

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 June 21, 2017, at 6:00 p.m. President Frye called the meeting to order with roll call.

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

Others present: Superintendent Jim Carlson, Principal Marty Voiles, Assistant Principal Michael Coughlin, Recording Secretary Carolyn Lockridge, a representative from The Times, and Pat Ugolini.

2. RECOGNITION OF GUESTS AND VISITORS

There were no guests or visitors.

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

Dr. Carlson 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 May Regular Board Meeting, Building, Grounds & Transportation Committee Meeting and Finance/Personnel Committee Meeting. President Frye stated minutes will stand approved as presented.

7. ACCOUNTS PAYABLE

Dr. Carlson referred to a handout with additional bills. President Frye asked for a motion to approve the accounts payable as presented.

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

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

8. PUBLIC COMMENT

There were no public comments.

9. EDUCATIONAL ITEM

There was no Educational Item.

10. COMMITTEE REPORTS

Members of the Building, Grounds & Transportation Committee and Finance/Personnel Committee reviewed the recent meetings.

11. SUPERINTENDENT'S REPORT

A. Finance Report

1. Property/Casualty, Workers' Comp, Student Insurance

Dr. Carlson compared the quote from The Horton Group and First Agency with the quote from the Prairie State Insurance Cooperative. A total savings of \$47,595.40 will be realized by joining the Cooperative. Dr. Carlson stated the District has received excellent customer service from The Horton Group and First Agency, but with the significant savings the Finance Committee is recommending moving to the Cooperative.

A motion was made by Sara Olson and seconded by Rich Hamilton to approve the Property/Casualty, Workers' Compensation and Student Insurance with Prairie State Insurance Cooperative as presented.

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

2. Grundy Bank Lease Agreement

Dr. Carlson stated the one year Grundy Bank Lease Agreement in the amount of \$119,421.17 will be used to purchase computer equipment. The lease payments

will be paid for from the lease tax levy. The Finance Committee has reviewed and is recommending the lease.

A motion was made by Mark Victor and seconded by Jason Eltrevoog to approve the Lease Agreement with Grundy Bank as presented.

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

3. Treasurer Bond

Dr. Carlson referred to the Treasurer Bond for Robert J. Maierhofer in the amount of \$6,000,000. The bond will be filed with the LaSalle County Regional Office of Education.

A motion was made by Rich Hamilton and seconded by Joe Johnson to approve the Treasurer Bond as presented.

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

4. Park Board Intergovernmental Agreement

Dr. Carlson stated the Finance Committee is recommending the \$3,500 annual fee associated with the Intergovernmental Agreement for use of the school facilities be waived.

A motion was made by Mark Victor and seconded by Rich Hamilton to approve waiving the fee associated with the Village of Seneca Intergovernmental Agreement as presented.

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

B. Personnel Report

Dr. Carlson state the following items will be reviewed in Executive Session.

1. Employ Cook
2. Coaching Letters of Resignations
3. 2017-18 Co-Curricular List
4. Contract Amendment
5. Resolution Authorizing Notice to Remedy to Russell Witte

C. Building, Grounds & Transportation

1. Building Update

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

D. Policies

1. PRESS Policies – 2nd Reading

Dr. Carlson stated this would represent the 2nd and final reading of the PRESS Policies introduced at the May Board Meeting.

A motion was made by Mark Victor and seconded by Rich Hamilton to approve the PRESS Policies as presented.

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

2. Board Expense Resolution

Dr. Carlson indicated that in response to a PRESS Policy previously adopted, a resolution to regulate expense reimbursement to Board Members is required. Dr. Carlson is recommending adoption of the resolution.

A motion was made by Joe Johnson and seconded by Mark Victor to adopt the Board Expense Resolution as presented.

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

E. Risk Management Plan

Dr. Carlson stated that each year the Risk Management Plan is reviewed. Aligning with the percent of salaries allowed to be charged to Tort, benefits were also approved with the same allocation as salaries. The Service Agreement with the Athletic Trainer and computer network surveillance was also added.

A motion was made by Joe Johnson and seconded by Mark Victor to approve Risk Management Plan as presented.

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

F. Open and Close Activity Accounts

Dr. Carlson stated the Senior Class and Math Club Activity account will be closed and the Freshman Class Activity account will be opened.

A motion was made by Jason Eltrevoog and seconded by Rich Hamilton to approve opening and closing of activity accounts as presented.

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

G. Prevailing Wage Resolution

Dr. Carlson stated that each year the Board is required to adopt the Prevailing Wage Resolution. An ad will be run in the paper indicating the resolution was adopted and it will be sent to the Illinois Department of Labor.

A motion was made by Mark Victor and seconded by Cory Yandell to adopt the Prevailing Wage Resolution as presented.

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

H. Life Safety Extension of Time

Dr. Carlson stated that each year the Board is required to approve a Life Safety Extension of Time for all outstanding Life Safety Amendments.

A motion was made by Rich Hamilton and seconded by Jason Eltrevoog to approve the Life Safety Extension of Time as presented.

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

I. Executive Session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees, student discipline and pending litigation

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

12. PRINCIPAL/ASSISTANT PRINCIPAL REPORT

A. Handbook Adoption

Mr. Voiles reviewed the changes to the handbooks that were presented last month for the Board's Review. The final version of the handbooks were included in the board packet.

A motion was made by Joe Johnson and seconded by Mark Victor to adopt the Student Handbook, Faculty Handbook, Activities Handbook, Coaches Handbook and Support Staff Handbook as presented.

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

B. End of the Year Stats

Mike Coughlin reviewed the End of the Year Stats with the Board. During the 2nd Semester, enrollment averaged 411 students with average daily attendance of 386. 94% of all grades issued were A, B, Cs. Discipline Referrals were down 7.9% from the previous year. Tardy for School and Unexcused absences were the top 2 offenses

13. ADMINISTRATIVE COMMUNICATION AND FOIA REPORT

Dr. Carlson referred to the Weekly Message newsletter from the State Superintendent.

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 a specific employee, student discipline, and pending litigation.

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

14. ACTION ITEMS AFTER EXECUTIVE SESSION

A. Personnel Report

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

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

B. Resolution authorizing Notice to Remedy to Russell Witte

A motion was made by Rich Hamilton and seconded by Mark Victor to adopt the Resolution Authorizing Notice to Remedy to Russell Witte as presented.

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

C. Transfer Student to an Alternative Program

A motion was made by Jason Eltrevoog and seconded by Mark Victor to transfer student 2018270 to the LaSalle County Regional Safe School effective with the 2017-18 school year as presented.

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

15. ADJOURNMENT

The meeting adjourned at 7:56 p.m.



President, Board of Education

7-18-17.
Date



Secretary, Board of Education