

**Business Office Update**  
**Board Meeting**  
**April 26, 2021**

**Repair Costs for Millburn Elementary Lower Level**

- CLIC, our insurance cooperative will pay for repairs by the restoration company, Giersten Company of Illinois. The repairs include replacing a portion of the ceiling tiles, base mold in the entire lower level, and replacing all the VCT floor tile at a cost of \$57,234.87 that will be paid by CLIC, our insurance cooperative.
- Upgrade the Vinyl Composition Tile (VCT) flooring to a Luxury Vinyl Tile (LVT) at an additional cost of approximately \$8,000 that will be paid by the district from the Capital Projects Fund. The LVT doesn't require stripping or waxing that is required of the VCT. It only requires mopping with a neutral soap solution to maintain it's finish. A significant amount of wax, stripper, and labor involved will be saved each year for the life of the flooring. Typically, the payback for the cost differential is 2-3 years for a floor that will last 20-25 years.

**Purchases over \$10,000**

- Network Data Drops
  - I am recommending that the District contract with Computer Power Systems, Grayslake, IL to install eighty-two (82) data drops at Millburn Elementary School and seven (7) data drops at Millburn Middle School for a cost of \$45,004. After E-Rate reimbursement, the cost to the district will be \$27,002.40. The cost will be paid from the Capital Projects Fund.
- Student Desks to be paid from the ESSERS grant in an amount not to exceed \$70,000
  - Dr. Lind and I are recommending replacing 250 desks at Millburn Elementary School and 150 desks at Millburn Middle School.
  - This will allow us to shift the older desks into the cafeteria and the East Gym at both schools so that students will be 6' apart during lunch.
  - The desks would be paid for through ESSERS grant funds. If we order by May 3, 2021, we anticipate delivery sometime between mid-July and early August, 2021.

**Classroom Projector Installation**

- Six classroom projectors will be installed by CDW at a cost of \$3,090 to be paid from the ESSERS grant.

**New Unemployment Requirements**

- Effective July, 2021 and continuing through June, 2022, the district will need to file monthly wage reports with the Illinois Department of Employment Security as a part of the effort to curb unemployment fraud.

**Funding the 2021 Summer Program**

- The FY2021 Title I Grant will fund the salary of the summer school coordinator, 18 teachers, \$7,071 in curriculum materials, and Teacher Retirement System contributions.
- The ESSERS II and/or III grant will pay for the salary of any additional teachers or paraprofessionals that are needed for the summer program.

### **Fire Department Connection (FDC) Relocation at Millburn Middle School**

- The FDC relocation at Millburn Middle School will be done by Automatic Fire Systems, Inc. from Rockford, IL at a cost of \$2,945.00. This work will be paid from the Capital Projects Fund.

### **School Lunch Program Update**

- Summer Food Service Program (SFSP)
  - The SFSP has been extended again through June 30, 2022. This program is free to all children (18 years or under). Based on this information, it sounds like meals will be free for all students for the entire 2021-22 school year. I'll update the board as additional clarifying information is released by the Illinois State Board of Education Nutrition Division to local school districts.

### **Door Repair or Replacement Needed**

- Millburn Elementary School has two of the steel double doors that need either repair or replacement. The mullion (steel bar between the two doors) has rusted and it's getting more difficult to get the doors shut and locked. The door frame and the doors are still in good shape. We are hopeful that we will be able to repair the mullion without replacing the doors and frame. We are in the process of getting pricing for this repair and/or replacement.

### **FY 2021 Amended Budget Schedule**

#### **FY 2021 AMENDED BUDGET SCHEDULE**

5/24/2021	Review of tentative amended budget. Board approval to put tentative amended budget on public display.
5/26/2021	Place legal notice of Public Hearing on the budget in newspaper. Public notice of availability of tentative budget published at least 30 days prior to adoption by the Board, ILCS 5/17-1
6/14/2021	Continue discussion of tentative budget at Board Meeting
6/28/2021	Public Budget Hearing and Budget Adoption. Last day to adopt the amended annual budget is June 30, 105 ILCS 5/17-1
June/July, 2021	Within 30 days of the budget adoption, the annual budget must be: <ul style="list-style-type: none"><li>• Filed with the County Clerk</li><li>• Transmitted electronically with a deficit reduction plan (if necessary) to ISBE</li><li>• Posted on the District Website</li><li>• Parents and guardians notified of budget's availability (105 ILCS 5/17-1, 105 ILCS 5/17-1.2, 35 ILCS 200/18-50)</li></ul>