

**Holton Public Schools Board of Education
Organizational Meeting
July 12, 2021 – 6:30 PM
District Services Building**

Minutes

- I. Call to Order at 6:30 by Board President Amy Brookhouse
- II. Pledge of Allegiance
- III. Roll Call – Ranae English and Amber Cartwright Absent
- 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: Jack Vanderboegh
 2. Supported by: Brian Byrnes
 3. Questions or discussion:
 4. Vote: 5 – 0 – 2 Absent
- VI. Adoption of Scheduled Time of Regular Board Meetings (dates for fiscal year of 2021-2022)

July 12	August 9 & 23	September 13 & 27	October 11 & 25
November 8 & 22	December 13	January 10 & 24	February 14 & 28
March 14 & 28	April 18	May 9 & 23	June 13 & 27

 1. Motion by: Brian Byrnes
 2. Supported by: Jack Vanderboegh
 3. Questions or discussion:
 4. Vote: 5 – 0 – 2 Absent

VII. Designation of Depository of Funds for fiscal year 2021-2022:

Type of Funds	2020-2021 Depository	2021-2022
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: Brian Byrnes
2. Supported by: Beth Barnard
3. Questions or discussion:
4. Vote: 5 – 0 – 2 Absent

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: Jayson Robins
2. Supported by: Brian Byrnes
3. Questions or discussion:
4. Vote: 5 – 0 – 2 Absent

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: Beth Barnard
3. Questions or discussion:
4. Vote: 5 – 0 – 2 Absent

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: Jayson Robins
2. Supported by: Brian Byrnes
3. Questions or discussion:
4. Vote: 5 – 0 – 2 Absent

XI. Delegation of Election Duties:

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

1. Motion by: Brian Byrnes
2. Supported by: Jack Vanderboegh
3. Questions or discussion:
4. Vote: 5 – 0 – 2 Absent

XII. Approve the Fee Structure and Facilities Use Process for the 2021-2022 School Year.

1. Motion by: Brian Byrnes
2. Supported by: Jayson Robins
3. Questions or discussion:
4. Vote: 5 – 0 – 2 Absent

XIII. Adjournment

1. Motion by: Brian Byrnes
2. Supported by: Beth Barnard
3. Time: 6:37
4. Vote: 5 – 0 – 2 Absent