

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

December 17, 2018

**New Trier Township High School
7 Happ Road, Room C234
Northfield, IL 60093**

A **Regular Meeting** of the Board of Education of New Trier Township High School District 203, Cook County, Illinois was held at New Trier High School – Northfield Campus, 7 Happ Road, in Room C234 on Monday, December 17, 2018 at 7:00 p.m.

Members Present

Ms. Cathy Albrecht, Vice President
Mr. Keith Dronen
Ms. Carol Ducommun
Dr. Marc Glucksman
Ms. Lori Goldstein
Mr. Patrick O'Donoghue

Administrators Present

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

Members Absent

Mr. Greg Robitaille, President

Also Present

Mr. Myron Spiwak, Business Services Director; Mr. George Sanders, Director of Human Resources; Ms. Gail Gamrath, Assistant Principal of the Northfield Campus; Mr. Scott Williams, Assistant Principal for Student Services, Winnetka Campus; Ms. Niki Dizon, Director of Communications; Ms. Athena Arvanitis, Assistant Principal for Student Programs and Operations; Dr. Chimille Dillard, Director of Curriculum and Instruction; Mr. Dave Conway, Director of Physical Plant Services; Mr. Tom Shorrock, Post-High School Counseling faculty; Mr. Ed Zwirner, English Department Coordinator and New Trier Educational Association President-Elect; Ms. Susie Paunan, Senior Girls' Adviser Chair; Ms. Carrie Sowa, Kinetic Wellness faculty; Ms. Ghana Cooper, Social Work faculty; Mr. AJ Gomberg, Social Work faculty; Mr. Kerry Hall, Social Studies faculty; Ms. Linda Hanson, Strategic Planning consultant; Mr. Max Curl, student; Mr. Sean O'Grady, parent; Ms. Lindsey Ruston, Board of Education Secretary; Mr. Mike Hill, Technology Department; Mr. Eric Johnson, Technology Department; and members of the press and community.

BUSINESS MEETING

I. CALL TO ORDER – 5:45 p.m. – Rm. C234

Ms. Albrecht called the Regular Meeting of December 17, 2018 of the Board of Education to order at 5:45 p.m. in Room C234. Roll call was taken and all members were present except for Mr. O'Donoghue and Mr. Robitaille. 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 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; collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees; security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property; and the placement of individual students in special education programs and other matters relating to individual students. Ms. Ducommun seconded the motion. Upon a roll call vote being taken, the members voted as follows:

AYE: Ms. Ducommun, Dr. Glucksman, Ms. Goldstein, Mr. Dronen, Ms. Albrecht

NAY: none.

ABSENT: Mr. O'Donoghue and Mr. Robitaille

The motion passed.

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

III. BUSINESS MEETING

Open Session – 7:05 p.m. – C234

Ms. Albrecht called to order the Open Session, Regular Business Meeting of the New Trier High School Board of Education of December 17, 2018, at 7:05 p.m. All members were present except for Mr. Robitaille.

IV. Minutes

Ms. Albrecht noted that the minutes for the Regular Meeting of November 19, 2018 will be approved at the January 22, 2019 Regular Board meeting.

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 information and events happening at the freshman campus, which included:

- On December 5th, parents of incoming freshman students with IEPs attended the first of many opportunities to learn about the articulation process. The event was hosted by Ms. Pat Savage Williams, Special Education Department Coordinator and Ms. Joanne Panopoulos, Assistant Superintendent for Special Education. It was well attended with positive feedback from parents.
- Mr. Doug Collins, former coach of the Chicago Bulls and the number one NBA draft pick in 1973, came to speak to about 800 students in the Cornog Auditorium. His grandson currently attends New Trier. He talked about resilience, character, excellence and even shared a few great Michael Jordan stories.
- The Frosh-Soph Musical, “Bring It On,” was a couple of weeks ago. It took place in the new McGee Theatre and displayed the talents of New Trier’s freshmen and sophomores.
- Finally, Mr. Waechtler spoke about the Identity Project which took place on the Northfield campus on December 4th. Mr. Waechtler welcomed co-leader of the Project, Mr. AJ Gomberg, Social Work faculty, as well as, a couple of students who participated in the project to share their experiences. Ms. Sarah Gompers, English department faculty, and Ms. Marissa Rubin, Modern and Classical Languages Department Coordinator, are the other co-leaders. Mr. Gomberg explained the foundation of the Project, which is learning the skill of empathy. Each quarter during the freshman year focuses on several different social-emotional topics. He went on to explain the Assembly Day itself. Mr. Gomberg then discussed the Identity Project Student Board, this allows for leadership opportunities for over forty students from the Winnetka campus. Two students then went on to present the stories they shared on Assembly Day.

Mrs. Denise Dubravec, Principal of the Winnetka Campus, shared the student events and programs at the Winnetka Campus, which included:

- Ms. Dubravec noted that there was a theme to the items she wished to highlight. The theme is the month of living our motto... “hearts to compassion and lives to the service of humanity.” It became apparent as there are a number of service projects that have recently taken place and are supported every year.
 - The NUSH Family Service Project, supported by the Activities Department, works with the Northwestern Settlement House, to provide gifts for the holidays. New Trier, through this service project, provided gifts for 86 families. Many participate, such as adviser rooms, faculty and the administrative team. This project was started four decades ago. While visiting NUSH to speak about the program, it was discovered that a New Trier alum started the program. Mrs. Dubravec noted that the school is searching for that person to gather more background on the project.
 - New Trier is a major provider to The Greater Food Depository. The collection of food is sponsored by Tri-Ship and Girls Club with adviser rooms participating. Over \$18,000 was donated online, which provides 56,000 meals and a total of 29,000 pounds of food was also donated.
 - Fundraisers have also taken place for Habitat for Humanity, they include a staff versus student basketball game, the Tom DeLuca Show and Feast Week.
- In the Hayes-McCausland Theatre was Love’s Labour’s Lost, directed by Hilerre Kirsch. The theatre is a wonderful space that allows the audience to be close to the actors.
- Finally, on Sunday, December 16th, was the 101st Winter Music Festival. Mrs. Dubravec noted the talent of the students who participated.

- Mrs. Dubravec wished everyone happy holidays and safe travels.

Dr. Tim Hayes, Assistant Superintendent for Student Services, encouraged everyone to take the Climate Survey before it closes on Friday, December 21st. New Trier gives the Comprehensive School Climate Inventory, which is a yearly requirement from the state. This survey offers helpful insight into the climate of the school. Ms. Albrecht asked if this was done every year now. Dr. Hayes responded that it used to be every other year, but the state changed its requirement.

FOIA Report

Mr. Chris Johnson, Assistant Superintendent for Finance and Operations, noted that there were four FOIA requests received since the last Board of Education Regular meeting.

They were:

- Three were related to a subcontractor in New Trier's 2018 construction work. Two of these are closed, while one remains open.
- The fourth request is in regards to staffing and is closed.

B. FY 2018 Audit Report

The next special order of business was the FY 2018 Audit Report. Mr. Johnson welcomed Mr. John George, partner at RSM, New Trier's auditing firm. Prior to Mr. George's presentation, Mr. Johnson discussed a few highlights from the audit. This year, the audit showed that New Trier had a \$2.33 million increase in operating funds. Salary and benefit expenditures rose 0.5% over the previous year. The district also saw the first decrease in the operating expenditure per pupil since 2012, with a 1.4% drop. Mr. Johnson went on to thank Mr. Myron Spiwak, Business Services Director, and the Business Office staff, who led and coordinated this audit.

Mr. George then offered further comments regarding the audit team, the process and highlighted some of the deliverables. The team was led by Ms. Katie Berry, Senior Manager, who was the Engagement Leader, while Mrs. Annie Pallick, was the Engagement Manager and Mr. Kurt Brown was the Senior Associate. It is important to note that there were no journal entries or audit adjustments needed and the team found no internal control issues from the testing. The auditors discovered an issue with a new reporting requirement related to post-employment benefits for teachers. This was a state calculation issue, not a New Trier specific issue. Due to this discovery, the issuance of the audit was delayed. New Trier's original liability was \$52.5 million, but with the reallocation of the contributions, the final liability was calculated at \$57.2 million. Mr. Johnson then went on to comment further on the Teacher Retirement System (TRS) and the Teachers' Health Insurance Security Fund (THIS), noting that both systems are underfunded. This has no immediate impact on New Trier and the District will continue to operate as it has in this area. Overall, Mr. George noted that the health and fiscal stability of New Trier is very sound and secure. He then went on to discuss the different aspects of the financial statements and noted that the opinion that the audit firm offered was a clean one which is the highest opinion that can be offered. That opinion also noted the District's adoption of GASB 75. The general fund balance, increased by \$1 million to \$77 million and accounts for 68% of the operating expenses. The \$77 million is unassigned, meaning that that amount is available for use by the District. The annual financial report was also issued. The financial profile of the District received the highest rating it can receive, which is financial recognition. The District scored 3.9 out of 4. This indicates a high level of stability.

Another report to the Board was the required communication on accounting practices and policies. The firm had no issues or difficulties in the audit, including no audit adjustments or past adjustments. The report did note that there were significant estimates in the financial statements, but there are no issues with the District's estimation process or the assumptions that are used. Finally, there is the Single Audit Report which covers the testing of the federal expenditures and federal awards. New Trier spends about \$2.5 million in federal programs and the audit firm is required to test a certain percentage of that amount. The special education cluster was tested this year and there were no findings or questions, meaning that it was clean report on the federal awards. Mr. George also offered accolades to the District for having a clean audit. Mr. George then asked for any questions.

Mr. O'Donoghue wondered if the auditors reviewed the documents pertaining to the construction project at the Winnetka campus. Mr. Johnson noted that the auditors were provided all the necessary construction documents,

with Mr. George noting that it was a significant area of the audit and further explained the process that was used. Mr. O'Donoghue then inquired if the auditors looked at Pepper's controls or only reviewed New Trier's side. Mr. George replied that they would not look at Pepper's controls, but rather the documents that are coming into the District from Pepper. Further conversation focused on this question.

Ms. Albrecht thanked Mr. George and also thanked Mr. Johnson, Mr. Spiwak and the team for all their work. Ms. Albrecht suggested that Mr. Johnson name some of the awards the District has received for financial reporting. Mr. Johnson replied that the District has a long streak of awards that started with his and Mr. Spiwak's predecessors. He noted two national awards the District has received, the ASBO Recognition for Financial Reporting and the Government Financial Officer's Association. The District has received these for the past fourteen years.

Ms. Ducommun moved that the Board accept the Comprehensive Annual Financial Report and other related reports for the fiscal year ended June 30, 2018. Ms. Goldstein seconded the motion. Upon a roll call vote being taken, the members voted as follows:

AYE: Ms. Goldstein, Mr. O'Donoghue, Mr. Dronen, Ms. Ducommun, Dr. Glucksman, Ms. Albrecht

NAY: none

The motion passed.

C. Strategic Planning Update

Dr. Paul Sally updated the Board on the strategic plan. He also welcomed comments from the Board on the draft of the goals and core values, along with personal reflections, as several Board members were involved in different parts of the plan. Dr. Sally went on to present about the goals of the strategic plan. He also noted that this is a different type of plan, one that is dynamic and responsive with strategic goals that are meaningful and representative of who the school is. There is also a strategic process in place that will focus on targeted annual goals.

He introduced Dr. Linda Hanson, who is the consultant who guided the District on the strategic plan. She is a former superintendent and has led a number of strategic plans around the area. Dr. Hanson then gave an overview of the process and who was involved. A key approach was to not overwhelm the resources of the school or the staff, and in order to do that, the number of goals chosen on an annual basis needed to be limited. Dr. Sally then discussed the simultaneous work of the planning committee and the framework committees. Dr. Hanson spoke about the community and teacher input opportunities and the amount of processing of the feedback that took place. Dr. Sally noted that over 4,000 people responded to the survey, the community offered input during the community engagement evening and staff participated during the November Institute Day. Dr. Hanson invited Mr. Max Curl, a junior at New Trier, to share his thoughts about the planning committee which he participated on. Prior to Mr. Curl's presentation, Dr. Sally also mentioned that Mr. Sean O'Grady, a parent, and Ms. Ghana Cooper, Social Work faculty, were also present and participated on the planning committee along with others who participated on the framework committees. Mr. Curl noted that participating on the planning committee was one of the best experiences he has had while at New Trier. He highlighted the commitment of the administrators and teachers to this work and the school. He and the other students were key participants as the adults on the committee were very interested in their viewpoints and feedback. Dr. Sally thanked Mr. Curl for presenting.

The annual process was discussed next and is made up of four sections, with the first being prioritizing goals, strategies will then be selected and implemented in order to make progress on the goals. Finally, the progress made will be evaluated. Dr. Sally then gave examples of this annual process with one of the frameworks. He then invited Board members to reflect on their work and to comment on the core values and goals in the draft frameworks.

Dr. Glucksman commented that while this was not his first time working on a strategic plan, it was the best one, as it was efficient, every committee member was engaged, there were healthy conversations and disagreements and at the end, there was consensus. He participated on the Student Personal Growth, Engagement, and Well-being framework committee and noted it was a great process.

Ms. Goldstein shared her thoughts on a few framework areas. The first was the Intellectual Engagement, Growth and Readiness framework, and highlighted the goal, “To promote the multiple post-high school pathways that can lead to a meaningful and impactful life.” She thought it was important to note since New Trier focuses a lot on college, but that there are other options such the military, vocational jobs or a gap year that a person may want to do, so it is good that the school is looking at this. Ms. Goldstein also mentioned the continued importance of social-emotional learning that is present in this strategic plan. Finally, she is on the Culture, Climate and Equity committee, which is a very engaged group. She noted that the group spent time talking about empathy which is what the Identity Project presented on earlier in the meeting.

Mr. O’Donoghue agreed with Ms. Goldstein and then commented that in the Core Value description, instead of limiting it to a comprehensive liberal arts education, which is valuable, he also suggested including the vocational side of the curriculum.

Ms. Ducommun participated on the planning committee as well as one of the framework committees. She agreed with the process that Dr. Sally and Dr. Hanson developed by not overwhelming District staff and resources and seeking input from many people. Ms. Ducommun noted that the large amount of information the framework leaders received, leaders included Ms. Dizon, Ms. Dubravec, Dr. Hayes, Mr. Johnson, Ms. Panopoulos, Mr. Tragos, and Mr. Waechtler. It was effective that the group did not try to do too much word-smithing. Mrs. Dubravec and Mr. Waechtler led the group that Ms. Ducommun was a part of, Leadership Throughout the School. They would hear many opinions from the group, take that feedback and by the next meeting, would have sincerely, and with integrity, provided a written reflection of what the team had previously talked about. She noted that it was helpful that the group was not burdened with that. Input was given by the planning committee on all of the frameworks. Faculty also gave their input on Institute Day, so it reflects many voices, including that from the community survey. She appreciates those who took all of that feedback and did the work on it. Mr. Curl and the other students were amazing, especially that they felt confident in a room of 30-40 people to share their opinions.

Ms. Ducommun then noted a couple of concerns. One being what was discussed at a previous meeting of not calling this a strategic plan, but rather strategic goals and core values, and that the plan will evolve over time. In January, Ms. Ducommun feels that the Board is not approving a strategic plan, but instead approving a process to continue to have the strategic plan evolve based on the work that has been done. She also cautioned the Board and Administrators that the goals selected by each framework committee, at least in her committee, were not the goals that may be easiest to obtain, but rather those that would have the most impact on the school and those might be the hardest. Her concern is that if each group comes forward in the same way, it might be too much for the first year, when the objective is to have this be more measured. She also noted that she believes the Board will be involved in some goals more than others, but that it is important to review them and the ideas that come forward. Although she does not consider this a strategic plan yet, Ms. Ducommun does have faith that the process will work, but that the planning is not done.

Ms. Albrecht shared that she was a part of the Community Engagement, Partnerships, and Governance committee. Ms. Niki Dizon, Director of Communications, led the group. Ms. Albrecht noted that the first meeting had a lot of thoughts from everyone, but over the course of four meetings, those thoughts were funneled down to specific goals. Everyone on the committee was considered equal and student input was very valuable. Ms. Albrecht mentioned that as the group worked, they noticed that their group crossed over at times into other frameworks. She gave the example that one goal was to reach out to the sender schools to get the students more comfortable and knowledgeable about New Trier before they entered as freshmen. As the group discussed ways to reach out, they also realized that they were dealing with social-emotional issues. She also mentioned that the committee wanted to make sure the community was aware of the value of a New Trier education and how that crossed over into the finance, facilities, and human resources framework. Therefore, with certain projects, the school is meeting many different goals.

Dr. Sally then shared a few comments noting that in January the core values and goals will be affirmed along with some sense of priority. He did mention that a full matrix of how this fits together may not be ready in January, but that work will need to be complete by the time the Board approves Dr. Sally’s goals for the 2019-2020 school year, which will be in April. There will be overlap, which will be synergistic and problematic, as choices will have to be made, but the school will recognize the totality of what people are thinking about. Dr. Sally then went on to thank the other students who participated: Mr. Tyler Janczak (senior), Ms. Barbara Neumann (senior) and Ms. Arianna Schiff (sophomore). Dr. Sally also recognized Mr. Tom Shorrock, Post-High School Counselor, who

was also present, for his work on the planning committee. Finally, he thanked Dr. Linda Hanson for her guidance and assurance throughout the process.

Mr. Dronen asked a follow-up question of Dr. Sally. He inquired if Dr. Sally would consider doing a deep dive into one framework area and working on more goals in that one area or spreading it across six areas and one goal in each of those areas. Dr. Sally responded that for the first year, he wanted to honor the input provided, and do something in each framework area. However, if in order to bring about change in the institution effectively, one area needed to be focused on, he is not opposed to that, but would like to see the process start and get the system used to setting goals, working on them, measuring them and then deciding on next steps. Mr. Dronen cautioned about spreading across all six areas and wanting to take on too many goals or diving too deep in too many framework areas. Dr. Sally concurred and also noted that he views April or May of 2020 as a time to celebrate the good work that was done and get ready for the following school year.

D. Profile of the Class of 2018 – Student Intellectual Engagement, Growth, and Readiness

Mr. Peter Tragos, Assistant Superintendent for Curriculum and Instruction, presented the Profile of the Class of 2018 – Student Intellectual Engagement, Growth, and Readiness. This report has been paired down from previous years with it now focusing only on academics. A separate report will focus on student personal growth, engagement, and well-being. The report focuses on the academic experience of the Class of 2018, specifically their course taking patterns and college matriculation. In working on the strategic plan, particularly the framework areas, Dr. Sally and the administrative team, began to work on how they talk about, think about, and report in these areas. This led to the alignment of Board reports with the framework areas. This report is driven by a perspective on how students can chart an individualized academic pathway through New Trier and onto college. It also normalizes a variety of individualized pathways with courses, levels and colleges.

Mr. Tragos highlighted a few items. First, he noted that overall there were relatively consistent course-taking patterns, but there are a few shifts to note as well. Over the last three years, fewer students are taking 20 or more core academic courses during their four years. In 2016, that percentage was 38.5, but by 2018, that percentage was 29.8. To account for the difference, Mr. Tragos determined that there were slight increases in students taking 16 to 17.5 core academic courses during their four years as well as a slight increase in students taking 19 to 19.5 courses. Students are also taking more electives as there was a slight increase from two to four electives taken during their four years, which was an increase of 1.6%. There was also a two percent increase of those students taking eight or more electives during their four years.

Another trend to note is the steady increase of students taking an AP course over their four years. Four years ago, 58.5% of students were taking an AP course, the percentage has increased with the class of 2018 to 65.9. It may be that students in levels 3 and 4 are taking more AP courses, but part of it is that more students are accessing AP classes as the number of students in levels 2, 3, 4 taking an AP course has slightly increased from about 11% in 2016 to over 12% the last two years. This indicates students in levels 2 and 3 are now taking a 4-level class and an AP test. The main point is that students take a mix of levels.

The second noteworthy section is the college matriculation data. This section is of most interest to people. It gives the school a perspective on the profile or what “type” of student is accepted to certain colleges and universities. Mr. Tragos noted that people are surprised about the variety of the courses, levels and number of AP courses when he shares this information with them. This data also helps to broaden the perspective for parents. It is also important to mention that there is an individual story around each student represented in these numbers.

Mr. Tragos shared next steps and mentioned that this report has been positively received by advisers, teachers, and Post-High School Counselors, among many others. The profile report is used during four-year planning and it gives the data a real practical application to better inform faculty, students, and parents about how to plan and shows how the course taking patterns play out in college matriculation and the variety of places and opportunities that are available to students. Mr. Tragos also spoke to the earlier comments that Ms. Goldstein made about making students aware of other opportunities outside of college, such as the military or vocational school. That information may be included in this report in the future or it may be a separate report, but the school does want to recognize the importance of those opportunities as well.

Dr. Sally then asked Mr. Tragos to share a parent anecdote. Mr. Tragos had met with a parent and they discussed her perception that students at New Trier have a difficult time getting into college due to the school being highly

competitive academically. She had read the profile of the class of 2017 and discovered that New Trier students attend schools all over the country. Mr. Tragos credited the profile with dispelling some of those misperceptions about New Trier.

Dr. Sally also shared an anecdote of his own. He speaks regularly with alumni and this particular alum had taken a variety of levels during her time at New Trier. She shared her reflections of her time spent in the different levels noting that in a level two class, there is a lot of support, but she did note that there is a stigma attached to the levels, with level 2 classes, there is more support, but it is a lower level, and with a level 4 class, a student still feels supported, but is expected to take on more independence in their learning. Dr. Sally suggested that asking students who have taken a variety of levels to participate in focus groups in order to learn what their experience has been like would be insightful

Mr. O'Donoghue commented that this is a great report. Ms. Goldstein agreed, noting this is her favorite report. She mentioned when the report was first created and the work that she and the ECGC committee did to bring the report to the community as a way to help them realize that students take a variety of levels and number of APs. She views this as a way to assist in planning so that over planning does not occur as students still need to have a life outside of school as well. She was also pleased to read that the number of students taking a high number of courses is reducing.

Dr. Glucksman noted that this is a snapshot of just one class and by digging into the data, trends can be identified such as student wellness or well-roundedness, which allows the school to be able to adapt where necessary. Mr. Tragos agreed stating that the report is starting to be used with a wider audience of advisers, staff, students and post-high school counselors. The trends help to inform the choices that parents and students make as they enter and may their way through New Trier. Dr. Glucksman also noticed that when it came to the college profile, that it was only about 75-80% of the class. It is college-only and only those colleges that five or more students went on to attend. Mr. Tragos explained what the report was based on such as it only represents 85-90% of the class or those who attend all four years at New Trier. He then followed up on Dr. Glucksman question stating that 69% of the students in the class are reported in the tables for the colleges.

Ms. Ducommun appreciates the comments about students taking a mix of classes and how important it is to get that information out to the community. In fact, it is one of the communication's action plans of more community-wide conversations. She also finds it ironic that only 11% of students are in one level, while many students still think of themselves as only a 2-level, 3-level or 4-level student. Ms. Ducommun urged the strategic plan to help students disassociate that with the levels that they take. She also noted how helpful the college information in the report is to parents and students and that the Parents' Association was eager to see the report. Ms. Ducommun thanked Mr. Tragos for the report.

Mr. O'Donoghue inquired as to how the decision was made to trim the report. Mr. Tragos explained that part of it has to do with the sequencing of the report and other Board reports, but also because other parts of the report fall under Dr. Hayes' and the principals' areas. Discussion continued around this topic with Dr. Sally also noting that the previous length of the report did not allow for meaningful discussion at a Board meeting. This will then allow for more emphasis to be placed on the student services areas when the time comes for that report. Dr. Hayes then shared that the group had spent time thinking about how the different Board reports align with the frameworks from the strategic plan and how those reports and information may be organized differently. Mr. Dronen noted that by restructuring it allows for a deeper dive into each area, which is important.

Ms. Albrecht shared her thoughts on how the report ties into the Community Engagement committee's initiatives and getting information out to the community. She pointed out that this provides transparency to the community about how students live their academic lives and how it impacts them; she also found the college chart fascinating with the information that was provided in it as it shows that there are many different pathways. Dr. Sally mentioned that this information does not replace the post-high school counselors and their connection with their students and cautioned that this data can be overanalyzed.

E. Kasarda Report

Dr. Sally presented the Kasarda Report. The report is done every two years and is completed by Dr. John Kasarda. He looks at enrollment as well as enrollment trends, the District then uses the document for planning purposes. The trends seen in this report are similar to the last report as the school expects a reduction of students over the

next five years and then expects it to level off. This allows for the right kind of planning in regards to finances, teachers and the retirements of teachers and making sure that is aligned with where the enrollment will be. Dr. Sally then invited questions.

Dr. Glucksman asked if the school was going with the series B projection. Dr. Sally responded that the District typically goes with series B and that there is a series A, series B and series C, which are low, mid and high projections. The District plans based on series B.

Mr. O'Donoghue noted an interesting trend that when he first started on the Board, enrollment was at 4,200 and now it is projected to be 3,800. Mr. O'Donoghue is viewing this from a financial standpoint and what it means for the budget itself and how much fixed labor is required to maintain the curriculum versus how much is flexible. Dr. Sally clarified that the enrollment of 3,800 is for the 2023-2024 school year, not current. He went on to say that the school needs to make sure that programming stays robust, smaller programs are already being looked at to make sure that they are able to stay strong programs with slightly less enrollment. While this is not a huge change, planning is still needed for it.

Ms. Ducommun noted that as enrollment lowers, it is a harder job to move the staff down than it is to move staff up. That will determine how these programs play out and what is offered. There will be a lot of hard decision-making required. From a data perspective, she was fascinated with the in migrations and the out migrations. New Trier tends to lose from the students who are seated across the elementary schools. There has been the pattern of not capturing as many of those who were sitting in eighth grade. Then in looking at what happens from ninth to tenth and tenth to eleventh, New Trier gains them back and then some. Dr. Sally responded that there are a couple of items that the team is going to dive further into such as the eighth to ninth grade transition that needs to be broken into two pieces. That piece does not include private school students, only public school students, so when it shows New Trier losing students, it does not show the number of private school students that the school is gaining. Dr. Sally and Mr. Johnson are going to look at the trends more closely. It is important to note that the transition from eleventh to twelfth grade includes those students who are staying in our transition program which is about thirty to forty students. The senior class looks larger than it is because those students will stay at New Trier until they are twenty-two years old and they are classified for these purposes as seniors. Ms. Ducommun noted that even that said, New Trier loses students, but then students find their way back. She would like to know how that works and if it is pre-meditated so that the student receives their diploma from New Trier.

Mr. Dronen commented that when looking at the projection of 3,800 in 2023-2024 from 4,000 this year, that does not necessarily mean a reduction in staffing. It could also mean, as part of the strategic planning process, that the school consider smaller sections or that the school consider students who are cut out from certain sections. He noted that there is an opportunity with less students in the projections. Dr. Sally concurred. Mr. O'Donoghue mentioned that he would not suggest smaller staff size as a direct reduction in force of a filled position, it could be attrition and it could be a certain year where class sizes go up slightly and then the school does not end up having to lay anyone off. Dr. Sally noted that it is important to plan this with retirements as the school has many young, strong, excellent teachers and the school does not want to lose those teachers due to a dip in enrollment; it is important to make sure those teachers are at New Trier as they will make the next generation of New Trier as great as it is now. Mr. Johnson stated that the school will benefit as the enrollment drop coincides with the retirement track of 38 teachers between this year and the next four years. The hope is that they line up in the right department and the right places because as the District brings people on and invests in them, it wants to keep people as long as possible. Ms. Ducommun noted the difficulty of having the right people in the right departments in the right positions at the right time.

Ms. Albrecht noted that the report seems more exact for only two years out. She also mentioned that it is unknown how much the economy affects peoples' decisions to move into or out of the community, as well as, families who move in with children of all different ages, not just starting at kindergarten. Ms. Albrecht thought watching the projection from 1981-1982 school year through next year was fascinating and is like watching a history lesson on New Trier Township and the fluctuations that have occurred. Dr. Sally stated that this was Ms. Ducommun's comment earlier that in the early 1990s as enrollment increased, more teachers were hired and it is those teachers who are getting ready to retire.

VII. Administrative Items

A. Treasurer's Report for November 2018

Mr. Chris Johnson presented the November Treasurer's Report. The weighted portfolio yield is flat at 2.11%. There is a limited amount of new investments purchased at this time as the District is between major property tax disbursements. There is an increase of \$340,952 in the NIHIP designated fund balance, reflecting a distribution of surplus, which is a positive factor for the District. Tax collections will continue and Mr. Johnson calculated that the 2017 levy, the 2018 extension, is 99% collected as of November 30th.

B. Financial Reports for November 2018

Mr. Johnson reviewed the Financial Reports for November 2018. Operating revenues for the first five months are \$51,521,951, or 7.86% higher compared to last year. This is partially due to timing, as transportation and summer school revenue was posted earlier this year than in previous years. Interest income also continues to outpace last year's receipts. On the expenditures side, operating expenditures are \$37,601,756, which is less than a tenth of a percent higher than last year. Mr. Johnson expects the budget to be 2.80% higher, so the gap will be closed as payments are made throughout the year.

VIII. Consent Agenda

- Bill List for the Period, November 1 – 30, 2018
- Personnel Report (Appointments, Leaves of Absence, Resignations and Stipends)
- Approval of Contract to Replace Winnetka Dance Floor

Ms. Albrecht asked if any Board member would like to remove items from the Consent Agenda for separate discussion. No one wished to do so. Mr. O'Donoghue moved that the Board of Education approve the Consent Agenda which includes: Bill List for the Period, November 1 – 30, 2018; Personnel Report (Appointments, Leaves of Absence, Resignations, and Stipends); Approval of Contract to Replace the Winnetka Dance Floor. Ms. Goldstein seconded the motion. Upon a roll call vote being taken, the members voted as follows:

AYE: Mr. O'Donoghue, Mr. Dronen, Ms. Ducommun, Dr. Glucksman, Ms. Goldstein, Ms. Albrecht

NAY: none

The motion passed.

IX. Board Member Reports

Mr. Dronen noted that the *Special Education Alliance for District 203*, the Special Education Parents' Group, met the week prior to the Board Meeting. The agenda focused on financial aid, Medicare, Medicaid and Social Security.

Ms. Ducommun attended both the *Parents' Association* meeting and the *New Trier Fine Arts Association* meeting. Mrs. Dubravec attended the Parents' Association and presented on the adviser framework which included history about the program and what has been learned over the past few years. The group is also doing ongoing work in regards to budgeting, expenses and philosophies. Ms. Ducommun gave them kudos for undertaking those topics. They have also been coordinating their fundraising with other groups so as not to have all the letters reach parents at the same time. The graduation party plans are moving along well.

Mr. Tragos attended the *New Trier Fine Arts Association* meeting to present on four-year planning options. The presentation was well-received and helpful to parents of Fine Arts students. Mr. Tragos answered many questions as these students' schedules can be complex due to having co-curricular classes of fine and performing arts occur during the school day.

Ms. Goldstein took a moment to thank Dr. Tim Hayes, who coordinated, and Ms. Pat Savage-Williams, who facilitated, and the many New Trier faculty and staff who participated in the *Beyond Diversity Workshop*. Ms. Goldstein also attended and said it was an amazing experience. One day was spent discussing how to have a difficult conversation, not only for the adults to have their own difficult conversations, but to teach the adults how to teach their students to have these kinds of conversations. Ms. Goldstein shared what she learned and encouraged others to attend. There will be a debriefing on Tuesday, December 18th and it will also be discussed at the Culture, Climate and Equity committee. Ms. Goldstein also thanked Dr. Hayes for his work as the chair of that committee.

Ms. Goldstein noted that *NSSSED* reported that there 200 universities across the country that have programs for students with intellectual disabilities. A video was then shown of a high school senior with down syndrome who was accepted to college. Ms. Goldstein shared her amazement at the opportunities available to all students. NSSSED will also hold sessions in the spring for those districts who need assistance in applying for the IDEA grants since the process is changing and districts have to apply instead of NSSSED.

Ms. Albrecht mentioned that the *New Trier Educational Foundation's* met the previous week. The full Foundation met, which only happens about four times a year. Ms. Mayer was introduced again to the attendees. Ms. Albrecht mentioned that solicitation was sent out regarding Giving Tuesday and Ms. Mayer continues to look at the different ways that she can raise money and help the District. The Foundation also approved a number of grants totaling just over \$19,000. Mr. Brent Strom, English Department faculty, accepted a grant to bring in a Royal Shakespeare voice coach, Mr. Michael Corbidge, to give master classes to over 300 students. Ms. Albrecht also mentioned that the Alumni Achievement Awards dinner is scheduled for March 14th. This event takes place every other year; she encouraged people to attend. Also highlighted was the press received about the Young Alum recipient who survived Rwanda's genocide and eventually made to New Trier. A new treasurer was voted in as Mr. Joe DiCamillo is moving.

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

Calendar of Events: Dr. Sally highlighted the following dates, which included:

- Between the Board meetings, there is one week of school and then two weeks off for Winter Break. Dr. Sally wished everyone happy holidays and safe travels.
- The two weeks after break will be busy with committee meetings. During that time, New Trier will welcome the class of 2023 at Academic Life Nights.
- The next Board of Education meeting is on January 22nd, which is a Tuesday due to no school or work in honor of Dr. Martin Luther King, Jr. day on Monday, January 21st.
- As a reminder, due to the snow day, the grading day is now a final exam day. Final exams are on January 23rd, 24th and 25th.

There were no Requests for Staff Research & Future Agenda Items.

XI. ADJOURNMENT

Mr. O'Donoghue moved and Dr. Glucksman seconded the motion to adjourn. Upon a voice vote being taken, all members indicated they were in favor.

The meeting adjourned at 8:52 p.m.

Respectfully submitted,

Lindsey Ruston, Secretary

Gregory Robitaille, President