OHIO COMMUNITY HIGH SCHOOL
BOARD OF EDUCATION MEETING DISTRICT #505
TUESDAY, JUNE 24, 2025

A

I. CALL TO ORDER

The meeting was called to order at 7:00 P.M.

1.1 Roll Call

High School Board members present: Brock Kaecker, Harold Albrecht, Chad Deery, Janice Campbell, Reka Albrecht, Courtney Forristall
High School Board members not present: Cindy Hacker
Administrator present: Superintendent Hamilton, Superintendent Donnelly, Principal Wilt
Board Recording Secretary: Kelly Becker
Other attendees: Kristen Ryan, Tina Anderson

1.2 Approval of Agenda

Motion made by Albrecht, seconded by Deery to approve the agenda as presented. The vote was unanimous. Motion carried.

II. PUBLIC SESSION

2.1 None

III. OLD/NEW BUSINESS

3.1 None

IV. CONSENT ITEMS IN ENCLOSED IN PACKET

4.1 Approval for May 12, 2025 minutes of the Regular Board meeting as presented and retain Closed Session minutes.
4.2 Approval of Treasurer & Activity Account Reports for May.
4.3 Approval of Payment of May Bills ($73,164.58) which were prepared 06/17/2025 at 3:14 PM, and Payroll ($64,432.74).
Motion made by Albrecht, seconded by Forristall to approve consent items in packet as presented.
Roll call: yeas: Albrecht, Deery, Campbell, Reka, Kaecker, Forristall
Nay: none. Motion carried.

V. PRINCIPAL'S REPORT

5.1 Attendance Update: May attendance average was 90.06% and yearly average was 94.19%

5.2 Online Registration: Ohio Schools will continue with online registration for the 25/26 school year. Online registration will be open the week of July 28th through August 1st. During this week, parents of all students grades K-12 can log into Teacherease and simply register their students online. Any questions regarding online registration can be emailed to dlhughes@osd17.com and will be returned once she is back in the office from Summer Break.

5.3 Handbook updates: Principal Wilt went through updated FY 26 Student Handbook changes. There are mandatory Handbook policy changes required by ISBE. The Student Handbook Committee recommends removing the Random Drug Testing and end of the year Reward Trip. Superintendent Donnelly stated that the Grade School Board has voted to remove both items. The Board members had mixed opinions on this matter but moved forward to remove Random Drug Testing and the end of the year Reward Trip. ACT Exam Completion: Junior year, PreACT Exam: Freshman and Sophomore year and pass US and IL Constitution Exam are being added to Graduation Requirements.

VI. SUPERINTENDENT'S REPORT

6.1 Enrollment: Pre-K thru 8: 82 HS: 20 Total: 102

6.2 Building update: Abatement work wrapped up on June 5, 2025, and the construction phase and tuckpointing work is underway.

6.3 Budget Update: Per a conversation with ISBE, a resolution for transfer of funds from the Education Fund to the Debt Services and Capital Projects is required to ensure compliance with administrative and school code. The hearing will be on August 25, 2025.

6.4 Staffing Update: Ms. Davis resigned as part-time bus driver and has agreed to continue as a substitute bus driver, but as far as we know she has not taken the recertification class to keep her bus license current. Ms. Hughes will cover the WACC route. Ms. Carter has agreed to get her First Division School Bus Driver Permit and to cover the PM BEST and JFK route. We have four individuals (Jason Wilt, Tina Anderson, Lee Carter and Cheyenne DePatis) attending the initial bus driver training on 6/28/25 and working on getting their First Division School Bus Driver Permits. This will give us more flexibility in utilizing the Traverse and white bus for academic routes. Mrs. Julie Anderson resigned from her position as Food Service Assistant and Ms. Farrell submitted her letter of retirement effective June 30, 2025. We have a candidate who has her Food Protection Manager Certificate who is willing to fill a dual role of Food Service Assistant and part-time custodian. A night time custodial (3:00 PM-7:00 PM) position will be posted and we hope to fill this by August 11, 2025. We have hired Nora Ogan as the HS English teacher.

6.5 Mission, Vision and Strategic Planning: It is recommended that this work be completed beginning in September of 2025 in collaboration with Pat Halloran and various stakeholders. The committee will consist of administration, teachers, parents and students.

6.6 Administrative Procedure: Bureau, Marshall, Putnam County Special Education Cooperative (BMP) recommended that schools adopt an Administrative procedure for on-school personnel recording parent/teacher and IEP meetings.

6.7 Board Training: Planning is in place to bring an IASB representative to provide the Starting Right Board workshop immediately following the August board meeting. Since the training will extend the regular board meeting, the August board meeting will be changed to Monday, August 25 at 6 PM.

6.8 GS Board member Don Reuter had reached out to Superintendent Donnelly about what the District was planning on doing with our older white bus that we have just replaced. He suggested that the Walnut Bible Church might be interested in it for transporting church members to events. Superintendent Donnelly contacted the pastor and they were interested. It was the consensus of the Board to donate the bus as is.

VII. CLOSED SESSION

None

VIII. ACTION ITEMS

8.1 Motion made by Albrecht, seconded by Reka to approve the authorization for spending by the Superintendent to Pay Bills Prior to the End of Fiscal Year 25 and for Fiscal Year 26 prior to adoption of the budget.
Roll call: yeas: Deery, Campbell, Reka, Forristall, Albrecht, Kaecker
Nay: none. Motion carried.

8.2 Motion made by Reka, seconded by Foristall to approve second and final Reading of Policy Updates April 2025 Press Issue 118.
The vote was unanimous. Motion carried.

8.3 Motion made by Albrecht, seconded by Deery to approve Worker Compensation Self-Insurance Trust (WCSIT) Renewal
The vote was unanimous. Motion carried.

8.4 Motion made by Albrecht, seconded by Deery to approve Treasurer's Bond.
The vote was unanimous. Motion carried.

8.5 Motion made by Deery, seconded by Campbell to approve updates to the Student Handbook 25-26 (Drug testing & Make up work).
Roll call: yeas: Campbell, Albrecht, Deery, Kaecker
Nays: Reka, Forristall
The vote was unanimous. Motion carried.

8.6 Motion made by Albrecht, seconded by Campbell to approve updates to the 25-26 Student Course Description Guide.
The vote was unanimous. Motion carried.

8.7 Motion made by Albrecht, seconded by Forristall to approve the BMP Assessment in the amount of $10,167 for FY26.
Roll call: yeas: Reka, Forristall, Kaecker, Albrecht, Deery, Campbell
Nay: none. Motion carried.

8.8 Motion made by Albrecht, seconded by Campbell to approve the engagement letter from Phillips & Associates our auditors. Our audit is scheduled for August 11, 2025.
Roll call: yeas: Forristall, Kaecker, Albrecht, Deery, Campbell, Reka
Nay: none. Motion carried.

8.9 Motion made by Deery, seconded by Campbell to approve Board Administrative Procedure for Non-School Personnel Recording Parent/Teacher and IEP meeting.
The vote was unanimous. Motion carried.

8.10 Motion made by Deery, seconded by Campbell to accept with regrets the resignation of Roberta Davis as part time bus driver.
The vote was unanimous. Motion carried.

8.11 Motion made by Deery, seconded by Campbell to accept with regrets the resignation of Julie Anderson as food service assistant.
The vote was unanimous. Motion carried.

8.12 Motion made by Forristall, seconded by Campbell to accept with regrets the retirement of Stephanie Farrell as custodian.
The vote was unanimous. Motion carried.

8.13 Motion made by Albrecht, seconded by Reka to approve Michelle Carr as PT Custodian and Food Service Assistant contract for 25-26 school year.
Roll call: yeas: Kaecker, Albrecht, Deery, Campbell, Reka, Forristall
Nay: none. Motion carried.

8.14 Motion made by Forristall, seconded by Campbell to approve Cheyenne DePatis and Lee carter First Division and co-curricular contracts for the 25-26 School year.
Roll call: yeas: Albrecht, Deery, Campbell, Reka, Forristall, Kaecker
Nay: none. Motion carried.

8.15 Motion made by Forristall, seconded by Albrecht to approve Sierra Storm School Counselor contract for 25-26 school year.
Roll call: yeas: Deery, Campbell, Reka, Forristall, Kaecker, Albrecht
Nay: none. Motion carried.

8.16 Motion made by Deery, seconded by Campbell to approve IGA with Bureau Valley School District for shared School Counselor services.
Roll call: yeas: Campbell, Reka, Forristall, Kaecker, Albrecht, Deery
Nay: none. Motion carried.

8.17 Motion made by Forristall, seconded by Campbell to approve MOU for insurance ($900.00 increase a year) to be added to his HSA with Jason Wilt.

Roll call: yeas: Reka, Forristall, Kaecker, Albrecht, Deery, Campbell
Nay: none. Motion carried.

8.18 Motion made by Albrecht, seconded by Deery to accept with regrets the retirement of Jennifer Hamilton as #505 Superintendent effective July 25, 2025.
The vote was unanimous. Motion carried.

8.19 Motion made by Forristall, seconded by Reka to approve 1 year Superintendent contract with Mrs. Donnelly effective July 1, 2025 and ending June 30, 2026.
Roll call: yeas: Forristall, Kaecker, Albrecht, Deery, Campbell, Reka
Nay: none. Motion carried.

8.20 Motion made by Campbell, seconded by Albrecht to approve moving the August Board meeting to Monday, August 25, 2025 at 6:00 PM.
The vote was unanimous. Motion carried.

IX. ADJOURNMENT

9.1 Motion made by Forristall, seconded by Reka to adjourn this meeting at 8:08 P.M.
The vote was unanimous, whereupon the meeting was declared adjourned.
Next meeting will be in the District Office on Tuesday, July 22, 2025; at 7:00 PM.

Brock Kaecker

Brock Kaecker
President

Kelly Becker

Kelly Becker
Secretary