

Board of Education Meeting Recap

The Township High School District 211 Board of Education met on Thursday, September 20, 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 four Fremd High School students for earning the highest possible composite score on a recent college entrance examination. **Ayushi Balan, Stella Chung, Christina Hu, and Nipun Velupally** 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. The complete list of District 211 students recognized for ACT achievements is available [here](#).

Public Hearing and Adoption of 2018-2019 Budget

Following a public hearing to listen to comments on the tentative 2018-2019 budget, the Board of Education formally adopted the budget as presented.

A copy of the 2018-2019 Budget is available [here](#). Additional information on the 2018-2019 Budget can be found [here](#), as well as a budget summary sheet [here](#).

Presentation: Student Readiness Plan

Associate Superintendent **Mark Kovack**, Conant High School Guidance Department Chair **Paula Hill**, Palatine High School English Department Chair **Jennifer Krause**, Schaumburg High School Guidance Department Chair **Eric Melton**, Fremd High School Counselor **Antonette Minniti**, and Hoffman Estates High School Physical Education Department Chair **Beth Roesner** presented an update on the Student Readiness Plan (SRP) to the Board of Education.

Additional information on the SRP is available [here](#), as well as a copy of the presentation [here](#).

Approval of Minutes

The Board of Education approved the minutes from its regular meeting on [August 16, 2018](#).

Report on New Professional Staff

The Board of Education received a report on professional staff new to District 211 for the 2018-2019 school year. There were 29 new professional staff hired this year; 12 full-time and 17 part-time employees. The new staff includes 17 women and 12 men, with 22 holding bachelor's degrees and seven holding master's degrees. Fifteen of the 29 new staff members are beginners, and overall, new hires average 1.38 years of experience. Below is a listing of new staff by school:

New Staff by School

Hoffman Estates High School – 8
Fremd High School – 7
Palatine High School – 6
Conant High School – 5
Schaumburg High School – 1
Higgins Education Center – 1
North Campus – 1

The total certificated staff for the 2018-2019 school year numbers 977, with 903 full-time positions, 38 part-time teachers, and 26 reduced-load teachers. Of the 977 staff members, 826 are teachers, 100 are social workers/psychologists/speech pathologists/counselors/interns, and 51 are administrators.

Sixth-Day Enrollment

The official enrollment on the sixth day (August 20) of the 2018-2019 school year was 11,583 at the District's five high schools. Enrollment including District 211 North Campus, Higgins Education Center, and off-campus special education placement was 11,883.

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

6th-Day Enrollment Figures

Fremd High School – 2,588
Palatine High School – 2,572
Conant High School – 2,357
Schaumburg High School – 2,100
Hoffman Estates High School – 1,966
Higgins Education Center – 116
District 211 North Campus – 59

NSSEO Kirk – 58
NSSEO Miner – 11
Hersey – 1
Private Facilities – 55
Ombudsman* – 6*
District 211 Total – 11,883

**- 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 salary and benefit information from the prior school year. 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, 2017 through June 30, 2018.

The District 211 [Salary Compensation Report](#) will be sent to ISBE and posted on the District website by October 1, 2018.

2018 Tax Levy Introduction

The Board of Education received tax levy information, as well as the 2018 Tax Levy Calendar. For the 2018-2019 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. All Cook County taxing districts operate under the Property Tax Extension Limitation Law (PTELL), commonly referred to as the "Tax Cap." The Tax Cap limits the rate at which a taxing body may increase its levy from the prior year's

levy amount. The limitation at which this portion of the total levy may increase 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. The Tax Cap does not establish a limit or a cap on the amount by which an individual property owner's tax obligations may change.

The total tax levy is comprised of two parts: 1) the aggregate extension of the tax capped funds, and 2) the extension of the non-capped debt service fund. The aggregate extension is the levy for all funds subject to PTELL, and includes the Educational, Operations and Maintenance, Transportation, Illinois Municipal Retirement Fund and Social Security, Working Cash, and Life/Safety Funds. The Debt Service Fund is not subject to PTELL. For the 2018 levy, District 211 does not plan to file for a debt service levy since it is operating debt free.

The CPI-U rate of 2.1% determined by the federal government as of December 2017 will be used in conjunction with the increase in new property as the limiting amount for the current, 2018 aggregate levy extension. Therefore, the combined levy increase for the Educational, Operations & Maintenance, Illinois Municipal Retirements and Social Security, Working Cash, Transportation, and Life/Safety Funds for the 2018 levy may not exceed 2.1%, plus any new property growth (estimated at 0.3%) over the prior year's levy amount.

For the upcoming levy cycle, the 2018 levy will be received by District 211 in calendar year 2019, which will span two budget years. The first installment of tax revenue will be received in the spring of the current 2018-2019 budget year (recorded as early taxes in the budget) and the second installment received in the fall of the following 2019-2020 budget year (recorded as current taxes in the budget). Because taxing districts do not file their 2018 levy until December 2018, Cook County taxes property owners at 55% of the 2017 levy amount on their first installment tax bills in February 2019. Second installment tax bills in fall 2019 are then adjusted to reflect the actual 2018 levy amount filed by each taxing body. Therefore, the 2018 levy amount will impact the 2019-2020 annual budget.

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:

1. the individual property value as determined by the County Assessor's office;
2. an equalization factor that is generated by the Illinois Department of Revenue to bring values in Cook County in line with those across the remainder of the state;
3. the Equalized Assessed Value (EAV), or sum of all equalized assessed property values within the taxing district's boundaries;
4. the actual levy amount filed by each taxing district; and
5. exemptions

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. As these values change, individual property tax bills are impacted, and often produce disproportionate increases that are not reflective of the limited increase that a taxing body may levy. If all factors were to remain constant, tax bills would only increase at the weighted average rate that taxing bodies increase their levy amounts.

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 was 2016. During the reassessment year, the Cook County Assessor's office reassesses the value of properties in a similar geographic area. Changes in the assessed valuation (property values) as a result of the reassessment process affected the calculation of individual property tax bills that were distributed in 2017, and will again be used in calculating property tax bills distributed in 2018.

Despite varying levels of change in property owners' tax obligations, District 211 will continue to be limited to an aggregate extension that does not exceed the sum of 2.1% CPI-U, plus an estimated 0.3% new property growth for a total limitation of 2.4%. 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.

Over the past five years, the CPI-U average increase has been 1.4% with new property growth averaging 0.4% for an allowable increase of 1.8% under the Tax Cap law. As a comparison, District 211's total levy extension increase has averaged a 1.3% increase as a result of the District's Debt Service levy reduction plan implemented in 2007 and each of the nine years thereafter. Over this time period, the Board of Education chose to abate, or reduce, the debt levy by over \$33 million. The net result from this strategy resulted in a consistently lower tax rate for local taxpayers than would have otherwise occurred. Since that period, District 211 has expired all its debt and no longer will file a debt service levy.

At the next District Budget and Finance Committee meeting on October 3, 2018, and the next Board of Education meeting on October 18, 2018, additional 2018 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 7, 2018, to further review the 2018 levy. The Board will be presented with a proposed levy amount at its November 8, 2018 meeting.

Additional tax levy information, including the 2018 Tax Levy Calendar, is available [here](#). Also available are the following resources:

- [Levy Chapter 1: Two Components of a Levy](#)
- [Levy Chapter 2: Understanding the Levy and Your Property Tax Bill](#)
- [Levy Chapter 3: The Levy and Budget Relationship](#)

Ten-Year Facilities and Capital Improvement Plan Update

It has been a 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. As a component of the District's financial and operational goals, the long-range capital outlay plan is designed to align with the Strategic Plan, building utilization, improvement and maintenance schedule, and serve the District's educational goals. District 211 is in year three of its current 10-year capital improvement plan and has begun completing projects consistent with the Strategic Plan. The District's capital plan is reviewed and updated annually, considering any adjustments necessitated by financial, demographic, technological, or energy-related conditions.

The District's strategic initiatives include completion of the 10-year facility improvement plan while remaining debt-free. Through long-range financial planning, District 211 has planned for completion of all prioritized projects while paying for them through only its annual operating budget and use of reserves. Through numerous communications at Board of Education and Budget and Finance Committee meetings, the District has provided materials demonstrating the plan to fund capital improvement projects, sustain educational programming, and remain debt-free.

The Board of Education received a report summarizing the capital improvement work completed to date, relative to both the mandated life safety improvements and capital improvement projects. The report also summarized the progress relative to life safety projects and the capital improvement project timeline schedule over the next 10-year period in conjunction with financial planning considerations as the District operates debt-free.

Included in the FY19 budget are several facility improvement projects that have been prioritized in the Board's Strategic Plan or in the District's five-year facility improvement plan. The majority of these projects were completed during summer 2018; however, several remain ongoing and are scheduled for completion prior to the end of the current school year.

The summary the Board received included updates on the final media center upgrade underway at Hoffman Estates High School; athletic field improvements at Fremd and Conant High Schools, as well as replacement of stadium turf and tracks at Fremd and Schaumburg High Schools, and outfield drainage

improvements for Schaumburg High School baseball and softball fields; washroom renovations for all student washrooms at Conant High School; roof repair and replacement work at Fremd and Conant High Schools; and phase I parking lot renovations at Hoffman Estates High School.

The District's most recent life safety survey was completed in 2010 with an estimated \$26 million in projects identified for required completion, and all projects identified in the survey have been completed. The next life safety study has begun, and the results are scheduled to be presented to the Board at its November 2018 meeting, for submission to the Illinois State Board of Education (ISBE) with final approval from ISBE anticipated by spring 2019.

District 211's Strategic Plan prioritizes facility quality and establishes a goal to implement a 10-year capital plan. Many of the recommended improvements include updates to spaces that are original in the school buildings, or have reached their expected lifespan. It also is anticipated that several of the recommended improvements will be identified on the future life safety survey given their age and condition. The Board received a summary of all prioritized improvements that included such items as roof repairs and replacement, mechanical equipment replacement, washroom and locker room renovations, stadium turf replacement and track refinishing, kitchen renovations, and auditorium improvements.

As District 211 continues to progress with its capital improvement plan without debt to pay for the recommended projects, financial planning remains critical. Through planned budget reductions and efficiencies, the District plans to fund all of the recommended capital improvement projects through the use of its annual operating budget and existing reserves.

Through the planned use of the District's operating budget, the annual operating surplus, and funds levied under the limitations of the Tax Cap for life safety projects, a plan has been laid out to pay for prioritized improvements. The District's financial projects include utilization of an average of \$10 million annually in the Capital Projects Fund; \$3 million annually in the Life Safety Fund; and an allocation of \$4 million annually in the Operations and Maintenance Fund for capital expenditures.

For the current 2018-2019 fiscal year, the budget plan projects an operating surplus of \$7.9 million (3%). These funds have a planned purpose within the following year's capital improvement projects and will be recommended for future transfer to the Capital Projects or Life Safety Funds. A similar approach is recommended for future budget years. By planning to fund facility improvements that have been outlined in the Strategic Plan or due to the end of their useful life cycle through reserves, District 211 avoids the issuance of new debt and any additional costs associated with debt issuance. Accrued reserves and future

budget planning provide the stability to fulfill the District's future capital improvement plan that will serve students well into the future.

Additional information on the 10-year facilities and capital improvement plan update is available [here](#).

Resolution to Include Cash Payments Related to Health Insurance as IMRF Earnings

Historically, both the Teacher's Retirement System (TRS) and the Illinois Municipal Retirement Fund (IMRF) have required that payments made in lieu of health insurance be reported as creditable earnings annually. District 211 offers eligible employees who opt-out of insurance coverage \$1,000 annually. Currently, District 211 has 173 individuals who have elected to opt-out of insurance coverage for the 2018 insurance plan year, of which 110 are IMRF employees.

Effective for 2018, IMRF requires that employers approve a resolution electing to include cash payments made in lieu of health insurance coverage as creditable earnings. The Board of Education approved a resolution to include cash payments related to health insurance as IMRF earnings, and file the resolution with IMRF. Additional information 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**.

On August 1, 2018, Governor Rauner signed into law HB 4870, otherwise known as Ashley's Law, which allows the use of medical cannabis in Illinois Schools. The Board initially reviewed a proposed policy revision to Board policy file: [JHCD Medication Administration in Schools](#). No action was taken at the meeting.

Board of Education Communications

At its meeting on February 15, 2018, the Board of Education discussed the topic of how Board communication and correspondence is dealt with between community members, Board members, and the Superintendent. The Board also

reviewed Board policy BDDH/KD Public Participation at Board Meetings that references communication to and from the Board.

The Board discussed procedures that uphold the single Board of Education's authority relative to Board communications. Additional information is available [here](#).

Potentail Topics for Future Discussion

The Board of Education requested that summaries of IASB resolutions to be presented at the November Triple I Conference be placed on the District Board agenda in October or November for review and discussion

Administrative Appointment

The Board of Education approved the appointment of **Sandra Mir** as accounting manager for High School District 211, effective January 1, 2019. Ms. Mir currently serves as the District's cashier and payroll clerk, a position she has held since June 2014. In her current role, she coordinates payroll and financial processing, and has made significant contributions as the District moves its financial operations to new financial and payroll platforms. She began her District 211 career in June 2013 as the student activities bookkeeper at the Administration Center. Ms. Mir earned her bachelor's degree in business administration from Loyola University Chicago in 1985, and became a certified public accountant. From 1985 through 1995, she worked for three Chicago firms, KPMG, Kemper Financial Services, and Murray Johnstone International, for which she conducted audits, prepared financial reports, and managed other financial matters. Prior to coming to District 211, Ms. Mir served as a staff accountant at James F. Sexton and Associates, managing tax preparations and financial records for the company. She also worked for the Kalway Group as an office manager from 2004-2005.

Next Board of Education Meeting

The next scheduled regular Board of Education meeting will be held on Thursday, October 18, 2018, beginning at 7:30 p.m. in the Anne Koller Board Meeting Room at the G.A. McElroy Administration Center.