

Finance Committee Meeting Minutes

July 2022 – In-Person Meeting

Meeting Date: Monday, July 11, 2022

Committee Members Present: Steve Clegg, Chad Erickson, Dale Wingerd

Committee Members Not Present: Superintendent Jim Cracraft

Others in attendance: Carol Wahl, Shirley Harris, Kevin Beazley, Mimi Scott

Meeting started at 5:30 p.m.

Purpose: Review financial reports for the closing month of June 2022 that will be included in the July 2022 board packet. Discussed 2022-23 State of Michigan approved budget (School Aid Budget), Views from the Capital – Budget Edition Webcast, open positions/new hires/resignations, and other (David P. Pray Preschool staffing). Discussed technology projects and facilities/grounds projects.

Committee discussed the following topics:

1. No questions were asked of Business Manager Carol Wahl and/or Superintendent Jim Cracraft related to the financial reports for the closing month of June 2022. Financial reports included in the June 2022 board packet. *[Strategic Plan: 2021-2026.4.6 and 2021-2026.4.7]*
2. 2022-23 State of Michigan approved budget (School Aid Budget) – Discussed at a high-level impact of the approved budget to the district. Impact should be positive for the district. *[Strategic Plan: 2021-2026.4.6 and 2021-2026.4.7]*
3. Views from the Capitol – Budget Edition Webcast – July 20, 2022 at noon – Webinar will cover the final School Aid Budget for 2022-2023 and provide an opportunity to have questions answered.
4. Open Positions/New Hires/Resignations: *[Strategic Plan: 2021-2026.2.5]*
 - a. Pre-School – Before / Afterschool Latchkey (posted), PreK Classroom Aide (posted), Preschool PreK Teacher (posted)
 - b. Elementary – (3) Paraprofessional (posted)
 - c. Middle School – English Teacher (posted)
 - d. High School – Paraprofessional (posted), Social Studies (posted), Counselor (posted)
 - e. Administration – None
 - f. Bus Driver/Maintenance/Custodial – Substitute bus driver (posted)
 - g. Athletics – 8th Grade Volleyball (posted)

5. Other (David P. Pray Preschool staffing) – Preschool Director Mimi Scott presented staffing needs and issues retaining staff at the preschool to the finance committee. The Preschool Director will submit a written proposal for staffing needs and thoughts on staff retention to Finance chairperson. Finance chair will distribute to necessary district personnel for evaluation. *[Strategic Plan: 2021-2026.2.5 and 2021-2026.4.6]*
6. Technology projects:
 - a. Project(s) still going on: None.
 - b. Currently no technology projects coming to July BOE meeting for approval.
 - c. Currently no technology projects coming to August BOE meeting for approval.
 - d. Other – None
7. Facilities/Grounds projects:
 - a. Project(s) still going on: Auditorium and Summer projects. *[Strategic Plan: 2021-2026.2.2]*
 - b. Currently no facilities/grounds projects coming to July BOE meeting for approval.
 - c. Currently no facilities/grounds projects coming to August BOE meeting for approval.
 - d. Other
8. Other:
 - a. Central office employee roles and responsibilities (district, county, state, and federal) – Discussion has begun and will continue. Superintendent Cracraft to work on job descriptions for central office positions and central office needs.
 - No discussion

Meeting adjourned at 6:52 p.m.