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Board of Education Meeting Recap

The Township High School District 211 Board of Education met on Thursday, September 22, 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.

Recognition

Three High School District 211 students were recognized by the Board of Education for earning a score of 36 on the American College Test (ACT) exam, the highest possible composite score: William Fremd High School students **Joanna Kus** and **Angela Peterson**, and James B. Conant High School student **Shahir Taj**. 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 94 students accomplish this outstanding achievement. A complete list of those District 211 students earning a 36 on the ACT is available [here](#).

Public Hearing and Adoption of 2016-2017 Budget

Following a public hearing to listen to comments on the tentative 2016-2017 budget, the Board of Education formally adopted the budget as presented. This included utilizing \$2.0 million of existing Working Cash reserves to reduce the levy in the Debt Service Fund as a planned abatement.

A copy of the 2016-2017 Budget is available [here](#). Additional information on the 2016-2017 Budget can be found [here](#).

Presentation: College Admissions – Planning and Preparation

Preparing students and their parents for the transition to college is a high priority and begins when students are still in eighth grade. The schools' efforts to facilitate college planning continue during each successive year students are enrolled in high school. The need for this focused attention is evidenced by the fact that since 2008, an average of 77% of District 211 graduates enrolled in a two-year or four-year college or university in the fall immediately following high school graduation. The percentage of District 211 graduates enrolling in college within one year of high school graduation rises to a seven-year average of 81%.

The District's commitment to supporting college-bound students incorporates four years of supports and direction designed to guide students toward a smooth transition to their lives after high school.

Palatine High School English Teacher **Elizabeth Sheehan**, Fremd High School Guidance Department Chair **Thomas Cole**, and Hoffman Estates High School Student Services Director **Jennifer Beers** facilitated an overview of District 211's college admission planning and preparation process to the Board of Education.

Additional information is available [here](#), as well as a copy of the [presentation](#). High School District 211 annually provides students and parents with a college planning guide – a booklet describing elements of the college entrance process, including eligibility requirements, suggested high school coursework, college entrance exams information, application completion, college financing, and other related topics. The 2016-2017 edition of the *Ultimate College Planning Guide* is the result of a collaborative effort between District 211 and Harper College, and brings a fresh approach to the booklet's content as well as its organization and appearance. A copy of the *Ultimate College Planning Guide* for 2016-2017 is available [here \(pdf\)](#). The Guide will be distributed to all junior students during classroom presentations by school counselors prior to the District's annual College Night event on October 19 at Palatine High School.

Approval of Minutes

The Board of Education approved the minutes from its regular meeting on [August 18, 2016](#); and its special meeting on [September 7, 2016](#).

Report on New Professional Staff

The Board of Education received a report on professional staff new to District 211 for the 2016-2017 school year. There were 52 new professional staff hired this year; 34 full-time and 18 part-time employees. The new staff includes 29 women and 23 men, with 35 holding bachelor's degrees and 17 holding master's degrees. Thirty of the 52 new staff members are beginners, and overall, new hires average 1.2 years of experience. Below is a listing of new staff by school:

New Staff by School

Palatine High School – 13

Fremd High School – 11

North Campus – 8

Hoffman Estates High School – 7

Conant High School – 5

Schaumburg High School – 4

Higgins Education Center – 4

The total certificated staff for the 2016-2017 school year numbers 957, with 895 full-time positions, 27 part-time teachers, and 35 reduced-load teachers. Of the 957 staff members, 814 are teachers, 92 are social workers/psychologists/speech pathologists/counselors/interns, and 51 are administrators.

Sixth-Day Enrollment

The official enrollment on the sixth day (August 22) of the 2016-2017 school year was 11,585 at the District's five high schools. Enrollment including District 211 North Campus and Higgins Education Center, and off-campus special education placement was 11,859.

Below is a breakdown of each school's enrollment on the sixth day of classes this year:

6th-Day Enrollment Figures

Fremd High School – 2,679
Palatine High School – 2,612
Conant High School – 2,315
Schaumburg High School – 2,131
Hoffman Estates High School – 1,848
Higgins Education Center – 103
District 211 North Campus – 42
NSSEO Kirk – 60
NSSEO Miner – 15
Hersey – 3
Private Facilities – 51
Ombudsman* – 9*
District 211 Total – 11,859

**- accounted for in individual high school enrollments*

Class Size Committee Report

The Board of Education received the [Class Size Committee Report](#).

Salary Compensation Report

Illinois School Code requires the annual reporting and posting of administrator and teacher salaries. School districts also are required to report administrator

and teacher salaries and benefits to the Illinois State Board of Education (ISBE). This information includes: name, position, total salary, full-time equivalency, vacation days, sick days, personal days, bonuses, annuities, retirement enhancements, and other benefits. Salary information reported includes all payments for duties performed during the school year.

In accordance with Public Act 97-0256, this information must be reported to ISBE by October 1 each year, complementing other financial deadlines and allowing for the reporting of actual previous-year salary and benefit information. The salary and benefit data that must be reported to the ISBE reflects the actual salary and benefits provided to all certificated staff for the period of July 1, 2015-June 30, 2016.

The District 211 [Salary Compensation Report](#) will be sent to ISBE and posted on the District website by October 1, 2016.

Facilities and Construction Planning Update

For planning and development purposes, it has been the long-standing commitment of District 211 to provide safe, functional, and adaptable facilities that contribute to the educational program and have a positive impact on student achievement. The District is currently in year four of a five-year facilities improvement plan that includes both life and safety projects approved by the Illinois State Board of Education and capital improvement projects reviewed and approved by the District 211 Board of Education.

The Board of Education received an update on facilities and construction planning. The report included facility updates on the Adult Transition Program-North, paving and concrete, student media centers and learning commons, swimming pools, and athletic field renovations, as well as information on long-term capital planning, life safety and capital project planning for the summer of 2017, and debt-free financial planning for capital improvements.

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

Negotiations Chapter Three: Bargaining Techniques & Strategies

At the May 12 Board of Education meeting, the Board requested information regarding negotiations practices, including legal and regulatory information, to be presented at a future Board of Education meeting. Information surrounding the legal framework of collective bargaining was presented at the July 21, 2016 Board meeting, while information on preparing to bargain and establishing parameters was presented at the August 18, 2016 meeting. The third informational chapter, [Bargaining Techniques & Strategies](#), was presented to the

Board at the meeting. Continued information on collective bargaining, as it pertains to educational employees, will be presented over the next several meetings.

2015-2016 Annual Report: 2016 Strategic Plan

Each year, High School District 211 produces an Annual Report that reviews programs, presents statistics of interest, and summarizes financial information from the last school year. This year's Annual Report highlights the 2016 Strategic Plan, which includes the Community Engagement Initiative.

The Board approved the [2015-2016 Annual Report](#). It will be posted on the District's website for community members and public viewing.

2016 Tax Levy Introduction

The Board of Education received tax levy information, as well as the 2016 Tax Levy Calendar. For the 2016-2017 school year, property tax revenues will comprise over 85% of District 211's total revenue.

Each year, Cook County taxing agencies, including District 211, prepare a tax levy. For the upcoming levy cycle, the 2016 levy will be receipted by District 211 in calendar year 2017, which will span two budget years. The first installment of tax revenue will be receipted in the spring of the current 2016-2017 budget year (early taxes in the budget) and the second installment receipted in the fall of the following 2017-2018 budget year (current taxes in the budget). Because taxing districts do not file their 2016 levy until December 2016, Cook County taxes property owners at 55% of the 2015 levy amount on their first installment tax bills in January 2017. Second installment tax bills in the fall 2017 are then adjusted to reflect the actual 2016 levy amount filed by each taxing body.

The total tax levy is comprised of two parts: 1) the sum of the levies for operating funds, and 2) the debt service fund. The operating fund is intended to generate revenue for a district's general operating expenditures for its Educational, Operations and Maintenance, Transportation, Illinois Municipal Retirement Fund and Social Security, and Working Cash Funds. The Debt Service Fund levy is utilized if a taxing district has debt obligations and is levied at an amount equal to the debt repayment schedule that is filed with Cook County at the time of the debt issuance.

All Cook County taxing districts operate under the Property Tax Extension Limitation Law (PTELL), or tax cap. The tax cap limits the rate at which a taxing body may increase its levy for the combination of the operating funds from the prior year's amount and does not cap the amount by which an individual property

owner's tax obligations may change. The limitation at which the operating levy may increase from the prior year is established by the change in the Consumer Price Index (CPI-U) from the previous calendar year plus any increases in new property growth for the current calendar year.

Because school districts located in Cook County are subject to the limitations of the Tax Cap law, it is difficult to predict the impact that a taxing body's levy will have on an individual property tax bill. There are several key components that determine how property taxes are calculated in Cook County: the individual property value as determined by the County Assessor's office; an equalization factor that is generated to bring Cook County property values in line with those across the remainder of the state; the Equalized Assessed Value (EAV), or sum of all equalized assessed property values within the taxing district's boundaries; and the actual levy amount filed by each taxing district.

Of these components, only the levy amount is controlled by each individual taxing body. All other factors are relative of property assessments for individual properties and the collective amount for the area and equalization rates established by Cook County.

Cook County has a triennial reassessment cycle that reassesses property values every third year. Re-assessments for commercial, residential, and industrial properties include the appraisal and re-determined market values for properties. The triennial assessment year for the North Cook County area is 2016. During the reassessment year, the Cook County Assessor's office reassesses the value of properties in a similar geographic area.

Despite varying levels of change in property owners' tax obligations, District 211 will continue to be limited to an operating levy extension that does not exceed the sum of 0.7% CPI-U, plus an estimated 0.2% new property growth for a total limitation of 0.9% in its Operating Funds. New property growth is calculated based upon new growth and development that has been added to the tax base through property additions and development, property improvements, and the expiration of Tax Increment Financing (TIF) Districts.

The Property Tax Extension Limitation Act (Tax Cap) limits the increase in levy extension to 5% or the percentage increase in the CPI-U for the previous calendar year, whichever is lower. The CPI-U for 2016 was 0.7%. The following restrictions will be in place for the 2016 levy:

- 0.7% limit on the 2016 tax extension over the 2015 amount (tax cap);
- the prior year EAV; and
- statutory rate limits of certain individual levies

The tax cap law will allow the EAV of new construction in the current year (2016) to be added to the District's prior year (2015) EAV. Since the implementation of the Tax Cap in 1994, District 211 has levied based upon considerations of the

financial need of instructional programs and operational costs in order to generate sufficient revenue to meet operating costs and support instructional programming.

Over the past five years, the CPI-U average increase has been 1.7% with new property growth averaging 0.3% for an allowable increase of 2.0% under the Tax Cap law. As a comparison, District 211's total levy extension increase has averaged a 1.6% increase. The difference reflects the positive Debt Service levy reduction plan implemented in 2007 and each year thereafter that allowed the District to maintain levy increases in the operating funds equal to CPI-U, plus new property growth, but reduce the overall levy by applying a portion of the District's existing Working Cash funds to reduce the Debt Service levy to taxpayers. The net result from this strategy has been a consistent lower tax rate for local taxpayers that would have not otherwise occurred.

At the next District Budget and Finance Committee meeting on October 5, 2016, and the Board of Education meeting on October 20, 2016, additional 2016 levy information will be presented for discussion and consideration. Should the committee seek further information, an additional Budget and Finance Committee meeting will be held on November 2, 2016, to further review the 2016 levy. The Board will be presented with a proposed levy amount at its November 10, 2016 meeting.

Additional tax levy information, including the 2016 Tax Levy Calendar, is available [here](#).

Northwest Education Council for Student Success Intergovernmental Agreement

The Board of Education authorized the District to enter into an Intergovernmental Agreement with Northwest Education Council for Student Success (NECSS): A Partnership Committed to College and Career Readiness to provide career and technical education opportunities for students. NECSS is a secondary and post-secondary regional educational collaborative involving District 211, District 220, District 214, and Harper College, formed in 2012. NECSS is focused on student success via career planning and opportunities, teacher qualifications and professional development, and enriching collaboration between all district partners and local communities.

A copy of the NECSS Intergovernmental Agreement is available [here](#).

Credit Card Processing Contract

The Board of Education authorized the District to renew the contract for credit and debit card processing with Moneris for a two-year term, as presented. The District's current two-year contract with Moneris expires in December 2016, and a change in processor was not recommended due to the complexity of integration with the District's current systems.

Additional information is available [here](#).

Proposed Policy Revisions, Deletions, and New Policy

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 Vice President **Robert LeFevre**, Associate Superintendent **Lisa Small**, Director of Administrative Services **Matthew Hildebrand**, and Assistant to the Superintendent **Kathe Lingl**.

The Board initially reviewed proposed revisions to Board policy files: [AD District Mission Statement](#); [GCB Professional Staff Contracts and Compensation](#); and [DJC Bidding Requirements](#). The Board also initially reviewed proposed policy deletions to Board policy files: [AE Educational Goals](#); [GCE Part-Time Professional Staff](#); and [DJCA Informal Quotations](#). The Board initially reviewed proposed new Board policy file: [AF High School District 211 Value Statements](#). No action was taken at the meeting.

Video Recording of Board Meetings

The Board of Education discussed the possible video recording of board meetings. The Superintendent will provide an update surrounding potential implementation details at the December 8, 2016 meeting.

Next Board of Education Meeting

The next scheduled regular Board of Education meeting will be held on Thursday, October 20, 2016, beginning at 7:30 p.m. in the Anne Koller Board Meeting Room at the G.A. McElroy Administration Center.

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