



Glen Ellyn School District 41

Dr. Jack Barshinger, Superintendent

**BOARD OF EDUCATION
FINANCE AND FACILITIES COMMITTEE MEETING
October 17, 2005 – 6:30 P.M.
DISTRICT 41 ADMINISTRATION CENTER
ROOM 103**

MINUTES OF MEETING

Members Present: Kevin Cosgrove, Jack Barshinger, Kris Monn

Also Present: Steven Vondrak, Joe Cressman

I. Review Master Facilities Plan

Kris Monn presented the updated Summer 2005 projects to review actual costs. Some projects have paperwork still trailing in, thus all project totals are not finalized. Also, the scope of work for some projects changed dramatically from the initial estimation, such as the painting of lockers at Hadley. The original estimate was based on locker replacement, yet the final contract was based on electrostatic painting.

The Summer 2006 proposed projects were reviewed by FGM and cost estimations were added from both FGM and AMSCO Engineering. Projects were then separated by funding source to estimate the needed funds in both the Life Safety and Operations and Maintenance Tax Levy. Kris Monn noted that the CSO Fire Alarm project had been moved from Life Safety because it looked like the potential tax revenue would be slightly less than the total of the proposed projects. Kevin Cosgrove asked that the CSO Fire Alarm project be returned to the Life Safety Levy if appropriate funding could be arranged.

II. Review Preliminary Tax Levy

Next a preliminary glimpse of the 2005 Tax Levy was presented. The 2001 Referendum is no longer an option, so the PTELL (Tax Caps) now applies. Last year's CPI was 3.3%, so we can reasonable estimate that our "capped" tax revenue will likely be near \$31,357,678, which is last year's levy plus 3.3%. Next steps in the levy process is a more detailed tax projection, establishment of the 2005 Tentative Levy, and the adoption of the levy in December. Kris Monn is investigating a potential timeline problem involving the length of time between the regular meetings in November and December, and information will be disseminated as it is acquired.



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III. Review of Annual Financial Report

By October 15 of each year, school districts are required to file with the State Board of Education and the Regional Office of Education their Annual Financial Report. This report is completed by our district officers and was delivered to the DuPage Regional Office on October 14, as well as electronically submitted to both the ISBE and the ROE. A copy of the report will be posted on the District 41 website. It was noted that the district uses this form minimally. We use our Comprehensive Annual Financial Report for most financial reporting and comparisons.

The Annual Financial Report also includes the Limitation of Administrative Costs worksheet, which requires that school districts limit their increase in administrative costs to 5% each year. This year the administrative cost increase was 4.6%, which makes the district compliant with the law.

IV. Calendar Review

The calendar was revised to allow for special board meetings. A special meeting on facilities was scheduled on November 14, 2005 that would conflict with the originally scheduled Finance and Facilities Committee meeting. Though we had tentatively moved the start time up to 4:00 PM, it was decided that the meeting would be moved to November 7, 2005 at 6:30 PM. A similar conflict occurs in December, but a decision on rescheduling was tabled until the November 7th meeting.

V. Adjourn (7:30 PM)

**Next Meeting: Monday, November 7, 2005
6:30 PM
Central Services Office, Room 103**

Expected Topics: Finalization of Capital Projects for Summer 2006, Tentative Tax Levy, Review of Efficiency Targets, December Meeting Time