

Board of Education Meeting Recap

The Township High School District 211 Board of Education met on Thursday, February 13, 2020, in the Anne Koller Board of Education Meeting Room at the G.A. McElroy Administration Center. The following is a recap of items that were acted upon at the meeting.

Presentation: Trauma Responsive Schools

The primary goal of all educators is to maximize each student's opportunity for learning. Achieving this goal can be difficult, in part, due to each student's unique characteristics. Variability in students' learning styles, prior life experiences, personality, and other factors contribute to the challenge as schools develop systematic approaches to meet an individual student's needs. In recent times, schools have come to recognize the impact of trauma and past adverse experiences on a student's ability to function, behave, and learn within the school building, and this recognition has given rise to a service model called Trauma Responsive Schools.

Associate Superintendent for Student Services **Mark Kovack**, William Fremd High School Assistant Principal **Kim Glaser**, Hoffman Estates High School Dean of Students and Family and Consumer Sciences Teacher **Linda Serafini**, and Higgins Education Center School Psychologist **Kali Zanona** presented current examples of trauma responsive practices in District 211 schools.

Additional information on trauma responsive schools is available [here](#), and a copy of the presentation is available [here](#).

Approval of Minutes

The Board of Education approved the minutes from its regular meeting on [January 16, 2020](#).

Class Size Committee Report

The Board of Education received a [report](#) from the Class Size Committee.

2020-2021 Financial Calendar Including Budget and Levy Sequence

The Board of Education received information about the financial calendar and the budget and levy sequence. The 2020-2021 budget sequence occurs over

several months prior to the budget recommendation to the Board in August 2020. Development of the annual budget for the 2020-2021 fiscal year began following the adoption of the 2019 levy at the December 12, 2019 Board meeting. Property tax revenue based upon the approved 2019 levy amount will provide the majority of the District's revenue source.

Expenditures for the 2020-2021 fiscal year budget will begin to be developed by schools and departments over the next several months for textbooks, supplies, purchased services, and capital replacement needs. These recommendations will then be reviewed and prioritized by administration and the superintendent prior to inclusion in the budget plan. The expenditure budget will be aligned with the District's strategic priorities and will include budget efficiencies. Budget planning continues throughout the spring and into the start of the fiscal year with a tentative budget presented to the Board in August 2020.

The Board also received a copy of the 2020-2021 Budget Development calendar, incorporating both the levy approval and budget development process. The calendar identifies various steps in the development and date for completion of each component.

The following budget parameters and considerations are planned to be incorporated into the 2020-2021 budget development process:

- Maintain a balanced budget in accordance with the School Code (105 ILCS 5/17-1)
- Allocate costs associated with achieving District academic goals
- Allocate staffing costs based on enrollment and instructional programs
- Safeguard a minimum 33.3% fund balance within the Educational Fund and combined operating funds
- Allocate salary costs based on negotiated contracts
- Allocate benefit and insurance costs based on projections developed in coordination with the District's consultant, HUB International
- Allocate an estimated \$4.0 million in the Life Safety Fund for approved projects on the life safety survey recently filed with the Illinois State Board of Education
- Execute inter-fund transfers estimated at \$13 million for future years' capital improvement (\$9 million) and life safety projects (\$4 million)
- Continue the one-to-one program for a portion of new devices purchased in the 2020-2021 fiscal year

The District's operating funds include the Educational, Operations and Maintenance, Transportation, Illinois Municipal Retirement/Social Security, and Working Cash Funds, and are used to support the academic, facility, and operational priorities outlined in the Strategic Plan. The District is operating free of bonded debt, and it will rely on funds allocated in the annual operating fund budget to continue with completion of its strategic priorities, including continuation of the one-to-one program, payment for capital improvement

projects, and completion of future health and life safety projects without the need to issue debt. Continued budget reductions and operational efficiencies will be included in the 2020-2021 operating fund budget. Operating budget surpluses (revenue in excess of expenditures) calculated as of the end of the fiscal year will be used as a continued funding source for life safety and facility improvement projects as outlined in the Strategic Plan.

For the 2020-2021 fiscal year, salary and benefits costs will be budgeted according to contractual agreements and projected healthcare cost trends. The District will continue to review and allocate supply, purchased services, equipment, and other expenditures over the coming months based upon strategic priorities and overall District need.

The District's non-operating funds include Debt Service, Life Safety, and Capital Projects Funds. For the 2020-2021 fiscal year, the Debt Service fund will have little activity, as the District has no bonded debt or capital leases. Activity will be limited to property tax refunds processed for years in which the District levied into this fund.

Life Safety projects mandated in the 2018-2019 survey are in process. Projects filed on the life safety survey will continue this upcoming summer, with the majority of the summer's improvements planned at Schaumburg and Fremd High Schools. These projects will be paid for through a transfer of funds from the Working Cash fund to the Life Safety fund. In the event approval of the survey is delayed, projects will be paid for via the Operations and Maintenance Fund.

District 211 also will continue work on projects outlined in its second, 10-year capital improvement plan during the 2020-2021 school year. Projects scheduled for completion include renovations to Fremd High School locker room and ensuing restrooms, replacement of aging mechanical equipment at multiple buildings, replacement of stadium turf and tracks at Conant High School, and renovation of the culinary arts lab at Palatine High School. Payment for all projects will be made through current reserves and transfers from operating funds.

While the 2020 levy will be established during the 2020-2021 fiscal year, the established levy amount does not impact the 2020-2021 budget, but rather will be the first step in development of the following year's 2021-2022 budget. Currently, introductory levy information is shared with the Board beginning in September. Following review and discussion of the recommended levy amount for a period of up to three months, the Board must establish the levy amount no less than 20 days prior to adoption of the levy each year. The levy must then be approved and filed with the Cook County Clerk by the last Tuesday in December, which for 2020 the final date to file the approved levy is December 29.

Additional information on the 2020-2021 financial calendar and budget and levy sequence is available [here](#), as well as a copy of the 2020-2021 budget development calendar.

Proposed Policy Revisions

As part of its ongoing Policy Manual review, the Board of Education reviews proposed policy revisions, proposed policy deletions, and proposed new policies from the Administrative Board Policy Group. The Group is comprised of Board President **Robert LeFevre**, Board Vice President **Anna Klimkowicz**, Associate Superintendent **Lisa Small**, Director of Administrative Services **Matthew Hildebrand**, and Assistant to the Superintendent **Kathe Lingl**. Proposed policy revisions also are reviewed by legal counsel.

On August 1, 2018, Governor Rauner signed into law HB 4870, otherwise known as Ashley's Law, allowing the use of medical cannabis in Illinois schools with the administration of these products only by a qualified parent or caregiver. The Board approved revisions to the Medication Administration in Schools policy on October 18, 2018.

On August 12, 2019, Governor Pritzker signed into law SB 0455, allowing for the administration of medical cannabis to students by school nurses or administrators, and by student self-administration, effective January 1, 2020. Before school nurses or administrators may administer medical cannabis-infused products, they must complete a training program as outlined by the Illinois State Board of Education.

After conducting its initial review of proposed policy revision [JHCD Medication Administration in Schools](#) at its January 16, 2020 meeting, with no action taken at that meeting, the Board approved the revised policy and directed the superintendent to make appropriate distribution.

The Board also initially reviewed proposed revisions to Board policies: [GBCC Drug and Alcohol Free Workplace](#); [JFCA Student Appearance Policy](#); and [JFC Student Conduct](#). No action on any of these policies was taken at the meeting.

Student User Fees for 2020-2021

Each year, the Board of Education establishes a general registration fee for the use of textbooks, instructional supplies, driver education behind-the-wheel, student parking, transportation, school breakfast and lunch, and summer school. At its December 12, 2019 and January 16, 2020 meetings, the Board reviewed information on current and proposed student user fees for the upcoming school year. At the January 16, 2020 meeting, the Board approved summer school fees

and requested to receive additional information for further discussion about the remaining fees. Information was presented to the Board at the February 4, 2020 budget and finance committee meeting, and is available [here](#).

Illinois School law permits public school districts to charge student user fees for items that are directly consumed or used by students or for a student's participation in curricular or extracurricular activities. Public school districts are not permitted, however, to charge tuition or fees to cover the general cost of the student's education in accordance with the Illinois Constitution. For the 2019-2020 fiscal year, revenue totaling approximately \$6 million is attributable to all student fees. Of the \$6 million in total fees, approximately \$4.5 million is attributed to fees that the Board establishes annually for textbooks, driver education, transportation, parking, school meals, and summer school. The remaining \$2 million is due to fees for goods and services that are set by an outside agency or determined annually based upon actual cost. Examples include Advanced Placement testing fees, physical education uniforms, student cafeteria à la carte items, athletic event tickets, continuing education, or replacement item fees.

School Breakfast and Lunch Fees

District 211 participates in both the National School Lunch and School Breakfast Programs sponsored by the United States Department of Agriculture. Participants of these programs agree to operate on a non-profit basis, offer standard school breakfast and lunch meals that contain specified food components, establish a unit price for standard meals, and provide free or reduced-price standard meals to eligible students.

Several factors impact the price of school meals, including fluctuations in food cost, changes in commodity reimbursements, and student preferences. As part of the Healthy, Hunger Free Kids Act of 2010, school districts are required to charge students for paid meals at a price that is the difference between the free and paid meal reimbursement rates, with the intent of the law, known as "paid equity," is to ensure that federal free and reduced-meal reimbursement funds are not used to subsidize the cost of paid meals. Using the 2019-2020 federal reimbursement rates, a weighted average rate of \$3.09 per paid meal is required under the Act beginning in school year 2019-2020; a gap of \$0.11 from the current weighted average price of the District's three meal tiers of \$2.98. If the District does not charge the minimum paid meal price next school year, non-federal, local funds must be utilized for the difference, an estimated \$30,000 for lunch.

The Healthy, Hunger Free Kids Act recommends an increase in meal prices of \$0.10 annually to meet the target price. If the meal price increase is less than the permissible amount and the target price is not met, non-federal funds must be used to fund the difference. For this reason, the Board approved an increase in student lunch prices by 10¢ for all three tiers for the 2020-2021 school year –

\$2.55 (from \$2.45), \$2.85 (from \$2.75), and \$3.10 (from \$3.00). The Board also approved an increase in the paid student breakfast price by 10¢ from \$1.55 to \$1.65 for the 2020-2021 school year.

Eligibility for Fee Waiver Associated with the National School Lunch and School Breakfast Program

Since the inception of instructional fees, the District has waived the textbook/instructional supply fees (and many other fees) for any student whose family qualifies for the National Meals Program; district-wide, approximately 4,200 students for the 2019-2020 school year have waived fees. Some families that do not qualify for the National Meals Program face financial hardships that make paying school fees a challenge, with approximately 255 students across the District on a deferred payment plan. When totaled, the unpaid textbook/instructional supply fees for the current school year are approximately \$45,000.

Currently, District 211 has approximately 600 students who qualify for reduced-price meals. Families who qualify for reduced-price meals have an income between \$33,476 and \$47,638 for a family of four. For the current year, if every student qualifying for reduced-price meals ate both breakfast and lunch at school, the collection of meal revenue would be approximately \$29,000 through the end of the school year. Additionally, for next school year, should each student eat both meals daily, the reduced-price meal revenue would total approximately \$67,000. Currently, only about 60% of eligible students are eating reduced-price meals, and it is believed that the cost is often a barrier to students who do not request meals.

The Board approved waiving the current fee of \$0.30 for reduced-price breakfast with milk for students, as well as the current fee of \$0.40 for reduced-price lunch with milk for students who qualify for reduced-price meals for the remainder of the 2019-2020 school year. Further, the Board approved waiving the fees for breakfast and lunch, including milk, for students who qualify for reduced-price meals for the 2020-2021 school year.

The Board also approved waiving the current outstanding fee balances for 2019-2020 textbook/instructional supply fees for students who have an established deferred fee payment plan.

Textbook/Instructional Supply Fee

The Board approved that the textbook/instructional supply fee remain at \$170 for the 2020-2021 school year. This fee was last increased by the Board by \$10 for the 2017-2018 school year, prior to the fee being set at \$160 since the 2007-2008 school year. At the time of the increase, the cost of consumables was \$170 and the fee was changed to be commensurate with the cost. The current cost to the District to provide consumable goods for students is \$210 per student. The Board's approval of keeping the fee at \$170 for the 2020-2021 school year

provides relief to families, and the District will offset the additional cost of nearly 20% of the consumable goods, resulting in total relief of approximately \$320,000. District 211 maintains one of the lowest instructional/textbook fees in the area.

Driver Education Behind-the-Wheel Fee

Illinois School Code provides that school districts may charge a fee, not to exceed \$250, for participation in the driver education behind-the-wheel course. District 211 previously received approval from the Illinois General Assembly for a waiver of the School Code (105 ILCS 5/27-24.2) to charge a fee for driver education behind-the-wheel up to an amount of \$400 through the 2021-2022 school year. Effective during the 2018-2019 school year, the driver education fee was established at the waiver maximum of \$400. The Board approved the driver education behind-the-wheel fee remain at \$400 for the 2020-2021 school year.

Student Parking User Fee

At each school, an allotment of student parking spaces is available for a user fee of \$75 per semester. This fee was last increased by \$10 per semester during the 2018-2019 school year. Student parking fees are used to offset costs associated with maintaining and repairing parking lots. The estimated cost of maintenance on the parking lots each year is approximately \$200 per student. The Board approved the student parking user fee remain \$75 per semester for the 2020-2021 school year.

Transportation Fee

The State provides partial reimbursement to school districts for the cost of transporting students who reside more than 1.5 miles from school. In order to receive State reimbursement, school districts may not charge a fee for transporting these students. The State provides no reimbursement for the cost of transporting students who reside less than 1.5 miles from school. Approximately 580 students elected to access District 211 transportation services within the 1.5-mile perimeter for the 2019-2020 school year. The Board approved the bus transportation fee remain at \$200 per year for students whose residence is within 1.5 miles of school and is due in full by July 1, 2020. There is no bus transportation fee for those students who reside beyond 1.5 miles from school. A late registration fee of \$35.00 will be added to all payments received after July 1, 2020.

Additional information on student user fees is available [here](#).

In-Service Dates for 2020-2021

At its February 14, 2019 meeting, the Board of Education adopted a school calendar for 2020-2021, with 180 student attendance days; and four institute days on: Tuesday, August 11, 2020; Wednesday, August 12, 2020; Tuesday, October 13, 2020; and Wednesday, January 6, 2021.

Shortened days for in-service training of staff have been used and are consistent with the allowances under school code. The principal at each school has determined which days will be used for in-service training, with no more than five shortened days allowed per school. According to state guidelines, students must be in attendance for at least three hours during a shortened day. For designated shortened days in District 211, students attend classes for 4½ hours.

The Board approved in-service programs for staff on Thursday, September 3, 2020 (Parent Open House) and Wednesday, October 14, 2020 (District 211 College Night), as students will attend school for 4½ hours on these days and the remainder of time staff will focus on continuing work to increase student achievement. In addition, each school has a shortened day on the national administration of the SAT in April. The Board also approved the following shortened days for in-service training for certified staff and special events: November 6, 2020; February 12, 2021; February 19, 2021; and May 14, 2021, of which each school may choose a maximum of two days for the 2020-2021 school year.

Adoption of Settlement Agreement

The Board of Education approved a settlement with a former student to resolve a lawsuit in State Court. The settlement authorized by the Board ends a lawsuit originally filed as a complaint with the Illinois Department of Human Rights (IDHR) in 2016. The IDHR ruled in favor of the District, and the student then filed the complaint as a lawsuit against the District in State Court. The student's lawsuit sought a formal District policy for unrestricted access to the locker room consistent with a student's gender identity. At that time, the District's practice provided transgender students with access to the locker room consistent with their gender identity, providing they use privacy stalls in the locker room to change clothes.

At that same time, District administration and the Board had begun reviewing policies for unrestricted access to restrooms and locker rooms consistent with a student's gender identity as a greater understanding of transgender identity had advanced within the District's local communities.

After prevailing in the first stage of the legal proceedings in State Court, the District filed a motion to dismiss the student's amended complaint filed in State Court. Prior to the judge issuing a ruling regarding the request to dismiss, District officials met with local media and confirmed that the District would be bringing a proposed policy to the Board that would authorize locker room access without privacy restrictions, and that this policy would be brought forth regardless of whether the case in State Court was dismissed. As anticipated, the judge ruled that the lawsuit could proceed to the discovery phase in State Court.

Consistent with the administration's commitment, it brought forth a proposed policy to provide equal access to all facilities consistent with a student's gender identity, without restriction, as part of a student's support plan. The proposed policy was debated by hundreds of ardent supporters representing different viewpoints during four Board meetings. The Board adopted the Equal Educational Opportunities policy at its November 14, 2019 meeting, and in January 2020, the District implemented the policy without incident or disruption.

Total legal costs for the combination of combination of complaints fall slightly below \$500,000. To spare further expense and use of reserves, and since both parties to the lawsuit endorse the policy that provides for the access sought in the original complaint, the District agreed to settle and resolve the legal dispute.

Administrative Appointments

Superintendent-Elect **Dr. Lisa Small** is pleased to announce the following administrative appointments:

The Board of Education approved the appointment of **Kimberly Glaser** as 12-month assistant principal for building and grounds at Palatine High School, effective July 1, 2020. Mrs. Glaser currently serves as a 12-month assistant principal and lead disciplinarian at Fremd High School, a position she has held since 2017. Prior to that, she was a 10-month assistant principal at the school from 2014-2017. She joined District 211 as an English teacher at Fremd High School in 2012 and served as the school's dean of students during the 2013-2014 school year. Before coming to District 211, Mrs. Glaser taught English for six years at Neuqua Valley High School in Naperville. Mrs. Glaser earned her bachelor's degree in English from the University of Iowa, and she received her master's degree in school improvement leadership from Olivet Nazarene University in 2011.

The Board approved the appointment of **Thomas Mocon** as 12-month assistant principal for building and grounds at Hoffman Estates High School, effective July 1, 2020. Mr. Mocon has served as a 12-month assistant principal and lead disciplinarian at Conant High School since 2017. Prior to that, he served as a 10-month assistant principal at Palatine High School from 2015-2017. Mr. Mocon began his teaching career in District 211 in 2007 as an English as a second language teacher at Palatine High School, where he also served as dean of students from 2013-2015. Mr. Mocon earned his bachelor's degree in political science and history education from Michigan State University in 2004, an endorsement in ESL from Oakland University in 2006, and a master's degree in linguistics from Northeastern Illinois University in 2011. Additionally, he received a second master's degree in educational leadership from Northeastern Illinois University in 2013.

The Board approved the appointment of **Amanda Hughes** as 12-month assistant principal and lead disciplinarian at Fremd High School, effective July 1, 2020. Mrs. Hughes comes to District 211 with experience as principal of Berlin Area School District in Berlin, Wis. since 2018. From 2014-2018, she was grant project director, overseeing professional development and projects to improve school climate and the system of academic and behavior supports throughout the Berlin Area School District. Mrs. Hughes was a high school counselor from 2009-2014, first at Hinckley-Big Rock CUSD #429 in Hinckley, Ill. from 2009-2011, and then at West Branch Community School District in West Branch, Iowa from 2011-2014. Prior to serving as a counselor, Mrs. Hughes was an English teacher at Hinckley-Big Rock CUSD #429 from 2007-2009, and at Bettendorf High School in Bettendorf, Iowa in 2006. She received her bachelor's degree in teaching language arts from Augustana College in 2006. She went on to earn a master's degree in school counseling from Northern Illinois University in 2010, and then completed coursework for a second master's degree in educational administration from Concordia University in 2017.

The Board approved the appointment of **Mary Kate Smith** as 12-month assistant principal and lead disciplinarian at Schaumburg High School, effective July 1, 2020. Mrs. Smith has been a 10-month assistant principal at Palatine High School since 2018. During the 2017-2018 school year, she served as dean of students at Hoffman Estates High School, where she also coordinated the school's academic intervention program and provided support in addressing student attendance and behavioral concerns. She began her teaching career as a special education teacher at Hoffman Estates High School in 2009. Mrs. Smith received her bachelor's degree in special education from Illinois State University in 2009. She earned a master's degree in reading from St. Xavier University in 2011, and then earned a second master's degree in educational leadership from Concordia University in 2018.

The Board approved the appointment of **Dane Henning** as 10-month assistant principal at Conant High School, effective August 3, 2020. In 2016, Mr. Henning was appointed administrator of the Alternative Learning Academy at District 211 North Campus, where he helped establish and led the new District 211 alternative program. During the 2015-2016 school year, Mr. Henning served as department chair for District 211 Academy-North, having been a special education teacher at the school since 2011. He earned his bachelor's degree in recreation, sport, and tourism from the University of Illinois at Urbana-Champaign in 2009, and a master's degree in teaching special education from National Louis University in 2011. He is currently pursuing a second master's degree in educational leadership through Roosevelt University. In 2014, Mr. Henning was recognized by the Illinois State Board of Education with a Those Who Excel Early Career Educator award.

Next Board of Education Meeting

The next scheduled regular Board of Education meeting will be held on Thursday, March 12, 2020, with closed session beginning at 6:30 p.m. and open session beginning at 7:30 p.m. in the Anne Koller Board Meeting Room at the G.A. McElroy Administration Center.