

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 October 20, 2021, at 6:00 p.m. President Frye called the meeting to order with roll call.

1. ROLL CALL: Present: Hamilton, Frye, Eltrevoog, Olson, Yandell, Biros
Absent: Johnson

Others present: Superintendent Dan Stecken, Principal Mike Coughlin, Dean of Students Mark Giertz, Recording Secretary Nadine Maierhofer, Ottawa Media Rick Koshko, Faculty Member Kent Weber, Student of the Month Award Recipients and Family Members, and retiring Principal Marty Voiles.

2. RECOGNITION OF GUESTS AND VISITORS

Mr. Stecken and Mr. Frye presented Marty Voiles with a retirement plaque from the Board of Education thanking him for his time here at Seneca High School.

Mr. Coughlin introduced and recognized our Student of the Month Award winners for August and September.

3. SUCCESS AT SHS

Mr. Stecken mentioned that in this portion of the meeting he hoped to recognize Faculty and Staff for going above and beyond. He expressed that if the Board Members had someone they wanted to recognize to please do so.

SRO Sangston was recognized at tonight's meeting; he has such a great rapport with our Faculty and Staff, including our student body here at Seneca High School. He has also stepped into an Assistant Coach position as well.

Allie Keinath, Assistant Coach for our Varsity Volleyball Team, is full of positive energy, every day and all day. She put a lot of time and effort into our Volley for the Cure Night on October 4, 2021.

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

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

7. APPROVAL OF MINUTES

- A. Building/Grounds/Transportation Committee Minutes - September 15, 2021
- B. Budget Hearing Minutes - September 15, 2021
- C. Regular Minutes - September 15, 2021
- D. Building/Grounds/Transportation Committee Minutes - October 6, 2021
- E. Finance/Personnel Committee Minutes - October 6, 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 Rich Hamilton and seconded by Cory Yandell to approve the accounts payable as presented.

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

Nays:

Motion Carried

9. PUBLIC COMMENT

No requests for public comment were received.

10. EDUCATIONAL ITEM

No educational items were received.

11. COMMITTEE REPORTS

A recap from the Building, Grounds, and Transportation Committee Meeting will be brought up during discussion of the Barry Report.

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

12. SUPERINTENDENT'S REPORT

A. Finance Report

1. Fund Transfer

Mr. Stecken mentioned that the district would be making two transfers from Working Capital and Transportation to the Capital Projects Fund. After the transfers, the Capital Projects fund will have a balance of over \$6.0 Million.

A motion was made Rich Hamilton by and seconded by Sara Olson to approve the Transfer Resolution as presented.

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

Nays:

Motion Carried

2. Direct Preparation of the 2021 Levy and the 2022-23 Budget

Mr, Stecken referred to the timeline for the 2021 Levy and then for the FY 23 Budget that was in their packet. He hopes to stay on course with minimal changes to ensure we are compliant with statutes and deadlines. He then mentioned come November there would be a more detailed levy. This year's tax rate will be consistent as last year at \$1.74838. He also mentioned that it will need to be determined if we will need a Truth in Taxation Hearing, but more than likely one will be necessary. If this Hearing is necessary the district will advertise in the paper using the "black box" format.

A motion was made by Sara Olson and seconded by Cory Yandell to direct the preparation of the 2021 Levy and FY 23 Budget.

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

Nays:

Motion Carried

3. 2020-2021 Audited Financial Statements

Mr. Stecken mentioned that last month the board heard from Jason Hohulin from Gorenz & Associates via Zoom about our FY 21 Audit. Each Board Member had in their packet a copy of the letter from our auditor as well as a full copy of the financial statements and Annual Financial Review (AFR). The district again received a perfect 4.0 financial rating. He mentioned that while it is not mandated that we vote he ask that we don't change our practice now and vote.

A motion was made by Jason Eltrevoog and seconded by Tiffany Biros to approve the 2020-2021 Audited Financial Review from Gorenz & Associates as presented.

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

4. Strategic Planning

Mr. Stecken informed the Board that dating back to 2002, Seneca High School has partnered with Larry Heidemann to produce extensive financial forecasting and strategic planning. Most recently, in 2015, the district partnered with him to create a "base level," "worse case," and "best case" scenario around future projects and future plans within the district. Mr. Stecken would like to enlist the help of Mr. Heidemann to help create a Strat Plan for our gymnasium project financing, as well as, future facility plans.

A motion was made by Cory Yandell and seconded by Rich Hamilton to approve the development of a Strategic Plan with Mr. Larry Heidemann.

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

B. Personnel Report

1. Co-Curricular List Update

Mr. Stecken mentioned for the past several years the district has enjoyed a competitive dance team. With the graduation of several senior students, limited participant interest, and our coach moving out of state; we have been left with the uncertainty of having a dance team this school year. As stated in a letter from Activities Director, Mr. Haines, due to all the above circumstances the decision was made to not offer competitive dance this school year.

2. Staff Vacancies

Mr. Stecken presented the Board with the 2021-22 Replacement Timeline for our Activities Director, Building Services Supervisor, and an Agriculture Faculty member(s).

The 2021-22 Replacement Timeline was noted as an estimate and could change slightly.

3. Adjunct Dual Credit Nursing Instructor Contract

Mr. Stecken informed the Board that last year was our first year offering a Dual Credit Nutrition and Medical Terminology through IVCC. The attached contract is a continuation of last year's contract with IVCC Adjunct Faculty Member Amber Robertson, who teaches the class. Seneca High School pays for the Nutrition class and IVCC pays for the other. This contract does reflect a 2.5% raise, which is consistent with IVCC's rates. He also stated that our new nurse does have her Masters and could teach these classes down the road if the district wanted to pursue this route with IVCC's support.

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

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

Nays:

Motion Carried

C. Building, Grounds & Transportation

1. Building Update

Mr. Stecken reviewed the Building Report. He touched on a few new items, such as in process of changing out LED lights in the parking lot; he stated they have met with Ruyle and the Architect, and Chad, from Ruyle, has given us good advice on what we can do on various items saving us thousands of dollars. We have completed work on the softball field regarding the drainage issues by home plate; our skylight is still leaking, we have some roof issues, no leaking just other problems to follow up on.

2. Jazzercise West Campus Rental Agreement

Mr. Stecken stated that in their packet was the updated Jazzercise West Campus Rental Agreement, as well as their Certificate of Liability Insurance. This is all due to the ending of the Intergovernmental Agreement with the Seneca Park Board, all rentals will now go through the school.

3. Schematic Design Gymnasium Update

Mr. Stecken included in their packet the most recent information from our architects and our work team. This packet shows what the gym would look like, inside and out as well as the south entrance being fixed. Cory went over some pros and cons as to what the front of the building would look like; parking for ADA will cause some issues, that will take a little more thought. Mr. Stecken stated that at the November Board meeting there will be more of an update.

D. Other- Update to COVID Report

Mr. Stecken mentioned he shares each week in his weekly memo a COVID update. That our numbers are great, no close contacts, that we do have some cases but not nearly as high as most schools. He feels we are doing well with the masks mandate, that when and if the time comes and we are masks "optional" we go from 3 feet to 6 feet of social distancing and then there will be a bigger need for social tracing.

E. Executive Session

Mr. Stecken indicated he did not need an Executive Session.

12. PRINCIPAL/DEAN OF STUDENT REPORT

A. Professional Development Update

Mr. Coughlin informed the Board that our faculty had great discussions with lots of feedback regarding our inhouse Professional Development on September 24, 2021 on the Seneca Way Day. This was so good they decided they would make this an annual training.

He also stated that SRO Ken Sangston did a wonderful job with our ALICE training (Alert, Lockdown, Inform, Counter and Evacuate). He continued with the fact that he not only did an exceptional job with our Faculty and Staff his approach with the student body was just as good.

Mr. Coughlin stated our co-teaching classes where our Special Education Teachers step into our Regular Education classrooms and they work together with our students. This is such a great benefit for all of our students, as well as, our faculty.

B. Parent-Teacher Conferences

Mr. Coughlin mentioned that working in our traditional setting (set up in the gym alphabetically) for Parent/Teacher Conferences our numbers were up. This year we had 46% of parents show; where last year we were at 38%.

Mr. Giertz spoke briefly on discipline review and the student atmosphere over the last month.

13. ADMINISTRATIVE COMMUNICATIONS

Mr. Stecken mentioned that there were 2 Thank You's, one in the packet from the Family of Assistant Coach Philip Conner and one at their place from the MVK Softball Team. There were 3 FOIA's since our last meeting: Vince Espi from news.locallabs.com RE: 1619 Project Curriculum; Vince Espi from news.locallabs.com RE: COVID-19 Protocol; Katherine Smyser from NBC Universal RE: Unclaimed Funds; and several Messages from the Superintendent

to read.

14. ACTION ITEMS AFTER EXECUTIVE SESSION

None

15. ADJOURNMENT

The meeting adjourned at 7:11 p.m.



President, Board of Education

11-17-2021
Date



Secretary, Board of Education

11-17-2021
Date