

## **AGENDA**

- I. Call to Order
- II. Roll Call
- III. Recognition of Guests
- IV. Approval of Agenda
- V. Approval of Minutes
- VI. Communications
- VII. Items for Action
  - A. Approval of Current Bills for Payment
  - B. Personnel
  - C. Purchases/Contracts
  - D. Investments/Loans/Transfers
  - E. In-Service Application for 03-04 School Year
  - F. Use of District Facilities
- VIII. Items for Discussion
  - A. Regular Finance Reports
  - B. Board Committees
- IX. Superintendent's Report
- X. Announcements
  - A. Sunday, May 18 – JCHS Baccalaureate, 6:00 P.M., First Assembly of God Church
  - B. Sunday, May 25 – JCHS Graduation 2:00 P.M
  - C. Wednesday, May 28 – IMS Promotion Ceremony, 1:00 P.M.
  - D. Wednesday, May 28 – Last Student Attendance Day
  - E. Thursday, May 29 – District Institute

IV. Approval of Agenda

This is an opportunity to add or delete agenda items.

V. Approval of Minutes

Regular Meeting - April 16, 2003 - Copy enclosed  
Special Meeting – May 12, 2003 – Copy enclosed

VI. Communications

None at this time

VII. Items for Action

VII-A Approval of Current Bills for Payment

Enclosed in the back of the folder is a list of regular bills for payment. A list of additions will be prepared for the meeting. Following discussion, recommend approval.

VII-B Personnel

1. See Personnel Recommendations in the back of the folder.
2. Also in your folder are recommendations from Bonnie Tungett for JCHS summer school teachers.

VII-C Purchases/Contracts

1. Bid No. 2003-11, Instructional and Art Supplies
2. Bid No. 2003-12, PE Equipment and Supplies

Enclosed in your folder are bid summaries for both bids. Mr. Breden will explain bids and answer any questions. Following discussion, recommend approval.

3. Agreement to allow McLiney and Company sell the Qualified Zone Academy Bonds.

This past fall the school district applied to participate in the QZAB program. The Board made two applications totaling \$600,000 to fund roof replacements at West and Fieldon. Both of these replacements have been approved as Health/Life Safety projects. The \$600,000 was an estimate of the costs at that time. In order to qualify each school had to meet certain requirements. The school district was originally told that only one application would be funded – the Fieldon application. However in late January, we were notified that both applications had been approved and therefore able to sell \$600,000 in Qualified Zone Academy Bonds. QZAB is a federal bond program provided for in the Taxpayer Relief Act of 1997. The intent of the program is to help strengthen

school serving large concentrations of low-income families. The bonds are interest free and have a maturity of 14 years. The bond is paid in one lump sum at the end of the 14 years.

McLiney and Company is a family owned firm in Kansas City, MO specializing in the underwriting of Qualified Zone Academy Bonds. Of the 17 school districts in Illinois that were approved for the QZAB programs totaling \$31,138,000, McLiney and Company is currently underwriting bond programs for 11 of those school districts for a total of \$21,798,387. Included in your packet are the original applications for the QZAB program, information about QZABs, an article from The Bond Buyer about McLiney and Company, a list of the school districts that McLiney and Company represents and the agreement that must be completed in order to have McLiney and Company underwrite the district bonds.

Following discussion, recommend approval.

### 3. Participation in PMA's Bond Proceed Management Program

Enclosed in your packet is a memo explaining the Bond Proceed Management

Program with PMA. Briefly, PMA is an Illinois based firm that specializes in providing financial services for school districts. 80% of PMA's business comes from Illinois school districts. It is the biggest investor for Illinois school districts with a portfolio of over \$5 billion. Primary services offered by PMA in their Bond Proceeds Management Program include:

1. Maximization of interest rate returns.
2. Arbitrage rebatement monitoring
3. Yield restriction monitoring
4. Monthly reporting
5. IRA audit documentation
6. Construction payout scheduling

Following discussion, recommend approval.

## VII-D Investments/Loans/Transfers

### 1. Working Cash Transfer

The Working Cash Fund balance may not exceed 85% of the Educational Fund Tax extension plus 85% of CPPRT. In order to sell the full \$3,000,000 in working cash bonds, a transfer from the Working Cash Fund to the Education Fund must be completed. The required amount is dependent upon the most recent equalized assessed valuation, which should be available from the County Clerk's Office by Wednesday night's meeting. Enclosed in your packet is the resolution to partially permanently abate the working cash fund. The final abatement amount will be available at the meeting.

In addition to meeting the requirements for selling Working Cash Bonds, the transfer needs to be completed to meet expenses. The Board approved 2002-03 Budget includes a Working Cash transfer of \$262,300 to the Education

Fund. \$12,300 of the total is a permanent transfer of interest earned in FY02 and \$250,000 of the total is a permanent partial abatement of the Working Cash Fund Balance. The \$262,300 transfer was built into the budget to cover expenses in the Education Fund that can not be covered by revenue or the Education Fund balance. The driving factors behind this transfer were the assumptions that the school district would not receive the final two state aid payments until July and the 4<sup>th</sup> quarter categorical payments would not be received until July. It now appears that the two final payments will be received in this fiscal year. However, the delay in other payments, categoricals and state grants, still creates a cash flow problem requiring the transfer. Since the district does not receive its first tax payment until September, soon after we receive the proceeds from the sale of the \$3,000,000 working cash bonds another transfer will need to be made from the Working Cash Fund to the Education Fund to pay bills this summer.

Following discussion, recommend approval.

#### VII-E In-service Application for 03-04 School Year

Enclosed in your folder is an application required to accompany our 2003-04 School Calendar requesting an additional in-service day for teachers. This is required for our

March Institute next spring and must include minutes showing Board approval. Following discussion, recommend approval.

#### VII-F Use of District Facilities

Enclosed in the back of your folder are the following requests:

1. Terri Taake and Angie Lyles , 7<sup>th</sup> & 8<sup>th</sup> grade girls' basketball open gym
2. Brett Beauchamp, Summer Shakespeare Camp
3. Grafton Police Department to use the school gym for training

Following discussion recommend approval of all requests

### VIII. Items for Discussion

#### VIII-A Regular Finance Reports

Enclosed in the folder are regular finance reports, namely, Budget Summary and Treasurer's Report. Following discussion, recommend it be noted that these reports were reviewed and placed on file.

#### VIII-B Board Committees

Mrs. Droste was to appoint Board committees at the April meeting. In her absence it was postponed until this month.

### IX. Superintendent's Report