

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

September 15, 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, September 15, 2014 at 7:30 p.m.

Members Present

Mr. Alan Dolinko, President
Ms. Lori Goldstein
Mr. John Myefski
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. 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

Members Absent

Mr. Peter Fischer
Mr. F. Malcolm Harris

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; Mr. Tim Estberg, Music Department Coordinator; Ms. Susan Thorngren, Post High School Counseling Department; Ms. Lindsey Arado, Social Studies Department; Mr. James Burnside, Science Department; Ms. Erika Immel, Library Department Chair; Mr. Spiro Bolos, Social Studies Department; Ms. Jenny Wexler, Mathematics Department; Ms. Coquise Frost, New Trier Student; Mrs. Julie Melulis; Mr. Wes Bauman, Mr. Steve Shearing, Pioneer Press; members of the press and community.

BUSINESS MEETING

I. CALL TO ORDER – 7:30 p.m.

II. Closed Session – NO CLOSED SESSION

III. Open Session – 7:30 p.m. – C234

Mr. Dolinko called the Regular Meeting of the Board of Education of September 15, 2014 to order at 7:36 p.m. Roll call was taken. All members were present except Mr. Fischer and Mr. Harris. 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 August Regular meeting, open session, held on August 25, 2014. Mr. O'Donoghue moved and Mr. Myefski seconded the motion to approve minutes of the Regular Meeting of August 25, 2014 open session. Mr. Dolinko asked if there were any comments or changes to the August minutes. There being none, a roll call vote was taken, the members voted as follows:

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

NAY: None

The motion passed.

V. Communications

Mr. Dolinko invited members of the Community to address the Board. Ms. Julie Melulis and Ms. Coquise Frost shared their concerns on a course level review for Dance Lab and a reminder of a calendar holiday review for Columbus and Veterans Day, respectively.

Mr. Dolinko and Dr. Yonke noted that the school calendar for this year was already set at the time of Ms. Frost's first request last spring. The calendar for 2015-16 has not been prepared as critical information from the November referendum will impact that calendar. The 2015-16 School Year Calendar will be brought up for Board discussion in November, so it may be approved in December. Mr. Sally noted he will review and look at the Dance Lab in October when Course Proposals and changes are proposed for next year and bring it to the Board for discussion next month.

VI. Special Orders of Business

A. Report from Campus Principals and Assistant Superintendents

Mr. Paul Waechtler, Principal of the Northfield Campus, noted all the activities scheduled to welcome the Class of 2018, which included the Freshman Parent Advisor Night on September 8 and 10; the Activities Assembly and Student Activity Fair; the Freshman Mixer on Oct. 8; and the Freshman-Go-To-School Night on Oct. 9. He thanked the Freshman Advisors and senior helpers, Peter Tragos, Gail Gamrath and Mark Howard for all their efforts in welcoming the new freshman class and making them feel at home.

Mrs. Denise Dubravec, Principal of the Winnetka Campus shared award news for staff and students. Mr. David Noskin of the English Department was one of two people honored for 2014 with the Paul & Kate Farmer Award from the National Council of Teachers of English for his article "Toward a Clear Picture of Assessment" published in the *English Journal*. It was noted as being one of the two best articles printed during the past year. Also on September 10 we were notified that 26 New Trier Students were selected as National Merit Semi-Finalists. The Finalist notifications will go out in February. Ms. Dubravec noted that 183 students are participating in the Performing Arts programs; 129 are in Lagniappe-Potpourri Productions; 54 are in the fall theatrical productions; 850 are in the Music program; and 556 students are participating in speech and theatre activities. She was pleased to see students making connections to their school and peers through their common interests. The Parents Association sponsored a Coffee for parents of new students this morning that was well attended. The Activities Fair at the Winnetka Campus is scheduled for Wednesday, September 17 and Sophomore Advisor meetings will take place on Tuesday, September 16 and Thursday, September 18. The Parents Association's first FAN presentation for the year will be on Friday, September 19 with author Jennifer Senior speaking on her book, *All Joy and No Fun: the Paradox of Modern Parenting*. The "Clothesline" Exhibit will open in the Brierly Gallery on September 29. PSAT and PLAN testing will take place on Wednesday, October 15 and the Fall Play will be in the McGee Theatre on October 16 through 18.

Mr. Tim Hayes, Assistant Superintendent for Student Services noted that the FAN presenter, Jennifer Senior also has a TED Talk online in which she discusses the role of parenting. ECGC has scheduled their Round Table discussion for Tuesday, September 23. Denise Dubravec and Paul Sally will participate and Tim Hayes will talk about Social and Emotional Learning for adolescents. The Beyond Diversity workshop will take place on October 2 and 3.

Mr. Paul Sally, Assistant Superintendent for Curriculum and Instruction, reported that work is continuing on the facilities planning as well as the New Course Proposals. He noted that the course proposals will include the new ideas on computer science and the technology strand.

Ms. Cheryl Witham, Assistant Superintendent for Finance and Operations reported that there were three FOIA request since the last Regular meeting of the Board. The two that are closed out are for bus information and contracts and contact information of our teachers and administrators. The remaining open request is for information on student teachers.

B. Lagniappe/Potpourri Presentation

Mr. Tim Estberg, Music Department and Lagniappe/Potpourri Coordinator, presented the 2015 Lagniappe

cast to perform an ensemble from this year's production. Ms. Berrit Keller, co-producer of the 2015 student-written, produced, and performed musical revue shared a bit of Lagniappe history as she noted that it started as a scholarship fund from Tri-Ship seventy-one years ago. While showing past program covers from previous shows over the decades, she introduced this year's cast to perform the finale of Act 1. The show "*Knock! Knock! What if Opportunity Knocked Twice?*" will play October 6, 7 & 8 at the Gaffney Auditorium at 7:30 p.m.

C. Foreign Exchange Students

Ms. Athena Arvanitis, Director of Student Life, welcomed the students and host parents participating in this year's Foreign Exchange Program. Monica Corcelli from Italy is staying with host family Kelly Costello and Mark Bickford in Wilmette; Gianluca Furlan also from Italy is staying with host family Natalie and Robert Kincaid in Wilmette; Carmen Guasch from Spain is staying with host family Maria and William Kernahan in Winnetka; Joel Nikles from Switzerland is staying with host family Moira Fahey-Ullrich and Eugene Ullrich in Winnetka; Teresa Baez Oyanedel from Chile is staying with host family Marcia and Jerry Osher in Northbrook; and Anja Ruckriegel from Germany is staying with host family Jackie and Ron Pomerantz in Glenview. The students were grateful to the Board for the opportunity to study at New Trier for the year and shared their first impressions of New Trier and living in the United States. The students will return at the end of the school year to share with the Board reflections on their year at New Trier.

D. Public Hearing: 2014-2015 Budget

Mr. Dolinko outlined the procedure of the Public Hearing process and called the Public Hearing on the 2014-2015 FY Budget to order at 8:20 p.m. Ms. Cheryl Witham reviewed the budget and levy process which begins with adjustments to parameters in the 5-Year Projection Model in January and with updates to the Board throughout the spring. A Tentative Budget is presented in July 2014 that is on display for 30 days. For the FY 2015 Budget Total Revenue is projected to be \$105M, which is a 2.77% increase over last year. Ms. Witham showed Revenues by Sources of which 96% is from local sources, 2.4% from the State, and .9% from the Federal Government. Total Expenditures in this Budget are \$110.5M, a 9.77% increase over 2014. Ms. Witham highlighted that \$4.8M is the expenditure for the ADA work being done at both campuses and for architect fees for design work on the proposed Winnetka Campus project. The funds for that work were received in the 2014 Budget and will be expended in this fiscal year. Ms. Witham briefly reviewed other funds within the Budget which included the Education Fund, Operations & Maintenance Fund, the Capital Projects Fund, the Transportation Fund, the IMRF Fund, and the Life Safety Fund. She noted that 5-Year Projections will be added to the Budget as well as the October student enrollments. Mr. Dolinko highlighted and confirmed that there have been no changes to this Budget since the Tentative Budget was approved and put on display for 30 days.

Mr. Dolinko invited anyone in the audience who wished to comment on the 2015 Budget, to come forward. No one wished to address the Board. The Board President then opened the floor to Board discussion and questions. Issues brought forward included the Capital Projects fund, the use of Reserves, cost efficiencies, and a proposed Cost Containment Committee. Mr. Dolinko noted that this was a balanced budget on an operational basis. Mr. Dolinko requested a motion to close the Public Hearing. Mr. Robitaille moved to close the Public Hearing on the 2015 FY Budget. Ms. Goldstein seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed.

E. 2014-2015 Final Budget Approval

Mr. Robitaille moved and Ms. Goldstein seconded the motion that the Board approve the Resolution Setting the Fiscal Year and Adopting the 2014-2015 Budget, the Certificate of Revenue for the Budget, and the School District Budget Form. Mr. Dolinko invited any final discussion on the Budget. There being none, a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed.

F. Summer School Report

Ms. Athena Arvanitis, Director of Student Life, presented the Summer School Report for 2014. She noted the most significant change to this year's summer program was locating the majority of classes to the Northfield Campus. ADA work at Winnetka and road and sewer projects necessitated the move. Driver Education, Glass Art, and Chemistry classes were held at Winnetka due to the use of specific equipment or lab space. Ms. Arvanitis reported that enrollment was down with 2,141 students enrolled for this year as compared to 2,458 for summer 2013. She suggested that splitting the program between two campuses may have resulted in the smaller summer enrollment as well as the smaller freshman class for this year. Ms. Arvanitis noted that the program experienced a small financial deficit for this summer which was in part caused by the lower enrollment, the increase in staffing for holding the program at both campuses, and the fact that the Summer School credit card processing fees for summer registrations were now being accounted for on the Summer School budget. A five percent increase in tuition is recommended for the 2015 Summer School Program. Ms. Arvanitis reminded the Board of the Program's decision to alternate tuition increases with tuition freezes and that 2015 would be a year of tuition increase. Board discussion followed touching on topics of summer school administrative fees, salary benefits, staffing on two campuses, and the tuition increase. Board consensus agreed to do away with the alternating tuition increases and adopt a consistent 2.5% tuition increase annually beginning in the summer of 2015.

G. Teacher Evaluation Overview & Update

Mr. Paul Sally, Assistant Superintendent for Curriculum and Instruction presented an overview and update report on the Teacher Evaluation Plan, now in its second year of implementation. He noted that teachers are the most important asset of a school and developing good teachers is one of the most important tasks for the District. He noted the major philosophical beliefs which define New Trier's approach to teacher evaluations which are: that a system of teacher evaluations must be structured to continually provide excellent teachers for the school and community over the long-term; teachers are expected to experience continual growth and development throughout their career; multiple pieces of data must be used to evaluate teachers; teachers should be evaluated on all the domains of the *Characteristics of Professional Practice*; and finally, the evaluation system must include measures of student growth which will be formally introduced in 2016-17. Mr. Sally outlined the evaluation stages over a teacher's career which include hiring, non-tenure, decision to tenure, tenured (Scale I, II & III), master teacher (movement to Scale IV), leader-teacher (Scale V), and scale review. He reviewed that each teacher is assigned a primary supervisor and their summative evaluation includes one of four ratings: Excellent, Proficient, Needs Improvement or Unsatisfactory. Teachers are evaluated in the four domains described in the *Characteristics of Professional Practice (CPP)* which include understanding teaching; understanding students; understanding professional responsibilities; and understanding the school and community culture. He summarized that New Trier's evaluation process is rigorous and matches our philosophical beliefs. It is a system that continually strives to reach goals of excellence in teaching. Board discussion followed with Mr. Sally and Dr. Yonke responding to members' questions and comments on tenured teachers, non-tenured teachers, master teachers, domains of CPP, student input, and measures of student growth.

H. Facilities Steering Committee & Community Engagement Update

Dr. Linda Yonke provided the Board with an update report on both the Community Engagement Committee and the Facilities Steering Committee. Both committees have been very active over the last few weeks. Dr. Yonke shared a list of highlights of their work. The Community Engagement Committee sent a mailing to all New Trier Township households containing Frequently Asked Questions about the proposed Winnetka facilities project and a schedule of presentations and tours. The school website is continually updated with information on the project and additional presentations to community groups are scheduled, including to the League of Women Voters of the Villages in the township. The Parents Association, Booster Club, Fine Arts Association, ECGC and the Educational Foundation sponsored a facilities presentation in the Gaffney Auditorium on September 10. The Facilities Steering Committee, equally busy since the last Board meeting, has toured area schools, conducted schematic design meetings, held construction/planning meetings, and held one Facilities Steering Committee meeting. Discussions at the Committee meeting included such topics as the facility tours, schematic design meetings and schedule, permitting with the Village of Winnetka, the revised phasing schedule and site work plan, and the decision to employ a project manager to provide oversight and coordination of the project for the District. Schematic Design will continue over the next six to seven weeks. The next Facilities Steering Committee meeting will be in mid-October. Board discussion followed with questions on the permitting and review

process. Mr. David Powell of Wight & Co. responded with dates and details of the application and design. Mr. Dolinko noted that indeed, local municipalities do have jurisdiction to review school projects. Mr. Myefski requested that the Board see the application materials that are submitted to the Village.

VII. Administrative Items

A. Financial Reports for August 2014

Ms. Cheryl Witham reviewed the financial reports and cash flow statements for August 2014. The Cash Balance for August is \$112 million with total receipts at \$21 million. The Investment Portfolio shows a total of 89.5% invested in Certificates of Deposit and 10.5% in Government Securities. The total combined rate of return is .647% which is better than this time last year. Ms. Witham reported that the District's top three investment institutions are PMA with 35%, North Shore Community Bank with 14% and RBC with 10%.

Mr. Dolinko opened the floor to Board members for questions. Mr. Myefski inquired about the District's typical average cash balance. Ms. Witham responded that the District's cash balance fluctuates as low as \$74 million in January to \$112 million following property tax receipts. The District's cash account is with Harris Bank where a balance of \$5-6M is kept on hand. Discussion followed on using that balance for financial gains for the District instead of paying bank fees. Ms. Witham noted the new Skyward Service Systems will include looking at the banking structures and will be able to reduce the District's banking fees significantly. Mr. Myefski requested that the changes to our banking will be presented to the Board before implementation.

VIII. Consent Agenda

- Bill List for the Period August 1-31, 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. Mr. Robitaille and Mr. Myefski requested that the Bill List be discussed separately. Mr. O'Donoghue moved that the Board approve the Consent Agenda which includes the Personnel Report. Mr. Robitaille seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed.

Mr. Robitaille questioned if we were over budget on the iPad Mobile Learning Initiative by \$97,250. The Bill List is showing a project cost of \$851,250 and a project budget of \$754,000. Mr. Johnson responded noting that the true project budget includes the District's portion of \$754,000 and the parent portion of \$867,000. He reported that the Mobile Learning Initiative is not over budget as the true project budget was \$1.5 million. Ms. Witham noted that those line items will be clarified next month.

Mr. Myefski inquired about the \$3,899.00 amount to the Wilmette Park District. Ms. Witham explained that it is in conjunction with the Wilmette Park District and the New Trier Extension Adult Education classes where the District collects the fees and reimburses the Park District per a revenue sharing agreement to run the classes. This is also reflected in the New Trier Extension Budget.

Mr. O'Donoghue requested a formatting change to the Bill List to more easily read the category and summary totals. Ms. Witham noted that this could be done.

Mr. Robitaille asked Ms. Witham to explain the accounting mechanism for the P-Card expenditures, which she did. Following no further questions, Mr. Dolinko requested a motion to approve the Bill List. Mr. Robitaille moved that the Board approve the Bill List for the Period of August 1-31, 2014. Mr. Myefski seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed.

IX. Board Member Reports

Ms. Goldstein reported for *ECGC*; their first Parent Round Table will be on September 23 from 9:00-9:30am. in Room C234. The *Parents Association* has been busy assisting transfer families, welcoming the new Freshman Board, planning the tailgate party for last Friday, assigning Advisor Parent Room Reps, producing the next Parents' Press, contributing \$5,000 to the FAN sponsorship fee and looking forward to the next presentation on the Adviser System. Ms. Goldstein also attended the *NSSED* meeting at which the cooperative honored students from the NSA Class of 2004 – ten years later. All of the alumni are successfully employed, with some running their own businesses. They will be adding another classroom at NSA due to the many referrals, and discussions continued on the evolution of special education co-ops and NSSED's transitional role as a supporting entity.

Mr. O'Donoghue reported that the New Trier Fine Arts met at 9:00 a.m. on Thursday, September 11. He encouraged all to attend the upcoming performances of Lagniappe on October 6, 7 and 8. Mr. Dolinko suggested that if the time of the Fine Arts meeting is problematic, a change of assignment could be arranged.

Ms. Goldstein added that FAN will present Ms. Sarah Lawrence Lightfoot at Evanston Township High School on September 30. Ms. Lawrence is a Professor of Education at Harvard University and will be speaking on "What Parents and Teachers Can Learn from Each Other".

X. Board Members' Calendar of Events

- Calendar of Events

Dr. Yonke highlighted the guest of honor, Jane McNamara last week on September 12 at the Staff Picnic. Jane retired after teaching for 30 years and continued on for another 20 years helping with events and supervision. She received the "Friends of Athletics Award" from the Illinois Athletic Directors Association. She was also recognized at halftime of the football game and honored with many of her family in attendance. Dr. Yonke also noted events over the next few weeks which included the first of the Facilities Tours on Saturday, September 20 at 10 a.m., 11a.m. and 12 noon; the first early dismissal and late arrival days are Friday, September 19 and Monday, September 22; the Rosh Hashanah Holiday is on Thursday, September 24; Lagniappe/Potpourri will be performed on October 6, 7 and 8; additional Facilities Tours will be on October 2, 14, and 25; fall testing will take place on October 15, as will the next Facilities Steering Committee meeting. The next Regular Board of Ed meeting is on Monday, October 20.

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

There were no requests made for research or future agenda items.

XI. ADJOURNMENT

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

The meeting adjourned at 10:12 p.m.

Respectfully submitted,

Lou Anne Kelly, Secretary

Alan R. Dolinko, President