

**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 May 19, 2021, at 6:00 p.m. in the High School Commons. Vice-President Olson called the meeting to order with roll call.

- I. ROLL CALL: Present: Johnson, Hamilton, Olson, Etrevoog, Yandell, Biros
Absent: Frye

Others present: Superintendent Jim Carlson, Principal Marty Voiles, Assistant Principal Michael Coughlin, CSBO Dan Stecken, Board Secretary Nadine Maierhofer, Rick Koshko Ottawa Media, and Student Award winners and family members.

2. RECOGNITION OF GUESTS AND VISITORS

Students of the month were recognized.

3. INVESTMENT REPORT

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

4. FINANCIAL INFORMATION

Mr. Stecken reviewed the Financial Dashboards.

5. TREASURER'S REPORT

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

6. APPROVAL OF MINUTES

- A. Regular Board Minutes dated April 28, 2021
B. Policy Committee Minutes dated May 12, 2021

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

7. ACCOUNTS PAYABLE

Dr. Carlson 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 Rich Hamilton to approve the accounts payable as presented.

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

8. PUBLIC COMMENT

No requests for public comment were received.

9. EDUCATIONAL ITEM

No educational items were presented.

10. COMMITTEE REPORTS

Tiffany Biros gave a brief report from the Policy Committee meeting.

11. SUPERINTENDENT'S REPORT

A. Finance Report

1. Adopt Amended FY21 Budget

Mr. Stecken stated to the Board that the budget has been on display since April 13, 2021. Prior to this regular Board of Education meeting, the Budget Hearing was conducted. Mr. Stecken again stated there will be a transfer of \$750,000 from Transportation to O&M, then to the Capital Projects Fund.

A motion was made by Joe Johnson and seconded by Jason Eltrevoog to adopt the Amended FY 21 Budget.

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

2. Approve Ruyle Service Agreement

Mr. Stecken stated that the terms of this contract remain the same. Ruyle continues to be an exceptional partner and it is strongly recommended we approve this contract.

A motion was made by Jason Eltrevoog and seconded by Rich Hamilton to approve the Ruyle Service Agreement as presented.

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

Nays:

Motion Carried

3. Set 2021-22 Registration Fees

Mr. Stecken stated there are no changes to the 2021-2022 school year. Cost is \$150.00 with a \$25,00 discount if paid by June 30, 2021.

A motion was made by Tiffany Biros and seconded by Jason Eltrevoog to approve the 2021-2022 Registration Fees as presented.

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

Nays:

Motion Carried

4. Set 2021-2022 Breakfast and Lunch Prices

Mr. Stecken stated there would be no increase to the cost of a reimbursable meal. Changes were made to the ala carte menu.

A motion was made by Rich Hamilton and seconded by Cory Yandell to approve the 2021-2022 Breakfast and Lunch as presented.

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

Nays:

Motion Carried

5. Accept Milk and Bread Quotes

Mr. Stecken stated that Central Illinois Produce has the lowest milk quote again this year; yet there are slight increases from last year on all products.

A motion was made by Joe Johnson and seconded by Rich Hamilton to accept the 2021-2022 Milk Quote from Central Illinois Produce as presented.

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

Nays:

Motion Carried

Mr. Stecken stated that that Alpha Baking Company provided a Bread quote. Increases were also noted with their products from last year.

A motion was made by Jason Eltrevoog and seconded by Cory Yandell to accept the 2021-2022 Bread Quote from the Alpha Baking Company.

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

6. Approve Treasurer Bond

Mr. Stecken briefed the Board that the Treasurer Bond was increased to \$9 million due to our fund balance increase. This is a cost to the district of \$9,049.00.

A motion was made by Jason Eltrevoog and seconded by Rich Hamilton to approve the Treasurer's Bond as presented.

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

B. Personnel Report ""

1. 2021-22 Co-Curricular List
2. Speech Language Pathologist Contact- Kate Hagenbuch
3. Approve Seneca High School Support Staff Contract
4. Non-Union Staff Increases
5. FMLA Request - Jen Baxter

Dr. Carlson stated the Personnel Report will be discussed in Executive Session.

C. Building, Grounds & Transportation

1. Building Update

Dr. Carlson updated the Board on Building and Grounds. The next phase of the LED lighting project continues, starting May 26th. Ruyle will quote replacements of the 98 chiller and the 78 boilers for future projects. Ruyle will also gather information on the air handlers, as well as potential UV lighting in ductwork. The irrigation system for the sports fields was

turned on for the season. The netting on the baseball field backstop needs to be replaced.

2. Approve Rental Agreement with Head Start

Dr. Carlson stated that the contract with Head Start had obsolete language to be removed and additional new relevant language to be added. The Board agreed to allow Head Start to use additional spaces and agreed to a rent increase of \$500/month for the 10 months. The new 2-year contract per year is \$15,000.

A motion was made by Joe Johnson and seconded by Rich Hamilton to approve the Rental Agreement with Head Start as presented

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

D. 2021-2022 Board Committee Schedule

Dr. Carlson informed the Board there were no changes to the schedule; this is informational only.

E. Policy

1. Handbook Review - Parent/Student, Faculty, Athletic, Activities, Staff

Mr. Coughlin presented brief updates on the Parent/Student Handbook and Mr. Voiles briefed the Board on a few changes/additions to the Faculty Handbook. Dr. Carlson went over brief changes to the Athletic Handbook and stated that Nadine Maierhofer mentioned no changes were made to this year's Activities Handbook. Mr. Stecken mentioned some minor changes were made to the Staff Handbook.

2. Grading Scale Revision

Dr. Carlson stated this was the 1st reading of the Grading Scale Revision that was processed through the school improvement team. The Policy Committee met prior to the Board Meeting to review these recommendations. The second reading will take place at the June Board Meeting.

3. Acceptable Use Policy

Dr. Carlson stated that the changes with the Acceptable Use Policy are primarily because of the new SOPPA requirements.

F. Executive Session

Dr. Carlson stated that there will be an Executive Session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees, Collective Negotiations, and student discipline

12. PRINCIPAL/ASSISTANT PRINCIPAL REPORT

A. Illinois State Scholars

Mr. Coughlin stated that our Illinois State Scholars were chosen a little late this year due to some testing changes and COVID. He then named all 10 students.

B. Summer Overnight Trips

Mr. Coughlin presented to the Board that Summer Overnight Trips consistent with previous year's trips and is informational only. The administration is waiting to see what the IDPH/ISBE regulations are for the next school year. The FFA will be taking some students to the National FFA Convention in Indianapolis in July. There will be 18-20 students with 3 adult supervisors.

Mr. Voiles stated that he was speaking on behalf of Mr. Witte in regards to the Boys Basketball program taking their annual trip to Wisconsin Dells. He is asking if this will be considered so they may reserve their spot as in years past. The dates are being pushed into the summer; waiting on restrictions, if any, due to COVID.

A motion was made by Cory Yandell and seconded by Jason Eltrevoog to approve the Summer Overnight Trips as presented.

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

13. ADMINISTRATIVE COMMUNICATION AND FOIA REPORT

Dr. Carlson mentioned there were two FOIA requests:

The first FOIA is from Mr. Chris Maier, Seneca resident, requesting the following:

- 1 - Director of Fiscal Services job description
- 2 - BOE Mtg Mins approving Fiscal Services position
- 3 - Official Posting for Fiscal Services position
- 4 - Details of screening/interview process
- 5 - Electronic communications between SHS personnel
- 6 - Signed contract between New Director of Fiscal Services/SHS
- 7 - Procedures developed by SHS to identify, recruit, screen, interview, hire qualified candidates, and prevent nepotism in the workplace

Second FOIA is from Rodolfo Perez, Organizer at SEIU Local 73 requesting the following:

- 1 - List of district employees with the paraprofessional job titles, and
- 2 - PDF copies of all collective bargaining agreements pertaining to paraprofessional job titles

He then stated there were two Weekly Newsletters from the Superintendent.

14. ACTION ITEMS AFTER EXECUTIVE SESSION

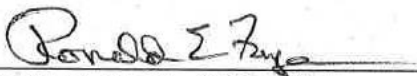
Vice-President Olson asked for a motion to approve the Personnel Report as presented.

A motion was made by Joe Johnson and seconded by Jason Eltrevoog to approve the Personnel Report as presented.

ROLL CALL: Ayes: Johnson, Olson, Victor, Yandell, Eltrevoog, Hamilton
Nays:
Motion Carried


15. ADJOURNMENT

The meeting adjourned at 7:36 p.m.



President, Board of Education

June 16, 2021
Date



Secretary, Board of Education

June 16, 2021
Date