

HESPERIA COMMUNITY SCHOOLS

"BETTER SCHOOLS MAKE BETTER COMMUNITIES"

96 South Division Street
Hesperia, MI 49421-9004
Phone: (231) 854-6185
Fax: (231) 854-1586
Website: www.hesp.net



**Board Finance Committee Meeting
Board of Education
Hesperia Community Schools
96 S. Division
Phone: 231-854-6185
7:00 PM
Tuesday, September 17, 2013
HIGH SCHOOL MEDIA CENTER
MINUTES**

Present: Matt Joppich (Chairperson), Todd Jacobs, Jim Lavin, Pat Budde, Bryan Mey, Jeff Haase, Deb Craner

- **Finance (Jeff and Pat)**

- Membership Numbers

Jeff provided an update on enrollment numbers, which are down 42 students. The largest decline is in the elementary building and Providence Christian. There will be a recommendation for the board to consider reducing the instructional teacher assistants by 3 at the elementary level.

- Audit Review

Jeff and Pat provided an update on the audit and the suggestions provided by Karl. These suggestions are being reviewed with each committee and adjustments made.

- Staffing

Due to the decrease in enrollment a recommendation will be made to reduce three elementary classroom teacher assistants.

- Administrator Contract Extensions

Discussion took place on extending contracts for each of the district administrators. The Finance Committee will be recommending extensions be given for the administrators listed below:

*Jeff Haase
David LaPrairie
Bryan Mey
Mike Fosburg*

- **Other (Jeff)**

- School Parcels

Jeff provided a "draft" RFP for selective cutting of certain school properties. Discussion took place on whether we need to look at drafting an RFP for a broker that would manage the project and guarantee the district of a revenue amount. Further discussion will take place at the next meeting.

- Middle School Principal Vacancy

Discussion took place on the direction of this position. It was decided to stay the course of having 2 building administrators and not abandon this plan as this was a cost savings measure. In addition, the district added a Dean of Students and School Resource Office to assist. Jeff will be meeting with current administrators to discuss their roles and schedule along with a communication plan for the staff.

- Trust and Agency Internal Controls

Per the recommendation of our auditor the district will be instituting additional internal controls for these accounts. This is to protect the advisor and school district.

- WMJ Contract Extension

Jeff presented a contract extension for WMJ, which would extend our current contract for additional two years at the current price. This will be on the board agenda for approval.

Meeting Adjourned @ 8:18 p.m.