

**MINUTES OF THE DISCIPLINE COMMITTEE MEETING OF SENECA TOWNSHIP HIGH SCHOOL, DISTRICT 160, SENECA, ILLINOIS**

A meeting of the Discipline Committee was held on March 6, 2019 at 5:30 p.m. The meeting was called to order with the following members present: Mark Victor. Also present: Mike Coughlin, Jason Brockman, Steve Haines, Kim Krueger, Sean Poyner, SRO Ken Sangston, Elizabeth Thrun, Joyce Vroman & Colette Warning.

A. 1<sup>st</sup> semester Discipline Stats

Mr. Coughlin reviewed the 1<sup>st</sup> semester discipline stats from the 2018 - 2019 school year. Mr. Coughlin reviewed the average daily attendance along with the perfect attendance stats. He then reviewed both grade information and the discipline stats.

Sophomore class had the highest avg. daily attendance rate of 96.2%

Sophomore class had the highest amount of students with perfect attendance 26 of 119.

The 3rd nine weeks of school ends on Friday, March 8th. Mr. Coughlin will be sharing the 3rd Nine week statistics with the discipline committee via e-mail after they are shared with board of education at the March meeting.

B. Bully/Tip-line update

Mr. Coughlin shared the numbers on the bully tip line for the 18 - 19 school year. The majority of the submitted tips were reports of vaping by student athletes. A total of eleven tips had been submitted since August 2018. Other items reported were bullying, self-harm, inappropriate adult/student relations and inappropriate student relations. One one of the eleven tips was not investigated by SHS administration.

C. 2017 - 2018 Student Handbook

Mr. Coughlin stated that the 2019 - 2020 Student Handbook will be shared with the discipline committee members after final approval, in May, by the board of education. Mr. Coughlin acknowledged that Seneca High will continue using the IPA model handbook subscription, which is aligned with Board of Education PRESS Policies. Mr. Coughlin provided the committee the December 2018 supplements provided by Illinois Principals Association.

D. Student attendance

Mr. Coughlin reviewed the importance of daily student attendance. Mr. Coughlin shared review of items such as attendance letters to parents, expectations for vacation forms, positive strategies that the school will utilize to increase student attendance and possible student incentive program using final exam exemptions next school year.

E. School Safety

SRO Sangston informed the committee on the school safety update. He shared that he had attended an ALICE training session this past fall. The school will be moving forward with appropriate training for faculty and staff next fall. He made the committee aware that six faculty and staff are part of the SHS student threat assessment team. He then reviewed with the committee a brief description of the active shooter tabletop exercise held at Seneca High School on Thursday, January 24th. This exercise included school administration, Seneca police, Seneca emergency operations and Fire and Ambulance departments. This was valuable exercise in order to make improvements to our safety plan.

G. Drug Testing Update.

Mr. Haines gave discipline committee an update on the school random drug testing policy. Mr. Haines again reviewed the procedures of the drug-testing program. He informed the committee that like last year, no students had tested positive so far this school year.

H. Adjournment

The meeting adjourned a 6:48 p.m.

  
Board President

  
Board Secretary

3-20-19  
Date