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Board of Education Meeting Recap

The Township High School District 211 Board of Education met on Thursday, April 26, 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 state award-winners from Palatine, William Fremd, James B. Conant, and Hoffman Estates High School's state competitions in Health Occupations Students of America (HOSA). Student award-winners in the state Debate competition were recognized from Fremd, Conant, and Schaumburg High Schools, including the Congressional Debate State champions from Conant High School. Also recognized were state award-winners from Fremd High School's Group Interpretation and Contest Play competitions. The complete list of state award-winners is available [here](#).

The Board also recognized Schaumburg High School senior student-athlete **Edwin Suresh**, who was named to the Illinois High School Association's 2017-2018 All-State Academic Team. To be a member, students must have a minimum 3.50 grade point average on a 4.0 scale after their 7th semester, participated in at least two IHSA sponsored sports or activities during each of the last two years, and have demonstrated good citizenship. Edwin was selected from more than 400 students from across the state, as one of 13 males, joining 13 females on the 26-member team.

Presentation: 2017-2018 Budget and Five-Year Financial Projection Update

In order to sustain and uphold the educational excellence and extraordinary learning opportunities that District 211 has delivered for many years, the District utilizes a yearly operating budget of approximately \$240 million. Commitments to developing college and career readiness skills in today's world demand that the District provide quality instruction from highly qualified professionals within a rigorous curriculum that integrates the use of technology within effective learning environments and facilities. District 211 prepares students with the skills and talents so they can continue their full involvement in local communities, businesses, and economy.

To accomplish these goals requires excellent financial planning and strategy integrating the current financial position into a projected financial forecast that accounts for numerous influences, both within the organization and outside the control of the District. Chief Operating Officer **Lauren Hummel** and Controller & Treasurer **Barbara Peterson** presented a report summarizing the current year's standing, declared a number of potential future budgeting variables, and provided a forecast of potential financial changes that could occur. Included in the report and presentation were a 2017-2018 budget update, preliminary budget parameters and considerations for 2018-2019, five-year financial influences and projections, a financial projection update, financial projection and assumption scenarios, and future considerations.

A complete copy of the report is available [here](#), along with a copy of the presentation [here](#).

Approval of Minutes

The Board of Education approved the minutes from its regular meeting on [April 5, 2018](#).

Employee Wellness Program Recognition

For the fourth consecutive year, Interactive Health Solutions, the District's wellness program administrator, named High School District 211 one of the Healthiest Companies in America. Of more than 1,300 companies eligible for the award across the country, District 211 was named one of the 184 companies to receive the 2018 award. Recipients were chosen based upon specific achievements, including having participation in excess of 70% of eligible employees and achieving a low-risk health score for total population screening results. Additionally, the *Healthiest Companies in America* recipients achieved an average of the following accomplishments:

- *41% of participants in a high-risk range migrated to a healthier state*
- *37% of participants in a moderate-risk range moved to a healthy state*
- *91% of participants in a low-risk range remained in low risk*
- *Lower overall emotional health risk compared to District 211's demographic peer groups*

For many years, District 211 has supported an employee wellness program that provides for an annual physical examination benefit in an effort to promote prevention and early detection of health concerns. Beginning in November 2013, the Board of Education approved the District's participation in a wellness program administered by Interactive Health Solutions that provides for an annual on-site biometric screening and health assessment, health coaching for at-risk

individuals, six-month additional screening, and access to useful on-line tools and resources for all participants. Employees and eligible spouses covered under District 211 insurance who participate in the wellness program receive a current health assessment at a rate that is less expensive than a similar screening in a standard healthcare physician's office. As employees gain access to their health information through the third-party wellness screening, they have demonstrated more personal accountability to achieve wellness goals through prevention and early detection.

Through the current wellness plan structure, the District has seen consistent participation rates by approximately 95% of its employees. Spouses covered under District 211 insurance also are eligible for wellness screenings and, for the 2017 program year, 160 spouses participated in the Interactive Health Solutions wellness screenings. Participation in the current wellness program has increased from approximately 20% of employees who received annual screenings under the prior structure, which was conducted off-site with no personal health coach, online support tools, or connection to an employee's insurance premium cost.

Additional information is available [here](#).

House Bill 261: Local Transportation Funds to Assist Homeless Students

House Bill 261 (HB 261) allows school districts to use general transportation funds to provide families with financial assistance to prevent the loss of housing or assistance with re-housing. The intent behind the bill was to keep students that become homeless closer to their home school and to reduce the monetary expenditures school districts spend on transporting students to and from their home schools. The bill states that this process is to be implemented through a referral to a local continuum of care agency and, in effect, provides another resource to these agencies to support homeless students. The continuum of care refers to the system of community-based, non-profit, and state and local government agencies that support homeless families. Partnering with housing agencies within the continuum of care to coordinate the financial support and to facilitate the distribution of funds could also mitigate potential liability on the serving districts. School districts ultimately have sole discretion to identify eligible families and utilize transportation funds to implement a housing plan. The school district will be eligible to submit for reimbursement of these funds from the Illinois State Board of Education (ISBE).

At this time, District 211 does not have any housing plans in place. The District is not compelled to create housing assistance plans and may choose to implement housing plans at its discretion. The proposed next steps for District 211 include to continue to gather information from participating districts to learn through their experiences, to begin to formulate procedures in the eventuality the

District chooses to work with housing agencies and create housing plans, and to solidify communication with local continuum of care organizations and establish agreed upon partners.

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

2018-2019 Tentative Budget: Working Cash and Capital Projects Funds

The Fiscal Year 2018-2019 tentative budget for the Working Cash and Capital Projects Funds for High School District 211 was submitted for review by the Board of Education. The tentative budget for these funds are summarized for review, with the Educational Fund, Operations and Maintenance Fund, Transportation Fund, and Illinois Municipal Retirement Fund being presented at a future Board meeting. Information regarding the District's Debt Service and Fire Prevention and Life Safety Funds was presented at the March 15, 2018 meeting, and the 2018-2019 tentative budget as a whole will be presented at the August 16, 2018 meeting with adoption required prior to September 30, 2018.

The following budget parameters were established and incorporated into the 2018-2019 budget development process for the Capital Projects and Working Cash Funds:

- *Maintain a balanced budget in accordance with the School Code (105 ILCS 5/17-1)*
- *Allocate costs associated with achieving District academic goals*
- *Utilize \$0.2 million of Working Cash reserves to eliminate a fund balance deficit in the Debt Service Fund at the end of fiscal 2018*
- *Fund all projects in the Fire Prevention and Life Safety Fund through transfers of reserves from the Working Cash Fund*
- *Fund all projects in the Capital Projects Fund through transfers of existing reserves from the operating funds*

Revenue for the Working Cash Fund will consist of local property tax revenue and interest earnings. By definition, the Working Cash Fund has no expenditures. The Fund will transfer \$3 million to the Fire Prevention and Life Safety Fund to cover the cost of the final projects from the 2010 Life/Safety survey, as well as begin work on the new survey currently underway. Additionally, \$200,000 will be transferred to the Debt Service Fund to adjust for property tax refunds issues against prior years. District 211 did not levy in this fund for 2016; however, refunds are expected over the next several years due to continued refund losses from prior years when funds were levied for debt service.

Projects for the 2018-2019 fiscal year include a number of projects that were identified under the Strategic Plan and will be completed primarily during the summer of 2018. Media Center upgrades are planned to continue at Hoffman

Estates High School as the final media center update in the District. Conant High School will be closed this summer to complete a number of major renovations for necessary improvements to water retention and drainage systems, resurfacing and reconfiguration of playing fields to maximize playing space and safety. Bathroom renovations are planned to include updates to plumbing, electrical, and ADA accessibility in all Conant High School restrooms. At Fremd and Schaumburg High Schools, stadium renovations will take place this summer, including replacement of the track and synthetic turf field, and drainage issues will be addressed – these two schools were the first to receive turf fields almost 10 years ago, and have exceeded the projected lifespan of eight years. All capital improvements will be funded through a transfer of existing fund balance from the operating funds in the amount of approximately \$10 million.

Additional information on the 2018-2019 Tentative Budget for the Working Cash and Capital Projects Funds is available [here](#).

Summer Curriculum Projects

During the summer, teachers from each school have the opportunity to gather as a District team to share instructional resources, analyze data, and review curriculum for changes to be brought through the Curriculum Committee process. Summer curriculum projects are proposed by groups of teachers and reviewed by all pertinent department chairs and the associate superintendent for instruction. Funding for summer curriculum projects continues to be found within federal grants.

The Board of Education approved the recommended summer curriculum projects at a cost not to exceed the following per grant: Title I, \$57,100; Title II, \$72,975; and IDEA, \$21,550.

Further details on the specific summer curriculum projects that were approved by the Board are available [here](#).

One-to-One Program and Electronic Device Purchase

High School District 211 provides each student an individual electronic device as part of its one-to-one learning program, which has been in full operation for the past four years. Throughout the programs duration, the Apple iPad has served as students' individual electronic device, and each year the choice of device is thoroughly reviewed to ensure the device can continue to serve the overall vision of the program.

The District's iPad Protection Program is available to students through a District self-insurance program. The optional insurance supports families by offsetting

the full cost of the iPad in the case of accidental damage, loss, theft, vandalism, fire, flood, and natural disasters. During the 2017-2018 school year, approximately 90% of students participated in the insurance program. Based upon claim rates and program cost analysis, it is recommended that the District maintain its annual premium cost at \$25 for the 2018-2019 school year.

Apple recently announced a new iPad model available for use during the 2018-2019 school year. The sixth generation model provides improved processor power and speed, as well as feature improvements including Apple pencil compatibility, improved battery life, and additional integrated sensor capabilities. Apple has quoted District 211 a per device price of \$294 for the new iPad, representing a slight discount from the published education price of \$299.

The Board of Education approved the purchase of 3,150 iPads from Apple at a cost of \$926,100 to support the one-to-one program during the 2018-2019 school year.

Additional information on the approved iPad purchase is available [here](#).

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**.

The Board initially reviewed a proposed revision to Board policy file: [BDB Special Board Meetings](#). No action was taken at the meeting.

Appointment of School Treasurer and Assistant School Treasurer

In accordance with Illinois School Code, the Board of Education of school districts effected by the abolition of Township School Treasurer are required to appoint their own school treasurer for a two-year term, beginning and ending on the first day of July. The school treasurer shall not be either a member of the Board of Education or the superintendent of schools, and shall be either a certified chief school business official or a certified public accountant. School Code also provides that the school treasurer be bonded.

The Board adopted a resolution reappointing **Barbara Peterson** as school treasurer and **Lauren Hummel** as assistant school treasurer, effective July 1,

2018. Treasurer bonds will be secured through Lloyd's of London for a combined total of \$37,406 for the period July 1, 2018 through June 30, 2019.

Administrative Appointments

The Board of Education approved the appointment of **Mary Kate Smith** as 10-month assistant principal at Palatine High School, effective August 1, 2018. Ms. Smith has been a special education teacher at Hoffman Estates High School since the 2009-2010 school year. During this time, she served as a leader within the special education department as she headed the educational life skills program for students with special needs. For the 2017-2018 school year, Ms. Smith was appointed dean at Hoffman Estates High School, where she has coordinated the school's academic intervention program and provided support in addressing student attendance and behavioral concerns. Ms. Smith received her undergraduate degree in special education from Illinois State University in 2009. She went on to earn her first master's degree in reading from Saint Xavier University in 2011, and will be completing coursework for her second master's degree in educational leadership from Concordia University in May 2018.

The Board also approved the appointment of **Jessica Orstead** as program administrator at Higgins Education Center, effective July 1, 2018. Ms. Orstead began her teaching career in Des Plaines School District 62 in 2001 as a middle school teacher. After eight years of teaching, she was appointed as dean of students at Skokie School District 69, a position she held from 2009-2011. Ms. Orstead then went on to East Aurora Unit District 131 where she served in multiple roles, including dean of students from 2011-2014, assistant principal of supplemental programs and resources from 2014-2016, and assistant principal for student services since 2016. Her administrative experiences in East Aurora included providing oversight and planning for students with special needs and alternative school programming. Ms. Orstead received her bachelor's degree in physical education from the University of Illinois at Chicago in 1996, secured her teaching license through Trinity International University in 2001, and earned her master's degree in educational leadership from Concordia University in 2008.

Next Board of Education Meeting

The next scheduled regular Board of Education meeting will be held on Thursday, May 10, 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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