



Bensenville Elementary School District 2

Board of Education Regular Meeting
Minutes –December 18, 2024

President Pro tem Marisol Leyva called the regular meeting of the Bensenville Elementary School District 2 Board of Education, DuPage County to order at 6:30 p.m., at the Educational Administration Center, 210 S. Church Road, Bensenville, IL.

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	Secretary	X	
Victoria Gonzalez	Member	X	
Robert Laudadio	President		X
Marisol Leyva	Vice-President	X	
Anita Miller	Member	X	
Lori Parthimos	Treasurer		X
James Stoltman	Member	X	
Administration			
Dr. Katie McCluskey	Superintendent	X	
Mr. Paul Novack	C.F.O.	X	
Dr. Anne Paonessa	Assistant Superintendent for Teaching & Learning	X	
Mr. Dustin Berman	Assistant Superintendent for Student Services	X	
Cindy Snyder	Administrative Asst. to the Superintendent & Clerk of the Board	X	

Staff Present: Tim Waldorf – Community Relations Coordinator, Gaby Escobar – Bilingual Community Relations, Joe Hanley, Ruby Moya, Michelle Kozij Mayra Rojas, Jessica Seiglie

Community Members: Lara Schwarz, Nancy Quinn, Rick Kambic, Mark Drelicharz, Susie Gonzalez

Pledge of Allegiance – Ms. Leyva led the Pledge of Allegiance.

Public Comments: none

Celebrations

A. Friend of Education Award Presented by BEA – Joe Hanley – Co-President of Bensenville Education Association presented to the Bensenville Youth Coalition the “Friend of Education Award” for “excellence in dedicated service to the students and staff of Bensenville School District 2” for its Wheels4Wisdom program that presented 14 “new-to-them” bicycles to BSD2 students who would benefit from having one to ride primarily to and from school.

Presentations

A. Spanish Language Program Dr. McCluskey and Dr. Paonessa, Assistant Superintendent for Teaching & Learning presented the Spanish language program proposal for the elementary level beginning with first grade in the 2025-26 school year, and rolling up each year through eighth grade in each subsequent year.

Through the program, all elementary students will learn how to speak, read, and write in Spanish for 25 minutes on regular school days. The program would ultimately provide our elementary students the opportunity to leave our schools in eighth grade ready for advanced Spanish classes and the potential to obtain the biliteracy seal in high school.

Mrs. Leyva thanked the committee for their time and feedback.

Board Committee Reports

- A. Announcements** – Mrs. Dye reported that all resolutions that were voted on at the IASA Conference passed. #6 pertaining to holding school on election day also passed, no need to close school on election day if the school is not being used as a polling place.

Administrative Reports

- A. Announcements** – Dr. McCluskey reported that Mateo who is a CARE mentor at WAJ and an Elmhurst University student and his fellow members of Kappa Delta PI held a fundraiser to give back to the community for the holidays. The money from the fundraiser was used to purchase books for WAJ's 2nd grade classroom libraries.
- B. FOIA** – Mr. Novack reported that there was one FOIA from SmartProcure requesting purchasing records from 6/11/2024 to present. Commercial, regular requestor, received 11/13/2024, completed 11/26/2024.
- C. Cardiac Emergency Response Plan Report** – Dustin Berman, Asst. Superintendent for Student Services reported that a Cardiac Emergency Response Plan (CERP) is a comprehensive, written document that establishes the specific steps to improve survival from sudden cardiac arrest (SCA). Sudden cardiac arrest occurs in both children and adults in the school setting. Survival rates from such events are low. The adoption, practice, and use of a Cardiac Emergency Response Plan by schools can increase survival by increasing recognition of cardiac arrest, CPR and AED use, and communication with local EMS. Public Act 103-0608 directs school districts to create a Cardiac Emergency Response Plan (CERP) and to establish a Cardiac Emergency Response Team at each school. The CERP will be reviewed annually at the District Emergency Crisis Response Planning Meeting. The requirement takes effect January 1, 2025. The Board of Education is required to review, but not approve the plan once a year. This plan will go into effect as of January 1, 2025 and will be posted on the district website.

Evidence-based core elements from the American Heart Association, Project ADAM and Parent Heart Watch have been included in the BSD2 Cardiac Emergency Response Plan including:

- Establishing a cardiac emergency response team
- Activating the team in response to a SCA
- Implementing AED placement and routine maintenance within the school that follow guidelines set by the American Heart Association
- Disseminating and communicating the plan throughout the school campus
- Maintaining ongoing staff training in CPR/AED use
- Integrating local EMS with the plan
- Ongoing and annual review and evaluation of the plan, including post-event evaluation and review

Consent Items

A. Approval of Minutes

1. Regular Board of Education Meeting – November 20, 2024
2. Regular Board of Education Meeting – November 20, 2024 Closed Session

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

B. Approval of Financial Reports

1. Bills November 2024
 - a) Accounts Payable
 - b) Imprest Checks
 - c) Advanced Checks
 - d) Credit Card Payments
 - e) Board Member Reimbursements
2. Financial Statements as of November 30, 2024

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

C. Personnel

I. Resignation of Classified Staff

No action by the Board of Education is necessary for these resignations:

The following classified staff members have submitted their resignations:

1. Denise Diaz, Infant/Toddler Specialist for the District.
2. Vilbert Dominguez, Supervisor B-3 Infant/Toddler Specialist for the District.

II. Approval of Long-Term Substitute

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

1. Tessa Sheeks, Long-term substitute for a 5th grade teacher, Tioga School, effective January 6th until the end of the 2024-2025 school year.
2. Ivonne Reyes, Long-term substitute for a 5th grade teacher, Tioga School, effective approximately January 20, 2025 for twelve weeks.

III. Ratification of Employment for 2024-2025, Certified Staff

Recommendation: That the Board of Education approves the employment of Cristina Nambo, ESL Teacher, Johnson School, effective January 6, 2025.

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

Roll Call Vote:

Aye: Dye, Stoltman, Gonzalez, Leyva, Miller,

Nay: None

Absent: Laudadio, Parthimos

Motion Carried.

Conference/Action Items

A. 2nd Reading & Adoption of Policy Revisions 7:340 Student Records & 7:50 Student Admissions – Mr. Novack reported that the following policies were presented at the November 20, 2024 meeting for first reading.

- Policy 7:340, Student Records – the revisions are primarily reciting State and Federal legal requirements concerning student records. Most revisions proposed will incorporate statutory changes enacted since the last revision in 2013. The revisions appear in the policy itself and in the legal references.
- Policy 7:50 Student Admissions - Minor updates were proposed concerning Student Admissions and Transfers. The revision is recommended since the policy hasn't been updated since 2019, but not required. The policy will be audited this year during its compliance visit.

A motion was made by Mrs. Miller and seconded by Mrs. Gonzalez that the Board of Education adopt the revised Policy 7:340 - Student Records and Policy 7:50 – Student Admissions as presented for 2nd Reading.

Roll Call Vote:

Aye: Miller, Gonzalez, Dye, Leyva, Stoltman,

Nay: None

Absent: Laudadio, Parthimos

Motion Carried.

B. 1st Reading Policy Revisions - Mr. Novack reported that:

- 7:100 - Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students - Mr. Novack reported that Policy 7-100 recites School Code requirements for students to obtain physical examinations and immunizations. Parents are notified several times during the spring and summer about the upcoming requirements for examinations and immunizations.

Because these are requirements, students must be excluded from school if they do not comply. The exclusion occurs at a date the Board may choose up through October 15. In 2020, the Board set the exclusion date as Monday of the second week of school. Administration recommends that the first day of school should be the exclusion date. The policy is revised to establish that date. Other revisions are proposed to match School Code changes that have occurred since the policy was last revised in 2020.

- Policy 7:270 governs students use of medicines while in-District. Topics covered include methods of authorization, emergencies, and Epi-Pen use. For emergency use, School Code permits or sometimes requires schools to maintain supplies of medicine.

The proposed revisions (1) adopt an optional practice of having a supply of asthma medicine; and (2) implement a required practice of having a supply of opioid-responsive medication.

For both medications, the District will maintain a supply that is available for the nursing staff or other trained persons to use in emergencies. The District's nursing staff is trained to administer the medication to persons who appear to be in respiratory distress or who appear to be having an opioid overdose, respectively. Other staff will be trained for these emergencies as part of the voluntary CPR training that will be offered later this year.

➤ 4:170 - Safety & Security – Mr. Novack reported that Policy 4-170 memorializes District safety practices. Several new practices have been adopted since the Policy was last amended in 2014. The proposed revisions concern many safety practices. Many are already followed by the District and are now being recorded in Policy 4-170. The proposed revisions include the following:

- 1) Changes the name of the safety and security plan to match plan names used in School Code and in Federal emergency management recommendations;
- 2) Memorializes existing practices to plan with local first responders for emergencies;
- 3) Memorializes existing practices for evacuation drills with fire department participation;
- 4) Memorializes existing practices for law enforcement drills;
- 5) Rephrases the description of annual safety plan review meetings;
- 6) Notes that a new law reinforces prior law requirements for AED placement;
- 7) Memorializes existing practice for carbon monoxide detectors; and
- 8) Adopts optional testing of water sources for lead, even for buildings built after the year 2000.
- 9) Removes mandatory CPR training for all employees, which actually ended in 2020; voluntary training is established in the new Cardiac Emergency Response Plan presented at this Board meeting and all employees will receive information about manual heart resuscitation methods and about the schools' AED equipment.

Recommendation: That the Board of Education review the proposed revisions to Policy 7-100 - Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students, Policy 7:270 - Administering Medicines to Students and Policy 4–170 - Safety & Security, anticipating adoption at a later meeting.

C. Approval of Afternoon Bus Route with First Student – Dr. McCluskey reported that the District operates its own bus fleet running six daily route sets: middle school, K-5, and Pre-K in the morning and then the reverse order in the afternoon. Some afternoons, these six are followed by sports routes and after-school club routes.

For Pre-K, the Board approved hiring First Student to drive four routes every Tuesday afternoon. First Student is meeting our expectations on the Pre-K project.

For K-5, driver vacancies have affected operations all year, especially in the afternoons. In December, the situation became worse due to medical and maternity leaves for up to three drivers. Fenton High School drivers can cover the new vacancies in the morning but not in the afternoon. The vacancies do not affect middle school routes, because two or more can be combined to cover the vacancies.

Dr. McCluskey reported that administration is looking to hire First Student, effective December 2, to run one K-5 afternoon route each day at a daily cost of \$235.

A motion was made by Mr. Stoltman and seconded by Mrs. Gonzalez that the Board of Education approve the hiring of First Student to run one route each afternoon for \$235 per day.

Roll Call Vote:

Aye: Stoltman, Gonzalez, Dye, Leyva, Miller,

Nay: None

Absent: Laudadio, Parthimos

Motion Carried.

D. Bus Route Study, Proposal from First Student – Dr. McCluskey reported that the District operates its own bus fleet running six daily route sets: middle school, K-5, and PreK in the morning and then the reverse order in the afternoon. Some afternoons, these six are followed by sports routes and after-school club routes.

Routes are hand-designed by the District 2 Transportation staff. Routes have often been combined and then re-combined in recent years, especially at the K-5 level. Some days the District has as few as 9 drivers due to illness, leaves, and vacancies, compared to 17 drivers ten years ago. The bus driver shortage has been significantly impacting our routes this year and routes have been delayed due to the need to double up routes with later drop off times to home and the hiring of First Student to run some of our routes for us.

Fenton High School also hand-designs its routes and faces similar challenges with staff size. It helps with District 2 routes when it can, but its own daily schedule often overlaps the District 2 schedule. Fenton drivers assist by covering K-5 morning routes, running the second half of afternoon double routes with slightly less delay than our drivers, and operating late routes for after-school clubs and sports. District 2 drivers also assist Fenton whenever possible to fill their needs.

Neither District 2 nor Fenton has ever conducted an outside route review or used route-planning software.

Dr. McCluskey reported that Fenton High School and District 2 propose to jointly hire First Student to review their route plans. Neither district has studied its routes like this before. First Student provides route-planning services to districts operating their own fleets. This study will allow us to verify our data, analyze current routes and stops and determine any efficiency improvements that can be made utilizing our current drivers and buses. Engaging in this study will also provide the districts with the opportunity to utilize a routing software to support transportation at a minimal cost per year (estimated at \$1000.00 per year). Routing software is not currently used in either district but has been identified as a need.

The total cost of the study is \$26,500, or \$13,250 per district. The District will pay the total to First Student and then Fenton will reimburse District 2 for its portion of the costs.

The study will take 8-12 weeks to complete due to needing to build our current routes into the routing system and then assess routing efficiencies and plans for improvements. The district will be able to use this information to make any adjustments to current routing and plan more efficiently for next year's routes.

Dr. McCluskey reported that bus-routing software is commonly available but District staff does not have the time or expertise to manually enter the information needed. The cost of this service is built into this cost. Afterwards, the District will have the electronic data it needs for future years.

A motion was made by Mrs. Dye and seconded by Mrs. Gonzalez that the Board of Education approve the hiring of First Student to conduct a route study jointly with Fenton High School.

Roll Call Vote:

Aye: Dye, Gonzalez, Leyva, Miller, Stoltman,

Nay: None

Absent: Laudadio, Parthimos

Motion Carried.

E. 2025-26 School Year Calendar Proposal - Dr. McCluskey presented the 2025-26 School Year Calendar proposal for discussion.

A motion was made by Mrs. Gonzalez and seconded by Mrs. Miller that the Board of Education approve the 2025-26 School year Calendar as proposed.

Roll Call Vote:

Aye: Gonzalez, Miller, Dye, Leyva, Stoltman,

Nay: None

Absent: Laudadio, Parthimos

Motion Carried.

F. Spanish Language Program – Dr. McCluskey reported that a District committee has researched the Spanish Language program for the past several months. The committee members are the Superintendent, the Assistant Superintendent of Teaching and Learning, teaching staff, building principals, Fenton administrators, parents, and community members. They reviewed research, evaluated various program types and considered scheduling options. The committee’s work is funded by a grant, the Illinois Arts and Foreign Language Education Planning Assistance Grant.

The recommendation presented is to gradually establish a foreign language program in grades 1 thru 8. It would begin with grade 1 in 2025-26. Spanish is recommended as the target language after careful consideration of community demographics, its popularity in feeder high school course enrollments, and the benefits of the Seal of Biliteracy for our students.

Dr. McCluskey reported that Foreign language instruction helps students achieve general academic skills at the same time they are acquiring language-specific skills. The program’s goals are as follows:

1. Increase academic achievement and enhance cognitive skills through learning in more than one language;
2. Develop a balanced proficiency across all four language domains (reading, writing, listening and speaking);
3. Strengthen our community by celebrating multilingualism & cultivate global citizens that embrace other cultures & language; and
4. Acquire and sustain Spanish language proficiency with the goal of achieving the Seal of Biliteracy.

The program rolls out one new grade per year. First-grade students would begin in 2025-26. This phased approach ensures a smooth transition, the ability to develop a cohesive curriculum and the ability to recruit appropriate certified staff.

Teachers with elementary and foreign language credentials will push into each classroom to provide 100 minutes of instruction per week. The Tioga School and Johnson School principals have already developed the daily schedule. Based on that schedule, the program eventually requires two FTEs per grade school building. In the first year, 2025-26, one FTE per building would be hired to instruct for about half the day and then help with planning and curriculum design the rest of the day. The other two additional staff would be hired in the program’s third year.

The new positions should not increase teaching headcount in the first five years, because of attrition from the teacher on special assignment positions. Additional costs are budgeted at about \$27,500. This includes material & resources (\$10,000), professional development (\$2,500), and curriculum writing (\$15,000).

Dr. McCluskey reported on options to be considered: At the middle school, students now study Spanish for 6 weeks as 6th graders and 18 weeks for 7th & 8th grade per year. This course is in a rotation with other Encore topics. In 2030-31, the proposed program will replace the current Encore Spanish program. The number of staff needed to expand the middle school program has not been determined yet. Additional planning is needed in future years to design a schedule and implement the program. Until then, the District will continue to look at the middle school Spanish language programming and adjust as necessary.

A motion was made by Mrs. Leyva and seconded by Mrs. Miller that the Board of Education approve establishing a Spanish language program at the elementary level beginning in the 2025-26 school year.

Roll Call Vote:

Aye: Leyva, Miller, Dye, Gonzalez, Stoltman,

Nay: None

Absent: Laudadio, Parthimos

Motion Carried.

New Business

- Dr. McCluskey reported that the administration is seeking permission to apply for a 2024 Clean School Bus (CSB) Rebate Program through BUSGRID which would help with funding of 2 - Type C buses that would be district owned. If the District would qualify for the rebate program a recommendation to move forward would be presented at that time. The administration now is just reviewing the information about the Electric Bus rebate project with the board.

Closed Session

A. At 7:31 p.m. motion was made by Mr. Stoltman and seconded by Mrs. Gonzalez that the Board of Education go into closed session to consider the performance of certain staff. *(Personnel - The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1), as amended by P.A. 93-0057.)* **And to discuss other subjects permitted under the Open Meetings Act. Potential Student discipline case** - *The placement of individual students in special education programs and other matters relating to individual students. 5 ILCS 120/2(c)(10).*

Roll Call Vote:

Aye: Stoltman, Gonzalez, Dye, Leyva, Miller,

Nay: None

Absent: Laudadio, Parthimos

Motion Carried.

At 7:41 a motion was made by Ms. Dye and seconded by Mrs. Miller that the Board of Education adjourn from closed session. Upon voice vote, all board members present voted aye. Motion carried.

Adjournment

At 7:42 p.m. a motion was made by Mr. Stoltman and seconded by Mrs. Gonzalez that the Board of Education adjourned the meeting. Upon voice vote, all board members present voted aye. Motion carried.

No further business appearing, Mrs. Leyva adjourned the meeting at 7:42 p.m.

President

Secretary