

MINUTES OF BOARD MEETING

****Regular meeting taking place at the WJHS Cafeteria on June 15, 2020**

MEMBERS

Position	Present	Absent
Presiding Officer	Matt Seman	
	Charles Waugh	
	Teresa Benner	
	Kurt Ratliff	
	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 Tom Ray that the agenda be approved as read.

Discussion: None

Motion carried

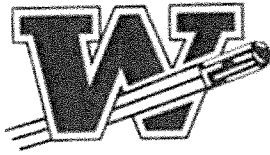
Public Comment & Recognition

Byron Painter – South County Publications

Informational Items and Dates

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

- o June 15 6:30pm Regular BOE Meeting



- July 3-6 Unit Office Closed
- July 20 6:30pm Regular BOE Meeting
- August 3 6:30pm Regular BOE Meeting
- August 6 New Teacher Orientation
- August 17 6:30pm Regular BOE Meeting
- August 17 First Day for Teachers & Staff (Tentative)
- August 18 First ½ Day for Students (Tentative)

Approval of the Consent Agenda

A motion was made by Tom Ray and seconded by Kurt Ratliff 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 May 18, 2020, Approval of the Bills in the amount of \$1,061,938.54 including reimbursement of the revolving fund of \$1972.89, Approval of the Treasurer's Report, Approval of the WCUSD15 Lunch Report, and Approval of Superintendent's Acceptance of Resignations:

- Kyle Muskopf – Band Director - Resignation
- Linda Casson – WJHS Administrative Assistant - Retirement
- On roll call the following members answered aye:
 - Matt Seman Tom Ray
 - Lorri Bandy Corey Conklin
 - Charles Waugh Kurt Ratliff
 - Teresa Benner
- On roll call the following members were absent:

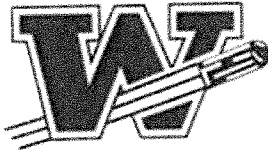
Discussion: None

Motion carried

Information Items

A. Superintendent's Report 1. Financial Update

- The May 31, 2020 Williamsville Index shows a \$5,539,042.00 balance in ALL FUNDS and a \$3,442,680.69 balance in OPERATING FUNDS.
- We have received the June CSFST payment of \$81,047.06. This is the March 2020 revenue. CSFST will always be paid 3 months behind. We budgeted \$702,120 in CSFST revenue October 2019-June 2020. We received \$813,831.38 in CSFST revenue October 2019-June 2020.
- We did receive a June MCAT payment of \$135,978 for Regular and Special Education Transportation. This is the 3rd MCAT payment for FY20. We received (1) FY19 MCAT and (2) FY20 MCAT payments. This additional revenue will be reflected at the July BOE meeting when FY20 Fund Balances are finalized.
- Fund Balance Update: As of May, we have received 67% of the estimated FY20 revenue and have spent 83% of the FY20 expenses. The May ALL FUND revenues were \$689,665.13 and the May ALL FUND expenses were \$1,372,347.58. The May ED FUND



expenses were \$788,064.45. 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

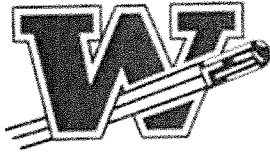
OPERATING FUNDS

Ed Fund Exp	\$2,724,624.25	
Building	\$377,932.25	
Transportation	\$230,132.25	
IMRF	\$111,833.00	
Working Cash	\$500,000	No less than
Total True Fund Balance	\$3,944,521.75	

District FY20 Finance Update

FY20 End of the Year Fund Balance Estimates

- We will have the final FY20 Fund Balances by the July 20 Board meeting.
- Current estimated final FY20 Fund Balance estimates are shown in the chart below
- Over the past three years, the Board has done a very good job being good financial stewards to the taxpayers, providing materials, supplies, benefits, and financial support to all staff.
- With the unknowns of the effects of COVID-19, the Board will need to continue to be fiscally conservative and responsible for working towards creating fund balances.
- It is important to note: Bonding for facilities (referendum bonds) cannot be used to pay for Operating Fund Expenses.
- FY20 September 2019 Approved Budget



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

(Audited)	2018-2019 Balance	2019-2020		2019-2020			Balance 2019-2020
		Revenue	Expenditures	Results of Operation	True Balance	Early Tax \$	
EDUCATION	\$4,009,223	\$10,604,468	\$10,898,497	(\$294,029)	\$1,059,422	\$2,655,772	\$3,715,194
BUILDING	\$1,193,392	\$1,455,266	\$1,511,729	(\$56,463)	\$604,816	\$532,113	\$1,136,929
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	\$920,529	(\$54,145)	\$226,819	\$193,314	\$420,133
IMRF	\$237,787	\$508,861	\$477,332	\$31,529	\$102,363	\$166,953	\$269,316
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	\$19,247,504	(\$2,814,572)	\$3,115,555	\$4,564,149	\$7,679,704
Total (Operating Funds)	\$6,117,551	\$13,515,883	\$13,808,087	(\$292,204) *	\$2,234,758	\$3,590,589	\$5,825,347

• **FY20 June 2020 Budget Through June 15, 2020**

FY20 Budget	FUND									Total
	10	20	30	40	50	60	70	80	90	
	Education	Operations & Maintenance	Bond & Interest	Transportation	IMRF/Social Security	Capital Projects	Working Cash	Tort Immunity	Fire Prevention/Life Safety	
Beginning Balance (7/1/19)	4,009,212.00	1,193,389.00	991,811.00	474,113.00	237,386.00	3,368,650.00	202,870.00	-	16,236.00	10,493,667.00
FY20 Revenues (anticipated)	8,914,485.64	1,121,182.12	1,244,643.19	848,086.28	407,549.67	816,939.66	54,262.37	-	2,973.50	13,410,122.43
FY20 Expenditures (anticipated)	10,520,659.69	1,300,941.23	1,849,999.93	854,995.90	465,015.69	2,641,913.14	-	-	-	17,633,525.58
Ending Balance (6/30/20) (projected)	2,403,037.95	1,013,629.89	386,454.26	467,203.38	179,919.98	1,543,676.52	257,132.37	-	19,209.50	6,270,263.85
True Balance without early tax money	1,470,692.24	826,823.35	44,359.87	429,336.86	121,308.69	1,543,676.52	242,234.24	0	18,403.50	4,696,835.27

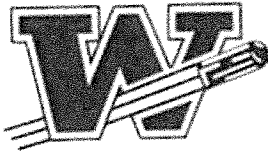
- Final EOY FY20 Fund Balances will be accurate at the July BOE meeting.

Early Property Tax Extension

- June 4, we received \$1.7 million in early property tax extension. This is pretty close to the 35% as expected. We are scheduled to receive another early property tax extension June 19. At this time, Mr. Reedy does not anticipate the need for a Line of Credit to bridge the gap through September.
- The property tax extension schedule is as follows: June 19, July 24, August 21, September 18, October 23, November 27

State Revenue and EBF Funding FY21:

- The Legislature has passed and Governor JB Pritzker has signed the FY21 Budget.
- We are expected to receive flat FY21 EBF Funding with no new Tier revenue.
- This is the best-case scenario for our district. The linear schedule of payments is very important to us.
- The Board will approve the FY21 Tentative Budget at the July 20 board meeting and approve the final FY21 Budget at the September 21 board meeting.
- Thank you to Senator Bill Brady and Representative Time Butler for supporting our schools.



Bonding Update

- The Board sold \$10,275,000 in Alternate Revenue Bonds Thursday June 4. The bonds were sold at 3.21% interest. The CSFST revenue will be used to pay for these bonds.
- Our Debt Service legislation was approved by the legislature. We are waiting on Governor JB Pritzker to sign the legislation. Once he signs it, we will move forward with selling the \$40,000,000 voter approved referendum bonds.
- The Board still expects there to be no WCUSD#15 property tax rate change with any bonds or debt service extensions.

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.
- Designed Roofing has returned to complete the WJHS Roofing project.
- BLDD is working on preliminary designs. We will be hosting design input and feedback meetings with teachers and staff on June 16.
- Mr. Reedy showed the concepts to the Board and explained them. He noted that the field house facility would be open to the public. Everything can be built without a disruption to schools per Mr. Reedy.
 - Question was asked about furniture – we will use what we have as much as we can and there was \$4-5M put in the budget as soft costs
 - With this plan, the district can handle 1900 students, this allows us a good bit of growth
- The District Office will be relocated to the JH. The current building will come down and be turned into parking lots. It will have the same square footage and similar set up. This can be done within the budget.

3. Other

- School August 2020
 - The consensus of the county schools was to re-open schools in-person in August. We are waiting on additional ISBE and IDPH recommendations
 - Parents would have the option to send their kids remotely
 - The current options for school in August are: In-person with protocols and procedures, Remote Learning until we can physically attend, or a Hybrid Attendance Model
 - Cleaning practices are good, will do the best we can to protect all, with the understanding that we cannot control everything
 - Could be remote until we can come in and do it to the fullest (in person)
 - Cohorts of kids – flip between remote and in person
 - A/B days – also a hybrid model
 - ½ days – AM/PM
 - All cohort and/or hybrid would have things to be worked out for parents, staff with kids, etc
 - Do not send your kids sick
 - Parents – must control their exposure outside of school.
 - Busing and lunches would both have to be considered
 - Question – will the county all do the same thing, or they can do what they want? – can do either. They try and do things in uniform as much as possible,



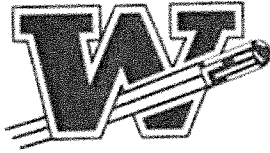
- Recommendation was made to look at an alternative to attendance as it relates to being able to eliminate a final. It is imperative that students not come to school sick. This is being looked into, and a reminder was noted that EBF is based on enrollment and not attendance.
- COVID grant can be used for supplies (like thermometers) Suggestion to look into scanners – may be an option that would be more time effective.
- WHS BTW Driver's Education Summer Plan
 - Mr. Reedy spoke to the Board about the plan that has been approved by the school attorney, Sangamon County Department of Public Health, and our insurance carrier.
 - This is starting tomorrow, temp checks, all must wear PPE, will disinfect between drivers, checklist will be gone over
 - Parents must not send their kids sick
 - We are behind due to CV-19 and this will catch us back up
 - Attorney, IDPH and insurance carrier has approved
 - We cannot control what they do outside of the car so people need to be diligent.
- IHSA Return to Play Phase 1 Plan
 - Mr. Reedy spoke to the Board about the plan that has been approved by the school attorney, Sangamon County Department of Public Health, and our insurance carrier.
 - Similar to Driver's Ed plan
 - Cohorts of 10 – cannot intermingle
 - Temperature checks, follow protocols, etc
 - **Also been approved**
- IASA Abe Lincoln Board of Director
 - Mr. Reedy has been elected to the IASA Abe Lincoln Region Board of Directors.
 - This will be a great opportunity to showcase our district and be in a direct line of communication for education and instruction.
 - He will be attending a conference in Nashville, TN July 21-24.
- Linda Casson Retirement– Thank you to Linda Casson for her 26 years of unselfish service and the impact she has made at WJHS. She will be duly missed. We wish her the best in her retirement.

Executive Session

A motion was made by Tom Ray and seconded by Charlie Waugh 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 7:19pm and returned to open session at 8:26pm.

Action Items

A motion was made by Charlie Waugh and seconded by Matt Seman to approve WCUSD#15 403(b) Plan Amendment and Restatement Date: June 15, 2020

Discussion: Updated amendment for IRS guidance

- 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 to approve Employers Mutual Casualty (EMC) Insurance property-liability proposal and Worker's Compensation proposal for the 2020-2021 school year

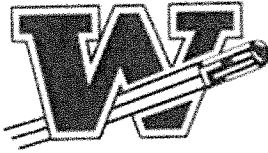
Discussion: \$38K savings to district – result of bid

- 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 Matt Seman to approve Employers Mutual Casualty (EMC) Insurance Cyber Liability proposal for the 2020-2021 school year



Discussion: Additional policy – important for us to have if we get hacked

- 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 Charlie Waugh to approve Liberty Mutual Surety for the Treasurer's Bond proposal for the 2020-2021 school year

Discussion: Had to increase for the amount we are bonding

- 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 Kurt Ratliff to approve the FY20 Amended Budget

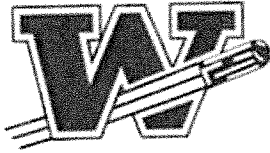
Discussion: None

- 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 Tom Ray and seconded by Teresa Benner to approve the 2020-2021 WCUSD#15 Consolidated District Plan

Discussion: Title plan for federal grant – done annually



- 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 Teresa Benner and seconded by Lorri Bandy to approve the WCUSD#15 FY21 Early Childhood Block Grant

Discussion: Funding for PreK

- 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 Kurt Ratliff to approve the WCUSD#15 FY21 Title I, II, IV Grant

Discussion: Annually – for Early Childhood /Title Grants

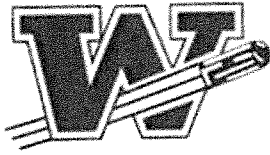
- On roll call the following members answered aye:
Matt Seman Tom Ray
Lorri Bandy Teresa Benner
Kurt Ratliff Charles Waugh
Corey Conklin
- On roll call the following members were absent:

Motion carried

A motion was made by Kurt Ratliff and seconded by Matt Seman to set the 2020-2021 WCUSD#15 out of district tuition rate at \$8374.56 paid in full by August 17, 2020.

Discussion: The tuition amount is based off the annual audit. We have two students currently paying out of district tuition.

- On roll call the following members answered aye:
Matt Seman Tom Ray
Lorri Bandy Teresa Benner



Kurt Ratliff
Corey Conklin

Charles Waugh

- On roll call the following members were absent:

Motion carried

A motion was made by Matt Seman and seconded by Kurt Ratliff to approve the expenses for the BOE to attend the Triple I BOE Professional Development Conference November 19-22, 2020.

Discussion: Annually approved –Board Professional Development – currently tentative

- 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 Teresa Benner and seconded by Matt Seman to approve WCUSD#15 Administrator Contracts

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 to approve the following transfers, hires, and volunteers for the 2020-2021 school year.

- Victoria Sorensen – SES Paraprofessional 2020-2021

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 moment of silence was held for Brody Wilson

Adjournment

A motion was made by Teresa Benner and seconded by Kurt Ratliff to adjourn the meeting.

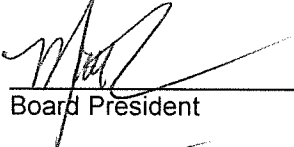
Discussion: None

Motion carried.

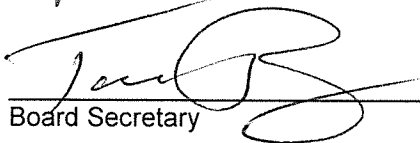
Meeting adjourned at 8:26pm

Board Approval

Dated this 15th day June of 2020



Board President



Board Secretary

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