

Minutes  
Lostant Community Unit School District #425  
Wednesday  
December 17, 2025  
6:00 p.m. FY 25 Regular Meeting Agenda

**1. CALL TO ORDER AND ROLL CALL – REGULAR MEETING**

Greg Ruff, B.O.E. President Ruff called the regular meeting to order at 6:00 pm.

Present: Ruff, Popplewell(6:02 pm), Chambers, Mertel, Lawless, and Freitag(6:10 pm).

Present via Zoom: None

Present via Telephone: None

Absent: Cooper

Recording Secretary: Bob Ketcham, Superintendent

Audience Members: Dr. Sandra Malahy, Courtney Klobuchar, Tricia Haynes, and Missy Einhaus

**2. PLEDGE OF ALLEGIANCE**

**3. PUBLIC COMMENT/CORRESPONDENCE/RECOGNITION.**

3.1 Jeremy Fox for his work on snow removal recently. Thanks was also given to Nick Popplewell.

**4. APPROVAL OF THE AGENDA**

4.1 Approve the updated December 17, 2025 Agenda

**ACTION ITEM**

A motion by Chambers and seconded by Mertel to approve the updated December 17 agenda.

Roll call: Yea: Ruff, Popplewell, Chambers, Mertel, Lawless, Freitag. Aye: 6; Nay: None.

Abstain: None.

Motion passes.

**5. CONSENT AGENDA**

5.1 Approve minutes from the October & November Regular Board Meeting

5.2 Approve the Treasurer's Report.

5.3 Approve Activity Account Report.

5.4 Approve Imprest Account Report.

5.5 Approve \$31,958.31 for December Disbursements.

5.6 Approve November 2025 Payroll.

5.7 Approve CD Interest

5.8 Approve \$707.52 for board member reimbursement

**ACTION ITEM**

A motion by Lawless and seconded by Chambers to approve the consent agenda

Roll call: Yea: Ruff, Popplewell, Chambers, Mertel, Lawless, Freitag. Aye: 6; Nay: None.

Abstain: None.

Motion passes.

## 6. FINANCIAL REPORT

### 6.1 Fund Activity

The district is 42% through the school year. Revenues are 83.96 % and Expenditures are 48.39 %.

<u>Fund</u>	<u>Category</u>	<u>Revenue</u>	<u>Expenditure</u>
10	Education	79.77 %	44.67 %
20	Operation & Maintenance	96.55 %	49.78 %
30	Debt	99.93 %	0.00 %
40	Transportation	64.30 %	28.08 %
50	Social Security & IMRF	94.36 %	42.60 %
60	Capital Projects	0.00%	0.00%
70	Working Cash	100.16 %	0.00%
80	Tort	101.19 %	42.65 %
90	Fire / Health Life Safety	<u>98.37%</u>	<u>0.00%</u>
Total		83.96 %	48.39 %

### ACTION ITEM

A motion by Mertel and seconded by Popplewell to approve the financial report.

Roll call: Yea: Ruff, Popplewell, Chambers, Mertel, Lawless, Freitag. Aye: 6; Nay: None.

Abstain: None.

Motion passes.

No Discussion

### 6.2 Fund Transfers - No Fund Transfers

## 7. REPORTS, UPDATES, AND INFORMATIONAL ITEMS

### 7.1 Principal's Report

Mertel commented how well former students supported current 8th grade students on 8th grade recognition night.

### 7.2 Athletic Director's Report

Mrs. Haynes added discussion regarding situations when we have one official. The one official gets both checks for that night. She also updated the board on upcoming events.

### 7.3 Employee Reports

Nothing this month.

### 7.4 PTO Report

Nothing this month.

### 7.5 Committee Reports

Building and safety committee next month

### 7.6 Business Manager Report

Dr. Malahy updated the board on the gym floor. Chambers asked about resurfacing the stage floor in the future.

## 8. OLD BUSINESS

### 8.1 Gym Floor Logo - No Discussion

**9. NEW BUSINESS**

9.1 No New Business.

**10. OTHER DISCUSSION**

10.1 Joint Annual Conference Recap - Mr. Ketcham and Mrs. Cooper provided a recap of the conference and what each took away from it.

**11. ACTION ITEMS**

11.1 FY 25 Tax Levy

**ACTION ITEM**

A motion by Chambers and seconded by Freitag to approve the FY 25 Tax Levy.

Roll call: Yea: Ruff, Popplewell, Chambers, Mertel, Lawless, Freitag. Aye: 6; Nay: None.

Abstain: None.

Motion passes.

11.2 Board Policy Update #120

**ACTION ITEM**

A motion by Mertel and seconded by Popplewell to approve board policy update #120.

Roll call: Yea: Ruff, Popplewell, Chambers, Mertel, Lawless, Freitag. Aye: 6; Nay: None.

Abstain: None.

Motion passes.

11.3 Reimbursement

**ACTION ITEM**

A motion by Chambers and seconded by Freitag to approve \$861 to Ashley Erwin for tuition reimbursement.

Roll call: Yea: Ruff, Popplewell, Chambers, Mertel, Lawless, Freitag. Aye: 6; Nay: None.

Abstain: None.

Motion passes.

11.4 FY 26 School Maintenance Grant Work Items

**ACTION ITEM**

A motion by Popplewell and seconded by Lawless to approve the FY 26 School Maintenance Grant Work Items.

Roll call: Yea: Ruff, Popplewell, Chambers, Mertel, Lawless, Freitag. Aye: 6; Nay: None.

Abstain: None.

Motion passes.

11.5 Operating Funds Reserve Reduction Plan

**ACTION ITEM**

A motion by Chambers and seconded by Freitag to approve the Operating Funds Reserve Reduction Plan.

Roll call: Yea: Ruff, Popplewell, Chambers, Mertel, Lawless, Freitag. Aye: 6; Nay: None.

Abstain: None.

Motion passes.

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11.6 Long Term Sub Pay

**ACTION ITEM**

A motion by Freitag and seconded by Chambers to approve to increase the long term sub pay to \$20 per hour or \$150 per day.

Roll call: Yea: Ruff, Popplewell, Chambers, Mertel, Lawless, Freitag. Aye: 6; Nay: None.  
Abstain: None.  
Motion passes.

11.7 CD #85912

**ACTION ITEM**

A motion by Mertel and seconded by Popplewell to approve the renewal of CD #85912 at 3.65% for 12 months.

Roll call: Yea: Ruff, Popplewell, Chambers, Mertel, Lawless, Freitag. Aye: 6; Nay: None.  
Abstain: None.  
Motion passes.

**12. EXECUTIVE SESSION**

Co-Op Athletics

**ACTION ITEM**

A motion by Lawless and seconded by Chambers to adjourn to executive session at 6:36 pm

Roll call: Yea: Ruff, Popplewell, Chambers, Mertel, Lawless, Freitag. Aye: 6; Nay: None.  
Abstain: None.

Motion passes.

**ACTION ITEM**

A motion by Chambers and seconded by Lawless to return to open session at 7:13pm.

Roll call: Yea: Ruff, Popplewell, Chambers, Mertel, Lawless, Freitag. Aye: 6; Nay: None.  
Abstain: None.

Motion passes.

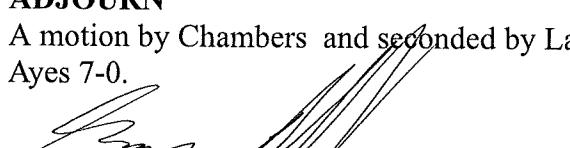
**13. ACTION ITEMS AS A RESULT OF EXECUTIVE SESSION:**

13.1 No action items as a result of executive session

**14. DIRECT SUPERINTENDENT TO REPORT TO BOARD**

**15. ADJOURN**

A motion by Chambers and seconded by Lawless to adjourn at \_\_\_\_ pm.  
Ayes 7-0.

  
\_\_\_\_\_  
BOE President (Greg Ruff)

1/28/26  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
BOE Secretary (Lisa Cooper) PRO-TEM P

1/28/26  
\_\_\_\_\_  
Date