

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 March 20, 2024, at 6:00 p.m. President Frye called the meeting to order with roll call.

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

Others present: Superintendent Dan Stecken, Principal Mike Coughlin, Dean of Students Mark Giertz, Recording Secretary Nadine Maierhofer, Treasurer Rob Maierhofer and student award winners and their guests.

2. RECOGNITION OF GUESTS AND VISITORS

The student award winners were recognized.

3. SUCCESS AT SHS

Dr. Stecken recognized Tech Teacher, Bryan Erickson. A CNC machine was purchased for Bryan's woods class and several coaches reached out to Bryan about making in-house plaques for our sports nights. Where this started out small, Bryan has had requests coming from all coaches in the school asking for his plaques. Mr. Erickson continues to go above and beyond with this new program that has created unique and original plaques, as well as other neat designs and woodworking for our students. Dr. Stecken also mentioned that Auto Teacher, Mr. Andy Applebee, flies under the radar at times. Mr. Applebee has a student in Auto that he has taken under his wing helping/guiding them a little to show them that the auto trade could be the direction for them to come graduation. This is an at-risk student that Andy went above and beyond in offering guidance through development of quality rapport with the student.

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

Treasurer, Rob Maierhofer, gave the Treasurer's Report. President Frye stated that the Treasurer's Report would stand approved subject to audit.

7. APPROVAL OF MINUTES

- A. Regular Meeting Minutes, February 21, 2024
- B. Curriculum Committee Minutes, March 6, 2024
- C. Discipline Committee Minutes, March 6, 2024

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, Biros, Eltrevoog, Frye, Hamilton
Nays:
Motion Carried

9. PUBLIC COMMENT

There was no Public Comment.

10. EDUCATIONAL ITEM

There was no Educational Item.

11. COMMITTEE REPORTS

Mark Giertz gave a brief report from the Discipline Committee Meeting.

Mike Coughlin gave a brief report from the Curriculum Committee Meeting.

12. SUPERINTENDENT'S REPORT

A. Finance Report

- 1. Gymnasium Addition Construction Pay App 13

Dr. Stecken briefed the Board on this Pay App and then ended with that there are just 3 more Pay Apps to go. He hopes that we will

have final gymnasium payout closed by June 30, 2024, but the supply chain issue of the metal siding panels could complicate this.

A motion was made by Rich Hamilton and seconded by Jason Eltrevoog to approve the gymnasium construction pay app 13 as presented.

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

2. Health Life Safety Boiler Project Final Pay App, Pay App 7

Dr. Stecken informed the Board that this was the final pay app to GRP Wegman for the boiler repairs. We were waiting on some parts and warranty/close out work to be completed. This is all done, and all training has been conducted.

A motion was made by Tiffany Biros and seconded by Rich Hamilton to approve the Health Life Safety Project Pay App 7 as presented.

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

3. Consolidated District Plan 2024-25

Dr. Stecken stated that each year ISBE requires the district to update its Consolidated District Plan in IWAS. He stated that as you can see this plan has many parts but outlines our intention to apply for grants to meet the needs of our "at-risk" population as well as, those learners with special needs or English language needs. It is an annual requirement that this plan be approved by the Board so we can apply for any grants.

A motion was made by Sara Olson and seconded by Joe Johnson to approve the Consolidated District Plan 2024-25 as presented.

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

B. Personnel Report

1. Non-Tenured Teachers

Dr. Stecken informed the Board where last year we had a handful of teachers that were in tenure status, this year nobody is at that threshold. He continued that we do have 3 non-tenure teachers that we are recommending for renewal. The administration is quite pleased with their performance and recommends their re-hire.

2. Summer Student Workers

Dr. Stecken quickly went over the list of student workers. He stated that due to the minimum wage law increase, we are paying all, even those under 18, at the state minimum wage level of \$14/hour. The students we have returning will be paid \$14.42/hour, which is a 3% increase in their hourly rate as they are returning with experience.

3. Letter of Retirement Media Center Aide

Dr. Stecken stated that he recently received a letter of retirement from our Media Center Assistant, Sherry Neimann. He stated that Sherry has been with us for 25 years and will be a valuable loss in the Media Center.

4. Letter of Resignation Class Advisor

Dr. Stecken mentioned that he received a letter of resignation from Junior Class Advisor, Jill Rockrohr, effective this current school year 2023-2024.

5. Letter of Resignation Class Advisor

Dr. Stecken mentioned that he also received a letter of resignation from Sophomore Class Advisor, Becca Liberator, effective this current school year 2023-2024.

6. Hire Art Teacher

Dr. Stecken mentioned that it is the administration's recommendation to hire Mrs. Lauren Sandeno as our new art teacher. Lauren comes to SHS with a wealth of art teaching experience and will be a nice compliment to Mr. Decker. She is local to the area and very excited for this opportunity.

7. FMLA Request Art Teacher

Dr. Stecken mentioned that Mr. Mike Applebee has been through some tough times recently with his health and he now is needing

surgery. Having this surgery will require him to miss a few weeks of work. We have found a substitute to step in in his absence.

8. FMLA Request Bus Driver & Cafeteria

Dr. Stecken explained we had one more FMLA request from Mrs. Allison Griffin. Allison drives buses to and from many of our charters, helps with maintenance of the vehicles, especially all the mini and yellow buses; she is a dishwasher in the cafeteria and drives a special education route. Her recent diagnosis requires surgery and some extended time-off.

9. Co-Curricular List Update 24-25

Dr. Stecken explained each year at this time we ask our staff members to turn in their co-curricular sheets to let us know if they wish to continue to coach or sponsor their activities again next year. As you saw we had a couple of resignations letters turned in. This is the first iteration of this list, and we will have some changes in the next couple of months. We do know Alex Shreve (Assistant

Foot ball) and Hannah Maxwell (Assistant Volleyball) will be filling a couple of the openings.

10. Sprout Therapy Contract

Dr. Stecken mentioned we have an agreement with Sprout Educational Service (Formerly Hillmann Pediatrics) for PT and OT Services. Their cost is \$77/hour, which includes mileage. This is a \$1/hr increase from last year, which given the cost of everything is not out of line. This is the same increase over the last few years, \$1 a year.

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

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

C. Building, Grounds & Transportation

1. Building Update

Dr. Stecken briefed the Board members on the items that Jim and his crew have been working on.

- 1) Completed install of baseball backstop, dugout upgrades and prepared the field.
- 2) Installed discus cage and practice area in preparation for 1st home track meet.
- 3) Prepared all outbuildings, including bathrooms for upcoming season.
- 4) Monthly maintenance on faucets, toilets, urinals, and sinks
- 5) Repaired electrical problems.
- 6) Automatic Fire repaired sprinkler valve that was causing our alarm issues; all alarms are operational now.
- 7) Updated transportation vehicle remotes successfully and worked with Delta Door to repair maintenance building door openers.

2. Annual Safety Plan Review

Dr. Stecken briefly went over the ROE Safety Plan meeting notes. He continued that this demonstrates that our committee meets with our local emergency personnel. They review safety plans, administrative procedures, emergency exits and evacuation procedures, as well as building specific emergency items, such as our security system, our efforts to prevent emergencies and plan appropriately. He stated that this needs to be signed off by the Board of Education. This is a House Bill and Regional Office of Education requirement.

A motion was made by Jason Eltrevoog and seconded Tiffany Biros to approve the Annual Safety Plan Review as presented.

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

3. Gymnasium Addition Update

Dr. Stecken stated there were several key events that have happened since the last Board Meeting and the last Building, Grounds, & Transportation Committee meeting. He briefed the Board on several Observation Reports and Change Orders that have come about.

4. Gymnasium Addition Ribbon Cutting Ceremony Announcement
April 10, 2024

Dr. Stecken informed the board that on Wednesday, April 10th at 6pm we will have the Ribbon Cutting Ceremony which will be open to the public to tour the new Gym and enjoy some treats.

5. Health Life Safety Project Update

Dr. Stecken informed the Board that we have the official closeout document on our boiler upgrade project, the tuckpointing section, and the parking lot-resealing project. All warranties and training are in place.

He continued stating that the roof repair timeline calendar will be starting soon. In addition, we have some small repairs through Garland to other sections that will also be done.

6. AG Kitchen Update

Dr. Stecken informed the Board that we will be self-performing much of the installation. However, we are looking into the costs for a local plumber to install the grease trap, as well as a mason to see about the cost of building the wall. We will also save about \$10,000 by going away from a quick cycle commercial dishwasher to using a residential unit. We hope to complete this project for around \$60,000, with more information coming in the April Board of Education meeting.

D. Policy

1. Homework Policy Update - First Reading

Dr. Stecken mentioned that in their packet there were some adjustments recommended to be made for the 24-25 school year about the homework policy.

The new policy would be as follows:

1 day late-maximum grade of 75%
2 days late - maximum grade of 50%
After 2 days late - no credit given.

E. IHSA Membership

Dr. Stecken mentioned that three years ago during the first fiscal school year of COVID, the IHSA required an annual fee due to its loss of revenue. This year, like last, they are not requiring any payment for membership dues. It is his recommendation of confirming our membership in the IHSA in signing the renewal application.

A motion was made by Sara Olson and seconded Rich Hamilton to approve the IHSA Membership as presented.

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

F. Final 23-24 School Calendar/ 24-25 School Calendar

Dr. Stecken mentioned, barring any unforeseen snowstorms this spring, our finalized calendar will not need any changes. He stated that this makes our final day of the school year with students, the Tuesday after Memorial Day.

He continued that we have the 24-25 school calendar ready. This is an IHSA "Roll Back" year, stating that sports will start a week later. Without any Emergency Days used we are already after Memorial Day to finish out the next school year.

G. Executive Session

Dr. Stecken indicated he would ask for an Executive Session.

13. PRINCIPAL/DEAN OF STUDENTS REPORT

A. John Ourth Recognition Breakfast

Mr. Coughlin mentioned that this year's Seneca High School award Winners were Kate Biros and Kenny Daggett. The students that are honored with this award possess the same traits that made John Ourth an outstanding leader and role model for others. Students are recommended by their school based on character, citizenship, leadership skills and scholarship, as well as possessing the potential to make a difference in the world.

B. Step-Up-Day/ Freshman Registration Night

Mr. Coughlin mentioned Step-Up-Day was well prepared for. The incoming Freshman were in 6 groups that rotated throughout the day; even having several different clubs set up for them to see, chat with, to give them ideas on what to join and be involved with.

He continued that Freshman Registration on Thursday; March 14th went well. The eight graders were registered in the gym, had their picture taken, and then stopped in the commons for another visit and chance to learn about our extra-curricular activities. At 7pm they all met in the

auditorium for a brief meeting with the Principal, Guidance Counselors, and Athletic Director.

C. Dean of Student Reports

Mr. Giertz briefed the Board on different attendance and/or discipline issues that we have had since the last Board Meeting.

14. ADMINISTRATIVE COMMUNICATION AND FOIA REPORT

Dr. Stecken mentioned there were two Thank You's, one from the Ronald McDonald House and one from Illinois Valley Pads. Both were thanking the school for their generous donations for our Jean month fundraisers for December 2023 and January of 2024. He also stated there were Several State Superintendent Weekly Messages that were included as supplemental readings.

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 discipline and pending litigation.

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

15. ACTION ITEMS AFTER EXECUTIVE SESSION

16. ADJOURNMENT

The meeting was adjourned at 7:55 p.m.



President, Board of Education

4-17-24
Date



Secretary, Board of Education

4-17-24
Date

