

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

February 21, 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 Monday, February 21, 2011 at 7:30 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
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. 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. Athena Arvanitis, Director of Student Life; Mr. Marty Laffey, Mathematics Department; Mr. Dave Conway, Physical Plant Services, Northfield Campus; Mr. Peter Tragos, Social Studies Department; Mr. Tom Kucharski, Social Studies Department; Ms. Sue Ellen Haak, Kinetic Wellness Department; Mr. Tony Harper, Science Department; Ms. Tiffany Myers, Social Work Department; Mr. Dan Licata, English Department; Ms. Lori Goldstein, Mr. Tim Scherman 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 members were present.

Adjournment 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; and for the purpose of discussing collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees and for the purpose of discussing a student disciplinary case. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None.

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

II. Closed Session – 6:38 p.m. – Rm. A201A

The Closed Session meeting adjourned at 7:27 p.m.

Reconvene to Open Session

III. BUSINESS MEETING – Rm. C234

Ms. Wendy Serrino called the Regular Meeting of the Board of Education to order in open session in Room C234 at 7:35 p.m. and welcomed those in attendance. Ms. Serrino noted that public comment request forms and guidelines are located on the side table. Ms. Serrino requested a motion to approve the minutes.

IV. Minutes

Mr. Koch moved and Mr. Merrick seconded the motion to approve the minutes of the January 18, 2011 Regular meetings (open and closed session), and the minutes of the Special Meeting of February 7, 2011 (open and closed session). 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.

V. Communications

Ms. Serrino welcomed all in attendance and invited members of the Community to share their comments. No one came forward to speak.

VI. Special Orders of Business

Dr. Yonke began with the announcement that 4,611 community surveys have been received. This is approximately 20.5% of all the households that were included in the survey. A community wide forum is being planned, tentatively for April 12, to present the results. Exact timing and location details will be communicated later. Dr. Yonke also noted that the District did hold school today, February 21, even though it is President's Day. The holiday was waived due to the additional Professional Development Days for this school year and that the students will not have school on Friday, February 25, as New Trier is hosting the State Swim Meet at the Winnetka Campus. This year's calendar shows further changes due to the two snow days on February 2 and 3. Grading day, June 7 will now be a school attendance day, and the last day of school is now June 9. The second semester final exam schedule has also changed to June 6, 7 & 8. Graduation Day stays the same and Summer School stays the same as previously scheduled, assuming no additional emergency days are used.

A. Report from Campus Principals and Assistant Superintendents

Mr. Paul Waechtler, Assistant Principal for the Northfield Campus, reviewed the various activities going on at the freshman campus, which included completion of the class's first final exams; four-year planning and sophomore registration; a winter activities fair to entice more participation in clubs, athletics and the arts; and the Turnabout Dance, held at the Winnetka Campus. Mr. Waechtler noted that 1,185 eighth grades students have registered for next year's freshman class and a question & answer panel was coordinated for their benefit. Mr. Waechtler also reported on the dance ensemble performances and the Kinesis performances as well as the freshman theater production of *From Page to Stage* in which students performed adaptations of folk tales.

Dr. Tim Dohrer, Principal of the Winnetka Campus highlighted three significant events for the Winnetka campus. He lauded the Physical Plant Services staff for their extraordinary efforts and the work they performed over the two day blizzard on February 2 and 3. PPS staff put in many day and overnight hours to clear the snow and prepare the campuses for school on Friday, February 4. "PPS Appreciation Day" was declared, providing all PPS staff with breakfast or dinner and cookies from the Parents' Association. The next event of note was the annual cross town basketball game between New Trier and Evanston Township High School on February 12. New Trier emerged the victor this time; however, the basketball competition placed second to the mutual efforts of both schools to raise funds for the Juvenile Diabetes Research Foundation. Dr. Dohrer praised the efforts of both schools in working together to benefit regional and national charities. Lastly, the Winter Carnival will be held on Friday, March 4, at the Winnetka Campus from 5:30 p.m. to 9:00 p.m. This community event is a senior class sponsored service project for the benefit of Habitat for Humanity. It is the largest fund raising event for the senior class and all are welcome to attend.

Mr. Tim Hayes, Assistant Superintendent for Student Services, presented a report on the committee work of the Ethical Conduct and Global Citizenship Initiative of the Strategic Plan. The Parent Committee has an event planned for Wednesday, February 23 at 9:00 a.m. in C234 called "Our Modern Family: A sneak peak into the Mind of the NT Teenager." It also will be presented at 7:00 p.m. in C234. Dr. Dohrer will present the Youth Risk Behavior survey results and the Comprehensive School Climate report. The Parent Committee is also co-sponsoring with FAN a presentation by Madeleine Levine and Denise Polk on "Walking the Talk: Aligning actions and values for youth well-being." This is part of their Challenge Success Initiative and will take place on March 14 at 7:00 p.m. in the Cornog Auditorium. The Student Committee is working on bullying and harassment issues that were part of the Names Program. They are meeting with the District's sender schools to address these issues as students transition into high school. They will also address the freshman transition to the Winnetka campus. The Staff Committee is working as a learning cohort looking at social, emotional and learning skills and focusing on problem solving.

Mr. Paul Sally, Assistant Superintendent for Curriculum & Instruction, reported on the planning work for next year with class schedules and sectioning. Mr. Sally thanked Mr. Waechtler and Mr. Ottaviano for all their work with the Department Chairs and Coordinators to facilitate this. Planning work is also being done for next month's presentation on Professional Development.

Mr. Don Goers, Associate Superintendent, reported on the one FOIA request received on January 18. This request was for information related to the costs for last year's referendum. Mr. Goers responded to the request on January 24 and it is now closed out.

B. Report on Student Support Systems

Mr. Tim Hayes and Mr. Paul Sally presented a report on the various support systems in place to assist students when physical, intellectual, social or emotional issues interfere with their ability to learn. The supports used to help struggling students are known as interventions and the levels of support are part of a Response to Intervention model. This model provides a variety of assistance available as well as data to be evaluated for its effectiveness. Mr. Hayes noted three different levels of support or response. The first is the core program, available for all students and which includes meetings with the teacher, the adviser, adviser chair, resource rooms for academic assistance, ESL (English as a Second Language), Health Services, Peer Helping and Roundtable meetings. At the Supplemental Services level, assistance includes a 10 week Guided Assistance Program, Guided Study, Social Work, or a Student Assistance Program. Intensive intervention is available with the Bridges program for students who have missed large amounts of school and who need academic and/or emotional assistance. A Teacher Advisory Team can be called together to further meet the needs of the student. Mr. Hayes and Mr. Sally invited questions or comments from the Board members. Discussion included the frequent lack of space for these meetings, particularly private meetings; how New Trier compares to other high schools regarding the amount of time spent with students; the benefits of raising the Community's awareness about these kinds of services available to and for the vast majority of students - for non-IEP and non-special education students; anticipating students in academic trouble before they fall through these safety nets; and the fact that all these responses are set up to help identify those students who would benefit from the assistance.

C. Investment Portfolio Review

Policy 4.40 of the Board of Education requires a periodic review of the investment portfolio and its effectiveness in meeting the school district's need for financial safety, liquidity, rate of return, diversification and general performance. This review analyzes the investment portfolio for 2010. Most of the District's investments are in certificates of deposit and government securities. For liquidity, District funds are set up and available in securities and money market funds that could meet any cash flow needs that may arise. Mr. Goers noted the details of the report comparing the District performance with the PMA Financial's "Prudent Man Index". The District's average rate of return was 1.49%, performing well against the Index at .31%. The investment portfolio has performed well in meeting the District's financial needs. Mr. Goers responded to Board members' questions.

D. Scholarship Allocation Report

Mr. Goers reviewed the annual report of the Scholarship Trust Fund, prepared by Mr. Bernard Myszkowski of Dearborn Partners. He detailed the asset allocations of the various funds, noting the guidelines of the *New Trier Statement of Investment Objectives and Policies*. These diversified investments have provided an average return of 3.2% for this past year. Mr. Goers explained the method of calculation for the scholarship allocation and recommended a maximum allocation of \$96,044 for scholarships for the 2011 graduation class. Mr. Goers responded to Board members' comments and questions. He noted that the trust fund was started in 1949 through contributions from various clubs and organizations. No District tax funds are used in this trust fund. Mr. Koch moved and Mr. Merrick seconded that the Board approve the recommendation of a maximum allocation of \$96,044 for scholarships for the 2011 graduation class. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed.

VII. Administrative Items

A. Student Suspension Appeal

Dr. Yonke reported that a student suspension appeal was heard by a hearing officer, whose report was submitted to the Board and discussed in closed session. Dr. Yonke requested the Board to vote to either uphold or overturn the suspension. Mr. Koch moved to uphold the suspension of student A. Mr. Dolinko 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. Serrino

NAY: None

ABSTAIN: Ms. Ducommun

The motion passed.

B. Financial Reports for January 2011

Mr. Goers reviewed the Financial Reports for January 2011 noting that the cash flow balances are back in line with previous years, reflecting the timing of the tax revenues. There were no additional questions by the Board.

C. Contract – Roof Projects (NFLD, F-Bldg. & WINN. Bldgs.)

Mr. John Neiweem presented a recommendation to award a contract to replace the F Building roof at the Northfield Campus and two (2) canopy roofs at the Winnetka Campus. These are two of the final Health, Life, Safety projects to be completed in the group already approved by the state. A summary schedule of all of the Health, Life, Safety projects and their status was included. Mr. Neiweem noted that the roof project was originally budgeted at approximately \$1,800,000 and will come in under budget by about \$135,000. Work at the Northfield F Building will require that the building be closed for the entire summer. Mr. Neiweem reviewed the bidding process and was happy to recommend Bennett & Brosseau Roofing, a Firestone Master Roofing contractor who will have no problem completing the project in time for the start of school. Mr. Neiweem invited questions and comments from the Board members and responded to them. Board discussion included dialogue on completed and yet-to-be completed Health-Life-Safety projects and the possibility of using any residual escrow monies of the Health-Life-Safety projects to address new appropriate projects at the Winnetka Campus. Mr. Dolinko moved and Mr. Harris seconded the motion that the Board approve awarding the contract to the Bennett & Brosseau Roofing company for \$1,616,650 for replacement of roofs at the Northfield and Winnetka Campuses 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: Mr. Merrick, Mr. Myefski, Ms. Ducommun, Mr. Dolinko, Mr. Harris, Mr. Koch, Ms. Serrino

NAY: None

The motion passed unanimously.

Ms. Serrino requested Mr. Neiweem to elaborate on the timing of the F Building roof work and the impact of moving summer school to the Winnetka Campus. Mr. Neiweem noted that the work will take all summer and that Peter Tragos, the Summer School coordinator, has worked out alternative locations for classes and activities. He also noted the significant amount of truck traffic that will occur. There was general agreement on the need for increased communication to parents about the changes to the summer program schedule and location.

D. Northfield Campus Renovation Project Final Report

Mr. Goers noted that within the January 2011 Bill List is the final payment to Pepper Construction of \$324,565.40 which closes out the Northfield Campus Renovation Project. The total budgeted amount of the project was \$8,640,493 and the actual amount spent was \$8,509,220 for a positive variance of \$131,273. The costs cover all related expenses to the project, including all hard and soft costs as well as all consulting services.

VIII. Consent Agenda

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

Ms. Serrino reviewed the items within the consent agenda and asked if any items should be removed for discussion. Ms. Ducommun inquired if all the technology hardware replacement was completed. Mr. Goers noted that there were timing issues for that completion and it could now be addressed. Mr. Dolinko moved that the Board approve the Bill List for the Period, January 1-31, 2011, as presented; and further that the Board approve the Personnel Report as presented including the Addendum relating to Mr. Waechtler. Mr. Koch seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None.

The motion passed unanimously.

IX. Board Member Reports

Mr. Harris noted that the Booster Club's benefit event "Second City Lampoons New Trier" occurred on January 29 and the two shows were highly successful. The Club is still looking forward to co-funding the athletic turf field whenever the time comes for that project. Mr. Harris also attended the New Trier Education Foundation's meetings as they prepare for their inaugural Alumni Achievement Award event, to be held on March 22 at the Sunset Ridge Country Club. The fundraising benefit will include a reception, dinner and recognition program. Confirmed honorees attending are: Todd Golub '81, Sam Harris '54, Christie Hefner '70, Arthur C. Nielsen Jr. '37, Jack Steinberger '38, Geoffrey Tabin '74 and Richard Williamson '67. Mr. Harris encouraged everyone to reserve their tickets. The Education Foundation is also holding strategic planning sessions with Board members and Administrators to help identify areas the Foundation can take on to further their mission of support for the school. Mr. Harris noted that they are making strong efforts to pick up the pace and profile of their fundraising endeavors.

Mr. Merrick attended the Technology Planning Committee meeting on January 26. Discussion continues on ebooks at New Trier, with reports on a few pilot projects that have received mixed reviews. Mr. Merrick also reported for the Strategic Planning Evaluation Committee which met February 15. Mr. Merrick noted that reports on each initiative have been substantially prepared and ready to give an account to the stake holders and the Board in March.

Ms Ducommun began an update on the Facilities Steering Committee and deferred to Dr. Yonke to explain the details and dates discussed at their meeting. Dr. Yonke noted that some of the sub-committees had completed reports yet others had not. The six sub-committee reports are: the Kasarda Demographics Report; the Strategic Planning Assessment Report; the Community Survey Report; the One-Three Model Assessment Report; the Buildings & Field Use Report; and the Facilities Comparison Report. Dr. Yonke detailed the target dates for these committees reporting. The Strategic Planning Assessment report will be heard at the March Regular Board meeting. The Community Survey report will be published and presented at the tentatively scheduled date of April 12. The April Regular Board of Education meeting will be April 26 to accommodate state regulation on seating the new board members (April 5th election). A Special Workshop meeting of the Board, tentatively set for May 23, will hear all of the remaining reports. May 16 is the date for the Regular May Board of Education meeting. Dr. Yonke is also looking for a date to schedule the annual board self-evaluation meeting before the May Regular meeting.

Mr. Myefski reported the Fine Arts Association and thanked them for their grants and funding support. He noted the Board and the Association will compile a wish list of projects for the Fine Arts Department for future considerations.

X. Board Members' Calendar of Events

- Calendar of Events

Dr. Yonke noted that Friday, February 25 will be a Professional Development Day as well as the State Swim Meet. New Trier is hosting the Swim Meet which will take place at the Winnetka Campus both Friday and Saturday. The Winter Carnival is Friday, March 4 and the Alumni Achievement Awards are on March 22 at the Sunset Ridge Country Club. The honored alumni will be meeting with students in their classes during the days of that week.

- Board Members' Requests for Staff Research and Suggested Future Agenda Items

There were no new requests for staff research or suggested future agenda items.

XI. ADJOURNMENT

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

Ms. Serrino adjourned the meeting at 9:03 p.m.

Respectfully submitted,

Lou Anne Kelly, Secretary

Wendy M. Serrino, President