

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

July 18, 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, Room C234 on Monday, July 18, 2011 at 6:30 p.m.

Members Present

Mr. John Myefski, President
Ms. Carol F. Ducommun, Vice President
Mr. Alan Dolinko
Mr. Peter Fischer
Ms. Lori Goldstein
Mr. F. Malcolm Harris
Mr. Patrick O'Donoghue

Administrator Present

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

Also Present

Ms. Niki Dizon, Director of Communications; Mr. Christopher Johnson, Director of Technology; Mr. Matt Ottaviano, Assistant Principal for Administrative Services; Mr. Ed Zwirner, English Department Coordinator; Ms. Katherine Schindler, Assistant Principal for Student Services; Ms. Linda Knier, Director of Academic Services; Ms. Michele Slav, Director of Business Services; Mr. George Sanders, Director of Human Resources; Mr. Jason Dane, Kinetic Wellness Department; Mr. Mike Baeb, Social Studies Department; Ms. Gretchen Stauder, Post High School Counseling; Mr. Bill Loris, Science Department; Mr. Paul Easton, English Department; Ms. Kay Pothast, Kinetic Wellness Department; Mr. Terry Phillips, Mathematics Department; Mr. Erik Saszik, Mathematics Department; Ms. Katherine Linsenmeir, Mathematics Department; Ms. Jenny Niemi, Social Studies Department; Ms. Jennifer Lim, English Department; Ms. Linda Straube, Library Department; Ms. Kim Kurgan, Mathematics Department; Ms. Adena Horwitz, English Department; Ms. Patricia Rohwer, Music Department; Mr. Alf Estberg, Mathematics, Ms. Chris Estberg, Science Department; Ms. Lisa Barbe, Psychologist; Ms. Lori Willer, Modern and Classical Languages Department; Ms. Calliope Nicolandis, Mathematics Department; Ms. Michael Christensen, Social Studies Department; Ms. Diane English, Social Work Department; Ms. Carolyn Muir, Social Studies Department; Mr. Jim Burnside, Science Department; Mr. Mitch Jones, Social Studies Department; Mr. Wes Bauman, and members of the Community.

I. CALL TO ORDER – 6:30 p.m.

Mr. Myefski called the Regular Meeting of the Board of Education to Order at 6:32 p.m. Roll call was taken. All members were present. Mr. Myefski noted the first item of business was to ask for a motion to move to Closed Session. Mr. Dolinko moved and Mr. Harris seconded the motion that the Board move to closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity; and to discuss collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees; and to discuss evidence or testimony presented in open hearing, or in closed hearing where authorized by law, to a quasi-adjudicative body, as defined in the Open Meetings Act, provided that the body prepares and makes available for public inspection a written decision with its determinative reasoning; and to discuss 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; and to discuss the 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: Ms. Ducommun, Mr. Fischer, Ms. Goldstein, Mr. Harris, Mr. O'Donoghue, Mr. Dolinko, Mr. Myefski

NAY: None

The motion passed.

Adjournment to Closed Session – 6:34 p.m.

II. Closed Session – Rm. A201A

The Closed Session meeting adjourned at 7:26 p.m..

BUSINESS MEETING

III. Reconvene to Open Session – 7:30 p.m. – C234

Mr. John Myefski reconvened the meeting to open session and called the Regular Business Meeting of the Board of Education to order in Room C234 at 7:32 p.m.. All Board members were present. Mr. Myefski welcomed those in attendance and indicated the procedure for sharing comments or concerns during the Communication portion of the meeting.

IV. Minutes

Mr. Myefski noted the first agenda item was to approve the minutes. Mr. Dolinko moved and Mr. Harris seconded the motion to approve the minutes of the Regular Meeting of the Board of Education of June 6, 2011, open and closed session, and approve the minutes of the Special Meeting of the Board of Education of June 27, 2011, open and closed session. Upon a roll call vote being taken, the members voted as follows:

AYE: Mr. Fischer, Ms. Goldstein, Mr. Harris, Mr. O'Donoghue, Mr. Dolinko, Ms. Ducommun, Mr. Myefski

NAY: None

The motion passed.

V. Communications

Mr. Myefski invited members of the Community to share their comments with the Board. No one came forward to speak.

VI. Special Orders of Business

A. Report from Campus Principals and Assistant Superintendents

Mr. Paul Waechtler, Assistant Principal of the Northfield Campus, reported on the various happenings at the Northfield Campus. He noted that although the campus is quiet, Physical Plant Services has been busy preparing the classrooms and hallways for the start of school. 1108 freshmen have registered for the 2011-12 school year. Mr. Waechtler formally welcomed Ms. Denise Hibbard as Assistant Principal for Northfield. Other preparations included Adviser assignments and notifications. Senior Helpers will hold a picnic a week before school and fall sports are scheduled to begin August 10.

Dr. Timothy Dohrer, Principal of the Winnetka Campus, noted students were still around for the final classes of the summer school session. Like the Northfield campus, preparations for the start of school were progressing and included the summer mailings and Bookstore prep for the Book Sale. Dr. Dohrer also shared the sad news of the passing of student Chris Wagner. He noted the great loss to his family and fellow students. Dr. Dohrer remarked on the outpouring of care and support from the community as well as the assistance of the Community Response Network.

Dr. Yonke also extended sympathies to Chris's family and friends. She noted the occurrence of another 10 year storm and commended the Physical Plant Services staff for the timely and efficient work they performed in cleaning the school and grounds.

Mr. Timothy Hayes, Assistant Superintendent for Student Services, reported on the preparations and planning work of the Equity Team and the ECGC Parent Committee for the start of school.

Mr. Sally, Assistant Superintendent for Curriculum & Instruction, commented on the near completion of the innovative classrooms with their new technology and furniture. He noted a meeting of teachers and administrators to consider a new camera to film classroom instruction and the possibilities it might provide for professional development.

Mr. Don Goers, Associate Superintendent, reported on the two FOIA requests received since the last regular Board of Education meeting. The first was a follow-up request concerning sexual harassment training and the other was a request for information on student fees for the school year over the last five years. Both requests are completed and closed out.

B. Test Score Analysis

Mr. Paul Sally presented an Executive Summary Report on an ACT Analysis for the Class of 2011. It is the second analysis of this kind and he noted consistencies between this and last year's report. Most significantly, the top half of New Trier students are in the top 6% of the national statistics of students taking the ACT. Other items of note are that the average score has gone up and 58% of those students taking the test a second time scored better on their last test. Mr. Sally also detailed findings on the number of ACT tests taken and the growth in scores; college readiness benchmarks and the ACT; the PLAN/ACT comparison and gender differences. Mr. Sally noted that the Curriculum and Instruction Department along with the Department Chairs will review the data and develop plans for any concerns and make recommendations. Mr. Sally invited questions and responded to comments from the Board. Discussion followed on test prep classes; gender differences; the longer view of student performance and academic growth; and placement tests. Mr. Sally concluded by noting that the ACT is only one piece of the way student achievement is assessed and that the students, parents and the community should be proud of these results.

C. 1-3 Model Assessment

Dr. Linda Yonke introduced Tim Dohrer and Paul Waechtler who co-lead the 1-3 Model Assessment Committee. Dr. Dohrer began with acknowledgement of key people (Jan Borja, Tim Hayes, Paul Waechtler and Debbie Stacey) in the implementation of the model and this summary report. The Committee was comprised of staff, community members and parents and it examined the accomplishments and challenges of this model over the past ten years in the areas of academics, student services, and operations. Dr. Dohrer reviewed the history of the model, its creation in 1998, and the several evaluation teams of the ensuing years in 2002, 2003, 2004 and 2005. The 2005 Strategic Plan established maintenance of the 1-3 Model as a parameter. This ten year assessment evaluated the 1-3 model in four categories: Academics, Student Services, Operations, and Climate. Academic measures show strong gains in student achievement during the past ten years; the curriculum has been enhanced 9-12 as a result of the 1-3 model; Student Services has expanded services in an ongoing effort to meet the needs of all the students; both campuses are equitably staffed, and the operational costs are less than two separate high schools would be; both campus facilities are being used to support the entire District and the school is operating as one school on two campuses. The negative impacts include changes to the adviser system (students have one adviser freshman year and another in grades 10-12), the need for teachers to commute between campuses, and the challenges of establishing effective communication between the two campuses. Mr. Waechtler invited questions or comments from the Board.

Mr. Myefski noted the next agenda item was Building, Land and Field Use and Dr. Yonke suggested hearing the next presentation before addressing Board questions and comments.

D. Building, Land & Field Use

Mr. Paul Sally reviewed building, land and field use through a PowerPoint presentation that included land data with site acreage, parking data, building data, space allocation data, and capacity data. Mr. Sally highlighted the acreage of both campuses as well as noting the playing fields at each campus. Five acres of Cook County Forest Preserve are adjacent to the Northfield Campus yet are unavailable for purchase by state law. Athletic areas used by Kinetic Wellness and Athletic Departments at both campuses are almost identical in size with Winnetka at 10.69 acres and Northfield at 10.86 acres. More parking is available at the Northfield Campus, but only by approximately 150 spaces. Mr. Sally also provided the gross square footage of each campus, noting the efficient use of the Winnetka Campus with 755,156 GSF versus 422,028 GSF for Northfield. In a square footage comparison of classroom sizes, Winnetka has 72 classrooms at 46,781 square feet compared to Northfield's 42 classrooms at 32,094 square feet. Half of Northfield's classrooms, however, are greater than 700 square feet whereas more than half of Winnetka's are smaller. Mr. Sally also reviewed academic and support spaces as well as support facilities and looked at the major capacity differences between the two campuses, highlighting areas of each. In summary, conclusions in this area include: total acreage is small compared to other large high schools; all of the field space is needed on and off both campuses; there is no land to purchase adjacent to either campus; and parking and traffic difficulties exist at both campuses. Conclusions regarding buildings include: the Winnetka Campus has almost twice the square footage as the Northfield Campus; the Winnetka Campus has 67 more academic program spaces and 38 more support program spaces; the use of space has changed significantly in the past 30 years; enrollment capacities have changed since the 1960s and 70s; split schedules and mobile classrooms were needed during the maximum enrollment years. Conclusions regarding field usage include: Northfield has significantly more acreage, but most of the additional acreage is unusable for programmatic needs in Kinetic Wellness and Athletics; the athletic field space is almost exactly the same on both campuses; every acre of outdoor field space is used to capacity in the Fall, Spring, and Summer; student athletes travel to practice areas after school, and all-weather surfaces would dramatically increase capacity for field use.

Mr. Myefski invited discussion on both the 1-3 Model and the Building, Land and Field Use. Much Board discussion followed which included a question regarding the Duke Childs Playing Fields, the strong positive feelings among parents about the 1-3 Model, the ability of flexible scheduling to meet student needs, the requirements for building on one campus, and the need to continue the discussion and educate the community on all the issues involved with the buildings, land and field use.

E. Strategic Planning Follow Up Report

Dr. Yonke presented a report that followed up on the June 27, 2011 Special Board Meeting for the Strategic Planning Assessment. The Assessment and next steps were the main focus of the Administrative retreat on July 6 and July 7, and the team developed a suggested framework for continuing the important work of the strategic plan. Discussions were held regarding the mission, beliefs, parameters and objectives of the Strategic Plan and the programs, policies and practices in place to support them. Different groups of Administrators were asked to review pertinent data to aid in the discussions. The data reviewed included several reports and surveys: strategic planning history; leaders' feedback; Community Survey; Graduate Survey; Climate Survey; Test score analysis and Profile of the Class of 2010; and the Facilities Long Range Plan.

Dr. Yonke reviewed a Long Range Planning Chart that summarizes the structure and focus of the planning process. The Guiding Philosophy is contained in the Mission; the three action areas of Excellence in Teaching and Learning, Healthy Balanced Life, and Safe & Respectful Learning Community were reduced from the six original Strategic Plan strategies. The Foundational Areas of facilities, budget and time are designed to help support and implement the action plans. The last section, Leadership is also considered a foundational element and refers to leaders at all levels working in concert to bring greater coherence and

focus. Dr. Yonke noted that New Trier has a history of looking at the whole child and while students are well prepared academically, they tell us that they feel stressed and struggle for balance. Dr. Yonke invited and responded to questions from the Board. Discussion followed on the time frame of the Action Areas; whether Excellence in Teaching and Learning includes the arts as well as the academics; and concerns for the process going forward.

VII. Administrative Items

A. Financial Reports for June 2011

Mr. Goers reviewed the June 2011 Financial Reports which included the Cash Flow Statements going back two years as well as the Investment Report, Revenue Report, Expenditure Report, the New Trier Extension Report and the Cafeteria Report. He highlighted the revenues in the Operating Fund, noting the tax revenues and general state aid revenue exceeded the projected budget. The interest income was lower than anticipated. Mr. Goers also reviewed the expenditures of the Operating fund, stating that in all categories, expenditures were below budget. The Capital Projects Fund and the Health Life Safety Fund were under-spent, the excess being retained in the funds for future needs. Mr. Goers invited and responded to Board members questions and comments.

B. Budget Status Report

Mr. Goers referred to the detailed Budget Status Report, prepared by Michele Slav for further information.

C. Tentative Budget

Mr. Goers reviewed the 2011-2012 Tentative Budget noting the modifications from the Preliminary Budget presented at the June 6, 2011 Regular Board meeting. The Tentative Budget reflects Operating Fund revenues of \$92.7million, a reduction of \$1.7 million from the Preliminary Budget. The primary cause of the reduction in both revenues and expenditures was the change in the food service contract. The total Operating Fund expenditures including transfers are projected at \$92.6 million. Thus, the FY 2011-12 Tentative Budget presents a small surplus of \$123,642 plus a contingency of \$565,037. Mr. Goers highlighted other details of the revenues and expenditures and invited questions from the Board. Also noted was the inclusion on the last page of a Budget Summary of Cash Transactions. There were no questions for Mr. Goers. Mr. Myefski requested a motion to approve the Tentative Budget and set a date for a Public Hearing. Mr. Dolinko moved that the Board approve the 2011-12 Tentative Budget and that a Public Hearing date be set for August 22, 2011 and further that the 2011-12 Tentative Budget be placed on public display from July 19 through the Public Hearing.

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

AYE: Ms. Goldstein, Mr. Harris, Mr. O'Donoghue, Mr. Dolinko, Ms. Ducommun, Mr. Fischer, Mr. Myefski

NAY: None

The motion passed.

D. Resolution Addressing Employment of Employee

Mr. Myefski asked for a motion. Mr. Dolinko moved that the Board approve the Resolution Addressing the Employment of an Employee. Mr. Fischer seconded the motion. Upon a roll call vote being taken, the members voted as follow:

AYE: Mr. Harris, Mr. O'Donoghue, Mr. Dolinko, Ms. Ducommun, Mr. Fischer, Ms. Goldstein, Mr. Myefski

NAY: None

The motion passed.

VIII. Consent Agenda

- Bill List for the Period June 1-30, 2011
- Personnel Report
- Hearing Finding
- Open Closed Session Minutes

Mr. Myefski reviewed the items within the consent agenda and asked if any items should be removed for discussion. None was proposed for discussion. Mr. Dolinko moved and Ms. Goldstein seconded the motion that the Board approve the Consent Agenda items, which include approval of the Bill List for the period of June 1-30, 2011 as presented; approval of the Personnel Report as presented; upholding the discipline of the employee; and opening the Closed Session Minutes of 1/19/2010, 2/16/2010, 5/10/2010 and 6/28/2010 and to destroy the Closed Session Meeting tapes of July 2009 through December 2009. Upon a roll call vote being taken, the members voted as follows:

AYE: Mr. O'Donoghue, Ms. Ducommun, Mr. Dolinko, Mr. Fischer, Ms. Goldstein, Mr. Harris, Mr. Myefski

NAY: None

The motion passed.

IX. Board Member Reports

Mr. Myefski asked fellow Board members for reports of any meetings they had attended. No meetings occurred due to summer break. Ms. Ducommun commended Dr. Yonke on her article that was printed in the *Quintessential New Trier*. The article was about summer's change of routine and the opportunities it brings to children through reading.

X. Board Members' Calendar of Events

- Calendar of Events

Dr. Yonke noted the last day of Summer School is Friday, July 22 followed by a flurry of activity by Physical Plant Services to prepare both campuses for the start of fall sports on August 10 and the opening of school on August 22.

- Board Members' Request for Staff Research

Ms. Ducommun requested an examination of testing conditions at both campuses in an effort to offer the best conditions possible.

XI. ADJOURNMENT

Mr. Dolinko moved that the Board adjourn the meeting. Mr. Harris seconded the motion. Upon a voice vote being taken, all members were in favor.

The motion carried and the meeting adjourned at 10:04 p.m.

Respectfully submitted,

Lou Anne Kelly, Secretary

John Myefski, President