

**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 17, 2024, at 6:00 p.m. Board Member Cory Yandell called the meeting to order with roll call.

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

Others present: Superintendent Dan Stecken, Principal Michael Coughlin, Board Secretary Nadine Maierhofer, Treasurer Rob Maierhofer, Guest Speaker Mike Vezzetti and member of the public Becki Claypool.

2. RECOGNITION OF GUESTS AND VISITORS

There were none for this month.

3. SUCCESS AT SHS

Success at SHS this month goes to all those involved with our summer projects. We have return college students, current Seneca High School students, our housekeeping and maintenance crews. Where last year we were more focused on the new gym, now there are a lot of little things being done at once. This year's work is being done efficiently and all are working well together.

4. INVESTMENT REPORT

Dr. Stecken reviewed the Investment Report. Board Member Yandell stated that the Investment Report would stand approved as presented, subject to audit.

5. FINANCIAL INFORMATION

Dr. Stecken reviewed the Financial Dashboards.

6. TREASURER'S REPORT

Rob Maierhofer presented the Treasurer's Report. Board Member Yandell stated that the Treasurer's Report would stand approved subject to audit.

7. APPROVAL OF MINUTES

- A. Regular Board Minutes, dated June 19, 2024
- B. Executive Session Minutes and Destruction of Audio Tapes

Dr. Stecken stated that the Executive Session Minutes from January 2024 through June 2024 were reviewed and determined appropriate to release. The audio tapes for the Executive Sessions from July 2022 through December 2022 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 Tiffany Biros to approve and open the Executive Session minutes from January 2024-June 2024 and the destruction of the Audio Recordings of the Executive Session Meetings from July 2022 through December 2022 since 18 months have now passed and written minutes of the meetings were previously approved.

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

8. ACCOUNTS PAYABLE

Dr. Stecken reviewed the accounts payable.

Board Member Yandell asked for a motion to approve the accounts payable as presented.

A motion was made by Joe Johnson and seconded by Jason Eltrevoog to approve the accounts payable as presented.

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

9. PUBLIC COMMENT

No requests for public comment were received.

10. EDUCATIONAL ITEM

Mike Vezzetti with Vezzetti Capital Management presented his annual report to the Board.

11. COMMITTEE REPORTS

There were no Committee Reports given.

12. SUPERINTENDENT'S REPORT

A. Finance Report

1. Administrator and Teacher Salary and Benefits Report

Dr. 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 Tiffany Biros and seconded by Jason Eltrevoog to approve to EIS Administrator and Teacher Salary and Benefits Report as presented.

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

Nays:

Motion Carried

2. Health Life Safety Elevator Project Pay App 2

Dr. Stecken briefed the Board on our 2nd Pay App. The first pay app included the payment to procure the elevator parts, cab, and to line up the trade contractors for the work. We currently have many different contractors working on this project and it remains on schedule as of July 1.

A motion was made by Joe Johnson and seconded by Jason Eltrevoog to approve the 2nd payout application to GRP Wegman for the Health, Life, Safety Elevator project as presented.

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

Nays:

Motion Carried

B. Personnel Report

1. FMLA Request

Dr. Stecken mentioned that our Social Worker, Mrs. Samantha Leake, recently had a baby and would like to use a couple of weeks at the beginning of the school year for maternity leave. Where she is entitled to longer leave, she indicated to Dr. Stecken she will only use two weeks.

Board Member Yandell asked for a motion to approve the Personnel Report as presented.

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

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

Nays:
Motion Carried

C. Building, Grounds & Transportation

1. Building Update

Dr. Stecken briefly went over some of the items listed on Jim's Building and Grounds Report.

2. Health Life Safety Project Update

Dr. Stecken mentioned that in addition to the Pay App recently approved he has included in the board packet an updated schedule of work from GRP Wegman on the elevator project.

D. OSF Agreement for Drug Testing

Dr. Stecken mentioned that this will be our 8th year working with Ottawa OSF in regard to our student drug testing. Last year the test was \$40/student with \$14.73 mileage charge and a \$50 per hour collection fee per month. This year they raised the test fee to \$54/student, \$0.67/mile for mileage, and \$80 per hour collector fee. We did not have any increase two years ago but this collector fee does represent an increase for another year, that we had not paid in the past. He mentioned with two years of increases in a row he will monitor the yearly charges compared to the past before he makes any recommendations for the 25-26 school year.

A motion was made by Joe Johnson and seconded by Tiffany Biros to approve the annual OSF Drug Testing Agreement as presented.

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

Nays:
Motion Carried

E. Policy

1. PRESS Policy - 1st Reading

Dr. Stecken stated that there were no major changes as nearly all of the updates are a 5-year review cycle and some include footnote updates pertaining to legal updates.

F. E-Learning Hearing Approval

Dr. Stecken mentioned that the discussion held prior to our Board Meeting went over the requirements for the E-Leaming Approval process. Since this has been discussed, he is looking for a motion at this time.

A motion was made by Joe Johnson and seconded by Jason Eltrevoog to approve the E-Leaming Hearing and ISBE Document as presented.

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

G. Executive Session

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

13. PRINCIPAL/DEAN OF STUDENTS REPORT

A. Beginning of the 2024-25 School Year Update:

Mr. Coughlin stated that the registration letter was mailed out to all families. The registration window opened on Monday, July 8, and goes through to August 9. Early Bird registration where our families can save \$25 goes through Wednesday, July 31.

Mr. Coughlin continued with the schedule for the first three days: the school year will begin on Thursday, August 15 with a ½ day for Freshman, then August 16 will be a 2:00 dismissal for Freshman and all new students (transfers); and we welcome the full student body back on Monday, August 19.

14. ADMINISTRATIVE COMMUNICATION AND FOIA REPORT

Dr. Stecken mentioned there was a Thank You from the Seneca Food Bank for funds donated from our April/May Jean Donations. There was a Thank You from the Bear Necessities, Pediatric Cancer Foundation, our Jean Fundraiser from March. There was a FOIA Request from Vance w/Creative Energy requesting the following: Email address for all School Board Members as well as of all of our current teachers, principals, superintendents and administrative staff within the district. There were also several weekly Messages from the State Superintendent for some light reading.

15. ACTION ITEMS AFTER EXECUTIVE SESSION

There were no action items.

16. ADJOURNMENT

The meeting adjourned at 6:52 p.m.



President, Board of Education

8-21-24
Date



Secretary, Board of Education

8-21-24
Date