

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 19, 2022, at 6:00 p.m. President Frye called the meeting to order with roll call.

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

Others present: Superintendent Dan Stecken, Principal Michael Coughlin, Dean of Students Mark Giertz, Recording Secretary Nadine Maierhofer, student award winners and their families and guests.

2. RECOGNITION OF GUESTS AND VISITORS

Mr. Giertz recognized our August and September Students of the Month.

3. SUCCESS AT SHS

Mr. Stecken recognized Matt Houchin. Mr. Stecken stated that Matt is an SHS graduate and helped us out subbing after he graduated college. He this year he was hired on as a paraprofessional in a one on one position. His newest adventure here at SHS is working the new computer for the new score table we have. He has jumped in with both feet working many hours doing all kinds of behind the scenes and under the radar kind of work. His work with the Volleyball season is just the beginning. Great job, Matt!

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, Dan Stecken presented the Treasurer's Report. President Frye stated that the Treasurer's Report would stand approved subject to audit.

7. APPROVAL OF MINUTES

A. Budget Hearing Minutes, dated September 21, 2022

- B. Regular Board Minutes, dated September 21, 2022
- C. Building/Grounds/Transportation Committee Minutes, dated October 5, 2022
- D. Finance/Personnel Committee Minutes, dated October 5, 2022

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 Tiffany Biros to approve the accounts payable as presented.

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

9. PUBLIC COMMENT

No requests for public comment were received.

10. EDUCATIONAL ITEM

No Education Item at this time.

11. COMMITTEE REPORTS

Cory Yandell gave a brief report to the Board on what was discussed at the Building, Grounds & Transportation Meeting.

Jason Eltrevoog gave a brief report to the Board on what was discussed at the Finance & Personnel Committee Meeting.

12. SUPERINTENDENT'S REPORT

A. Finance Report

1. Direct Preparation of the 2022 Levy and 2023-24 Budget

Mr. Stecken stated that each year the Board directs the preparation of the levy along with the corresponding budget. He stated that the Finance & Personnel Committee start the process by discussing a very preliminary

levy and a big picture FY 24 budget. He continued stating that in November you will see a more refined levy.

A motion was made by Sara Olson and seconded by Jason Eltrevoog to direct the preparation of the 2022 Levy and the FY 24 Budget.

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

2. Vezzetti Capital Management Custodian Update

Mr. Stecken stated that Mike Vezzetti has worked as the Investment Manager for our district for over 30 years. Recently, the custodian bank for his practice informed them that they were going in a new direction with bank merges. Mike and his team were then able to procure Schwab as a house for their firm. This new custodial change is a 5-year agreement and while we hope Mike serves us forever, the VCM folks are a pleasure to work with.

3. Gymnasium Addition Update

Mr. Stecken stated that in both of the Committee Meetings this month he presented to the board a couple of documents. First, a 5-year estimate of change in fund balances with our gymnasium project, assuming a higher than anticipated bid amount (to be safe). Secondly, he presented the fund balance history stating that the district has done a great job at coming in under budget each year over the recent years. Lastly, he went over a fund balance chart that shows the anticipated fund balances throughout this new project.

B. Personnel Report

1. Co-Curricular List Update

Mr. Stecken stated there was no update this month.

2. New Employee Update

Mr. Stecken mentioned that new employees were discussed at the Finance & Personnel Committee meeting. He stated that we have nine this school year; about 10% of our employee population.

C. Building, Grounds & Transportation

1. Building Update

Mr. Stecken reviewed the Building, Grounds & Transportation Report from Jim Harsted. He mentioned it is a never-ending cycle of HVAC concerns with the 78-boiler, Chad has also been here to inspect a few things. We passed our bleacher inspection; however, they are going to need some major repairs that we can use our health life safety money for. He continued stating that the 98-chiller was done this past summer, the 94 is a smaller one that we can actually self-perform. We have completed paperwork on a Maintenance Grant for anew elevator. As far as vehicle rotation goes, we traded in the ventrac getting a new zero tum and a new riding tractor for the AG farm. The purchase of a new van this year will be put off for a year with all the other items we are trying to work on. Mr. Stecken will check out the bus information at the Joint Annual Convention next month.

2. 1994 Chiller Upgrade

Mr. Stecken updated the Board on the 1994 Chiller Upgrade. He stated this is a much smaller project that we can self-perform with the help of Ruyle. The plan is to complete this project this coming summer, the summer of 2023.

A motion was made by Cory Yandell and seconded by Jason Eltrevoog to approve the purchase, demolition, and install of the 1994 Chiller Upgrade as presented.

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

Nays:

Motion Carried

3. Maintenance Grant

Mr. Stecken stated that he was surprised that the state pushed out another round of Maintenance grants. This particular grant will be for elevator repairs. Where we are unsure of the exact replacement cost for the unit, it will be above the \$100,000 threshold for the matching grant funds.

A motion was made by Joe Johnson and seconded by Cory Yandell to approve the Application for a Maintenance Grant for elevator repairs as presented.

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

Nays:

Motion Carried

4. Request for Proposals for Guaranteed Energy Savings Contract

Mr. Stecken briefed the board on some repairs/additions he would like to get completed with the Guaranteed Energy Savings Contract. Some items would be the roof, bleachers - inside and out, Ag kitchen, 78-boiler, tuck point main campus, and a parking lot reseal (north lot).

5. Vehicle Rotation Update

Mr. Stecken stated that we pushed the bus and van replacement back a year due to low mileage. We were able to get a nice deal on our old ventrac mower and blown-up Ag Farm rider; that allowed us to get a large zero turn for the main campus and a new riding tractor for the Ag Farm. With the trading in of the Ventrac we have a need for a field grooming machine. We were able to demo a new SmithCo diesel machine. This will be amazing asset to have to help our maintenance staff and our coaches.

6. Maintenance Radio System

Mr. Stecken briefed the Board on our current falling maintenance radio system and stating the need for a replacement. He continued stating the good news with this purchase is this is a security item that we can charge to Tort.

A motion was made by Joe Johnson and seconded by Sara Olson to approve the purchase of a maintenance radio system as presented.

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

7. Track Shelter

Mr. Stecken mentioned that our vocational math class will be led by Mr. Witte and Mr. Harsted to build a track shelter on the concrete slab that is out by the track. The students will learn concrete anchoring, framing, to build a tress, roofing, laying shingles and post wrapping. This will help our Vocational Math class learn about the real-world problem-solving skills and life trade experiences.

A motion was made by Tiffany Biros and seconded by Jason Eltrevoog to authorize the purchase of the track shelter materials as presented.

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

8. Auditorium Stage Curtains

The Board was reminded that three years ago our auditorium curtains needed to be treated with flame-retardant applicators. The last time we did this the cost was \$15,000. We know that our curtains are old and out-of-date. It is a fire code and ROE safety requirement to have flame retardant stage curtains in any auditorium. It therefore makes sense to purchase new curtains that have a longer life expectancy and a longer flame-retardant material on them, not needing to be reapplied every three years.

A motion was made by Joe Johnson and seconded by Cory Yandell to purchase the new auditorium stage curtains as presented.

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

D. Executive Session

Mr. Stecken indicated he would call for an Executive Session at the end of the meeting.

13. PRINCIPAL/DEAN OF STUDENTS

A. Professional Development Update

Mr. Coughlin informed the Board that our "Seneca Way Day" this year on September 30<sup>th</sup> built off of the momentum from last year. All faculty met in the Media Center for a few activities then broke out into smaller groups working on the core values.

October 6<sup>th</sup> - ½ SIP Day - Mr. Coughlin mentioned we had a Reunification Plan (ALICE) run by SRO Ken Sangston. What would we do if we were moved off site, how to set up a family waiting area, and then students reunited with their parents/loved ones.

October 7<sup>th</sup> - Teachers Institute - Mr. Coughlin mentioned that all faculty members, and some additional staff members, worked on receiving their CPR certification. They met with the guidance counselors regarding SAT prep; that will no longer be done on Sunday afternoons, but moved to during SST class periods. There were also some ROE virtual videos they could work on.

B. Parent Teacher Conferences Update

Mr. Coughlin mentioned that traditional setting numbers were up, last year we were at 46% this year we were 47%. He made mention that there were

quite a few families that took advantage of the \$75 discount on registration fees by attending all three parent meetings. His hopes were that we would still continue/offer this.

14. ADMINISTRATIVE COMMUNICATIONS

Mr. Stecken mentioned that there was no Freedom of Information Act requests this month; however, there are a few Messages from the Superintendent to read.

EXECUTIVE SESSION

A motion was made by Joe Johnson and seconded by Tiffany Biros, to adjourn to Executive Session, to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees, student discipline, and pending litigation.

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

15. ACTION ITEMS AFTER EXECUTIVE SESSION

There were no action items.

16. ADJOURNMENT

The meeting adjourned at 7:15 p.m.

  
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President, Board of Education

11-16-22  
Date

  
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Secretary, Board of Education

11-16-22  
Date