

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

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

Others present: Superintendent Dan Stecken, Principal Mike Coughlin, Board Secretary Nadine Maierhofer, and Faculty member Brian Holman.

2. RECOGNITION OF GUESTS AND VISITORS

There no guests and visitors recognized this month.

PUBLIC COMMENT

Dr. Stecken and Board President, Mr. Ron Frye, made the decision to move up Public Comment to help make the meeting flow a little easier.

At this time Mr. Brian Holman addressed the Board. He briefly read a letter informing the Board of his decision to resign as the Head Coach for the Seneca High School Girls' Basketball Team. He wished to inform the Board, in person, of his decision and let them know that this will in no way impact his performance as a Head Coach for the Varsity Softball Team or his teaching of Math here at Seneca High School.

3. SUCCESS AT SHS

The Success at SHS this month goes to our summer crew and maintenance staff. They are all doing a great job cleaning the school and getting it ready for the next school year.

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

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

7. APPROVAL OF MINUTES

- A. Amended Budget Meeting dated May 17, 2023
- B. Regular Board Minutes dated May 17, 2023
- C. Building, Grounds, & Transportation Committee Meeting Minutes June 6, 2023
- D. Personnel & Finance Committee Meeting on June 6, 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 Joe Johnson and seconded by Rich Hamilton to approve the accounts payable as presented.

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

9. PUBLIC COMMENT

See above listed before Item #3.

10. EDUCATIONAL ITEM

No educational items were presented.

11. COMMITTEE REPORTS

Both the Building, Grounds and Transportation and Finance/Personnel Committee Reports will be updated and given by Dr. Stecken further down in the meeting.

12. SUPERINTENDENT'S REPORT

- A. Finance Report
 - 1. Property & Casualty, Workers' Comp Insurance

Dr. Stecken informed the Board that renewal for our insurance is through the Prairie State Insurance Cooperative. Property/Casualty went up 11% and Workers' Comp decreased 6% for an overall 7% increase. This year's total bill grew from \$117,054 to \$125,325.

A motion was made by Jason Eltrevoog and seconded by Cory Yandell to approve the renewal of Property/Casualty, Worker's Comp, and Student Insurance as presented.

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

2. Grundy Bank Lease Agreement

Dr. Stecken stated that in previous years the funds from the lease would be used to pay for a fleet of student 1:1 issued laptop; but not this year. This 23-24 school year we will be utilizing the lease to pay for electronics in our gymnasium addition project. This is a 9-month lease with a 4.25% interest rate for a principal payment amount of \$276,153. There will be payments to two vendors: Touch Pros and Correct Digital Displays.

A motion was made by Rich Hamilton and seconded by Tiffany Biros to approved the Grundy Bank Lease Agreement as presented.

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

3. Gymnasium Addition Pay App 4

Dr. Stecken went over our last 3 pay apps stating that after adding in Pay App #4 the district has paid out a total of \$3,023,948.64 from Capital Projects towards the gymnasium addition costs. He briefly touched on some of the Companies we have worked with in the past month (Vissering, Block Electric, Landworks, Omega Plumbing, and S&K Excavating) and what we have paid them.

A motion was made by Joe Johnson and seconded by Sara Olson to approve the Gymnasium Addition Pay App 4 as presented.

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

4. Health Life Safety Pay App 1

Dr. Stecken went over the Pay App for Health Life Safety work with GRP Wegman. He stated that this Pay App is slightly different than the SMC version but basically contains the same information, just with work on the Health Life Safety Amendment. He went through a brief description as to what the payment was for such as, the parking lot re-seal and boiler project. We still have a large portion of the boiler project and tuckpointing to be completed.

A motion was made by Rich Hamilton and seconded by Jason Eltrevoog to approve the Health Life Safety Pay App 1 as presented.

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

B. Personnel Report

1. 2023-24 Co-Curricular List

Dr. Stecken mentioned the Co-Curricular list shows that we are still in need of an assistant track coach. Terry Maxwell has taken on his SIP role and will be a 1-year mentor for Laura Zomboracz, our new science teacher. With the resignation of Brian Holman as Girls' Head Basketball Coach, this left an opening. We had the position posted internally for 10 days and we have 1 internal applicant.

2. Letters of Resignation

Dr. Stecken mentioned one letter is from Brian Holman as Girls' Basketball Head Coach and the other from Luke Sangston from his maintenance position. Dr. Stecken explained the success of the Career Practicum Program training Luke Sangston in the district, then as a part time maintenance employee, eventually giving him the ability to enter into the IBEW electrical union apprenticeship program, a testament to progressive and real-life skills of The Seneca Way.

3. Letter of Retirement

Dr. Stecken mentioned that he received a letter of retirement from Mrs. Marilee Applebee. She expressed that she requests that 2025-26 be her final year, meaning she would be eligible for her 6% annual raises in: FY24, FY 25, and FY26 - 3 years of 6%, not 4.

4. Hire Varsity Girls' Basketball Coach

Dr. Stecken stated that they interviewed Mr. Josh Myers, a seasoned head coach and community member for our girls' basketball position. After interviewing, he is recommending that we hire him to fill our open position.

5. Memorandum of Understanding with Seneca Education Association Audio Video Club Sponsor

Dr. Stecken stated that this was discussed at length in October and then again in December at the Finance & Personnel Committee Meetings. He continued saying that it was mistakenly forgotten to be included in the Board Packet in December. So in this month's board packet you will find the original MOU at a co-curricular sponsor rate of \$1,023.60 and the job description with functions and goals.

A motion was made by Sara Olson and seconded by Tiffany Biros to approve the Personnel Report as presented.

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

C. Building, Grounds, & Transportation Report

1. Building Update

Dr. Stecken briefed the Board on several items off of Jim Harsted's list of items completed or soon to be completed jobs.

2. Gymnasium Addition Update

Dr. Stecken briefly went over the new gymnasium construction updates.

3. Health Life Safety Work Update

Dr. Stecken briefly went over the 2-page schedule of upcoming Health Life Safety work to be completed here at Seneca High School through GRP Wegman. He added that the boilers have been cut out and removed and the installation of the new ones will begin this week.

4. Summer Projects Update

Dr. Stecken went over the summer project matrix.

5. Baseball Netting Request for Quote

Dr. Stecken briefed the Board on the issue that has arisen with the gym addition, new roadway design and being close to the baseball field, with the chance of foul balls hitting the building and parked cars. He stated we have been working with several contractors to get some plans and he anticipates getting two more quotes for services to do this project in the fall. This netting project is also budgeted for in the FY 23-24 budget.

6. Turf Tank Lease Agreement

Dr. Stecken stated that as discussed in the Building & Grounds Committee Meeting we were looking into a robotic painting system. Turf Tank recently came out and provided a demo. A robot the size of an office chair works on a GPS system to paint the entire football field. The nice thing about it it will also line the baseball, softball, track discus and shot-put areas; as well as, our football practice field. This will save us on man hours in prepping and preparing all of the fields throughout the Fall and Spring Sports season.

A motion was made by Joe Johnson and seconded by Cory Yandell to approve the Turf Tank Leasing Agreement as presented.

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

Nays:

Motion Carried

7. Adjunct Nursing Instructor Contracts

Dr. Stecken mention to the Board that in their packet they would find two nursing instructor contracts. One for our School Nurse, Taylor Schmidt who would be teaching Terminology of the Health Field and Human Growth and Development. We still have the services of Amber Robertson who is also accredited in teaching these classes. She will be teaching the Nutrition class for us this next school year.

D. Policy

1. PRESS Policies - 2nd Reading

Dr. Stecken mentioned this was the second reading of the PRESS Policies and there have been no changes since the first review.

A motion was made by Jason Eltrevoog and seconded by Tiffany Biros to approve the PRESS Policies - 2nd reading.

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

2. Handbook Adoption: Parent/Student, Faculty, Athletic, Activities, Staff- 2nd Reading

Dr. Stecken stated that this is the second reading of the following handbooks: Parent/Student Handbook, Faculty Handbook, Athletic Handbook, Activities Handbook and Staff Handbook. He also stated that there have been no changes since the first review.

A motion was made by Rich Hamilton and seconded by Cory Yandell to adopt the Handbooks as presented.

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

E. Risk Management Plan

Dr. Stecken stated that as a Board each year you review, update, and approve the Risk Management Plan. CBSO Gould has done a tremendous job analyzing possible Tort expenditures and properly modifying our plan to include items we have charged in the past to building and being more specific on items that safeguard our district, students, and employees.

A motion was made by Joe Johnson and seconded by Rich Hamilton to adopt the Risk Management Plan as presented.

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

F. Open and Close Activity Accounts

Dr. Stecken stated each year we close the graduating Senior Class (Class of 2023) and open the incoming Freshman Class (Class of 2027). While doing this the money that is the current Senior class account gets moved to

the incoming Freshman class account. Along with opening the incoming Freshman account we will also be opening a Tri-County Conference Activity Account. This account will house the deposits and expenditures for the Tri-County Conference.

A motion was made by Tiffany Biros and seconded by Rich Hamilton to approve the opening and closing of the Activity Accounts as presented.

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

G. Executive Session

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

13. PRINCIPAL/DEAN OF STUDENTS

A. 5 Essential Survey Data

Mr. Coughlin informed the Board that we are in a good spot. This survey is just one measure to see how we rate. Parents/Guardians are asked to take this survey and rate the school. We did get some positive ratings and feedback.

B. End of Year Stats

In Mr. Giertz's absence Mr. Coughlin gave the End of Years Stats Report. He started saying that where Freshman were the best class, they had the worst attendance rate and where Juniors had the most discipline issues their attendance was good. As far as grade issues across the board we have about a 5-7% of our student body that have issues. Mr. Coughlin feels that in regards to discipline, grades, and attendance we have some work to do.

14. ADMINISTRATIVE COMMUNICATION AND FOIA REPORT

Dr. Stecken stated that there was a couple FOIAs, both from Vince Espi. Vince is with both Local Labs and Prairie State Wire. He then mentioned there were also several Superintendent Weekly Newsletters to read up on.

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 specific employees, contract negotiations, student discipline, and pending litigation.

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

15. ACTION ITEMS AFTER EXECUTIVE SESSION

There were no action items.

16. ADJOURNMENT

The meeting adjourned at 7:16 p.m.



President, Board of Education

7-19-2023
Date



Secretary, Board of Education

7-19-2023
Date

