

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 December 20, 2023, at 8:30 a.m. in the Board of Education Room at Seneca High School. President Frye called the meeting to order with roll call.

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

Others present: Superintendent Dan Stecken, Principal Mike Coughlin, Dean of Students Mark Giertz, and Recording Secretary Nadine Maierhofer.

2. RECOGNITION OF GUESTS AND VISITORS

There were no recognition of guests and visitors.

3. SUCCESS AT SHS

Dr. Stecken spoke about the unexpected mess that occurred in the gym due to the construction in the new batting cage area. The contractors were grinding the new cement wall, which unexpectedly produced a blanket of dust. There was dust all over the gym floor and bleachers, with a game less than 2 hours away.

Thankfully, Jim Harsted, Kathy Phelan, and our afternoon crew all stepped in to clean. You could not even tell there was a mess after they were done. Kudos to their hard work and dedication to ensure our student-athletes could perform that night.

Dr. Stecken also mentioned our “unplanned” lockdown that we had due to the connecting of our new security system, in coordination with our existing system, in the new gym. He continued stating that our staff and faculty’s response was truly amazing. The faculty went right into action, utilizing our Crisis Go App for attendance and communicating back and forth. All doors were locked, this event which turned out to be a great drill, was a major reinforcement of our safety program and the dedication to excellence of our SRO Sangston, Dean of Students Giertz, and our entire staff’s response.

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 briefed the Board on the current Treasurer’s Report in Mr. Maierhofer’s absence. President Frye stated that the Treasurer’s Report would stand approved subject to audit.

7. APPROVAL OF MINUTES

- A. Regular Minutes – November 15, 2023
- B. Building, Grounds, Transportation Committee Minutes–December 13, 2023
- C. Finance/Personnel Committee Minutes– December 13, 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 Payables as presented.

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

9. PUBLIC COMMENT

No requests for public comment were received.

10. EDUCATIONAL ITEM

No educational items were received.

11. COMMITTEE REPORTS

Members from the Building, Grounds & Transportation Committee and Finance/Personnel Committee gave reports from their recent meetings.

12. SUPERINTENDENT’S REPORT

- A. Finance Report
 - 1. Adopt 2024-2025 Budget

Dr. Stecken stated the Budget Hearing was held prior to the meeting. This budget is a Big Picture budget and an amended budget will be adopted in September, 2024.

A motion was made by Rich Hamilton and seconded by Jason Eltrevoog to adopt the 2024-2025 Budget Resolution as presented.

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

2. Adopt 2023 Levy

Dr. Stecken stated a Truth in Taxation Hearing was held prior to the meeting. According to the Constellation Energy Agreement, the tax rate associated with this levy request will be abated to 1.70838, down two cents from last year's levy of \$1.72838. There is no debt for which to levy.

A motion was made by Joe Johnson and seconded by Cory Yandell to adopt the 2023 Levy as presented.

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

3. Gymnasium Pay App 10

Dr. Stecken mentioned that he gave the Board of Education a summary and easier view to analyze in this Pay App. He continued, that the district has paid for roughly 76% of this project at this point. There should be three Pay Apps left and it looks like we are still on track for project completion in late March of 2024.

A motion was made by Tiffany Biros and seconded by Rich Hamilton to approve the Pay App 10 to SMC.

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

4. Petty Cash & Imprest Limits

Dr. Stecken explained to the Board the need to increase our Imprest Account. He stated that due to the increase for athletic officials and tournament entry fees; plus the other items that are paid out of our Imprest Account, we would need to increase our Imprest Account from \$25,000 to \$30,000. He reminded the Board that next year there will be various different tournaments we will be hosting with

a large number of officials needed so this would make things so much easier in cutting checks.

A motion was made by Jason Eltrevoog and seconded by Tiffany Biros to approve the Imprest Limits as presented.

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

B. Personnel Report

1. No Personnel Report to report this month.

C. Building, Grounds & Transportation

1. Building Update

Dr. Stecken reviewed various building related projects that Mr. Harsted and his crew were working on.

2. Gymnasium Addition Update

Dr. Stecken mentioned there were a few change orders and multiple observation reports. He stated we are nearing the stage of purchasing equipment, supplies, furniture, etc. for the new gym.

3. Regional Office of Education Inspection

Dr. Stecken mentioned that we had zero violations at the Main Campus and one occupancy sign was needed at West Campus.

D. Policy

1. Therapy Dog – Second Reading

Dr. Stecken mentioned there were three documents for the Boards review. The actual Policy for a therapy dog here at Seneca High School; the staff Handbook that accompanies the policy; and then the finalized MOU with the primary handler, Mrs. Jill Rockrohr.

A motion was made by Cory Yandell and seconded by Tiffany Biros to approve the 2nd reading of the Therapy Dog Policy, Handbook, and MOU as presented.

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

Motion Carried

2. Customized PRESS Policies – Second Reading

Dr. Stecken mentioned that in going over policies he discovered that some of the “Seneca-ized” policies had been changed online in our online BOE Policy Manual, but reflective of the customization we had made prior. The policies they were looking at in their Board Packet were the cleaned-up version ready for their approval.

A motion was made by Joe Johnson and seconded by Jason Eltrevoog to approve the customized PRESS Policies as presented.

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

Nays:

Motion Carried

E. Joint Annual Conference Review

Dr. Stecken shared with the Board his review of the 2023 Joint Annual Convention. He stated that in the Board Packet they could also see that Jill Rockrohr and Mark Giertz had shared a few notes on the Convention as well.

F. New Courses 2024-25

Dr. Stecken mentioned that we were going to unveil a new dual credit course, Sociology, but due to the decline in Psychology enrollments, the administration has recommended to wait one more year. There are plans to let the next year’s Junior class enroll in the dual credit psychology so that they can have the ability to take psychology and sociology in consecutive years if they choose.

He continued; we will be bringing back Introduction to Health Occupations for freshman and sophomores.

Mr. Cory Yandell stepped out at 9:25am

G. Executive Session

Dr. Stecken stated that he would ask for an Executive Session at the end of the meeting.

13. PRINCIPAL/DEAN OF STUDENTS REPORT

A. Final Exam Schedule & Exemptions

Mr. Coughlin reviewed the Final Exam Schedule stating that it is the same schedule as last year with 3 finals on the first two days and 2 final exams on the last day. He continued saying that seniors used to be the only ones exempt, now it is open to all students. They can earn up to 4 exemptions; however, behavior issues, bad grades, and poor attendance could lose your right to exempt out of a final.

B. Future Teacher Conference

Mr. Coughlin continued that Mr. Walsh and Mrs. Holman had accompanied 11 students to the Illinois State 5th Future Teacher Day. The students attended various sessions about being an educator, tailored to their particular field of study. After lunch the students ended the day with two chosen sessions depending on their interests: Tech Playground, Be a STEM Superhero, Everything You Ever Wanted to Know about Student Teaching, Cultivating your Teacher Identity, and Admissions and Financial Aid.

C. Dean of Student Report

Mr. Giertz briefly mentioned his section would be covered in Executive Session.

14. ADMINISTRATIVE COMMUNICATION AND FOIA REPORT

Dr. Stecken referenced a few “Thank You’s” one from the Lane Family on the passing of Ken Lane and the other from the Village Christian Church and them being able to use the West Campus Gym from time to time. There was a letter from Brenda Hillmann, owner of Hillmann Pediatric Therapy, regarding her retirement and who would be taking over the business; plus 5 Newsletters from Superintendent dated November 14, 2023 – December 12, 2023.

EXECUTIVE SESSION

A motion was made by Joe Johnson and seconded by Rich Hamilton, to adjourn to Executive Session, to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employee, student discipline and pending litigation.

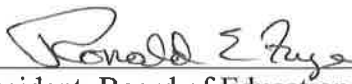
ROLL CALL: Ayes: Johnson, Biros, Eltrevoog, Frye, Hamilton
Nays:
Motion Carried

15. ACTION ITEMS AFTER EXECUTIVE SESSION

There were no action items.

16. ADJOURNMENT

The meeting adjourned at 9:41 a.m.



President, Board of Education

1-17-2024
Date



Secretary, Board of Education

1-17-2024
Date