

# Hustisford School District

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**District Office**

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(920) 349-8109

**Heather Cramer**

District Administrator

**Jessica Holtz**

Director Financial Services

**Jr./Sr. High School**

845 S. Lake St. · P.O. Box 326  
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**Clint Bushey**

Principal

**Terri Kreitzman**

Director of Special Education

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**Heather Cramer**

Principal

## **Business and Finance Committee Meeting Minutes of Tuesday, December 7, 2021**

The **Business and Finance Committee** of the Hustisford School District Board of Education met on Tuesday, December 7, 2021, at 4:00 p.m., in the office conference room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

**Present:** John Bohonek, member; Lisa Bosse, Chair; Jessica Holtz, Director of Financial Services; and Heather Cramer, District Administrator

### New Business:

- Budget Information 2021-2022—Mrs. Holtz provided an update of training and planning with CESA 5. Mrs. Cramer indicated that Mrs. Holtz received her mentor from WASBO. Mrs. Holtz indicated she had already reached out to her. Mrs. Holtz indicated that the year-end items were being worked on and that she is working through payroll and becoming more independent. CESA 5 is working on Title budgets and other areas to ensure that all updates are complete.
- Staffing Updates--The committee discussed the need for closed session in regards to contracts and compensation. This will occur on December 20. The committee also indicated that January is when the 6-month review for Mrs. Cramer will be completed.
- Return to School Plan—Update-- Mrs. Cramer provided a draft copy of the DPI required return plan for the ESSER III application. The document is a replication of the current plan that the district has but in the format required by DPI. Mrs. Cramer indicated that the plan will be submitted to DPI via a link that is on the district website.
- ESSER III Funds—Mrs. Cramer indicated that there was no new information related to the ESSER III funds or the application. However, the district received funds from DPI in the amount of just under \$51,000 that was COVID relief funding. This funding was given on a per pupil basis. The funds do not have the limitations that the ESSER funds will carry.
- Parent Transportation Contracts—There are two contracts this year and they will be on the Dec. 20 agenda.
- Open Enrollment 2022-2023—At the January board meeting, the board will need to vote on whether to limit open enrollment or not. The committee feels strongly and will recommend that no limits are set and that the district leave it open for any student.
- Current School Board Opening—As of the meeting on December 7, there were no interested candidates.