

MINUTES OF A REGULAR MEETING OF THE BOARD OF EDUCATION OF
SENECA TOWNSHIP HIGH SCHOOL, DISTRICT 160, SENECA, IL

A regular meeting of the Seneca Township High School Board of Education was held on July 18, 2018, at 6:00 p.m. President Frye called the meeting to order with roll call.

- I. ROLL CALL: Present: Johnson, Frye, Eltrevoog, Yandell
Absent: Hamilton, Olson, Victor

Others present: Superintendent Jim Carlson, Principal Marty Voiles, Assistant Principal Michael Coughlin, Recording Secretary Nadine Maierhofer, Treasurer Rob Maierhofer, the Ottawa Radio and Carolyn Lockridge.

2. RECOGNITION OF GUESTS AND VISITORS

Carolyn Lockridge was presented with a plaque from the Board for her years of service at Seneca High School.

3. INVESTMENT REPORT

Dr. Carlson reviewed the Investment Report. President Frye stated that the Investment Report would stand approved as presented, subject to audit.

4. FINANCIAL INFORMATION

Dr. Carlson reviewed the Financial Dashboards.

5. TREASURER'S REPORT

Rob Maierhofer gave the Treasurer's Report. President Frye stated that the Treasurer's Report would stand approved subject to audit.

6. APPROVAL OF MINUTES

A. Regular Minutes

Dr. Carlson stated he received no additions or corrections to the minutes. President Frye stated minutes would stand approved as corrected.

B. Executive Minutes

Dr. Carlson stated that the Executive Session Minutes from January 2018-June 2018 were reviewed and determined appropriate to release. The audio tapes for the Executive Sessions from July 2016 through December 2016 are eligible for destruction.

A motion was made by Joe Johnson and seconded by Jason Eltrevoog to approve the Executive Session minutes from January 2018-June 2018 and the destruction of the Audio Recordings of the Executive Session Meetings from July, 2016 through December, 2016 since 18 months have now passed and written minutes of the meetings were previously approved

ROLL CALL: Ayes: Eltrevoog, Frye, Johnson, Yandell
Nays:
Motion Carried

7. ACCOUNTS PAYABLE

Dr. Carlson reviewed accounts payable. President Frye asked for a motion to approve the accounts payable as presented.

A motion was made by Joe Johnson and seconded by Cory Yandell to approve the accounts payable as presented.

ROLL CALL: Ayes: Eltrevoog, Frye, Johnson, Yandell
Nays:
Motion Carried

8. PUBLIC COMMENT

No request for public comment was received.

9. EDUCATIONAL ITEM

Mike Vezzetti from Vezzetti Capital Management addressed the Board on the performance of the district investments. Investment income for SHS has increased this past year.

10. COMMITTEE REPORTS

There was no Committee Reports.

11. SUPERINTENDENT'S REPORT

A. Finance Report

1. Ruyle Service Agreement

Dr. Carlson stated that the HVAC Service Agreement with Ruyle is unchanged.

The total amount of the agreement is \$24,420 and includes three annual inspections.

A motion was made by Jason Eltrevoog and seconded by Cory Yandell to approve the renewal of the Service Agreement with Ruyle as presented.

ROLL CALL: Ayes: Eltrevoog, Frye, Johnson, Yandell

Nays:

Motion Carried

Motion Carried

B. Personnel Report

Dr. Carlson discussed the Personnel Report.

1. Employment of Part-Time ELL Tutor - Cathy Bergstrom
2. Employment of Dishwasher- **Kim** Supp
3. Employment of Technology Coordinator - Marty Harig
4. Employment of Computer Tech - Eric Grunauer
5. Approval of Job Descriptions: Technology Coordinator/ Computer Tech
6. Resignation of Assistant Wrestling Coach, Gavin Kurtz

A motion was made by Jason Eltrevoog and seconded by Joe Johnson to approve the Personnel Report as presented.

ROLL CALL: Ayes: Eltrevoog, Frye, Johnson, Yandell

Nays:

Motion Carried

C. Building, Grounds & Transportation

1. Building Update

Dr. Carlson reviewed various building related projects and issues.

D. Intergovernmental Agreement

Dr. Carlson presented an Intergovernmental Agreement with the Village of Seneca for a School Resource Officer. The SRO will be working exclusively at Seneca High School and Seneca High School will pay 100% of the costs.

A motion was made by Joe Johnson and seconded by Cory Yandell to approve the Intergovernmental Agreement with the Village of Seneca for a School Resource Office as presented.

ROLL CALL: Ayes: Eltrevoog, Frye, Johnson, Yandell
Nays:
Motion Carried

E. Information Technology Services Agreement

Dr. Carlson stated Helen Kinkin's Consultant Contract with Seneca High School will start on October 1, 2018. This contract is \$40,000 annually prorated for 2018-19 will be good for 2 years with a possible 3rd year if needed. The contract included in the Board Packet reflected an error in the start date.

A motion was made by Jason Eltrevoog and seconded by Cory Yandell to approve the Informational Technology Services Agreement with Helen Kinkin as presented.

ROLL CALL: Ayes: Eltrevoog, Frye, Johnson, Yandell
Nays:
Motion Carried

F. Administrator and Teacher Salary and Benefits Report

Dr. Carlson stated that each year the Board approves the Administrator and Teacher Salary and Benefits Report. This report is generated through the EIS reporting required by the State. The report will be posted on the school website. A motion was made by Joe Johnson and seconded by Jason Eltrevoog to approve the Administrator and Teacher Salary and Benefits Report as presented.

ROLL CALL: Ayes: Eltrevoog, Frye, Johnson, Yandell
Nays:
Motion Carried

G. OSF Drug Testing Agreement

Dr. Carlson stated OSF performed the random drug tests last year. The agreement, \$40/test, is the same as last year, with no increase in price.

A motion was made by Jason Eltrevoog and seconded by Cory Yandell to approve the OSF Drug Testing Agreement as presented,

ROLL CALL: Ayes: Eltrevoog, Frye, Johnson, Yandell
Nays:
Motion Carried

H. PRESS Polices - 2nd Reading

Dr. Carlson stated this would represent the 2nd and final ready of the PRESS Policies introduced at the June Board Meeting.

A motion was made by Joe Johnson and seconded by Cory Yandell to approve the PRESS Policies as presented.

ROLL CALL: Ayes: Eltrevoog, Frey, Johnson, Yandell
Nays:
Motion Carried

12. PRINCIPAL/ASSISTANT PRINCIPAL REPORT

A. Safety Letter

Mr. Voiles stated a Safety Letter was mailed on July 2nd to all parents/guardians detailing the measure the district has and is taking to make the school safe for our students.

B. Beginning of 2018-2019 School Year

Mr. Voiles reviewed the first 3 days of school starting August 15, 2018. Freshman Orientation will take place on Wednesday, August 15th, with Freshman/New Students attending on Thursday, August 16th. All students 9-12 will attend on Friday, August 17th

13. ADMINISTRATION COMMUNICATION

Dr. Carlson stated we received a thank you from the Village of Seneca waiving the annual fee with the Intergovernmental Agreement with the Park Board.

Dr. Carlson referred to the Weekly Message newsletter from the State Superintendent.

14. EXECUTIVE SESSION

A motion was made by Joe Johnson and seconded by Jason Eltrevoog to go into Executive Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, student discipline and pending litigation.

ROLL CALL: Ayes: Eltrevoog, Frey, Johnson, Yandell
Nays:
Motion Carried

A motion was made by Joe Johnson and seconded by Cory Yandell to adjourn Executive Session.

ROLL CALL: Ayes: Eltrevoog, Frey, Johnson, Yandell
Nays:
Motion Carried

15. ACTION ITEMS AFTER EXECUTIVE SESSION

No Action after Executive Session

16. ADJOURNMENT

The meeting adjourned at 6:49 p.m.



President, Board of Education

8-15-18
Date



Secretary, Board of Education