

**NEW TRIER TOWNSHIP HIGH SCHOOL DISTRICT 203
REGULAR MEETING OF THE BOARD OF EDUCATION
December 16, 2013
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, and Room C234 on Monday, December 16, 2013 at 7:30 p.m.

Members Present

Mr. Alan R. Dolinko, President
Mr. F. Malcolm Harris, Vice President
Mr. Peter Fischer
Ms. Lori Goldstein
Mr. John Myefski
Mr. Patrick O’Donoghue
Mr. Greg Robitaille

Administrators Present

Dr. Linda L. Yonke, Superintendent
Ms. Cheryl Witham, Assistant Superintendent
for Finance & Operations
Mr. Timothy Hayes, Assistant Superintendent
for Student Services
Mr. Paul Sally, Assistant Superintendent
for Curriculum & Instruction
Ms. Denise Hibbard, Principal – Winnetka Campus
Mr. Paul Waechtler, Principal – Northfield Campus

Also Present

Ms. Niki Dizon, Director of Communications; Mr. George Sanders, Director of Human Resources; Ms. Ellen Ambuehl, Director of Special Education; Mrs. Linda Knier, Director of Academic Services; Mr. Peter Tragos, Assistant Principal, Northfield Campus; Mr. Christopher Johnson, Director of Technology; Ms. Athena Arvanitis, Director of Student Life; Mr. Christopher Wildman, Director of Business Services; Mr. Dave Conway, Plant Operations Manager for Northfield Campus; Mr. Steve Linke, Plant Operations Manager for Winnetka Campus; Ms. Judy Macnab, Library Department Chair; Mr. Terry Phillips, Mathematics Department; Mr. Eric Saszik, Mathematics Department, President, NTEA; Mr. Josh Wenger, ARAMARK Manager; Ms. Claudia Furman, English Department; Mr. Jim Burnside, Science Department; Mr. John Burnside, Science Department; Ms. Jenny Wexler, Mathematics Department; Mr. Kerry Hall, Social Studies Department; Mr. Matt Sloan, Science Department; Mr. Brett Rubin, English Department; Mr. David Wisner, Mathematics Department; Ms. Hannah Hsieh, Science Department; Mr. Steve Schering, *Pioneer Press* and other members of the faculty, press and community.

BUSINESS MEETING

I. CALL TO ORDER – 7:30 p.m.

Mr. Dolinko called the Regular Meeting of the Board of Education to order at 7:33 p.m. Roll call was taken. All members were present. Mr. Dolinko noted that there was no Closed Session today, however the Board did hold the annual fall Student Staff Recognition Program at 7:00pm

II. Closed Session – No Closed Session

BUSINESS MEETING

III. Open Session – 7:30 p.m. – C234

Mr. Dolinko welcomed those in attendance. He announced that if anyone wished to address the Board during the Citizen’s Comments part of the agenda, he or she needed to fill out a yellow Communications Request Form found on the table at the back of the room and pass it up to the Board table.

IV. Minutes

Mr. Dolinko requested a motion to approve the minutes of the October Regular meeting. Mr. O’Donoghue moved and Ms. Harris seconded the motion to approve minutes of the Regular Meeting of the Board of Education held on November 18, 2013, open session. Mr. Dolinko asked if there were any further comments or corrections to the minutes. None being presented, a roll call vote was taken and the members voted as follows:

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

NAY: None

The motion passed unanimously.

V. Communications

Mr. Dolinko invited members of the Community to share their comments with the Board. Mr. Tony Cantone, of Labor Local Union 225, addressed the Board regarding the awarding of the asbestos removal contract to Bay Remediation. Ms. Witham noted that it is required of the District to confirm that all contractors working for the District abide by the Prevailing Wage Act; bidders must submit an affidavit of compliance and the Business Office verifies payroll documents.

VI. Special Orders of Business

A. Report from Campus Principals and Assistant Superintendents

Mr. Paul Waechtler, Principal of the Northfield Campus, reviewed the activities and events at the freshman campus which included a successful Names Program after Thanksgiving; placement testing for incoming freshman the first two Saturdays in December; and planning for the Academic Life meetings scheduled for the first week after Winter Break. The Staff at the Northfield Campus are treated to a holiday luncheon put on by staff and the diners are entertained by freshman choirs. Mr. Waechtler also highlighted the service projects of the canned food drive, the winter coat drive, and Science Olympiad assistance with junior high schools.

Ms. Denise Hibbard, Principal of the Winnetka Campus, highlighted the Tri-Ship and Girls' Club Canned Food Drive which was recognized by ABC News. New Trier is the largest non-commercial donor to the Greater Chicago Food Depository and that students topped last year's donations at 30,000 pounds of canned food. Ms. Hibbard shared a video of some of ABC's aired segments. Other holiday service is New Trier's partnership with Northwestern University Settlement House in which our advisories adopt a family to provide holiday gifts and other donations. Ms. Hibbard also noted the earlier recognition for Athletic accomplishments of New Trier's students and teams. Other events include a variety of performing arts musicals, plays, and holiday concerts.

Mr. Tim Hayes, Assistant Superintendent for Student Services, reiterated the wonderful work of the canned food service project. He noted that 7 advisories took on this drive as their main service work and brought in 1,000 pounds each and that New Trier is the 3rd largest donor to the Food Depository.

Mr. Paul Sally, Assistant Superintendent for Curriculum and Instruction, reported on the presentation to the Parents Association on the Profile of the Class of 2013. He feels it is important to keep parents informed and to hear their comments and questions. He plans to continue to improve upon the Profile and parent presentations.

Ms. Cheryl Witham, Assistant Superintendent for Finance and Operations, reported that there was one FOIA request since the last regular Board meeting. It came from the Better Government Association asking for information on collective bargaining agreements, employment contracts, and budgets. The request has been responded to and closed out. There are no outstanding FOIA requests.

Mr. Dolinko adjusted the sequence of the meeting agenda and called for the Audit Report, agenda item VI.D. to be presented at this time.

B. Public Hearing – 2013 Tax Levy

Mr. Dolinko outlined the process of the Public Hearing and at 8:07 p.m. called the Public Hearing on the 2013 Tax Levy to order. Ms. Witham used a PowerPoint to present information on the 2013 Tax Levy. She reviewed a glossary of terms, the statutory guidelines, the levy timeline, the method of calculation and payment, tax caps, and the Consumer Price Index (CPI). She compared the actual 2012 Tax Levy to the recommended 2013 Tax Levy using \$80,000,000 for new property and the expected 2013 Tax Levy using \$25,000,000 for new property. Ms. Witham noted that the average homeowner should experience an increase in the New Trier portion of their taxes of approximately 1.7%. She reviewed other aspects of the levy and discussed the proper amount to levy, pointing out the limitations of the tax cap, the Consumer Price Index, expenditures for schools, and the whole structural imbalance in the Illinois public school funding formula. Mr. Dolinko noted that this proposed 2013 Tax Levy is identical to the Tentative 2013 Tax Levy which was approved by the Board in October. Ms. Witham confirmed that there have been no changes made. He invited comments and questions from the public. No one came forward to speak on the

tax levy during the public comment portion of the Public Hearing. Mr. O'Donoghue disagreed about levying the maximum amount and wanted to see a curb in spending or take the issue to the voters in a referendum. Dr. Yonke noted that the District has no plans for a tax rate referendum nor is there any need for one. Mr. Fischer agreed with Mr. O'Donoghue's statement that we are spending a lot of money. However, Mr. Fischer noted that the District is spending it wisely,... and that taxpayers are getting their money's worth for their tax dollars. Mr. Fischer moved to close and adjourn the Public Hearing on the 2013 Tax Levy. Ms. Goldstein seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed unanimously.

Mr. Dolinko closed the Public Hearing on the 2013 Tax Levy.

C. 2013 Tax Levy

Mr. Fischer moved that the Board approve the attached Resolution Levying Taxes for the Year 2013 in the amount of \$93,820,212 to be distributed as follows:

• Educational	\$81,623,584
• Operations & Maintenance	\$ 7,317,977
• Transportation	\$ 1,313,483
• Municipal Retirement	\$ 1,548,033
• Social Security	<u>\$ 2,017,135</u>
	<u>\$93,820,212</u>

And that the board approve the related resolutions, including the Resolution to abate a portion of the Debt Service Fund Levy and the Resolution to abate a portion of the loss and collection supplement. Mr. Myefski seconded the motion. Mr. Dolinko noted that Mr. Fischer mis-spoke at the beginning of the resolution and stated the total levy amount as \$93,823,212 and should be \$93,820,212. Mr. Fischer accepted the correction and the total amount of \$93,820,212. Mr. Myefski seconded the correction. Mr. Dolinko questioned Ms. Witham about the actual pieces for abatement. She clarified that the two abatement resolutions were for the loss and collection supplement and for the alternate revenue bonds. Upon a roll call vote being taken, the members voted as follows:

AYE: Mr. Myefski, Mr. Robitaille, Mr. Fischer, Ms. Goldstein, Mr. Harris, Mr. Dolinko

NAY: Mr. O'Donoghue

The motion passed.

Mr. Fischer noted that the Audit Report required a motion. Mr. Dolinko agreed. Mr. Fischer moved that the board accept the Comprehensive Annual Financial Report and other related reports for the fiscal year ended June 30, 2013. Ms. Goldstein seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed unanimously.

D. Audit Report

Ms. Witham introduced and welcomed Mr. John George of McGladrey, LLP and noting that this report was a good, clean audit with no management comments. Mr. George agreed, addressing the Board about the process of the audit and its timeline. He reviewed the audit work which included field work and testing of the controls and processes of the Business Office. He noted that no control deficiencies were found. He explained the new terminology over last years' and that we achieved an unmodified opinion, which means

it is a clean, clear view of our work and processes. Mr. George congratulated the District on attaining the two certificates of excellence from the Association of School Business Officials International and the Government Finance Officers Association as the District has done for a number of years. He reviewed the documents that comprise the Comprehensive Annual Financial Report which showed a \$2.8 million surplus of Revenues over Expenditures in the General Fund. The weakness in segregation of duties, noted in last year's report, has been rectified and the District has achieved a 4.0 Profile with the State Board of Education, which is the highest level of achievement. Mr. Dolinko opened the floor for discussion. Mr. George responded to questions and comments from the Board.

E. Family Action Network

Mr. Tim Hayes introduced Ms. Lonnie Stonitsch of the FAN Organization (Family Action Network). She is the Board Co-Chair and Programming Chair for FAN. It is an organization which seeks to connect "parents, educators and professional through collaborative programming that educates, inspires and positively impacts the broader community." New Trier has partnered with FAN to present renowned authors in the areas of education, psychology, sociology, and philosophy to speak to our parents, staff, and students. This year, New Trier has formalized our supporting partnership with an annual contribution of \$10,000 which indicates our district as a sponsor and allow access to all of FAN's speakers. This arrangement will facilitate our partnership with FAN and support their mission to the parents, staff, students and community.

Ms. Stonitsch addressed the Board and thanked the Administrators and the Board for the opportunity to present FAN and its work. She noted that FAN is in its 31st year of existence, it is a 501C3, all volunteer, parent organization operating in New Trier and Evanston Townships. In the past 5 years the organization has grown in attendance at events by 2500% with over 9,200 attendees last year. She applauded the collaborative relationship FAN has with the New Trier Parents' Association and the ECGC Parent Committee. Of particular note, Ms. Stonitsch praised New Trier for being light years ahead in Social and Emotional Learning and coming forward as a national best-practice model. She encouraged all to attend the next speakers' program with Adam Grant, author of *Givers and Takers*. Board discussion followed with Ms. Stonitsch responding to questions and comments.

F. Mobile Learning Update

Mr. Chris Johnson, Director of Technology, welcomed the opportunity to update Board members on the current progress of the Mobile Learning Initiative three months into the school year. He noted that he is hearing positive feedback from classroom teachers and the department is focusing on supporting them. Staff development is going well with more teachers signing up to learn more about the technology. Planning for next year is already taking place, particularly on e-book selection, expansion of their use, and development of pedagogy within the departments. Mr. Johnson also wants to revisit the financial model for the program, with the cost staying the same but restructuring the payment plans. Board discussion followed with Mr. Johnson, Mr. Sally and Dr. Yonke responding to questions.

G. Decennial Life Safety Audit

Ms. Cheryl Witham reported that the state of Illinois requires schools to perform a Life Safety Audit every ten years. The Cashman Stahler Group, Inc. has completed this survey for us and presented a list for both campuses of violations needing attention. Those violations marked urgent need to be addressed this year. Those identified as required need to be planned into our work over the next five years. Ms. Witham also included in her report a Five Year Facility Plan for both campuses. Mr. Dolinko noted that some but not all items may be taken care of if a Winnetka Facility Project were undertaken and that some of the Five Year Facility Plan project may qualify for Life Safety funding. Board discussion followed on competitive architectural fees, urgent and required definitions, current life safety standards, capital budgeting and planning, long term funding plans, keeping up with aging buildings, past facility needs, the need for a comprehensive long term facilities plan with funding and prioritization of projects.

H. Consideration of a Resolution declaring the intention to issue Working Cash Fund Bonds of Township High School District Number 203, Cook County, Illinois, for the purpose of increasing the Working Cash Fund of said School District, and directing that notice of such intention be published in the manner provided by law.

Ms. Witham reviewed the Resolution considering the intent to issue Working Cash Fund Bonds for the Summer 2014 ADA Construction Work discussed at the November 2013 Regular Board meeting. She noted that upon discussing the funding options, the Board decided the best course of action was to issue

limited cash bonds accessing the non-referendum Debt Service Extension Base capacity that currently exists and leave an available “channel” of resources for possible health/life safety projects. Ms. Witham also referred to the process and timeline needed for the issuance of the working cash fund bonds, specifically notifying the community of said intent and holding a Public Hearing at the January 2014 Regular Board meeting in order to receive community input. She noted that if 10% or more of registered voters submit a petition to the District before the end of the petition period, the issuance would need to be approved by a referendum. Keeping to this schedule will allow appropriate funding for the ADA projects in a timely way. Some Board discussion followed after which Mr. Fischer moved that the Board approve the Resolution declaring the intention to issue Working Cash Fund bonds of the Township High School District 203, Cook County Illinois, for the purpose of increasing the Working Cash Fund of said School District, and directing that notice of such intention be published in the manner provided by law. Further, that the President of the Board of Education call a public hearing on January 21, 2014 concerning the intent of the board of Education of Township High School District Number 203, Cook County, Illinois, to sell \$4,200,000 Working Cash Fund Bonds. Mr. Myefski seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed unanimously.

VII. Administrative Items

A. Financial Reports for November 2013

Ms. Cheryl Witham reported that revenues received are \$760,000 and expenditures, \$10.8 million. She noted the new graph provided by Christopher Wildman, Director of Business Services, shows a historical view of the cash balances. Ms. Witham summarized the District’s top three investment houses noting PMA with 42%, North Shore Community Bank at 39%, and RBC at 11%. PMA provides better short term rates while North Shore Community Bank gives preferred long term returns. Board discussion followed with Mr. Robitaille asking for the development of a rolling average on investment returns and cash balances. It was noted that tax receipts are too variable and a nine month interval would be more accurate.

B. Approval of Bid for Asbestos Removal

Mr. Steve Linke, Physical Plant Services Manager for the Winnetka Campus, reviewed the asbestos removal project in anticipation of the Summer 2014 ADA Work in the Gaffney Auditorium. The insulation is directly below the area for the new restrooms and work is planned to be completed in time for the summer projects to begin. Mr. O’Donoghue asked if this is the work questioned earlier during the community comments. Mr. Linke responded yes. Mr. Linke also noted that Bay Remediation assured the committee that their calculations for their bid were sound. Mr. Robitaille noted that none of the references mentioned any prevailing wage issues. Board discussion continued regarding the checks and verifications needed. Mr. Myefski moved and Mr. Fischer seconded the motion that the Board of Education award the bid for asbestos removal to Bay Remediation for \$41,000 and to authorize the Assistant Superintendent of Finance and Operations to execute all related documents, subject to final review by legal counsel. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed unanimously.

VIII. Consent Agenda

- Bill List for the Period November 1-30, 2013
- Personnel Report

Mr. Dolinko asked if any Board member wished to remove items of the Consent Agenda for separate discussion. No items were requested for open discussion. Mr. Dolinko asked for a motion to approve the Consent Agenda.

Mr. O'Donoghue moved that the Board approve the Consent Agenda which includes the Bill List for the Period of November 1-30, 2013, and the Personnel Report. Ms. Goldstein seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed unanimously.

IX. Board Member Reports

Mr. Fischer reported for the *All School Forum* meeting which Dr. Yonke attended and spoke about the possible facilities project at the Winnetka Campus. Feedback from students and faculty was welcome. Mr. Fischer also noted that the New Trier Education Foundation was meeting on Wednesday, December 18.

Ms. Goldstein recapped the *ECCG* meeting of December 3 which reviewed their fall programs. February 4 is their next meeting. The *New Trier Parents Association* presented the 2013 Class Profile to parents. Attendance was low and the Association is considering title changes to the report to bring in a wider audience. Changes were also discussed for the *Parents' Press*. *NSSSED* met last week, when they featured New Trier sophomore Charlie Gentzkow who is working with technology to improve student mobility and the use of public transportation. Discussions on the withdrawal of Highland Park from the cooperative took place with the intent to minimize the budgetary impact on the remaining members. *NSSSED* also received a clean audit report. Their Executive Board is holding planning sessions on their future directions based on their stakeholders.

Mr. Robitaille reviewed the latest *Finance Committee* meeting where a representative from PMA presented their long term modelling software to assist in fiscal planning for school boards. The program looks promising as a tool for long range forecasting with state and national data on the CPI, property tax increase rates, and more. Mr. Robitaille also noted a lengthy discussion on the District's cash reserves and their role in a potential west side construction project. The committee will be examining trends in the cash reserves to begin planning and eventually formulating a recommendation to the whole Board for future projects. The next Finance Committee meeting will be in early January.

Mr. O'Donoghue reported for the *Technology Committee* which discussed the process by which the technology developers begin the work of including the entire faculty in implementing e-books into their classroom teaching.

Mr. Myefski shared the results of the architectural RFQs for a possible Winnetka west side project. The Facilities Steering Committee met with 15 firms and reviewed their proposals. He noted the top three are highly qualified firms, Moore Rubel Yudell/Legat, Cannon Design/HBRA and Wight & Co. These three firms will meet on Wednesday, December 18 to begin their work with a question/answer session and a tour of the areas proposed for demolition or renovation. The Committee was very excited and encouraged by the process and the high quality firms that are responding. Mr. Myefski noted all the firms had experience in projects of similar size and scope. Dr. Yonke reviewed the timeline which included January 28 for the three firms to submit their conceptual designs; February 3 the Committee will conduct interviews; and on February 6 the firms will bring their presentation to the Board at a Special Board Meeting. The Committee will then meet the following week to prepare a recommendation to the full Board at the February Regular Board meeting.

Mr. O'Donoghue asked about the Winnetka Village Meeting regarding the netting for the baseball field on Willow Road. Mr. Fischer and Mr. Robitaille attended; Mr. Fischer spoke first, voicing his disappointment in the Council's action. Dr. Yonke and Athletic Director Randy Oberembt also attended to address the Village Council. Extensive Board discussion followed. Mr. Dolinko noted that the District serves a larger constituency and next steps need to be thoughtfully planned out.

X. Board Members' Calendar of Events

- Calendar of Events

Dr. Yonke encouraged everyone to come to the Winnetka Campus on Friday, December 20 at 11 a.m. when the High Five Choir will present their Holiday Concert in the Gaffney Auditorium. She noted the day is full of wonderful entertainment for staff and students alike. The Facilities Steering Committee will meet on Wednesday; December 18, from 6:00-8:00 p.m. Winter Break begins Saturday, December 21. School

resumes on Monday, January 6, when the Finance Committee will meet. The Booster Club's meeting is on Tuesday, January 7. Academic Life is planned for Wednesday and Thursday, January 8 and 9, and the next Board of Education Regular meeting is on Tuesday, January 21.

- Board Members' Request for Staff Research and Future Agenda Items
There were no new requests for staff research or agenda items.

XI. ADJOURNMENT

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

The meeting adjourned at 10:21 p.m.

Respectfully submitted,

Lou Anne Kelly, Secretary

Alan R. Dolinko, President