

HOLTON PUBLIC SCHOOLS
Organizational Meeting
Holton Board of Education
July 11, 2011 – 6:30 p.m.
Administration Building

Meeting called to order by Amy Brookhouse at 6:30 p.m.

CALL TO ORDER

Pledge of Allegiance was recited.

Oath of Office was administered to Board Members
David Stitt and Brian Byrnes by Jenny Mutchler.

OATH OF OFFICE

Roll Call - Brian Byrnes
 David Stitt
 Amy Brookhouse
 John Buckley
 Melissa Smith
 Mike Slowik

ROLL CALL

Absent - Jeanine Wildfong – Arrived at 6:40 p.m.

Welcome/Public Comments – None

Motion by Melissa Smith, supported by Brian Byrnes
to approve Board of Education Organizational Matters
(Agenda).

AGENDA APPROVAL

Voting: Yes 6
 No 0
 Absent 1

Motion carried.

Motion by Amy Brookhouse, supported by John Buckley
to elect Brian Byrnes as Secretary of the Board.

**SECRETARY
TO BOARD**

Voting: Yes 6
 No 0
 Absent 1

Motion carried.

Motion by Melissa Smith, supported by Brian Byrnes to elect Amy Brookhouse as President of the Board.

**PRESIDENT
TO BOARD**

Voting: Yes 6
 No 0
 Absent 1

Motion carried.

Motion by John Buckley, supported by Amy Brookhouse to elect David Stitt as Vice President of the Board.

**VICE PRESIDENT
TO BOARD**

Voting: Yes 6
 No 0
 Absent 1

Motion carried.

Motion by David Stitt, supported Melissa Smith to elect John Buckley as Treasurer of the Board.

**TREASURER
TO BOARD**

Voting: Yes 6
 No 0
 Absent 1

Motion carried.

Motion by John Buckley, supported by Brian Byrnes to adopt scheduled time and dates of regular board meetings for fiscal year of 2011-2012:

BOARD MEETING DATES

July 11, 2011	January 9 & 23, 2012
August 8 & 22, 2011	February 13 & 27, 2012
September 12 & 26, 2011	March 12 & 26, 2012
October 10 & 24, 2011	April 23, 2012
November 14 & 28, 2011	May 14 & 29 (Tues), 2012
December 12, 2011	June 11 & 25, 2012

Voting: Yes 6
 No 0
 Absent 1

Motion carried.

Motion by John Buckley, supported by Melissa Smith to approve the Designation of Depository of Funds for fiscal year 2011-2012:

DEPOSITORY FUNDS

	Type of Funds	10-11 Depository	11-12
a)	General Operating	Fifth Third Bank	Fifth Third Bank
b)	Debt Retirement	Fifth Third Bank	Fifth Third Bank
c)	Food Service	Fifth Third Bank	Fifth Third Bank
d)	Internal Accounts	Fifth Third Bank	Fifth Third Bank
e)	Investment Accounts	MILAF & Fifth Third Bank	MILAF & Fifth Third Bank
f)	Capital Projects Accounts	Fifth Third Bank	Fifth Third Bank

Voting: Yes 6
 No 0
 Absent 1

Motion carried.

Motion by David Stitt, supported by Brian Byrnes to approve the following Designation of Authorized signatures:

AUTHORIZED SIGNATURES

- a) General Operating – Any two (2): President, Treasurer, Board Secretary, or Superintendent.
- b) Debt Retirement: Any two (2): President, Treasurer, Board Secretary or Superintendent.
- c) Food Service Fund: Any two (2): President, Treasurer, Board Secretary or Superintendent.
- d) Internal Accounts: Any two (2): Principal, Building Secretary or Superintendent.
- e) Transfer of Funds for Debt Retirement, Food Service and General Fund: Business Manager or Superintendent
- f) Capital Projects Checking: Any two (2): President, Treasurer, Board Secretary or Superintendent.

Voting: Yes 7
 No 0

Motion carried.

Motion by Melissa Smith, supported by John Buckley to approve the Superintendent authorization to sign all State and Federal Grant Projects.

SIGNATURES FOR STATE/FEDERAL GRANTS

Voting: Yes 7
 No 0

Motion carried.

Motion by John Buckley, supported by Brian Byrnes to approve Superintendent or designee shall be responsible for posting Public Notices of meetings.

POSTING OF MEETINGS

Voting: Yes 7
 No 0

Motion carried.

Motion by Melissa Smith, supported by Jeanine Wildfong to approve Superintendent or designee to be responsible for election duties.

ELECTION DUTIES

Voting: Yes 7
 No 0

Motion carried.

The following Board Advisory Committees were established: (Vice President stands in for meetings)

BOARD ADVISORY COMMITTEES

Finance

John Buckley
Amy Brookhouse
Brian Byrnes

Negotiations

Amy Brookhouse
Melissa Smith
David Stitt

Motion by John Buckley, supported by Jeanine Wildfong to adjourn at 6:45 p.m.

ADJOURNMENT

Voting: Yes 7
 No 0

Motion carried.

Brian Byrnes
Board Secretary