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## Board of Education Meeting Recap

The Township High School District 211 Board of Education met on Thursday, February 15, 2018, 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 21 [Illinois Music Educators Association](#) (ILMEA) all-state honorees from James B. Conant, William Fremd, Hoffman Estates, Palatine, and Schaumburg High Schools. These students earned all-state honors in band, chorus, and orchestra.

The Board recognized three District 211 students who were named to the *Daily Herald* Leadership Team for 2017-2018: **Abhinav Balu** and **Sophia Mavromatis** from Fremd High School, and **Krislyn Cardoza** from Schaumburg High School. This honor recognizes students who are among the top in leadership through their involvement in school, church, and community organizations.

Four students from Palatine High School were recognized for winning the Congressional APP Challenge for the 8th Congressional District: **Evan Eckels**, **Rahul Gudivada**, **Avi Saxena**, and **Bhargav Yadavalli**. This team's work will be displayed in the Capitol Building in Washington, D.C.

Fremd High School student **Hannah Lin** was recognized by the Board for earning a score of 36 on the American College Test (ACT) exam, the highest possible composite score. On average, less than one-tenth of one percent of all ACT test takers earns a top score. Since 1998, High School District 211 has had 110 students accomplish this outstanding achievement. A complete list of those District 211 students earning a 36 on the ACT is available [here](#).

The Board honored Fremd High School student **Tyler Matuszczak** for providing support in a life-saving situation. Tyler's quick reactions and emergency CPR training played a key role in saving a neighbor's life in mid-November. Hoffman Estates High School student **Kira Nicole Weiland** and Physical Education Teacher Assistant and Swim Coach **Christopher Fetterman** were also recognized for providing support in a life-saving situation. At the end of November, Kira Nicole noticed a classmate struggling in the pool during swim class, alerted Coach Fetterman, and they pulled her to safety.

The Board recognized 27 local businesses that partner with District 211 to provide worksites for students with special needs. Through these partnerships, the District is able to provide students with true-to-life work experiences that help prepare students for their lives after high school. The following businesses received Board recognition:

- Advanced Preschool, Inc.
- Alfred Campanelli YMCA
- Barnes & Noble
- Baskin Robbins
- Buehler YMCA
- eWorks Electronic Services, Inc.
- Friendship Village
- Gordon Food Service Store of Palatine
- Gordon Food Service Store of Schaumburg
- Harper College Child Learning Center
- Harper College Sodexo Dining Services
- HomeGoods of Palatine
- HomeGoods of Schaumburg
- IKEA
- Innovative Components
- Learning Loft
- Partners for Our Communities
- Renaissance Hotel & Convention Center
- Richelieu Hardware
- Rosewood Care Center
- Savers
- Solstice Senior Living at Palatine
- Subway
- The Grand at Twin Lakes
- T.J. Maxx of Palatine
- T.J. Maxx of Hoffman Estates
- Willow Creek Care Center

### **Presentation: Software Design Pathway**

Software design is a technical skill and career opportunity found across many industries. Within the District 211 College Majors and Career clusters, the Software Design Pathway is found in both the Interactive & Information Technology and the Science, Technology, Engineering & Mathematics clusters. The coursework offered within this pathway is extensive and challenging. There are entry-level courses for students who want to explore the world of coding; two-advanced placement courses; an iOS and android app development course; and a capstone, product-based independent study course. These opportunities are a

great example of students being able to explore coding via District 211 coursework and continue in rigorous course options if they find the skill and passion to do so.

The Board of Education viewed a presentation by Associate Superintendent for Instruction **Lisa Small**, Palatine High School Mathematics Teacher **John Nalley**, and Fremd High School Mathematics Teacher **Charles Nichols**. The presentation highlighted the many opportunities District 211 offers students who are interested in computer science.

A copy of the presentation is available [here](#).

### **Approval of Minutes**

The Board of Education approved the minutes from its regular meeting on [January 18, 2018](#) and its special meeting on [February 1, 2018](#).

### **Class Size Committee Report**

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

### **2018-2019 Budget Sequence and Development**

The Board of Education received information about the budget sequence and development. The 2018-2019 budget sequence occurs over several months prior to the budget recommendation to the Board in August 2018. Development of the annual budget for the 2018-2019 fiscal year began following the adoption of the 2017 levy at the December 14, 2017 Board meeting. Property tax revenue based upon the approved 2017 levy amount will provide the majority of the District's revenue source.

Expenditures for the 2018-2019 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 reductions.

The Board also received a copy of the Budget Calendar, incorporating the levy and budget process. The calendar identifies various steps in the development and date for completion.

The following budget parameters and considerations are planned to be incorporated into the 2018-2019 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 \$2.5 million in the Life Safety Fund for approved projects, completing projects on the 2010 survey and beginning projects on the new survey currently underway
- Execute an inter-fund transfer estimated at \$13 million for capital improvement and life safety projects
- Continue the one-to-one program for a portion of new devices purchased for FY20
- Transfer approximately \$400,000 to Debt Service Fund to make lease payment on existing iPad devices
- Make an additional payment estimated at \$2 million to IMRF to reduce the District's unfunded IMRF pension liability

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. During the 2017-2018 fiscal year, District 211 made its final payment on outstanding Life Safety bonds through the use of existing operating funds. Following this final bond payment in December 2017, the District is operating free of bonded debt. 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 2018-2019 operating fund budget.

For the 2018-2019 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. In addition to the planned operating fund expenditures, the District plans to allocate a portion of its existing IMRF fund balance reserves to make an additional contribution to IMRF in order to lessen our current pension obligation and lower our employer contribution rate, generating additional savings to the District.

The District's non-operating funds include Debt Service, Life Safety, and Capital Projects Funds. For the 2018-2019 fiscal year, a final lease payment will be made on one-to-one devices from the Debt Service fund, and future funding of these devices will be done through operating cash flow in the Educational Fund.

Life Safety projects under the 2010 survey will conclude with mechanical equipment at Fremd High School during the summer of 2018. These projects will be paid for through a transfer from the Working Cash fund. Work has begun on a new life safety survey, with expectations that it will be approved and filed by the end of the 2018 calendar year. While the scope of this work continues to be identified, funds will be budgeted to pay for this new survey and begin work on new projects. As the required projects continue, the District will continue to pay for them through reserves and its annual Operations and Maintenance Fund operating budget.

District 211 also will continue work on projects outlined in its second, 10-year capital improvement plan during the 2018-2019 school year. Projects scheduled for completion include renovations to Conant High School's athletic fields and bathrooms, renovation of the final media center in the District at Hoffman Estates High School, and Phase I of replacement of the stadium turf and tracks. Payment for all projects will be made through current reserves and operating fund surpluses from the 2017-2018 fiscal year. An additional \$10.5 million is estimated to be transferred during the 2018-2019 budget year in order to complete these projects in this fund.

Additional information on the 2018-2019 budget sequence and development is available [here](#), as well as the budget calendar.

### **House Bill 261: Local Transportation Funds to Assist Homeless Students**

The Board of Education received information on House Bill 261, which allows school districts to use general transportation funds to provide families with financial help to prevent the loss of housing or assistance with re-housing. The intent behind this bill was to 1.) keep students that become homeless closer to their home schools and to have better access to them, and 2.) potentially reduce the monetary expenditures school districts spend to transport students great distances to and from their home schools. The bill indicates that this process is to be implemented through a referral to a local Continuum of Care Agency (housing agency) and in effect, provides another resource to these agencies to support homeless students. Partnering with housing agencies within the continuum of care to coordinate the financial support and to facilitate the distribution of funds also would mitigate potential liability on the serving districts. Based upon information received thus far, school districts would ultimately have sole discretion on the identification of eligible families. A school district will be able to submit for reimbursement of these funds from ISBE.

The ISBE is currently working through drafts of proposed procedural checklists and arranging “test cases” to fully vet the process of identifying and executing such arrangements. On Tuesday, March 13, 2018, North Cook Intermediate Service McKinney-Vento Liaison Dr. Tom Bookler will host a district liaison roundtable, with attendees including McKinney-Vento district liaisons, district business managers, social workers, and Continuum of Care homeless agencies. This group will discuss possible models of developing a process to implement this legislation. The input of these stakeholders will be relayed to the ISBE. District 211 will be sending representative participants and this venue will afford the opportunity to address the questions and concerns raised during the January 18, 2018 Board of Education meeting.

Additional information on House Bill 261 is available [here](#).

### **Board of Education Communications**

At its January 18, 2018 meeting, the Board of Education agreed to discuss at the next Board meeting how Board communication and correspondence is dealt with between community members, Board members, and the Superintendent. Board policy [BDDH/KD, Public Participation at Board Meetings](#), references communication to and from the Board of Education.

### **Use of Legal Counsel**

At its meeting on January 18, 2018, the Board of Education agreed to discuss at the next Board meeting the use of legal counsel in the District. [Board policies BCG, School District Legal Counsel; CBA, Qualifications and Duties of the Superintendent; and CC, Administration Organizational Plan](#), reference legal counsel.

### **Student User Fee Waiver Policy Information**

At the January 18, 2018 meeting, the Board of Education requested that information be presented at an upcoming meeting regarding the District’s current student fee waiver policy as it pertains to applicable Illinois school laws, including both eligibility for waiver of school fees and eligibility for waiver of fees for driver education. Illinois school law permits public school districts to charge student fees for items that are directly consumed or used by students or for a student’s participation in curricular or extracurricular activities (105 ILCS 5/10-20.13). Public school districts are not permitted to charge tuition or fees to cover the general cost of a student’s education, in accordance with the Illinois Constitution.

Local school boards are required to establish policy that determines the eligibility for fees and extenuating circumstances under which the district will grant a waiver of school fees. Eligibility criteria for school fee waivers is required to include eligibility for free meals under the Lunch Program Act. For the current school year, free eligibility for a household of four is limited to total gross household income of less than \$31,980.

District 211's Board policy JN, Student Fees, identifies students eligible for free or reduced-price meals under the National School Meal Programs to be eligible for waiver of school fees. Eligibility for free or reduced-price meals is the sole criterion for such waiver of fees. Should a household not meet eligibility criteria for waiver of fees, the policy provides a means by which a student may qualify for a deferral of fees or school service program by which a student may enter a work program to re-pay fees. To date, District 211 has approximately 200 students with a deferred payment plan.

Over the past decade, the District has recognized an increase of 75% in eligibility for free or reduced-price meals. As the sole criterion for eligibility for fee waivers, income related to the collection of student fees also has declined. For the 2017-2018 fiscal year, approximately \$5 million, or 2% of total revenue, is attributable to student fees for District 211.

Student fees are assessed to cover consumable costs of the programs that they are associated with. Through prudent financial management, the District has been able to maintain fees at low rates while continuing to provide robust opportunities for students. The Board approved an increase of the instructional fee last year from \$160 to \$170 for the first time in a decade.

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

### **Request for Information: Banking Services**

High School District 211's primary uses for banking services include checking, depository, and treasury management services. Currently, the District has multiple banking relationships within the community to provide these services. In order to consolidate banking services to gain efficiencies, improve internal controls, and competitively bid fees, a comprehensive request for information (RFI) was compiled for banking services and sent to nine vendors; seven were returned. The terms of the agreement were for a three-year period, with the option to renew for an additional three-year term.

Evaluation of RFI responses included a review of fee structures, earnings credit rates, and collateralization. Information from each company submitting a proposal was considered with on-site presentations by the finalists, direct interviews with management team members, a demonstration of software

functionality, and a series of responses to detailed questions posed by District administration.

Based upon a thorough evaluation and reference review, District administration recommended and the Board of Education approved Barrington Bank & Trust Company, N.A., owned by Wintrust Financial Services, as the District bank for Board and student activities checking, deposit, and treasury management services.

Additional information on the banking services RFI is available [here](#).

### **Next Board of Education Meeting**

The next scheduled regular Board of Education meeting will be held on Thursday, March 15, 2018, beginning at 7:30 p.m. in the Anne Koller Board Meeting Room at the G.A. McElroy Administration Center.

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