

**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 July 19, 2023, at 6:00 p.m. President Frye called the meeting to order with roll call.

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

Others present: Superintendent Dan Stecken, Principal Michael Coughlin, Dean of Students Mark Giertz, Board Secretary Nadine Maierhofer, and FFA State Reporter, Mr. Levi Maierhofer.

2. RECOGNITION OF GUESTS AND VISITORS

There were none for this month.

3. SUCCESS AT SHS

Dr. Stecken stated that the Success at SHS this month goes to the three ladies in the Main Office. Kelly Pandolfi always greeted our students, parents, and guests with a smiling face and a helpful hand. Her retiring will leave an empty space in the office. Nikki Bricco made her first year in the office look like a breeze. She was quick to learn her position, as well as Kelly's, as she will slide into that position for the 2023-24 school year. On top of walking the halls of SHS Luri Maier-Lomtz also filled in and/or helped out in the Main Office. Her filling in in the Main Office was a great help and a huge stepping stone for her as she will be moving into a secretary position here at the start of the 2023-24 school year. Both Nikki and Luri work well together and will be a great addition to the Main Office.

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

Dr. 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 June 21, 2023
- B. Executive Session Minutes and Destruction of Audio Tapes

Dr. Stecken stated that the Executive Session Minutes from January 2023 through June 2023 were reviewed and determined appropriate to release. The audio tapes for the Executive Sessions from July 2021 through December 2021 are eligible for destruction since 18 months have now passed and there are written minutes of the meetings

A motion was made by Tiffany Biros and seconded by Cory Yandell to approve and open the Executive Session minutes from January 2023-June 2023 and the destruction of the Audio Recordings of the Executive Session Meetings from July 2021 through December 2021 since 18 months have now passed and written minutes of the meetings were previously approved.

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

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 Jason Eltrevoog to approve the accounts payable as presented.

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

9. PUBLIC COMMENT

No requests for public comment were received.

10. EDUCATIONAL ITEM

IL FFA State Reporter, Levi Maierhofer, started off by thanking Mr. Coughlin for attending the State Convention and hearing his "closing address." He stated that on Tuesday evening, June 13, 2023, our SHS Administration was recognized and presented a plaque. Levi attended the meeting and let the Board of Education know he was very appreciative for all the support the school, faculty, staff, administration, and Board gave the FFA not only while he was in school, but

every year since the FFA had started. He read the inscription on the plaque and shook hands with the Board and Administration.

11. COMMITTEE REPORTS

There were no Committee Reports to be given.

12. SUPERINTENDENT'S REPORT

A. Finance Report

1. Administrator and Teacher Salary and Benefits Report

Dr. Stecken briefly went over the report stating that each year the Illinois State Board of Education requires the report to be completed through the Employee Information System. The Board is also required to adopt the report and then it will be posted on the school's website.

A motion was made by Jason Eltrevoog and seconded by Cory Yandell to approve to EIS Administrator and Teacher Salary and Benefits Report as presented.

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

Nays:

Motion Carried

2. Baseball Netting Bid Acceptance

Dr. Stecken briefed the Board on the two bids we received for our baseball netting project. Where both firms come highly recommended it is his recommendation that we go with Midwest Netting; not only did they come in \$31,500 cheaper than Sportsfield Specialties, but we have worked with Midwest Netting in the past. The total bid price of this projects is \$174,524.

A motion was made by Cory Yandell and seconded by Joe Johnson to accept the bid from Midwest Netting for the baseball netting project as presented.

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

Nays:

Motion Carried

3. Gymnasium Addition Pay App 5

Dr. Stecken went over our last 4 pay apps stating that after adding in Pay App #5 the district has paid out a total of \$4,215,145.79 from Capital Projects towards the gymnasium addition costs. He mentioned we have added two new companies to our list of contractors, Nedrow Decorating & Painting and Weatherguard Roofing.

A motion was made by Joe Johnson and seconded by Jason Eltrevoog to approve the 5th payout application to Shales McNutt Corporation for the gymnasium addition project as presented.

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

4. Health Life Safety Pay App 2

Dr. Stecken went over the Pay App 2 for Health Life Safety work with GRP Wegman. He stated that this 2nd Pay App is for boiler work. We still have the installation and piping of the boiler project and tuckpoint within this scope thus leaving us with a balance of \$513,164.84 that will be paid in this 23-24 fiscal school year.

A motion was made by Joe Johnson and seconded by Jason Eltrevoog to approve the 2nd payout application to GRP Wegman for the Health, Life, Safety project as presented.

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

A. Personnel Report

1. Letter of Resignation

Dr. Stecken mentioned that paraprofessional JoAnne Alsvig has decided to retire from her current position, though she hopes to sub when available, while also traveling and enjoying retirement with her husband.

2. Updated Co-Curricular List

Dr. Stecken stated that the Co-Curricular list shows that we are still in need of an assistant track coach and Josh Myers has been added as the new Head Girls' Basketball Coach.

3. Custodial Staffing

Dr. Stecken stated that we currently have an afternoon custodian that is going to need surgery this fall and could be off for a minimum of 12 weeks. We had someone apply for the "part-time" position; however, they were really wanting full-time. Needless to say we are going to need another full-time afternoon custodian when the new gym is complete. Instead of waiting until next spring to bring someone in, it would be beneficial for us to bring someone in to train for the position, as well as, cover this medical leave.

4. Hire Paraprofessionals

Dr. Stecken stated that we already hired full time paraprofessional Josie Lauth, we are adding a full-time person, Jennifer Leo, and part-time Bryna Coop. Bryna will be part-time as she has a bus route for MVK in the mornings and afternoons that she doesn't want to give up as we need bus drivers.

5. Adjunct Nursing Contract Adjustments

Dr. Stecken mentioned that last month the Board approved the adjunct nursing contract rates based upon the numbers provided to us by IVCC. After approval we were notified of new rates for the 23-24 school year for IVCC. The new rate is \$850 per credit hour, where prior it was \$784 per credit hour.

President Frye asked for a motion to approve the Personnel Report as presented.

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

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

B. Building, Grounds & Transportation

1. Building Update

Dr. Stecken briefly went over some of the items listed on Jim's Building and Grounds Report.

2. Gymnasium Project Update

Dr. Stecken briefly went over the gymnasium updates including mentioning the most recent website update on the gymnasium blog, he has included several observation reports as well as change orders.

C. Health Life Safety Project Update

Dr. Stecken mentioned that in addition to the Pay App the Boiler Room HVAC Demo is complete, the Boiler Room HVAC install is in progress, tuckpointing is set to begin now and continue throughout the next 4 weeks. The parking lot reseal is complete and paid for in the first Pay App.

D. OSF Agreement for Drug Testing

Dr. Stecken mentioned that this will be our 7th year working with Ottawa OSF in regards to our student drug testing. Last year the test was \$40/student with \$14.73 mileage charge. This year we have the per student fee, mileage charge and a \$50 per hour collector fee, per month.

A motion was made by Tiffany Biros and seconded by Jason Eltrevoog to approve the annual OSF Drug Testing Agreement as presented.

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

Nays:

Motion Carried

E. Policy

1. PRESS Policy-1st Reading

Dr. Stecken stated that there were no major changes as nearly all of the updates are a 5-year review cycle and some include footnote updates pertaining to legal updates.

F. Executive Session

Dr. Stecken indicated he did not need an Executive Session.

13. PRINCIPAL/DEAN OF STUDENTS REPORT

A. Beginning of the 2022-23 School Year Update:

Mr. Coughlin stated that the registration letter was mailed out to all families. The registration window opened on Monday, July 17, and goes through to August 7. Early Bird registration where our families can save \$25 goes through Monday, July 31.

Mr. Coughlin continued with the schedule for the first three days: the school year will begin on Tuesday, August 15 with a ½ day for Freshman, the 16 will be a 2:05 dismissal for Freshman and all new students (transfers); and we welcome the full student body back on Thursday, August 17.

14. ADMINISTRATIVE COMMUNICATION AND FOIA REPORT

Dr. Stecken mentioned there was a letter from Mike Vezzetti, Studio Investment Management. A FOIA from Katherine Smyser, NBC Universal Requesting information on the costs of challenges to the release of public records regarding lawsuits: settlement agreements, judgments, invoices, all claims made, and all studies, reports or other records referencing lawsuits. There were also several State Superintendent Weekly Messages that were included as supplemental readings.

15. ACTION ITEMS AFTER EXECUTIVE SESSION

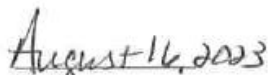
There were no action items.

16. ADJOURNMENT

The meeting adjourned at 6:53 p.m.



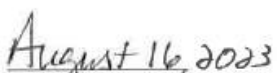
President, Board of Education



Date



Secretary, Board of Education



Date