

**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 July 21, 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 Dan Stecken, Principal Mike Coughlin, Dean of Students Mark Giertz, Board Secretary Nadine Maierhofer, Mike Vezzetti of Vezzetti Capital Management, Faculty Member Kent Weber, Michael Urbanec Ottawa Times Paper.

2. RECOGNITION OF GUESTS AND VISITORS

President Frye presented Dr. Carlson with his retirement plaque and recognized him for his years of service as Superintendent, Mentor, Advisor, and friend.

3. INVESTMENT REPORT

Mr. Stecken reviewed the Investment Report. President Frye 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

Treasurer's Report was given by Dan Stecken in Mr. Maierhofer's absence. President Frye stated that the Treasurer's Report would stand approved subject' to audit.

6. APPROVAL OF MINUTES

- A. Regular Board Minutes, dated June 16, 2021,  
Policy Committee Minutes, dated July 7, 2021

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

- B. Executive Minutes, if ny, dated January 2021 -June 2021

Mr. Stecken stated that the Executive Session Minutes from January 2021 through June 2021 were reviewed and determined appropriate to release. The audio tapes for the Executive Sessions from July 2019 through December 2019 are eligible for destruction since 18 months have now passed and there are written minutes of the meetings.

A motion was made by Jason Eltrevoog and seconded by Rich Hamilton to approve and open the Executive Session minutes from January 2021-June 2021 and the destruction of the Audio Recordings of the Executive Session Meetings from July 2019 through December 2019 since 18 months have now passed and written minutes of the meetings were previously approved.

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

7. 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 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

Mr. Mike Vezzetti presented his report from Vezzetti Capital Management.

10. COMMITTEE REPORTS

Tiffany Biros gave a brief report from the Policy Committee meeting on July 7, 2021.

11. BOARD RESOLUTION FOR THE 21-22 SCHOOL YEAR

Mr. Stecken briefed the Board on Resolution 07212021 regarding IDPH guidance for the startup of the 2021-22 School year.

A motion was made by Rich Hamilton and seconded by Tiffany Biros to approve the Board Resolution regarding IDPH guidance as presented.

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

12. SUPERINTENDENT'S REPORT

A. Finance Report

1. Reliance Life Insurance Broker of Record

Mr. Stecken briefed the Board on the steps in switching from Dearborn- to Reliance. He stated that Reliance will work to align the district employee's life insurance policy with Dearborn so there are no changes in coverage or rates for employees.

2. Administrator and Teacher Salary and Benefits Report

Mr. Stecken briefly went over the report stating that each year the Illinois State Board of Education requires the report to be completed through the Employee Information System. The Board is also required to adopt the report and then it will be posted on the school's website.

A motion was made by Jason Eltrevoog and seconded by Tiffany Biros to approve to EIS Administrator and Teacher Salary and Benefits Report as presented.

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

B. Personnel Report:

1. Letters of Resignation

Mr. Stecken explained that this month was unfortunate, receiving three letters of resignation in a row. Allie Griffin, special education transportation driver, as well as bus maintenance coordinator; will be greatly missed. Stacy Powell, driver of many years for our athletic teams and our Nurse Sara Durdan. Where all three ladies will be greatly missed, Sara was an exemplary employee, especially over the last 16 months of the pandemic. She worked long hours, starting very early in the morning

to very late at night. Sara did decide that she would stay on to support the new nurse as she transitions this year.

2. Employ ½ Time School Nurse, ½ Time Health Occupations Instructor

Mr. Stecken informed the board that Taylor Schmidt interviewed incredibly well and brings a strong level of experience in nursing education to the position.

3. Mentor Contract

Mr. Stecken mentioned that while the district was disappointed to hear of Sam Durdan resigning; she has gratefully agreed to stay on and help with the transition of the new district nurse. While Sara will be missed, the district is appreciative of her support in this transition and this mentorship is consistent with previous positions of successful transition.

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

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

C. Building, Grounds & Transportation

1. Building Update:

Mr. Stecken touched on a few items of the Building Services Report. There are 4 LED light fixtures yet to finish. Both Bob and Greg were able to get this job nearly finished and save the District money. Ruyle will be quoting replacements of the 98 chiller and 78 boiler for future projects. IO Commercial is coming back to look at leaks around the skylight in the commons. The new Smith Co field painter was delivered. The gravel parking lot was used during a recent summer basketball shootout and traffic congestion was greatly minimized. The "Seneca High School" sign on the south side of the building is going to Al's Body Shop to be repainted. Bob is rebuilding the signage lights for LED retrofit. Lastly, the staff is working on installing more outlets in Joan Lockridge's new office.

D. OSF Agreement for Drug Testing

Mr. Stecken mentioned that the district is on year 5 of working with Ottawa OSF for student drug testing. The cost has not increased, it is \$40/student with a \$20 mileage charge per month.

A motion was made by Joe Johnson and seconded by Cory Yandell to approve the OSF Drug Testing Agreement as presented.

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

E. Tri County Conference Update

Mr. Stecken stated that the district is presently a member of the VVC Football (only) conference due to limitations of schools in the Tri County offering football. SHS has been extended an offer to join the NEAC for football which includes Tri County Schools. This is a potential temporary solution that could grow with new schools in the future.

F. IHSA Letter - Cooperative team Agreement - Boys Soccer/ Boys/Girls Swimming

Mr. Stecken informed the Board that this a renewed Cooperative Agreement with the IHSA every two years. The district co-op's with Newark for soccer and Morris for swimming/diving.

A motion was made by Tiffany Biros and seconded by Rich Hamilton to approve the IHSA Co-op Athletic agreements as presented.

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

G. 20-21 Board Meeting Dates

Mr. Stecken briefed the Board on the Board's schedule for the 2021-2022 school year.

A motion was made by Joe Johnson and seconded by Tiffany Biros to approve the 2021-22 Board Meeting Dates and Times.

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

H. PRESS Policy/ Student Handbook

1. PRESS Polices - First Reading

Mr. Stecken briefed th Board on the new/updated policy changes.

2. Student Handbook Update

Mr. Stecken mentioned to the Board that the IPA does not have changes ready at this time. There will be updates in the months of August and September.

I. EXECUTIVE SESSION

Mr. Stecken indicated that an Executive Session was not needed for this meeting.

13. PRINCIPAL/DEAN OF STUDENTS REPORT

1. Beginning of the 2021-22 School Year Update:

Mr. Coughlin stated that school year will begin on August 16<sup>th</sup> with a ½ day for Freshman, the 17<sup>th</sup> will be a full day for Freshman and all new students (transfers). He mentioned that out of approximately 395 anticipated students, currently 100 have registered at this time.

14. ADMINISTRATIVE COMMUNICATIONS AND FOIA REPORT

Mr. Stecken mentioned there were no FOIA requests. The Board of Education did receive one thank you from retiree Marcia Machetta. There were also several Weekly Newsletters from the State Superintendent.

15. ACTION ITEMS AFTER EXECUTIVE SESSION

There were no action items.

16. ADJOURNMENT

The meeting adjourned at 7:43 p.m.

  
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President, Board of Education

8-18-2021  
Date

  
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Secretary, Board of Education

8-18-2021  
Date