

## Board of Education Meeting Recap

The Township High School District 211 Board of Education met on Thursday, November 9, 2017, 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 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):

- Palatine High School Assistant Principal **Michael Alther** (administrator category)
- **Community Engagement Facilitating Team** (team category): Curtis Bradley, Merydith Brostoff, Mucia Burke, Peter Carlson, Dave Carver, Daniel Cates, Robert Falardeau, Dan Goodman, Shantanoo Govilkar, Avery Hodges, Anna Klimkowicz, Susan Kobeski, Dipak Kumar, Anita Lee, Kathe Lingl, Tom Lober, Ryan McCoy, Tom Petersen, Debora Quiroz, Jose Quiroz, Linda Reedy, Debbie Schmidt, Aarushi Shah, Jose Skrobot, and Lisa Small
- James B. Conant High School Science Teacher **Erik Hauser** (classroom teacher category)
- William Fremd High School Counselor **Antonette Minniti** (student support personnel category)
- James B. Conant High School Science Teacher **John Reyes** (early career educator category)
- Schaumburg High School **Saxon Solutions Team** (team category): Joseph Carey, Ann Espel, Michelle Hinojosa, Vincent Inendino, Daniel Lanser, Kendra Letzel, Enrico Matarazzo, and Hamid Mehreioskouei
- Hoffman Estates High School Bilingual Translator **Grace Sordini** (educational service personnel category)

### Presentation: Student Readiness Plan

In conjunction with the development of the new guidance program, and the program's founding principle to prepare students for their lives after high school, District 211 has developed a student resource to support students' development and readiness for adulthood. The Student Readiness Plan (SRP) is an online tool that complements the guidance program's lessons and activities by providing

students with access to a personalized portal within which students can catalog post-high school plans, note completion of specific tasks, set individualized goals, and track progress towards achieving those goals.

The District 211 Student Readiness Plan is an integral part of the District's overall guidance program. The SRP integrates each of the readiness components into a user-friendly interface and creates the opportunity for students to understand their own readiness for life after high school, work with staff members to refine plans and options, and communicate with their parents about their preparation for post-high school destinations.

The Board of Education viewed a presentation on the new Student Readiness Plan by Associate Superintendent **Mark Kovack**, along with Conant High School Counselor and Guidance Department Chair **Paula Hill** and Schaumburg High School Counselor and Guidance Department Chair **Eric Melton**.

Additional information of the District 211 Student Readiness Plan is available [here](#), and a copy of the presentation can be viewed [here](#).

### **Approval of Minutes**

The Board of Education approved the minutes from its regular meeting on [October 19, 2017](#), and its special meeting on [November 1, 2017](#).

### **Fall Curriculum Committee Report 2017-2018**

The fall round of the 2017-2018 Curriculum Committee meetings has been completed with 14 department meetings taking place. Committees welcomed new department chairs to leadership positions:

New department chairs:

- **Derek Fivelson**, Mathematics, James B. Conant High School
- **Erin Garrity-Duffey**, Art, James B. Conant High School
- **Scott Hoefft**, Guidance, Hoffman Estates High School
- **Eric Melton**, Guidance, Schaumburg High School
- **Jerry Lowrey**, Music, Hoffman Estates High School
- **Scott Weidig**, Media and Technology, Schaumburg High School
- **Paul Kim**, Media and Technology, James B. Conant High School
- **Bob Schuetz**, Technology, Palatine High School
- **Keith Sorensen**, Technology, William Fremd High School
- **Christina Ordonez**, Technology, Hoffman Estates High School

Three times a year, the Curriculum Committee for each department meets to review and discuss curriculum updates and changes. Each department's

curriculum committee has 11 members, including five school department chairs, five principals, and the associate superintendent for instruction. New course proposals, as well as any modifications in particular courses' Critical Learning Standards (CLS), District-wide assessments, or textbook/software are reviewed by the Curriculum Committee and superintendent prior to a recommendation to the Board of Education for approval.

Though each committee meeting is centered on the specific needs of each department, there were some common agenda items that were discussed across departments:

- Global Competitive Skills – Speaking and Presentation
- District Benchmark Assessment Analysis
- District Institute Day

The Board of Education approved the Curriculum Committee report and recommendations as presented. A complete copy of the Fall 2017-2018 Curriculum Committee Report is available [here](#).

### **Placement Testing of Incoming Freshmen**

The Board received information on this year's placement testing. On October 14, 2017, placement exams were administered to 2,742 of the anticipated 2,980 incoming freshmen. An additional 106 students attended a make-up test session on October 21, 2017. Of the 132 students who were not tested, 26 of the students were withheld from testing per their Individualized Educational Plan (IEP). District 211 uses the College Board's PSAT 8/9 assessment as the placement exam and the results of this test, together with recommendations from junior high school teachers, will be used to determine students' placement into core academic courses for the 2018-2019 school year.

The success of the testing program and subsequent placement process is the result of a coordinated effort involving District 211 transportation, student services, and technology services staff, as well as staff at the junior high schools.

### **2017 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 (ISBE), Report Cards contain data received from and about schools at various points throughout the school year. According to Illinois School Code, School Report Cards are to be forwarded to schools from the ISBE annually by October 31 and made available by schools to the public within 30 days. Once the Report

Card is issued by the ISBE, no information in the School Report Card can be modified.

The Board directed the superintendent to make appropriate availability of 2017 School Report Cards by placing a direct link to them on the District 211 and school websites. In addition to the complete online Report Cards, at-a-glance versions (two-page printable PDFs) of School Report Cards also are available.

Additional information on 2017 School Report Cards is available [here](#), while District 211 and School Report Cards are available [here](#), via the District 211 website.

### **Illinois High School Association Letter of Appreciation Recognition**

The Board of Education received a copy of an [appreciation letter](#) from Illinois High School Association (IHSA) Assistant Executive Director Susan Knoblauch for hosting the 2017 IHSA Girls Tennis State Tournament. Conant, Fremd, Hoffman Estates, and Palatine High Schools' tennis courts were used for the finals. Thanks to District 211 principals, athletic departments, and tennis coaches for their continued support to create an environment for a top-notch state tournament.

### **Facilities and Construction Planning Update**

For planning and development purposes, 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. In assessing capital outlay and facility considerations, members of the District administration team work with building principals to establish and prioritize capital needs, with several planning sources being used, including approved life safety amendments, maintenance and replacement schedules, and technology and multi-year financial projections. Annually, District administration also develops a preliminary grouping of projects that are identified as immediate, such as projects involving safety issues, or those scheduled for replacement and available funding. Needs also are evaluated as part of each budget cycle to account for changes in physical condition.

District 211 is presently in year five of a five-year facility improvement plan that includes both life safety projects approved by the Illinois State Board of Education and capital improvement projects reviewed and approved by the District 211 Board of Education. The Board of Education received a facilities and construction planning update on remaining projects in the plan. Projects remaining for completion under the five-year plan include the Hoffman Estates High School Media Center and the Fremd and Conant High School athletic fields.

The Board also received information on long-term capital planning projects, including roof repairs and replacement, mechanical equipment replacement, bathroom and locker room renovations, artificial turf carpet replacement, and kitchen renovations.

Life safety projects identified in the District 210 survey will all be completed by the summer of 2018, which include roof replacement over the gymnasium and mechanical room at Fremd High School, as well as roof repairs over the pool area and chiller replacement near the school's science addition. For the District's upcoming health and life safety survey, the District must engage an architect or engineer to conduct a study to identify areas of need under the life safety code. The study will take several months and is expected to be available for review prior to the end of the 2017-2018 school year, with approval of identified projects by the Illinois State Board of Education by the end of the 2018 calendar year, and approved projects underway during summer 2019.

District 211's Strategic Plan prioritizes items in year two, with one of the identified priorities being the completion of a comprehensive outdoor facility quality study. For this, the District engaged the services of civil engineering firm Manhard Consulting to complete an analysis of all outdoor facilities including existing stadium turf, tracks, and tennis courts, and report on condition, recommended improvements, and priority of need.

The District's stadiums were renovated with artificial turf beginning in 2007, with the projected life expectancy of turf carpet being eight years. Through routine upkeep, the District has prolonged its use for a period of 10 years. Stadium fill and turf replacement is recommended for Fremd and Schaumburg High Schools, the oldest in the District, during the summer of 2018. The outdoor facility study also prioritized Fremd and Schaumburg High Schools as having high priority for track replacement, and it is recommended to also complete the track replacement at the same time as the turf replacement. Replacement of turf and tracks for the remaining three schools will be planned over the ensuing summers.

The District's tennis courts were last resurfaced in 2013, and have been recommended for completion this summer. Athletic field improvements in the current five-year capital plan are scheduled to begin following the completion of spring sports at Conant High School, and will include significant drainage improvements and added safety features for baseball, soccer, and practice football fields.

For the past three years, the District has closed one school each summer to realize efficiencies through staffing and operational costs that have led to budget reductions in excess of \$200,000 each year without reduction in the number of instructional opportunities provided to students. This has also allowed the District to complete necessary capital improvements while schools are closed

with minimal impact on students. For the upcoming summer, Conant High School is scheduled to be closed as a summer school location, and it was recommended that the District begin renovations to restrooms, and replacement of the roof over the student cafeteria.

As identified in the District's Strategic Plan, parking lot safety has been reviewed for each District school. Implementation of a parking lot renovation for Hoffman Estates High School is recommended to take place in two phases, with the first phase recommended for summer 2018 and would include permanent curbing to the main entrance and primary student drop off areas of the school. Phase two of the parking lot redesign will include the main student lot and west lot redesign schemes.

In addition to projects designated within either the life safety survey or the capital improvement projects plan, the District establishes a budget for capital improvements in the Operations and Maintenance Fund that are part of yearly operations. For the 2018-2019 school year, the budget is planned to include the following major renovation work: Phase I parking lot renovation work to Hoffman Estates High School; mechanical equipment upgrades; redesign of select classrooms to incorporate an environment conducive to collaborate and flexible learning; roof repairs at Conant, Fremd, and Schaumburg High Schools; continued LED and security camera updates for District buildings; and general replacement of life-cycle items such as carpet and equipment.

Using strategic and effective planning, efficient controls and close monitoring, District 211 has been able to avoid issuing debt by using financial reserves and future savings to fund capital improvements taking place throughout the District. The planned use of reserves and future savings provides stability to plan and fulfill a five-year capital improvement plan that will serve students well into the future. The District's available reserves are a result of the Board of Education's fiscal prudence over the past several years. By funding these capital projects from existing reserves, District 211's operating and educational fund balances will remain at a level that will continue to sustain its financial stability and integrity into the future. The District's plan to continue use of financial reserves as a primary source of funding for capital improvements will continue to be reviewed on an annual basis.

Additional information on the facilities and construction planning update is available [here](#).

## **2017 Proposed Tax Levy and Truth in Taxation Resolution**

The District's annual tax levy sets the amount of the revenue necessary through local property taxes to support school district operations for the following budget year. Property taxes play an important role in financing for District 211 and

comprise over 85% of the District's annual revenue. The revenue received from local property taxes supports the continuation of quality instructional programs and operational support for students throughout the District.

The District recommended that the 2017 levy be increased in accordance with the established tax limitation amount of 2.1%, with an additional amount of 0.3% attributable to new property growth for a combined increase of 2.4% over the 2016 Operating Fund levy. The recommended amount includes funds totaling \$2.5 million allocated for life safety projects that have been previously funded with debt. These funds are now included in the operating levy aggregate extension total, further committing to the District's ability to fund projects within its means established by the tax cap and to remain debt free.

The 2017 levy recommendation supports District 211's ability to sustain its level of quality educational programs for students while also fulfilling its strategic priorities established by the Board of Education.

After viewing a presentation on the 2017 tax levy at its October 19, 2017 meeting, and receiving additional information on the 2017 tax levy at the November 9, 2017 meeting, the Board approved a resolution that sets forth the recommended amount of \$222,775,000 as the proposed 2017 tax levy for High School District 211, and directed publication of a notice of public hearing on the proposed levy at its December 14, 2017 meeting. The 2017 levy amount is required to be approved and filed with the Cook County Clerk by December 26, 2017.

Additional information on the 2017 proposed tax levy is available [here](#).

## **District Websites Rebuilding and Hosting**

High School District 211's websites continue to serve as the main source of information about the District to the public. In 2012, District 211's websites benefitted from a redesign, incorporating a common webpage template, with a similar look, feel, and layout across all of its websites. Technology is ever-changing and improving. The District's websites need to keep pace with current times to provide relevant, accessible, and appealing information formatted to meet the demands of today's ever-increasing mobile society while showcasing the District 211 brand and representing the District's outstanding educational programs and extra-curricular opportunities.

Earlier this year, a Request for Information (RFI) regarding website rebuilding and hosting was developed and made available to prospective vendors. In all, 10 vendors submitted responses to the RFI. A District committee reviewed and evaluated each RFI submission, with four vendors emerging as leading candidates. These vendors were invited to make presentations to the evaluation

committee. After thoroughly considering the presentations, the committee identified a specific vendor that was best matched to meet the District's need to rebuild its eight websites and provide hosting services.

The Board of Education approved the committee's recommendation to purchase the services of Blackboard Inc. to rebuild the District's eight websites and provide hosting services at a cost of \$26,710. Furthermore, the Board approved that the District enter into an additional four-year agreement with Blackboard Inc. to maintain and host the sites at a cost of \$17,955 per year.

Additional information on website rebuilding and hosting is available [here](#).

### **Site Lease Agreement Extension with STC Two LLC**

At its March 15, 2001 meeting, the Board of Education approved a site-lease agreement with SprintCom for cellular antennae to be installed at Hoffman Estates High School. As compensation, SprintCom installed four light standards at the stadium in lieu of a monthly rent payment. Through mergers of cellular providers, the space is now occupied by STC Two LLC with the agreement managed through Crown Castle ISA Inc. The current contract is in effect until March 15, 2026.

The District had a proposal to extend the terms of the contract of the agreement with STC Two LLC for a period of 10 years. The new proposal will include a monthly rental payment of \$2,300 beginning in March 2026 and extending to March 2036. Through review with Crown Castle, a lease extension was developed that provides the carrier with additional stability while providing the District new rental income. The following terms have been negotiated with Crown Castle to extend the existing lease agreement for a 10-year period expiring March 16, 2036: beginning March 16, 2020, annual rent at \$27,600.

The Board approved the proposed site-lease amendment with STC Two LLC to extend the terms of the contract to June 30, 2036, as presented.

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

The next scheduled regular Board of Education meeting will be held on Thursday, December 14, 2017, beginning at 7:30 p.m. in the Anne Koller Board Meeting Room at the G.A. McElroy Administration Center.