

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

Generator Update

- The generator had a leaking radiator that caused it to not work during the June 18, 2021 power outage. The radiator has been replaced at a cost of approximately \$7000.
- The electrical contractor is in the process of connecting the two sump pumps in the lower level to the generator for a cost of \$6,791

Asbestos Abatement & Flooring Update

- The asbestos abatement has been completed.
- The flooring company will be conducting testing early this week to check that there aren't any problems with the moisture level of the concrete floors.
- We are anticipating that the replacement flooring will be installed on or before August 13, 2021.

Treasurer's Report

- The June Treasurer's report will be on the July Board agenda for approval. It took longer than anticipated to verify that all the end-of-the-year transfers and the Apple Lease transfers were accurately reflected in the financial system.

Audit Update

- Carly Kraft and I had an audit planning meeting with the auditors on Friday, July 16, 2021.
- As a result of operating the Summer Food Service Program last school year and receiving federal grant funding for the pandemic, the district will be subject to a "single audit". This means that additional testing will be completed by the auditors because the additional funding caused the district to receive more than \$750,000 in federal grant dollars during FY 2021.
- The auditors will be on-site during the week of August 2, 2021.

Unemployment

- The governor signed legislation that allows non-instructional staff that typically don't work during the summer of 2021 to apply for unemployment. They typically wouldn't be allowed to collect unemployment because they are seasonal employees and have received reasonable assurance of employment when school resumes.
- When this occurred last summer, the state picked up 50% of the cost and the federal government covered the other 50% of the cost. At this point, I am not aware if the state or feds will pick up any of the cost of unemployment for the summer of 2021. Since the district is a reimbursable employer, if this cost is not paid through state and federal funding, the district may be responsible for the cost of the unemployment payments made to school non-instructional employees.

FY 2022 Budget Calendar

8/9/2021	Discuss Tentative Budget for FY 2022
8/23/2021	Review of tentative budget. Board approval to put tentative budget on public display
9/13/2021	Continue discussion of tentative budget
9/27/2021	Public Budget Hearing and Budget Adoption. Last day to adopt the annual budget is September 30, 105 ILCS 5/17-1
Prior to 9/30/2020	Post on the district website the total compensation package of all employees that is greater than \$75,000
Sept/Oct	Within 30 days of the budget adoption, the annual budget must be:
	• 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)

Bus Driver Shortage

- Schools throughout Illinois and the United States are dealing with a bus driver shortage that existed prior to the pandemic. Since the pandemic, the situation has increasingly gotten worse. In our case, we have had two retirements and one resignation since the start of the 2020-21 school year. I am also anticipating at least one additional retirement in December, 2021.
- The current guidelines limit the number of individuals on a bus to 50 including the driver. Like all other forms of public transportation, all drivers and students will be required to wear a mask while on the bus.
- Based on communication with other transportation directors in Lake County, all are experiencing difficulty in filling bus driver positions. We are looking at some additional advertising in an effort to recruit drivers.
- In the Fall of 2019, we had twenty-three (23) drivers. Accounting for retirements and resignations since the Fall of 2019, we now have 17.5 drivers. At this point, we are short at least 3 bus drivers. We are looking at the feasibility of using cabs to transport some of our special education students in private school placements.
- We are in the process of determining if we will need to continue the use of two start-times at Millburn Elementary in order to provide transportation services to all eligible students.