

**NEW TRIER TOWNSHIP HIGH SCHOOL DISTRICT 203
REGULAR MEETING OF THE BOARD OF EDUCATION
November 21, 2016
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, November 21, 2016 at 6:30 p.m.

Members Present

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

Administrators Present

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

Members Absent

Mr. John Myefski

Also Present

Ms. Niki Dizon, Director of Communications; Mr. Peter Tragos, Assistant Principal, Northfield Campus; Ms. Stephanie Helfand, Chief Technology Officer; Mr. Myron Spiwak, Business Services Director; Mrs. Linda Knier, Director of Academic Services; Mr. Gerry Munley, Assistant Principal , Winnetka Campus; Mr. Scott Williams, Assistant Principal, Winnetka Campus; Ms. Athena Arvanitis, Director of Student Life; Ms. Ellie Ambuehl, Director of Special Education; Mr. Augustino Fontanetta, Director of Athletics; Mr. George Sanders, Director of Human Resources; Mr. Colby Vargas, President New Trier Education Association, Social Studies Department; Mr. Jim Burnside, Science Department; Ms. Gail Gamrath, Adviser Chair Freshman Girls; Ms. Sheri Donovan, Science Department; Ms. Pamela Beavin, Modern and Classical Languages Department; Mr. Jason Dane, Kinetic Wellness Department; Mr. Mike Hill, Technology Department; Mr. Jordan Neal, Technology Department; Mr. Dave Conway, Facilities Manager, Northfield Campus; Mr. Steve Linke, Facilities Manager, Winnetka Campus; Mr. David Powell, Wight & Co.; Mr. Rob Martinelli, Pepper Construction Co.; Mr. Steve Cashman, Cashman Stahler Group; Mr. John George, RSM US LLP; Mr. Matt Shipley, RSM US LLP; Ms. Marianne Breen, Director of New Trier Education Foundation; and members of the press and community.

BUSINESS MEETING

I. CALL TO ORDER – 6:30 p.m.

Mr. Robitaille called the Regular Meeting of the Board of Education to order at 6:30 p.m. Roll call was taken. All members were present except Mr. Myefski. Mr. Dolinko moved to 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 student disciplinary cases. Mr. O’Donoghue seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed.

Adjournment to Closed Session – 6:31 p.m.

II. Closed Session – 6:30 p.m. — A201A

BUSINESS MEETING

III. Open Session – 7:30 p.m. – C234

Mr. Robitaille re-called to Order the meeting of November 21, 2016 of the New Trier High School Board of Education at 7:33 p.m. All members were present except Mr. Myefski. Mr. Robitaille noted that the Board had returned from Closed Session.

IV. Minutes

Mr. Robitaille asked for a motion to approve the minutes. Mr. O’Donoghue moved and Mr. Dolinko seconded the motion to approve the minutes of the Regular Meeting of the Board of Education held on October 17, 2016, open and closed session; the minutes of the Special Meeting of the Board of Education held on October 18, 2016, open and closed session; the minutes of the Special Meeting of the Board of Education held on October 19, 2016, open and closed session; the minutes of the Special Meeting of the Board of Education held on November 1, 2016, open and closed session; the minutes of the Special Meeting of the Board of Education held on November 2, 2016, open and closed session; the minutes of the Special Meeting of the Board of Education held on November 3, 2016, open and closed session and the minutes of the Special Meeting of the Board of Education Meeting held on November 9, 2016, open and closed session. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed.

V. Communications

Mr. Robitaille invited anyone from the audience who wished to address the Board of Education to please come forward and fill out a communications request form. No one came forward to speak.

VI. Special Orders of Business

A. Appointment of Superintendent – Effective July 1, 2017

Mr. Greg Robitaille was pleased to announce the Superintendent Search process was completed and the Board was prepared to vote to approve the appointment. He reflected on the Board’s fundamental responsibility to find and hire the best superintendent possible. He commended Dr. Yonke for her service to the District for the past thirteen years and how deeply appreciative the Board and Community are for her stellar leadership. She will continue in her role as Superintendent through June 30, 2017 when she will retire after more than forty years in education. Mr. Robitaille reviewed the extensive superintendent search process which included the hiring of School Exec Connect who in turn found thirty-four applicants to consider. Nineteen focus groups helped establish a superintendent profile, while the Board and two interview committees met with the top three candidates before making a decision. After reviewing interview committee feedback and considering the Board’s three interactions with each finalist, the Board reached a unanimous decision to recommend for appointment Dr. Paul Sally. Mr. Robitaille shared that Dr. Sally clearly stood out as the best choice and as the best fit for the position of Superintendent. Dr. Sally stated he was both honored and humbled to be given this position to continue to serve the District and Community, students, faculty, and staff. Board members and Dr. Yonke each shared their congratulations and affirmation of Dr. Sally. The meeting was briefly recessed to enjoy refreshments with Dr. Sally and meeting attendees. After the recess, Mr. Dolinko moved that the Board approve the appointment of Dr. Paul Sally to the position of Superintendent of New Trier Township High School District 203, effective July 1, 2017 for a three-year period through June 30, 2020. Mr. Harris seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed.

B. Report from Campus Principals, Assistant Superintendents & Associate Superintendent

Mr. Paul Waechtler, Principal of the Northfield Campus, shared information on events at the freshman campus that included Parent Teacher Conferences on November 9 and 10; the last days of the Tri-Ship Canned Food Drive; and Veterans Day observances with flag raisings, buglers, choirs and active military attendees. Mr. Waechtler also noted placement tests for the Class of 2021 are scheduled for November 19 and December 3. Thanksgiving Break is this week on Thursday and Friday, and the Northfield Holiday Luncheon will be on the Wednesday before Thanksgiving.

Ms. Denise Dubravec, Principal of the Winnetka Campus, reported that the Tri-Ship Tree Sales have begun; Adviser groups and staff have started collecting family holiday gifts for the Northwestern University Settlement House Project (NUSH); and the kick-off for senior advisories Habitat project was held on November 9. She noted that this is the 17th year New Trier has provided homes in the Lake County community. The November All School Forum meeting was well-attended with 36 staff, students and faculty to hear a presentation-led discussion by Tim Hayes on student stress and safety. Tad Eckert received the Regional Coach of the Year from the Illinois High School Tennis Association. Kinetic Wellness teacher Andy Milne is selling shirts online to enable a teacher from an under-resourced school district to attend a national academic conference.

Mr. Tim Hayes, Assistant Superintendent for Student Services, stated work is continuing on the workshops for the All School Seminar Day on February 28. The day's theme is "Today's Struggle for Racial Civil Rights". Sixty-eight sessions will be facilitated by faculty, staff, and students, and thirty-two sessions will include guest speakers. The next ECGC Parent night is on November 30. Parents will receive additional information on the Seminar Day as well as participating in a discussion on how to actually talk about race with their children.

Mr. Paul Sally, Associate Superintendent for Curriculum and Instruction, reviewed the schedule of the Staff Institute Day on November 11 which included course committee work and department initiatives and a guest speaker from the Illinois State School Alliance on "Adolescence Trans-Gender Issues".

Mr. Christopher Johnson, Assistant Superintendent for Finance and Operations, reviewed the FOIA requests received since the last Regular meeting of the Board. The first was a request for ESL classroom information; the second pertained to a summer football training program; the third asked for a list of employees, and the last requested a copy of evaluations of a specific student. All requests have been completed except the last one that is still in process.

C. Audit Report

Mr. Chris Johnson introduced Mr. John George and Mr. Matt Shipley of the District's audit firm, RSM US LLP. Audit Partner Mr. George reviewed the long audit process which begins with field work in May and concludes with additional systems testing in September. He noted that field work focuses on internal controls for payroll, disbursements, investments, and debt cycles. Mr. Shipley spoke about the highlights of the financial statements included in the report and he provided a quick summary of the Comprehensive Annual Financial Report (CAFR). Mr. Shipley noted the District received an unmodified opinion for their reports, meaning it is a clean audit opinion, of the highest level (as received in prior years). This opinion assures that the District reports are fair, complete and accurate. The reports will be filed with the Government Finance Association that issues the Certificates of Excellence. Mr. Shipley anticipates the District will receive those recognitions this year as well. He reviewed the various fund statements within the report and noted the District continues to be in a strong financial position. The audit includes the preparation of the Annual Financial Report required by the State Board of Education. This provides the data for the State's Financial Profile Score. The District received a 3.9 out of 4.0 score for financial reporting, again indicating the very high level of the financial position of the District. Mr. George reviewed information from the Single Audit Report as well as the Statement of Auditing Standards. He reiterated that no issues were found and was appreciative of the assistance from staff in performing the audit. Board discussion followed with members asking questions on the Capital Projects Fund and the implementation of the Skyward management system.

Mr. Dolinko 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, 2016. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed.

D. School Report Card

Dr. Paul Sally presented information on the Illinois State Board of Education report cards released on October 31. New Trier High School District 203's report card includes a great deal of information on the demographics of students and teachers, summaries of test scores and highlights of district finances. He noted that by most measures New Trier ranks very high. Dr. Sally commented specifically on two categories for further analysis, freshmen on track (class of 2019) and the percent of students enrolled in college 16 months after graduation (class of 2015). He noted that while the state figure for freshmen on track is 96.4%, New Trier figures are closer to 98%. The two percent of freshmen are carefully watched with assistance at the ready. Dr. Sally pointed to the challenges of tracking students post high school; our best research shows 94% of graduates are enrolled in college versus the state figure of 83.6%. Our post-high school counselors contacted students who were not included in the national clearinghouse data and confirmed their college enrollment. Dr. Yonke noted that the PARCC testing data is absent as it was discontinued for high school students. Mr. Dolinko observed that in the category of tax rate per \$100 New Trier ranked 23 out of 25 schools – meaning New Trier is the 23rd lowest cost of education per student in this north suburban group of districts. He noted that our taxpayers get a good value for their investment in students' education.

E. Athletic Department Presentation

Mr. Augie Fontanetta, Athletic Director, presented an overview of New Trier Athletics including his vision and philosophy of the program. Mr. Fontanetta provided a look at the athletic student-centered culture, student participation, and the high-quality New Trier coaching staff. He wants to continue professional growth and development of the coaching staff, even for experienced coaches. Mr. Fontanetta reviewed the statistics on high school athletes pursuing college athletics as well as the important role of the Booster Club in supporting the athletic programs and intramural leagues. He highlighted New Trier Sports Medicine and our Athletic Trainers under the leadership of Dale Grooms, where injury prevention and treatment is central. Mr. Fontanetta summarized that the New Trier Athletic Department is committed to providing opportunities to enhance the experiences of student-athletes in their specific sports. He believes participation in sports produces lessons that will be used in life as well as in competition. Mr. Fontanetta responded to Board members' comments and questions.

Mr. Robitaille clarified for the community and the press that there is no new facilities project planned for any time in the near future. He was responding to comments in the community and the Wilmette Beacon that assumed that there is an imminent Athletic Facilities project planned after last month's presentation by Mr. Fontanetta. Mr. Robitaille stated categorically that that was not true. The Athletic presentations at the Board of Education meetings were to garner the objective view of the new Athletic Director on New Trier's athletic facilities and programs.

F. Construction Update Report

Mr. Chris Johnson provided the monthly Construction Update Report for November with summaries of work progress on Phase I and Phase II of the Winnetka Facility Project. The Phase I punch list is substantially complete. Progress in Phase II includes near completion for concrete foundation work; continuing steel erection; progress on the superstructure, allowing additional MEP (mechanical, electrical and plumbing) rough-ins; MEP coordination, starting with the lower level. Mr. Johnson also reviewed the new Construction Report format. This new format, per Board request, breaks out the Approved Project Contingency Summary showing contingency used, approved contingency items, and estimated future project contingency usage. Mr. Rob Martinelli provided narrative to the photos of the project's progress.

G. Construction Budget Report

Mr. Chris Johnson presented the Project Budget Report at this mid-point in the Project. The Project Budget is divided into three components that include construction costs (labor and materials), owner's costs (fees paid by the owner such as architectural, FF& E, utility hook ups, and soft costs) and change orders. As the Change Orders provide the most variance to the budget and cost of the project, a system of categorizing every change order is in place to better understand how the dollars are spent.

Change Order categories include unforeseen conditions (like the unsuitable soils in Phase I), reduction in scope, owner requested change, construction document update/scope alignment, coordination, addition to scope, accelerated schedule of work, scope gap, and other. The new Construction Report format reflects change orders with contingency used as well as an estimate of future contingency usage. The Project at this time is projected to be over budget by 1.08%. The Board Finance Committee is considering a number of options to address the shortfall; however, Mr. Johnson noted that any solution will not require additional finances from the community. Board discussion followed with Mr. Johnson, Mr. Martinelli of Pepper Construction, Mr. Dave Conway of Physical Plant Services and Mr. David Powel from Wight & Co. responding to questions and comments. Topics of concern included the construction schedule, cost projections, estimates, budget place-holders, and change order categories. Mr. Robitaille indicated further discussion will follow on Change Order 14 and the large format tiles. Dr. Yonke indicated the Change Orders are being provided to the Board a week earlier than other Board materials to allow for more review and consideration.

VI. Administrative Items

A. Summer 2017 Maintenance & Renovation Projects Approval

Mr. Chris Johnson presented an overview of the Summer 2017 Maintenance and Renovation Projects, the financing plan for the projects, and an amendment to the Cashman Stahler Group 2015 master agreement. He reviewed the projects that had been presented as part of the Five-year plan in October 2016. He noted one important change was made to include air-conditioning the Gaffney Auditorium. The cost of this alternate is projected at \$800,000, which is considerably less than the \$2.5M projected cost in the past. Major HVAC work will be undertaken in this space this summer. The Summer 2017 HLS projects include the conversion of the Tower, North, and Gaffney Boilers to Hot Water Heat; replacement of the sump pump in Building D at Northfield; and replacement of the radiant controls in the Cornog Auditorium. The summer maintenance projects include repair and maintenance work of roofs at Winnetka; concrete repairs at Northfield; energy conservation measures at Northfield; repair of tennis courts at Winnetka; resurfacing of the running track at Winnetka; replacement of the athletic field fencing at Winnetka; and air condition Gaffney Auditorium. The renovation projects include Essex Parking and Access Road completion at Winnetka; renovation of room 010 for Debate at Winnetka; renovation of the PPS corridor at Winnetka; renovation of the former library into classrooms, a corridor, and meeting spaces at Winnetka; renovation of space for the Brierly Art Gallery and IGSS office at Winnetka; and renovation of department and activity offices – Student Activities, Applied Arts and Business Education at Winnetka. These projects will be financed by the surplus from last summer’s project, Operating Fund Capital Budget (FY17) and (FY18), Debt Certificates, and Working Cash Bonds. Board discussion followed with Mr. Johnson responding to Board member’s questions. Mr. O’Donoghue moved and Mr. Dolinko seconded the motion that the Board of Education approve the 2017 Maintenance & Renovation Projects as presented, That the Board of Education approve the financing plan for the 2017 Maintenance & Renovation Projects as presented, and that the Board of Education approve the amendments to the Cashman Stahler Group 2015 Master Agreement as presented. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed.

B. Consideration and Action on a Resolution expressing the intent of the District to Reimburse capital expenditures from proceeds of an obligation

The following resolutions are related to the 2017 Summer Maintenance & Renovation Projects. Mr. Dolinko moved and Ms. Albrecht seconded the motion that the Board approve the Resolution expressing official intent regarding certain capital expenditures to be reimbursed from proceeds of an obligation to be issued by Township High School District Number 203, Cook County Illinois. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed.

C. Consideration and Action on a Resolution authorizing and providing for an Installment Purchase Agreement for the purpose of paying the cost of school facilities improvements in and for the District and for the issue of not to exceed \$5,525,000 General Obligation Debt Certificates (Limited Tax), evidencing the rights to payment, providing for the security for and means of payment, and authorizing the sale of said Certificates to the purchase thereof.

Mr. Dolinko moved and Ms. Albrecht seconded the motion that the Board approves the Resolution authorizing and providing for an Installment Purchase Agreement for the purpose of paying the cost of improving school facilities in and for Township High School District Number 203, Cook County, Illinois, and for the issue of not to exceed \$5,525,000 General Obligation Debt Certificates (Limited Tax), Series 2017, of said School District evidencing the rights to payment under said Agreement, providing for the security for and means of payment under said Agreement of said Certificates, and authorizing the sale of said Certificates to the purchaser thereof. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed.

D. Treasurer's Report for October 2016

Mr. Chris Johnson reported that the October Treasurer's Report shows a decrease in receipts as is typical at this time of year. Tax revenue was already received earlier in the year. Revenues have been invested according to the District investment plan. He also noted larger cash flows continuing as the year rolls out.

E. Financial Reports for October 2016

Mr. Johnson reviewed the Financial Report for October 2016, stating the Operating revenues were \$46M, a 12% decrease from the previous year. This variance is due in large part to the reclassification of the bond revenue from the Education Fund to Debt Service. Also, student fees were delayed as statements were mailed out later than usual. These revenues will appear in the November and December reports. Mr. Johnson also noted the overall Operating expenses are 6% lower than at the same point last year.

VIII. Consent Agenda

- Bill List for the Period October 1-31, 2016
- Personnel Report
- Ratification of Change Order #14
- Ratification of Change Order #15
- New Course Proposals

Mr. Robitaille asked if any Board member would like to remove any items from the Consent Agenda for separate discussion. No one specified any Consent Agenda items needing further discussion. Ms. Goldstein moved and Mr. Dolinko seconded the motion that the Board of Education approve the Consent Agenda which includes the Bill List for the Period of October 1-31, 2016; the Personnel Report; Change Order #14; Change Order #15; and the New Course Proposals as presented. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed.

IX. Board Member Reports

Mr. O'Donoghue noted the *Facilities Committee* items were mostly covered earlier in the meeting. He reported that Dr. Sally provided a small preview of a student and faculty survey regarding the new classrooms at Winnetka.

Ms. Albrecht shared information from the November 17th Executive Meeting of the *New Trier Education Foundation*. News included that the Golf Outing for next year will be held at the Glen on September 25. The Alumni Award Dinner will take place in March next spring and planning continues for the event. Pledge

commitment funds for the Green Roof Campaign equal \$61,000. The Foundation is assisting in a fundraiser for the Special Education Department with a goal of raising \$15,000 that will then be matched by an anonymous giver with a donation of \$5,000. The Foundation also benefited from the Taste of Wilmette, put on by the Wilmette Chamber of Commerce. The Foundation will also participate with the Booster Club and the Fine Arts Association in an online auction for a signed CUBS photo. The auction will take place December 6-9. Grant applications are being reviewed for teachers' program requests.

Ms. Goldstein reported for the *New Trier Parents Association*, noting the annual Pie Day will take place the Wednesday before Thanksgiving. The Association provides and serves pie to staff at both campuses. The NTPA and the ECGC sponsored a straight talk and follow-up workshop for 150 participants. Dr. Linda Yonke and Denise Dubravec will present the District Dialogue on December 5 at 7pm in room C234, Northfield Campus. The *NSSED* advisory committee met to discuss facility issues and options. Retired Physical Plant manager John Neiweem is their consultant for these projects. Mr. Andy Piper, American Association of School Administrators noted that many districts are moving away from traditional salary schedules. Ms. Goldstein also noted that they are looking for two to three community contacts to serve on their transition staff.

Mr. Robitaille noted the *Booster Club* will hold their annual Booster Bash on January 21 at the Fields Auto Showroom on Frontage Road. The Club intends to make their final payment for the Tackle the Turf campaign at the festivities in January.

X. Calendar of Events & Board Members' Requests for Staff Research and Future Agenda Items

- Calendar of Events

Dr. Yonke reviewed the calendar of events in which she noted that school will be closed for the Thanksgiving Holiday Thursday and Friday of this week. The Music Department's Winter Music Festival is on Sunday, December 11 at 3:00 p.m. in the Gates Gym. The next Regular meeting of the Board will be on Monday, December 12 at which the Board will present its Student and Staff Recognition Program at 7:00 p.m. in room C234. Winter Break begins on Saturday, December 17 through January 2. Discussion followed on the review and survey of the various construction calendars. Dr. Yonke noted the Calendar Committee is meeting annually to discuss the pros and cons of the recent calendar changes.

-Requests for Staff Research & Future Agenda Items

Mr. O'Donoghue requested an exploration of whether a new facilities planning process should be undertaken in-house or if the District should hire an outside consultant. Discussion followed that it would be part of a strategic plan, and the idea was referred to the Facilities Steering Committee.

XI. ADJOURNMENT

Mr. O'Donoghue moved that the Board adjourn the open meeting. Mr. Dolinko 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,

Lou Anne Kelly, Secretary

Gregory Robitaille, President