



Bensenville Elementary School District
Board of Education Regular Meeting
Minutes - September 16, 2020

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	
Chris McCullough	Member	X (via phone)	
Alex Stitgen	Treasurer	X	
James Stoltman	Member	X	
Susan Vitellaro	Member	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	

Others in attendance:

- **Administrators:** Carlos Patiño, Michelle Shabaker, Perry Finch, Anne Paonessa, Nicole Mrowice, Jeff Kersten, Liz Fausto
- **Staff:** Joe West, BSD2 Tech team member, and 21 other staff members
- **Community Members:** 8

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

The Pledge of Allegiance was led by Mr. Laudadio.

III. Public Hearing – 2020-2021 Annual School Budget

- Mr. Laudadio Opened the Public Hearing on the 2020-2021 Annual School Budget at 7:02 p.m.
- Mr. Novack presented the 2020-2021 Annual School Budget
- Mr. Laudadio asked for Audience Participation any questions or clarification, hearing none
- Mr. Laudadio Closed the Hearing and Returned to Regular Board Meeting at 7:03 p.m.

IV. Hearing of Delegations - The following made comments to the Board:

- Community Members: Mr. & Mrs. Mann, Mrs. Mandi Zalewski, Mrs. Donna Sorce
- District 2 Staff members: Lisa Boswell, Katie Ciesla, Kristin Doell, Melissa Dressen, Vicki Mazzone, Erica McKenna, Mary Peterson, Cora Popescu, Jeannette Weller and Maria Pulido on behalf of Meghan Arado

V. Administrative Reports

- A. 2020 Summer School Report** – Val DiFresco, Summer School Administrator presented virtually on the 2020 Summer School Program.
- B. Social Emotional and Culture/Climate Survey Plan for 2020-21** – Dr. Stelter reported that Pre and Post surveys will be taken regarding social emotional and culture/climate during the 2020-21 school year. Report will be given in approximately, November, February and May.
- C. Comprehensive School Committee (CSC) Report** – Dr. Dugan and select members of School CSCs reported on planned topics for the year..

Blackhawk Middle School

CSC Members

- Perry Finch – Admin.
- Anne Paonessa – Admin.
- Nicole Mrowice – Admin.
- Cora Popescu – Teacher
- Craig Baker – Teacher
- Katie Klingler – Teacher
- Erica McKenna – Teacher
- Vicki Mazzone– Teacher
- Krista Stewart (Parent Liaison)
- Tina Sisto – Parent
- Mike Banks – Parent
- Terri Aylward– Parent
- Kathy Winter Wazir – Parent
- Sital Patel – Parent
- Kawther Saadeh – Parent

W.A. Johnson School

CSC Members

- Carlos Patiño – Administrator
- Michelle Shabaker – Admin.
- Mojca Anaya, Parents
- Victoria Myhre, Parents
- Naila Fonseca, Parents
- Christina Palacios, Parents
- Meredith Demma - Teacher
- Stephanie Fitch - Teacher
- Terry Schwabe - Teacher

Tioga School

CSC Members

- Jeff Kersten – Administrator
- Lis Fausto – Administrator
- Nicole Wawczak - Parent
- Marisol Leyva - Parent
- Jacquelin Pliego - Parent
- Theresa Piovano – Parent
- Susana Contreras - Teacher
- Sandy Brown - Teacher
- Ursula Wojltaszka - Teacher
- Christina Guevara - Teacher
- Caitlin Laga - Teacher
- Rachel Holcomb - Teacher

D. Enrollment Report – Dr. Stelter reported that there are 2140 students enrolled in district 2 plus 53 - B-3 students and 4 - Itinerant students. There are 56 students enrolled in the Metropolitan Family Services Headstart Program in Bensenville.

E. FOIA Report – Mr. Novack reported that the following FOIA’s have been requested.

<u>Requestor</u>	<u>Type</u>	<u>Records Requested</u>
1. Regal Business Machines	Commercial	Contracts for copier leasing, copier maintenance and IT.
2. SteepSteel	Commercial	Cellular towers and related equip. owned or operated by District
3. Citywide Building Maintenance	Commercial	Bid proposal results from June; copy of contract
4. No organization named	Commercial	Teacher & administrator names and other data
5. CORE Construction Services of Illinois	Commercial	Science room bid submissions
6. Nathan Evenson	Resident	iPads, Chromebooks, and related management software
7. Anthony Poli	Other Public	Salary information on one employee

F. Joint Committee & Teacher Evaluation – Dr. Stelter reported that the district must use a Joint Committee to develop a plan for incorporating data and indicators of student growth into the evaluation plan. The Joint Committee is composed of equal representation selected by the district and its teachers, or where applicable, the executive bargaining representative of its teachers.

The Joint Committee must also meet at least once a year to assess and review the effectiveness of the district’s evaluation plan for the purposes of continuous improvement of instruction and evaluation practices. While the Joint Committee must also meet at least once a year to assess and review the effectiveness of the district’s evaluation plan, the District 2 joint Committee reviews its Teacher Evaluation Plan Joint routinely as part of the monthly BEA meetings.

In the next few weeks, the district will convene the Joint Committee for the purpose of defining teacher evaluation criteria for FY 20/21.

Principal evaluations have already been initiated. They will proceed this year with minor adjustments to accommodate changes due to the pandemic environment.

G. Payroll Tax Deferral – Mr. Novack reported that, the US President signed an executive order allowing employers to stop withholding each employee’s 6.2% Social Security tax. This would be effective until December 31. The taxes are merely deferred, so higher withholding would apply to employees in 2021 until the deferred taxes are fully paid. Employers would be liable for the tax if not able to implement the catch-up withholding, such as if the employee left the organization.

The President wants Congress to forgive the deferred taxes. But without any assurance of that happening, the plan continues to find little acceptable across many organizations. The District will not adopt this plan.

- H. Bond Proceeds & Capital Projects** - Dr. Stelter & Mr. Novack presented the Review of Bond Proceeds and Future Capital Projects which consisted of the 2020 Bond issuance project costs and fund balances and possible Capital Projects. Dr. Stelter reported that there is a legal requirement that the monies received from the Bond proceeds be spent within three years. Part of that project was the expansion of 4 more classrooms in the Early Childhood center. Dr. Stelter looking for direction from the board in regards as to what the administration should focus on for planning and engaging architects in the fall or spring.

Dr. McCullough asked if the administration is still considering expenditures for air quality enhancements across the district. Dr. Stelter reported that we do have preliminary reports that we can share. Some of the preliminary costs were around \$200,000 a school site for a retrofit cost. Dr. McCullough would like to follow up to enhance the safety in the buildings.

VI. Consent Items:

A. Approval of Minutes

1. Regular Board of Education Meeting – July 9, 2020
2. Special Board of Education Meeting – July 16, 2020
3. Special Board of Education Meeting – August 5, 2020
4. Special Board of Education Meeting – August 5, 2020 – closed session
5. Special Board of Education Meeting – August 19, 2020
6. Special Board of Education Meeting – August 26, 2020

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

B. Approval of Financial Reports

1. Bills August 2020
 - a. Accounts Payable
 - b. Imprest Checks
 - c. Advanced Checks

Approval of Financial Reports Continued

2. Treasurer’s Cash Report as of August, 2020
3. Investment Summary as of August 31, 2020
4. Tax Distribution Report as of August 31, 2020
5. Activity Fund Report August, 2020
6. Financial Statements as of August 31, 2020

I.

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

II.

C. Personnel

Resignation of Classified Staff

Recommendation: That the Board of Education accepts the resignation of Elexus Escamilla, Paraprofessional Special Education at Tioga School, effective August 26, 2020:

Ratification of Employment for 2020-2021, Certified Staff

Recommendation: That the Board of Education approves the employment of the following certified staff for the 2020-2021 school year:

1. Christopher Mazur, 3rd Grade Bilingual Teacher (One-Year Only) at Johnson School, effective September 14, 2020.
2. Tiffany Riding, Teacher on Special Assignment (One-Year COVID) at Tioga School effective August 27, 2020.

III. Leave of Absences - FMLA

Recommendation: No Board action is required for these requests.

1. A staff member expects to be on leave beginning August 24 until October 2, 2020.
2. A staff member expects to be on leave at the beginning of November 2020 for a period of eight weeks.

D. Review of Compensation Report

Recommendation: That the Board of Education acknowledge review of the compensation report is presented and direct the administration to post on website.

Dr. McCullough asked that the 8/5/2020 and 8/26/2020 meeting minutes be removed from the consent agenda due to inaccuracies. President Laudadio declined the request.

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

Roll Call Vote:

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

Nay: none

Absent: none

Motion Carried.

VII. Conference/Action Item

A. Approval of the 2020-2021 Budget Resolution & Adoption – Mr. Novack reported that a public hearing regarding the budget was held earlier in this meeting.

Mr. Novack reported that a public review of the tentative budget began on Monday, August 17. The required notice was published on August 14, 2020.

Mr. Novack presented a summary of the budget is presented here. The full budget document is linked here.

- A break-even budget is projected for operations.
- COVID costs, net of grants and COVID savings, are projected to be \$800,000. See page 6 for more information.
- Revenues
 - Are projected to decrease about \$350,000 from the prior year.
 - All of this decrease is from the change in bond structure, in which the District gave up its bond subsidy and reduced its interest costs by the same amount.
 - See page 4 for comments on particular revenue items.
- Expenses
 - Are projected to increase about 2.5% (excluding COVID items and contingencies).
 - See page 5 for comments on particular expense items.
- Ending fund balances will be positive in 7 of the 8 funds.
 - In the Retirement/Social Security Fund, the ending balance will be zero.
 - This is by design, so the District can utilize assets held in the Working Cash fund. That fund exists for lending to other funds as needed.
 - See page 7 for fund-by-fund analysis.
- Contingencies of about \$700,000 are included in Expenses. See page 5.

Mr. Novack reported that an amended budget may be considered in the spring to account for new information.

A motion was made by Mr. Stoltman and seconded by Mr. Stitgen that the Board of Education adopt the 2020-21 Budget presented.

Roll Call Vote:

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

Nay: none

Absent: none

Motion Carried.

- B. Certify Revenues by Source** – Dr. Stelter reported that this is part of the Budget adoption process. Mr. Novack reported that the District files an estimate of revenues by source with the County Clerk’s office, certified by the board’s chief fiscal officer. This must be a separate document, even though this information is included in the budget.

Mr. Novack also reported that through the process of budget development, these sources are considered the best estimate of revenue to be received during the 2020-2021 year.

A motion was made by Mr. Stoltman and seconded by Mr. Stitgen that the Board of Education certify that the anticipated revenues by source for 2020-2021 shall be the revenues by source shown for each fund in the District's budget for 2020-2021.

Roll Call Vote:

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

Nay: none

Absent: none

Motion Carried.

- C. Adoption of Reopening Plan** – Dr. Stelter reported that the Board will consider reopening plans for October 13 as Hybrid. Disease trends continue to be varied. Dr. Stelter presented information on increased COVID activity from Du Page County.

Dr. Stelter reported that Roselle School District is back in school 5 days per week and Medinah has also gone to in-person instruction for a couple weeks now. 75% are in-person and 25% are remote. Elmhurst started Kindergarten 4 days per week last week and each grade will return week after week. The superintendent report all good so far. Dr. Stelter reported that we have weekly calls with the DuPage Health Department Bensenville is currently at 89 per 100,000 per resident per week which is considered “moderate” transmission. The Health Department approves hybrid at moderate transmission. Dr. Stelter reported that he heard from the audience that we don’t have a plan, we have always had a plan, but how can we have specific plan when our targets keep changing day by day and week by week. We need to have an adaptive plan because everything keeps changing. We are monitoring the Health Departments statistics we are in conversations with the Health Department and the ROE on a weekly basis.

Discussion was held.

Dr. Stelter asked that the Board consider changing the Committee meeting on October 7 to September 30 to make the final decision.

Dr. Stelter reported that the administration will do their best to keep teachers and students together, but some teachers have special accommodations. We will have to balance classes and teachers.

Every teacher has a second monitor in their classroom and a USB microphone and so far 50 portable monitors for teachers that will have to work at home. The document cameras that we have purchased have been backordered. We have to create a teacher workstation to assist the teacher in effectively teach and lead the classroom.

VIII. New Business

- Dr. McCullough would like the Board to set guidelines and expectations about streaming of board meetings.
- Dr. McCullough made a point of order the meeting minutes on the consent agenda for 8/5/20 and 8/26/20 are in question according to Roberts Rules of Order.

- Dr. McCullough asked to establish dates for conversations about the Superintendent Evaluation.

IX. **Closed Session** - none

X. **Adjournment**

At 9:11 p.m. a motion was made by Mr. Constante and seconded by Mr. Stitgen that the Board of Education adjourn the meeting.

Roll Call Vote:

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

Nay: none

Absent: none

Motion Carried.

No further business appearing Mr. Laudadio adjourned the meeting at 9:11 p.m.

President

Secretary