

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

July 11, 2022

**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, July 11, 2022, at 6:30 p.m.

Members Present

Ms. Cathy Albrecht
Ms. Kimberly Alcantara
Mr. Avik Das
Mr. Keith Dronen, President
Ms. Jean Hahn, Vice President
Mr. Brad McLane
Ms. Sally Tomlinson

Administrators Present

Dr. Paul Sally, Superintendent
Mr. Christopher Johnson, Associate Superintendent
Mr. Peter Tragos, Asst. Supt. for Curriculum & Instruction
Mrs. Denise Dubravec, Principal – Winnetka Campus
Mr. Paul Waechtler, Principal – Northfield Campus

Also Present

Mr. Michael Marassa, Chief Technology Officer; Ms. Niki Dizon, Director of Communications; Dr. Renee Zoladz, Director of Human Resources; Mr. Myron Spiwak, Director of Business Services; Ms. Jacqui Pritchard, Instructional Technology Manager; Mr. Carlo Trovato, English Department Faculty; Mr. Paul Newman, Special Education Department Faculty; Mr. Eric Johnson, Technology Department; Mr. Jeff Bailey, Technology Department; Mr. Mike Hill, Technology Department; Ms. Lindsey Ruston, Board of Education Secretary; students, members of the press and community.

BUSINESS MEETING

I. CALL TO ORDER – 5:30 p.m. – C234

Mr. Dronen called the Regular Meeting of July 11, 2022 of the Board of Education to order at 5:30 p.m. in room C234 at the Northfield campus. Roll call was taken, and all members were present, except for Mr. Das. Mr. Das joined shortly after roll call.

Mr. Dronen asked for a motion to move to Closed Session. Mr. Das moved that the Board adjourn to closed session for the purpose of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors, or specific volunteers of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor, or a volunteer of the District or against legal counsel for the District to determine its validity; the setting of a price for sale or lease of property owned by the District; and discussion of minutes of meetings lawfully closed, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Ms. Hahn seconded the motion. Upon a roll call vote being taken, the members voted as follows:

AYE: Ms. Alcantara, Mr. Das, Ms. Hahn, Mr. McLane, Ms. Tomlinson, Ms. Albrecht, Mr. Dronen

NAY: none

The motion passed.

II. CLOSED SESSION – 5:30 p.m. – A303

III. BUSINESS MEETING – Open Session – 6:30 p.m. – C234

Mr. Dronen recalled the Regular Meeting of July 11, 2022 of the Board of Education to order at 6:34 p.m. in room C234 at the Northfield campus. Roll call was taken, and all members were present.

IV. Minutes and Reports

A. Regular Meeting of June 6, 2022 (open and closed session) and Special Meeting of June 16, 2022 (open and closed session)

Mr. Dronen asked for any comments or adjustments on the minutes of the Regular Meeting of June 6, 2022 (open and closed session) and the Special Meeting of June 16, 2022. Mr. Johnson, Associate Superintendent, made one

change to the minutes. Ms. Hahn moved, and Ms. Albrecht seconded the motion, that the Board of Education approve the minutes of the Regular Meeting of June 6, 2022 (open and closed session) and the Special Meeting of June 16, 2022 (open and closed session). Upon a roll call vote being taken, the members voted as follows:

AYE: Ms. Hahn, Mr. McLane, Ms. Tomlinson, Ms. Albrecht, Ms. Alcantara, Mr. Das, Mr. Dronen

NAY: none

The motion passed.

B. Report from Campus Principals and FOIA Report

Prior to the Report from Campus Principals and the FOIA Report, Dr. Sally began by sharing comments about the Highland Park shooting, noting that the District continues to keep the Highland Park community in its thoughts while seeking to support neighbors, friends, families and colleagues who were impacted. He went on to note that this tragedy and others around the country remind the District how important its safety plan is. There will be a comprehensive update about safety and security at the August Board meeting. Dr. Sally provided a review of the District's four layers of security, which include community partners; connections, support and prevention; physical safety measures and daily procedures; and emergency procedures and readiness. Mrs. Dubravec, Winnetka Campus principal, added that community partners also include families. The Family Action Network (FAN) allows the District the opportunities to bring in guest speakers who talk about key sensitive issues. The New Trier Parents' Association is another partnership that has provided the school with Parent University, which is similar in concept to FAN. The District's highest priority is relationships and there is intentionality in its approach of the day-to-day work that builds these relationships. Mrs. Dubravec provided the example of having adviser room at the start of each day as a way for advisers to check-in with their students before their day really begins. Dr. Sally concluded by briefly mentioning physical security measures and the daily procedures in place as well as emergency procedures.

Mr. Paul Waechtler, Principal for the Northfield Campus, shared the following student events and program updates from that campus:

- He began by thanking Ms. Gail Gamrath, Assistant Principal, Ms. Laurae Nielsen, Assistant to the Northfield Campus Principal and Ms. Natalia Katsinis, Assistant to the Assistant Principal, for their work on the master schedule and registering new students.
- There was a Blood Drive on campus as part of the continued partnership with the Red Cross. Mr. Waechtler thanked Physical Plant Services for their help. Forty-seven units were collected, which could save 141 lives. Another Blood Drive took place today as well.
- Incoming freshmen have been on campus to complete their iPad Training. Students are also able to have their photo ID taken. Mr. Waechtler thanked Dr. Michael Marassa and the Technology Department for their work.
- Mr. Waechtler highlighted some classes from summer school.
- A mailing went out last week from the Adviser Program to announce who a student's adviser is. This week, students should expect to receive a letter from their adviser and senior helper.
- He shared about Opening Day for the class of 2026. The schedule will be different that day and include an extended Adviser Room, an assembly and a class photo will be taken. After lunch, students will go through their class schedule in shortened periods.

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

- Echoing Dr. Sally's comments about the community coming together for those in Highland Park. She shared that some of New Trier's baseball players organized an event with Highland Park. Mrs. Dubravec thanked the parents and athletes for putting the event together.
- Next, Mrs. Dubravec shared photos from a parent whose child received one of the *Go Baby Go* custom cars. *Go Baby Go* is a national community-based research, design and outreach program that provides modified, ride-on cars to children from birth to age three who experience limited mobility. The New Trier Educational Foundation (NTEF) teamed up with the Robotics club for this project.
- Mrs. Dubravec welcomed Mr. Andy Butler, Kinetic Wellness Department Chair, as the new head coach of the girls track and field program.
- Transfer Family Day will take place on August 17th. The New Trier Newbies club will lead the day. She mentioned that newbies and transfer students, who have identical lunch periods, are aligned so the transfer students have someone to eat lunch with at the beginning of school. Student Ambassadors will provide tours for the families. Mrs. Dubravec noted that the NTPA is also involved in the day.

- She also shared a picture of the North Shore that was taken by a Broadcast Journalism student as he flew on an airplane.
- She noted that the first day of school for Sophomores, Juniors and Seniors will be one of reconnecting. The day will focus on relationship building.

Mr. Johnson gave the FOIA report, noting that there were five requests since the last Board meeting, and all are closed. The topics were related to retiring staff members, the teacher hiring process, District office staff, and National Merit winners.

V. Communications

Mr. Dronen invited anyone from the audience who wished to address the Board to come forward and fill out a yellow communications request form and give it Mr. Peter Tragos, Assistant Superintendent for Curriculum and Instruction. Mr. Dronen reminded those speaking to keep their comments to three minutes or less per Board Policy 2:230. He also asked that the audience refrain from clapping, or a response of any kind in regard to people's comments. There were no requests for public comment.

VI. Special Orders of Business

A. Update on Mobile Device Study

Mr. Marassa began the presentation on the mobile device study. He was joined by Ms. Jacqui Pritchard, Instructional Technology Manager; Mr. Andrew Schmitt, Network Engineer; Mr. Paul Newman, Special Education Department Faculty; and Mr. Carlo Trovato, English Department Faculty. New Trier has been using iPads for 12 years to support teaching and learning and it was time to complete a program evaluation to determine if this tool was meeting the needs of students, and to prepare them for college as well as for the 21st century workforce. As students and faculty began to use technology more frequently, it was time to assess if iPads or a laptop device would meet students and teachers needs. In the spring of 2021, a committee of faculty, students, parents and technology staff was created and included a representative from each of the academic departments. At this time, the goals of the committee were created, which aligned with New Trier's Strategic Plan as well as to national technology standards. Parents, students and faculty were surveyed about the current iPad device. Research was also conducted as to the type of laptop device that would be piloted.

Ms. Pritchard noted that the role of the instructional technology team is to work with teachers, students, and staff to use technology effectively and efficiently. The team also works with teachers to innovate in the classroom with technology and to think of ways to improve teaching and learning using technology. The instructional tech team is also providing training on the iPad for each incoming freshman. Ms. Pritchard noted those on the instructional tech team and the disciplines that they support: Ms. Ellen Anderson (Social Studies, IGSS, Music and Theatre), Mr. Pete Gutierrez (Math, Applied Arts, and Business Education) Mr. Eric Johnson (English, Art and Library), Ms. Keri McGovern (Modern and Classical Languages and all areas of Special Education) and Jen Shike (Science and Kinetic Wellness). Ms. Pritchard referenced *The Characteristics of a New Trier Grad (CNTG)* which is led by Mr. Tragos. The work focuses on the question of what dispositions and skills students will need to have when they leave New Trier. Ms. Pritchard shared that a technology lens was applied in this process to focus on what technology-related competencies students will need to have once they graduate. Next, the team emersed itself in the International Society for Technology in Education (ISTE) Standards. It is an impressive body of work that is research-based and steeped in the learning sciences. The instructional techs use it to guide their work with teachers to ensure that technology is integrated in meaningful ways. These Standards were discussed during committee meetings and examples from New Trier classrooms were also shared which helped the committee in its decision-making.

Ms. Pritchard then shared how the team prepared for the pilot study including meeting with the pilot teachers and working on a summer grant to develop an evaluation rubric for the teachers. Ms. Pritchard also shared other work that occurred such as training for teachers. Ongoing support was provided for pilot teachers and their students.

Mr. Schmitt presented next on behalf of the Network Team, which includes Mr. Rich Williams, Mr. Mike Valadez and Mr. Anthony Catalano. Among several items, this group worked with the Instructional Technology team to identify software and review device configurations for optimal use, manage installation of requested apps, monitored their performance and provided security, configured all pilot devices, assisted in training, and inventoried and coordinated the deployment and return of more than 80 pilot devices.

Ms. Pritchard shared that a survey was given to students, teachers and parents to get their opinions on the iPads. About 69% of students thought using iPads were going well, with about 64% of parents agreeing with that. Faculty

responses were split with 50% saying iPads were going well while others shared concerns. Ms. Pritchard shared some of the faculty written responses. Students were also asked if they had purchased a second computer to supplement the iPad and to support their learning, 42% responded that they had a second device.

In individual meetings with members of the committee, Mr. Marassa learned about the critical attributes that teachers wanted in a device. They wanted a laptop-type device that had a quality touch screen and stylus for annotation. Many parents shared in their survey that the second device they bought for their children were Mac books. They, however, do not have the stylus. Two devices were selected, one was the Microsoft Surface Pro 7, which has been in use at a west suburban district for the past seven years. Mr. Marassa and some teachers visited the school to learn about their program. Faculty also shared that they would like to pilot a device similar to the laptops they use, which is the HP Probook X360. Ms. Pritchard shared a chart of the pilot teachers and their classes, noting there was a nice cross section of core and elective departments.

Mr. Trovato presented next and is a member of the English department as well as sponsoring the New Trier News. He selected his NT Newspaper class for the pilot since this class uses different software and programs from most other classes. He noted that the iPad for this class was never completely useful and shared why. The class used the Surface Pro for three quarters, and the students, overall, enjoyed certain aspects such as full-fledged applications and going to the back end of the website to do work. Students also liked the Google Suite. Mr. Trovato also noted some of the downsides such as battery life and what students could download compared to the iPad. Students had a favorable impression of the Surface Pro with some even using it in other classes.

Mr. Trovato inquired if anyone had questions. Ms. Alcantara asked if students used a word processor to draft or if they only used Google Docs. Mr. Trovato replied that students exclusively used Google Docs. This is due to the collaborative environment and everyone needing access to the documents, so Google Docs is easiest.

Mr. Newman, who co-teaches Chemistry with Mr. Ryan Loris, noted they piloted Surface Pros. Mr. Newman provided background on the class, particularly their grading policy as well as the workflow in the class. When using the Surface Pros, the class used One Note Class Notebook. Mr. Newman noted that the feedback loop that is used for the class was an issue. He also shared there were issues regarding feedback and submitting work. He noted that the students enjoyed the devices as well as writing with the stylus. Students were then given a choice to continue with the device or return to the iPad and all but four decided to go back to the iPad. Mr. Newman noted that if the class had the device at the beginning of the year and taught that specific workflow, it might have been more successful.

Ms. Pritchard shared feedback from Mr. Lepeska and Ms. Ferraro, both of whom could not attend. Workflow was a hurdle for Mr. Lepeska's geometry class as well as the inability to project from the pilot device. Ms. Pritchard noted that workflow is core to what is done daily in classes. Next, Ms. Pritchard shared feedback from Ms. Ferraro, who piloted this in her Geoscience class. She implemented the One Note Class Notebook with her students and found it transformational. Ms. Pritchard shared that it is its own workflow, where work is not submitted, but is always on the platform, therefore making it a powerful tool.

Ms. Pritchard shared how feedback was gathered through the teacher evaluation rubric, surveys as well as anecdotal reports from the pilot teachers. She went on to provide a quick look at student feedback, noting that 46% of students indicated that it was difficult to organize content on their Windows pilot devices. Student were also asked to provide an overall grade on the pilot device and on the iPad. The Windows pilot devices were not graded as highly as the student's experience with the iPad.

Mr. Marassa shared that the group decided to survey graduates to get their thoughts on their preparation for college. Most graduates responded that they felt the iPad supported their learning experience at New Trier. Graduates were then asked if the technology skills they learned while using the iPad were effective and easily transferrable to their post-high school endeavors with about 65% of graduates responding positively. The informal comments suggested that there were some students who wanted additional exposure to other applications such as Adobe, but most respondents said they were able to take what they learned on an iPad and transfer it to a laptop. This survey represented a turning point in the pilot.

Ms. Pritchard then summarized what was learned by completing the pilot. Based on the overall experience and feedback from teachers and students, the recommendation is to continue with the iPad as the District's one-to-one mobile learning device. Mr. Marassa outlined the goals for the next few years, which included Instructional Technology's continued partnership with Apple and neighboring high schools regarding professional development.

Another goal is to continue to improve student workflow and document management experience, so students are efficient in their classes. Finally, Instructional Technology will continue to look for iPad apps that support skills and dispositions that evolve from the *CNTG*. Mr. Marassa added that the department will continue to find ways to use the piloted devices such as in specialized classes or other locations.

Dr. Sally thanked Mr. Marassa and his team along with the teachers who participated. He noted it was an important decision and it was time for a review. The pilot was originally a two-year plan. He shared he was impressed by the detail the committee went through as well as ensuring that the operations of what students do most often works in the classroom. Another great conclusion was that specialized technology can be used in different places such as Mr. Trovato's class. Dr. Sally noted the importance of being thorough as such a change would take substantial resources to complete successfully. However, if it was the right thing to do for students, the District would have done so during the second year of the pilot. Dr. Sally then stated that doubling down on the iPad, while looking to make what the District does better, is also a great conclusion. Mr. Dronen then invited questions and comments from the Board.

Ms. Hahn thanked the team for a thorough and accessible report on technology, noting it was clear and concise. As an Apple aficionado, Ms. Hahn found it validating that the product is generally acceptable to many people. Ms. Hahn noted that she heard the stories of the teachers who really dug in and embraced it, but she shared that that is a lot of work. She went on to say that to make an institutional and systematic change when teachers and staff have been continually asked to do so, she believes there is relief, that for the most part, the school is going to stick with what it knows while improving and fine tuning it. Ms. Hahn noted, that as always, this is the New Trier way, that the District does not keep doing things because that is the way it has always been done but also does not make change for change's sake. The school really digs in to determine what will be best for students and how that can be facilitated. She also noted that the pilot was completed in a year and now the District can move forward.

Ms. Hahn shared that what stood out to her was the number of families who buy a laptop to supplement learning and while, for many, that is a perfectly reasonable expense to take on, Ms. Hahn inquired how the District will support families who might feel the need for a laptop but are unable to do so. Mr. Marassa replied that conversations have not yet taken place regarding this and shared additional details. Mr. Johnson added that the iPad is provided at a reduced or no cost to a family who is eligible through financial aid criteria. Students have access to computers while at school. Mr. Johnson also noted the dropping price of laptops.

Ms. Albrecht inquired as to the duration of the continual commitment to the iPads and if students use the same device all four years. Mr. Marassa confirmed that students use the same device throughout high school. Ms. Albrecht noted that the commitment is for four years, with Dr. Sally adding that it would take a lot to look at this again prior to four years given the depth of the pilot. Mr. Johnson added that if there was a change, it would only be for the incoming class. Ms. Albrecht inquired what a change of device would mean for teachers, with Mr. Marassa sharing that many teachers use Apple iBooks for their curriculum, so many changes would be needed. Ms. Pritchard did a lot of work mapping those out as well the impact of them. Mr. Marassa also noted that the devices that people liked, have a significant price point compared to what the District pays for the iPads, leading to the question of what the District would pay for and what families may be asked to pay. Ms. Albrecht noted that the District is set as this pilot was thorough and extensive. She shared her thanks, with Mr. Marassa mentioning that there was a lot of work done by many different people.

Ms. Alcantara thanked Mr. Marassa for the report, noting that she found the written piece included many helpful details with the presentations from the teachers filling in the blanks for her. She prefaced her comments by noting she is an Apple person, but her work environment is a Windows one. She expressed concern about the ability of students to use certain applications that are common in college and the workplace. She shared other comments around this, including that the goal is not to teach a student how to use the program necessarily, but rather to support the school's educational goals. Referencing the student's comment about having to do multiple steps to submit work, Ms. Alcantara said that it would not be a problem with the Surface as a different platform, One Note, would be used and the feedback loop would not be disrupted. There would, however, be significant training needed for teachers and students to learn the new technology. Ms. Alcantara noted that the other district that the team visited who use the Surface had to take time to teach their students. Mr. Marassa explained that that district ended up requiring students to take a semester-long technology course when they began high school.

Ms. Alcantara shared that her overall observation is not that the iPads are clearly the best, instead the Surface may be best, but there would be significant changes needed. Ms. Alcantara encouraged keeping an eye on developments with the Surface and went on to share additional comments. She inquired what the estimated cost difference is for the

devices. Mr. Marassa replied that the Surface would roughly cost \$900 more per device than the iPad.

Ms. Hahn noted that the school looked at how prepared students were once they left New Trier but inquired about incoming students. After sharing additional comments, Ms. Hahn noted it would be important that the school be cognizant of another transition for freshmen. Mr. Marassa replied that all sender districts but are on iPads. Dr. Sally added that one of the reasons this was originally a two-year pilot was if a change was recommended, significant work would have needed to be done with the sender schools. Mr. Marassa added that there would also be significant work needed on behalf of teachers to adjust their courses.

Ms. Tomlinson thanked the technology team and teachers for their work. She also thanked the students who participated in the pilot. Ms. Tomlinson noted that teachers still have PCs, with Mr. Marassa noting that about ten percent of teachers have MacBooks as they are given the option. Ms. Tomlinson noted that the faculty still prefer to do their work on a PC. She built on Ms. Alcantara's point, that although the iPad is cheaper, perhaps in the long run, another device should be kept in mind. Ms. Tomlinson noted that something suggests that Apple is not the solution if 90% of teachers want to use a different product. Ms. Alcantara noted that it may not be that Apple is not the solution, but rather they do not make a laptop that meets certain needs.

Mr. Das noted that this pilot has given a great deal of user insight that could be pushed to the vendor and to what extent, over the course of the next few years, is Apple committed to filling those gaps. He went on to note that if the school has the infrastructure to pilot these experiences, perhaps New Trier could be the cutting-edge user that can pilot those devices that would be the next generation of Apple that meets the school's needs. Mr. Marassa noted that he and Ms. Pritchard have good working relationships with Apple and that is an avenue for advocacy, but change may be difficult with a large corporation. Mr. Das further inquired if there was a group of schools that could lobby Apple. Mr. Marassa noted it was possible as several local districts use Apple products. Mr. Das added that there is a critical mass building of insight that may make it harder to ignore from Apple's perspective.

Mr. Dronen noted it was an excellent presentation and thanked the teachers and students who participated.

***B. Approve NT 2030 Annual Plan: 2022-2023 and District/Supt 2022-2023 Goals**

Dr. Sally presented the final 2022-2023 Annual Plan, noting that presentations took place at the May and June Board meetings as the plan developed. He announced that the theme for the year was *Many Voices, One New Trier* to focus on continuing to build community in our school. The theme connects strongly to a number of initiatives for the year such as continuing to include student voices extensively and our commitment to collaborate with staff. In addition, the theme ties into the District's focus on Restorative Practices as well as continuing Belonging through a Culture of Dignity and Civil Discourse and Critical Thinking.

Dr. Sally shared a few highlights of the Annual Plan, noting that it is a key part of the District's continual improvement, with the most central part being teachers, students and staff. It is a vehicle by which the District emphasizes different themes and initiatives in order to make them part of the culture and climate of New Trier, which takes time. The plan is multifaceted with some important new priorities and the continuation of current and essential initiatives. Dr. Sally focused on three critical initiatives: Civil Discourse and Critical Thinking, Restorative Practices, and cultural work around *Be Brave, Be Kind, Be Proud*. There will be a September presentation to provide further information on that initiative to the Board. Finally, Student Services continues to be incredibly important as students are dealing with a lot and the school can help them by providing the right support at the time that a student needs it. Dr. Sally then invited questions and comments.

Ms. Tomlinson observed that the District is looking to achieve a lot in one year, which is not surprising because a lot was accomplished last year. Referencing the Innovation Hub, she noted that she researched Stanford's d.school that focuses on real-world projects and strengthening creative abilities. Ms. Tomlinson's concern is it is not siloed like IGSS and ensuring that the platform is being used across all disciplines. She inquired if this was the approach that would be used. Dr. Sally replied that the Board will hear initial ideas in October through new course proposals as this will begin to be implemented on the Northfield campus as a concept for all classes. Mr. Tragos added that the concept of the Innovation Hub or design thinking schools is that they are multidisciplinary or transdisciplinary. At the freshman campus, Mr. Tragos noted that the Innovation Hub will be a place within the school. He noted that it is still a year out in having the Innovation Hub be a campus resource that all students across all disciplines can experience. As the freshmen move to the Winnetka campus for the 24-25 school year, Mr. Tragos said the Hub is looking like a school within a school at this point. He understands Ms. Tomlinson's concern, however, the Hub is not fully formed. After additional comments, Ms. Tomlinson noted the Innovation Hub is about creative and real-world

problem-solving, and she does not want it limited to a particular group of students. Mr. Tragos stated that the *Go Baby Go* project is the perfect example of a human-centered design problem.

Next, Ms. Tomlinson encouraged the continuation of the post-high school visits. She suggested the challenge is two-fold, one is information gathering so New Trier understands from the colleges what hurdles it is facing and second, it would be a marketing trip and would speak to what New Trier students offer a college when they accept a New Trier candidate.

Ms. Tomlinson loved the branding and articulation of the three pillars of *Be Brave, Be Kind, Be Proud*, noting it is consistent with the *Characteristics of a New Trier Graduate*. It was mentioned that it is critical to have student voice and involvement, and for Ms. Tomlinson, she includes restorative justice in that. She encouraged the school to have a peer jury or council. Ms. Tomlinson further encouraged consistent policy and consequences across student discipline with various groups such as athletics and clubs. Mrs. Dubravec added that next year there will be a review of The Guidebook as well as The Code of Conduct with discussion taking place between the two.

Regarding the Communications Audit, Ms. Tomlinson likes every attempt made to reach community members, understanding that they receive information in different ways, while also acknowledging that the audit may take a couple of months to complete, she encouraged the District to go beyond it by continuing to communicate what it is doing so there are no lost opportunities until the District can more proactively communicate with those groups.

For the alumni piece of the plan, Ms. Tomlinson asked to better understand the objective and its importance. Ms. Dizon, Director of Communications, replied that the partnership with the Educational Foundation is more aligned with what one would find at the college level alumni association. The goal is to engage alumni in the District's fundraising efforts, mentorship efforts, and with the school's career services. The objective is to more effectively develop the District's alumni base as well as continued levels of engagement. Dr. Sally mentioned adding this to the Quick Takes for Alumni Engagement. After additional comments, Dr. Sally noted that the Foundation took their first trip to Arizona, which not only provided exposure for them, but it provided the District with a resource for the Innovation Hub. Discussion then ensued between the two. Mrs. Dubravec added that a recent WNTH radio station event is a great example of this, where alumni who were a part of the station were invited to a banquet. They were also shown the new space and what students are doing with WNTH. She noted that sometimes it is about getting them in the building and making them aware of the connection between students and alumni. Mr. Dronen added that many private schools have tremendous alumni programs, not only for fundraising purposes, but to continue relationships with them.

Ms. Hahn noted that this agenda item and the next is why the Board exists which is to set educational policy and partnering with the superintendent and his team to ensure there are strategies in place to achieve the goals. Ms. Hahn noted that the theme of *Many Voices, One New Trier* is a salient one as New Trier is a public school and a community resource. It is a challenge to harness many different voices and many different perspectives, but when done correctly, as seen with the technology audit, it is the District's strength, making it an important task to take on. Ms. Hahn went on to state that what is traditionally thought of as the New Trier community such as students, faculty, staff, parents, administrators and the Board, is the community as a whole. After further comments, she noted that engaging alumni and having them see themselves as part of this community, even living somewhere else is an important goal. She noted it also mentorship programs, alumni relations, connections and jobs. Ms. Hahn concluded that seeing the value of public education beyond the four years that are spent at New Trier is something she is excited to hear more about moving forward. Ms. Albrecht added comments about alumni returning to be graduation speakers. She noted that it is a great relationship that not many high schools do as well as New Trier. Ms. Hahn added that, she too, wanted to see articulated more of why engaging alumni is important, with Ms. Tomlinson wanted to better understand why that group takes priority over engaging other stakeholders. She noted that while reading the Quick Takes, it was not clear as to the importance of why these particular stakeholders should be engaged with. Dr. Sally replied these were good questions and added that the first initiative in this area was focusing on families with younger children and demystifying New Trier. Those pieces are still going and will continue and have become engrained in various processes. Alumni were next on the list in addition to the audit, which will allow the District to bring in other constituents that are harder for the school. By focusing on alumni, it also maintains a strong connection to the Foundation. Ms. Dizon clarified that there were five key stakeholders identified in the Strategic Plan and the idea was to determine what could be done quickly in the first year. She went on to say that does not mean that the other stakeholder groups are being ignored or that anything is on pause during the audit. The purpose of the audit is to make sure that when the District interacts with various constituents, it is most effectively using its time and

resources. She concluded that the District wants to make sure it has the analytical data to effectively go forward with a much greater program while continuing everything else that the department is doing.

Ms. Alcantara thanked Dr. Sally for the extensive Quick Takes. She also noted that this seems like a two-to-three-year plan with each item seeming extraordinarily important to her. She inquired if it is realistic, timewise, for those needing to complete the work. Dr. Sally replied that this was a question discussed at the Admin Retreat which focused on the bandwidth, who is going to do the work and how far does the school expect it to move. He went on to note that almost all of the initiatives are multi-year. He believes the District will move a good distance on all of them, but is also aware, that while some initiatives teachers are not involved in, the ones that they are, bandwidth needs to be considered. After further conversation between the two, Ms. Alcantara noted she was impressed by the breadth and depth of what is going to be tackled. Ms. Alcantara had additional thoughts on items in the plan and noted she will send those to Dr. Sally. After further comments, Dr. Sally replied that the plan is a document for the community, so having her feedback as well as the discussion that took place this evening will help to fine tune it before it is placed on the website. Ms. Alcantara noted that some of it seems philosophical, so the messaging and communications around what the plan actually means along with an example of what has been done is important. She encouraged placing those items on the website so parents can be directed to specific details.

Mr. McLane commented that the plan is an incredibly comprehensive compendium, and it was helpful to get it all captured. After further comments, Mr. McLane encouraged embracing the *Be Brave* aspect of the evolving motto when it comes to critical thinking and civil discourse. He also mentioned the Innovation Hub, noting that and the other pieces he stated are important planks in a multi-planked platform that has been developed. He believes it can all happen but is encouraging it for the areas he mentioned.

Ms. Albrecht shared that there were some of the same comments, that there is a lot laid out to accomplish, about last year's Annual Plan. The results were seen, however, of everything that got done last year. Ms. Albrecht noted that many items are continuing missions of the school. Dr. Sally added that everyone contributed as it starts with the day-to-day work of teachers and staff. The plan embodies much of the work that is already happening, but it is better for the District to be explicit about it. He noted that *Be Brave, Be Kind, Be Proud* is a great coming together of many items. The administrative team also provides oversight, planning and collaboration with staff and students to complete this work.

Mr. Dronen noted it was an excellent report and looks forward to future progress reports.

Ms. Albrecht moved, and Ms. Hahn seconded the motion, that the Board of Education approve the New Trier 2030 Annual Plan 2022-2023 and the associated Superintendent 2022-2023 Goals as presented. Upon a roll call vote being taken, the members voted as follows:

AYE: Mr. McLane, Ms. Tomlinson, Ms. Albrecht, Ms. Alcantara, Mr. Das, Ms. Hahn, Mr. Dronen

NAY: none

The motion passed.

***C. FY23 Tentative Budget Approval**

Mr. Johnson began the presentation on the Tentative FY 23 Budget, which started July 1st. It is the culmination of a process that began in January to align resources to support the needs of students. The budget is balanced, with a small surplus in operating funds. Mr. Myron Spiwak, Director of Business Services, presented some of the key details. The final budget will be done in September and there will be a more extensive presentation at that time.

Mr. Spiwak noted that in September there will also be a public hearing prior the approval of the final budget. He also shared that typically the budget does not change much between now and September, but it does provide additional time to get more up-to-date information. The process began in January with salaries and benefits, which is the biggest portion of the expenditure budget at around 80%. This has been fine-tuned over the years, thanks in part to Skyward, which has allowed the Business Office to budget based on a position-by-position basis. This allows for an accurate starting point and is a good building block for that budget. In March, administrators and department leaders receive historical budget information for their respective areas. These leaders also share about any changes in their areas or to their programming. Mr. Spiwak also reviews accounts within a department where some or all of the budget has not been spent, so those funds can be reallocated within the department or to other areas, ensuring the

District is spending where needed and utilizing every dollar. Mr. Spiwak noted that the expenditure budget from FY22 to FY23 will increase by 3.5%.

On the revenue side, the largest portion comes from property taxes. The District normally would have its extension by now, but the county has been slower over the past couple of years. The tax levy from November is instead taken and added to the model which provides an accurate projection of where the District's property tax revenues will be for the year. Each account is reviewed, and Mr. Spiwak provided an example of such. Federal sources for FY23 will be different than FY22 as the District received a lot of federal funding for Covid relief. As these Covid-specific federal funds will not be available for FY23, revenue is expected to decrease by 1.1%. The other categories such as property taxes and fees that had an expected increase will remain. All this information provides a good start for the District and the Business Office then works to fine tune items until it has a budget that is realistic, comprehensive, and within parameters.

The District has an operating surplus prior to transfers of just over \$3.5 million and is considered a balanced budget. Regarding the East Side Athletic and Academic Project, the District committed to pay the debt on the bond issue out of operating funds rather than through a tax levy. It is important that the District has a surplus of at least \$3 million to cover those debt payments. Mr. Spiwak noted, that after making those debt payments, the District will still have a surplus of just under \$500,000. He went on to note that at last week's Finance Committee meeting, it came up that the \$500,000 surplus anticipates that the District would spend all its contingency budget, which is about \$650,000. Mr. Spiwak shared that the only time that was spent in recent years was during Covid, therefore, realistically, it is a \$1.1 million surplus budget for FY23.

The District has great fund balances after years of good surplus and cash management, so it has committed to moving fund balance each year out of operating funds to the capital projects fund. These funds have been used for ongoing projects and maintenance at both campuses. That figure has been \$7.6 million the last several years. Mr. Spiwak noted the District is confident that it will end FY22 with a larger surplus than budgeted. Those surplus funds will go right into the fund balance, so the transfer will increase to \$10.6 million for FY23.

Mr. Spiwak noted there is a Board policy that ensures the District has an operating fund balance of at least 50% of the operating expense budget each year. Even with the \$10.6 million transfer, the District will have fund balances of about 65%. These transfers are made towards the end of the year so if something does not go according to plan in FY23, although it is in the budget, the District would not make the transfer. It would amend the budget and not move the funds. Once an operating transfer to capital projects occurs, it cannot come back.

Mr. Johnson added that thanks to Mr. Spiwak's and Mr. Conway's, Director of Physical Plant Services, hard work, the District recouped about \$3 million in Covid reimbursements last year. Mr. Johnson mentioned delays in property taxes, which will occur in the fiscal year, so it does not affect the top line budget revenue number, however, it does impact when the funds collected. This will require the District to monitor its cash flow carefully during the year. This will be revisited with the Finance Committee and the Board. Mr. Johnson thanked the community for the support they provide New Trier and what it allows the District to do for students. Thanks to their support and the District's strong financial management, the school is able to provide a wonderful program and many opportunities for students. It also allows the District to complete facilities projects and enhancements without going back to the community for an additional referendum. Mr. Johnson invited questions and comments from the Board.

Ms. Hahn highlighted, in tying the budget to the Annual Plan, it was noted in the expenditures for certified staff salaries, that the District anticipated in the five-year plan a decrease of four full-time teachers. She noted that the District is decreasing by less than that by a significant amount, primarily, so the school can staff support services for students. She noted this is a testament to the school's willingness to adjust its budget to be there for students in the ways that are needed.

Ms. Hahn noted that while the property tax delay will not show up on the revenue line, the need to manage cash flow and move some investments from long-term to short-term is having some impact on revenues based on interest. She wanted to confirm that this has been incorporated into the tentative budget, which Mr. Johnson confirmed. Although interest rates are rising, the District is not able to capture the same amount of investment income as it typically does as it needs to keep more in short-term investments and cash as it is unknown when the property tax revenues will arrive. Ms. Hahn thanked Mr. Johnson and his team as they continue to work with the county to find a solution in a timely manner. While it is an inconvenience and a loss of revenue for the District, it is much more impactful on other districts. Mr. Johnson shared that the county has set up a banking arrangement to make \$300 million available at no-

interest loans as the county will pay the interest costs. This will help school districts, park districts, and villages who may not have the fund balances continue operations. Ms. Tomlinson asked for clarification on this, noting that the District has already transferred its one-to-three-year holdings down, so they are more liquid in anticipation of cash flow needs through December. She inquired if this issue goes beyond that time if the District will have access to the zero interest loans. Mr. Johnson replied that the one-to-three-year have been paused for reinvestment. The funds are then either left in cash or are reinvested in something less than six months. After sharing other comments, Mr. Johnson noted that the loans will be given based on need and the District does not qualify. He went on to share additional details as to the plan post-December.

Mr. McLane inquired as to how the District is keeping costs lower than the national trend for inflation. Mr. Spiwak replied that, for instance, the District has a great relationship with its transportation company, Alltown, therefore when negotiations took place in the spring, the cost increase did not reach national inflation levels. He also noted that some categories would not match the inflationary increase such as personnel. Mr. Spiwak provided other examples such as attending professional development virtually instead of traveling to conferences.

Ms. Albrecht noted an article she read that there is a big incentive to have tax bills out in December, so people are able to take the 2022 tax deduction. Mr. Johnson shared that the delay is a side effect of a laudable project of updating technology in the assessor's office so they can efficiently, effectively and fairly assess properties.

Mr. Dronen thanked Mr. Spiwak for his presentation and for helping to recoup the Covid dollars.

Ms. Hahn moved, and Mr. Das seconded the motion, that the Board of Education approves the Fiscal Year 2023 Tentative Budget and that a Public Hearing date be set for September 19, 2022. Upon a roll call vote being taken, the members voted as follows:

AYE: Ms. Tomlinson, Ms. Albrecht, Ms. Alcantara, Mr. Das, Ms. Hahn, Mr. McLane, Mr. Dronen

NAY: none

The motion passed.

D. Facilities Update: Winnetka Campus East Side Academic and Athletic Project

Mr. Johnson provided an update on the Winnetka Campus East Side Academic and Athletic Project (ESSA) as well as the other ongoing facilities work. He shared that the concrete foundation work is mostly complete for the ESSA project. Concrete slabs are beginning to be installed while steel contractors are installing the structural steel. The masons are onsite as well as mechanical, electrical and plumbing, with many trades working six days a week. Mr. Johnson then shared a variety of pictures. Dr. Sally inquired about one of the pictures, with Mr. Johnson noting the steel truss was for the upper level of the main gym. It arrived on three large trucks and was assembled onsite. The adjacent work for the Grounds Garage has also begun. The construction schedule is being closely monitored after losing five weeks of time due to rain, labor shortages and coordination issues. The District is looking to make that time up. There are more trades on site working simultaneously and less time will be loss to weather as natural cover is built in.

Mr. Johnson also provided updates on the summer 2022 work being done on each campus. The Transition Program will move off-site to 640 Vernon in Glencoe. Demolition is complete with walls, electric, and plumbing installation beginning. There have been minimal delays due to supply chain issues. The remainder of the renovation will be done next summer. Mr. Johnson provided pictures of the work. Next, he shared details about the North Building roof at Winnetka, which is one of the last roofs to be replaced. He noted that the warranty on the roof is twenty years, but they typically last the school thirty years. Finally, the Tower Building elevator is receiving an upgrade at Winnetka. Up until the last five years, this was the only elevator on the campus. These upgrades will provide more efficiency and safety for students and staff.

Mr. Johnson then shared information about the future work that will take place at Duke Childs Field. Details are being finalized with the Village of Winnetka. The Village has submitted their final applications and have awarded the contract for the first portion of the work. Their work will begin towards the end of the month. The fields will be turned back over to the District in the fall or winter with the District's portion of the work beginning after its baseball season concludes next summer. The groundbreaking is set for July 13th and Mr. McLane will represent the Board. Mr. Johnson then invited questions and comments from the Board.

Ms. Hahn requested that a tour be scheduled at the Transition Center for the Board. Mr. Johnson replied that he will arrange a tour and that discussions are underway for an open house for the center.

***E. Resolution Authorizing the Naming of the Linda L. Yonke Library and Library Commons**

Mr. Johnson presented the Resolution Authorizing the Naming of the Linda L. Yonke Library and Library Commons. Linda Yonke served as New Trier’s Superintendent from 2006 – 2017. Recently, the District received nominations to consider naming the Winnetka Campus Library and Library Commons in her honor to recognize her leadership and the accomplishments of staff and students during her tenure. In particular, the Nominations Committee noted her leadership of the Winnetka Campus West Side Project, with former Associate Superintendent Mr. Don Goers commenting that he does not believe the project would have been completed without Dr. Yonke’s leadership. Mr. Johnson added that the West Side Project has done so much for students, teachers and the community over the past five years. Mrs. Dubravec noted how it would be appropriate to name the library after Dr. Yonke due to her deep love and enthusiasm of reading, which she shared with her colleagues. It was a passion of Dr. Yonke’s and often one of the first questions she would ask someone is what they were reading. Dr. Yonke also served as the District’s first female superintendent. After receiving the nominations and consulting with Mr. Dronen, the Naming Committee, which consisted of Ms. Albrecht, Mr. Johnson, Mrs. Dubravec, Ms. Dizon, Mr. Tragos and Dr. Sally, met to review the nominations and develop the recommendation that the Board approve it in accordance with Board Policy. If approved, a dedication will be planned for the fall. It will be a chance to celebrate with Dr. Yonke and the Board, students and staff as New Trier dedicates the space in her honor. Mr. Johnson then invited questions and comments from the Board.

Ms. Albrecht shared comments, noting she was the only member of the current Board that was on the Board when Dr. Yonke was superintendent. Mr. Dronen added that he was a member for the last couple of months of Dr. Yonke’s tenure and the two served on Rotary as well. Ms. Albrecht noted that this is an honor that Dr. Yonke deserves. She led the first major renovation in sixty years at the Winnetka Campus. Ms. Albrecht went on to share that the school and community have benefitted from this project in having the physical space finally reflect some of the same excellence as the excellence in education that students receive at New Trier. Ms. Albrecht then shared an anecdote about a student’s thoughts on the updated West Side project space. Ms. Albrecht noted that Dr. Yonke was an excellent leader and when she wanted to get something done, it was going to get done. Dr. Yonke worked tirelessly to get the 2014 referendum passed and was involved in every aspect of the project making sure it was done right and that the space was good for learning. Ms. Albrecht concluded by saying how happy she is to support the naming of the library and library commons for Dr. Yonke.

Mr. Dronen shared that when he ran for the Board, he sat down with Dr. Yonke for input. He knew of her from Rotary as well as knew her as an effective leader and a good person. Mr. Dronen wholeheartedly supported the motion.

Mrs. Dubravec noted in her recommendation letter that she emphasized how student-centered Dr. Yonke was. Dr. Yonke could be seen at a variety of extracurricular activities. Mrs. Dubravec noted that what was best for students was at the forefront for Dr. Yonke.

Ms. Albrecht moved, and Mr. Das seconded the motion, that the Board of Education approve the Resolution Authorizing the Naming of the Linda L. Yonke Library and Library Commons. Upon a roll call vote being taken, the members voted as follows:

AYE: Ms. Albrecht, Ms. Alcantara, Mr. Das, Ms. Hahn, Mr. McLane, Ms. Tomlinson, Mr. Dronen

NAY: none

The motion passed.

VII. Administrative Items

A. and B. Treasurer’s Report and Financial Reports for June 2022

Mr. Johnson did not present the Treasurer’s Report and Financial Report for June 2022 as the reports are not yet complete due to the earlier Board meeting and the Fourth of July holiday. Mr. Johnson noted that they will be attached to BoardDocs when they are complete later in the week for Board members and the public to view.

Mr. Dronen noted the District recently received commendation. Mr. Johnson noted that the District received, through the Government Finance Officers Association, the Annual Recognition for Financial Reporting Excellence. Mr. Johnson noted that the District has received this for the past 18 years, which reflects the annual financial report for fiscal year 21. The District applies every year and receives comments and feedback from the group. Mr. Johnson noted the District is fortunate to have many years of consecutive recognition from that organization.

C. Policy Revisions First Reading – PRESS 109

Dr. Sally shared the policy revisions from PRESS 109, noting it is the second time this has been done with the PRESS service. Dr. Sally noted that changes could be made after this evening as there will be a second reading and approval at the August Board meeting. There were no major issues that came up and was fairly routine from the view of the Policy Committee. Dr. Sally then invited questions and comments from the Board.

Ms. Alcantara noted she found a typo with Ms. Hahn adding that it should be counted versus counter. Conversation ensued and Dr. Sally commented that if anyone had questions prior to the next Board meeting to let him know.

VIII. Consent Agenda

- Bill List for the Period, June 1 – 30, 2022
- Personnel Report (Appointments, Changes of Status, Resignations, Salary Adjustments, Stipends - Appointments and Stipends - Separation)
- ED-RED Membership Renewal
- NTEF Resolution
- Closed Session Records Review
- Resolution Approving TRS SSP Employer Participation Agreement

Mr. Dronen inquired if any members wanted to pull an item off the Consent Agenda, no one chose to do so. Mr. Das moved that the Board of Education approve the Consent Agenda, which includes: Bill List for the Period, June 1 – 30, 2022; Personnel Report (Appointments, Changes of Status, Resignations, Salary Adjustments, Stipends - Appointments and Stipends - Separation); ED-RED Membership Renewal; the Resolution of the Board of Education providing operational resources for the New Trier Township High School District 203 Educational Foundation; the destruction of the closed session meeting tapes of July 2020 through December 2020; and Resolution Approving TRS SSP Employer Participation Agreement. Ms. Tomlinson seconded the motion. Upon a roll call vote being taken, the members voted as follows:

AYE: Ms. Alcantara, Mr. Das, Ms. Hahn, Mr. McLane, Ms. Tomlinson, Ms. Albrecht, Mr. Dronen

NAY: none

The motion passed.

IX. Board Member Reports

Ms. Albrecht noted that the **Naming Committee** met on June 23rd.

Ms. Hahn noted that the **New Trier Educational Foundation (NTEF)** met on June 16th. The meeting was a recap of the past year and their successful initiatives in terms of raising the funds they had hoped to. Discussion also centered on the grants that they provide to teachers. All eight applications were accepted and either partially or fully funded. Ms. Hahn noted that one that stood out was an eSports competitive gaming club that will take place in partnership with the school. In terms of engagement with alumni, NTEF is also starting a yearbook project that will identify alumni and the various affinities they had while at New Trier as a way to ask them to be a part of different initiatives that might be of interest to them. There are a lot of interesting plans, including the Innovation Hub, and the Foundation is looking ahead to an exciting year with their new leadership.

Mr. Dronen and Mr. Das attended the leadership council meeting of **TrueNorth** in early June. Items discussed included recognizing retirees, an update on their strategic plan, as well as sending their TrueUp bills to participating districts in mid-June. The next meeting is August 31st.

Mr. McLane noted that the **Facilities Steering Committee** was cancelled but was succinctly captured earlier in the meeting.

Mr. McLane noted that all was quiet with the **Community Engagement Committee** as well.

Ms. Alcantara noted that the **Policy Committee** met, which was discussed earlier in the meeting.

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

Dr. Sally highlighted the following:

- There are six weeks between now and the next Board Meeting, which is on August 22nd. During this time, summer school will conclude, and teachers will continue their curricular work. The hope is that teachers will have a break between this work and school beginning. The administrative team has worked diligently this summer on the Annual Plan. There was great collaborative effort on this. August 22nd is also the first day of student attendance. At the August Board Meeting, Dr. Sally noted there will be a comprehensive discussion on safety and security.

Mr. Dronen inquired if there were any requests for staff research or future agenda items. Ms. Albrecht asked that the Board Policy Committee review policy 8:80 – Gifts, Naming and Tribute Policies, particularly the minimum number of years that are required between when an administrator retires and when a naming nomination can occur. Ms. Albrecht believes that there should be more people on the Board who would have worked with the honoree.

XI. ADJOURNMENT

Ms. Hahn moved, and Mr. Das seconded the motion, to adjourn. Upon a voice vote being taken, all members indicated they were in favor.

The meeting adjourned at 8:49 p.m.

Respectfully submitted,

Lindsey Ruston, Secretary

Keith Dronen, President