

**Chippewa Valley Schools
19120 Cass Avenue
Clinton Township, MI 48038**

Operations Sub-Committee Meeting Minutes

Date: **September 19, 2016** Meeting started at: **5:48 p.m.**

Present: **Frank Bednard, Jill DeMuyneck Zech, Andy Patzert**

Absent: **None**

Also Present: **Ron Roberts, Scott Sederlund**

Brief description of agenda items and discussion

1. Purchasing Policy

Administration reviewed the district's current purchasing policy and compared the policy to all other Macomb County districts. The review found that the district's policy is quite restrictive. The committee agreed to update the purchasing policy and bring forward a revision to the full board for approval.

2. Band Boosters

The 2015/16 executive summary of the financial review for the CVHS Band Boosters was presented to the committee. Further information was requested and will be provided at the next Operations Committee meeting.

3. Custodial Staffing

Administration reviewed the current status of our long term custodial services provided by Edustaff, LLC. Discussions centered around the cleanliness of buildings, absenteeism, and lack of substitute employees. Administration will explore other options and report back to the committee at a future committee meeting.

Meeting Adjourned at **6:28 p.m.**

Respectfully Submitted,
Scott Sederlund