

**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 August 16, 2023, at 6:00 p.m. Vice President Olson called the meeting to order with roll call.

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

Others present: Superintendent Dan Stecken, Principal Mike Coughlin, Dean of Students Mark Giertz, Board Secretary Nadine Maierhofer, Treasurer Rob Maierhofer, Faculty Member Jace Walsh and new employees Luri Lomtz, Matt Houchin, Cara Radtke, Shelly Sutton, Laura Zomboracz, Bryna Coop, and Jennifer Leo.

2. RECOGNITION OF GUESTS AND VISITORS

Dr. Stecken introduced new Faculty and Staff members.

3. SUCCESS AT SHS

Dr. Stecken stated that he would really like to give a huge pat on the back to Mike Coughlin and Mark Giertz for the amazing job of organizing and running the first two days of school for Freshman Orientation. He also mentioned the ROE's presentation of New and Retiring Faculty/Staff members highlighting our very own Jeff Maierhofer as a retiree, and Cally Hatton (Diss) and Mitch Miller as our new AG hires.

4. EDUCATIONAL ITEM

Jace Walsh presented the success of his class - Human Geography. Grades for the class is on a scale of 1-5 and 10 of 11 received a 3 or above last year. He would like to reach out to the incoming 8th graders to let them know that Freshman get a chance to take the AP-courses. Jace works/co-teaches with Levi Derber and both feel this is a great way to work with the students. They get more one on one and a much better understanding of the subject.

5. INVESTMENT REPORT

Dr. Stecken reviewed the Investment Report. Vice President Olson stated that the Investment Report would stand approved as presented, subject to audit.

6. FINANCIAL INFORMATION

Dr. Stecken reviewed the Financial Dashboards.

7. TREASURER'S REPORT

Rob Maierhofer presented the Treasurer's Report. Vice President Olson stated that the Treasurer's Report would stand approved subject to audit.

8. APPROVAL OF MINUTES

- A. Regular Board Minutes, dated July 19, 2023
- B. Building, Grounds, Transportation Committee Minutes, dated August 2, 2023
- B. Finance/Personnel Committee Minutes, dated August 2, 2023
- C. Co-Curricular Committee Minutes, dated August 9, 2023

Dr. Stecken stated he received no additions or corrections to the minutes. Vice-President Olson stated minutes would stand approved as presented.

9. ACCOUNTS PAYABLE

Dr. Stecken reviewed the accounts payable.

Vice President Olson asked for a motion to approve the accounts payable as presented.

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

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

10. PUBLIC COMMENT

No requests for public comment were received.

11. COMMITTEE REPORTS

Jason Eltrevoog gave a brief report from the Finance/Personnel Committee meeting from August 2, 2023.

Joe Johnson mentioned that he would pass on giving an updated report from the Building, Grounds, and Transportation Committee from August 2, 2023, as Dr. Stecken would be touching on all areas throughout the meeting.

Dr. Stecken gave the Co-Curricular Report mentioning that the fall numbers are pretty good, female participation is great from freshman class, just not as many girls. He stated that there were quite a few girls that went out for volleyball and golf. We only have one year left in the co-op for Cross Country and Soccer.

12. SUPERINTENDENT'S REPORT

A. Finance Report

1. 2023-2024 Amended Budget

Dr. Stecken briefed the Board on the FY 24 budget stating that it is information only. The budget reflects the final payments for gymnasium costs as well as the debt certificates first year of principal and interest payments.

2. Head Start Lease Agreement

Dr. Stecken presented the Board with a 2-year lease agreement with Tri County Head Start. The terms and language of the agreement are the same as prior agreements. The rate of the lease is the same, \$15,000/year, for the first year with a \$500 increase in year two.

A motion was made by Joe Johnson and seconded by Jason Eltrevoog to approve the Head Start Lease Agreement as presented.

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

3. Gymnasium Addition Pay App 6

Dr. Stecken asked the Board if they wanted him to go over the highlights of the 6th pay App and the consensus was no they were good. Not only does Dr. Stecken write out detailed notes that go in the Board Packet, he also keeps the Board members informed through his weekly Board Memos.

A motion was made by Tiffany Biros and seconded by Joe Johnson to approve the Gymnasium Additional Pay App 6 as presented.

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

4. Health Life Safety Pay App 3

Dr. Stecken stated that the first pay app included the payment for the parking lot re-seal as well as part of the boiler project. The second pay app is for boiler work only and this one includes payment for boiler work as well as tuckpointing for Autobaum. We still have the completion of the

flumes for the boiler and final tuckpointing within future pay app scopes to pay, with a resulting balance of \$373,513.24 that will be paid in this 23-24 fiscal school year.

A motion was made by Jason Eltrevoog and seconded by Tiffany Biros to approve the Health Life Safety Pay App 3 as presented.

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

B. Personnel Report:

1. Professional Development Report:

Dr. Stecken informed the board that post board packet completion, Mr. Brian Holman and Mr. Jace Walsh completed their coursework as you can see in the 22-23 approved classes/programs. In the 23-24 school year we will have Eva Bruno earning her English as a Second Language endorsement and a couple other teachers wrapping up their work.

2. Co-Curricular Update 23-24:

Dr. Stecken informed the Board that we only had one update this month. Samantha Leake will now be a freshman sponsor to replace JR Welsh.

3. FMLA Request for Stacey Gould:

Dr. Stecken informed the Board that Stacey Gould was requesting maternity leave, yet the start date is tentative due to her due date. He also mentioned that as CSBO, Stacey will do some financial reporting for us with the construction project and her monthly reports meaning her FMLA will be somewhat intermittent.

4. FMLA Request for John Koval:

Dr. Stecken stated that this was previously discussed that John will need surgery on his back and he will miss several months of work. This was the reason for bringing in our new housekeepers now instead of waiting until the gymnasium was complete.

5. Employ Custodian Shelly Sutton:

Dr. Stecken mentioned that Shelley's application was included in the Board packet. She will be a full-time custodian hire. He continued saying she interviewed well and has over 30+ years of experience at Walmart. He continued saying that he is excited for her and she will be a great

addition to our afternoon crew. He is planning for the future where she will focus on the new gymnasium as her cleaning area of responsibility.

6. Employ Custodian Cara Radtke

Dr. Stecken stated that Cara would be joining our afternoon cleaning crew as a part-time custodian. With the resignation of Luke Sangston, we have zero weekend coverage. Shelly will most likely be able to work Tuesday - Saturday and Cara will work Sundays and Mondays with sub coverage as needed in covering other shifts. Cara is local and is eager to be a part of the team.

7. Employ Special Needs Driver Sheri Tanke

Dr. Stecken mentioned that it was discussed in the committee meeting that we are going from 3 to 6 out of district placements this school year. Where we have already paid Johannes Transportation over \$200,000 last year on out-of-district special education driver routes. Sheri will step in to take one of these routes on a daily part-time basis. She has a good deal of experience with this type of work.

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,
Nays:
Motion Carried

C. Building, Grounds & Transportation

1. Building Update:

Dr. Stecken briefed the Board on items from the Building Services Report.

2. Summer Projects Update

Dr. Stecken briefed the Board on the many items that were completed this summer. In their report the green items were items completed; the yellow are projects in the process of being completed and the white are areas that indicate work that was pushed into the following school year, such as west campus basement cleaning.

3. Gymnasium Addition Update

Dr. Stecken informed the Board that there were many change orders listed in their packet with a small explanation next to each one.

4. Facility Plan Update

Dr. Stecken briefed the Board on the facility plan update. He mentioned that some of this was previously discussed in the Building, Grounds, and Transportation committee meeting. He went over some of the completed work, the work in progress and the yet to begin work.

5. Track Discus Area Update

Dr. Stecken mentioned that we have three proposals from Shelton Excavating to repair and prepare our discus area of our Track and Field grounds.

D. PRESS Policies - 2nd Reading

Dr. Stecken stated that nothing has changed since the first reading last month. That they were just looking at the cleaned up version of the policies.

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

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

Nays:

Motion Carried

E. Measurable Goals Outcome

Dr. Stecken briefed the Board on various goals that were set for the 2022-2023 school year and whether or not they were met. After going over the two goals he stated that our main concerns moving forward were 1) the new gymnasium addition; 2) district enrollment and demographic figures; and 3) the impact of multiple known retirements (faculty/staff) in four of the next five years.

F. Executive Session

Dr. Stecken stated that he will not need an Executive Session.

13. PRINCIPAL/DEAN OF STUDENT REPORT

1. Summer School Recap:

Mr. Coughlin presented the Board with a quick overview of the Summer School Program this past summer.

2. 2023-24 Registration Update

Mr. Coughlin updated the Board on our registration for this coming school year. He mentioned that we had all but about 5 students registered and a total of 360 were registered. He stated that 209 families had taken advantage of the early bird discount.

He continued stating that our Freshman Orientation went well nobody had any meltdowns, no crying and all activities were participated in. He stated the students loved it.

Mr. Giertz quickly briefed the board that he met with the paraprofessionals to go over the calendar for the school year. He also had a bus meeting with the drivers that was held in July. He stated that Laura McCullough is on top of her job, very organized, has maps of the routes, calls the students to inform them of their bus time for pick up and drop off; she even drives a bus when needed. He continued with the safety drills that would be happening over the next week and a half.

14. ADMINISTRATIVE COMMUNICATION AND FOIA REPORT

Dr. Stecken mentioned included in their packet was two FOIA's and he mentioned there were several Weekly Newsletters from the Superintendent.

15. ACTION ITEMS AFTER EXECUTIVE SESSION

No action items were discussed.


16. ADJOURNMENT

The meeting adjourned at 7:10 p.m.



President, Board of Education

9/20/23
Date



Secretary, Board of Education

9/20/23
Date