ADMINISTRATIVE ORGANIZATIONAL CHART
Business Services

Effective July 2011

Farmington PUBLIC SCHOOLS

Board of Education

Superintendent

Executive Director, Business Services
Mary Reynolds – 248.489.3311

- Budget Development & Management
- Insurance (Property/Liability/incident/Injury)
- Investments
- Bond Financing Issues
- TSAs, TDPs, 457 Plan
- Office Support Procedural Handbook

Director, Business
Jennifer Kaminski -489.3322

- Manages District Funds
- Payroll
- Audit
- Accounts Payable
- Accounts Receivable
- Employee Reimbursements
- Financial Reports
- Grants
- BiTech Support
- Internal Control/Procedures
- Fixed Assets

Supervisor, Nutrition Services
Mary Rodriguez – 489.3717

Supervisor, Purchasing/Business Support Services
Julie Yelick – 489.3332

- Position Control
- Purchasing Cards
- Financial Reporting
- Budgeting
- Purchasing System Supervision
- Bid Management
- E-Rate
- Cell phones
- Mail