

SPEED S.E.J.A. #802

OPERATING COMMITTEE MEETING MINUTES

Regular Meeting
SPEED Operating Committee
SPEED Building
9:00 a.m.

January 19, 2018

CALL TO ORDER

At 9:05 a.m. Mr. Bean called the meeting to order.

ROLL CALL

On roll call the following answered present: Dr. Mitchell, 153; Dr. Smith, 161; Dr. Nottke, 163; Dr. Moore, 167; Mr. Smyth, 172; Ms. Belotti, 201U; Dr. Navarre, 206; and Mr. Bean.

Arrived after the Roll Call: Dr. Patterson, 144; Ds. Duskey, 162; Dr. Jackson, 169; Dr. Thomas, 227; and Dr. Mansfield, 233

Absent: Dr. Leak, 168; Mr. Amadio, 170; and Dr. Hahto, 194

The following SPEED staff members were also present: Al Travaglini, Interim Executive Director; Kevin Slattery, Director of Business and Finance; Sharon Curry, Director of Human Resources; Joe Kekelik, Director of Buildings and Grounds; Kristin Elliott, Director of District Services; Tim Jonke, Director of Technology; Linda Wilson, Independence Program Principal; Jessica Chen, ELC Program Principal; Nicole Taylor, ALL Program Principal; April Brown, PAL Program Principal and Janet Nozar, SEA Union President

RECOGNITION OF VISITORS

Mr. Ray Hauser, Attorney from Hauser Izzo; Mario Planera, Planera Architects; Dan Beatty, Planera Architects; Louise King, Legacy Professionals; Tim Fagan, legacy Professionals.

PRESENTATION – Planera Architects

Mr. Planera and Mr. Beatty presented the findings from the 10-year Life Safety Review. The report included the SPEED campus as well as the Academy for Lifelong Learning campus. There are three categories of issues that are included in the report. Category "A" is urgent and needs to be repaired immediately. Category "B" indicated a required repair, but is not urgent. Category "C" is recommendations that go above and beyond the school code. SPEED did not have any items

in category "A." There were a few minor items in category "B," which the Buildings and Grounds staff rectified immediately during the walk through. The category "C" recommendations include:

- Replacement of 45-year-old single-pane windows at an approximate cost of \$190,000
- Replace older wood interior doors that are beginning to deteriorate at an approximate cost of \$90,000
- Replace existing HVAC pneumatic controls with a new modern computer controlled digital system at an approximate cost of \$330,000

Planera Architects will file the approval of the review with IWAS.

Administration will create a timeline for making the recommended improvements.

PRESENTATION – Legacy Professionals

Ms. King and Mr. Fagan presented the FY17 audit findings. Mr. Fagan reviewed the Annual Financial Statement with the Operating Committee. SPEED received an adverse opinion because the presentation of the financial statements is not in accordance with what the Illinois State Board of Education is looking for. Mr. Fagan stated that the way SPEED reports its financial statements is a common way to report. SPEED received a qualified opinion based on its incomplete fixed asset records. SPEED has reached out the appraisal company and is planning to do a new appraisal for FY18. Mr. Fagan will work with Kevin and the appraisal company to make sure that the issues noted in the past are corrected and addressed. All other aspects of the audit received the unmodified opinion from the auditors.

As of June 30, 2017 total assets were approximately \$5.3M. There are no liabilities; therefore the fund balance is also \$5.3M.

There were no significant changes to the footnote disclosures from last year to this year.

Mr. Fagan reviewed the audit communication letter as well as the management recommendation letter with the Operating Committee. Legacy Professionals have made the necessary recommendations to SPEED to reconcile any deficiencies found. SPEED is already working toward reconciling these differences.

This year's audit was a significant improvement from last year's audit. Mr. Fagan commended SPEED for being diligent in making improvements from last year's audit.

Mr. Slattery will prepare a report from the audit findings identifying the issues from the audit and the steps that will be taken to correct them.

EXECUTIVE DIRECTOR'S REPORT

The Holiday Celebration was held at Glenwoodie and was well attended and enjoyed by all

As we enter the second half of the New Year some of the enrollment is lower than projected. For instance in IND. HS we lost 4 students to full reintegration into their HS. We look forward to the

additional placements so that we can maintain our projections as presented at the beginning of the school year.

As the principals and assistant principals are each into their 2nd year with the assigned program we can see each program stabilizing and increasing their overall effectiveness. They each are striving to ensure that the vision that they have for each program is shared throughout the staff. We have been involved in a book study, Monday Morning Leadership, which has been instrumental in assisting each principal to reflect on their practice as it relates to leadership of the program. It is an easy read and I recommend this to you for any of your principals but especially new or stagnated principals. Additionally, SPEED's principals will attend the Effective School Conference while Assistant Principals will attend the PBS Conference. It is our hope that this year of supportive real conversations/discussions with the guidance of the book and conferences will increase our capacity to effectively support staff retention and student progress.

We are beginning to look forward to the 18/19 school year and budget planning. We would like to ask if we could get three members from the Operating Committee to serve on a budget committee for SPEED. As we look towards plans for next year, we will be looking more closely at the budget and ways to generate more revenue while cutting some of our current costs. We will plan to get into the details in our February meeting.

Three themes this school year have been: Communication, Safety and One SPEED

Phone systems are repeatedly going down. This has happened 4 times since November. We are currently on an analog system and we need to be placed on a fiber optic system or cable system in order to not have these problems in the future. We are also in the process of getting a new phone system, which will include redundancy.

Mr. Travaglini handed out SPEED's CEO Academy brochure and informed the committee that if they have any training needs they would like for us to provide to their staff to let us know.

FINANCIAL REPORT

As of December 31, 2017 our Fund Balance is at \$5.2M. We have realized 47% of our projected revenue and we have expended 48% of our budget. Mr. Slattery thanked the districts for the quick turn-around on the tuition payments. Billing seems to be going more smoothly than it was last year.

On the budget summary there is \$23,000 in miscellaneous revenue. This is a rebate from TRS.

The ISIC renewal is approximately \$12,000 higher than last year. This is due to pending legal issues.

We are also asking for your approval on a resolution that will consolidate all of our funds into one fund, which is the Education Fund. ISBE recommends that Co-ops only have one fund.

New equipment has been purchased for OT/PT purposes by amending grants to fund the purchases.

Second quarter IDEA expenditures are being processed. Payments should be going out within the next week.

CONSENT AGENDA

Dr. Jackson moved, seconded by Dr. Navarre that the Operating Committee approves the Consent Agenda items A through E as presented.

- A. Personnel Report
- B. Minutes of November 2, 2017
- C. Closed Session Minutes of November 2, 2017
- D. Recurring and Non-Recurring Bills from November, 2017, December, 2017, and January 2018
- E. Imprest and Activity Funds for September, 2017 through November, 2017

On a roll call vote:

Ayes: Dr. Patterson, 144; Dr. Mitchell, 153; Dr. Smith, 161; Dr. Nottke, 163; Dr. Moore, 167; Dr. Jackson, 169; Mr. Smyth, 172; Ms. Mahoney, 194; Ms. Belotti, 201U; Dr. Navarre, 206; Dr. Thomas, 227; Dr. Mansfield, 233 and Mr. Bean.

Nays: None

Absent: Dr. Leak, 168; Mr. Amadio, 170; and Dr. Hahto, 194

Motion carried.

NEW BUSINESS

Dr. Patterson moved, Seconded by Dr. Mitchell to approve New Business items A through G as presented.

- A. Policy Revisions as outlined by the IASB Press Plus Policy Subscription Service
- B. ISIC General Liability Insurance Renewal in the amount of \$50,059
- C. Resolution to Consolidate the Operation and Maintenance Fund, Transportation Fund, and Life Safety Fund to the Education Fund
- D. FY17 Audit Report Approval as presented by Legacy Professionals, LLC
- E. 10-Year Life Safety Review as presented by Planera Architects
- F. Extended School-Year Dates of June 11, 2018 through July 12, 2018
- G. Donation of \$50 Visa gift card from the SPO for the Holiday Party

On a roll call vote:

Ayes: Dr. Patterson, 144; Dr. Mitchell, 153; Dr. Smith, 161; Dr. Nottke, 163; Dr. Moore, 167; Dr. Jackson, 169; Mr. Smyth, 172; Ms. Mahoney, 194; Ms. Belotti, 201U; Dr. Navarre, 206; Dr. Thomas, 227; Dr. Mansfield, 233 and Mr. Bean.

Nays: None

Absent: Dr. Leak, 168; Mr. Amadio, 170; and Dr. Hahto, 194

Motion carried.

CLOSED SESSION

At 9:47 AM Dr. Jackson moved, seconded by Dr. Patterson that the Operating Committee goes into Closed Session to discuss the employment, compensation, and/or performance of a specific employee of SPEED and to discuss pending, probable, and/or imminent litigation, and/or matters regarding students.

Motion carried by voice vote.

OPEN SESSION

At 9:55 AM, Dr. Jackson moved, seconded by Dr. Patterson that the Operating Committee returns to Open Session.

Motion carried by voice vote.

ADJOURNMENT

Mr. Bean adjourned the meeting at 9:56 AM.


Dr. Gregory Jackson, Secretary
Lori Koditek, Recording Secretary

Date: 2-23-18


Mr. Ron Bean, President
SPEED Operating Committee