

NEW TRIER TOWNSHIP HIGH SCHOOL DISTRICT 203
REGULAR MEETING OF THE BOARD OF EDUCATION
May 15, 2017
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, May 15, 2017 at 7:30 p.m.

Members Present

Mr. Greg Robitaille, President
Ms. Lori Goldstein, Vice President
Ms. Cathy Albrecht
Mr. Keith Dronen
Ms. Carol Ducommun
Dr. Marc Glucksman
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
Mr. Scott Williams, Assistant Principal –
Winnetka Campus
Mr. Paul Waechtler, Principal –
Northfield Campus

Also Present

Mr. Peter Tragos, Assistant Principal, Northfield Campus; Dr. Stephanie Helfand, Chief Technology Officer; Mr. Myron Spiwak, Business Services Director; Mr. Gerry Munley, Assistant Principal , Winnetka Campus; Ms. Athena Arvanitis, Director of Student Life; Ms. Ellie Ambuehl, Director of Special Education; Mr. George Sanders, Director of Human Resources; Ms. Niki Dizon, Director of Communications; Mrs. Linda Knier, Director of Academic Services; Ms. Gail Gamrath, Freshman Girls Adviser Chair; Mr. Colby Vargas, President New Trier Education Association, Social Studies Department; Mr. Jason Dane, Kinetic Wellness Department; Ms. Lorri Starck-King, Department Chair of Modern and Classical Languages Department; Mr. Eric Saszik, Mathematics Department; Ms. Alissa Hammer, Mathematics Department; Ms. Christine Estberg, Science Department; Mr. Alfred Estberg, Mathematics Department; Mr. Angel Villaluz, Technology Department; Mr. John Hall, Technology Department; Mr. Jeff Bailey, Technology Department; Ms. Niha Janagama, Technology Department; Mr. Jim Conroy, Post High School Counseling Chair; Mr. Mike Hill, Technology Department; Mr. Eric Johnson, Technology Department; Mr. Steve Linke, Facilities Manager, Winnetka Campus; Mr. Dave Conway, Facilities Manager, Northfield Campus; Mr. Jay Ripsky, Pepper Construction; Mr. Rob Martinelli, Pepper Construction; Mr. Marty Platten, Pepper Construction Co.; Mr. Scott Flanagan, Wight & Company; Mr. Jim Smiley, Wight & Co.; Ms. Marian White; and members of the press and community.

BUSINESS MEETING

I. CALL TO ORDER – 7:30 p.m. – Rm. C234

Mr. Robitaille called the Regular Meeting of the Board of Education to order at 7:30 p.m. in Room C234.

II. NO CLOSED SESSION

BUSINESS MEETING

III. Open Session – 7:30 p.m. – C234

Mr. Robitaille called to Order the meeting of May 15, 2017, of the New Trier High School Board of Education at 7:30 p.m. All members were present

IV. Minutes

Mr. Robitaille asked for a motion to approve the minutes. Mr. O’Donoghue moved and Ms. Albrecht seconded the motion to approve the minutes of the Regular Meeting of the Board of Education held on April 17, 2017, open and closed session. Upon a roll call vote being taken, the members voted as follows:

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

NAY: none

ABSTAIN: Mr. Dronen, Ms. Ducommun, Dr. Glucksman

The motion passed.

Mr. O'Donoghue moved and Ms. Goldstein seconded the motion to approve the minutes of the Special Meeting of the Board of Education held on May 1, 2017, open session. Upon a roll call vote being taken, the members voted as follows:

AYE: Ms. Ducommun, Dr. Glucksman, Ms. Goldstein, Mr. O'Donoghue, Ms. Albrecht, Mr. Dronen
Mr. Robitaille

NAY: none

The motion passed.

V. Communications

Mr. Robitaille invited anyone from the audience who wished to address the Board to please come forward and fill out a communications request form from the back table. Ms. Gail Gamrath and Ms. Alissa Hammer spoke on behalf of naming the Northfield B Building for former principal Jan Borja.

VI. Special Orders of Business

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

Mr. Waechtler, Principal of the Northfield Campus welcomed the new Board members. Current events and activities at the freshmen campus include the Service Learning Project "*Closing the Food Gap: Food for All*" with the "#lunchbag Chicago". Students made 1600 lunches for distribution to various Chicago communities. Springfest was on May 11; Freshmen adviser rooms and clubs raised \$2,500 for food pantries. Mr. Waechtler welcomed Sue Ellen Haak as the new Freshman Girls' Adviser Chair. Ms. Haak has been at New Trier nineteen years as a KW teacher, Adviser, Transition Coordinator, and Head Boys Volleyball Coach. She fills in the position of Ms. Gail Gamrath, who is the newly appointed Assistant Principal of the Northfield Campus. The Shakespeare Festival and Trevia Day are on Friday, May 26. Final exams will be on June 1, 2 and 5.

Mr. Scott Williams, Assistant Principal of the Winnetka Campus, stepped in for Winnetka Principal Denise Dubravec. Mr. Williams also welcomed new Board members Keith Dronen, Carol Ducommun and Marc Glucksman. He reported on events and student activities at the Winnetka Campus. New Trier's Science Olympiad Team placed first in state overall and won a spot at the national competition on May 20 at Wright State in Dayton, Ohio. There are twelve National Merit Finalists for 2017. April 28 was New Trier's "Take Your Kids to Work Day". Mr. Williams thanked the nineteen committee members for all their work in making the day successful. Student schedules have been sent out. Prom took place on May 6 at the Hyatt Regency in Chicago, attended by thirteen hundred juniors and seniors. Junior Book Awards took place last week where over one hundred juniors were honored. Commencement is on June 4 and the last day for seniors is on May 25. Alumna Ann Compton of the Class of 1965 will be a Commencement Speaker. Faculty member Jim Burnside has been inducted into the High School Soccer Coaches Hall of Fame, joining four previous Trevian Soccer Coaches.

Dr. Timothy Hayes, Assistant Superintendent for Student Services, welcomed Athena Arvanitis, Director of Student Life and the four Exchange Students who attended New Trier for this 2016-2017 school year. Marti Carol Adroher, from Spain; Manon Cuenot, from Switzerland; Jorge Preciat Rivas, from Mexico; and Momoka Suu from Japan all shared their experiences at New Trier and expressed gratitude to the Board for the opportunity to study and learn as Trevians. Both Dr. Yonke and Board President Robitaille thanked the students for coming and enriching the New Trier community and thanked their host families for opening their homes and hospitality to these students.

Mr. Christopher Johnson, Assistant Superintendent for Finance & Operations reported that two FOIA requests regarding Special Education were received since the last Regular Board of Education meeting. He noted the request for fees paid to speakers was closed and the other for student support services and schedules is still in process.

B. Brierly Gallery Update

Mr. Christopher Johnson provided an update report on the Brierly Gallery at the Winnetka Campus. The former gallery was demolished as part of the West Side Addition Project. The new Brierly Gallery was set to open in the old library space on the 3rd floor of the Tower Building as part of the Summer 2017 maintenance, renovation and Health-Life-Safety project. The gallery was originally slated to be designed by the Cashman Stahler Group and built by the general contractor completing the other District projects. As the decision to have the Brierly Gallery ready for the 2017-18 school year evolved, the need to transfer the project from the Summer 2017 Renovation work to the West Side Project became apparent. The Brierly Gallery now has been designed by Wight for no additional fee. Construction will be managed by Pepper and costs will still be attributed to the District's summer construction/renovation budget. The Board approved this change in November 2016. The Brierly Gallery project will run concurrently with the West Side Project and is estimated to be completed by August 31, 2017. The original estimated cost for the Gallery was \$656,027, and the actual bid is \$627,786, including contingency.

C. Monthly Construction Report – Update on Budget

Mr. Christopher Johnson reviewed information in this month's expanded update report. The Brierly Gallery was discussed separately, partly to emphasize that the costs of the gallery do NOT come from the West Side Project budget. Information for this agenda item includes the Monthly Construction Report for May, the Project Budget and Schedule, Pepper Construction Fees, the Change Order #21, and the Northfield Concrete Project (in the Consent Agenda and part of the District renovation/maintenance budget).

Mr. Marty Platten narrated the slide show on Phase II progress including progress on wall framing on all floors; removal of the access ramp and progress on in-fill; installation of drywall on floors 1-4; erection of the Concourse Scaffolding; installation of the McGee Theatre scaffolding; substantial completion of the exterior masonry on the west elevation; progress on the windows and storefront; and planning for demobilization of the modular classrooms in June when the site work begins. The Project Schedule for Phase II shows that work will be completed on time for the start of the 2017-18 School Year. Mr. Martinelli compared progress on Phase 2 to Phase I and noted that in many areas of the project we are significantly more advanced this year than last year. Discussion followed on any remaining risks to the schedule or unknown values to the Budget. Mr. Martinelli noted the connection road should be the last unknown and a placeholder value has been included in the Budget for bad soil as we experienced in Phase 1. He reviewed the Project Budget noting details of funding and costs to show a total project estimate of \$103,397,672. The Budget Contingency to date with this month's Change Order #21 of \$215,128 leaves the Budget Contingency at \$498,965. Mr. Martinelli summarized the balance of the budget noting the estimated future Contingency Usage has been reduced to \$1,529,732; the unidentified Contingency Usage reduced by \$140,739; the estimated future obligations decreased by roughly \$50,000 and potential end-of-project overage is currently estimated at \$1,593,721. He reviewed the unforeseen conditions that led to the projected overage. He reviewed major Phase I and Phase II Change Orders and noted the projected future Contingency Usage that is known and unknown to date. Board discussion followed on the Black Box Theatre funding, Change Order #21, and the porcelain tile. Mr. Johnson reviewed the Pepper Construction fee which was contracted to be a flat fee amount of \$4,611,158 for up to \$87,500,000 of hard construction costs. The District has reached that amount and a fee of 5.7% will be assessed on all work over the \$87,500,000. The total additional fee through the end of the project is estimated to be \$247,432, though there will be additional fees for the Brierly Gallery project (paid through the District capital budget). Discussion followed on this fee as well as the status of the LEED certification.

Mr. Johnson also spoke briefly on the Northfield Concrete Restoration project that is to be done as part of the Five-Year Facilities Plan and the Summer of 2017 projects. He highlighted that the bids for the work have come in \$300 under budget. Mr. Conway noted that 75% of the concrete work required will be done this summer and that the remainder is planned for a future year. Board consensus supported the concrete work to be done; the item is on the consent agenda for Board approval. Mr. Conway and Mr. Linke responded to Board member's comments and concerns. Mr. Johnson noted that both the Brierly and the Concrete work are part of the Five-Year Project, and the work for these projects is tracking under budget by approximately \$1.2M.

D. Student Information System Recommendation

Dr. Stephanie Helfand, Chief Technology Officer, provided an update on the year-long evaluation of our current Student Information System and recommendations from that evaluation. Student Information Systems are vitally important to support schools and districts with information and data management over wide ranging tasks such as grades and academic progress, class and faculty schedules, student attendance, communications with students and guardians, discipline entries and tracking, reports, registration, new student enrollment, student accounts, financial aid processing, Special Education / Individual Education Plan (IEP) services, and student health records. Dr. Helfand noted the importance of the Student Information System and the shared value of selecting the right system for students and staff. She thanked Department Members Angel Villaluz, Niha Janagama, John Hall, and Jeff Bailey for the thousand plus hours that went into this evaluation process. The current system is ten years old and the eWorks portion is at the end of its life and will no longer be supported. Evolving needs for a more sophisticated system prompted the investigation into finding a new system. She noted that though the evaluation process is completed and a new system is recommended for purchase, there is still much work ahead in the implementation and customization of the system to meet our needs. This configuration will take place over the entire school year of 2017-18. The first full year of implementation will be July 2018-June 2019.

Dr. Helfand thanked all those who were involved in the process that included the Steering Committee, the Organizing Committee and all seventeen Subcommittees. Over 3,000 hours have been logged into this evaluation and recommendation. PowerSchool is the recommended system; it is a highly reputable product and company used by 7,600 districts in North America. It is also used by five of our New Trier Township K-8 Districts. PowerSchool provides an easy to use and intuitive interface, it unifies our systems, and it is easily customized. Dr. Helfand reviewed the cost and noted upfront expenditures will be \$250,000 the first year, which will be followed by a cost of \$108,000 the second year, and \$95,271 for 2019-2020. Since PowerSchool acquired eSchool, they offered the District added savings by discounting \$130,000 in data conversions and canceling our eSchool 2017-18 subscription cost. The District will realize an annual overall cost savings of \$97,395 over our current eSchool system. Board discussion followed with Dr. Helfand responding to Board member questions and concerns. Topics of interest included security, customization, data storage, third party add-ons, and PowerSchool financial background. Ms. Goldstein moved and Ms. Albrecht seconded the motion that the Board of Education approve the recommendation to purchase PowerSchool, and that the Board of Education authorize the Assistant Superintendent of Finance and Operations to execute the contract with final attorney review. Upon a roll call vote being taken, the members voted as follows:

AYE: Ms. Goldstein, Mr. O'Donoghue, Ms. Albrecht, Mr. Dronen, Ms. Ducommun, Dr. Glucksman, Mr. Robitaille

NAY: none

The motion passed.

E. Naming Proposal

Dr. Yonke introduced the Naming Proposal submitted to the Naming Committee as required in Board Policy 8-80. The recommendation of the Committee is to accept the naming proposal for Jan Borja's name to be placed on the B Building at the Northfield Campus. Dr. Yonke recounted highlights of Jan's forty plus year career at New Trier, serving as Principal of the Freshman Campus, Adviser Chair, Department Chair of the Modern and Classical Languages Department, and Spanish and German teacher. Her greatest accomplishment was her leadership in implementing the 1:3 Model and opening the Northfield Campus for ninth graders. Her style, warmth, humor, and empathy created the climate that led to the success of the freshman campus. Mr. Waechtler wrote the introduction to the proposal that included numerous letters of support to the Naming Committee. All were enthusiastic endorsements for Jan as she touched thousands of students and hundreds of teachers with her kind and caring leadership. Board members spoke of their admiration for Jan and her legacy at New Trier. Mr. O'Donoghue moved and Ms. Goldstein seconded the motion that the Board of Education approve the Naming Committee recommendation to approve the proposal to name the B-Building at the Northfield Campus for Jan Borja, former principal of the Northfield Campus. Upon a roll call vote being taken, the members voted as follows:

AYE: Dr. Glucksman, Ms. Goldstein, Mr. O'Donoghue, Ms. Albrecht, Mr. Dronen, Ms. Ducommun, Mr. Robitaille

NAY: None

The motion passed unanimously.

VI. Administrative Items

A. Treasurer's Report for April 2017

Mr. Christopher Johnson presented the April 2017 monthly Treasurer's Report which includes three years of Fiscal Year Cash Flow Statements, the Financial Statement for April 2017, the Cash and Investment Report, the March Investment Statement, and the Historical Graph. Mr. Johnson noted the reports are on a cash basis in which the Business Office reconciles the District's position with the bank statements. He noted that the receipts in April were lower than March, which is typical for this time of year. He highlighted that \$490,000 was received in State Funds which is the largest payment for this fiscal year from the State.

B. Financial Reports for April 2017

Mr. Johnson noted the Financial Reports for April 2017 are reported on an accrual basis which looks at revenues and expenditures by category and type. For April, he noted that annual revenues to date were \$104M and expenditures were \$71,519,266. The expenditures were lower than last year at this time; however, there are several planned Capital purchases in May and June that will increase the expenditure figure. Mr. Johnson responded to Board members' questions. Mr. Johnson noted the Finance Committee was looking at state payments and tracking them. He also responded to questions about the Special Education budget and the NIHIP balance.

C. Capital Expenditures over \$50,000

Mr. Johnson reviewed the proposed Capital Expenditures for the Fiscal Year 2018, which total \$3,925,161. Of these capital expenditures, \$2.7M are items that individually exceed the \$50,000 threshold requiring Board approval. Examples of expenditures over the \$50,000 mark are the proposed Student Information System, technology equipment, furniture, and Black Box Theatre expenses. Mr. Johnson noted a new budgeting focus will look at a multi-year plan for capital expenditures, similar to the multi-year project planning. Mr. Johnson responded to Board members' questions on the Black Box expenses and network infrastructure upgrades. Ms. Albrecht moved and Ms. Ducommun seconded the motion that the Board of Education approve the Capital Projects over \$50,000 as presented. Upon a roll call vote being taken, the members voted as follows:

AYE: Mr. O'Donoghue, Ms. Albrecht, Mr. Dronen, Ms. Ducommun, Dr. Glucksman, Ms. Goldstein, Mr. Robitaille

NAY: None

The motion passed.

VIII. Consent Agenda

- Bill List for the Period April 1-30, 2017
- Personnel Report (Appointments, Scale Review, Change of Status, Leaves of Absence, Stipends, Resignations, Retirements)
- Ratification of Change Order #21
- Textbook Adoptions 2017-18
- Special Education Transportation Bid Approval
- Internet Service Contract Approval
- Technology Network Managed Services Contract Renewal
- Technology Network Equipment Purchase
- Northfield Campus Concrete Restoration
- Scholarship Trust Fund Investment Guidelines
- Prevailing Wage Resolution

Mr. Robitaille asked if there were any items on the Consent Agenda that should be removed for separate discussion. No one requested any Consent Agenda items needing further discussion. Mr. O'Donoghue moved and Ms. Albrecht seconded the motion to approve the Consent Agenda, which includes the Bill List for April

1-30, 2017; the Personnel Report, which includes Appointments, Scale Review, Change of Status, Leaves of Absence, Stipends, Resignations, and Retirements; that the Board of Education of New Trier Township High School District 203 ratifies Budget Change Order #21 to the contracts managed by Pepper Construction Company; and furthermore, deducts the amount of \$215,128 from the West Side Project Owner's Contingency line item. The motion further asks the Board of Education to ratify expenditures to the Essex and Capital Improvements Project budget which reflects an expenditure of \$596,952; approve the Textbook Adoptions for 2017-2018 as presented; that the Board award the Special Education Transportation Bid to Alltown for bus service and to Safeway Transportation Services corp. for small vehicles in accordance with the bid specifications and subject to terms and conditions of the contracts and that the Board of Education authorize the Assistant Superintendent of Finance and Operations to execute the contract with final attorney review; that the Board of Education approve a contract with Comcast for managed internet services as presented and authorize the Assistant Superintendent of Finance and Operations to execute the agreement; that the Board of Education approve a contract with Sentinel Technology for managed network services as presented and authorize the Assistant Superintendent of Finance and Operations to execute the agreement; that the Board of Education approve a contract with Sentinel Technology for network equipment and services as presented and authorize the Assistant Superintendent of Finance and Operations to execute the agreement; that the Board of Education approve and award a contract to G & L Contractors, Inc., for \$1,400,710 for the Northfield concrete Restoration Project; that the Board of Education approve the Scholarship Trust Fund Investment Guidelines as amended; and that the Board of Education approve the Prevailing Wage Resolution as presented. Upon a roll call vote being taken, the members voted as follows:

AYE: Ms. Albrecht, Mr. Dronen, Ms. Ducommun, Dr. Glucksman, Ms. Goldstein, Mr. O'Donoghue, Mr. Robitaille

NAY: None

The motion passed.

IX. Board Member Reports

Ms. Ducommun attended the *Parents Association* meeting with Ms. Goldstein. She noted the Association is well underway with Graduation Party preparations for this year's graduating class. She also attended the *New Trier Fine Arts Association* meeting.

Ms. Goldstein noted that the *Parents Association* welcomed the new freshman class co-chairs for 2021. The *ECGC* will be incorporated into the New Trier Parents Association. They will be the parent arm for information and will be called Parent University. Discussion themes for next year will be on student stress, healthy teen behavior, and how data influences New Trier. Ms. Goldstein reported that scholarships were awarded at the *NSSSED* meeting for seniors who attended *NSSSED* or volunteered. She highlighted that New Trier senior, Sophie Lieberman was a recipient and will go on to Tulane University for a major in Special Education. New Trier Township Superintendents presented to the *NSSSED* their views on services from *NSSSED* now and in the future. Their focus is on social and emotional wellness as well as looking at the goals of increasing services at the local level. Sender districts are also requesting more parent and community outreach through FAN and asking what is next for students as they reach age 22. Ms. Goldstein noted that *NSSSED* is embarking on a Strategic Plan and has hired Linda Hanson for assistance.

Ms. Albrecht reported for the *Communications Committee* meeting which she attended with Ms. Goldstein and Ms. Niki Dizon. Upcoming events include the Community Linda Yonke Retirement Reception on May 31 from six to eight p.m. at the Winnetka Campus. A new building dedication ceremony is planned for October 15, 2017, for the Winnetka Facilities Project. A ribbon-cutting and other festivities are being planned. Ms. Albrecht also shared information on the *New Trier Education Foundation* meeting, including discussions on by-laws amendments.

Mr. Robitaille reported for the *Finance Committee* which met last week. Most of the topics have been covered in this evening's meeting. Mr. Robitaille highlighted the gratis work of Rick Drake who manages the Scholarship Trust Fund for the District and expressed his gratitude to Mr. Drake for his work. Two other areas of discussion of great importance were State funding and property tax collection. Mr. Robitaille indicated these would be ideal for future Board research and agenda items.

Mr. O'Donoghue shared news of the **Booster Club** meeting. Ms. Ellie Haggerty is the new Booster Club President. It was a transitional meeting of last year's officer's to the new officers for this year. Kudos were extended to those involved in the Club's list of accomplishments over the last year. Mr. O'Donoghue highlighted the work of the Booster Club in providing equipment for student teams and intramural sports. He also noted that the Club donated to the Black Box Theatre.

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

- Calendar of Events

Dr. Linda Yonke reviewed events over the coming weeks which include a session with Condoleezza Rice on Tuesday, May 16 at the Gaffney Auditorium. The Board Recognition Dinner is on Friday, May 19 at the Orrington Hotel in Evanston. Ten, twenty-five year employees and newly tenured faculty will be honored as well as those staff members retiring this year. The Tim Estberg Celebration Concert will be on Wednesday, May 24 at the Cornog Auditorium at 7:30 p.m. The Senior Project Exhibit begins on May 24 at 6:30 p.m. at Winnetka and continues on May 25 in the morning to 1:15 p.m. Second Semester Exams are on June 1, 2 and 5. Graduation is on Sunday, June 4 at the Sears Centre Arena in Hoffman Estates.

Dr. Yonke attended the High School District Organization of Illinois Conference in Illinois last week. She shared her insights from the discussions on the Illinois State Budget and speakers, who included Governor Bruce Rauner. She noted the common interests of the schools and the need to stay engaged in the funding discussions and process.

-Requests for Staff Research & Future Agenda Items

Board members were in consensus to add research into property tax collection and state funding. Previous additions last month included review of Board Policies on Curriculum & Instruction and Textbook approvals.

XI. ADJOURNMENT

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

The meeting adjourned at 9:59 p.m.

Respectfully submitted,

Lou Anne Kelly, Secretary

Gregory Robitaille, President