

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 September 20, 2023, at 6:00 p.m. President Frye called the meeting to order with roll call.

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

Others present: Superintendent Dr. Dan Stecken, Principal Mike Coughlin, Dean of Students Mark Giertz, Recording Secretary Nadine Maierhofer, and Kim Byrd from Hopkins & Associates.

Cory Yandell arrived at 6:01pm.

2. RECOGNITION OF GUESTS AND VISITORS

There were no guests or visitors for recognition; however, Kim Byrd, Auditor from Hopkins & Associates reviewed the audit report. She mentioned that we earned a perfect 4.0 rating with no citations when conducting the audit.

3. SUCCESS AT SHS

Dr. Stecken just wanted to stress that the school year has started out on a pretty good note. The administration was very pleased with how things started out this year. He made mention that our athletic teams are off to a great start and was intrigued by the Irish Live progress.

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

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

7. APPROVAL OF MINUTES

- A. Regular Board Minutes, dated August 16, 2023
- B. Curriculum Committee Minutes, dated September 13, 2023
- C. Discipline Committee Minutes, dated September 13, 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 Jason Eltrevoog and seconded by Sara Olson to approve the accounts payable as presented.

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

Nays:

Motion Carried

9. PUBLIC COMMENT

No requests for public comment were received.

10. EDUCATIONAL ITEM

No educational items were presented.

11. COMMITTEE REPORTS

The Discipline Committee report was given by Mr. Giertz. Several items that were discussed were School Safety, SRO Updates; Crisis Management Training, RISE is off to a great start with their pancake breakfast during the week of Homecoming. He continued saying discipline numbers are low, yet the top 5 offenders were cell phones and tardies.

Curriculum Committee report was by Mike Coughlin. Several items that were discussed were a Summer School Update; stating he realizes it isn't a money maker for the school, yet many appreciate the opportunity to take classes as this opens the school year for another elective class to be taken. Final Exam Exemptions was briefly discussed mentioning that they have placed attendance back in as a requirement only being able to miss 4 days or a total of 16 class

periods. It was briefly mentioned that the parents were very appreciative of the \$75 discount for the 23-24 school year provided they attended the three events throughout the school year. He also touched on Teacher Professional Development.

12. SUPERINTENDENT'S REPORT

A. Finance Report

1. 2023-2024 Amended Budget Resolution

Having reviewed the budget during the Budget Hearing, Dr. Stecken recommended the board adopt the budget as presented.

A motion was made by Joe Johnson and seconded by Cory Yandell to approve the 2023-2024 Amended Budget Resolution as presented.

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

Nays:

Motion Carried

2. 2022-2023 Audited Financial Statements

Dr. Stecken stated that Kim Byrd from Hopkins & Associates had already presented the 2022-23 financial audit. This was the district's second year with Hopkins, and all went well.

A motion was made by Tiffany Biros and seconded by Cory Yandell to approve the 2022-2023 Audited Financial Statements as presented.

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

Nays:

Motion Carried

3. Gymnasium Addition Pay App 7

Dr. Stecken reviewed an updated board report on Pay App 7. Given that the district is halfway through the pay app process on the gymnasium addition, Dr. Stecken also included cumulative payment totals, referencing that the district has paid some contractors the larger portion of their balance to complete and others, such as athletic flooring companies, very little thus far.

A motion was made by Sara Olson and seconded by Jason Eltrevoog to approve the Gymnasium Addition Pay App 7 as presented.

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

Nays:
Motion Carried

4. Health Life Safety Pay App 4

Dr. Stecken stated that this Pay App included continued work on the boiler. We still have completion of the flumes and final piping, reconnect the boiler, with a resulting balance of \$113,065.39 that will be paid in this 23-24 fiscal school year, most likely next month in the final pay app for this project.

B. Personnel Report

1. Co-Curricular List Update - Volunteers

Dr. Stecken informed the Board of Education that volunteer, Gavin Robertson was unable to assist with wrestling as he is not living in the area any longer.

2. FMLA Request T Brungard

Dr. Stecken stated that due to Mr. Brungard's accidental injury at the first home football game of the season he has a request in for leave. He recently had surgery and now it is therapy and recovery time that is needed.

3. Letter of Resignation J. Leo

Dr. Stecken mentioned that newly hired paraprofessional Jennifer Leo has submitted her letter of resignation.

4. Letter of Retirement M. Doloski

Dr. Stecken mentioned that Faculty member Michael Doloski has submitted his letter of intent to retire at the conclusion of the 2027-28 school year. That means that this year is Michael's base year to "put in" for retirement and next year will be his first of four years of retirement 6% earnings.

5. Hire Paraprofessional J. Thompson

Dr. Stecken stated that they would find Janet Thompson's application included in the Board packet. He wanted to stress that with Janet coming from SGS he did reach out to both Superintendent, Eric Misener and Principal, Lynn McGee. Given

Janet's experience as a paraprofessional she would be starting above the Level 1 entry level rate.

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

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

C. Building, Grounds & Transportation

1. Building Update

Dr. Stecken reviewed the Building, Grounds & Transportation Report from Jim Harsted. He mentioned that Jim is amazing to work with. He has been dealing with some irrigation issues, working on the HVAC system, and reaching out to different vendors to get better pricing for us here at the school.

2. Gymnasium Addition Construction Documents Update

Dr. Stecken updated the Board on the progress made and the steps to be taken next. There is a change order regarding the hospitality room. He mentioned that the old pole vault mat storage area would be repurposed into the hospitality room. The change orders are small this go around; however, there are several observation reports from Tyler Severson with Wold and Chris Damisch from SMC.

He continued with the fact that we sold I02 bricks for our "Donor" wall. All monies for the bricks will be put into the Educational Foundation Fund. Not only do they give money in scholarship format, those students that might be entering a skilled trade can also apply and receive scholarship funds.

He showed the Board a quick tour of the Touch Pro program that will be on the new touch screen just outside of the gymnasium entrance to highlight for our community, including interactive yearbooks from 1940-2022 (and will grow in the future), searchable databases of graduates, teams, activities, etc.

3. Health Life Safety Amendment Scope Change 1 - Elevator

Dr. Stecken mentioned that due to the size of the project to replace the elevator and the in-house disruptions it would cause it has been

decided to hold off until Summer of 2024 to complete this project, hence the need for a scope change.

A motion was made by Jason Eltrevoog and seconded by Cory Yandell to approve the Health Life Safety Amendment Scope Change One Elevator as presented.

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

4. Wheelchair Bus

Dr. Stecken informed the Board that our student population in the special needs and wheelchair demographics has grown. The special needs class takes numerous trips and where we do have access to a large yellow bus with wheelchair access, however it is much easier to get around in the places they go to in a minibus size vehicle. Dr. Stecken stated he was able to locate a minibus with a wheelchair lift with the help of Bill Walsh. When he realizes it is a used bus, the miles are low as it belonged to a nursing home to transport patrons to and from the nursing home to the hospital. He also realizes that it does need some add-ons to make it State of Illinois / ISBE approved for the transportation of students.

A motion was made by Joe Johnson and seconded by Tiffany Biros to approve the purchase of a 2012 Ford E-350 Wheelchair Bus as presented.

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

5. Track Discus Area Upgrade

Dr. Stecken stated that as previously discussed, the 2012 construction project left the area in poor condition, near Rat Run, that lead to flooding in our discus area. We were able to save and then move dirt to build up this area from our gymnasium project. In the packet they would find quotes from Shelton Excavating for tiling and dirt grading as well as Vissering Construction for the concrete work needed to not only fix the afterthought from the past, but also fix this trouble spot for our track competition.

A motion was made by Cory Yandell and seconded by Jason Eltrevoog to approve the track discus area improvement upgrades as presented.

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

6. Fitness Center Updates

Dr. Stecken mentioned that as discussed in the Building, Grounds, and Transportation Committee meetings we plan to yearly cycle out a couple of old/used pieces of equipment and upgrade to new. The purchase this year includes two new treadmills, a stair climber, an additional rower, and a new bike.

A motion was made by Sara Olson and seconded by Tiffany Biros to approve the Fitness Center upgrades as presented.

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

D. PRESS Policy Update 7:180

Dr. Stecken informed the Board that due to the ISBE requirement change, the district must review and, if necessary, update its PRESS Policy 7:180 yearly. We last reviewed this in February 2023 in a PRESS Policy Review. In that review there were some form changes, including internal tracking of bullying records that the district has complied with. Once the Board of Education reviews and approves the unchanged policy, he can then forward it to ISBE.

A motion was made by Tiffany Biros and seconded by Cory Yandell to approve the policy update to PRESS Policy 7:180 as presented.

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

E. Executive Session

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

13. PRINCIPAL/DEAN OF STUDENTS

A. Overnight Trips

Mr. Coughlin stated that the overnight trips reviewed in the chart outlined the planned trips that were over 200 miles, overnight, or both. He also stated there were no huge changes to the list.

A motion was made by Joe Johnson and seconded by Jason Eltrevoog to approve the 200 mile/overnight trips as presented.

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

B. Fundraisers

Mr. Coughlin reviewed the Fundraisers for the 2022-23 school year. Most of the clubs and sports teams earn money by working the concession stands or service-oriented fundraisers.

C. Freshman Orientation

Mr. Coughlin mentioned that our incoming Freshman really enjoyed orientation. The feedback that they received from the incoming freshman showed that it was a "good" day and a half in the building. However, in year's past the students enjoyed speaker, Ted Wiese, until this group of students came in. They really enjoyed the chance to meet their teachers and go through their schedules.

D. Dean of Students Report

Mr. Giertz stated that "stats" were on the small side, school had just been in session for a few short weeks. He did state they had an emergency safety meeting and meet with Mr. Misener and Mr. Sangston over at SGS. He stated that Student of the Month will start up next month.

14. ADMINISTRATIVE COMMUNICATIONS

Dr. Stecken mentioned that there are a couple of Thank You's, one FOIA from Janine Asmus, with a Library FOIA asking name and email address of those that are "certified" school librarians. He also mentioned there were a few Messages from the Superintendent to read.

Board Member Cory Yandell stepped out of the meeting at 6:45pm.

EXECUTIVE SESSION

A motion was made by Joe Johnson and seconded by Tiffany Biros, to adjourn to Executive Session, to discuss the appointment, employment, compensation,

discipline, performance or dismissal of specific employees, student discipline, and pending litigation.

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

15. ACTION ITEMS AFTER EXECUTIVE SESSION

A. Resignation Letters

President Frye asked for a motion to accept the two letters of resignation from Cheerleading Head Coach Rachael Schaibley and her assistant Rebecca Partridge.

A motion was made by Tiffany Biros and seconded by Joe Johnson to accept the two letters of resignation for Cheerleading Head Coach Rachael Schaibley and her assistant Rebecca Partridge as presented.

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

16. ADJOURNMENT

The meeting was adjourned at 7:52 p.m.



President, Board of Education

10-18-2023
Date



Secretary, Board of Education

10-18-2023
Date