

Regular Board Meeting
May 15, 2017

The Board of Education of Wabash Community Unit School District #348 met in Regular Session on Monday, May 15, 2017 in the library of North Intermediate Center of Education.

President Schuler called the meeting to order at 7:00 p.m.

Secretary Janice Alka called the roll. Attending in addition to the secretary were Neil Earnest, Kyle Peach, Theresa Hocking, and Tim Schuler. Jared Alka and Ryan Peter were absent.

Also present were Superintendent Tim Buss, Mt. Carmel High School (MCHS) Principal Pat Cheesman, Mt. Carmel Middle School (MCMS) Principal Steve Holt, North Intermediate Center of Education (NICE) Principal Chris Taylor, South Elementary School (SES) Principal Sheila Odom, (MCHS) Assistant Principal Michael Brewer, (MCMS) Dean of Students Jake Newkirk, Director of Transportation Karen Stoneberger, Dawn Drone – WCEA, Scott Allen –WSJD, Haley Church –DRR, Elizabeth Kieffer –MCMS Teacher, Debra Nettleton, Pamela Oliver, Matt McCarty, Tara Bruce, and District Secretary Kim Zimmer.

Schuler led the pledge to the flag.

Consent Agenda

- a. Approval of Minutes of Past Board Meeting
-April 17, 2017 Regular Board Meeting
-May 1, 2017 Special Board Meeting
- b. Approval of Monthly Bills
-Invoices paid April 2017
-Bills Payable May 2017
- c. Approval of Financial Report
Account balances were:

Cash Deposits	\$	288,994.95
Investments	\$	512,424.39
4 Fund	\$	348,199.00
5 fund	\$	697,136.00
Breakfast/Lunch	\$	40,251.68
- d. Approval of Correspondence
Jonathon Waggoner – MCHS Spanish Teacher effective end of the 2016-2017 school year
- e. Approval of Off-Season Clinics and Camps
- f. Approve Administrative Reports
South Elementary School Principal Sheila Odom (attachment #1)
North Intermediate Center of Education Principal Chris Taylor (attachment #2)
Mt. Carmel Middle School Principal Steve Holt (attachment #3)
Mt. Carmel High School Principal Pat Cheesman (attachment #4)

Director of Instruction Shelley Richardson (attachment #5)
Director of Technology (attachment #6)
Superintendent Tim Buss (attachment #7)

Shelley Hocking noted that her report also included a Title 1 plan that had to be board approved. Janice Alka motioned to approve the items on the consent agenda and Peach seconded the motion. A roll call vote was taken. All present voted aye. **Motion carried.** Jared Alka and Ryan Peter were absent.

Visitors

None

Accept Reports

Peer Study – Shelley Richardson

Richardson reported to the board regarding a Peer Study done by the Kindergarten and First Grade Teams. Some of the focus was on retention and the effects on students. She also noted that the district was going to implement online registration for the 2017-2018 school year.

Unfinished Business

None

New Business

Amended Budget Information

Amended Budget on display May 16-June 19

Amended Budget Hearing at 6:45pm June 19

Approve Amended Budget June 19

Move to go to Closed Session

At 7:10 p.m., Peach moved to enter into Executive Session pursuant to Section 2(c)(1) of the Open Meetings Act: "Executive Session pursuant to Section 2(c)(1) of the Open Meetings Act: "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, the setting of a price for the sale or lease of property owned by a public body, and collective negotiation matters." The motion was seconded by Janice Alka. All present voted aye. **Motion carried.** Jared Alka and Ryan Peter were absent.

Open Session

A motion to return to open session was made by Earnest and seconded by Hocking. All present voted aye. **Motion carried.** Jared Alka and Ryan Peter were absent. The meeting returned to open session at 8:42 p.m.

Closed Minutes Approved

Peach moved to approve the minutes of the closed session as read in closed session. Janice Alka seconded the motion. All present voted aye. **Motion carried.** Jared Alka and Ryan Peter were absent.

Motion to Approve Personnel Matters

Personnel Matters

A motion to approve the following non-certified employment was made by Janice Alka and seconded by Earnest.

Pam Oliver	-MCES Pre-K Paraprofessional starting the 2017-2018 school year
Matthew McCarty	-MCES Special Ed Paraprofessional starting the 2017-2018 school year
Debra Nettleton	-MCES Title 1 Kindergarten Classroom Assistant starting the 2017-2018 school year
Reagan Keepes	-MCJHS Alternative Education Room Supervisor starting the 2017-2018 school year
Laura McLemore	-MCJHS RtI Reading Assistant starting the 2017-2018 school year
Lou Ann Scott	-MCGS Paraprofessional starting the 2017-2018 school year
Carol Wood	-MCGS Paraprofessional starting the 2017-2018 school year
Kyle Buss	-Summer Paint Crew for District beginning May 9, 2017
Doug Spear	-Summer Paint Crew Supervisor for District beginning May 9, 2017

All present voted aye. ***Motion carried.*** Jared Alka and Ryan Peter were absent.

A motion to approve the following certified employment was made by Hocking and seconded by Peach:

Stephanie Kolb	-MCHS Credit Recovery Summer Instructor beginning May 30, 2017
Tara Bruce	-NICE Summer School Teacher beginning May 30, 2017
Michael Aubrey	-SES Summer School Teacher beginning May 30, 2017

All present voted aye. ***Motion carried.*** Jared Alka and Ryan Peter were absent.

A motion to approve the following employment was made by Peach and seconded by Neil Earnest:

Certified

Tanya Grounds	-MCMS Summer School Teacher beginning May 30, 2017
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Extra-Curricular

Damon Beau Belt	-MCJHS 8 TH Grade Boys' Basketball Coach starting the 2017-2018 school year
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All present voted aye. ***Motion carried.*** Jared Alka and Ryan Peter were absent.

A motion to approve the following certified employment was made by Janice Alka and seconded by Hocking:

Tara Bruce -MCES Kindergarten Teacher starting the 2017-2018 school year

All present voted aye. **Motion carried.** Jared Alka and Ryan Peter were absent.

A motion to approve the following Administrative employment was made by Peach and seconded by Hocking.

Jake Newkirk -MCHS Principal effective July 1, 2017

All present voted aye. **Motion carried.** Jared Alka and Ryan Peter were absent.

Adjournment

A motion to adjourn was made by Hocking and seconded by Janice Alka. All present voted aye. **Motion carried.** Jared Alka and Ryan Peter were absent. Meeting adjourned at 8:46 p.m.

**Report to the School Board
South Elementary School
Submitted By: Sheila Odom, Principal
May 15, 2017**

All the local pre-schools and Day Cares were invited to participate in Kindergarten Transition Day on Thursday, May 04, 2017. We really strive to get incoming Kindergarten students to be familiar with the teachers before they arrive as a MCES student. During their visit they participated in class curriculum, met teachers, and watched the Kindergarten Program "What I want to Be". There were approximately 84 students in attendance.

The Kindergarten Class presented their program to their parents and family members on the evening of Thursday, May 04, 2017. They did an awesome job. Thank you Mrs. Mayer and teachers.

The agenda for the school improvement day and the teacher institute day was listening to presentations of the peer study groups. K/1 grade teachers did a study on retention of students in Kindergarten and First Grade, why 2nd grade did a presentation on the effects of homework. I was very impressed with the presentations of all my teachers.

Retiring teachers and assistants were recognized at the very nice annual "Tea" at the close of our SIP early dismissal day. It was a nice event. South School said goodbye to Mrs. Debby Smith.

Students loved shopping at the buy one, get one free book fair May 1st – May 4th. This is a great opportunity to put books in the hands of our students for summer. It is always a popular event.

The end of year meal was provided on April 28th during the lunch, South had fried chicken, mashed potatoes and gravy, green beans and slaw catered by Chappy's. The Social Committee also provided pies from Chappy's Steak House. We recognized our employees that will not be returning next year to our building; Jeanie York, Lora Cunningham, Debbie Bailey, Robin Crouch and Dean Bennett. The Kindergarten team also presented Mrs. Smith with special gifts.

Teachers and staff members were recognized for the fantastic job that they do at South School during National Teacher's Week May 1 – May 5. The District furnished barbecue, bread, South furnished chips, drinks, and cookies on Tuesday. (Thank you so much!) On Wednesday PTO provided a potato/taco bar and a special treat of massages. Mrs. Odom provide a small treat for the faculty and staff on Thursday and then on Friday, Mrs. Jeanie and Mrs. Lora cooked breakfast for lunch. The teachers also received their new MCES shirt.

On Friday, May 12th South School held their last Fun Friday for PBIS, it was a teacher's choice. Then on Monday, May 22nd they will have their universal celebration a glow party dance off.

South School Play Day: PTO will sponsor inflatables on May 25th as an end of the year celebration for all students. Students will be treated to active play time on four different Inflatable Games on the school grounds.

Upcoming Events

Monday, May 22nd– Aces Way Universal Celebration

Tuesday, May 23rd – First Grade Play Day

Wednesday, May 24th- Kindergarten Play Day

Thursday, May 25th – Inflatable's

Tuesday, May 30th – Summer School Begins

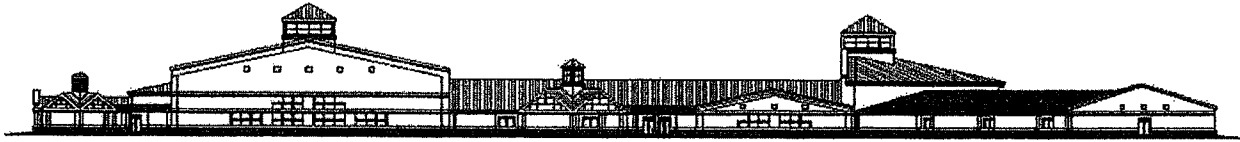
May 15, 2017

To: WCUSD #348 School Board
From: Chris Taylor, N.I.C.E. Principal
Subject: N.I.C.E. May School Board Report

- * Parcc has been successfully completed. Technology worked great throughout the week with no issues.
- * Spring chocolate fundraiser is completed. Had very good sales again with "World's Finest Chocolate".
- * Bllc held their last meeting while finishing the handbook for next year which will be given for approval in June.
- * May 22 we will have our Pbis/AR celebration. Inflatables and other activities will be provided by Paragon promotions our fundraiser partner.
- * Awards Day will take place May 24. Students will be recognized for Straight A's, Perfect Attendance, as well as acknowledging our community helpers.
- * MCMS band came and demonstrated for 4th and 5th grade students recruiting for band next year.
- * All students went to MCMS to tour the building for next year.
- * South School students toured NICE. Students went through the building and asked questions to prepare for next year.
- * Fifth grade state Science testing is completed. There were no technology problems and went very smooth.
- * Have completed summer school list. Summer school will start May 30 and conclude June 22. This year summer school will be held at South.
- * Fifth grade students went to the Wabash County Museum.
- * Held emergency drill with Officer Hart to go over hard lockdown procedures.

Dates to Remember

May	3	Faculty Meeting
	10	Bllc
	12	4 th grade safety day
	15	board meeting
	18	3 rd Grade field trip
	19	3 rd Grade field trip
	22	Pbis/A.R. celebration
	23	5 th grade field day
	24	Awards Day
	24	Last Day of School



Mount Carmel Middle School

1520 Poplar Street | Mount Carmel, IL | 62863

Phone: 618-262-5699 | Fax: 618-263-9096

www.mcms.wabash348.com

Principal: Steve Holt
sholt@wabash348.com

Dean of Students: Jake Newkirk
jnewkirk@wabash348.com

"We are on a mission every day to provide challenging learning opportunities so students can reach their fullest potential as independent thinkers."

School Board Report May 15, 2017

School Improvement

The staff members in the district participated in a yearlong Peer Study where grade level or subject area groups studied a particular educational initiative. The Peer Studies concluded with the groups presenting to the rest of the district staff on April 27th and 28th.

PARCC Test

MCMS is happy to report that PARCC testing is complete. After much work and trepidation, the technology worked like a charm. We look to have the results back early in the fall.

ISA Test

In addition to PARCC, the MCMS 8th grade students also participated in the Illinois Science Assessment. This test is also state mandated; however, this test only took one class period. The administration would like to thank Mrs. Dougherty for administering the test and especially Mrs. Taylor for setting up this test as well as PARCC. These tests are incredibly time intensive to coordinate and Mrs. Taylor's work is greatly appreciated.

Spring Concert

Our music department provided an excellent annual spring concert on Tuesday, May 9th. Mrs. Wall did a great job in preparing our middle school students.

Staff Appreciation Week

The middle school celebrated Staff Appreciation Week during the week of May 1st – 5th. Meals were prepared for staff and desserts by SLC students. The administration would like to thank all of the staff for their hard work and dedication throughout the year.

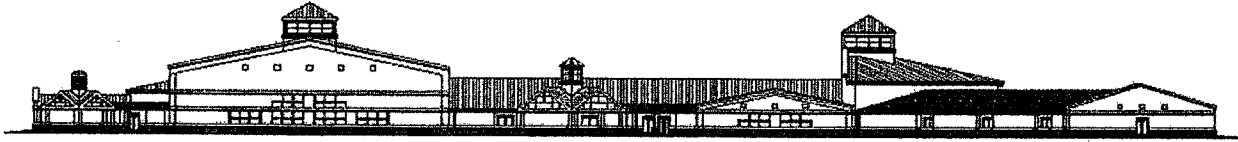
Annual Awards Ceremony

MCMS will be holding their annual Awards Ceremony on Thursday, May 25th in the morning. This is a great way to finish out the school year by recognizing the outstanding accomplishments of our students. Parents, school board members, and community members are invited to help us celebrate those accomplishments.

Extra & Co-curricular

Our Scholastic Bowl team finished their season with taking 2nd place in the Regional Tournament on April 27th. All of these individuals did a great job under the direction of Elizabeth Kieffer. Track athletes had a great season. The girls placed 1st in the NEC Conference and Regional Track Meets. The teams finished their season on Saturday, May 13th by sending six girls to the State Track Meet in Carterville. We are very proud of what they have accomplished.

Approved by the Board of Education on June 19, 2017



Mount Carmel Middle School

1520 Poplar Street | Mount Carmel, IL | 62863

Phone: 618-262-5699 | Fax: 618-263-9096

www.mcms.wabash348.com

Principal: Steve Holt
sholt@wabash348.com

Dean of Students: Jake Newkirk
jnewkirk@wabash348.com

“We are on a mission every day to provide challenging learning opportunities so students can reach their fullest potential as independent thinkers.”

Summer School

Summer School is set to begin on Tuesday, May 30th. It will be from 12:15 a.m. – 2:15 p.m. every Monday thru Thursday at MCMS. Summer School will be utilizing the Grad Point computer program that is also utilized at the high school.

Upcoming Dates:

5/15	School Board Meeting
5/19	Talent Show during Encore
5/23	Student Leadership Council and Band & Choir to Holiday World
5/24	8 th grade students to Holiday World
5/25	Awards Program @ 8:30 a.m.
5/25	PBIS 4 th Quarter Celebration
5/25	Last day for Students
5/25	Last day for Staff

Approved by the Board of Education on June 19, 2017



School Board Report
Mt. Carmel High School
May 15, 2017



- The music students had excellent performances of “Thoroughly Modern Millie ”
- 245+ students attended Prom at the Eagles on May 6th and After Prom at MCHS had many activities presented by the junior parents. I would like to thank both groups for their efforts. These events cannot occur without the many volunteers who help and chaperone.
- As of the Board meeting there will be only one High School classroom in the new wing, all others have been moved by the MCHS teachers. Floor tile has been laid in rooms 178, 180, 182, 183, and 184. Storage areas have been cleaned out for the move. I would again like to thank the entire MCHS faculty, staff and many of the students for their help during these moves.
- MCHS does have a new sound system in gym 1. It has been tested and is ready for Honor’s Night and Graduation. The MCHS Alumni had a large donation towards the system.
- We would like to invite all Board members to attend Honors’ night on May 18th and Graduation on May 19th.
- The Senior’s final day was May 12th. Senior week begins May 15th with practices beginning at 8:30 am.
- With the new senior attendance policy nineteen seniors will be taking exams on Monday May 15th. These are seniors who missed more than five (5) verified absences during the Spring Semester.
- Thanks to the City of Mount Carmel street department for up keep on the softball and 4th street baseball parks again this year.
- At this time we have 200+ juniors, sophomores and freshmen who have excellent attendance and they will not be taking semester exams.
- Summer school will be offered in Math, English, and Social Studies Credit Recovery Program. Drivers Education classrooms will also be offered. Letters have been sent and many parents are aware of the courses that will be offered.
- The Agriculture Department had the plant sale. Proceeds will fund next year’s plant sales.
- Upcoming Dates-May, and June

5-15 Senior grades completed and verified

5-18 Honor’s Night 7pm

5-20 Graduation 8 pm

Locker clean out- juniors @ 8:30, sophomores @ 9:30 and freshmen @ 11

5-22 Last day for students not taking exams, grades completed and communicated to students

5-23 Review for Final Exams

5-24 Final Exams Periods 1, 2, 3 & 4 periods

5-25 Last day for students- Final Exams- Periods 5,6 & 7

Teachers last day. Grades verified, grade books turned into the main office, keys turned in and **cook out during the lunch period. Retiring**

teacher will be recognized!

5-30 1st session summer school begins (fall classes taught)

6-3 Relay for Life, MCHS track

Shelley Richardson, Director of Instruction
May 15, 2017
Board Report

Get Illinois Reading

North Intermediate Center of Education is participating in the Get Illinois Reading program using Capstone's MyON personalized literacy environment. The students have access to over 5,700 enhanced digital books that support the development of close/active reading and writing skills from now until August. This will be a good tool to encourage summer reading.

Curriculum and Assessment

WOVSED has been providing license for our K-2 for the past several years. We have been informed that they will no longer be supplying this license for schools. The current assessments we are using includes both Aimsweb and STAR Reading and Math. These tools are used for RTI placement and progress monitoring. We are looking to cut costs by moving to one central K-12 assessment now that we are responsible for purchasing. Decision on what assessment we will be using will be presented next month.

Professional Development

Peer Study Teams made presentations to all staff on April 27th during the School Improvement early out and concluded during the Teacher Institute on April 28th. The information provided was very beneficial and we will continue to use Peer Study as the main form of professional development next year.

Teachers also completed a Needs Assessment Survey that will help guide curriculum and professional development for next year. Survey results will be reported to the Board in next month's report.

School Registration

A school registration meeting was held on May 17th to finalize plans for the new registration format. School registration dates have been set for FY18. The K-6 registration will be held on August 7th. Mt. Carmel Junior High will be August 8th and MCHS will be August 10th.

Title I District Local Board Action

Directions: Print and provide to your local board for approval this form AND the below, number 1 and 2;

1. the **District Level Comprehensive Plan Report**(report found in the Reports link on the Planning Tools and Resources tile) the completed **Title I District Wide Plan Indicators form** (which allows planners to address those Parts, E, F, I, L, N, O not covered by the existing Rising Star indicators)
- 2.

Once the local school board reviews to approve the above mentioned **District Comprehensive Plan Report** and the completed **Title I District Wide Plan Indicators form**, go to your Rising Star district dashboard, Compliance and Submission tile, and click on the **Continuous Improvement Plan Submissions**. On the following screen, look at column two under **Required Forms**, click on the **District Title I Plan Local Board Action form**. Have both the superintendent and board president agree to the assurances by typing in their full names and choosing a submit date from the pop up calendar next to their name. **This will then be reported to ISBE.** (You may print down the PDF version of the **District Title I Plan Local Board Action** and then file the signed paper copy of this form with your records. **This form version does not need to be sent to ISBE.**)

Section II. Board Approval and Certification and Assurances

Include the signature of the district superintendent to certify that the local education agency assures the Illinois State Board of Education that the district will:

- A. inform eligible schools and parents of schoolwide program authority and the ability of such schools to consolidate funds from Federal, State, and local sources.
- B. provide technical assistance and support to schoolwide programs.
- C. work in consultation with schools as the schools develop the schools' plans pursuant to section 1114 and assist schools as the schools implement such plans or undertake activities pursuant to section 1115 so that each school can make adequate yearly progress toward meeting the State student academic achievement standards.
- D. fulfill such agency's school improvement responsibilities under section 1116, including taking actions under paragraphs (7) and (8) of section 1116(b).
- E. provide services to eligible children attending private elementary schools and secondary schools in accordance with section 1120, and timely and meaningful consultation with private school officials regarding such services.
- F. take into account the experience of model programs for the educationally disadvantaged, and the findings of relevant scientifically based research indicating that services may be most effective if focused on students in the earliest grades at schools that receive funds under this part.
- G. in the case of a local educational agency that chooses to use funds under this part to provide early childhood development services to low-income children below the age of compulsory school attendance, ensure that such services comply with the performance standards established under section 641A(a) of the Head Start Act.
- H. work in consultation with schools as the schools develop and implement their plans or activities under sections 1118 and 1119.
- I. comply with the requirements of section 1119 regarding the qualifications of teachers and paraprofessionals and professional development.
- J. inform eligible schools of the local educational agency's authority to obtain waivers on the school's behalf under title IX and, if the State is an Ed-Flex Partnership State, to obtain waivers under the Education Flexibility Partnership Act of 1999.
- K. coordinate and collaborate, to the extent feasible and necessary as determined by the local educational agency, with the State educational agency and other agencies providing services to children, youth, and families with respect to a school in school improvement, corrective action, or restructuring

- under section 1116 if such a school requests assistance from the local educational agency in addressing major factors that have significantly affected student achievement at the school.
- L. ensure, through incentives for voluntary transfers, the provision of professional development, recruitment programs, or other effective strategies, that low-income students and minority students are not taught at higher rates than other students by unqualified, out-of-field, or inexperienced teachers.
 - M. use the results of the student academic assessments required under section 1111(b)(3), and other measures or indicators available to the agency, to review annually the progress of each school served by the agency and receiving funds under this part to determine whether all of the schools are making the progress necessary to ensure that all students will meet the State's proficient level of achievement on the State academic assessments described in section 1111(b)(3) within 12 years from the end of the 2001-2002 school year.
 - N. ensure that the results from the academic assessments required under section 1111(b)(3) will be provided to parents and teachers as soon as is practicably possible after the test is taken, in an understandable and uniform format and, to the extent practicable, provided in a language that the parents can understand; and
 - O. assist each school served by the agency and assisted under this part in developing or identifying examples of high-quality, effective curricula consistent with section 1111(b)(8)(D).

B. SUPERINTENDENT'S CERTIFICATION

By submitting the plan on behalf of the district/school, the district superintendent certifies to ISBE that all the assurances and information provided in the plan are true and correct and that the Title I improvement plan has been duly approved by the local school board. By submitting this form of plan completion and local board approval, this plan shall be deemed to be executed by the superintendent on behalf of the district.

Superintendent Signature*:

Tim Buss

05.15.2017

Board President Signature*:

Tim Schuler

05.15.2017

Kevin Smith – Carla Drone – Annie Kiser
Tech Transition Plan

Technology plan for the transition from 4 schools to 3:

TEACHERS CLASSROOMS WILL TAKE PRIORITY.

10 promethean boards from South will be placed in classrooms at NICE (there are currently no promethean boards located where the teachers will be)

The 4 promethean boards at NICE will be moved to MCMS.
Lana Yancey has graciously offered to give up her promethean board for use elsewhere at MCMS as needed.

****request that John Merriel and Pat Merriel move and install the Promethean Boards****

The computers at South Lab will be moved to the new lab at NICE
The computers currently in the NICE lab will be used first as teachers stations. Any left over will be used as student stations.

MCMS: computers in B111 to be used as student stations (24)
The 30 computers in the technology lab will remain in place.

Hire Pete Hall to move servers.

Junior High area of the high school:

Mr. Mandrell's computers will be moved for Brianna Witsman's computer class. He will need two more in his new room in the Library area.

Mrs. Wright's computers will move with her.

Computers from Room 178 will be used to fill in for Mandrell and Witsman stations.

SUPERINTENDENT'S REPORT
MAY 15, 2017

BUILDING AND GROUNDS COMMITTEE MEETING

I will be scheduling a meeting to discuss transition items.

END OF SCHOOL INFORMATION

Last day of classes, Thursday, May 25, 2017

8:00-1:15	School with students
1:15	Students dismissed
1:15-3:00	Teachers work in Rooms
3:00	Teachers Dismissed

LEGISLATIVE UPDATE

Lots of bills being discussed. Politics still getting in the way of a budget. A K-12 budget is again up in the air. New State Aid Formula still being discussed.

CENTRALIZED REGISTRATION

K-6 Centralized Registration date: Monday, August 7th 9-12 & 1-6 at MCMS

7th/8th Grade Registration date: Tuesday, August 8th 1:00-6:00 at Mt. Carmel Junior High

MCMS Registration: Thursday, August 10th Seniors from 8:00-9:30 am, Juniors from 10:00-11:30 am, Sophomores from 1:30-3:00 pm and Freshmen from 4:30-6:00 pm (Freshmen orientation to follow)

SCHOOL DISTRICT FINANCIAL PROFILE

(See attached information regarding our financial profile)

REVISED BUDGET

We are in the process of revising the budget as we do every year. Below are some time lines:

Revised Budget Display May 16-June 19
Revised Budget Hearing June 19 at 6:45 PM
Adopt Revised Budget at regular board meeting on June 19

UPCOMING DATES

May 15	School Board Meeting 7:00 PM
May 25	Last Student/Teacher Day of Attendance (we will dismiss students at 1:15pm)
June 1	PLC Meeting 11:00 AM at Tequilas
June 19	2016-2017 Amended Budget Hearing 6:45 PM
June 19	School Board Meeting 7:00 PM

Wabash CUSD #348 Financial Watch Data

The list is created by using five indicators of financial performance:

Fund Balance to Revenue Ratio (FBRR)

Year-end Fund Balance of Ed, Bldg, Transp, and WC divided by Revenue from same funds

Expenditures to Revenues Ratio (EXRV)

Fiscal Year Expenditures for Ed, Bldg, and Transp divided by Fiscal Year Revenues from same funds

Days Cash on Hand (DCOH)

360 days

Percent of Short-term Borrowing Available (STB)

Not applicable to WCUSD #348

Percent of Long-term Debt Remaining (LTD)

Total Long-Term Debt divided by Total Long-Term Debt Limitation

Each of the five indicators earns a numerical score based on where the district fits in
Summary of Data for Wabash CUSD #348:

<u>Data Year</u>	<u>FBRR</u>	<u>EXRV</u>	<u>DCOH</u>	<u>STB</u>	<u>LTD</u>	<u>Total Score</u>	<u>Designation</u>
FY 2002	1.05	1.05	0.20	0.40	0.20	2.90	Early Warning
FY 2003	0.70	1.05	0.10	0.40	0.30	2.55	Watch
FY 2004	0.70	1.05	0.20	0.40	0.30	2.65	Warning
FY 2005	0.70	1.40	0.20	0.40	0.30	3.00	Warning
FY 2006	0.70	1.40	0.20	0.40	0.30	3.00	Warning
FY 2007	0.70	1.40	0.20	0.40	0.30	3.00	Warning
FY 2008	1.05	1.40	0.20	0.40	0.30	3.35	Review
FY 2009	1.05	1.40	0.20	0.40	0.40	3.45	Review
FY 2010	1.05	1.40	0.20	0.40	0.40	3.45	Review
FY 2011	1.05	1.40	0.20	0.40	0.40	3.45	Review
FY 2012	1.05	1.05	0.20	0.40	0.40	3.10	Review
FY 2013	0.70	0.70	0.20	0.40	0.40	2.40	Watch
FY 2014	1.05	0.70	0.20	0.40	0.40	2.75	Warning
FY 2015	0.35	0.70	0.10	0.40	0.40	1.95	Watch
FY 2016	0.35	1.05	0.10	0.40	0.40	2.30	Watch

*

* Days Cash on Hand (DCOH):

<u>Data Year</u>	<u>Total Cash</u>	<u>Exp. Per Day</u>	<u>DCOH</u>
FY 2002	1,304,881	33,354	39.12
FY 2003	503,522	31,528	15.97
FY 2004	983,372	31,844	30.88
FY 2005	993,542	32,538	30.53
FY 2006	1,018,981	33,644	30.29
FY 2007	2,084,409	34,265	60.83
FY 2008	2,165,934	34,141	63.44
FY 2009	2,074,496	37,088	55.93
FY 2010	1,876,467	38,272	49.02
FY 2011	3,168,114	37,709	84.01
FY 2012	2,684,383	38,800	69.18
FY 2013	1,886,280	40,212	46.90
FY 2014	2,884,754	39,818	72.44
FY 2015	1,050,469	38,161	27.52
FY 2016	441,434	32,978	13.38

The School District

Financial Profile

Illinois State Board of Education

Pursuant to the authority provided by Section 1A-8 of the School Code, the Illinois State Board of Education (ISBE) developed the "School District Financial Profile" to help monitor the finances of school districts and identify which are in or are moving toward financial difficulty. This system replaced the "Financial Watch List and Financial Assurance and Accountability System (FAAS)" that had been used for the assessment of a school district's financial health. The major change in methodology was that the FAAS utilized only one financial indicator – the Fund Balance to Revenue Ratio. The Profile includes that indicator plus four additional measures to expand our capability to accomplish a truer risk assessment. The five indicators are individually scored and weighted in order to arrive at a Total Profile Score and applicable designation.

The School District Financial Profile was developed with the invaluable assistance of school superintendents, school business administrators, financial advisors, lawyers, and bond brokers throughout the state as well as major interest groups such as IASBO, IASA, ED-RED and LUDA. Influenced by their feedback, we were able to make significant enhancements in systematically analyzing/monitoring finances of all Illinois public school districts.

The following provides a detailed explanation of each indicator. It is the Total Profile Score that we believe best determines a district's financial strengths or weaknesses. This document will also lead you through the four applicable designations, Financial Recognition, Financial Review, Financial Early Warning, and Financial Watch.

Financial Profile Indicators:

- 1. Fund Balance to Revenue Ratio** – This indicator reflects the overall financial strength of the district. It is the result of dividing the ending fund balances by the revenues for the four operating and negative IMRF/SS funds. Operating Funds are the Educational, Operations and Maintenance, Transportation and Working Cash Funds.
- 2. Expenditure to Revenue Ratio** – This indicator identifies how much is expended for each dollar received. It is computed by dividing total expenditures for the Educational, Operations and Maintenance, and Transportation Funds by the revenues for those same funds plus Working Cash. The calculation also takes into account remaining balances of these funds at the end of the year if a district is scoring low for their Expenditure to Revenue Ratio. This is especially beneficial to districts that have saved for projects and are now incurring the expenditures for them or who have healthy fund balances even after spending a portion of their savings.
- 3. Days Cash on Hand** – This indicator provides a projected estimate of the number of days a district could meet operating expenditures provided no additional revenues were received. It is computed by dividing the total expenditures of the Educational, Operations and Maintenance, and Transportation Funds by 360 days to obtain an average expenditure per day. Then the total cash on hand and investments for the same funds plus working Cash are divided by the average expenditures per day. As with the Fund Balance to Revenue Ratio and the Expenditure to Revenue Ratio, the Working Cash Fund has now been incorporated into the calculation.
- 4. Percent of Short-Term Borrowing Ability Remaining** – Districts often incur short-term debt due to several factors (i.e., delays in receipt of local revenues, etc.). For this indicator, the sum of unpaid Tax Anticipation Warrants is divided by 85% of the Equalized Assessed Valuation (EAV)

multiplied by the sum of the tax rates for the Educational, Operations and Maintenance, and Transportation Funds.

5. **Percent of Long-Term Debt Margin Remaining** – A district often incurs long-term debt for major expenditures such as buildings and equipment. This total is derived by the product of the district's EAV multiplied by its maximum general obligation debt limitation, reduced by any outstanding long-term debt.

Total Profile Score:

Each indicator is scored in order to obtain a district's overall **School District Financial Profile Score**. This overall score is computed for the most current year's financial data.

Each indicator is calculated and the results are slotted into a category of a four, three, two, or one with four being the highest and best category possible. Each indicator is weighted and the weighted indicators' scores are summed to obtain a district's overall "Total Profile Score".

Fund Balance to Revenue Ratio (has a weighting of 35%)

Category 4	Greater or equal to 25% [lowest risk]
Category 3	Less than 25% but greater or equal to 10%
Category 2	Less than 10% but greater or equal to 0%
Category 1	Less than 0% [highest risk]

Expenditures to Revenue Ratio (EXRV) (has a weighting of 35%)

Category 4	District is spending \$1.00 or less for every dollar they are receiving [lowest risk]
Category 3	District is spending more than \$1.00 to \$1.10 for every dollar they receive
Category 2	District is spending more than \$1.10 to \$1.20 for every dollar they receive
Category 1	District is spending more than \$1.20 for every dollar they receive [highest risk]

If the resulting calculation places a district in category 1 or 2, and the Fund Balance to Revenue Ratio (FBRR) is a category 4 then the following calculation is completed:

- $(FBRR - .1) \text{ divided by } (EXRV - 1.0)$
- If the result is greater than 2, then the Expenditures Revenue score is assigned a 3
- If the result is greater than 1 but less than 2, then the Expenditure Revenue score is assigned a 2

Days Cash on Hand (has a weighting of 10%)

Category 4	At least 180 days cash on hand [lowest risk]
Category 3	Less than 180 days cash on hand to at least 90 days cash on hand
Category 2	Less than 90 days cash on hand to at least 30 days cash on hand
Category 1	Less than 30 days cash on hand [highest risk]

Percentage of Short-Term Borrowing and Long-Term Borrowing Remaining (Short-term and Long-term borrowing each has a weighting of 10%)

Category 4	Greater than or equal to 75% debt margin remaining [lowest risk]
Category 3	Less than 75% but at least 50% debt margin remaining

Category 2	Less than 50% but at least 25% debt margin remaining
Category 1	Less than 25% debt margin remaining [highest risk]

The Total Profile Score is the sum of the five weighted scores. The highest score a district may receive is a 4.00 and the lowest score is 1.00.

Your School District Financial Profile Designation:

If a district receives a score of **3.54 - 4.00**, they are in the highest category of financial strength - **Financial Recognition**. These districts require little or no review or involvement by ISBE unless requested by the district.

If a district receives a score of **3.08 - 3.53**, they are in the next highest financial health category of **Financial Review**. Districts in this category will be given a limited review by ISBE, but they will be monitored for potential downward trends. Staff will be assessing the next year's school budget for negative trends.

If a district receives a score of **2.62 - 3.07**, they are placed in the category of **Financial Early Warning**. ISBE will be monitoring these districts closely and offering proactive technical assistance (e.g., financial projections and cash flow analysis, etc.) These districts will also be reviewed to determine whether they meet the criteria set forth in Article 1A-8 of the ***School Code*** to be certified in financial difficulty and possibly qualify for a Financial Oversight Panel.

If a district receives a score of **1.00 - 2.61**, they are in the highest risk category of **Financial Watch**. As with the Financial Early Warning districts, ISBE will be monitoring these districts very closely and offering them technical assistance including, but not limited to, financial projections, cash flow analysis, budgeting, personnel inventories, and enrollment projections. These districts will also be reviewed to determine whether they meet criteria set forth in Article 1A-8 of the ***School Code*** to be certified in financial difficulty and qualify for a Financial Oversight Panel.

Your comments regarding your district's finances are an integral part of the profile. While the Profile is generated from the District's Annual Financial Report (AFR), there are often extenuating circumstances outside of the School Administration's control which have a financial impact on the district. It is within the Comments portion of the Profile that districts are afforded the opportunity to verbally and publicly convey what has transpired in their district which may have or will impact their Total Profile Score. This will allow for the explanation of significant local financial issues such as cash versus accrual accounting implications and timing of revenue receipts versus expenditures incurred for unique circumstances such as school construction projects. In this capacity, the Profile can be implemented as a communication vehicle for a district's constituents.

We will present Total Profile Scores with the applicable School District comments at our anticipated March Board Meeting. The Profile Scores and Comments will then be listed at the School District Financial Profile website. This website includes a seven year analysis (sorted by district name, county, and designation), a searchable application that will display a 5-year track record.