

**MINUTES OF THE FINANCE/PERSONNEL COMMITTEE MEETING OF SENECA
TOWNSHIP HIGH SCHOOL, DISTRICT 160, SENECA, ILLINOIS**

A meeting of the Finance/Personnel Committee was held on February 7, 2018 at 4:30 p.m. The meeting was called to order with the following members present: Ron Frye, Rich Hamilton and Jason Eltrevoog. Also present: Jim Carlson, Carolyn Lockridge and Dan Stecken

A. Public Comment

There was no public comment.

B. Finance

1. Architect Contract

Dr. Carlson referred to the contract provided by Wold Ruck Pate. Scott Uhler from Klein, Thorpe & Jenkins prepared a lengthy rider to the contract. The rider has been sent to Wold Ruck Pate. They were expecting changes to the original contract.

2. Ameresco Contract

Dr. Carlson stated Ameresco has completed the test on the student parking lot. The results were mixed. They are in the process of preparing the scope of the project and the contract. We will have it by the Board Meeting in February.

3. Coke Contract

Dr. Carlson indicated that the coke contract expires June 30, 2018. The RFP was reviewed. He stated after talking with Steve Haines and review of the RFP from 5 years ago, changes will be made as necessary. The RFP will be presented at the March Board Meeting and then advertised for bids.

4. Exelon Negotiations Update

Dr. Carlson updated the Committee on the meeting with the taxing bodies held January 31st. All taxing bodies have signed the Joint Agreement.

C. Personnel

1. Resignations

Dr. Carlson stated he received a letter of resignation from Molly Gerke, Special Education Teacher, Amy Smith, Secretary and from Marty Harig for Assistant Football. In addition, a FMLA request was received from Don Brown. Two volunteers were added to the Co-curricular list for softball.

Finance Committee-February 8, 2018

2. District Secretary

The contract with Nadine Maierhofer to work as a Bookkeeper/ Admin Assistant was reviewed. The Secretary position vacated by Amy Smith will be replaced with a full time position. The 200 day secretary position that Nadine currently holds has been posted as required by the Support Staff Union Contract.

3. IT Director

Dr. Carlson stated Helen Kinkin has moved up her anticipated retirement. Previously, we thought she had two more years before she retired. She is currently compiling a complete list of job duties. Her retirement date has yet to be determined.

4. Julie David Retirement

Dr. Carlson reviewed a request from Julie David regarding her retirement. The Committee discussed her proposal and will bring their recommendation to the Board.

5. Teacher Vacancy Update

Dr. Carlson stated interviews continue. The Science Position is pending Board Approval but has been offered and accepted. He indicated he hoped to have the PE and English position ready for Board Approval at the February meeting also.

Dan Stecken left the meeting prior to discussion on the contracts.

6. Assistant Principal and Chief School Business Official Contracts

Dr. Carlson reviewed the salary for the Assistant Principal and Chief School Business Official. A three year contract will be offered to Assistant Principal Mike Coughlin as his contract expires June 30, 2018. A three year contract will also be offered to Dan Stecken to serve as CSBO beginning July 1, 2018. In addition, a discussion was held concerning tuition reimbursement for Mr. Stecken as he completes the 30 credit hours needed for a Superintendent Endorsement. The Committee supports Mr. Stecken pursuing this endorsement and will bring their recommendation to the Board Meeting.

7. Superintendent Evaluation Document and Response

Dr. Carlson reviewed the results of the two goals in his current contract. In addition, a list of accomplishments was presented. Both of these documents will be included in the Superintendent Evaluation and distributed to Board Members for completion at the February Meeting.

D. Other

No other business was discussed.

E. Adjournment

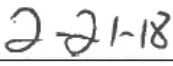
The meeting adjourned at 5:50 p.m.



Board President



Board Secretary



Date