

Business Services

Strategic Priorities:

- Instructional Excellence
- Student Support
 - Assure a **safe**, respectful and welcoming environment
- Staff Effectiveness
 - Recruit, develop and retain a **highly competent workforce** that reflects the **diversity** of our students
- Home and Community Partnerships
 - Strengthen Community **partnerships and communication**
- Fiscal Responsibility
 - Use resources **efficiently and strategically**

Business Services

The Department of Business Services encompasses the Office of Business Services and **five divisions**, providing a full range of services to support the instructional operations of the district.

- **Administrative Services**
 - Purchasing & Materials Handling
 - Transportation
 - Printing
- **Budget, Planning, and Accounting Services**
 - Financial Services
 - Budget and Planning
- **Building Services**
 - Facility Operations
 - Facility Maintenance
 - Facility Improvement
- **Food Services**
- **Technical Services**

Business Services



**Asst. Supt./Business Services (CFO,COO)
Roger Price**

Secretary to Asst. Supt. Business Services (.5)

Systems Programmer (1)

**Budget Analyst/District Insurance
Doug Jounson (Interim)**

**Risk Management Program Assistant
Chandra McDowell**

**Director/Administrative Services
Mary Teppo**

**Director/Technical Services
Mark Evans**

**Director Financial Services
Donna Williams**

**Director/Building Services
Doug Pearson**

**Director/Food Services
Frank Kelly**

Business Services Funding Summary

	SALARY	NON-SALARY	TOTAL
Office of Business Services	399,902	1,790,081	2,189,983
Administrative Services	1,200,052	5,333,246	6,533,298
Budget, Planning, and Accounting	1,139,120	412,391	1,551,511
Building Services	16,893,695	19,595,661	36,489,356
Food Services	4,778,057	2,711,922	7,489,979
Technical Services	1,617,277	871,076	2,488,353
CFO/COO	0	47,388,389	47,388,389
	\$26,028,103	\$78,102,766	\$104,130,869

Business Services Staffing Summary

	Admin	Professionals	Supervisors	Clerical/ Technical	Custodians	Trades	Food Service Workers	Total
Office of Business Services	1.0	1.0		2.50				4.50
Administrative Services	2.0	1.0	2.0	9.50	3.0			17.50
Budget, Planning, and Accounting	1.0	6.0		6.50				13.50
Building Services	6.0		6.0	4.00	199.4	27.0		242.40
Food Services	6.0			4.42	3.35		104.92	118.69
Technical Services	1.0		2.0	20.00				23.00
	17.0	8.0	10.0	46.92	205.75	27.0	104.92	419.59

Business Services Staffing Summary

										Total 2003-04	Total 2005-06
Office of Business Services										3.50	4.50
Administrative Services										20.00	17.50
Budget, Planning, and Accounting										17.50	13.50
Building Services										273.00	242.40
Food Services										106.58	118.69
Technical Services										28.00	23.00
										448.58	419.59

Assistant Superintendent Business Services

- *Chief Operating and Financial Officer (COO & CFO)*
- *Liaison BOE Finance Committee*
- *Supervise and evaluate work of Five Divisions*
- *Secretary to Board of Education*
- *District Custodian of Records*
- *Receives and Directs All Legal Papers Served on the District*
- *Supervises Budget, Risk Management, & District Technology*