

**NEW TRIER TOWNSHIP HIGH SCHOOL DISTRICT 203
REGULAR MEETING OF THE BOARD OF EDUCATION
February 19, 2018
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, February 19, 2018 at 6:00 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. Paul Sally, Superintendent
Dr. Timothy Hayes, Assistant Superintendent
for Student Services
Mr. Christopher Johnson, Assistant Superintendent
for Finance & Operations
Mr. Peter Tragos, Assistant Superintendent for
for Curriculum & Instruction
Mrs. Denise Dubravec, Principal – Winnetka Campus
Mr. Paul Waechtler, Principal – Northfield Camp

Also Present

Mr. Myron Spiwak, Business Services Director; Mr. Gerry Munley, Assistant Principal, Winnetka Campus; Mr. George Sanders, Director of Human Resources; Ms. Niki Dizon, Director of Communications; Mr. Dave Conway, Northfield Campus Facilities Manager; Mr. Steve Linke, Winnetka Campus Facilities Manager; Mr. Jason Dane, Kinetic Wellness Department, New Trier Education Association President; Mr. Scott Williams, Assistant Principal for Student Services; Ms. Gail Gamrath, Assistant Principal of the Northfield Campus; Ms. Athena Arvanitis, Director of Student Life; Ms. Stephanie Helfand, Chief Technology Officer; Mr. Colby Vargas, Social Studies Department; Mr. Don Kim, Mathematics Department Coordinator; Ms. Caroline Sowa, Kinetic Wellness Department; Mr. John Gilchrist, Department Chair, Kinetic Wellness; Ms. Sheri Donovan, Science Department; Ms. Susan Vaughan, Music Department; Mr. Nic Meyer, Music Department; Ms. Anne James – Noonan, Performing Arts, Media, Speech & Theatre, Music Department Coordinator; Mr. Pete Collins, Kinetic Wellness Department Coordinator, Mr. Andy Milne, Kinetic Wellness Department; Ms. Sarah Kropski, NTESPA Co-President, Music Department & Media Speech & Theatre Department; Mr. Mike Hill, Technology Department; Mr. Eric Johnson, Technology Department; Mr. Kevin Havens, Wight and Co.; Mr. Brad Paulson, Wight and Co.; Ms. Wendy Watts, Wight and Co.; Mr. Jim Smiley, Wight and Co.; Mr. Rob Martinelli, Pepper Construction Co.; New Trier students Gracie Nayman, Maliha Sayed, Alexandra Riedinger, Jack Brereton and members of the press and community.

BUSINESS MEETING

I. CALL TO ORDER – 6:00 p.m. – Rm. C234

Mr. Robitaille called the Regular Meeting of February 19, 2018 of the Board of Education to order at 6:00 p.m. in Room C234. Roll call was taken and all members were present. Mr. Robitaille asked for a motion to move to Closed Session. Ms. Ducommun moved 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 the purpose of discussing security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public or public property; and for the purpose of discussing the placement of individual students in special education programs and other matters relating to individual students. Mr. O’Donoghue seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: none.

The motion passed.

II. CLOSED SESSION – Rm. A201A

BUSINESS MEETING

III. Open Session – 7:00 p.m. – C234

Mr. Robitaille re-called to Order the Open Session, Regular Business Meeting of the New Trier High School Board of Education of February 19, 2018, at 7:09 p.m. All members were present.

IV. Minutes

Mr. Robitaille asked for any comments or questions on the Minutes of January 22, 2018. He 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 January 22, 2018, open and closed session. 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.

V. Communications

Mr. Robitaille invited anyone from the audience who wished to address the Board to come forward and fill out a yellow communications request form from the back table. No one came forward to address the Board.

VI. Special Orders of Business

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

Mr. Paul Waechtler, Principal of the Northfield Campus, shared events currently taking place at the Freshman Campus which included

- A major focus on course requests for next year. He expressed thanks to Gail Gamrath, Lori Worth, Natalia Katsinis, Gerry Munley and Scott Williams as well as the Technology staff and all the advisers who assisted with this important step for the new year.
- The Food Committee at Northfield has met with Quest to discuss feedback from staff and students. He welcomes the collaborative nature of the discussions with the food service managers.
- The honoring of Black History Month has included playing blues and jazz music during the daily announcements and passing periods, highlighting prominent African Americans, a civil rights timeline outside the library, and historian Kevin Levin engaged students at both campuses on history, the Civil War, national monuments and confederate monuments.

Ms. Denise Dubravec, Principal of the Winnetka Campus, noted the activities at the Winnetka Campus that included:

- Sports highlights included students Patrick Ryan and Jack Tangen finishing in 3rd place in State Wrestling, Girls Gymnastics placed 4th in state, Girls Basketball won their regionals last week and begin sectional competition tonight, and Boys Basketball begin their regional games this week.
- CTA (Committed to Action) students, a gay and straight student alliance, have met since the beginning of September to assist, support, and promote understanding in the school. Individual changing stalls have been added to the locker rooms and new welcoming signage has been placed outside the restrooms. The students spoke at a faculty meeting and are planning "Lunch & Learns" with faculty and staff to further the conversation and understanding.
- Music Department teacher Nic Meyer and students Alexandra Riedinger and Jack Brereton shared their thoughts on the 35th Annual Jazz Fest which took place at the Winnetka Campus on February 3rd. Mr. Meyer noted there were 48 bands from 40 different schools. Students participated in sessions and workshops throughout the day. This year's celebrations highlighted women in jazz at which Ms. Dubravec hosted a dinner for 150. New Trier students were able to meet with a number

of professional female musicians and learn from them. Alexandra attended the dinner and was inspired by their stories. Jack was responsible for all the set up for all the bands performing that day. He also assisted with the evening concert as stage manager in the Gaffney Auditorium. The evening's concert featured Delfeayo Marsalis and the Uptown Jazz Orchestra.

Mr. Chris Johnson, Assistant Superintendent for Finance and Operations reported that three FOIA requests were received since the last regular meeting of the Board of Education. He noted the first was requesting information on residency and it has been responded to and closed. Another is for emails on a variety of topics. This one was sent back for clarification. The third is the resubmission of the second and it is still open.

Dr. Paul Sally shared that he wrote an email to all parents regarding the school shooting in Parkland, Florida. He has received many responses from parents thanking New Trier for talking about security and he noted the need to continue the conversation. The Administration and the Board of Education is planning a Closed Session Meeting to discuss school safety and security. A summary of that meeting will be brought to the public in an Open Session meeting at the March 19th Board of Education Regular meeting.

B. Choir Opera Presentation

Ms. Anne James-Noonan, Department Coordinator for Performing Arts, Media, Speech & Theatre and Music introduced New Trier students Gracie Nayman and Maliha Sayed, who performed "Happily Ever After" from this year's Choir Opera production of *Once Upon a Mattress*. Performances will be held in the Gaffney Auditorium at the Winnetka Campus on March 8,9 and 10 at 7:00 p.m. and on Sunday, March 11 at 2:00 p.m.

C. Addressing Adolescent Risk Behaviors: Health Education for Students, Staff and Parents

Mr. Peter Tragos provided background and context for the presentation, which came out of a request for information by Dr. Glucksman at the September 2017 Board meeting. The request asked how does New Trier stay current with the health curriculum. Mr. Tragos invited the Kinetic Wellness Department to collaborate on the response. Department Chair John Gilchrist and Department Coordinator Pete Collins along with Danah Ouimette, Jason Dane, Kate Goodman, and Andy Milne of the KW Department presented information on the KW curriculum and current relevant health themes.

- Mr. Collins noted the many opportunities for professional development through national and regional memberships which provide resources, journals and conferences. New Trier staff not only participate, they also present and facilitate at conferences around the nation.
- Mr. Gilchrist noted how that the department chairs from area suburban schools meet to discuss common issues and trending practices four times a year. Discussions include best practice, teacher evaluations, new state laws, and hiring procedures. Mr. Gilchrist highlighted the constant collaboration of resources within the department sharing knowledge and tools for all to learn. He stated that through Summer Growth Grants, the department keeps up with regional and national standards.
- Ms. Ouimette and Mr. Dane spoke on the health curriculum for freshman which is driven by the themes the CDC recommends and results from the Youth Risk Behavior Survey. Freshman year focuses on mental and emotional health, CPR & Safety, and Nutrition.
- Mr. Milne teaches Sophomore KW classes which focuses on personal wellness and sexuality education. He noted the challenge and goal with the students is to provide them with health literacy, allowing them to understand, analyze and act upon information and knowledge to promote and maintain personal, family and community health and well-being.
- Ms. Goodman teaches KW classes at Winnetka to the Juniors and Seniors. She shared the curriculum at this level which also adds more current events in health highlighting decisions that they make every day.

Mr. Hayes presented a case study which looks into a specific health issue to analyze our response to it. Vaping is a current health issue. Mr. Hayes noted vaping involves a liquid, often containing nicotine, that once heated gives off a vapor that is then inhaled. The devices are readily available, can deliver flavoring or other additives like THC, and other metals. Also known as e-cigarettes, vaping presents health risks as the nicotine is still addictive and includes many of the risks of regular cigarettes. He shared photos of the various devices used and the products that are on the market in stores and online. Mr. Hayes presented data from the 2016 Youth Risk Behavior Survey which indicated at that time that the use of e-cigarettes was

more than twice the use of regular cigarettes among New Trier students. He noted the 2018 survey will be administered in the next two weeks and he anticipated the use of e-cigarettes to be higher.

The Kinetic Wellness Health Curriculum provides accurate information to students on this and other health risks as well as actively dispel the myths of perception around vaping. Mr. Hayes reviewed the avenues taken to educate staff and parents and provided the responses by the Administration on violations of school code, Board Policy and Student Guidebook. He noted that with every YRBS, the KW's Health Curriculum is reviewed and adjusted, as are the disciplinary consequences. New Trier may ask the Village to issue citations for the possession or use of e-cigarettes and the Administration is considering the addition of vaping detectors in bathroom spaces. A township-wide parent education evening is also under consideration. Mr. Hayes invited questions or comments from Board members. Discussion followed on the importance of the information, sharing it with parents, consequences for students and athletes, addictions, the pull of peer pressure, vapor detectors, staff education and student intervention.

D. Facilities - End of Project Summary Report

Dr. Sally, Mr. Peter Tragos and Mr. Christopher Johnson provided a summary report for the Winnetka Campus Facility Project. It began with the New Trier Anew video highlighting the many benefits of the completed project. The comprehensive overview presentation included promises met by the District to the community about the project, the educational benefits, the building infrastructure, historical perspective, budget and finance, lessons learned, and next steps. Dr. Sally reviewed the many commitments the District made to the community on:

- the *cost of the project* – to stay within the \$89M tax referendum bond amount with the addition of \$11M-\$15M from District reserve funds to complete the work
- the *timeline* – the construction spanned 2 school years and three summers
- *calendar changes* – to maximize summer construction the calendars changed holidays and held to full winter and spring breaks, aligning with the sender districts and the reinstatement of holidays after construction
- *curriculum during construction* – through creative planning and flexibility no classes were discontinued because of the construction project
- *the academic classrooms* – completed project includes 26 new and three renovated core academic classrooms, three science labs and several multipurpose classroom spaces and breakout rooms
- *accessibility* – the entire Winnetka campus is now fully accessible by connecting the new building to every level of the existing campus through the new concourse. The addition also includes two new elevators
- the *neighborhood* – the establishment of a neighborhood liaison to engage and communicate construction concerns and the inclusion of underground Stormwater detention vaults to alleviate area flooding

Mr. Peter Tragos highlighted the new space utilization in the 26 new classrooms and three new science labs. He noted the larger 900 square foot rooms and labs provide flexible design for the different academic content areas with new furniture and more space to meet the educational needs of students. There are several multipurpose rooms, flexible space, music rooms and a media suite for video and radio production and specialty spaces for the culinary arts, engineering, architecture and art. The integration of new technology and furniture has enhanced the educational benefits allowing for more collaboration, innovation, student engagement and flexibility. Feedback from both teachers and students is highly positive.

Mr. Christopher Johnson reviewed the infrastructure of the new construction which included energy efficiencies due to new efficient lighting, heating and cooling, and the white roof. The project will achieve a LEED Silver standing or higher. The building mechanical systems include individual temperature control, hot water condensing boilers, and integrated management. The TrevIT Support desk assists both students and staff with a new state of the art network along with a technology system providing 140 access points and 30 security cameras.

Mr. Sally shared a historical perspective for the Winnetka Campus Facilities Project, which began with a Long Range Facility Plan in 2006. Ambitious planning preceded the 2010 Referendum, which was unsuccessful due to poor timing and extensive cost and scope. Significant facility needs remained however and the District and community intensively collaborated on the refinement of the facilities plan. Through a

competitive design process an architectural firm and construction manager were engaged. The smaller plan and effective community engagement resulted in the successful November Referendum of 2014. Design development followed with budget planning and refinement. The Facilities Project costs evolved from the pre-referendum \$100.3M to \$104.2M with all costs from budget to actual, including a ComEd rebate and interest income.

Mr. Johnson also provided a budget summary noting the completed project cost at \$104,188,796. This exceeds the final established budget of \$103.4M by less than 1%. Other sources of income included settlements, interest income, credits and fundraising. The “Raise the Stage” Committee raised \$1.2M to build out and equip the Black Box Hayes-McCausland Theatre exceeded their goals and their deadlines. Other donations from the Tri-Ship and Girls’ Club provided completion of the North Green Roof and the New Trier Educational Foundation donated funds for the South Green Roof. NTTEC (New Trier Township Education Co-op) funding offset the costs of the TV Studio. Mr. Johnson reviewed the various lessons learned from such a comprehensive project which included:

- referendum and construction transition with complete design before bidding
- calendar changes with longer summers and fewer holidays impact on students and staff
- Board involvement in overseeing construction change orders
- more planning to focus on noise reduction
- more detailed study of connections between old and new construction to avoid disruptions

Dr. Sally concluded by highlighting the next steps going forward to focus on safety and security with continuing assessment of procedures; continued fine tuning of mechanical systems; final change order closeout and payments; and professional development in areas of growth for curriculum and instruction. He extended his gratitude and thanks to the Wight & Pepper teams; the students, parents, faculty and staff; Dr. Linda Yonke; Facility Managers Steve Linke & Dave Conway; the Technology Department; past Boards of Education from 2006 through today and the Community and taxpayers for all the support of bringing the vision into reality. Board discussion followed, with Mr. Robitaille also recognizing the many integral players in bringing these plans to fruition. Ms. Ducommun and Ms. Albrecht shared their appreciation as well.

VII. Administrative Items

A. Treasurer’s Report for January 2018

Mr. Chris Johnson highlighted the January Treasurer Report which includes three years of Cash Flow Statements, January’s Financial Statement, the Cash and Investments Report, and the January Investment Statements, as well as the graph of Historical Cash Balances. He reminded the Board of the significant tax prepayments that took place at the end of 2017. Total collections for that tax prepayment equaled \$24.1M. Mr. Johnson also noted that the weighted portfolio yield continues to rise, moving from 1.3% to 1.5%. This reflects the District’s efforts to take advantage of higher interest rates to increase investment income.

B. Financial Reports for January 2018

Mr. Johnson reviewed the Financial Reports for January which also reflect the increase in tax prepayment by showing Operating revenues 42.85% higher than last year at this time. Revenues for February and March are expected to be lower than last year as the tax payments stabilize. He noted that Operating expenditures are 4.83% higher than last year, due in part to the \$3.3M of inter-fund transfers. Mr. Johnson noted the Administration will continue to monitor expenses and is expecting to be on budget for the year.

C. Notification of Sale of General Obligation Limited Tax School Bonds, Series 2018

Mr. Johnson reviewed the process of the Bond Sale for the General Obligation Limited Tax School Bonds, Series 2018. \$6.95M in School Bonds were sold at Public Sale on January 24, 2018 after the Board’s approval at the December 2017 Regular meeting. These bonds will be used to fund construction work during the summer of 2018 at both campuses. Six bids were received which resulted in a substantial savings from initial estimates of a private bond sales. The District received a Aaa rating from Moody’s for this sale. The proceeds of the sale have been invested with tiered maturity dates which will provide \$50K in interest income. Overall, Mr. Johnson was pleased with the sale outcome and he invited questions and comments from Board members. Mr. Robitaille commended Mr. Johnson, his staff and Liz Hennessey at Raymond James for the great outcome on this sale and their successful efforts in successfully navigating through with the volatile bond market. Ms. Ducommun also expressed her gratitude for the very talented financial team working for the District and the positive Moody’s report.

D. Scholarship Allocation Report

Mr. Myron Spiwak, Director of Business Services provided the annual Scholarship Allocation Report for 2018, noting the New Trier High School Scholarship Trust Fund is a Trust Organization which began in July of 1949. The District has awarded scholarships every year since then. All investments are with Vanguard and administered by Richard Drake. Mr. Drake's work is done as a courtesy for the District, He is well versed in the Trust's objectives and he provides his account analysis on an annual basis. Total assets for the Trust are \$3.6M, which includes the \$600K from the Maynard Estate from last year. The actual return for the fund for the year ending December 31, 2017 was 18.7% which compares to the Vanguard Balanced Index Fund which was 13.86%. The five-year average return on the Scholarship Fund is 10.7% as compared to 10.1% for the Vanguard Balanced Index Fund. The annual allocation for the Trust Fund is based on the trailing average method, which takes a percentage of the total assets of the last four years. For 2018, that would yield a maximum allocation of \$165,438. This is \$20,981 over last year's scholarship allocation. Mr. Robitaille invited comments or questions from fellow board members. Ms. Ducommun moved that the Board of Education approves a maximum allocation of \$165,438 for scholarships for the 2018 graduation class and that these funds be withdrawn from the S & P 500 Stock Fund Index and the Long Term Bond Fund. Ms. Goldstein seconded the motion. 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.

VIII. Consent Agenda

- Bill List for the Period January 1-31, 2018
- Personnel Report (Appointment, Changes of Status, Resignations, Retirements, Stipends, Leaves of Absence) and Addendum (Administrative Contract for Assistant Superintendent for Special Education) And Management & Exempt Staff Salaries,
- Ratification of Change Order #30
- Board of Education Meeting Calendar 2018-2019

Mr. Robitaille asked if any Board member would like to remove items from the Consent Agenda for separate discussion. No one requested any items for separate discussion. Ms. Ducommun moved that the Board of Education approves the Consent Agenda which includes: The Bill List for the Period, January 1-31, 2018; the Personnel Report that includes Appointments, Changes of Status, Resignations, Retirements, Stipends, Leaves of Absence and the Addendum of the Administrator Contract for the Assistant Superintendent for Special Education and Management and Exempt Staff Salaries as presented; that the Board of Education of New Trier High School District 203 ratifies Budget Change Order #30 to the contracts managed by Pepper Construction company; and furthermore, deducts the amount of \$147,949 from the West Side Project Owner's Contingency line item. The Board of Education also approves Capital Expenditures of \$898.00; and the Board of Education Meeting Calendar for 2018-2019, as presented. Ms. Albrecht seconded the motion. 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.

IX. Board Member Reports

Mr. Keith Dronen reported that *All School Forum* will meet tomorrow, Tuesday, February 23, 2018.

Ms. Ducommun reported for the *New Trier Parents Association* highlighting the many spring offerings for parent information which included two book discussions. Denise Dubravec will facilitate the first on March 6 at Winnetka in room W401 at 9am and 7pm. The book is *The Gift of Failure*. Paul Waechter will follow up on March 13 with a discussion on the book, *How to Raise an Adult* which will take place in Northfield, room

C234 at the same times. NTPA sponsors these events along with ECGC and FAN. The Parents Association also provides other activities and coffees to keep parents informed on school issues.

Ms. Ducommun also noted the New Trier Fine Arts Association is recruiting new board members for next year and their next event is on March 19 entitled “Arts & College Night”. She expressed appreciation and thanks to the private donor that provided dinner for one hundred fifty guests at the Jazz Fest.

Mr. Robitaille noted most of the *Finance Committee* information has already been discussed. He highlighted that there have been no real developments yet on the TIF and IGA with the Village of Winnetka. He will continue to monitor the situation and likely be able to report back to the Board at the March Regular meeting.

Ms. Goldstein reports for *NSSSED* and expressed her thanks to her fellow Board members for the feedback they provided on their Strategic Plan. It was unanimously approved at their last meeting. They are now developing action steps to move forward with implementation.

Ms. Albrecht noted that the *New Trier Educational Foundation* will meet with their Full Board on February 28. Two new board members were approved at the January Regular Board meeting however they are still looking to add members to fill the board.

Dr. Glucksman attended the *Technology Planning* meeting where discussions covered the new PowerSchool capabilities including Grade Book which will be implemented this semester. Also online parent registration has been implemented enabling them to login and view schedules. Dr. Glucksman extended praise to the Technology Department, who provided training in person, with videos and documentation to department chairs and faculty.

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

- Calendar of Events

Dr. Sally noted the next Board of Education Regular meeting will be on March 19, in four weeks. A Special Meeting of the Board is planned for March 12 to talk about security and Dr. Sally asked Board members to check their personal calendars if they have that date available. Choir Opera performs “Once Upon a Mattress” on March 8, 9, 10 at 7:00 p.m. in the Gaffney Auditorium at Winnetka and on Sunday, March 11 at 2:00 p.m. The Frosh / Soph Play will be performed in the McGee Theatre at Winnetka on March 14 at 4:30 p.m. and on March 15 and 16 at 7:00 p.m. and on Saturday, March 17 at 2:00 p.m. Spring Break begins on Saturday, March 24.

-Requests for Staff Research & Future Agenda Items

There were no requests by the Board members for staff research or future agenda items.

XI. ADJOURNMENT

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

The meeting adjourned at 9:17 p.m.

Respectfully submitted,

Lou Anne Kelly, Secretary

Gregory Robitaille, President