

**NEW TRIER TOWNSHIP HIGH SCHOOL DISTRICT 203
REGULAR MEETING OF THE BOARD OF EDUCATION
July 25, 2016
New Trier Township High School
7 Happ Road, Room C234
Northfield, IL 60093**

A **Regular Meeting** of the Board of Education of New Trier Township High School District 203, Cook County, Illinois was held at New Trier High School – Northfield Campus, 7 Happ Road, in Room C234 on Monday, July 25, 2016 at 6:30 p.m.

Members Present

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

Administrators Present

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

Also Present

Ms. Niki Dizon, Director of Communications; Mr. Peter Tragos, Assistant Principal, Northfield Campus; Mr. George Sanders, Director of Human Resources; Ms. Stephanie Helfand, Chief Technology Officer; Mr. Myron Spiwak, Business Services Director; Mr. Dave Conway, Northfield Campus Facility Manager; Mr. Spiro Bolos, Social Studies Department; Mr. Colby Vargas, President, New Trier Education Association, Social Studies Department; Mr. Terry Phillips, Mathematics Department; Mr. Steve Linke, Winnetka Campus Facility Manager; Mr. Mike Hill, Technology Department; Mr. Eric Johnson, Technology Department; Mr. David Powell, Wight & Co.; Mr. Rob Martinelli, Pepper Construction Co., and members of the press and community.

BUSINESS MEETING

I. CALL TO ORDER – 6:30 p.m.

Mr. Robitaille called the Regular Meeting of the Board of Education to order at 6:30 p.m. Roll call was taken. All members were present. Mr. Dolinko moved to adjourn to closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity and 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 to discuss minutes of meetings lawfully closed, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Mr. O’Donoghue seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed.

Adjournment to Closed Session – 6:32 p.m.

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

BUSINESS MEETING

III. Open Session – 7:30 p.m. – C234

Mr. Robitaille re-called to Order the meeting of July 25, 2016 of the New Trier High School Board of Education at 7:30 p.m. Roll call was taken and all members were present. Mr. Robitaille noted that the Board had returned from Closed Session.

IV. Minutes

Mr. Robitaille asked for a motion to approve the minutes. Mr. O'Donoghue moved and Mr. Dolinko seconded the motion to approve the minutes of the Regular Meeting of the Board of Education held on June 6, 2016 open session. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed.

V. Communications

Mr. Robitaille extended the invitation to the audience asking if anyone desired to speak to the Board during the Communications portion of the meeting. If so, they should fill out the yellow speaking request form at the back of the room and pass it forward to the Board table. No one wished to address the Board.

VI. Special Orders of Business

Ms. Denise Dubravec presented Board Award Certificates for the Powerlifting Club members who were unable to attend the Board's Spring Award Ceremony in June. Coach Alex Nadolna reviewed their season and congratulated the team.

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

Mr. Paul Waechtler, Principal of the Northfield Campus, shared news and events from the freshman campus that included news from the state of Illinois that they will no longer be using the PARCC test in high school. In other news, he stated that all freshmen have been notified of their advisers, senior helpers, class schedules, and back-to-school information. Summer School ends this Friday, July 29. Fall sports begin on August 10. Mr. Waechtler also reported on the STEM camp held over the summer for students from the sender districts. Presentations from the technology industries allowed them to share their knowledge with the students.

Ms. Denise Dubravec, Principal of the Winnetka Campus, shared Athletic news that Kelly Mayday is featured in USA Today as one of the Top Athletes in the Country. Football Coach Brian Doll has arranged for the team to work out with NAVY Seals. Coach Doll also organized a golf tournament with proceeds benefiting Veteran operations and the Great Lakes Naval Station. The Football season starts August 8, fall sports start August 10, and Faculty Leaders come back on August 18. Ms. Dubravec also highlighted that student Ellie Sweet will join the US Senate Page program this fall. Efforts for securing a location for graduation are almost finalized. The Sears Centre Arena in Hoffman Estates can accommodate our graduating class. In addition, the Parents Association and ECGC are working with Tim Hayes to gather all programing information to be located in one place for parents to access.

Dr. Tim Hayes, Assistant Superintendent for Student Services noted that his Department is culling through all the data from the Youth Risk Behavior Survey. The time-consuming task is very rewarding because of the important information it provides. Dr. Hayes also stated the Extracurricular Code of Conduct revisions will be discussed later in the meeting.

Mr. Paul Sally, Assistant Superintendent for Curriculum and Instruction reported that the state of Illinois has discontinued PARCC testing for high schools. It will continue for grades 3-8 in the sender districts. The state is replacing the high school PARCC test with the SAT. Dr. Yonke noted that the SAT test has been completely revised, and for at least one more year New Trier also will continue to administer the ACT on a school day. The overall number of testing days has not increased.

Mr. Chris Johnson, Assistant Superintendent for Finance and Operations, noted there were several FOIA requests since the last Regular Meeting of the Board. All have been processed and closed out. They

included information on invoices for legal services; emails for homebound tutoring instruction; follow –up on homebound tutoring instruction; ACT and AP data passed on to the sender schools; and the certified payroll on the construction project.

B. Report on Teacher Evaluation – 2015-2016

Mr. Paul Sally presented an update of the Teacher Evaluation Report, first given when New Trier implemented its new teacher evaluation plan in 2012-13. The changes in the Teacher Evaluation Plan and the subsequent report to the Board were in response to changes in Illinois law. The second report was presented in September 2014 and provided an overview of the evaluation process and philosophy New Trier uses for teacher evaluations as well as summary information on teacher ratings over time. This 2015-2016 Report presents new information from the past two years of teacher evaluation. Mr. Sally provided the overview of the evaluation system and noted that a foundational belief of the Teacher Evaluation Plan is that it must promote continuous and life-long professional growth. Multiple data is used that includes classroom and non-classroom observations, teacher reflections, and student growth. He noted teacher evaluation takes place throughout a teacher’s career beginning at hiring, during the non-tenured years, through the decision to tenure, during tenure years, and at the Master Teacher and Leader Teacher levels. Mr. Sally highlighted areas of strength and further development for both non-tenured and tenured teachers. He regarded next steps in the area of teacher evaluations are continued dialogue around norms for summative evaluations and ratings; observations with focus on engaging active learning, promoting critical thinking and incorporating student feedback about the learning environment into instructional decisions; and Student Growth. Board discussion followed as Mr. Sally responded to Board members’ questions regarding mentoring of new teachers, Board report cycles, student feedback, and teacher professional development.

C. Integrating Student Growth Into Teacher Evaluation (PERA)

Mr. Sally summarized the history of the Performance Evaluation Reform Act (PERA) which was enacted in 2010. The Act requires both a teacher evaluation system that establishes a rating system with four performance categories, as well as a student growth component that mandates use of two measures. District Administration created committees to address both new requirements: The Joint Committee on Teacher Evaluation wrote the new Teacher Evaluation Plan and the PERA Committee created in 2013-2014 worked on the student growth component in teacher evaluation. Both committees have members from administration and faculty. The PERA Committee’s charge was to develop a plan and procedures to use in integrating student growth into teacher evaluations. To do this, the Committee sought to use meaningful and feasible systems of measuring student growth while adhering to the Characteristics of Professional Practice. The Illinois law requires one assessment to be a national standardized test; for us, that will be the ACT and/or SAT. The second growth measure is created by the teacher in cooperation with the primary evaluator. The classroom assessment must include approval, initial assessment, a mid-point assessment, final assessment, and an evaluator-written summary after the teacher-written reflection. Mr. Sally reviewed the various standardized tests that New Trier will administer through 2020. These included the old PLAN test, the Pre-ACT, ACT, PSAT, PSAT-10, and SAT. He also explained further about the teacher-developed Type III Assessments. To measure student growth, teachers frequently develop rubrics, a means of assessing a variety of “performances” (projects, papers, presentations, tasks, habits of mind) using specific criteria. Learning outcomes are measured against detailed descriptions of performance and often assigned a term such as “exemplary,” “skilled,” “proficient,” “developing,” and “basic.” Mr. Sally noted the New Trier Student Growth plan was developed as a result of strong collaborative efforts between the Administration and the Association. Hundreds of teachers worked on pilot projects, contributing to the overall success of the initiative. Board discussion followed with Mr. Sally responding to members’ questions and comments.

D. Extracurricular Code of Conduct Revisions

Dr. Tim Hayes presented a report on the revisions made to the Extracurricular Code of Conduct. This code seeks to support the development of leadership, responsibility, and good decision making in student conduct. This covers all students in Athletics, Performing Arts, competitive activities, and leadership positions. The code is reviewed annually to discuss any changes. This year the proposed revisions include a philosophy statement; clearly delineated consequences for violations; and a more flexible range of possible disciplinary actions. Dr. Hayes stated the purpose of discipline should be to administer consequences for prohibited behavior, but to provide a learning experience that enables them to make better choices in the future. The process of administering consequences and informing parents was also reviewed and revised. Suspensions from athletics, performing arts, and leadership activities were revised. For the first offence,

the length of suspension has been reduced from up to 50% of the season to up to 25% of the season; the loss of leadership position remains in the new policy. Upon a second violation, students may now be suspended for up to 50% of the season rather than removed from the team as the previous Code dictated. If there is a third violation, students are removed from the extracurricular program for the rest of their high school career. Discussion followed that included maintaining greater consistencies among athletics, performing arts, and student competitive activities. Other comments included were on voluntary admission, the Trevian Tip Line and suspensions.

VI. Administrative Items

A. Construction Update

Mr. Chris Johnson provided a PowerPoint presentation for the Construction Update report. He noted the significant progress on the project and that Phase I will be completed on time. He reviewed the different areas and levels of progress highlighting the installation of furniture and kitchen appliances, and the mast stair completion. Phase II abatement and demolition is completed. He commended Mr. Martinelli and Pepper for negotiating a Project Labor Agreement that will help avoid work stoppages similar to the Sheet Metal workers' strike in June. The change order figure for this month, \$646,915 reflects the true costs for electrical and mechanical instead of the previous place holder in the budget and includes two months of work as the June figures were not available for the early June Board meeting. Neighbor comments and complaints increased over the last weeks as the demolition for Phase II began. Pepper is addressing their concerns, responding with increased street cleaning and the use of water on the demolition site. Mr. Johnson commended Winnetka Campus plant manager Steve Linke and Pepper for controlling any flooding that may have occurred due to the intense thunderstorms on July 23 and 24. Mr. Martinelli reviewed the progress with construction photos. Board discussion followed on the neighborhood clean-up efforts and the contingency figures.

B. Treasurer's Report – May & June 2016

Mr. Johnson presented Treasurer's Reports for both May and June 2016. These reports include Cash Flow Statements for three years, the monthly Financial Statement, the Cash and Investments Report and Investment Statements. The unaudited Historical Cash Balances have been trending higher than previous years.

C. Monthly Financial Reports – May & June 2016

Mr. Johnson also presented the Financial Reports for the months of May and June 2016. He noted the unaudited Revenues and Expenditures were under their targeted amounts which included the Salaries & Benefits Fund and the Supplies & Materials Fund. Barring any major surprises, he is expecting the District to underspend the budget for last year.

D. Tentative Budget 2016-2017

Mr. Johnson reviewed the Tentative Budget for FY2017 highlighting the balanced budget with revenues exceeding expenditures in Operating Funds by \$413,201. He noted the budget process has changed over the last few years with the implementation of the Skyward program and the use of cost containment measures. Skyward has allowed position control with actual salaries and benefits tracked. Long range forecasting with Forecast 5 has also enhanced the budgeting process. Revenue from property taxes will increase as new property increased by \$49M, almost double the \$25M that was projected. Mr. Johnson reviewed the anticipated expenditures that included the decrease in certified and non-certified staff; the favorable renewal for health insurance benefits and capital outlay for vehicles and buildings and site improvement. The Tentative Budget will be approved and placed on display for thirty days as the Administration continues to review the budget in preparation for the Final Budget presentation in September. Board discussion followed with positive comments on the ability to use actual figures in the planning process and the allocation of additional funds to capital projects. Mr. Dolinko moved that the Board approve the Fiscal Year 2017 Tentative Budget and that a Public Hearing date be set for September 19, 2016. The Board further approves that the FY2017 Tentative Budget be placed on public display from July 26, 2016 through September 19, 2016. Mr. Myefski seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed.

E. Board Policies – First Reading

Dr. Yonke reviewed the two additional policies requiring updating due to changes in state law. Policy 7-290 Adolescent Suicide Awareness & Prevention and Policy 2-140 School Board Communications were crafted with the assistance of the District's legal counsel and were reviewed by the Board Policy Committee. These policies were presented as a First Reading and will be brought to the Board for the Second Reading and approval at the August Regular Board meeting. Mr. Robitaille invited further comment on the proposed policy revisions. No further discussion followed.

VIII. Consent Agenda

- Bill List for the Period June 1-30, 2016
- Personnel Report
- Ratification of Change Order #10
- Board Policies – Second Reading
- Appointment of IMRF Authorized Agent
- Closed Session Records Review
- Amendment to Utilities IGA with Village of Winnetka
- Street Lighting IGA with Village of Winnetka
- Canvas LMS Renewal
- ED-RED Annual Membership FY 2017

Mr. Robitaille asked if any Board member would like to remove any items from the Consent Agenda for separate discussion. None of the Consent Agenda items were singled out for discussion. Mr. O'Donoghue moved that the Board of Education approve the Consent Agenda which includes the Bill List for the Period, June 1 through 30, 2016; the Personnel Report; that the Board of Education of New Trier Township High School District 203 ratifies Budget Change Order #10 to the contracts managed by Pepper Construction Company; and furthermore, deducts the amount of \$646,915.00 from the West Side Project Construction Contingency line item, all in the best interest of the District; that the Board approve the Policies Second Reading for Policy 7-25, 7-160, 7-190, 7-200, 7-210, 7-220, 7-306, and 8-30; that the Board approve the appointment of Myron Spiwak, Director of Business Services to serve as the new IMRF agent for the District; that the Board approves to open the Closed Session Records for June 8, 2015, July 13, 2015 September 21, 2015, October 19, 2015, November 16, 2015, December 14, 2015, and January 18, 2016 and the destruction of the Closed Session Meeting tapes of July 2014 through December 2014; and that the Board of Education approves Amendment Number One of the April 20, 2015 Intergovernmental Agreement to allow site electrical improvements; and that the Board approves the Essex Road Intergovernmental Agreement; that the Board Approves a contract with Instructure as presented and authorize the Assistant Superintendent of Finance and Operations to execute this agreement; and that the Board approves the ED-RED Annual membership for FY2017. Mr. Harris seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed.

Dr. Yonke presented a thank you gift to Mac Harris as outgoing president of the Board of Education, for his years serving as President, 2015-2016 and as Vice President, 2012-2015. Dr. Yonke also congratulated Board member Patrick O'Donoghue on the birth of his son Theodore on July 5, 2016.

XII. Board Member Reports

Ms. Albrecht reported for the *New Trier Education Foundation* that the Golf Outing will be on September 12. The Foundation also met on July 6 and discussed future fund raising, potential opportunities and strategies. She reported also on the *Policy Committee* which met last week and the Board saw the recommendations earlier in this meeting for the two First Reading policies and the Second Reading policies. Ms. Albrecht also attended the *Communications Committee* meeting which discussed the date for the ribbon cutting ceremony for Phase I of the Winnetka Facilities Project. Board discussion followed on available dates. All Board members are available for September 14, 2016.

Ms. Goldstein noted she is new to the *Policy Committee* and is pleased to note the committee was very thoughtful in its work in presenting policies to the Board.

X. Board Members' Requests for Research & Calendar of Events

- Calendar of Events

Dr. Yonke reviewed the calendar of events over the coming days and weeks. She noted that Summer School ends Friday, July 29; Football begins on August 8; Fall Sports begin August 10; the Special Meeting for the Board of Education is on August 12 to plan for the Superintendent Search; the new Leadership team meets on August 18; New Teacher Orientation is on August 22 through 24 and the Opening Institute day is August 25 at the Winnetka Campus. The first day of student attendance is August 29.

XI. ADJOURNMENT

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

The meeting adjourned at 9:51 p.m.

Respectfully submitted,

Lou Anne Kelly, Secretary

Gregory Robitaille, President