

## AGENDA

The First Business Meeting of the Month of February  
of the Board of Education of Township High School District 214  
will be held on Thursday, February 10, 2022  
in the Board Room of the Forest View Educational Center  
2121 S. Goebbert Road, Arlington Heights, IL  
at 7:00 p.m.

- I. CALL TO ORDER  
President Dussling
- II. ROLL CALL  
Ms. Keyes
- III. PLEDGE OF ALLEGIANCE
- IV. APPROVAL OF MINUTES  
Special Meeting of January 14, 2022  
Closed Session January 14, 2022  
Regular Meeting of January 20, 2022  
Closed Session Meeting of January 20, 2022
- V. BOARD RECOGNITION  
Multimedia Pathway  
Infinite Visions Implementation Team
- VI. PUBLIC COMMENTS
- VII. SUPERINTENDENT'S REPORT  
Freedom of Information Act Report  
Suspension Data Report  
COVID Litigation Update
- VIII. BOARD MEMBER UPDATES
- IX. CONSENT CALENDAR  
2022-012 Accounts Payable  
2022-013 Personnel Transaction Report  
2022-014 Destruction of Closed Minutes Audio Recordings  
2022-015 Biannual Review of Closed Session Minutes
- X. ACTION ITEM  
2022-016 Resolution Approving TRS SSP Employer Participation Agreement
- XI. DISCUSSION ITEM  
2022-017 Academic Programs and Pathways Guidebook 2022-2023  
2022-018 Preliminary 2022-23 Budget Guidelines and Assumptions

## XII. CLOSED SESSION

- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in an educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in an educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. 5 ILCS 120/2(c)(1), amended by P.A. 101-459;
- The purchase or lease of real property for the use of the District, including meetings held for the purpose of discussing whether a particular parcel should be acquired. 5ILCS 120/2(c)(5);
- The placement of individual students in special education programs and other matters relating to individual students. 5ILCS 120/2(c)(10);
- Litigation, when an action against, affecting or on behalf of the particular district has been filed and is pending before a court or administrative tribunal, or when the district finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes. 5ILCS 120/2(c)(12);
- Collective negotiating matters between the district and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5ILCS 120/2(c)(2);

## XIII. RECONVENE IN OPEN MEETING

Immediately following the Closed Session, the Board of Education will reconvene in Open Session and may take action deemed necessary as a result of the Closed Session discussions.

- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in an educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in an educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. 5 ILCS 120/2(c)(1), amended by P.A. 101-459;
- The purchase or lease of real property for the use of the District, including meetings held for the purpose of discussing whether a particular parcel should be acquired. 5ILCS 120/2(c)(5);
- The placement of individual students in special education programs and other matters relating to individual students. 5ILCS 120/2(c)(10);
- Litigation, when an action against, affecting or on behalf of the particular district has been filed and is pending before a court or administrative tribunal, or when the district finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes. 5ILCS 120/2(c)(12);
- Collective negotiating matters between the district and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5ILCS 120/2(c)(2);

## XIV. ADJOURNMENT

## MINUTES

The Minutes of the Special Meeting  
of the Month of January of the Board of Education  
Township High School District 214 held on January 14, 2022  
at the Forest View Educational Center,  
2121 S. Goebbert Road, Arlington Heights, Illinois  
at 1:00 p.m.

President Dussling called the meeting to order at 1:05 p.m. and L. Keyes called the roll. The following members were present:

William Dussling	President
Mark Hineman	Member
Mildred Palmer	Vice President
Dan Petro	Member
Andrea Rauch	Member
Leonard Walker	Member

Absent at roll call:

Alva Kreutzer	Member
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Also present at the meeting were: D. Schuler, superintendent; C. Johnson, associate superintendent for finance and operations; M. Johnson, assistant superintendent for student services; K. Rogers, principal, JHHS; J. Cook, principal, WHS; D. Weseman, D. Carillo, M. Brown, J. Korakakis, J. Meo, L. Keyes, executive assistant to the school board and superintendent; parent/guardian; and students.

### 1. PLEDGE OF ALLEGIANCE

President Dussling led the Board and audience in the Pledge of Allegiance.

### 2. PUBLIC COMMENTS

There were no public comments.

### 3. CLOSED SESSION

It was moved by Petro and seconded by Palmer that the Board of Education convene in Closed Session for the purpose of discussing:

- o Student disciplinary cases. 5ILCS 12/2(c)(9);

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Palmer, Walker, Rauch, Petro

Nays: None

The Board convened in Closed Session at 1:07 p.m.

### 4. RECONVENE IN OPEN SESSION

It was moved by Palmer and seconded by Rauch that the Board of Education reconvene in Open Session.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Palmer, Walker, Rauch, Petro

Nays: None

The Board reconvened in Open Session at 1:33 p.m.

5. STUDENT DISCIPLINE CASE #2422010582

It was moved by Petro and seconded by Rauch that the Board of Education approve the expulsion of student #2422010582 for two years and require the student to follow the other administrative recommendations as presented.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Palmer, Walker, Rauch, Petro

Nayes: None

The Board called a ten minute recess at 1:35 p.m.

The meeting was called back to order at 1:45 p.m.

6. CLOSED SESSION

It was moved by Petro and seconded by Hineman that the Board of Education convene in Closed Session for the purpose of discussing:

- o Student disciplinary cases. 5ILCS 12/2(c)(9);

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Palmer, Walker, Rauch, Petro

Nayes: None

The Board convened in Closed Session at 1:45 p.m.

7. RECONVENE IN OPEN SESSION

It was moved by Petro and seconded by Hineman that the Board of Education reconvene in Open Session.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Palmer, Walker, Rauch, Petro

Nayes: None

8. STUDENT DISCIPLINE CASE #2622015462

It was moved by Petro and seconded by Dussling that the Board of Education approve the expulsion of student #2622015462 for two years and require the student to follow the other administrative recommendations as presented.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Palmer, Walker, Rauch, Petro

Nayes: None

9. ADJOURNMENT

It was moved by Palmer and seconded by Rauch to adjourn. The motion carried.

The meeting adjourned at 2:20 p.m.

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William J. Dussling, president

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Mildred Palmer, vice president

## MINUTES

The Minutes of the First Business Meeting  
of the Month of January of the Board of Education  
Township High School District 214 held on January 20, 2022  
at the Forest View Educational Center,  
2121 S. Goebbert Road, Arlington Heights, Illinois  
at 7:00 p.m.

President Dussling called the meeting to order at 7:00 p.m. and L. Keyes called the roll. The following members were present:

William Dussling	President
Mark Hineman	Member
Alva Kreutzer	Member
Mildred Palmer	Vice-President
Dan Petro	Member (by phone)
Andrea Rauch	Member
Leonard Walker	Member

Also present at the meeting were: D. Schuler, superintendent; C. Johnson, associate superintendent for finance and operations; K. Kraft, associate superintendent for human resources; L. Lopez, associate superintendent for teaching and learning; M. Johnson, assistant superintendent for student services; J. Wardle, principal, BGHS; P. Kelly, principal, EGHS; K. Rogers, principal, JHHS; K. Roiland, director of operations; T. Schlorff, director of instructional technology and technology services; L. Ashida, community engagement and outreach; L. Keyes, executive assistant to the school board and superintendent; staff members; parents; students; and citizens.

### 1. PLEDGE OF ALLEGIANCE

President Dussling led the Board and audience in the Pledge of Allegiance.

### 2. APPROVAL OF MINUTES

It was moved by Kreutzer and seconded by Palmer that the Board of Education approve the minutes of the Business Meeting of December 9, 2021 and the Closed Session of December 9, 2021.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Rauch, Petro

Nays: None

### 3. BOARD RECOGNITION

- Illinois High School Football Coaches Assn. - Class 7A 1st Team All State  
Jimmy Makuh, JHHS senior
  - Coach - Joe Pardun
- Perfect Score ACT  
Luke Brown, PHS senior  
Lizzie Ferrazza, JHHS senior

John Hersey High School

IHSA Girls Swim and Dive Meet - State Diving Champion

Ally Blumenfeld, senior

- Coach - Tom Schwab

- IHSA Girls Swim and Dive Meet - 100yd Breaststroke, 2nd Place  
Maggie Papanicholas, junior
  - Coach - Dick Mortensen

IHSA Girls Swim and Dive Meet - 200 yd Medley Relay, 5th Place  
Mollie Lumsden, senior  
Ashley Oiler, senior  
Brooke Martin, junior  
Maggie Papanicholas, junior

- Coach - Dick Mortensen

Community Recognition

Greek American Rehabilitation and Care Centre  
Mordechai Finkel

4. SUPERINTENDENT'S REPORT

D. Schuler reported that the district responded to the following Freedom of Information Act requests consistent with Illinois School Code:

- a. S. Marti requested transportation information
- b. A. Batalia requested FOIA information
- c. E. Wojcik requested Board Development information
- d. K. Murschel requested student information
- e. We had an anonymous request for student information
- f. E. Wojcik requested additional Board Development information
- g. E. Wojcik requested financial information
- h. R. Parys requested correspondence information
- i. M. Jankowski requested financial and operational information

D. Schuler reported that the State School and District Report Cards were shared with the board and community, as required annually.

C. Johnson presented the Facilities and Capital Projects Plan, highlighting the construction projects completed last summer, a majority of which were completed by the D214 operations team. After 18 months of planning, the committee recommended projects for the next five-year plan including preventative maintenance, improvements and replacements.

L. Lopez reviewed the progress and status of the Learning Renewal Plan, the research based, living document presented in July. The block schedule has allowed for 95% of our students to have a study hall and 83% are taking 7 or more courses. The course attendance rate is up, there are expanded mental health supports and co-curricular participation has returned. 355 students attended bridge to high school and 526 credits have been recovered in the first semester. L. Lopez will return to the Board with regular updates. Modifications based on this year's data will be included.

5. PUBLIC COMMENTS

- S. Williams addressed the Board about the "Be Smart," safe gun storage program
- N. Gavin addressed the Board about counselor support for student career selection
- M. Edwards addressed the Board about COVID protocols
- E. Bauer addressed the Board about the earned honors program
- A. Ossman addressed the Board about COVID protocols

- T. Burns addressed the Board about athletics and girls softball

6. BOARD MEMBER UPDATES

A. Rauch congratulated Buffalo Grove’s Scholastic Bowl Team, ranked 3<sup>rd</sup> in the nation. Rolling Meadows chamber orchestra will perform at the Illinois Music Educator Conference in Peoria, 1 of only 2 schools selected to perform at state.

B. Dussling attended the play “She Kills Monsters” at Prospect, and reported that over 90 students were involved in the production.

7. APPROVE CONSENT CALENDAR

2022-001 – 2022-2008

Items 2022-001 to 2022-008 appearing on the Consent Calendar were presented for the Board’s consideration. M. Palmer asked that item 2022-008 be considered separately.

It was moved by Kreutzer and seconded by Hineman that the Board of Education approve Items 2022-001 to 2022-007 appearing on the Consent Calendar as presented.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Rauch, Petro

Nays: None

A. Approve Accounts Payable	2022-001
Actual December 9, 2021 listing:	
Educational Fund Listing	1,251,074.50
Operations and Maintenance	437,216.66
Transportation Fund	639,645.42
Capital Projects	26,038.82
TOTAL	2,353,975.40

Checks Dated: December 9, 2021  
 Check Numbers: 749318 through 749746

Actual December 22, 2021 listing:	
Educational Fund Listing	1,093,788.08
Operations and Maintenance	358,620.06
Transportation Fund	1,059,199.07
Debt Service	1,150,000.00
Capital Projects	74,001.84
TOTAL	3,735,609.05

Checks Dated: December 22, 2021  
 Check Numbers: 749764 - 750150

B. Personnel Transaction Report 2022-002  
 Approved Personnel Transaction Report attached to these minutes

C. Destruction of Closed Meeting Audio Recordings 2020-003  
 Approved the destruction of closed session audio recording for June 11, 2020

D. Intergovernmental Agreement 2022-004  
 Approved agreement with District 23 for robotics

E. Board Policy Revision 2022-005





body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with [the Open Meetings Act]. 5 ILCS 120/2(c)(1), amended by P.A. 101-459;

- Litigation, when an action against, affecting or on behalf of the particular district has been filed and is pending before a court or administrative tribunal, or when the district finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes. 5ILCS 120/2(c)(12);

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Rauch, Petro

Nays: None

The Board convened in Closed Session at 8:42 p.m.

D. Petro left the meeting.

11. RECONVENE IN OPEN SESSION

It was moved by Kreutzer and seconded by Palmer that the Board of Education reconvene in Open Session.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Rauch

Nays: None

The Board reconvened in Open Session at 9:46 p.m.

12. PERSONNEL TRANSACTION REPORT II 2022-010

It was moved by Rauch and seconded by Kreutzer that the Board of Education approve PTR II attached to these minutes.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Rauch

Nays: None

13. JOB DESCRIPTIONS REVISIONS 2022-011

It was moved by Hineman and seconded by Kreutzer that the Board of Education approve the revisions made to job descriptions attached to these minutes.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Rauch

Nays: None

14. ADJOURNMENT

It was moved by Kreutzer and seconded by Palmer to adjourn. The motion carried.

The meeting adjourned at 9:49 p.m.

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William J. Dussling, president

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Mildred Palmer, vice president

**PERSONNEL TRANSACTION REPORT**

**EMPLOYMENT OF EDUCATION ASSOCIATION PERSONNEL 2021-2022**  
**Voluntary Retirement Program - Education Association - 2026**

**Name**

**SAPP, LEIGH**

**World Languages - PHS**

**Remarks**

Intent to Participate  
Effective: Last day of school, 2026

**BOWEN, STACY**

**School Counselor - JHHS**

**Remarks**

Intent to Participate  
Effective: Last day of school, 2026

**CLASSIFIED PERSONNEL TRANSACTION REPORT**

**EMPLOYMENT OF EDUCATIONAL SUPPORT PERSONNEL 2021 - 2022**

**CHANGE**

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>	<u>Hrs./Week</u>
<b>ARSHONSKY, KELLY</b> Remarks:	<b>Instructional Assistant - Student Services (SS)</b> Resignation Effective: June 1, 2022		
<b>HAMRICK, COLIN</b> Remarks:	<b>Technology Assistant - Help Desk (BGHS)</b> Resignation Effective: February 11, 2022		
<b>LINDESMITH, BRITTNEY</b> Remarks:	<b>Division Assistant (BGHS)</b> Probationary Discharge Effective: June 1, 2022		
<b>RAMIREZ, DIEGO</b> Remarks:	<b>Network Services Assistant (FVEC)</b> Grade 5, Step 1 From: Technology Assistant - Help Desk (RMHS) Effective: February 11, 2022	\$23.61	40
<b>SULLIVAN, ANA</b> Remarks:	<b>Administrative Assistant III (PHS)</b> Grade 6, Step 5 From: Attendance Assistant (EGHS) Effective: February 11, 2022	\$26.58	40

**EMPLOYMENT OF TEMPORARY AND GRANT-FUNDED PERSONNEL 2021-2022**

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>	<u>Hrs./Week</u>
<b>FERRAZZA, ANGELA</b> Remarks:	<b>Student Success Coach (JHHS)</b> Grade 4, Step 1 Effective: February 11, 2022 - June 1, 2022	\$22.74	28

**GREGORY, APRIL**

**Remarks:**

**Student Success Coach (FVEC)**

Grade 4, Step 1

\$22.74

40

Effective: February 11, 2022 - June 30, 2022

**FOOD SERVICE PERSONNEL TRANSACTION REPORT**

**EMPLOYMENT OF FOOD SERVICE PERSONNEL- 2021-2022**

**Resignation**

**Name**

**Assignment**

**Lapham, Joyce**

**School Nutrition Services Worker II- BGHS**

**Remarks**

Resignation  
eff. 2/1/22

ITEM: 2022-014  
DATE: Feb. 10, 2022  
FILE: Meetings

SUBJECT: Destruction of Closed Meeting Audio Recordings

**BACKGROUND INFORMATION:**

The Illinois Open Meetings Act (5 ILCS 120/2.06) requires that Boards of Education keep a verbatim record of their closed meetings in the form of an audio or video recording. After 18 months have passed since being made, the audio or video recording of a closed meeting may be destroyed, provided the Board approved: 1) its destruction; and, 2) minutes of the particular closed meeting.

**ADMINISTRATIVE CONSIDERATION:**

The Board of Education approved the following minutes of the closed meetings as indicated:

Date of Meeting

July 9, 2020

Date of Approval

August 5, 2020

**RECOMMENDED ACTION:**

That the Board of Education approve the destruction of closed session audio recordings older than 18 months.

ITEM : 2022-015  
DATE: February 10, 2022  
FILE: Meetings

**Subject: Review of Closed Session Minutes**

**BACKGROUND INFORMATION:**

The Illinois Open Meetings Act requires that the minutes of closed sessions of public bodies be reviewed every six months to determine whether the need for confidentiality continues to exist. If there is no longer a need for confidentiality, the Act requires that the minutes be opened and made available to the public.

**ADMINISTRATIVE CONSIDERATION:**

The minutes of closed sessions of the Board of Education have been reviewed for the period July 1, 2021 through December 31, 2021. Confidentiality remains necessary regarding the issues discussed at the meetings during that period. Therefore, no minutes from closed sessions for that period should be opened and made available to the public.

**RECOMMENDED ACTION:**

That the minutes of the closed session of the Board of Education for the period of July 1, 2021 through December 31, 2021 will remain closed and unavailable for public inspection.

ITEM: 2022-016  
DATE: February 10, 2022  
FILE: Finance

Subject: **457(b) Deferred Compensation Supplemental Savings Plan**

**BACKGROUND INFORMATION:**

Illinois law 40 ILCS 5/16-204 requires Teachers' Retirement System (TRS) to offer an optional defined contribution benefit to eligible active members of TRS. To comply with this law, TRS has contracted with Voya Financial to develop and offer the TRS Supplemental Savings Plan (SSP). The SSP is an eligible deferred compensation plan under Section 457(b) of the Internal Revenue Code. The purpose of the plan is to provide eligible individuals the opportunity to save on a regular and long-term basis for their retirement by allowing participants to designate a portion of their compensation to be deferred and invested until such time as the participants may withdraw such amounts as provided under the terms of this Plan.

All fees to private companies managing the investments of the SSP, as well as the cost of administering the plan, will be paid by participant contributions. The plan will be administered by TRS, separately from the 403(b)/457(b) plans administered under the district's Third Party Administrator, Omni Group.

(40 ILCS 5/16-204)

Sec. 16-204. Optional defined contribution benefit. As soon as practicable after the effective date of this amendatory Act of the 100th General Assembly, the System shall offer a defined contribution benefit to active members of the System. The defined contribution benefit shall be an optional benefit to any member who chooses to participate. The defined contribution benefit shall collect optional employee and optional employer contributions into an account and shall offer investment options to the participant. The benefit under this Section shall be operated in full compliance with any applicable State and federal laws, and the System shall utilize generally accepted practices in creating and maintaining the benefit for the best interest of the participants. The System may use funds from the employee and employer contributions to defray any and all costs of creating and maintaining the benefit. The System shall produce an annual report on the participation in the benefit and shall make the report public.

(Source: P.A. 100-769, eff. 8-10-18.)

**ADMINISTRATIVE CONSIDERATIONS:**

TRS has provided a Plan Document which meets IRS requirements. The administration recommends that District 214 approve the 457(b) Deferred Compensation Supplemental Savings Plan provided by the Teachers Retirement System.

**RECOMMENDED ACTION:**

That the Board of Education approve the resolution authorizing the 457(b) Deferred Compensation Supplemental Savings Plan provided by Teachers Retirement System and authorize the Secretary to execute the Resolution.



## **RESOLUTION APPROVING TRS SSP EMPLOYER PARTICIPATION AGREEMENT**

**BE IT RESOLVED** by the Board of Education of Township High School District 214, Cook County, Illinois as follows:

1. The Supplemental Savings Plan Employer Participation Agreement (EAP), substantially in the form prescribed by the Illinois Teachers' Retirement System (TRS) and attached as Exhibit 1, is hereby approved and the Superintendent is hereby authorized to sign and submit the EAP to TRS.

2. In approving and submitting the EAP, and participating in TRS's Supplemental Savings Plan (SSP), the Board:

a. Fully reserves its rights to prospectively change the terms of its participation in the SSP as provided for in the EPA, including, but not limited to changes warranted by legislative action, and to terminate its participation in the SSP to the extent permitted by law.

b. Disclaims, and does not assume:

1) any fiduciary, custodial, oversight or administrator duties or responsibilities to employee participants in the SSP or for the SSP design, administrator or operator;

2) involvement in, or responsibility for, any investment choices, advice, decisions, amounts, losses, taxes or penalties made or experienced by employee participants in the SSP;

3) any other duties or responsibilities of any type whatsoever to employee participants or anyone else except to the extent of the District's duties to withhold the amounts properly directed by the employee participant and confirmed by TRS or its designated SSP administrator and to pay such amounts into the SSP as directed by TRS.

c. The Superintendent is authorized and directed to inform, and provide for agreement with, employees participating in the SSP of the disclaimer set forth above and to take such other appropriate measures to minimize the risk of liability of the District resulting from participation in the SSP, including requiring employees to provide information regarding participation in any 457(b) plans offered by other employers, substantially in the form of the attached Exhibit 2.

3. This Resolution shall be in full force and effect upon its adoption.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2022, by roll call vote as follows:

YES: \_\_\_\_\_

NO: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_

President, Board of Education

Attest: \_\_\_\_\_

Secretary, Board of Education

**RESOLUTION APPROVING TRS SSP EMPLOYER PARTICIPATION AGREEMENT**

**BE IT RESOLVED** by the Board of Education of \_\_\_\_\_ School District \_\_\_\_\_, \_\_\_\_\_, County(ies), Illinois as follows:

1. The Supplemental Savings Plan Employer Participation Agreement (EAP), substantially in the form prescribed by the Illinois Teachers' Retirement System (TRS) and attached as Exhibit 1, is hereby approved and the Superintendent is hereby authorized to sign and submit the EAP to TRS.

2. In approving and submitting the EAP, and participating in TRS's Supplemental Savings Plan (SSP), the Board:

a. Fully reserves its rights to prospectively change the terms of its participation in the SSP as provided for in the EPA, including, but not limited to changes warranted by legislative action, and to terminate its participation in the SSP to the extent permitted by law.

b. Disclaims, and does not assume:

1) any fiduciary, custodial, oversight or administrator duties or responsibilities to employee participants in the SSP or for the SSP design, administrator or operator;

2) involvement in, or responsibility for, any investment choices, advice, decisions, amounts, losses, taxes or penalties made or experienced by employee participants in the SSP;

3) any other duties or responsibilities of any type whatsoever to employee participants or anyone else except to the extent of the District's duties to withhold the amounts properly directed by the employee participant and confirmed by TRS or its designated SSP administrator and to pay such amounts into the SSP as directed by TRS.

c. The Superintendent is authorized and directed to inform, and provide for agreement with, employees participating in the SSP of the disclaimer set forth above and to take such other appropriate measures to minimize the risk of liability of the District resulting from participation in the SSP, including requiring employees to provide information regarding participation in any 457(b) plans offered by other employers, substantially in the form of the attached Exhibit 2.

3. This Resolution shall be in full force and effect upon its adoption.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2022, by roll call vote as follows:

YES: \_\_\_\_\_

NO: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
President, Board of Education

Attest: \_\_\_\_\_  
Secretary, Board of Education

# EXHIBIT 1

## TEACHERS' RETIREMENT SYSTEM OF THE STATE OF ILLINOIS



2815 W Washington | PO Box 19253 | Springfield IL 62794-9253

R. Stanley Rupnik, Executive Director

employers@trsil.org | http://www.trsil.org

SUPPLEMENTAL SAVINGS PLAN 888-678-3675 | FAX: 217-753-0969

## Supplemental Savings Plan Employer Participation Agreement

The undersigned employer ("Employer") and the Teachers' Retirement System of the State of Illinois (the "System") agree to the participation of the Employer in the Teachers' Retirement System of the State of Illinois Supplemental Savings Plan (the "Plan"). The Plan is sponsored and administered by the System and is intended to qualify as an eligible deferred compensation plan under Section 457(b) of the Internal Revenue Code ("Code") that is a governmental plan under Code Section 414(d) and Section 3(33) of the Employee Retirement Income Security Act of 1974 ("ERISA").

Complete this Participation Agreement only if the Employer is both an employer subject to Article 16 of the Illinois Pension Code and an eligible employer within the meaning of Code Section 457(e)(1)(A).

### Employer Information

School District or Agency Name:	TRS Code:
Address:	Tax ID Number: _____ - _____

### Type of Adoption and Effective Date

The Employer's Plan document shall consist of this Employer Participation Agreement ("Participation Agreement") and the Plan document, as amended from time to time. All capitalized terms in this Participation Agreement shall have the meaning set forth in the Plan document.

It is very important that this Participation Agreement be completed accurately to ensure consistency between the Plan and actual plan operation. The Employer may prospectively change the terms of its participation in the Plan at any time by completing a new Participation Agreement with the System.

This Participation Agreement is for the following purpose (*check and complete one only*):

- This is a new 457(b) deferred compensation plan adopted by the Employer for its Employees effective \_\_\_\_\_, 20\_\_\_\_ (*insert effective date of this Participation Agreement*).
- This is an amendment to be effective as of \_\_\_\_\_, \_\_\_\_\_ (*insert effective date of this amendment*) to the current Participation Agreement previously adopted by the Employer, which was originally effective \_\_\_\_\_, 20\_\_\_\_ (*insert effective date of the original Participation Agreement*).

### Custody of Assets

Code Section 457(g) shall be satisfied by setting aside Plan assets for the exclusive benefit of Participants and Beneficiaries in a Trust pursuant to the terms of the Plan.

### Participation

An Employee may become a Participant in the Plan for purposes of Elective Deferrals and Discretionary Employer Contributions immediately upon commencement of employment with the Employer. "Employee" means an individual who is a teacher, as defined in Section 16-106 of the Illinois Pension Code, of an Employer and is a full-time or part-time contractual employee. An Employee does not include an individual who is a leased employee under Code Section 414(n)(2).

### Elective Deferrals

All Employees of the Employer shall be permitted to make Elective Deferrals to the Plan. Elective Deferrals include pre-tax contributions and Roth contributions. A Participant shall be 100% vested in his or her Elective Deferrals at all times. As further provided in the Administrative Information section of this Participation Agreement, the Employer is solely responsible for monitoring the limit on Elective Deferrals under this Plan and any other 457(b) plan in which the Employer's employees are eligible to participate to assure that contributions to this Plan do not exceed any applicable limits under the Code, including but not limited to Code Section 457(b).

### Discretionary Matching Contributions

1. The Employer shall (*check and complete one only*):

- a.  Not make Discretionary Matching Contributions.
- b.  Make Discretionary Matching Contributions.

*Note: Any Discretionary Matching Contribution will reduce, dollar for dollar, the Elective Deferrals that a participant can contribute.*

2. A Participant shall be 100% vested in his or her discretionary matching contributions at all times.

### Discretionary Nonelective Contributions

1. The Employer shall (*check and complete one only*):

- a.  Not make Discretionary Nonelective Contributions.
- b.  Make Discretionary Nonelective Contributions.

*Note: Any Discretionary Nonelective Contribution will reduce, dollar for dollar, the amount a participant can contribute.*

2. A Participant shall be 100% vested in his or her Discretionary Nonelective Contributions at all times.

### Administrative Information

In executing this Participation Agreement, the Employer agrees:

- that it is eligible to adopt the Plan, and that its governing body has adopted a resolution to approve the adoption of the Plan for its eligible employees, which resolution is available to the System upon request;
- to be bound by all terms of the Plan document, as applicable, the terms of this Participation Agreement, and the rules and regulations of the System, all as may be amended from time to time, and that no oral understanding not incorporated into this Participation Agreement is binding on any party;
- to provide any information reasonably requested by the System or a service provider from time to time to properly administer the Plan in accordance with its terms and applicable law;
- to allow the System and/or the service providers reasonable access to eligible employees to assist with enrollment in and administration of the Plan; to be solely responsible for the correction of any operational or compliance errors resulting from the Employer's failure to perform its responsibilities or provide accurate information to the System or a service provider, including by way of example and not limitation, to seek relief under the Employee Plans Compliance Resolution System, as determined and directed by the System;

*(continued)*

- that all contributions to the Plan will be deposited in the [Teachers' Retirement System of the State of Illinois Supplemental Saving Plan Trust established by the System and the System's Custodial Bank] for the exclusive benefit of participants and beneficiaries, and that the Employer shall have no right to Trust assets;
- that participants in the Plan have the right to direct the investment of their accounts by choosing among the investment options selected by the System and offered under the Plan, and that any participant who does not provide timely investment direction will be deemed to have elected the Plan's default investment, as selected by the System;
- that participants will be charged fees for the investment and administration services provided by the System and the service providers, which will be offset against investment returns or deducted from participant accounts periodically; and
- that the Employer has consulted, to the extent necessary, with its own legal and tax advisors.

The Employer further agrees that it is responsible for the following areas of compliance:

- determining and monitoring employee eligibility in accordance with the terms of the Plan and the Participation Agreement;
- entering into salary reduction agreements with Employees and timely remitting all Elective Deferrals and Discretionary Employer Contributions, if any, to the Plan; and
- calculating and processing all participant Elective Deferrals, Discretionary Matching Contributions and Discretionary Nonelective Contributions in accordance with this Plan and the Code and to monitor compliance with respect to any of these contributions with the limits imposed by the Code, including Code Section 457 under this Plan and; any other Code Section 457(b) plan in which Employer's employees participate.

This Participation Agreement is duly executed on behalf of the Employer by the undersigned authorized signatories and shall be effective as indicated under Type of Adoption and Effective Date section.

**Employer's Authorized Signatories:**

Signature*:	Signature*:
Print:	Print:
Title:	Title:
Date:	Date:

*\* Handwritten signatures required. Electronic signatures are unacceptable currently.*

**Acceptance of Employer's participation in the Teachers' Retirement System of the State of Illinois Supplemental Savings Plan:**

Signature:  Date: 02/04/2021  
 Executive Director

**TEACHERS' RETIREMENT SYSTEM OF THE STATE OF ILLINOIS**



2815 W Washington | PO Box 19253 | Springfield IL 62794-9253  
 R. Stanley Rupnik, Executive Director  
 employers@trsil.org | http://www.trsil.org  
 SUPPLEMENTAL SAVINGS PLAN 888-678-3675 | FAX: 217-753-0969

**Appendix A  
 Authorized Contact Form**

All official communications from the Employer to the System shall be directed to the attention of the following:

Teachers' Retirement System of the State of Illinois  
 Attention: Employer Services Department  
 2815 W. Washington, P.O. Box 19253, Springfield, IL 62794-9253  
 Telephone Number: (877) 927-5877  
 Email: **employerservices@trsil.org**

All official communications from the System to the Employer shall be directed to the attention of the following:

Employer:	Attention:
Address:	Telephone Number: ( )
FAX Number: ( )	Email:

The following individuals are authorized to represent and act on behalf of the Employer for all purposes related to the Employer's participation in the Teachers' Retirement System of the State of Illinois Supplemental Savings Plan.

Contact Name:	
Title:	
Telephone Number: ( )	Email Address:
Signature*	
Date	

Contact Name:	
Title:	
Telephone Number: ( )	Email Address:
Signature*	
Date	

Contact Name:	
Title:	
Telephone Number: ( )	Email Address:
Signature*	
Date	

Contact Name:	
Title:	
Telephone Number: ( )	Email Address:
Signature*	
Date	

\* Handwritten signatures required. Electronic signatures are unacceptable currently.



The Employer agrees that the System is entitled to rely on this Appendix A, and shall be held harmless in doing so, until such time that the Employer submits a revised Appendix A to the System.

**The undersigned represents that he or she is an authorized representative of the Employer with authority to sign the Participation Agreement and this Appendix A on the Employer's behalf.**

Signature*:	Date:
Print Name:	Title:
Telephone Number: (      )	Email Address:

*\* Handwritten signature required. Electronic signature is unacceptable currently.*

**EXHIBIT 2**

**TRS SSP NOTICE TO/AGREEMENT WITH PARTICIPATING EMPLOYEES**

**Re: TRS Supplemental Savings Plan**

The District has been informed that you have applied to participate in the Supplemental Savings Plan (SSP) offered by the Illinois Teachers' Retirement System (TRS). When properly directed by TRS or its plan administrator, the District will begin deducting the designated amounts from your paychecks and forward those amounts to TRS. Except for these tasks, your participation in the SSP is completely between you, TRS and the administrator selected by TRS to manage the SSP. Accordingly, the District disclaims, and does not assume, with respect to your participation in the SSP:

1. Any duties or responsibilities as a fiduciary, custodian or administrator or for the SSP design, administrator or operator.
2. Involvement in, or responsibility for, investment choices, advice, decisions, amounts, losses, taxes or penalties.
3. Any other duties or responsibilities, except with respect to making the deductions from your paychecks and forwarding such amounts as properly directed to the SSP.

In addition to accepting the above disclaimer by your signature and dating below, you commit, by no later than November 1 of each year to inform the District in writing or by email addressed to \_\_\_\_\_ at \_\_\_\_\_ of any 457(b) deferred compensation plans in which you participate with other employers and the amounts to be contributed under such plans for the calendar year.

ACCEPTED:

\_\_\_\_\_  
Teacher's Signature

Dated: \_\_\_\_\_



# EXHIBIT 1

## TEACHERS' RETIREMENT SYSTEM OF THE STATE OF ILLINOIS

2815 W Washington | PO Box 19253 |  
Springfield IL 62794-9253  
R. Stanley Rupnik, Executive Director  
employers@trsil.org |  
http://www.trsil.org

## Supplemental Savings Plan

888-678-3675 | FAX: 217-753-0969

## Employer Participation Agreement

The undersigned employer ("Employer") and the Teachers' Retirement System of the State of Illinois (the "System") agree to the participation of the Employer in the Teachers' Retirement System of the State of Illinois Supplemental Savings Plan (the "Plan"). The Plan is sponsored and administered by the System and is intended to qualify as an eligible deferred compensation plan under Section 457(b) of the Internal Revenue Code ("Code") that is a governmental plan under Code Section 414(d) and Section 3(33) of the Employee Retirement Income Security Act of 1974 ("ERISA").

Complete this Participation Agreement only if the Employer is both an employer subject to Article 16 of the Illinois Pension Code and an eligible employer within the meaning of Code Section 457(e)(1)(A).

### Employer Information

School District or Agency Name:	TRS Code:
Address:	Tax ID Number: _____ - _____

### Type of Adoption and Effective Date

The Employer's Plan document shall consist of this Employer Participation Agreement ("Participation Agreement") and the Plan document, as amended from time to time. All capitalized terms in this Participation Agreement shall have the meaning set forth in the Plan document.

It is very important that this Participation Agreement be completed accurately to ensure consistency between the Plan and actual plan operation. The Employer may prospectively change the terms of its participation in the Plan at any time by completing a new Participation Agreement with the System.

This  Participation Agreement is for the following purpose (*check and complete one only*):

1. This is a new 457(b) deferred compensation plan adopted by the Employer for its Employees effective \_\_\_\_\_, 20\_\_\_\_ (*insert effective date of this Participation Agreement*).
2. This is an amendment to be effective as of \_\_\_\_\_, \_\_\_\_\_ (*insert effective date of this amendment*) to the current Participation Agreement previously adopted by the Employer, which was originally effective \_\_\_\_\_, 20\_\_\_\_ (*insert effective date of the original Participation Agreement*).

### Custody of Assets

Code Section 457(g) shall be satisfied by setting aside Plan assets for the exclusive benefit of Participants and Beneficiaries in a Trust pursuant to the terms of the Plan.

### Participation

ITEM: 2022-017  
DATE: February 10, 2022  
FILE: Curriculum

**Subject: 2022-2023 Academic Programs and Pathways Guidebook Revisions and Curriculum Changes--Part Two**

BACKGROUND INFORMATION

The Board of Education is required by law to approve the district curriculum that is published in the District 214 Academic Programs and Pathways Guidebook. The guidebook is a compilation of important academic information including the complete listing of the courses of study approved by the Board of Education. Prior to beginning the course selection process each school year, recommendations for revisions to academic policies and procedures and/or the courses of study are prepared for the consideration of the Board.

ADMINISTRATIVE CONSIDERATION

In addition to the curriculum and academic policy changes that are approved by the Board of Education, there are proposals for curriculum changes that result from the curriculum review by division heads, associate principals for instruction, and building leadership teams. The District Executive Council approved the proposed changes. The proposed curriculum changes include course number and title changes, changes in course description, prerequisite and grade level changes, and minor edits in language mechanics.

All curriculum changes approved by the Board of Education will be included in the 2022-2023 Academic Programs and Pathways Guidebook.

RECOMMENDATION ACTION

That the Board of Education approve the 2022-2023 Academic Programs and Pathways Guidebook Revisions and Curriculum Changes.

attachment

## 2022-23 Academic Programs and Pathways Guidebook Changes--Part Two To BOE February 2022

### **07361/07362      Name Change From: Spanish for Native Speakers 2 Name Change To: Spanish for Heritage Learners 2**

Grade Level: 9-12

Grade/Sem: 0.50

Course Level: Regular

Prerequisite: Teacher Recommendation

GR: Total credits, CTE/World Lang

Students will be introduced to the formal study of Spanish and Latin American literary texts, from medieval times through the present. The course content reflects the equivalent of a third-year college course. Students will learn the biographical, historical, and cultural information related to each particular reading in order to fully conceptualize the work. Text analysis, thematic analysis, poetry analysis, literary terminology, and essay development will also be covered in great depth. Students will also further their knowledge of the Spanish language and Hispanic cultures and increase oral proficiency. This course will prepare students to take the College Board Advanced Placement Exam as well as college entrance examinations.

### **11061/11062      Introduction to Rhetoric**

Grade Level: 12

Grade/Sem: 0.50

Course Level: Regular

Prerequisite: Division Head Approval

GR: Total credits, English

Students will read, analyze, discuss and critically respond to non-fiction texts that may be organized around themes, critical issues or concepts that direct students' focus to larger ideas in this writing intensive course. Students will write in a variety of modes, both formal and informal, for a variety of audiences, developing a sense of personal style and an ability to analyze the arguments and style of a given text, and articulate their response to that text in an engaging and academic style.

### **59940              Consumer Education**

Grade Level: 9-12

Grade/Sem: 0.25

Course Level: Regular

Prerequisite: None

**From:** GR: Total credits, Social Science

**To:** GR: Total credits, Miscellaneous

Students will learn financial literacy, including installment purchasing, budgeting, savings and investing, banking, understanding simple contracts, State and federal income taxes, and personal insurance policies. This course meets the consumer education graduation requirement.

**11071/11072 PLTW Engineering Essentials**

Grade Level: 9-12

Grade/Sem: 0.5

Course Level: Advanced Placement

Prerequisite: None

Students will explore the breadth of engineering career opportunities and experiences as they solve engaging and challenging real-world problems using powerful computer hardware and design software (Autodesk Inventor) to develop 3-D models or solid renderings. Students will build an engineering mindset and proficiency in key STEM-related career competencies including technical communication, collaboration, computational thinking, systems thinking, project management, and ethical reasoning.

ITEM: 2022-018  
DATE: February 10, 2022  
FILE: Budget

**Subject: 2022-23 Preliminary Budget Guidelines and Assumptions**

**BACKGROUND INFORMATION:**

Budgets are estimates of projected revenues and projected expenditures for a specified period of time. For school districts this is a one-year period (fiscal year), which runs from July 1 through June 30.

In December 2021, the Board of Education approved its 2021 property tax levy. Projected operating and working cash fund revenues for the 2022-23 budget are currently estimated at \$278 million. Projected operating and working cash fund expenditures for the 2022-23 budget are currently estimated at \$278 million. The district will continue cost containment initiatives as the 2022-23 budget is prepared. These projections are preliminary and may be adjusted as data becomes available.

With ongoing uncertainty in the Illinois State Budget and federal funding, along with the many factors associated with the global COVID-19 pandemic, the District 214 budget may face necessary adjustments and/or reductions during preparation. As financial data is updated, we will adjust the District 214 budget accordingly.

**ADMINISTRATIVE CONSIDERATIONS:**

The Board of Education authorizes the development of the district's budget for the 2022-23 fiscal year. Based on changes in economic conditions at the local, state, and federal level, these estimates are subject to change since many factors that impact the new budget are unknown during the early stages of its development.

Listed below are the guidelines, assumptions, and parameters that will be used in developing the 2022-23 budget:

**REVENUE**

- The Equalized Assessed Valuation (EAV) for 2020 was \$10.2 billion. The EAV for 2019 was \$10.0 billion. The EAV for 2018 was \$8.6 billion. The EAV for 2017 was \$8.6 billion.
- Next year's overall tax receipts are based on the Consumer Price Index (CPI), the estimated new growth to the tax base, the impact of tax caps, and refunds.
- The Consumer Price Index (CPI) reported as of December 31, 2021 is 7.0%
- During 2022-23, it is anticipated that interest rates on investments continue to remain low. District 214 continues to receive less interest income based on deferred and delayed state and local revenues.
- Property taxes are the district's largest source of revenue for 2022-23.
- Administration will continue to explore and review revenue options.

**ENROLLMENT**



ITEM: 2022-018  
DATE: February 10, 2022  
FILE: Budget

- The two-year cohort survival enrollment projections will be used in calculations for enrollment-related budget allocations. The enrollment report projects a slight enrollment decrease for 2022-23.

### SALARIES

- Education Association (EA) employee base salaries will increase based on the current agreement.
- Custodial Maintenance Association (CMA) employee base salaries will increase based on the current agreement.
- The Educational Support Personnel (ESP) employees will increase based on the current agreement.
- The Food Service employee base salaries generally increase by CPI.
- Administrator and supervisor-employee salaries will increase based on the current agreement.

### STAFFING

#### Education Association (EA) Staffing

- The staffing calendar identifies the dates that staffing decisions are scheduled. As specific staffing decisions are made, adjustments will be incorporated into the budget.
- For the purposes of the development of the preliminary 2022-23 budget, staffing will be determined based on estimated student enrollment, program needs, and funding sources.
- Preliminary staffing recommendations will be determined during the staffing process. Recommendations on staffing adjustments will be made at that time.
- Review and plan for reallocation, attrition, and efficiency of operations based on program needs and funding sources. At this time, 37 EA staff will retire at the end of the 2022-23 school year.

#### Custodial Maintenance Association (CMA) Staffing

- Review and plan for reallocation, attrition, and efficiency of operations based on program needs and funding sources. At this time, 1 CMA staff will retire at the end of the 2022-23 school year.

#### Educational Support Personnel (ESP) Staffing

- Review and plan for reallocation, attrition, and efficiency of operations based on program needs and funding sources. At this time, 8 ESP staff will retire at the end of the 2022-23 school year.

#### Administrators/Supervisors

- Review and plan for reallocation, attrition, and efficiency of operations based on program needs and funding sources. At this time, 5 Administrators and 9 Supervisors will retire at the end of the 2022-23 school year.

### BENEFITS / INSURANCE

- Health insurance costs are projected at a 3% increase. However, insurance rules and regulations may be enacted which may cause potential changes to occur. Unemployment claims have increased.

ITEM: 2022-018  
DATE: February 10, 2022  
FILE: Budget

### BUDGET ADJUSTMENTS

- Inflation and supply shortages are impacting costs of some supplies and services. We will continue to review and contain costs working with market trends and availability. We will continue to monitor conditions for items such as utilities, gas, and postage.
- There is a need to continue cost containment initiatives as the 2022-23 budget is prepared.

### TUITION INCENTIVE PROGRAM (TIP)

- In 2022-23, per the Education Association contract, professional development will be funded based on the current agreement.

### SPECIAL EDUCATION

- 2022-23 NSSEO tuition costs and programs are being reviewed by NSSEO. Final NSSEO program costs will reflect necessary changes.

### CAPITAL PROJECTS PROGRAM (CPP)

- Approved capital projects will be included in the budget.

### TECHNOLOGY

- Technology Services is anticipating continued replacement and updates of equipment and applications during 2022-23.

### TRANSPORTATION

- Transportation costs are anticipated to be higher based on contracts, staffing shortages, fuel costs, and usage.
- We will continue to review options for student transportation cost containment.

### TRANSFERS, LOANS, AND ACCOUNTING RECOMMENDATIONS

- Transfer from Operations and Maintenance to Capital Project Fund for funding of future Capital Projects.
- Due to delayed and deferred property tax revenue and state and federal revenue, inter-fund loans may be recommended to address cash flow needs.
- Transfer working cash interest income to other funds may be recommended to address cash flow needs.

### **RECOMMENDED ACTION:**

That the Board of Education discuss the proposed guidelines and assumptions relative to the preparation of the 2022-23 fiscal year budget.