



Sharon Williams, Ed.D.  
*Superintendent of Schools*

To: RIMSD 41 Board of Education  
From: Dr. Sharon Williams  
Date: July 22, 2025  
Re: Jennifer Walthall, Accounting Supervisor

As part of a planned reorganization within the Business Office, personnel changes are being recommended. These recommended personnel changes are designed to better align roles and responsibilities with the evolving needs of the department, while ensuring continued fiscal accountability and efficiency. These changes are in alignment with internal salary schedules and job descriptions. It is recommended that the board approve the reorganization/personnel changes within the Business Office retroactive to July 01, 2025. The recommended personnel changes were discussed and agreed upon in full by both parties.

Jennifer Walthall has served the District as the Supervisor of Accounting since FY22. Ms. Walthall has over 25 years of experience in the accounting sector.

Current Title: Director of Accounting & Financial Reporting  
Current Salary: \$118,230  
Recommended Position: Accounting Supervisor  
Salary (retroactive to 7/1/25): \$92,128

It is recommended that the Board of Education approve the transfer of Jennifer Walthall from the Director of Accounting & Financial Reporting to the Accounting Supervisor for the 2025 - 2026 school year, retroactive to July 1, 2025, at a salary of \$92,128.

**Investment Period: One year contract**  
**Investment: \$92,128 salary**  
**Funding Source: District/Operations and Finance**