

Board of Education Meeting Recap

The Township High School District 211 Board of Education met on Thursday, April 28, 2016, in the Anne Koller Board Meeting Room at the G.A. McElroy Administration Center. The following is a recap of important items that were acted upon at the meeting.

Recognitions

The Board of Education recognized students from Palatine, William Fremd, James B. Conant, and Schaumburg High Schools who earned honors in the state debate competition. This included members of the Schaumburg High School Congressional Debate State Championship team. The complete list of students recognized is available [here](#).

Also recognized at the meeting was Fremd High School senior **Julia Wacker** who was one of 26 student-athletes named to the 2015-2016 Illinois High School Association All-State Academic Team. The 13 female and 13 male IHSA All-State honorees were selected from more than 475 student-athlete nominees from across the state. In order to be a member of the IHSA All-State Academic Team, students must have a minimum 3.50 grade point average after their 7th semester of high school, have participated in at least two IHSA sponsored sports or activities during each of the last two years, and demonstrated outstanding citizenship.

Parent club presidents and their respective Booster Clubs were honored by the Board for their service to District 211 schools during the 2015-2016 school year:

Beata Candre, President Conant High School Booster Club

Kelly Day, President Conant High School Band Booster Club

Ed Hansen, President Fremd High School Viking Booster Club

Rob Coleman, President Fremd High School Music Association

Chelle Kase, President Hoffman Estates High School Loyal Parents (HELP)

Alissa DePue and **Matt Trembly**, Co-Presidents Palatine High School Pirate Booster Club

Madelynn Brossard and **Janice Novick**, Co-Presidents Schaumburg High School Very Interested Parents (VIPs)

Alan Grimm, President Schaumburg High School Band Booster Club

The Board honored one individual from local businesses for each District 211 high school who has given their time as part of the Northwest Educational Council for Student Success (NECSS) career trek program. Each year, District 211 reaches out to local businesses to host career treks allowing students to have a “behind the scenes” tour of different businesses that are connected to

students' future career choices. The NECSS Business Partnership honorees included:

- **Jim Brizzolara, Ray Hernandez, and Robyn Safron**, HydraForce, Inc.
- **George Demarakis**, Arcon Associates, Inc.
- **Mary Harlos**, Prudential Insurance Company of America
- **Mike O'Connor**, Innovative Components, Inc.
- **Edward Pizza**, American Airlines

Presentation: Budget and Five-Year Financial Projection Update

In order to sustain and uphold the educational excellence and extraordinary learning opportunities that High School District 211 has delivered for many years, the District utilizes a yearly operating budget of approximately \$240 million. A commitment to developing college and career readiness skills in today's world demands that District 211 provides quality instruction from highly-qualified professionals within a rigorous curriculum that integrates the use of technology within effective learning environments and facilities. Students are equipped with skills and talents so that they can continue their full involvement in local communities, local businesses, and local economy.

Accomplishing these goals requires excellent financial planning and strategy integrating the current financial position into a projected financial forecast that accounts for numerous influences, both within the organization and outside the control of the District. Chief Operating Officer **Lauren Hummel** and Controller and Treasurer **Barbara Peterson** presented the Board of Education with a report that summarized the current year's standing, declared a number of potential future budgeting variables, and provided a forecast of potential financial changes that could occur.

A copy of the report the Board received is available [here](#).

Approval of Minutes

The Board of Education approved the minutes from its regular meeting on [April 14, 2016](#).

Starting Times for 2016-2017 School Year

The Board of Education received information regarding starting times for each school for the 2016-2017 school year. In order to make efficient use of transportation resources, school buses are used first to transport students to early start schools, and then transport students to late start schools. Starting and dismissal times will remain the same for the 2016-2017 as the current school

year:

	Start	Dismissal
Palatine High School.....	8:15 a.m.	3:30 p.m.
William Fremd High School.....	7:30 a.m.	2:45 p.m.
James B. Conant High School.....	8:15 a.m.	3:30 p.m.
Schaumburg High School.....	7:30 a.m.	2:45 p.m.
Hoffman Estates High School.....	7:30 a.m.	2:45 p.m.
District 211 Academy-North.....	9:15 a.m.	3:15 p.m.
Higgins Education Center.....	9:15 a.m.	3:15 p.m.

Board of Education Agreements

Responsible for governing the school district, the Board of Education works on behalf of the entire community as one entity, with clarity of purpose and a clear direction. The Board operates as a single entity responsible for its governance and processes while refusing to surrender to special interest or partisan political groups.

On April 30, 2015; July 16, 2015; and January 5, 2016, the Board and the Superintendent met with a representative from the Illinois Association of School Boards (IASB) for the purpose of self-evaluation and to discuss governance practices of the Board of Education. From these discussions, the Board and Superintendent compiled a list of agreements and expectations by which to work together in order to conduct the work of the High School District 211 community.

The Board initially reviewed the draft agreements at its meetings on February 11, 2016 and March 17, 2016. After further discussion, the Board agreed that since all Board members were not present at the meeting, the Board of Education Agreements would be placed on the agenda for each future Board meeting and that the Board would take action once all Board members are present. The next Board meeting will be held on May 12.

2016-2017 Tentative Budget: Non-Operating Funds

The Board of Education reviewed the Fiscal Year 2016-2017 Tentative Budget for all three non-operating funds: Debt Service Fund, Capital Projects Fund, and Fire Prevention Life Safety Fund.

The 2016-2017 tentative budget for these funds was developed in accordance with the Illinois Program Accounting Manual. The following budget parameters were established and incorporated into the 2016-2017 budget development process:

- Allocate costs associated with achieving District academic goals

- Utilize \$2.0 million of existing Working Cash reserves to reduce the levy in Debt Service Fund as approved with the 2015 levy
- Allocate \$1.9 million in the Life Safety Fund for approved projects

Debt Service Fund – The 2017 Debt Service Fund budget reflects a decrease in expenditures of 53% from the prior year budget. In November 2016, the District will make a principal and interest payment of approximately \$3.3 million on the 2012/2013 Life Safety Bonds. Of this total, \$2 million will be funded by a transfer from the Working Cash Fund which was approved as an abatement (reduction) in the 2015 levy for the Debt Service Fund. The remaining \$1.3 million in principal and interest will be paid using revenue from the 2015 levy.

The 2017 budget does not include a new lease this spring for additional iPads as the District evaluates the potential to utilize other devices. Many of the devices currently in service have been fully paid for, resulting in a decrease in expense for next year. Capital lease payments will be funded by a transfer of existing reserves from the Educational Fund and will be approximately \$400,000 for the 2016-2017 budget year.

The projected \$2.4 million budget deficit in the Debt Service Fund is due to a levy reduction plan that has been in place since 2007 and lease payments for iPad devices through the One-to-One iPad program. As part of a positive multi-year levy reduction (abatement) strategy to benefit District's taxpayers, the Board approved the planned levy reduction of \$2.0 million as part of the 2015 debt service levy adopted last December to be incorporated in the 2016-2017 budget. The debt service levy reduction strategy provides for the ongoing use of reserves to pay a portion of principal and interest on outstanding bonds and subsequently, reducing the Debt Service levy by that same amount. This results in a lower overall tax rate for taxpayers due to the planned proportionate reduction in property taxes in the Debt Service levy. Since 2007, the Board has reduced its overall levy by \$30.3 million.

Capital Projects Fund – The 2016-2017 school year will begin the fourth year of the current five-year capital improvement plan. With the majority of projects completed or underway, total expenditures for the Capital Projects Fund will decrease from prior years. Expenditures in this fund are projected to decrease 23% from the 2015-2016 budget year. Projects for 2017 include the completion of the three remaining swimming pools, renovation of the Fremd and Palatine High Schools' media centers, and improvements to Schaumburg High School's baseball and softball fields. All capital improvements will be funded through a transfer from the operating funds.

Fire Prevention Life Safety Fund – Phase I of the 2010 Life/Safety project work has been completed and the related bond proceeds of \$16 million have been exhausted. This summer, the District will begin work on Phase II of these projects at Hoffman Estates High School. Projects will include roof repairs, doors

and glazing, and domestic water piping while Hoffman Estates High School is closed for the summer months. The remaining 2010 Life/Safety projects will be completed at Fremd High School during the summer of 2017.

For 2017, Life Safety Fund projects will be funded through a transfer of reserves from the operating funds. The District's ability to utilize reserves to fund future Life Safety projects will be reviewed on an annual basis.

The Board approved the 2016-2017 Tentative Budgets for the Debt Service Fund, Capital Projects Fund, and Fire Prevention Life Safety Fund as presented.

Additional information on the non-operating funds 2016-2017 Tentative Budget is available [here](#).

Intergovernmental Agreements – Reciprocal and Police Reporting Agreements

The Illinois State Constitution (Article VII, Section 10) and the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq (1992)), authorizes and encourages interagency cooperation and collaboration between local agencies and public schools in Illinois.

High School District 211 has a long history of working closely with local law enforcement agencies to ensure safety and security within schools and to foster cooperation between educators and representatives of law enforcement. District 211 has maintained excellent relationships with the municipal law enforcement agencies that serve the communities of the District.

School Resource Officers (SRO) are assigned to the five primary schools and District 211 Academy-North, and work closely with school administrators, staff, and students providing visible and ever-present police presence within the schools. They also consult administrators on matters of law enforcement and security, assist with educational programming, and directly assist in the coordination of safety and emergency planning.

The Board of Education authorized the Superintendent to enter into intergovernmental agreements and reciprocal reporting agreements with the Village of Schaumburg to ensure continued services and interagency cooperation with the Schaumburg Police Department.

Additional information is available [here](#).

2016-2017 Capital Outlay Purchase Order Authorization and Bid for Consideration

Hoffman Estates High School has four air chiller units that were installed in 1996, and have undergone several repairs in previous years and are nearing expectancy of useful life. In conjunction with life safety roof replacements that will take place in summer 2016, it is recommended that these rooftop units be replaced to provide reliable equipment installed for the start of the 2016-2017 school year.

Mechanical equipment, including air chiller units, are included on the U.S. Communities state purchasing cooperative, by which the cooperative has received competitive pricing on behalf of Illinois school districts. State cooperative pricing for equipment is not inclusive of installation costs. Sealed bids for mechanical equipment installation were mailed to nine vendors, with seven being returned, and then were opened and evaluated.

The Board of Education authorized the Superintendent to release purchase orders against the 2016-2017 Operations and Maintenance Fund capital budget in the amount of \$523,741 for the purchase of mechanical equipment for Hoffman Estates High School. The Board also awarded the business for air chiller installation for Hoffman Estates High School to the lowest responsible bidder, Premier Mechanical, Inc., in the amount of \$112,000.

Proposal for Alternative School Programming

High School District 211 has utilized the services that North Cook Young Adult Academy (NCYAA) has provided for the past 20 years. NCYAA is an alternative school program created under the Safe Schools Act, developed by a consortium of school districts. Each year, District 211 contracts with NCYAA to provide educational programming for those students who would otherwise be eligible for expulsion.

Over the course of a school year, an average of 20-25 District 211 students engage in behavior that is considered expellable according to provisions in Section 10-22.6 of the Illinois School Code and District 211 Board Policies JGE and JFC. In lieu of expulsion, these students have been transferred to the NCYAA program, where they receive continued academic programming and socio-emotional supportive services. NCYAA provides these services at an annual cost of approximately \$410,000.

Starting with the 2016-2017 school year, there will be significant changes to the organizational structure of NCYAA. Due to budgetary constraints and lack of funding, NCYAA plans to close its Palatine campus, located at 335 E. Illinois Ave. in a space NCYAA has leased from District 211 for approximately 11 years, and transfer all students to its Des Plaines campus, which lies outside of District 211 attendance boundaries.

As a result of this consolidation, starting with the 2016-2017 school year, it would be necessary to transport all District 211 students to the Des Plaines campus by utilizing either District 211 transportation services or taxi services.

In order to provide District 211 transportation for the average number of students who are placed at NCYAA, it would be necessary to purchase five additional buses and hire five additional drivers at an initial additional cost of \$800,000. After year one, the annual cost to utilize District-operated transportation would be approximately \$390,000. Transportation costs combined with average NCYAA tuition costs would result in total expenditures of \$1.15 million for year one, and annual recurring expenditures of \$800,000 in subsequent years.

The second transportation option would be to provide taxi services for all District 211 students placed at NCYAA. Taxi service transportation costs for an average of 25 students to attend NCYAA, combined with average NCYAA tuition costs would result in total annual expenditures of \$770,000. Neither of these costs take into account expected annual NCYAA tuition increases.

The Board of Education was presented initial information on a proposal for High School District 211 to create and operate an alternative education program to provide the academic and supportive services once provided by North Cook Young Adult Academy. The program would serve students who would otherwise be recommended for expulsion and removal from the District educational programming. The program would be housed in the facility space that NCYAA is vacating within the District-owned facility at 335 E. Illinois Ave. in Palatine and would service up to 35 students at a cost of approximately \$600,000 annually. This cost reflects the combined average cost of benefits for all staff positions. Because the majority of District 211 students who are enrolled in the NCYAA program are currently assigned to this same location, no additional cost for transportation is associated with this proposal.

A formal recommendation for this proposal will be presented to the Board for consideration at its May 12, 2016 meeting.

Additional information on the alternative school proposal is available [here](#).

Proposed In-District Professional Learning Opportunities – Summer 2016

The Board of Education approved offering the following professional learning opportunities for staff for in-district credit: “Learn to Question to Learn,” “Students in Conflict (Life Space Crisis Intervention Part Two),” “Effective Practices for Professional Learning Teams,” and “A Framework for Understanding Poverty (Book Study).”

Additional information on the approved professional learning opportunities is available [here](#).

Auditing Services

As of June 30 of each year, the Board of Education shall initiate an audit of its financial statements by a person lawfully qualified to practice public accounting as regulated by the Illinois Public Accounting Act. The audit will be conducted in accordance with auditing standards generally accepted in the United States of America, Governments Auditing Standards issued by the Comptroller General of the United States, the provisions of the Single Audit Act, and Office of Management and Budget (OMB) Circular A-133. It shall include a review of the system of internal controls to ensure that there is effective control over revenues, expenditures, assets and liabilities, and a proper accounting of resources and accounting operations. The audit also shall consist of tests of compliance with requirements of applicable state laws and regulations of material effect on the District's financial statements.

The Board of Education has utilized the auditing services of Baker, Tilly, Virchow, Krause, LLP (Baker Tilly), for the past six years and has built a solid relationship with Baker Tilly whereby the audit runs efficiently yet independently, and the District gains valuable consultation on technical issues. For the past eight years, the District has prepared its own financial statements and Comprehensive Annual Financial Report in coordination with the auditing firm.

The Board approved hiring Baker, Tilly, Virchow, Krause, LLP to provide auditing services for fiscal year 2016 in an amount not to exceed \$27,400; for fiscal year 2017 in an amount not to exceed \$28,000; and for fiscal year 2018 in an amount not to exceed \$28,500.

Potential Topics for Future Consideration

The Board of Education agreed to include a discussion about whether the Board desires to create a policy for negotiations as a future agenda item at the upcoming Board meeting on May 12.

Administrative Board Policy Report

The Board of Education reviewed and discussed information presented by the Board Policy Committee about gender-based facilities policies. A recommendation was made by the Committee that the Board not develop a policy on gender-based facilities at this time given the lack of definitive legislation

and that the administration continue to monitor gender-based facility issues locally and nationally.

Administrative Appointments

The Board of Education approved the following administrative appointments:

Brian Harlan as 12-month assistant principal for building and grounds at Hoffman Estates High School, effective July 1, 2016. Mr. Harlan currently serves as a 12-month assistant principal at Hoffman Estates High School overseeing discipline, a position he has held since the 2015-2016 school year. Prior to that, he was a 10-month assistant principal at Fremd High School during the 2014-2015 school year. Mr. Harlan was a science teacher at Hoffman Estates High School from 2007-2012, where he also served as dean of students during the 2012-2013 school year. Mr. Harlan received his bachelor's degree in geology from the University of Illinois at Urbana-Champaign in 2004 and a master's degree in geology from Northern Illinois University in 2007. He earned a second master's degree in school leadership from Concordia University in Chicago in 2012 and is currently working on a master's degree in school business through Northern Illinois University.

Courtney Buss as 12-month assistant principal lead disciplinarian at Hoffman Estates High School, effective July 1, 2016. Ms. Buss is currently a 10-month assistant principal at Conant High School. Ms. Buss began her teaching career in District 211 in 2009 as an applied technology teacher at Conant High School, and she served as the school's dean of students during the 2013-2014 school year. Ms. Buss earned her bachelor's degree in civil engineering from the University of Illinois-Chicago and earned a master's degree in education from National Louis University. Ms. Buss completed her administrative coursework at Concordia University.

Justin Onayemi as 10-month assistant principal at Conant High School, effective August 8, 2016. Currently, Mr. Onayemi is a science teacher at Hoffman Estates High School, also serving as the school's dean of students for the 2015-2016 school year. He began his teaching career in District 211 in 2008 as a science teacher at Hoffman Estates. Mr. Onayemi earned his bachelor's degree in biology from University of Illinois, his master's degree in reading from Saint Xavier University, and an ESL endorsement from National Louis University. He is currently working on a second master's degree in instructional leadership and principal preparation from Concordia University.

Jeannette Ardell as 10-month assistant principal at Conant High School, effective August 8, 2016. Mrs. Ardell is a psychologist at District 211-Academy North and also serves at the lead psychologist for District 211. Mrs. Ardell began her professional career in District 211 in 2002 as a psychologist at Schaumburg High School. While at the school, she served one year as dean of students during the 2011-2012 school year. Mrs. Ardell earned her bachelor's degree in psychology from Michigan State University, her master's degree in school psychology from the University of Massachusetts-Boston,

and a second master's degree in educational administration from Northern Illinois University in DeKalb.

Next Board of Education Meeting

The next scheduled regular Board of Education meeting will be held on Thursday, May 12, 2016, beginning at 7:30 p.m. in the Anne Koller Board Meeting Room at the G.A. McElroy Administration Center.