

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

**January 21, 2020**

**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 Tuesday, January 21, 2020 at 7:00 p.m.

**Members Present**

Ms. Cathy Albrecht, President  
Mr. Keith Dronen  
Dr. Marc Glucksman, Vice President  
Ms. Jean Hahn  
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

**Absent**

Ms. Carol Ducommun  
Mr. Brad McLane  
Ms. Lindsey Ruston, Board of Education Secretary

**Also Present**

Ms. Gail Gamrath, Assistant Principal, Northfield Campus, Mr. Scott Williams, Assistant Principal for Student Services; Mr. Mike Lee, Assistant Principal of Administrative Services; Dr. Chimille Dillard, Director of Curriculum and Instruction; Dr. Renee Zoladz, Director of Human Resources; Ms. Niki Dizon, Director of Communications; Ms. Athena Arvanitis, Assistant Principal for Student Programs and Operations; Mr. Myron Spiwak, Director of Business Services; Mr. Mike Hill, Technology Department; Mr. Eric Johnson, Technology Department; faculty, staff and members of the press and community.

**BUSINESS MEETING**

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

Ms. Albrecht called the Regular Meeting of January 21, 2020 of the Board of Education to order at 5:30 p.m. in Room C234. Roll call was taken and all members were present, except for Ms. Ducommun and Mr. McLane. Ms. Albrecht asked for a motion to move to Closed Session. Dr. Glucksman 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; 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 the case the basis for the finding shall be recorded and entered into the closed meeting minutes; and discussion of minutes of meetings lawfully closed, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Ms. Hahn seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: none

ABSENT: Ms. Ducommun, Mr. McLane

The motion passed.

**II. CLOSED SESSION – 5:30 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 January 21, 2020, at 7:06 p.m. All members were present, except for Ms. Ducommun and Mr. McLane.

### **IV. Minutes**

Ms. Albrecht asked for any comments or adjustments on the minutes of the Regular Meeting of December 16, 2019 (open and closed session). There were no such requests. Ms. Hahn moved, and Dr. Glucksman seconded, the motion to approve the minutes of the Regular Meeting of December 16, 2019 (open and closed session), as amended. Upon a roll call vote being taken, the members voted as follows:

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

NAY: none

ABSTAIN: Mr. Robitaille

ABSENT: Ms. Ducommun, Mr. McLane

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:

- Dance Day/Northfield Dance Ensemble took place prior to Winter Break. There are roughly, 75 participants, freshmen to seniors, and this ensemble is a “no cut” resulting in dancers having a variety of levels of experience. In addition to Dance Day, a Dance Discovery Workshop is held for sixth through eighth graders. Approximately 20 students attended and learned a dance that six New Trier students taught. They then performed together at the evening showcase.
- A Staff versus Senior Helper basketball game was held.
- There was also a Staff Holiday Luncheon. A few staff members cook bar-b-que for the entire staff and the freshmen choirs perform as well.
- In Kinetic Wellness, Officer Stephen Malinowski, School Resource Officer, recreated social situations that encourage teens to think about their actions and responsible decision making along with what the consequences might be.
- Mr. Rick Malnati was a guest speaker in the Creative Cuisine classes. He talked about Lou Malnati’s Pizzeria, how it began and how it has expanded. He also shared Malnati’s pizza with the classes.
- Currently, there is a student art exhibit taking place with student selected work on display. The exhibit runs until the end of January.
- Final Exams have started and will wrap up at the end of the week, with second semester beginning on Tuesday, January 28<sup>th</sup>.
- There is a lot of work taking place as the campus prepares for the incoming freshmen. This includes Academic Life sessions, level placements and recommendations in preparation for the 15 minute conferences for each incoming freshman, as well as All About the Electives. He noted much of this work has been led by Ms. Lori Worth, Eighth Grade Transition Coordinator, and Ms. Gail Gamrath, Assistant Principal, Northfield Campus and thanked them for their efforts.

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

- Finals are currently taking place at the Winnetka Campus.
- An email was sent to the families of the Class of 2020 to share that commencement will be held at the Sears Centre and to share further information regarding that decision.

- The parent evening, Understanding and Supporting Adolescent Mental Health, exceeded expectations. There was a wonderful turn out. The panel included Dr. Nancy Burgoyne, Chief Clinical Officer and Vice President of Clinical Services, from The Family Institute at Northwestern University, Dr. Smita Gautam, Child, Adolescent and Adult Psychiatrist, from The Family Institute at Northwestern University, Ms. Tiffany Myers, Social Work Department Chair, and Ms. Kris Hummel, Student Assistance Program Coordinator. As attendees entered, various outside agencies joined to support the evening. Dr. Sally was also part of the panel along with Mrs. Dubravec. A lunch ‘n learn for students also took place at the Winnetka Campus. The topic was Understanding the Adolescent Brain, which was presented by Ms. Julie Smith, Speech/Language Pathologist, who has also co-presented with Ms. Myers at various venues. The next lunch ‘n learn will be Managing Stress Strategies: Untangling Your Thinking and the third one will be Setting Boundaries: Is this a grit situation or am I in over my head?
- The Athletic Hall of Honor Night is January 24<sup>th</sup> and is the second class that will be inducted. Five individuals will be honored for their contributions to New Trier Athletics. The ceremony will take place in between the girls’ and boys’ basketball games against Evanston.
- The Jazz Festival will take place on February 8<sup>th</sup>.

Mr. Tragos, Assistant Superintendent for Curriculum and Instruction, gave a brief update on the PSAT/NMSQT exam. This was previously discussed at the November Board Meeting following feedback in October from parents and staff regarding the administration of the PSAT. Both groups expressed concerns over the loss of instructional time and additional stress pertaining to make-up assignments. Mr. Tragos noted that this year’s test was different in that all students did not take the test and those that did took time out of their morning schedules and then went back to their regular class schedule once the test was over. Classes continued as usual at Winnetka, which is different than in the past where classes were cancelled and the day was truly a test day. Based on conversations with various constituencies, the decision has been made to administer the PSAT on a Saturday instead of on a school day. Mr. Tragos then went on to share the reasoning behind this move and while the school wants its students to have sufficient practice on standardized tests and comply with state assessment requirements, it is also important to minimize lost instructional time and decrease student stress. With the move to the SAT suite of assessments, the school believes that students will have all the prep time that they need in standardized testing. Some neighboring schools such as the Glenbrooks, Evanston Township and Loyola were similar to New Trier in administering the test on a Wednesday in October, but for next school year, they too, will move the test to a Saturday. Mr. Tragos then introduced Dr. Chimille Dillard, Director of Curriculum and Instruction, who oversees testing to provide more specifics.

Dr. Dillard shared that the PSAT/NMSQT is designed for students to take early in their junior year, but is similar to the PSAT 10. The only difference being that the PSAT/NMSQT is the only test that allows students to qualify for National Merit Scholarships, which is why it is administered early in junior year and is only offered once in October across the country. Every school selects a date for the test, New Trier will administer the test on Saturday, October 17, 2020, which will take place at the Winnetka campus for those juniors who registered online. The test is optional and this year cost \$17. The testing date has been communicated with athletics, activities and performing arts so they can avoid scheduling issues if possible. Knowing that some students may have a conflict, New Trier will partner with Niles North to allow students with Saturday conflicts to test on Wednesday. Likewise, if a Niles North student has a conflict on their Wednesday test date, they may opt to take the test on New Trier’s Saturday date. The District will send detailed communication about the test and registration to sophomore parents in May, once this current school year’s testing is complete in order to eliminate any confusion. New Trier’s testing webpage will also be updated to include a frequently asked questions section that will have information about the exam as well as the parent communication. The overall goal is to minimize questions and confusion.

### **FOIA Report**

Mr. Chris Johnson, Assistant Superintendent for Finance and Operations, noted that there were two FOIA requests received since the last Board of Education Regular Meeting. Both have been closed. One pertained to personnel and the other regarded information on courses offered.

### **B. New Trier 2030 – Mid-Year Update**

Dr. Sally presented a mid-year update on the strategic plan, New Trier 2030, as well as the annual plan. This is an opportune time to take a moment to see where the school is at, what has been accomplished, and what work remains. January and February are a time of transitions for schools as they begin work on the next school year. Dr. Sally reviewed the six framework areas, which are the key measurable areas for the school. He went on to highlight the

work being done in each framework area and how that work connects to the 2019-2020 annual plan as well as work that is being done outside the plan but is still very connected to it. A timeline for future Board presentations was also shared. Major presentations will take place at the next three Board meetings – the February presentation will be on Social Emotional Learning; March’s presentation will be on Equity Goals; and in April, there will be a presentation on the Characteristics of a New Trier Graduate. Other annual plan goals will be summarized for the Board over the next three months as well. As the District looks forward to the next school year, Dr. Sally outlined the process for the Annual Plan 2020-2021, with the goal being to have a connected, coherent plan for next year. Dr. Sally believes that the District has done good work this year with the Annual Plan. The Annual Plan 2020-2021 will initially be presented at the April Board Meeting, followed by final approval at the May meeting. This will allow the District and departments a month to think about what their summer work should be and how they will plan their work for next year.

Mr. Robitaille inquired if there will be another update on the Strategic Plan at the end of the year. Dr. Sally responded that it will probably take place in May, in order for the District to present a plan for next year, it needs to understand where it has been, what has been accomplished, what has not worked and might need to be abandoned, and where the District might need to change directions. Dr. Sally anticipates taking the different pieces and compiling them into a summary report, with the understanding that there still may be a bit of work to do. Mr. Robitaille segued into his next question by noting there is good work being done on the goals, but it is hard to gauge where the District is at versus expectations. He also noted that it is hard to put a quantitative percentage on these items. Dr. Sally noted that those goals that are more concrete are mostly done already such as the new publication for Academic Life Night or Financial Communication. The ones that are less well defined, such as social emotional learning professional development, will be evaluated via feedback later in the year from faculty and staff. Equity is in a similar situation, but the difference is that there are many departments going in many, different directions. The Equity Goals Committee will determine how that is coming together and they have been meeting over the year to coordinate and understand what each is doing. Dr. Sally and the Assistant Superintendents will also try to bring coherence to the work that is being done and what forces are pulling and pushing those initiatives. There will be a presentation for staff on the February 14<sup>th</sup> Institute Day about this. Mr. Robitaille summarized Dr. Sally’s comments and further inquired if there was any part of the strategic plan that the District is behind on or where resources have not been dedicated. Dr. Sally commented that he does not think that is the case. Faculty and staff are putting the time in and getting work done, so ultimately the annual plan needs to be sustainable, which will be an important part of the next few months.

Dr. Glucksman commented that one of the most important parts of this whole process is really listening to students, staff, parents and community. He thanked students, staff, administrators and parents who volunteer and put a tremendous amount of work into this. The Board sees the results, and there is a lot of force behind those results. He noted that the Board appreciates everything behind the scenes that they do not see. Dr. Glucksman is the Board liaison to the Strategic Plan Advisory Group, formally known as the All Staff Forum, where students, staff and administrators meet monthly to look at aspects of this. Even from this small cadre of people there is a lot of buy-in and so much passion behind it, which is a testament. Dr. Glucksman noted that if a person were to ask someone offhand about the results, it would be interesting to hear the response and it is also good if they are invisible, but there are still results.

Ms. Hahn noted, building off of Mr. Robitaille’s comments, that this is the first year of an annual plan and the first time through this process, but a mid-year review should also include course correction or a look at where the District may need to change mid-year. She inquired if that is presumably what the District will do once it gets the process down and if this will happen around this time every year. Dr. Sally agreed and added that the Board is not seeing committees meeting on a monthly basis and course correcting along the way. This year, Dr. Sally feels good about where each group is at, and it will be the rhythm going forward.

Ms. Albrecht observed that the six frameworks matter so much to the District as it organizes its approach to each year. She then referenced Dr. Sally’s earlier comments about some work being outside of the plan, which Ms. Albrecht thinks are actually part of the plan, such as the Mental Health evening for parents. She thought it was monumental noting she attended as well as Ms. Hahn. She noted it was so well done, there was a great turnout, attendees were engaged and the speakers were amazing. The evening included Northwestern University’s Family Institute, who last fall presented to a consortium that New Trier is a part of. She thought it was beneficial to students, parents and even those parents whose children are out of high school. It was really well done and Ms. Albrecht sees it fitting into framework two.

### **C. Budget Assumptions and Parameters**

Mr. Chris Johnson, Assistant Superintendent for Finance and Operations, presented the budget assumptions and parameters. January is the official start of the budget process for the 20-21 school year. The process is focused on meeting the needs of students for the next school year, including the courses they have selected, their social/emotional needs, and the needs of the special education program. The administration has updated projections for next year based on assumptions that have been reviewed by the Finance Committee. This includes the projected revenue and expenses for New Trier, which have been updated based on historical assumptions. The Finance Committee has suggested revisions to these assumptions to more closely align with historical performance, with the goal of having more accurate projections for subsequent years. The District has also updated enrollment projections, which included using a new demographer, McKibbon Demographics. Like Dr. Kasarda, Dr. McKibbon projects an enrollment decline over the next 5 years, with a decrease of 58 students next year and over 200 through five years. The District will align its budget, enrollment and staffing to these projections of a decrease in students. There are also a significant number of faculty retirements during this period, and the District is carefully analyzing its staff needs. The District will also review capital planning for the 15-year plan at a subsequent meeting. The District will now work to build the budget and convert the projections to actual numbers as they become available. The District is continuing its no operating fund referendum commitment for a 17th year and is able to balance the budget next year with the resources that are available. The District continues to be heavily supported by local resources, which make up approximately 90% of its budget and will closely monitor changes that may impact its revenue or expenses at the state level. If no major changes occur, it is expected that New Trier will be able to present a balanced budget during the July Board of Education meeting. Mr. Johnson will provide periodic updates to the Finance Committee throughout the spring and the Board as this develops. Mr. Johnson thanked Mr. Myron Spiwak, Director of Business Services, and the Business Office staff for their work. He then invited any questions or comments from the Board.

Mr. Dronen shared a comment on the health insurance, noting that the District is doing a tremendous job and that the five-year average is three tenths of a percent, to which Mr. Johnson confirmed. Mr. Dronen then noted that Mr. Johnson was building in four percent increases instead of six percent. Mr. Johnson provided further information on this, noting that the amount is a place holder and it will be updated with actuals later in the spring. Mr. Dronen shared additional comments with Mr. Johnson noting that the lower cost is a testament to the health of New Trier's employees, the management of the health co-operative and the work that is all done together.

Ms. Albrecht asked if the only changes between the memo presented this evening and the one that was shared at the Finance Committee were the CPI and the rolling five-year projections, to which Mr. Johnson confirmed and shared additional details regarding the CPI numbers and the tax levy. Ms. Albrecht inquired if the 2.3% increase in CPI was announced last Tuesday, which Mr. Johnson also confirmed. Discussion continued between the two on this topic.

Dr. Glucksman moved, and Mr. Robitaille seconded, the motion to approve the budget calendar as presented and authorize the administration to begin the budgeting process. Upon a roll call vote being taken, the members voted as follows:

A YE: Mr. Dronen, Dr. Glucksman, Ms. Hahn, Mr. Robitaille, Ms. Albrecht

NAY: none

ABSENT: Ms. Ducommun, Mr. McLane

The motion passed.

### **D. Policy Committee Report**

Dr. Sally presented the Policy Committee report. The Policy Committee is proposing that the District contract with the Illinois Association of School Boards (IASB) and their policy services to work on customizing New Trier's policy manual. IASB has a policy service, Policy Reference Education Subscription Service (PRESS), in which they provide a sample policy based on changes in the law and school code. The changes that have recently happened due to legislation have been significant. As administrators began to review policies and match changes in law to new PRESS policies and then match that to New Trier's policies, they felt it was time to look into redoing New Trier's policy manual by using IASB's service. Dr. Sally noted that the District will continue to use their service so as other policies are updated, PRESS will send New Trier their version. This will allow the District to update its policies more efficiently, effectively and accurately by better aligning the District to IASB. New Trier will not lose its culture

that is embedded in its policies because the IASB service allows a district to customize the policies that it wants. Dr. Renee Zoladz, Director of Human Resources, has been through this process in other school districts and affirms that the role of the Policy Committee and then of the Board is to assure that New Trier's culture is still part of its policies. This is also a more efficient use of the Policy Committee's time. The timeline and the cost were provided in the memo to the Board. Dr. Sally then asked if the Board Members who participate on the committee had additional comments. He also noted that many area districts use this service already.

Ms. Hahn commented that she observed how much time and effort administrators were spending trying to make the policies work and align. This inefficient use of administrators' time was the main impetus for her as she would rather have them using their time on the school instead of trying to draft policies. Dr. Glucksman added that with approximately 120 policies, it was very low throughput. He also noted that as soon as one thought they were moving forward with a particular policy, it, often times, would come back to the committee for further work. His other point, that Dr. Sally mentioned, is that although the committee takes the policies and information from PRESS, they also add the values and culture of New Trier on top of that. By using this service, the committee would be able to spend more time on the latter part. It is also an efficiency piece for the administrators as well.

Dr. Sally noted that while the contract for having IASB work on New Trier's administrative procedures, is a later event, administrators believe they would like to go through that process as well. That is what assures that the administration sticks to the rules that have been set up and those rules abide by the policies. This would benefit whoever might be involved, such as students, staff and parents. Dr. Sally believes this would be a good communication tool enhancement for all as well.

Ms. Albrecht noted that there are two separate fees to get New Trier aligned with IASB, one for the policy manual and the other for the administrative procedures, to which Dr. Sally confirmed. She then inquired if the policy manual and the administrative procedures work would happen at the same time. Dr. Sally noted that first work would be done on the policy manual, followed by work on the administrative procedures. There is a contract for the policy customization and there will be a separate contract for the administrative procedures. She noted that many neighboring districts use this service. Ms. Hahn noted, which Dr. Glucksman alluded to, that the Policy Committee would be able to focus on the substance of the policy instead of wordsmithing. Ms. Hahn is excited by the prospect of doing this.

Mr. Robitaille noted he was in favor as well.

Mr. Dronen inquired if the law firm that New Trier utilizes will still review the final edits, noting that they will not be involved as much. He then questioned what the approximate cost savings will be in legal fees. Dr. Sally thought that it would cut costs in half. Discussion continued between the two on this topic, with Dr. Sally noting that time spent by administrators to prepare for the Policy Committee meetings as well as the cost of legal fees would both be cut in half, which would allow for a focus on the substance of the policies. Dr. Sally went on to note that IASB is not the District's lawyers, but rather, a consulting service. The District's lawyers will make final approvals. Dr. Glucksman added that the Board still has to approve the policies. Ms. Albrecht noted that over time, and once the policies are aligned, it will be a much simpler review.

Dr. Glucksman moved, and Ms. Hahn seconded, the motion to approve the contract with Illinois Association of School Boards for their Policy Manual Customization and PRESS Plus services, as presented.

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

NAY: none

ABSENT: Ms. Ducommun, Mr. McLane

The motion passed.

## **VII. Administrative Items**

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

Mr. Johnson presented the December 2019 Treasurer's Report, which is the midpoint of the fiscal year with six months remaining. Cash balances across District funds total \$100,209,995. The weighted portfolio yield is gradually dropping as higher interest rate investments mature and are replaced by lower-earning investments. The average

weighted return is 1.92% for short term investments and long term investments at 2.35%. Although rates are dropping, the District is still benefitting from investments it purchased at higher rates, so interest income continues to be significant at \$1.2 million year-to-date. Receipts totaled \$1.765 million for December, as the District saw continued property tax and regular state and federal payments. Everything is proceeding as normal and it is nice to have a year where revenue is coming in as expected. December and January typically represent the two lowest cash balance months for the school, as the year is well underway, so money is being spent to educate students, while some bond payments are due in December, and property taxes are typically distributed in August and in February. Therefore, the District is in a heavy expenditure period, as well as a low revenue period, but is anticipating tax bills to be sent out shortly and tax money to start coming in during February.

Mr. Robitaille inquired why the NIHIP surplus was zeroed out on the fiscal year cash flow statement for December 19. Mr. Johnson confirmed that it was an error that would be corrected. He also confirmed for Mr. Robitaille that the NIHIP surplus is part of the total presented on the sheet.

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

Mr. Johnson reviewed the Financial Reports for December 2019. Operating revenue was \$54,130,245 for the first six months of the year or 3% higher than last year. The adopted budget has a 2.26% increase, so the District is trending slightly ahead of budget based on the timing and disbursement of payments. State and federal payments have been made in a timely fashion this year and are helping the District to be slightly ahead of where it usually is at this point. Operating expenditures were \$43,524,000 exclusive of transfers, 1.49% higher than last year. The budget projects a 2.10% increase, so the District is under last year's total. Mr. Johnson will continue to monitor those trends as the District moves into the second half of the year.

Mr. Dronen asked for confirmation of 1.92 for the weighted average for investment and noted that the District was around 2.5, a year ago. Mr. Johnson noted that it was higher and has been gradually falling. He shared the District's philosophy and additional details about its investments.

Ms. Albrecht inquired when the review for the December payment for NSEED from the Education Fund would take place as that payment has not yet been made. Mr. Johnson noted that it will happen this month as he and Dr. Joanne Panopoulos, Assistant Superintendent for Special Education, review the bill. He noted that they found some corrections that are needed as the bill consists of hundreds of individual services. NSEED will make those corrections and resubmit the bill to New Trier. Mr. Johnson anticipates that the bill will be paid on the last check run of this month. Ms. Albrecht inquired if it was about the same total amount, to which Mr. Johnson noted that the total is around \$500,000, which is similar to what it has been in previous years.

### **C. Bond Sale Update**

Mr. Johnson gave an update on the bond sale. The District conducted a private placement bond sale in early January and had favorable results due to market conditions and the overall financial health and management of the District. The \$3.3 million in bonds will be to fund summer 2020 facilities construction. All in cost of the bid was 2.02%. The District received five bids. Mr. Johnson had inquired if this was typical based on a previous question from a Board member. This is higher than typical as investors had available capital and they also were attracted to the name, reputation, and financial health of the District. The final results were approximately \$98,000 under initial projections, representing a savings for taxpayers and the District and were favorable compared to other Aaa rated bond offerings in our area. The District also benefitted from market conditions moving from when the initial price review with the Finance Committee was done in the fall.

Ms. Albrecht noted that the 2.02% was excellent results, to which Mr. Johnson agreed, noting that the number and names of those interested were also great, such as Chase, Wintrust and BMO. Ms. Albrecht noted that the estimate for private placement in December was 2.37%, so to come in at 2.02% was good. Discussion continued between the two.

### **\*D. Facilities Update**

Mr. Johnson then gave several short updates on facilities. As Dr. Sally noted in his Strategic Planning presentation, the District is nearing the end of the Summer 2019 Security Project. The bulk of this work is largely complete with the most visible portion reflected in the changes at the Northfield Campus, which include the gates and the welcoming vestibules. The rollout of these changes has gone well and the administration has received positive feedback on both the sense of security and the aesthetic changes this has provided. The Village of Northfield approved the District's signage package last week, which they needed to do as it relates to zoning, and the new

exterior signage order will be placed and then installed later this spring. Mr. Johnson thanked Mr. Dave Conway, Director of Physical Plant Services, for leading the project, with the help of the facilities staff, Ms. Athena Arvanitis, Assistant Principal for Student Programs and Operations, as well as Mr. Waechtler and Ms. Gail Gamrath, Assistant Principal at the Northfield Campus.

The next update was on the 15 Year Plan – Year 1 work. This is the first year of the 15 Year Facilities Plan, which will occur this summer at both campuses. Major projects include remodeling a portion of the third floor at the Winnetka Campus to improve classrooms and other spaces for teachers and the library at the Northfield Campus. Bids are out now for the first portion of the work and will be presented at the February Board of Education meeting, while the second bid package will be approved at the March meeting. There is also an opportunity to apply for a state construction grant of \$50,000 and the District is looking for approval at tonight’s meeting regarding this grant application. There are six categories of work under which one can apply, the first priority is emergency work, which the District does not have, the second priority is health life safety, and the concrete work scheduled for the Northfield Campus falls under this category.

Next, the 15 Year Plan – Year 2 work was reviewed, which is slated for summer 2021. Major projects will include the second half of the third floor at the Winnetka Campus and other classroom improvements as well as mechanical and infrastructure improvements at both campuses. The Facilities Steering Committee will review these projects over the next two months and they will be presented to the Board for approval later this spring. The District wanted to move up the calendar, as last time the approval was in August, in order to allow more time for an even more thoughtful design process as well as to allow for the best spread of bids.

The final update is regarding the analysis of Athletic, Kinetic Wellness and Academic Needs on the East Side of the Winnetka Campus. During the December meeting, the Board approved a contract with Wight, HOK and Cashman Stahler to complete the analysis of these needs. The first phase of this work has commenced, which includes preliminary analysis as well as programming and design analysis. Members of the Facilities Steering Committee will also visit nearby schools with their architects this week to analyze their facilities. The Finance Committee is also analyzing available resources for this potential project with the goal of preparing a recommendation on the scope, timing and financing for this May. The recommendation will not include a referendum; this work analyzes how the District can achieve this and the timeline in which they can be attained within the District’s existing resources.

Mr. Johnson thanked Mr. Conway, the architects, the Facilities Steering Committee, teachers and other leaders for their important work as the District continues to make sure our facilities meet the educational needs of its students today and tomorrow as well as continue to maintain them at a high level. Mr. Johnson then invited any questions or comments from the Board.

Ms. Albrecht inquired if the Illinois Grant Program was a new or renewed program, to which Mr. Johnson replied with historical and current day context. There is \$44 million available through this program. Mr. Johnson went on to share further details and conversation continued between the two.

Ms. Hahn inquired if the program was needs based, to which Mr. Johnson replied about the grant program’s priority categories.

Mr. Robitaille inquired as to when Mr. Johnson will come to the Board with an initial review of what the needs are and the conclusions for the facilities work on the Winnetka campus. Mr. Johnson noted that it will be discussed with the Community Engagement Committee, the Facilities Steering Committee and the Finance Committee about what will need to be brought forward to the Board as the District moves towards May, as it is a decision point. Board Members can anticipate hearing details at most meetings between now and May.

Dr. Glucksman moved, and Ms. Hahn seconded, the motion to authorize submittal of the Illinois State Board of Education School Maintenance Grant application in the amount of \$50,000 and reserve funds for the projects as required by the grant provisions.

Upon a roll call vote being taken, the members voted as follows:

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

NAY: none

ABSENT: Ms. Ducommun, Mr. McLane

The motion passed.



## VIII. **Consent Agenda**

- Bill List for the Period, December 1 – 31, 2019
- Personnel Report (Appointments, Change of Status, Resignations, Stipends and Retirement)
- Board Policy – Second Reading (2-220 Board of Education Meeting Procedure, 6-340 Student Testing and Assessment Program, 7-150 Agency and Police Interrogation)
- Contract extension with Safeway for Special Education Transportation
- Contract extension with Alltown for Special Education Transportation
- Intergovernmental Agreements with Sunset Ridge 29, Winnetka 36, Avoca 37, and Wilmette 39
- Closed Session Records Review

Dr. Glucksman moved that the Board of Education approve the Consent Agenda, which includes: Bill List for the Period, December 1 – 31, 2019, Personnel Report (Appointments, Change of Status, Resignations, Stipends, and Retirements), Board Policy – Second Reading (2-220 Board of Education Meeting Procedure, 6-340 Student Testing and Assessment Program, 7-150 Agency and Police Interrogation), Contract extension with Safeway for Special Education Transportation as presented and authorize the Assistant Superintendent of Finance and Operations to execute the agreement subject to final legal review, Contract extension with Alltown for Special Education Transportation as presented and authorize the Assistant Superintendent of Finance and Operations to execute the agreement subject to final legal review, Approving the Intergovernmental Agreements with Sunset Ridge 29, Winnetka 36, Avoca 37, and Wilmette 39, as presented and that the Board agrees to open the Closed Session Records for May 20, 2019, September 30, 2019 and November 12, 2019 and the destruction of the Closed Session Meeting tapes of January 2018 through June 2018. Ms. Hahn seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: none

ABSENT: Ms. Ducommun, Mr. McLane

The motion passed.

## IX. **Board Member Reports**

Ms. Hahn reported that the **Community Engagement Partnership and Governance Committee** met on January 13<sup>th</sup>. The committee saw the final pamphlet that was distributed on Academic Life Night to eighth grade students. It is kid-friendly with a bucket list of things to do at New Trier, an FAQ, and terms that are unique to the school. The main focus of the meeting was offering input on the Annual Report, which is the premiere piece of communication to the community. The committee worked to ensure that the Strategic Plan and the frameworks are the organizing principle of this piece and tie-in well with the Annual Report.

Ms. Hahn attended the **Booster Club** meeting on January 14<sup>th</sup>. Mr. Augie Fontanetta, Director of Athletics, and Mr. Conway were in attendance. Mr. Fontanetta gave an update on New Trier's fall sports. He noted that the girls' basketball team participated over Winter Break in the Grow the Game tournament. Fourteen teams participated, all of which have female coaches and the games were officiated by women. Glenbard West hosted the tournament. Mr. Fontanetta mentioned that New Trier may host the event next year, which Ms. Hahn encouraged. Then Mr. Fontanetta and Mr. Conway presented about the proposed athletic facilities updates. The Booster Club was encouraged to share their opinions on the various updates. The school would like to partner with the Booster Club on the financial side, but they also represent a large number of students who will be directly impacted by these changes.

Finally, Ms. Hahn attended the Mental Health evening for parents and thought it was fantastic. The portion of the presentation on the neuroscience of what occurs in the brain when a person has anxiety or depression particularly resonated with her. She went on to note that if the goal is to destigmatize mental illness and encourage people to seek timely and effective treatment, focusing on the physical aspects of the disease is important as no parent would hesitate to seek help if their child's heart had a problem. Ms. Hahn commented that Ms. Myers' point that parents should give their children space and time to manage problems and stay well when they need to and not be so concerned that they might be off track in college, was an important communication piece to parents. She thanked the school for bringing this to the community.

Mr. Dronen noted that the **Facilities Steering Committee** met on January 9<sup>th</sup> and Mr. Johnson did a fine job of

summarizing all the points.

Mr. Dronen attended the **NSSSED Leadership Council** on January 8<sup>th</sup>. The key topics were assessments with sender districts, collective bargaining begins on January 30<sup>th</sup>, and a foundation update.

Dr. Glucksman noted that the **Board Policy Committee** met two weeks ago, which was discussed, and he thanked the Board for their support of the IASB resources for Board policies.

On December 18<sup>th</sup>, the **Strategic Plan Advisory Group**, formally named All School Forum, met. Mr. Tragos led this particular meeting by focusing on the ideal attributes and skills that New Trier graduates should have. It was a robust conversation and Dr. Glucksman noted how impressed he was with the cadre of very engaged student representatives and their observations. He thanked Mr. Tragos for facilitating that meeting. He noted that this is a key component in driving the Strategic Plan.

Ms. Albrecht encouraged all Board Members to review the section for incoming freshmen on New Trier's website as it is very well-done.

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

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

- First semester exams are currently taking place.
- Facilities tours will take place on Thursday and Friday for the Facilities Steering Committee.
- The Athletic Hall of Honor will take place on Friday.
- Second semester begins on January 28<sup>th</sup>.
- The first weeks of February are filled with meetings for Board Members.
- Friday, February 14<sup>th</sup> is an Institute Day for faculty and staff as they engage in professional development. There is no school for students.
- There will be no school on Monday, February 17<sup>th</sup> as it is Presidents' Day.
- The next Board of Education meeting is on Tuesday, February 18<sup>th</sup>.

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

**XI. ADJOURNMENT**

Ms. Hahn 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 8:16 p.m.

Respectfully submitted,

---

Lindsey Ruston, Secretary

---

Cathleen Albrecht, President