



Bensenville Elementary School District

Board of Education Regular Meeting

Minutes – December 21, 2022

President, Dr. Chris McCullough 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
Jacqueline Dye	Member	X	
Katie Krajecki	Member	X	
Bob Laudadio	Member		X
Marisol Leyva	Secretary	X	
Chris McCullough	President	X	
Lori Parthimos	Treasurer	X – arrived 7:01 p.m.	
James Stoltman	Vice-President	X	
Administration			
Dr. Katie McCluskey	Superintendent	X	
Mr. Paul Novack	C.F.O.	X	
EAC Staff			
Cindy Snyder	Administrative Asst. to the Superintendent & Clerk of the Board	X	

Staff in attendance: Joe West - BSD2 Tech team member, Anne Paonessa - Interim Director of Teaching & Learning, Dustin Berman – Director Student Services, Tim Waldorf – Community Relations Coordinator.

John Heiderscheidt– Safety Consultant from DuPage ROE

Pledge of Allegiance

Dr. McCullough led the Pledge of Allegiance.

Public comments – None

Celebrations - Dr. McCluskey announced the following celebrations:

1. Giving Tree – 82 families - 208 children were served. Kudos to Lara Schwarz and her team for putting this together.
2. BSD2 Teacher Gingerbread House Contest was a team building activity held at each school. Students at each school voted for their favorite gingerbread house. The gingerbread houses will be on display at the Bensenville Library.

Board Committee Reports

A. Announcements – none

B. Triple I Follow-Up

- Mrs. Dye reported on the workshop “Board Member Hat vs Parent Hat”.
- Mrs. Leyva reported on workshop pertaining to Teacher Recruitment & Retention.
- Ms. Parthimos reported that she met with companies who have new outdoor equipment ideas.

Administrative Reports

A. Announcements – none

B. FOIA Report – Mr. Novack reported that there was 3 FOIA’s since last month.

C. Student Surveys - Grades 3-8 Panorama – Dustin Berman, Director of Student Services presented information on student feedback pertaining to their experience at the school. Panorama was used for the surveys.

- D. List of Contracts over \$25,000** - Mr. Novack reported on the list of contracts over \$25,000 that is posted on the website that is required by statute. This information is also reported to ISBE as an annual report.

Consent Item:

A. Approval of Minutes

1. Regular Board of Education Meeting – November 16, 2022
2. Regular Board of Education Meeting – November 16, 2022 – Closed Session

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

B. Approval of Financial Reports

1. Bills November 2022
 - a. Accounts Payable
 - b. Imprest Checks
 - c. Advanced Checks
 - d. Construction Checks
 - e. Board Member Conference Reimbursement
2. Financial Statements as of November 30, 2022

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

C: Personnel

I. Resignation of Classified Staff

Recommendation: That the Board of Education accepts the resignations of the following classified staff members:

1. Jewellester Carney, Lunch Aide/Crossing Guard, Tioga School, effective December 7, 2022.
2. Sandra Nevarez, Academic Life Skills Paraprofessional, Blackhawk Middle School, effective December 2, 2022.
3. Kristen Perkins, Lunch/Recess Supervisor, Tioga School, effective November 29, 2022.
4. Jennifer Schoeph, Literacy Paraprofessional, Johnson School, effective December 2, 2022.
5. Jackson Taylor, Part-Time Special Education Paraprofessional, Tioga School, November 16, 2022.

II. Ratification of Employment – Classified Staff

Recommendation: That the Board of Education ratifies the employment of the following classified staff:

1. Janice Babich, ALS Paraprofessional, Blackhawk Middle School, effective December 12, 2022.
2. Vanessa Vargas, Floating PreK-5th grade Paraprofessional, Tioga School, effective November 28, 2022.

III. Approval of Long-Term Substitute

Recommendation: That the Board of Education ratifies the employment of the following long-term substitute:

1. Kim Glomp, long-term substitute for a Fine Arts Teacher at Tioga School, effective from October 26, 2022.
2. Kevin O'Connell, long-term substitute for a 5th grade classroom teacher at Johnson School, effective December 6, 2022.
3. Michelle Tsipianitis, long-term substitute for a 1st grade classroom teacher, Tioga School, effective the beginning of February 2023.

IV. Extra Duty Stipends

Recommendation: That the Board of Education approves the attached list of extra duty stipends for the 2022-2023 school year.

V. Ratification of Employment for 2022-2023, Certified Staff

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

1. Romi Herron, PreK Special Education Self-Contained, Tioga School, effective January, 2023.
2. Alejandra Santos, Bilingual TOSA, Tioga School, effective January, 2023.

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

Roll Call Vote:

Aye: Stoltman, Krajecki, Dye, Leyva, McCullough, Parthimos

Nay: None

Absent: Laudadio,

Motion Carried.

Conference/Action Item

- A. Ratify Purchase of Dump Truck** – Mr. Novack reported that the administration recommends that the Board approve the purchase of a new dump truck under the School Code’s emergency authorization provision. Six Board members must vote yes for the motion to pass. Outside legal counsel advises that emergency Board approval is permitted in this instance.

The new truck would replace the current model from 2008. Delivery during the 2023 model year is essential given the age and condition of the current truck.

No properly-equipped trucks are available from local dealers’ inventories. The truck must be ordered from Ford Motor via a dealer, received, and then customized. After-market customization is needed to install the dump bin, the salt spreader, the plow, and other features that Ford does not provide.

Ford announced in November (when Administration began its market research) that orders for 2023 would be accepted only in a one-week window to be held that month. This limited window would be for the entire 2023 production run. Ford also ended the discount it formerly offered to government buyers. The ongoing shortage of computer chips has limited production so much that Ford can sell everything it can make at full price.

Because of these Ford actions, the District cannot use the usual methods available to it under School Code. These are the two methods that were considered first:

Purchasing cooperatives, in association with other governments: For vehicle purchases, the District usually purchases through the Suburban Purchasing Cooperative (“SPC”), which is sponsored by a regional association of municipalities and other governments. School Code permits this if the co-op has conducted a sealed bid process.

No co-op pricing is available in this situation. SPC’s contracts for Ford vehicles has expired. Ford’s one-week ordering window made a re-bid impossible. SPC did not have enough time to complete the sealed bid process it must follow to have valid pricing.

District sealed bidding: Ford’s short ordering window also prevented the District’s direct use of a sealed bid process. The process needs at least three 3 weeks to complete. Given the short window, which is now closed, sealed bidding could not have been completed in time.

Mr. Novack reported that the District has ordered the fully-customized truck from Roesch Ford in Bensenville. Roesch agrees to cancel the order if the Board does not approve the purchase. The price is \$81,800 after allowing for a \$1,600 reduction from MSRP and a \$4,000 value for trading in the current truck. Delivery is not expected for several months.

District legal counsel advised that the Board can approve this purchase, even though it cannot be completed with either sealed bidding or through a cooperative. The approval requires the vote of at least six Board members. The reasons that the emergency provision applies are that the District's current vehicle is 14 years old, so that a 2023 model instead of 2024 model is important; Ford created a one-week window in November for the entire 2023 production year; and sealed bidding could not be completed in that short window of time.

Mr. Novack reported that the District first sought to purchase through the SPC before determining that no contract was available.

A motion was made by Mrs. Krajecki and seconded by Ms. Parthimos that the Board of Education approve the purchase of a Ford dump truck from Roesch Ford for \$81,800 and the issuance of payment at the same time as delivery.

Roll Call Vote:

Aye: Krajecki, Parthimos, Dye, Leyva, McCullough, Stoltman,

Nay: None

Absent: Laudadio,

Motion Carried.

B. Ratify Purchase of Snow Removal Vehicle – Mr. Novack reported that this memorandum recommends that the Board approve the purchase of a new utility vehicle under the School Code's emergency authorization provision. Six Board members must vote yes for the motion to pass. Outside legal counsel advises that emergency Board approval is permitted in this instance.

A utility vehicle is a small motorized vehicle for one occupant and equipment. John Deere's Gator and Arctic Cat's Prowler are two of the common brand names for utility vehicles. The District does not own one at this time but believes it is necessary for efficient snow removal on sidewalks. The vehicle will also be useful during warmer weather, when the grounds team can use it for garbage pick-up and equipment movement at the field behind Blackhawk Middle School and at Mohawk Park.

The vehicle should be purchased now so that it is available this winter. At the Tioga School campus and the Blackhawk School / EAC complex, the vehicle will be more effective on the sidewalks than the current snow-throwers and salt spreaders. Tioga has only two morning custodians to clear all the sidewalks, which are more extensive than at the other schools. Even with a large snow-thrower, it is difficult to clear them in a timely way on snowy mornings. Although the Village sometimes assists with sidewalks on Memorial Drive near Tioga and on Church Road near Blackhawk, its crews must first complete clearing Village streets and the snow has to reach above 3 inches for the Village to plow it. This schedule is often too late for the opening of school.

One Prowler is in-stock at a local dealer, but no Gators are in-stock. Either brand requires dealer-installed accessories for snow removal, salt spreading, and protective cab for the driver.

Because of the need to use the utility vehicle this winter, the District cannot use the usual purchasing methods available to it under the School Code.

Purchasing cooperatives, in association with other governments: For equipment purchases above \$25,000, the District usually purchases through a government cooperative. School Code permits this if the co-op has conducted a sealed bid process.

No co-op pricing is available for the Prowler model. The Gator model is available through the Sourcewell Cooperative. But no Gators are in dealer inventory at this time.

District sealed bidding: The need for use this winter, combined with the lack of available inventory, prevents the District's direct use of a sealed bid process. The process needs at least three 3 weeks to complete. The District does not believe that dealers would submit bids, because of the lack of local inventory.

Mr. Novack also reported that the Prowler is therefore the recommended vehicle. One Prowler is in stock at Route 12 Arctic Cat of Arlington Heights. The total price is \$29,263.79. With customizing, it is available next month.

District legal counsel advised that the Board can approve this purchase, even though it cannot be completed with either sealed bidding or through a cooperative. The approval requires the vote of at least six Board members. The reasons that the emergency provision applies are that only one model is available for delivery this winter; that model is not available through a cooperative, but it is comparable to the unavailable competitor that could be purchased through a cooperative; and sealed bidding could not be completed in time to take advantage of the one item in stock at this time.

The District first sought to purchase through a cooperative before determining that delivery this winter was not available.

A motion was made by Mrs. Dye and seconded by Mrs. Leyva that the Board of Education approve the purchase of an Arctic Cat Prowler from Route 12 Arctic Cat for \$29,363.79 (with reasonable adjustments for delivery or for additional after-market labor, if any) and the issuance of payment at the same time as delivery.

Roll Call Vote:

Aye: Dye, Leyva, Krajecki, McCullough, Parthimos, Stoltman,

Nay: None

Absent: Laudadio,

Motion Carried.

C. 2nd Reading & Adoption, Attendance & Truancy & Bullying Intimidation & Harassment Policies – Mr. Novack reported that there are two policies presented here for Second Reading and Adoption.

- 7-70, Absenteeism, suggesting several new items mostly found in recent law changes. It was last amended in 2019.
- 7-180, Bullying Prevention and Responses, also suggesting new items mostly found in recent law changes. It was last amended in 2021.

No changes are proposed from the First Reading presented at the November meeting.

The Bullying Policy is reviewed by ISBE every two years. The changes will keep the policy in compliance with School Code requirements about preventing and investigating bullying.

The Absenteeism Policy, starting this year, will also be submitted to ISBE for review every two years. As with Bullying, the policy contents should meet the School Code requirements.

A motion was made by Mr. Stoltman and seconded by Mrs. Krajecki that the Board of Education adopt the revised policies as presented.

- 7-70 - Attendance and Truancy
- 7-180 - Prevention of and Response to Bullying, Intimidation, and Harassment

Roll Call Vote:

Aye: Stoltman, Krajecki, Leyva, Dye, McCullough, Parthimos,

Nay: None

Absent: Laudadio,

Motion Carried.

D. 1st Reading Policy Revision – Fee Waiver – Mr. Novack reported one policy was presented for First Reading. 4-140, Fee Waivers, is proposed with several statutory changes recently adopted. It was last amended in 2020.

Under the existing policy, students meeting USDA requirements for free lunch also receive waivers for registration costs, field trips, graduation gowns and other mandatory costs.

This waiver does not apply to gym suits, instrument rental, and calculators.

The waiver also does not apply to charges for lost or damaged property, at least under current law. All students pay for such costs under the existing policy. Last year's collections were as follows:

Lost property fines: about \$1,200 (library books at all schools).

Damaged property fines: nearly \$2,000 (mostly from Chromebook repairs at Blackhawk).

The portion attributable to students with fee waivers is not known. Presumably it is near one-half, the same proportion as receiving free lunch out of the entire student population.

Mr. Novack reported that the treatment of lost property is the principal change from the current policy. Damaged property, in comparison, is not recommended for change.

- For *lost* property, the policy implements a new statute that takes effect January 1, 2023. The new law prohibits recovering the cost of lost property from students who have a fee waiver.
- For *damaged* property, however, the law is unchanged; all students may be charged. This is the current practice and the Administration recommends that it continue. Waiving fees for damaged property is not recommended, because it would undermine efforts to teach students personal responsibility. The PRESS version of 4-140, for reasons of administrative ease, would treat damaged and lost property the same.

Another change, also required by new law, expands fee waiver to include two new groups of students. The first group is homeless students. The second group is children of veterans or active-duty personnel who meet an income test. This income test permits higher household income than does the USDA free lunch test.

The following proposed policy terms are not different than in the current policy. They are noted here because they are different from the PRESS version:

- The District uses the USDA free lunch standards for determining fee waiver eligibility in nearly all cases. For unusual cases, this policy authorizes the Superintendent to consider other evidence as well. This authority is more deliberately stated in the District's policy than in the PRESS version.
- Because the District chooses to use the USDA's free lunch standards, the policy incorporates the USDA's limits on verifying data submitted by families. Those limits are in footnotes in the PRESS version.

Mr. Novack reported that the administration recommends that damaged property, as distinct from lost property, continue to be charged to students regardless of free lunch status.

That the Board of Education reviewed this proposed policy, and anticipates the adoption at the January meeting.

- E. **Review of 2023-2024 Draft Calendar** – Dr. McCluskey presented the draft 2023-2024 calendar with start date of 8/16/2022 and an end date of 5/30/2023 barring no emergency dates are used.
- F. **Consider Application for Property Tax Reduction Grant - Mr. Novack reported that** Illinois is offering school districts almost \$50 million in grants in exchange for property tax relief. The grant continues indefinitely. Winning districts must reduce their property tax in years 1 & 2. See the following slide deck for more information.

The application is non-binding. The District could choose later to decline the award.

In years 1 & 2, the grant only partially offsets the tax reduction. But by year 3, the cumulative effect is slightly positive if the District chooses to reinstate the tax waived in years 1 & 2.

An award for the District is unlikely this year unless higher-ranked districts choose not to apply. There is no cost or disadvantage to submitting an application.

The net effect to District 2 is shown here for 1% and 3% reductions in 2023 property tax collections. The District could apply for any amount.

Rounding, except for grant amount requested	1% tax reduction	3% tax reduction
Grant Requested in Application	\$217,388	\$655,163
Annual Net Cost, Years 1 & 2	(\$92,600)	(\$277,800)
Cumulative Effect at end of Year 3 if tax reinstated	\$33,000	\$99,000

An award, if any, could be rejected by the Board at the February meeting.

The District ranks 143rd among 851 districts for purposes of this grant. This is probably not high enough to be awarded a grant this year. The available funding is enough for about 45 to 50 applicants.

A motion was made by Mrs. Dye and seconded by Ms. Parthimos that the Board of Education authorize the Superintendent to apply for the Property Tax Relief Grant and specify a dollar amount for the application.

Roll Call Vote:

Aye: Dye, Parthimos, Krajecki, Leyva, McCullough, Stoltman,

Nay: None

Absent: Laudadio,

Motion Carried.

New Business

- none

Closed Session:

At 7:38 p.m. motion was made by Mrs. Krajecki and seconded by Mr. Stoltman that the Board of Education go into closed session for the purpose of:

- Safety & Security Audit - *Security procedures - 5 ILCS 120/2(c)(8).*
- Technology Audit - *Security procedures - 5 ILCS 120/2(c)(8).*
- Personnel - *performance of specific employee(s) of the public body. - 5 ILCS 120/2(c)(1).*
- To discuss other subjects permitted under the Open Meetings Act.

Roll Call Vote:

Aye: Krajecki, Stoltman, Dye, Leyva, McCullough, Parthimos

Nay: None

Absent: Laudadio,

Motion Carried.

At 8:49 p.m. motion was made by Mr. Stoltman and seconded by Mrs. Leyva that the Board of Education adjourn from closed session. Upon voice vote, all board members present voted aye. Motion carried.

Adjournment

At 8:49 p.m. a motion was made by Mrs. Leyva and seconded by Mr. Stoltman 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 8:49 p.m.

President

Secretary