



To: Dr. Charles Johns
Board of Education

From: Dr. R.J. Gravel

Date: Monday, February 22, 2021

Re: Registration and Instructional Materials Fee Proposal

Recommendation

It is recommended that the Board of Education approve the implementation of a registration and instructional materials fee for the 2021-22 school year in the amount of \$300, inclusive of all instructional materials required for the school year. We believe that this will provide greater simplicity for our families, while also reducing the overall cost of instructional materials over time.

Background

All students are assessed for two general fees: Chromebook fee and registration fee. Students are also responsible for purchasing instructional materials such as books, supplies, and PE uniforms. While the amount of the general fees is consistent, the cost of instructional materials fluctuates for each student based on course enrollment. Table 1 illustrates the average cost of instructional materials per student for the current school year.

Table 1
General Fees and Average Cost of Instructional Materials

	Freshman	Sophomore	Junior	Senior	Total for (4) Years
Chromebook Fee	\$100.00	\$100.00	\$100.00		\$300.00
Registration Fee	\$25.50	\$25.50	\$25.50	\$25.50	\$102.00
Instructional Materials	\$275.00	\$220.00	\$316.00	\$269.00	\$1,080.00
<i>Total per Student</i>	\$400.50	\$345.50	\$441.50	\$294.50	\$1,482.00

Instructional materials for each course are determined by the Instructional Supervisor, in consultation with the course’s teacher(s). Families can purchase some or all of their materials from our school bookstores or other vendors. Certain materials such as electronic textbooks must be purchased from the bookstore, as they are integrated into instructional activities by our teachers.

Since 2016, our school and district teams have been working to support our families to make the start of the school year easier. For example, in 2017, the annual book sale was eliminated following the launching of a new online fee payment and book order system. In 2018, the materials and towel fees were combined

into a single registration fee. And in 2020, a new, 1-page enrollment verification process was launched in PowerSchool to offer parents a one-stop location for all start-of-the-year activities.

For the 2021-22 school year, we are proposing to further simplify the start of the school year by establishing a single registration and instructional materials fee that includes all instructional materials for the school year. Glenbrook would not be alone in transitioning to a single registration and instructional materials fee. Table 2 illustrates the student fees charged by area high school districts.

Table 2
Student Fees for Area High School Districts and Glenbrook Proposal

	Registration and Instructional Materials	Technology/ Device	Total
District 125 (Stevenson)	\$305	\$75	\$380
District 202 (Evanston)	\$275	\$65	\$340
District 203 (New Trier)	\$486*		\$486*
District 207 (Maine)	\$295	\$75	\$370
District 209 (Niles)	\$350	\$100	\$450
District 211 (Schaumburg)	\$170		\$170
District 214 (Arlington Heights)	\$300	\$75	\$375
Average	\$272*	\$78	\$367*
Proposed District 225 (Glenbrook)	\$300 Combined Registration and Instructional Materials Fee	\$75**	\$375

* Represents a \$211 annual fee and \$275 for an estimated cost of textbooks per student.

** Students will pay \$100 for (3) years.

In working with Beck’s Bookstores, it is estimated that the school district could have purchased all of the instructional materials necessary for the 2020-21 school year for \$1.4M. This includes required eBooks, textbooks, paperbacks, workbooks, kits, and supplies.

Course registrations for the 2021-22 school year will not be finalized this spring. However, in reviewing course enrollment trends and the current costs of instructional materials, we anticipate that the overall cost of instructional materials will remain close to \$1.4M. With an estimated enrollment of 5,120, the cost per student for instructional materials would be \$275, which would provide a break-even revenue/expense for the school district.

Collecting \$275 for instructional materials and a \$25 registration fee through a single fee will enable the district to provide students all instructional materials required for the school year, and continue to support school district operations. Over time, through bulk purchasing power and coordinated bookstore management, we believe that this amount will continue to decrease, providing long-term benefits to our families.