pm.

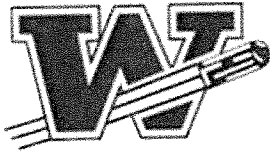
Adjournment

A motion was made by Matt Seman and seconded by Lorri Bandy to adjourn the meeting.

Discussion: None


Motion carried.

Meeting adjourned at 7:55pm




Board Approval

Dated, this 20th day April of 2020



Board President



Board Secretary

**Submitted by Jennifer Brennan, Recording Secretary and Director of Human Resources