

**NEW TRIER TOWNSHIP HIGH SCHOOL DISTRICT 203
REGULAR MEETING OF THE BOARD OF EDUCATION
April 17, 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, April 17, 2017 at 6:30 p.m.

Members Present

Mr. Greg Robitaille, President
Ms. Lori Goldstein, Vice President
Ms. Cathy Albrecht
Mr. Alan R. Dolinko
Mr. Patrick O'Donoghue

Administrators Present

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

Members Absent

Mr. F. Malcolm Harris
Mr. John Myefski

Also Present

Mr. Peter Tragos, Assistant Principal, Northfield Campus; Ms. Stephanie Helfand, Chief Technology Officer; Mr. Myron Spiwak, Business Services Director; Mr. Gerry Munley, Assistant Principal, Winnetka Campus; Mr. Scott Williams, Assistant Principal, Winnetka Campus; Ms. Athena Arvanitis, Director of Student Life; Ms. Ellie Ambuehl, Director of Special Education; Mr. George Sanders, Director of Human Resources; Ms. Niki Dizon, Director of Communications; Mr. Colby Vargas, President New Trier Education Association, Social Studies Department; Mr. Jason Dane, Kinetic Wellness Department; Mr. Mike Hill, Technology Department; Mr. Eric Johnson, Technology Department; Mr. Dave Conway, Facilities Manager, Northfield Campus; Mr. Marty Platten, Pepper Construction Co.; Mr. Scott Flanagan, Wight & Company; Mr. Jim Smiley, Wight & 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. in Room C234. Roll call was taken. All members were present except Mr. Harris and Mr. Myefski. 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 to discuss 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; and to discuss collective negotiation matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. Mr. O'Donoghue seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed.

Adjournment to Closed Session – 6:31 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 April 17, 2017 of the New Trier High School Board of Education at 7:35 p.m. All members were present except Mr. Harris and Mr. Myefski. 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 Ms. Albrecht seconded the motion to approve the minutes of the Regular Meeting of the Board of Education held on March 20, 2017, open and closed session. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

ABSTAIN: Mr. Dolinko

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. Eight speakers from Winnetka addressed the Board on the topic of the ERB test, which is administered to all incoming freshmen. The parents expressed concern that the results were no longer reported by sender district. Dr. Yonke spoke briefly about why the change had been made at the suggestion of all six sender district superintendents. Mr. Robitaille thanked everyone for their comments and noted the District would look into their request and then reach out to the parents to report on the findings.

VI. Special Orders of Business

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

Mr. Waechtler, Principal of the Northfield Campus shared student news that included freshmen student art work entered in the Congressional Art Display competition. The student work is displayed in local libraries and the pieces that are chosen as winners will be displayed in Washington DC for one year. The International Global Studies School is displaying student work on marginalized groups in the Northfield Library. Spring Fest will be on Monday, May 15 for clubs and advisories with their theme this year of “Food for All”. On April 18 and 19, freshmen will take the Illinois Science Assessment in Biology. Mr. Waechtler introduced Ms. Gail Gamrath as the new Assistant Principal of the Northfield Campus. Ms. Gamrath began teaching at New Trier in 1994 and has been an adviser, a Kinetic Wellness teacher, the Junior Girls Adviser Chair, and the Freshman Girls Adviser Chair. Ms. Gamrath thanked the Board for the opportunity to continue serving the New Trier Community.

Mr. Scott Williams, Assistant Principal of the Winnetka Campus, reported about events and student activities at the Winnetka Campus which included the New Trier Science Olympiad Varsity Team placing first in the Regional Competition at Oakton Community College on March 18. They will now move on to the State Competition on April 29 at the University of Illinois in Champaign. The Volta Science Olympiad Club helps students at the Volta Elementary School in Chicago prepare for and compete in Science Olympiad competitions; their team won 18 or 23 events. April 5 and April 19 were testing days for juniors and sophomores. The New Trier Parents Association provided an evening for sophomore parents “Moving On Up” to assist families with the transition to the Winnetka Campus. A senior parent event “Ready to Launch” on April 20 assists families with the transition to college. Prom will be on Saturday, May 6, at the Hyatt Regency in Chicago for junior and senior students.

Dr. Timothy Hayes, Assistant Superintendent for Student Services, highlighted two parent events on healthy minds and bodies. On April 26 the ECGC Parent Group presents a program on good and bad stress in a panel discussion at 1:00 p.m. in room C234. Also, the same day at 7:00 p.m. in the Cornog Auditorium, FAN will present Dr. Emeran Mayer in a presentation on “The Mind Gut Connection: The Impact on Mood, Choices, and Health”.

Dr. Paul Sally, Associate Superintendent for Curriculum and Instruction, noted the District's commitment to continuing the ACT test for two years. He explained that the ACT data is important because it provides information on student growth. Also, continuing to administer the ACT and the SAT for the next year will also allow the District time to monitor how the State will move forward on testing. He reiterated that while this is two days of testing for juniors, which has been the standard for many years, only the SAT test is mandated by the State.

Mr. Christopher Johnson, Assistant Superintendent for Finance & Operations reported that there was one FOIA request received since the last Regular Board of Education meeting. He noted the request for student performance metrics for the 2009-2010 school year has been completed.

B. All School Seminar Day Report

Dr. Tim Hayes presented an update report on the All School Seminar Day planned for February 28, 2017. This report provides analysis of the survey and focus group feedback from students and staff members in order to reflect on the day and consider options for how we will continue to talk with our students about race. From the survey, there were 201 staff responses, 757 student responses from the Winnetka Campus, and 602 student responses from the Northfield Campus. Focus groups included advisers, the Professional Development Committee, the Administrative Team, Student Alliance, and Student Voices in Equity. The focus group discussions centered on the elements of the day that should be celebrated as successes, the elements of the day should be changed, and the elements of the day that should be included in future discussions of race at New Trier. The overall reflection from this data is that the day was a highly positive experience and there was a tremendous pride that the school took on this topic. Changes to consider in the future would be to have more interactive workshops, fewer lecture formatted sessions, more variety in the workshops, and a greater focus on student discussions. Dr. Hayes shared attendance information, noting that 3095 students attended the All School Seminar Day which is 76.69% of total students, an increase over last year's 60%. He reviewed student and staff comments on the keynote speakers, highlighting that both authors' works were awarded National Book Awards after we had engaged them and that Colson Whitehead has received the Pulitzer Prize for his book *The Underground Railroad* just since the last Board meeting. Dr. Hayes also shared feedback received about the workshop sessions, the common lesson, and the seminar day format. He praised the planners of the last two seminar days for the incredible amount of work they put in that was needed to successfully run the day. He also noted that while some people equate seminar day with discussions on racial issues, this was not the original intent of seminar days, and we should decouple our work on race from the seminar day structure.

To continue our work on racial equity and understanding racial perspectives, Dr. Hayes recommends a multi-faceted approach that would include opportunities for students to engage in discussion with each other on this topic and learn from multiple perspectives through our curriculum and other experiences. First, he is recommending that since we are in school on next year's Dr. Martin Luther King Day, we focus on Dr. King's contribution to racial equity and civil rights during an extended adviser room period on that day. We would have regular classes for the remainder of the day since final exams are scheduled for the following week. Dr. Hayes also recommended that New Trier expand and formalize its network of partnerships with other schools to provide more opportunities for our students to work collaboratively on projects with students from a variety of backgrounds. Board discussion followed on collaborative partnerships with other schools, support for three or four-year cycle of seminar days, focusing on Dr. King when students are in school on his holiday, supporting debate with civility, and the broadening of the discussions on race into the curriculum.

C. Monthly Construction Report

Mr. Christopher Johnson presented the April 2017 Construction Report. He reviewed the Phase II Project Summary noting the masonry walls in the theatres are nearly complete; the access ramp to the lower level is to be removed the week of April 17, the interior buildout is progressing on levels 1-4, the concourse work continues with final concrete work, the existing student lounge was demolished over Spring Break, and the exterior masonry has commenced. Mr. Johnson noted that project change order #20 is for \$253,828. The estimated future contingency usage increased slightly to \$1,572,247. Unidentified Contingency Usage was reduced by the one-month value of \$140,739. There is an increase in estimated future obligations of \$147,491 and he noted that in May there will be a full Budget update presentation to the Board. Mr. Marty Platten provided narration to the Project photos on the progress made to date. Mr. Johnson stated that Project Architect, Mr. Scott Flanagan will be stepping back from the Winnetka Project. Mr. Jim Smiley will take over the full time role of architect on-site for the remainder of the project. Board discussion followed with Board member comments and questions on the Project and Change Order #20.

D. Textbook Adoptions 2017-18

Dr. Paul Sally presented eleven new textbooks for Board approval for the next School Year, 2017-2018. He noted textbook adoption is a rigorous process in which the academic departments evaluate the best learning options for our students. The departments are committed to monitoring and lowering textbook costs for families. He noted this year there are a number of courses with no textbooks. In these courses, teachers and course committees have developed materials that will guide the learning and they have identified supplementary materials for students. Additional savings may also be passed along to families in the Mobile Learning Initiative as the cost of iPads comes down. Board discussion followed as Dr. Sally responded to Board members' comments and questions on graphic novels, and the role of the Board in overseeing the curriculum and approving textbooks and ancillary materials.

VI. Administrative Items

A. Treasurer's Report for March 2017

Mr. Christopher Johnson presented the March 2017 monthly Treasurer's Report which includes three years of Cash Flow Statements, the March Financial Statement, the Cash and Investment Report, and the March Investment Statements. Mr. Johnson highlighted that the first installment of tax receipts has been received in the amount of \$31M. Some State funding, \$115,000, has come in but payments by the State are generally behind schedule. Mr. Johnson also noted the report shows the District's support of the Winnetka Project with the transfer of the promised \$11.4M.

B. Financial Reports for March 2017

Mr. Johnson reviewed the Financial Report for March which shows revenue at its highest point in the annual fund balance. Expenditures are trending 1.82% lower compared to last year due to the timing of certain purchases.

Mr. Johnson responded to Board members' questions on the new property reports and specific line items.

C. Resolution Adopting a Disclosure Compliance Policy of Township High School District Number 203, Cook County, Illinois

Mr. Johnson reviewed the discussions begun at last month's Board of Education meeting on the Bond Disclosure Policy. It is a summary resolution of the obligations and guidelines for the District to monitor the activity over the life of the Bond. Mr. Johnson will act as the Disclosure Officer who oversees the work of the Business Office and the District's Financial Advisor, William Blair. The District auditors, RSM will also monitor the bonds and perform tests to make sure they are used for their specified purpose. Reporting to the Board will occur at the December Board meeting to coincide with the Auditor's Report. Mr. Robitaille reviewed the Bond Disclosure discussions of the Finance Committee and shared their recommendation that the District Auditors, being the independent third party needed to report compliance to the Board, should make this part of their annual audit. Board discussion followed with Mr. Johnson responding to members' questions. Mr. Dolinko moved and Ms. Goldstein seconded the motion that the Board of Education approve the Resolution adopting a Disclosure Compliance Policy of Township High School District Number 203, Cook County Illinois as presented. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed.

D. Tentative Budget Amendment FY17

Mr. Christopher Johnson presented to the Board a Tentative Budget Amendment for FY 17 and reviewed the events that necessitated the changes to the Tentative Budget. The first is related to construction items with the Five-Year Plan. This plan and its projects are approved on a yearly basis for work to be done in the following year. The work projects for the Summer 2017 were approved in November 2016 after the Budget was approved. Revenue from the Bond Sale for the work and expenditures for the work in the Summer of 2017 need to be reflected in the Budget. In December 2016, the District decided to pay down some of the IMRF payments and likewise these are now reflected in the amended Tentative Budget. Lastly, the District insurance with NIHIP has surplus funds in the insurance cooperative reflect contributions by both the employees and the District. Effective management by the insurance cooperative over the past few years has generated this surplus. Discussions with the employee groups followed on options for use of the

employee share. The employee groups decided to use their portion for a premium holiday in June for the next three years. The Administration is recommending the District use its portion of the surplus to fund the overage of the Winnetka Campus Facilities Project. Incorporating all of these changes, the Budget continues to be balanced. Mr. Johnson recommend that the Board approve the Tentative Amended Budget and call for a Public Hearing to be scheduled for the June 5 Regular Board meeting. Board discussion followed on the fortunate timing of the insurance surplus funds.

Mr. Dolinko moved and Mr. O'Donoghue seconded the motion that the Board of Education approve the 2016-17 Tentative Amended Budget and that a Public Hearing date be set for June 5, 2017. It is further recommended that the 2016-17 Tentative Amended Budget be placed on public display from April 17, 2017 through the Public Hearing. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed.

E. Five-Year Budget Projections Update

Mr. Johnson noted the District periodically reviews the Five-Year Budget Projections, providing updates as new information becomes available. Mr. Johnson presented two versions of the projections. The first assumes a similar budget as last year, including the increase in capital expenditures. It shows a balanced budget for FY18. The second scenario shows the impact of a two-year property tax freeze, should the State of Illinois implement it. Several recent variable changes are included in the plan. These include the changes in the faculty, support staff, and Physical Plant Services contract salaries; the Special Education tuition; and the pay-down on the IMRF payment. He highlighted the current variables that included the actual revenue and fund balances from the previous year; the changed use of a 5-year CPI average as opposed to a 10-year average; and the current enrollment figures received from the 2016 Kasarda Demographic Report. On the expenditure side, the plan reflects the actual expenses and fund balances for the previous year. Our health insurances shows healthcare costs will not increase next year, and that increases in outplaced and residential Special Education costs have been reduced from 9% to 2% increases each year. Faculty, staff, and physical plant services contract salaries have been updated based on current employees, and the IMRF UAAL pay down for IMRF reduced the district's IMRF rate. Other future variables include possible changes in the following areas: the District's insurance, staffing, the Illinois State Budget, and cost containment. Board discussion followed with Mr. Johnson responding to Board members' questions. Mr. Dolinko highlighted that, in looking at the balanced operating budgets for FY18 and FY19, it is notable that the District has kept its 2003 promise to District residents to not ask for a tax rate referendum in the past fourteen years. The original promise was for five years. Other comments looked further at the District's cost containment process and efficiencies.

VIII. Consent Agenda

- Bill List for the Period March 1-31, 2017
- Personnel Report (Appointments, Change of Status, Resignations, Retirements, Stipends, Tenure, Scale Movement, Admin contracts for Assistant Principal-Northfield Campus Director of Business Service, Assistant Principal for Student Services, Winnetka Campus Principal, Chief Technology Officer, Assistant Superintendent for Student Services, Northfield Campus Principal, Director of Student Life, Director of Athletics, and Assistant Superintendent for Finance & Operations)
- Ratification of Change Order #20
- Board Policies – 2nd Reading Approval
- Resolution to Non-Renew/Dismiss Non-Tenured NTEA Personnel
- Resolution to Honorably Dismiss NTEA Personnel

Mr. Robitaille asked if there were any items on the Consent Agenda that should be removed for separate discussion. No one requested any Consent Agenda items needing further discussion. Mr. Dolinko moved and Mr. O'Donoghue seconded the motion to approve the Consent Agenda, which includes the Bill List for March 1-31, 2017; the Personnel Report, which includes Appointments, Change of Status, Resignations/Retirements, Scale Transfers, Admin Contracts for Assistant Principal-Northfield Campus, Director of Business Services, Assistant Principal for Student Services, Winnetka Campus Principal, Chief Technology Officer, Assistant Superintendent for Student Services, Northfield Campus Principal, Director of Student Life, Director of

Athletics, and Assistant Superintendent for Finance & Operations; and the Board further approves the Addendum to the Personnel Report which includes the approval of Administration, Exempt Personnel, and Management Salaries as presented; the Ratification of Change Order #20; approval for the 2nd Reading for revisions to Policy 8-30 and the elimination of Policies 8-40 and 8-50; the Resolution to Non-Renew/Dismiss Non-Tenured New Trier Township Education Association Personnel; and the Resolution to Honorably Dismiss New Trier Township Education Association Personnel. Upon a roll call vote being taken, the members voted as follows:

A YE: Ms. Goldstein, Mr. O'Donoghue, Ms. Albrecht, Mr. Dolinko, Mr. Robitaille

NAY: None

The motion passed.

IX. Board Member Reports

Ms. Albrecht reported for the *New Trier Education Foundation* which held their meeting last week. They are reviewing the reporting of their financial records for the Golf Outing and the Alumni Achievement Dinner, as funds cross between fiscal years. They would like to present reports that show the specific details of each event. Ms. Albrecht announced that pledges for the Green Roof have reached over 80% of the goal. An anonymous donor of \$5,000 challenged the Foundation to raise \$15,000 for a Special Education Grant, which indeed was fully funded. She noted the Foundation is also reexamining their by-laws, amendments, and governance issues within the Foundation.

Ms. Goldstein reported for the *Community Engagement Committee* which met to discuss the planning for the Winnetka Project Dedication which will be in October and retirement events for Dr. Linda Yonke. The New Trier Parents' Association provided a special presentation to Dr. Yonke at their meeting this month. In her honor, they presented a \$5,000 contribution to the Green Roof Fund. Also, the Parents' Association is raising the senior student fees from \$35 to \$45 to cover increased expenses for the graduation party and other activities. They are working on new branding and logo for the NTPA. Graduation Yard Signs are available. May 2 is the Parents' Association Teacher Appreciation Day when they provide dessert at both campus staff dining rooms. May 10 will be a Post High School Counseling Senior Advisor Appreciation Day. Trevia Day is May 26 and planning continues for the Graduation Party on June 4.

Mr. Robitaille reported that information discussed at the Finance Committee meeting has already been covered earlier this evening. He attended the Booster Club meeting and shared that the Club has elected new officers, and they welcomed new members who will begin their service next month. The Booster Club's budget has allocated \$65,000 to fund Athletic Department requests, freeing up additional funds now that the new turf donation project is completed.

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

- Calendar of Events

Dr. Linda Yonke began with congratulations to Greg Robitaille, Marc Glucksman, Carol Ducommun and Keith Dronen for their election to the District 203 School Board on April 4. Their new four year terms begin on Monday, May 1, at the Special Board of Education Meeting to certify the ballot and seat the new board. She noted that they are already working hard as they have attended three board orientations in preparation for board service. Dr. Yonke also noted that juniors will be taking the ACT test on Wednesday, April 19. The administration supports the value of administering this important college-admissions test on a school day. The 21st Century Benchmark Consortium, of which New Trier is a member, will meet the last week of April. She, Dr. Sally, and Dr. Hayes will be attending the meetings which will include a speaker on emotions and learning. Prom is on May 6. Dr. Yonke reminded Board members that there will be a photographer to take the Board's photo before the May 15 Regular Meeting.

-Requests for Staff Research & Future Agenda Items

Mr. Robitaille requested a review of policies related to curriculum development and selection for a date later to be determined. Dr. Yonke responded to Ms. Albrecht's previous request to consider adding one or two holidays back to the 2017-2018 School Year Calendar. She consulted with the Administration, Pepper Construction, and Wight and Co., and found numerous reasons to keep the third-year construction school year calendar as is. Pepper and Wight strongly urged New Trier to keep the original calendar since any changes may adversely affect the project's schedule. She also noted that as all three years of the construction calendars have been published, families and staff have made plans for vacations and schedules around what has already been

approved. Dr. Yonke remarked that each of these three calendars has been different in start dates, end dates, or exam schedules, and it is important to survey all three to make a complete recommendation for future calendar formation.

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 10:05 p.m.

Respectfully submitted,

Lou Anne Kelly, Secretary

Gregory Robitaille, President