

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

July 15, 2013

**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 15, 2013 at 6:30 p.m.

Members Present

Mr. Alan R. Dolinko, President
Mr. F. Malcolm Harris, Vice President
Mr. Peter Fischer
Ms. Lori Goldstein
Mr. Patrick O'Donoghue
Mr. Greg Robitaille

Administrators Present

Dr. Linda L. Yonke, Superintendent
Ms. Cheryl Witham, Assistant Superintendent
for Finance & Operations
Mr. Timothy Hayes, Assistant Superintendent
for Student Services
Mr. Paul Sally, Assistant Superintendent
for Curriculum & Instruction
Ms. Denise Hibbard, Principal – Winnetka Campus
Mr. Paul Waechtler, Principal – Northfield Campus

Members Absent

Mr. John Myefski

Also Present

Ms. Niki Dizon, Director of Communications; Mr. George Sanders, Director of Human Resources; Ms. Ellen Ambuehl, Director of Special Education; Mr. Matt Ottaviano, Assistant Principal, Winnetka Campus; Mrs. Linda Knier, Director of Academic Services; Mr. Peter Tragos, Assistant Principal, Northfield Campus; Mr. Christopher Wildman, Director of Business Services; Mr. Randy Oberembt, Athletic Director; Ms. Katherine Schindler, Assistant Principal, Winnetka Campus; Mr. Christopher Johnson, Director of Technology; Ms. Nina Lynn, Speech and Theatre Department Chair; Mr. Jeff Markham, English Department; Ms. Mary Beth Barrett, Science Department; Ms. Andrea Levin, Social Studies Department; Mr. Todd Maxman, Social Studies Department; Ms. Susan Holderread, Social Studies Department; Ms. Jenny Wexler, Mathematics Department; Mr. Erik Saszik, Mathematics Department, NTEA President; Ms. Kay Pothast, Kinetic Wellness Department; Mr. Dan Lawler, English Department; Ms. Elizabeth Blodgett, Co-President NTESPA; Ms. Kelly Breiner, Science Department; Mr. Paul Easton, English Department; members of the press and members of the community.

BUSINESS MEETING

I. CALL TO ORDER – 6:30 p.m.

Mr. Dolinko called the Regular Meeting of the Board of Education to order at 6:32 p.m. Roll call was taken. Mr. Myefski was absent. All other members were present. Mr. Dolinko asked for a motion to move to Closed Session. Mr. Fischer moved and Mr. Harris seconded the motion that the Board adjourn 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 the 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 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. Goldstein, Mr. Harris, Mr. O'Donoghue, Mr. Robitaille, Mr. Fischer, Mr. Dolinko

NAY: None

The motion passed unanimously.

Adjournment to Closed Session – 6:32 p.m.

II. Closed Session – 6:30pm — A201A

The Closed Session meeting adjourned at 7:32 p.m.

BUSINESS MEETING

III. Re-Convene to Open Session – 7:30 p.m. – C234

Mr. Dolinko reconvened the meeting to order at 7:38 p.m. and welcomed those in attendance. Roll call was taken and all members were present except for Mr. Myefski who was absent. Mr. Dolinko announced that if anyone wished to address the Board during the Communications part of the agenda, he or she needed to fill out a yellow Communications Request Form found on the table at the back of the room and pass it up to the Board table.

Dr. Yonke welcomed new members to the Board and Administrative Tables and briefly shared their backgrounds and previous experiences. Ms. Cheryl Witham is the new Assistant Superintendent for Finance and Operations. She replaces Don Goers, who retired on June 30, 2013. Ms. Denise Hibbard will be the new Principal at the Winnetka Campus, taking Dr. Tim Dohrer's place. Dr. Dohrer accepted a position at Northwestern University. Dr. Yonke also introduced Mr. Peter Tragos at the Administrators' table. He will be the new Assistant Principal at the Northfield Campus, replacing Ms. Hibbard who was appointed Principal of the Winnetka Campus. Mr. Tragos has been with the District for fifteen years as a teacher in the Social Studies Department.

IV. Minutes

Mr. Dolinko requested a motion to approve the minutes of the June Regular meeting. Mr. Fischer moved and Ms. Goldstein seconded the motion to approve minutes of the Regular Meeting of the Board of Education held on June 3, 2013, open session and closed session. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed unanimously.

V. Communications

Mr. Dolinko 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, Assistant Superintendents & Associate Superintendent

Mr. Paul Waechtler, Principal of the Northfield Campus expressed his eagerness to continue his partnership with Ms. Hibbard, the new Winnetka Campus Principal, and to build on his collaboration with Mr. Tragos at the Northfield Campus. The Administrative Services Department is most active in the summer months. It is responsible for the Master Schedule, schedule conflict resolutions, advisor assignments, final schedules, and book sales.

Ms. Denise Hibbard, Principal of the Winnetka Campus, noted the quiet halls, despite the activities of Summer School. She reported that there were 750 students in the academic program, which included eleven science and enrichment courses and 1350 students in athletic programs. There are two weeks left of Summer School.

Mr. Paul Sally, Assistant Superintendent for Curriculum and Instruction, reported on the summer grant work being done by many of the departments and the current training classes for students in the Mobile Learning Initiative taking place before the start of school. The training sessions are all going well and Mr. Sally thanked Chris Johnson and the Technology Department for their work and success with this transition.

Mr. Tim Hayes, Assistant Superintendent for Student Services, also stated there were instructional and professional development summer grants for student services. Several groups are working on program or course revisions and new proposals.

Ms. Cheryl Witham, Assistant Superintendent for Finance and Operations, reported that there were three FOIA requests received since the last Regular Board of Education meeting. The first request was for ACT, PSAT, SAT and AP testing scores for 2010 through 2013, which was completed. Another request came for the job descriptions and salaries for the technology positions, which were responded to. The last request asked for a list of the musical theater productions of the 2012-13 school year, which also was answered. All FOIA requests have been responded to and closed out.

B. Test Score Analysis

Dr. Yonke introduced this agenda item noting it came out of a Board request for information in 2010. It has since become a regular report by Mr. Sally incorporating data about our students and their ACT and PLAN scores. Mr. Sally reviewed the key findings of the analysis which included that the composite ACT average score continues to be among the highest in the state, and the scores also show exceptionally high averages for our students who do not take AP courses. Student growth in scores continues to outpace the nation from the PLAN test taken in sophomore year and the ACT test taken in Junior year; this exceptional growth and depth of student achievement needs to be consistently delivered to colleges and the community. Our student test score averages have shown significant differences by gender and we need to investigate the reasons behind this data. Board discussion followed with members asking questions on the gender gap, college readiness benchmarks, the addition of capstone Science courses, PLAN test projections, the importance of articulation between the high school and the sender districts, and the benefit of future longitudinal data.

C. Facilities Steering Committee Update: Research & Community Engagement

Dr. Yonke presented a report on the work of the Facilities Steering Committee and its sub-committee which has met numerous times this summer. She reviewed the Committee's broad outline of a plan to go forward in addressing the facilities needs at both campuses. Beginning in July through September 2013 a facilities needs assessment will be updated. Many of the previously identified projects at Northfield have been completed, while very little has been done to the Winnetka Campus. Specifically, the Committee wants to quantify (where possible) the deficiencies of the existing physical plant, the pedagogical shortcomings of our current classrooms, ADA/safety issues, and energy/operating efficiencies that could be gained with changes to the physical plant. Most work will focus on the Winnetka Campus. Community outreach will begin in the fall with many community meetings planned. A sub-committee researched and interviewed firms to assist in community outreach and a community engagement program. All information and findings will be shared with the Board and the Community. Depending on Board directives and Community input, a tentative timeline would have the Facilities Steering Committee seeking architectural firms to create schematic drawings for a project in January through May, 2014. If a capital project goes forward, the Committee believes that a year is needed to finalize a plan in order to fully engage the community in the process. Mr. Dolinko invited Board comments and questions, to which Dr. Yonke responded.

D. Mobile Learning Initiative Update

Mr. Chris Johnson, Director of Technology, reported on the current status of the Mobile Learning Initiative Program. He noted the focus of the summer efforts was two-fold. The first and primary task was to concentrate on the communication with families about the program; and secondly, to assist student readiness for iPad implementation with the orientation training classes. All families received an email in May providing information on the Mobile Learning Initiative for next year. Parents with students scheduled for the program received a second email in June or early July, with information on the program, payment options, summer training options, and distribution details. The letter contained a link to the New Trier Technology web page guiding parents through their various options. They are able to pay online and sign up for a training class. Mr. Johnson also reviewed resources available for parents on protecting student's personal information and promoting safety on the internet. The summer orientation sessions are going well. Board members posed questions on e-books and the Book Store. Mr. Johnson responded noting the Book Store has both e-books and traditional text books listed for these classes. Mr. Dolinko made the suggestion that another email letter home to parents with a highlighted link to the Technology

Mobile Learning Initiative page would be a good thing.

E. Teacher Evaluation Update

Dr. Yonke presented a summary report of the changes and work that has taken place over the last two years in compliance with the new state law (SB7) for teacher evaluations. Several committees began work in 2011-2012 to address the different aspects of evaluations, including the Joint Committee on Honorable Dismissal, the Committee to revise the *Characteristics of Professional Practice*, the Committee for Merit Scale IV and Merit Scale V Contract Language revision, the Qualified Evaluator Training Committee, and the Teacher Evaluation Plan. The main objective was to bring together compliance with the new state law while adhering to the District's Merit Scale IV and V System. Dr. Yonke highlighted that this system is essential in how New Trier is able to attract the best teachers. She shared the distribution of ratings of the first year of evaluations which included 239 teachers. Of the non-tenured teachers 50.7% garnered an "Excellent" rating while 90.1% of the tenured teachers received "Excellent" ratings. Dr. Yonke also noted that this is a two year process and the teacher evaluations have multiple opportunities for review. New Trier's Merit Scale System allows for teachers to aspire to "Master Teacher" level (Scale IV), after a minimum of eight years of teaching; they plan their teaching careers to achieve and maintain this "Master Teacher" level. Dr. Yonke invited questions and comments of the Board members. Further discussion followed on the inclusive and collaborative process of the adopted plan, the opportunities to continue to challenge each other, the philosophies of professional development in teaching, and the alignment of teaching standards with the state. The challenge will be in seeing that for the focus can remain on continual professional growth.

VII. Administrative Items

A. Financial Reports for June 2013

Ms. Witham presented and reviewed the historical Cash Flow Statements, the Financial Statement and Investment Report for June 2013, the Quarterly Revenue and Expenditure Reports, and the New Trier Extension Report. She briefly summarized the Preliminary Unaudited Revenue and Expenditure reports, noting any variances from projections and the May reports. The actual audit will occur in August for the 2013 FY.

B. Budget Status Report – Budget to Actual 2012-13

Ms. Witham reviewed the total revenues and expenditures of all funds, noting their position in comparison to the Budget. She highlighted those areas of greatest variance.

C. Tentative Budget Approval

Ms. Witham presented the Tentative Budget for 2013-2014 for approval, noting that the Preliminary Budget was presented at the May Regular Board of Education meeting. This Tentative Budget reflects a number of new changes and updates as they relate to the salaries and benefits of the newly hired faculty. Negotiations are still open with the New Trier Education Association and therefore that area has not changed since May. Ms. Witham noted that the May Preliminary Budget contained a \$1.6 million surplus and that this has increased in the Tentative Budget to a \$1.8 million surplus. She reviewed the Operating Fund changes, highlighting the increases in revenue now that the exact Levy dollar amount is known and the decreases in State and Federal revenues. Operating expenses decreased with reduced Utility costs, Special Education tuition and reduced salary costs and benefits. Salaries and benefits are 76% of the total expenditures and 83% of expenditures in the combined Operating Funds and 82% of expenditures in the Education Fund alone. Ms. Witham noted the Tentative Budget needs the Board's approval and will be on public display before the Public Hearing and Final Budget approval scheduled for September 16. Dr. Yonke stated the Tentative Budget will actually be posted for public display on July 22 to give Ms. Witham extra time to review the budget as she transitions to her new position. Mr. Dolinko invited open discussion and questions by Board members about the Tentative Budget. Discussion included comments on the student fees, surpluses and reserves, Health Life Safety Amendments, and Debt Service levies. Mr. Dolinko asked for a motion to approve the budget and set the date for the Public Hearing. Mr. Fischer moved and Mr. Harris seconded the motion that the Board approve the 2013-14 Tentative Budget and that a Public Hearing date be set for September 16, 2013. It is further moved that the 2013-14 Tentative Budget be placed on public display from July 22 through the Public Hearing. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed unanimously.

VIII. Consent Agenda

- Bill List for the Period June 1-30, 2013
- Personnel Report and Addendum
- Opening of Closed Session Minutes and Destruction of Closed Session Tapes
- North Cook Young Adult Academy 2013-14 Intergovernmental Agreement

Mr. Dolinko asked if any Board member wished to remove items of the Consent Agenda for separate discussion. There were no requests to remove items for open discussion. Mr. Dolinko requested a motion to approve the Consent Agenda. Mr. Fischer moved that the Board approve the Consent Agenda which includes the Bill List for the Period of June 1-30, 2013 as presented; to approve the Personnel Report and Addendum as presented; to open the Closed Session Minutes of October 19, 2009, March 15, 2010, April 19, 2010, January 18, 2011, February 21, 2011 and May 21, 2012; to destroy the Closed Session Meeting tapes of July 2011 through December 2011; and to approve the North Cook Young Adult Academy Intergovernmental Agreement for 2013-14 as presented. Mr. Harris seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed unanimously.

IX. Board Member Reports

Mr. Fischer reported for the New Trier Foundation, announcing that Jim Marran, retired Social Studies Department Chair, will be the new Foundation Chairman. Mr. Secaras is staying on the Board; however, he will no longer be the chairman. Several new board members have joined the Foundation. The Golf Outing will be September 9 at Westmoreland Country Club for the golf tournament and benefit dinner. Discussions occurred relating to the absence of the Alumni Hall of Fame fundraiser for next spring. The District made the decision to go to a two year cycle for the event and the Foundation is now entertaining ideas for other fundraisers to take its place on the off years.

Ms. Goldstein noted that NSSED did meet on July 12 and mostly discussed financial matters. They have a budget surplus of \$850,000. They plan to use \$450,000 for capital improvements with the balance to go to the reserve fund. They approved their 2013-14 Final Budget and they are currently searching for another treasurer, as their present treasurer accepted another position.

Mr. Dolinko reported for the Booster Club that he is the new Board liaison; He has received their new calendar of meeting dates and looks forward to working with the Booster Club.

X. Board Members' Calendar of Events

- Calendar of Events

Dr. Yonke reported that the Administrators will be on retreat Tuesday and Wednesday, July 16 and 17, to review this past year and plan for next year. Summer School ends July 26. While she noted that few programs or events take place the last week of July and first weeks of August, Fall Sports will begin on August 14; School leader meetings begin August 15; August 19, 20 and 21 are set aside for new teacher orientation; and the Opening Institute days are Thursday, August 22 and Friday, August 23. The next regular meeting of the Board of Education is Monday, August 26, which is also the first day of school for students.

Mr. Harris asked if there was any further information on the Duke Childs netting project. Dr. Yonke noted that the Village of Winnetka meets tomorrow night, July 16.

- Board Members' Request for Staff Research and Future Agenda Items

Dr. Yonke requested to add the report from the School Safety Committee for the August Board meeting.

The committee has met a number of times and it would be an appropriate time to discuss their findings and recommendations. Mr. O'Donoghue inquired on the status of the Energy Conservation issue. Dr. Yonke responded that John Neiweem had intended to spearhead that project, but has since retired. She noted that suggestions were made to pair it with Facilities issues. She agreed with the importance of the issue and that a decision needs to be made on who will be responsible for pursuing it.

XI. ADJOURNMENT

Mr. O'Donoghue moved that the Board adjourn the open meeting. Mr. Harris seconded the motion. Upon a voice vote being taken, all members indicated they were in favor.

The meeting adjourned at 9:38 p.m.

Respectfully submitted,

Lou Anne Kelly, Secretary

Alan R. Dolinko, President