

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

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

Others present: Superintendent Jim Carlson, Principal Marty Voiles, Assistant Principal Michael Coughlin, Recording Secretary Carolyn Lockridge, Treasurer Rob Maierhofer, Mike Vezzetti, The Times, and WCMY News.

2. RECOGNITION OF GUESTS AND VISITORS

No guests were recognized.

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

Rob 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 and Destruction of Audio Tapes

Dr. Carlson stated the Executive Session Minutes were reviewed and determined appropriate to release. The audio tapes for the Executive Sessions from July, 2015 through December, 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 July, 2015 through December, 2015 since 18 months have now passed and the written minutes of the meetings were approved.

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

7. ACCOUNTS PAYABLE

Dr. Carlson reviewed accounts payable. President Frye asked for a motion to approve the accounts payable as presented.

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

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

8. PUBLIC COMMENT

No requests for public comment were received.

9. EDUCATIONAL ITEM

Mike Vezzetti from Vezzetti Capital Management reviewed the fiscal year end investment results.

10. COMMITTEE REPORTS

There was no Committee Report.

11. SUPERINTENDENT'S REPORT

A. Finance Report

1. Ruyle Service Agreement

Dr. Carlson stated there was no increase in the annual fee for the HVAC service agreement

A motion was made by Rich Hamilton and seconded by Mark Victor to approve the renewal of the Service Agreement with Ruyle as presented.

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

B. Personnel Report

1. Employ Andrea Smith as Dishwasher
2. FMLA Request – Amy Smith
3. Letter of Retirement – Steve Haines Activities Director
4. Contract for Steve Haines, Activities Director

Dr. Carlson stated Beth Miller, Cafeteria Manager is recommending Andrea Smith be hired as dishwasher. She has served as a substitute in the past. A FMLA request from Amy Smith from September through end of the first semester was received. Alaina Sinnott will fill in for the maternity leave. A retirement letter was received from Steve Haines. A contract for his last 5 years of employment was reviewed.

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

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

C. Building, Grounds & Transportation

1. Building Update

Dr. Carlson reviewed the summer work that is being completed.

D. Title 1 Plan

Dr. Carlson reviewed the Title 1 Plan. The plan is required by ISBE and is used with the Title 1 Grant.

A motion was made by Mark Victor and seconded by Cory Yandell to approve the Title 1 Plan as presented.

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

E. Administrator and Teacher Salary and Benefits Report

Dr. Carlson stated that each year the Board approves the Administrator and Teacher Salary and Benefits Report. This report is generated through the EIS reporting required by the State. The report will be posted on the school website. A motion was made by Rich Hamilton and seconded by Mark Victor to approve the Administrator and Teacher Salary and Benefits Report as presented.

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

F. OSF Drug Testing Agreement

Dr. Carlson stated OSF performed the random drug tests last year. The agreement is the same as last year, with no increase in price.

A motion was made by Jason Eltrevoog and seconded by Mark Victor to approve the OSF Drug Testing Agreement as presented.

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

G. Interstate 8 Co-operative Agreements

Dr. Carlson reviewed the Interstate 8 Co-operative Agreement. This agreement allows for swimming with Morris High School and Soccer with Newark High School.

A motion was made by Rich Hamilton and seconded by Mark Victor to approve the Interstate 8 Co-operative Agreement as presented.

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

H. Executive Session

There was no Executive Session.

12. PRINCIPAL/ASSISTANT PRINCIPAL REPORT

A. Registration Update

Mr. Voiles stated the online registration opened on July 5<sup>th</sup>. As of July 19<sup>th</sup>, 112 students have registered. This represents 26% of the expected students. The percent registered to date is comparable to last year.

B. Beginning of the 2017-18 School Year Update

Mr. Voiles reviewed the Freshman Orientation and the agenda for the Teacher Institute Dates.

13. ADMINISTRATIVE COMMUNICATION AND FOIA REPORT


Dr. Carlson reviewed a FOIA request. He stated a thank you note was received. He shared information from the Illinois Association of School Boards. The State Superintendent Weekly Message information was included as supplemental reading.

14. ACTION ITEMS AFTER EXECUTIVE SESSION


There were no action items.

15. ADJOURNMENT

The meeting adjourned at 6:50 p.m.

  
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President, Board of Education

08-16-17  
Date

  
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Secretary, Board of Education