

**Holton Public Schools Board of Education**  
**December 8, 2025– 6:00 PM**  
**District Services Building**  
**Minutes**

- I. Call to Order at 6:00 by Board President Amy Brookhouse
  1. Pledge of Allegiance
- II. Roll Call - Jack Vanderboegh, Beth Frey, Andy O’Riley, Amy Brookhouse, Amber Cartwright, Brian Byrnes, and Sarah Hippler.
- III. Approval of Agenda
  1. Motion by: Amber Slater
  2. Supported by: Andy O’Riley
  3. Questions or discussion:
  4. Vote: 7 - 0
- IV. Special Presentations / Superintendent Reports
  1. Presentation by Tim Horton, Elementary Behavior Supervisor
- V. Discussion Items:
  1. Set Organizational Meeting (January 12, 2026 at 5:15pm)
  2. Overnight Trip and Chicago Day Trip
  3. 31n Supplemental Mental Health Support
  4. Hiring a Secondary Special Education Paraprofessional
  5. NEOLA Policy Update Vol 40, No 1 Second Reading
    - Vol. 40, No. 1 Fall Nondiscrimination
      - 1422 - Nondiscrimination, Equal Employment Opportunity, and Anti-Harassment
      - 1422.02 - Nondiscrimination Based on Genetic Information of the Employee
      - 1623 - Section 504/ADA Prohibition Against Disability Discrimination in Employment
      - 1662 - Anti-Harassment
      - 2260 - Nondiscrimination and Access to Equal Educational Opportunity
      - 2260.01 - Section 504/ADA Prohibition Against Discrimination Based on Disability
      - 3122 - Nondiscrimination, Equal Employment Opportunity, and Anti-Harassment

3122.02 - Nondiscrimination Based on Genetic Information of the Employee  
3123 - Section 504/ADA Prohibition Against Disability Discrimination in Employment  
3362 - Anti-Harassment  
4122 - Nondiscrimination, Equal Employment Opportunity, and Anti-Harassment  
4123 - Section 504/ADA Prohibition Against Disability Discrimination in Employment  
4122.02 - Nondiscrimination Based on Genetic Information of the Employee  
4362 - Anti-Harassment

Vol. 40, No.1, Fall Update

2210 - Curriculum Development - Approved Courses  
2412 Homebound Instruction Program  
4162 - Controlled Substance and Alcohol Policy for Commercial Motor Vehicle (CMV) Drivers and Other Employees Who Perform Safety-Sensitive Functions  
5460 - Graduation Requirements  
5517.01 - Bullying and Other Aggressive Behavior Toward Students  
7540.02 - Digital Content and Accessibility Web Accessibility, Content, Apps, and Services  
7541 - Electronic Data Processing Disaster Recovery Plan  
8300 - Continuity of Organizational Operations Plan  
8305 - Information Security

VI. 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.

VII. Consent Agenda Items (recommended to and supported by the Superintendent)

1. Acknowledge the January 15, 2026 trip to Chicago, allowing High School Students to visit Griffin Museum of Science and Industry, Navy Pier and Lincoln Park Zoo.
2. Acknowledge the January 15, 2026 through January 16, 2026 Overnight Trip allowing ten 8th grade students to attend a Leadership camp at Camp Newaygo.

3. Approval of the November 24, 2025 Regular Board Meeting Minutes.

- i. Motion by: Brian Byrnes
- ii. Supported by: Andy O’Riley
- iii. Questions or discussion:
- iv. Vote: 7 - 0

VIII. Supervisor Reports – None

IX. Action Items: (recommended to and supported by the Superintendent)

1. Approve the 2025-2026 Driver’s Education program as presented November 24, 2025. Tuition set at \$335.00; \$1,600 stipend for John Vold, Driver’s Education Coordinator, and \$21.00 per hour pay rate.

- i. Motion by: Amber Slater
- ii. Supported by: Sarah Hippler
- iii. Questions or discussion:
- iv. Vote: 7 - 0

2. Approve the recommendation to hire Jayde Potter, Marissa Brandenburg and Mandy Naugle as Part Time 31n Supplemental Mental Health Support Clinicians for the 2025-2026 school year.

- i. Motion by: Amber Slater
- ii. Supported by: Brian Byrnes
- iii. Questions or discussion:
- iv. Vote: 7 - 0

3. Approve the recommendation to hire Roberta Schillaci as a Secondary Special Education Paraprofessional.
  - i. Motion by: Amber Slater
  - ii. Supported by: Andy O'Riley
  - iii. Questions or discussion:
  - iv. Vote: 7 - 0
4. Approve the Second Reading of NEOLA Policy Update to include the revisions to the following policies as presented.

NEOLA Policy Update Vol 40, No 1

Vol. 40, No. 1 Fall Nondiscrimination

- 1422 - Nondiscrimination, Equal Employment Opportunity, and Anti-Harassment
- 1422.02 - Nondiscrimination Based on Genetic Information of the Employee
- 1623 - Section 504/ADA Prohibition Against Disability Discrimination in Employment
- 1662 - Anti-Harassment
- 2260 - Nondiscrimination and Access to Equal Educational Opportunity
- 2260.01 - Section 504/ADA Prohibition Against Discrimination Based on Disability
- 3122 - Nondiscrimination, Equal Employment Opportunity, and Anti-Harassment
- 3122.02 - Nondiscrimination Based on Genetic Information of the Employee
- 3123 - Section 504/ADA Prohibition Against Disability Discrimination in Employment
- 3362 - Anti-Harassment
- 4122 - Nondiscrimination, Equal Employment Opportunity, and Anti-Harassment
- 4123 - Section 504/ADA Prohibition Against Disability Discrimination in Employment
- 4122.02 - Nondiscrimination Based on Genetic Information of the Employee
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Vol. 40, No.1, Fall Update

- 2210 - Curriculum Development - Approved Courses
- 2412 Homebound Instruction Program

4162 - Controlled Substance and Alcohol Policy for Commercial Motor Vehicle (CMV) Drivers and Other Employees Who Perform Safety-Sensitive Functions

5460 - Graduation Requirements

5517.01 - Bullying and Other Aggressive Behavior Toward Students

7540.02 - Digital Content and Accessibility Web Accessibility, Content, Apps, and Services

7541 - Electronic Data Processing Disaster Recovery Plan

8300 - Continuity of Organizational Operations Plan

8305 - Information Security

i. Motion by: Brian Byrnes

ii. Supported by: Andy O'Riley

iii. Questions or discussion:

iv. Vote: 7 -0

X. Announcements and Correspondence

1. Admin/Board Christmas Party will be at Northside Pub on December 15, 2025 at 6:00. The cost is \$20 per person.
2. Staff Christmas Luncheon - December 18, 2025 in the High School Cafeteria between 11:00 and 1:30.

XI. Board Comments

XII. Adjournment

1. Motion by: Sarah Hippler
2. Supported by: Andy O'Riley
3. Time: 6:28
4. Vote: 7 - 0