

**MINUTES OF THE FINANCE/PERSONNEL COMMITTEE MEETING OF SENECA TOWNSHIP
HIGH SCHOOL, DISTRICT 160, SENECA, ILLINOIS**

A meeting of the Finance/Personnel Committee was held on June 5, 2019 at 5:30 p.m. The meeting was called to order with the following members present: Ron Frye, Rich Hamilton, and Jason Eltrevoog. Also present: Jim Carlson and Dan Stecken.

A. Public Comment

There was no public comment.

B. Finance

1. 2019-20 Amended Budget- First Look

Mr. Stecken and Dr. Carlson reviewed the amended 2019-20 big picture budget. The budget is presently balanced.

2. Grundy Bank Lease Agreement

Mr. Stecken reviewed the Grundy Bank Lease Agreement, which includes ½ a fleet of student laptops and some desktop computers.

3. Park Board Intergovernmental Agreement

Dr. Carlson recommended waiving the fee associated with the IGA with the Park Board. The Committee agreed.

4. Proven Agreement

Dr. Carlson reviewed a proposed new five-year leasing agreement with Proven IT. The agreement is a zero percent increase and the district will receive new copiers in January 2020.

5. Reflective Learning Contract

Dr. Carlson discussed the contract with Reflective Learning for instructional coaching for school improvement.

6. Risk Management Plan

Mr. Stecken stated that the Risk Management Plan is unchanged from last year. Every year the board must readopted it. It allows expenses to be paid from the Tort Fund.

7. Activity Accounts

Dr. Carlson reported that new student activity accounts are recommended for Art Club, Dance Team, GSA, and the Class of 2023 and that the Class of 2019 account be closed and funds transferred to the Class of 2023.

C. Personnel

1. 2021-20 Co-Curricular List Update

Dr. Carlson reviewed changes to the co-curricular list in the areas of cheerleading, football,

and the school improvement team.

2. Kevin Misener Part-time

Dr. Carlson shared that CTE Kevin Misener will be part-time next year.

3. Special Education Aide

Dr. Carlson reported that the administration is recommending Abigail Klicker as part-time special education program aide.

4. Administrative Succession Planning

Dr. Carlson reviewed the current administration and discussed a plan for administration succession. The committee recommended a special meeting of the entire board to discuss the topic.

5. Director of Special Services

Dr. Carlson reviewed a proposed job description for a school psychologist/director of special education.

D. Executive Session

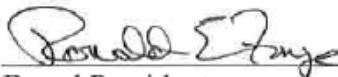
None

E. Other

- a. Dr. Carlson informed the committee of the recommendation for 1-day unpaid suspension of a housekeeper.
- b. Dr. Carlson updated the committee on property/casualty/student accident and worker's compensation insurance.
- c. Dr. Carlson reviewed a recent student suspension decision.
- d. **Dr.** Carlson reported that parents of suspended students wish to appeal the suspension to the Board of Education.

F. Adjournment

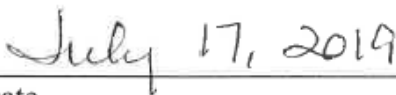
The meeting adjourned at 6:40 p.m.



Board President



Board Secretary



Date