

**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 May 17, 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, Biros  
Absent: Yandell

Others present: Superintendent Dan Stecken, Principal Mike Coughlin, Dean of Students Mark Giertz, Board Secretary Nadine Maierhofer, Student Award winners and family members, and Seneca High School student, Sierra Culbertson, Stephanie Bernard and mother.

2. RECOGNITION OF GUESTS AND VISITORS

Students of the month were recognized.

**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 Sierra Culbertson had asked to speak to the Board regarding a classmate of hers not being allowed to walk at graduation. Sierra mentioned that they were able to collect hundreds of signatures between the paper copies she had in her hands and an online petition they were able to share. She had various members of the community, people outside of the district, as well as, some staff and students of SHS sign the petition. She also stated that many people not only signed the petition online, but left their opinion of the situation as well.

After Sierra's presentation, Dr. Stecken thanked her for coming in to stand up for one of her classmates, present her case, and show the care and compassion she had for a fellow SHS student. Dr. Stecken also shared that the administration, nor Board of Education, would comment on the privacy of a student's records.

3. SUCCESS AT SHS

The Success at SHS this month goes to Nadine Maierhofer, Administrative Assistant/Bookkeeper in the District Office. Dr. Stecken stated not only does she wear many hats to help out with IT, Maintenance, and Transportation she put together another great week for Teacher Appreciation with original and fresh ideas.

4. INVESTMENT REPORT

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District 160, Seneca, IL**

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

5. FINANCIAL INFORMATION

Mr. Stecken reviewed the Financial Dashboards.

6. TREASURER'S REPORT

Mr. 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. Regular Board Minutes dated April 19, 2023
- B. Special Reorganization Minutes dated May 1, 2023
- C. Policy Committee Minutes dated May 1, 2023

Mr. Stecken stated he received no additions or corrections to the minutes. President Frye stated minutes would stand approved as presented.

8. ACCOUNTS PAYABLE

Mr. 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, Biros, 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

12. Jason Eltrevoog briefed the Board on some of the PRESS Policy changes.  
SUPERINTENDENT'S REPORT

A. Finance Report

1. Amended 2022-23 Budget

Dr. Stecken mentioned that the budget was discussed at last month's meeting and our budget hearing prior to this meeting. We are amending the 2022-23 budget to better reflect the accuracy of revenues and expenditures with our debt certificates and gymnasium expenditures. We have our 2023-24 budget formally prepared for approval with all posting requirements and legal obligations met.

A motion was made by Jason Eltrevoog and seconded by Tiffany Biros to approve the Amended 2022-23 budget as presented.

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

Nays:

Motion Carried

2. Approve Ruyle Service Agreement

Dr. Stecken stated this is an annual service agreement costing \$24,420, which is unchanged again this year. He stated that our partnership with Ruyle has a long history of quality service, they have stable rates, and we have a great asset in the service technician, Chad Murphy, from Ruyle who works with Jim Harsted and his crew. Both Chad and Shane are a tremendous asset to our ongoing HVAC upgrades as well as our regular service and maintenance.

A motion was made by Rich Hamilton and seconded by Jason Eltrevoog to approve the Ruyle Service Agreement as presented.

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

Nays:

Motion Carried

3. Approve Treasurer Bond

Dr. Stecken mentioned that last year we increased the annual bond to \$10 million to support growing fund balances and predictable debt certificate revenue infusion. The cost of the treasurer bond was \$10,123 for FY 23, last year's increase was based upon the previous year's \$9 million limit which cost the district \$9,049 in

FY 22. While our fund balances will eventually decrease to gymnasium addition construction pay apps, we will need to continue to re-evaluate where our needs are each year. We are required to have 25% of all fund balances secured by treasurer's bond at any high time of the year. The renewal rate stays the same at \$10,123 which is good considering the increase in pricing these days.

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

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

Nays:

Motion Carried

4. Hometown Bank/Studio Schwab Investment Custodian

Dr. Stecken stated as discussed prior, Hometown Bank will no longer act as the custodian for Vezzetti Capital Management. Mr. Vezzetti has been working with Charles Schwab, who will become the new custodian for the accounts. The large section in the board packet reflects the formal change in custodial documents to switch from Hometown Bank to Studio Schwab.

5. Gymnasium Addition Construction Pay App 3

Dr. Stecken briefly went over the 3<sup>rd</sup> Pay App. He asked if they, the Board members, were comfortable looking at the Pay App and deciphering it or did they want him to go over all pages in detail as he has done the past months. They were all good with the brief update as they all had a chance to read it over prior to the meeting. He stated that in June they would do a tour of the building/new gym.

A motion was made by Sara Olson and seconded by Rich Hamilton to approve the Gymnasium Addition Construction Pay App as presented.

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

Nays:

Motion Carried

6. Zion's Bank Debt Certificate Payment

Dr. Stecken presented to the Board the first debt certificate interest only payment. He stated that after this initial payment of

\$139,565.19 which is interest only, we will begin regular yearly principal and interest payments.

A motion was made by Jason Eltrevoog and seconded by Joe Johnson to approve the Zions Bank Debt Certificate as presented.

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

B. Personnel Report

1. 2023-24 Co-Curricular List

Dr. Stecken mentioned the Co-Curricular list is presented for approval. He stated that the list represents several changes from last month's approval for next school year. Terry Maxwell is recommended to become the science member of the School Improvement Team, Mr. Michael Doloski, as TRUST Sponsor, and we are still have an opening for an Assistant Track Coach.

2. Speech Language Pathologist Contract - Kate Hagenbuch

Dr. Stecken mentioned that he was looking for approval on this vendor contract for contracted services with Kate Hagenbuch, Speech Language Pathologist, representing only \$1/hour in cost increase. She is terrific with our students and is an asset in our Student Services Department.

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

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

Dr. Stecken briefly went over the new gymnasium construction updates and change orders.

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 listed all the items they hope to accomplish here this summer with the exception of the elevator repair job which will be delayed until next summer when the entire project can be done during the summer months.

4. Summer Projects Update

Dr. Stecken went over the spreadsheet displaying the various summer projects that Maintenance Director, Jim Harsted, was hoping to tackle this summer. He stated that some items have had to be pushed back a year as the gymnasium construction has required Jim's attention, as well as, the rest of our maintenance crew.

D 23-24 Board Meeting & Committee Schedule

Dr. Stecken informed the Board there were no changes to the schedules; this is informational only and mirrors prior years schedules.

D. Policy

1. PRESS Policy

Dr. Stecken mentioned the changes he had were listed in the front of the Policy section with his colorful matrix. Much of the changes reflect ongoing impacts of Faith' Law; in addition to the Employment History Review which is a critical new component of these policy changes.

2. Handbook Review - Parent/Student, Faculty, Athletic, Activities, Staff

Dr. Stecken stated that this is the first reading of the following handbooks: Parent/Student Handbook, Faculty Handbook, Athletic Handbook Activities Handbook and Staff Handbook. He continued saying that several changes in each handbook are based upon legal changes in PRESS policies, Illinois Principal's Association and other guidelines. He ended with these handbooks will formally be approved at the June Board meeting.

E. Executive Session

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

13. PRINCIPAL/DEAN OF STUDENTS

A. Overnight Trips Update

Mr. Coughlin mentioned he had a request from Bryan Erickson for a golf overnight trip. There would be three chaperones, golf coaches Bryan Erickson and Toddy Yegge with one of the golfer's moms, Tiffany Welsh. They will be headed to Burlington Iowa for a 2-day trip (one overnight) where there will be lots of golf lessons, lessons from a pro (from Iowa) a round of 36 holes ending with pizza for lunch.

B. 5 Essential Survey Data

Mr. Coughlin explained to the Board that just this week (week of the Board meeting) he received a post card stating that the data should be emailed out. He continued saying he has still not received anything here as of the Board Meeting day. This will be revisited at the June Board Meeting.

14. ADMINISTRATIVE COMMUNICATION AND FOIA REPORT

Dr. Stecken mentioned there were a couple nice Thank You's one from Samantha Leake regarding her insurance, as well as, one from the Family of Dennis Fosen for flowers sent; a Thank You from NFED (National Foundation for Ectodermal Dysplasia) from the donations we raised from wearing jeans in the month of February. He then mentioned there were also several Superintendent Weekly Newsletters.

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, student attendance, student discipline, board of education work session, and pending litigation.

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

Nays:

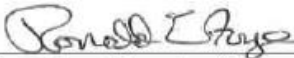
Motion Carried

15. ACTION ITEMS AFTER EXECUTIVE SESSION

There were no action items.

16. ADJOURNMENT

The meeting adjourned at 7:29 p.m.

  
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President, Board of Education

6-21-23  
Date

  
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Secretary, Board of Education

6-21-23  
Date