

Hustisford School District

District Office

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

Heather Cramer

District Administrator

Jessica Holtz

Director Financial Services

Jr./Sr. High School

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

Clint Bushey

Principal

Dena Serwe

Director of Special Education

John Hustis Elementary

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

Heather Cramer

Principal

Business and Finance Committee Meeting Minutes of Tuesday, August 2, 2022

The **Business and Finance Committee** of the Hustisford School District Board of Education met on Tuesday, August 2, 2022, at 4:00 p.m., in the District Office at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

Present: Steve Weinheimer, Chair; Lisa Bosse, member; Heather Cramer, District Administrator; and Jessica Holtz, Director of Financial Services.

New Business:

- Budget Update 21-22 and 22-23—For the 21-22 year, we are looking at an ending balance in Fund 10 of \$72,300, Fund 50--\$17,400, and Fund 80--\$12,500. No update for next budget cycle at this time. Mrs. Holtz updated that the Hustisford State Bank will now be charging a fee for each payroll that the district will have to pay twice a month. Each payroll we will be charged a \$15 processing fee.
- Future Facilities Planning—The board will have a workshop on August 15th prior to the board meeting to learn more about the facilities planning and work on brainstorming with the team.
- Summer Projects—Mrs. Cramer updated the committee on projects being completed. The water heaters were installed, now an electrician will come to hook them up. The air is still an issue at John Hustis. The gardens will be removed in front of JHE. Trees will be removed on campus as well.
- HVAC Update—Still experiencing issues at JHE, seeking alternative fixes at this time.
- Staffing 2022-2023—No custodial applicants. Food service will likely be hired this week. Working on hiring guidance and math as well. Also seeking applicants for business education and a special education assistant.
- Food Service 22-23—Mrs. Cramer discussed the position and how many hires would be needed. The district will seek to hire to additional food service assistants in order to alleviate some custodial work in the kitchen and cafeteria areas.
- Annual Audit Information—The annual audit will take place in August. Mrs. Holtz is getting ready for the audit.
- DPI Covid Update 22-23—Mrs. Cramer handed out materials with the information from DPI in regards to COVID for the 22-23 school year. This will be on board development for August 15.

Approved August 15, 2022