

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 15, 2021, 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, Olson, Yandell, Biros
Absent: Eltrevoog

Others present: Superintendent Dan Stecken, Principal Mike Coughlin, Dean of Students Mark Giertz, Director of Fiscal Services Stacey Gould, Recording Secretary Nadine Maierhofer, Maggie Crane, Tim Woolever and John Kuzynowski with Wold Architects, Larry Heidemann and Faculty Member Kent Weber.

2. RECOGNITION OF GUESTS AND VISITORS

There were no recognition of guests and visitors.

3. SUCCESS AT SHS

Mr. Coughlin mentioned that last week, Wednesday, December 8th, the faculty and staff had the pleasure of listening to speaker Dustin James, of Moments Leadership. He spoke to the faculty and staff stating over and over that if it wasn't for people like you he wouldn't be where he was today. He credits all those in his life when he was younger especially the teachers he had. His message to all was plain and simple; yet straight from the heart, "Thank you for what you do, for all that you do, every day of the year all year long."

Mr. Coughlin continued stating that the following day, Thursday, December 9th, the student body had a presentation with speaker Brad Hurtig with Relevant Speakers Network. He stated that when Brad was a sophomore he had a bad accident and lost both of his arms but with the help of his teachers and coaches his senior year was a good one! He was middle line-backer and was all state. He vowed to encourage all of our youth to never give up.

4. INVESTMENT REPORT

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

5. FINANCIAL INFORMATION

Mr. Stecken reviewed the Financial Dashboards.

6. TREASURER'S REPORT

In Rob Maierhofer's absence, Mr. Stecken 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 Minutes-November 17, 2021
- B. Building, Grounds, Transportation Committee Minutes - December 1, 2021
- C. Finance/Personnel Committee Minutes- December 1, 2021

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

8. ACCOUNTS PAYABLE

Mr. 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 Cory Yandell to approve the Accounts Payables as presented.

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

9. PUBLIC COMMENT

No requests for public comment were received.

10. EDUCATIONAL ITEM

Members of the Wold Architect Team, Maggie Crane, Tim Woolever and John Kuzynowski presented to the Board the possible design of the outside view of the new gym that we are working on. They touched on the exterior of the building, the bus/vehicle routes around the building, and a shelter area with outside overhang on the building. After Wold completed their presentation Mr. Larry Heidemann presented the Board with his Strategic Plan, regarding the school's finances and how the numbers looked to actually proceed with the building of the new gym.

11. COMMITTEE REPORTS

Joe Johnson from the Building, Grounds & Transportation Committee mentioned the possible cost of the new maintenance truck that they were looking at could run about \$75,000.

Rich Hamilton from the Finance/Personnel Committee mentioned the levy and the budget. He stated the budget was balanced. He mentioned they were looking at the hiring/start time of the new maintenance director would happen in May. He continued with the posting of the Ag Instructor position that we would be hoping to fill 2 vacancies as the Jeschke Fund would be paying 90% of the second candidate's salary. The Jeschke Foundation has helped many out and if they can help with the hiring of 2 new Ag Teachers at the same time to mentor under Mr. Jeff Maierhofer that would benefit the students and the school. As Mr. Maierhofer retires at the end of the 2023 school year.

12. SUPERINTENDENT'S REPORT

A. Finance Report

1. Adopt 2022-23 Budget

Mr. Stecken stated the Budget Hearing was held prior to the meeting. This budget is a Big Picture original and an amended budget will be adopted in September, 2022.

A motion was made by Rich Hamilton and seconded by Sara Olson to adopt the 2022-23 Budget Resolution as presented.

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

Nays:

Motion Carried

2. 2021 Levy

Mr. Stecken stated a Truth in Taxation Hearing was held prior to the meeting. According to the Exelon Agreement, the tax rate associated with this levy request will be abated to 1.74838. There is no debt for which to levy.

A motion was made by Tiffany Biros and seconded by Rich Hamilton to approve the 2021 Levy as presented.

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

Nays:

Motion Carried

3. Auditor RFQ

Mr. Stecken mentioned that after discussing our ongoing auditor concerns we put out our Request for Quote proposals to area auditing firms. He mentioned that we had two requests for quote turned in, one from Hopkins & Associates and one from Newkirk and Associates. He continued that both firms were equally qualified the only major difference between them was the fee for services, where Hopkins came in significantly lower.

A motion was made by Rich Hamilton and seconded by Cory Yandell to approve the Auditor RFQ from Hopkins & Associates as presented.

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

Nays:

Motion Carried

4. Annual Bond Disclosure

Mr. Stecken stated that with zero debt for the district that means we do not have an annual bond disclosure.

5. TRS SSP Adoption

Mr. Stecken informed the Board that Illinois Law - 40 ILCS 5/16-204 requires Teachers' Retirement System to offer an optional defined contribution benefit to eligible active members of TRS. To comply with this law, TRS has contracted with Voya Financial to develop and offer the TRS Supplemental Savings Plan (SSP). Although the District is required to offer this plan, it is optional for TRS members and does not affect the current 403(b) retirement plan that is currently in place (eligible employees can contribute to both).

A motion was made by Cory Yandell and seconded by Sara Olson to approve the creation of the TRS SSP 457 Employee Investment Plan as presented.

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

Nays:

Motion Carried

6. Ag Ed Instructor- Jeschke Foundation

Mr. Stecken informed the Board the Jeschke Foundation has offered to pay 90% of the salary and benefits for the hiring of an additional Ag Ed Instructor for the 2022-23 school year. This was discussed in the Finance/Personnel Committee meeting and all members are in support of the successful mentoring concepts we have had at the school in the past, they would just like the Board to discuss it as a whole. He reminded the

Board that if there is only 1 highly qualified candidate the hiring of a 2nd Instructor would be null and void.

A motion was made by Tiffany Biros and seconded by Rich Hamilton to approve the Jeschke Foundation's pledge of financial support for the hiring of a 2nd Ag Ed Instructor if available.

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

Nays:

Motion Carried

B. Personnel Report

1. Adopt Job Description for Maintenance Director

Mr. Stecken shared with the Board the description for the maintenance director along with a draft of the modifications to the job description. The big addition to this job would be the supervision of the afternoon custodial staff in the evenings.

2. SEA MOU

Mr. Stecken mentioned the proposed Memorandum of Understanding between the SEA and the Seneca Grade School to allow our teachers to coach at the Junior High if necessary, to leave contractual time early to make contests or practices.

3. Authorize Vacancy Postings for Maintenance Director/
Agriculture Educator Positions

Mr. Stecken explained to the Board the job postings for the two current open positions we have. He went over the timeline of the postings as well as the timelines for the interviewing and hiring process.

A motion was made by Sara Olson and seconded by Cory Yandell to approve the Personnel Report as presented.

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

Nays:

Motion Carried

C. Building, Grounds & Transportation

1. Building Update

Mr. Stecken reviewed various building related projects: there are a few lights in the main campus that need to be retrofitted to LED; working with Wold on the bid for the 98-chiller replacement; looking at different heating options for the West Campus; installed new water heater and space heater in football concession stand; all snow removal equipment is ready for winter; leaf removal is nearly complete; and they are replacing all filters on Main Campus air handlers.

2. Approve Construction Management Request for Quote

Mr. Stecken mentioned the next phase of our gym project involves bringing in a successful Construction Management firm to work side-by-side with our Architects. As it was discussed at the last Building Grounds Committee Meeting, we will hire a CM in two capacities, as an agent and as a constructor. Our plan is once we receive the quotes we will conduct reference checks and then have formal interviews of the CM's at our February Building Grounds Committee Meeting.

A motion was made by Rich Hamilton and seconded by Cory Yandell to approve the creation of a Request for Quote for Construction Management proposals for the Gymnasium Project.

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

3. Approve Maintenance Truck Bid Specs

Mr. Stecken informed the Board that after months of preparation and planning we finally have determined the exact specifications needed for our new maintenance truck. He stated we are specifically looking for a Ford F350 gas engine with a hydraulic lift bed. Once approved by the Board we will seek bids and go through the normal bidding process with area vendors.

A motion was made by Sara Olson and seconded by Tiffany Biros to approve the creation of the Maintenance Truck Bid Specifications as presented.

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

4. Approve Chiller Repair Project Bid

Mr. Stecken explained to the Board that we received 4 bids for our Chiller Repair Project. He reminded them that we roughly have 2/3's of the cost in our ESSER II funding to pay for this project. Ultimately CMI earned the low bid and our architects at Wold checked out all their references. CMI is based out of Dunlap, IL and did a large project with Wold at Dunlap Valley Middle School.

A motion was made by Rich Hamilton and seconded by Cory Yandell to accept the bid submitted by CMI for the Chiller Cooling Plant Repair Project as presented.

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

D. Joint Annual Conference Review

Mr. Stecken shared with the Board his review of the 2021 Joint Annual Convention. Several Board members also shared their views of the three-day convention as well.

E. New Courses 22-23

Mr. Stecken briefed the Board on the new class addition to the 2022-2023 school year. He reminded them that this year we added the Dual Credit ENG 1001 class for Juniors through Illinois Valley Community College. This next school year we will add ENG 1002 as a sequence for these same juniors, then seniors, to be able to earn an additional dual credit in the English Department.

A motion was made by Tiffany Biros and seconded by Cory Yandell to approve the creation of English 1002 as a dual credit course in our English Department as presented.

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

F. COVID Update Testing

Mr. Stecken informed the Board that after working with and speaking to the LaSalle County Health Department they are authorizing us to test our students with Bynax NOW tests to determine rapid results to allow a student to stay in school for the day. This will keep our students in school if they test negative and hopefully be an asset to an already overwhelmed local health department and medical personnel.

A motion was made by Cory Yandell and seconded by Rich Hamilton to approve the district authorization to COVID 19 Bynax NOW to test symptomatic students with parental consent forms.

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

G. Executive Session

Mr. 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 as the last two semesters with 3 finals on the first two days, final 2 exams on the last day. The students had until December 11th to complete their exemption questionnaire and if it wasn't turned in by that date they were taking their finals.

B. Discipline and Attendance Report

Mr. Giertz informed the Board that unexcused absences and cell phone violations are up a little. He also mentioned that attendance went from 94% in first quarter down to 90% here in the second quarter.

14. ADMINISTRATIVE COMMUNICATION AND FOIA REPORT

Mr. Stecken referred to a letter from Mr. & Mrs. Wendall Johnson regarding the Veterans Day Presentation put on by the FFA. He also stated there were 4 State Superintendent Weekly Messages that were included as supplemental reading.

EXECUTIVE SESSION

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

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

Motion Carried

15. ACTION ITEMS AFTER EXECUTIVE SESSION

There were no action items.

16. ADJOURNMENT

The meeting adjourned at 10:45 a.m.



President, Board of Education

1-19-2022
Date



Secretary, Board of Education

1-19-2022
Date