

**Business Office Update  
September 25, 2017 Meeting**

**EIS Administrator and Teacher Salary and Benefits Report**

- Each year, we are required to present the Teacher and Salary Benefits Report to the Board of Education at a regularly scheduled meeting. This requires no action on the part of the board. A copy of the report is attached to the agenda.

**Architect Search**

- Dr. Lind and I are recommending that the board approve moving forward with the architect selection process as outlined at the September 11, 2017 Committee of the Whole Meeting
- A copy of the Architect Selection Process Timeline is attached to the agenda.
- In addition, we would like two board members to volunteer to serve on the selection committee.

**FY2018 Budget Process**

- The Millburn School District 24 Tentative Budget has been on display for more than the 30 days required by code. The budget is on display for both the public to review as well as for the school district to look at any changes to the tentative budget.
- REVENUE CHANGES – EDUCATION FUND
  - This year, in the days between when the tentative budget and September 25 that is scheduled for budget adoption, the state modified the funding formula. This resulted in an increase in the base state funding of \$227,924. There was also an estimated increase in the tuition we receive from neighboring districts that tuition their students into our special education program of \$41,140.
- EXPENDITURE CHANGES BY OBJECT
  - Education Fund
    - Salary: The salary expenditure change totaling \$2508 is primarily due to adjustments in the extra duty stipends anticipated for FY2018.
    - Benefits: The employee benefits increased by \$5000
    - Purchased Services: The purchased service increase of \$15,679 is primarily is due to additional anticipated expenditures for iPad repairs and an increase in the Title IIa expenditures. We received more grant funds this year than were anticipated in the Tentative Budget. The iPad repair costs will be offset by revenue from a “Protection Plan” the district offers to parents.
    - Supplies: The supplies increase of \$172,260 is a combination of items that were inadvertently not included in the tentative budget as well as new expenditures added to purchase replacement parts such as keyboards for the iPad program, an additional \$15,000 to purchase replacement furniture, etc...
    - Other Objects: This object increased by \$10,000. Items charged to this line are typically membership dues, special education tuition charges, etc...
  - Transportation Fund
    - Salary: The salary line was increased \$20,000 from the tentative budget.

- Recommended Changes to the Tentative Budget

<b>EXPENDITURES</b>			
<b>Education Fund</b>	<b>Tent Budget</b>	<b>Recommended Budget 9-25-17</b>	<b>Differ</b>
Salary	\$ 8,811,043.00	\$ 8,813,551.00	\$ 2,508.00
Employee Benefits	\$ 1,894,953.00	\$ 1,899,953.00	\$ 5,000.00
Purchased Services	\$ 923,113.00	\$ 938,882.00	\$ 15,769.00
Supplies	\$ 429,870.00	\$ 602,130.00	\$ 172,260.00
Other Objects	\$ 628,450.00	\$ 638,450.00	\$ 10,000.00
<b>TOTAL</b>	<b>\$ 12,687,429.00</b>	<b>\$ 12,892,966.00</b>	<b>\$ 205,537.00</b>
<b>Transportation Fund</b>			
Salary	\$ 538,870.00	\$ 558,870.00	\$ 20,000.00

	<b>REVENUE</b>			
	<b>Education Fund</b>	<b>Tent Budget</b>	<b>Recommended Budget 9-25-17</b>	<b>Differ</b>
1000	Local	\$ 9,326,296.00	\$ 9,367,436.00	\$ 41,140.00
3000	State	\$ 3,586,600.00	\$ 3,814,524.00	\$ 227,924.00
4000	Federal	\$ 308,241.00	\$ 308,241.00	\$ -
	<b>TOTAL</b>	<b>\$ 13,221,137.00</b>	<b>\$ 13,490,201.00</b>	<b>\$ 269,064.00</b>

#### Life Safety Inspection

- The Life Safety Inspection by the Regional Office of Education is scheduled for Monday, October 2, 2017.

#### Activities

- I attended the Illinois Association of School Business Officials Planning & Construction Committee meeting in Naperville, IL on September 13, 2017.
- I attended the Northeastern Illinois Association of School Business Officials meeting in Buffalo Grove, IL on September 14, 2017. Dr. Jacoby from IASBO spoke about the recent school funding bill.
- I attended the Lake County Personnel Administrator meeting in Highland Park, IL on September 15, 2017.