

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 February 17, 2021, at 6:00 p.m. 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 Jim Carlson, Principal Marty Voiles, Assistant Principal Michael Coughlin, Recording Secretary Nadine Maierhofer, CSBO Dan Stecken, and student award winners and their guests.

2. RECOGNITION OF GUESTS AND VISITORS

The student award winners were recognized.

3. INVESTMENT REPORT

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

4. FINANCIAL INFORMATION

Dr. Carlson reviewed the Financial Dashboards.

5. TREASURER'S REPORT

Dr. Carlson presented the Treasurer's Report in Rob Maierhofer's absence. President Frye stated that the Treasurer's Report would stand approved subject to audit.

6. APPROVAL OF MINUTES

- A. Regular Meeting Minutes, January 20, 2021
- B. Building, Grounds, and Transportation Committee Minutes, February 3, 2021
- C. Special Board Meeting Minutes, February 3, 2021
- D. Finance/Personnel Committee Minutes, February 3, 2021

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

7. ACCOUNTS PAYABLE

Dr. Carlson 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, Yandell, Biros, Eltrevoog, Frye; Hamilton

Nays:

Motion Carried

8. PUBLIC COMMENT

No requests for public comment were received.

9. EDUCATIONAL ITEM

There was no Educational Item.

10. COMMITTEE REPORTS

Joe Johnson gave a briefreport from the Building, Grounds, and Transportation Committee Meeting.

Jason Eltrevoog gave a briefreport from the Finance/Personnel Committee Meeting.

11. SUPERINTENDENT'S REPORT

A. Finance Report

1. Reflective Learning Contract

Dr. Carlson reminded the Board about the progress they were making with the trainings and with COVID bringing everything to a halt, the administration would like to pick up where they left off this last year prior to the school being shutdown.

A motion was made by Jason Eltrevoog and seconded Rich Hamilton to approve the contract with Reflective Learning as presented.

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

Nays:

Motion Carried

2. Auditor Contract

Dr. Carlson briefed the Board on some of the highlights of our contract with Gorenz and Associates. He mentioned that Gorenz

continues to provide us good service; yet over the last two years there has been a continual increase in their cost. He stated that while they understand our unique financial situation; it may in our best interest at some point to bid for auditor services.

A motion was made by Joe Johnson and seconded by Tiffany Biros to approve the auditor contract with Gorenz & Associates as presented.

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

Nays:

Motion Carried

B. Personnel Report

1. Summer Workers

Dr. Carlson briefed the Board on the Summer Workers timeline. This month was just informational as at the March Board meeting summer student workers will be hired.

2. Summer School Teachers

Dr. Carlson briefed the Board on the list of teachers that will be teaching summer school. He also mentioned that we plan to offer Dual Credit Speech, Drivers Ed, and Algebra I. We will also offer the Bridge Program again this year and are in need of one more Bridge Teacher.

3. Fiscal Services Director

Dr. Carlson discussed the reasoning behind having a "Fiscal Services Director." He also mentioned that included in the board packet is a timeline and application materials on filling this position.

4. Job Descriptions: Fiscal Services Director, Activity Director, Assistant Activity Director

Dr. Carlson stated that the Fiscal Services Director and Activity Director's job descriptions have been updated. The job description for the Assistant Activity Director is new and is only needed for the 2021-2022 school year as we will be mentoring an Assistant AD to take over for the current Activity Director.

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

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

Nays:
Motion Carried

C. Building, Grounds & Transportation

1. Building Update

Dr. Carlson briefed the Board on a few items: 1) light fixtures that an in the ceiling require going through drywall, these will be replaced/fixed over spring break; 2) at this time there is no date for our ROE inspection; 3) Maintenance Supervisor Barry Buchanan is working on getting quotes for new curtains in the auditorium, a project for summer of 2022; and 4) Barry is also looking into getting a service agreement with Kone to save us some money as we recently had approximately \$3,600 in repairs done to both elevators.

2'. Auditorium Handrail Contract

Dr. Carlson stated that our Attorney, Tom Melody's, response to the contract was a positive one. He feels it is good to go.

A motion was made by Joe Johnson and seconded by Rich Hamilton to approve the Auditorium Handrails Contract with Gehrke Construction as presented.

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

Nays:
Motion Carried

D. 2021-2022 School Calendar

Dr. Carlson presented the recommended calendar for the 2021-2022 school year.

A motion was made by Tiffany Biros and seconded by Jason Eltrevoog to approve the 2021-22 Public School Calendar as presented.

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

Nays:
Motion Carried

E. Executive Session

Dr. Carlson indicated he did not need an Executive Session.

12. PRINCIPAL/ASSISTANT PRINCIPAL REPORT

A. Summer School Brochure

Mr. Coughlin mentioned the Brochure was in the Board Member's packet. Classes we will be offering include Speech, Driver's Education, and Algebra 1. Classes are scheduled for June 7th-25th for First Semester and June 28th - July 16th for Second Semester.

13. ADMINISTRATIVE COMMUNICATION AND FOIA REPORT

Dr. Carlson referred to a Thank You note for flowers from Jessica Holman. He stated there were two FOIA requests, one from the Illinois Retired Teachers Association requesting name/email address on certified staff retiring this year; and one from a Joe Sutton looking for various different contracts from the school. He also mentioned there were several State Superintendent Weekly Messages that were included as supplemental readings.

14. ACTION ITEMS AFTER EXECUTIVE SESSION

There were no action items.

15. ADJOURNMENT

The meeting adjourned at 6:53 p.m.



President, Board of Education

3-17-2021
Date



Secretary, Board of Education

3-17-2021
Date