

**NEW TRIER TOWNSHIP HIGH SCHOOL DISTRICT 203
REGULAR MEETING OF THE BOARD OF EDUCATION
May 21, 2018
New Trier Township High School
7 Happ Road, Room C234
Northfield, IL 60093**

A **Regular Meeting** of the Board of Education of New Trier Township High School District 203, Cook County, Illinois was held at New Trier High School – Northfield Campus, 7 Happ Road, in Room C234 on Monday, May 21, 2018 at 6:00 p.m.

Members Present

Mr. Greg Robitaille, President
Ms. Cathy Albrecht, Vice President
Mr. Keith Dronen
Ms. Carol Ducommun
Dr. Marc Glucksman
Ms. Lori Goldstein
Mr. Patrick O'Donoghue

Administrators Present

Dr. Paul Sally, Superintendent
Dr. Timothy Hayes, Assistant Superintendent
for Student Services
Mr. Christopher Johnson, Assistant Superintendent
for Finance & Operations
Mr. Peter Tragos, Assistant Superintendent for
Curriculum & Instruction
Mrs. Denise Dubravec, Principal – Winnetka Campus
Mr. Paul Waechtler, Principal – Northfield Camp

Also Present

Mr. Myron Spiwak, Business Services Director; Mr. Gerry Munley, Assistant Principal, Winnetka Campus; Mr. George Sanders, Director of Human Resources; Mrs. Linda Knier, Director of Academic Services; Ms. Gail Gamrath, Assistant Principal of the Northfield Campus; Mr. Scott Williams, Assistant Principal for Student Services, Winnetka Campus; Ms. Athena Arvanitis, Director of Student Life; Dr. Stephanie Helfand, Chief Technology Officer; Ms. Niki Dizon, Director of Communications; Mr. Augie Fontanetta, Athletic Director; Mr. Colby Vargas, Social Studies Department; Mr. Todd Maxman, Social Studies Department; Mr. Colby Vargas, Social Studies Department; Mr. Jon Lepeska, Mathematics Department; Ms. AnnMarie de Serpa, Special Education Department, Mr. Steve Drappuch, Social Studies Department; Mr. Tom Flanagan, Science Department; Ms. Christine Estberg, Science Department; Mr. Paul Moretta, Athletics Department; Mr. Jason Dane, Kinetic Wellness Department, New Trier Education Association President; Ms. Jenny Wexler, Mathematics Department; Ms. DeDe Kern, New Trier Extension; Ms. Sarah Kropski, NTESPA Co-President, Music Department & Media Speech & Theatre Department; Ms. Lindsey Ruston, Board of Education Secretary Elect; Mr. Mike Hill, Technology Department; Mr. Eric Johnson, Technology Department; New Trier students Leigh Meyer, Ella Denman, Jose Chavez, Emmie Osuna, Remi Schreder, Bri Perez, and members of the press and community including Rich Silverstein, Alan Hatchett, Laura Herrick, Paul Schwartz and Guy Emerson Mount.

BUSINESS MEETING

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

Mr. Robitaille called the Regular Meeting of May 21, 2018 of the Board of Education to order at 6:00 p.m. in Room C234. Roll call was taken and all members were present. Mr. Robitaille asked for a motion to move to Closed Session. Ms. Ducommun moved that the Board adjourn to Closed Session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity; and for the purpose of discussing collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees; and for the purpose of discussing 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 for the purpose of discussing the placement of individual students in special education programs and other matters relating to individual students; and for the purpose of discussing student disciplinary cases. Ms. Albrecht seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: none.

The motion passed.

II. CLOSED SESSION – 6:00 p.m. – Rm. A201A

BUSINESS MEETING

III. Open Session – 7:00 p.m. – C234

Mr. Robitaille re-called to Order the Open Session, Regular Business Meeting of the New Trier High School Board of Education of May 21, 2018, at 7:00 p.m. All members were present.

IV. Minutes

Mr. Robitaille asked for any comments or questions on the Minutes of April 16. Mr. O'Donoghue moved and Ms. Goldstein seconded the motion to approve the minutes of the Regular Meeting of April 16, 2018, open and closed session. Upon a roll call vote being taken, the members voted as follows:

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

NAY: none

The motion passed.

V. Communications

Mr. Robitaille invited anyone from the audience who wished to address the Board to come forward and fill out a yellow communications request form from the back table. Mr. Rich Silverstein shared his comments on open gym; Mr. Alan Hatchett on racist graffiti; Ms. Laura Herrick on supporting black students on campus; Mr. Paul Schwartz on the Heroes Support Group for Cultural Change and Mr. Guy Emerson Mount on campus climate.

VI. Special Orders of Business

A. Report from Campus Principals

Mr. Paul Waechter, Principal of the Northfield Campus, shared information and slides on programs and events happening at the freshman campus, which included:

- **Wellness Week** – Week of April 22nd: The week began with a 5K race, fitness work in KW classes and daily themes on wellness.
- **Service Learning Projects** –
 - **#lunchbag** took place on May 12. Students and their families packed 1500 lunches and decorated lunch bags, which were then delivered to homeless shelters
 - Adviser room students collected 21 cases of food for **Pantrypalooza**, which were delivered to the New Trier food pantry
 - Variety of musical performances put on by their peers.
- **SpringFest** – on May 17th, clubs and adviser rooms raised a little under \$4,000 for the food pantry. There was face painting, booths for food, and the jazz band played.
- **Take Your Kids to Work Day**: On April 26th, about 200 children attended and 50 teachers opened up their classrooms for participants. The kids could participate in different lessons. It was fun to see the older students modeling good behavior for the younger kids.
- **Illinois Science Assessment Testing**: On April 17th and 18th testing was completed during a biology double-lab period. Compliance for the test is high, since it is completed in class. It is the last remnant of PARCC testing and is needed for the state to be in federal compliance of testing high school science.
- **After the Academics**: On May 7th, hundreds of 8th grade families attended the athletics and activities fair to highlight extracurricular opportunities and encourage participation.
- **Lunch 'n Learns**: Maddie and Michael, who previously addressed the Board, are leader of Committed to Action (CTA). They spoke of what it is like to be LGBTQ in our community and what teachers can do better support that. Kiran Subhani, a New Trier English teacher, spoke on “Understanding Islam”. She discussed what it is like to be a Muslim in our community and about her students’ experiences.

Mrs. Denise Dubravec, Principal of the Winnetka Campus continued sharing student events and programs at the Winnetka Campus, which included:

- The **Science Olympiad Team** won first in the state. They traveled to Colorado for regional competition, and although they did not place, they did a wonderful job.
- New Trier also won first in the state in **Japan Bowl**. Our students now have an opportunity to participate in an exchange program and travel to Japan over the summer.
- Mrs. Dubravec thanked Kristi Fischer, Chair of the Business Education Department and Business teacher Matt Mersch, for launching a start-up business competition for high school students. Mrs. Dubravec participated on a panel of judges who determined which group would move on to the final business competition, ‘The Next Launch’ in Indiana. Our New Trier sophomore students won second place and \$10,000 in that competition with their app called ‘Spark’.
- Habitat for Humanity students worked with the Northfield, Winnetka, Glencoe Go Green Group. They raised \$20,000 to put solar panels on a home.
- Commencement preparation continues.
- Student Voices in Equity has completed a project called, “*What it is like to be _____ at New Trier*”. Faculty sponsors Todd Maxman (Social Studies) and AnnMarie de Serpa (Special Education) presented their project along with New Trier students Jose Chavez, Ella Denman, Leigh Meyer, Emmie Osuna, Bri Perez and Remi Schreder. Voices in Equity meets once a week and are committed to the equity work begun at Seminar Day. The group originally had 110 responses to the above statement. Responses are on display at Winnetka Campus. Feedback about the installation has been positive. Statements may also be seen on the video monitors on both campuses. The Voices in Equity group continues to work on next steps. Mr. Maxman encouraged New Trier to have conversations of race and to honor the personal thoughts of the statements. Ms. de Serpa thanked several staff and administrators for their help and support with the project. Dr. Sally mentioned that it is a priority to work with students about their experiences and the importance of hearing their stories.

FOIA Report

Mr. Chris Johnson, Assistant Superintendent for Finance and Operations notes there were thirteen FOIA requests received since the last Board of Education Regular meeting. Four remain open, while nine others have been closed. Requests that are still open are on our visitor management system, employee records for a past employee, and one for student information. FOIA requests that are closed are on clarification of a previous FOIA, bid tabs for construction, a student project, two on student fees, two on Physical Plant Services work orders, and two on the Athletic budget.

B. Foreign Exchange Students

Ms. Athena Arvanitis, Director of Student Life, introduced the foreign exchange students and invited them to share their experiences of their year at New Trier. Erica (Else) Rensen of the Netherlands was hosted by Joy and Tim Doelman of Glencoe, Hilda Lundanes of Norway was hosted by Beth and Dan Croley of Glencoe, Anne Rothermund of Germany was hosted by Marilyn and Marc Falkenberg of Wilmette, Felicie Michel of Belgium was hosted by Mandie and Dave Mischler of Wilmette, and Aurelien Sapin of France was hosted by Cheryl and Paul Leamon of Glencoe. Ms. Arvanitis noted that Aurelian was unable to attend as he was at the awards night with the Sailing Team. Students shared what they learned in a variety of classes and the extracurricular activities they participated in. All thanked the Board for the opportunity to attend New Trier. Mr. Robitaille thanked the host parents for opening their homes and thanked the students for contributing to the fabric of our community. Ms. Albrecht expressed her hope that the foreign exchange students have lasting friendships with the New Trier students and their host families.

C. Calendar Study Update

Mr. Paul Waechtler, Northfield campus Principal, and Dr. Paul Sally, Superintendent, presented a report on the calendar study. Mr. Waechtler thanked co-chair and Social Studies department chair, Michael Christensen, for her work along with the Calendar Review Committee. Over the past three academic years, New Trier has varied its school calendar due to the construction project at the Winnetka Campus. During this time Hanover Research surveyed students, staff, and parents about each year’s calendar with the intent of accumulating knowledge that could be used to create future school calendars. Two themes emerged from the initial research: (1) a school year without periodic days off was difficult for students and staff and (2) students were supportive of having final exams prior to Winter Break. During the 2017-18 school year, the

final year of the altered calendars, the survey expanded to ask about priorities and options. Focus groups of students, staff, and parents were conducted to delve deeper into calendar options. North suburban high schools were contacted, of which the majority have, or will move to an earlier August start date and holding first semester exams prior to Winter Break. Those that have switched to exams before winter break noted a positive impact and had no plans to return to the old calendar. On other calendar issues, New Trier has developed homework free weekends and breaks for the 2018-19 school year. Weekly late starts are also under review for proposing to the Board for 2019-20 and beyond. These late starts would positively impact teacher professional development, while allowing students additional time to sleep in each week.

Next steps include the Calendar Review Committee meeting with departments and then making recommendations in October for the 2019-20 school year. Dr. Sally highlighted the importance of involving departments in regards to curriculum delivery when considering unbalanced semesters. Board discussion followed with Dr. Sally and Mr. Waechtler responding to queries about the data collection, the 18-19 calendar, sender school and parent concerns, among other items. Dr. Sally noted one goal for the future is to give families school calendars two years in advance.

D. New Trier Extension Report

Ms. DeDe Kern, manager for New Trier Extension (NTX), presented a report on the community education program. The Extension program offers primarily adult education and enrichment courses, along with select offerings for younger students, during three sessions: fall, winter/spring, and summer. The program is supported by the District for the benefit of residents in New Trier Township and is meant to be self-sustaining. The presentation provided an update about recent improvements to operations as well as future plans. Ms. Kern provided historical background on NTX, noting that it was started in 1939 and is the oldest existing continuing education program, run by a high school, in the area.

Currently, over 500 classes are offered each year in such areas as foreign language, finance, music and fitness. Ms. Kern noted that there are 3,799 participants and 67 instructors with enrollment numbers remaining steady over the past three years. New classes have been added such as healthy living, youth wrestling and sailing. Updates to the catalog have also occurred, both in format and distribution. In 2015, the Extension went to online registration. Ms. Kern reviewed financials and the program has gone from operating at a loss to a profit. New Trier Extension has several goals for the future such as investigating areas for additional promotion of the program, standardizing the class evaluation process, and using new spaces at the Winnetka campus. Dr. Sally noted that Ms. Niki Dizon, Director of Communications, oversees the New Trier Extension and commended the streamlining processes implemented in the past few years. Board discussion followed with Ms. Kern responding to queries on the number of participants, class sizes, the numbers of district and non-district students and marketing for the program.

VII. Administrative Items

A. Treasurer's Report for April 2018

Mr. Chris Johnson presented the April Treasurer Report which includes three years of Cash Flow Statements, April's Financial Statement, the Cash and Investments Report, and the April Investment Statements and the Historical Cash Balances Graph. Mr. Johnson noted that the receipts this month were lower than this same time last year, due to the bulk of the property tax revenues received earlier in the year. Receipts total \$3M for this month. This is also reflected in the Historical Cash Balances trending higher than a typical year. He highlighted that the weighted portfolio yield continues to rise, with current yield at 1.902%. Interest expenditures have averaged around \$41,000 between 2012-2016. Last year interest came in at \$778,000 and this year it is close to \$969,000. Mr. Johnson credits the larger cash balances, rising interest rates and a new system of planning on how the District is investing cash allowing for greater returns on the investments.

B. Financial Reports for April 2018

Mr. Johnson reviewed the Financial Reports for April 2018, noting that 99.3% of all revenues have been collected for the year. This is primarily due to the early payments of the property taxes and prompt payments by the State. Operating revenues are trending 2.43% higher year to date compared to last year at this time. Operating expenditures are slightly higher over last year's year to date, due to the timing of certain capital purchases. Mr. Johnson stated that by design with the new Skyward system more precise budgeting is possible and the expectation is for smaller surpluses will reflect that. He invited and responded to Board members' comments and questions on budgeting and closing out the budget year.

C. Board Liaison Committee Assignments for 2018-2019

Mr. Robitaille presented to fellow board members the listing of the Committee Liaison assignments for the 2018-2019 School Year. He noted these changes were effective as of the May 2018 Regular Board meeting.

Parent/Community Groups:

New Trier Parents' Association
Booster Club
New Trier Educational Foundation
New Trier Fine Arts Association
Special Education Parents Group
NSSED

Board Member Liaison

Carol Ducommun
Patrick O'Donoghue
Cathy Albrecht
Carol Ducommun
Keith Dronen
Lori Goldstein

School Committees:

Technology
All-School Forum
Traffic & Parking

Marc Glucksman / Patrick O'Donoghue
Keith Dronen
Marc Glucksman

Superintendent Committees:

Facilities Steering Committee
Naming Committee
Community Engagement Committee
Strategic Planning Committee

Cathy Albrecht / Patrick O'Donoghue
Ad hoc – to be named as needed
Lori Goldstein / Cathy Albrecht
Carol Ducommun / Greg Robitaille

Board of Education Committees:

Finance
Policy Committee

Greg Robitaille/Carol Ducommun/Keith Dronen
Lori Goldstein / Marc Glucksman

VIII. Consent Agenda

- Bill List for the Period April 1-30, 2018
- Personnel Report (Appointment, Changes of Status, Resignations, Retirements, Stipends, Scale Movement, Scale IV and Scale V Reviews)
- IASB Annual Dues – 2018-2019
- Prevailing Wage Resolution
- Computer Hardware Lease
- Technology Network Equipment Purchase
- NTESPA Side Letter Agreement
- Settlement Agreement

Mr. Robitaille asked if any Board member would like to remove items from the Consent Agenda for separate discussion. There were no requests for separate discussion items. Ms. Ducommun moved that the Board of Education approve the Consent Agenda which includes: the Bill List for the Period, April 1-30, 2018; the Personnel Report which includes Appointments, Changes of Status, Resignations, Retirements, Sabbatical Leaves, Stipends, Scale Movement, and Scale IV and Scale V Reviews; the IASB Annual Membership Dues for 2018-2019; the Prevailing Wage Resolution as presented; that the Board of Education approves the capital lease contract with Dell Financial Services as presented and authorize the Assistant Superintendent of Finance and Operations to execute the agreement; that the Board of Education approves the contracts with Sentinel Technology and CRW Inc. as presented and authorize the Assistant Superintendent for Finance and Operations to execute the agreements; that the Board of Education approves the NTESPA Side Letter Agreement as presented and that the Board of Education approve the Settlement Agreement as presented. Ms. Albrecht 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.

IX. Board Member Reports

Mr. Dronen reported for the *All School Forum* meeting on May 16. New Trier alums participated in conversations on the transitions to college life, social interactions and academic rigor. He thanked Eric Stewart for his leadership in sponsoring these meetings and bringing students, administration and faculty together for these open and pertinent discussions.

Mr. Dronen also attended the *Special Education Parents Group*, which met on April 17 and May 8. They are planning monthly meetings for next year. These parents have young adults in the ELS program which strives to enhance functional academic and life skills. Their goal is to implement transitional planning with guidelines and time frame for parents. The Parent Group is seeking feedback through a satisfaction survey from parents of ELS students. Mr. Dronen noted these parents have seen significant focus for general education students for college preparation and would be eager to see similar focus for the ELS for vocational training and preparation. This group of parents is looking forward to meeting the new Assistant Superintendent for Special Education, Dr. Joanne Panopoulos. Mr. Dronen also shared news of the *Special Olympics* which took place on Sunday, May 6 in Lake Zurich. New Trier had thirty plus students participating. He highlighted the focus is not on winning or losing but on coming together and being part of a community. They will have an end of year banquet on May 16. He thanked Kay Pothast, Marty Laffey and Mary Beth Barrett for their work and time on behalf of these students.

Ms. Ducommun reported for both the *New Trier Parents Association* and the *New Trier Fine Arts Association* on their recent meetings. Both associations talked about the discussions on the Adviser Program and welcome the continuing engagement with parents. Ms. Ducommun was also grateful to Mrs. Dubravec and Mr. Waechtler for sharing directly with the Board and parents, student experiences in school and among their peers.

Mr. Robitaille attended the May 8 *Finance Committee* meeting. He noted the committee reviewed the upcoming Budget and discussed any revisions. Mr. Robitaille stated the Budget will be presented to the Board at the June or July 2018 Board meeting. There were no major changes to the Budget.

Ms. Albrecht reported for the *New Trier Educational Foundation Committee* and the *Liaison Committee* which recently met. She shared the news that the Foundation's Texas Hold'em event netted proceeds of \$4,000-5,000. Planning continues on the 14th Annual Fall Golf Outing for September 24th, as well as the solicitations for sponsors. The Alumni Achievement Awards Gala Dinner event will be March of 2019 is progressing well on their list of candidates. Ms. Albrecht noted the Foundation is looking for ways their involvement can relate to the next Strategic Planning session.

Ms. Goldstein shared information on the *Communications Committee* which includes Ms. Niki Dizon, our Communications Director. Plans for a restructure and expansion to include community members are in the works, as well as looking for a theme for next year to align with the Strategic Plan. They are discussing goals on Social Media, the website and both internal and external communications.

Ms. Goldstein also noted the *NSSSED* North Shore Academy will hold its graduation on June 5. Work continues on their budget, now in its third draft. The average daily enrollment is down from 407 to 350 causing several staff reductions. Ms. Goldstein highlighted that while they are downsizing, the member districts are bringing these services in house. NSSSED Staff are moving to the member districts.

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

- Calendar of Events: Dr. Sally highlighted the Recognition Dinner on Friday, May 18. He thanked Board members for attending this always special evening to honor newly tenured teachers as well as those staff members retiring this year. He noted also included this week are the AP Art Show and the Senior Projects Exhibit at the Winnetka Campus. The last day for seniors is Thursday, May 24 and *Trevia* Day is Friday, May 25. The New Trier Learning Center will hold its Graduation on Thursday, May 31 at noon in Room C234. Commencement will be on June 3 at the Sears Centre Arena in Hoffman Estates. Second Semester exams are June 8, 11 and 12. The next Regular Board of Education meeting is on Monday, June 11.

-Requests for Staff Research & Future Agenda Items: Mr. Robitaille asked members for any new items for staff research or for a future agenda. There were no new suggestions.

XI. ADJOURNMENT

Mr. O'Donoghue moved and Ms. Goldstein seconded the motion to adjourn. Upon a voice vote being taken, all members indicated they were in favor.

The meeting adjourned at 8:48 p.m.

Respectfully submitted,

Lou Anne Kelly, Secretary

Gregory Robitaille, President