

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 August 21, 2019, at 6:00 p.m. President Frye called the meeting to order with roll call.

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

Others present: Superintendent Jim Carlson, Principal Marty Voiles, Assistant Principal Michael Coughlin, Recording Secretary Nadine Maierhofer, Dan Stecken CSBO, 5 new faculty members: Brian Holman, Jessica Holman, John Walsh, Blake Slutz, and Jonathan Ruby.

2. RECOGNITION OF GUESTS AND VISITORS

Mr. Voiles had the 5 new faculty members introduce themselves and give the Board a little background history on themselves.

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

Dr. Carlson 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 - July 17, 2019
- B. Building Grounds & Transportation - August 7, 2019
- C. Finance/Personnel Minutes -August 7, 2019

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

7. ACCOUNTS PAYABLE

Dr. Carlson reviewed the 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 Mark Victor to approve the accounts payable as presented.

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

8. PUBLIC COMMENT

No requests for public comment were received.

9. EDUCATIONAL ITEM

No educational items to present.

10. COMMITTEE REPORTS

Joe Johnson gave the Board a recap from the Building, Grounds & Transportation Committee Meeting.

Jason Eltrevoog gave the Board a recap from the Finance/Personnel Committee Meeting.

11. SUPERINTENDENT'S REPORT

A. Finance Report

1. 2019-20 Amended Budget

Dr. Carlson briefly went over the 2019-2020 Amended Budget noting that it has been on file for public review since August 16, 2019. He stated that the FY 20 budget is balanced and does not call for any transfers at this time. He also stated there will be a Budget Hearing on September 18, 2019 at 5:50pm.

2. Employee Health Insurance

Dr. Carlson stated that the health insurance rates increased by 5.5% and dental insurance decreased by 3%. He stated there was also a \$13 increase to our total life insurance.

A motion was made by Jason Eltrevoog and seconded by Mark Victor to approve the Employee Health Insurance as presented.

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

3. Flexible Spending Account

Dr. Carlson explained a new proposal from Infinisource to manage a Flexible Spending Account for the district. The district cost would be \$660 annually. With FSAs, employees can shelter their funds for out of pocket medical, dental, and vision costs for themselves and all dependent care costs.

A motion was made by Mark Victor and seconded by Cory Yandell to approve the Flexible Spending Account as presented.

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

B. Personnel Report

1. 2019-2020 - Co-Curricular List Update

Dr. Carlson stated that Assistant Wrestling Coach Cole Klicker had resigned and Alex Shreve would now be the new Assistant Wrestling Coach.

2. Professional Development Report

Dr. Carlson briefed the Board on the professional development the district financially supported. He mentioned the investment in graduate programs for the 18-19 school year was quite high. He stated that this trend will continue as our teachers are working towards Masters Degrees, especially in the area of dual credits.

3. Resignation - Cathy Bergstrom

Dr. Carlson stated with regret, Cathy Bergstrom has resigned from her position as ELL Aide.

A motion was made by Sara Olson and seconded by Mark Victor to approve the Personnel Report as presented.

ROLL CALL: Ayes: Olson, Victor, Yandell, Eltrevoog, Frye  
Nays:  
Motion Carried

C. Building, Grounds & Transportation

1. Building Update

Dr. Carlson reviewed the Building, Grounds & Transportation report. He stated that the LED Phase I & II are completed and the district has received a total rebate of \$7,500; \$2,500 for Phase I, and \$5,000 for Phase II. In Phase III, the district should receive another \$5,000 rebate. To date, 3 welders have been sold at \$25 each. A partition was replaced in the men's restroom, and the HVAC software update is complete. Repairs to the '78 boilers were completed, but the district will need to look at replacing them.

2. Building Technology Consultants' Final Report

Dr. Carlson briefed the Board on numerous deficiencies in the construction of the parapet wall in the 2012 addition. The district will seek an appropriate remedy from the contractor.

A motion was made by Joe Johnson and seconded by Mark Victor to accept the final report form Building Technology Consultants and see appropriate remedy.

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

D. Measureable Goals Outcome

Dr. Carlson briefed the Board on various goals that were set for the 2018-2019 school year and whether or not they were met.

E. Policy - Second Reading

Dr. Carlson stated this is the second reading of the PRESS Policies.

A motion was made by Mark Victor and seconded by Cory Yandell to approve the PRESS policies as presented.

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

F. Executive Session

Dr. Carlson explained he would ask for an executive session at the end of the meeting.

12. PRINCIPAL/ASSISTANT PRINCIPAL REPORT

A. Summer School Recap

Mr. Voiles gave the Board a brief update of some summer school statistics. We had a total of 46 students in the Summer School Program and 8 in our Bridge Program. Over all the numbers seemed pretty consistent with the exception of Drivers Education, this year our numbers were slightly down.

B. 2019-20 Registration Update

Mr. Voiles gave the Board a brief update on Registration information. As of the morning of August 21, 2019, there were 426 students registered. We will have 107 graduate this school year with only 78 incoming freshman for 2020-2021 school year. It seems that over the next several years our enrollment numbers will be up one year and then down the next.

C. Parent-Teacher Communication Letter

Mr. Voiles explained to the Board the 3 different phases we will have this year to help get our parents/guardians involved in their student's education here at SHS. We start Phase One - Curriculum Night, Thursday, August 22<sup>nd</sup> from 6-8 pm. Phase Two - Parent/Teacher Conferences, will be on Wednesday, October 9<sup>th</sup> from 5-8pm. Our final phase, Phase Three - Student Success Plan Meetings, will be on Thursday, February 20, 2020.

13. ADMINISTRATIVE COMMUNICATIONS

Dr. Carlson mentioned that there were several Messages from the Superintendent to read and no Freedom of Information requests.

14. EXECUTIVE SESSION

A motion was made by Joe Johnson and seconded by Mark Victor to adjourn to Executive Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees and pending litigation. Executive Session was entered into at 7:18 p.m.

ROLL CALL: Ayes: Johnson, Olson, Victor, Yandell, Eltrevoog, Frye  
Naves:  
Motion Carried.

15. ADJOURNMENT

The meeting adjourned at 8:06 p.m.

  
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President, Board of Education

9-18-19  
Date

  
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Secretary, Board of Education

9-18-19  
Date