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## **Board of Education Meeting Recap**

The Township High School District 211 Board of Education met on Thursday, October 18, 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.

### **Administrative Appointment**

The Board of Education approved the appointment of **Tony Medina** as principal at Palatine High School, effective July 1, 2019. Mr. Medina joined High School District 211 in 2006 as a world language teacher at Fremd High School. He accepted his first leadership role in 2013 as the world language department chair at that school. After serving in that capacity for two years, Mr. Medina was appointed 10-month assistant principal at Palatine High School in 2015. He transitioned into his current role as 12-month assistant principal and lead discipline administrator in 2018. Mr. Medina earned his undergraduate degree in business administration and Spanish from Benedictine University in 2004. In 2012, he earned a master's degree in Spanish from Northeastern Illinois University. Mr. Medina completed a second master's degree in 2014 in the Illinois Principal Preparation program at Concordia University.

Mr. Medina will replace current Palatine High School Principal **Gary Steiger**, who will retire at the end of the school year after 34 years of service in District 211. Mr. Steiger began his education career as a science teacher at Fremd High School in 1985, where he also coached football and baseball. In 1994, he became an assistant principal at Fremd High School, and then moved to 12-month assistant principal at Palatine High School the following year. In 2000, Mr. Steiger was appointed assistant principal at Conant High School, where he spent two years in that role. Mr. Steiger returned to Palatine High School in 2002, when he was named the school's principal. As principal at PHS, he has seen the school's student population change significantly. Yet, as the needs of Palatine High School's community have changed over the years, Mr. Steiger has provided leadership to maintain academic rigor while building a positive school environment, creating a true community of teachers, staff, and parents that works together to meet the diverse needs of students. Mr. Steiger's dedication and service has garnered statewide recognition, as he received an Illinois State Board of Education Those Who Excel Award in 2015, and was named Illinois Principal of the Year that same year by the Illinois Principals Association.

## Recognitions

The Board of Education recognized 31 students from Palatine, William Fremd, James B. Conant, and Hoffman Estates High Schools for being named National Merit Scholars. These students were presented the Robert Creek Excellence Award (medallion). The complete list of District 211 National Merit Scholars for 2018-2019 is available [here](#).

Conant High School senior student **Kaitlyn O'Brien** was recognized by the Board of Education for her quick and responsive actions that played a key role in a life-threatening situation, and ultimately saved a life.

## Presentation: 2018 Tax Levy

The Board of Education viewed a [presentation](#) on the 2018 Tax Levy by Chief Operating Officer **Lauren Hummel** and Controller and Treasurer **Barbara Peterson**.

The Board received tax levy information at the meeting, including tax levy background information, 2018 tax levy considerations, a 2018 tax levy recommendation, the District's committed reserve funds, financial projection information, and the 2018 tax levy calendar.

For the 2018 levy, the Tax Cap limit of 2.1% + new property (estimated at 0.3%) establishes the allowable increase for the Aggregate Operating Extension of Capped Funds levy. Since there is no need for a Debt Service levy, the recommended levy amount is \$228.7 million, a 2.4% increase over the prior year levy amount.

The Tax Cap determines the amount by which the total levy may increase over the total levy amount for the aggregate operating funds from the prior year. While the total 2018 levy may not exceed an increase of more than 2.1% plus new property growth over the prior year amount, the District may levy according to its financial needs, by fund, each year. For the 2018 levy, the recommended levy amounts increase the Educational Fund by 0.9% to support general operating costs for the coming year, and an increase of 12.5% in the Operations and Maintenance Fund reflects the need to support all building and maintenance costs. This includes funds transferred from the Operations and Maintenance Fund to the Capital Projects Fund for completion of capital projects identified in the Strategic Plan. The Educational Fund and Operations and Maintenance Fund levies support the continuation of quality instructional programming and services that students are currently provided and the maintenance and upkeep of facilities. The Transportation Fund levy is recommended to increase by 2.7% to support general operating costs, as well as plan for replacement of school buses

that have exceeded their useful life. While the District replaced 30 school buses last year, it is planning to replace approximately 10% of its fleet hereafter to obtain a 10-year replacement cycle. The levies for the Illinois Municipal Retirement and Social Security Fund provides the necessary funds to support employer costs and make additional payments to reduce the District liability and annual costs. As annual costs for IMRF expenditures continue to decrease due to advanced payments made to reduce unfunded liability amounts, the District is levying less into this fund and able to allocate these funds for additional operating purposes. The 2018 levy also includes an allocation into the Working Cash Fund for the purpose of paying for Life Safety projects. In the past, the District has paid for required Life Safety work through the issuance of bonds. One of the District's strategic initiatives is to remain debt free. With this priority, the District must pay for future Life Safety projects either through fund transfers or by levying for these funds directly. As a result, a levy into the Working Cash Fund is proposed as part of the 2018 levy. Funds levied into the Working Cash Fund will remain allocated specifically for approved Life Safety projects and will be transferred to the Life Safety Fund in the upcoming budget year. Funds levied into the working cash fund are subject to the aggregate Tax Cap, whereas, had funds been levied to repay debt, the total would have exceeded the Tax Cap.

Levying the aggregate extension of capped funds at an amount less than the established limit under the Tax Cap law inhibits the District from collecting revenue to support these needs, and further, leads to loss that will continue to compound year-over-year and will impact programs. The following variables support the recommendation for a 2.1% + 0.3% new property increase of the aggregate of capped funds:

- the recommended amount supports the continuation of instructional programs for students;
- the impact of levying less than the allowable amount in these funds has a compounding and permanent effect year-over-year;
- the District's strategic direction to fund necessary capital improvements is through operations and annual future savings;
- the District's strategic direction is to remain debt free; and
- the future financial position of the District for future Boards of Education would be compromised.

The following levy calendar has been established and provides for determination of a proposed 2018 levy amount at the November 8, 2018 Board of Education meeting:

- **November 8, 2018** – tentative Budget & Finance Committee meeting for further review of 2018 levy information, if needed
- **November 8, 2018** – scheduled Board of Education meeting; determine amount of proposed 2018 levy (this determination must be made not less than 20 days prior to the levy adoption)
- **November 29, 2018-December 6, 2018** – prescribed form of notice of public hearing must be published in a newspaper with general

circulation with the school district no more than 14 nor less than seven days prior to the public hearing

- **December 13, 2018** – schedule Board of Education meeting; public hearing on proposed 2018 levy at 7:30 p.m. and adoption of 2018 levy
- **December 24, 2018** – last day to file 2018 levy with the Cook County Clerk

The tax levy information the Board received is available [here](#).

The Board directed the Superintendent to prepare a list of cost-saving efficiencies totaling a minimum of \$800,000 for their consideration prior to the November 8 Board of Education meeting.

### **Approval of Minutes**

The Board of Education approved the minutes from its regular meeting on [September 20, 2018](#).

### **Request for Policy Exemptions**

The Board of Education approved permitting the William Fremd High School Service Over Self Club, and the Schaumburg High School Freshman Class Club, to conduct door-to-door solicitation of non-perishable items for charity on October 31, 2018, as requested, pursuant to Board Policy File KA: School Community Relations Goals. The purpose of the collection of canned goods is for the benefit of the Palatine Township and Schaumburg Township Food Pantries, and the collections will be done during regular trick-or-treat hours on Halloween.

### **2018 Summer School Enrollment/Cost Analysis**

The Board received an update on Summer School 2018. District 211 provided learning opportunities for 11,439 students during Summer School 2018. Summer programming continues to offer courses in credit recovery, academic acceleration, and athletic/activity camps.

Summer School 2018 operated at a net cost of \$1,913,041 to High School District 211. This included waiver of fees for 508 Incoming Freshman Academy students, 235 Sophomore Academy students, and 281 ESL Academy students. Additionally, reduced fees (\$30 per student) were collected from 892 three-week Freshman Invitational Mathematics program students and 351 Project Excel students.

Additional information on Summer School 2018 is available [here](#).

## **Post-High School Planning Nights**

High School District 211 offers multiple events designed to support students and their families as students prepare for their individualized post-high school experiences. Three of these annual events are scheduled early in the school year and offer opportunities for students with varied sets of needs to learn new details about options and pathways. These three events are the First Generation College Symposium, the District 211 College Night, and the Directions College and Career Fair.

These events are the result of multiple departments including transportation, student services, custodial maintenance, and special education, each of which contribute efforts in the planning, design, and delivery of quality programming for our students.

Additional information on Post-High School Planning Nights is available [here](#).

## **2018-2019 Free and Reduced-Price Meal Eligibility**

The Board of Education received information on District 211's participation in the National School Lunch and Breakfast Programs, federally assisted meal programs that provide qualifying students with access to nutritionally balanced, low-cost, or free meals during the school day. Students may qualify for free meals if they are a foster child, homeless or migrant student, recipient of Supplemental Nutrition Assistance Program (SNAP) or Temporary Assistance for Needy Families (TANF), qualify for income-eligible Medicaid, or if their household meets income eligibility guidelines established by the United States Department of Agriculture (USDA). A student with a household income at or below 130% of the poverty level is eligible for free meals; those with income between 131% and 185% of the poverty level are eligible for reduced-price meals (30¢ for breakfast and 40¢ for lunch as defined by the United States Department of Agriculture). For the current 2019 fiscal year, a family of four must have a gross income of less than \$32,630 annually to qualify for free meals or \$46,435 annually to qualify for reduced-price meals.

Eligibility for meal benefits is reviewed and determined annually based upon the guidelines established by the USDA. The number of students eligible for meal benefits across District 211 has increased by 44% over the past 10 years, with data reported as of September 28, 2018, in coordination with deadlines for ISBE School Report Card data.

All District 211 high schools remain relatively stable in the number of students eligible for meal benefits this school year compared to last year. However, the

dispersion of low-income students remains inconsistent between schools. Current data shows that the number of students eligible for free or reduced-price meals in each school ranges from a low of over 16% at Fremd High School to a high of 54% at Palatine High School.

Eligibility for meal benefits provides students with access to several services during the school day. This includes not only receiving nutritionally-balanced meals twice a day, but additional meal services are provided to qualifying schools for free breakfast and lunch programs for all students attending summer school at Palatine, Hoffman Estates, and Schaumburg High Schools, and an after-school snack program at Palatine High School. Students qualifying for meal benefits may also qualify for academic fee waivers per Illinois School Code and Board of Education Policy JN. Further, Hoffman Estates and Palatine High Schools qualify for additional funding through the Federal Title I grant that aids in providing additional supports and services for students in schools of economic need.

Additional information on free and reduced-price meal eligibility is available [here](#).

### **Community Connections Newsletter – Strategic Plan Update**

The 10th edition of [Community Connections](#), a quarterly newsletter designed to provide additional information about High School District 211 to the communities served, was distributed in mid-October. As communicated in the 2016 Strategic Plan, the District places a priority on providing updates to the community about programs and events taking place within the District. The 10th edition of *Community Connections* was featured as a special academic edition, with articles on the following topics: Early College Credits, Advanced Placement, Dual Credit, and The Power of 15.

*Community Connections* is emailed to District 211 parents, students, and staff, as well as community members who have provided their contact information. All 10 editions of the newsletter are available on the [District website](#).

### **Popular Annual Financial Reporting (PAFR) Award**

As a component of the Board of Education's Strategic Plan, the District completed its first [Popular Annual Financial Report](#), or PAFR, for the fiscal year ending June 30, 2017. The PAFR was produced in conjunction with the District's extensive Comprehensive Annual Financial Report (CAFR). The PAFR Awards Program was established by the Government Finance Officers Association to encourage and assist state and local governments to extract information from their CAFR to produce high quality popular annual financial reports specifically designed to be readily accessible and understandable to the general public.

Annually, the Government Finance Officers Association recognizes school districts that demonstrate high standards and best practices for financial and operational material presented, reader appeal, understandability, distribution, and other elements such as creativity and usefulness. Township High School District 211 was named a recipient of this award for the fiscal period ending June 30, 2017.

This award is an affirming acknowledgement to the Board of Education and District of the commitment to continuously provide comprehensive, accurate, and transparent financial information in an understandable format that meets defined governmental standards.

### **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. After initially reviewing a proposed policy revision at its September 20, 2018 meeting, the Board approved the policy revision to Board policy file: [JHCD: Medication Administration in Schools](#).

### **Health/Dental Insurance Premium Rates for 2019**

At its meeting on May 10, 2018, the Board of Education approved the 2018-2019 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, 2019.

Beginning in January 2015, District 211 implemented a new health plan design that included six plan options; four PPO plans and two HMO plans, one of which is only available to employees who were enrolled in the HMO-Illinois plan during the 2014 plan year. Plans include PPO-300, PPO-500, PPO-750, HSA-1500, HMO-Illinois, and HMO-Blue Advantage options. The plan design change implemented a design structure to help facilitate movement to less expensive health insurance plans, while also adjusting employee premium contribution rates

and modifying plan design benefits to align with the requirements of the Affordable Care Act (ACA). The new plans were 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 59% of the District's covered employees have elected coverage in the plans with higher deductibles and employee management, which include PPO-750, HAS-1500, and HMO-Blue Advantage, an increase from 44% enrolled in these plans in 2015.

The District is in its fourth year of an employee wellness program with Interactive Health Solutions. 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 Interactive Health Solutions 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 2018 plan year, employees electing single plan coverage received a \$688.80 credit towards their premium; those with family coverage received a \$1,858.50 credit towards their premium costs. Wellness credits were established to increase at a rate equal to the increase in employee contributions. For 2019, wellness credits will remain at \$688.80 (single coverage) and \$1,858.50 (family coverage). In 2018, over 91% 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 opt-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 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.

For the 2019 plan year, the District will discontinue the HMO-Illinois plan for all employees other than those whose current healthcare provider is not available under the HMO-Blue Advantage network. Currently, there are 14 employees who meet this criteria and would remain grandfathered on the HMO-Illinois plan. By eliminating this plan, it is estimated that the District will save in excess of \$800,000 annually in physician service and network access fees. Health



insurance rates were developed in coordination with the District's insurance broker, HUB International, and account for actuarial data, projected health care trends, and employee wellness participation. The District's approach to controlling healthcare costs continues to outperform healthcare trends with District 211 cost increases that are less than the national average of 7-13%. Lower cost increases are the direct result of plan design, the addition of the HMO-Blue Advantage network in place of the HMO-Illinois network for non-grandfathered participants, high deductible healthcare plan options, and the District's wellness program. Health and dental rates will remain unchanged for the 2019 plan year.

Blue Cross and Blue Shield began providing virtual medical appointments for patients enrolled in PPO plans to provide greater access to physicians at a discounted rate, and can be utilized for both medical and behavioral health needs via phone or computer. The cost of a virtual visit is approximately \$70 less than a visit with a primary care provider, \$130 less than an urgent care visit, and \$730 less than the average ER visit. As a self-insured insurance provider, the District pays the claims cost for all medical costs and anticipates that by offering virtual visits, both the District and its eligible employees will incur reduced costs. The cost of providing virtual visits is \$0.52 per employee, per month for a total annual cost of \$7,519. The District will plan to renew its virtual option effective July 1 each year with all other administrative fees. It is estimated that the District will at least break-even on this cost through reduced claims costs in the first year.

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, 2019, as presented.

Additional information on health insurance rates for 2019 is available [here](#).

### **Credit Card Processing Contract**

High School District 211 began accepting credit cards for payment for various fees beginning in 1995, and currently accepts credit cards for student registration fees (regular, continuing education, summer school, and sports camps), as well as the school breakfast and lunch program. Since the District began processing in 1995, student fees paid by credit card have been processed by Moneris, now known as Worldpay.

The District's two-year contract with Worldpay expires in December 2018. As part of the Strategic Plan, the District plans to replace its existing front-end system with third-party software for the registration module for the start of the 2019-2020 school year. Until a new front-end system is in place, the Board approved extending its contract with Worldpay for credit card processing on a month-to-month basis. Worldpay has agreed to keep our pricing consistent with the District's two-year contract, despite the potential cancellation of services.

Additional information is available [here](#).

### **Life Safety Survey Introduction**

The Board of Education received information about the 2018-2019 Health and Life Safety survey. In accordance with School Code (105 ILCS 5/2-3.12), school buildings must be surveyed by an architect or engineer who, upon completion of the survey, issues a Safety Survey Report to the Board of Education. This survey is required every 10 years. The District's last survey was conducted in 2010, and projects identified on the 2010 survey were completed over the last several years, with the final projects completed this past summer. The District is in the process of closing its 2010 survey with the Regional Office of Education (ROE) and Illinois State Board of Education (ISBE) by providing necessary documentation demonstrating completion of all identified projects.

The Life Safety Study conducted by an architect or engineer is intended to ensure that areas within school buildings remain compliant with International Building Codes. The District's architect Arcon and Associates worked in coordination with engineering firm AMSCO to complete a thorough review of each of the District's seven school buildings over the past several months. A list

of identified projects and anticipated costs is being finalized in anticipation of filing the 2018-2019 Health and Life Safety Survey.

It is anticipated that the finalized Life Safety Survey will be completed and presented to the Board of Education at its November 8, 2018 meeting. A report will be shared at that meeting to communicate a final list of recommended projects and estimated costs for submission to ISBE.

Additional information is available [here](#).

### **Request for Foreign Exchange Trips**

The Board of Education approved participation in the following nine foreign exchange trips for the summer of 2019 (Note: District 211 reserves the right to cancel any travel that it deems unsafe or not in the best interest of the District):

Madrid, Spain and Paris, France – May 29-June 6, 2019  
*Conant High School*

Munich, Germany – June 28-July 8, 2019  
*Conant and Schaumburg High Schools*

Malaga and Madrid, Spain – May 27-June 14, 2019  
*Fremd High School*

Germany – June 1-15, 2019  
*Fremd High School*

Cordoba and Barcelona, Spain – June 15-July 3, 2019  
*Fremd High School*

Montreal and Quebec City, Canada – May 28-June 5, 2019  
*Palatine, Fremd, Conant, Schaumburg, and Hoffman Estates High Schools*

San Jose, Costa Rica – May 31-June 14, 2019  
*Hoffman Estates High School*

Germany – May 27-June 12, 2019  
*Palatine High School*

Ecuador – May 25-June 5, 2019  
*Palatine and Schaumburg High Schools*

### **Illinois Association of School Boards Resolutions 2018**

The Illinois Association of School Boards (IASB) Delegate Assembly is the policy-making body of IASB. The Delegate Assembly is comprised of one voting delegate from each member district. High School District 211 Board of Education Secretary **Anna Klimkowicz** serves as a member of the 2018 Resolutions Committee. At the joint annual conference of the Illinois Association of School Boards/Illinois Association of School Administrators/Illinois Association of School Business Officials, the Delegate Assembly of IASB will review, discuss, and vote on proposed resolutions submitted by member districts. District 211 Board Member **Steven Rosenblum** will represent District 211 as the voting voice for the Board of Education. The results from the proposed resolutions will guide IASB's position statements and staff in ongoing legislative efforts.

This year, there are four proposed new resolutions:

1. Student Safety and Protection (submitted by Red Hill Community Unit School District 10)
2. Student Safety and Protection (submitted by Mercer County Community Unit School District 404)
3. Student Safety (submitted by Galva Community Unit School District 224)
4. Energy Savings Funding & Borrowing (submitted by Community High School District 94)

The resolutions were presented for discussion prior to being voted upon by the Delegate Assembly at the upcoming IASB conference on November 17, 2018.

Additional information is available [here](#), along with a copy of the [2018 Resolutions Committee Report](#).

### **Next Board of Education Meeting**

The next scheduled regular Board of Education meeting will be held on Thursday, November 8, 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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