



**To:** Dr. Charles Johns  
Board of Education

**From:** Dr. R.J. Gravel

**Date:** Monday, February 24, 2020

**Re:** Student Fees for the 2020-21 School Year

**Recommendation**

It is recommended that the Board of Education approve student fees for the 2020-21 school year as presented.

**Background**

In accordance with Board Policy 4040, the Board of Education is presented each year with a list of recommended student fees for approval. Several of the fees presented in this document will be reviewed in detail by the Board of Education and/or the Finance Committee separately, and are simply summarized here. These fees, **indicated with a yellow cell**, include the Chromebook and transportation fee.

***General Fees***

All students attending Glenbrook High Schools, or receiving educational services through the school district are assessed two general fees: Chromebook fee, registration fee.

	Historical				Proposed
	2016-17	2017-18	2018-19	2019-20	2020-21
Chromebook Fee	\$110.00 4 Years	\$100.00 4 Years	\$100.00 3 Years*	\$100.00 3 Years*	\$100.00 3 Years*
Registration Fee			\$25.50	\$25.50	\$25.50
Materials Fee	\$15.00	\$15.00			
Towel Fee	\$10.50	\$10.50			
<i>Total per Student</i>	\$135.50	\$135.50	\$125.50	\$125.50	\$125.50

\* Due to lower purchase costs for the Chromebook starting with the 2018-19 school year, the fee will only be assessed for (3) years as opposed to (4) years. This will apply to the Classes of 2022, 2023, and 2024.

**User Fees**

Additional fees are assessed to students and families that utilize optional services made available to students. These fees are deposited into District revenue accounts and used for the purpose designated. The user fees are calculated based on the total amount of estimated expenses.

As a result of a 37.75% increase in transportation expenses, the transportation fee is projected to cost \$1,112, an increase of \$312 over the current year's rate. Recognizing the significant financial implications for our families if this increase was fully passed-on to users, it is recommended that the Board of Education consider subsidizing a portion of this increase. The final page in this document includes four subsidy options which serve as a starting point for consideration by the Board. It should be noted that any reductions in the cost of the transportation fee through a subsidy will be added as an additional expense within the operating budget for the 2020-21 fiscal year.

	Historical				Proposed
	2016-17	2017-18	2018-19	2019-20	2020-21
Driver Education Behind the Wheel	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00
Instrument Rental	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00
Parking Fee	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00
Transportation Fee (Regular) Individual Rate	\$700.00	\$750.00	\$775.00	\$800.00	TBD
Transportation Fee (Regular) Sibling Rate	\$350.00	\$375.00	\$387.50	\$400.00	TBD
Transportation Fee (Late - 20%) Individual Rate	\$830.00	\$900.00	\$930.00		
Transportation Fee (Late - 20%) Sibling Rate	\$415.00	\$450.00	\$465.00		

**Preschool Tuition**

This fall the business services department and CTE instructional supervisors performed a review of the preschool program's finances. As part of that review, it was determined that tuition (fees) have historically accounted for approximately 40% of expenditures. It is recommended that this rate increase from \$160.00 to \$180.00 per day of enrollment in the program, which provides for 40% of projected expenditures for the 2020-21 fiscal year.

Fees are assessed twice a year for each child. Children enrolled in Glenbrook's program benefit from a 2-hour laboratory preschool experience supervised by a full-time instructional assistant, with the assistance and support of students enrolled in child development courses.

	Historical				Proposed
	2016-17	2017-18	2018-19	2019-20	2020-21
Preschool Tuition (5 Days / Week) Per Semester - GBN	\$800.00	\$800.00	\$800.00	\$800.00	\$900.00
Preschool Tuition (4 Days / Week) Per Semester - GBS	\$640.00	\$640.00	\$640.00	\$640.00	\$720.00

### ***Financial Fees***

The Board of Education has historically approved two financial fees to be charged on an as-needed basis.

#### *Credit Card Convenience Fee*

The credit card convenience fee is assessed to all credit card transactions that are processed in-person or online. Beginning with the 2017-18 school year, the Board of Education determined that any credit card processing expenses would be passed on to consumers choosing to use a credit card. This transition was communicated to parents prior to the start of the school year and has resulted in significant cost savings to the District. As a result of not incurring credit card processing expenses, we have been able to keep student fees as low as possible for our families.

#### *Non-Sufficient Funds (NSF) Check Fee*

The non-sufficient funds (NSF) check fee is assessed to a student account in the event that a check provided has been returned back our bank due to insufficient funds. Only the amount that is charged by the bank will be passed on to a student.

	Historical				Proposed
	2015-16	2017-18	2018-19	2019-20	2020-21
Credit Card Convenience Fee Online Transactions	\$2.65	\$2.65 per \$100.00 Increment	\$2.65 per \$100.00 Increment	\$2.65 per \$100.00 Increment	\$2.65 per \$100.00 Increment
Credit Card Surcharge Fee In-Person Transactions *		3.2% + \$0.20	3.2% + \$0.20	3.2% + \$0.20	3.2% + \$0.20
NSF Check Fee	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00

\* Due to bank agreements with MasterCard and Visa, credit card processing expenses passed-on to consumers for in-person transactions must be calculated on a percentage basis, as opposed to a flat-fee.

### Transportation Fee Comparable Rates

In preparation for the February 24, 2020 meeting, the proceeding market analysis was performed to provide a perspective regarding our student transportation fee compared to other districts in the area. It is important to note that none of the school districts serving the Glenbrook community are required to provide transportation. However, several local high school districts identified below are required by Illinois School Code 105/5 to provide transportation services at no charge, to students living in excess of 1.5 miles from their school, or less than 1.5 miles from their school if the route to school constitutes a serious hazard to the safety of the pupils due to vehicular traffic or rail crossings.

#### Elementary Feeder School District Rates 2019-20 School Year

	Full Pay	Reduced	Additional Notes
District 27	\$385.00	\$192.50	
District 28	\$280.00	\$0.00	
District 30	\$635.00	\$0.00	Offers \$575 One-Way Option Offers \$289 Activity Bus Option
District 31	\$685.00	\$0.00	Offers \$410 One-Way Option

#### Local High School District Rates 2019-20 School Year

	Trans. Required?	Full Pay	Reduced	Additional Notes
District 113 (H.P. / Deerfield)	Yes	\$0.00	\$0.00	District Operated
District 115 (Lake Forest)	No	\$575.00	N/A	Olson
District 125 (Stevenson)	No	\$0.00	\$0.00	First Student
District 202 (Evanston)	No	N/A	N/A	Public Transportation
District 203 (New Trier)	No	\$798.00*	\$798.00*	Alltown
District 207 (Maine)	No	N/A	N/A	Public Transportation
District 211	Yes	\$200.00**	\$200.00**	District Operated
District 214	Yes	\$675.00**	\$675.00**	First Student / Cook Ill.
District 219 (Niles)	Yes	\$300.00**	\$300.00**	First Student
District 225 (Glenbrook)	No	\$800.00	\$400.00	First Student

\* Fee will increase to \$850.00 for the 2020-21 school year.

\*\* Fee charged for students living less than 1.5 miles from their school; fee is not charged for students living more than 1.5 miles from their school.

**Student To/From Transportation Services  
Historical Bus Pass Sales**

**Bus Pass Rates**

	2015-16	2016-17	2017-18	2018-19	2019-20
Individual Rate	\$700.00	\$700.00	\$750.00	\$775.00	\$800.00
Sibling Rate	\$350.00	\$350.00	\$375.00	\$387.50	\$400.00
Impact Subsidy / Rider	\$0.00	\$0.00	\$69.08	\$71.65	\$7.55

**Board of Education Transportation Subsidy (Unaudited)**

	2015-16	2016-17	2017-18	2018-19	2019-20
Sibling Rate	\$7,000	\$16,800	\$29,250	\$34,488	\$28,800
Impact Subsidy	\$0	\$0	\$73,432	\$72,295	\$8,056
Fin. Aid - Free	\$327,600	\$279,300	\$330,000	\$310,775	\$349,600
Fin. Aid - Reduced	\$16,450	\$40,600	\$31,500	\$27,125	\$27,600
	<b>\$351,050</b>	<b>\$336,700</b>	<b>\$464,182</b>	<b>\$444,682</b>	<b>\$414,056</b>

**Revenue Generated through User Fees (Unaudited)**

	2015-16	2016-17	2017-18	2018-19	2019-20
Individual Rate	\$329,000	\$296,100	\$345,750	\$347,975	\$391,200
Sibling Rate	\$7,000	\$16,800	\$29,250	\$34,488	\$28,800
	<b>\$336,000</b>	<b>\$312,900</b>	<b>\$375,000</b>	<b>\$382,463</b>	<b>\$420,000</b>

**Total Ridership by School**

	2015-16	2016-17	2017-18	2018-19	2019-20
Glenbrook North	279	316	333	295	296
Glenbrook South	726	670	730	714	771
	<b>1005</b>	<b>986</b>	<b>1063</b>	<b>1009</b>	<b>1067</b>

**Total Ridership by Lunch Status**

	2015-16	2016-17	2017-18	2018-19	2019-20
Full Pay	490	471	539	538	561
Free	468	399	440	401	437
Reduced	47	116	84	70	69
	<b>1005</b>	<b>986</b>	<b>1063</b>	<b>1009</b>	<b>1067</b>

**Sibling Ridership (Full Pay)**

	2015-16	2016-17	2017-18	2018-19	2019-20
Sibling Riders	20	48	78	89	72

**Total Enrollment by School**

	2015-16	2016-17	2017-18	2018-19	2019-20
Glenbrook North	2038	2049	2023	2058	2070
Glenbrook South	2895	3026	3128	3140	3187
	<b>4933</b>	<b>5075</b>	<b>5151</b>	<b>5198</b>	<b>5257</b>

**Ridership by School as a % of Enrollment by School**

	2015-16	2016-17	2017-18	2018-19	2019-20
District-Wide	20.4%	19.4%	20.6%	19.4%	20.3%
Glenbrook North	13.7%	15.4%	16.5%	14.3%	14.3%
Glenbrook South	25.1%	22.1%	23.3%	22.7%	24.2%

**Bus Pass Fee Calculation**  
**Student To/From School Transportation - 2019-20 School Year**

		Number of Runs	Blended Per Run Rate	Daily Cost	Annual Cost (178 Days)
<b>Purchased Services</b>	AM To/From School Routes	23	\$85.60	\$1,968.80	\$350,446.40
	PM To/From School Routes	23	\$85.60	\$1,968.80	\$350,446.40
	Late Activity To/From School Routes	7	\$85.60	\$599.20	\$106,657.60
				<b>\$4,536.80</b>	<b>\$807,550.40</b>
<b>Bus Pass Cost Per Rider</b>	Estimated Total Number of Riders			÷	1,000
	Calculated Cost Per Rider (Total Expenses / Estimated Number of Riders)			=	\$807.55
	Subsidy Per Rider to Minimize Impact to Households			-	\$7.55
	Cost Per Rider			=	<b>\$800.00</b>
				<b>Per Day Rate</b>	\$4.49
				<b>Per Ride Rate</b>	\$2.25

**Student To/From School Transportation - 2020-21 School Year**

		Number of Runs	Blended Per Run Rate	Daily Cost	Annual Cost (178 Days)	Year-over-Year Increase	
<b>Purchased Services</b>	AM To/From School Routes	23	\$117.91	\$2,711.93	\$482,723.54	\$304,812.54	37.75%
	PM To/From School Routes	23	\$117.91	\$2,711.93	\$482,723.54		
	Late Activity To/From School Routes	7	\$117.91	\$825.37	\$146,915.86		
				<b>\$6,249.23</b>	<b>\$1,112,362.94</b>		
<b>Bus Pass Cost Per Rider</b>	Estimated Total Number of Riders			÷	1,000		
	Calculated Cost Per Rider (Total Expenses / Estimated Number of Riders)			=	\$1,112.36		
	Subsidy Per Rider to Minimize Impact to Households			-	\$212.36		
	Cost Per Rider			=	<b>\$900.00</b>		
				<b>Per Day Rate</b>	\$5.06		
				<b>Per Ride Rate</b>	\$2.53		

<b>Subsidy Options</b>	Subsidy Amount	Percent Discount	Cost Per Rider	Total Cost of Subsidy	Per Day Rate
	\$0.00	0.00%	\$1,112.36	\$0.00	\$6.25
	\$112.36	10.10%	\$1,000.00	\$112,360.00	\$5.62
	\$212.36	19.09%	\$900.00	\$212,360.00	\$5.06
	\$312.36	28.08%	\$800.00	\$312,360.00	\$4.49