

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

**June 8, 2015**

**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, June 8, 2015 at 6:00 p.m.

**Members Present**

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

**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, Associate Superintendent  
for Curriculum & Instruction  
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; Mr. Gerry Munley, Assistant Principal, Winnetka Campus; Ms. Athena Arvanitis, Director of Student Life; Ms. Ellen Ambuehl, Director of Special Education; Mr. Christopher Wildman, Director of Business Services; Mr. Dave Conway, Facilities Manager, Northfield Campus; Mr. Scott Williams, Assistant Principal, Winnetka Campus; Mr. Todd Maxman, President, New Trier Township Education Association, Social Studies Department; Mr. Spiro Bolos, Social Studies Department; Mr. Christopher Johnson, Chief Information Officer; Ms. Elizabeth Blodgett, New Trier Educational Support Professionals Association; Ms. Kendra McCarthy, Transportation and Purchasing Coordinator; Mr. Rob Forest, Social Studies Department; Ms. Mary Lappan, Mathematics Department; Mr. Paul Easton, English Department; Mr. Terry Phillips, Mathematics Department; Ms. Kristine Fischer, Business Education Department Chair; Ms. Jennifer Karakosta, Applied Arts Department Coordinator; Mr. Steve Belford, Business Education Department; Mr. Bob Bollweg, Business Education Department; Ms. Melissa Duffy, Business Education Department; Mr. Scott Pepper, Pepper Construction; Mr. Craig Danegger, Pepper Construction; Mr. Jay Ripsky, Pepper Construction; Mr. David Powel, Wight & Co.; Ms. Pat Sumrow, Winnetka Campus Project Facilitator; members of the press and community.

**BUSINESS MEETING**

**I. CALL TO ORDER – 6:00 p.m.**

Mr. Harris called the Regular Meeting of the Board of Education to order at 6:00 p.m. Roll call was taken. All members were present except Mr. Dolinko and Mr. Myefski. Mr. Harris asked for a motion to move to Closed Session. Mr. O'Donoghue 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 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 for the purpose of discussing 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 for the purpose of discussing student disciplinary cases. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed.

**Adjournment to Closed Session – 6:02 p.m.**

**II. Closed Session – 6:00 p.m. — A201A**

The Closed Session meeting adjourned at 6:59 p.m.

**BUSINESS MEETING**

**III. Open Session – 7:30 p.m. – C234**

Mr. Harris re-called to Order the meeting of June 8, 2015 of the New Trier High School Board of Education at 8:16 p.m. Mr. Harris noted that the Board had returned from a Closed Session meeting and the Board's Spring Student / Staff Recognition program. He welcomed those in attendance. Roll call was taken and all Board members were present, including Mr. Dolinko and Mr. Myefski who arrived during the Closed Session meeting. He announced 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. Harris requested a motion to approve the minutes of the May 18, 2015 Regular meeting, open and closed session. Mr. O'Donoghue moved and Ms. Goldstein seconded the motion to approve minutes of the Regular Meeting of the Board of Education held on May 18, 2015, open session and closed session. Mr. Harris asked if there were any further comments or corrections to the minutes. None being presented, a roll call vote was taken and the members voted as follows:

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

NAY: None

The motion passed.

**V. Communications**

Mr. Harris invited members of the Community to address 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, reported that PARCC testing took place the two days following the May Board of Education Regular meeting. Attendance for the English exam was 49% and attendance for the Algebra I exam was 31%. While noting the low numbers, Mr. Waechtler indicated that we were in compliance with State law regarding the PARCC testing. Changes may be in store again for PARCC testing next year. Staff celebrated with a year-end barbeque on May 22 and enjoyed student musical performances. Yearbooks were also distributed as it was Trevia Day. The freshman English Department treated the campus to Shakespeare performances and there was an assembly to recognize the Service Learning Program, which has been planned by student participants. Second semester exams were completed on June 4, 5 and 8. The last day of student attendance is Tuesday, June 9. Summer School begins on Monday, June 15 at the Northfield Campus. Mr. Waechtler also thanked Gerry Munley, Peter Tragos, their staffs and the advisers for addressing scheduling conflicts before students leave for the summer. This early attention to the Master Schedule will ease the August transition to the new school year with minimal schedule changes.

Ms. Denise Dubravec, Principal of the Winnetka Campus, shared athletic highlights not recognized earlier in the Board's Program that included Boys' Baseball playing in the Regional Finals; Bass Fishing losing in the State Finals; Boys' Volleyball's season ending in the Elite Eight Semi-Final; Boys' Water Polo losing in the Elite Eight; Girls' Badminton season ending tenth in State competition; and Girls' Softball losing in the Sectional Finals. She congratulated all 3,286 students who participated in sports this year and thanked Athletic Director Randy Oberembt and his staff with Debbie Ofcky and Paul Moretta for their superb work and their endless hours with our students. Ms. Dubravec noted that when she attended these competitions, she was always proud of our student athletes conducting themselves with poise and honor, win or lose. Graduation ceremonies and celebrations were all successful as we said goodbye to 1,055 seniors, now alumni. The Graduation Party theme was "Illumination Fest 2015" and Ms. Dubravec thanked the parents and Parents Association for providing the memorable and safe night for graduates. The New Trier Learning

Center also has a special graduation program for eight of our Learning Center seniors, which took place on May 28. The Ground Breaking ceremony was a successful start to the Winnetka Facility Project with thanks to Niki Dizon for organizing it. Ms. Dubravec reiterated that final exams ended today at Winnetka also, and she noted that 1575 students are enrolled in Summer School which will take place at the Northfield Campus. She also noted 555 schedule changes for next year were processed before students left for the summer. All is progressing well in the transition with the new food service company, Quest. Discussions over student and faculty feedback as well as menus have taken place in recent meetings. The All School Forum hosted many recent student alumni to share in dialogue on their preparedness for college academic work. Many alums commented how “college ready” they felt for the challenges of classes in relation to their peers. Ms. Dubravec noted the importance of calling these students back and listening to their experiences.

Mr. Tim Hayes, Assistant Superintendent for Student Services, noted his department is very busy with planning for next year. Specifically, plans for the Dr. Martin Luther King Seminar Day are ongoing and progressing well. Post High School Counseling has scheduled two college seminars: “*Good to Go: How to successfully manage the college search and transition to college life*” on June 18 and “*The Write Stuff: How to navigate your college applications and essays with ease*” on June 25. Both are in the Cornog Auditorium at 7:00 p.m.

Mr. Paul Sally, Associate Superintendent for Curriculum and Instruction, announced the hiring process for faculty for 2015-16 is almost completed. We have six new faculty who will be presented to the Board at the August Regular meeting. There are two professional development opportunities for faculty over the summer months. The first is the PERA Student Growth Pilot and the second is related to the Mobile Learning Initiative. Mr. Sally noted that 470 freshman families have already registered for summer iPad training.

Ms. Cheryl Witham, Assistant Superintendent for Finance and Operations, noted there was one FOIA request regarding textbooks. It has been responded to and the request is completed.

## **B. Business Ed Presentation**

Mr. Paul Sally introduced Ms. Kristi Fischer, Department Chair of the Business Education Department. Ms. Fischer thanked the Board for the opportunity to present the department; she began with introducing faculty members Steve Belford, Bob Bollweg, Eric Duffett, Melissa Duffy, Kevin Kansler, Matt Mersch, Dawn Wilson, and Northfield Department Coordinator, Jen Karakosta. Department changes since 2004 have seen an increase in staff from three teachers to eight and five course offerings to ten. The increased staff has allowed for changes to the Consumer Seminar required course which focuses on financial literacy helping students make sound financial decisions. Business Ed staff demonstrated the classroom tool, Kahoot.it, whereby students (admin/board members) compete against each other on their iPads or smart phones answering financial questions. (AA won the demonstration). Other highlighted courses include, Introduction to Business, Marketing: Sports & Entertainment, Marketing & Merchandising in Fashion, Business Law, Financial Management, Accounting, Business Management, and Web Development I and II. Ms. Fischer responded to Board members’ comments and questions.

## **C. Facilities Steering Committee Report**

Dr. Yonke noted the Facilities Steering Committee met on May 27. The Committee reviewed the current Winnetka Campus Project Budget and discussed ways to reach the targeted budget amount of \$100.3M. The estimated current Project Budget is \$102.8M, approximately 2 ½ percent over the intended target. She presented a PowerPoint summary of the Project from the Design Competition through Concept Design, Schematic Design, Design Development, and Final Construction Design. Dr. Yonke highlighted key points of each phase with cost estimates in each phase, space and budget reductions, and the establishment of the budget at \$100.3M. Schematic Design cost estimates by November 2014 were \$106M, yet changes and reductions brought the figure to \$103.5M. The Design Development phase brought the total sq. footage to 307,992 with Pepper’s estimate of \$106.1M. Further adjustments brought the budget to the current \$102.8M. The Facilities Steering Committee considered various bid alternates in the current and remaining bid packages. The Committee also recommended no further reductions to the scope and quality of materials at this time and to wait until after Bid Packages 7 and 8 to discuss the status of the budget. They indicated the possible option to consider alternate funding for the remaining 2-3% over target. Discussion followed. Mr. Robitaille as member of the Facilities Steering Committee concurred with Dr. Yonke’s report and strongly recommended to wait for more bids to come in before making any further cuts.

Committee member Al Dolinko agreed with the accurate summary as well as the recommendation to wait and watch for the remaining bid packages which amount to forty percent of the project. He felt it was too early to make cuts. Ms. Albrecht noted the importance of the next bid packages and discussed the use of the contingency. Ms. Goldstein stated the sum is alarming; however, she remains cautiously optimistic on the outstanding bids and that there are good alternatives and options still available. Mr. O'Donoghue stated it was too late to make cuts and the figure is close enough to the targeted budget. Discussion followed on the use of reserve funds and the recommendations of the Finance Committee. Mr. Myefski shared his thoughts on how the budget came to be over extended. He does not agree with the Committee's recommendations to shift the project costs over to the District, the use of more of the District's reserves or the changes that are being suggested. Mr. Myefski stated his only solution from the beginning would be to reduce the size and scope of the project by 2.5%. He offered to give one day of his time to find the needed cuts and that he believes they are there to be found. It may affect the aesthetics of the project or the materials used. Mr. Harris indicated his support of continuing the process through the opening of Bid Package #7. Mr. Dolinko queried if Mr. Myefski could identify his list of changes he would make to find the needed 2.5% in reductions. Lengthy discussion continued on alternate finishes in flooring and other materials, and the value of the committee process. General Board consensus was reached on Mr. Myefski's pro-bono work in reviewing the latest bid package with Wight & Co. to find additional savings. Mr. Myefski will present his suggested list of options to the Facilities Steering Committee, which will then present to the full Board for consideration.

#### **D. Northfield Gym Floor Naming Proposal**

Dr. Yonke noted the Naming Committee considered a naming opportunity at its previous meeting in honor of a former teacher. Mr. Rick Malnati wrote a letter of recommendation to name the Northfield Main Gym Floor for Mel Sheets. Mr. Sheets was a teacher, coach, and adviser during his thirty year career at New Trier. The Naming/Donations Policy 8-80 describes the qualification for naming at New Trier, indicating that we may recognize individuals who have attained "achievements of extraordinary and lasting distinction." Individuals so honored should have had "direct, substantial, and active association with the District, and have demonstrated meritorious service over a period of years." Other letters of support for Mr. Sheets were received from Michael Alter, David Brenner, Brian Bird, Steve Blinderman and Thomas Franz. Mr. Myefski noted the Committee felt strongly in support of this recommendation to the Board. Brief Board discussion followed. Mr. Dolinko moved and Mr. O'Donoghue seconded the motion that the Board approve the Naming Committee's recommendation that the Northfield Main Gym Floor be named for Mel Sheets, former teacher and coach at New Trier West and New Trier Township High School from 1966-1996, in recognition of his extraordinary achievements and his lasting and substantial impact on his former students and athletes. Upon a roll call vote was taken and the members voted as follows:

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

NAY: None

The motion passed unanimously.

### **VII. Administrative Items**

#### **A. Financial Reports for April 2015**

Ms. Witham provided information on the Treasurer's Report which included Cash Flow Statements, April 2015 Financial Statement, the Cash and Investments Report, the April Investments Report, and the Historical Cash Balances Graph. The District Cash and Investments ending balance as of April 30 is \$102M; \$3M in Receipts; \$6.4M in Payroll; \$1.7M in Expenditures; and \$1.5M in Expenditures in the Winnetka Building Project Fund. The balance in the Winnetka Building Project is \$96.4M. In the General Portfolio 84% is invested in certificates of deposit; .73% in municipal bonds and 14.6% in Government Securities. The Top Investment Institutions in the portfolio are PMA with 60% invested; RBC with 9%; North Shore Community Bank with 9%, and First Bank and Trust with 11%. The Winnetka Facilities Project Portfolio has 48.63% invested in certificates of deposit; 35.57% invested in Government Securities, and 7.55% invested in municipal bonds. This portfolio is expected to earn approximately 7.895% on the portfolio.

## **B. Budget Update**

Ms. Witham reported that Cook County released the Draft Agency Tax Rate Reports for the 2014 Levy. The new property for District 203 is estimated to be \$41M, which is significantly higher than our projected amount of \$25M. This should generate approximately \$330,493 more revenue in the Operating Funds. An additional adjustment for the fall payment increases the total additional revenue for FY2016 to \$483,863. The estimated surplus for the Operating Funds is now \$884,048. Board discussion followed on updating the five-year projections and implications on the five-year plan. Ms. Witham noted that the District is on target for its cash positions at the end of the fiscal year, June 30. No action on the budget is required at this time.

## **VIII. Consent Agenda**

- Bill List for the Period May 1-31, 2015
- Personnel Report and Addenda
- Bookstore Contract
- Prevailing Wage Approval
- Calendar Modifications 2015-2016
- Policy Revisions & Additions – Second Reading
- Managed Print Services Contract.

Mr. Harris asked if any Board member wished to remove items of the Consent Agenda for separate discussion. Dr. Yonke requested the Policy 4-80 be pulled from the Consent Agenda. Mr. O'Donoghue asked that the Managed Print Services Contract be pulled out for separate discussion. Mr. Dolinko moved that the Board approve the Consent Agenda which includes the Bill List for the Period of May 1-31, 2015; the Personnel Report and Addenda; the Bookstore Contract; the Prevailing Wage Approval; the Calendar Modifications for 2015-2016; all Board Policy Revisions & Additions Second Reading, except Policy 4-80; as presented. Mr. Myefski seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

Mr. Johnson responded to Mr. O'Donoghue's request for further explanation of the Print Services recommendation. Mr. Johnson noted that the Copier/Printer Committee of the Technology Department has been analyzing the printing and copying needs of staff and students. The department goal is to provide improved service while also controlling costs and reducing cost per print. Discussion followed on the variability in vendors, improved metrics, and software packages and better tools in the classroom. Mr. O'Donoghue moved and Ms. Goldstein seconded the motion that the Board approve the Managed Print Services Contract. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

Dr. Yonke suggested tabling the discussions of Policy 4-80 indefinitely. She recommended sending it back to the Policy Committee for further review. Board consensus was in agreement to do this.

## **IX. Board Member Reports**

Mr. Myefski reported for the *All School Forum* meeting, which was well attended by alumni. Good discussions occurred with the alumni sharing their reflections on college preparedness and the self-confidence they gained at New Trier.

Mr. Robitaille noted the Finance Committee of last week discussed Long Range Capital Planning that is outside of the Winnetka Facility Project. The forecast is the same as it has been, with a cost of approximately \$25M. Ms. Witham has recommendations on addressing these needs financially with a combination of looking at the District's debt issuance capability and the NTTEC lease proceeds. Mr. Robitaille noted a more formal presentation will be made to the whole Board in the coming months.

Ms. Albrecht noted her committees had not met. There will be a New Trier Educational Foundation meeting on June 17, 2015.

Ms. Goldstein commended Susie Thorngren and her staff for the Senior Project Exhibit at which one hundred seventy-five students presented their projects. She also thanked Wight & Company and Pepper Construction for provided a project for a senior student. That student was offered a summer position. Wight and Pepper will offer similar internships to two students over the next few years of the Winnetka Project.

Mr. Harris reported he attended a local meeting of the ED RED lobbying arm for state educators. The presentation covered the legislative action of the spring session. On-going conversation on property freeze and cost shifting at the state level continues.

**X. Board Members' Requests for Research & Calendar of Events**

- Calendar of Events

Dr. Yonke reviewed the recent events of Commencement and the Ground Breaking Ceremony at Winnetka. Today was the last day of second semester exams; tomorrow, June 9, is the last day of school. June 15 is the first day of Summer School. Demolition of the Tech Arts Building is scheduled to begin on June 10. The Board will schedule a Special Meeting for their Self Evaluation in July with IASB Field Agent Barb Toney. The self-evaluation and personnel issues will be the only agenda items of this Closed Session meeting. The District Leadership Retreat will be on June 11, and the Administration Retreat is scheduled for June 16 and 17.

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

Dr. Yonke suggested the Administration provide a presentation on Sustainability efforts at New Trier, with short and long term goals being presented along with further details about LEED certification. Faculty Learning Cohorts as well as student clubs are exploring these issues and it is time to coordinate efforts and information. Board members were in agreement.

**XI. ADJOURNMENT**

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

The meeting adjourned at 10:43 p.m.

Respectfully submitted,

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Lou Anne Kelly, Secretary

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F. Malcolm Harris, President