



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

President, Bob Laudadio called the regular meeting of Bensenville Elementary School District 2 Board of Education, DuPage County to order at 7:06 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 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	

Others in attendance:

- **Staff:** Joe West, BSD2 Tech team member

A motion was made by Dr. McCullough and seconded by Mr. Stoltman that the Board of Education modify the agenda by moving Conference and Action Item F. Approval of Design and Development Phase for Early Childhood Expansion Project and G Board President Proposal to Award Administrative Contract to Superintendent following Administrative Reports.

Roll Call Vote:

Aye: McCullough, Stoltman, Vitellaro
Nay: Constante, Krajecki, Stitgen, Laudadio,
Absent: none

Motion Lost.

A motion was made by Mr. Krajecki and seconded by Mr. Stitgen that the Board of Education approve the agenda as originally presented.

Roll Call Vote:

Aye: Krajecki, Stitgen, Constante, Laudadio,
Nay: McCullough, Stoltman, Vitellaro
Absent: none

Motion Carried.

The Pledge of Allegiance was led by Mr. Laudadio.

Hearing of Delegations: The following public comments were received and read to the Board:

1. Ilene Duhan – Grandparent of BSD2 Student
2. Cruz Gonzalez – B-3 Parent
3. Rebecca Janowicz – BSD2 Parent
4. Marta Vilches – BSD2 Parent
5. Maria De Jesus– BSD2 Parent
6. Didecsi Hernandez – BSD2 Parent
7. Maria Balanar – BSD2 Parent
8. BEA Leadership Team
9. Dr. Darlene Ruscitti Regional Superintendent of Schools

Presentations

- A. Continuous Improvement Plan (CIP) - Tioga School – Mr. Kersten presented the Tioga School Continuous Improvement Plan.
- B. Other Assessment Items
 1. Progress Monitoring – Blackhawk and W.A. Johnson – Dr. Dugan presented the information for Blackhawk and Johnson School and Mr. Edgar Palacios will bring a report on ELL and Access Scores.
 2. 2020/2021 Federal/State Assessments – Dr. Dugan also presented information on the 2020/2021 Federal and State Assessments.
 - **Federal Assessments:**
 - ACCESS Assessment – 1/4/2021 – 3/2/2021 (administered in person)
 - Illinois Assessment of Readiness (IAR) - 3/1/2021 – 4/30/2021 (administered in person)
 - and Illinois Science Assessment (ISA) - 3/1/2021 – 4/30/2021 (administered online)
 - **State**
 - KIDS Assessment – within first 40 days of school (administered in person)

Administrative Reports

- A. **Enrollment Report** – Dr. Stelter reported that there are 2217 students enrolled in District 2 plus 56 students in the Headstart program.
- B. **FOIA Report** – no report
- C. **Technology Plan Update** – Dr. Stelter gave an update on the FY20/21 Technology Plan.
- D. **Regional Office of Education Compliance Visit Update** – Dr. Stelter reported that the DuPage Regional Office of Education will be conducting a regular check of the District’s compliance with various laws and practices. This review is done every four years. Personnel files are examined for licensing and other appropriate documentation.
- E. **Board Members and DCFS reporting** – Mr. Novack reported that school personnel sometimes observe or hear about possible abuse or neglect of children. In these circumstances, they are required by law to report their concerns to the Department of Children and Family Services. Board members have a limited reporting obligation.

If abuse allegations are made at a board meeting, then board members must direct the superintendent to fulfill his required DCFS reporting. Each member is authorized by law to give this direction in his/her individual capacity without joint action by the Board.

Board members have no other reporting duty by virtue of being Board members in District 2. Board members might have mandated reporting duties depending on their occupation.

Board members may choose to report to DCFS themselves. This does not waive their obligation to direct the Superintendent to report.

- F. Improved Air Filtering Project Update** –Mr. Novack reported that the Board directed Administration to improve air filtration in building sections that do not have high-level filtering (MERV-13 or EQUIVALENT). The Board also expressed interest in installing fresh air supply for building corridors that do not have it already.

Administration met with CS2 Design and STR, mechanical engineers and architects to the District.

These steps have been identified for the next four to six weeks:

- Design and create a bid package to install ionizing equipment in the roof top units for certain sections of the buildings.
- Design and create a bid package to add fresh air supply to two corridors at Johnson School (both from the original 1950s section of the building).

The goal is to issue bid solicitations on January 13 and to present bid results at a February meeting of the board.

After these are underway then this step has been identified:

- For Blackhawk School, identify options for installing fresh air supply to the corridors and provide rough estimates of scope and cost.

Consent Items:

A. Approval of Minutes

1. Regular Board of Education Meeting – November 18, 2020
2. Regular Board of Education Meeting – November 18, 2020 closed session

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

B. Approval of Financial Reports

1. Bills November 2020
 - a. Accounts Payable
 - b. Imprest Checks
 - c. Advanced Checks
 - d. Tuition Checks
2. Treasurer's Cash Report as of November, 2020
3. Investment Summary as of November 30, 2020
4. Tax Distribution Report as of November 30, 2020
5. Activity Fund Report November, 2020
6. Financial Statements as of November 30, 2020

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

C. Personnel

I. Resignation of Certified Staff

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

1. Kimberley Ringgenberg, Gifted Teacher, Johnson School, effective November 27, 2020.
2. Daniela Elizondo, Pre-K Social Worker, Tioga School, effective January 15, 2021.

II. Approval of Reimbursement for Professional Development for Dr. Amy Stewart

Recommendation: That the Board of Education approves the reimbursement for Dr. Stewart's professional development from Judson University.

III. Lead Home Visit Stipend

Recommendation: That the Board of Education approves the appointment of Laura Negrete for the extra duty assignment of Lead Home Visitor for the 2020-2021 school year.

D. Concussion Protocols

Recommendation: That the Board of Education:

1. Appointment of Concussion Oversight Team
 - Jan Kutter, the District nurse;
 - Dave Ellett and Adam Long, co-athletic directors;
 - Patricia Koehn, Blackhawk nurse; and
 - Perry Finch, Blackhawk co-principal
2. Adopt the Blackhawk Emergency Action Plan (attached)

E. Appoint Klein Thorpe as Tax Counsel for Bensenville Local Taxing Bodies

Recommendation: That the Board of Education adopt the attached resolution appointing Klein, Thorpe and Jenkins, Ltd., as counsel to the District for property tax appeals.

F. Approval of Revised Advance Check List

Recommendation: That the Board of Education authorize Comcast and Verizon to be paid through the Advance Check process.

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

Roll Call Vote:

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

Nay: none

Absent: none

Motion Carried.

Conference/Action Item

A. Adoption of Tax Levy Resolution – Mr. Novack reported that the District levies nine separate property taxes. This memo concerns all of them except the bond levy. The bond levy needs no action, because all future bond levies were established in past years when the bonds were issued.

The eight levies proposed here are for these purposes: Education, Special Education, Operations & Maintenance, Transportation, Social Security taxes, Illinois Municipal Pension contributions, Working Cash and Torts & Insurance.

Each levy is a dollar amount, not a rate. Rates are determined later by the County by apportioning the District's requested dollars among all the property owners.

For taxes to be collected in 2020, the Administration proposes tax levies as stated in the Tax Levy Resolution, attached.

Property taxes are projected to be 73% of the District's revenue in 2021-22.

Mr. Novack reported that State law limits the eight-levy increase, in the aggregate, to inflation plus new construction. Inflation is 2.3% and new construction is projected to be about 0.1%, making the maximum increase about 2.4%.

An extra 1.8% is proposed here but is very unlikely to be collected. The cushion will be collected only if new construction turns out larger than the projected \$575,000.

Prior-Year Total, Eight Levies	28,088,271	
Inflation	646,030	2.30%
New Construction (est.)	22,314	0.08%
Cushion, probably not collected	500,000	1.78%
Total before Bonds	29,256,615	4.16%

For many property owners, the increase over last year will be 2.3%, the inflation increase. But, it could be higher or lower depending on how their property value has changed since last year.

Here is the levy-by-levy analysis:

\$000s Spending Purpose	Spending Projections		Levies		Comments On Proposed Levy
	This Year	Next Year	Previous	Proposed	
Education	26,500	27,500	20,715	21,363	Grant income covers the excess over the levy.
Operation & Maintenance	2,800	4,500	3,000	3,360	Excess of spending over levy can be funded by existing fund balance.
IMRF	480	500	144	200	Excess of spending over levy can be covered by the Social Security levy.
Transportation	900	1,300	625	645	Grants and the opening fund balance will pay the difference between levy and spending.
Working Cash	0	0	8	8	This fund exists only to lend to other funds and does not need more funding.
Special Education	5,200	5,400	2,862	2,910	This levy, although near its legal cap, is still well below spending. Grants and the Education levy pay for the shortfall.
Tort & Insurance	225	285	280	230	Levy is based on the projected insurance premium and the existing fund balance.

Spending Purpose	Spending Projections		Levies		Comments On Proposed Levy
	This Year	Next Year	Previous	Proposed	
Social Security	200	210	456	540	The surplus levy can be spent on IMRF costs.
Total without Debt Service	36,305	39,695	28,088	29,256	Actual total levy for 2020 will be about \$500,000 less than proposed here.

A motion was made by Mr. Constante and seconded by Mr. Stoltman that the Board of Education adopt the Tax Levy Resolution, specifying the amount to be levied in each of the funds for the 2020 Levy collectible in 2021.

Roll Call Vote:

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

Nay: none

Absent: none

Motion Carried.

B. 2021-2022 Calendar Discussion – Dr. Stelter reviewed the calendar survey results. He reported that it was pretty clear that parents preferred a start date of 8/18/2021 verses a start date of 8/11/2020. The calendar will be brought back to the Board at the January meeting for approval.

C. 2nd Reading & Adoption of Revised Policies: 5:100, 6:120, 6:170, 7:10, 7:185 & 4:140, 5:90, 6:60, 7:140, 7:305 – Mr. Novack reported that 1st reading was held for the above policies in November and are now being presented for 2nd reading and adoption.

A motion was made by Mr. Constante and seconded by Mrs. Krajecki that the Board of Education adopt the following policies as presented; 5:100, 6:120, 6:170, 7:10, 7:185 & 4:140, 5:90, 6:60, 7:140, 7:305.

Roll Call Vote:

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

Nay: none

Absent: none

Motion Carried.

D1 1st Reading Policy Revision 7:270 Medicine Administration to Students – Mr. Novack reported that the Board’s role in creating and revising the Policy Manual is described [here](#).

Policy 7:270 governs students’ use of medicines while in-District. Topics covered include methods of authorization, emergencies, and Epi-Pen use.

PRESS proposed a re-write in 2019. Their [proposed policy 7:270 is presented here](#) for First Reading.

D2 1st Reading Policy Revision 7:190 - Practices for Physical Restraints and Time Outs – Mr. Novack reported that Policy 7:190 establishes rules for student behavior and for discipline. New Illinois regulations apply to use of time outs and physical restraints. Administration first reported on developments in this area at the December 2019 meeting

Policy 7:190 should be amended to prohibit use of these practices for purposes of discipline.

In addition, Administration will adopt a procedure document that memorializes its practices regarding training and non-use of time outs.

No action recommended for First Reading of policy 7:270 and 7:190.

- E. **Special Board Committee Update – District Reopening** – Mrs. Krajecki reported that the Special Board Committee for District Reopening is comprised of about 23 people, 2 board members 3 administrators, 3 principals, 5 teachers, 3 support staff, 6 parents, 2 other staff members. Three meetings have been held dialog has been centered around transition parameters and metrics on when and how the schools should reopen. The notes will be compiled for Board members to review. Dr. Stelter reported that some Districts are sending a message to parents that the district may open on predetermined dates depending on county health department data. Dr. McCullough reported that he is grateful for the time and energy the committee has put in. He thanked those who have participated.

- F. **Approval of Design and Development Phase for Early Childhood Expansion Project** – Dr. Stelter reported that the administration presented a review of the Pre-K program at the November meeting. An expansion of the building is proposed.

District needs exist in three areas:

- Classroom space: the District has no open K-5 classrooms at either Johnson or Tioga Schools for 2020-21. At Johnson, a 450 sf office serves as an ISP classroom.
- Preschool for at-risk children: the estimated demand in Bensenville is presented here from data developed by DuPage County:

Unserviced, 2016 DuPage Study	180	From 2016 slot gap analysis
Less space added in 2017	-54	@ 1.5 classrooms @ 18 per session, with 0.5 going to self-contained
Unserviced estimate, 2020	126	About 3.5 classrooms @ 18 per session

- Preschool for general education students: districts with enough space offer preschool to students in the general education population, from both the community and the staff.

To meet these needs, Administration recommends an expansion of six classrooms. The estimated projected cost is \$4.7 million.

This net space gained would be five classrooms, one gross motor space, and one flexible space for offices or classroom. The classroom space would initially be used as follows:

- First, to upgrade the ISP class now using an office at Johnson, by relocating an appropriate program from Johnson to Tioga;
- Second, to expand the Pre-K program by up to three classrooms, consistent with the DuPage County projection; and
- Third, to have one extra classroom that could be used as enrollment or other programs change.

The design is flexible so that it can serve students in many different programs: Pre-K, K-5, ISP, or NDSEC. This would enhance the District’s space planning for K-5 classrooms at both Tioga and Johnson Schools.

Mr. Stoltman provided his support for this project but emphasized that other capital projects must be completed as well.

Dr. McCullough stated that he is not opposed to this building proposal but he would have preferred to have more clarity about how this investment is going to benefit the district.

A motion was made by Mrs. Krajecki and seconded by Mr. Stitgen that the Board of Education direct Administration to seek bids for construction of a six-classroom addition to the Pre-K center at Tioga School.

Roll Call Vote:

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

Nay: Vitellaro

Abstain: McCullough

Absent: none

Motion Carried.

G. Board President Proposal to Award Administrative Contract to Superintendent – Mr. Laudadio highlighted several of the accomplishments of the District during Dr. Stelter’s time as superintendent since 2010.

Dr. McCullough expressed concerns with the approval of the contract because of the quantity of guaranteed salary and because he has other concerns about the superintendent evaluation process and the District’s succession planning.

A motion was made by Mrs. Krajecki and seconded by Mr. Stitgen that the Board of Education award administrative contract to Superintendent.

Roll Call Vote:

Aye: Krajecki, Stitgen, Constante, Laudadio,

Nay: McCullough, Stoltman,

Abstain: Vitellaro

Absent: none

Motion Carried.

New Business - none

Closed Session - none

Adjournment

At 9:23 p.m. a motion was made by Mrs. Krajecki and seconded by Mr. Stitgen 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 9:23 p.m.

President

Secretary