
BOARD AGENDA ITEM

Information/Discussion _____
Future Action _____
Action X

Item: Transition of Pupil Accounting

Submitted by: Kevin Philipps/Dave Rodgers

Date: 7/6/2023

Recommended by: Ron Koehler

Board Meeting Date: July 2023

RECOMMENDATION:

It is recommended the Board authorize the Leadership Team to work with Ottawa ISD on a gradual transition of Pupil Accounting services back to Kent ISD during the 2023-24 school year. This transition will include hiring a Pupil Accounting Supervisor and up to two Pupil Accounting Auditors. Following the transition, Ottawa ISD will maintain their own Pupil Accounting staff.

BACKGROUND:

For the past several years, the mandated Pupil Accounting functions for both Kent ISD and Ottawa ISD have been facilitated through a collaborative partnership with Ottawa ISD. Emily Taylor, Jeff Sexton and their auditor team have managed the increasingly complex services for school districts in both Counties. As the requirements of this work have become increasingly detailed, the leaders of both Ottawa ISD and Kent ISD support a gradual and coordinated division of the services, with each taking back the services for their respective local school districts. The timing is opportune based on a variety of factors.

Emily Taylor will slowly return to working exclusively with Ottawa ISD. Emily is truly an expert in this work and we have been very fortunate to have her leading Pupil Accounting. Fortunately, Jeff Sexton, who has worked very closely with Emily Taylor in recent years has made a commitment to assume that lead role with Kent ISD as Pupil Accounting Supervisor. Pending Board support, Kent ISD will begin a search for auditors to train with Jeff and Emily during this gradual transition. The Pupil Accounting team has been located in Coopersville Schools but it is expected that the new individual teams will gradually relocate back to their respective ISD locations.

It is anticipated that net fiscal impact of this change will be relatively small as Kent ISD would no longer be reimbursing Ottawa ISD for shared services.