

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

August 28, 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, August 28, 2017 at 6:30 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. Paul Sally, Superintendent
Mr. Peter Tragos, Assistant Superintendent for
Curriculum & Instruction
Mr. Christopher Johnson, Assistant Superintendent
for Finance & Operations
Ms. Denise Dubravec, Principal –
Winnetka Campus
Mr. Paul Waechtler, Principal –
Northfield Campus

Also Present

Ms. Gail Gamrath, Assistant Principal, Northfield Campus; Dr. Stephanie Helfand, Chief Technology Officer; 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; Mrs. Linda Knier, Director of Academic Services; Mr. Dave Conway, Northfield Campus Facilities Manager; Mr. Jason Dane, Kinetic Wellness Department, New Trier Education Association President; Mr. John Cadwell, English Department Chair; Ms. Lorri Starck-King, Ms. Colleen Sheridan, Health Services Department Chair; Ms. Michael Christensen, Social Studies Department Chair; Ms. Robyn Ward, Science Department Coordinator; Mr. Mike Lee, Science Department Chair; Ms. Kristi Fischer, Business Education Department Chair; Ms. Mary Lappan, Mathematics Department Chair; Ms. Megan Zajac, Special Education Department Chair; Ms. Patricia Savage-Williams, Special Education Department Coordinator; Mr. Mike Hill, Technology Department; Mr. Eric Johnson, Technology Department; Mr. Rob Martinelli, Pepper Construction; Mr. Marty Platten, Pepper Construction Co.; Mr. Jim Smiley, Wight & Co.; Mr. David Buyer, Ms. Janet Hersh., Ms. Wendy Serrino and members of the press and community.

BUSINESS MEETING

I. CALL TO ORDER – 6:30 p.m. – Rm. C234

Mr. Robitaille called the Regular Meeting of August 28, 2017 of the Board of Education to order at 6:30 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. Goldstein moved and Mr. O’Donoghue 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 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. 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 – 6:30 p.m. – Rm. A201A

BUSINESS MEETING

III. Open Session – 7:30 p.m. – C234

Mr. Robitaille re-called to Order the meeting of August 28, 2017, of the New Trier High School Board of Education at 7:30 p.m. He noted the Board has adjourned from closed session and now is starting the open session meeting. All members were present.

IV. Minutes

Mr. Robitaille asked for a motion to approve the minutes of the Regular Meeting of the Board of Education held on July 17, 2017, open session and closed session. Ms. Ducommun moved and Mr. O'Donoghue seconded the motion to approve the minutes. 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 please come forward and fill out a communications request form from the back table. Ms. Wendy Serrino addressed the Board regarding the New Trier Educational Foundation.

VI. Special Orders of Business

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

Mr. Waechtler, Principal of the Northfield Campus shared news and events happening at the freshman campus which included welcoming back the Leadership Team tomorrow and New Teacher Orientation on Wednesday and Thursday of this week. The campus will welcome 985 freshmen students, the Class of 2021 on Thursday, September 7. New student registration continues with transferring families excited to be a part of New Trier. Advisor Room picnics are taking place to help the students get started making friends. Mr. Waechtler thanked the Technology Department and the Physical Plant Services Department for their extraordinary work over the summer months to prepare for the opening of school.

Ms. Dubravec, Principal of the Winnetka Campus, began her report acknowledging the work of Physical Plant Services, Pepper Construction and Wight & Co. in preparing the campus buildings and new construction for the start of school. She noted 2,937 students will arrive on September 7. Fall sports have already begun with 1,230 students participating and some teams already in competitions. Ms. Dubravec indicated it will be interesting to read surveys of the later start for the school year and how it impacts the transitions for the student athletes. She noted Augie Fontanetta, the Athletic Director welcomed all the student athletes in the New Trier Stadium. He shared what it means to be a Trevian and representing New Trier. He also reviewed the code of conduct with the students. Ms. Dubravec welcomed 53 new transfer families to New Trier and praised the "Newbies Club" sponsored by Bob Berlin for new transfer students. She noted the great success the club has providing mentors for new students. Equally, new parents are introduced to other new parents to ease the transition to a new high school. All are eager to open up the new building and welcome the students back.

Mr. Tim Hayes, Assistant Superintendent for Student Services, shared that the Advisor rooms are having their welcome back picnics to start the year off. He noted that he and Peter Tragos will meet with the District Leadership tomorrow and meetings will continue on Wednesday with campus leadership teams.

Mr. Peter Tragos, Assistant Superintendent for Curriculum & Instruction, reported that there were less than twenty students still outstanding for the iPad training with the Technology Department. He thanked the Tech Department for their incredible effort to assist all student in their readiness for the first day of school. On August 30, 31 and September 1 there will be a three-day New Teacher Orientation. He thanked Linda Knier and Aileen Heidkamp for organizing the events and structuring the workshops to welcome the new teachers and introduce them to New Trier. He also shared that the Expanded Leadership Team will be meeting tomorrow in C234 to continue the ideas and discussions from the summer's Administrative Advance meetings.

Mr. Christopher Johnson, Assistant Superintendent for Finance & Operations reported that there were

five new FOIA requests received since the last regular meeting of the Board of Education. One is open, which concerns Special Education. The four remaining requests are closed; three were asking for information on diversity and professional development, and one was asking for information on testing data.

B. New Teacher Introductions

Mr. George Sanders, Director of Human Services, announced the hiring of 16 new teachers for the 2017-2018 school year. He shared their years of experience range as well as their academic degrees (11 Master's degrees and 5 Bachelor's degrees) and noted one was a New Trier alum. The new faculty members were introduced by their department chairs. Ms. Kristi Fischer welcomed Joe Gorman and Brittany Sievers to the Business Education Department. Mr. John Cadwell welcomed Anders Fogel to the English Department. Ms. Colleen Sheridan welcomed Janet Ritter to the Health Services Department. Ms. Mary Lappan welcomed Lauren Hopkins to the Mathematics Department. Ms. Lorri Starck-King welcomed Nicolas Hinsinger, Robert Cummings, and Emma Forquer to the Modern & Classical Languages Department. Mr. Mike Lee welcomed Melissa Barabasz and Dan Kush to the Science Department. Ms. Michael Christensen welcomed Caitlin Ayala, Eric Behm, and Amy Peters to the Social Studies Department. Ms. Megan Zajac and Ms. Patricia Savage-Williams welcomed Paul Newman, Matt Shedroff, and Catherine Small to the Special Education Department.

C. Monthly Construction Update

Mr. Chris Johnson provided a Winnetka Project summary of the current and recently completed work in Phase II. He noted Phase II final construction was starting to wrap up with the installation of furniture in progress on all levels, deliveries of supplies and equipment being finalized and offices beginning to be occupied, with full occupancy at the end of the week. The Illinois State Board of Education Regional Office of Education inspection will be on September 1. Final finishes, technology and AV installation in the theatres, Brierly Gallery and some Music/Performing Arts areas will occur after the start of school.

Mr. Johnson reviewed the Construction expenditures with the Change Order #24 totals of \$741,772. He highlighted that the projected contingency decreased significantly from \$1,307,091 to \$731,243. The unidentified contingency usage was reduced by the one-month value of \$140,739. He noted that total Project cost increase only slightly by \$25,145. He thanked Pepper Construction for going over past change orders to negotiate the best price for the District.

Mr. Marty Platten of Pepper Construction provided narration to the construction photos. Mr. Platten also provided comments and responses to Board questions on the Construction Change Order #24. Board members asked for more clarification on the four main secure main entrances to the Winnetka Campus building, car traffic and parking. Dr. Sally and Ms. Dubravec noted that there will not be any negative impact to the curriculum or student experience on the first few days of schools as the finishing touches are completed. Board discussion followed covering the community interest to see the new building, the October 15 Dedication Ceremony, neighbor relations and repaving the streets around the construction. Mr. Johnson noted that the street repaving will occur in the spring when the village does their annual paving projects. Steve Linke has been in contact with the Village to schedule this work. Further questions included the costs of the disconnects of utilities, lean waivers, and a December estimate for when the final cost of the project would be known.

D. Facilities Steering Committee Report

Mr. Christopher Johnson presented an overview of the Facilities Projects for the near and distant future. He began with a review of the 2018 projects discussed at the Facilities Steering Committee and the Board's Finance Committee. Major projects include the Northfield Athletic Enhancements and Winnetka Office/Support Renovations. The Five-Year Plan presented to the Board of Education in November 2016 estimated \$12.1M to complete the work. That figure has been revised to \$7.5M. Mr. Johnson announced there was a potential donation of up to \$1M available for the tennis court project. He is recommending the formation of a Donation Committee consisting of two Board members and Administrators as per Board Policy. Dr. Sally noted this is not a request for a naming proposal. An update on these projects and their estimates will be presented to the Board at the September Regular Meeting. Mr. Robitaille noted that Ms. Goldstein and Mr. Dronen have agreed to represent the Board on the Donation Committee. Discussion followed on the tennis court project noting challenges for location at Northfield due to possible flooding and the opportunities of planning with the parking lot estimate.

Mr. Johnson continued on the discussions from the Facilities and Finance Committees for future planning

and available funding. Their recommendations were to select an architectural firm to assist with the development of long term goals and the identification of deficiencies. This recommended firm will be brought to the Board in October 2017. The intent is to develop a process that will involve internal and external constituents, report on the status of the campus facilities, and identify areas that do not meet current or future maintenance needs and educational standards. He noted the report will not include specific plans for resolving these issues or cost estimates. The Finance Committee continues to review available funding to address work that would occur in 2019 and beyond using our Debt Service Extension Bonds or the NTTEC capacity. Board discussion followed on how enrollment may impact facilities planning and it was agreed to include enrollment scenarios in the facilities evaluation process.

E. Superintendent Report on the New Trier Educational Foundation

Dr. Paul Sally provided an overview report on the partnership between the Board of Education and the New Trier Educational Foundation. He thanked David Buyer and Janet Hersh from the Foundation for their collaborative work for oversight and transparency and sees greater alignment together for future goals and endeavors. The Foundation's Board of Directors unanimously approved revisions to their bylaws on August 22, 2017 which brings greater oversight and communication with the Board of Education, renewing the original intent of the relationship at the establishment of the Foundation. Dr. Sally noted his appreciation to the Foundation for the opportunities afforded to our students and staff, highlighting the Green Roof contributions and the classroom contributions through the Foundations' NAEIR (National Association for the Exchange of Industrial Resources) Program. He is looking forward to the Foundation's next benefit event, which is the Golf Outing on September 25. Board members extended their gratitude for the work and perseverance of everyone involved in this collaborative effort. Specific discussion of the Bylaws was tabled to the Special Meeting following the Board of Education meeting.

VI. Administrative Items

A. Treasurer's Report for July 2017

Mr. Chris Johnson provided information on the Treasurer's Report which includes three years of Cash Flow Statements, Financial Statement for July 2017, the Cash and Investment Report, the July Investment Statements and the Historical Cash Balance graph. He noted that the July receipts were higher than last year at this time at \$23M. He attributes this to the earlier processing of tax bills and payment collections. He also highlighted that with progress at the state level in FY17 payments, the amount owed by the state is now at an outstanding balance of \$500,000.

B. Financial Reports for July 2017

Mr. Johnson reviewed the monthly Financial Reports for July noting that the Operating revenues for the first month of the fiscal year are 21.76% higher than last year at this time. The Operating expenditures through July were 13.88% higher than last year's. Fund balances for all accounts were \$132,841,710 as of July 31, 2017. Mr. Johnson shared information on major issues facing the District's revenue that included the Illinois school funding bill. The final bill that passed included a \$75M set aside for low income students to attend private schools and a means by which voters in the community could petition for a referendum to lower the District's levy. Board discussion followed on the funding implications from the state. Mr. Johnson and Dr. Sally noted further study of the changes and their impact will be followed and the Board will be kept informed.

C. Board Calendar – Change of Meeting Start Time

Dr. Paul Sally provided background and rationale for the Board to consider changing the start time of the Regular Monthly Board meetings from 7:30 p.m. to 7:00 p.m. He noted the primary reason to change the time was that it would allow for the community to stay engaged longer in the meetings. Many school events begin at 7:00 p.m. and therefore the earlier start time would be compatible with other events. Dr. Sally highlighted that the Closed Session meetings, when needed, would begin at 6:00 p.m. Board discussion followed on the timing of the Board Recognition Ceremonies, board members commuting from work, and administration schedules of late nights and early morning starts. Board consensus was in agreement of the change. Mr. O'Donoghue moved that the Board of Education adjust the start time for the Regular meetings for the Board of Education from 7:30 p.m. to 7:00 p.m. for the balance of the 2017-2018 Board of Education Regular Meeting Dates Calendar. Dr. Glucksman 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 July 1-31, 2017
- Personnel Report
- Ratification of Change Order #24
- Board Policy Revisions – Second Reading
- Renewal of Charter Bus Service Contract with Infinity Transportation

Mr. Robitaille asked if there were any items on the Consent Agenda that should be removed for separate discussion. Mr. Robitaille requested that the Charter Bus contract be pulled for discussion and Mr. O'Donoghue asked that the Bill List be discussed separately. Ms. Ducommun moved that the Board of Education approve the Consent Agenda which includes the Personnel Report, including Appointments, Changes of Status, Resignations, and Retirements; that the Board of Education of New Trier Township High School District 203 ratifies Budget Change Order #24 to the contracts managed by Pepper Construction Company, and furthermore deducts the amount of \$741,772 from the West Side Project Owner's Contingency line item, The Board of Education also ratifies expenditures to the Essex and Capital Improvements Project budget, which reflects an expenditure of \$4,486; and that the Board of Education approve the Board Policy revisions Second Reading for Policies 5-55, 7-180 and 7-306 as presented.

Mr. O'Donoghue 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.

Mr. O'Donoghue asked for a clarification of coding on the Bill List. Mr. Johnson responded noting the difference in entries for the Activity Accounts in the Education Fund. Mr. O'Donoghue motioned to approve the Bill List for the period of July 1-31, 2017. Ms. Goldstein seconded the motion. 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.

Mr. Robitaille inquired about the reference process for the Charter Bus Service Contract with Infinity Transportation. Mr. Johnson responded that the contract approval is actually an extension of last year's contract with Infinity. He noted the Administration has been very pleased with their service and performance and is recommending continuing their contract. Ms. Ducommun moved that the Board of Education extend the existing transportation agreement with Infinity Transportation for the fiscal year 2018. 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.

IX. **Board Member Reports**

Mr. Dronen noted that the next *All School Forum* meeting is September 20.

Mr. Robitaille highlighted the *Opening Institute Days* of September 5 and 6. Tuesday, September 5 will begin

with coffee at 7:30 a.m. at the Winnetka Campus in the Trevian Commons area. The Opening Day addresses will take place at 8:30 a.m. in the Gaffney Auditorium. Ms. Ducommun noted there is parking at the Northfield Campus with shuttle bus service to Winnetka. Mr. Johnson also noted parking arrangements at Winnetka can be made for those Board members who wish to attend. Mr. Robitaille noted much of the *Finance Committee* information has been covered. He also noted more information will be forthcoming on the TIF issue with the Village of Winnetka and the storm water retention issue.

Ms. Albrecht reminded fellow Board members that the Ribbon Cutting event for the Winnetka Campus Project will be on October 15. More information will follow.

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 meeting is in three weeks on Monday, September 18. The New Teacher Orientation will take place on Wednesday, August 30 and 31. As mentioned by Mr. Robitaille, the Staff Institute Days are next week on Tuesday, September 5 and Wednesday, September 6. The first day of Student Attendance is on Thursday, September 7. The first home football game was on Friday, August 25. Many Board Committees will be meeting in the first and second weeks of September. Ms. Albrecht noted that New Trier Educational Foundation Golf Outing is on September 25 at the Glen Club in Glenview. Signups are still open on the Foundation website. There will be a Neighbors Celebration on Thursday, September 14 at the Winnetka Campus. Tours of the new buildings will take place at 5:30 p.m. and a BBQ will follow at 6:00 p.m. on the green roof tops.

-Requests for Staff Research & Future Agenda Items

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

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 9:20 p.m.

Respectfully submitted,

Lou Anne Kelly, Secretary

Gregory Robitaille, President