

**NEW TRIER TOWNSHIP HIGH SCHOOL DISTRICT 203
REGULAR MEETING OF THE BOARD OF EDUCATION**

March 21, 2011

**New Trier Township High School
7 Happ Road, Room C234
Northfield, IL 60093**

A **Regular Meeting** of the Board of Education of New Trier Township High School District 203, Cook County, Illinois was held at New Trier High School – Northfield Campus, 7 Happ Road, Northfield, Illinois, Room C234 on Monday, March 21, 2011 at 6:30 p.m.

Members Present

Ms. Wendy Serrino, President
Mr. John Myefski, Vice President
Ms. Carol F. Ducommun
Mr. F. Malcolm Harris
Mr. Robert Merrick
Mr. James B. Koch

Administrator Present

Dr. Linda L. Yonke, Superintendent
Mr. Donald Goers, Associate Superintendent
Mr. Paul Waechtler, Assistant Principal -
Northfield Campus
Mr. Timothy Hayes, Assistant Superintendent
for Student Services
Mr. Paul Sally, Assistant Superintendent for
Curriculum & Instruction

Members Absent

Mr. Alan Dolinko

Also Present

Ms. Niki Dizon, Director of Communications; Ms. Laurel Burman, Director of Special Education; Mr. Christopher Johnson, Director of Technology; Mr. Randy Oberembt, Athletic Director; Mr. Matt Ottaviano, Assistant Principal for Administrative Services; Dr. Debbie Stacey, Director of Academic Services; Mr. John Neiweem, Director of Physical Plant Services; Mr. George Sanders, Director of Human Resources; Mr. Richard Corrus, Co-President NTESPA; Mr. Jim Burnside, President, New Trier Education Association, Science Department; Ms. Athena Arvanitis, Director of Student Life; Mr. Ed Zwirner, English Department Coordinator; Mr. Marty Laffey, Mathematics Department; Ms. Mary Beth Barrett, Science Department; Ms. Stephanie Valerio, Science Department; Mr. Andrew Docktor, English Department; Ms. Angela Burns, Library Department; Ms. Laura Deutsch, Kinetic Wellness Department; Mr. Matt Temple, Music Department; Ms. Sheri Donovan, Science Department; Mr. Leif Gamrath; Ms. Kristen Guyser, Science Department; Ms. Jaylyn Hermann, Mathematics Department; Ms. Kay Pothast, Kinetic Wellness Department; Mr. Robert Spagnoli, Technology Education Department; Ms. Yuko Kato, Modern and Classical Language Department; Ms. Venera Stabinsky, Modern and Classical Language Department; Ms. Kerri Manzi, Science Department; Mr. Brandon Stiller, Science Department; Ms. Kathryn Rugg, Mathematics Department; Mr. Dave Conway, Physical Plant Services, Northfield Campus; Mr. Brian P. Crowley, Franczek, Radelet, P.C.; Ms. Lori Goldstein, Mr. Tim Scherman; Ms. Onnie Scheyer; Mr. Daniel Fox; Mr. John Huston, *TribLocal* and members of the Community.

I. CALL TO ORDER – 6:30 p.m.

Ms. Serrino called the regular meeting to order in open session at 6:30 p.m. and asked for a roll call attendance. Mr. Harris, Mr. Koch, Mr. Myefski and Ms. Serrino were present. Mr. Dolinko, Mr. Merrick and Ms. Ducommun were absent. Ms. Serrino noted the closed session on the agenda and requested a motion to move to closed session.

Mr. Koch moved and Mr. Harris seconded the motion to adjourn to Closed Session for the purpose of discussing collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees, as well as the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity as well as for the purpose of discussion of minutes of meetings lawfully closed, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Upon a roll call vote being taken, the members voted as follows:

AYE: Mr. Harris, Mr. Koch, Mr. Myefski, Ms. Serrino

NAY: None.

The motion passed unanimously. The members adjourned to Closed Session.

Adjournment to Closed Session – 6:37 p.m.

II. Closed Session – Rm. A201A

Ms. Ducommun joined the Board at the start of the closed session meeting.

The Closed Session meeting adjourned at 6:58 p.m.

Reconvene to Open Session

Ms. Serrino reconvened the meeting in open session at 7:08 p.m. and Dr. Yonke welcomed parents and students to the second recognition program of the year. Dr. Timothy Dohrer introduced the Winter Board of Education Recognition Program for 2011 to recognize the achievements of the Boys' Swimming and Diving Team and coaches and the Business Education students for their planning and implementation of this year's Holiday Silent Auction.

Student / Staff Recognition Program – Room C234 – 7:00 p.m.

Dr. Timothy Dohrer noted that those being honored were as Dr. Yonke stated, the members of the Boys' Swimming & Diving Team and the students who ran the Winter Silent Auction. Coach Larry Stoegbauer introduced the members of the Swimming & Diving team and commented on their season and accomplishments. Mr. Kevin Kansler introduced the students of his Business Education class and noted their successful endeavors in a record-breaking year for the Silent Auction, which benefits the Children's Make-a-Wish Foundation. This year's class was able to double their goal of \$6,000, which afforded two children to receive their wish.

Dr. Yonke congratulated the students and thanked them for coming. She also noted two other areas of achievement recently highlighted in the news. New Trier High School students were recognized as the fourth largest contributor to the Greater Chicago Area Food Depository through the Holiday Food Drive. This covered the entire metropolitan area. Also, New Trier's High Five Choir will be featured on NBC's Nightly News with Brian Williams in a segment on "Those Who Make a Difference".

III. BUSINESS MEETING – Rm. C234 – 7:30 p.m.

Ms. Wendy Serrino called the Regular Meeting of the Board of Education to order in open session in Room C234 at 7:30 p.m. and welcomed those in attendance. Ms. Serrino noted that public comment request forms and guidelines are located on the side table.

Mr. Merrick joined the Board meeting at 7:35 p.m.

Ms. Serrino commented on the receipt of the non-binding State's Attorney's decisions of three requests for review alleging that the Board of Education had violated the Open Meetings Act. Mr. Daniel Fox of Winnetka filed two requests for review and Ms. Sue Connaughton of Winnetka, filed one. The Public Access Counselor found the three requests for review to be unfounded and without merit. However, review of the materials provided to the Attorney General indicated the Board's closed session discussion of May 17, 2010 exceeded the scope of the cited authorized exemption for the closed session. Additionally, the Public Access Counselor found the minutes for the provided closed session to be insufficient and requested the Board to amend the minutes of the closed session to comply with the Act's requirement that all meeting minutes contain a summary of discussion of all matters considered, proposed or decided. The Counselor also requested the release of the amended closed session minutes of May 17, 2010 and advised the Board to be cautious to ensure that discussions clearly remain within the narrowly construed scope of the Open Meetings Act. The Public Access Counselor determined that the resolution of this matter does not require the issuance of a binding opinion and that this matter is closed. Ms. Serrino noted that the Board takes seriously the critical recommendations of the Attorney General's office and will act to remedy these issues. The amended minutes for May 17, 2010 closed session meeting will be opened at this evening's meeting and the Board will approve amended minutes for all closed session meetings since April 19, 2010. The Board intends at next month's meetings, to go back to the recently opened (see Regular Meeting January 18, 2011) closed session minutes to approve more detailed additional discussion. Ms. Serrino noted that Mr. Brian Crowley, District Counsel from Franczek, Radelet, P.C., attended at this evening's meeting to answer any questions that the Board may have. Considerable Board discussion followed clarifying the Attorney General's recommendations, clarifying the exemptions cited in moving to closed session and noting that closed minutes be amended for all the closed meetings back to July 2009 to provide more complete details of the closed meeting discussions. Ms. Serrino requested a motion to correct and approve past minutes.

IV. Minutes

Mr. Koch moved that the Board of Education approve the revisions to the following closed session minutes as such revised minutes have been presented to the Board:

- Regular Meeting of April 19, 2010 (closed session)
- Special Meeting of May 10, 2010 (closed session)
- Regular Meeting of May 17, 2010 (closed session)
- Special Meeting of June 28, 2010 (closed session)
- Regular Meeting of September 20, 2010 (closed session)
- Regular Meeting of November 15, 2010 (closed session)
- Regular Meeting of January 18, 2011 (closed session)
- Special Meeting of February 7, 2011 (closed session).

Mr. Merrick seconded the motion. Upon a roll call vote being taken, the members voted as follows:

AYE: Ms. Ducommun, Mr. Harris, Mr. Koch, Mr. Merrick, Mr. Myefski, Ms. Serrino

NAY: None.

The motion passed unanimously.

Mr. Koch moved that the Board make available for public inspection the portion of the closed session minutes from the May 17, 2010 Regular Meeting regarding the discussion of administration, exempt support staff, and management salaries. Mr. Harris seconded the motion. Upon a roll call vote being taken, the members voted as follows:

AYE: Mr. Harris, Mr. Koch, Mr. Merrick, Mr. Myefski, Ms. Ducommun, Ms. Serrino

NAY: None

The motion passed unanimously.

Mr. Koch moved that the Board approve the open and closed minutes of the Regular Meeting of February 21, 2011 and the Special Meeting of March 16, 2011. Mr. Merrick seconded the motion. Upon a roll call vote being taken, the members voted as follows:

AYE: Mr. Koch, Mr. Merrick, Mr. Myefski, Ms. Ducommun, Mr. Harris, Ms. Serrino

NAY: None

The motion passed unanimously.

Ms. Serrino noted that there are copies of the closed session minutes of the meeting of May 10, 2010 if anyone is interested in looking at them this evening. They will be available here and at the Board of Education office upon request.

V. Communications

Ms. Serrino invited members of the Community to share their comments. Mr. Daniel Fox shared his comments on the decision by the office of the State's Attorney General.

Ms. Ducommun responded to Mr. Fox noting that the Attorney General did not find the Board to be in violation of the Open Meetings Act; but rather the Board was recommended to take careful notation of the specific exceptions for a closed session discussion. Ms. Ducommun also noted that there has not been an allegation by the Attorney General that the Board has strayed outside the permissible exceptions to open meetings. Mr. Myefski stated the need to cite appropriate combination of exceptions particularly on issues of personnel is important and allows for the productive use of closed session time. Ms. Ducommun reiterated that the Attorney General did not say you strayed from the topics allowed, but only those cited.

VI. Special Orders of Business

A. Report from Campus Principals and Assistant Superintendents

Mr. Paul Waechtler, Assistant Principal for the Northfield Campus, noted the activities on the freshman campus, which included a mini Activities Fair highlighting clubs, sports, and the arts for next year at the Winnetka campus and a kick-off assembly meeting for the Haiti Project. The freshman Science Olympiad team placed 4th in the regional competition and all members of the team received a medal for their endeavors. The Administration continues to work on the scheduling and sectioning for the next school year.

Dr. Tim Dohrer, Principal of the Winnetka Campus reported on the numerous events at the Winnetka Campus, which included Winter Carnival on March 4. This year's carnival raised a new record of \$29,000 for the senior class service project of Habitat for Humanity. Three parent programs were offered through the Parents Association: One to the senior class parents on the transition to college; another to the junior class parents titled "Don't Sweat the College Apps" presentation; and the last to the freshman parents called "Moving on Up." These included panel discussions and walking tours of the Winnetka campus for the new sophomore parents. Performing Arts Choir Opera presented "Les Miserables" on March 10-13. The Freshman/Sophomore play "All in the Timing" was well attended last week. The Spring Choral Concert is Wednesday, March 23, in the Cornog Auditorium. Distinguished alumni being honored at the New Trier Education Foundation's Hall of Honor presentations on March 22 were available throughout the week to speak to students during their class time. Alumni Sam Harris, Christie Hefner, Geoffrey Tabin, Richard Williamson, Todd Golub, Jack Steinberger and A.C. Nielsen, Jr. shared their experiences while attending New Trier and in their lives after high school.

Mr. Tim Hayes, Assistant Superintendent for Student Services, reported on two initiative updates. The first presentation was "Walking the Talk: Aligning Actions and Values for Youth Well-Being" on March 14 in the Cornog Auditorium. Authors Madeline Levine, *The Price of Privilege* and Denise Pope, *Doing School* spoke to parents and the community in an event sponsored by FAN (Family Awareness Network of New Trier Township) in partnership with the ECGC (New Trier's Ethical Conduct and Global Citizenship) parent Committee and the Alison Tobey Smart Memorial Fund at Kenilworth Union Church.

They spoke on their program Challenge Success. Madeline Levine also spoke two days later at the school. The second update regards the Diversity initiative called the "Voices in Equity." It is a program that gathers stories of staff, students and parents around New Trier about their experiences through the

lens of diversity. The goal is to compile the stories and present a comprehensive view of New Trier to better understand the school and each other.

Mr. Paul Sally, Assistant Superintendent for Curriculum & Instruction, noted the work that is taking place around the school in planning for both this year and next year. School leaders, teachers and committees are busy with scheduling and sectioning, studying end-of-semester experiences and the innovative classroom planning and the professional development preparations for both years.

Mr. Don Goers, Associate Superintendent, reported on two FOIA request received since the last regular Board of Education meeting. The first was requesting information on the vehicles used in the drivers' education classes from 2005 to the present. The second requested a copy of the recent non-binding order by the Attorney General's Public Access Counselor. Both requests were filled and are closed out.

B. Professional Development Presentation

Mr. Tim Hayes and Mr. Paul Sally presented their report on the work of the Professional Development Council and an overview of the professional development program. The main philosophy is that teachers are learners and departments should plan learning cohorts. The departments take the time to focus on areas that are most important to them, noting that time is most essential for the success of the programs. The main elements of the professional development presentation included the philosophy, structure and major themes. The teachers are life-long learners, knowing and reflecting on knowledge and constantly learning new ways to share their learning with students. Opportunities for professional development are part of departmental meetings, in-service time, late start/early dismissal days and professional development days. Development is not restricted to faculty, as all staff participates in appropriately related areas on the four yearly institute days. Mr. Hayes highlighted the themes that organize professional development, themes that appear in the New Trier-produced document called *The Characteristics of Professional Practice*: knowing students, knowing teaching, knowing self as teachers and knowing the school and community culture. Mr. Sally further emphasized the importance of allocating time for development, incorporating relevant themes that have application to the classroom. Mr. Hayes noted the April 11 Institute Day will feature Dr. Yong Zhao, author of *Catching Up or Leading the Way*. Dr. Yonke also commented on the usefulness of the two extra Professional Days and the feedback from faculty on the productivity of their days and activities. Further Board discussion followed with Mr. Sally and other Administrators responding.

C. Budget Discussion

Mr. Goers provided an update report on the Fiscal Year 2011-12 Budget. He noted that nothing had changed in the parameters and assumptions since the January meeting and that there was a projected deficit of \$592,662. He also noted that the Budget included a contingency amount of \$625,000. Mr. Goers reported on the positive change in the 2010 CPI of 1.5%, up from the projected 1.2%. Incorporating the actual 2010 CPI in the projections for 2013 will have a positive impact for that year; however, it will not affect 2011 or 2012. The 2010-11 budget year is the one most affected by the 0.1% CPI of 2008 and the reductions in both interest earnings and state revenues. Cost containment measures were implemented to minimize the negative impact. Budget planning goals remain for balanced final budgets and Mr. Goers is confident that any necessary cuts will be made to meet those ends. Staffing continues to be key in planning, while accommodating the increase of 86 students in enrollment over the past two years. Dr. Yonke noted that in accordance with the Annual Budget Guidelines, "*In the first five years of the projections, if an operational budget deficit is projected for two or more consecutive years and/or the unrestricted reserves in the operating funds drop below approximately 37.5%, the administrative team shall develop a financial plan, which eliminates the operating fund deficit and/or restores the unrestricted reserves to at least 37.5% where possible.*" The Administration has taken steps and implemented the needed cuts to achieve balanced budgets in the operating fund for the past eight years since the 2003 Tax Rate Referendum.

Mr. Goers invited questions and responded to Board members comments, which covered the areas of health care, retirement plans and investments. Ms. Ducommun requested further information to show how the full time equivalents (FTE) have changed over time with enrollment and the initiatives of the Strategic Plan as well as the student/faculty ratio. Additional requests for information included a report on the effects of the Cook County's changes in collecting taxes, the impact of the CPI, and the amount of new property, showing how all factors translate to the school year budget. The Board also requested a listing of all pending capital improvement projects.

VII. Administrative Items

A. Financial Reports for February 2011

Mr. Goers noted this report is just prior to the March Quarterly Report, which will include more details. The current report compares cash flow statements to years past and contains the Investment Report. Mr. Goers explained that the revenues are a little off as payments are delayed by one month, coming in on April 1. The Investment Report shows marginal changes as their performance reflects the primary factors of security and liquidity. There were no comments or questions from Board members.

B. Regular Meeting Calendar 2010-11 Revision

Dr. Yonke explained the proposed change to the Board of Education Calendar of Regular Meetings for 2010-2011 of moving the April meeting from Wednesday, April 27 to Tuesday, April 26. All Board members and candidates were notified of the conflict and asked if they could accommodate this change in meeting date. The April meeting will seat the newly elected Board members and this must happen within seven days of the ballot certification, which will occur on or before April 26. Dr. Yonke also noted that the

changed calendar is on the website and notices have gone out. Mr. Merrick moved and Mr. Koch seconded the motion that the Board approve the revision of the 2010-11 Board Meeting Calendar. Upon a roll call vote being taken, the members voted as follows:

AYE: Mr. Merrick, Mr. Myefski, Ms. Ducommun, Mr. Harris, Mr. Koch, Ms. Serrino

NAY: None.

The motion passed unanimously.

C. Boiler Feed Tank Bids

Mr. Goers began by reviewing the history of Health Life Safety projects and the amendments approved over the years to cover them. This particular project was not included in prior amendments, but does qualify for Health Life Safety Bonds. He also summarized the outstanding debt and noted the last two Health Life Safety projects that are scheduled. The request for approval is to apply to use Health Life Safety Bonds and to award a contract for the Boiler Feed Tank project. Mr. John Neiweem presented background on the Boiler Feed Water System Equipment at the Winnetka Campus. The concerns are that the antiquated system (circa 1950) will fail, causing significant damage to the steam boilers and a potential school closure. The equipment was originally designed for high-pressure steam heat; however, it was not replaced in 1970 when the current low-pressure steam boilers were installed. The new equipment will not only reduce the risk of damage to the boilers but also decrease maintenance expenses and increase energy efficiency. Mr. Neiweem noted that Anchor Mechanical submitted the lowest responsible bid at \$173,000. He recommended that the Board approve the authorization to submit the required paperwork to the Illinois State Board of Education to receive authorization to complete this work utilizing available Health Life Safety funds; he also recommended that the Board award the contract to Anchor Mechanical for \$173,000. Board members followed with questions on the reusability of the devices in any future construction project and the life expectancy of these devices. Mr. Koch moved and Mr. Harris seconded the motion 1.) that the Board approve the recommendation to authorize the Administration to submit the required paper work to the ISBE to receive authorization to complete this work utilizing available Health Life Safety funds, and 2.) That the Board approve the award of a contract to Anchor Mechanical for \$173,000 for boiler feed water system replacement at the Winnetka Campus as detailed in the specifications and project manual for the subject work. Upon a roll call vote being taken, the members voted as follows:

AYE: Mr. Myefski, Ms. Ducommun, Mr. Harris, Mr. Koch, Mr. Merrick, Ms. Serrino

NAY: None.

The motion passed unanimously.

VIII. Consent Agenda

- **Bill List for the Period February 1-28, 2011**
- **Personnel Report & Tenure Recommendations**
- **2011-12 IHSA Annual Membership Renewal**

Ms. Serrino reviewed the items within the consent agenda and asked if any items should be removed for discussion. None were proposed to be removed. Mr. Harris moved that the Board approve the Bill List for the Period, February 1-28, 2011 as presented; that the Board approve the Personnel Report and Tenure Recommendations as presented and the Addendum as presented; and lastly that the Board approve the renewal of the IHSA 2011-12 Annual membership as presented. Mr. Merrick seconded the motion. Upon a roll call vote being taken, the members voted as follows:

AYE: Ms. Ducommun, Mr. Harris, Mr. Koch, Mr. Merrick, Mr. Myefski, Ms. Serrino

NAY: None.

The motion passed unanimously.

IX. Board Member Reports

Mr. Koch reported for the meetings he attended at the North Shore Special Education District (NSSSED). He highlighted again the incredible work they do while reducing their budget by \$3 million dollars. Their enrollment has decreased which will mean a reduction in certified staff. Discussion followed on the work of NSSSED, the sender districts and the New Trier Learning Center. Dr. Timothy Dohrer expressed his gratitude and appreciation to Mr. Koch for his eight years of service and passion for NSSSED and New Trier.

Mr. Merrick stated that the Technology had not met in the last month; however, they are processing the information they have gathered so far. The Facilities Comparison Committee recently toured Deerfield High School and has plans to continue touring their list of area high schools. The Strategic Planning Evaluation Committee is planning to present their report to the Board at the April meeting.

Mr. Harris noted that the New Trier Education Foundation's big event to honor ten alumni into the Foundation's Hall of Honor is tomorrow evening, March 22. The benefit event for the foundation is sold out. Additional meetings with the honorees are taking place all week at various times on both campuses. The Booster Club reported that it appears that their "2nd City Lampoons New Trier" events netted over \$50,000. Mr. Harris also stated the Foundation has more plans for the future.

Mr. Myefski requested assistance from the Administration and Board to bring fundraising ideas to the Fine Arts Council. The Council is interested in knowing what areas the Board would recommend for enhancement. Mr. Hayes noted that the Department Chairs and Coordinators were meeting with the Performing Arts Council to specifically address the needs of the Performing Arts Department.

X. Board Members' Calendar of Events

- Calendar of Events

Dr. Yonke noted that the Alumni Achievement Awards are tomorrow, March 22. Third Quarter ends on Friday, March 25 and Spring Break begins on Saturday, March 26. Classes resume on Monday, April 4. The Consolidated Elections will be on Tuesday, April 5. The Special Board of Education meeting will be April 12, to discuss staffing and to hold the public forum on the Community Survey by ECRA. May 16 will be both the Regular Board meeting and a Special meeting for the Board's Self Evaluation.

- Board Members' Requests for Staff Research and Suggested Future Agenda Items

There were no new requests for staff research or suggested future agenda items.

XI. ADJOURNMENT

Mr. Merrick moved to adjourn the meeting. Mr. Harris seconded the motion. Upon a voice vote being taken, all were in favor. The motion passed unanimously.

Ms. Serrino adjourned the meeting at 9:34 p.m.

Respectfully submitted,

Lou Anne Kelly, Secretary

Wendy M. Serrino, President