

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 August 21, 2024, at 6:00 p.m. President Frye called the meeting to order with roll call.

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

Others present: Superintendent Dan Stecken, Principal Mike Coughlin, Dean of Students Mark Giertz, Board Secretary Nadine Maierhofer, New Faculty Members Conner Christian and Lauren Sandeno and new employees Marsha Henne, helsea O'Neil, and Madison O'Sullivan.

2. RECOGNITION OF GUESTS AND VISITORS

Mr. Coughlin introduced new Faculty and Staff members.

3. SUCCESS AT SHS

Dr. Stecken stated that he would really like to give a huge pat on the back to our Admin Team. Mike Coughlin, Mark Giertz, Jill Rockrohr, Ted O'Boyle, Ken Sangston and Stacey Gould do amazing things, they are loyal, collaborative, and cohesive. They switch gears every day on a daily basis; never knowing what kind of fires or events will happen next. Mike Coughlin was challenged over the summer to take the Seneca Way to the next step and is a great instructional leader for our teachers. Mark Giertz was a police investigator today, along with his discipline and attendance all day long. **Jill** Rockrohr, Director of Student Services-Special Education is amazing at leading her department with the many new legal changes and a cohesive staff, Stacey Gould as CSBO has grown immensely in her leadership and job functions, managing the finance of some difficult projects, and Ted O'Boyle, Athletic Director, have all been doing great. Ted has been shown great respect by all coaches, and none of them are wearing blinders. SRO, Ken Sangston, is as always great with the students. He hopes that they all really understand how much they are appreciated by the Superintendent and **all** of our students, staff, and community for their efforts.

4. EDUCATIONAL ITEM

There was no Educational Item this month.

5. INVESTMENT REPORT

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

6. FINANCIAL INFORMATION

Dr. Stecken reviewed the Financial Dashboards.

7. TREASURER'S REPORT

Dr. 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.

8. APPROVAL OF MINUTES

- A. Regular Board Minutes, dated July 17, 2024
- B. Building, Grounds, Transportation Committee Minutes, dated August 7, 2024
- B. Finance/Personnel Committee Minutes, dated August 7, 2024

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

9. ACCOUNTS PAYABLE

Dr. 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, Biros, Eltrevoog, Frye, Hamilton
Nays:
Motion Carried

10. PUBLIC COMMENT

No requests for public comment were received.

11. COMMITTEE REPORTS

Jason Eltrevoog gave a brief report from the Finance/Personnel Committee meeting from August 7, 2024.

Joe Johnson mentioned that most everything he would touch base on was covered by Jason. However, he quickly touched on some of the land lab things to fix up such as fencing, re-graveling, and painting.

12. SUPERINTENDENT'S REPORT

A. Finance Report

1. 2024-2025 Amended Budget

Dr. Stecken briefed the Board on the amended FY 24 budget stating that this month it is information only. He stated it was a balanced budget in operating funds put together by CSBO Stacey Gould.

2. Health Life Safety Elevator Pay App 3

Dr. Stecken stated this is the 3rd Pay App for the Health Life Safety Elevator Work with GRP Wegman. Much of this pay app covers the masonry and electrical work provided. We will have another pay app for the elevator company's work and then a final masonry, mechanical, and electric services provided. He is hoping this project will be completed by early to mid-October.

A motion was made by Jason Eltrevoog and seconded by Tiffany Biros to approve the Health Life Safety Elevator Project Pay App 3 as presented.

ROLL CALL: Ayes: Eltrevoog, Frye, Hamilton, Johnson, Biros

Nays:

Motion Carried

3. Transfer Resolution for Administrative Services

Dr. Stecken informed the Board that Section 17-1.5 of the School Code requires districts to ensure that their budgeted percent increase of Function 2320 administrative costs for Fiscal Year 2024 does not exceed actual Fiscal Year 2023 expenditures by 5% on the Administrative Costs Worksheet with the State Budget Form. There is no exchange of funds, this is simply a coding solution on the accounting software but a resolution must be filed with ISBE. To fix this, the Board can authorize a transfer of budgeted funds from Function 2320 to 2310 to stay within the 5% threshold.

A motion was made by Joe Johnson and seconded by Rich Hamilton to approve the Transfer Resolution for Administrative Services as presented.

ROLL CALL: Ayes: Johnson, Biros, Eltrevoog, Frye, Hamilton

Nays:

Motion Carried

4. Insight Financial 3-year SOPHOS Lease

Dr. Stecken stated that every year we evaluate our software agreements and this year we were approached by SOPHOS, one of our providers, for a significant upgrade in security for minimal pricing impacts. Additionally, if we locked in a multi-year (3 year) agreement we could do this through a leasing agreement (like LEAF with our printers and copy services). He continued that we levy \$0.05 each year for leasing purposes so this is a win win for the district. We will have improved services, value adds for security protections, and it fits our financial picture as well.

A motion was made by Rich Hamilton and seconded by Jason Eltrevoog to approve the 3-year Lease for Insight Financial as presented.

ROLL CALL: Ayes: Hamilton, Johnson, Biros, Eltrevoog, Frye

Nays:

Motion Carried

B. Personnel Report:

1. Professional Development Report:

Dr. Stecken informed the board this past school year Eva Bruno earned her English as a Second Language endorsement and Mr. Terry Maxwell has completed his Dual Credit Biology coursework. We also have a couple other teachers wrapping up their coursework.

2. Co-Curricular Update 24-25:

Dr. Stecken informed the Board that we only had one update this month. Mr. Steven Bartkus, a SHS graduate and newly certified teacher with Serena Unit 2 District will be volunteering as an assistant football coach. Steven played as a kicker collegiately at Eureka College.

3. Co-Curricular Contracts 24-25

Dr. Stecken stated that we annually renew our co-curricular contracts at the end of the spring and monthly renew the co-curricular report. These contracts to be signed include our staff and non-staff members.

4. Part-time Agricultural Department Assistant

Dr. Stecken stated in the past we always had a part-time agricultural department assistant that was typically a SHS graduate, enrolled at a local junior college, that had vast experience in Seneca High School's Agricultural Department and PPA operations. In the recent past, this position was grant funded, paid at a modest hourly rate, and average about 12-15 hours per week of work, sometimes more dependent upon the season of the year. With two newer, young agricultural teachers, he feels

it is prudent to renew this position, paid according to the support staff collective bargaining agreement hourly rate of \$15/hour with no benefits. We had one applicant, Ashlin Jackson, express interest, and she would be a great asset for them.

5. Great Place to Work Survey

Dr. Stecken mentioned his dedication to SHS and the building of our culture here at SHS. "Great Places to Work" is a certified human resource strategic company that will implement an employee survey to find just that, successes, areas of improvement, etc. in a human resource lens. Once the survey is taken by our employees, we can see what we need to improve upon and if we hit the proper metrics, SHS will be able to proudly say we are, "A Great Place to Work." He feels that we need to find creative solutions to the staffing concerns in the education industry. With upcoming teaching openings, always difficult to manage support staff openings, and other unanticipated events, having some more credibility, other than word of mouth, makes perfect sense.

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

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

C. Building, Grounds & Transportation

1. Building Update:

Dr. Stecken briefed the Board on items from the Building Services Report.

2. Track Resurface Project

Dr. Stecken mentioned that it has been 6 years since the track has been resurfaced. Where we had hoped to do this in the summer of 2025, part of the first lane of the track is crumbling, weathered, and starting to become rough, posing significant injury possibilities. Track Surfaces Company is a local company out of Elburn that re-sealed our track in 2018. With the volume of track meets that we host, this is something that needs to be done now. With your approval tonight we will be able to have the resealing done here in the fall of 2024. He also included in the packet a quote from Sourcewell Co-Op for \$177,000 to fix the repairs needed. He did conclude with the thought that after this resurface, we would hopefully not have to do any more repairs for 5-7 years, at which point we would need to completely redo the track. This would include the asphalt subgrade which could become a \$700K- \$1.5M project.

A motion was made by Rich Hamilton and seconded by Jason Eltrevoog to approve the Track Resurface Project as presented.

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

3. Wheelchair Life Project Approval

Dr. Stecken mentioned that due to our frustrating situation with the elevator repair company, we have had to scramble to remedy some issues. We successfully relocated a couple of classrooms that were in our 1979 portion of the building. We currently have two students in wheelchairs, and we always seem to have some athletic or personal injuries that require elevator usage. When the elevator news was delivered, we investigated bringing back a wheelchair lift that we had over 15 years ago in the 1979 2nd story section. The good news is we can charge all of this to TORT, bad news was it will need to be custom fabricated and the ADA permitting process takes time. This process from start to finish will take approximately 10-11 weeks in which the elevator will hopefully be finished. Regardless of the elevator repair, it makes sense to have this chairlift installed for any situation of elevator maintenance and to be ADA compliant in this stair section from existing building to addition.

A motion was made by Joe Johnson and seconded by Tiffany Biros to approve the Wheelchair Life Project as presented.

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

4. Summer Projects Update

Dr. Stecken went over a very detailed spreadsheet of all the work that was completed this summer by Mr. Harsted's crew. He stated that some items will be pushed into next year.

5. Facility Plan Update

Dr. Stecken briefed the Board on the facility plan update. He mentioned that some of this was previously discussed in the Building, Grounds, and Transportation committee meeting. He went over some of the completed work, the work in progress and the yet to begin work.

6. Health Life Safety Projects Update

Dr. Stecken briefed the Board on the elevator situation, stressing his frustrations not with the performance contractor but from the actual elevator installation company. He stated that we are unfortunately at their mercy; however, our students and staff will not be impacted in this delay during the school day.

7. Turf Baseball & Softball Field Projects Update

Dr. Stecken mentioned that they held their first mobilization meeting with Project Manager, Don Bollinger from ATG Sports. We partnered with local union contractors, like Vissering Construction, Mt. Carmel, and Levelit.

D. PRESS Policies - 2nd Reading (see p.2)

Dr. Stecken stated that nothing has changed since last month, these are just the cleaned-up version of the 5-year review updates originally presented in July.

A motion was made by Joe Johnson and seconded by Rich Hamilton to approve the PRESS Policies 2nd Reading as presented.

ROLL CALL: Ayes: Johnson, Biros, Eltrevoog, Frye, Hamilton

Nays:

Motion Carried

E. Measurable Goals Outcome

Dr. Stecken briefed the Board on various goals that were set for the 2023-2024 school year and whether or not they were met. After going over the two goals he stated that our main concerns moving forward were 1) district enrollment and demographic figures; and 2) the impact of multiple known personnel retirements (faculty/staff) in four of the next five years.

F. Executive Session

Dr. Stecken indicated he would ask for an Executive Session.

13. PRINCIPAL/DEAN OF STUDENT REPORT

I. Summer School Recap:

Mr. Coughlin presented the Board with a quick overview of the Summer School Program this past summer.

2. 2024-25 Registration Update

Mr. Coughlin updated the Board on our registration for this coming school year. He mentioned as of 7/31/2024 we had 320 out of 369 registered. As of August 9th, we had 96% registered and now as of today, August 21st we had 372 enrolled; big kudos to Karen, Nikki and Luri.

14. ADMINISTRATIVE COMMUNICATION AND FOIA REPORT

Dr. Stecken mentioned that included in their packet is a Thank-You from Don Brown, flowers sent as his father passed away. A very large FOIA from Rylan Klatt, Illinois Valley Times Requesting: District vendor contracts/agreements over \$1,000; and Employment contracts; collective bargaining agreements full time aid, janitorial staff, teacher, and principal. There were several State Superintendent Weekly Messages that were included as supplemental readings.

EXECUTIVE SESSION

A motion was made by Joe Johnson and seconded by Rich Hamilton, 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, Biros, Eltrevoog, Frye, Hamilton
Nays:
Motion Carried

15. ACTION ITEMS AFTER EXECUTIVE SESSION

No action items were discussed.

16. ADJOURNMENT

The meeting adjourned at 7:38 p.m.



President, Board of Education

9-18-24
Date



Secretary, Board of Education

9-18-24
Date