



Bensenville Elementary School District

Board of Education Meeting

Minutes - June 2, 2021

President Dr. Chris McCullough called the special meeting of Bensenville Elementary School District 2 Board of Education, DuPage County to order at 6:30 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
Christina Cannon Bailey	Member	X	
Katie Krajecki	Member	X	
Bob Laudadio	Member		X
Marisol Leyva	Secretary	X	
Chris McCullough	President	X	
Lori Parthimos	Treasurer	X	
James Stoltman	Vice-President	X	
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	

Staff in attendance: Joe West, BSD2 Tech team member.

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

Hearing of Delegations:

- Mr. Bill Winters and Ms. Sarah Morong presented the Band Program activities from 2020-21 to the Board.

Consent Items:

A. Personnel

I. Resignation of Certified Staff

Recommendation: That the Board of Education accepts the resignation of the following certified staff members:

1. Aubrey DeMuth, Reading Interventionist, Blackhawk Middle School, effective May 24, 2021.
2. Natalie Georgopoulos, Kindergarten teacher, Tioga School, effective June 30, 2021.
3. Helen Hansen, Bilingual Social Worker, Tioga School, effective June 30, 2021.
4. Debby Topp, 6th Grade English Language Arts Teacher, Blackhawk Middle School, effective June 16, 2021.

II. Ratification of Employment for 2021-2022, Certified Staff

Recommendation: That the Board of Education approves the employment of the following certified staff members:

1. Jose Galvan, 3rd Grade Sheltered Classroom Teacher, Tioga School pending receiving his Type 29 certificate at the end of June.

2. Lauren Zaroni, Teacher on Special Assignment (TOSA), Johnson School, effective August 12, 2021.
3. Ashley Dolce, Special Education Resource Teacher, Johnson School, effective August 12, 2021

III. Ratification of Employment – Classified Staff

Recommendation: That the Board of Education ratifies the employment of Colleen Connors, Occupational Therapist, Johnson and Tioga schools, effective for the 2021-22 school year.

IV. Ratification of Employment – 100 Day Contract

Recommendation: That the Board of Education approves the 100-day contract of employment of Vince Gaudio, Part-Time ESL Support Teacher, Johnson School.

V. Employment of Summer School Staff:

Recommendation: That the Board of Education approve the pay and benefit levels for classified staff.

Job Title	Standard Raise	Job Title	Standard Raise
Office Managers	2.00%	Nurse: RN, 4-Year Or 2-Year	3.00%
Secretaries	2.00%	LPNs	3.00%
Clerical Assistants	2.00%	Health Aides – Unlicensed	3.00%
Language Assistants & Translators	2.00%	Breakfast/Lunch Aides	2.00%
EAC Admin staff	2.00%	Crossing Guards	2.00%
Project Care Facilitators	2.00%	Technology Team	4.00%
Library Media Aides	1.00%	Bus Drivers	4.00%
Teacher Assistants, Classroom, Enrollment, Bilingual/ESL, SpEd, One-On-One	2.00%	Infant Toddler Specialist	2.00%

B. Advance Check

Recommendation: That the Board of Education approve the advance check for Herff Jones LLC for 2020-2021 Yearbooks for \$5,380.20.

A motion was made by Mrs. Leyva and seconded by Mrs. Krajecki that the Board of Education approve the consent agenda items as presented.

Roll Call Vote:

Aye: Leyva, Cannon Bailey, Krajecki, McCullough, Parthimos, Stoltman,

Nay: None

Absent: Laudadio

Motion Carried.

Conference/Action Item:

A. District 2 Expectations for Board Members, Board President & Superintendent

A. The Operating Agreements of the Board Members, Board President, and Superintendent were presented by Dr. Stelter. The Illinois School Finance book was introduced by Dr. McCullough.

B. Board of Education Meeting Calendar for 2021-22 – Board members reviewed the proposed Board meeting Calendar for 2021-22. Action was deferred to the June 16th meeting.

C. 2021-2022 Tasks by Month for Board & Administration. Dr. Stelter presented the capacity sheet and discussed its use in setting priorities each month for administration and board. Dr. McCullough asked that include all the reporting obligations.

- D. Planning for Administrative Positions** – Dr. McCullough asked the Board to establish guidelines for hiring for the curriculum leadership position(s). Discussion was held. Short-term needs and long-term developmental plans were discussed, potential searches of internal and external candidates were considered. Meeting with Dr. Dugan to be arranged regarding possible transition work. Mr. Stoltman, Mrs. Parthimos and Mrs. Krajecki to form task force to meet with candidates and report back by June 16th.
- E. Strategic Plan Proposals Review** – Dr. Stelter reported that a new strategic planning committee will need to be established to guide future district priorities. The committee should include Board members, community members, parents, teachers, support staff and administrators.

The Board discussed when the Strategic Plan Process should begin and the number of years the Strategic Plan should last.

Proposal 1: Illinois Association School Boards. Dr. Dee Molinare, Field Services Director, IASB. One (1) session, all day. Total cost \$1,000.

Proposal 2: JMP Consulting, LTD. Dr. Porto led the last two strategic planning processes with success. He also led the recent Fenton High School planning process as well as the Portrait of a Graduate. Three (3) sessions. Total cost \$11,000.

Proposal 3: Illinois Association School Administrators. Dr. Courtney Orzel, Associate Director of Professional Development & Dr. Gary Zabilka, Consultant, IASA. Three (3) sessions, 6-9 p.m. Total cost \$15,000.

Proposal 4: Consortium for Educational Change (CEC). Multiple sessions and time commitments, fifteen (15) sessions with various stakeholders, usually half-day or full-day sessions. Total cost \$28,125.

Proposal 5: Hazard, Young, Attea & Associates (HYA). Laurie Kimbrel, Chief Associate, HYA Strategic Planning Collaborative. Given that HYA will collect perception data as a part of the superintendent search, they have customized the first phase of the strategic planning process to incorporate that data.

Dr. McCullough noted connections between the Strategic plan and the superintendent search. He said he favored measurable indicators for a strategic plan. Firms strengths were discussed. Board members were encouraged to view sample plans. Superintendent goals in a contract could be linked to goals of the strategic plan. Administration to add to the capacity sheet for board tasks, hiring, interview search etc. Firms 3 and 5 will be asked to present to the board on June 16th.

- F. Board Retreat – Dr. Stelter reported that** Boards of Education often find it useful to discuss their operating practices in a closed meeting without other business on the agenda. The Illinois Open Meetings Act allows the Board to meet in closed session for the purpose of Board self-evaluation only if the meeting includes a representative of a statewide association to which the Board belongs. The Illinois Association of School Boards is such an organization.

The IASB offers a board facilitation workshop known as Starting Right. It presents ways for both new and veteran board members to share the board's practices and procedures. The workshop begins with a review of the board's role in effective governance. Discussion follows of the expectations for communications, board-superintendent relationships, board meetings, and much more.

This workshop can also be appropriate to build relationships between a board and a new superintendent.

The following dates are available for the Starting Right workshop: August 2 and 3 and 5; and September 20 and 21. The workshop takes 2-3 hours.

Discussion was held. There was a request to ask the consultant for October dates, also Friday evening or Saturday morning times.

- G. Exit Interview Process.** – Mr. Novack reported that the District’s Human Resources Coordinator conducts exit interviews each year. Written and in-person options are offered to all employees at the end of their employment. The written version has been electronic since 2015, first on Survey Monkey and now on Google Forms.

The response rate is around 20 to 25%. Each person is contacted multiple times, including through their personal email after the school year ends. Responses often appear guarded. Employees may be reluctant to burn bridges, for instance. Responses are shared with the respondent’s supervisor and with the superintendent. Discussion was held. It was requested to provide a spreadsheet summary without names to the board members.

New Business- None

Closed Session

A motion was made by Mrs. Krajecki and seconded by Mrs. Parthimos to go into closed session to review names of possible internal candidates for assistant superintendent for learning position.

Roll Call Vote:

Aye: Krajecki, Parthimos, Cannon Bailey, Leyva, McCullough, Stoltman,

Nay: None

Absent: Laudadio

Motion Carried.

A motion was made by Mr. Stoltman and seconded by Mrs. Leyva to go into closed session to review performance of a particular employee.

Roll Call Vote:

Aye: Stoltman, Leyva, Cannon Bailey, Krajecki, McCullough, Parthimos,

Nay: None

Absent: Laudadio

Motion Carried.

A Task Force consisting of Mrs. Parthimos, Mrs. Krajecki and Mr. Stoltman was formed to conduct interviews of interested candidates to fill the duties of the Assistant Superintendent for Learning pertaining to curriculum, instruction and grants. **At 10:05 p.m. a motion was made by Mr. Stoltman and seconded by Mrs. Krajecki that the Board of Education adjourn from closed session. Upon voice vote, all board members present voted aye. Motion carried.**

Adjournment

At 10:05 p.m. a motion was made by Mr. Stoltman and seconded by Mrs. Cannon-Bailey that the Board of Education adjourn the meeting. Upon voice vote, all board members present voted aye. Motion carried.

No further business appearing Dr. McCullough adjourned the meeting at 10:05 p.m.

President

Secretary