

MUNDELEIN



HIGH SCHOOL

BOARD OF EDUCATION

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## NOTICE OF SPECIAL BOARD MEETING

6:30 p.m.

### MEETING ROOM

NOTICE IS HEREBY GIVEN THAT THE PRESIDENT OF THE BOARD OF EDUCATION OF MUNDELEIN HIGH SCHOOL DISTRICT 120, LAKE COUNTY, ILLINOIS, HAS CALLED A SPECIAL BOARD MEETING FOR **THURSDAY, MAY 23, 2019** IN THE MEETING ROOM, AT THE DISTRICT OFFICE, 1500 WEST HAWLEY STREET, MUNDELEIN, ILLINOIS. THE MEETING WILL BEGIN AT 6:30 P.M.

*Tom Ouimet*

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TOM OUIMET, PRESIDENT PRO-TEM  
BOARD OF EDUCATION  
DISTRICT 120



Thursday, May 23, 2019  
Meeting Room  
6:30 p.m.

1. CALL TO ORDER
2. ESTABLISH QUORUM
3. MOVE TO ADOPT AGENDA
4. CITIZENS' COMMENTS
5. SWEARING IN OF NEW BOARD MEMBERS
6. REORGANIZATION
  - A. Nomination and Election of Board of Education President
  - B. Nomination and Election of Board of Education Vice-President
  - C. Nomination and Election of Board of Education Secretary
  - D. Committee Appointment
    - Finance and Facilities (Two members)
    - Shared Services (Two members)
  - E. Representative Appointment
    - SEDOL (One member)
    - Community Outreach (Two members)
    - PRESS Policy (One member)
    - Legislative (One member)
    - MHS Foundation (One member)
    - Sick Bank (One member)
    - IASB Delegate (One member)
  - F. Board Member Mentor (Two members)
7. CONSENT AGENDA
  - A. April 24, 2019 Regular Board Minutes  
May 2, 2019 Shared Services Committee Meeting
  - B. Personnel Report
  - C. Bill List
  - D. Financial Report
  - E. Treasurer's Report
  - F. SAF Bill List
  - G. Annual Renewal List
8. DISTRICT 120 REPORT
  - A. Business Office Report
  - B. Superintendent's Report
9. COMMITTEE UPDATES
  - Finance and Facility
  - Shared Services



10. REPRESENTATIVE UPDATES

- Community Outreach
- Legislative
- MHS Foundation
- PRESS Policy
- SEDOL

11. ACTION

- A. Impact Fee Waiver
- B. MHS Liaison Police Services Agreement
- C. School Treasurer's Appointment
- D. Appointment of Hearing Officers
- E. Estimated Expense Approval – 2019 IASB Joint Annual Conference
- F. 12-Month Administrator Job Descriptions
- G. Federal Grant Application Process
- H. Annual Review of Safety Drills

12. EXECUTIVE SESSION 5 ILCS 120/ et. Seq.

The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity, 5 ILCS 120/2(c)(1)

Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting minutes. 5 ILCS 120/2(c)(11).

Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(21)

13. ACTION MAY BE TAKEN AS A RESULT OF EXECUTIVE SESSION

- A. FY19 Compensation Adjustment for Confidential Employee
- B. MEA Certified Employee Sabbatical Leave
- C. April 24, 2019 Executive Session Minutes

14. PRESIDENT'S PREROGATIVE

- The President's opportunity to address the board members

15. ADJOURNMENT

**MUNDELEIN HIGH SCHOOL DISTRICT 120**

**SWEARING IN OF NEW BOARD MEMBERS**

**OATH OF OFFICE**

"I, \_\_\_\_\_, do solemnly affirm that I will faithfully discharge the duties of the office of member of the Board of Education of Mundelein High School District 120, in accordance with the Constitution of the United States, the Constitution of the State of Illinois, and the laws of the State of Illinois, to the best of my ability.

"I further affirm that:

"I shall respect taxpayer interests by serving as a faithful protector of the school district's assets;

"I shall encourage and respect the free expression of opinion by my fellow board members and others who seek a hearing before the board, while respecting the privacy of students and employees;

"I shall recognize that a board member has no legal authority as an individual and that decisions can be made only by a majority vote at a public board meeting; and

"I shall abide by majority decisions of the board, while retaining the right to seek changes in such decisions through ethical and constructive channels."

MUNDELEIN HIGH SCHOOL DISTRICT 120

REORGANIZATION

Nomination of Officers

*President pro tem:* "Nominations are now in order for the office of president."

Any member of the Board may nominate any other member, and nominations do not require a second.

*Member:* "I nominate \_\_\_\_\_"

*President pro tem:* \_\_\_\_\_ is nominated. Are there any other nominations for the office of president?"

If no other nominations are immediately received, the president pro tem should pause and repeat the call: "Are there any further nominations for the office of president?" The presiding officer should again pause and repeat the call for nominations a third time to ensure that any member wishing to make a nomination has ample opportunity to do so. When it is obvious that no further nominations are forth-coming:

*President pro tem:* "A motion has been made to nominate \_\_\_\_\_ to the office of President. The *Secretary pro tem* will now call the roll for voting on the office of president."

*President pro tem:* \_\_\_\_\_ receives a majority of the votes cast and is elected president."

The newly-elected president assumes the duties of the presiding officer and conducts the election of a vice president and a secretary following the same procedures.

**Vice President:** the president then calls for nominations for the office of vice president. If only one person is nominated, the *secretary pro tem* is instructed to record a unanimous vote for that person and that person is thereby declared elected. If two or more are nominated, the secretary pro tem is instructed to publicly call the roll, whereupon the members vote for the candidate of their choice. The president then declares the candidate receiving the most votes to be the duly elected vice president.

**Secretary:** The president then calls for nominations for the office of secretary; nominations and the election are handled in the same manner as they were for president and vice president.

**MUNDELEIN HIGH SCHOOL DISTRICT 120**

**COMMITTEE & REPRESENTATIVE APPOINTMENT**

d) Committee Appointment

- Finance and Facilities (Two members)
  - \_\_\_\_\_
  - \_\_\_\_\_
- Shared Services (Two members)
  - \_\_\_\_\_
  - \_\_\_\_\_

e) Representative Appointment

- SEDOL (One member)
  - \_\_\_\_\_
- Community Outreach (Two members)
  - \_\_\_\_\_
  - \_\_\_\_\_
- PRESS Policy (One member)
  - \_\_\_\_\_
- Legislative (One member)
  - \_\_\_\_\_
- MHS Foundation (One member)
  - \_\_\_\_\_
- Sick Bank (One member)
  - \_\_\_\_\_
- IASB Delegate (One member)
  - \_\_\_\_\_

f) Board Member Mentor (Two members)

- \_\_\_\_\_ (\_\_\_\_\_)
- \_\_\_\_\_ (\_\_\_\_\_)

**MUNDELEIN HIGH SCHOOL DISTRICT 120**

**CONSENT AGENDA**

- A. April 24, 2019 Regular Board Minutes  
May 2, 2019 Shared Services Committee Meeting
- B. Personnel Report
- C. Bill List
- D. Financial Report
- E. Treasurer's Report
- F. SAF Bill List
- G. Annual Renewal List

**RECOMMENDED MOTION:**

That the Board of Education of Mundelein High School District 120 approve the Consent Agenda of May 23, 2019.

**SHARED SERVICES COMMITTEE MINUTES OF MUNDELEIN HIGH SCHOOL DISTRICT 120 AND DISTRICT 75**

**SHARED SERVICE COMMITTEE MINUTES OF Mundelein High School District 120 and District 75 held on the second day of May 2019 at 6:01 p.m.**

Members of the Board of Education present:

**PRESENT:** Laura Vogt, Secretary  
Laura Mellon  
Sara Davalos

**ABSENT:** Thomas Ouimet, President Pro Tem  
Jane Siegal  
Lisa Yaffe

**ADMINISTRATORS:**  
Kevin Myers, D120 Superintendent  
C. Andrew Searle, Business Manager

**OTHER PRESENT:**  
Ana Ortiz, Recording Secretary  
Dale Truding

**D75 MEMBERS PRESENT:**  
Kevin Holly, President  
Wells Frice  
Kurt Erickson  
T. Rancak, Business Manager

**AGENDA**

It was moved by Board Member Mellon, seconded by Board Member Davalos, that the Board of Education of Mundelein High School District 120 approve the agenda for May 2, 2019.

**DISCUSSION**

Mrs. Rancak, D75 Business Manager, reviewed the recommendation for the shared services cost matrix and savings. Mr. Searle, D120 Business Manager reviewed the recommendations for the stipends. The information will be provided to the D120 and D75 Board of Education members at the next scheduled board meeting.

Dr. Myers, Superintendent and Ms. Ortiz, D120 recording secretary, reviewed with the committee members the recommendations for format revisions to the agenda, district report and action item report. It was agreed to make format revisions to the agenda, district report and action item report. Discussion was held on the topic. The revisions will be reviewed at the next regularly scheduled board meetings

**ADJOURNMENT**

It was moved by Board Member Mellon, seconded by Board Member Davalos, that the Board of Education of Mundelein High School District 120 adjourn the Shared Services Committee meeting of May 2, 2019 at 7:50 p.m.



Motion approved by voice vote: 3-0.

Respectfully submitted,

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LAURA MELLON, PRESIDENT PRO TEM  
DISTRICT 120, BOARD OF EDUCATION

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LAURA VOGT, SECRETARY  
DISTRICT 120, BOARD OF EDUCATION

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**OFFICIAL MINUTES OF THE BOARD OF EDUCATION  
MUNDELEIN CONSOLIDATED HIGH SCHOOL DISTRICT 120**

**MINUTES OF THE BOARD OF EDUCATION of Mundelein High School District 120 held on the twenty-fourth day of April 2019, at 5:30 p.m.**

Members of the Board of Education present:

**PRESENT:** Joanne Anderson, President  
Al Hitzke, Vice-President (arrived at 5:42 pm)  
Laura Vogt, Secretary  
Sara Davalos  
Laura Mellon  
Thomas Ouimet  
Jane Siegal

**ABSENT:** None

**ADMINISTRATORS:**

Dr. Kevin Myers, Superintendent  
C. Andrew Searle, Chief School Business Official  
Shane McCreery, Director of Human Resources  
Jamie DiCarlo, Director of Special Education  
Dr. Anthony Kroll, Principal  
Larry Calhoun, Certified Staff Member

**AUDIENCE MEMBERS:**

Dean Petros, MEA President  
Tami Forman, Community member  
Lisa Yaffe,

**AGENDA**

It was moved by Board Member Mellon, seconded by Board Member Vogt, that the Board of Education of Mundelein High School District 120 approve the amended agenda for April 24, 2019.

**CITIZENS' COMMENTS**

Mr. Petros, community member, thanked Joanne Anderson and Al Hitzke for their years of services to the board of education.

**CONSENT AGENDA**

It was moved by Board Member Siegal, seconded by Board Member Davalos that the Board of Education of Mundelein High School District 120 approve the amended consent agenda of April 24, 2019 which included:

- March 12, 2019 Regular Board Minutes
- April 8, 2019 Shared Services Committee Meeting
- Bill List
- Financial Report
- Treasurer's Report
- SAF Bill List
- Annual Renewal List
- Personnel Report
- Change in FTE- Certified – Krysta Penuel

Employment – Administration – Michelle Bank  
Employment – Coaching – June Kim, Kyle Terry  
FMLA – Certified – Sarah Davis, Leah Kolcz

Upon roll call, the following members voted:

AYE: Board members: Anderson, Davalos, Mellon, Ouimet, Siegal, Vogt

NAY: None

## **DISTRICT 120 REPORTS**

### Approve Tentative Amended 2018-19 Budget

Mr. Searle reviewed the changes to the FY2018-19 tentative amended budget. The amended budget is available on the District website and the District office for the required 30 days. A public hearing will be scheduled prior to the regular meeting of June 18, 2019, to allow for public comment.

### PTAB Resolutions

Mr. Searle shared the administration is recommending the board authorize Engler Callaway Baasten & Sraga, LLC as the district's legal representation. They will represent the district when an appeal of the assessment of property is reviewed by the Board of Review of Lake County with the State of Illinois Property Tax Appeal Board (PTAB). The second PTAB resolution is for Scariano Himes & Petrarca. The district will partner with Fremont School District which utilizes Scariano, Himes, & Petrarca.

### Final 2018-2019 School Calendar

Dr. Myers reviewed the final updated 2018-2019 school calendar. The update reflects the removal of weather emergency days. The Regional Office of Education and Illinois State Board of Education must approve the final amended calendar.

### Ratify MESA Contract

Dr. Myers shared that the Mundelein Board of Education and the Mundelein Education Support Association representatives reached a consensus on a tentative five year agreement.

### 2019-2020 Organizational Chart

Dr. Myers and Dr. Kroll reviewed the changes to the 2019-2020 organizational chart. They shared which areas have been adjusted to align more effectively with job responsibilities. Discussion was held on the topic.

### 2018-19 Reflection

Dr. Myers shared some highlights from the year that demonstrated the district's commitment to equity, growth, and collaboration. He thanked former board members Anderson and Hitzke for their years of service to the board of education.

## **ACTION ITEMS**

### Approve Tentative Amended 2018-19 Budget

It was moved by Board Member Hitzke, seconded by Board Member Siegal, that the Board of Education of Mundelein High School District 120 approve the 2018-19 tentative amended budget as presented.

Upon roll call, the following members voted:

AYE: Board members: Anderson, Davalos, Hitzke, Mellon, Ouimet, Siegal, Vogt

NAY: None

PTAB Resolution #1

It was moved by Board Member Vogt, seconded by Board Member Mellon, that the Board of Education of Mundelein High School District 120 to appoint Engler Callaway Baasten & Sraga, LLC Law firm as the District representative for 2018 PTAB cases.

Upon roll call, the following members voted:

AYE: Board members: Anderson, Davalos, Hitzke, Mellon, Ouimet, Siegal, Vogt

NAY: None

PTAB Resolution #2

It was moved by Board Member Hitzke, seconded by Board Member Davalos, that the Board of Education of Mundelein High School District 120 to appoint Scariano, Himes, & Petrarca as the District representative for 2018 PTAB cases.

Upon roll call, the following members voted:

AYE: Board members: Anderson, Davalos, Mellon, Ouimet, Siegal, Vogt

NAY: None

Abstain: Hitzke

Final 2018-2019 School Calendar

It was moved by Board Member Mellon, seconded by Board Member Siegal, that the Board of Education of Mundelein High School District 120 approve the final 2018-2019 school calendar as presented.

Upon roll call, the following members voted:

AYE: Board members: Anderson, Davalos, Hitzke, Mellon, Ouimet, Siegal, Vogt

NAY: None

Ratify MESA Contract

It was moved by Board Member Ouimet, seconded by Board Member Hitzke, that the Board of Education of Mundelein High School District 120 ratify the Agreement with the Mundelein Education Support Association, effective July 1, 2019 through June 30, 2024, as presented.

Upon roll call, the following members voted:

AYE: Board members: Anderson, Davalos, Hitzke, Mellon, Ouimet, Siegal, Vogt

NAY: None

2019-2020 Organizational Chart

It was moved by Board Member Mellon, seconded by Board Member Davalos, that the Board of Education of Mundelein High School District 120 approve the 2019-2020 organizational chart as presented.

Upon roll call, the following members voted:

AYE: Board members: Anderson, Davalos, Hitzke, Mellon, Ouimet, Siegal, Vogt

NAY: None

**EXECUTIVE SESSION**

It was moved by Board Member Hitzke, seconded by Board Member Davalos, that the Board adjourn for the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing

testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity, 5 ILCS 120/2(c)(1)

Collective negotiating matters between the Public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5ILCS 120/2(c)(2)

Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting minutes, 5ILCS 120/2(c)(11)

Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposed of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06, 5 ILCS 120/2(c)(21)

### **OPEN SESSION**

The Board reconvened to Open Session at 7:56 p.m.

### **ACTION**

#### FY19 Compensation for Administration and Confidential Employees'

It was moved by Board Member Hitzke, seconded by Board Member Mellon, that the Board of Education of Mundelein High School District 120 accept the Superintendent's recommendation to approve the 2019-20 salary increases for Administration and Confidential employees'.

Upon roll call, the following members voted:

AYE: Board members: Anderson, Davalos, Hitzke, Mellon, Ouimet, Siegal, Vogt

NAY: None

#### Executive Session Minutes

It was moved by Board Member Vogt, seconded by Board Member Davalos, that the Board of Education of Mundelein High School District 120 accept the Superintendent's recommendation to approve the executive session minutes for March 12, 2019.

Upon roll call, the following members voted:

AYE: Board members: Anderson, Davalos, Hitzke, Mellon, Ouimet, Siegal, Vogt

NAY: None

### **CONFIRMATION OF CANVASS OF VOTES**

Dr. Myers read the results proclaiming the following were elected to serve as members of the Board of Education of Mundelein High School District 120 for a four year term: Joanne Anderson, Al Hitzke, Jane Siegal, and Lisa Yaffe.

### **SWEARING IN OF NEW BOARD MEMBERS**

Mr. McCreery swore in Joanne Anderson, Al Hitzke, Jane Siegal and Lisa Yaffe by having them recite the oath of office.

### **SELECT PRESIDENT AND SECRETARY PRO-TEM**

Dr. Myers served as President Pro-Tem and Ms. Ortiz served as Secretary Pro-Tem.

### **CURRENT BOARD ADJOURNED SINE DIE**

### **CALL TO ORDER**

The meeting was called to order by President Pro-Tem Dr. Myers.

Members of the Board of Education present:

**PRESENT:** Joanne Anderson, Sara Davalos, Laura Mellon, Thomas Ouimet, Jane Siegal,  
Laura Vogt, Lisa Yaffe

**ABSENT:** None

Ms. Anderson informed the district that she no longer resides in Mundelein, therefore she resigned her position on the Board of Education effective immediately.

### **REORGANIZATION**

#### Office of President

Dr. Myers stated nominations were now in order for the Office of President. Any member of the Board could nominate any other member for this office.

Ms. Siegal nominated Tom Ouimet for the Office of President.

Ms. Mellon nominated Laura Vogt for the Office of President.

The votes cast were unable to determine a President. Mr. Ouimet was nominated President Pro-Tem until the next regularly scheduled board meeting.

#### Office of Vice-President

Mr. Ouimet stated nominations were now in order for the Office of Vice President. Any member of the Board could nominate any other member for this office.

Mr. Ouimet nominated Lisa Yaffe for the Office of Vice-President. No other nominations were received. Mrs. Yaffe was named to the Office of Vice-President by unanimous vote.

#### Office of Secretary

Mr. Ouimet stated nominations were now in order for the Office of Secretary. Any member of the Board could nominate any other member for this office.

Mr. Ouimet nominated Sara Davalos for the Office of Secretary. No other nominations were received. Sara Davalos was named to the Office of Secretary by unanimous vote.

#### Committee Appointments

Dr. Myers inquired if any board members would be interested in serving on the Finance and Facilities Committee. Ms. Davalos and Mr. Ouimet agreed to serve.

Dr. Myers inquired if any board members would be interested in serving on the Shared Services Committee. Ms. Mellon and Ms. Vogt agreed to serve. An additional member will be asked to serve at the next regular board meeting.

#### Representative Appointment

Dr. Myers inquired if any board members would be interested in serving on the SEDOL Governing Board. Ms. Yaffe agreed to serve.

Dr. Myers inquired if any board members would be interested in serving as the Community Outreach representative. Ms. Vogt agreed to serve. An additional member will be asked to serve at the next regular board meeting.

Dr. Myers inquired if any board members would be interested in serving as the PRESS Policy representative. Ms. Siegal agreed to serve.

Dr. Myers inquired if any board members would be interested in serving as the Legislative representative. Ms. Mellon agreed to serve.

Dr. Myers inquired if any board members would be interested in serving on the MHS Foundation. Ms. Siegal agreed to serve.

Dr. Myers inquired if any board members would be interested in serving as the Sick Bank representative. It was agreed to table the topic until the next regular board meeting.

Dr. Myers inquired if any board members would be interested in serving as the IASB Delegate. Mr. Ouimet agreed to serve.

Dr. Myers inquired if any board members would be interested in serving as a board member mentor to Lisa Yaffe. It was agreed to table the topic until the next regular board meeting.

The board members discussed the vacancy on the board of education. It was agreed to appoint Peter Rastrelli to fill the board vacancy.

### **DISTRICT 120 REPORT**

#### Establishment of Dates, Place and Time of Regular Meetings

Dr. Myers reviewed that all school boards are required to hold regular meetings, establish a schedule for them, and provide public notice as required by the Open Meetings Act. Regular meetings of the Board of Education are held at 6:30 p.m. on the second Tuesday of each month, unless otherwise specified. A recommendation of the dates and location for the regular meetings was reviewed.

#### Waive/Suspend Policy Provisions Relating to Board Vacancy

The topic was removed from the agenda.

### **ACTION**

#### Establishment of Dates, Place and Time of Regular Meetings

It was moved by Board Member Mellon, seconded by Board Member Davalos, that the Board of Education of Mundelein High School District 120 adopt the establishment of regular meetings of the Board of Education be held at 1500 W. Hawley Street, Mundelein, Illinois, at 6:30 p.m. on the second Tuesday of every month, unless otherwise specified

Upon roll call, the following members voted:

AYE: Board members: Davalos, Mellon, Ouimet, Siegal, Vogt, Yaffe

NAY: None

### **ADJOURNMENT**

It was moved by Board Member Vogt, seconded by Board Member Davalos, that the Board of Education of Mundelein High School District 120 adjourn the meeting of April 24, 2019 at 8:54 p.m.

Motion approved by voice vote: 6-0.

Respectfully submitted,

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TOM OUIMET, PRESIDENT PRO TEM  
DISTRICT 120, BOARD OF EDUCATION

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SARA DAVALOS, SECRETARY PRO TEM  
DISTRICT 120, BOARD OF EDUCATION

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ACTION 7-C  
MAY 23, 2019

MUNDELEIN CONSOLIDATED HIGH SCHOOL DISTRICT 120

**BILL LIST**

**RECOMMENDED MOTION**

That the Board of Education of Mundelein Consolidated High School District 120 approve the Bill List for MAY 23, 2019.

# MUNDELEIN HIGH SCHOOL DISTRICT 120

## TOTAL BILL RECAP

DATE: May 23, 2019

### PAYROLL:

04/15/19	(Educ.)	\$	1,068,975.21
04/15/19	(Bldg.)	\$	19,028.69
04/30/19	(Educ.)		1,055,368.85
04/30/19	(Bldg.)		21,330.90

**TOTAL** \$ 2,164,703.65

### BILLS TO BE APPROVED:

10. Education	\$	360,572.43
20. Building		54,684.40
30. Bond & Interest		-
40. Transportation		19,436.71

50. I.M.R.F.	-
60. Site & Construction	-
80. Tort & Judgment	-

**TOTAL** \$ 434,693.54

### BILLS RELEASED APRIL 24, 2019 :

10. Education	\$	1,725.00
20. Building		-
30. Bond & Interest		-
40. Transportation		-

50. I.M.R.F.	-
60. Site & Construction	-
80. Tort & Judgment	-

**TOTAL** \$ 1,725.00

### BILLS RELEASED MAY 02, 2019:

10. Education	\$	99,851.06
20. Building		132,513.68
30. Bond & Interest		-
40. Transportation		-

50. I.M.R.F.	-
60. Site & Construction	-
80. Tort & Judgment	-

**TOTAL** \$ 232,364.74

### BILLS RELEASED MAY 15, 2019:

10. Education	\$	2,062.00
20. Building		-
30. Bond & Interest		-
40. Transportation		-

50. I.M.R.F.	-
60. Site & Construction	-
80. Tort & Judgment	-

**TOTAL** \$ 2,062.00

### MASTERCARD PAYMENT PROCESSED MAY 10, 2019:

10. Education	\$	18,723.89
20. Building		5,516.13
30. Bond & Interest		-
40. Transportation		4,431.46

50. I.M.R.F.	-
60. Site & Construction	-
80. Tort & Judgment	-

**TOTAL** \$ 28,671.48

DATE APPROVED: \_\_\_\_\_

\_\_\_\_\_  
President, Board of Education

\_\_\_\_\_  
Secretary, Board of Education

ACTION 7-D  
May 23, 2019

**MUNDELEIN CONSOLIDATED HIGH SCHOOL DISTRICT 120**

**MARCH, 2019 FINANCIAL REPORTS**

Attached please find the following financial reports for the month of March, 2019.

Budget Status Reports:

Revenue

Expenditures

Fund Balances

**Mundelein High School District #120**  
**Statement of Revenues and Other Sources**  
**Month Ending March31, 2019**

	Amended Budget	Month to Date	Year to Date	Percent Realized	Remaining Balance	Prior Year YTD % Realized	Total Prior Year 6/30/2018
<b>Educational Fund</b>							
Local Taxes	\$ 25,921,384	\$ 14,536	\$ 25,931,289	100%	\$ (9,905)		\$ 25,114,739
Interest Earned	250,000	38,208	275,057	110%	(25,057)		224,814
Other Local Revenue	785,053	23,896	701,300	89%	83,753		859,490
Evidence Based Funding	2,017,974	183,452	1,472,571	73%	545,403		1,970,146
State Categorical	837,728	152,011	618,043	74%	219,685		1,545,276
Federal Revenue	1,079,046	270,634	690,142	64%	388,904		1,277,159
<b>Total, Educational</b>	<b>\$ 30,891,185</b>	<b>\$ 682,738</b>	<b>\$ 29,688,402</b>	<b>96%</b>	<b>\$ 1,202,783</b>	<b>97%</b>	<b>\$ 30,991,623</b>
<b>Operations/Maint.</b>							
Local Taxes	\$ 3,162,639	\$ -	\$ 3,177,206	100%	\$ (14,567)		\$ 3,292,290
Interest Earned	27,000	4,209	30,275	112%	(3,275)		25,848
Village Green Lease	35,000	-	-	0%	35,000		39,498
Donations/Impact Fees	125,000	15,339	133,373	107%	(8,373)		177,528
Other Local Revenue	53,250	2,600	16,840	32%	36,410		71,880
e-Rate Reimbursement	-	-	16,408	0%	(16,408)		-
<b>Total, O&amp;M</b>	<b>\$ 3,402,889</b>	<b>\$ 22,148</b>	<b>\$ 3,374,102</b>	<b>99%</b>	<b>\$ 28,787</b>	<b>103%</b>	<b>\$ 3,607,044</b>
<b>Debt Service</b>							
Local Taxes	\$ 3,247,338	\$ -	\$ 3,245,984	100%	\$ 1,354		\$ 3,234,715
Interest Earned	20,000	4,352	31,303	157%	(11,302.88)		26,579
Other	-	-	-	0%	-		-
Transfer from O/M	309,025	309,025	309,025	100%	-		320,100
<b>Total, Debt Service</b>	<b>\$ 3,576,363</b>	<b>\$ 313,377</b>	<b>\$ 3,586,312</b>	<b>100%</b>	<b>\$ (9,949)</b>	<b>93%</b>	<b>\$ 3,581,394</b>
<b>Transportation</b>							
Local Taxes	\$ 937,110	\$ -	\$ 941,426	100%	\$ (4,316)		\$ 1,095,639
Interest Earned	13,000	2,001	14,396	111%	(1,396)		12,885
Other Local Revenue	-	-	-	0%	-		-
State Categorical	685,000	-	283,128	41%	401,872		768,336
<b>Total, Transport.</b>	<b>\$ 1,635,110</b>	<b>\$ 2,001</b>	<b>\$ 1,238,950</b>	<b>76%</b>	<b>\$ 396,160</b>	<b>93%</b>	<b>\$ 1,876,860</b>
<b>IMRF/Soc. Secur.</b>							
Local Taxes	\$ 1,134,342	\$ -	\$ 1,122,490	99%	\$ 11,852		\$ 959,120
Interest Earned	7,000	1,410	10,171	145%	(3,171)		7,213
Federal Revenue	-	-	-	0%	-		-
<b>Total, IMRF/S.S.</b>	<b>\$ 1,141,342</b>	<b>\$ 1,410</b>	<b>\$ 1,132,661</b>	<b>99%</b>	<b>\$ 8,681</b>	<b>99%</b>	<b>\$ 966,333</b>
<b>Capital Projects</b>							
Local Taxes	\$ -	\$ -	\$ -	0%	\$ -		\$ -
Maintenance Grant	800,000	-	838,544	105%	(38,544)		-
Transfer from O/M Fund	250,000	250,000	250,000	100%	-		300,000
<b>Total, Work. Cash</b>	<b>\$ 1,050,000</b>	<b>\$ 250,000</b>	<b>\$ 1,088,544</b>	<b>104%</b>	<b>\$ (38,544)</b>	<b>7%</b>	<b>\$ 366,658</b>
<b>Working Cash</b>							
Local Taxes	\$ 19,465	\$ -	\$ 19,555	100%	\$ (90)		\$ 19,434
Interest Earned	100	24	174	0%	(74)		110
Bond Proceeds	-	-	-	0%	-		-
<b>Total, Work. Cash</b>	<b>\$ 19,565</b>	<b>\$ 24</b>	<b>\$ 19,729</b>	<b>101%</b>	<b>\$ (164)</b>	<b>135%</b>	<b>\$ 19,544</b>
<b>Tort Immunity</b>							
Local Taxes	\$ 66,937	\$ -	\$ 67,245	100%	\$ (308)		\$ 49,822
Interest Earned	350	83	599	171%	(249)		395
Miscellaneous Revenue	-	2,989	2,989	0%	(2,989)		6,129
<b>Total, Tort Immunity</b>	<b>\$ 67,287</b>	<b>\$ 3,072</b>	<b>\$ 70,833</b>	<b>105%</b>	<b>\$ (557)</b>	<b>113%</b>	<b>\$ 56,346</b>
<b>Totals</b>	<b>\$ 41,783,741</b>	<b>\$ 1,274,771</b>	<b>\$ 40,199,534</b>	<b>96%</b>	<b>\$ 1,587,196</b>	<b>95%</b>	<b>\$ 41,465,801</b>

**Mundelein High School District #120**  
**Statement of Expenditures**  
**Month Ending March 31, 2019**

	Amended Budget	Month to Date	Year to Date	Percent Expended	Remaining Balance	Prior Year YTD % Expended	Total Prior Year 6/30/2018
<b>Educational Fund</b>							
Salaries	\$ 22,913,726	\$ 2,018,520	\$ 15,207,313	66%	\$ 7,706,413		\$ 20,904,284
Benefits	3,570,886	295,052	2,540,877	71%	\$ 1,030,009		3,453,568
Contracted Services	1,549,850	272,310	1,196,387	77%	\$ 353,463		1,304,801
Supplies & Materials	1,177,708	71,757	721,054	61%	\$ 456,654		1,226,369
Capital Outlay	140,885	29,461	91,057	65%	\$ 49,828		146,802
Tuition	1,171,650	290,594	1,429,123	122%	\$ (257,473)		2,308,468
Non-Capitalized Equipment	595,980	23,934	346,135	58%	\$ 249,845		660,072
Other	-	-	\$ -	0%	\$ -		-
<b>Total, Educ. Fund</b>	<b>\$ 31,120,685</b>	<b>\$ 3,001,628</b>	<b>\$ 21,531,946</b>	<b>69%</b>	<b>\$ 9,338,893</b>	<b>66%</b>	<b>\$ 30,004,364</b>
<b>Operations/Maint.</b>							
Salaries	\$ 322,000	\$ 33,389	\$ 246,815	77%	\$ 75,185		\$ 286,877
Benefits	70,450	5,941	\$ 47,110	67%	\$ 23,340		\$ 60,495
Contracted Services	1,335,700	80,275	\$ 874,286	65%	\$ 461,414		\$ 1,134,757
Supplies & Materials	691,500	75,086	\$ 388,873	56%	\$ 302,627		\$ 688,821
Capital Outlay	55,000	-	\$ 22,973	42%	\$ 32,027		\$ 21,066
Other Expenses	800,036	559,025	\$ 794,798	99%	\$ 5,238		\$ 875,225
Non-Capitalized Equipment	125,000	7,551	\$ 86,200	69%	\$ 38,801		\$ 138,156
<b>Total, O &amp; M</b>	<b>\$ 3,399,686</b>	<b>\$ 761,267</b>	<b>\$ 2,461,055</b>	<b>72%</b>	<b>\$ 938,631</b>	<b>41%</b>	<b>\$ 3,205,398</b>
<b>Debt Service</b>	<b>\$ 3,575,925</b>	<b>\$ 475</b>	<b>\$ 3,267,775</b>	<b>91%</b>	<b>\$ 308,150</b>	<b>90%</b>	<b>\$ 3,522,033</b>
<b>Transportation</b>							
Salaries	\$ -	\$ -	\$ -	0%	\$ -		\$ -
Supplies & Materials	90,000	10,450	\$ 79,170	88%	\$ 10,830		\$ 88,596
Regular Transport.	730,000	76,033	\$ 563,262	77%	\$ 166,738		657,765
Spec. Ed. Transport.	750,000	67,321	\$ 433,204	58%	\$ 316,796		724,403
Field Trips Transport.	195,500	27,411	\$ 133,608	68%	\$ 61,892		188,229
Other Services - Repairs	\$ 3,000	-	\$ 101	3%	\$ 2,899		206
Capital Outlay	-	-	\$ -	0%	\$ -		-
Transfer to O & M	-	-	\$ -	0%	\$ -		-
<b>Total, Transport.</b>	<b>\$ 1,768,500</b>	<b>\$ 181,214</b>	<b>\$ 1,209,345</b>	<b>68%</b>	<b>\$ 559,155</b>	<b>61%</b>	<b>\$ 1,659,199</b>
<b>IMRF/Social Secur.</b>	<b>\$ 1,048,298</b>	<b>\$ 101,870</b>	<b>\$ 912,415</b>	<b>87%</b>	<b>\$ 135,883</b>	<b>81%</b>	<b>\$ 1,125,410</b>
<b>Capital Projects</b>							
Contracted Services	\$ 50,000	\$ -	\$ 4,152	8%	\$ 45,848		\$ 147,618
Capital Outlay	200,000	\$ -	\$ -	0%	\$ 200,000		\$ 1,107,122
Other Expenses	-	-	\$ -	0%	\$ -		\$ -
<b>Total, Cap. Proj.</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ 4,152</b>	<b>2%</b>	<b>\$ 245,848</b>	<b>124%</b>	<b>\$ 1,254,740</b>
<b>Tort Immunity</b>	<b>\$ 155,886</b>	<b>\$ -</b>	<b>\$ 139,104</b>	<b>89%</b>	<b>\$ 16,782</b>	<b>87%</b>	<b>\$ 181,909</b>
<b>Total, All Funds</b>	<b>\$ 41,318,980</b>	<b>\$ 4,046,454</b>	<b>\$ 29,525,794</b>	<b>71%</b>	<b>\$ 11,543,341</b>	<b>67%</b>	<b>\$ 40,953,052</b>

**Mundelein High School District #120**  
**Statement of Fund Balances**  
**Month Ending March 31, 2019**

	Accrued Fund Balance** 06/30/2018	YTD Revenues	YTD Expenditures	Other: Accruals	Fund Balances 3/31/2019
Educational	\$ 13,057,807	\$ 29,688,402	\$ 21,531,946	\$ 78,966	\$ 21,293,229
Operations & Maintenance	\$ 2,386,867	\$ 3,374,102	\$ 2,461,055	\$ -	\$ 3,299,914
Debt Service	\$ (5,512)	\$ 3,586,312	\$ 3,267,775	\$ -	\$ 313,025
Transportation	\$ 782,546	\$ 1,238,950	\$ 1,209,345	\$ -	\$ 812,151
IMRF/Social Security	\$ 53,501	\$ 1,132,661	\$ 912,415	\$ 2,365	\$ 276,113
Capital Projects	\$ (1,336,415)	\$ 1,088,544	\$ 4,152	\$ -	\$ (252,023)
Working Cash	\$ 712,784	\$ 19,729	\$ -	\$ -	\$ 732,513
Tort Immunity	\$ 97,686	\$ 70,833	\$ 139,104	\$ -	\$ 29,415
Totals	\$ 15,749,265	\$ 40,199,534	\$ 29,525,794	\$ 81,331	\$ 26,504,337
Deferred Revenue (Prepaid Fees and taxes)					51,225
					\$ 26,555,562

**Treasurer's Balance**

Cash in Bank - General Account	\$ 27,603,732
Petty Cash	\$ 1,425
Less: Credit Card in G/L not in bank	\$ (36,661)
Less: Outstanding Checks	(1,045,911)
Bank Rec Adjustments	27,822
Total General/Bond Accounts	26,550,406
Cash in Bank - Revolving Account	\$ 5,155
Less: Revolving O/S Checks	-
Plus: Revolving O/S Deposit	-
Total	\$ 26,555,562
Ledger Adj Balance - General	\$ 26,548,981
Ledger Adj Balance - Revolving	\$ 5,155
Ledger Adj Balance - Petty Cash	1,425
Adjusted Balance	\$ 26,555,562

Average Investment Rate of Return	2.366%
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**\*\* The beginning fund balances are shown on an accrued cash basis.**

ACTION 7-E  
May 23, 2019

**MUNDELEIN CONSOLIDATED HIGH SCHOOL DISTRICT 120**  
**MARCH, 2019 TREASURERS REPORT**

**RECOMMENDED MOTION**

**That the Board of Education of Mundelein Consolidated High School District 120 approve the Treasurer's Report of March, 2019.**

MUNDELEIN CONSOLIDATED HIGH SCHOOL DIST 120

TREASURER'S REPORT FOR MARCH 2019

FUND NAME	CASH BALANCE 02/28/2019	DEPOSITED THIS MONTH	WITHDRAWN THIS MONTH	CASH BALANCE 03/31/2019	YTD INTEREST 03/31/2019
EDUCATION	23,552,832.65	735,403.35	3,018,834.06	21,269,401.94	275,056.95
OPER/BLDG/MAINT	4,106,332.61	22,148.34	761,266.80	3,367,214.15	30,274.91
DEBT SERVICE	122.92	4,351.83	(308,550.00)	313,024.75	31,302.88
TRANSPORTATION	993,619.90	2,723.95	181,937.11	814,406.74	14,395.62
I.M.R.F.	382,067.91	1,410.04	101,869.68	281,608.27	10,171.36
CAPITAL PROJECTS	(502,023.13)	-	(250,000.00)	(252,023.13)	-
WORKING CASH	732,489.13	24.21	-	732,513.34	174.17
TORT IMMUNITY	26,343.11	3,072.34	-	29,415.45	599.43
GRAND TOTALS	\$ 29,291,785.10	\$ 769,134.06	\$ 3,505,357.65	\$ 26,555,561.51	\$ 361,975.32

APPROVED BY THE BOARD OF EDUCATION

TOM OUIMET, PRESIDENT PRO TEM

SARA DAVALOS, SECRETARY PRO TEM

ANDREW SEARLE, TREASURER

DATE



**MUNDELEIN CONSOLIDATED HIGH SCHOOL  
DISTRICT 120  
Treasurer's Report as of March 31, 2019**

10	EDUCATION FUND	21,269,401.94
20	OPERATIONS & MAINTENANCE FUND	3,367,214.15
30	DEBT SERVICE FUND	313,024.75
40	TRANSPORTATION FUND	814,406.74
50	I.M.R.F. FUND	281,608.27
60	CAPITAL PROJECTS FUND	(252,023.13)
70	WORKING CASH FUND	732,513.34
80	TORT IMMUNITY	29,415.45
	<b><u>TOTAL CASH</u></b>	<b><u>26,555,561.51</u></b>

**BANK BALANCE & SECURITIES**

**A. ILLINOIS LIQUID ASSET FUND - GENERAL FUND**

Balance Per Bank - 03/31/2019	
General Account Balance	27,603,731.64
Revolving Account Balance	5,155.13
Petty Cash	1,425.00
Credit Card payments not credited in G/L	(36,661.05)
Outstanding Checks - AP	(1,021,879.60)
Outstanding Checks - PR	(24,031.74)
March Adjustments	27,822.13
<b><u>TOTAL BANK BALANCE</u></b>	<b><u>26,555,561.51</u></b>

**(10) EDUCATION FUND****BALANCE AS OF February 28, 2019****23,552,832.65****RECEIPTS**

<b>Local Sources:</b>	2017 Property Taxes	0.00
	Prior Year Taxes	0.00
	Replacement Taxes	14,536.45
	Interest - on investments	38,207.87
	Summer School	0.00
	Summer School - Drivers Ed	0.00
	Vending Sales	0.00
	Athletic Admissions	464.00
	Registration Fees - Prior Years	807.00
	Registration Fees - 2018-2019	3,459.50
	Athletic Fees - Prior Years	105.00
	Athletic Fees - 2018-2019	1,035.00
	Drivers Ed - Prior Years	0.00
	Drivers Ed - 2018-2019	325.00
	Music - Prior Years	0.00
	Music - 2018-2019	267.50
	Technology Fees - Prior Years	669.50
	Yearbook - Prior Years	0.00
	Yearbook - 2018-2019	0.00
	Bookstore	0.00
	Parking Permits	0.00
	Library Fines - Lost books	86.30
	Lost Textbooks	0.79
	I.D. / Staff Key / Combo Lock Replacement	0.00
	Insurance Reimbursement	8,980.92
	D75 Shared Services	16,762.10
	Other - Dugout Club Reimb for Sound System	3,400.00
	Other - Staff Prom Tix Sales	350.00
	Other - Misc Cancellation Refund	425.00
	Other - Calculator Reimb	26.00
	Other - Misc Textbook Refund	1,900.00
	Other - Misc Petty Cash Refund	1,550.00
	Other - Postage Reimb	73.74
	Other - CUSD 95 Reimb for Legal Svcs	347.00
	Other - Misc Rental Refund	77.00
<b>State Sources:</b>	Evidence Based Funding	183,452.18
	Tech Prep	0.00
	Bilingual TPI & TBE	0.00
	LCES Reimbursement	0.00
	Adult Ed - State Basic	79,923.00
	Adult Ed - State Performance	59,107.50
	State Driver Education	12,980.79
	State Free Breakfast/Lunch	0.00
	Education of Homeless Students	0.00
	Library Grant	0.00
	Orphanage Tuition	0.00
	Voc Ed - Program Improvement	0.00
	Educational Improvement Grant	0.00
	Spec Ed - IDEA - Room & Board	0.00
	Spec Ed - Summer School	0.00
	Spec Ed - Personnel	0.00
	Spec Ed - Extraordinary	0.00
	Spec Ed -Private Facility Tuition Reimbursement	0.00

<b>Federal Sources:</b>	Teacher Mentoring Program Reimbursement	0.00	
	State Aid - ARRA	0.00	
	Fed - SFSF General State Aid	0.00	
	Special Milk Program	1,752.21	
	Technology Enhancing Education	0.00	
	Homeless Grant	0.00	
	Ed Jobs Fund	0.00	
	Spec Ed - IDEA Part B	137,000.00	
	Spec Ed - IDEA Room & Board	0.00	
	Title I - Low Income	110,927.00	
	Title II - Teacher Quality	11,383.00	
	Title III-LIPLEP	0.00	
	Title III-Immigrant Education Pgm	0.00	
	Title V-Innovative Programs	0.00	
	Title III - Carl Perkins	0.00	
	Title IV - Safe&Drug Free School	9,572.00	
	Food Commodity Credit	0.00	
	Fed Adult Ed - El Civics	0.00	
	Fed Adult Ed - Basic	0.00	
	Voc Ed - Perkins Grant	0.00	
	Medicaid Matching Funds	0.00	
	Medicaid Fee for Service Reimb	0.00	
	TOTAL REVENUE	699,953.35	
	Add: Prepaid School Fees	35,450.00	735,403.35
			24,288,236.00
<b><u>EXPENDITURES</u></b>	Gross Payroll	(1,355,217.55)	
	Accounts Payable	(1,662,002.22)	
	Bank Charges	(1,614.29)	
	NSF Check	0.00	
	Journal Entries -	0.00	
	Journal Entries -	0.00	
	Journal Entries -	0.00	
	Journal Entries -	0.00	
	Misc Accruals	0.00	
	Total Expenditures	(3,018,834.06)	(3,018,834.06)
<b><u>BALANCE AS OF March 31, 2019</u></b>			<b><u>21,269,401.94</u></b>

**(20) OPERATION & MAINTENANCE FUND****BALANCE AS OF February 28, 2019****4,106,332.61****RECEIPTS**

<b>Local Sources:</b>	2017 Property Taxes	0.00	
	Interest - on investments	4,208.92	
	Donations	0.00	
	Donations - Impact Fees	15,339.42	
	Golf Course Lease Revenue	0.00	
	Building Rental	2,600.00	
	Pool Rental	0.00	
	Other - Misc Grease Recycling	0.00	
	Other -	0.00	
	Other -	0.00	
	Total Revenue	<u>22,148.34</u>	<u>22,148.34</u>
			4,128,480.95

<b><u>EXPENDITURES</u></b>	Gross Payroll	(23,569.32)	
	Accounts Payable	(178,672.48)	
	Journal Entries -	0.00	
	Journal Entries - Misc transfer to Fund 30	(309,025.00)	
	Journal Entries - Misc transfer to Fund 60	(250,000.00)	
	AP Accruals	0.00	
	Total Expenditures	<u>(761,266.80)</u>	<u>(761,266.80)</u>

**BALANCE AS OF March 31, 2019****3,367,214.15**

**(30) DEBT SERVICE FUND**

**BALANCE AS OF February 28, 2019** **122.92**

**RECEIPTS**

<b>Local Sources:</b>	2017 Property Taxes	0.00	
	Interest - on investments	4,351.83	
	Other - Misc Revenue	0.00	
	Total Revenue	<u>4,351.83</u>	<u>4,351.83</u>
			4,474.75

<b><u>EXPENDITURES</u></b>	Accounts Payable	(475.00)	
	Journal Entries - Misc Transfer from Fund 20	309,025.00	
	Journal Entries	<u>0.00</u>	
	Total Expenditures	308,550.00	<u>308,550.00</u>

**BALANCE AS OF March 31, 2019** **313,024.75**

**(40) TRANSPORTATION FUND****BALANCE AS OF February 28, 2019****993,619.90****RECEIPTS**

<b>Local Sources:</b>	2017 Property Taxes	0.00	
	Interest - on investments	2,001.33	
	Reg/Voc Ed Transportation Reimbursement	0.00	
	Spec Ed Transportation Reimbursement	0.00	
	Other - Misc SAF Coach Bus Reimb	722.62	
	Other -	0.00	
	Total Revenue	<u>2,723.95</u>	<u>2,723.95</u>
			996,343.85

<b><u>EXPENDITURES</u></b>	Payroll	0.00	
	Accounts Payable	(181,937.11)	
	Journal Entries -	0.00	
	Total Expenditures	<u>(181,937.11)</u>	<u>(181,937.11)</u>

**BALANCE AS OF March 31, 2019****814,406.74**

**(50) I.M.R.F. FUND****BALANCE AS OF February 28, 2019****382,067.91****RECEIPTS**

<b>Local Sources:</b>	2017 Property Taxes	0.00	
	Replacement Taxes	0.00	
	Interest - on investments	1,410.04	
	Other -	0.00	
<b>Federal Sources:</b>	Spec Ed - IDEA Part B	0.00	
	Total Revenue	<u>1,410.04</u>	<u>1,410.04</u>

383,477.95

**EXPENDITURES**

Payroll	0.00	
Accounts Payable	(101,869.68)	
Journal Entries -	0.00	
AP Accruals	<u>0.00</u>	
Total Expenditures	(101,869.68)	<u>(101,869.68)</u>

**BALANCE AS OF March 31, 2019****281,608.27**

**(60) CAPITAL PROJECTS FUND****BALANCE AS OF February 28, 2019****(502,023.13)****RECEIPTS**

<b>Local Sources:</b>	Bond Proceeds -	0.00	
	Interest on Investments	0.00	
	Other -	0.00	
<b>State Sources:</b>	Maintenance Grant	0.00	
	Total Revenue	<u>0.00</u>	<u>0.00</u>

**(502,023.13)****EXPENDITURES**

Accounts Payable	0.00	
Journal Entries - Misc transfer from Fund 20	<u>250,000.00</u>	
Total Expenditures	<u>250,000.00</u>	<u>250,000.00</u>

**BALANCE AS OF March 31, 2019****(252,023.13)**



**(70) WORKING CASH FUND****BALANCE AS OF February 28, 2019****732,489.13****RECEIPTS**

<b>Local Sources:</b>	2017 Property Taxes	0.00	
	Interest on Investments	24.21	
	Bond Proceeds	<u>0.00</u>	
	Total Revenue	24.21	<u>24.21</u>
			732,513.34

**EXPENDITURES**

Accounts Payable	0.00	
Journal Entry -	<u>0.00</u>	
Total Expenditures	0.00	<u>0.00</u>

**BALANCE AS OF March 31, 2019****732,513.34**

**(80) TORT IMMUNITY FUND****BALANCE AS OF February 28, 2019****26,343.11****RECEIPTS**

<b>Local Sources:</b>	2017 Property Taxes	0.00	
	Interest on Investments	83.34	
	Other - CLIC Equity Return	<u>2,989.00</u>	
	Total Revenue	3,072.34	<u>3,072.34</u>
			29,415.45

<b><u>EXPENDITURES</u></b>	Accounts Payable	0.00	
	Journal Entries -	<u>0.00</u>	
	Total Expenditures	0.00	<u>0.00</u>

**BALANCE AS OF March 31, 2019****29,415.45**

ACTION 7-F  
May 23, 2019

**MUNDELEIN CONSOLIDATED HIGH SCHOOL DISTRICT 120**

**STUDENT ACTIVITY FUNDS (SAF) BILL LIST**

**RECOMMENDED MOTION**

**That the Board of Education of Mundelein Consolidated High School District 120 approve the SAF Bill List for March, 2019.**

ACTION 7-G  
May 23, 2019

**MUNDELEIN CONSOLIDATED HIGH SCHOOL DISTRICT 120**

**Annual Renewal List**

- a) Textbook Disposal

**RECOMMENDED MOTION**

**That the Board of Education of Mundelein Consolidated High School District 120 approve the Annual Renewal List for May 23, 2019**

**Annual Renewal List Report**

**Textbook Disposal – Attachments**

The Wellness department is requesting the disposal of textbooks no longer used by our school district.

- |   |             |
|---|-------------|
| • American Red Cross Lifeguarding Workbooks | Quantity 26 |
| • Lifeguard Training DVD set                | Quantity 1  |
| • Lifeguarding Instructor's Kit             | Quantity 3  |

TO: Mundelein High School Board of Education  
FROM: Kevin Myers, Ph.D.  
RE: District 120 Report

**Business Office Report**

**Facilities Annual Report - Discussion – Attachment**

Background Information:

The Director of Facilities and Maintenance, Kevin Quinn, will provide a summary of the building projects taking place this summer.

Connection to the Playbook:

Does not apply

**Impact Fee Waiver – Discussion – Attachment - Action**

Background Information:

Carriage Crossing is a 94 unit senior living development proposed for the 7.5 acre property on the southwest corner of Midlothian Road and Courtland in Mundelein. This development will be for assisted living defined as a “Residential Care Facility”. The developer has asked District 120 and District 75 to waive the impact fees since no children will ever be enrolling due to this development. Both districts have agreed to waive the fees if the developer agrees not to make any tax objections on this property for seven years. The administration recommends that the board approve this contract with the fee waiver.

Connection to the Playbook:

Does not apply

**Shared Services Compensation Matrix - Discussion – Attachment**

Background Information:

The Shared Services Committee has reviewed the compensation matrix for positions and departments that will be shared by both districts. The matrix provides a data-based method for determining the percentage of the salary and benefits costs that will be associated with each district for each position. The matrix includes data on both districts’ budgets, relevant school report card demographic and financial statistics, and staffing levels. Mr. Searle will explain the matrix in more detail at the meeting as there are many variables involved. The administration is recommending board approval of this tool as the method to determine salary percentage costs for all shared positions and departments for the next four years.

Connection to the Playbook:

Does not apply

**MHS Liaison Police Services Agreement – Discussion – Attachment – Action**

Background Information:

The district contracts with the Mundelein Police Department for the School Resource Officer (SRO) position. The contract amount decreased from last year by \$18,000. The cost for the 2019-2020 school year is \$95,000 and it will increase to \$97,000 in 2020-2021. District 120 is responsible for 75% of the salary, benefits, and pension contribution. The term of the agreement is for 2 years. The contract does not include traffic control or any event security that MPD provides. The administration is recommending approval of this contract.

Connection to the Playbook:

The SRO position does not have a direct connection to the Playbook Goals. The SRO does have a positive impact supporting a safe school environment and increasing the communication between the Mundelein Police Department and Mundelein High School.

**Superintendent’s Report**

**Board Meeting Agenda Format – Discussion**

**Background Information:**

The Shared Service Committee completed a practice run of the modified BOE Agenda template created at the April 8 meeting. The committee gave feedback on the type and amount of information provided along with their experience of going paperless for Board Packets. This will be an introduction to the new agenda format. The goal is to fully implement as of the August 2019 BOE meetings.

**Connection to the Playbook:**

Does not apply

**PRESS Policy #99 & #100, First Reading – Discussion – Attachment**

**Background Information:**

The following policy was presented by IASB's full maintenance policy update service, PRESS Plus. This service provides our District policies with changes IASB is recommending indicated by underlining and strikethroughs. Suggested additions are underlined and suggested deletions are struck through. New policies are indicated as such, as are deleted policies. Various options in language may be indicated as well. A second and final reading will be presented to the board at the next board meeting.

**Connection to the Playbook:**

A number of the policies relate to the academic and behavioral needs of the our students

**School Treasurer's Appointment – Discussion - Action**

**Background Information:**

Annually the MHS BOE is required to identify the school treasurer and submit a form to the Lake County Regional Office of Education. I am recommending that Mr. Andy Searle continue to be the treasurer for Mundelein High School.

**Connection to the Playbook:**

Does not apply

**Appointment of Hearing Officers – Discussion – Action**

**Background Information:**

Annually the MHS BOE is required to identify the hearing officer/s for Mundelein High School. I am recommending that Dr. Joe Porto, retired Superintendent be the primary hearing officer and an administrator from District 75 as the secondary hearing officer for Mundelein High School. The hourly rate for a hearing officer that is not a school attorney varies by district. Our recommendation is \$100 an hour which is competitive for the area. The administrator from D75 does not receive the hourly rate because both districts are providing the service in-kind.

**Connection to the Playbook:**

Does not apply

**Estimated Expense Approval – 2019 IASB Joint Annual Conf. – Discussion – Attachment - Action**

**Background Information**

As required by Illinois School Code all school board expenses that exceed \$1,500 per member need to be approved prior to dispensing the fund. Dr. Myers will share the recommendation to approve the cost for seven board members, \$6293; four administrators, \$3596; and one support staff member, \$400 to attend the IASB Annual Joint Conference in Chicago. The total approximate expense will be \$10,289 excluding mileage expense.

**Connection to the Playbook:**

Does not apply

**12-Month Administrator Job Descriptions – Discussion – Attachment- Action**

**Background Information:**

The 12-month administrator job descriptions listed below are attached. We request the BOE to review and approve the document as presented. The changes in the job descriptions reflect the organizational chart that was presented at the April 2019 MHS BOE meeting. In previous reviews of the job description the BOE has always done a first and second reading. I asked the Illinois School Board Association if a second reading was required. They informed me it was not a requirement to have a second reading. Based on that information the recommendation is to approve the job description at the May 23 BOE meeting. If the BOE would like a second reading a member of the BOE will need to make that recommendation at the meeting.

- Assistant Principal
- Assistant Principal of Teaching and Learning
- Director of Special Education & English Learners

**Connection to the Playbook:**

Does not apply

**Federal Grant Application Process – Discussion – Action**

**Background Information:**

ISBE has initiated a new procedural requirement for FY 20 for districts receiving federal grants. Districts are required to complete a Federal Grant Application, (referred to as a Consolidated District Plan), which essentially outlines components of the Title I, II, III, IV and IDEA Part B Flow Through Grants in one place. This CDP has been prepared and is ready to submit. If ISBE provides feedback to the plan, ISBE will send it back to the district for revisions. (D 120's Timely Meaningful Consultation meeting is scheduled for 5/31/19 and, due to the timing of that mtg., this is one area that will result in required resubmission at a later date.)

**Connection to the Playbook:**

1. Increase the number of students earning a "C" or better by 5%
2. Increase the graduation rate to 92% (Black, Hispanic, Spec Ed)
3. Increase the attendance rate to 94% (Black, Hispanic, Spec Ed)
4. Decrease the chronic truancy rate by .2%  
Increase the parent contact rate to 95%

**2019 School Board Governance Recognition– Discussion – Attachment**

**Background Information:**

Three years ago the MHS BOE determined it was a priority to earn School Board Governance Recognition. The BOE achieved that goal which runs for two years. The MHS BOE needs to decide if you will reapply for Governance status or not. If the answer is yes the BOE president will need to review the application and complete the final section before the August 2019 due date.

**Connection to the Playbook:**

Does not apply

**2019 Illinois Association of School Board (IASB) Resolutions Discussion – Attachment**

**Background Information:**

One of the components of the IASB Delegate Assembly is the consideration of resolutions submitted by member boards. As an active member of the association, the MHS BOE is invited to submit proposals for:

- New IASB Resolutions
- Amendments to existing Position Statements
- Reaffirmation of existing Position Statements
- Belief Statements



The submissions deadline is Wednesday, June 26, 2019. The work of the MHS BOE is to determine if it has a proposal/s to submit, develop and review the proposals, and take action at the June 18 meeting.

Connection to the Playbook:  
To be determined

**Annual Review of Safety Drills – Discussion – Attachment - Action**

Background Information:

Each school year, school districts are required to review their safety and drill plans. They are also required to hold three fire drills, a bus evacuation drill, a law enforcement drill, severe weather and shelter-in place drill. Mundelein High School has completed all of these safety and drill plans. Starting with the 2019-2020 school year all public schools need to conduct an active shooter drill within the first 90 days of the start of school. The date for the MHS drill is October 01, 2019, 2<sup>nd</sup> period, 8:45 am – 9:30 am.

Connection to the Playbook:  
Does not apply

Upcoming events taking place at Mundelein High School

Tues/Wed/Thur. May 21, 22, 23	Semester 2 Final Exams-Student Dismissal at 1pm each day
Thur. May 23	Last day of school Dismissal at 11am

**MUNDELEIN HIGH SCHOOL DISTRICT 120**  
**ACTION ITEMS**

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Impact Fee Waiver

**RECOMMENDED MOTION:**

That the Board of Education of Mundelein High School District 120 accept the Superintendent's recommendation to approve the Impact Fee and Tax Agreement for the Carriage Crossing Senior Living Development as presented.

School Board Policy 4:152

MHS Liaison Police Services Agreement

**RECOMMENDED MOTION:**

That the Board of Education of Mundelein Consolidated High School District 120 accept the Superintendent's recommendation to approve the contract with The Village of Mundelein for police services at a cost not to exceed \$95,000 in FY2020, and \$97,000 in FY2021.

School Board Policy 1:20

School Treasurer's Appointment

**RECOMMENDED MOTION:**

That the Board of Education of Mundelein Consolidated High School District 120 accept the Superintendent's recommendation to approve the School Treasurer's appointment and school treasurer's bond effective July 1, 2019 through June 30, 2020 and sign the appropriate forms to be filed with the Regional Superintendent of Schools.

School Board Policy 4:30

Appointment of Hearing Officers

**RECOMMENDED MOTION:**

That the Board of Education of Mundelein Consolidated High School District 120 accept the Superintendent's recommendation to approve Dr. Joe Porto, retired superintendent as the primary hearing officer and an administrator from District 75 as the secondary hearing officer for Mundelein High School.

School Board Policy 5:120

Estimated Expense Approval – 2019 IASB Joint Annual Conference

**RECOMMENDED MOTION:**

That the Board of Education of Mundelein High School District 120 accept the Superintendent's recommendation to approve the estimated total cost seven board members to attend the 2019 Joint Annual Conference for approximately \$6,293, excluding mileage expense.

School Board Policy 2:125

12-Month Administrator Job Descriptions

**RECOMMENDED MOTION:**

That the Board of Education of Mundelein High School District 120 accept the Superintendent's recommendation to approve the job descriptions, Assistant Principal, Assistant Principal of Teaching and Learning and Director of Special Education & English Learners as presented.

School Board Policy 5:30

Federal Grant Application Process

RECOMMENDED MOTION:

That the Board of Education of Mundelein High School District 120 accept the Superintendent's recommendation to approve the Consolidated District Plan in it's current draft, allowing for submission to ISBE. This includes elements of Title I, II, III, IV and IDEA Part B Flow Through as well as some newer requirements.

*School Board Policy 6:120 & 6:170*

Annual Review of Safety Drills

RECOMMENDED MOTION:

That the Board of Education of Mundelein High School District 120 accept the Superintendent's recommendation to approve the Annual Review of Safety Drills as presented.

*School Board Policy 4:170*