

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

April 26, 2011

**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, Northfield, Illinois, Room C234 on Tuesday, April 26, 2011 at 6:30 p.m.

Members Present

Ms. Wendy Serrino, President
Mr. John Myefski, Vice President
Mr. Alan Dolinko
Ms. Carol F. Ducommun
Mr. F. Malcolm Harris
Mr. Robert Merrick
Mr. James B. Koch

Administrator Present

Dr. Linda L. Yonke, Superintendent
Mr. Donald Goers, Associate Superintendent
Dr. Timothy Dohrer, Principal – Winnetka Campus
Mr. Paul Waechtler, Assistant Principal -
Northfield Campus
Mr. Timothy Hayes, Assistant Superintendent
for Student Services
Mr. Paul Sally, Assistant Superintendent for
Curriculum & Instruction

Also Present

Ms. Niki Dizon, Director of Communications; Ms. Laurel Burman, Director of Special Education;
Mr. Christopher Johnson, Director of Technology; Mr. Matt Ottaviano, Assistant Principal for Administrative Services;
Dr. Debbie Stacey, Director of Academic Services; Mr. John Neiweem, Director of Physical Plant Services; Mr.
George Sanders, Director of Human Resources; Ms. Michele Slav, Director of Business Services; Ms. Reiko Mrozik,
Co-President NTESPA; Mr. Jim Burnside, President, New Trier Education Association, Science Department; Ms.
Katherine Schindler, Assistant Principal for Student Services; Ms. Athena Arvanitis, Director of Student Life; Ms.
Christine Estberg, Science Department; Mr. John Miller, Science Department; Mr. Dan Lawler, English Department;
Ms. Linda Straube, Library Department; Mr. Andrew Horne, Kinetic Wellness Department; Ms. Nicole Hoefling,
Science Department; Mr. Brian Woodruff, Science Department; Ms. Kathleen Flanigan, Science Department; Ms.
Lauren Zilbershatz, Mathematics Department; Ms. Christine Peters, Special Education Department; Ms. Patricia
Savage-Williams, Coordinator, Special Education Department; Mr. Kevin Hendren, Science Department; Ms. Kay
Pothast, Kinetic Wellness Department; Ms. Mercedes Lopez-Mjaanes, Modern and Classical Language Department;
Ms. Robin Ward, Coordinator, Science Department; Ms. Lorraine Starck-King, Coordinator, Modern and Classical
Languages Department; Ms. Venera Stabinsky, Modern and Classical Language Department; Ms. Mary Beth Barrett,
Science Department; Mr. Paul Easton, English Department; Ms. Kate Nisbet, Special Education Department; Ms. Kari
Viano, Special Education Department; Mr. Chip Finck, Practical Arts Department; Ms. Katherine Linsenmeier,
Mathematics Department; Mr. Mark Onstott, Kinetic Wellness Department; Mr. Scott Williams, Sophomore Boys
Adviser Chair; Ms. Stacey Buell, Special Education Department; Mr. John Gilchrist, Department Chair Kinetic
Wellness Department; Mr. Marc Tadelman, Kinetic Wellness Department; Ms. Juliet Smith, Special Education
Department; Ms. Kate Goodman, Kinetic Wellness Department; Mr. Michael O'Connor, Post High School Counseling
Department; Ms. Gretchen Stauder, Post High School Counseling Department; Ms. Kelly Breiner, Science Department;
Ms. Barbara Joyce, English Department; Ms. Liz Woods, Sodexo Food Services; Mr. Thomas Garrity, Audio Visual
Multimedia Manager; Ms. Lori Goldstein, Mr. Peter Fischer; Mr. Patrick O'Donoghue; Ms. Onnie Scheyer; Mr. and
Mrs. Wes Bauman, Ms. Vanessa Rachmaninoff, Mr. John Graettinger, Ms. Susan Koch, Ms. Dorian Merrick, and
members of the Community.

I. CALL TO ORDER – 6:30 p.m.

Ms. Serrino called the regular meeting to order in open session at 6:30 p.m. and asked for a roll call attendance. All Board members were present. Ms. Serrino noted the meeting will start out in closed session and requested a motion to move to closed session. Mr. Dolinko moved and Mr. Merrick seconded the motion to adjourn to Closed Session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity; and collective negotiating matters between the District and its employees or their representatives, of deliberations concerning salary schedules for one or more classes of employees; and the 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.

AYE: Mr. Dolinko, Ms. Ducommun, Mr. Harris, Mr. Koch, Mr. Merrick, Mr. Myefski, Ms. Serrino

NAY: None.

The motion passed unanimously. The members adjourned to Closed Session.

Adjournment to Closed Session – 6:36 p.m.

II. Closed Session – Rm. A201A

The Closed Session meeting adjourned at 7:12 p.m.

III. BUSINESS MEETING – Rm. C234 – 7:30 p.m.

Ms. Wendy Serrino reconvened in open session and called the Regular Business Meeting of the Board of Education to order in Room C234 at 7:30 p.m. She welcomed those in attendance and noted the first agenda item to approve the revisions of the revised closed session minutes from July 27, 2009 through March 15, 2010. This will concluded the revision of minutes for the past eighteen months.

IV. Minutes

Mr. Dolinko moved that the Board of Education approve the revisions to the following closed session minutes as such revised minutes have been presented to the Board:

- Regular Meeting of July 27, 2009 (closed session)
- Regular Meeting of August 24, 2009 (closed session)
- Special Meeting of August 31, 2009 (closed session)
- Regular Meeting of September 21, 2009 (closed session)
- Special Joint Meeting of October 8, 2009 (closed session)
- Regular Meeting of October 19, 2009 (closed session)
- Regular Meeting of January 19, 2010 (closed session)
- Regular Meeting of February 16, 2010 (closed session)
- Regular Meeting of March 15, 2010 (closed session)

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

AYE: Mr. Harris, Mr. Koch, Mr. Merrick, Mr. Myefski, Mr. Dolinko, Ms. Ducommun, Ms. Serrino

NAY: None.

The motion passed unanimously.

Mr. Dolinko moved that the Board approve the minutes of the Regular Meeting of March 21, 2011 (open and closed session). Mr. Merrick seconded the motion. Upon a roll call vote being taken, the members voted as follows:

AYE: Mr. Koch, Mr. Merrick, Mr. Myefski, Ms. Ducommun, Mr. Harris, Ms. Serrino

NAY: None

ABSTAIN: Mr. Dolinko

The motion passed.

Mr. Dolinko moved that the Board approve the open and closed minutes of the Special Meeting of April 12, 2011 (open session). Mr. Harris seconded the motion. Upon a roll call vote being taken, the members voted as follows:

AYE: Mr. Myefski, Mr. Dolinko, Mr. Harris, Mr. Koch, Mr. Merrick, Ms. Serrino

NAY: None

ABSTAIN: Ms. Ducommun

The motion passed.

V. Communications

Ms. Serrino invited members of the Community to share their comments noting the request forms on the side table. Student Nicole Kofkin shared her thoughts on and concerns for the school Pep Club. Ms. Onnie Scheyer thanked Mr. Koch, Mr. Merrick and Ms. Serrino for their years of service and congratulated Mr. Fischer, Ms. Goldstein and Mr. O'Donoghue for their commitment to the District in the consensus building times ahead.

VI. Special Orders of Business

A. Official Canvass of April 5, 2011 Consolidated Election Results

Dr. Yonke reviewed the official results received from the Cook County Clerk's office for the April 5, 2011 Consolidated Election, noting the winning candidates as Ms. Lori Goldstein, Mr. Patrick O'Donoghue and Mr. Peter Fischer. Dr. Yonke noted that these official results differ slightly from those posted on election night due to the late arrival of some absentee ballots. Mr. Harris moved that the Board approve the official canvass of the April 5, 2011 Consolidated Election Results. Mr. Dolinko seconded the motion. Upon a roll call vote being taken, the members voted as follows:

AYE: Mr. Dolinko, Ms. Ducommun, Mr. Harris, Mr. Koch, Mr. Merrick, Mr. Myefski, Ms. Serrino

NAY: None

The motion passed unanimously.

B. Recognition of Outgoing Members / Presentation of Gifts

Dr. Yonke thanked each of the outgoing Board members, Robert Merrick, Wendy Serrino and Jim Koch with personal remarks and acknowledgement of their commitments of time and talent for the District. Board members each shared their thoughts and appreciation of the outgoing members, as did Ms. Serrino, Mr. Koch and Mr. Merrick on their terms in office. Dr. Yonke presented each of the outgoing members with a gift from the school and noted that the Board would take a short recess to enjoy cake and refreshments in honor of past and future Board members. Mr. Dolinko moved to adjourn the present meeting *sine die*. Mr. Harris seconded the motion. Upon a voice vote being taken, all were in favor. The meeting adjourned for a temporary break.

The Board moved to adjourn temporarily for cake and refreshments at 8:10 p.m.

C. Welcome, Oath of Office and Seating of Three Newly Elected Board Members.

Mr. Myefski, as Vice President of the Board, reconvened the meeting after the break at 8:31 p.m. Dr. Yonke distributed the copies of the Board member Oath of Office as Peter Fischer, Lori Goldstein and Patrick O'Donoghue recited their oaths simultaneously. The newly seated Board members were welcomed with a round of applause.

**D. Election of New Officers for the Period April 26, 2011 to the April 2012 Regular Meeting
President**

As Secretary for the Board of Education, (and acting as President Pro Tem) Lou Anne Kelly asked for nominations for the office of President of the Board of Education, for the period of April 26, 2011 through the April 2012 Regular meeting. Mr. Dolinko nominated Mr. John Myefski for the office of president. There being no other nominations for the office of President, Mr. Myefski was elected President by acclamation.

Vice President

Being the elected President of the Board, Mr. Myefski conducted the elections for the office of Vice President for the same period of time. Mr. Myefski nominated Ms. Carol Ducommun as Vice President. Again, there being no further nominations for the office of vice president, Mr. Myefski declared Carol Ducommun elected by acclamation to the office of Vice President. Both Mr. Myefski and Ms. Ducommun, assuming their newly elected positions, thanked the Board and looked forward to serving and working with everyone at New Trier and in the community.

E. Calendar of Board Meetings for July 2011 to June 2012

Mr. Myefski asked the Board members to review the submitted calendar of Board meetings for the next year of July 2011 through June 2012 and provide comments. Mr. Dolinko noted that the February 20 meeting is on Presidents' Day. Since this is a non-attendance day for students, he suggested moving the Board meeting to Tuesday, February 21 as is similarly done in January for the Martin Luther King Holiday. There were no objections to moving the February meeting to the 21st, nor were there any other objections to the submitted dates. Mr. Dolinko moved that the Board approve the Calendar of Board Meetings for July 2011 through June 2012 as presented with the change to the Monday, February 20, 2012 to be Tuesday, February 21, 2012. Mr. Harris seconded the motion. Upon a roll call vote being taken, the members voted as follows:

AYE: Ms. Ducommun, Mr. Harris, Mr. Fischer, Mr. O'Donoghue, Mr. Myefski, Ms. Goldstein,
Mr. Dolinko

NAY: None

The motion passed unanimously.

F. Board Representative/Liaison Assignments

Mr. Myefski began the discussion of Board Liaison Assignments by asking the members to review the committees and forward any questions about them to himself or Dr. Yonke. He requested that the members respond with their preference of committee assignment by Monday, May 2. Board discussion followed on these Board assignments and specifically the Board Committees of Finance and Policy, which are posted as open meetings. Mr. Myefski and Mr. Dolinko noted in light of the survey results and beginning with a fresh start, community involvement and participation is sought, particularly on the Finance Committee. Positions may be created for community members, perhaps by appointment. Ms. Goldstein suggested adding a Liaison position for the Ethical Conduct and Global Citizenship Committee, which already has the community involvement of parents. Some discussion followed on which committee to eliminate. The Strategic Planning committee was suggested as a possible committee to eliminate after its report to the Board next month.

G. Report from Campus Principals and Assistant Superintendents

Mr. Paul Waechtler, Assistant Principal for the Northfield Campus, reviewed highlights of past and future activities at the freshman campus, which included Adviser selection for next year; "Take your kids to Work Day"; the Spring Mixer and the "After the Academics" Fair on May 9 that showcases the after school activities. Mr. Waechtler also noted the great addition that the B Building Lounge has afforded as an exhibit and performance space as well as an informal study hall.

Dr. Tim Dohrer, Principal of the Winnetka Campus highlighted the activities of the next two days for the students at the east campus. On Wednesday, April 27 and Thursday, April 28, the Prairie State Achievement Exams will be administered to the entire junior class. The sophomore classes will attend various service projects around the town and city with their adviser groups on both days. The seniors will have a day off on Wednesday and then a "transition day" on Thursday. This day will offer seniors various programs, workshops and speakers about college life and options after high school. The freshman, at the Northfield campus will have regular school attendance days. Dr. Dohrer responded to Board members comments and questions.

Mr. Tim Hayes, Assistant Superintendent for Student Services, reported on the connections between schools as evidenced in 21st Century Consortium Conference that he recently attended. The Consortium is comprised of high performing schools from Austin, Dallas, Palo Alto, St. Louis and Omaha. The Conference provides valuable time to hear important educational issues facing schools and students around the country. This conference looked at student college readiness, course syllabi and education research work. Dr. Kevin Skelly, of Palo Alto, California wrote an article on behalf of the group on Social & Emotional Health and Help for Students for the *School Administrators* trade magazine. Mr. Hayes also responded to Board members questions and comments.

Mr. Paul Sally, Assistant Superintendent for Curriculum & Instruction, highlighted the importance of the Professional Development days and in particular the Institute Day on April 11. Dr. Yong Zhao, author of "Catching Up or Leading the Way," spoke on the success of American education in its creativity and entrepreneurship, which has given American schools a leadership role in the world. Mr. Sally also reported on the learning cohorts developed among the teachers, with groups studying particular areas of student learning. Afternoon discussions included such topics as the influence of feedback on student learning, differentiation of instruction in the 9 level curriculum, global connections and global cooperation, and the whole child. These types of topics will be the focus of the learning cohorts.

H. Food Service Bid

Mr. Goers reviewed the recent activity with the District's Food Service Contract with Sodexo, which will expire at the end of the 2010-2011 school year. He noted that at the December 14, 2010 Board meeting, the Board approved an amendment to the Management Agreement with Sodexo, which allowed the District to receive all national discounts, rebates and credits accruing to Sodexo that are allocable to the District. In exchange, the District increased the management fees by 2.5%. The net result is an expected gain of an additional \$80,000 to \$100,000 in net surplus. The surplus is used to offset lunchroom supervision cost, free meal expenses, replenishing of small wares, and maintenance and repair of food service equipment. With the expiration of the current contract, an invitation to bid was sent out in February 2011 to six food service companies. This invitation is for a one-year contract, effective July 1, 2011 through June 30, 2012 and may be renewed by mutual agreement on an annual basis for four additional years. Mr. Goers summarized the Bid Tabulation and noted that ARAMARK Food Service provided the greatest guaranteed annual financial return to the District at approximately 68% more in revenue over the five years than the next highest bidder. After completing an extensive review, Mr. Goers recommended ARAMARK to the Board for award of the District's food service contract. Board discussion and queries followed with Mr. Goers responding. He noted that care will be taken in the transition of food service providers and that usually about 90% of the food service staff is rehired to aid in continuity. Questions were raised about input from students, and the principals explained that students did a taste test at Niles Township. Mr. Dolinko moved and Ms. Goldstein seconded the motion that the Board award a contract for Food Service Provider Services with ARAMARK Educational Services, LLC, subject to the terms and conditions of our Invitation to Bid and subject to final review by legal counsel. Upon a roll call vote being taken, the members voted as follows:

AYE: Mr. Harris, Mr. Fischer, Mr. O'Donoghue, Mr. Myefski, Ms. Goldstein,
Mr. Dolinko, Ms. Ducommun

NAY: None

The motion passed unanimously.

I. Budget Planning Update – Capital Projects Approval

Mr. Goers provided an update report on the Budget Planning process, reviewing the Budget Calendar and noting some of the Capital Projects. The calendar calls for a Preliminary Budget in May, the Tentative Budget in June, and the Final Budget in July. This year there may be a delay in the schedule due to the

teacher contract negotiations, which are currently taking place. Mr. Goers reviewed the Revenue and Expenditure guidelines particularly noting the Student/Faculty ratio, which has increased, affecting staffing and budgetary conditions. The list of recommended Capital Projects for 2011-2012 has been

reviewed and prioritized and follows the capital expenditures parameters established by the Board in January of \$2.82 million. Mr. Goers responded to Board members' comments regarding the Capital Outlay of funds covering annual maintenance. He noted that some are non-Health Life Safety projects. Mr. Neiweem reported on the Northfield locker room resurfacing and the Winnetka wood floor resurfacing. Mr. Johnson reviewed the technology projects planned for the coming year, which included innovative classrooms in Northfield, innovative music room, computer replacements, technology software, VoIP lease payment, EMC Avamar backup system payment, network upgrades, security camera upgrades, and Board Room replacement cameras. Board discussion followed on Budget flexibility and contingency plans, ADA issues on accessibility and Kasarda projections in relation to the economic trends. Mr. Dolinko moved and Mr. Fischer seconded the motion that the Board approve those capital projects in excess of \$50,000, as presented. Upon a roll call vote being taken, the members voted as follows:

AYE: Mr. Fischer, Mr. O'Donoghue, Ms. Goldstein, Mr. Dolinko, Ms. Ducommun, Mr. Harris, Mr. Myefski

NAY: None

The motion passed unanimously.

J. Wood Floor Project: Winnetka Campus

Mr. John Neiweem reviewed the wood floor repair and refinishing project at the Winnetka Campus, noting the specific areas of work in the Gaffney Auditorium stage, the Gates Gymnasium, the Stage Gymnasium, Gyms 108-110 and the two Dance Studios at the Winnetka Campus totaling approximately 55,000 square feet of wood surface. The work is recommended for safety, utilization efficiency and aesthetic reasons. He also detailed the type of work to be done in the various areas. Six contractors attended the mandatory pre-bid meeting. Two actually submitted bids for the work. Mr. Neiweem met with Specialty Floors, Inc., the low bidder, and is confident they will conform in all respects to the specifications and timetable. The Specialty Floors bid is for \$162,860 to perform the work, plus architectural fees of \$18,075, bringing the total project cost to \$180,935, \$4,065 under the proposed project budget of \$185,000. Mr. Neiweem invited questions or comments from the Board. Mr. Myefski noted few firms are able to accommodate such a short timetable due to the current economy and the downsizing of companies. Mr. Dolinko moved and Mr. Harris seconded the motion that the Board award a contract to Specialty Floors, Inc. for \$162,860.00 to perform wood floor refinishing work as detailed in the specifications and project manual for the subject work.

Mr. Neiweem responded to Board members' questions on the number of submitted bids, the impact of inclement weather on these projects, the possibility of picket lines, and ventilation during the projects.

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

AYE: Mr. O'Donoghue, Ms. Goldstein, Mr. Dolinko, Ms. Ducommun, Mr. Harris, Mr. Fischer, Mr. Myefski

NAY: None

The motion passed unanimously.

K. Shot Blasting & Painting of Locker Room Floors: Northfield Campus

Mr. Neiweem detailed the scope of the floor painting work at the Northfield Campus noting the various areas and the type of repairs to be included. He noted five companies attended the mandatory pre-bid meeting with three actually submitting bids for the work. The low bidder was JORE Painting and Decorating, a company which has done work previously for the District. The original budget estimate for the project was \$75,000. The total project cost will be \$61,115 plus architectural fees (\$5,615) and contractor's expenses (\$55,500). The project will be \$13,885 under the budgeted \$75,000 estimate. Mr. Neiweem responded to Board members' questions. Mr. Dolinko moved and Ms. Goldstein seconded the motion that the Board award a contract to JORE Painting and Decorating for \$55,500 to perform locker room floor preparation and painting work at the Northfield Campus as detailed in the specifications and project manual for the subject work. Upon a roll call vote being taken, the members voted as follows:

AYE: Ms. Goldstein, Mr. Dolinko, Ms. Ducommun, Mr. Harris, Mr. Fischer, Mr. O'Donoghue, Mr. Myefski

NAY: None

The motion passed unanimously.

VII. Administrative Items

A. Financial Reports for March 2011

Mr. Goers reviewed the Financial Reports for March, which included the Quarterly Reports for the first quarter of the year. Cash Flow Statements were available for the last three years as well as the March Investment Report. He noted that revenues were down due to the delay in mailing the tax bill but he anticipated that expenses would be down regardless. He summarized the various funds and invited questions of the Board.

B. Budget Status Report

Mr. Goers noted Michele Slav has provided a Budget Status Report for FY 2010-11 through March 31, 2011, which explains in more detail the variances within the funds.

C. Work Load Plan

Dr. Yonke reviewed the Work Load Plan for Special Educators and Ancillary Staff. This plan is Required by the Illinois State Board of Education for the purpose of establishing limits on the workload of special educators and ancillary staff to ensure that all the services provided on a students' IEP (Individualized Educational Plan) can be provided at the level specified in the IEP. The plan was developed by a committee of members of the Special Education Department covering their areas of expertise. Dr. Yonke was pleased with the manner in which the project was developed and the plan that is being implemented. Mr. Fischer moved and Mr. Harris seconded the motion that the Board approve the Work Load Plan as presented. Upon a roll call vote being taken, the members voted as follows:

AYE: Mr. Dolinko, Ms. Ducommun, Mr. Harris, Mr. Fischer, Mr. O'Donoghue, Ms. Goldstein, Mr. Myefski

NAY: None.

The motion passed unanimously.

VIII. Consent Agenda

- **Bill List for the Period March 1-31, 2011**
- **Personnel Report**

Mr. Myefski reviewed the items within the consent agenda. Dr. Yonke asked if any items should be removed for discussion. None were proposed to be removed. Mr. Harris moved that the Board approve the Bill List for the Period, March 1-31, 2011 as presented and approve the Personnel Report as presented. Mr. Dolinko seconded the motion. Upon a roll call vote being taken, the members voted as follows:

AYE: Ms. Ducommun, Mr. Harris, Mr. Fischer, Mr. O'Donoghue, Ms. Goldstein, Mr. Dolinko, Mr. Myefski,

NAY: None.

The motion passed unanimously.

IX. Board Member Reports

Mr. Myefski noted the request for assistance from the Administration to bring ideas to the Fine Arts Council for projects that could be funded by that parent group. Mr. Myefski also reminded the Administration of the survey for classroom design and the plan to review the results at a future Board meeting.

X. Board Members' Calendar of Events

- Calendar of Events

Dr. Yonke recommended attending the Concert Choir & Symphonic Band Concert tomorrow evening; April 27 at Pick-Steiger Hall at Northwestern University at 7:30 p.m., Dr. Yonke also highlighted the Prairie State exams this week on the 27th and 28th. There will be a Special Board of Education meeting on May 16 at 3:30 p.m. the same day as the Regular May Board meeting. The Special meeting is a Workshop meeting where the Board meets with a representative of the IASB for self evaluation. Dr. Dohrer mentioned that Prom is May 7 and will be at the Stevens Convention Center in Rosemont. It was also noted that there were three weeks to the next Regular Board meeting in May and three weeks from then until the June Regular meeting.

- Board Members' Requests for Staff Research and Suggested Future Agenda Items
- There were no new requests for staff research or suggested future agenda items.

Mr. Don Goers reported on the four FOIA requests that were received since the last Regular Board meeting. The first was a request for information on the prevailing wage payroll records paid to a contractor last summer; the second sought a summary of legal payments over the last three years; the third requested student records which are not subject under FOIA; and lastly, a Special Education request for costs and records was received, for which an extension request was filed.

XI. ADJOURNMENT

Mr. Dolinko moved to adjourn the meeting. Ms. Goldstein seconded the motion. Upon a voice vote being taken, all voted in favor. The motion passed unanimously.

Mr. Myefski adjourned the meeting at 10:26 p.m.

Respectfully submitted,

Lou Anne Kelly, Secretary

John Myefski, President