



Bensenville Elementary School District
Board of Education Special Meeting
Minutes - January 20, 2021

President, Bob Laudadio called the regular meeting of Bensenville Elementary School District 2 Board of Education, DuPage County to order at 7:00 p.m., at Educational Administration Center, 210 S. Church Road, Bensenville, Illinois.

Roll call verified that there was a quorum of the Board present with the following members present and absent as listed below:

Board of Education	Title	Present	Absent
Christian Constante	Secretary	X	
Katie Krajecki	Vice-President	X	
Bob Laudadio	President	X (via zoom)	
Chris McCullough	Member	X (via zoom)	
Alex Stitgen	Treasurer	X	
James Stoltman	Member	X (via zoom)	
Susan Vitellaro	Member	X (via zoom)	
Administration			
Dr. James Stelter	Superintendent	X	
Dr. Kay Dugan	Assistant Superintendent for Learning	X	
Mr. Paul Novack	C.F.O.	X	
EAC Staff			
Cindy Snyder	Administrative Asst. to the Superintendent & Clerk of the Board	X	
Tim Waldorf	Community Relations Coordinator	X (via zoom)	

Others in attendance: Joe West, BSD2 Tech team member

A motion was made by Mr. Stitgen and seconded by Mr. Constante that the Board of Education approve the agenda as presented. Upon voice vote, all board members present voted aye. Motion carried.

Hearing of Delegations: none

Presentations

- A. Continuous Improvement Plan (CIP) – Blackhawk Middle School** – Ms. Anne Paonessa and Dr. Perry Finch presented the Blackhawk Middle School Continuous Improvement Plan.
- B. Building Students' Oracy** – Ms. Rachel Keller and Ms. Elyssa Klein presented information regarding Building Students' Oracy.
- C. Student-Led Discussions** - Ms. Meaghan McGrath and Ms. Samantha Uman presented on Student Led Discussions.

Administrative Reports

- A. Enrollment Report** – Dr. Stelter reported there are 2150 students enrolled in BSD2 plus 53 B-3, 10 Itinerant and 56 in the Metropolitan Family Services Headstart Program.
- B. FOIA Report** – nothing to report this month.
- C. Staff COVID Testing Update** – Mr. Novack reported that the District is preparing to offer COVID testing to staff starting about February 1, if the necessary approvals can be obtained. These include a CLIC Laboratory permit and a physician's authorization for the testing.
- D. Discipline Report - 8/20 - 12/20** – Dr. Stelter reviewed the Discipline report with the Board.
- E. Discussion Parameters for upcoming Financial Forecast** – Mr. Novack presented the some of the issues and variables to be addressed in the forecast at the next meeting.

F. Strategic Plan Update & Next Steps

1. **John Hopkins – Math** – Dr. Dugan reported on the John Hopkins University Gifted & Talented Youth Programming Opportunity for BSD2 students.
2. **Greatness Factors**
 - BSD2 Meal Distribution
 - BSD2 Head Start
 - BSD2, YMCA & St. Alexis R.E.A.D. Program
 - BSD2 Giving Tree
 - BSD2 Care Closet
 - BSD2 Parent Cafes
 - BSD2 PRC Holiday Meal Donations
 - BSD2 Coats For Families
 - BSD2 Partners’ Financial Contributions
 - BSD2 Arts Integration
 - BSD2 Transcript Requests
 - BSD2 Community Employment Opportunities
 - BMS Through My Sole Program BMS Holocaust Speaker
 - BMS Sports Continue.
 - BMS Art Challenge
 - BMS Band Students Solo Performances
 - WAJ Star Celebrations
 - WAJ Wrap-Around Supports
 - WAJ Kids Connect
 - Tioga Pre-K Winter Fest
 - Tioga Hero PBIS Curbside Store
3. **5Essential Survey** – Dr. Stelter reported that the 5Essentials window will be February 3 to April 2. He provided a preview of the questions for educators, parents and students to board members.
4. **New Strategic Plan FY21-FY24** – Dr. Stelter reported that the current Strategic Plan covers the time period of FY 2018- FY 2021. The current plan adopted the Mission, Belief Statements and Strategic Plan Goals. A new strategic planning committee will need to be established to guide future district priorities. The committee will include parents, community members, Board members, teachers, support staff and administrators. The last plan was completed over a series of three (3) meetings. The district also retained a facilitator for the planning sessions. A review of the Mission statement and Belief Statements should be considered as well as part of this process.

Consent Items

- A. Approval of Minutes
 1. Special Board of Education Meeting – December 2, 2020
 2. Regular Board of Education Meeting – December 16, 2020
 3. Special Board of Education Meeting – January 6, 2021

Recommendation: The Board of Education approves the above listed minutes as presented and attached.

- B. Approval of Bills & Financial Reports
 1. Bills December 2020
 - a. Accounts Payable
 - b. Imprest Checks
 - c. Advanced Checks
 2. Treasurer’s Cash Report as of December, 2020
 3. Investment Summary as of December 31, 2020
 4. Tax Distribution Report as of December 31, 2020
 5. Activity Fund Report December, 2020
 6. Financial Statements as of December 31, 2020

Recommendation: The Board of Education approves the above listed bills and financial reports as presented and attached.

- C. Personnel (*Ratification of Employment – Long term Substitute*)
I. Approval of Long-Term Substitute

Recommendation: That the Board of Education ratifies the employment of Clarita Iozzo, long-term substitute for a teacher in Johnson School, effective the first week in February 2021.

- D. Approve Loans from Working Cash to Municipal Retirement /Social Security Fund and to Tort Immunity Fund

Recommendation: That the Board adopt the resolution authorizing occasional loans from the Working Cash Fund to:

- i. the Municipal Retirement / Social Security Fund in amounts up to \$350,000 outstanding at any one time, and
- ii. the Tort Fund in amounts up to \$100,000 outstanding at any one time.

Conference/Action Items

- A. **2nd Reading and Adoption of Policy Revisions: 7:270 & 7:190** – Mr. Novack reported that first reading was held in December for these policies.
- [Policy 7:190](#) on Student Behavior: one change is recommended to prohibit the use of either time-outs or physical restraints for reasons of discipline.
 - [Policy 7:270](#) on Administering Medicine: a fully re-written policy is recommended to adopt practices for administering cannabis and emergency medications.

A motion was made by Mr. Stoltman and seconded by Mrs. Krajecki that the board of Education adopt the revisions to policies 7:190 and 7:270 as presented.

Roll Call Vote:

Aye: Stoltman, Krajecki, Constante, Laudadio, McCullough, Stitgen, Vitellaro

Nay: None

Absent: None

Motion Carried.

- B. **1st Reading New Policy on Student Data Privacy 7:345** – Mr. Novack presented [New Policy 7-345](#) is proposed here to implement a new Illinois law, the Student Online Personal Protection Act (“SOPPA”).

SOPPA affects the District’s use of instructional web-based software by our teachers. Those applications typically collect student log-in data and occasionally other items. The law takes effect July 1, 2021.

Teachers on the Instructional Technology team, with support from Administration, are leading the District’s implementation of SOPPA. They are identifying applications already in use by teachers that must be addressed and organizing other steps

SOPPA’s three primary requirements are:

- (1) The District must revise its contracts with its technology providers to address data security and to require robust notification processes if data breaches occur.
- (2) The District must post on its website information about the vendors that collect student data in order to provide services.
- (3) The Board must adopt a policy designating which employees who can enter in to the agreements in (1).

No action recommended for First Reading.

- C. Approve Construction Management Contract for Pre-K addition** – Mr. Novack reported that D-R Rosemont, LLC has been construction manager for the District since 2016 and recommends that D-R manage the 2021 addition to the Tioga Early Learning Center.

A construction manager provides the time and expertise so that a building owner can act as its own general contractor. All but one of District 2's construction projects since 2007 have used this arrangement. The alternative would be to hire a general contractor.

Terms and compensation can be structured different ways. A two-part fee structure has been the most common since 2007 (whether with D-R or with a different firm, Gilbane). The fee is a combination of a percentage of construction costs plus management time. Occasionally, projects are paid as a straight percentage without a time and effort component. In 2016, D-R was compensated in this manner at 10%.

For the 2021 project, Administration recommends using the two-part fee structure. It is more accurate for both parties than a straight percentage. Most projects since 2007 have used this format. The percentage will be 5%. Time and effort will be for the onsite manager, construction executive, and attorney fees. The 2020 Blackhawk renovation was structured this same way.

Administration projects this fee will equal between 9% and 10% for the addition to the Early Learning Center.

A motion was made by Mrs. Krajecki and seconded by Mr. Stitgen that the Board of Education authorize administration to renew the contract with D-R Rosemont, LLC as described above.

Roll Call Vote:

Aye: Krajecki, Stitgen, Constante, Laudadio, McCullough, Stoltman, Vitellaro

Nay: None

Absent: None

Motion Carried.

- D. Consider Potential dates to resume Hybrid Instruction** – Dr. Stelter reported that In District 2, about one-third of the parents selected the hybrid plan when surveyed this month.

Bensenville is part of Region 8 in Illinois. Region 8 is in Phase 4, Tier 2. Schools may be open in Phase 4; see the Phase 4 / Tier 2 mitigations here, [IDPH Tier 2 guidelines](#).

COVID rates in Bensenville and other areas are shown below.

	COVID Rates, cases/week/100k persons		
	Jan	Dec	Nov
DuPage County	250	349	515

Addison	310	503	666
Bensenville	224	301	664
Glendale Heights	272	467	650
Itasca	270	340	468
Villa Park	238	392	492

COVID cases have fallen substantially in both the near- and medium-term.

- Since the November peak, cases are down 64% and 77% in DuPage and Bensenville, respectively.
- This decline has persisted into January’s middle third. Since January 10, rates have fallen about 30% in both DuPage and Bensenville.
- Bensenville’s case rate is now lower than in nearby towns. This includes Itasca, where schools are open.

Throughout Illinois, some schools have remained open during COVID. These schools provide a natural data source for checking on safety practices. Nearby, Itasca schools have been open all fall.

Outbreaks in schools have been minimal during this time.

- None occurred in Itasca. This is notable, because Itasca COVID rates were higher in November and December than the present rates in Bensenville. See table above for COVID rate information.
- Statewide, only four school outbreaks exist at this time. See this IDPH web page, <https://www.dph.illinois.gov/covid19/school-aged-metrics?countyName=Illinois>.

Schools have excellent COVID safety practices. These practices include social-distancing, mask wearing, good ventilation and other good sanitization practices.

The Board’s Reopening Committee identified several critical safety practices that are the foundation of District 2’s operations. See the summary report of the Committee’s findings.

In other districts, the same safety practices are given credit for preventing spread of COVID even if community transmission rates are above 100 cases / week / 100,000 persons.

10 school districts in the surrounding area were sent a brief survey on 01/18 asking them to indicate their current status. The results are as follows:

<u>District</u>	<u>Status</u>	<u>Mode</u>	<u>Date</u>
Addison Sd4	Open	Hybrid	01/19
Bensenville SD2	Closed	Remote	02/08 Possible Open
Elmhurst SD205	Open	Hybrid	01/11
Itasca SD10	Open	Full In-Person	Never Closed
Marquardt SD15	Open	Hybrid	01/11
Medinah SD11	Open	Hybrid	01/19
Queen Bee SD16	Closed	Remote	Drop-In Only
Roselle SD12	Open	Hybrid	01/04
Salt Creek SD48	Open	Hybrid	01/11 Phased In
Villa Park SD45	Closed	Remote	02/08 Planned Open
Wood Dale SD7	Open	Hybrid	01/11 Phased In

Dr. Stelter reported on the following options considered:

District 2 schools could be open, in hybrid, under the following criteria:

1. The State remains in Phase 4 and Tier 2 or better.
2. The District follows the Special Committee's safety practices. See the Committee summary report attached for more information about criteria for mask-wearing, social distancing, ventilation, cleaning, and other practices.
3. No widespread outbreaks occur in the District.

If District 2 schools are not in hybrid, staff could work in the buildings at least two days per week under those same three criteria.

Dr. McCullough added that the potential that teachers and staff will have access to vaccination is becoming more realistic.

A motion was made by Mrs. Krajecki and seconded by Mr. Stitgen that That the Board of Education resolve as follows:

- (1) Administration should finalize planning for a return of students in the hybrid mode of instruction on February 8, if consistent with the three criteria listed above (Options Considered), unless directed otherwise by new State guidance.
- (2) Staff will work in the schools for at least two days per week during Tier 2 mitigation, except as provided by Recommendation (3). Remote work may be elected for the other three days, if staff can work effectively from home.
- (3) The week prior to the return of students to hybrid instruction, staff will work in the schools for four days per week, defined as Tuesday through Friday. Remote work on Monday may be elected, if staff can work effectively from home and there is no requirement to be in the schools. This schedule will continue while students remain in hybrid instruction.

Roll Call Vote:

Aye: Krajecki, Stitgen, Constante, Laudadio, Stoltman, Vitellaro

Nay: McCullough,

Absent: None

Motion Carried.

New Business

- Dr. Dugan reported that if any time a board member would like to meet to discuss practices, programs or procedures she is open for discussion.
- Mr. Stoltman would like to have the board hold discussion regarding broadcasting board meetings in the future.

Adjournment

At 8:47 p.m. a motion was made by Mr. Stoltman and seconded by Mr. Constante that the Board of Education adjourn the meeting. Upon voice vote, all board members present voted aye. Motion carried.

No further business appearing Mr. Laudadio adjourned the meeting at 8:47 p.m.

President

Secretary