

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 February 15, 2023, at 6:00 p.m. President Frye called the meeting to order with roll call.

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

Others present: Superintendent Dan Stecken, Principal Mike Coughlin, Dean of Students Mark Giertz, Recording Secretary Nadine Maierhofer, Treasurer Rob Maierhofer, Kelsey Adams and Blake Slutz SHS Faculty Members and student award winners and their guests.

2. RECOGNITION OF GUESTS AND VISITORS

The student award winners were recognized.

3. SUCCESS AT SHS

Dr. Stecken recognized Levi Derber and Jodi Trager for their diligence in the classroom to help insure that the students are using their computers for school studies as they are intended to be used.

He stated that the carnation sales went well and he was impressed that we had three anonymous students purchased flowers for 1) every Junior that did not receive a carnation, did received one; 2) bought one for every staff member; and 3) bought one for each student in our life skills classes.

He also mentioned that he has heard students in the building make comments such as "the RISE events we have make coming to school more fun than last year;" and "I like to come to school and sit with all my friends before school starts." He continued saying that the RISE program has really made a great impact on our student body.

Lastly, Dr. Stecken wanted to recognize Beth Miller, Cafeteria Manager. She is always so willing to help with all of our "food needs" outside of her cafeteria responsibilities. Kudos to Beth!

4. INVESTMENT REPORT

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

5. FINANCIAL INFORMATION

Dr. Stecken reviewed the Financial Dashboards.

6. TREASURER'S REPORT

Mr. Rob Maierhofer briefed the Board on the current Treasurer's Report. President Frye stated that the Treasurer's Report would stand approved subject to audit.

7. APPROVAL OF MINUTES

- A. Regular Meeting Minutes, January 18, 2023
- B. Building, Grounds, & Transportation Committee Minutes, February 1, 2023
- C. Finance/Personnel Committee Minutes, February 1, 2023

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

8. ACCOUNTS PAYABLE

Dr. 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, Olson, Yandell, Biros, Frye, Hamilton
Nays:
Motion Carried

9. PUBLIC COMMENT

No requests for public comment were received.

10. EDUCATIONAL ITEM

Kelsey Adams and Blake Slutz, both faculty members and sponsors for our new student incentive program RISE, gave the Board a presentation highlighting the many events and motivating activities we have had at Seneca High School this year. As well as all of the motivational activities we have had, they also explained the upcoming end of year events that are planned.

11. COMMITTEE REPORTS

Rich Hamilton gave a brief but detailed report from the Finance/Personnel Committee Meeting that was held on February 1, 2023.

Joe Johnson gave a brief but detailed report from the Building Grounds and Transportation Committee Meeting that was held on February 1, 2023.

12. SUPERINTENDENT'S REPORT

A. Finance Report

1. Preliminary EBC Renewal Rate

Dr. Stecken informed the Board that we received our preliminary rate renewal. While the Co-op's overall PPO cost increase is 10.4% for this next year, we came in slightly under the average banding formula increase at 9.4%. He continued stating that there are a couple reasons for the increase, the impacts of COVID on the health insurance industry and the overall inflationary times. Again, where this is our preliminary rate, he does expect this to be our number, which is still lower than our previous agent's rate.

B. Personnel Report

1. Letter of Retirement

Dr. Stecken informed the Board that he accepted the retirement of Spanish faculty member, Todd Yegge at the conclusion of the 2026-27 school year.

He mentioned that at the Board's place they would also find

1. Letter of Retirement from Main Office 200-Day Secretary, Kelly Pandolfi.
2. Letter of Resignation from our IT Systems Administrator, Eric Grunauer.

2. Co-Curricular List Update

Dr. Stecken informed the Board the only change to the Co-Curricular List is that Paraprofessional, Matt Houchin, has been added as a volunteer baseball coach.

3. FMLA Leave

Dr. Stecken mentioned that Driver's Education/PE Teacher, Jen Baxter, would be taking a short maternity leave here at the end of

the school year. He did state that she will be back in time to start the Summer School Program.

4. Summer Workers

Dr. Stecken briefed the Board on the Summer Workers timeline. One change he is making this year is due to the minimum wage law and there would be an increase in wages up to \$13/hour (\$12/hour last year) or more (if experienced). With construction outside and on the grounds this year there will also be a few less workers needed. He also stated that this month was just informational as at the March Board meeting summer student workers will be hired.

5. Summer School Teachers

Dr. Stecken briefed the Board on the list of teachers that will be teaching summer school. He also mentioned that we have not had our Bridge Program the last three years due to low numbers in registration; however, we are hoping to continue that program this year with an added incentive, we are providing transportation if needed. He also mentioned that pay rates for summer school teachers has not happened in a several years so he feels a small increase is appropriate.

6. Vacancies Update

Dr. Stecken informed the Board that we have several vacancies to fill this year; along with the possibility of several in-house transfers.

- 1) Main Office Secretary
- 2) PT Grounds/Maintenance
- 3) CTE Paraprofessional

7. Long Term Substitute Job Description

Dr. Stecken mention he would like to create a new position due to the rising demand and shortage of substitutes.

8. Audio Video Club Sponsor

Dr. Stecken explained to the Board that with the new gymnasium comes the need of in-game technology management. After introducing the new scorer's table we noticed that there is a need for a position of overseeing our technology for activities.

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

ROLL CALL: Ayes: Olson, Yandell, Biro, Frye, Hamilton. Johnson

Nays:

Motion Carried

C. Building, Grounds & Transportation

1. Building Update

Dr. Stecken briefly went over some of the repairs that our Maintenance Department has been working on. They repaired and then replaced a leaky hot water heater at West Campus; removed and replaced faucet & shut off valve in childcare; replaced a small handful of clocks; asbestos tested several areas 1) in kitchen on tile in back hallway for summer project, 2) 78 boiler room on flue (all clean, and 3) West Campus 2nd floor tile that was broken. He continued saying they replaced heating valves in Room 109 and southwest hallway, waiting for parts for the Art Room kilns, helped assemble student pantry (shelves and move furniture), added an outlet in SRO's office and had freezer serviced as it was 1cmg up.

2. Health Life Safety Amendment Update

Dr. Stecken informed the Board that ISBE approved our plan. He mentioned that the detailed application from ISBE IWAS system is in their packet showing the architect signed off and gave approval of the project. He also stated there was a credit adjustment of \$110,390 because the removal of the parking lot sealing from HLS, to Tort, meaning it is no longer a part of the HLS amendment.

3. Guaranteed Energy Savings Contract with GRP Wegman

Dr. Stecken stated that GRP Wegman has been working with him on an updated HLSA Amendment. This is for three components of the work we are preparing: Boiler Plant Upgrade, Tuckpointing of 2nd floor English Wall, and Parking Lot Re-sealing. There is a Guaranteed Max Cost of this project set at \$979,508. As we move forward with GRP other items will be added to the HLS, such as the roof repair, elevator repair, and future tuckpointing areas.

A motion was made by Rich Hamilton and seconded Cory Yandell to approve the Guaranteed Energy Savings Contract with GRP Wegman as presented.

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

Nays:

Motion Carried

4. Elevator Replacement

Dr. Stecken stated that due to the supply chain shortages we need to authorize the Elevator Letter of Intent to authorize the ordering of the replacement cab for our elevator. In March we should have the formal contract addendum to complete the work for the elevator.

A motion was made by Joe Johnson and seconded Cory Yandell to authorize the Elevator Replacement Parts Letter of Intent as presented.

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

Nays:

Motion Carried

5. Gymnasium Update

Dr. Stecken briefed the Board on several items that were happening within the Gymnasium update:

- 1) Copy of our ROE approved Building Permit, Permit #223002. This has been vetted by our architects, our construction manager, and the Regional Office of Education.
- 2) Social Media post that will explain the closure of the South Entrance from March 6th through mid-August.
- 3) Potential change order for automatic bleacher handrails.

6. West Campus Usage Update

Dr. Stecken informed the Board of various different activities and usages that we have had held over at the West Campus, since the Park Board and Village of Seneca cancelled the IGA. Headstart is still in the building, but not included in the "rental" status of some of these other activities. Just to name a few of the events: Village Christian Church Youth Group, Jazzercise, Saturday Night Volleyball League, Blood Drives, Shop w/a Cop, party rentals, Mazon & Seneca youth sports, IL Irish sport practices, as well as, SHS athletic practices.

7. Fitness Center Equipment Upgrade

Dr. Stecken briefed the Board on the status of the Fitness Center. He stated that it has been 11 years since any equipment upgrades have been done. With it being used by several of our PE classes during the day, our sports teams after school and then opened in the mornings and afternoons to the community this equipment is getting a workout. We have had some minor repairs here and there but he feels that an upgrade to our facility is needed with annual replacements of a few treadmills and bikes each year to cycle out the old and in with the new is needed.

A motion was made by Joe Johnson and seconded Tiffany Yandell to approve the purchase of the fitness center equipment upgrade as presented.

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

Nays:

Motion Carried

8. Ideal Asbestos Agreement

Dr. Stecken informed the Board that Maintenance Director, Jim Harsted, completed his asbestos training and received certification to self-perform asbestos mitigations as SHS. His level of certification still requires us to reach out to Ideal to help us out with our 3-year asbestos inspections. He explained the 6-month agreement for \$500/year was more expensive than the 3-year agreement of \$1400.00. Additionally, the 3-year agreement included several value add's that will bring our asbestos management program up to date and continue with progress monitoring of asbestos needs. The board of education therefore opted for the 3-year agreement.

A motion was made by Rich Hamilton and seconded Cory Yandell to approve the 3-year Ideal Asbestos Agreement as presented.

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

Nays:

Motion Carried

D. Policies - 2nd Reading

1. SRAVTE Cooperative Agreement - 2nd Reading

Dr. Stecken stated this would represent the second and final reading of the SRAVTE Cooperative Agreement. The agreement in this month's Board packet is a cleaned-up version from the January 18, 2023 Board Meeting.

A motion was made by Joe Johnson and seconded by Cory Yandell to approve the SRAVTE Cooperative Agreement as presented in the second reading.

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

Nays:

Motion Carried

2. PRESS Policies - 2nd Reading

Dr. Stecken stated this would represent the second and final reading of the PRESS Policies. The policies in this month's Board packet is a cleaned-up version from the January 18, 2023 Board Meeting.

A motion was made by Rich Hamilton and seconded by Cory Yandell to approve the PRESS Policy additions as presented in the second reading.

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

Nays:

Motion Carried

E. 2023 - 2024 School Calendar

Dr. Stecken presented the 2023-24 school calendar stating that it is very similar to this current year's calendar because of the timing of Christmas Break. He made mention that we coordinate with the SGS and MVK calendars and our start date is August 15th ending on May 22nd without any emergency days.

A motion was made by Tiffany Biros and seconded by Rich Hamilton to approve the proposed 2023-24 School Calendar.

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

Nays:

Motion Carried

F. Executive Session

Dr. Stecken indicated he would ask for Executive Session at the end of the meeting.

12. PRINCIPAL/DEAN OF STUDENTS

A. Student Success Plan

Mr. Coughlin informed the Board he sees this program improving each year they have it. There were 126 meetings scheduled this year with students and parents, and we had only 3 no-shows due to illness. He feels that the \$75 savings is a big plus for a lot of parents. He mentioned that next year they would include seniors to discuss their plans after high school.

B. Summer School Brochure

Mr. Coughlin mentioned the Brochure was in the Board Member's packet. Classes we will be offering include Speech (SPH 1001) 1st semester; World History, 2nd semester; and Driver's Education, pt/2nd semester. Classes are scheduled for June 2nd - June 23rd for First Semester and June 26th - July 18th for Second Semester. Cost for Summer School has not increased.

C. Dean of Students Report

Mr. Giertz mentioned his report would be given during the Executive Session.

13. ADMINISTRATIVE COMMUNICATION AND FOIA REPORT

Dr. Stecken referred to a Thank You from Luri Lomtz for the Christmas Gift Card; and a Thank You from Kathy Phelan, plant for her father-in-law. He stated there are two FOIA requests, one from Nathan Mihelich, Illinois Retired Teachers Association requesting name/email address on certified staff retiring this year. The second one is from Josiah Chatteron, Local Labs, requesting Employee Information on Teachers wanting: First/Last Name, Position, Department, Pay Rate, Year to Date Gross Pay. Dr. Stecken also included a 2022-23 Educator Shortage Survey as well as an IARSS 2022-23 Teacher Shortage Survey Results Overview. He also mentioned there were several State Superintendent Weekly Newsletters that were included as supplemental readings.

EXECUTIVE SESSION

A motion was made by Joe Johnson and seconded by Rich Hamilton, to adjourn to Executive Session, including Administration, to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees, student discipline and pending litigation.

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

Nays:

Motion Carried

14. ACTION ITEMS AFTER EXECUTIVE SESSION

There were no action items.

15. ADJOURNMENT

The meeting adjourned at 7:44 p.m.



President, Board of Education

3-15-23
Date



Secretary, Board of Education

3-15-23
Date