

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

November 19, 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, November 19, 2018 at 7:00 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
Ms. Joanne Panopoulos, Assistant Superintendent for Special Education
Mr. Peter Tragos, Assistant Superintendent for Curriculum & Instruction
Mrs. Denise Dubravec, Principal – Winnetka Campus
Mr. Paul Waechtler, Principal – Northfield Campus

Also Present

Mr. Myron Spiwak, Business Services Director; Mr. George Sanders, Director of Human Resources; Ms. Gail Gamrath, Assistant Principal of the Northfield Campus; Mr. Scott Williams, Assistant Principal for Student Services, Winnetka Campus; Ms. Niki Dizon, Director of Communications; Ms. Athena Arvanitis, Assistant Principal for Student Programs and Operations; Mr. Mike Lee, Assistant Principal for Administrative Services at the Winnetka Campus; Dr. Chimille Dillard, Director of Curriculum and Instruction; Mr. Dave Conway, Director of Physical Plant Services; Mr. Mike O'Connor, Post-High School Counseling faculty; Ms. Sarah Kropski, Media, Speech and Theatre Department Assistant and New Trier Educational Support Professionals Association President; Mr. Paul Moretta, Athletics Department Coordinator and New Trier Educational Association President; Ms. Liz Meyer, Director of New Trier Educational Foundation; Mr. David Buyer, member of New Trier Educational Foundation member; Mr. Greg Segó, Junior Boys' Adviser Chair; Ms. Annie Kirschbaum, Special Education faculty; Ms. Keri Nakayama, Special Education faculty; Mr. Shawn Clemenz, ELS Coordinator; Mr. Ed Zwirner, English Department Coordinator and New Trier Educational Association President-Elect; Ms. Tonya Piscatello, Modern & Classical Languages faculty; Ms. Leanne Atwell, Social Work faculty; Ms. Tiffany Myers, Social Work Department Chair; Ms. Molly Lombardi, Social Studies Faculty; Mr. Chris Pearson, Senior Boys' Adviser Chair; Ms. Jackie Gnant, Science Department Faculty; Ms. Lindsey Ruston, Board of Education Secretary; Mr. Mike Hill, Technology Department; Mr. Eric Johnson, Technology Department; and members of the press and community.

BUSINESS MEETING

I. CALL TO ORDER – 5:30 p.m. – Rm. C234

Mr. Robitaille called the Regular Meeting of November 19, 2018 of the Board of Education to order at 5:30 p.m. in Room C234. Roll call was taken and all members were present. Mr. Robitaille asked for a motion to move to Closed Session. Ms. 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; security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property; the placement of individual students in special education programs and other matters relating to individual students; and litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes. Mr. O'Donoghue seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: none.

The motion passed.

II. CLOSED SESSION – 5:30 p.m. – Rm. A201A

III. BUSINESS MEETING

Open Session – 7:00 p.m. – C234

Mr. Robitaille called to order the Open Session, Regular Business Meeting of the New Trier High School Board of Education of November 19, 2018, at 7:06 p.m. All members were present.

IV. Minutes

Mr. Robitaille asked for any comments or adjustments on the Minutes for the Regular Meeting on October 15, 2018. Mr. Robitaille had requested one change to the minutes, that change was integrated to his satisfaction. There were no other comments or requests for changes to the minutes. Mr. O'Donoghue moved and Dr. Glucksman seconded, the motion to approve the minutes of the Special Meeting of October 15, 2018, open and closed sessions, Regular Meeting of October 15, 2018, open and closed sessions and the Special Meeting of October 18, 2018, open 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. No one came forward to address the Board.

VI. Special Orders of Business

A. Report from Campus Principals

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

- Parent-Teacher Conferences took place on November 7th and 8th. Mr. Waechtler thanked staff for their hard work over those two days and for the work they do in partnering with parents on educating our students.
- Tri Ship Annual Canned Food Drive is in progress on both campuses from November 5th – December 3rd. New Trier is often one of the largest donors of canned foods in the Chicagoland area.
- Girls Club, at the Northfield campus, raised \$5,000 for student scholarships.
- There was a Veteran's Day Commemorative Ceremony on November 12th. It included a flag raising with Marine Staff Sergeant Bass and performances by Mr. Connor Williamson on the trumpet, a solo of "God Bless America" by Miss Kate Frohling and the Freshman Chorus sang "In Flanders Fields." Many students completed thank you cards to veterans in a project organized by the Art Department.
- Work is already underway for the Class of 2023 and incoming freshman were completing placement testing either the week before or after Thanksgiving.
- McHenry High School currently has an East and West campus and enrollment on one campus is down to 700 students. They are going to implement a 1:3 model in the 2020-2021 school year. A team of ten from McHenry High School met with New Trier's leadership team and staff with similar jobs to share what we have learned. Mr. Waechtler also noted that it was great to hear New Trier staff speak with pride about Northfield.

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

- New Trier hosted a Special Olympics Basketball Program on November 17th. Four teams participated and the students did an outstanding job. A number of students from New Trier's ELS Club also volunteered. Ms. Joanne Panopoulos, Assistant Superintendent for Special Education also attended to cheer on the students.
- The fall sports season has concluded with the following teams placing at state as noted: field hockey placed first, boys' cross country team finished twelfth, while the girls' cross country team finished seventh. The girls' golf team finished fourth while the boys' golf team finished ninth. Girls' tennis placed fourth and finally, girls' swimming finished third.

- The BinaryHeart Club was featured on ABC News on October 17th. There are 50 students in the group with four student leaders. The group collects broken or unneeded devices and inventories them. A helpdesk system was created to repair them to functioning standards. They are then donated to families in need.
- Peer Helping hosted a Blood Drive which collected enough blood to save 255 lives and raised \$930.
- Habitat for Humanity student leadership board hosted Lunch on the Lawn on October 19th, in support of their Senior Class Service Project. Food trucks from Beaver Donuts and Cheesies were quite popular.
- Due to the great work New Trier's Special Education Department is doing in the area of transition, in particular through our Transition Seminar course, ISBE asked for representatives to participate in a student panel at their 12th annual statewide transition conference on October 26th. Two students represented New Trier with support from Special Education faculty Ms. Nikki Smith and Ms. Sarah Fergus.
- The first Job Fair was hosted by Career Services on October 17th. Ms. Melissa Duffy and Mr. Steve Belford, Career Services Coordinators and Business Education faculty, led the job fair. Thirty businesses and 221 students attended, some receiving an on-the-spot job offer. There will be another job fair in the spring.
- Recently held was the Junior Adviser Recognition Breakfast. It is in its second year and titled, "Success Redefined," advisers select a student that shows empathy and exhibits personal growth during their junior year. Forty to fifty students are recognized at the breakfast. It is hosted by Junior Adviser Chairs, Mr. Greg Segó and Ms. Trish Sheridan.
- A WW II-era Japanese flag was found at New Trier two years ago. New Trier worked with the Obon Society who helped to identify the flag with the owner. It was a challenging endeavor, but Obon was able to find the family members that the flag belonged to. Ms. Niki Dizon, Director of Communications, assisted in sending a letter to the family offering condolences. The students in the Japanese Club also helped in returning the flag to the family.

FOIA Report

Mr. Chris Johnson, Assistant Superintendent for Finance and Operations, noted that there were three FOIA requests received since the last Board of Education Regular meeting. All of those requests have been closed. They were:

1. Three were student transportation requests.
2. One was for use of certain words or terms in emails.
3. One was pertaining to school safety plans.

New Executive Director of the New Trier Educational Foundation

Mr. David Buyer, New Trier Educational Foundation Board of Directors Chair, introduced Ms. Elizabeth Mayer. Ms. Mayer is the new Executive Director for the Educational Foundation. Mr. Buyer noted that Ms. Mayer is a New Trier graduate and gave a brief summary of her educational and professional background. Dr. Sally also welcomed Ms. Mayer and noted they are already working together. Dr. Sally, Mr. Robitaille, and Ms. Albrecht all added their welcome to Ms. Mayer.

B. Strategic Plan Update

Dr. Paul Sally updated the Board on the progress and process of the strategic plan, titled, "New Trier 2030." More formal presentations will take place at the December and January Board Meetings. Dr. Sally presented on the framework areas. He also noted that this is a different type of plan, one that is dynamic and responsive with strategic goals that are meaningful and representative of the community and their interests. The Strategic Plan also has an annual strategic process in place that will allow New Trier to prioritize and target the goals that are most important each year. The previous strategic plan had many action items, but by focusing on targeted annual goals, the institution will work together on the same goals, allowing for clear communication about the progress being made in certain areas. The annual process is made up of a number of phases, with the first being setting prioritized goals at the January Board Meeting. Strategies to be implemented in 2019-2020 in pursuit of those goals will be selected in April 2019. Finally, the progress made will be evaluated in spring of 2020 as we start the next strategic plan annual process. Dr. Sally noted that there was more information pertaining to the framework committees and their work in the memo. He then asked for any questions and discussion.

Ms. Ducommun commented that she liked how Dr. Sally laid out the work. She believes to call it a strategic plan at this point is not accurate since it is not yet that as the strategies will evolve. The Board will approve the Strategic Goals in the December and January timeframe and will stay involved and engaged. Dr. Sally noted that all constituencies will also stay engaged to which Ms. Ducommun agreed.

C. School Report Card/Every Student Succeeds Act (ESSA)

Mr. Peter Tragos, Assistant Superintendent for Curriculum and Instruction, presented the School Report Card/Every Student Succeeds Act (ESSA) report. Mr. Tragos began with an anecdote about when a student receives a report card, they may ask, regarding the grades, “is it good?” Mr. Tragos pondered if that translates into a student asking the question, “am I good?”, about themselves. The School Report may have districts wondering the same. He then segued into his report. Mr. Tragos noted that New Trier’s performance on the metrics of the school report card are consistent and impressive. He drew attention to page three of the memo, mentioning that New Trier ranks highly, and is the first and second in many categories like SAT score, AP test passing rate, and more. This gives a glimpse into a part of the New Trier experience. New this year are the summative designations, which are explained on page two of the memo. This is a key element of ESSA. Both the Winnetka campus and the Northfield campus were rated as “exemplary.” A school receives this rating by being in the top ten percent of all performance metrics, has a graduation rate of at least 67% and having no underperforming subgroups.

Mr. Tragos then went on to highlight a few areas and noted that he drew comparisons to a group of 25 other similar, open enrollment suburban schools. One highlight included the post-secondary enrollment, which is the percent of students enrolled in college sixteen months after graduation. This information is based on the class of 2017. The state reported that 89% of these alumni were enrolled in college sixteen months after graduation. New Trier knows that to be underreported. There is a data matching issue between ISBE and the National Student Clearinghouse for several reasons. Mr. Tragos thanked the Post-High School Counseling department for verifying those students who were not matched. When those additional students are included, the percentage is adjusted to 97% of alumni who were enrolled in college sixteen months after graduation, putting New Trier first among the peer schools.

The next area highlighted was freshmen-on-track. Ninth graders are considered on-track at the end of their freshman if they have earned five full-year credits and have not failed more than one semester of a core academic course. This is an important metric for schools because it indicates that those students who are on-track at the end of their freshman year are four times more likely to graduate with their cohort than students who are not-on-track. New Trier’s percentage of freshmen-on-track was reported as 96.8%, however, that is not entirely accurate. Thirty-four students were reported by the state as not being on track. New Trier knows every one of those students and their story. In fact, sixteen of those thirty-four are not-on-track due to the way that New Trier assigns credits. This will be remedied with the class of 2022 when New Trier begins one class, one credit. Counting these students and a few others as on-track, the percentage of freshman-on-track is 98.6%.

Mr. Tragos then discussed standardized testing, specifically the SAT. This is the new state-mandated test that replaced the ACT. The class of 2019, who is the second class to take this exam, has the second-highest average SAT score for non-selective schools at 1236. It should be noted that ISBE is not reporting average composite scores for SAT. They are more focused on the performance of students in ELA and math. The rationale is that it obscures the discreet performance in ELA and math. New Trier scored the highest among the twenty-five peer schools at 79.7% (meets or exceeds proficiency rates) in ELA and the second highest in math at 76.2%. Mr. Tragos noted that students did exceedingly well since New Trier would consider itself an ACT school. Many do not prep as much for the SAT as they do the ACT and many do not use it as their college entrance exam.

Lastly, Mr. Tragos gave a brief overview of ESSA which has replaced No Child Left Behind (NCLB). It is the new state-wide support and accountability system. The metrics determine the summative designation as well as help to create the school report card. He discussed the indicators that are used. There are two goals, one is to communicate how well a school is meeting the needs of its students and the second is a way to identify schools that need additional support. This is an improvement over NCLB, which identified schools as failing, in that, ESSA identifies schools that need targeted support financially or through professional development. The state has entered into a contract with the College Board to administer a set of three assessments, called, “the suite of assessments.” Freshman will take the PSAT9, sophomores will take the PSAT10 and juniors will take the SAT.

Next steps include preparing for the shift from ACT to SAT with a focus on communicating and informing parents, students and faculty. Mr. Tragos then invited any questions.

Dr. Sally noted that the District is still trying to get the state to recognize New Trier as one high school and has been working with ISBE's legal department. He also noted that with the strategic plan, the school is looking at what we consider to be the most important measures of success.

Dr. Glucksman asked about teacher retention since New Trier was ranked 22 out of 25 in teacher retention, but second in average teacher salary. Mr. Tragos clarified that some of the low retention number relates directly to what Dr. Sally mentioned earlier about New Trier being seen as two schools. The teacher retention rate is the average rate over the past three years. While there are teachers who take a job elsewhere or who we do not wish to retain, in this case, if a teacher who taught at Winnetka one year, but is now teaching at Northfield, they are considered not retained, as it looks like they moved to a different school. Dr. Glucksman encouraged Mr. Tragos to add a footnote regarding this. He also asked if this had to be corrected, what would the approximate retention rate be, to which Mr. Tragos replied he is working with the state on the numbers and could not give an estimate. Dr. Glucksman then asked Dr. Sally what was being done to try and rectify the problem of the state recognizing New Trier as two schools instead of one. Dr. Sally replied that he is talking with high-ranking officials at the state level. Mr. O'Donoghue asked if the state had given any reason for the difficulty in making this change. Dr. Sally replied that it is because New Trier is in two different cities. He also noted that some progress is being made and that every time a report comes out from the state, making it difficult for the community to understand New Trier's true numbers, Dr. Sally forwards that example on to his contact at the state. Mr. Johnson responded to the teacher salary question stating that it is what is actually paid out to teachers and a driver of that is teacher experience. Since New Trier is fortunate to have a faculty who stay here for many years, many faculty are at the top of the salary schedule. Ms. Albrecht also noted that many teachers have their master's degrees. Dr. Sally noted in regards to Dr. Glucksman's question about teacher retention, that there are not many teachers who are leaving on their own. Dr. Sally and Ms. Goldstein then discussed teacher retention further.

Mr. Dronen suggested that for future reports that the "meets" and "exceeds" categories be broken out. Ms. Albrecht asked about ESSA and its ambitious standards. She wanted to know if the PSAT and SAT use the same benchmark that they set for themselves, the college benchmarks, or something else. Mr. Tragos responded that Illinois is using the Illinois Proficiency Standard. Ms. Albrecht noted that that was a higher standard, to which Mr. Tragos agreed noting that by 2032, 90% of all students in all subgroups meet the standard of 540 on ELA and 540 on math. Both concurred that it is very ambitious.

Mr. Robitaille noted that Freshman-on-Track is a measurement problem, but that students enrolled is not, since every school would suffer from the matching issue. Dr. Sally shared an anecdote and noted that New Trier will continue to work with the National Student Clearinghouse on this issue. Mr. Robitaille then noted how pleased he was that New Trier is number one in AP test passing rate and attributed this to the fact that New Trier does not push APs for those who are not ready or should not be in an AP. Dr. Sally noted that the non-AP courses are still rigorous and meet the needs of the students in those classes.

Mr. Robitaille asked Mr. Johnson about the fact that New Trier is number one in the operating expense per pupil, noting that the issue of costs not being classified correctly has been worked on over the past year. He wanted to know if Mr. Johnson expected that to change, which Mr. Johnson said that he did expect that to decrease. Mr. Johnson and Mr. Tragos determined that the expenses are one year in arrears, so while there was a decrease for the 2018 year, that will not be reflected on the school report card until the following year. This is due to when the audits are due and when the school report card comes out. Mr. Robitaille and Mr. Johnson continued their discussion, specifically about how certain items are classified and that New Trier is now consistently reporting like its peer schools.

D. Standardized Testing Report for the Class of 2018

Mr. Peter Tragos, Assistant Superintendent for Curriculum and Instruction, presented the Standardized Testing Report for the Class of 2018. Mr. Tragos noted the importance of this report for the school community as it affirms New Trier's beliefs in a rigorous curriculum for all students, quality of instruction, and the dedication of our students. He went on to highlight a few key pieces and next steps. Notably students in the class of 2018 achieved the highest average composite score of 28.0. The state average peaked to its high of 23.9. 82% of New Trier students are in the top 26% of the nation.

In looking at capstone courses in English and mathematics and the scores students achieve, students in level 3 English, never having taken an AP, averaged 28.7 on the English section of the ACT with nearly 44% scoring in the top 10%. Students in level 3 Math, never having taken an AP, averaged 27.5 on the Math section of the ACT with nearly 48% scoring in the top 9%.

The next part of the report focuses on student growth presented in two parts: PLAN to ACT and the growth in College Readiness Benchmark set by ACT. The first measure is the PLAN to ACT, - measured between sophomore and junior years. It should be noted that New Trier has been administering a retired PLAN test since 2016 and the growth models from those years are applied to our students' results. With these models, ACT predicts a range of scores based on PLAN score, and 54% of our students exceeded the high score in that range, which is a remarkable accomplishment. This indicates the strength of our academic program, quality of teachers and the motivation of our students.

The second growth area, is the college readiness benchmark. In all four subject areas, more students are making benchmark in their junior year on the ACT than in their sophomore year on the PLAN. Although a set of students did not make it to start, they do hit the benchmark one year later. Depending on the subject, anywhere between six to thirteen percent of our students increased their scores from sophomore to junior year and met the college benchmark. There is another set of students that are not meeting the benchmark and the school is working on learning more about their individual stories or them as groups of students.

Lastly, for the third consecutive year, the average number of ACT tests taken have dropped. This is a good sign of students making choices to redirect their energy and time.

Mr. Tragos then reported on the District ACT. New Trier is an ACT school and has about fifteen years' worth of ACT longitudinal data. It was the state's metric and measurement for all those years and about 90% of New Trier students use it as their primary college entrance exam. As soon as the state moved to the SAT, other schools abandoned the ACT. New Trier continued to administer the ACT, at the District's expense, to all juniors during a regular school day. New Trier continued this because of the longitudinal data the school has, our students prefer it and prep for it, it was a convenience to our students and families and the District was uncertain as to the state's commitment to the SAT. The state has now committed to a six year and \$75 million contract and because of this, New Trier is moving to the SAT. Questions then arose as to when to discontinue the district-funded ACT. After careful analysis, and in talking with others, Mr. Tragos recommends that New Trier discontinue providing a district-funded ACT, beginning with the freshman class of 2022. The class of 2022 will be the first class to take the three test SAT sequence. Mr. Tragos also recognized that during the transition, there will be a group of students who will take five to six standardized tests during a three-year period.

There are several next steps. The first includes recognizing these scores are one part of a student's holistic experience. Second, for students with low average scores and who are not meeting benchmarks, the school will want to find out what their path is both at New Trier and post high school. Finally, the school needs to plan for the transition from the ACT to the SAT. Mr. Tragos then invited any questions. Dr. Sally noted that New Trier will continue to be a national test site for the ACT, even after we eliminate the school day ACT.

Dr. Glucksman inquired about the ideal time to take the ACT, with Mr. Tragos responding in April or June of a student's junior year. Dr. Glucksman clarified that the test is designed for after the fifth or sixth semester into high school. Given the trend that New Trier is trending up in score, but down in the number of tests taken, are students, in general, starting to take it later or earlier. Mr. Tragos responded that 35% are taking their first ACT in the spring of their junior year. When New Trier gave the test as a state mandated exam, the majority of students, about 65%, had already taken at least one ACT. Most students take the exam before April of their junior year. Dr. Glucksman commented that it made the accomplishment even more remarkable. Mr. Robitaille asked if fewer students were taking the test by opting out or calling in sick on the test day, Mr. Tragos said they were not. Discussion then continued around the reasons for the success.

Mr. Dronen asked if the school tracks how many students take prep courses. Mr. Tragos replied that New Trier offers an ACT prep course after school, but students who may take a prep course independently and privately, that are not tracked. Dr. Sally commented that a survey was done, possibly in 2008, where responses were self-reported, that looked at tutoring for the ACT and other tests. Discussion then continued

around this topic. Ms. Goldstein inquired as to how many students take New Trier's prep course. Dr. Sally and Mr. Tragos will check and let Ms. Goldstein know the number.

Ms. Ducommun asked if New Trier had heard concerns from parents over the shift from ACT to SAT. Mr. Tragos said he had not spoken with any parents about concerns, but attributed that in part to the fact that the school is still offering the ACT. He did say that as the shift takes place, there will be a need to communicate about this, in particular to students using it as a college entrance exam. Mr. Tragos emphasized that he has already started to work with the Post-High School Counseling department on this shift and the conversations that are needed with families. Ms. Ducommun also commented that the school should track how students do with the new set of tests and with admissions data. She noted it is a bit of a leap, but knows that the District will be vigilant, analytical and will counsel students. She mentioned that there will be a shift as to how families orient their prep. Ms. Ducommun and Mr. Tragos then discussed the option for students to opt-in to the PSAT National Merit semi-qualifying test. Dr. Sally then further explained the option as this particular test serves some students, but not all. Mr. Robitaille asked how much it costs to host the district ACT. Dr. Sally responded that it costs \$50,000.

Ms. Ducommun noted that another angle for the state choosing the SAT over the ACT is that with the ACT, students could choose which tests they wanted reported, this is not the case with the SAT as any time a student takes a test, that score is reported. She anticipates that will impact our students' test taking patterns. Mr. Tragos and Mr. Robitaille concurred.

Ms. Albrecht confirmed that the District will continue to pay for the ACT for current sophomores throughout their time and the state pays for the SAT for everybody. She hopes that the state extends their contract even beyond this current term because of the enormity of the switch, which the District must follow.

VII. Administrative Items

A. Treasurer's Report for October 2018

Mr. Chris Johnson presented the October Treasurer's Report. He noted that Mr. Spiwak made the two adjustments based on the discussion at the October Board meeting. Working Cash is no longer deducted from the available fund balance and the cash flow chart now has a key explaining which funds are included. Mr. Robitaille asked where the working cash is shown, if it is no longer deducted. Mr. Johnson explained that working cash is still counted as part of the fund balance but is no longer deducted and is listed as part of that fund balance. The key on the chart explains which funds are included in the working cash total. Mr. Robitaille inquired if this change will impact comparisons between future reports and past reports where working cash was counted and then deducted. Mr. Johnson answered that this is only a reporting change and does not impact any of the District's financials.

The weighted portfolio yield has remained unchanged at 2.11%, as there were minimal investment purchases and maturities in the prior month. Tax collections for the 2017 levy are continuing, as are state and federal payments.

B. Financial Reports for October 2018

Mr. Johnson reviewed the Financial Reports for October 2018. Operating revenue were \$50.5 million or 7.44% higher compared to last year. Other local sources of revenue remain higher due to summer school revenue being booked in a timely fashion. In previous years, summer school revenue was not booked until February. Additionally, a higher interest income is seen as rates continue to rise. The budget has a 3.01% increase in operating revenue for the year. Operating expenditures were \$24 million through October or just 0.68% higher than last year's \$23.9 million. All categories are close to expectation. The budget for operating expenditures is 2.80% higher than the 2017-18 fiscal year. Fund balances for all accounts were \$124,100,378 as of October 31, 2018. Mr. Robitaille noted that there were different totals between the Treasurer's Report and the Financial Report and asked why there was a difference. Mr. Johnson asked Mr. Spiwak to explain the difference. Mr. Spiwak noted that the Financial Report is calculated on an accrual basis and the Treasurer's Report is calculated on actual cash on hand.

C. FY 2018 Audit Update

Mr. Johnson then gave an update on the FY 2018 audit. The District received a preliminary copy of the audit in early October, and typically would have presented it at the October Board meeting. This year, the

presentation and final approval is delayed because New Trier's auditors discovered an issue with a new reporting requirement related to post-employment health insurance offered to retired teachers that New Trier and all other districts are required to disclose. The issue relates to how the outstanding obligations of THIS (the Teachers' Health Insurance Security Fund) are allocated for reporting purposes across all Illinois school districts, and is not a New Trier specific issue. Overall, the results from the audit are very positive. New Trier had an increase in fund balance of \$2.33M in Operating Funds, with salary and benefit expenses increasing 0.5% over FY 17, and the district saw the first decrease in Operating Expenditure Per Pupil since FY 12 (down 1.4%). Mr. Johnson looks forward to presenting the audit at the December Board of Education meeting. Mr. Robitaille noted that the delay in the audit is a state issue that needs to be resolved, not a New Trier issue. The auditors and Mr. Robitaille spoke and during that conversation the auditors assured Mr. Robitaille that everything in regards to New Trier's audit is done and done well and they are comfortable closing the audit out once the issue is resolved. Mr. O'Donoghue questioned if there would be a note on our audit. Mr. Johnson said there would not be a note on this year's audit as the state granted all districts a blanket extension until December 15th. Mr. Robitaille further clarified Mr. O'Donoghue's question by asking if there would be a footnote included in the report. Mr. Johnson said there would be in regards to the new reporting requirement GASB 75. New Trier and other districts will have more visibility into the retiree teachers' health insurance which they are allowed under Illinois state law, and it will be disclosed in a different way in this report than in previous years. The state wanted to ensure that the values are reported accurately and fairly.

D. 2019-2020 School Calendar

Dr. Sally presented on the 2019-2020 school calendar. He gave a brief update on the calendar process since the Board last met in October. He had the opportunity to talk with many people regarding the proposed calendar, specifically about the weekly late start Wednesdays. These Wednesdays would provide faculty with dedicated professional development time and also allow students additional time that would help them manage their busy lives. People recognize the benefit to both of those reasons, but Dr. Sally determined that the best course of action would be to use strategic planning process to find a more comprehensive solution. Therefore, the 2019-2020 calendar will not have the weekly late start Wednesdays. The other two items that are noteworthy, are the homework free and no formal assessment days around breaks as well as final exams occurring two weeks after students return from Winter Break. Dr. Sally did ask for one additional early dismissal/late start pair to be included in the upcoming school year calendar. This will give students one more Monday to sleep in and it allows faculty additional professional development time. Also, he explained how the school will handle the PSAT and having students opt in, that day will now be a regular school day, meaning that most students will see a slight increase in instructional time.

One item to note is that in 2019, Yom Kippur will be close to New Trier's fall break, which also ties in with Freshman Go-to-School night. Freshman Go-to-School night will take place a week earlier on October 3rd, followed by a regular school day on October 4th. Freshman will have the day of October 3rd free and then come to school that evening with their parents. Dr. Sally mentioned that Freshman Go-to-School night is an important event for families and faculty. Mr. Robitaille asked for any questions or comments.

Ms. Ducommun was pleased that New Trier did not jump into the weekly late start Wednesdays. She mentioned at the October meeting that she thought something may come out of strategic planning regarding this. She also shared that she thought it was important to not change too many times, noting that the feedback received was divided. She feels good that New Trier is going to take more time and be more deliberate. Ms. Ducommun also stated that she like the opportunities in the calendar to be able to visit colleges when they are in session as students make the decision to attend a certain college based on how the student population feels to them. Dr. Sally also highlighted the opportunities prior to November 1st, which is an increasingly important day for seniors as it allows for time for those applying to college. The May early dismissal/late start will allow departments time to think about the annual plan. Ms. Goldstein commended Dr. Sally for proposing the weekly late starts and then retracting that decision. She said that going through strategic planning and all the comments that the community provided, that it was a good plan to engage the community to help the school figure out a better way and thought this was the right way to go.

Ms. Albrecht mentioned that Dr. Sally was going to check the schedule with the elementary districts, she wondered if there were any issues. Dr. Sally said there were no issues and New Trier is aligned with the schools. Dr. Sally is also committed to providing a skeleton of the 2020-2021 calendar and will be working with the sender schools prior to the end of this school year on that task. He noted that he will not go more than one year out so as to give strategic planning the time it needs.

Dr. Glucksman moved that the Board approve the 2019-2020 school calendar as presented. Ms. Goldstein 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.

E. Public Hearing: 2018 Tax Levy

Mr. Robitaille opened the public hearing for the 2018 tax levy at 8:33 p.m. Mr. Johnson then presented on the tax levy. His presentation reiterated the information that he presented at the October Board Meeting; he also walked through the PowerPoint that was originally presented at the October meeting.

Once Mr. Johnson's presentation concluded, Mr. Robitaille opened the floor to comments from the public. No one came forward to address the Board.

Mr. O'Donoghue commented on the comparable tax rate chart, noting that some of the schools are in Lake County, while others are in Cook County. The chart is showing a tax rate which is calculated based on the equalized assessed value. He said that the equalizer in Lake County is one and the equalizer in Cook County is three, so there will be a different rate. Mr. Johnson acknowledged the difference between the two counties. Mr. O'Donoghue then went on to the percentages that each county uses in their assessments. Discussion continued between Mr. O'Donoghue and Mr. Johnson on this topic with Mr. Johnson stating that this difference will be reviewed in future years. Mr. Johnson noted that the gross numbers are what is provided in the chart, but did say it may make sense to put an adjustment in there for Lake and Cook counties. Mr. O'Donoghue suggested using the total levy or the levy per student, noting that it does not have the same impact on residents. Discussion continued. Mr. Robitaille then asked if this was per \$10,000 of assessed value, which Mr. Johnson confirmed. Ms. Ducommun echoed Mr. O'Donoghue's point that one cannot make the conclusion for a similarly priced home due to the difference in the rates and the math. It was suggested that adding a footnote may be unsatisfactory, so perhaps the Lake County information should not be included.

Mr. O'Donoghue motioned that the Board move to adjourn the Public Hearing on the 2018 Tax Levy. Dr. Glucksman seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: none

The motion passed.

The public hearing was closed at 8:40 p.m.

F. 2018 Tax Levy Approval

Mr. O'Donoghue shared his thoughts on the tax levy and that Illinois should have a different system to which Mr. Robitaille noted that he fundamentally disagreed. The two continued to discuss this subject. Dr. Sally added that it was not a fair characterization to say that New Trier goes along with levying the max; the District spends a great deal of time looking for an implementing cost savings and efficiencies. Mr. O'Donoghue noted the tremendous job that the District does. Mr. O'Donoghue noted that it feels wrong to base a tax on what the state says. Dr. Sally noted that every year there are choices that are made to meet the budget, which Mr. Johnson speaks about in the value of a New Trier education. He also noted that with the strategic plan, the District will have to stay within its means as new ideas are implemented. Ms. Ducommun mentioned that in New York state, they have to pass their budget by voters every year and we do so with referendums as needed, where they have to go through that effort every year. She noted that there is no perfect system. She also noted that she hears from the Parents' Association and the Fine Arts Association that students are wait-listed for certain classes. Over Ms. Ducommun's fifteen years of observing and participating

in New Trier, there is less opportunities because New Trier is running so much tighter at the margins. Mr. O'Donoghue agreed and noted that is how it has stayed without an operating and education fund referendum. Ms. Albrecht pointed out that the past five years has seen some of the lowest increases in CPI. Discussion continued and Dr. Glucksman concluded that it has been sixteen years without an operating referendum and the great job that everyone does with the budget.

Ms. Ducommun motioned that the Board adopt the resolution approving the 2018 Levy in the amount of **\$105,110,720** to be distributed as follows:

Fund	Amount
Educational	\$91,971,879
Operations and Maintenance	\$7,883,304
Transportation	\$1,576,661
Municipal Retirement	\$1,534,617
Social Security	\$2,144,259
Total Extension:	\$105,110,720

Ms. Albrecht seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: none.

The motion passed.

G. Resolution to Abate a Portion of the Bond and Interest Levy

Mr. Johnson addressed the resolution to abate a portion of the bond and interest levy. Each year, the District abates the debt service on one outstanding debt issue and pays it from the annual operating budget. This arrangement, which was defined as part of the original bond issuance, provides a small amount of relief each year for our taxpayers. Mr. Johnson recommended that the Board continue this practice. Total abatement is \$180,000. Mr. Robitaille noted that New Trier paid off some debt and asked if it created capacity for the District. Mr. Johnson replied that it did not, but is rather related to the type of debt that was issued. He also explained how it was structured.

Dr. Glucksman motioned that the Board approve the resolution abating a portion of the bond and interest levy. 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.

H. Public Hearing: Resolution Authorizing Transfer of Funds from the Education Fund to the Operations and Maintenance Fund

Mr. Robitaille called to order the Public Hearing for the Resolution Authorizing Transfer of Funds from the Education Fund to the Operations and Maintenance Fund at 8:51 p.m.

Mr. Myron Spiwak, Business Services Director, presented on this item. There are three resolutions; the approved budget for the 2018-2019 school year does include several routine transfers between funds totaling approximately \$3.1 million. These transfers are in the budget, but a Board resolution is required to execute the transfers. The purpose of the first transfer, for \$3,021,097, is to move from the operating fund to the capital projects fund. This takes two resolutions due to state code. The first transfer from the education fund to the operations and maintenance fund and the second resolution, of the same amount, is from the operations and maintenance fund to the capital projects fund. The third resolution is also from the operations and maintenance fund, moving \$183,850 to the debt services fund, to pay some of the debt on a NSSED project

from 2010. This is similar to what was previously discussed, this is not levied, but rather paid out of operations.

Mr. Robitaille then opened the floor up to public comments. No one came forward to address the Board.

Mr. O'Donoghue motioned that the Board move to adjourn the Public Hearing on the Resolution Authorizing Transfer of Funds from the Education Fund to the Operations and Maintenance Fund. Dr. Glucksman seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: none.

The motion passed.

The public hearing was closed at 8:54 p.m.

VIII. Consent Agenda

- Bill List for the Period, October 1 – 31, 2018
- Personnel Report (Appointments, Change of Status, Resignations, Retirements, Stipends and Termination)
- Construction Change Order #35
- New Course Proposals
- Resolution Authorizing Intervention in Property Tax Assessment Appeals
- Resolution Authorizing Transfer of Funds from the Education Fund to the Operations and Maintenance Fund
- Resolution Authorizing Transfer of Funds from the Operations and Maintenance Fund to the Capital Projects Fund
- Resolution Authorizing Transfer of Funds from the Operations and Maintenance Fund to the Debt Services Fund

Mr. Robitaille asked if any Board member would like to remove items from the Consent Agenda for separate discussion. Mr. O'Donoghue asked to pull the New Course Proposals and the Construction Change Order #35. Ms. Ducommun moved that the Board of Education approve the Consent Agenda which includes: Bill List for the Period, October 1 – 31, 2018; Personnel Report (Appointments, Change of Status, Resignations, Retirements, Stipends and Termination); Resolution Authorizing Intervention in Property Tax Assessment Appeals; Resolution Authorizing Transfer of Funds from the Education Fund to the Operations and Maintenance Fund; Resolution Authorizing Transfer of Funds from the Operations and Maintenance Fund to the Capital Projects Fund; Resolution Authorizing Transfer of Funds from the Operations and Maintenance Fund to the Debt Services Fund. Mr. O'Donoghue and Ms. Albrecht seconded the motion. 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.

Mr. O'Donoghue explained why he pulled the Construction Change Order #35, noting that it said that it was the final change order. Mr. Conway noted that it was not the final change order, just the title of the file. Mr. O'Donoghue countered by stating in the report where this wording was located. Mr. Conway went on to explain that it was just an estimate, that the District does not anticipate any more. Dr. Sally asked that if anything came up now, would that be unexpected or are there items still being worked on. Mr. Conway replied that it would be unexpected at this point and explained the process. Discussion continued.

Mr. O'Donoghue moved that the Board approve Construction Change Order #35. Ms. Goldstein seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: none

The motion passed.

In regards to New Course Proposals, Mr. O'Donoghue noted that at the last meeting the Board discussed turning this into an administrative process. He thinks that the Board should maintain its role and continue to review and approve New Course Proposals. It is important to the administration that this is done as it holds the Board accountable to the voters. It is the Board's responsibility, not the administration's, if there is an issue. It should always remain a Board function.

Mr. O'Donoghue moved to approve the New Course Proposals. Ms. Ducommun seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: none

The motion passed.

IX. Board Member Reports

Dr. Glucksman reported on the *Traffic and Parking Committee*. Ten community members shared views about traffic flow, parking, stopping and buses. He hopes the community appreciates how accommodating and engaged New Trier administration is concerning this. Dr. Glucksman thanked Ms. Athena Arvanitis, Mrs. Denise Dubravec, Ms. Niki Dizon along with Officer Perez and Officer Malinowski for following up on all items. The outreach and efforts for the safety of students and neighbors should be noted.

Ms. Goldstein noted that the *NSSSED* Financial Committee is working on the ISBE changes to how the IDEA money is distributed and the state has extended the deadline to next June. NSSSED is also working on its strategic plan and implementation. One of the first actions was to meet with each member district's, all eighteen of them, special education directors and CSOs. The goal is to align resources and needs and to be consistent throughout the districts. Dr. Sally noted that it was a very valuable meeting and Ms. Panopoulos agreed.

Ms. Albrecht noted that the *Facilities Steering Committee* met on Thursday, October 11th and continued discussion on the Northfield security updates. She also noted that the change orders were reviewed for the Winnetka campus project. The meeting also focused on planning for the future and being a part of the Strategic Planning process.

Ms. Albrecht mentioned the *New Trier Educational Foundation's* new executive director, Ms. Liz Mayer. Ms. Mayer has experience in major fundraising and planned giving. At the *Executive Committee* meeting, it was discussed that the Foundation will be helping to sponsor a speaker at the spring Institute Day. Dr. Sally noted that the speaker will engage students, parents and faculty.

Mr. Robitaille updated on the *Finance Committee*. At their meeting they covered five-year planning and the District's interventions in property tax appeal cases.

Ms. Ducommun attended both the *Parents' Association* meeting and the *New Trier Fine Arts Association* meeting. Both are having great years and hosting many programs. They did ask if next year's calendar could be published, even if the school did not have all the details, especially the breaks. Accessibility at the Gaffney Auditorium was also discussed and Ms. Ducommun followed up with Mrs. Dubravec and Mr. Waechter. It is something that needs to be remedied and the Fine Arts Association is asking for the ramp to be returned. The Parents' Association would like coordinated efforts with the sender schools on vaping. Wilmette had a program,

but Winnetka did not, so the parents have asked New Trier to reach out regarding this. Both groups like the concept of the summer school survey with the Fine Arts group having a different set of concerns than other parents. They are concerned about the levels that are offered during summer school as well as an on-going concern about semester classes. If one semester classes could be paired up, for example, consumer and civics, it would make scheduling easier for students. Mr. Hayes asked for clarification about the survey. Ms. Ducommun answered that the groups wanted to offer feedback on summer school as well as other curricular issues such as scheduling.

Mr. Dronen noted that *All School Forum* met on Wednesday, October 17th. Discussion was had on vaping, topics covered by the students included how popular it is, health risks, where do students and adults get information on vaping, discipline/consequences if a student is caught at school and vaping versus smoking cigarettes. The good news from the meeting is that students and adults are becoming more informed on the topic. The group also met on November 14th, however Mr. Dronen could not attend, but understands that there was an interesting conversation on the new technology policy in adviser room.

Mr. Dronen noted that the *Special Education Alliance for District 203*, the Special Education Parents' Group, met on Monday, October 29th. Mrs. Ann Dronen chairs the committee and Ms. Joanne Panopoulos also attended. Three topics were on the agenda; the transition agenda item was not discussed as the majority of the time was spent discussing the weekly late start proposal. The general consensus was that the special ed parents did not like the plan, but if it was approved, they asked for services to be provided so students could come in early. Time was also spent discussing transportation such as the training of drivers. One point that was made was if a parent has an issue with a late bus, the suggestion was made that the District should have one point of contact. That point person should not be Ms. Panopoulos, but perhaps the Transportation department, and involve special ed as needed. Parents were also encouraged to establish a good relationship with their bus drivers. He noted that there is a new Facebook page. Lastly, Mr. Dronen complimented Ms. Panopoulos on her presentation and noted her interaction with the parents was excellent.

Mr. O'Donoghue noted that the *Technology Planning Committee* met and the group discussed the survey questions. The survey focused on how people use technology and what sorts of technology best fits the work being done at New Trier.

Mr. O'Donoghue also noted that the *Facilities Steering Committee* met where the five-year plan, capital planning and security improvements were discussed.

Finally, Mr. O'Donoghue mentioned that the *Booster Club* met.

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

Calendar of Events: Dr. Sally highlighted the following dates, which included:

- Thanking the Board for their committee work.
- The next Board of Education meeting is in four weeks.
- He wished everyone a happy Thanksgiving noting that there will not be school on Wednesday, Thursday, or Friday.
- December 3rd – 8th: The Freshman-Sophomore Musical – Bring It On
- December 13th, 14th and 15th in the Hayes-McCausland Theatre will be Love's Labour's Lost
- The Winter Music Festival will be held on December 16th
- Various framework committees are still meeting in preparation for the December Board report.

Requests for Staff Research & Future Agenda Items: Mr. Dronen requested that research be done on the IASB membership, which costs \$15,000-16,000 a year, providing the Board with information such as the services provided and asking whether the District should be more involved. Dr. Sally said that it will be an agenda item instead of a research topic. Mr. Robitaille concurred. Mr. O'Donoghue noted that this association provides the District with policy statements for the Policy Committee. Dr. Sally explained that after each legislative session, they put together potential policies and policy changes for school boards, which New Trier subscribes to. Dr. Sally said it would be an agenda item in the next couple of months.

Ms. Ducommun noted several requests. They included the historical operational cost on teachers' salaries, what are driving those costs and what the components are; what the one semester course offerings were; an

understanding of why parents are telling Board members their students are wait listed for classes and a PowerSchool update. Dr. Sally is going to work with other administrators regarding the PowerSchool request so that the timing is correct, which may be the spring, once the school has gone through course registration; this would give a more complete view of the work that is done. Dr. Sally committed to giving an update to the Board through the weekly letter in regards to the wait list question. Ms. Ducommun then inquired about per pupil expenditures (over time and categories). Mr. Johnson responded that January would be a good timeframe to target to bring this to the Finance Committee for discussion. Once that group has discussed it in depth, Mr. Johnson would then bring it to the Board.

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 9:21 p.m.

Respectfully submitted,

Lindsey Ruston, Secretary

Gregory Robitaille, President