

# Hustisford School District

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**District Office**

845 S. Lake St. · P.O. Box 326  
Hustisford, WI 53034  
(920) 349-8109

**Jr./Sr. High School**

845 S. Lake St. · P.O. Box 326  
Hustisford, WI 53034  
(920) 349-3261

**John Hustis Elementary**

600 S. Hustis. St · P.O. Box 386  
Hustisford, WI 53034  
(920) 349-3228

**Heather Cramer**

District Administrator

**John Kiefer**

Director Financial Services

**Clint Bushey**

Principal

**Terri Kreitzman**

Director of Special Education

**Margaret Bell**

Principal

## Business and Finance Committee Meeting Minutes of Tuesday, March 2, 2021

The **Business and Finance Committee** of the Hustisford School District Board of Education met on Tuesday, March 2, 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; Jon Duhr, District Business Manager; Heather Cramer, District Administrator  
Lisa Bosse, Chair

### New Business:

- Budget Update 2020-2021—Mr. Duhr provided the committee with a detailed report of year-to-date expenditures and revenues. He also showed where each budget is at in relation to total budgeted for the school year.
- Future Budget Information 2021-2022—The committee recommended a closed session on staffing for the March board meeting. Mrs. Cramer updated that Mark Born will be visiting the district to meet with her and other administrators as well as interested board members on March 26. She indicated that she will be able to provide a budget update in regards to the biennial proposed budget for WI, but also understands that this is very preliminary and likely see dramatic changes.
- Operational Referendum Update—The committee discussed the mailing that the district will send in regards to the spring referendum question. The mailing will go out the week of March 22.
- ESSER II Funds—Mrs. Cramer updated that she received information that the application will likely open in April in regards to ESSER II funding. The district is set to receive just over \$142,000. These funds will help offset costs related to COVID.
- Current Job Postings—There are postings currently open in food service and in custodial.
- Staff Requests—The committee heard two employee requests that will be reviewed. The requests will be reviewed at the March board meeting.
- CPI Update—Mrs. Cramer updated the committee that CPI for this year is 1.23%.
- Summer FFA Contract—Tabled until April
- COVID Protocols—The committee reviewed protocols and what direction the district will continue to go. Mrs. Cramer updated the committee on vaccination plans for staff as well. The committee reviewed an email from a parent in regards to masking.
- Staffing Update—The committee was updated on a closed session for the March board meeting in regards to staffing.
- Food Service Update—The committee reviewed the current food service structure. Mr. Duhr will serve as the director of food service as this time. The district is looking to hire an individual to serve in a role of food service assistant. The board will review the proposal from administration to have a food service supervisor for the remainder of the year.
- Purchasing and Supplies—The committee reviewed policy 6450 and 6320 in regards to purchasing.