

**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 17, 2022, 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, Treasurer Rob Maierhofer, Faculty/Staff Members Cally Diss, Mitch Miller, Christopher Jackson, Samantha Leake, Jim Harsted and Nikki Bricco.

2. RECOGNITION OF GUESTS AND VISITORS

Mr. Stecken introduced new Faculty and Staff members Cally Diss, Mitch Miller, Christopher Jackson, Samantha Leake, Jim Harsted and Nikki Bricco.

3. SUCCESS AT SHS

Mr. Stecken stated that he would really like to give a huge pat on the back to Jim Harsted, our Director of Maintenance, and his Maintenance/Custodial Staff. Jim worked very hard all summer long with both crews to get the school looking good and up and running for the start of the school year.

4. EDUCATIONAL ITEM

No Education Item this month.

5. INVESTMENT REPORT

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

6. FINANCIAL INFORMATION

Mr. Stecken reviewed the Financial Dashboards.

7. TREASURER'S REPORT

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

8. APPROVAL OF MINUTES

- A Regular Board Minutes, dated July 20, 2022
- B. Building, Grounds, Transportation Committee Minutes, dated August 10, 2022
- B. Finance/Personnel Committee Minutes, dated August 10, 2022
- C. Co-Curricular Committee Minutes, dated August 10, 2022

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

9. 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 Rich Hamilton to approve the accounts payable as presented.

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

10. PUBLIC COMMENT

No requests for public comment were received.

11. COMMITTEE REPORTS

Jason Eltrevoog gave a brief report from the Finance/Personnel Committee meeting from August 10, 2022.

Joe Johnson mentioned that he would pass on giving an updated report from the Building, Grounds, and Transportation Committee from August 10, 2022, as Mr. Stecken would be touching on all areas throughout the meeting.

Mr. Stecken mentioned that with multiple people not being able to attend the Co-Curricular Meeting, it was a quick meeting. There were no changes to the Co-curricular list. He did mention that Newark's Cross-Country team added one runner to our team this season.

12. SUPERINTENDENT'S REPORT

- A Finance Report
 - 1. 2022-2023 Amended Budget

Mr. Stecken briefed the Board on the FY 23 budget stating that it is a balanced budget. The budget has been on file for public inspection since August 12, 2022. The district will hold a Budget Hearing on September 21, 2022 at 5:50pm, prior to the regularly scheduled Board of Education meeting.

2. Bernardi Securities Debt Certificates

Mr. Stecken informed the board that in their packet are the first 9 pages of the bond certificate document that demonstrates the amount needed to borrow (\$5 million). He explained that we have set up 9-year payments which will allow us to make a minimum payment over 9 years to pay off the \$5 million borrowed.

B. Personnel Report:

1. Professional Development Report:

Mr. Stecken informed the board that post board packet completion, Mr. Andy Applebee and Mr. Nick Kirkton submitted their final transcripts completing their Master's Degrees. He stated we still have several working on completing their programs.

2. Letters of Resignation:

Mr. Stecken informed the Board that dishwasher, Kolya Cato, has moved out of state; and therefore, will no longer be working in the cafeteria. He also mentioned that Mr. Kevin Misener, will finish his time here at SHS as a paraprofessional at the end of the 2022-2023 school year. Mr. Misener is a key fixture in the CTE realm at SHS, in Auto and Ag/Welding.

3. Letter of Retirement:

Mr. Stecken informed the Board that Mr. Mike Coughlin has turned in his notice of intent to retire at the end of the 2026-2027 school year.

4. Employ Dishwasher:

Mr. Stecken referenced the board packet in regards to the application for dishwasher applicant Jessica Applebee. He stated that she interviewed with Beth, Stacey, and himself and stated she will make a good addition to Beth's kitchen staff as a part time dishwasher.

5. CSBO Contract:

Mr. Stecken mentioned that Stacey has done a wonderful job in her Director of Fiscal Services position here at SHS. He continued saying that she would like to continue to advance herself and develop professionally.

Her current contract does not have any language in it to discuss such professional development opportunities. He continued saying it seems appropriate that she have the same opportunities that both individuals prior to her had. There will be a need to complete 6 classes to complete her Chief School Business Official endorsement and to better herself in her job performance. The final section of her contract has been adjusted to show 50% tuition reimbursement similar to our past practice in the CSBO programs.

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

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

C. Building, Grounds & Transportation

1. Building Update:

Mr. Stecken briefed the Board on items from the Building Services Report. He stated that the perimeter fencing on the north side is done, the softball netting is complete, yet the 78 boiler is limping along to the finish line. We have a few small issues with the boiler in hopes that it will make it through next year. He also mentioned that while we were waiting for a part for the elevator, after that part came in, the piece that holds this new part is now broken.

2. Summer Projects Update

Mr. Stecken briefed the Board the many items that were completed this year. A few of the larger projects were the fencing repairs, bathroom remodels and the attention to the school grounds.

3. Gymnasium Addition Update

Mr. Stecken informed the Board that his presentation went well on the 16th. There were roughly 30 people in attendance and 7 to 8 people that asked questions. He then continued going over various other items:

- 1 - Capital Projects and O&M Forecasts
- 2 - Debt Certificate Information
- 3 - Budget Update
- 4 - Technology
- 5 - Utility Transfers
- 6 - August 16, 2022 Community Presentation

D. Measurable Goals Outcome

Mr. Stecken briefed the Board on various goals that were set for the 2021-2022 school year and whether or not they were met.

E. 2022-2023 Return to Learn Plan

Mr. Stecken mentioned to the Board that while we do not have to have a Return to Learn Plan for the State of Illinois we do for the Federal Government. He mentioned that the plan is at their place, needing to be approved by the Board so we can receive our ESSER money.

A motion was made by Jason Eltrevoog and seconded by Tiffany Biros to approve the 2022-2023 Return To Learn Plan as presented.

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

Nays:

Motion Carried

F. Executive Session

Mr. Stecken stated that he will not need an Executive Session.

13. PRINCIPAL/DEAN OF STUDENT REPORT

1. Summer School Recap:

Mr. Coughlin gave the Board a brief update of the summer school statistics. We had a total of 9 students in with Rebecca Peeples for Speech 101, and 29 students in Drivers Education. He stated that while we didn't have enough numbers for our annual Bridge Program, Allie Keinath was able to work with 10 students in our credit recovery program, Educere. Eight of these 10 students worked hard earning the credits they needed.

2. 2022-23 Registration Update

Mr. Coughlin then updated the Board on our registration; 49% took advantage of the \$25 discount if registering prior to July 3st. He mentioned as of right now we have 380 students in Powerschool, 2 will be transferring, 8 not registered, along with 4 transfer-in students.

14. ADMINISTRATIVE COMMUNICATION AND FOIA REPORT

Mr. Stecken mentioned included in their packet was a Thank You from Bunker Crop Classic and he mentioned there were several Weekly Newsletters from the Superintendent.

15. ACTION ITEMS AFTER EXECUTIVE SESSION\

No action items were discussed.

16. ADJOURNMENT

The meeting adjourned at 7:07 p.m.

Donald E. Fyfe
President, Board of Education

Ruil Hamilton
Secretary, Board of Education

9-21-2022
Date

9-21-2022
Date