

**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 18, 2021, at 6:00 p.m. President Frye called the meeting to order with roll call.

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

Others present: Superintendent Dan Stecken, Principal Mike Coughlin, Dean of Students Mark Giertz, Board Secretary Nadine Maierhofer, Ottawa Media Rick Koshko, Faculty Members Eva Bruno, Taylor Schmidt, and Kent Weber, Community Member Jenae Wise.

2. RECOGNITION OF GUESTS AND VISITORS

Mr. Coughlin introduced new Faculty members Eva Bruno and Taylor Schmidt. He then introduced the new Dean of Students Mark Giertz.

3. EDUCATIONAL ITEM

Mr. Coughlin gave the introductions of new 2021-2022 Faculty and Staff.

4. INVESTMENT REPORT

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

5. FINANCIAL INFORMATION

Mr. Stecken reviewed the Financial Dashboards.

6. TREASURER'S REPORT

Mr. Stecken presented the Treasurer's Report in Rob Maierhofer's absence. President Frye stated that the Treasurer's Report would stand approved subject to audit.

7. APPROVAL OF MINUTES

- A. Regular Board Minutes, dated July 21, 2021
- B. Building, Grounds, Transportation Committee Minutes, dated August 4, 2021
- B. Finance/Personnel Committee Minutes, dated August 4, 2021
- C. Co-Curricular Committee Minutes, dated August 11, 2021

Mr. Stecken stated he received no additions or corrections to the minutes.
President Frye stated minutes would stand approved as presented.

8. ACCOUNTS PAYABLE

Mr. Stecken 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 Cory Yandell to approve the accounts payable as presented.

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

9. PUBLIC COMMENT

Community Member Jenae Wise asked the Board for clarification on their stand of "masks" in the school; as some schools were still keeping masks optional. She wanted to better understand the Board of Education's resolution and plan, given Governor Pritzker's new executive mandate.

10. COMMITTEE REPORTS

Jason Eltrevoog gave a brief report from the Finance/Personnel Committee meeting from August 4, 2021.

Joe Johnson gave a brief report from the Building, Grounds, and Transportation Committee meeting from August 4, 2021.

Cory Yandell gave a brief report from the Co-Curricular Committee meeting from August 11, 2021.

11. SUPERINTENDENT'S REPORT

A. Finance Report

1. 2021-2022 Amended Budget

Mr. Stecken briefed the Board on the FY 22 budget stating that it is a balanced budget. The budget has been on file for public inspection since August 11, 2021. The district will hold a Budget Hearing on September 15, 2021 at 5:50pm, prior to the regularly scheduled Board of Education meeting.

B. Personnel Report:

1. Letter of Resignation:

Mr. Stecken informed the Board that Jo Nell Drazkowski, who has been employed as a dishwasher in the cafeteria, has resigned. Mr. Stecken stated she will be greatly missed as part of the kitchen family.

2. 2021-2022 Co-Curricular List Update:

Mr. Stecken informed the Board of a few changes in the Co-Curricular list, including a name change to reflect Miss Lardi getting married; name changed to Mrs. Allie Keinath. Taylor Schmidt would be the new sponsor for the HOSA Activity.

3. Network/Systems Administrator:

Mr. Stecken informed the Board that the IT department job description that was accurate several years back has needed to have some updating due to an increase in job responsibilities. With the added responsibilities and the end of the vendor contract with Bo Jangles quickly approaching, a new job description as well as a revised contract for the IT Systems Administrator would need to be approved.

4. Professional Development Report:

Mr. Stecken briefed the Board on the different types of graduate programs the Administration has approved for staff members.

5. Employ Dishwasher:

Mr. Stecken informed the Board that due to the recent resignation of the dishwasher position the district needed to move fast to find a replacement at the start of the school year. An interview was set up with Amber Fessler, and conducted by Beth, Stacey and himself. After the interview they decided that Amber would be a good addition to the kitchen staff as part time dishwasher.

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

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

Nays:

Motion Carried

C. Building, Grounds & Transportation

1. Building Update:

Mr. Stecken briefed the Board on items from the Building Services Report stating that Barry Buchanan had no additional updates.

2. Fitness Center

Mr. Stecken briefed the Board on the reopening of the Fitness Center post Labor Day and that the district will be following the Governor's inside masks mandate and placing signs (do not use) on some machines if needed to help with social distancing. He mentioned that we are working on staffing the Center with past employees and reaching out to any Faculty and/or Staff that might be interested.

3. KONE Elevator Service Contract

Mr. Stecken informed the Board that this Service Contract is a complete maintenance agreement as discussed at the Building Grounds and Transportation meeting. The old contract was a little more limited in what it covered on the aging elevators.

A motion was made by Joe Johnson and seconded by Rich Hamilton to approve the total maintenance service agreement with KONE Elevator Service as presented.

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

Nays:

Motion Carried

4. Chiller Building Project

Mr. Stecken informed the Board that we have completed both ESSER II and ESSER III applications for HVAC improvements. He then mentioned that he is making a recommendation to begin the ESSER II Chiller repair project. This will require us to eventually seek bids and approve bids under the guidance of Wold Architects and Engineers.

A motion was made by Rich Hamilton and seconded by Cory Yandell to approve the start of the Chiller Building Project as presented.

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

Nays:

Motion Carried

D. Measurable Goals Outcome

Mr. Stecken briefed the Board on various goals that were set for the 2020-2021 school year and whether or not they were met.

E. Join the NEAC Conference for Football

Mr. Stecken mentioned to the Board that as discussed at the Co-Curricular Meeting and the last two Board of Education Meetings, he is recommending the District to join the NEAC Conference for Football only.

A motion was made by Jason Eltrevoog and seconded by Cory Yandell to join the NEAC Conference for Football only as presented.

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

F. PRESS Policies - 2nd Reading

Mr. Stecken stated this is the second reading of the PRESS Policies.

A motion was made by Rich Hamilton and seconded by Tiffany Biros to approve the PRESS policies as presented.

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

G. Fall 2021 School Opening Plan

Mr. Stecken stated that the Fall 2021 Opening Plan has been updated due to Governor Pritzker's Executive Order regarding universal indoor masking. The plan has been posted to the district website, along with the original resolution.

H. Executive Session

Mr. Stecken stated that there will be an Executive Session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees, student discipline and pending litigation.

12. PRINCIPAL/DEAN OF STUDENT REPORT

1. Summer School Recap:

Mr. Coughlin informed the Board that there were 17 students (Jrs/Srs) in Speech that earned either an A or B; 21 students in Driver's Ed with a combination of Sophomore/Juniors receiving A's-C's compared to Summer School in 2020 where there were 38 students that earned A's.

2. 2020-21 Registration Update

Mr. Coughlin then updated the Board on parents taking advantage of the Early Bird Fee; a total of 238 out of 395 students were registered by Saturday, July 31st. He then mentioned that as of August 11th 93% of the student body was registered; 357 out of 383 (some students transferred out to lower the total enrollment figure).

13. ADMINISTRATIVE COMMUNICATION AND FOIA REPORT

Mr. Stecken mentioned included in their packet was a Thank You from Stacy Norton; thanking the staff/faculty for all of their support during their difficult time with Adam's health issues. He mentioned there were several Weekly Newsletters from the Superintendent.

14. ACTION ITEMS AFTER EXECUTIVE SESSION

No action items were discussed.


15. ADJOURNMENT

The meeting adjourned at 7:30 p.m.



President, Board of Education

9-15-2021
Date



Secretary, Board of Education

9-15-2021
Date