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## Board of Education Meeting Recap

The Township High School District 211 Board of Education met on Thursday, June 14, 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 award-winners in state athletic competitions. Included in the recognition were Girls Track & Field from Schaumburg and Hoffman Estates High Schools and Boys Track & Field from William Fremd, Schaumburg, and Hoffman Estates High Schools. Also recognized was the James B. Conant High School Boys Water Polo team that finished 4th in the state, and the Palatine High School Softball team that finished 3rd in the state. The complete list of state award-winners is available [here](#).

Students named to the 2017-2018 *Daily Herald* Academic Team were recognized by the Board of Education. High School District 211 had five students selected to the 10-member team: **Kevin Chen** from Fremd High School, **Uma Pradeepan** from Schaumburg High School, **Megha Ramanathan** from Hoffman Estates High School, **Nitin Shankar Subramanian** from Conant High School, and **Allison Zhang** from Conant High School.

The Board also recognized three Fremd High School students and one Palatine High School student for earning the highest possible composite score on recent college entrance examinations. **Matthew Corrigan, Duncan Harro, and Jiyoon Hwang** from Fremd High School were recognized for their achievement on the American College Test (ACT), which is taken by 60% of college-bound students each year, with less than one-tenth of one percent earning a top score. Palatine High School student **John Wang** was recognized for his achievement on the Scholastic Aptitude Test (SAT), which 1.7 million students take annually, and less than 300 students achieving a top score. The complete list of District 211 students recognized for SAT achievements is available [here](#), while the District 211 ACT listing can be found [here](#).

Seven High School District 211 students were named 2017-2018 Golden Apple Scholars by the Golden Apple Foundation: **Steffi Delgado** and **Molly Salerno** from Hoffman Estates High School; **Nathan Massa** and **Dylan Toth** from Conant High School; and **Scott Johnson, Jasmine Reed, and Karina Theobald** from

Palatine High School. All of these students are interested in entering the teaching profession. In return for the extensive professional, personal, and financial support Golden Apple Scholars receive, they must attend an Illinois college or university that participates in the program, and agree to teach for five years in an Illinois school of need upon graduation. These students truly represent the “best and brightest young men and women in Illinois.”

### **Public Hearing: Interfund Transfers**

Following a public hearing, the Board of Education approved resolutions providing for interfund transfers of \$5.7 million from the Educational Fund to the Operations & Maintenance Fund, and then from the Operations & Maintenance Fund to the Capital Projects Fund, effective by June 30, 2018; the transfer of \$1.5 million from the Transportation Fund to the Operations & Maintenance Fund, and then from the Operations & Maintenance Fund to the Capital Projects Fund, effective by June 30, 2018; the transfer of \$2.6 million from the Operations & Maintenance Fund to the Capital Projects Fund by June 30, 2018; and the transfer of \$3 million from the Working Cash Fund to the Life Safety Fund, effective June 30, 2018.

Additional information is available [here](#).

### **Approval of Minutes**

The Board of Education approved the minutes from its regular meeting on [May 24, 2018](#), and its special meeting on [June 6, 2018](#).

### **Annual Review of Safety Plans, Protocols, Procedures, and School Safety Drills**

Public Act 94-0600 requires school districts to submit a report to the Regional Office of Education indicating that an annual meeting was held to review safety plans, protocols, procedures, and school safety drills. The Public Act also requires school districts to invite all emergency response units to this yearly meeting in order to evaluate the school’s emergency response plans and to document and file results of the evaluation with the Regional Superintendent’s office. A Minimum Component Checklist developed by the Illinois State Board of Education is used to guide the review.

Administrators at each District 211 school conducted a minimum of the following required safety drills: three school evacuation (fire) drills, one bus evacuation drill, and one severe weather/shelter in place (tornado) drill. Administration also coordinated at least two law enforcement (lockdown) drills at each of the seven

schools, which is beyond the single drill that is required. All of these safety drills involved both staff members and students.

Yearly meetings to review safety drills conducted by staff members in each of the seven facilities were completed in full collaboration with representatives from both police and fire departments of each municipality in which schools are located. Drills were properly conducted and documented as required.

The 2017-2018 school year was the ninth year the District implemented the standardized, comprehensive emergency procedures and response protocols. Representatives from both the fire and police departments from each village serving the District were closely involved with District personnel in developing the response plan. District 211 continues to benefit from a collaborative and effective relationship with local police and fire departments.

The Board of Education reviewed and accepted the Annual Review of Safety Plans, Protocols, Procedures, and School Safety Drills Report, and authorized the Superintendent to complete and submit the required paperwork to the Regional Office of Education or other office as designated.

## **5Essentials School Climate Survey**

For several years, the Illinois State Board of Education (ISBE) has required school districts to administer an annual school climate survey soliciting input and feedback from teachers, students, and parents. For the past three years, District 211 has taken advantage of an alternate survey tool provided by the ISBE, the Comprehensive School Climate Inventory (CSCI) to gather data about school climate factors. Effective with the 2017-2018 school year, the ISBE began requiring all school districts to use the 5Essentials Survey as the sole measure of school climate factors. Survey results, based on responses from teachers and students, will be reflected on the 2017-2018 School Report Card and are a contributing factor regarding each school's performance rating under the Every Student Succeeds Acts (ESSA).

Based on responses from students and teachers, schools and school districts receive an overall rating using the labels: well organized, organized, moderately organized, partially organized, and not yet organized. For the 2017-2018 school year, District 211's overall rating is "organized."

Additional review of the 5Essentials Survey results will be conducted by schools using groups such as the principal's parent advisory board and the principal's student advisory board. Including those voices in the discussion will help schools' teams to initiate changes in practice that meet the needs of each school's population. Further analysis of the data also will include an examination of specific subgroup responses so that strategies can be tailored to the unique

needs of smaller groups within schools' populations. Schools will use this data to create meaningful efforts to improve the quality of school climate for all students, parents, and school personnel.

Additional information on the 5Essentials Survey is available [here](#), as well as the full details of survey outcomes for the [District](#), and each school: [Conant High School](#), [Fremd High School](#), [Hoffman Estates High School](#), [Palatine High School](#), and [Schaumburg High School](#).

### **Certificate of Excellence in Financial Reporting Award**

Annually, the Association of School Business Officials International recognizes school districts that demonstrate high standards and best practices for financial reporting and accountability with the organization's Certificate of Excellence in Financial Reporting Award. For the 11th straight year, High School District 211 earned recognition as a recipient of this award for the fiscal period ending June 30, 2017.

This award confirms the District's commitment to financial accountability and transparency through its financial reports. The District's business office staff is unique among school districts in that it has the knowledge and skillset to internally prepare all of its own financial records for the Comprehensive Annual Financial Report (CAFR) to be fully reviewed and audited by its independent audit firm, Baker Tilly Virchow Krause, LLP.

These awards are an affirming acknowledgement to the Board of Education and District for its commitment to continuously provide comprehensive, accurate, and transparent financial information that meets national quality and accountability standards.

### **Workers' Compensation Insurance Program**

The Board of Education received information on the District's workers' compensation insurance program. State law requires employers to provide workers' compensation insurance for all employees. Workers' compensation insurance provides salary and medical benefits to employees who become sick or injured in the course of their employment. The Board provides employees with workers' compensation benefits through a modified self-insured program structure with the Secondary School Cooperative Risk Management Program (SSCRMP).

Since 2007, District 211 has benefited from the SSCRMP workers' compensation structure by accessing comprehensive claims administration and loss control services, with a self-insured retention (SIR or deductible) per occurrence of

\$350,000 per claim. This structure allows SSCRMP member districts (High School Districts 207, 211, 214, and 225) access to an additional pool layer of workers' compensation coverage of \$250,000, and SSCRMP excess insurance provides for specific stop-loss coverage for claims in excess of \$600,000 (\$350,000 SIR + \$250,000 SSCRMP layer).

The SSCRMP workers' compensation structure has provided comprehensive program services in a cost-effective manner. For 2018-2019, District 211's cost allocation for workers' compensation insurance under SSCRMP will decrease from \$302,495 to \$295,688, or a decrease of 2.25%. The decrease in cost allocation is primarily due to a decrease in funding for the SSCRMP layer of reinsurance services that was required to replenish the layer during the 2017-2018 school year.

Losses continue to be assessed by the pool administrator, safety director, and workman compensation adjuster to continue identifying means of loss avoidance in the future. Overall, losses continue to be lower than amounts incurred prior to the pool's effective risk management system. The renewal allocation will be included in the 2018-2019 budget.

Additional information on the workers' compensation insurance program is available [here](#).

### **Post Bond Issuance Compliance Report**

In December 2012 and January 2013, the District closed on the sale of General Obligation Life Safety Bonds. As part of the new bond covenants, the District is required to monitor certain tax compliance obligations related to the tax-exempt status of the bonds.

The Internal Revenue Service (IRS) has an active audit program and regularly audits tax-exempt bond issues. As part of these audits, the IRS generally demands extensive records concerning post issuance use of the bond proceeds and all bond documents. Adopting, maintaining and complying with bond record keeping policies will ensure that District 211's bonds are in compliance with federal tax and securities laws.

The Board of Education received a [report](#) with a summary demonstrating the District's compliance with all bond covenants and expectations to date.

### **Illinois High School Association Letter of Appreciation Recognition**

Illinois High School Association Assistant Executive Director Susan Knoblauch [expressed thanks](#) to principals, athletic directors, and tennis coaches at Palatine,

Fremd, Conant, and Hoffman Estates High Schools for the use of the tennis courts during the recent boys state tennis tournament. The contributions of District 211 schools provided for outstanding experiences for all student-athletes who participated in the state tennis tournament, as well as those spectators who attended.

### **Proposed Policy Revision**

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 **Mucia Burke**, Board Member **Robert LeFevre**, Associate Superintendent **Lisa Small**, Director of Administrative Services **Matthew Hildebrand**, and Assistant to the Superintendent **Kathe Lingl**.

After initially reviewing a proposed revision to Board policy file: [IKF Graduation Requirements](#) at its May 24, 2018 meeting, the Board approved the policy as presented.

### **Resolution Authorizing Additional Employer Contributions to the Illinois Municipal Retirement Fund**

The Illinois Municipal Retirement Fund (IMRF) is a multi-agent public pension fund that administers a program of disability, retirement, and death benefits for employees of local government in Illinois. Currently, District 211 has approximately 1,850 active and inactive employees enrolled in the program, and another 1,000 receiving some form of benefits. IMRF is centrally administered, and it is locally funded by its employer members and plan participants.

By statute, all IMRF-eligible active employees pay 4.5% of gross salary to IMRF. The amount is withheld from employees' paychecks and sent to IMRF each month. The District also contributes a percentage of eligible gross salaries to IMRF based upon an assigned employer rate specific to each individual IMRF employer. The rate fluctuates annually and is unique to each employer. For 2019, District 211's anticipated employer rate is 7.6%, decreased from the 2018 rate of 10.7% and the lowest rate the District has had in more than a decade.

All contributions made by District 211 and its employees are maintained in a separate trust reserve account at IMRF. As of December 31, 2017, District 211's total IMRF Actuarial Accrued Liability (AAL) is \$107 million, of which \$98.9 million is funded and represents the Actuarial Value of Assets (AVA). The Unfunded Accrued Actuarial Liability portion (UAAL) is currently \$8.2 million.

While the District has an unfunded pension liability of \$8.2 million, the IMRF plan is stable and District 211's annual minimum contributions are reliably made in full to IMRF. The unfunded liability (UAAL) amount impacts the unfunded rate calculation included in the employer rate and the yearly contribution amount paid by the District.

The District has the ability to make additional payments toward the unfunded portion (UAAL) amount that will decrease the unfunded rate portion (1.22%) of the total employer rate, thereby lowering the amount that the District is required to pay to IMRF based upon its eligible IMRF salary amounts. In addition, advance payments would reduce the amount of the liability balance and therefore reduce the amount of interest accrued at 7.5% annually on the UAAL. IMRF investments earnings in excess of 7.5% would further save the District on its annual employer rate.

District 211 has used existing funds to make two additional IMRF payments totaling \$3.5 million and \$2.5 million, for a total of \$6 million to date. The Board of Education approved the resolution authorizing an additional employer contribution to IMRF in the amount of \$10,200,000 million to be made before December 31, 2018.

Additional information on the IMRF payment is available [here](#).

### **Resolution: Prevailing Rate of Wages**

The Prevailing Wage Act (820 ILCS 130/) requires that contractors and subcontractors pay laborers, workers, and mechanics employed on all State and Local public works projects no less than the general prevailing rate of wages for work of a similar character in the county where the work is performed. Public bodies must ascertain that any contract awarded for public work requires prevailing rate of hourly wages be paid for work performed as specified by resolution and general bid instructions. District 211 ensures that all contractors and subcontractors are paying prevailing wage.

As it does each June, the Board of Education adopted the [Prevailing Rate of Wages Resolution](#) as presented.

### **Illinois Association of School Boards Annual Membership – 2018-2019**

The Illinois Association of School Boards (IASB) provides services for its membership such as policy services, in-district and regional workshops, the IASB website, FAQs and guidelines on open meetings, lobbying and consultations with staff, materials to assist new board members, reduced fee-for-service programs, and the annual conference. In addition, division meetings provide opportunities

for professional development, networking, peer recognition, and participation in association governance. Currently, 846 school districts (99% participation rate) are members of the IASB.

The Board of Education approved renewal of its membership in IASB for 2018-2019 and authorized the Superintendent to pay the annual dues of \$22,774. Membership dues are based on three variables: Base Charge + (Weighted Factor x Operating Expense). The base charge and weighted factor are dependent on the District's enrollment. Membership dues for IASB for 2017-2018 were \$22,274.

### **Administrative Appointment**

The Board of Education approved the appointment of **Allen McAllister** as building and grounds manager at Palatine High School, effective July 1, 2018. Mr. McAllister began his District 211 career as a member of the Central Maintenance Force in September 1999, responsible for maintaining HVAC and electrical systems at the Administration Center. From 2006-2012, Mr. McAllister served as the lead maintenance for Hoffman Estates High School, where he maintained the building's automation and mechanical systems. He returned to the Administration Center's Central Maintenance Force in June 2012, and in this role, he assisted in resolving mechanical issues, as well as other projects, throughout the District. In November 2017, Mr. McAllister was promoted to night foreman at Palatine High School, overseeing staff and operations of second-shift maintenance and custodial services for the school. Mr. McAllister received his associate's degree in heating, cooling, and electric in 1994.

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

The next scheduled regular Board of Education meeting will be held on Thursday, July 19, 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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