

Board of Education Meeting Recap

The Township High School District 211 Board of Education met on Thursday, November 14, 2013, 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 Palatine High School student **Erin Palmer** for receiving an Achievement in Writing Award from the National Council of Teachers of English (NCTE). This honor is the most prestigious national recognition in writing for high school juniors.

The Board recognized High School District 211's "*Those Who Excel*" Award recipients. The Illinois State Board of Education annually sponsors the "*Those Who Excel*" awards to honor individuals who have made significant contributions to the state's public and non-public schools. High School District 211 award-winners are (listed alphabetically):

Hoffman Estates High School English Teacher **Ryan Brown** (classroom teacher category)

James B. Conant High School Principal **Timothy Cannon** (administrator category)
Schaumburg High School Athletic Director's Secretary **Elizabeth Grabanski** (educational service personnel category)

William Fremd High School Physical Education Teacher **Andrew Kittrell** (early career educator category)

Hoffman Estates High School Technology Coordinator **Christina Ordonez** (student support personnel category)

Palatine High School **Palatine's Promise** (team category); Team members are: **Susan Althoff, Michelle Calisch, Veronica Calvo, Kyle Cauthorn, DeAnn Darow, Marni Foderaro, Sophie Foucault-Lawler, Jaclyn Friel, Jennifer Grapenthin, Elizabeth Harer, Jeanne Hedgepeth, Susan Kirkman, Sergio Lund, Lauren McArdle, Thomas Mocon, Nicole Richmond, Eric Smith, Kristina Stary, Kendall Stromberg, Jaison Varghese, Toni Ventura, and Jason Wodzien**

James B. Conant High School Booster Club President **Julie Rhodes** (community volunteer category)

Update of the District 211 Instructional Vision and Direction

The Board of Education was presented an update to the instructional vision from two years ago. At its meeting on November 10, 2011, the District outlined the five-year instructional vision for High School District 211. Since then, District staff has worked diligently and made substantial improvements toward the instructional vision previously presented. These improvements and changes have been incorporated into an updated framework for conceptualizing the District's instructional vision and direction for the coming years. When integrated, the combined components provide a clear pathway for the next phases of instructional programming. By articulating a vision for the coming years, the District can plan for needed resources – including personnel, professional development and finances – that will be needed to make this vision a reality.

The updated instructional vision information the Board received is available [here](#).

Approval of Minutes

The Board of Education approved the minutes from its regular meeting on [October 17, 2013](#), as well as special meetings on [October 9, 2013](#); [October 15, 2013](#); [October 22, 2013](#); [October 25, 2013](#); and [October 31, 2013](#).

2013-2014 Revenue and Expenditure Budget Plan

The Board of Education received the revenue and expenditure plan, representing a summary of monthly projections for the 2013-2014 budget year. The report is available [here](#).

Curriculum Committee Report

The fall round of the 2013-2014 Curriculum Committee meetings has been completed, with one Interdisciplinary Council meeting and 15 department meetings taking place. Each Curriculum Committee meeting included discussion regarding District benchmark assessment results, the November institute, Mastery Manager, mid-term comments, and department specific instructional or curricular items.

Department chairs reviewed the District benchmark assessments over the summer and during the fall. Their analysis helped identify goals for each of the learning teams in their department. Goals include: a review of the critical learning standards in terms of what the data may reveal about student learning, a review of the assessment in terms of validity and reliability, and a review of instructional changes that may need to be implemented in order to increase and enhance student learning. Each professional learning team met during the November Institute to accomplish individual team goals.

Department chairs also received information regarding the availability of Mastery Manager Reports for effective professional team use which may be disaggregated by

multiple demographic factors. These reports included: item analysis, item analysis by learning objective, learning objective and score comparisons, and item comparisons. These reports allow professional learning teams to review assessment results in a database immediately following administration of assessments to make timely, specific, and effective instructional changes in their classrooms. These reports also assist professional learning teams in meeting department and team goals to ensure student attainment of critical learning standards.

Department chairs requested the ability for teachers to provide specific feedback to students and parents regarding student mid-term academic progress. Infinite Campus has the capacity to provide teacher-generated comments. This feature will be available to all teachers second semester. Teachers will then have the opportunity to write their own individual comments or select from a common District 211 teacher-generated bank of mid-term comments.

The Board of Education approved the Curriculum Committee report and recommendations as presented. A complete copy of the Fall 2013-2014 Curriculum Committee Report is available [here](#).

2014-2015 Budget Calendar

The Board of Education received a copy of the [2014-2015 Budget Calendar](#). It calls for adoption of the 2013 tax levy on December 12, 2013; budget work over the next several months; tentative budget adoption by August 2014; and final budget adoption by September 2014.

2013 School Report Cards

School Report Cards provide information about academic performance and characteristics of students, faculty, instructional resources, and finances at the school, district, and state level. Prepared by the Illinois State Board of Education, Report Cards contain data received from and about schools at various points throughout the school year. Typically, School Report Cards are released by the State in October, and according to Illinois School Code, must be made available by a school district to the public by October 31 each year. No information in the School Report Card can be modified.

The Board directed the superintendent to make appropriate availability of [2013 School Report Cards](#) by placing them on the District 211 website. Printed copies of School Report Cards also are available upon request.

2012-2013 Annual Report

The Board of Education reviewed the [2012-2013 Annual Report](#). The Annual Report, which is produced each year, highlights outstanding students and staff, as well as reviews programs, presents statistics of interest, and summarizes financial information from the last school year.

The Board approved the Annual Report. It will be posted on the District's website for community members and public viewing.

Tax Levy Information

The Board of Education received information on the 2013 Tax Levy at its October 17, 2013 meeting. The proposed levy was established within the tax limitation amount of 1.7%, plus access to new property of 0.5%. As part of the final recommendation, the Board will extend a Debt Service levy reduction plan for the coming two years that provides for a \$2 million decrease in the 2013 and 2014 levy. Since 2007, the Board has reduced the Debt Service levy by \$24.3 million, using existing reserve funds to pay an apportionment of its outstanding bonds. The total recommended tax levy for 2013, including the Debt Service levy and approved abatement, is \$212,187,794, an increase of 1.2% over the 2012 total levy extension.

After further review and discussion, the Board approved the proposed levy amount for 2013. The Board will hold a hearing at its December 12, 2013 meeting to hear public comment on the proposed tax levy. Additional tax levy information is available [here](#).

Construction Management Services

The Board of Education approved a contractual agreement with Nicholas & Associates to provide construction management services on an as-needed basis, effective November 15, 2013, at a percentage fee of 4% of total construction costs, plus fixed general conditions that provide for a project manager, site superintendent, and safety director, as well as construction-related items.

Given the higher degree of complexity associated with the upcoming design and construction of swimming pools, and the need to ensure quality, consistent and uniform completion of all five swimming pools over a projected 30-month period, it was recommended that the District employ construction management services, a more commonly used method. A construction management delivery method provides for a person or organization hired to coordinate and manage the construction phases of a project with the objective of minimizing project construction time and cost while maintaining the quality, function, and aesthetics of the facility. Delivery services of this type are commonly used by school districts for large, complex construction projects.

Additional information on construction management services is available [here](#).

Employee Wellness Program

The Board of Education approved the wellness program agreement with Interactive Health Solutions at a standard program cost of \$150 per participant per year, and 75¢ per participant per year for program incentive tracking, if applicable. Interactive Health Solutions has been a wellness provider for over 20 years. The Interactive Health Solutions wellness program proposal provides for on-site biometric screening and health assessment, health coaching for at-risk individuals, 6-month additional screening, and access to useful on-line tools and resources for participants. An increase in wellness program participation and costs is an investment in the overall District 211 health plan and will be offset by future claim cost prevention.

Additional information is available [here](#).

Administrative Appointments

Superintendent-Elect **Daniel E. Cates** is pleased to announce the following administrative appointments:

Chief Operating Officer – G. A. McElroy Administration Center

The Board of Education approved the appointment of **Lauren Hummel** as the chief operating officer for Township High School District 211, effective July 1, 2014.

Mrs. Hummel is presently the director of food services for District 211, a position she has held since 2008. Mrs. Hummel is certified by the Illinois State Board of Education as a Chief School Business Official (CSBO) after completing the school business official training program through Northern Illinois University. She completed multiple internships in District 211 as part of her training and preparation requirements to receive the business official certificate.

Mrs. Hummel received both her bachelor's degree (2003) and master's degree (2005) from Illinois State University. She was first hired in District 211 as the assistant director of food services in 2006, and Mrs. Hummel served in this role until she was appointed as director of food services in 2008.

Since 2008, while serving in the role of director, Mrs. Hummel participated as a member of the District's Business Team. She successfully created and managed a yearly self-funding budget of \$4.8 million, and she led a staff of 115 employees. Mrs. Hummel has been a key leader in the planning, budgeting and complete renovation of two school cafeterias in recent years. In addition, she has successfully devised and implemented a program that fulfills the upcoming national standards for school nutrition.

Mrs. Hummel will assume the role of Chief Operating Officer and leadership of the Business Team upon the retirement of **David Torres**, who has served District 211 for his entire 33-year career.

Mr. Torres began his District 211 career as a business education teacher in 1981 at Hoffman Estates High School. In 1983, he transferred to Palatine High School, where he was named head wrestling coach, and he served as a business education instructor. Mr. Torres was promoted to assistant principal at Hoffman Estates High School in 1987, and he moved to the Administration Center as the director of business services in 1990. Mr. Torres was promoted to assistant superintendent for business in 2000 and to associate superintendent for business in 2004. Mr. Torres was recognized by the Illinois State Board of Education with a "Those Who Excel" award in 2006.

Mr. Torres graduated with a bachelor's degree in business economics from North Central College (Naperville, Ill.) in 1981. He received his master's degree in educational administration from Roosevelt University in 1986 and a chief school business official endorsement from Northern Illinois University in 1992.

Controller and Treasurer – G. A. McElroy Administration Center

The Board approved the appointment of **Barbara Peterson** as the controller and treasurer, effective July 1, 2014.

Prior to coming to District 211, Mrs. Peterson served in various accounting and managerial roles for the Solo Cup Company in Highland Park, Ill., including the following: accounting supervisor (1991-1999), accounting manager (1992-1995), controller (1996-1998) and controller/vice president (1999). In these roles, she was responsible for various aspects of the international manufacturing company's financial operations. Mrs. Peterson also worked for KPMG Peat Marwick in Chicago as supervising senior accountant, and she held various senior and assistant accountant positions from 1987 through 1991.

Mrs. Peterson began her District 211 career in 2009 at the Administration Center as the accounting assistant. During her tenure in the accounting office in District 211, Mrs. Peterson has been the central person responsible for creating the District's Comprehensive Annual Financial Report (CAFR) and for conducting the District's yearly audit of its finances.

Mrs. Peterson received her bachelor's degree in accountancy from the University of Illinois at Urbana-Champaign in 1987, and she became a certified public accountant that same year. She is very active in the Palatine community, serving the Hunting Ridge Elementary School PTA as library volunteer coordinator (2006-2008), newsletter co-chairperson (2006-2008) and Book Fair co-chairperson (2007-2009).

Director of Facilities and Business Services - G. A. McElroy Administration Center

The Board approved the appointment of **Christopher Kontney** as the director of facilities and business services for Township High School District 211, effective July 1, 2014.

Mr. Kontney is currently the director of business services, a position he has held since 2000. Mr. Kontney began his education career as an applied technology teacher at Prospect High School in 1986, and he moved to Schaumburg High School in 1987. While he was a teacher in the applied technology program at Schaumburg High School, Mr. Kontney assignments included supervision of the building construction program. He was later promoted as an assistant principal for discipline at Schaumburg High School in 1994. Mr. Kontney served as the assistant principal overseeing the building and facility operations at Fremd High School in 1998 before being promoted to his current position as director of business services.

Mr. Kontney graduated from the University of Wisconsin-Stout with a bachelor's degree in applied technology in 1986. He received a master's degree in school administration from Roosevelt University in 1994.

Mr. Kontney's duties as the director of facilities and business services will begin upon the retirement of **Steven East**, who will be retiring after serving District 211 for 30 years.

Mr. East began his District 211 career as building manager at Palatine High School in 1984, and he moved to the Administration Center upon his appointment as director of purchasing in 1985. He was promoted to director of purchasing and facilities in 1991. Mr. East is active in the Rotary Club of Schaumburg, is a member of the Premier Credit Union Board of Directors, and is a Charter Partner for Boy Scout Troop 193. He is a 1976 graduate of Hoffman Estates High School.

Mr. East received his A.A.S. degree in construction technology from Southern Illinois University in 1978, and he graduated with his bachelor's degree in architecture from Southern Illinois University in 1980.

Director of Food Services – G. A. McElroy Administration Center

The Board approved the appointment of **Mary O'Connor** as District 211 director of food services, effective July 1, 2014.

Mrs. O'Connor has been a member of the District 211 food service staff since 1981. In her current position as the assistant director of food services, Mrs. O'Connor has worked closely with the director of food services for the last six years. Prior to moving to the Administration Center as the assistant director of food services in 2007, Mrs. O'Connor had been the cafeteria manager at Hoffman Estates High School for 17 years. She also has served as an assistant cafeteria manager at Conant High School, a cook and assistant cook at Schaumburg High School, and she began her career at Conant High School as a general cafeteria worker. Mrs. O'Connor also was the head

bowling coach at Hoffman Estates High School from 1996-2001. She received an Illinois State Board of Education "Those Who Excel" award in 1994.

Next Board of Education Meeting

The next scheduled regular Board of Education meeting will be held on Thursday, December 12, 2013, beginning at 7:30 p.m. in the Anne Koller Board Meeting Room at the G.A. McElroy Administration Center.