Present: Mike Anderson (Chairperson), Jeff Thome, Kim McClernan, Todd Jacobs, Bryan Mey, Mike Fosburg, David LaPrairie, Jeff Haase
Absent: Matt Joppich

- **Policies (Jeff and Principals)**
  - Food Service Charging Guideline
    Jeff presented a guideline that will be put in all student handbooks as it relates to food service charging. For this year, it will be sent home in building newsletters.
  - Covered Expenses for Workshops, Conferences & Extra Bus Trips Policy
    Jeff presented our current policy on covered expenses for workshops, conferences and extra transportation trips. Discussion took place on whether it should be a daily amount or the individual meals should be increased. The committee asked Jeff to explore what other schools are doing in this area and present at next committee meeting.
  - Trust and Agency Internal Controls Policy
    Jeff presented guideline that Karl Drake (District Auditor) is recommending for implementation. It will now be shared with district administrators.
  - School Resource Officer Policies and Procedures
    Jeff shared a Policy and Procedure document pertaining to the School Resource Officer. This will be an action item for the board agenda.

- **Personnel (Jeff)**
  - 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

Meeting Adjourned @ 8:05 p.m.