

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

October 20, 2014

**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, in Room C234 on Monday, October 20, 2014 at 7:30 p.m.

Members Present

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

Administrators Present

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

Also Present

Ms. Niki Dizon, Director of Communications; Mr. George Sanders, Director of Human Resources; Ms. Ellen Ambuehl, Director of Special Education; Mrs. Linda Knier, Director of Academic Services; Mr. Gerry Munley, Assistant Principal, Winnetka Campus; Ms. Athena Arvanitis, Director of Student Life; Mr. Christopher Wildman, Director of Business Services; Mr. Scott Williams, Assistant Principal, Winnetka Campus; Mr. Peter Tragos, Assistant Principal, Northfield Campus; Mr. Christopher Johnson, Director of Technology; Mr. Todd Maxman, President, New Trier Township Education Association, Social Studies Department; Mr. Eric Saszik, Mathematics Department; Ms. Erika Immel, Library Department Chair; Mr. Spiro Bolos, Social Studies Department; Ms. Jenny Wexler, Mathematics Department; Ms. Mary Lappan, Mathematics Department; Ms. Gail Gamrath, Freshman Advisor Chair; Ms. Jennifer Karakosta, Applied Arts Department Coordinator; Mr. Bill Loris, Science Department; Ms. Elizabeth Blodgett, New Trier Educational Support Professionals Association; Mr. Michael O'Donovan, English Department; Mr. Jason Boumstein, Applied Arts Department Chair; Mr. Martin Funk, Mathematics Department; Mr. David Powell, Project Manager, Wight & Co.; Mr. Kevin Havens, Design Principal, Wight & Co.; Mr. Brad Paulsen, Principal-in-Charge, Wight & Co.; Mr. Peter Brown, Peter Brown Architects; Mr. Scott Flanagan, Senior Project Architect, Wight & Co.; Ms. Wendy Watts, Senior Interior Designer, Wight & Co.; Mr. John George of McGladrey, LLP ; Ms. Katie Barry, McGladrey, LLP; Mr. Wes Bauman, Mr. Steven Colberg, Ms. Paula Lawson, Mr. Mark Weyermuller, Mr. Ray Pruchnicki, Ms. Susan Schmitt, Ms. Jessica Tucker, Ms. Karen Ann Cullotta, Chicago Tribune, Mr. Steve Shearing, Pioneer Press; members of the press and 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 6:30 p.m. Roll call was taken. All members were present. Mr. Dolinko asked for a motion to move to Closed Session. Mr. Fischer moved and Mr. Robitaille 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 for the purpose of discussing student disciplinary cases. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed unanimously.

Adjournment to Closed Session – 6:33 p.m.

II. Closed Session – CLOSED SESSION – 6:30 p.m. – Room A201A

The Closed Session meeting adjourned at 7:25 p.m.

III. Open Session – 7:30 p.m. – C234

Mr. Dolinko re-called the Regular Meeting of the Board of Education of October 20, 2014 to order at 7:32 p.m. Roll call was taken. All members were present. Mr. Dolinko welcomed those in attendance and noted that if anyone wished to address the Board during the Citizens' Comments part of the agenda, he or she would need 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.

IV. Minutes

Mr. Dolinko requested a motion to approve the minutes of the September Regular meeting, open session, held on September 15, 2014. Mr. Fischer moved and Mr. Myefski seconded the motion to approve minutes of the Regular Meeting of September 15, 2014 open session. Mr. Dolinko asked if there were any comments or changes to the September minutes. There being none, a roll call vote was taken, the members voted as follows:

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

NAY: None

ABSTAIN: Mr. Harris

The motion passed.

V. Communications

Mr. Dolinko invited any members of the Community who wished to address the Board to come forward as he called out their names from the Communication Request forms which they filled out. Steven Colberg, Paula Lawson, Mark Weyermuller, Ray Pruchnicki, Susan Schmitt and Jessica Tucker shared their views regarding the Winnetka Facilities Project Bond Referendum, taxes, and boys' lacrosse. Four community members spoke in favor of the referendum and one opposed it. One parent discussed his son's experience on the lacrosse team.

VI. Special Orders of Business

A. Report from Campus Principals and Assistant Superintendents

Mr. Paul Waechtler, Principal of the Northfield Campus, reported on events at the freshman campus. He began by noting the various communiques sent out to parents informing them about their student's first quarter interim progress reports, the end of first Quarter on October 31, and Parent Teacher Conferences in early November. The Lagniappe/Potpourri student show was enjoyed by many freshman advisories attending together. October 8 was the Freshman Mixer Dance attended by over 600 students. October 9 is the Freshman-Go-To-School night at which parents follow their students' scheduled classes and meet their teachers. Mr. Waechtler thanked the Physical Plant Services and Security Departments along with Peter Tragos for facilitating all the evening's logistics. Homecoming is this Friday, October 24 with the pep rally in the afternoon and the game in the evening. The Homecoming Dance is on Saturday, the 25th in the Gates Gym. Lastly, he reported on the impressive sign-up for the Parent Technology Boot Camp stating that over 450 parents have registered for the classes.

Mrs. Denise Dubravec, Principal of the Winnetka Campus echoed that this is a busy time of the year for both students and staff. She followed up on the Parent Technology Boot Camp by noting that parents have requested to run a second Boot Camp in the spring. Ms. Dubravec hailed the good work and performances in Lagniappe/Potpourri and Tartuffe. Fall athletic accomplishments include the following: Boys' Cross Country, first in conference; Girls' Cross Country, first in conference; Girls' Tennis, first in conference and first in sectional; Boys' Golf, first in conference, first in regional, second in sectional and second in state; Girls' Golf, first in conference, second in regional, first in sectional and third in state. The Choices Post-Secondary Fair will be held in Vernon Hills. Parent Teacher Conferences are scheduled for November 5 and 6 and parents are able to schedule their conference times online. Spirit week is this week with various activities sponsored by the Pep Club. The Homecoming Game is on Friday, October 24 and the Dance is on Saturday, October 25. FAN (Family Action Network) will present Dr. Andrew Solomon on Thursday, October 23 in the Gaffney Auditorium. The school blood drive will be on October 31. Performing Arts has a number of concerts before the next Board of Education meeting. These include the Fall Festival Winds

Concert on October 28 and 30; the Fall Orchestra Concert on November 4; we are hosting the IMEA District Festival on Saturday, November 8; the Fall Choral Concert is on November 11 and the Symphony Orchestra Concert is on November 13. Ms. Dubravec also shared news of alumni reunions, specifically the class of 1984. New Trier alum, Evie Salomon won an Emmy for her documentary “Intimate Danger” on September 30. Dr. Yonke reported on the phenomenal 70th reunion for the Class of 1944. Twenty four alumni attended at the Indian Hill Country Club.

Mr. Tim Hayes, Assistant Superintendent for Student Services, promoted the upcoming FAN presentation of Andrew Solomon. Mr. Hayes noted that Dr. Solomon spoke at New Trier last December to a 900+ audience on his book *Far from the Tree* on parenting special children and creating family identity around them. Dr. Solomon will speak in the Gaffney again on October 23 on his book and research on Depression. Mr. Hayes also mentioned that Dr. Solomon has a few TED talks that can be accessed online. IGSS will host a TED-x talk this Saturday, October 26 from 11:00 a.m. to 1:30 p.m. These are mini TED talks that local sites can produce. Student Services is planning the sophomore and senior experiences that will occur during the junior testing days and planning for 2015 Summer School.

Mr. Paul Sally, Assistant Superintendent for Curriculum and Instruction, noted the November 7 Staff Institute Day will focus on Mobile Learning Technology. Tech Staff developers, the Technology Department, and the IT Committee are planning a full day of teacher learning on all topics IT.

Ms. Cheryl Witham, Assistant Superintendent for Finance and Operations reported there has been one FOIA request since the last Board of Education meeting in September. It requested information on football helmets from WBBM Chicago. The request is still open and work is being done to complete it.

B. Audit Report

Ms. Cheryl Witham introduced Mr. John George and Ms. Katie Barry of McGladrey, L.L.C., who performed the annual audit for the District. Included in the report is the Comprehensive Annual Financial Report (CAFR). Ms. Barry provided an explanation of the audit process as well as a review of the financial statements, highlighting specific areas. She noted that the District has again earned an unmodified opinion which is the highest level of assurance for financial reporting. Ms. Barry also pointed out changes to the reporting process regarding assets and liabilities and the statistical schedules of the last ten years. Board members queried Mr. George and Ms. Barry on the changes in the reporting of the IMRF and the TRS contributions, noting the assets and the future actuarial liability. Mr. George reported on the Annual Financial Report that is sent to ISBE in their format and, as stated in the Audit Report, the District has received the highest level of achievement and profile recognition. He also reviewed the mandated communication to the Board on the audit timeline, practices, audit adjustments and any deficiencies. He noted in response to Mr. Robitaille’s question that there were no deficiencies found. This letter communication has been delivered to the Business office. Mr. Dolinko summarized that the report is good news and the District’s Financial Reporting is clean and without concerns or issues raised by McGladrey. Board comments raised the issue of our transition to the new Skyward Financial System. Mr. George responded that he was familiar with that system and did not anticipate any problems with the migration of data and financial information. Mr. George also responded to the Board on their concerns of the District’s debt capacity and financial stability. He noted that the report states that the District has a debt capacity of \$300M and that the New Trier High School District is very financially sound. Mr. Myefski moved and Ms. Goldstein seconded the motion that the Board accept the Comprehensive Annual Financial Report and other related reports for the fiscal year ended June 30, 2014. 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. Myefski, Mr. Dolinko

NAY: None

The motion passed unanimously.

C. New Course Proposals

Mr. Paul Sally presented the new course proposals for the 2015-2016 school year. These courses are introduced to the Board at the October Regular meeting and then brought back in November to be voted on and approved. He summarized the rigorous process of bringing new courses forward which includes presentations to Curriculum Council, Department leaders, adviser chairs, and the administrative team with

much discussion, comments and feedback. The courses brought forward today are less in number than in years past, but will meet diverse needs at multiple levels. The three new courses for the school year are: Shakespeare's Literary Traditions, Sociology in Action, and Introduction to Design Technology/Computer Coding. Research and Design through Engineering will now be offered in Summer School. The school year course Freshman Speech & Debate is presenting major revisions. Four courses are recommended for level reclassification or name changes. Board discussion followed with commendations for the new courses and reclassification as well as questions concerning feedback about the course leveling practices to which Mr. Sally responded.

Agenda Item F. Facilities Steering Committee & Community Engagement Committee Updates was inserted at this time.

D. Class Size Report

Mr. Paul Sally presented the Class Size report for 2014-2015. This report, produced by Gerry Munley, Sarah Khan, and Paul Sally, provides important information for staffing and scheduling decisions. October 1 enrollment for this year was at 4097 and the average class size is 21.8. This is the third consecutive year of decreasing average class sizes. Mr. Sally reviewed the information included in the reports' graphs and charts. Mr. Munley commented that he viewed the report as interim and his goal is to be able to produce the report at any time. Mr. Sally, Mr. Munley, and Dr. Yonke responded to Board members comments and questions on transitional and homebound students; target class size ranges; teacher loads; changes in dynamics with class sizes; and the historical scheduling patterns as seen within the different departments.

E. Calendar Update 2014-15

Dr. Yonke noted at the start of the discussion that the Administration has withdrawn its request for a vote on 2014-2015 School Year Calendar changes due to the mandated requirements of the PARCC testing. She said there was a chance that the testing changes may be postponed and she preferred to wait and see to avoid multiple changes to the calendar and messages to parents. Mr. Sally summarized the mandated times from the Illinois State Board of Education for the Performance Based Assessments (PBA) to occur in March and the End of Year (EOY) tests to take place in May. He estimated the amount of instructional time lost to the new testing guidelines to be approximately 16 hours; nine hours in March for five tests and six hours forty-five minutes for four tests in May. The Administrative team looked at many scenarios to fit the new examinations in; however, March was problematic with Spring Break and May testing would run into conflicts with AP testing. The final proposed testing schedule changes will be to have two full days of testing on March 17 and March 18; and two full days of testing on May 19 and May 20. A fifth day of testing will be on March 3 for the ACT test. The late start/early dismissal days will change to full days on March 6 and March 9 and May 8 and May 11. Staff professional development time will be made up on the afternoons of March 18 and May 20. Board discussion followed with many members expressing their frustration with the ill-timed and poorly implemented testing options from the state. The state legislature meets again in November and the mandates may change pending their action.

F. Facilities Steering Committee and Community Engagement Committee Updates

Dr. Yonke invited David Powell of Wight & Co. to address the Board on the Winnetka Facility Project. Much development has taken place since the Board last heard from Wight & Co at the July 24 Special Board Meeting. Mr. Powell introduced the Wight & Co. team which included himself, Kevin Havens, Design Principal; Brad Paulsen, Principal in Charge; Scott Flanagan, Senior Project Architect; Wendy Watts, Senior Interior Designer; and Peter Brown, Educational Planner. David Powell noted the evening's presentation will cover information on the Schematic Design, the Building Design Update, the Village of Winnetka Zoning Board and Design Review Board, the Project Schedule, and the Budget Alignment Process. Mr. Havens began with an overview of the Schematic Design Process which involved thousands of hours and scores of staff user group meetings to work out and refine the design of the new and renovated spaces in the project. Mary Lappan of the Math Department, Todd Maxman of the Social Studies Department, and Jason Boumstein, Chair of the Applied Arts Department, are all members of the Facilities Steering Committee, and they shared their thoughts on the schematic design process. In their view, the process provided hours of collaborative dialogue, the best possible compromises with good feedback and good responses, and was an incredibly inspiring process. Mr. Havens, Ms. Watts and Mr. Brown all reviewed and summarized the changes to the designs of the various building levels noting their highlights and benefits. Mr. Havens also noted issues in development in the process concerning the concourse space, materials used on the exterior, and the landscape design. Mr. Powell highlighted the steps in the Village of Winnetka Process which included the Zoning Board submittal, the Design Review submittal, and the

presentation to the Plan Commission. Mr. Flanagan reviewed the six variations that are being submitted to the Zoning Board noting that it encompasses the most current updates and revisions. It will likely be updated again before final submission to the Village. Mr. Powell noted the requisites for the Notice of Public Hearing and also reviewed the Design Schedule. The Design Development period is scheduled for 12 weeks which includes Budget Alignment meetings with Pepper Construction along the way. A few masonry and glass samples were also exhibited. Board discussion followed with Board member comments and questions for the Wight team. Board concerns included the ramp at the Gaffney Auditorium, the changes in the roof line, floor plans, cross sections, parapet wall, skylights, lower level corridors, the Village approval process, the access road on the north side, parking, and trees and landscaping.

Dr. Yonke mentioned that the Community Engagement Committee has held a large number of meetings and conducted outreach to the community. The last tours of the Winnetka facility will be at 10 a.m., 11 a.m., and 12 p.m. on Saturday, October 25.

VII. Administrative Items

A. Financial Reports for September 2014

Ms. Cheryl Witham reviewed the September financial reports, cash flow statements, and investment reports as well as the Quarterly Revenue and Expenditure Reports. The ending cash balance for September was \$117,238,172.19 and total receipts were \$6.4M. The Investment Portfolio shows 88.5% invested in CDs earning a .479% return, and 11.5% is invested in Government Agencies earning 1.27% for a blended rate earnings of .65%. The District's top three investment institutions are PMA with 37% investments, North Shore Community Bank with 13% and RBC with 7%. Ms. Witham compared the First Quarter reports from this year to last and noted the figures to be on track. She examined the different funds noting any highs and lows in comparison to past years. Mr. Dolinko invited questions and comments from the Board. There was no further discussion on the Financial Reports

VIII. Consent Agenda

- Bill List for the Period September 1-30, 2014
- Personnel Report

Mr. Dolinko asked Board members if there were any items on the Consent Agenda that should be addressed in a separate discussion. There were no requests for separate discussion items. Mr. Fischer moved that the Board approve the Consent Agenda which includes the Bill List for the period of September 1-30, 2014 and the Personnel Report. Ms. Goldstein seconded the motion. 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. Myefski, Mr. Dolinko

NAY: None

The motion passed.

IX. Board Member Reports

Mr. O'Donoghue reported for the *Technology & Planning Committee*. He noted their discussions on the helpdesk responses to the teachers and students on the new mobile devices. He also attended the *Traffic & Parking Committee* meeting. News from this committee includes the new cross walk sign at the corner of Sheridan Road and Winnetka Avenue. Most of the major traffic issues have been resolved. Discussions continue on the configuration of a new traffic pattern and parking restrictions if the facilities project goes forward.

Mr. Robitaille stated most of the current information from the *Facilities Steering Committee* has already been presented earlier in the meeting. He noted that the *Finance Committee* will be meeting on Wednesday, October 22. He reported that discussions will be on some pre-planning for bond issuance if the referendum is approved.

Ms. Goldstein reported for the *New Trier Parents Association* that the Student Directories are out and additional copies are available for purchase. There is a foundation working with the freshmen offering free EKG screenings; the Association is looking for parent volunteers to assist. The District Dialogue took place October 14 in downtown Chicago where Administrators fielded questions regarding the facility project

renovations. The next **ECGC Parent Round Table** is scheduled for November 11 from 9:00 to 10:30 am here in room C234. Tiffany Myers, Social Work Department Chair and Kristine Hummel of the Student Assistance Program will present on New Trier Student Services. **NSSED** is considering altering its fee structure. District 112 wants to withdraw its membership in NSSED. Ms. Ambuehl and Ms. Witham will be attending meetings on that. Every school board in NSSED will have to approve any withdrawals from the membership.

Mr. Fischer noted the **Facilities Steering Committee** work has been reported. The **New Trier Educational Foundation** is preparing for the Alumni Achievement Awards dinner in the spring. He mentioned that the Foundation has a new core group of very eager members on the Board which is good to see. Tim Hayes attended the **All School Forum** to speak on Social and Emotional Wellness which initiated good discussions.

Mr. Dolinko noted that the **Booster Club** meeting was postponed until this week and therefore he will have a report for the next regular Board meeting.

X. Board Members' Calendar of Events

- Calendar of Events

Dr. Yonke reviewed calendar highlights which included the Finance Committee meeting on Wednesday, October 22 and the Homecoming events this weekend. She noted that the football team has 7 wins and 1 loss so the team will definitely be going to the playoffs on either October 31 or November 1. November 4 is Election Day and Dr. Yonke urged all to participate. She also noted that if the referendum is successful, she will include upcoming meetings with the Village of Winnetka in the weekly letter. The Zoning Board meeting will likely be moved from November 10 to December 8 and the Plan Commission and Design Review Board meet on November 19 and 20 respectively. The next Regular meeting for the Board of Education is Monday, November 17. Dr. Yonke lastly shared that there will be eleven new inductees in the Hall of Honor next spring and nine have confirmed their attendance. She urged everyone to mark their calendars for Thursday, March 12, 2015 for the Alumni Achievement Awards Dinner.

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

Mr. Myefski requested a second review at handling our coaches and investigating any potential conflict of interests. Board discussion followed with suggestions of presentations by the Athletic Director on the selection of coaches, and how the AD handles community perception in these selections. Consensus was achieved with requesting a presentation on hiring of coaches and the effect of the new Board policy in the oversight and management of coaches.

XI. ADJOURNMENT

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

The meeting adjourned at 10:31 p.m.

Respectfully submitted,

Lou Anne Kelly, Secretary

Alan R. Dolinko, President