

**Holton Public Schools Board of Education  
Organizational Meeting  
July 21, 2025 – 5:30 PM  
District Services Building**

**Minutes**

- I. Call to Order at 5:30 by Board President Amy Brookhouse
- II. Pledge of Allegiance
- III. Roll Call - Jack Vanderboegh, Beth Frey, Amy Brookhouse, Amber Slater, Brian Byrnes, and Sarah Hippler.
- IV. Welcome and Public Comments
  1. This is the time when members of the audience may address the Board of Education regarding any topic, including items on the agenda. We encourage you to express your concerns and ideas at this time; however, please limit your remarks to no more than three minutes. When addressing the Board of Education, please state your name and address.
- V. Approval of Board of Education Organizational Matters (Agenda).
  1. Motion by: Amber Slater
  2. Supported by: Sarah Hippler
  3. Questions or discussion:
  4. Vote: 6 - 0 - 1 Vacant
- VI. Adoption of Scheduled Time of Regular Board Meetings (dates for fiscal year of 2025-2026)

July 21	August 11 & 25	September 8 & 22	October 6 & 27
November 10 & 24	December 8	January 12 & 26	February 9 & 23
March 9 & 23	April 20	May 11 & 26	June 8 & 22

1. Motion by: Brian Byrnes
2. Supported by: Beth Frey
3. Questions or discussion:
4. Vote: 6 - 0 - 1 Vacant

VII. Designation of Depository of Funds for fiscal year 2025-2026:

Type of Funds	2024-2025 Depository	2025-2026
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.) School Activities Account	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
g.) Tech & Security Account	Fifth Third Bank	Fifth Third Bank

1. Motion by: Amber Slater
2. Supported by: Brian Byrnes
3. Questions or discussion:
4. Vote: 6 - 0 - 1 Vacant

VIII. Designation of Authorized Signatures:

- a.) General Operation: 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.) School Activities Accounts: Any two (2): Principal, Building Secretary, Athletic Director, or Superintendent.
- e.) Capital Projects Checking: Any two (2): President, Treasurer, Board Secretary or Superintendent.
- f.) Tech & Security Account: Any two (2): President, Treasurer, Board Secretary or Superintendent.
- g.) Transfer of Funds for Debt Retirement, Food Service, General Fund, School Activities, Accounts, Investment Accounts, Capital Projects, and Tech & Security: Business Manager or Superintendent.

1. Motion by: Amber Slater
2. Supported by: Beth Frey
3. Questions or discussion:
4. Vote: 6 - 0 - 1 Vacant

IX. Designation of Authorized Signatures for State and Federal Projects:

Recommended Action: Approve that the Superintendent be authorized to sign all State and Federal Grant Projects.

1. Motion by: Brian Byrnes
2. Supported by: Amber Slater
3. Questions or discussion:
4. Vote: 6 - 0 - 1 Vacant

X. Designee responsible for posting Public Notices of meetings.

Recommended Action: Approve the Superintendent or his designee to be responsible for postings and public notices of meetings.

1. Motion by: Brian Byrnes
2. Supported by: Amber Slater
3. Questions or discussion:
4. Vote: 6 - 0 - 1 Vacant

XI. Delegation of Election Duties:

Recommended Action: Approve the Superintendent or his designee to be responsible for election duties.

1. Motion by: Amber Slater
2. Supported by: Beth Frey
3. Questions or discussion:
4. Vote: 6 - 0 - 1 Vacant

XII. Approve the Fee Structure and Facilities Use Process for the 2025-2026 School Year.

1. Motion by: Jack Vanderboegh
2. Supported by: Sarah Hippler
3. Questions or discussion:
4. Vote: 6 - 0 - 1 Vacant

XIII. Approve the Superintendent to Authorize Student Overnight Trips for the 2025-2026 School Year.

1. Motion by: Jack Vanderboegh
2. Supported by: Amber Slater
3. Questions or discussion:
4. Vote: 6 - 0 - 1 Vacant

XIV. Adjournment

1. Motion by: Sarah Hippler
2. Supported by: Brian Byrnes
3. Time: 5:36
4. Vote: 6 - 0 - 1 Vacant