

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 January 15, 2020, at 6:00 p.m. President Frye called the meeting to order with roll call.

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

Others present: Superintendent Jim Carlson, Principal Marty Voiles, Assistant Principal Michael Coughlin, Recording Secretary Nadine Maierhofer, CSBO Dan Stecken, Faculty Member Kent Weber, a member from the Ottawa Radio, and student award winners and their guests.

Cory Yandell arrived at 6:15pm.

2. RECOGNITION OF GUESTS AND VISITORS

The student award winners were recognized.

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 presented the Treasurer's Report in Rob Maierhofer's absence. 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 presented.

B. Executive Session Minutes and Destruction of Audio Tapes

Dr. Carlson requested that Executive Session Minutes from January 2019 through June 2019, except the Special Meeting on June 19, 2019 be approved. He also asked for the destruction of the Audio Recordings of the Executive Session Meetings from January 2018 through June 2018 since 18 months have now passed and written minutes of the meetings were previously approved.

A motion was made by Mark Victor and seconded Rich Hamilton to approve the Executive Session minutes from January 2019 through June 2019, except the Special Meeting on June 19, 2019 will remain closed and the destruction of the Audio Recordings of the Executive Session Meetings from January 2018 through June 2018 since 18 months have now passed and written minutes of the meetings were previously approved.

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

7. ACCOUNTS PAYABLE

Dr. Carlson reviewed the accounts payable which included \$2,055.67 in Board travel, meals, or lodging expenses that associated with the 2019 and 2020 Joint Annual Conferences.

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

A motion was made by Sara Olson and seconded by Mark Victor to approve the accounts payable as presented, including \$2,055.67 in Board travel, meals, or lodging expenses associated with the 2019 and the 2020 Joint Annual Conferences.

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

8. PUBLIC COMMENT

No requests for public comment were received.

9. EDUCATIONAL ITEM

There was no Educational Item.

10. COMMITTEE REPORTS

Members from the Policy Committee and Co-Curricular Committee gave reports from their recent meetings.

11. SUPERINTENDENT'S REPORT

A. Finance Report

L Non-Certified Staff Seniority List 2019-2020

Dr. Carlson stated that each year the Board adopts the Non-Certified Staff Seniority List. This list would be used in case of a Reduction in Force.

A motion was made by Jason Eltrevoog and seconded Cory Yandell to approve the Non-Certified Staff Seniority List.

ROLL CALL: Ayes: Eltrevoog, Frye, Hamilton, Johnson, Olson, Victor, Yandell

Nays:

Motion Carried

2. Auditor Contract

Dr. Carlson recommended we contract with Gorenz and Associates to provide auditing service for the 2019-2020 school year.

A motion was made by Mark Victor and seconded by Rich Hamilton to approve the contract with Gorenz and Associates as presented.

ROLL CALL: Ayes: Victor, Yandell, Eltrevoog, Frye, Hamilton, Johnson, Olson

Nays:

Motion Carried

B. Personnel Report

1. Special Education Aide

Dr. Carlson stated that Abby Klicker did not submit her resignation in time for the December meeting; therefore, we now regretfully accept Abby Klicker's resignation as a Special Education Aide. He continued to mention that Mike Coughlin and Jill Rockrohr were busy interviewing a replacement for Abby. That replacement they would like to be Kelley Brummel.

2. Housekeepers

Dr. Carlson mentioned that we regretfully accept the resignation from Housekeeper Janet Clausen. At this time, we will not replace her but instead move another housekeeper to four 10-hour days and he will cover the weekends.

A motion was made by Jason Eltrevoog and seconded Sara Olson to approve the Personnel Report presented.

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

C. Building, Grounds & Transportation

1. Building Update

Dr. Carlson reviewed various building related projects and issues. He highlighted on two new projects that just surfaced and were not included in the board packet. He had just signed a PO for Miller Tree Service to remove approximately 25 trees that are on the grounds between our Transportation Building and the West Campus. We will need to remove these in order to prepare the area for the new gravel parking lot. He also mentioned a "strange" smell in the Ag Shop area. This odor has been around now for nearly a week and maintenance is still trying to locate it.

2. Disposition of Unneeded Property

Dr. Carlson stated that each year the Board approves the sale and/or disposal of property no longer needed by the District.

A motion was made by Rich Hamilton and seconded by Mark Victor to approve the disposition of unneeded property as presented.

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

3. Award Activity Bus Bid

Dr. Carlson stated we received bids from three companies. All three companies did not match the specifications completely. His recommendation to the Board is to reject each of the bids and rebid the complete project.

A motion was made by Sara Olson and seconded by Cory Yandell to reject the bids for an Activity Bus of Central States Bus Sales, Midwest Transit, and Southern Bus and Mobility for not meeting all specifications.

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

D. Policies

1. Cell Phone GPS Policy

Dr. Carlson stated this would represent the first reading of the authorization to use the GPS app on a cell phone while driving a bus or an activity bus.

E. Executive Session

There was no Executive Session.

12. PRINCIPAL/ASSISTANT PRINCIPAL REPORT

A. Non-Tenured Teachers

Mr. Voiles reviewed the Non-Tenured Teachers. He indicated the list had 13 teachers in "non-tenured" status out of our total 39 teachers.

B. Final Exam Exemptions

Mr. Voiles reviewed the Final Exam Exemption information.

C. Second Quarter Stats

Mr. Coughlin went over the first semester summary of August 16, 2019 to December 20, 2019 attendance, grades, and discipline referrals.

Sara Olson stepped out at 6:29pm.

D. Overnight Trips or Trips Over 200 Miles

Mr. Voiles informed the Board that this particular trip was not opened to us back in the fall when our other overnight trips or trips over 200 miles were previously approved. He stated that this particular invitation will include top teams in all classes. He felt that with the talent we have it would be a great opportunity for our girls' softball team.

A motion was made by Mark Victor and seconded by Rich Hamilton to approve the Overnight Trip and Trip over 200 Miles as presented.

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

13. ADMINISTRATIVE COMMUNICATION AND FOIA REPORT

Dr. Carlson stated there were no FOIA requests at this time.

He also stated there were just a couple State Superintendent Weekly Messages that were included as supplemental readings.

14. ACTION ITEMS AFTER EXECUTIVE SESSION

There were no action items.

15. ADJOURNMENT

The meeting adjourned at 6:44 p.m.

  
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President, Board of Education

2-19-2020  
Date

  
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Secretary, Board of Education

2-19-2020  
Date