

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

**August 26, 2019**

**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, August 26, 2019 at 7:00 p.m.

**Members Present**

Ms. Cathy Albrecht, President  
Mr. Keith Dronen  
Ms. Carol Ducommun  
Dr. Marc Glucksman, Vice President  
Ms. Jean Hahn  
Mr. Brad McLane  
Mr. Greg Robitaille

**Administrators Present**

Dr. Paul Sally, Superintendent  
Dr. Timothy Hayes, Assistant Superintendent for Student Services  
Mr. Christopher Johnson, Assistant Superintendent for Finance & Operations  
Dr. 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**

Ms. Gail Gamrath, Assistant Principal of the Northfield Campus; Mr. Scott Williams, Assistant Principal for Student Services; Ms. Athena Arvanitis, Assistant Principal for Student Programs and Operations; Mr. Mike Lee, Assistant Principal of Administrative Services; Mr. Dave Conway, Director of Physical Plant Services; Dr. Chimille Dillard, Director of Curriculum and Instruction; Dr. Renee Zoladz, Director of Human Resources; Ms. Niki Dizon, Director of Communications; Mr. Spiro Bolos, Social Studies Faculty and New Trier Educational Association President; Ms. Jill Cervantes, Post-High School Counseling Department Chair; Mr. Robert Cummings, Modern and Classical Languages Department Coordinator; Ms. Sarah Gompers, English Department Coordinator; Mr. Kevin Kansler, Business Education Department Chair; Ms. Marissa Rubin, Modern and Classical Languages Department Chair; Mr. Edward Zwirner, English Department Chair; Mr. Daniel Bruzdinski, Special Education Department Faculty; Ms. Sara Burnett, Business Education Department Faculty; Ms. Devan Castellano, Applied Arts Department Faculty and Lab Assistant; Mr. William Cline, Special Education Department Faculty; Ms. Valerie Curtis, Social Studies Department Faculty; Ms. Heather Ecklund, Post-High School Counselor; Ms. Kristen Graf, Post-High School Counselor; Mr. Mark Hiebert, Music and Theatre Department Faculty; Mr. Tony Knuth, Social Studies Department Faculty; Mr. Flavio Kola, Business Education Department Faculty; Ms. Hannah Kreps, Special Education Department Faculty; Ms. Sarah Lahey, English Department Faculty; Ms. Vishna Patel, Mathematics Department Faculty; Ms. Grace Phillips, English Department Faculty; Mr. Daniel Rothschild, Social Studies Department Faculty; Mr. Jacob Rothstein, Special Education Department Faculty; Ms. Karen Schiff, Modern and Classical Language Department Faculty; Ms. Regina Schindel, Science Department Faculty; Mr. Benjamin Torrisi, Science Department Faculty; Ms. Laura Wesslund, Music and Theatre Department Faculty; Ms. Rose Wysocki, Social Studies Department Faculty and Head Softball Coach; Ms. Liz Mayer, Executive Director, New Trier Educational Foundation; Mr. David Buyer, Chair of the Board of Directors, New Trier Educational Foundation; Ms. Janet Hersh, Vice Chair of the Board of Directors, New Trier Educational Foundation; 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 – 5:45 p.m. – Rm. C234**

Ms. Albrecht called the Regular Meeting of August 26, 2019 of the Board of Education to order at 5:45 p.m. in Room C234. Roll call was taken and all members were present, except for Dr. Glucksman, who joined the meeting shortly after roll call was completed. Ms. Albrecht asked for a motion to move to Closed Session. Ms. Ducommun moved that the Board of Education 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 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. Robitaille seconded the motion. Upon a roll call vote being taken, the members voted as follows:

AYE: Ms. Ducommun, Dr. Glucksman, Ms. Hahn, Mr. McLane, Mr. Robitaille, Mr. Dronen, Ms. Albrecht

NAY: none

ABSTAIN: none

The motion passed.

## **II. CLOSED SESSION – 5:45 p.m. – Rm. A201A**

### **III. BUSINESS MEETING**

#### **Open Session – 7:00 p.m. – C234**

Ms. Albrecht called to order the Open Session, Regular Business Meeting of the New Trier High School Board of Education of August 26, 2019, at 7:05 p.m. All members were present.

### **IV. Minutes**

Ms. Albrecht asked for any comments or adjustments on the Minutes for the Regular Meeting of July 15, 2019 (open and closed sessions). There were no adjustments or comments. Ms. Hahn moved and Dr. Glucksman seconded, the motion to approve the minutes of the Regular Meeting of July 15, 2019 (open and closed sessions). Upon a roll call vote being taken, the members voted as follows:

AYE: Ms. Hahn, Mr. McLane, Mr. Dronen, Ms. Ducommun, Dr. Glucksman, Ms. Albrecht

NAY: none

ABSTAIN: Mr. Robitaille

The motion passed.

### **V. Communications**

Ms. Albrecht 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 the following information about events and programs at that campus:

- Mr. Waechtler welcomed the Board to the start of another school year as today was the first day of school.
- The week prior to school, adviser room meet and greets were held. They were well attended and senior helpers did a great job giving tours and making students feel welcomed.
- There were a little over 1000 students on campus today. The day ended with an assembly, which Mr. Waechtler thanked Mr. Paul Moretta, Athletics Coordinator and Social Studies Department faculty, for organizing. Two seniors, Mr. James McColl and Ms. Cammi Avery, shared their New Trier experience with freshmen.
- Mr. Waechtler also thanked the Technology Department and Physical Plant Services for making sure everything was ready for students, faculty and staff upon their return.
- The security fence is coming along well and all avenues into campus are open for students.
- There was a Transfer Families meeting held, which was hosted by the New Trier Parents' Association, that was well attended. Previous transfer students gave tours.

Mrs. Denise Dubravec, Principal for the Winnetka Campus, shared the following student events and program updates from that campus:

- The Winnetka Campus also had a Transfer Family meeting with over 100 parents and students in attendance as well as 70 current students from the Newbies Club, Student Ambassadors and students from various clubs to assist with tours and meeting new students. The day began with a short presentation and then the students left and spent time with the Newbies Club members. They were mixed into different groups by lunch period, adviser, and other commonalities. The day ended with a BBQ luncheon in the commons for students and families. The foreign exchange students also joined the day. Mrs. Dubravec thanked the New Trier Parents' Association for hosting.

- Today was the first day of school. There were some traffic difficulties due to weather and the bell schedule was also slightly off.
- Prior to the start of school, Mr. Augie Fontanetta, Athletic Director, held a meeting for all athletic sponsors, while Ms. Stacy Kolack, Student Activities Coordinator at the Winnetka Campus, held a separate meeting for all club sponsors.
- Dr. Chimille Dillard, Director of Curriculum and Instruction, and Ms. Aileen Heidkamp, Staff Development Coordinator and English Department Faculty, did a wonderful job with New Teacher Orientation.

Mr. Peter Tragos, Assistant Superintendent for Curriculum and Instruction, gave a brief update on changes in standardized testing related to the Illinois Science Assessment. Mr. Tragos discussed these changes at the state, federal and local levels. He provided background on the assessment. It was determined that the State of Illinois did not meet the federal assessment requirements, so the U.S. Department of Education directed the state to have either a new or substantially revised general science assessment in the 2019-20 school year. The state is currently developing a new assessment with three domain areas: physical science, life science and earth and space science. All eleventh graders will need to take the test regardless of if they have already taken the assessment as ninth or tenth graders. The redesigned test will measure the full range of Illinois Learning Standards for science. Mr. Tragos went on to share how the change in testing would impact New Trier. Previously, the test was a one-hour assessment that could be completed during a student's science lab period with their teacher. This year, the test will be two-hours long, so the junior class will be divided into thirds and will take the test either the morning or afternoon of March 11<sup>th</sup> or morning of March 12<sup>th</sup>. Students will be excused from classes they miss while testing and an email will be sent out to parents shortly about these changes. The addition of this assessment will make for a busy testing season for juniors. Mr. Tragos went on to thank Dr. Chimille Dillard, Director of Curriculum and Instruction, for her work on this.

Ms. Hahn inquired as to what the school does with the results from the test. Mr. Tragos responded that the results are not widely distributed like other tests, though they are included on the school's state report card. He added that results typically come in over the summer after students have already completed their Biology class. Results may be used differently in the future as this new test covers three different disciplines. Dr. Sally added that the District is not convinced that the new test has value and will wait to see if it does to determine what will be done with the results, but that the students have to take the test.

Ms. Albrecht inquired if the test was based on what a student remembers from their classes or if there is prep for it. Mr. Tragos responded there is no prep, students will make inferences based on the content in front of them, but it is material that they should have had by this point. Ms. Albrecht inquired if everyone in the state was in a similar situation to which Mr. Tragos stated they were.

Ms. Hahn inquired if the test must be taken during junior year. Mr. Tragos noted that it did due to the sequence of the test.

### **FOIA Report**

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

1. One request was for building information.
2. One request was for a list of extracurricular activities.
3. One request was for a list of mail equipment.
4. One request was for Special Education funding.
5. One request was for information for Special Education transportation.

### **B. Introduction of New Teachers**

Dr. Renee Zoladz, Director of Human Resources, introduced the new faculty leadership and teachers for the 2019-2020 school year. There are four new department chairs, two new department coordinators, and twenty new faculty members. Dr. Zoladz highlighted a few statistics about the group of new faculty. She went on to thank Dr. Dillard for her work on the new teacher orientation. She then thanked Mr. Tragos, Dr. Tim Hayes, Assistant Superintendent for Student Services, and Dr. Joanne Panopoulos, Assistant Superintendent for Special Education, for their work bringing the new leaders into the expanded leadership team meeting last week.

Mrs. Dubravec introduced the new department chairs. They included Ms. Jill Cervantes, Post-High School Counseling; Mr. Kevin Kansler, Business Education; Ms. Marissa Rubin, Modern and Classical Languages; and Mr.

Ed Zwirner, English Department. Mrs. Dubravec provided a brief biography on each leader including previously held positions and committee work.

Mr. Waechtler introduced the two new department coordinators, Mr. Robert Cummings, Modern and Classical Languages and Ms. Sarah Gompers, English Department. He also provided biographical information on each as well as their previous contributions to the school.

Mr. Jason Boumstein, Applied Arts Department Chair, introduced Ms. Devan Castellano, part-time Technology Education faculty and part-time Technology Education Lab Assistant. Mr. Kansler introduced Ms. Sara Burnett, Business Education faculty, and Mr. Flavio Kola, part-time Business Education faculty. Mr. Zwirner presented Ms. Sarah Lahey, part-time English faculty and Ms. Grace Phillips, English faculty. Ms. Mary Lappan, Mathematics Department Chair, introduced Ms. Vishna Patel, Mathematics faculty. Ms. Rubin presented Ms. Karen Schiff, part-time Spanish language faculty. Mr. David Ladd, Music and Theatre Department Chair, introduced part-time Theatre faculty member, Ms. Laura Wesslund and Mr. Mark Hiebert, Jazz Music faculty. Ms. Cervantes introduced two new post-high school counselors, Ms. Heather Ecklund and Ms. Kristin Graf. Mr. Jason English, Science Department Chair, presented Ms. Regina Schindel, Physics faculty, and Mr. Benjamin Torrisi, Chemistry faculty. Ms. Michael Christensen, Social Studies Department Chair, introduced Ms. Valerie Curtis, part-time Social Studies faculty, Mr. Tony Knuth, Social Studies faculty, Mr. Daniel Rothschild, Social Studies faculty, and Ms. Rose Wysocki, Social Studies faculty and head Softball Coach. Finally, Dr. Panopoulos introduced Mr. Daniel Bruzdinski, Vocational Coordinator, Mr. William Cline, part-time Special Education faculty, Ms. Hannah Kreps, School Psychologist and Mr. Jacob Rothstein, Speech and Language Pathologist. Each leader shared each faculty member's educational and professional background and included details such as which classes each was teaching and at which campus each was located.

Ms. Albrecht congratulated all new leaders and faculty.

### **C. 15-year Facility Plan Presentation**

Mr. Chris Johnson, Assistant Superintendent for Finance and Operations, presented the 15-year facilities plan. At the July Board of Education Meeting, Dr. Sally presented a broad overview of the goals of the study to set the foundation for this month's discussion. Mr. Johnson presented the framework that will guide the planning process over the next several years, while also providing flexibility for the Board and Administration each year to address needs as they arise. Several categories were presented including project background, a categorization of proposed work, current priorities, specifics of planned work, and financing options.

Mr. Johnson gave a brief background on the role of facilities in education and the history of investment in New Trier's facilities. He also touched on the Winnetka Campus Project, building off of that success and the lessons learned, while noting that the District has discussed how to accomplish this work as stewards of its financial resources. The fifteen-year framework or roadmap is meant to provide opportunities for students while protecting the investment in the District's campuses. There were four areas that were important to the creation of the plan: process, fiscal responsibility, flexibility, and research-based best practices. Framework categories, which were created to organize the work, include: academics, athletics and kinetic wellness, mechanical/infrastructure, and safety and environmental. The study's principles and findings highlighted a phased approach as a way to accommodate financial constraints and the amount of work that can be accomplished in any given year. This timeline allows for needs identified in New Trier's strategic plan to be incorporated into the planning in future years. On the financial side, the plan is structured to only use existing revenue sources available to the District. Specifically, both the Finance and Facilities Steering Committees, see no need for a referendum in the foreseeable future.

Mr. Johnson went on to discuss how the plan will balance priorities by addressing a variety of needs in a purposeful manner. He highlighted a few priorities such as enhancing classrooms at each campus to meet current standards, improving athletics and Kinetic Wellness facilities, safety, energy efficiency and maintaining mechanical and building systems. These were then grouped into five-year segments of when the work is suggested to be done. The first five years would focus on improvements to the Winnetka campus' North and Tower buildings, while the library would be a focus at the Northfield campus. Other improvements include updating the strength and conditioning spaces at Winnetka, improving the Gates Gym facility, and enhancing Duke Childs Field as part of the Village of Winnetka work. Selected roofs will need replacing at both campuses along with other mechanical fixes. Finally, the District would also consider solar panels at both campuses. Mr. Johnson then briefly highlighted what changes years six through ten may incorporate followed by proposed renovations for the last five-year phase. Mr. Johnson shared information on the classroom improvements that will take place over time. Mr. Johnson reiterated that there is no

need for a capital referendum for the foreseeable future. Financing will be updated and approved annually by the Board of Education. Mr. Johnson outlined the proposed funding sources and then asked for any questions or comments.

Ms. Ducommun inquired what building isolation meant as it pertains to safety to which Mr. Johnson replied. Ms. Ducommun then commented that this was a brilliant plan and reflects an extraordinary amount of work on behalf of administrators. She went on to note that it will serve the school and community and most of all New Trier students well through the years. There are also creative measures to finance that will not require a capital referendum. She noted that this is a gift to Board Members, the school, community and students. She also applauded the administration's leadership. Mr. McLane concurred.

Dr. Glucksman commented that the plan is incredibly thoughtful and is similar to the strategic plan with being well thought out with associated contingencies and being student centric. It is not planning for today, but instead planning for tomorrow. He also shared that by stating there is no need for a referendum in the foreseeable future, the District is being a good steward. Mr. Johnson also shared additional thoughts.

Ms. Albrecht reiterated that this is a roadmap with the projects being approved year to year, not approving fifteen years' worth of work. It is helpful to have this roadmap to identify where changes are needed. She also shared that by having this plan, it will assist the east side of the Winnetka campus in achieving a similar look to the new west side.

Dr. Sally shared additional comments, particularly about how this plan is coming together with the strategic plan. Both will allow for many positive changes to the student experienced. He also thanked the Board for their kind words about the plan. Dr. Sally and Mr. Johnson both thanked Mr. Dave Conway, Director of Physical Plant Services, for his work. Ms. Albrecht concurred.

Finally, Ms. Ducommun noted that it is important to emphasize with the community that completing these projects over the summer will not require the District to alter the school calendar.

#### **D. Recommendations for Summer 2020 Projects**

As the first step in implementing the 15-year facilities plan, Mr. Johnson presented the recommendations for the summer 2020 projects. Part of the presentation discussed the District's annual planning cycle. Each year work for the following summer will be brought to the Board for their review and approval. The recommendations for the work will be informed by the financing options that the Finance Committee has discussed and facilities options that the Facilities Steering Committee has discussed. Mr. Johnson noted that in future years, this presentation will occur earlier so as to have a better planning cycle, but the recommendations proposed are realistic and achievable.

Mr. Johnson's presentation focused on the purpose, impact, scope and schedule of the work. He shared the proposed projects detailing highlights from each area. The goal of the renovations would be classrooms that meet current standards in size, technology, and furniture, while also renovating the hallways, mechanical systems, and restrooms. Ultimately, the goal is to have the North and Tower buildings at the standard of the new building. Renovations would start on the third floor at the Winnetka campus, with seven classrooms created from two relocated offices, and take place over two summers, however, approval would only be for the first summer. At the Northfield campus, the library would be renovated and a media center space would be created, along with a combination of student support and help desk. Other proposed changes include the pool and Gaffney auditorium at Winnetka and roofs at both buildings along with concrete repair at Northfield. Energy conservation measures and additional security cameras would also occur at both campuses.

Next, Mr. Johnson discussed financing for these summer 2020 projects noting a budget of \$12.4 million has been established for this work. Funding sources were also shared along with the amount that would come from each.

The year one schedule was displayed with Mr. Johnson noting what had taken place at the past two Board of Education meetings. He also noted that Board approval will take place at the September meeting, with design starting immediately so that bidding can be done during the winter so as to secure the best prices with the best contractors. This way work can begin as soon as school ends in June. Mr. Johnson then invited any questions or comments from Board members.

Ms. Ducommun questioned whether this represented the collective thinking of all the departments with an understanding that the third floor was the right place to start to which Mr. Johnson replied that it was, all agreed that

having an academic-focused start was important.

Mr. Robitaille inquired if the intention in the summer of 2020 plan as well as the broader plan was to stay net even in terms of the number of classrooms, but to increase the square footage of the classrooms. Mr. Johnson agreed that that statement was accurate and went on to further explain how the expansion of the Winnetka campus assisted in lowering the school's scheduling efficiency number, which allows for more flexibility in class offerings. Next, Mr. Robitaille noted that the elements of the new building that are working well will be used to renovate the existing North and Tower buildings, emphasizing there is no need to demolish more buildings for improving these academic spaces. He sees this as a return on investment and this work is being done in a more cost effective way to create more modern, more academically friendly environments without having to spend capital dollars to build new buildings. This is evidenced in not only the summer 2020 plan, but the 15-year plan as well.

Ms. Hahn inquired about the solar power and if it would be part of the mechanical roof repairs over the summer. Mr. Johnson replied that panels may be added to the roofs at both campuses depending on when the roof is scheduled to be replaced.

Mr. Dronen inquired if there would be any changes to the reserves in the education fund to which Mr. Johnson replied that the District will see where the fund is at after the audit is completed, but that the Finance Committee has not discussed a change in the District's reserve position. Currently, the talk is about level reserves. Discussion continued around this topic.

Ms. Ducommun commented on the fact that concrete repairs will cost one million dollars and is something that has needed to be done in the past as well. She notes, for the age of the Northfield campus, this should not be an ongoing issue. Mr. Johnson noted that concrete is the primary building material of the campus, encompassing the walls, portions of the roof, many horizontal and vertical surfaces, not just the sideways. Ms. Ducommun noted that the concrete has had a high rate of failure, earlier than it should have. Mr. Johnson shared that the District is managing it the best it can, by investing the dollars now before it exacerbates other problems.

Dr. Glucksman agreed with Mr. Robitaille's comments. With the improvements at the Winnetka campus, that brings everything up to date. Dr. Glucksman noted the tour he took at Winnetka helped to sell him on the improvements proposed for 2020. It will have an immediate impact and is student centric, allowing for the modern way that students learn. He also noted that new teachers are ready to use technology and teach students in a different way than the building was originally designed for. Mr. Johnson acknowledged the difficulty for teachers to manage both spaces, not only logistically, but lessons may need adjustment depending where in the building one is teaching. Ms. Albrecht also added that this was particularly true with the technology differences for teachers as they may need to alter how they use the technology in the different spaces.

Ms. Albrecht also commented that when looking at the budget, most of the expenses are in fiscal year 2020, with some in fiscal year 2021, which is due to summer bridging both fiscal years. Mr. Johnson noted that this often splits facilities projects into two fiscal years.

#### **E. Update on Teacher and Leader Evaluation**

Dr. Sally provided an update on the changes made to the teacher and leader evaluation plans. This work was taken on by the Joint Committee for Teacher Evaluation (JCTE). Committee members included Mr. Jim Burnside, Assistant Athletic Director; Mr. Marty Laffey, Mathematics Department Faculty; Ms. Lorri Starck-King, retired Modern and Classical Languages Department Chair; Mr. Ed Zwirner, English Department Chair; Dr. Tim Hayes, Assistant Superintendent for Student Services; Mr. Waechtler; Mr. Peter Tragos; and Dr. Sally. Changes to these evaluation systems were student focused as well as addressed issues that arose during the previous teacher negotiations.

Dr. Sally shared the guiding principles for the JCTE and then outlined the remaining parts of the presentation, which included Mrs. Dubravec and Mr. Waechtler, presenting on leadership, followed by Dr. Hayes, who focused on the adviser piece, and finally, Mr. Tragos who discussed teacher evaluation.

Mrs. Dubravec noted that the Characteristics of Professional Practice for Leading at New Trier (CPPL) was created by a committee consisting of Mr. Jim Burnside, Mrs. Dubravec, Mrs. Linda Knier, retired Director of Academic Services; Mr. Michael Lee, Assistant Principal for Administrative Services; Mr. David Noskin, English Department Faculty; Mr. Greg Sego, Junior Boys' Adviser Chair; Ms. Robyn Ward, Science Department Coordinator; and Mr. Waechtler. The CPPL is intended to be a framework to guide the growth and development of educational leaders

through ongoing self-reflection, dialogue and feedback. The document assists leaders in their development, whether novice or veteran, while acknowledging that one is always in a continuous process of becoming. Mrs. Dubravec shared the four domains of the CPPL along with noting that each domain has certain characteristics and descriptors that encompass what a leader should know, understand and do in their role as leader, but also in their classroom, the school and community. She went on to give an example of domain one by providing a more in-depth look at the characteristics and indicators broken into essential practice and essential knowledge. This is reflected in each of the four domains. This document will serve as a foundation for the growth and development of the leaders at New Trier, both now and in the future. Mr. Waechtler then shared how the CPPL will be used, noting one of the prime ways will be during campus leadership team meetings, while it will also be used for the aspiring leaders' cohort, the supervision and evaluation of titled leaders, among others.

Dr. Hayes then presented on the adviser role framework. Adviser chairs, some advisers and leaders worked on defining what excellent advising looks like. This document would then inform goal setting and evaluation as well as help new advisers understand the expectations of their role. The group identified seven elements that they believed to be the foundation of excellent advising. Aspirational language was then used to describe each element, along with examples of how advisers achieve that element. The first use of the document is in goal setting, which Dr. Hayes explained in further detail. A second use of the document is for feedback to advisers at the end of each year by their adviser chair. Finally, the document also serves as an outline for those teachers who are interested in becoming an adviser, faculty apply for a freshman assignment of one year or a sophomore assignment of three years. Dr. Hayes went on to share the timeline for decision-making as well as the factors taken into consideration when selecting advisers.

Next, Mr. Tragos presented on teacher evaluation, which the JCTE has made some revisions and enhancements. He went on to share the underlying principles that guided the group, noting the focus on teacher growth and the student experience. The Student Growth Plan, implemented in 2016, after two years of pilots, was then evaluated in 2018. Feedback showed that there was value in the focus and reflection on student learning and professional practice, however, it had become overly burdensome to teachers, primary supervisors and the system. The JCTE then revised the plan based on several ideas and recommendations. The revisions were summarized and concluded that a redirection of professional and institutional time to the revised goal setting process was needed. Student growth projects, as they have been currently known, will not continue in the same way. Mr. Tragos will continue to report to the Board on student growth using standardized test scores. Revisions have been made to the goal setting process with Mr. Tragos providing further details about the process of the enhancements, the most notable one being, the integration of student feedback to the teacher. The incorporation of student voice concerning their experience in the learning environment will assist teachers in adjusting instruction, making curricular decisions, and further developing their practice.

Lastly, Dr. Sally shared additional thoughts, including that the changes are student-centered, focused on teacher growth, and the importance of titled leaders' roles in the school. The adviser role framework is the best document yet that describes excellent advising and the selection process. It should be recognized that these documents will need modifications over the coming years. Dr. Sally then invited comments and questions from Board Members.

Dr. Glucksman inquired as to what the big differences are in the documents compared to before. Dr. Sally responded that the leadership framework document has been formalized and approved for use, is the adviser framework, which helps to guide advisers in a more official way, as well as formalizing the goal setting process for teachers by focusing on certain areas that will enhance the process by providing specific guidance to teachers and leaders. Dr. Glucksman had additional inquiry about the frequency of the goal setting process to which Dr. Sally and Dr. Hayes responded. Dr. Glucksman then asked if higher turnover was expected in regards to the new adviser framework, which Dr. Hayes noted he does not anticipate. He went on to note that the framework is supposed to function similar to what the Characteristics of Professional Practice (CPP) does for teachers in terms of excellence and feedback. Dr. Glucksman inquired if student feedback was a new addition. Mr. Tragos responded that while the CPP has always included a part about student feedback, this is the first time that it has been formalized and required for all teachers. The two then discussed if peer review was involved to which Dr. Hayes added further thoughts. Finally, Dr. Glucksman noted that everything is laid out so there are no surprises, to which Dr. Sally agreed. He then added that teachers will continue to have flexibility when it comes to the instrument used for student feedback, but there will be a set of prescribed questions that will need to be integrated into their surveys. He expanded on the reasoning for that as well.

Mr. McLane is thrilled to see the student feedback piece in a formalized structure, but noted that the tricky part will be how to ask in order to get meaningful feedback from students, but it will be one of the most important feedback pieces for teachers.

Ms. Ducommun noted that there has been a long history of wanting to include student feedback. It shows the trust that teachers have in the administration about how the information will be collected and used. During the 2003-2004 strategic plan era, this was discussed but it did not feel like it would come to fruition. Today, though, it is a wonderful affirmation that this is a really important piece of how New Trier does what it does well and how the school can keep getting better. She gave kudos to the group.

Mr. Robitaille inquired if test scores alone would satisfy PERA, to which Mr. Tragos replied that they will. Discussion continued about how New Trier is satisfying the two required measures for PERA under state law. Dr. Sally shared additional comments. Mr. Robitaille then asked if the goals, including student feedback and growth, are going to be a part of scale and tenure decisions, to which Dr. Sally answered that no, the student feedback would not formally be included in a document produced for scale directly. However, the Department Leaders as Primary Supervisors oversee all aspects of the teacher's growth and they are required to submit a letter as part of the scale process. Mr. Tragos included comments pertaining to the summative evaluation piece.

Ms. Albrecht shared that during collective bargaining she learned more about the business of teaching. The alignment of all the documents is an incredible enhancement. The student feedback instrument is monumental. Ms. Albrecht agreed with Ms. Ducommun's comments, noting that the collaboration demonstrated by the JCTE and the Administration is what New Trier is known for and exemplifies the trust that is needed for that level of collaboration.

## **VII. Administrative Items**

### **A. Treasurer's Report for July 2019**

Mr. Johnson presented the July 2019 Treasurer's Report, which is the first month of the fiscal year. The reports have been updated to reflect the budget for FY 20. The first month is typically variable depending on receipts of revenue and expenditures and it is difficult to see any year over year trends at this point. Total District account balances are \$122,833,000. The District's weighted yield for investments stands at 2.25% for PMA and 2.17% for funds invested elsewhere.

### **B. Financial Reports for July 2019**

Mr. Johnson reviewed the Financial Reports for July 2019. Receipts total \$23 million, which is just less than 25% of the District's budget, driven largely by the timely payment of property tax revenues. Expenditures are significantly lower at \$4.6 million, although higher than the same month last year due to the timing of payments primarily related to capital. The business office continues to work on the FY 19 audit which is proceeding well and looks forward to presenting the final budget in September 2019.

## **VIII. Consent Agenda**

- Bill List for the Period, July 1 – 31, 2019
- Personnel Report (Appointments, Changes of Status, Resignations, Retirement, and Stipends)
- that the Board of Education approve a three year vending agreement with Mark Vend and authorize the Assistant Superintendent of Finance and Operations to execute the contract subject to final attorney review. This will allow the District to continue providing quality vending products to our students and staff.
- that the Board of Education extend the contract with Infinity Transportation through June 30, 2020 and authorize the Assistant Superintendent of Finance and Operations to execute the agreement.

Ms. Albrecht asked if any Board Members would like to remove items from the Consent Agenda for separate discussion. No one chose to do so. Ms. Ducommun moved that the Board of Education approve the Consent Agenda, which includes: Bill List for the Period, July 1 – 31, 2019; Personnel Report (Appointments, Changes of Status, Resignations, Retirement, and Stipends); that the Board of Education approve a three year vending agreement with Mark Vend and authorize the Assistant Superintendent of Finance and Operations to execute the contract subject to final attorney review. This will allow the District to continue providing quality vending products to our students and staff; and that the Board of Education extend the contract with Infinity Transportation through June 30, 2020 and authorize the Assistant Superintendent of Finance and Operations to execute the agreement. Ms. Hahn seconded the amended motion. Upon a roll call vote being taken, the members voted as follows:

AYE: Mr. McLane, Mr. Dronen, Ms. Ducommun, Dr. Glucksman, Ms. Hahn, Ms. Albrecht

NAY: none

The motion passed.

**IX. Board Member Reports**

Mr. McLane thanked Mr. Johnson and Mr. Conway for their work on facilities. It has been well thought out, well-structured and the deliverables will go year by year.

Ms. Ducommun looks forward to meeting with her groups beginning in September.

Mr. Dronen noted that the next **Facilities Steering Committee** meeting is September 6<sup>th</sup>.

He noted that **NSSSED** will meet on August 28<sup>th</sup>.

The **Educational Foundation's** subcommittee met on August 13<sup>th</sup> to discuss potential projects including the greenhouse, robotics and other ideas. The projects will be discussed and approved at the next Foundation meeting. Other meeting topics included goals for the year and expanding the donor base. The next subcommittee meeting is on September 9<sup>th</sup> and the next regular meeting of the Foundation is on September 12<sup>th</sup>. Mr. Dronen shared the event details for the Foundation's fundraiser, Golf Outing and Dinner, that is on September 23<sup>rd</sup>.

The **Legal Committee** met on August 13<sup>th</sup>. The group discussed the efficient use of legal services and balancing risk. They also drafted attorney guidelines for firms representing the District. Discussion also centered around disclosure and resolution of legal matters, Board of Education involvement – how much and when, the current processes for reviewing bills, and how rate increases are approved. On August 27<sup>th</sup>, the group will meet to interview three law firms.

The **Special Education Parents' Group** will meet on September 25<sup>th</sup>.

Mr. Dronen also encouraged Board Members to participate in the Golf Outing.

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

Calendar of Events: Dr. Sally highlighted the following dates:

- August 26<sup>th</sup>: First day of student attendance
- August 30<sup>th</sup>: First home football game
- Many matches and games have already taken place as well.
- The next Board Meeting is September 16<sup>th</sup>, which is in three weeks and is typical as the District waits to have the August Board Meeting until the first day of school. Early September will be busy for Board Members and the groups they liaise with.
- Lagniappe Potpourri take place September 18<sup>th</sup>, 19<sup>th</sup> and 20<sup>th</sup>.
- As a reminder, there is a Special Board of Education Meeting scheduled for September 30<sup>th</sup>, where the group will conduct their self-evaluation through IASB.

There were no requests for Staff Research and Future Agenda Items.

**XI. ADJOURNMENT**

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

The meeting adjourned at 9:11 p.m.

Respectfully submitted,

---

Lindsey Ruston, Secretary

---

Cathleen Albrecht, President