

**NEW TRIER TOWNSHIP HIGH SCHOOL DISTRICT 203
REGULAR MEETING OF THE BOARD OF EDUCATION
January 21, 2014
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, and Room C234 on Monday, January 21, 2014 at 6:30 p.m.

Members Present

Mr. Alan R. Dolinko, President
Mr. F. Malcolm Harris, Vice President
Mr. Peter Fischer
Ms. Lori Goldstein
Mr. John Myefski
Mr. Patrick O’Donoghue
Mr. Greg Robitaille

Administrators Present

Dr. Linda L. Yonke, Superintendent
Ms. Cheryl Witham, Assistant Superintendent
for Finance & Operations
Mr. Timothy Hayes, Assistant Superintendent
for Student Services
Mr. Paul Sally, Assistant Superintendent
for Curriculum & Instruction
Ms. Denise Hibbard, Principal – Winnetka Campus
Mr. Paul Waechtler, Principal – Northfield Campus

Also Present

Ms. Niki Dizon, Director of Communications; Mr. George Sanders, Director of Human Resources; Ms. Ellen Ambuehl, Director of Special Education; Mrs. Linda Knier, Director of Academic Services; Mr. Matt Ottaviano, Assistant Principal, Winnetka Campus; Mr. Peter Tragos, Assistant Principal, Northfield Campus; Mr. Christopher Johnson, Director of Technology; Ms. Athena Arvanitis, Director of Student Life; Mr. Christopher Wildman, Director of Business Services; Mr. Dave Conway, Plant Operations Manager for Northfield Campus; Mr. Steve Linke, Plant Operations Manager for Winnetka Campus; Ms. Judy Macnab, Library Department Chair; Mr. Eric Saszik, Mathematics Department, President, NTEA; Ms. Raquelle Brennan, Library Department; Mr. Marc Garneau, Library Department; Ms. Erika Immel, Library Department; Ms. Paige Niemi, Library Department; Ms. Julie Novak, Library Department; Ms. Linda Straube, Library Department; Mr. Matthew Stuczynski, Library Department; Ms. Pamela Strom, Library Department Coordinator; Ms. Angela Burns, Library Department, Ms. Deborah Lazar, Library Department, Mr. Jason Boumstein, Applied Arts Department Chair; Mr. David Heineman, Social Studies Department; Mr. Josh Wenger, ARAMARK Manager; Ms. Elizabeth Hennessy, Wm. Blair & Co.; Mr. Wes Bauman, and other members of the staff, press, and community.

BUSINESS MEETING

I. CALL TO ORDER – 6:30 p.m.

Mr. Dolinko called the Regular Meeting of the Board of Education to order at 6:32 p.m. Roll call was taken. All members were present except Mr. Myefski and Mr. Robitaille. Mr. Dolinko, noting a quorum of members is in attendance, asked for a motion to move to Closed Session. Mr. Fischer moved and Mr. O’Donoghue seconded the motion 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; and for the purpose of discussion of minutes of meetings lawfully closed, whether for the purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06; and for the purpose of discussing student disciplinary cases. Upon a roll call vote being taken, the members voted as follows:

AYE: Ms. Goldstein, Mr. Harris, Mr. O’Donoghue, Mr. Fischer, Mr. Dolinko

NAY: None

The motion passed.

Adjournment to Closed Session – 6:34 p.m.

II. Closed Session – 6:30pm — A201A

The Closed Session meeting adjourned at 7:15 p.m.

BUSINESS MEETING

III. Open Session – 7:30 p.m. – C234

Mr. Dolinko re-called to Order the meeting of January 21, 2014 of the New Trier High School Board of Education and welcomed those in attendance. Roll call attendance was taken and all Board members were present. Mr. Dolinko noted that the Board had returned from a Closed Session meeting. He announced that if anyone wished to address the Board during the Citizen's Comments part of the agenda, he or she would need to fill out a yellow Communications Request Form found on the table at the back of the room and pass it up to the Board table. Mr. Dolinko also noted that there will be a Public Hearing for the proposal to issue Working Cash Fund Bonds to pay for the Summer 2014 ADA Projects. That Public Hearing will provide another opportunity for members of the community to speak on that subject, at that time.

IV. Minutes

Mr. Dolinko requested a motion to approve the minutes of the December Regular meeting. Mr. O'Donoghue moved and Mr. Fischer seconded the motion to approve minutes of the Regular Meeting of the Board of Education held on December 16, 2013, open session. Mr. Dolinko asked if there were any further comments or corrections to the minutes. None being presented, a roll call vote was taken and the members voted as follows:

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

NAY: None

The motion passed unanimously.

V. Communications

Mr. Dolinko invited members of the Community to address the Board. No one came forward to speak.

VI. Special Orders of Business

A. Report from Campus Principals, Assistant Superintendents & Associate Superintendent

Mr. Paul Waechtler, Principal of the Northfield Campus, reported on activities of both the current freshman class as well as next year's freshman class. Our current students enjoyed an extended winter break with classes resuming on January 8 instead of January 6 due to the severe weather. First semester exams will take place tomorrow through Friday and Mr. Waechtler thanked the New Trier Parents' Association for providing final exam snacks. The first all-school dance which freshmen can attend, Turnabout, is scheduled for Saturday, February 8. Registration for sophomore classes is beginning with students and their parents working on four-year planning.

Students of next year's freshman class have been submitting registration forms, taking placement tests, and attending programs to assist in their transition to high school, such as Academic Life, All about Electives and Understanding Placements. Level recommendations are mailed out at the end of January, with course selections due in mid-February.

Ms. Denise Hibbard, Principal of the Winnetka Campus, shared information on the events and happenings at the east campus which included the Adam Grant, FAN presentation on January 8; a National Blue Ribbon Award of Excellence for the New Trier Band Program; final exams (with a special thank you to the Parents' Association for providing snacks between exams); the Booster Club hosting of Second City for the third year on Friday, February 7; and the Turnabout Dance on Saturday, February 8. Ms. Hibbard noted athletic highlights which included the bowling team winning the Chicago area IHSA regional championship, boys' wrestling defeating Maine South in the CSL Conference Championship, boys' basketball winning the Martin Luther King Tournament and the upcoming girls' and boys' basketball game against Evanston Township High School in the Gates Gym. The 31st Annual Jazz Festival will take place on Saturday, February 1, with New Trier hosting students from all over the United States for performances and workshops.

Mr. Tim Hayes, Assistant Superintendent for Student Services, reiterated Ms. Hibbard's comments on the Adam Grant FAN Presentation. It was rescheduled due to the bad weather; however, it still was well

attended. The next two parent and community presentations of FAN are coming soon. Mr. David Sheff will speak on February 5 in the Gaffney Auditorium at 7:00 p.m. Mr. Sheff is the author of *Clean: Overcoming Addiction and Ending America's Greatest Tragedy* and a memoir, *Beautiful Boy: A Father's Journey Through His Son's Addiction*. Ms. Sian Beilock will present on February 18 in the Cornog Auditorium at 7:00 p.m. Ms. Beilock is the author of *Choke: What the secrets of the brain reveal about getting it right when you have to*. Ms. Beilock will also be the keynote speaker at the February Institute Day, giving an overview of the brain and social and emotional learning. She will also speak at various sessions throughout the day on topics including stereotype threats, performance anxiety, and math learning research. Mr. Hayes also commented on the start of the registration process for the February Institute Day. Popular demand posed registration challenges in the first hours; however, he said everyone will be able to sign up for the classes of their choice. His final note was on the meeting of the New Trier Township Prevention Council, which is comprised of community leaders, education leaders, and law enforcement officials. The quarterly meetings are important and productive in addressing substance abuse in the community.

Mr. Paul Sally, Assistant Superintendent for Curriculum and Instruction, commented on the recent Academic Life program. He highlighted its importance for meeting the incoming students and showcasing the District's academic departments.

Ms. Cheryl Witham, Assistant Superintendent for Finance and Operations, reported there was one FOIA request since the last Regular Board of Education meeting. Information was sought on the District's copy machines and their leases. The request has been satisfied and there are no other outstanding FOIA Requests.

B. Public Hearing on the Resolution declaring the intention to issue Working Cash Fund Bonds of Township High School District Number 203, Cook County, Illinois for the purpose of increasing the Working Cash Fund of said School District

Mr. Dolinko reviewed the ADA work that will occur in the summer of 2014 after issuance of the Working Cash Fund Bonds. These projects include improving ADA access at the auditoria on both campuses and in the Gates Gymnasium. At 7:42 p.m. he called the Public Hearing on the Resolution declaring the intention to issue Working Cash Fund Bonds of Township High School District Number 203, Cook County, Illinois, for the purpose of increasing the Working Cash Fund of said School District to order. He explained the process of the Public Hearing and invited those in the audience wishing to address the Board on this issue, to complete the Communications Request Form and submit it to Mr. Sally at the Board table. Ms. Cheryl Witham summarized the issuance process, reviewing the timeline and noting important dates for compliance. She noted the Board will approve the Parameters Bond Resolution at the February 18 Regular Board meeting. She reiterated the Board's earlier decision to access part of the Debt Service Extension Base, noting this will leave some levying room if some need should arise in the near future. Mr. Dolinko invited those in attendance to come forward and share their comments on the issuance of the Working Cash Fund Bonds. No one came forward to address the Board. Mr. Dolinko opened the floor to discussion among Board members. Discussion followed on the use of Working Cash Fund Bonds versus the use of cash reserves. Ms. Elizabeth Hennessy from William Blair & Co. responded to Board member questions. Mr. O'Donoghue expressed his concern for clarity on the tax bills and that this would be listed as a separate line item. Mr. Robitaille noted that the Finance Committee felt issuing these Working Cash Fund Bonds was a responsible source of capital to address the ADA projects, which are not wholly covered by Health, Life Safety Bonds and that a review of the District's Cash Reserves will occur reasonably soon. Mr. Myefski moved to close and adjourn the Public Hearing on the proposed issuance of Working Cash Fund Bonds. Mr. Harris seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed unanimously.

C. Library Presentation

Ms. Judy Macnab, Library Department Chair and Ms. Pamela Strom, Library Department Coordinator introduced members of the Library Department and presented an informative report on the Library Department and its services. A library is located on both campuses and facilitates the curricular needs of both students and staff. Ms. Macnab reviewed the history of New Trier's library dating back to the earliest plans in 1899 and continuing on through the years as facilities and needs changed. Ms. Strom related the various tasks and roles of the librarians, noting that all staff librarians are certified teachers with Master's Degrees in Library Science. Librarians work with both students and classroom teachers to assist in researching the libraries' resources as well as internet sites. Board discussion followed with Ms. Macnab and Ms. Strom responding to Board members' questions.

D. Decennial Life Safety Survey

Ms. Cheryl Witham presented the Ten Year Health Life Safety Survey which was performed and completed by the Cashman Stahler Group in December 2013. She reviewed the cost breakdown by building and category, explaining that the urgent findings will need to be rectified within the next year. The Required violations have a five year window for completion. She noted the estimated cost to remedy all violations of the Northfield Campus to be \$187,740. The estimated cost to remedy all violations at the Winnetka Campus, assuming a west side building project is \$150,240.00. If a Winnetka West side project were to happen, all violations in those areas would be addressed. The total cost for Health, Life Safety Fund Requirements is \$337,980. Ms. Witham noted the Urgent violations for Northfield will cost \$61,451 and for Winnetka, \$45,550, which can be financed from the District's regular Operating funds. Board discussion followed. Mr. Myefski noted that the violations can give the wrong perception on the buildings' status. In reality, building codes are constantly updated and this Life Safety Survey simply brings the District into compliance with the most current codes. Mr. Dolinko highlighted that if a Winnetka Building Project were not to go forward, then the District would have to go back and pick up those violations which would have been addressed in a renovation project. Mr. Fischer moved that the Board of Education approve the Ten Year Health Life Safety Survey and authorize the Administration to submit the required paperwork to the ISBE to receive authorization to remedy all violations except possible west-side project Required violations using our existing Health Life Safety and Operations and Maintenance funds totaling \$337,980.

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

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

NAY: None

The motion passed unanimously.

E. Facilities Steering Committee Update

Dr. Yonke reviewed the timeline of Facility Steering Committee events over the last month. The Committee met with the three selected design teams on December 18 discussing the timeline and expectations for the next steps in the process, provided tours of the buildings, and answered questions. Extended tours of the buildings during a school day were conducted on December 19 and self-guided tours took place on January 3. Steve Linke provided each team with information on our HVAC systems. Throughout the weeks of December 18 to January 20, the teams were able to submit questions clarifying the RFP or timeline, the answers to which were shared among all the teams. Dr. Yonke also reviewed the scheduled meetings and deadlines through the next Regular Board of Education meeting on February 18. Design Proposals are due by 5:00 p.m. on January 31; Design Team Interviews will take place on February 3 at the Winnetka Campus in the EPI Center starting at 4:30 p.m.; Design Presentations to the Board take place on February 10 at a Special Meeting of the Board of Education at 6:00 p.m. in room C234 at the Northfield Campus; the Facilities Steering Committee Meeting takes place on February 12 at which time the committee will review feedback and develop a recommendation to present to the full Board; and the Regular Board of Education meeting on February 18, when the Board will be asked to approve the Steering Committee's recommendation to hire a design team. Board discussion followed with Dr. Yonke responding to members' questions and comments.

Conversation included questions about the Community Engagement Committee's outreach and communication. Board members asked for an update on the Community Engagement activities next

month.

VII. Administrative Items

A. **Financial Reports for December 2013 / Budget Status Report**

Ms. Cheryl Witham reviewed the Cash and Investment Balances, noting receipts, payroll and expenditures that bring an ending cash balance of \$87,721,000. The Investment report shows average earnings of about .54% with \$25 million or 40% invested with PMA, \$23 million or 38% with North Shore Community Bank, 14% with RBC, and the balance with Money Market accounts. Ms. Witham also summarized the fund balances comparing figures of December 31, 2013 to December 31, 2012. Ms. Witham responded to Board members' comments and questions on Special Education costs and budget planning.

B. **Budget Assumptions & Parameters**

Ms. Witham presented the first report of the Budget Assumptions and Parameters for the Fiscal Year 2014-2015. She noted it is the start of the budget preparation and planning which will culminate in a Tentative Budget presentation for July and a Final Budget in August 2014. She reviewed key revenues, expenditures, and fund balances and stated the total projected revenues to be \$102,929,411. Expenditures are expected to be \$102,923,797. Ms. Witham also reviewed projections on property tax revenues, the Kasarda 2012 Demographic study on enrollment, salaries, health insurance benefits, and the transportation fund. These projections will continue to be updated as more information becomes available. The Five Year Financial Projections will be presented to the Board at the February Regular Board of Education meeting. Ms. Witham and Mr. Dolinko invited questions and comments from Board members. Mr. Dolinko noted the work of the Business Office and the Finance Committee to look at five year projections to assist in this budget planning process.

VIII. Consent Agenda

- Bill List for the Period December 1-31, 2013
- Personnel Report
- Closed Session Records – Minutes and Tape Disposal

Mr. Dolinko asked if any Board member wished to remove items from the Consent Agenda for separate discussion. No items were requested for open discussion. Mr. Dolinko asked for a motion to approve the Consent Agenda. Mr. Fischer moved that the Board approve the Consent Agenda which includes the Bill List for the Period of December 1-31, 2013 and the Personnel Report. It also included the opening of Closed Session Minutes of meetings held on March 18, 2013; June 3, 2013; August 26, 2013; and September 16, 2013; and the destruction of the Closed Session Meeting tapes of January 2012 through July 2012. Ms. Goldstein seconded the motion. Upon a roll call vote being taken, the members voted as follows:

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

NAY: None

The motion passed unanimously.

IX. Board Member Reports

Mr. O'Donoghue reported for the *New Trier Fine Arts Association* and noted several students shared information on the receipt of a Fine Arts Scholarship. He noted high interest in discussion of the ADA improvement project. Upcoming events include the Dance Ensemble Showcase on January 31 and the New Trier Jazz Festival with Christian McBride on February 1.

Mr. Harris attended the *Booster Club* meeting, standing in for Mr. Dolinko. He reported their excitement for the return of Second City as their next fundraiser on February 7. Mr. Harris also commended them on their commitment to completing their "Tackle the Turf" Campaign.

Mr. Robitaille reported for the *Finance Committee* which met on January 13. He noted the areas of focus were development of a forecast projection model to assist in a five year financial planning; an update on budget assumptions; and an examination of all the fund balances to understand all component areas. Discussions included the maintaining of the District's Aaa credit ratings and searching for possible areas of excess reserve to be repurposed for a capital need.

Ms. Goldstein noted the next *ECGC* meeting is on February 12, at 9:00 a.m. The *Parents Associations'* Annual Meeting and "District Dialogue" is scheduled for January 28 in the EPI Center at the Winnetka Campus. There

will be an iPad presentation for parents on January 29 in the McGee Theater at the Winnetka Campus. The Parents' Association is also co-sponsoring the two February FAN presentations. Ms. Goldstein also noted that teachers are giving students extra credit for attending FAN presentation. The Kenilworth Club is recently renovated and offering its space as a venue for parent clubs and meetings. *NSSSED* presented its first draft of a budget. It includes an increase in tuition and membership rates. She also noted that NSSSED enrollment is down, but they expect it to rebound by the school year's end.

X. Board Members' Calendar of Events

- Calendar of Events

Dr. Yonke noted that exams are this week; however there will be no grading day for first and second semester exams as the two emergency days were used on January 6 and 7. The first day of the second semester is next Tuesday, January 28. The Facilities Steering Committee meeting is on February 12; the Special Workshop Board of Education Meeting is on February 10; the Jazz Concert is on February 1; and the Second City Fundraiser is on February 7.

- Board Members' Request for Staff Research and Future Agenda Items

Ms. Goldstein requested information on why semester exams cannot be completed before Winter Break. Dr. Yonke responded that the issue was examined within the context of the Strategic Planning Initiatives and such a dramatic change in the calendar was rejected at that time as being undesirable. Board discussion followed and Dr. Yonke will present a review of that decision to address the current queries on the subject.

XI. ADJOURNMENT

Mr. O'Donoghue moved that the Board adjourn the open meeting. Mr. Myefski seconded the motion. Upon a voice vote being taken, all members indicated they were in favor.

The meeting adjourned at 9:47 p.m.

Respectfully submitted,

Lou Anne Kelly, Secretary

Alan R. Dolinko, President