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Board of Education Meeting Recap

The Township High School District 211 Board of Education met on Thursday, August 13, 2020, at Hoffman Estates High School in order to protect public health and to be in compliance with state directives to avoid large public gatherings. The following is a recap of items that were acted upon at the meeting.

Introduction of Newly Appointed, Promoted, or Transferred Administrators

Newly appointed, promoted, or transferred administrators were introduced to the Board of Education:

Michael Alther, principal, Hoffman Estates High School
Brittany Berleman, dean of students, Palatine High School
Anthony Ganas, 10-month assistant principal, Hoffman Estates High School
Eric Gdowski, dean of students, Hoffman Estates High School
Kimberly Glaser, 12-month assistant principal, Palatine High School
Brian Harlan, principal, Schaumburg High School
Dane Henning, 10-month assistant principal, James B. Conant High School
Amanda Hughes, 12-month assistant principal, William Fremd High School
Jacob Hughes, 10-month administrator, District 211 North Campus
Mark Johnson, dean of students, Palatine High School
Jinu Joseph, 10-month assistant principal, James B. Conant High School
Andrew Lazzara, dean of students, Schaumburg High School
Thomas Mocon, 12-month assistant principal, Hoffman Estates High School
Scott Newmark, dean of students, William Fremd High School
Kimberly Ryon, dean of students, Hoffman Estates High School
Joshua Schumacher, assistant superintendent for curriculum and instruction
Linda Serafini, 10-month assistant principal, William Fremd High School
Mary Kate Smith, 12-month assistant principal, Schaumburg High School
Michael Smith, 10-month assistant principal, Palatine High School
David Torpe, dean of students, James B. Conant High School

Presentation: Progress Toward Meeting District Academic Goals in 2019-2020

Beginning in 2015-2016, District 211 established academic goals with yearly targets across multiple indicators for a span of five years based on the

measurements presented by the Illinois State Board of Education (ISBE) under the Every Student Succeeds Act (ESSA) and the community engagement sessions. The Illinois ESSA Plan aligns with District 211's diligent work to ensure equity for all students to access rigorous curriculum.

ESSA goals are divided into two main areas: *Core Academic Indicators* and *Student Success and School Quality Indicators*. The *Core Academic Indicators* align with the following District 211 goals: attainment of standards, increased accelerated course enrollment, the moving of students beyond development coursework, English language learners demonstrating growth and students graduating on time. The *Student Success and School Quality Indicators* align with the following District 211 goals: students meeting the prerequisite to enter college credit-bearing courses, students earning at least 15 early college credits, student participation in a career pathway and school environment. Due to the governor's stay-at-home order and the associated extended school closure due to the global pandemic, the District did not report on student attainment of critical learning standards and students meeting the SAT benchmarks.

The District goals use multiple sources of evidence focused on college and/or career preparation for all students. Based on the available data, District 211 continues to make progress on academic goals aimed to prepare students for college and career readiness. The Board of Education received a [report](#) and a [presentation](#) was made by District administrators focusing on the individual success of each high school and the stories behind those successes.

Approval of Minutes

The Board of Education approved the minutes from its regular meeting on [July 16, 2020](#).

2020-2021 School Year Update

Superintendent Lisa Small presented the Board of Education with an update on the beginning of the 2020-2021 school year.

Parent Open House Date

Open Houses for District 211 schools will be held on Thursday, September 3, 2020. Due to these uncertain times, Open Houses will look different than in the past. Open Houses will most likely be held via Zoom, the electronic video-conferencing application, with both students and parents participating. Principals and their teams are currently developing procedures for their Open House, and information will be sent to parents directly and shared on school websites.

Resolution Directing Interfund Transfers for Life Safety Projects

Following a public hearing, the Board of Education approved a resolution authorizing the permanent interfund transfer of \$1,511,361 from the Life Safety Fund to the Operation & Maintenance Fund.

District 211 has historically used the Life Safety Fund as a separate accounting fund for payment of its life safety projects. Life safety projects were previously paid through the use of life safety bonds, and over the past two years, District 211 has become debt free and pays for all life safety projects through its annual budget and budget reserves. At its meeting on March 12, 2020, the Board reviewed the financial planning for life safety projects, which included payment of all projects through the Operations & Maintenance Fund. At the conclusion of the 2019-2020 fiscal year, approximately \$1.5 million in fund balance remained in the Life Safety Fund, and it was recommended for transfer to the Operations & Maintenance Fund. The transferred funds will continue to be used for the same purpose, to pay for life safety projects, but will now be budgeted in the Operations & Maintenance Fund budget.

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

Proposed Policy Revisions 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 **Robert LeFevre**, Board Vice President **Anna Klimkowicz**, Assistant Superintendent for Curriculum and Instruction **Joshua Schumacher**, Director of Administrative Services **Matthew Hildebrand**, and Assistant to the Superintendent **Kathe Lingl**. Proposed policy revisions also are reviewed by legal counsel.

The Board approved the proposed revisions to Board policies: [IKF Graduation Requirements](#); [IKC Promotion](#); and [BDDDB Agenda Format](#) after initially reviewing at its July 16, 2020 meeting.

The Accelerated Placement Act, Public Act 100-0421, requires all school districts to develop and implement a local policy that uses a fair and equitable decision-making process with multiple measures to identify students who may benefit from accelerated placement. The Board initially reviewed proposed Board new policy [Accelerated Programming](#). No action was taken at the meeting.

2020-2021 Tentative Budget

The Board of Education approved the 2020-2021 Tentative Budget as presented. The Tentative Budget is available on the District 211 website for public inspection for a minimum of 30 days. Further, a public hearing will be held at the September 17, 2020 Board of Education meeting, and adoption of the budget must be completed by September 30, 2020.

The Tentative Budget includes all funds and represents the finance and operations plan that supports District 211's instructional program. The Tentative Budget was developed in accordance with the Illinois Program Accounting Manual and presents revenue and expenditures by category and fund.

The following five funds account for revenues and expenditures for the 2020-2021 budget year: Educational Fund, Operations & Maintenance Fund, Transportation Fund, Municipal Retirement/Social Security Fund, and Working Cash Fund. The Debt Service Fund, Capital Projects Fund, and Life Safety Fund are included in the 2020-2021 budget but will not account for revenue or expenditures.

The District establishes a calendar that incorporates both the levy and budget process, and the Board received a copy of the 2020-2021 budget calendar.

The following budget parameters were established and incorporated into the 2020-2021 budget development process: allocate costs associated with achieving District academic goals; allocate staffing costs based on enrollment and instructional programs for needs under the hybrid school scenario schedule, necessitated as a result of the COVID-19 pandemic; safeguard a minimum 33.3% fund balance within the Educational Fund and the 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 \$4.0 million in the Operations & Maintenance Fund for approved projects on the life safety survey recently filed with the Illinois State Board of Education; execute interfund transfers estimated at \$5.8 million for future years' capital improvement (\$1.8 million) and life safety projects (\$4 million); continue the one-to-one program for new iPad devices purchased in the 2020-2021 fiscal year; and allocate \$1.1 million in Federal ESSER Funds through the CARES Act for the reimbursement of COVID-related expenses.

As of June 30, 2020, the District received 0.3% more revenue than budgeted and expended 1.4% less than planned, following the COVID-related closure of school buildings and remote learning for the last quarter of the year. For 2019-2020, total direct revenue for all funds was \$267 million, or 0.3% ahead of budget plan. Total direct expenditures were \$259 million, or 1.4% under budget, most notably due to lower-than-anticipated costs in almost all categories as expenses were diminished during the school building closure.

Overall, the cumulative 2020-2021 budget, when considering all funds, projects that expenditures will exceed revenue for a budget deficit of \$8.6 million. This deficit includes a planned use of reserves to waive select student user fees and complete facility improvement projects identified on the Board's Strategic Plan. Included in the tentative budget are non-recurring costs for items related to the re-opening of school buildings during the COVID-19 health pandemic, including PPE and additional technology. Also contributing to the deficit, the District expects several areas of reduced revenue for the coming year, many of which are isolated to this year only. Despite the deficit budget position, the District remains in a stable financial position, and currently has no outstanding bonded debt and no foreseeable plans to issue new debt.

For the 2020-2021 budget year, the Board approved the transfer of reserves from the Working Cash Fund to the Operating & Maintenance Fund for the purpose of completing life safety projects and will act on additional transfers from the Capital Projects and Life Safety Funds to the Operations & Maintenance Fund in August. The planned capital improvement projects include payment for projects completed during the summer of 2020: continuation of improvements on stadium turf replacements and track resurfacing, restroom renovations, and locker room renovations. Transfers of \$1.8 million from the Capital Projects and Life Safety reserves have been approved for payment of these facility improvement projects. The District received approval from the Illinois State Board of Education in spring 2019 of its life safety study. Projects totaling \$24 million were approved and will be completed over the next several years, of which \$4 million is included in the tentative budget.

Included as a special item in the Operations and Maintenance Fund budget for fiscal year 2021 is \$17.7 million in proceeds from the anticipated sale of 62 acres of land, projected for receipt upon closing the sale in the fall of 2020. Use of the proceeds is not included in the fiscal year 2021 budget.

All school districts in Illinois must submit a balanced budget, adopt a deficit budget with a deficit less than one-third of the district's reserves, or submit a deficit reduction plan to balance the budget within three years. District 211 has adequate reserves to offset the budget deficit and is therefore not required to submit a deficit reduction plan.

For 2020-2021, total direct revenue is projected to be \$262 million, a decrease of 1.9% from the 2019-2020 actual revenues. Local property taxes are budgeted to increase 1.6%; however, property tax collection rates are budgeted at 2% less than typical in anticipation of delinquent payments. Interest earnings on investments are anticipated to be approximately one-half of last year's actuals due to decreased rates. Categorical state aid is budgeted to decrease due to anticipated decreases in transportation reimbursements, and food service sales are expected to decrease. Corporate Personal Replacement Taxes are

budgeted to decrease as a one-year increase of 15% the year prior concludes. The greatest area of revenue reduction is in the category of fees and other income with a decrease of 70% over the prior year actuals. Several factors are attributing to the decrease, including the waiver of student registration, parking, and reduced meal fees; no anticipated TIF surplus payments; and no sale of student-built homes, as two were sold in fiscal year 2020. Federal aid is budgeted to decrease slightly. While the District has budgeted receipt of \$1.1 million in Federal ESSER Funds for reimbursement of COVID-related expenditures, federal reimbursement related to National School Meals Programs will decline as the state's waivers for providing meals to all students under the age of 18 has expired for the current school year. Evidence Based funding is budgeted consistent with 2019-2020 actuals and tuition revenue is budgeted to increase.

Total direct expenditures for all funds are budgeted to be \$270.7 million, an increase of \$12 million or 4.7% from the 2019-2020 actual expenditures and includes costs for a full year's expenses compared to the reduced expenditures in the prior year resulting from the COVID shutdown. By category, the largest area of increase is due primarily to salary and benefit costs. Salaries and benefits that are budgeted to increase per contractual agreements and healthcare trend estimates, and account for increased costs for substitute teachers, chaperones, and overtime compared to the prior year. District 211 experienced cost savings as a result of lessened costs in these areas last year. Increases in purchased services are primarily related to technology as the District has a greater number of software renewal fees this year than the prior year. Supply increases are primarily related to COVID personal protective equipment needs. Utilities are projected to decrease as the result of reduced energy and gas rates and building efficiencies. Capital outlay expenses increase due to costs related to the cycle of life safety and capital improvement projects. For the summer of 2021, restroom renovations are budgeted for Fremd and Palatine High Schools.

Additional information on the 2020-2021 tentative budget is available [here](#), a copy of the 2020-2021 Tentative Budget is available [here](#), and a copy of the tentative budget presentation is available [here](#).

Health/Dental Insurance Premium Rates for 2021

At its meeting on June 18, 2020, the Board of Education approved the 2020-2021 renewal of health/dental claims administration services with Blue Cross and Blue Shield. Each fall, projected claim experience based on health inflation trends is used to determine premium equivalent rates for all District health plan options. Premium equivalent rates established in the fall are for the health plan year beginning January 1, 2021.

Beginning in January 2019, District 211 implemented an adjusted health plan design that modified the District's previous six plan options; four PPO plans and one HMO plan. Plans include PPO-300, PPO-500, PPO-750, HSA-1500, and HMO-Blue Advantage options (additionally, there is one HMO plan, HMO-Illinois, that is only available to grandfathered employees). The plans are designed to facilitate migration of employees to plans that are less expensive for the District to provide by encouraging greater healthcare cost management by employees through higher deductibles. Currently, approximately 67% of the District's covered employees have elected coverage in the plans with higher deductibles and employee management, which include PPO-750, HSA-1500, and HMO-Blue Advantage, an increase from 44% enrolled in these plans in 2015.

The District is in its sixth year of an employee wellness program. At its May 23, 2019 meeting, the Board approved HealthCheck360 as its new wellness provider. As part of the multi-plan health insurance design structure, the District has included a wellness plan that allows employees and their spouse/domestic partner (for those electing family coverage) to receive a comprehensive health screening through HealthCheck360 providing access to a preventative health report for employees. Employees participating in the wellness screening will receive applicable credits allocated towards their insurance plan premium cost. For the 2020 plan year, employees electing single plan coverage received a \$723.24 credit towards their premium; those with family coverage received a \$1,195.43 credit towards their premium costs. Wellness credits were established to increase at a rate equal to the increase in employee contributions. For 2021, wellness credits will increase to \$759.40 (single coverage) and \$2,049.00 (family coverage). In 2020, over 92% of covered employees elected to participate in the District's wellness program. Employees who are eligible for health insurance benefits and elect not to be covered by the District's health insurance plans will receive \$1,000 annually for opting-out of coverage.

The HSA-1500 plan allows employees to independently manage their healthcare costs with lower overall claims costs to the District. Because the HSA plan is the most cost-effective plan for the District to offer, those electing this plan will receive an employer paid contribution to their HSA account. Employees choosing single plan coverage will receive \$1,500 deposited to their health savings account; those employees electing family coverage will receive \$3000 deposited to their account. Funds deposited in a health savings account may only be used for health-related services. No cash incentive payments are made directly to employees. Each covered employee contributes a percentage of the premium equivalent cost for each health insurance plan option. Contribution percentages have been applied uniformly for all union and non-union employee groups eligible for health insurance.

Illinois law requires IMRF employers who offer health insurance to their active employees to offer the same health insurance to disabled employees, retirees, and surviving spouses, at the same premium equivalent (COBRA) rate that is

established for active employees. COBRA rates are equal to the premium equivalent rates that are used for active employees.

The District has offered additional Medicare supplement plans for IMRF retirees over the age of 65 in past years. In an effort to provide retirees with more affordable options with comparable coverage, District 211 discontinued Medicare supplement plan coverage as of January 1, 2018. Retirees 65 years of age and older were offered an additional healthcare plan option provided through The Hartford with claims administered through Benistar Admin Services, Inc., beginning January 1, 2015. The Hartford plan option is a supplement to Medicare and offers comparable benefit levels to the supplement plans offered by the District through Blue Cross and Blue Shield. Insurance premium and claims payments are managed through The Hartford/Benistar and will not be budgeted or expended by the District for those retirees changing their elected coverage from the District's insurance coverage to coverage provided by The Hartford. The District's insurance broker, HUB International, provides additional resources to assist current retirees enrolled in District plans with alternative insurance plan options for coverage throughout the year.

The Board approved the established Blue Cross/Blue Shield premium equivalent rates, contribution percentages, and incentive structure for applicable employee groups, effective January 1, 2021, as presented.

Additional information on health insurance rates for 2021 is available [here](#).

Substitute Teacher Salary

The Human Resources department conducted an analysis of the substitute teacher pay rates in District 211 as compared to other local districts. Based on this analysis, a lack of substitute pay increase for over a decade, and the worsening of an already severe substitute shortage during the COVID-19 pandemic, the Board of Education approved the substitute teacher pay rate be established at \$125 per regular school day, beginning with the 2020-2021 school year.

Additional information on substitute teacher salary is available [here](#).

Sale of Surplus School Property

The Board authorized the sale of used, surplus Kromer B100 athletic line sprayers, Dynamic Cooking Systems DSS FSCI convection oven, Binks 3hp air compressor, Champion 10hp air compressor, and Daniels back plow by way of public sealed bid, public auction site, or company trade-in. Additional information is available [here](#).

Illinois Association of School Boards Equity Workshop

The Board of Education approved Board members attending a future Illinois Association of School Boards (IASB) workshop titled *Equity: An Educational Imperative*. This three-hour workshop is aimed at understanding why educational equity is needed, what educational equity is, and how to make it a reality in your district. There is no cost to District 211 for this IASB workshop. Additional information is available [here](#).

Next Board of Education Meeting

The next scheduled regular Board of Education meeting will be held on Thursday, September 17, 2020, with closed session beginning at 6:30 p.m. and open session beginning at 7:30 p.m. in the Anne Koller Board Meeting Room at the G.A. McElroy Administration Center.

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