

**Business Office Update
Committee of the Whole Meeting
May 10, 2021**

Foodservice Information

- The Summer Food Service Program (SFSP) has been extended through the 2021-22 school year. This means that all students will receive free meals for the 2021-22 school year.
- At the May 24, 2021 meeting, Dr. Lind and I will be recommending that the Board approve Amendment #2 for the Summer Food Service Program effective April 1, 2021. We will also be recommending that the Board approve renewing the contract with Arbor for the 2021-22 school year.
 - Amendment #2 for the Summer Food Service Program
 - On the May 24, 2021 agenda will be a Foodservice Agreement Addendum for the contract with Arbor Management to reduce the rate for meals from April 1 through the end of the 2020-21 school year. The reduction is primarily due to an increase in participation.
 - The rate for Breakfast will be reduced from \$2.2975 to \$2.00 per meal
 - The rate for Lunch will be reduced from \$3.8075 to \$3.550 per meal
 - Arbor renewal for 2021-22
 - The Arbor renewal will be presented for approval at the May 24, 2021 meeting. The rates will be increasing by 3.9% based on the terms of the agreement. The meal rate increases are based on the December Food Away from Home CPI.
 - There is also a provision that allows Arbor to capture the increased labor cost based on the Illinois minimum wage increases. For the 2020-21 school year, this cost is \$9,135.53
 - July 1 – December 31, 2021 (\$11.00 IL Min Wage) = \$2229.65
 - January 1 – June 30, 2022 (\$12.00 IL Min Wage) = \$6905.88

SEDOL Draft Budget

- SEDOL presented its draft budget to member districts the week of May 3, 2021.
- The draft budget reflects the following:
 - 3% increase in tuition rates versus the 2% increase in FY21
 - Reduction in Millburn Revenue from the Housing Formula of approximately \$94,000. This is the additional revenue we receive by hosting SEDOL classes in our district. For FY21, we received \$595,756. It's estimated that we will receive \$501,428 for FY22.
 - The O& M Assessment fee charged by SEDOL is budgeted to increase by 5%. However, the Millburn portion is estimated to see a reduction of approximately \$2,200 from the cost in FY2021. SEDOL is planning to
 - Purchase PPE for students and staff
 - Replace network fiber
 - Replace/Add laptops, Chromebooks, iPads, , switches, servers, & other tech equipment
 - SEDOL enrollment is anticipated to drop by approximately 51 students.
 - No federal grant dollars – Federal grants began going directly to member districts with the FY21 budget year instead of flowing through SEDOL.
 - SEDOL's health insurance costs saw an increase for FY22
 - PPO – 4% increase
 - HMO – 7% increase

Audit for FY2021

- The onsite portion of the audit for FY 2021 is scheduled to be the week of August 2, 2021

Water Damage at Millburn Elementary



- We had two HVAC water pipes that sprung a leak on or about April 29, 2021 outside the Business Office just inside Door #2. The water went under the walk-off mat by the door and damaged a section of the floor tiles as well as the adhesive under the floor tile. The area is approximately 10' x 12'. We filed an insurance claim and we are waiting on an estimate of the cost of removal of the tile.
- Because of mobilization cost, it may be more cost effective to remove additional floor tile. The asbestos consultant was out on May 6, 2021 and will prepare 3-4 estimates based on removing additional asbestos floor tile.
- We are anticipating the asbestos abatement work can be done during the month of July when no students are in the building.

Insurance Open Enrollment

- Open enrollment for health, dental, & vision insurance will begin Wednesday, May 12, 2021 and will end on Wednesday, May 26, 2021. All changes will be effective on September 1, 2021.
- Open enrollment for the Section 125 Flexible Benefits Plan will begin on or about August 2, 2021 and end on August 20, 2021

Triennial Wellness Policy Review

- The Wellness Policy Committee is schedule to meet on Wednesday, May 19, 2021. This policy review is required every 3 years in order for the district to continue to receive reimbursement through the National School Lunch program.
- Recommendations from the committee will be shared with the Board so that they can be considered when the Board updates the Wellness Policy.
- Millburn's Wellness Policy is Policy 6:50 A link to the policy is below
 - <https://www.millburn24.net/Page/204>

Cottonwood Estates Impact Fee

- The Millburn School District has an indemnification agreement with Lake County to collect impact fees on behalf of the school district for new construction. This provides the district with funds to offset the impact on school facilities relative to the additional students to the school district.
- The impact fee increases annually by the percentage increase in CPI that is also used to limit the amount of tax increase each year.

		Dec 2016	Dec 2017	Dec 2018	Dec 2019	Dec 2020
CPI Increase		2.10%	2.10%	1.9%	2.30%	1.40%
Cottonwood Estates Impact Fees	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
2 Bedrooms	\$ 1,205	\$ 1,230	\$ 1,256	\$ 1,280	\$ 1,309	\$ 1,328
3 Bedrooms	\$ 3,311	\$ 3,381	\$ 3,452	\$ 3,517	\$ 3,598	\$ 3,648
4 Bedrooms	\$ 4,816	\$ 4,917	\$ 5,020	\$ 5,116	\$ 5,233	\$ 5,307
5 Bedrooms	\$ 6,064	\$ 6,191	\$ 6,321	\$ 6,441	\$ 6,590	\$ 6,682

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"> • Filed with the County Clerk • Transmitted electronically with a deficit reduction plan (if necessary) to ISBE • Posted on the District Website • Parents and guardians notified of budget's availability (105 ILCS 5/17-1, 105 ILCS 5/17-1.2, 35 ILCS 200/18-50)