

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 January 18, 2017, at 6:00 p.m. President Frye called the meeting to order with roll call.

1. ROLL CALL: Present: J.Johnson, Hamilton, Frye, Victor, R. Johnson  
Absent: Baker, Olson

Others present: Superintendent Jim Carlson, Principal Marty Voiles, Assistant Principal Michael Coughlin, Recording Secretary Carolyn Lockridge, Treasurer Rob Maierhofer, student award winners and guests.

2. RECOGNITION OF GUESTS AND VISITORS

Mr. Coughlin recognized the Student of the Month award winners.

3. INVESTMENT REPORT

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

4. FINANCIAL INFORMATION

Dr. Carlson reviewed the Financial Dashboards.

5. TREASURER'S REPORT

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

6. APPROVAL OF MINUTES

A. Regular Minutes

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

B. Executive Session Minutes

Dr. Carlson stated the Executive Session Minutes were reviewed and determined appropriate to release. The audio tapes for the Executive Sessions from January, 2015 through June, 2015 are eligible for destruction.

A motion was made by Joe Johnson and seconded by Rich Hamilton to approve the Executive Session minutes and the destruction of the Audio Recordings of the Executive Session Meetings from January, 2015 through June, 2015 since 18 months have now passed and the written minutes of the meetings were previously approved.

ROLL CALL: Ayes: Frye, Hamilton, J.Johnson, R.Johnson, Victor  
Nays:  
Motion Carried

7. ACCOUNTS PAYABLE

Dr. Carlson stated he received no additional questions. President Frye asked for a motion to approve the accounts payable as presented.

A motion was made by Mark Victor and seconded by Ryan Johnson to approve the accounts payable as presented.

ROLL CALL: Ayes: Frye, Hamilton, J.Johnson, R.Johnson, Victor  
Nays:  
Motion Carried

8. PUBLIC COMMENT

No requests for public comment were received.

9. EDUCATIONAL ITEM

There was no Educational Item.

10. COMMITTEE REPORTS

The Policy Committee and the Co-curricular Committee reported on their recent meeting.

11. SUPERINTENDENT'S REPORT

A. Finance Report

1. Non-Certified Staff Seniority List

Dr. Carlson stated the Non-Certified Staff Seniority List was shared with the President of the Seneca High Support Staff Union. The purpose of the seniority list is for reduction in force situations.

A motion was made by Joe Johnson and seconded by Mark Victor to approve the Non-Certified Staff Seniority List as presented.

ROLL CALL: Ayes: Frye, Hamilton, J.Johnson, R. Johnson, Victor  
Nays:  
Motion Carried

2. Auditor Contract

Dr. Carlson stated the contract with Gorenz and Associates was included in the Board Packet. He recommended approval.

A motion was made by Rich Hamilton and seconded by Mark Victor to approve the contract with Gorenz and Associates to provide auditing services for the 2016-17 school year.

ROLL CALL: Ayes: Frye, Hamilton, J.Johnson, R. Johnson, Victor  
Nays:  
Motion Carried

B. Personnel Report

1. Dishwasher

Dr. Carlson stated Beth Miller, Cafeteria Manager is recommending Gina Izarelli as a dishwasher to replace Kathy Seul.

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

ROLL CALL: Ayes: Frye, Hamilton, J.Johnson, R. Johnson, Victor  
Nays:  
Motion Carried

C. Building, Grounds & Transportation

1. Building Update

Dr. Carlson updated the board on various repairs and projects related to the building services department.

2. Disposition of Unneeded Property

Dr. Carlson indicated that each year the board approves the disposal of unneeded property. This allows for the sale, recycling or removal of supplies and equipment from the inventory.

A motion was made by Joe Johnson and seconded by Rich Hamilton to approve the disposition on unneeded property as presented.

ROLL CALL: Ayes: Frye, Hamilton, J.Johnson, R. Johnson, Victor  
Nays:  
Motion Carried

3. Annual Health Life Safety Inspection Reports

Dr. Carlson referred to the Health Life Safety Inspection Reports for both the Main Campus and the West Campus. The annual inspection went well.

A motion was made by Mark Victor and seconded by Ryan Johnson to approve the Annual Health Life Safety Inspection Report as presented.

ROLL CALL: Ayes: Frye, Hamilton, J.Johnson, R. Johnson, Victor  
Nays:  
Motion Carried

D. 2017-18 School Calendar

Dr. Carlson reviewed the 2017-18 School Calendar. The calendar was reviewed at the Seneca Area Administrator Group (SAAG) meetings and shared with the Seneca Education Association. He indicated it was similar to the 2016-17 school calendar.

A motion was made by Joe Johnson and seconded by Mark Victor to approve the 2017-18 School Calendar as presented.

ROLL CALL: Ayes: Frye, Hamilton, J.Johnson, R. Johnson, Victor  
Nays:  
Motion Carried

E. Transportation of Foster Care Students Policy – 1<sup>st</sup> Reading

Dr. Carlson stated the policy related to the transportation of foster care students was prepared by the school board attorney firm Klein, Thorpe & Jenkins. The policy was reviewed at the recent Policy Committee meeting. This will represent the first reading of the policy.

F. Executive Session

Dr. Carlson stated he would ask for an Executive Session at the end of the meeting.

12. PRINCIPAL/ASSISTANT PRINCIPAL REPORT

A. 1<sup>st</sup> Semester Stats

Mr. Coughlin reviewed the 1<sup>st</sup> Semester Stats. Enrollment was 426 with an average daily attendance of 404. Of the 1<sup>st</sup> semester grades earned, 93.2% were A, B, or Cs.

B. Weekly Eligibility

Mr. Voiles reviewed the weekly eligibility spreadsheet breaking down grades for each week of the semester. He stated that the D's and F's have been reduced significantly in the past few year which indicate the support systems that have been put in place are working.

C. Non-Tenured Teachers

Mr. Voiles indicated the performance of non-tenured teachers will be discussed in Executive Session.

13. ADMINISTRATIVE COMMUNICATION AND FOIA REPORT

Dr. Carlson referred to a FOIA request and the Weekly Message newsletter from the State Superintendent.

EXECUTIVE SESSION

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

ROLL CALL: Ayes: Frye, Hamilton, J.Johnson, R.Johnson, Victor

Nays:

Motion Carried

14. ACTION ITEMS AFTER EXECUTIVE SESSION

There was no action item after executive session.

15. ADJOURNMENT

The meeting adjourned at 7:12 p.m.

  
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President, Board of Education

2-15-17.  
Date

  
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Secretary, Board of Education