

Agenda of Regular Meeting

The Board of Trustees Van Buren ISD

A Regular meeting of the Board of Trustees of Van Buren ISD will be held January 6, 2021, beginning at 4:00 PM in the Virtual
490 S Paw Paw Street
Lawrence, MI 49064.

The Van Buren Intermediate School District Board of Education meetings will be held virtually until further notice to comply with the **Michigan Safe Start Plan** and the Michigan Department of Health and Human Services Epidemic Order under **MCL 333.2221**.

The public is welcome to call into the Van Buren Intermediate School District Board of Education meetings by dialing the number below at no cost. If you require accommodations to access these meetings or would like to provide input or ask questions on any business that will come before the Van Buren Intermediate School District Board of Education at the meeting, contact Jeff Mills, Superintendent at jmills@vbisd.org.

1 415-655-0001 (toll)

Access code: 180 221 025 8

** Please sure to include the access code.*

I. REGULAR MEETING

A. Consent Agenda - (Roll Call Vote)

1. Minutes

2

The **regular meeting** of the Van Buren Intermediate School District Board of Education was held **virtually** on **December 2, 2020**, in the Board of Education office and called to order at **4:00 PM**. The following members were present in person: Middaugh, Weiss, Crandall, Kent, and Sage. Absent: None.

Weiss moved to approve the Consent Agenda (*November 4, 2020 Minutes, Voucher Budget Summary, Imprest Summary, and Payroll Summary*). Supported by Middaugh. Roll call vote: Weiss – yes, Middaugh – yes, Kent – yes, Crandall – yes, and Sage – yes. The motion carried.

Crandall moved to approve the Superintendent/Board travel as presented and shown in Attachment 1. Supported by Middaugh. Roll call vote. Middaugh – yes, Crandall – yes, Kent – yes, Weiss – yes, and Sage - yes. The motion carried.

The Board reviewed the VBISD Reconfirmation of Extended COVID-19 Learning Plan and monthly percentages as shown in Attachment 2 and public comments were solicited. Department updates were provided to the Board by Superintendent Mills and department administrators.

Crandall moved to approve the following resolution:

RESOLVED, the board of education approves the “Temporary” resolution as follows:

Van Buren Intermediate School District
Temporary Remote Work Policy/Guideline for Michigan Occupational Safety
and Health Administration (MIOSHA) Compliance

Pursuant to MIOSHA Emergency Rule 5(8), dated October 14, 2020, "The employer shall create a policy prohibiting in-person work for employees to the extent that their work activities can feasibly be completed remotely." Based upon this obligation, the District establishes the following:

- A. "Feasibly" may consider the practicality of remote work based on:
1. The reliability and effectiveness of internet access at the person's residence or location;
 2. The duties of the position and the ability to fully perform the work remotely;
 3. The need to protect and access confidential student, personnel, and financial information;

4. The need to supervise, direct, or evaluate students or personnel;
 5. The need to provide direct, physical services to students such as speech, physical, or occupational therapy;
 6. Working conditions outlined in the applicable collective bargaining agreement; and
 7. Other relevant factors as determined by the Superintendent or designee.
- B. If the District is providing in-person instruction, the following employees may not work remotely, unless required pursuant to Paragraph E below:
1. Professional Staff;
 2. Administrators/Supervisors;
 3. Bus drivers;
 4. Secretaries;
 5. Food service employees;
 6. Custodians;
 7. School nurses;
 8. Daycare workers; and
 9. Paraprofessionals.
- C. If the District is providing only online instruction, the Superintendent or designee may determine which employee groups can feasibly work remotely to effectively and efficiently perform their job duties and responsibilities, as permitted by law. An employee who is permitted to work remotely by the District may be recalled to in person work if the District subsequently determines that the employee's work cannot feasibly be performed remotely.
- D. The District may consider the use of remote and on-site duties, when feasible and for short terms (up to ten work days), for teachers who provide the following types of instruction:
1. Physical Education;
 2. Shop;
 3. Music;
 4. Band;
 5. Art;
 6. Pre-School; and
 7. Great Start Readiness Program.
- E. Notwithstanding anything to the contrary in this Policy, a person with a disability may request remote work as a reasonable accommodation for a disability that has been confirmed by a medical practitioner. In such cases, the employer and employee will engage in the interactive process consistent with the Americans with Disabilities Act (ADA) of 1990.
- Granting of remote work as a reasonable accommodation during the COVID-19 pandemic shall be temporary, and does not obligate the District to grant remote work as a continuing reasonable accommodation after the expiration of Emergency Rule 5(8). The determination of whether remote work is a permanent reasonable accommodation for an employee with a disability will be made on a case-by-case basis.

F. This Policy/Guideline shall not limit the District's ability to determine the method of instruction to students or to provide instruction in the best interest of its students. The Board, Superintendent or his designee has the authority to determine whether students will receive instruction in-person, remotely, or through an alternative method.

G. This Policy/ Guideline will expire April 14, 2021, unless Emergency Rule 5(8) is otherwise extended, or unless expressly extended by the Board.

Legal authority: MCL 380.11a(3); MIOSHA Emergency Rule 5(8); 42 USC § 12101 et seq.

Weiss supported. Roll call vote. Middaugh – yes, Kent – yes, Crandall – yes, Weiss – yes, and Sage – yes. Motion carried.

Middaugh moved to approve the following resolution:

RESOLVED that the Board of Education approves the purchase of a Firewall from a vetted vendor for an amount not to exceed \$75,000.

Supported by Kent. Roll call vote. Weiss – yes, Middaugh – yes, Kent – yes, Crandall – yes, and Sage – yes. Motion carried.

Weiss moved to approved the following resolution:

RESOLVED that the Board of Education employ the staff listed as follows:

<u>Mental Health Clinicians:</u>	<u>Salary:</u>	<u>Start Date:</u>
Travis Wilcox	\$50,182*	Dec. 7, 2020
Melissa Galvan	\$53,063*	Dec. 7, 2020

**Salary will be prorated due to start date, FTE or, other reasons*

Supported by Middaugh. Roll call vote. Middaugh – yes, Weiss – yes, Kent – yes, Crandall – yes, and Sage – yes. Motion carried.

Kent moved to approve the following resolution:

RESOLVED that the VBISD Board of Education approves the posting of a Mental Health Clinician position.

Supported by Weiss. Roll call vote. Weiss – yes, Kent – yes, Middaugh – yes, Crandall – yes, and Sage – yes. Motion carried.

Crandall moved to approve the following resolution:

RESOLVED, that the Van Buren Intermediate School District Board of Education, upon the recommendation of the Van Buren Tech Administration, accept the bid and approve the purchase for this project from Custer, Inc. located in Grand Rapids, Michigan for seating in the amount of \$34,909.38 and planter boxes in the amount of \$2,933 and approve the purchase of tables from Michigan Office Environments located in Kalamazoo, Michigan in the amount of \$8,824.63.

Supported by Weiss. Roll Call Vote. Middaugh – yes, Crandall – yes, Kent – yes, Weiss – yes, and Sage – yes. Motion carried.

The following preamble and resolution were offered by Weiss and supported by Middaugh:

WHEREAS:

1. Act No. 99, Public Acts of Michigan, 1933, as amended, authorizes this Board to acquire real or personal property for public purposes through an installment purchase contract; and

2. The Board intends to purchase six (6) 2021 Thomas school buses and related equipment (the “Property”) from Hoekstra Transportation, Inc., Grand Rapids, Michigan (the “Vendor”), in an amount not to exceed Six Hundred Fifty Thousand Three Hundred Ten Dollars (\$650,310.00), and to enter into an installment purchase agreement (the “Installment Purchase Agreement”) to finance the purchase of the Property; and

3. The outstanding balance of all Issuer purchases of lands, property or equipment for public purposes, to be paid for in installments (i.e., installment purchase agreements, land contracts, leases, etc.), and the taxable value of the real and personal property within the Issuer as of the date hereof are identified in Exhibit A; and

4. This Board desires to solicit bids from financial institutions or negotiate directly with a financial institution to finance all or a portion of the cost of the Property (the successful bidder herein referred to as the “Bank”).

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Competitive bids for the purchase of the Property, as required by Section 1274 of the School Code of 1976, as amended, have been submitted, and the Board determines that it is in the best interest of the Issuer to accept the bid of the Vendor.

2. The Board determines that it is in the best interest of the Issuer to solicit bids from financial institutions or negotiate directly with a financial institution to finance the acquisition of the Property through an Installment Purchase Agreement among the Issuer, the Bank and the Vendor for a total amount not to exceed Five Hundred Forty-One Thousand Nine Hundred Twenty-Five Dollars (\$541,925.00) at an interest rate of not to exceed five percent (5%) per annum over a period of not to exceed five (5) years with annual principal and interest payments beginning December 20, 2021, based upon a 360-day year, 30-day month.

3. A member of the administrative staff or Board of the Issuer is authorized to distribute a Solicitation for Bids to financial institutions in substantially the form attached hereto as Exhibit B or negotiate directly with a financial institution and to accept the bid which produces the lowest dollar interest cost to the Issuer within the parameters established by the Board in this Resolution or accept a negotiated offer within the parameters established in this Resolution.

4. The Superintendent of Schools or the President, Vice President, Secretary or Treasurer of the Board shall execute an Installment Purchase Agreement in substantially the form attached hereto as Exhibit C on behalf of the Issuer, and the executed Installment Purchase Agreement shall be delivered to the Bank.

5. The Installment Purchase Agreement may be prepaid in whole or in part at any time without penalty.

6. The Issuer hereby irrevocably pledges to make the principal installments and interest payments on the Installment Purchase Agreement, beginning with the fiscal year 2021-2022 and during each fiscal year for which an operating budget is adopted, the first operating budget obligation within its authorized millage until such time as the principal installments and interest payments have been paid in full.

7. The Issuer hereby pledges its limited tax full faith and credit for the payment of the principal installments and interest payments on the Installment Purchase Agreement, payable from ad valorem taxes which will be levied within the authorized constitutional and statutory operating millage rate available to the Issuer and an irrevocable appropriation of a sufficient amount of taxes will be made each year from said millage rate for the payment of principal installments and interest payments on the Installment Purchase Agreement.

The obligation to pay the principal installments and interest payments will be the limited tax general obligation of the Issuer, and if tax collections are insufficient to pay the principal or interest on the borrowing when due, the Issuer pledges to use any and all other resources available for the payment of principal and interest on the Installment Purchase Agreement.

8. The President, Vice President, Secretary, Treasurer, Superintendent and Director of Finance & Operations are each further authorized to execute any documents or certificates necessary to complete the transaction. Any of those officers may designate, in writing, an individual to act in their place with respect to the powers conveyed in this paragraph.

9. The useful life of the Property is hereby determined to be not less than six (6) years.

10. The Issuer hereby covenants to comply with all requirements of the Internal Revenue Code of 1986, as amended (the "Code"), that must be satisfied subsequent to the execution of the Installment Purchase Agreement in order that interest thereon be or continue to be excluded from gross income for federal income tax purposes, including the filing of Form 8038-G or 8038-GC with the Internal Revenue Service.

11. The Issuer hereby designates the Installment Purchase Agreement as a "qualified tax-exempt obligation" for purposes of deduction of interest expense by financial institutions under the Code. In making said designation, the Board determines that the reasonably anticipated amount of tax-exempt obligations which will be issued by the Issuer or entities which issue obligations on behalf of the Issuer during calendar year 2020 will not exceed \$10,000,000, excluding only those tax-exempt obligations as permitted by Section 265(b)(3)(C)(ii) of the Code.

12. The outstanding balance of all of the Issuer's contractual agreements for the purchase of real or personal property, exclusive of interest, does not exceed 1.25% of the taxable valuation of real and personal property in the Issuer.

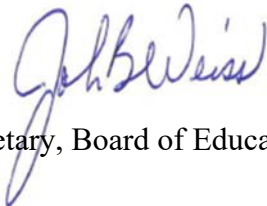
13. The advance payment for the Property is hereby approved, and the monies are authorized to be advanced from monies on hand in the Special Education Fund, which monies will be repaid to the Special Education Fund from the proceeds of the Installment Purchase Agreement when received. The Issuer shall reimburse the Special Education Fund not earlier than the date on which the expenses are paid and not later than the later of:

- (a) the date that is eighteen (18) months after the expenses are paid, or
- (b) the date the Property is placed in service or abandoned, but in no event more than three (3) years after the expenses are paid.

14. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members *Kent, Middaugh, Weiss, Crandall and Sage*
Nays: Members None

Resolution declared adopted.


Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Van Buren Intermediate School District, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at the Meeting, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the Meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).

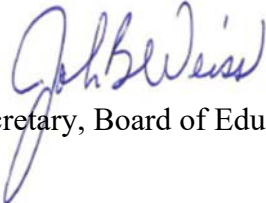


Secretary, Board of Education

EXHIBIT A

1. Total currently outstanding principal balance of all Issuer installment financing contracts (i.e., installment purchase agreements, land contracts, lease purchase agreements, etc.), plus the proposed principal borrowing under this Resolution is: \$0.
2. The Issuer's total 2020 taxable value for all taxable property within the Issuer's geographic boundaries is \$4,235,326,201.

Meeting adjourned at 5:13 pm.

Respectfully submitted,



John Weiss, Secretary
Van Buren Intermediate School District
Board of Education, Lawrence, Michigan

CONFERENCE ATTENDANCE

Superintendent/Board of Education

December 2, 2020

Pre-Approval

NAME	DATES	LOCATION	ESTIMATED COST
John Weiss	December 3-6, 2020	2020 MASB Virtual CBA Sessions Online	\$540.00

Post Approval

			COST



Extended COVID-19 Learning Plan

To view the VBISD Extended Continuity Plan in its entirety, click [HERE](#)

Reconfirmation Meeting

Required 30 Days After Initial Plan Approval and Every Month Thereafter

Agenda:

- Reconfirm how instruction is going to be delivered during the 20/21 school year
- Public comments from parents and/or guardians on the Extended Learning Plan
- Review weekly 2-way interaction rates

Reconfirmation Meeting for December 2020

Reconfirm instructional delivery method:

Special Education Programs provide face-to-face instruction Monday through Thursday, and remotely on Fridays (select Fridays for the VBISD Early Childhood Program). Per parent request, a fully remote option will be available and programs and services for anything other than fully face-to-face are defined by Individual Contingency Learning Plans.

Students at VB Tech:

In order to maintain social distancing in classrooms and labs, students at Van Buren Tech will be following a hybrid schedule while we remain in Phase IV of the Governor's Safe Start Plan. The specific hybrid schedule being followed consists of two days of in-person instruction, one day of synchronous instruction, and two days of asynchronous instruction.

Reconfirm how instruction will be delivered for each grade level:

VBISD GSRP:

GSRP services are being provided face to face or hybrid only. The days and times of attendance align with the LEAs first grade schedule. All classrooms are providing 4 full days of instruction regardless of model. Remote instruction is provided if a classroom/school is required to close.

VBISD Special Education Early Childhood - 26 years:

Special Education Programs provide face-to-face instruction Monday through Thursday, and remotely on Fridays (select Fridays for the VBISD Early Childhood Program). Per parent request, a fully remote option will be available and programs and services for anything other than fully face-to-face are defined by Individual Contingency Learning Plans.

VB Tech (Grades 10 - 13):

Students at VB Tech:

In order to maintain social distancing in classrooms and labs, students at Van Buren Tech will be following a hybrid schedule while we remain in Phase IV of the Governor's Safe Start Plan. The specific hybrid schedule being followed consists of two days of in-person instruction, one day of synchronous instruction, and two days of asynchronous instruction.

Reconfirm whether or not the district is offering higher levels of in-person instruction for English language learners, special education students, or other special populations:

Document Public Comments:

Review Weekly 2-Way Interaction Rates

October	All Students (<i>percentage of all students who received (2) 2-way interactions each week</i>)
Week 1	(<i>must be reported in percent form</i>) SPECIAL EDUCATION: <ul style="list-style-type: none">• BEC: 80.65%• BGLC: 85.29%• CTC: 89.83% VB TECH: 91.4%
Week 2	SPECIAL EDUCATION: <ul style="list-style-type: none">• BEC: 82.26%• BGLC: 85.44%• CTC: 89.83% VB TECH: 86.3%
Week 3	SPECIAL EDUCATION: <ul style="list-style-type: none">• BEC: 79.03%• BGLC: 86.27%• CTC: 84.75% VB TECH: 83.6%
Week 4	SPECIAL EDUCATION: <ul style="list-style-type: none">• BEC: 79.03%• BGLC: 76.7%• CTC: 71.43% VB TECH: 76.4%

Review Weekly 2-Way Interaction Rates

November	All Students (percentage of all students who received two 2-way interactions each week)
Week 1	(must be reported in percent form) SPECIAL EDUCATION: <ul style="list-style-type: none"> ● BEC: 84.1% ● BGLC: 91.1% ● CTC: 78.7% VB TECH: 79.6%
Week 2	SPECIAL EDUCATION: <ul style="list-style-type: none"> ● BEC: 85.5% ● BGLC: 74.5% ● CTC: 83.6% VB TECH: 78.6%
Week 3	SPECIAL EDUCATION: <ul style="list-style-type: none"> ● BEC: 85.5% ● BGLC: 72.6% ● CTC: 70.5% VB TECH: 83.7%
Week 4	SPECIAL EDUCATION: <ul style="list-style-type: none"> ● BEC: 67.8% ● BGLC: 75.5% ● CTC: 73.8% VB TECH: 86.1%

A Special Board Work Session meeting of the Van Buren Intermediate Board of Education was held virtually on **December 11, 2020** in the Board of Education office. The following board members were present electronically via remote video link: Middaugh, Weiss, Crandall, Sage, Kent. Also virtually present: Jeff Mills, Dave Manson, Cheryl-Marie Manson, Heather Visco, Katy Holverstott and Robert Smith

Meeting called to order at **11:35 am** by President Sage.

Jeff Mills reviewed the COVID-19 Learning Opportunities for Students Plan with the Board.

Department updates were given as follows:

- Van Buren Tech – Robert Smith
- Special Education – Katy Holverstott/Dave Manson
- Instructional Services – Cheryl-Marie Manson
- Human Resources – Heather Visco

Review of department salary adjustments and budget expenditures was given by Jeff Mills.

Board reviewed the Van Buren ISD's Top Ten Strategic Focus Plan as presented by Jeff Mills.

Board reviewed superintendent's contract with Jeff Mills.

Meeting adjourned at **1:35 PM**.

Respectfully submitted,



John Weiss, Secretary
Van Buren Intermediate Board
Of Education, Lawrence, Michigan

2. Voucher/Budget Composite & Cash Flow Summary Vouchers

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Van Buren Intermediate School District
December 2020

Imprest Fund Vouchers	\$ 1,327,295.19
Payroll Fund Vouchers	3,378,942.49
Purchasing Card Vouchers	49,856.67
EDUSTAFF ACH Payments	<u>12,707.78</u>
	\$ 4,768,802.13

Budget-to-Expenditure Comparison 20-21

Fund	Budget	Actual & Encumbered Expenses	Unencumbered Balance	Year-to-Date Variance
General	13,220,880	5,274,452	7,946,428	785,118
Special Education	34,489,773	11,421,440	23,068,333	4,386,373
Vocational Education	15,785,792	4,738,074	11,047,718	2,497,080
Food Service	92,010	66,369	25,641	(24,198)
Capital Projects	2,000,000	901,654	N/A	931,679

Cash Flow Summary

	Ending Balance 10/31/2020	Cash Receipts	Cash Disbursements	Ending Balance 11/30/2020
General	1,806,358	465,534	837,357	1,434,535
Special Education	1,167,936	3,539,979	2,658,664	2,049,251
Vocational Education	6,534,715	111,416	922,063	5,724,068
Student Activity Fund	33,170	0	190	32,980
Food Service	75,673	80	6,650	69,103
Capital Projects	457	230,535	230,543	449
	<u>9,618,309</u>	<u>4,347,544</u>	<u>4,655,467</u> *	<u>9,310,386</u>

* The cash disbursements total includes amounts transferred electronically. Non-payroll related electronic transfers were made to other VBISD accounts. A listing of these transactions are available upon request. This statement is in accordance with Policy #6144.01

PAYROLL SUMMARY
December 2020

GENERAL	804,428.39
SPECIAL EDUCATION	1,956,001.40
VOCATIONAL EDUCATION	618,512.70
STUDENT ACTIVITY FUND	0.00
FOOD SERVICE FUND	0.00
TOTAL PAYROLL	<hr/> 3,378,942.49

IMPREST VOUCHER SUMMARY
December 2020

FUND NAME	CHECKS	PURCHASING CARDS	TRANSFERS/ INTEREST/FEES	TOTAL
General Fund	98,525.87	20,810.25	(3,080.68)	116,255.44
Special Education	846,386.70	12,340.19	2,346.79	861,073.68
Vocational Education	147,638.22	15,124.42	1,092.82	163,855.46
Capital Projects	230,521.18	0.00	0.00	230,521.18
Health Consortium	0.00	0.00	0.00	0.00
Student Activity Fund	0.00	36.81	0.00	36.81
Food Service Fund	3,864.29	1,545.00	0.00	5,409.29
TOTAL	1,326,936.26	49,856.67	358.93	1,377,151.86

B. Board/Superintendent Travel (**Roll Call Vote**)

19

CONFERENCE ATTENDANCE

Superintendent/Board of Education

January 6, 2021

Pre-Approval

NAME	DATES	LOCATION	ESTIMATED COST
Kenneth Kent	December 3-6, 2020	2020 MASB Virtual CBA Sessions Online	\$360.00

Post Approval

			COST
John Weiss	December 3-6, 2020	2020 MASB Virtual CBA Sessions Online	\$540.00
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Administrator Evaluation Guide Reference

- 1 - Leadership
- 2 - Level of Professional Awareness
- 3 - Professional Standards and Ethics
- 4 - Communication Skills
- 5 - Resourcefulness, Creativity, and Innovativeness
- 6 - Personality
- 7 - Demeanor, Appearance, and Style
- 8 - Professional Preparation
- 9 - Decision Maker
- 10-Planner and Organizer
- 11-Supervisor
- 12-Evaluator
- 13-Policy Implementer
- 14-Crisis Manager
- 15-Faculty and Staff Personnel
- 16-School Plant and Facilities
- 17-Student Personnel
- 18-Community Relations
- 19-Fiscal Management
- 20-Student Achievement

1. Reconfirmation of Extended Learning COVID-19 Plan and Public
Comments



Extended COVID-19 Learning Plan

To view the VBISD Extended Continuity Plan in its entirety, click [HERE](#)

Reconfirmation Meeting

Required 30 Days After Initial Plan Approval and Every Month Thereafter

Agenda:

- Reconfirm how instruction is going to be delivered during the 20/21 school year
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- Review weekly 2-way interaction rates

Reconfirmation Meeting for January 2021

Reconfirm instructional delivery method:

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Review Weekly 2-Way Interaction Rates

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Week 1	SPECIAL EDUCATION: <ul style="list-style-type: none"> ● BEC: 77.8% ● BGLC: 86.1% ● CTC: 90.2% VB TECH: 89%
Week 2	SPECIAL EDUCATION: <ul style="list-style-type: none"> ● BEC: 75% ● BGLC: 87.3% ● CTC: 95.2% VB TECH: 88%
Week 3	SPECIAL EDUCATION: <ul style="list-style-type: none"> ● BEC: 77.8% ● BGLC: 84.5% ● CTC: 77.1% VB TECH: 78%
Week 4	Christmas Break - December 21, 2020 - January 1, 2021

D. Public Comments
II. INFORMATIONAL ITEMS
A. Board Updates
B. Superintendent Update

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Date: January 6, 2021
To: Board of Education
From: Jeffrey C. Mills, Superintendent
Subject: *Superintendent Update*

Board Work Session: (Governance & Board Relations, Stakeholder Relations, Operations & Finance, Educational Leadership)

On Friday, December 11, a board work session was held virtually with all board members present and a number of administrative team members on the video link. The following information was reviewed and discussed: Robert Smith provided an update on Van Buren Tech, Dave Manson and Katy Holverstott provided an update on Special Education, Cheryl-Marie Manson provided an update on Instructional Services, Heather Visco provided an update on Human Resources, and Jeff Mills provided updates on: review of superintendent mid-year performance, review of VBISD top ten strategic focus, review of staff members pay adjustments, and a conversation with the Superintendent. Overall, we had a very good discussion on the above items.

Tour of Main Street / Health Department Addition: (Governance & Board Relations, Stakeholder Relations)



impressed with the size of scope of this project. The completion date for the Main Street is projected for mid-January and the Health Department is in March.

On Tuesday, December 8, three board members, James Crandall, John Weiss, and Kenny Kent took a tour of the construction of the Main Street and Health Department addition attached to the Van Buren Tech. and on Thursday, December 10, Frances Sage and Mary Ann Middaugh were given the same tour. Overall, everyone was very



Open Meetings Act Extension for Virtual Board Meetings: (Educational Leadership, Governance & Board Relations)

On December 22, the Governor signed, Senate Bill 1246 that extends the Open Meetings Act requirement for school district boards to continue to hold virtual board meetings until March 31, 2021. After January 1, when holding a meeting virtually, board members will need to state where they are calling in from. I will go into more detail at our next board meeting.

Paul Garrod – Story on Main Street / Health Department Addition: (Governance & Board Relations, Operations and Finance, Educational Leadership, Stakeholder Relations)

On Friday, December 18, I provided a tour of the Main Street/Health Department addition to Paul Garrod reporter with The Courier Leader. He was very impressed and looks forward to the opening of these areas. Attached is a very nice write up from this tour in the December 24th edition of The Courier Leader.

We wish you a very

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The Courier Leader

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NO. 51

THURSDAY, DECEMBER 24, 2020

USPS 564-620

New health dept., healthcare education facility takes shape on VBISD campus



The Van Buren/Cass District Health Department is scheduled to move into its new location on the grounds of the Van Buren Intermediate School District's Tech Center, 250 South St., Lawrence, in March of 2021. The new site will offer extended office hours, a new dental assistant program, and classrooms for Van Buren Tech students. Effective Dec. 31, health department services will no longer be scheduled at the VBCDHD Mattawan location. Construction of the new, two-story structure is progressing, as the Main Street hallway, above, and the student dental program area, below, all take shape.

Courier-Leader photos/Paul Garrod

Area school districts offer staff support with HelpNet resources

By Paul Garrod
news4garrod@vineyardpress.biz

PAW PAW - An employee assistance program that provides resources, assessment, counseling, referral, and support services for participants on a range of issues that impact both work and family life, is currently in use by three area school districts.

Paw Paw and Lawrence Public Schools, as well as the Van Buren Intermediate School District, have enrolled all district employees in HelpNet for the 2020-21 school year.

Through HelpNet, the three districts' employees have free access to personal and family counselors, financial and legal counseling, and experts in a variety of other fields. The program is designed to support employees with any of the challenges that impact them at work or at home, especially during the challenge of the COVID-19 pandemic.

"All Paw Paw Public Schools employees were enrolled in HelpNet, extending the same support to teachers, bus drivers, custodians, coaches, aides, food service personnel, and secretaries," said Corey Harbaugh, PPPS director of curriculum/instruction and state/federal programs.

PPPS Superintendent Rick Reo said HelpNet is meant to help provide immediate additional resources and support to all district employees.

"HelpNet is a great opportunity for staff to have additional resources and support during very difficult times," said Reo. "Our people are our strength. The more we take care of our people, the better they can take care of the students and families we serve in our school district."

The program cost the district \$4,400 to cover all district staff for the 2020-21 school year.

On Dec. 16, the VBISD rolled out this program to its 525 fulltime staff members. "Throughout the year, we have staff members face challenges that VBISD can only assist to a

certain point, by offering the many services available through HelpNet, this provides another layer of assistance and protections for members. We are a family at VBISD and whatever tools we can find to help staff members lead a richer life we will try to pursue and accommodate," said VBISD Superintendent Jeff Mills.

At Lawrence Public Schools, Superintendent Gretchen Gendron said the board of education looked into the program in a recent committee meeting and has since gone forward in implementing it in the district.

"While this program offers many resources, the greatest supports are the counseling and legal assistance offer for staff," said Gendron.

Van Buren/Cass Health Department receives COVID-19 vaccine

The Van Buren/Cass District Health Department is the recipient of the Moderna vaccine. The vaccine was scheduled to be delivered to the health department this week. The health department may also receive the vaccine from Pfizer; however, for now, Moderna is the VBCD Health Department supplier.

There is now a dedicated COVID-19 Vaccine page on the health department's website: <https://vbcassdhd.org/covid-19-vaccine/>. The page offers information, including vaccine prioritization (phases), FAQs, and an opportunity for people to sign-up for COVID-19 vaccine e-mail updates. To address call volume, the website is the recommended first source for vaccine information for community members and business leaders.

The health department says it is "deep into planning for vaccine distribution and administration to Phase 1A, Priority One." According to the health department, area residents may hear that some critical infrastructure organizations are receiving a survey from the health department to "sign up" for COVID-19 vaccine. The form is not an official sign-up, but rather an intake form for the health department to begin planning logistics such as clinic locations and vaccine order volume, and provide easy access to communication when necessary.

Soon, the health department will have a similar form available on its COVID-19 vaccine webpage for organizations to add their information. For now, it is a targeted distribution.

The state of Michigan has developed a COVID-19 Vaccine Dashboard for public viewing. On the dashboard, area residents can find state and some local data on enrolled providers, vaccines shipped, doses administered, doses by vaccine type, doses by provider type and more.

According to the health department, the number of providers listed under enrolled providers is only those who are providing vaccine to Priority Group 1A, Priority One. The dashboard will be updated with more providers as distribution continues.



Santa and the Mrs. (Phil and Martha Ely of Sister Lakes), paid a visit to Paw Paw last Friday, when they greeted and waved to area residents as they made their way through downtown Paw Paw.

Courier-Leader photo/Paul Garrod



COVID-19 DEC. 18 ORDER: GATHERING GUIDELINES

Open	Not open
<ul style="list-style-type: none"> Two-household gathering (high precautions)* Small outdoor gatherings (25 people) Retail Preschool through 12th grade (local district choice) Childcare Manufacturing, construction, other work that is impossible to do remotely, including technical education 	<ul style="list-style-type: none"> Workplaces, when work can be done from home Restaurants and bars (indoor dining) Night clubs Indoor sports & contact sports, except professional sports Trampoline parks, water parks Indoor group fitness classes
<ul style="list-style-type: none"> Public transit Hair salons, barber shops, other personal services Gyms, pools, roller and ice rinks (for individual exercise) Restaurants and bars (outdoor dining, takeout, and delivery) Professional sports** Parks and outdoor recreation 	<ul style="list-style-type: none"> Funerals (25 people) Health care Theaters, movie theaters, stadiums, arenas Bowling centers Bingo halls, casinos, arcades Outdoor group fitness classes and non-contact sports

*See Social Gathering Guidance
**Includes a limited number of NCAA sports

For more information about the order, visit Michigan.gov/Coronavirus. Questions or concerns can be emailed to COVID19@michigan.gov.

MDHHS eases "pause" to allow for re-openings

The Michigan Department of Health and Human Services (MDHHS) updated its epidemic order last Friday, Dec. 18, to allow indoor activities where citizens can remain masked, as this has been scientifically shown to slow the virus. This includes in-person learning at high schools and indoor entertainment venues. Casinos, bowling centers and movie theatres will be

allowed to re-open with total capacity capped at 100, food and drink concessions closed, and social distancing

requirements in place. The new order took effect Monday, Dec. 21 and will last until Friday, Jan. 15.

COVID-19 UPDATE

As of Dec. 21, 2020

Van Buren County had re-reported 3,683 confirmed positive cases of COVID-19 and 68 deaths. Statewide, there were 463,403 positive cases and 11,532 deaths. Across the U.S., 17,790,376 confirmed positive cases have resulted in 316,844 deaths.

Bronson begins first doses of COVID-19 vaccine to frontline staff

Bronson Healthcare began immunizing its frontline staff at Bronson Methodist Hospital last week, according to a press release issued Thursday, Dec. 17. First doses of the vaccine will continue to be dispensed to Bronson employees across the region over the next few weeks as new shipments of the Pfizer vaccine arrive, followed by second doses three weeks after the first.

The first employees vaccinated Thursday all had roles that put them in direct contact with patients that have COVID-19.

The State of Michigan has established phases for vaccine distribution. After healthcare workers are immunized and as supplies allow, from now through February, Bronson anticipates being able to provide vaccinations for adults at high risk for severe COVID-19 illness due to underlying medical conditions, and people 65 years and older no earlier than March of 2021.

Bronson hopes to be able to begin to offer vaccinations to individuals 16 and older, who are not one of the above, by the

summer of 2021. There is a COVID-19 Vaccine Information page on bronsonhealth.com, providing general guidance on the phases

of the vaccine rollout. The timelines are subject to change based on guidance from MDHHS, CDC, and vaccine availability.

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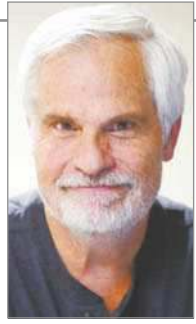
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Mike's Musings

Mike Wilcox, Publisher



Family, giving spirit make Christmas special

As I get older, Christmas had taken on a different meaning than when I was young.

I still remember waking up at dawn and running down the stair steps to see what Santa had left me under the Christmas tree. Each holiday season was truly a joyous occasion, as my siblings and I opened up presents that included the latest toys and technological wonders.

Now I could care less. Christmas now means a time to spend with those same siblings that through life's twist and turns you see far less often than you would like. It is also a time to give to others.

Last Saturday was just one of those magical times, I was able to break bread and enjoy conversation with two sisters and a brother. I call it magical because it was the first time in several decades that no children or grandchildren were invited. It was just the five of us (actually four, my youngest sister was unable to make it - stuck in Florida with an ailing husband) and our spouses.

It was magical, because instead of spending time chasing the grandkids around the house, we sat down for hours catching up on what everyone was up to - a new house for my brother, a cruise from one sister, and a new car for another. More importantly we were able to boast about the glory days, as Bruce Springsteen would call them, when I was a gifted athlete, and my sisters were excellent scholars.

We haven't had the opportunity to do that in many years. Don't get me wrong, sons and daughters and grandkids are very fun to have around, but this was so awesome, being able to conjure up life as it was several years ago, with the people you are the closest to and will forever be.

Family is important. If you have had the privilege to see Clint Eastwood's latest work of art, "The Mule", he lived a life that didn't much include family. He was estranged from his wife and daughter until he began running drugs at the ripe age of 88, realizing he wasn't immortal and suddenly yearned to be with his family more than anything else in life. He lost dozens of years with family in a trade-off for business, only to discover at the end of life, family was more important than any business.

It is also important, however, to give to the less fortunate. Whether it be at a soup kitchen on Thanksgiving or Christmas, or adopting a family to provide presents or food to, giving is more important than receiving.

For the past several years we have asked readers in need to write us at several of my newspapers during the Christmas season. Some of the letters will bring tears to your eye. You really have no idea how some people in your community survive. Some survive without heat, others without food or shelter. It is a darn shame that any family in America should have to live like some of our neighbors do.

As I write this, I am proud to say, thanks to the generosity of area businesses and several concerned individual contributors, I am writing checks to dozens of families so that they can provide for their children during Christmas. All told, we will probably send out nearly \$15,000 to these families. I can't thank those businesses and individuals enough who have helped us provide. You are truly an inspiration to me and I can tell you unequivocally that the families on the receiving end are very grateful.

I pray that each and every one of you have a Merry Christmas. Remember family and remember to "help thy neighbor."

Sheriff's Office delivers holiday gifts to families

By Paul Garrod
news4garrod@vineyardpress.biz

PAW PAW - For many years, the Van Buren County Sheriff's Office has hosted fundraisers and contacted local businesses to raise funds to help needy families each Christmas season.

"This year was no exception," said Van Buren County Sheriff Daniel Abbott. "I am proud to announce that our office raised \$3,800 in cash, \$3,490 in gift cards, and many household and clothing items to provide to nine needy families in Van Buren County.

Abbott expressed his thanks to Meijer of South Haven and Store Director, Sandy Wright, for providing assistance again this year.

"Meijer decorated shopping carts and a special check-out lane for the volunteers. Meijer was very accommodating while the deputies and volunteers were shopping for the families. Meijer also was gracious enough to donate \$3,000 in gift cards. The Christmas gifts were wrapped by volunteers from our office. With this program, no tax dollars are ever used," said Abbott.

On Saturday, Dec. 19, the Van Buren County Sheriff's Office delivered the Christmas gifts, which included toys, clothes, food items, as well as other items to the nine families.

"This is a project that is very near and dear to a lot of folks, and every year it gets bigger and bigger. Seeing the smiles on their faces and knowing we just made a difference in so many people's lives, lets you know all the time and effort was well worth it. Once again, I will tell you that I am the most blessed sheriff in the state. I am able to serve in a community with so many people wanting to give back," said Abbott.

Abbott expressed his thanks to his office staff and volunteers who continuously go beyond a basic volunteer role to donate uncounted personal hours and materials to make this all happen. "These humbling acts of community service are all done without hesitation or prompt. Truly an

voices

To the editor,

On behalf of the Village of Paw Paw, I want to thank all who entered the Holiday Light Decorating Contest. The object was to "light up the Village." There were five businesses and 41 residential participants who did. Many other people decorated, too, but did not enter. The winners will receive credit on their electric bill, which is paid in February.

Residential winners are:
One month fully paid - Tim Walendzik, 103 Cedar Street; Marlene Deming, 334 S. State Street; Renae Noeldner, 322 Davis Street; and Lora Stanislawski, 36460 Paw Paw Road.

One month half-paid - Jeanne Drake, 515 W. Michigan Avenue; Nathan Labadie, 307 Maple Street; Tom Danger, 308 E. Michigan Avenue; and Wendy Turner, 155 Mather Court.

Business winners are:
\$100 credit - The Garden Griddle
\$50 credit - Elementary Edge.

The full paid and \$100 prizes are based on judging, while the half-paid and \$50 credits were selected by random drawing.

Wayne Wilhelmi

Dear Editor,

If this past election has taught us anything, it's that each of our votes truly matters and must be counted. To make sure that a fair election process happens every time, we must have fair electoral maps and end the practice of gerrymandering. We all need to play an active role in how our political maps are drawn during the upcoming redistricting process.

Redistricting is the process of redrawing our districts to reflect the change in our population recorded by the Census, which occurs every 10 years. Gerrymandering happens when politicians manipulate this process in order to draw electoral maps that ensure their party

accurate reflection of just how much they care about the wellbeing of the most disadvantaged citizens in Van Buren County. Well done once again!" said Abbott.

wins more districts which are out of proportion to the actual percentage of the population. Gerrymandering changes the value and weight of every vote. It's unfair and it's cheating -- no matter which party tries it.

Our political system is broken and politicians are making it worse by using gerrymandering to ensure they get re-elected. Gerrymandering contributes to hyper-partisanship in our politics and allows politicians to pander to special interests, but

ignore the people they represent.

2021 is an important year because we the people can call and lobby our elected officials as they draw maps. We can demand and attend hearings. We can make it known that it's time to end gerrymandering. I'm asking my neighbors to join me and push for fair maps.

Sincerely,
Cheyenne Wilmers
Marcellus

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courieditorial@vineyardpress.biz

May Your Days Be Shiny & Bright

Wishing you and yours sleighful of happiness at Christmastime and throughout the New Year! We hope this holiday season delivers everything you've been wishing for, right down to the last detail.

We're celebrating 37 years and we appreciate your support and trust along the way.
Merry Christmas & Happy New Year, Everyone!



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PAW PAW COMMUNITY CALENDAR

With COVID-19 safety precautions in place, some meetings may be held by remote, while others may be cancelled. To attend, call ahead for information.

- December 25 **MERRY CHRISTMAS!**
- December 26 AA, 7 p.m. (First Presbyterian Church)
- December 27 Narc-Anon, 7 p.m. (First Presbyterian Church)
- December 28 Kiwanis Club, noon
AARP, 1:30 p.m.
Paw Paw Village Council will not meet
AA & Al-Anon (non-smoking), 8 p.m. (St. Mary's School)
- December 29 Senior Citizens, noon (held via Zoom)
- December 30 TOPS, 7:45 to 9:00 a.m.
- December 31 Al-Anon (non-smoking), noon (St. Mary Church)
Narc Anon, noon (First Presbyterian Church)
Domestic Violence Education Class, 1 p.m. (303 E. Paw Paw St., #7. Location may change - call 1-888-655-9008 to verify)

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VILLAGE OF PAW PAW VAN BUREN COUNTY, MICHIGAN NOTICE OF PUBLIC HEARING

TO: THE RESIDENTS AND PROPERTY OWNERS OF THE VILLAGE OF PAW PAW, VAN BUREN COUNTY, MICHIGAN AND ALL OTHER INTERESTED PARTIES.

PLEASE TAKE NOTICE that a Public Hearing/Regular Meeting will be held by the Village of Paw Paw Village Council on **Monday, January 11, 2021 at 7:00 p.m. and be held electronically** in compliance with PA 228 of 2020 amending the Michigan Open Meetings Act.

PLEASE TAKE NOTICE that the purpose of the Public Hearing is to receive comment on a proposed **Commercial Rehabilitation District** to include the following parcels: 80-47-583-030-00, 80-47-583-032-00, 80-47-583-052-00, 80-47-583-053-00, 80-47-583-055-00, 80-47-583-051-00, 80-47-161-006-00, and 80-47-161-007-00. The district will total approximately 4.2 acres in size.

Public comment will be taken at the hearing or written comment may be provided to the Village Offices prior to the meeting. Additional information regarding this hearing is available at the Paw Paw Village Hall, 111 E. Michigan Ave. between the hours of 7:00 a.m. to 4:00 p.m., Monday through Friday or by sending a written request to P.O. Box 179, Paw Paw, MI 49079.

The Village of Paw Paw will provide necessary reasonable auxiliary aids and services at the hearing to individuals with disabilities, such as signers for the hearing impaired and audio tapes of printed materials being considered, upon three (3) days' notice to the Village. Individuals with disabilities requiring auxiliary aids or services should contact the Village Clerk.

Sarah Moyer-Cale
Village Manager

Dec. 24, 2020

Paw Paw Township Board approves re-appointments to Construction Board

By Paul Garrod
news4garrod@vineyardpress.biz

PAW PAW - The Paw Paw Township Board approved several township board re-appointments at its meeting Monday night, Dec. 14.

Construction Board of Appeals re-appointments include: Tom Stanek, Clayton Stull, and William Hawley. Each will serve a two-year term, Dec. 31, 2020 to Dec. 31, 2022. John Small was also appointed to the same two-year term.

The board also approved the hiring of a parttime employee for the treasurer's office, with an hourly wage of \$12.50.

The board also approved a resolution of gratitude and appreciation for former township clerk Linda L. Jordan, who did not seek re-election in November.

Mother and son serve neighboring townships as supervisors

By Paul Garrod
news4garrod@vineyardpress.biz

LAWRENCE - For a Lawrence area family, community service has taken on a new angle - mother and son township supervisors - following the recent November General Election.

Donna Spenner was re-elected Lawrence Township Supervisor, while her son, Mike Koshar, was elected to

the supervisor's post in Arlington Township in the Nov. 3, election.

Spenner is beginning her second four-year term, while Koshar is beginning his first term, after three years' service on the Arlington Township Planning Commission and the township's Zoning Board of Appeals.

Koshar, an Arlington Township resident for the past nine years, has been employed as a mechanic for the past 12 years at the Michigan Department of Transportation (MDOT) Paw Paw Garage, where family service runs deep.

Spenner worked for MDOT for 30 years. She retired eight years ago from the MDOT South Haven Garage. Five of those 30 years were spent at the MDOT Paw Paw Garage.

Spenner's father, the late Charles Brown, retired from the MDOT Paw Paw Garage after 40 years of service.

Spenner and her son are both graduates of Lawrence



Donna Spenner and her son, Mike Koshar, were re-elected and elected, respectively, to the supervisor's posts at Lawrence and Arlington townships in the Nov. 3, election.

Photo courtesy of Donna Spenner

Chromebooks purchased for Lawrence students

By Paul Garrod
news4garrod@vineyardpress.biz

LAWRENCE - The Lawrence Board of Education at its Dec. 14 meeting formally approved two items:

- The purchase of 199 Chromebooks. The devices will replace aging or broken devices. The district will use ESSER and GEER funds to support this initiative, according to Lawrence Public Schools Superintendent Gretchen Gendron.
- A temporary remote work policy, required per MIOSHA.

Gendron said the board, in committee, discussed an employee assistance program, HelpNet. According to Gendron, the Van Buren Intermediate School District has committed to this EAP program for its staff.

"Lawrence is likely to follow suit. While this program offers many resources, the greatest supports are the counseling and legal assistance offerings for staff," said Gendron.



DEADLINE FOR ADVERTISING IN THE COURIER-LEADER: **Monday at 5 p.m.** FOR THURSDAY PUBLICATION.



Marking its 40th year, the Paw Paw Community Christmas Baskets project, sponsored by the Paw Paw Lions Club, helped out nearly 100 area families. Paw Paw Lions Club members and others volunteered earlier this month to accept donations of non-perishable food items and pack the boxes at the Paw Paw Lions Club and ready them for distribution, above, last Saturday, Dec. 19.

Courier-Leader photo/Paul Garrod



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High School. Koshar attended Kalamazoo Valley Community College. He and his wife, Dawn, have two children. Spenner and her husband, Rob have two other grown children.

Koshar said he sought the seat to bring trust back to the township board that he felt had been lost. He also wants to give the people their voice back. He felt there was a lack of communication from the board to the people that prompted him to seek election.

Spenner, who had never sought a public office before, said she wanted to make a change in her township.

"If you're not satisfied, step up and help make a change," said Koshar.

Part of that change has seen a working relationship with Arlington Township for the past several years on providing fire and medical quick response service to the adjoining township, located north of Lawrence.

Spenner said of her son, "I can't wait to see what great things he will do. He has a

good heart and will do good things for his township."

Spenner has been spending time with her son as he navigates the Michigan Township Association (MTA) website for online training. For additional township supervisor advice, Koshar can also reach out to his uncle, Ed Koshar, who currently serves as the Marcelus Township supervisor.

She added, "It will be fun to watch Mike grow in that position and learn along the way."

GOBLES COMMUNITY CALENDAR

With COVID-19 safety precautions in place, some meetings may be held by remote, while others may be cancelled. To attend, call ahead for information.

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- Michigan Veterans Trust Fund
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- Discharge Requests
- Assistance in Filing for Service/Non-Service Connected Disability
- Dependent / Survivor Benefits
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Conservation Corner:

NATIONAL GEOGRAPHIC MAGAZINE HIGHLIGHTS FARM CONSERVATION PRACTICES IN OUR AREA

HARTFORD, MI - Peek inside the National Geographic December 2020 issue and you might see some familiar names. In the summer of 2019, a writer and photographer visited our area and interviewed Van Buren Conservation District staff and several local farmers for an article on the Great Lakes.

"We were excited to be able to share some of the positive work we're doing that benefits both farms and water quality," said Conservation Technician Colleen Forestieri. "We're working with the University of Notre Dame to research the effectiveness of farm conservation practices, and that caught National Geographic's eye. The Great Lakes are under a lot of stress, but we were able to show that there's a lot being done to protect our beautiful lakes."

In the fall of 2020, the conservation district used grant funding from the Great Lakes Restoration Initiative to provide cost share to farmers to install over 2,000 acres of cover crops in the Hartford area. Cover crops are plants grown on farm fields in the off-season to protect and improve the soil. "We're concentrating our efforts in a small watershed at the moment to see if we can see an effect on water quality if we really blanket the area with conservation practices," says Watershed Coordinator Erin Fuller. "The statewide average for cover crops is somewhere around 6%, but with this program, we have about 50-60% of agricultural acres covered in this small area." Cover crops reduce runoff and erosion in the off season - benefitting water quality - and also improve soil health and balance soil moisture which benefits the farmer.

"We're really grateful we've had so many farmers work with us. It's not easy to adopt new practices, but they have taken that leap of faith and are beginning to see the benefits to their operation," says Forestieri. The conservation district has funding to cost share cover crops and other conservation practices in select areas for the next three years.

The full writeup, entitled "Saving the Great Lakes," is available in the December 2020 issue of National Geographic magazine.

Mattawan Supt. receives good marks

By Paul Garrod
news4garrod@vineyardpress.biz

MATTAWAN - The Mattawan Board of Education at its Thursday, Dec. 10, regular meeting following a closed session, approved an "effective" rating for Superintendent Randy Fleenor.

Prior to being named to the school district's top post in April, Fleenor had served as superintendent of the Lakewood Public Schools for the past five years. Prior to that, he was an elementary principal at Lowell Area Schools for seven years, and principal of Lansing Christian Schools for two years.

Fleenor has a master's degree in Educational Leadership from Michigan State University, a master's degree in Elementary Education from Aquinas College, and a bachelor's degree in Accounting from Cedarville University.

Lawrence Lights Contest winners named

LAWRENCE - A Lawrence Area Christmas Lights House Decoration Contest for Village of Lawrence and Lawrence Township residents took place with judging Dec. 17. Winners were announced Friday, Dec. 18, at Bill's Downtown Grill, Lawrence.

Grant and Kathy Payne, of Baker Street, captured top honors and received \$75; second place and \$50 went to Mike and Sheryl Anchor, 122 Cross St., and third place and \$25 was awarded to Chuck and Judy Moden, of West St. Joseph Street.

The Best New Entry was awarded to Teri Marchlewicz, corner of James and Paw Paw streets.

Honorable mentions were awarded to Joe Cadena, Butcher Road, Mike Carpp, County Road 215 and 54th Street, and Sally Rowlee Norg and Richard Norg.

The Lawrence Township Emergency Services took the People's Choice Award.



Happy Holidays!

Van Buren Public Transit thanks all of our customers for their support. We wish you all very happy holidays.

TOWNSHIP OF WAVERLY VAN BUREN COUNTY, MICHIGAN NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that the Waverly Township Planning and Zoning Commission will hold a public hearing concerning a rezoning application, 2 applications for Medical and Adult Use Marihuana Facility and regular meeting on **Monday, January 11, 2020 at 7:00 p.m.** at the Waverly Township Hall, 42114 M-43, within the Township.

Please take further notice that the matters to be considered at the public hearing include the following:

Kingsland, LLC of South Haven, MI has petitioned for a rezoning from R3 Low Density Residential to Agricultural for the property at (41400) M-43 Hwy. (80-18-009-014-65). The request is for the entire parcel; approx 138 acres.

Lansing Pros, LLC of Macomb, MI has petitioned for site plan review for Adult Use Marihuana Facility indoor/outdoor grow at 26810 37th St. (80-18-002-010-20/016-10).

989 Ventures, LLC of Howell, MI has petitioned for site plan review for Adult Use Marihuana Facility indoor/outdoor grow at 24993 CR 665 (80-18-004-004-10/20).

Written documents may be submitted to the Clerk at 42114 M-43, Paw Paw, MI 49079 up to the date of the hearing and may also be submitted at the hearing; due to covid restrictions the Township Hall may not be open, you can email the clerk lgclerk@waverlytownship.com or zoning administrator mtsallegran@frontier.com

Anyone interested in reviewing the related applications may contact the Zoning Administrator, Tasha Smalley, 1-800-626-5964 or mtsallegran@frontier.com during normal business hours.

Necessary and reasonable aids for disabled persons will be made available with sufficient notice to the clerk. Larry Gilbert, Clerk
42114 M-43
Paw Paw, MI 49079
269-657-6847

Dec. 24, 2020

Eight escape Lawrence fire, receive community support

By Paul Garrod
news4garrod@vineyardpress.biz

LAWRENCE - Following a late Friday night house fire that destroyed a Lawrence area home and left eight occupants homeless, the community has rallied around the occupants to offer assistance.

Lawrence Township Emergency Services responded to the two-story house fire on Dec. 18 at 11:20 p.m. in the 58000 block of 48th Street, according to Lawrence Township Emergency Services Fire Chief Michael Anchor.

Arriving at the scene, crews found a well-involved basement fire, believed to have been started by a woodstove. Anchor said the occupants reported that they went to sleep around 10 p.m. A teenager who had gotten up at approximately 11:15 p.m. to use the bathroom, smelled smoke and began to wake the five adults and two other minor children who lived in the home. The fire progressed rapidly through the older home due to its balloon construction, along with 15 to 25 mph winds at the time of the blaze, according to Anchor.

Anchor said all eight occupants escaped without injury, but four dogs perished in the fire. The home is owned by a former Lawrence resident, who now lives in Colorado and

rents out the dwelling.

Assisting LTES were Hartford, Paw Paw and Bangor fire departments. Anchor said fire officials cleared the scene at 4 a.m.

The Red Cross was called to assist the multiple individuals with temporary lodging and basic necessities.

Community volunteers have established a donation /drop-off for goods at the Lawrence Township Community Services Building. "We are collecting financial donations at this point," said Lawrence Township Supervisor Donna Spenner, who is assisting with others in the relief effort.

Spenner said individuals can send gift cards, if they wish. "We have been swamped with clothes and food. Plus, they have access to the food pantry, as well as clothes closets."

Spenner said donations have been received from many Van Buren County communities, and as far away as Arizona.

Individuals wishing to make a financial donation may send it to the Lawrence Community Services Building, 205 N. Paw Paw St., Lawrence, MI, 49064. Individuals may call the fire station at (269) 674-8833. The caller will be directed, based on the current status needs of the fire victims.



A late Friday night, Dec. 18, house fire destroyed a Lawrence area home and left eight occupants homeless. The Lawrence Township Emergency Services responded to the two-story house fire at 11:20 p.m. in the 58000 block of 48th Street. Assisting LTES were Hartford, Paw Paw and Bangor fire departments.

Photo courtesy of Lawrence Township Emergency Services

Paw Paw School Board seats members for new year

By Paul Garrod
news4garrod@vineyardpress.biz

PAW PAW - At its Dec. 14, meeting the Paw Paw Board of Education filled a vacant board seat.

Zachary Morris was appointed to fill that board seat. Morris was elected to a six-year term in November, but to take part in the December meeting, Morris had to be temporarily appointed for a month.

The board also accepted the resignation of board member Ray Martin, who was appointed earlier this year to a board seat. In November, Martin was elected to a partial board term, ending Dec. 31, 2022. Martin then assumed that new seat.

The board also approved:

- The COVID-19 Extended Learning Plan Reconfirmation;

- Schools of Choice second semester openings for Home eLearning Program only;

- The Support Staff Union contract;

- The hiring of a district communications director, as well as a first/second grade split teacher at the early elementary for the remainder of the 2020-2021 school year;

- Frankie Martinez as a varsity assistant wrestling coach.

Following a closed session, the board returned to the open meeting and approved the Superintendent Annual Evaluation for Rick Reo, with an effectiveness label of "effective."

MATTAWAN COMMUNITY CALENDAR

With COVID-19 safety precautions in place, some meetings may be held by remote, while others may be cancelled. To attend, call ahead for information.

December 25 **MERRY CHRISTMAS!**
December 28 Mattawan Village Council, 7 p.m.
(Village Office Building)
Texas Twp. Board, 6 p.m. (Texas Twp. Hall)

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January 11, 2021 – January 15, 2021
Grade Levels Y5 - 11
for the Second Semester of the
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Pursuant to Sections 105 and 105c of the State School Aid Act, Mattawan Consolidated School will be accepting applications for the second semester of the 2020-2021 school year from non-resident students residing within Van Buren, Allegan, Berrien, Kalamazoo and Lewis-Cass Intermediate School Districts for acceptance into Mattawan Consolidated School.

Applications will be available beginning on January 11, 2021 at 8:00 AM on the Mattawan Consolidated School website at www.mattawanschools.org. Interested persons may also request an application be mailed by contacting Valerie Goss at 269-668-3361 Ext.1771 or via email at vgoss@mattawanschools.org.

The deadline for applications to be received at Mattawan Consolidated School is Friday, January 15, 2021 at 4:00 PM.

The Mattawan Board of Education does not discriminate on the basis of race, color, religion, national origin or ancestry, sex, age, disability, height, weight, marital status, or any other legally protected characteristic in its programs and activities, including employment opportunities. Please contact the Title IX Coordinator, 56720 Murray Street, Mattawan, MI 49071, 269-668-3361 with inquiries regarding nondiscrimination policies.

December 24, 2020

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VILLAGE OF LAWTON 5 YEAR PARKS and RECREATION MASTER PLAN NOTICE of PLAN AVAILABILITY for PUBLIC REVIEW and COMMENT

A draft of the 5 Year Parks and Recreation Master Plan for the Village of Lawton will be available for public review and comment for 30 days beginning on December 26th at 12 noon. Anyone interested may review the plan and forward comments.

Written comments may be sent to Village of Lawton, 125 S. Main Street., P.O. Box 367, Lawton, MI 49065, c/o Lisa Imus. Email comments may be sent to ImusL@LawtonMI.gov. Copies of the plan are on file at Lawton Village Hall or online at: www.LawtonMI.gov.

For more information contact:
Lisa Imus, Village Manager
(269) 624-6407

Joni Bell
Village Clerk

Dec. 24, 2020

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Brad P. Foley

Bradley Paul Foley, 46, of Paw Paw, passed away Friday December 18, 2020 at home. He was born Dec. 7, 1974, in Niles, MI, the son of Linda James Griffith and David Foley.

Brad is survived by his mother, Linda (Fred) Griffith and his father, David (Patti) Foley; his brother, David A. (Carr) Foley; three step-brothers, Jon (Leslie) Griffith, Andrew Griffith and Eric (Angela) Griffith; along with many aunts, uncles, nieces and nephews.

Brad was preceded in death by his grandmothers, Opal James and Anne Mollitor; and his grandfather, Daniel Foley.

Brad was a very kind and loving soul. He loved spending time with his family, especially his nieces and nephews whom he adored. He enjoyed listening to music and was a graduate of Brookside School in Cassopolis.

Visitation was held Tuesday, Dec. 22, 2020, at Adams Funeral Home, 502 West Michigan Ave., Paw Paw. Funeral services followed at noon with Pastor Dave Thompson officiating. Burial took place at Saint Mary Cemetery, Paw Paw.

Memorial contributions may be directed to The American Heart Association or Grace Hospice.



Robert Masten

1925 - 2020

Robert Masten, 95, of Arcadia, MI, formerly of Ada and Lowell, MI, passed away at his home, Dec. 2, 2020, after a brief illness. He was born Oct. 11, 1925, to Ralph and Olga Masten of Alma, MI.

Upon graduation from Paw Paw High School, Bob enlisted in the United States Army and served in Europe. He was a World War II survivor of the brutal German prison camp, Bad Orb.

Bob's career was in school administration. He earned degrees from Western Michigan University, Kalamazoo, and Michigan State University, East Lansing. Career highlights included serving as superintendent of Manchester Public Schools in Manchester, MI, and superintendent of Forest Hills Public Schools, Ada, MI, (1963-1977).

Bob was preceded in death by his parents and his grandson, Daniel P. Crowle.

He is survived by his wife Marilyn (Pullen); sisters, Marylou Angelotti of Midland, MI, and Shirley Huffman of Alma; his daughters, Barbara and David Crowle of Marshall, MI, Connie Masten of Grand Rapids, MI, Susan and Curt Flietstra of Wayland, MI; his grandchildren, Katie Crowle of Milwaukee, WI, Matthew and Erin Crowle of Chicago, Jason and Jennifer Flietstra of Boston, MA, Adam and Ruthann Flietstra of Hastings, MI, Kelly Flietstra of Kentwood, MI; his great-grandchildren, Teigan, Willow, and River Flietstra of Hastings; and many nieces and nephews.

The family wishes to thank Bob's niece, Stacy, and her husband, Brad Berkshire, of Arcadia, MI, for their strength and loving care in the final weeks. Bob will be remembered for his beautiful lawn and gardens and sarcastic sense of humor. He was an active member of Trinity Lutheran Church, Frankfort, MI.

A memorial service will be held in Frankfort in the spring, or when allowed.



Jackie Leduc

Jackie was born on Sept. 19, 1932, in Dowagiac, the daughter of James and Edna Jane (Rife) Rhoten. She passed away Dec. 8, 2020, at her home in Paw Paw.

Jackie came from humble beginnings. Her family found work where they could, picking seasonal crops and working in local factories. She met the love of her life, Roger Leduc, in her senior year of high school. She graduated from Gobles High School in 1950. Roger Leduc was a city boy from Holyoke MA, stationed at Fort Custer in Battle Creek MI. They met one weekend when he got lost looking for a dance he heard about in Gobles. They were married the day after she graduated, on May 29, 1950. They recently celebrated 70 years of marriage.

Jackie and Roger built multiple businesses, including Leduc & Sons Builders and Leduc Blueberries. Mom was his business partner in all aspects from big to small, including all the financials for both businesses, and even did the taxes. Jackie was well known during blueberry season for her blue mouth.

She is survived by her husband, Roger; four sons, Roger C. (Lyn) Leduc, Robert (Denise) Leduc, Mark (Chris) Leduc and Joe (Chantel) Leduc; three daughters, Connie (Craig) Cooley, Terry (John) Kinch and Marianne (Andy) Baker; two sisters, Linda Boughner and Maureen Gerencer; one brother, James Rhoten; 19 grandchildren, 18 great-grandchildren, two great-great-grandchildren; along with many nieces and nephews.

Jackie was preceded in death by her brothers, Mark and Charles Rhoten; and her sisters, Luella Knight, Elaine Hess and Terry Merritt.

Per Jackie and Roger's wishes, cremation has taken place. There will be no public services. They will be placed to rest at Fort Custer National Cemetery in the future.

In lieu of flowers, the family is requesting donations be made to The Alzheimer's Association or to Wings of Hope Hospice (Allegan).

Share a memory or sign the online tribute wall at: www.adamspawpaw.com



Nathaniel J. Gunderson

Nathaniel John Gunderson, 24, finished his race on Dec. 17, 2020, having lived with brain cancer for six years. He lived with courage and faith, far beyond the medical expectations he had been given.

He recently completed the Professional Golf Management program at Ferris University, graduating Cum Laude. He loved sports, especially golf, and took great satisfaction teaching others the game. More than that he enjoyed friends and family and all the little things that make up life.

Knowing his days were likely going to be short, he made sure he was right with God, and then lived without stopping. He often expressed that he had a great life and was very thankful. He wanted more here, but now is finding out what else God has for him.

He was preceded in death by his brothers, Benjamin and Matthew. He is survived by his grandparents, Lester and Carolyn Fawley; parents, Tim and Lynn Gunderson; sisters, Rachel and Faith; and an extended family and friends that he loved deeply.

A private celebration of life will be held for family, and a public celebration will be announced at a later date. There will also be a video tribute posted at a later date.

Memorial contributions may be directed to United Christian Services, 600 Michigan Ave., Suite 1, Paw Paw, 49079.

Share a memory or sign the online tribute wall at: www.adamspawpaw.com.



Ruby Verville

Ruby Verville, 92, of Paw Paw, a longtime area resident, died Tuesday, Dec. 15, 2020, after an extended illness.

She will be remembered as a loving mother, grandmother, great-grandmother and great-great-grandmother who always seemed to have a smile on her face and made the best of all situations. She was truly the matriarch of the family as she was always there for her family and will be dearly missed by everyone.

Surviving members of her family include her children, Marilyn (Doug) Attridge, Bill (Terisia) Ludwig, John Jondall, Scott (Anita) Ludwig, David (Jerri) Verville, Laura Barber, Patrick Verville, Joyce (Rick) Vlietstra; 14 grandchildren; several great-grandchildren; and one great-great-grandchild.

Ruby was preceded in death by two husbands, Bill Ludwig and Lee Verville; a daughter, Janet Ludwig; and a great-granddaughter daughter, Khia.

Private services were held at Betzler & Thompson Life Story Funeral Home, 60900 M-40, Paw Paw. She was buried next to her husband, Lee, in St. Mary's Cemetery, Paw Paw. The family will announce a public service at a later date.

Visit Ruby's personal memory page at: www.Betzler-LifeStory.com, to read her Life Story, share a favorite memory or photo and sign her guestbook.

Memorial contributions may be made to Hospice Care of Southwest Michigan.



Julie A. Rice

Julie Ann Rice (née Postello), 56, of Saint Joseph, MI passed away peacefully on December 16, 2020 at her home with her family by her side.

Julie was born in Saint Joseph on March 11, 1964 to James and Barbara Postello. She graduated from Decatur High School and continued her education at Southwestern Michigan College and Kalamazoo Valley Community College. Julie was a long-time resident of Paw Paw, spending much of her time organizing community events for the PTO and Paw Paw Athletic Boosters.

After moving back to Saint Joseph, Julie actively volunteered for many local breast cancer fundraising events, was a member of the SWM Blossomland Pirates Parrot Head Club and enjoyed spending her final years living near Lake Michigan where she loved walking the beach collecting beach glass and rocks for her many craft projects. Julie loved to garden, spending hours with her flowers and fished whenever she had the opportunity.

Julie is survived by her two children, Anthony Harvey and Mackenzy Rice of Paw Paw; and her siblings, Daniel (Jen) Postello, Shelia (David) Dragomir, Tracy Postello and Kevin Postello.

Julie will be deeply missed by all who have known her. Memorial donations may be given to Marie Yeager Cancer Center and Caring Circle of Lakeland.



Bonnie J. Stech

Bonnie J. Stech (Daglow), 68, was born in Albion, MI, Feb. 17, 1952, and departed this life Dec. 14, 2020.

Bonnie was preceded in death by her parents, Neal and Barbara (Flint) Daglow of Port Charlotte, FL.

She is survived by her son, Gabriel Haddad of Wayland, MI, and her brother, Terry Daglow of Houston, TX.

Bonnie graduated from Litchfield High School in Litchfield, MI, and attended Albion College in Albion, MI, before beginning her career with the United States Postal Service, where she spent 31 years before she retired as Postmaster of Bloomingdale.

Per her wishes, cremation has taken place. In memory of Bonnie and in lieu of flowers, contributions may be made to the Veterans of Foreign Wars.

The family welcomes memories and messages in their guest book online at www.kubiakcookwayland.com.



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Insurance for what matters most to you, since 1945.

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GOBLES PUBLIC SCHOOLS SCHOOLS OF CHOICE PROGRAM 2020-2021

Gobles Public School District recognizes the Schools of Choice Program adopted by the Michigan legislature and plans to implement the Schools of Choice Program for the 2020-2021 school year.

Gobles Public Schools will accept applications from non-resident students residing within the Van Buren Intermediate School District boundaries, and in school districts located in contiguous intermediate school districts for the 2020-2021 school year under the Schools of Choice Program and will comply with the deadlines and requirements set forth by the law.

Applications for the Schools of Choice Program are available on line at (www.gobles.org) and in the Superintendent's Office and will be accepted beginning **January 6, 2021 through January 22, 2021**. The District will notify the parent or legal guardian of each nonresident applicant who is accepted for enrollment of the date by which the student must enroll and the procedures for enrollment.

Dec. 24, 2020

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- Jessica B.

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LAWTON COMMUNITY CALENDAR

With COVID-19 safety precautions in place, some meetings may be held by remote, while others may be cancelled. To attend, call ahead for information.

December 25 **MERRY CHRISTMAS!**
December 28 Lawton Lions, 7 p.m.
Lawton Public Library Board, 7 p.m.

LANTZ EXCAVATING
43619 30th Street • Paw Paw
(269) 657-2756

Have a Blessed HOLIDAY SEASON

We know we couldn't have asked for better customers than you - **thanks!**

HOME IMPROVEMENT SUPPLY
1 mi. west of Paw Paw on Red Arrow Hwy.
HOURS: MON.-FRI. 9-6
SAT., 9-4 • Closed Sundays
269-657-6282

CLOSED DEC. 24, 25, 26, 31 & JAN. 1

Merry Christmas AND A HAPPY NEW YEAR

HOLIDAY HOURS:
Closed Christmas Eve & Day; Closed New Year's Eve & New Year's Day

REG. HOURS: M-F 8 to 5; Closed Sat. & Sun.
69760 Red Arrow Hwy.
(Between Hartford & Watervliet.
West of Four Winds Casino.)
HARTFORD 269-621-2001
WATERVLIEET 269-463-6141

TOM SMITH TRACTOR & TIRE CENTER
website: tomsmithtractor.com • email: tstractor@comcast.net

To Our VALUED CUSTOMERS

We'd like to say thanks, and best wishes too. For making our year so special, we're grateful to all of you!

BLOOMINGDALE COMMUNICATIONS
www.bloomingle.com

Merry Christmas & Happy New Year From Our Entire Team!

Public Notices

Notice of Foreclosure by Advertisment

Notice is given under section 3212 of the revised judicature act of 1961, 1961 PA 236, MCL 600.3212, that the following mortgage will be foreclosed by a sale of the mortgaged premises, or some part of them, at a public auction sale to the highest bidder for cash or cashier's check at the place of holding the circuit court in Van Buren County, starting promptly at 1:00 PM, on January 31, 2021. The amount due on the mortgage may be greater on the day of sale. Placing the highest bid at the sale does not automatically entitle the purchaser to free and clear ownership of the property. A potential purchaser is encouraged to contact the county register of deeds office or a title insurance company, either of which may charge a fee for this information.

Name(s) of the mortgagor(s): Jerome E. Nelson; Original Mortgagee: Conesco Finance Servicing Corp.; Foreclosing Assignee (if any): U.S. Bank National Association, as Trustee, for Manufactured Housing Contract Senior/Subordinate Pass-Through Certificate Trust 2001-2; Date of Mortgage: October 30, 2000; Date of Mortgage Recording: October 31, 2000; Amount claimed due on date of notice: \$95,953.36.

Description of the mortgaged premises: Situated in City of Bangor, Van Buren County, Michigan, and described as: Beginning on the East line of Section 27, Town 1 South, Range 16 West at a point 811.00 feet South of the Northeast corner of the Section; thence South on the Section line 295.16 feet; thence West 295.16 feet; thence North 295.16 feet; thence East 295.16 feet to the place of beginning, Common street address (if any): 16736 62nd St, Bangor, MI 49013-9421.

The redemption period shall be 6 months from the date of such sale, unless determined abandoned in accordance with MCL 600.3241a, or if the subject real property is used for agricultural purposes as defined by MCL 600.3240(16).

If the property is sold at foreclosure sale under Chapter 32 of the Revised Judicature Act of 1961, pursuant to MCL 600.3278 the borrower will be held responsible to the person who buys the property at the mortgage foreclosure sale or to the mortgage holder for damaging the property during the redemption period.

Attention homeowner: If you are a military service member on active duty, if your period of active duty has concluded less than 90 days ago, or if you have been ordered to active duty, please contact the attorney for the party foreclosing the mortgage at the telephone number stated in this notice.

This notice is from a debt collector. Date of notice: December 24, 2020
Trott Law, PC.
31440 Northwestern Hwy., Suite 145
Farmington Hills, MI 48334
(248) 642-2515
1426562
(12-24)(01-14)
Dec. 24, 2020- Jan. 14, 2021

Notice of Foreclosure by Advertisment

Notice is given under section 3212 of the revised judicature act of 1961, 1961 PA 236, MCL 600.3212, that the following mortgage will be foreclosed by a sale of the mortgaged premises, or some part of them, at a public auction sale to the highest bidder for cash or cashier's check at the place of holding the circuit court in Van Buren County, starting promptly at 1:00 PM, on February 4, 2021. The amount due on the mortgage may be greater on the day of sale. Placing the highest bid at the sale does not automatically entitle the purchaser to free and clear ownership of the property. A potential purchaser is encouraged to contact the county register of deeds office or a title insurance company, either of which may charge a fee for this information.

Name(s) of the mortgagor(s): Joseph J. Curran; Original Mortgagee: Financial Freedom Senior Funding Corporation, a Subsidiary of IndyMac Bank, F.S.B.; Foreclosing Assignee (if any): Bank of New York Mellon Trust Company, N.A. as Trustee for Mortgage Assets Management Series I Trust; Date of Mortgage: December 22, 2005; Date of Mortgage Recording: January 18, 2006; Amount claimed due on date of notice: \$159,693.71.

Description of the mortgaged premises: Situated in Township of Hamilton, Van Buren County, Michigan, and described as: Lot 16, Fritz's Lake of the Woods Subdivision, according to the Plat thereof, as recorded in Liber 5 of Plots, Page 42, Van Buren County, Michigan Register of Deeds records; subject to building and use restrictions as set forth in Liber 507, page 974, Van Buren Co., Michigan Register of Deeds Records. Common street address (if any): 46927 Prospect Dr, Decatur, MI 49045-9011.

The redemption period shall be 6 months from the date of such sale, unless determined abandoned in accordance with MCL 600.3241a, or if the subject real property is used for agricultural purposes as defined by MCL 600.3240(16).

If the property is sold at foreclosure sale under Chapter 32 of the Revised Judicature Act of 1961, pursuant to MCL 600.3278 the borrower will be held responsible to the person who buys the property at the mortgage foreclosure sale or to the mortgage holder for damaging the property during the redemption period.

Attention homeowner: If you are a military service member on active duty, if your period of active duty has concluded less than 90 days ago, or if you have been ordered to active duty, please contact the attorney for the party foreclosing the mortgage at the telephone number stated in this notice.

This notice is from a debt collector. Date of notice: December 24, 2020
Trott Law, PC.
31440 Northwestern Hwy., Suite 145
Farmington Hills, MI 48334
(248) 642-2515
1426562
(12-24)(01-14)
Dec. 24, 2020- Jan. 14, 2021

**STATE OF MICHIGAN
PROBATE COURT
COUNTY OF VAN BUREN
NOTICE TO CREDITORS
DECEDENT'S ESTATE
File No. 2020-1063-DE**

Estate of Ivan Wendall Bustos, Deceased. Date of birth: March 16, 2018.

NOTICE TO CREDITORS: The decedent, Ivan Wendall Bustos, died March 26, 2018.

Creditors of the decedent are notified that all claims against the estate will be forever barred unless presented to Kayla Bustos, personal representative, or to both the probate court at Courthouse Annex, 212 Paw Paw Street, Suite 220, Paw Paw, MI 49079-1495 and the personal representative within 4 months after the date of publication of this notice.

Date: August 28, 2020
Attorney
Howard T. Linden, P.C.
Howard T. Linden P25438
29100 Northwestern Hwy., Suite 370
Southfield, MI 48034
(248) 358-4545

Personal Representative
Kayla Bustos
73100 County Road 388, Lot 51
South Haven, MI 49090
(269) 447-6359
Dec. 24, 2020

**State of Michigan
Judicial Circuit - Family Division
Van Buren County
PUBLICATION OF NOTICE OF HEARING
FOR NAME CHANGE
File No. 2020 7014 NC**

Court Address: 212 E. Paw Paw Street, Suite 220, Paw Paw, MI 49079
Court telephone no. 269-657-8225

IN THE MATTER OF: Caleb John Schley

TO ALL INTERESTED PERSONS whose address(es) are unknown and whose interest in the matter may be barred or affected by the following:

TAKE NOTICE: A hearing will be held on 12/03/2020 at 11:00 a.m. at Probate Court, Court Room #3 before Judge DAVID J. DISTEFANO P35010 to change the name of: Caleb John Schley to Caleb John Sly.

Caleb John Schley
34976 64th Ave.
Paw Paw, MI 49079
Dec. 24, 2020

**State of Michigan
Probate Court
County of Van Buren
PUBLICATION OF NOTICE OF HEARING
File No. 20202016 CA**

IN THE MATTER OF: Rhonda L. Griffith, individual needing protection.

TO ALL INTERESTED PERSONS including: Melissa Lynn Griffith and any other unknown heirs to Rhonda L. Griffith, individual needing protection, whose address(es) are unknown and whose interest in the matter may be barred or affected by the following:

TAKE NOTICE: A hearing will be held on January 7, 2021 at 11:00 a.m. at 212 E. Paw Paw St., Ste. 220, Paw Paw, Michigan 49079 before Judge DAVID J. DISTEFANO P35010 for the following purpose: Petition for Appointment of Conservator and Protective Order.
Dated: 12-18-2020
Attorney
Charles S. Orstein P76256
211 E. Water St., Ste. 401
Kalamazoo, MI 49007
(269) 343-2106

Plaintiff
Patrick L. Wooden
26995 Lake Drive
Lawton, Michigan 49065
(269) 624-7328
Dec. 24, 2020

Notice of Foreclosure by Advertisment

Notice is given under section 3212 of the revised judicature act of 1961, 1961 PA 236, MCL 600.3212, that the following mortgage will be foreclosed by a sale of the mortgaged premises, or some part of them, at a public auction sale to the highest bidder for cash or cashier's check at the place of holding the Circuit Court in Van Buren County, starting promptly at 1:00 PM, on January 14, 2021. The amount due on the mortgage may be greater on the day of the sale. Placing the highest bid at the sale does not automatically entitle the purchaser to free and clear ownership of the property. A potential purchaser is encouraged to contact the county register of deeds office or a title insurance company, either of which may charge a fee for this information.

Name(s) of the mortgagor(s): Kenneth Walden, a Single Man Original Mortgagee: CitiFinancial, Inc. Foreclosing Assignee (if any): Wilmington Savings Fund Society, FSB, not in its individual capacity, but solely as trustee of NRPL Trust 2019-1 Date of Mortgage: December 29, 2006; Date of Mortgage Recording: January 5, 2007; Amount claimed due on mortgage on the date of notice: \$65,425.51.

Description of the mortgaged premises: Situated in the Village of Lawton, Van Buren County, Michigan, and are described as:

The following described premises situated in the Village of Lawton, County of Van Buren and State of Michigan to wit: Commencing at a point on the West line of Section 28, Town 3 South, Range 13 West, according to the government survey thereof, said point being 1167 feet South of the West quarter post of said section; thence South on said Section line 66 feet; thence East to the former Michigan Central Railroad; thence Northeastly on the right-of-way line to a point directly East of point of beginning; thence West to point of beginning. Commonly Known as: 810 North Nursery, Lawton, MI 49065.

The redemption period shall be 12 months from the date of such sale, unless determined abandoned in accordance with MCL 600.3241a, in which case the redemption period shall be 30 days from the date of such sale, or upon the expiration of the notice required by MCL 600.3241a(c), whichever is later; or unless MCL 600.3240(16) applies.

If the property is sold at foreclosure sale under Chapter 32 of the Revised Judicature Act of 1961, under MCL 600.3278, the borrower will be held responsible to the person who buys the property at the mortgage foreclosure sale or to the mortgage holder for damaging the property during the redemption period.

Attention Purchaser: This sale may be rescinded by the foreclosing mortgagee for any reason. In that event, your damages, if any, shall be limited solely to the return of the bid amount tendered at sale, plus interest, and the purchaser shall have no further recourse against the Mortgagor, the Mortgagee, or the Mortgagee's attorney.

Attention homeowner: If you are a military service member on active duty, if your period of active duty has concluded less than 90 days ago, or if you have been ordered to active duty, please contact the attorney for the party foreclosing the mortgage at the telephone number stated in this notice.

This notice is from a debt collector. Date of notice: 12/17/2020
Potestivo & Associates, PC.
251 Diversion Street,
Rochester, MI 48307
248-853-4400
313538
(12-17)(01-07)
Dec. 17, 2020- Jan. 7, 2021

**NOTICE OF ADOPTION OF ORDINANCE
TOWNSHIP OF LAWRENCE
VAN BUREN COUNTY, MICHIGAN
TO: THE RESIDENTS AND PROPERTY OWNERS OF
THE TOWNSHIP OF LAWRENCE, VAN BUREN
COUNTY, MICHIGAN, AND ANY OTHER
INTERESTED PERSONS:**

PLEASE TAKE NOTICE that the following ordinance was adopted by the Township Board of the Township of Lawrence at its regular meeting on December 10, 2020. A summary of the proposed ordinance follows.

EMERGENCY MANAGEMENT ORDINANCE

SECTION I. INTENT AND PURPOSE. This section establishes a basic Township-wide emergency plan, and afford rights under the law to public bodies and the Supervisor.

SECTION II. AUTHORIZATION. This section provides that the Township Supervisor, as chief executive officer of the Township, may declare states of emergency or disaster in the Township

SECTION III. EMERGENCY MANAGEMENT ACT. This section provides for the appointment of a Township Emergency Management Coordinator.

SECTION IV. LOCAL STATE OF EMERGENCY. This section provides that the Township Supervisor shall have the authority to declare a local state of emergency or disaster.

SECTION V. LIMITATION OF AUTHORITY. This section provides that this chapter shall not be construed to abridge or curtail the rights of any person, official, or employee of the Township or other public body, except where expressly stated in the Ordinance or as permitted by law.

SECTION VI. GOVERNMENT MEETINGS DURING EMERGENCY DECLARATION. This section provides that when a declaration of emergency is made under this Chapter, all in-person meetings of any public body to be held within the Township may be held remotely in accordance with the Open Meetings Act.

SECTION VII. TOWNSHIP PROPERTY. This section provides that during a declared local state of emergency or disaster, the Township Supervisor may close, limit access to, or grant access to all or a portion of Township property to any individuals or entities, to protect the public health, safety, and general welfare of persons and property within the Township.

SECTION VIII. COUNTY AND LOCAL ROADS. This section provides that as part of a declaration of local state of emergency or disaster, the Supervisor may issue directives as to travel restrictions on county or local roads.

SECTION IX. SEVERABILITY. The provisions of this Ordinance are severable, in whole or in part.

SECTION X. REPEAL. All ordinances or parts of ordinances in conflict herewith are repealed.

SECTION XI. UNCHANGED. All ordinances or parts of ordinances shall remain in full force and effect except as changed by this Chapter.

SECTION XII. EFFECTIVE DATE. This Ordinance shall take effect the day after publication.

PLEASE TAKE FURTHER NOTICE that the full text of each proposed Ordinance is on file in the Office of the Township Clerk at the Lawrence Township address set forth below and has also been posted at the Township's website: <https://www.lawrence-township.org/> for inspection by the general public.

Judy Janssen, Clerk
Township of Lawrence
411 N. Paw Paw St.
Lawrence, MI 49064
(269) 674-4255
<https://www.lawrence-township.org/>

Dec. 24, 2020

**ORDINANCE NO. 135
Bloomingdale Township
EMERGENCY RESPONSE
COST RECOVERY ORDINANCE**

AN ORDINANCE ADOPTED PURSUANT TO MICHIGAN PUBLIC ACT 33 OF 1951, AS AMENDED (MCL 41.801 ET SEQ) AND OTHER OTHER APPLICABLE PROVISIONS OF THE MICHIGAN STATUTES TO ALLOW BLOOMINGDALE TOWNSHIP TO RECOVER CERTAIN COSTS INCURRED BY THE TOWNSHIP IN CONNECTION WITH THE PROVISION OF CERTAIN FIRE EMERGENCY SERVICES, AND TO PROVIDE FOR THE ENFORCEMENT OF THIS ORDINANCE AND CERTAIN ADMINISTRATIVE PROVISIONS.

**THE TOWNSHIP OF BLOOMINGDALE,
VAN BUREN COUNTY, MICHIGAN ORDAINS:**

Section 1: TITLE

This ordinance shall be titled and known as Ordinance No. 135, the Emergency Response Cost Recovery Ordinance.

Section 2: PURPOSE AND AUTHORITY

Bloomingdale Township hereby finds the Township has incurred extraordinary costs associated with certain public safety and fire emergency services related to utility line failures and hazardous material releases. As a result of these determinations, the Township has adopted this Ordinance to allow the Township to recover costs incurred by the Township in connection with utility line failures and hazardous material releases.

This ordinance has been adopted and is ordered by the Bloomingdale Township Board of Trustees pursuant to the authority contained in the following public act as amended, to wit: Public Act 102 of 1990 (MCL 41.806a); Public Act 712 of 2002 (MCL 28.754); and, Public Act 175 of 1927 (MCL 769.11).

Section 3: DEFINITIONS

For the purpose of their use in this Ordinance, the following words and terms are defined. Any word or term not so defined shall be considered to be defined in accordance with its common or standard definition.

- (A) Township:** Bloomingdale Township, Van Buren County, Michigan
- (B) Assessable Costs:** The costs incurred by the Township, including but not limited to, the labor, equipment and material costs whether or not such services are provided by the Township or by a third party independent contract or on behalf of the Township; service charges or interest; attorney fees; litigation costs; and any costs, charges, fines, or penalties to the Township imposed by any local, state, or federal governmental entities. The labor, equipment and material costs to the Township include without limitation: employee wages; Worker's Compensation benefits; overtime; fringe benefits; administrative overhead; costs of equipment; costs of equipment operation; materials, excavation, transportation, and disposal; costs of any contracted labor or materials; and any and all other labor and material costs. Bloomingdale Township labor, equipment, and material costs may be as established by the Fire Chief or by Resolution of the Bloomingdale Township Board of Trustees and may be adjusted from time to time by Resolution.

- (C) Hazardous Materials:** Those elements, substances, wastes, or their byproducts, which are contained in the list of hazardous substances adopted by the United States Environmental Protection Agency (the "EPA"); or which are contained in the list of toxic pollutants designated by Congress or the EPA; or which are defined as hazardous, toxic pollutant, infectious, flammable, combustible, explosive, or radioactive by any other Federal, State, or local statute, law, ordinance, code, rule, regulation, order, or decree regulating, relating to, or imposing liability or standards of conduct concerning any hazardous, toxic or dangerous waste substance or material, as now or at any time hereafter in effect. Specifically included without limitation as Federal and State laws, rules and regulations are Act No. 307 of the Public Acts of 1982, as amended, MCL 299.601 et seq.; the Federal Comprehensive Environmental Response, Compensation and Liability Act, as amended, 42 U.S.C. "9601 et seq.; the Federal Toxic Substances Control Act, as amended, 15 U.S.C. "2601 et seq.; the Federal Resource Conservation and Recovery Act, as amended, 42 U.S.C. "6901 et seq.; the Federal Hazardous Material Transportation Act, as amended; the Federal Clean Air Act, as amended; the Federal Water Pollution Control Act, as amended; or any similar or successor statute or law, or rules and regulations of the EPA, or any other state or federal department, board, or agency, or any other agency or governmental board or entity having jurisdiction (collectively, the "Environmental Laws"). Hazardous Materials specifically include without limitation: petroleum products, automotive anti-freeze, polychlorinated biphenyls and asbestos.

- (D) Release:** Any actual or threatened spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, leaching, dumping, or disposing into the environment including, but not limited to, the air, soil, ground water and surface water.

- (E) Responsible Party:**
 - (1) In connection with a Release of Hazardous Materials. Responsible Party means: Any individual, firm, corporation, association, partnership, commercial entity, consortium, joint venture, government entity or any other legal entity that is responsible, in whole or in part, for a Release of Hazardous Materials, either actual or threatened; or that is an owner, tenant, occupant, or party in control of property, real or personal, onto which or from which there is a Release of Hazardous Materials; and the heirs, estates, assigns or successors to any such entity.
 - (2) In connection with a failure of a Utility Line. Responsible Party means: Any individual, firm, corporation, association, partnership, commercial entity, consortium, joint venture, government entity or any other legal entity that is responsible, in whole or in part, for the maintenance or failure of the Utility Line; and the heirs, estates, assigns or successors to any such entity.
- (F) Utility Lines:** Any transmission or service line, cable, conduit, pipeline, wire, main or the like used in any way to provide, collect or transport water, sewage, electricity, liquid hydrocarbons, natural gas, or communication or electronic signals (including but not limited to telephone, computer, cable television and stereo signals or electronic impulses).

Section 4: ASSESSMENT OF COSTS

- (A) All Assessable Costs** associated with any of the actions or services described in subsections (1) and (2) below may be jointly and severally assessed to any or all Responsible Parties:
 - (1) Assessable Costs incurred to halt, abate, remediate or remedy any Release of any Hazardous Materials and any liabilities resulting therefrom;
 - (2) Assessable Costs incurred in connection with a Utility Line failure and any liabilities resulting therefrom;
- (B) Payment of Services.** The fire chief or his designee shall determine the total assessable costs and submit the township's bill to the responsible party. Bills shall be sent by first class mail. All bills rendered for charges shall be payable within 30 days of the mailing of the billing.
- (C) Collection of Charges.** Bills not paid within 30 days of the mailing of the billing shall be considered a default. In case of default, the Township may commence a civil suit or take any other actions permitted by law or in equity to recover the assessable costs. If legal action is taken to collect an amount owed pursuant to this Ordinance, the Township shall be entitled to recover the cost of such legal action from the person responsible, including reasonable and actual attorneys' fees.
- (D) The Township may charge any costs assessed pursuant to this Ordinance to the insurer of any responsible Party.** The submission of an invoice for the assessed costs to an insurer does not in any way limit or extinguish the liability of a Responsible Party for the costs assessed pursuant to this Ordinance until such time as the assessed costs are paid in full.

Section 5: APPEAL PROCEDURE

A responsible party who receives a bill under this ordinance may request a meeting with the fire chief or his designee to appeal all or part of the assessable costs. The person shall request a meeting in writing within 14 calendar days of the date of the invoice. The fire chief or his designee shall have the authority to affirm, modify or waive the assessable costs. Failure to file a timely-written request of appeal constitutes a waiver of the right to relief and further constitutes an agreement to pay the assessed costs.

Section 6: SEVERABILITY

This Ordinance and its various parts, sections, subsections, sentences, phrases and clauses are declared to be severable. If any part, section, subsection, sentence, phrase or clause is adjudged unconstitutional or invalid, the remainder of this Ordinance shall not be affected. The captions included at the beginning of each section are for convenience only and shall not be considered a part of this Ordinance.

Section 7: EFFECTIVE DATE

This Ordinance shall become effective thirty (30) days after its adoption and publication. Upon its effective date, this Ordinance supercedes and repeals prior Ordinances.

Motion offered by: Fritz and supported by: Johnson
Roll Call Vote: Yes: Fritz, Johnson, Little, Lisowski, Sommerfeld
No: None

ORDINANCE DECLARED ADOPTED:

I hereby certify the foregoing constitutes a true and complete copy of the ordinance adopted by the Bloomingdale Township Board of Trustees, County of Van Buren, Michigan, at a regular meeting held on the 16th day of December, 2020.

Date: 12/16/2020
Judy Little, Bloomingdale Township Clerk

Dec. 24, 2020

**Happy Holidays
from your
Senior Services of
Van Buren County
& RSVP Family!**



**If you know of
a Senior in our
service area in
need of assistance
please call:
269-637-3607**



Courier Classifieds

TO PLACE AN AD: Call (269) 657-3072

MISCELLANEOUS

LARGE ONLINE ONLY AUCTION: December 29, 6pm; 4427 24th St., Dorr, MI. Over 350 items to be sold at online-only auction. Items include nice line of tools, nice selection of antiques & furniture. Collectibles, including several hundred David Winter cottages. Sporting goods, outdoor items – tons of great stuff. See our website to log in & bid. Vander Kolk Auctions; www.VKauctions.com.

SERVICES

HAULING - CLEANING - Recycling. Moving service. Right Quick Hauling. Dan Wydick, Dustin Wydick, Daniel Wydick, 423-8545. Serving since 1994.

HB HANDYMAN SERVICES IS LOOKING FOR WORK!! Specializing in window leaks, caulking, driveway cracks, roofing, siding, soffit/fascia, flooring, paint/stain, drywall, decks, pressure washing, interior/exterior repairs & much more. Over 15 years experience! No job too small. Call or text for a free estimate, 269-599-8532. Insured.

DEADLINE FOR ADVERTISING: Monday at 5 p.m.



The first of two Paw Paw Public Schools Winter Break Meal Pick-ups was held Dec. 18. District Food Service Director Korrie Perkins and staff added a bit of holiday flare to the event with several inflatables and lights lining the sidewalk at Paw Paw High School. The second meal

pick-up will be held Monday, Dec. 28, from 1 to 6 p.m. District students, ages 18 and younger, are eligible for seven days of breakfasts and lunches in a box. To reserve a box, call (269) 415-5650 or e-mail Perkins at: Korrie.perkins@ppps.org. *Courier-Leader photo/Paul Garrod*

Happy Holidays!
May you find joy all year long!

Please note we will be closed Christmas Eve and Christmas Day; also New Year's Day

LAKEVIEW FOUNDATION Community Thrift Shop
HRS: TUES. - SAT. 10AM - 5P.M.
1000 E. MICHIGAN AVE., PAW PAW, MI 49079 • 269-657-4186

We wish you a **Merry Christmas** and a **HAPPY NEW YEAR!**

MAPLE LAKE Assisted Living
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maplelakeassistedliving.com

Local service. Great insurance.

WHELAN & COMPANY INSURANCE
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jmwhelan@whelancompany.com

Auto-Owners INSURANCE
LIFE • HOME • CAR • BUSINESS

LAWRENCE COMMUNITY CALENDAR

With COVID-19 safety precautions in place, some meetings may be held by remote, while others may be cancelled. To attend, call ahead for information.

December 25 **MERRY CHRISTMAS!**
December 28 Lawrence Planning Commission, 7 p.m.

ARBOR FINANCIAL CREDIT UNION
BANK HERE. GROW HERE.
arborfcu.org

HELP WANTED

EXPERIENCED RESTAURANT COOK

EXPERIENCED WAIT STAFF

DELIVERY DRIVERS

APPLY IN PERSON

Amore PIZZA
117 W. Michigan Ave. (across from Maple Lake)
Paw Paw, MI 49079
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C. Department Updates
1. Technology Services

39

MEMO

DATE: JANUARY 6, 2021
TO: BOARD OF EDUCATION
FROM: DAMIAN KOOB
RE: TECHNOLOGY SERVICES UPDATE

PowerSchool Shared Services Update (Communication Skills, Professional Preparation, Community Relations)

Martin Public Schools and Gobles Public Schools reached out to the Technology Services Department for information on our PowerSchool support. After a few conversations and presentations, we have entered into an agreement to transition each district from Infinite Campus to PowerSchool, which includes the implementation, training, and support of each District. I was able to join the Gobles Public Schools Board meeting on December 14, 2020 to give a brief presentation on PowerSchool at the request of Superintendent Rehlander. The presentation was very well received and supported by both the GPS Board and their administrators.

Lisa Thorne, Kim DeBoom, and Lukas Enciso have developed a very detailed roll-out plan for each District from templates and plans we have used in the past. We are very happy that they are giving us the opportunity to serve them. We have been working with PowerSchool on the details for these implementations and have their full support. Thank you to the Board and Mr. Mills for your continued support in our efforts to support our local Districts and Region.

Technology Preparation for new Dental Classroom (Leadership, Professional Awareness, Communication Skills, Professional Preparation, Community Relations)

With construction going full steam at the new Community Health Department building, we were able to sneak in and get the network cabling ran for the data drops, wireless access point, projector, and phones in the new Dental classroom. The crew of Michael Wolfe, Andy Adriance, and Tim Hamelink ran approximately 18 lines to specific locations in the new dental classroom and lab areas.

We were also able to run a fiber line from the new data center to the main data closet in the Health Department building, which will now connect not only the Dental classroom to the network/world, but also light up the network, internet, and phone services to the Health Department folks. This project would have cost the ISD \$12,000 combined if we were to outsource. I appreciate the Board and Mr. Mills supporting the Technology Services department with great staff members and allowing us to bring these services inside the ISD.☺

MEMO

DATE: JANUARY 6, 2021
TO: BOARD UPDATES
FROM: TONDA BOOTHBY
RE: ESSA/ESL/TITLE III/MIGRANT EDUCATION

Christmas Baskets for Migrant & Seasonal Farmworkers (Leadership, Plan/Organize, Supervise, School Plant & Facilities, Community Relations)

The Christmas baskets event for migrant and seasonal farmworkers went well despite the rain from 7 to 11:30 a.m. The Southwest Michigan Migrant Resource Council distributed to 253 families as a drive-through event at the VBISD Conference Center on Saturday, December 12. The remaining forty-seven “baskets” and toys were delivered to families by the referring agency workers to families in Berrien, Cass, and Van Buren Counties.

Food boxes for the families were delivered and put into the Conference Center by the Community Action Agency from Benton Harbor. “Toys for Tots” delivered toys to the Conference Center where volunteers assembled black Santa bags of toys for each family with young children. Santa was outside to greet children and parents.



Van Buren Department of Health nurses also provided free flu vaccines for adults and children. Approximately fifty people took advantage of this opportunity which the nurses deemed an excellent turn-out.

I participated in drive-through events earlier in the year, and I knew that sometimes the line of cars goes into the road. I organized things in a way that allowed people to be at least six feet apart and still be able to easily check families in and quickly find the correct gift bag for each family. Our volunteers were able to keep things moving along which prevented traffic tie-ups on South Paw Paw Street. The committee who organized this event was particularly grateful for the support of the VBISD and the assistance we received from Tony Galvan.



Michigan Migrant Education Program - Identification, Recruitment and Reporting Grant
Leadership, Plan/Organize, Supervise, Fiscal Management

Michigan Migrant Program Director, Michelle Williams, notified us that we were approved for \$190,000 as an Identification, Recruitment and Reporting Center (IRRC) for the Michigan Migrant Education Program for Region 2. Region 2 covers all of the districts that do not operate their own migrant programs in the twenty counties starting from Lake Michigan and reaching east to Oseola, Mecosta, Montcalm, Ionia, Barry, Calhoun and Branch counties. The Michigan Migrant Education Program (MMEP) wants our team to conduct more recruitment in dairies, poultry farms and initial food processing sites. The Michigan State University team was recruiting the northern five counties of Region 4, and they will now take on the southern five counties which we had been recruiting. The VBISD will continue as the fiscal agent for the Michigan Certificate of Eligibility (COE) approvers. All positions in this grant are part time and cover seven recruiters, two migrant office staff, three COE approvers and some of my time.

Collaboration for Michigan Science Olympiad
(Leadership, Communication Skills, Plan/Organize, Supervise, Community Relations)

Bill Semrau and I received word from Kalamazoo Valley Community College that they would not be able to have our teams do any Science Olympiad (SO) events at the college this year. The college was concerned that although we asked to have individual teams come into the college one-at-a-time, the number of people supervising the teams would be limited and the areas where the students had been would still need to be sanitized for each new group of students. Without the KVCC option, students will have the option to test their “build event” items at their own homes and email a video of the test to the event supervisor. This is a new concept and we are still working on some details, but this is the same process that the majority of SO regions are following.

One collaboration that we made is to work with Region 14 which covers districts in Berrien County. Our Region 13 – covering Cass, St. Joseph and Van Buren Counties schools - will unite with Region 14 to conduct SO events. However, the scoring for the two regions will be done separately so that schools from the two regions are only competing among themselves and the two regions are not competing against each other. Normally, we hold all events on a single day at the beginning of March which is also spring break for KVCC. This year, we will hold events virtually after school over three days during the first week of March.

The Michigan Science Olympiad will also be a virtual event.

Extending WIDA Testing

Last year, World-class Instructional Design and Assessment (WIDA) testing of English learners was the only statewide testing done in Michigan, but it, too, ended abruptly on March 13, 2020 with one week left on the schedule to finish testing. Just as districts were leaving for the 2020 winter break, Michigan Office of Assessment and Accountability announced that WIDA testing will be extended from January 27 to April 6 which is three weeks longer than the usual testing window. Assessment coordinators have been identifying which English learners need testing this spring.

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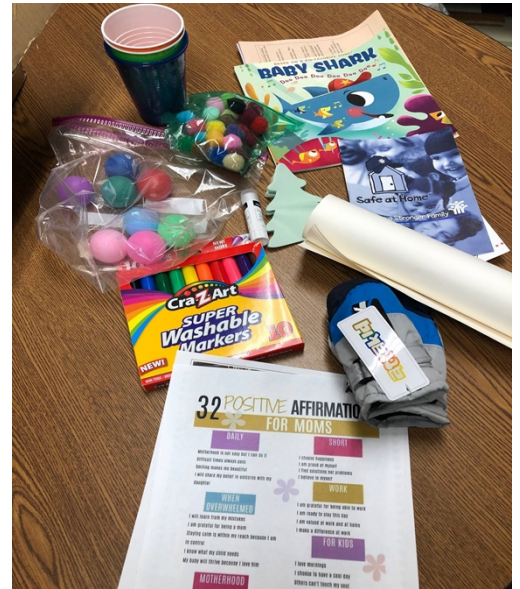
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MEMO

DATE: JANUARY 6, 2021
TO: BOARD OF EDUCATION
FROM: LISE BLACK
SUBJECT: EARLY CARE & EDUCATION UPDATE

Family Links Home Visiting Program (4, 5, 10)

With home visiting continuing through a remote model, the team felt it was important in December to make a drop off of some items for at-home learning to help keep connected. Four levels of bags were created; each included simple to use items for activities and a children's book. We also received a donation of several dozen pairs of new mittens from a retired Bloomington staff member. These were added to the bags for the toddlers and preschoolers. The cost for each kit was less than \$3.00 and families have responded very positively to this type of support in the past. Each home visitor can plan activities using the materials for their next virtual home visit with the family.



Great Start Readiness Program (GSRP) (preschool for at-risk children) (2, 3, 5, 10)

One effort to support improved outcomes in literacy for Michigan's children comes through the [Literacy Essentials](#). GSRP staff have received various trainings and we continue to create processes which keep this important work embedded in our services. This school year we are teaming with two of the ISD's Literacy Coaches to move our work to a next level.

First, the GSRP Early Childhood Specialists (Mechele Brower & Heidi Anson) are working with Literacy Coach Geanice Miller to create a crosswalk between the Prekindergarten Essential Literacy Practices and our High Scope curriculum and assessments. By doing this, we can support teachers in directly improving their classroom practices based on current research (the Essentials) within work they already do (planning lessons around the curriculum). The crosswalk will also serve as a

useful tool when a program's quality and/or child assessment data indicates deficits around literacy learning. The goal is to have a strong document completed by the end of the school year.

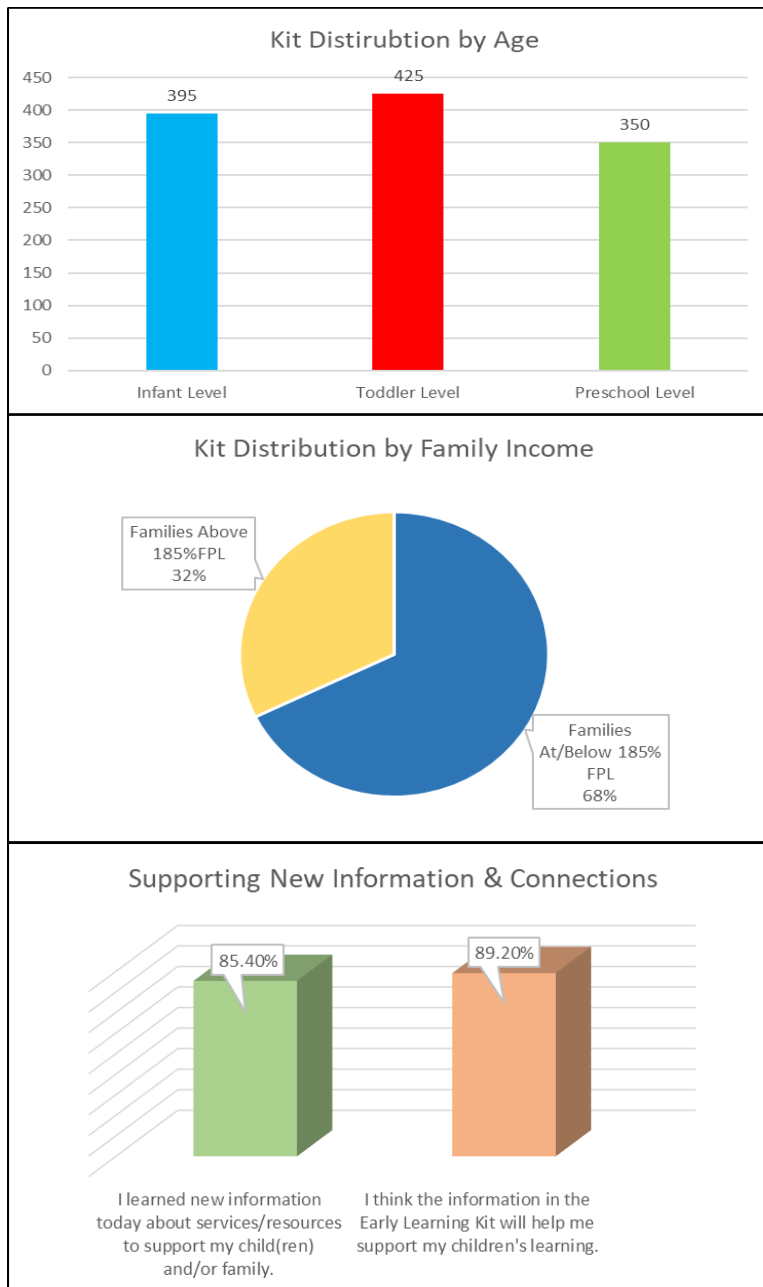
The second collaboration is emerging on strengthening the support to families, so they can carry out the Essential Early Literacy Practices within the home. Approximately every 6 weeks, GSRP gives each child a book. Teachers use the book with the children for a week or so in the classroom, then they get sent home with each child. At a county-wide literacy gathering I mentioned my interest in improving the teaching for families and ISD Literacy Coach Melissa Wierenga jumped on the bandwagon! She has created a prototype for us to use (see below). In January we will confer with the teaching teams on how this is best shared with families, with a goal to educate and empower, without overwhelming. We expect to have at least three more books to share this school year.

DECEMBER-JANUARY	
 <p style="text-align: center; margin-top: 10px;">Alma and How She Got Her Name</p>	
<p>What's in a name? For one little girl, her very long name tells the vibrant story of where she came from — and who she may one day be.</p>	
<p><u>Essential #4</u> Play with sounds inside words.</p>	
 <p style="font-size: small; margin-top: 5px;">*</p>	<p>Play the “Silly Name Game.” Replace the first letter of each family member’s name with a different letter. For example, ‘Tob’ for ‘Bob,’ ‘Watt’ for ‘Matt,’ etc.</p>
 <p style="font-size: small; margin-top: 5px;">*</p> <p style="margin-top: 10px;"> Click here or place camera on image</p>	
<p> Author Interview</p> <p> The Story of a Name (Family Tree)</p> <p> Slides of Book</p>	

Great Start Collaborative (1, 2, 10, 18)

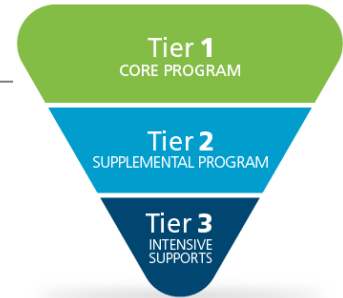
We have just wrapped up our fifth round of funding through Michigan's Trusted Advisor Grants. The primary goal of the grant is to get information to families on the importance of high quality early learning and the array of services to support that in our communities.

A constant project across all five grants has been our GREAT START Early Learning Kits. The bag includes educational toys, parent education and community resource information. To date we have connected with 1,018 families. This project will restart mid-January with our FY21 grant. As a team we will be brainstorming how to improve the presentation we make to families to increase the new learning received by the families we meet with (see chart 3). Our goal get these percentages over 90%.



MEMO

DATE: JANUARY 6, 2021
TO: BOARD OF EDUCATION
FROM: CHERYL-MARIE A. MANSON
RE: INSTRUCTIONAL SERVICES UPDATE



Anti-Racism (*Leadership, Professional Standards & Ethics, Decision Maker, Planner & Organizer, Faculty and Staff Personnel, and Student Achievement*)

As a part of our ongoing commitment to providing learning around diversity and inclusion, the Instructional Services Department has launched an Inclusive Text Set Library. The library is composed of various picture books that represent a wide variety of cultures and characters and authors of color. The books are made relevant to classroom instruction through linking to the Social Emotional Standards our districts are utilizing. Each set is available for teachers to check out and borrow. By exposing teachers and students to high quality, diverse texts, it is our goal that they will continue to seek books that diversify their classroom libraries and represent both the students in their own classrooms and cultures within and beyond their own communities. You can find the promotional video for these text sets by following the link here:

<https://www.loom.com/share/b0ba298c11d440c1bc5bb0dd246f312f>

Early Literacy (*Leadership, Communication Skills, Planner & Organizer, Student Achievement*)

In Early Literacy, we are excited to share these new resources for the new year!

***Inclusive Text Library**

- [Preview Trailer](#)
- [Using Inclusive Text Slides](#)
- [Inclusive Text Library](#)

Purposes: To support classroom instruction through embedding social-emotional skills with strategy instruction. To provide text sets used in a unit, aligned to Essential Instructional Practice in Early Literacy #2. To increase access to inclusive text title that reflect diversity, equity and inclusion.

*Roundtable Discussions around planning and implementing Virtual Literacy Nights

Purpose: Create a collaborative space during which literacy experts from across the county can participate in a conversation to support and promote Family Engagement. This resource connects to Essential Instructional Practice in Early Literacy #10.

*[Teaching Phonics with Decodable Text from textproject.org](https://www.textproject.org/)

Purpose: This resource will support coaches, teachers, and administrators as they shift from using *patterned* decodable text to texts with a *high level* of decodability that includes both natural language and relevant context. Research shows that repeated readings of decodable text benefits students more than text with predictable patterns. Additionally, this promotes fluency. This resource connects to Essential Instructional Practice in Early Literacy #5.

MICIP (*Leadership, Policy Implementer, Communication Skills, Planner & Organizer, Student Achievement*)

Jen Bloomfield hosted two more virtual labs to discuss the mindset, process, and platform of the new MICIP process. At this point, representation from all districts have had access to the information. The platform is ready to go live in January. Our department has been working with the technology department to ensure that our locals have completed proper paperwork and are connected so that data will be accessible in MICIP.

Jen will host two more lab sessions to answer questions as they arise once the new platform is live. We continue to attend regional and state-level meetings to ensure that we are staying current with all information relative to MICIP.

Mental Health Supports (*Leadership, Professional Standards & Ethics, Communication Skills, Resourcefulness, Creativity and Innovativeness, Student Achievement*)

Although the month of December is often a stressful time for many, this December has brought about a much different feel and stress level for all. Our clinicians have continued to provide Mental Health Services to students on their caseloads via teletherapy and over the past few weeks have noted an increase in suicidal ideation from our students.

Therefore, clinicians have been working closely with these students and families to create safety plans to increase student safety.

In addition to working with students, our department continues to provide support to our families and educators in Van Buren County. Our department held the first ever “Youth Mental Health First Aid” training in Van Buren County. We had about 10 participants and each one reported walking away with an increase in knowledge regarding Mental Health signs and symptoms, an increased understanding of how to intervene, and a desire to bring this training directly to their buildings. In addition, Paula Kanaan and our team continue to lead the Trauma Informed Series for Secondary Educators. Stacey Coon-Ballard has also been working hard with Paw Paw Public Schools to help facilitate the Parent Chat which was recently highlighted by News Channel 3.

We also continue to grow our partnership and collaboration with Van Buren Community Mental Health in order to increase access to Mental Health services for youth, and work together in preventing suicide in our county. Van Buren Community Mental Health recently provided our department with 40 medication lock boxes free of charge. These lockboxes are essential tools when creating safety plans for students dealing with suicidal ideation and is an added support to help keep them safe.

As we build this model and integrate Mental Health into our schools, we strive to build an impactful and sustainable model. Although we have only been around for a little over a year, our locals are already seeing the impact of this service and have provided great response to our recently announced expansion into High Schools. We have officially partnered with Lawrence Public Schools as they have agreed to fund an additional 4 days per week of services to their students, and with Allegan Outlook Academy who will be partnering with us to fund 2 service days per week.

MEMO

DATE: JANUARY 6, 2021
TO: BOARD OF EDUCATION
FROM: BARBARA MATTHEWS
RE: FINANCE & OPERATIONS DEPARTMENT UPDATE

Installment Purchase Agreement (1, 5, 9, 13, 19)

The school bus financing resolution passed at the December Board meeting allowed administration to solicit bids or negotiate directly with a bank to obtain the financing to purchase 6 school buses. We received a solicitation from TCF Bank to finance \$541,925 for 5 years at an interest rate of 2.8% per annum. We closed on the agreement and received the funds on December 17, 2020.

Annual Web Reports (13, 19)

PA 630 of 2007 required that intermediate school districts annually post certain information on our website. Our 2019-20 report is posted and available to view.

Our web-based Budget Transparency Report has been updated with 2019-20 information. As in the past, we disclose the amount of expenses reimbursed to Board Members and employees during the fiscal year. The expense reimbursements decreased to \$235,142.42 for 2019-20 from \$306,895 for 2018-19. This decrease was a result of having less employee travel costs due to the COVID pandemic and the transition to remote learning for the remainder of the 2019-20 school year.

Hard Cap Limits (2, 13, 19)

MCL 15.563, as last amended by 2018 Public Act 477, sets a limit on the amount that a public employer may contribute to a medical benefit plan. For medical benefit plan coverage years beginning on or after January 1, 2013, the law provides that the dollar amounts be adjusted annually by the change in the medical care component of the United States consumer price index for the most recent 12-month period for which data are available. For

calendar year 2020, the limits are increased 3.3% on the amount that a public employer may contribute to a medical benefit plan and are set to the following:

- \$ 7,043.89 times the number of employees and elected public officials with single-person coverage
- \$14,730.96 times the number of employees and elected public officials with individual-and spouse coverage or individual-plus-1-nonspouse-dependent coverage
- \$19,210.66 times the number of employees and elected public officials with family coverage.

MEMO

DATE: JANUARY 6, 2021
TO: BOARD OF EDUCATION
FROM: HEATHER VISCO
RE: HUMAN RESOURCES UPDATE

Human Resources Update (1,2,4,5,8,13,15,18)

COVID-19 update

Back on April 1st, the Department of Labor published a temporary rule for employers and public entities that required the use of Emergency Paid Sick Leave (EPSLA) and/or Emergency FMLA (EFMLA). To date, human resources and payroll has processed 92 requests for emergency paid sick leave and/or emergency FMLA due to COVID reasons. As it stands right now, the Department of Labor has not indicated any extension of this rule which will conclude on December 31st, 2020.

In addition to FFCRA requests, HR also processed and submitted the COVID-19 Hazard Pay grant which was due on December 16. We had a total 282 employees' complete certification forms and were submitted to the Michigan Department of Treasury for processing. Qualifying employees should receive their hazard pay in February directly from state. I would also like to give a shout out to Melissa Nelson and Kara Duffy for all of their assistance for their hard work in helping with the submission of the hazard pay.

General update

Additionally, we have communicated with staff about our partnership with our new EAP, HelpNet, and have sent fliers to the buildings and all staff to guide them in navigating this great resource their needs. COVID has stretched employees in some unthinkable ways and we are excited to provide this new benefit for them.

Lastly, we have been collaborating with other ISD HR departments in areas such as salary surveys, unemployment benefits, staffing and FMLA processes. We are continuing to build bridges and connections with other ISD's as we move into continued streamlining of internal processes and department restructuring.

MEMO

DATE: JANUARY 6, 2021
TO: BOARD OF EDUCATION
FROM: TOM RICHARDSON, BUSINESS DEVELOPMENT AND PARTNERSHIPS
RE: BUSINESS DEVELOPMENT & PARTNERSHIP UPDATE

Project LEAN Reaches Thousands with SNAP-Ed Educational Programming During COVID19 (1,2,4,10,18)

The Project LEAN team reached more than 4,500 students and conducted more than 600 SNAP-Ed nutrition education classes during the month of November, making it our most impactful month since the onset of COVID19 in the spring of 2020.

Please see images, quick facts, and feedback highlighting Project LEAN programming below.

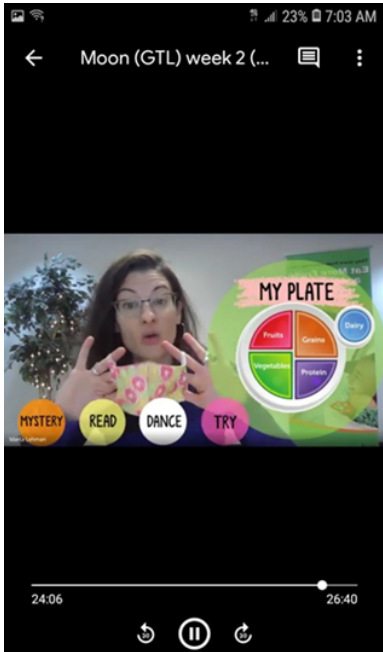
**Mrs. B's 1st grade class shows off their healthy
NERI (Nutrition Education Reinforcement
Item) - Snack Containers**



Students categorize their lunches into the 5 food groups of the MyPlate



Teachers continue to embed nutrition into their “core” programming



Project LEAN’s virtual program in action.

Local school partners continue to share Project LEAN with their student’s families due to popular demand.



The Project LEAN Team gets a BIG “Thank You”

Our pre-schoolers were so excited to say “Thank You” during their final Project LEAN class of the year.

Project LEAN Quick Stats:

SNAP-Ed Classes Taught: 619 SNAP-Ed Classes Taught

SNAP-Ed Participants Engaged: 4,183 Participants

SNAP-ED Programming Sites: 42 Sites

Head Start Sites: 7 Sites

Community Meetings: 6 Meetings

School Based/Parent Meetings: 17 meetings

Project LEAN's Programming "Quotes" and "Testimonials" of the Month

- ❖ "Thank you, Ms. M. I love your class. It's developmentally appropriate, engaging, interactive and accessible to my students". - Kindergarten teacher
- ❖ "I cannot thank you enough for the isolation exercises. WE needed that." - PE teacher.
- ❖ "By the way, we're really enjoying your program! The kids LOVED the berries and we have the book you read with the mouse and strawberry, so we added it to our book area!" - GSRP Lead Teacher
- ❖ "I had a zoom question for you. I LOVE how you have the icons on your screen for the first part of the lesson before you screen share. How do you get those on there? Is it a special program? I want to put my learning targets up for my lessons and think that would be perfect!" - 2nd grade teacher
- ❖ "We will be glad to be back in school with you next year! Thanks for your energy and positive attitude!" "Thank you for being a part of our learning! We appreciate you and what the program has to offer." - Kindergarten Teachers
- ❖ After some online physical activity with 2nd grade students, they all said "more, more please!" They enjoyed getting up and moving at home which was great feedback! - Teacher
- ❖ While waiting for students to join the meet one student tuned in early and was reading off the MyPlate remembering the names of each food group when she thought no one was watching. While having technical difficulties three educators, one student and myself waited for others to join the meet. The same student raised her hand and asked "are we going to do more pushups and all that fun stuff?" - 1st grade student
- ❖ Classes made a pledge to be healthy during their at-home classroom by drinking water and exercising every day when they log off their virtual class in the morning and then again in the afternoon. – Elementary class
- ❖ 5th grade made a pledge to try 1 new fruit or vegetable each week and to activity go shopping with someone to choose fruits and vegetables for their families. – Elementary school
- ❖ "Your screen is cool. I like how you do Project LEAN online". – 4th grade student

- ❖ “The kids absolutely loved you! When they would be having a hard morning and didn’t want to be dropped off, I would tell them ‘Today is a Mrs. D day’ and they would get so excited!” - Preschool teacher
- ❖ “This is such a fun program. It’s so important for our kids to learn about healthy eating and exercise, especially now (during a pandemic).” -2nd Grade teacher
- ❖ Three separate teachers have reached out to me about how to ‘make images on their screen during presentations’ aka. Prezi.
- ❖ A student told me he wanted to have nutrition class all year long – Student comment to educator
- ❖ A teacher was SUPER excited about how the class responded to Project LEAN and wants to further her classroom nutrition education as part of her class. – Elementary teacher
- ❖ Parents were dancing to Happy Healthy kids with their children at home, and were having a blast! – Virtual elementary class

Project LEAN Partners with SHAPE Michigan to Support Teachers Over the Holidays. (1,2,4,5,10,18)

As part of our Coordinated School Health work in the region, I was receiving report after report that staff and students were struggling with the psychological effects of COVID-19. School personnel and students were reporting feelings of isolation, depression, anxiety and other emotional and/or financial stresses which are all key indicators that raise the risk of suicide. To add on to these reports, we know the Michigan Education Association conducted a survey this summer that found nearly a third of Michigan educators were leaving the profession, considering quitting or retiring early in the wake of the COVID pandemic.

With the holidays approaching, Brittney Ivy, our WMU social work intern, and I brainstormed with health partners around the region on how we might be able to support our teachers over the holiday break, knowing this holiday season was going to be like no other and reported depression was at unprecedented levels for this time of the year, with one out of four families reporting a feeling of hopelessness.

The decision was made to create a “simple” Google calendar that could be populated with FREE virtual programs that would **connect** people over the holiday break. Contributing partners include Bronson, Spectrum, YMCA of Michiana, YMCA of Greater Kalamazoo, Arbor C. U., local churches and other local health and fitness professionals who were willing to offer “FREE” virtual programs over the holiday break.

As Ms. Ivy was compiling and building out the calendar, we had the opportunity to meet with Dr. Deb Berkey, the Executive Director of SHAPE Michigan (Society of Health and Physical Educators) to see how we could involve the SHAPE organization in the project. After reviewing the project concept, Dr. Berkey was excited to partner with Ms. Ivy and the VBISD on the project. The final project was titled “Teachers Helping Teachers: A Health and Wellness Network”. Below is the email content that was sent out to teachers around the region introducing them to the support network.

TEACHERS HELPING TEACHERS is focused on the wellness of YOU-our champions and leaders in the districts.

We know you need a break from the challenges of our time and we want YOU to take care of yourself.

Check out our free calendar of half-hour, no hassle, self-help events (THT_Calendar) ranging from physical activities like cardio-drumming, plyoga, armchair aerobics or hobbies like crafting, knitting, good books to read.

Drop in for a half hour of R & R just for you! Activities, times and access points are all listed in the calendar.

Come give yourself some TLC!!

Want to lead a session? Send the name of the activity, your name and a Google Meet, Zoom or Webinar Invitation

to Dr. Deb Berkey (SHAPEMICHIGANDIRECTOR@gmail.com).

This is another example of people coming together in our region to support one another. When we approached partners in the community to support our teachers over the holiday break, there was no shortage of people willing to help in the effort to support our educators.


















MEMO

DATE: JANUARY 6, 2021
TO: BOARD OF EDUCATION
FROM: KATY HOLVERSTOTT & DAVE MANSON
RE: SPECIAL EDUCATION UPDATE

VBISD Program Schedule *Leadership, Communication Skills, Decision Maker, Planner & Organizer, Crisis Manager, Faculty & Staff Personnel, School Plant & Facilities, Relations, Student Achievement*

Due to community spread, which impacts our ability to fully staff our classrooms, we continue to provide VBISD programs and services on a modified schedule. Below is a list of dates and details.

December 21 to January 1	Holiday Break - No School
January 4 to January 8	Fully Remote Instruction - 5 days remote instruction
January 11 to January 31 (see graphic below)	Hybrid Schedule - 2 days in-person, 3 days remote per week (Continuing with Fully Remote is also an option.)

	Monday	Tuesday	Wednesday	Thursday	Friday	
Group A (Monday & Tuesday)						 = In-Person Learning  = Remote Learning
Group B (Wednesday & Thursday)						
Group C (Fully Remote)						

This applies to all of our programs, including the Behavioral Education Center, the Bert Goens Learning Center, the Community-based Transition Center, and Early Childhood Special Education Programs and Services (including Vocational Alliance and Papermaking).

We are hopeful that with a reduction in cases, we will be able to increase the number of in-person days as early February, 2021.

Incarcerated Youth

Decision Maker, Planner & Organizer, Policy Implementer, Student Personnel, Community Relations, Student Achievement

Recent work by advocates in our state have brought attention to the educational rights of incarcerated youth with disabilities. Specifically, incarcerated youth ages 18-26 have the same protections as any other person with a disability, and this includes the right to a Free and Appropriate Public Education (FAPE) while incarcerated. To ensure these rights are honored, collaboration between VBISD, Paw Paw Public Schools and the Van Buren County Sheriff's Office was arranged to identify persons with disabilities and offer educational services, including as appropriate, eligibility determination or redetermination, instruction by a certified special education teacher, and related services (e.g., school social work services, speech and language services, etc.). Click on this link to view the [Memorandum of Agreement](#).

Innovation in Early Childhood Special Education Programming
Leadership, Resourcefulness, Creativity & Innovativeness, Student Achievement

With great challenge, innovation becomes necessary, and if embraced can result in amazing outcomes. In response to the challenges brought by COVID-19, the VBISD Early Childhood Special Education Program stepped up and turned challenges into new and creative ways to engage with young children and their families.



Using Seesaw, a digital app-based platform, students, teachers, and parents complete and share school work in an interactive and engaging way. More specifically, this app allows parents and students to show what they know using photos, videos, drawings, and text. These are collected on the Seesaw platform, meaning it can be seen by teachers and parents and even shared with others as appropriate. Student portfolios grow over time, which is a great way to see how students are progressing over time.

Since the beginning of the school year, the use of Seesaw, combined with the efforts of our talented educators in the Early Childhood Program have resulted in meaningful educational exchanges and growth. A brief video showcasing examples will be provided at the board meeting.

MAASE Grant Winner!

Level of Professional Awareness, Creativity & Innovativeness, Student Achievement

"It's All About The Smart Pen" was chosen as one of the 10 winners for the Michigan Association of Administrators of Special Education (MAASE). Written by Gayle Evans, our Assitive Technology Consultant, this grant provides funding for three Echo Smart Pens. The Echo Smart Pen is a specialized pen that allows a student to take notes and also record audio of the teacher speaking. The notes are then linked with the audio recording so the student may quickly replay audio from with a simple tap on paper or a screen.



This Smart Pen has been researched to be an effective tool for students with learning disabilities, dysgraphia, dyslexia, poor fine motor skills, and difficulty getting thoughts down on paper. These Smart Pens will become a part of the VBISD Lending Library for VBISD and local districts to use.


February Professional Development with Michele R. Eaddy

Leadership, Level of Professional Awareness, Professional Standards & Ethics, Professional Preparation, Policy Implementer, Faculty & Staff Personnel

During the afternoon of February 26, 2021, we welcome Michele R. Eaddy, of Thrun Law Firm. Michele Eaddy is one of the most respected and knowledgeable attorneys in our state. Her presentations always yield the relevant legal advice in practical terms.

Michele Eaddy's presentation will provide legal updates related to two pertinent topics: (a) discipline considerations for students with disabilities, and (b) issues related to lost educational opportunities due to COVID-19 restrictions. This will include an overview of recovery services, compensatory education and extended school year services. In addition, a question and answer session will be provided at the end of the presentation.

This virtual presentation was arranged and funded in collaboration with Allegan Area Educational Service Agency and will be made available to all special educators in Van Buren County and Allegan County.



EDUCATION

- J.D., University of Illinois
- B.A., University of Michigan

PIER
OP
POST

Trace and draw

angle	
square	
rectangle	
circle	

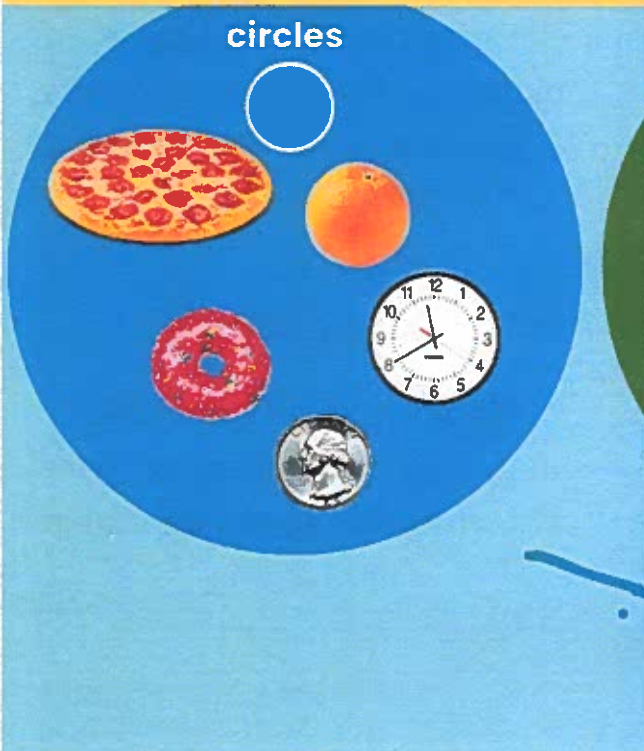
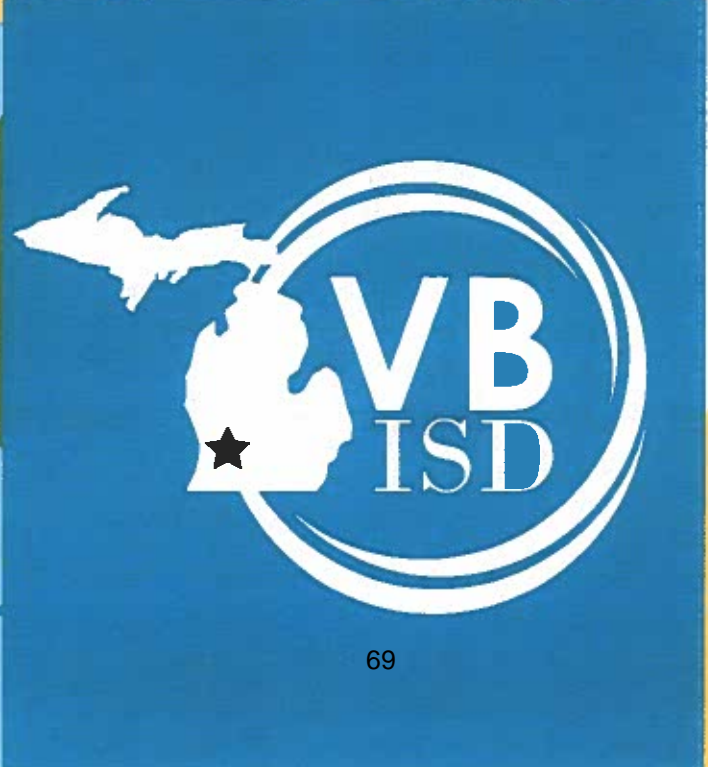
Tonight we worked on coloring and the letters in turkey.



EARLY CHILDHOOD SPECIAL EDUCATION

Online student work!

circles

REMOTE LEARNING:
A NEW ADVENTURE





We use virtual "live" events to allow families a way to engage with other families during a fun activity.

"LIVE" events include Music Time, Yoga, Making Gingerbread Houses, Bedtime Stories, and more!

WHAT WE DO

The Early Childhood Special Education department delivers learning activities to families using the Seesaw online app, 1:1 and small group video calls, paper and material delivery, and virtual "live" events for our preschool families.



WHAT IT IS

Seesaw is an online app for students and families to complete learning activities!

STUDENTS AND FAMILIES

Students and families use creative tools to take pictures, draw, record videos, and more to capture learning in a portfolio.

TEACHERS

Teachers find or create activities and videos to share with families to engage them in learning.





Early
Childhood
Special
Education



families



do
remote
learning!



MEMO

DATE: JANUARY 6, 2021
TO: BOARD OF EDUCATION
FROM: ROBERT SMITH, DIRECTOR
RE: CAREER & TECHNICAL EDUCATION BOARD UPDATE

AG & NATURAL RESOURCES BROILER COMPETITION (1,4,11,18,19,20)

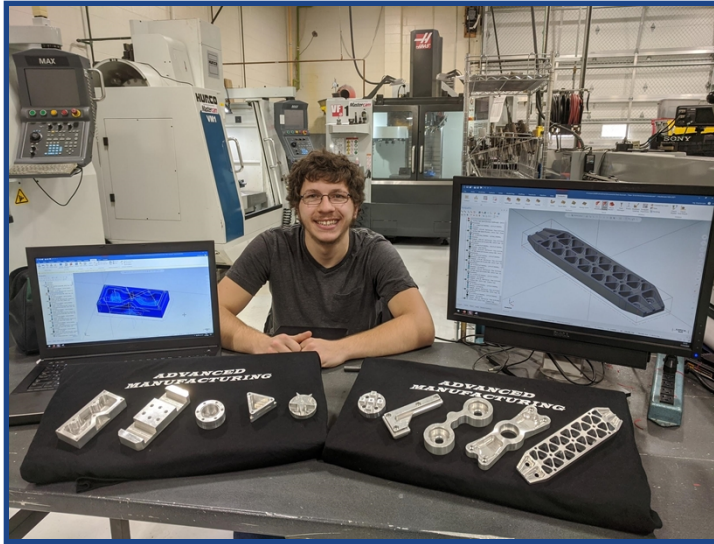


Despite the many changes and restrictions this year, VB Tech Agriculture & Natural Resources students competed in the annual Michigan FFA Broiler Contest November 6th-8th. Throughout the fall, students worked in eight teams to raise 200 meat chickens over a five-week period. Before the chickens arrived, students worked to clean the barn, assemble the pens, and sanitize the equipment. Students were responsible for weighing and recording feed consumed, recording bird weights, supplying the birds with access to fresh water, and maintaining a clean living environment for the birds according to industry standards. Due to the hybrid schedule this year, students had to overcome new challenges, including being in pen groups with students that attend Tech on different days. Despite these challenges, students were able to overcome these challenges by using large common record sheets in the classroom and writing the care reports collaboratively through Google Docs. In addition, students created two graphs that illustrated how bird weights and feed conversion ratios aligned to industry standards. Finally, students completed two pen diagrams, a feed tag, and photographs of their projects. At the end of the five weeks, students weighed and evaluated all of the birds in their pen for meat

quality. Based on those evaluations, the best five birds were selected for the contest. The birds and final reports were taken to Munsell's Poultry Processing to be scored and processed. Overall, results this year were very good. Five of the eight VBT teams received state awards for their birds. In addition, two care reports received a perfect score of 240/240 points and all eight reports received scores of 236 points or better. What a great accomplishment for our students and staff. Congratulations for all of your hard work!



STUDENT MASTERS TITANS OF CNC ACADEMY UPDATE (1,4,11,18,19,20)



Last month we shared the story of Advanced Manufacturing student, Neil D (Gobles), who recently earned the distinction as being the first high school student Nationwide to become certified for the entire Titan Building Block CNC machining Series.

Since then Neil has been getting a lot of recognition outside of our building. Titans of CNC Academy has a Facebook group where members post achievements and questions that they have. Neil's instructor, Gabe Kooyers, recently posted the picture included here, that was shared with you in the last board report. Titan Gilroy, inventor of Titans of CNC curriculum, immediately commented on social media, ***“Great job Neil and great job Gabe Kooyers for developing an amazing program.”*** Titan went on to explain the value in finishing all 10 parts and explained how each part builds off of each other. He then said, ***“let's have Neil be the first student to become***

certified for the entire building Block Series.” Titan was referring to a new certification (CNC Expert) that was recently rolled out for the building Block Series and he explained that this is why the CNC Expert curriculum will completely change our entire industry. Specifically, the CNC Expert certification will act as an “artist's portfolio,” where machinists can showcase their worth based on their certifications and accomplishments. Neil will be the first to be certified and will beta test this program. Mr. Kooyers recently shared this news with his advisory committee and they are very excited that we are on the cutting edge of industry standards for CNC curriculum and CNC certification. Mr. Kooyers would like to thank you for all of your support. He will keep us all posted on future developments.

ENGINEERING & ARCHITECTURAL DESIGN STUDENT CERTIFICATIONS (1,4,11,18,19,20)



Our Engineering & Architectural Design (EAD) program, taught by instructor Jesse Mayes, recently had 3 students earn ***Solidworks*** certification. The certification is the ***Solidworks Certified User*** certification, a two-part internationally recognized Computer Aided Design (CAD) certification for the industry-standard software used by engineers internationally.. Students were set to take this test last year before the stay at home order, but were unfortunately delayed. After returning to school in the fall, these students worked hard preparing to take the test, refreshed their skills on how to use the software to

a quality standard, and managed to take the test right before the recent MDHHS virtual school order. One student even came in on his personal time to take both tests on the same day. This certification puts the students on an exclusive list of men and women who can prove they are qualified users of Solidworks, and will now be sought out by users across the world for employment opportunities.

MDE THANKS STAFF FOR SERVICE DURING PANDEMIC (1,4,11,18,19,20)

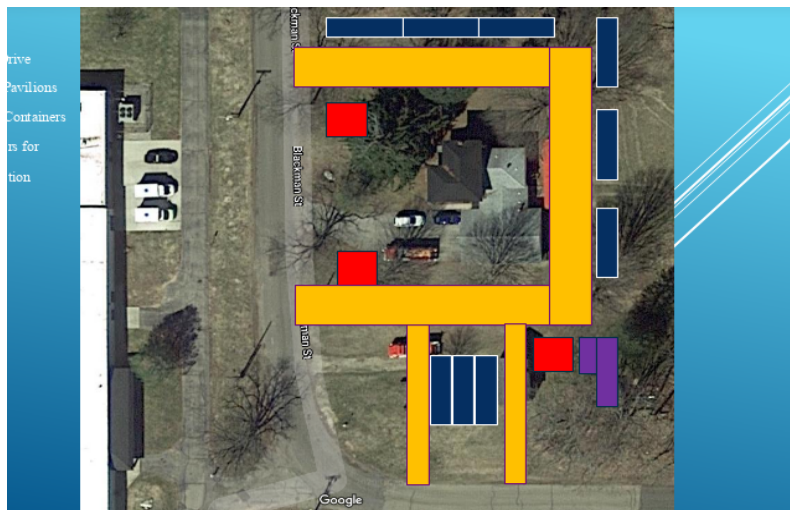
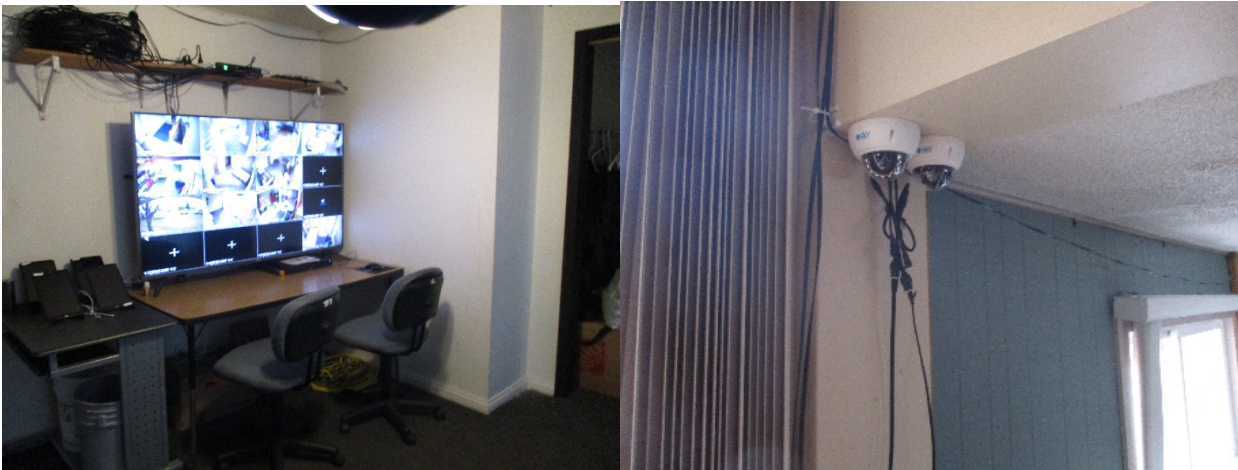
In light of their extraordinary efforts to deliver food to our special education students and their families during the pandemic, The Michigan Department of Education (MDE) and the Office of Health and Nutrition Services (OHNS) recently sent out the following note of thanks to all of our VBISD staff that have been a part of that process. A special thanks to Chef Aaron Chew, Diana Stump, Liz Knaak, Norma Reyna, Kimberly Robertson, and Cindy Philip, as well as our amazing ISD maintenance and transportation crews and several other special education staff at the Burt Goens Learning Center. This great crew continues to work each week to provide in-person and remote food options for our Learning Center students. Thanks to all involved for a job well done!

Dear Sponsor,

Thank you for stepping up and participating in the Unanticipated School Closure and traditional Summer Food Service Program (SFSP) this year. Your dedicated efforts have made a positive impact on Michigan's children and in your community by providing healthy meals during a great time of need. Your efforts are to be applauded!



PROTECTIVE SERVICES TRAINING FACILITY (1,4,11,18,19,20)



Yellow = Gravel Drive

Red = Debrief Pavilions

Purple = Storage Containers

Navy = Containers for Training Areas

For several years, conversations regarding the need for creating a comprehensive training facility for our protective services programs have been ongoing. The vision has always been to create a facility that will be utilized not only by our VB Tech students and staff, but also by local and State protective service agencies. Purchasing the homes at 605 Blackmon Street in 2017 was the Phase I in this multi-phase process. This purchase allowed our programs, and partners, to use those two individual properties, “as is, where is” for scenario training with little to no modifications. Over the past few years, a control room including sound and cameras was installed and upgrades were made as a part of Phase II in this process. Moving forward, the vision to continue to expand and grow this training facility is as follows:

Phase 3 (21-22 School Year)

Burning/Demolition of smaller Dynamic Entry Building (DEB)

Replacing the “little” DEB building with 6 training containers - Set up in a row of 3 with 1 stacked on top of the other. These containers are the same type of containers that are used by the fire service in many areas in our own county for training and would allow our students to continue to hone skills necessary for not only Fire Academy but also for EMT and Law Enforcement as well

The protective services programs at VB Tech are working to secure donations from partners and from licensed contractors to help offset the cost of debris removal and any other cost associated with the project (containers, set-up, alterations per NFPA 1403, safety fence, etc.).

Phase 4 (22-23 School Year & Beyond)

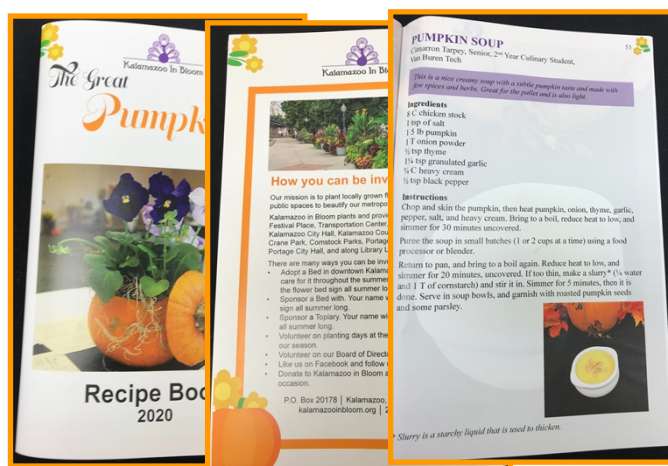
- Installation of Gravel Drive
- Start of debrief pavilion installation
- Addition of 6 training containers on property
- Addition of storage containers on property

CULINARY PROGRAM FOLLOW UP (1,4,11,18,19,20)



Last month we shared about the Culinary Arts program participating in the 10th annual **Pumpkin Soiree**. As part of this event, participating students made 5 submissions: Pumpkin Cheesecake Pecan Bites, Pumpkin Whipped Cream, Pumpkin Ravioli with Goat Cheese and Brown Butter Sauce & Sage, Sweet Pumpkin Topped Yeast Raised Doughnuts, and Pumpkin Soup. These recipes and others can now be found in a published recipe book, custom made for the event.

Our students are very excited to have been published in a cookbook and we are very proud of them for their tremendous efforts.



CALENDAR EVENTS

- January 4 Return from Holiday Break. Continue Remote Instruction
- January 5 Virtual Staff Meeting
- January 6 Virtual Administrative Assistants Meeting
- January 6 Virtual School Board Meeting
- January 11th Return to Face-to-Face Instruction
- January 15 End of 1st Semester
- January 18 No School - Staff Professional Development

January 21 Virtual Principals Meeting

III. ACTION ITEMS

A. Approval of Policies - First Reading (**Roll Call Vote**)

80

MEMO

DATE: JANUARY 6, 2021
TO: BOARD OF EDUCATION
FROM: JEFFREY C. MILLS, SUPERINTENDENT
RE: APPROVAL OF POLICIES – FIRST READING

RESOLVED, that the Board of Education approve the following policies as presented for first reading:

Policy 2210	<i>Curriculum Development – Approved Courses – Revised</i>
Policy 2414	<i>Reproductive Health and Family Planning – Revised</i>
Policy 3362.01	<i>Threatening Behavior Toward Staff Members – Revised</i>
Policy 4162	<i>Controlled Substance and Alcohol Policy – Revised</i>
Policy 4362.01	<i>Threatening Behavior Toward Staff Members - Revised</i>
Policy 5200	<i>Attendance - Revised</i>
Policy 5335	<i>Care of Students with Chronic Health Conditions – New</i>
Policy 5610	<i>Emergency Removal Suspension and Expulsion of Students – Revised</i>
Policy 5611	<i>Due Process Rights - Revised</i>
Policy 6107	<i>Authorization to Accept/Distribute/Use Electronic Signatures - Revised</i>
Policy 6520	<i>Payroll Deductions – Revised</i>
Policy 8210	<i>School Calendar – Revised</i>
Policy 8462	<i>Student Abuse and Neglect - Revised</i>

Book	Policy Manual
Section	Policies for Board
Title	CURRICULUM DEVELOPMENT - APPROVED COURSES
Code	po2210
Status	First reading
Adopted	February 23, 1996
Last Revised	April 3, 2019
Last Reviewed	January 6, 2021

2210 - CURRICULUM DEVELOPMENT - APPROVED COURSES

The Board of Education recognizes its responsibility for the quality of the educational program of the schools. To this end, the curriculum shall be developed, evaluated, and adopted on a continuing basis and in accordance with a plan for curriculum growth established by the Superintendent.

For purposes of this policy and consistent communication throughout the District, curriculum shall be defined as ~~the~~ the courses of study, subjects, classes, and organized activities provided by the school;

- A. ~~all~~ all the planned activities of the schools, including formal classroom instruction and out-of-class activity, both individual and group;
- B. ~~learning~~ learning activities approved by the Board for individuals or groups of students and expressed in terms of specific instructional objectives or class periods;
- C. ~~the~~ the plan for learning necessary to accomplish the educational goals of the District;
- D. ~~all~~ all the planned activities of the schools, including formal classroom instruction and out-of-class activity, both individual and group, necessary to accomplish the educational goals of the District.

The Board directs that the curriculum of this District:

- A. provide grade-appropriate instruction on career development in each grade level from kindergarten through 12th;
[DRAFTING NOTE: THIS LANGUAGE IS NOT OPTIONAL AND MUST BE ADOPTED TO COMPLY WITH CURRENT LAW.]
- B. ~~provides~~ provides instruction in courses required by statute and State Department of Education regulations;
- C. ~~ensures~~ ensures, to the extent feasible, that special learning needs of students are provided for in the context of the regular program or classroom and provides for effective coordination with programs or agencies that are needed to meet those needs that cannot be dealt with in the regular program or classroom;
- D. ~~be~~ be consistent with the District's philosophy and goals and ensure the possibility of their achievement;
- E. ~~incorporate~~ incorporate State-recommended performance standards for students as the basis for determining how well each student is achieving the academic outcomes for each area of the District's core curriculum;
- F. ~~at~~ at the high school level, consider alternatives to the Carnegie Unit as a method for determining student progress toward receiving course credit;

- G. ~~(→)~~ allows for the development of individual talents and interests as well as recognizes that learning styles of students may differ;
- H. ~~(→)~~ provides a strategy for continuous and cumulative learning through effective articulation at all levels, particularly of those skills identified as essential and life-role skills;
- I. ~~(→)~~ utilizes a variety of learning resources to accomplish the educational goals;
- J. ~~(→)~~ encourages students to utilize guidance and counseling services in their academic and career planning;
- K. ~~(→)~~ provides for multi-cultural education by including, at each level, courses or units which help students understand the culture and contributions of various ethnic groups comprising American society, including, but not limited to Euro-Americans, African-Americans, Asian-Americans, Hispanic-Americans, and Native-Americans.

As the educational leader of the District, the Superintendent shall be responsible to the Board for the development and evaluation of curriculum and the preparation of courses of study.

The Superintendent shall make progress reports to the Board periodically.

- ~~(→) annually.~~
- ~~(→) periodically.~~

The Superintendent may conduct such innovative programs as are deemed to be necessary to the continuing growth of the instructional program and to better ensure accomplishment of the District's educational goals.

~~The Superintendent shall report each such innovative program to the Board along with its objectives, evaluative criteria, and costs.~~

- ~~(→) before it is initiated.~~

Approved Courses

The Board shall adopt a list of the individual courses that have been approved. The list shall include courses offered by the District for credit or grade promotion and shall be used when determining which courses may be included in membership for State aid purposes and for auditing purposes when examining the membership counted for State school aid on the count days. The list of approved courses shall include traditional offerings and courses offered through other means, such as experiential learning courses, online courses, and all courses offered in shared time programs under appropriate provisions of the State School Aid Act. (M.C.L. 388.1766b). The list of approved courses shall include all extended learning opportunities associated with each course and a description of each such opportunity. The list shall also include a description of the content of each approved course and documentation related to course approval (including the list of approved courses for membership purposes).

Unless the Board disapproves, the Superintendent may proceed to conduct the program.

~~[-]~~The Board encourages, where it is feasible and in the best interests of the District, participation in programs of educational research.

~~[-]~~The Board directs the Superintendent to pursue actively State and Federal aid in support of the District's innovative activities.

M.C.L. 380.1282, 380.1166a

Reference: Pupil Accounting Manual 2019-2020, Michigan Department of Education

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Legal

M.C.L. 380.1282, 380.1166a

Reference: Pupil Accounting Manual 2019-2020, Michigan Department of Education

Book	Policy Manual
Section	Policies for Board
Title	REPRODUCTIVE HEALTH AND FAMILY PLANNING
Code	po2414
Status	First reading
Adopted	February 23, 1996
Last Revised	January 3, 2018
Last Reviewed	January 6, 2021

2414 - REPRODUCTIVE HEALTH AND FAMILY PLANNING

The Board of Education directs that instruction be provided on the principal modes by which dangerous communicable diseases, including HIV and AIDS, are spread and the best methods for the restriction and prevention of these diseases. The instruction shall stress that abstinence from sex is the only protection that is 100% effective against unplanned pregnancy and sexually transmitted diseases, including HIV and AIDS, and that abstinence is a positive lifestyle for unmarried young people.

No person shall dispense or otherwise distribute in a District school or on District school property a family planning drug or device. Additionally, any school official, member of the Board, or employee of the Board who is not the parent or the legal guardian of the student involved is prohibited from referring a student for an abortion or assisting a student in obtaining an abortion.

Each person who teaches K to 12 students about human immunodeficiency virus infection and acquired immunodeficiency syndrome shall have training in human immunodeficiency virus infection and acquired immunodeficiency syndrome education for young people. Licensed health care professionals who have received training on human immunodeficiency virus infection and acquired immunodeficiency syndrome are exempt from this requirement.

The District shall notify the parents, in advance of the instruction and about the content of the instruction, give the parents an opportunity, prior to instruction, to review the materials to be used (other than tests), as well as the opportunity to observe the instruction, and advise the parents of their right to have their child excused from the instruction.

Before any revisions to the curriculum on the subjects taught pursuant to M.C.L. 380.1169 are implemented, the Board shall hold at least two (2) public hearings on the proposed revisions. The hearings shall be held at least one (1) week apart and public notice of the hearings shall be given in the manner required for board meetings. A public hearing held pursuant to this section may be held in conjunction with a public hearing held pursuant to M.C.L. 380.1507.

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Legal	M.C.L. 380.1169, 380.1507, 388.1766 A.C. Rule 388.273 et seq.
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Book	Policy Manual
Section	Policies for Board
Title	THREATENING BEHAVIOR TOWARD STAFF MEMBERS
Code	po3362.01
Status	First reading
Adopted	February 23, 1996
Last Reviewed	January 6, 2021

3362.01 - THREATENING BEHAVIOR TOWARD STAFF MEMBERS

The Board of Education believes that a staff member should be able to work in an environment free of threatening speech or actions.

Threatening behavior consisting of any words or deeds that intimidate a staff member or reasonably cause ~~anxiety~~ concerning ~~for~~ his/her physical and/or psychological well-being is strictly forbidden. Examples of such behavior include: threats to cause bodily harm; stalking; bullying; threats to damage real or personal property at the workplace; unusual behavior that a reasonable person would consider threatening. Any student, parent, visitor, staff member, or agent of this Board who is found to have threatened a member of the staff will be subject to discipline or reported to the authorities.

The Superintendent shall implement guidelines whereby students and employees understand this policy and appropriate procedures are established for prompt and effective action on any reported incidents.

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Book	Policy Manual
Section	Policies for Board
Title	CONTROLLED SUBSTANCE AND ALCOHOL POLICY FOR COMMERCIAL MOTOR VEHICLE (CMV) DRIVERS AND OTHER EMPLOYEES WHO PERFORM SAFETY-SENSITIVE FUNCTIONS
Code	po4162
Status	First reading
Adopted	February 23, 1996
Last Revised	February 5, 2014
Last Reviewed	January 6, 2021

4162 - CONTROLLED SUBSTANCE AND ALCOHOL POLICY FOR COMMERCIAL MOTOR VEHICLE (CMV) DRIVERS AND OTHER EMPLOYEES WHO PERFORM SAFETY-SENSITIVE FUNCTIONS

Purpose

The Board of Education believes that the safety of students while being transported to and from school or school activities is of utmost importance and is the primary responsibility of the driver of the school vehicle. To fulfill such a responsibility, each driver, as well as others who perform safety-sensitive functions with District vehicles, (collectively "Covered Employees") must be mentally and physically alert at all times while on duty.

To that end, the Board has established this policy, which includes an alcohol and controlled substances testing program. The Board also expects all Covered Employees to comply with Board Policy 4122.01 on Drug-Free Workplace which prohibits the possession, use, sale, or distribution of alcohol and any controlled substance on school property at all times.

Further, the Board concurs with the Federal requirement that all Covered Employees should be free of any influence of alcohol or controlled substance while on duty. Therefore, participation in the alcohol and controlled substances testing program is a condition of employment for all Covered Employees.

Definitions

For purposes of this policy and the guidelines associated with the policy, the following definitions shall apply.

- A. The term *alcohol* means the intoxicating agent in beverage alcohol, ethyl alcohol or other low molecular weight alcohols, including methyl or isopropyl alcohol.
- B. The term *illegal drug* means drugs and controlled substances, the possession or use of which is unlawful, pursuant to Federal, State, and/or local laws and regulations.
- C. The term *controlled substance* includes any illegal drug and any drug that is being used illegally, such as a prescription drug that was not legally obtained or not used for its intended purposes or in its prescribed quantity. The term does not include any legally-obtained prescription drug used for its intended purpose in its prescribed quantity unless such use would impair the individual's ability to safely perform safety-sensitive functions.
- D. The term *controlled substance abuse* includes excessive use of alcohol as well as prescribed drugs not being used for prescribed purposes, in a prescribed manner, or in the prescribed quantity.
- E. The term *safety-sensitive functions* includes all tasks associated with the operation and maintenance of District-owned and/or operated vehicles. This term further includes any period in which an individual is actually performing, ready to perform, or immediately available to perform any safety-sensitive function.

F. The term Covered Employee means all commercial driver license (CDL) holders and regular and substitute bus drivers as well as other staff who operate, inspect, service and condition a commercial motor vehicle (CMV) while on duty, regardless of whether they are required to hold a CDL.

This policy also covers other staff members who drive students in or inspect, service, and condition non-CMV District vehicles.

G. The term *while on duty* means all time from the time the Covered Employee begins to work or is required to be in readiness for work until the time s/he is relieved from work and all responsibility for performing work.

Procedures

The Superintendent shall establish a drug and alcohol testing program whereby each Covered Employee is tested for the presence of alcohol in his/ her system as well as for the presence of the following controlled substances:

- A. Marijuana
- B. Cocaine
- C. Opioid
- D. Amphetamines
- E. Phencyclidine (PCP)

The alcohol and controlled substances tests are to be conducted in accordance with Federal and State regulations a.) prior to employment (**Controlled Substances Only**), b.) reasonable suspicion, c.) upon return to duty after any alcohol or drug rehabilitation,

~~[OPTION #1]~~

~~d.) after any post-accident 1) resulting in human death, 2) where the driver is issued a citation and the accident results in an injury that requires immediate medical attention away from the scene, or 3) where there is disability damage to any motor vehicle that requires towing [END OF OPTION]~~

~~[OPTION #2]~~

d.) ~~after any~~ post-accident,

~~[NOTE: must select one option. Option #1 mirrors the DOT regulations; Option #2 provides a more affirmative approach to drivers who are primarily involved with transporting children.]~~

e.) on a random basis, and f.) on a follow-up basis.

Candidates shall also be tested for the presence of alcohol in their system prior to employment.

The Superintendent shall require that the District query the FMCSA's Drug and Alcohol Clearinghouse for current and prospective CDL drivers' drug and alcohol violations before allowing a driver to operate a District-owned and/or operated vehicle, consistent with Federal regulations, including consent requirements.

Any staff member who tests positive as defined in the guidelines shall be immediately prohibited from driving any District-owned and/or operated vehicle or conducting a safety-sensitive function:

- A. and evaluated by a substance abuse professional;
- B. and provided information regarding drug/alcohol counseling; or referred to the District's Employee Assistance Program;
- C. and subject to discipline, up to and including discharge, in accordance with District guidelines and the terms of any applicable collective bargaining agreements.

No staff member who has tested positive for alcohol or a controlled substance may be returned to a safety-sensitive position without having been evaluated by a qualified substance abuse professional (SAP), completing any required treatment program, and passing a retest. Return to a safety-sensitive position is solely at the District's discretion and the employee may be required to participate in ongoing services if recommended by the SAP. Any staff member who has tested positive for alcohol or a controlled substance will be provided with a list of SAPs available and acceptable to the District.

Furthermore, if during any test the lab determines that an adulterant has been added to the specimen, then:

↔ the test will be considered positive and the employee shall be prohibited from performing any safety-sensitive functions and be referred to the District's Employee Assistance Program and,-

↔ the employee will be re-tested with an observed collection to prevent the addition of an adulterant to the specimen.

Any staff member who refuses to submit to a test shall immediately be prohibited from performing or continuing to perform his/her safety-sensitive functions (e.g., driving any Board-owned vehicle).

Prior to the beginning of the testing program, the District shall provide a drug-free awareness program which will inform Covered Employees and their supervisors, about:

- A. the dangers of illegal drug use and controlled substance and alcohol abuse;
- B. indicators of probable alcohol misuse and controlled substance abuse;
- C. Board Policy 4122.01 - Drug-Free Workplace, Policy 4161 - Unrequested Leaves of Absence/Fitness for Duty, Policy 4170 - Substance Abuse, and Policy 4170.01 - Employee Assistance Program;
- D. the sanctions that may be imposed for violations of Policy 4122.01.

All time spent undergoing an alcohol or controlled substance test, including travel time, will be paid at the staff member's regular rate of pay, or at his/her overtime rate, if applicable. Any staff member who is not allowed to return to work while awaiting test results will be compensated during the waiting period for all work time lost, including overtime, if applicable. The Board shall pay all costs associated with the administration of alcohol and controlled substance tests. This includes testing of the "split specimen" at a Federally certified laboratory if so requested by a staff member. Requests for a "split specimen" must be made within seventy-two (72) hours of receipt of the notification of a positive drug test. The Board will not pay for the employee's time while not on duty, if the split specimen test results are positive.

Alcohol and drug test results shall be protected as confidential medical records as appropriate under Federal law (i.e. test results shall be provided on a right to know basis - the employee, the employer, and the substance abuse professional - and the results shall not be presented until analyzed by a Medical Review Officer).

A tested individual, upon written request, will be promptly provided copies of any records relating to his/her use of drugs and alcohol, including any records pertaining to his/her drug and alcohol tests. A tested individual must provide specific written consent before his/her test result can be provided to any other person except as required by law.

All tests shall be conducted in accordance with Federal testing guidelines and be performed by a laboratory that is Federally certified.

The alcohol and drug testing program shall be under the direction of the Superintendent.

The Superintendent shall arrange for periodic retraining of supervisors and staff members as necessary. The Superintendent shall provide a copy of this policy and testing guidelines to all Covered Employees and will include available resources to assist employees with problems related to the use of alcohol and controlled substances.

The Superintendent shall submit, for Board approval, a contract with a certified laboratory to provide the following services:

- A. testing of all first and second test urine samples
- B. clear and consistent communication with the District's Medical Review Officer (MRO)
- C. methodology and procedures for conducting random tests for controlled substances and alcohol
- D. preparation and submission of all required reports to the District, the MRO, and to Federal and State governments

The Superintendent shall also select the agency or persons who will conduct the alcohol breathalyzer tests, the District's MRO, and the drug collection site(s) in accordance with the requirements of the law.

Notification

A tested candidate shall be notified of the results of a pre-employment controlled substances test conducted under this part, if the driver requests such results within sixty (60) calendar days of being notified of the disposition of the employment application.

A tested individual shall be notified of the results of random, reasonable suspicion and post-accident tests for controlled substances conducted under this policy if the test results are verified positive. The tested individual shall also be informed which controlled substance or substances were verified as positive.

The Superintendent shall make reasonable efforts to contact and request each driver who submitted a specimen under the employer's program, regardless of the driver's employment status, to contact and discuss the results of the controlled substances test with a medical review officer who has been unable to contact the driver.

The Superintendent shall immediately notify the medical review officer that the driver has been notified to contact the medical review officer within seventy-two (72) hours.

Individuals holding a CDL license must notify all current employers of any DOT violations (such as testing positive for the presence of alcohol or a controlled substance in violation of this policy). The notification must be made 1) by the end of the business day following the day the individual first receives notice of the violation or 2) prior to performing any safety-sensitive function, whichever comes first. Individuals are not required to notify the employer that administered the test or that documented the circumstances giving rise to the violation.

In the event that an individual is selected for testing, the Superintendent will inform the individual that the test is required by applicable law.

Reporting Test Results

The Superintendent shall report all information required by Federal regulations to the Clearinghouse in a timely manner. The Superintendent shall prepare and maintain a summary of the results of its alcohol and controlled substances testing programs performed under this policy during the previous calendar year, when requested by the Secretary of Transportation, any DOT agency, or any State or local officials with regulatory authority over the employer or any of its drivers. Such summaries shall be submitted in a manner and timeline as required by law.

Educational Materials Related to Certain Federal Regulations, Board Policies, and Procedures

CDL License Holders and other employees who perform safety-sensitive functions will be provided educational materials at the time of hire or at any time when required to operate a school vehicle. The educational materials shall explain the requirements of applicable Federal regulations and the Board's policies and District's procedures with respect to meeting these Federal regulations. The Board designates **the Transportation Supervisor (-) _____** as the individual responsible for providing educational materials to CDL License Holders and other employees who perform safety-sensitive functions. The educational materials will include, at a minimum, the following:

- A. the contact information for **the Transportation Supervisor (-) _____**, who is the individual designated by the Board to answer questions about the educational materials
- B. a statement that all CDL License Holders and other employees who perform safety-sensitive functions are subject to **Federal law addressing 49 C.F.R. 382, which is a Federal regulation that addresses** the misuse of alcohol and other controlled substances
- C. information sufficient to make clear to employees the period of the work day during which they are required to comply with the regulations
- D. information concerning prohibited conduct
- E. the circumstances under which employees are subject to testing for alcohol and/or controlled substances
- F. the procedures for testing for the presence of alcohol and controlled substances in order to protect the employee and the integrity of the testing process, to safeguard the validity of the test results, and to confirm the results are attributed to the correct employee, including post-accident information, procedures, and instructions required under Federal

regulations

- G. the requirement that staff members must submit to alcohol and controlled substance testing as required by the regulations
- H. an explanation of what constitutes a refusal to be tested or alcohol or controlled substances and the attendant consequences
- I. the consequences of testing positive, including the requirements of immediate removal from safety-sensitive functions, and the procedures regarding referral, evaluation, and treatment
- J. the consequences for employees found to have an alcohol concentration of 0.02 or greater but less than 0.04
- K. information concerning the effects of alcohol and controlled substances use on an individual's health, work, and personal life; signs and symptoms of an alcohol and/or controlled substances problem (the employee's or a co-worker's); and available methods of intervening when a controlled substances and/or alcohol problem is suspected (including confrontation and how to refer someone to an Employee Assistance Program or to management), and
- L. information regarding the requirement that certain personal information collected and maintained under [Federal law 49 C.F.R. Part 382](#) be reported to the Commercial Driver's License Drug and Alcohol Clearinghouse
- M. [information indicating that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including alcohol, is prohibited on all school board property and at school-sponsored activities. Individuals are strictly prohibited from reporting to work or being on duty while under the influence of alcohol or a controlled substance.](#)

These materials are to be distributed to each staff member upon being hired or transferred into a covered position thereafter. Each staff member must sign a statement certifying receipt of these materials. A staff member who refuses to sign the requisite statement shall be prohibited from performing any safety sensitive functions. Each employee (and labor organization representing Board employees) shall receive written notice of the availability of this information, and the identity of the Board's designated representative in charge of answering employee questions about the materials.

Return-to-Duty (Safety-Sensitive Positions)

Employees who are removed from performing safety-sensitive functions as a result of this policy must take and pass return-to-duty test before returning to performing safety-sensitive functions. The return-to-duty test will not occur until after a Substance Abuse Professional (SAP) has determined that the employee has successfully complied with prescribed education and/or treatment. The employee must have a negative drug test result and/or an alcohol test with an alcohol concentration of less than 0.02 before resuming performance of safety-sensitive duties. [The employee will not be permitted to perform safety-sensitive functions until the start of the employee's next regularly scheduled duty period, but not less than twenty-four \(24\) hours following administration of the return-to-duty test.](#)

Employees must also comply with the SAP's written follow-up testing plan, which will be administered by the District, or they will not be permitted to perform safety-sensitive duties.

Subject to any collective bargaining agreement or other legal requirements, employees who are eligible to return to performing safety-sensitive functions may not do so without the approval of the Superintendent.

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Legal 49 C.F.R. 382
 49 C.F.R. Part 40

Book	Policy Manual
Section	Policies for Board
Title	THREATENING BEHAVIOR TOWARD STAFF MEMBERS
Code	po4362.01
Status	First reading
Adopted	February 23, 1996
Last Reviewed	January 6, 2021

4362.01 - THREATENING BEHAVIOR TOWARD STAFF MEMBERS

The Board of Education believes that a staff member should be able to work in an environment free of threatening speech or actions.

Threatening behavior consisting of any words or deeds that intimidate a staff member or reasonably cause ~~anxiety~~ concerning ~~for~~ his/her physical and/or psychological well-being is strictly forbidden. Examples of such behavior include: threats to cause bodily harm; stalking; bullying; threats to damage real or personal property at the workplace; unusual behavior that a reasonable person would consider threatening. Any student, parent, visitor, staff member, or agent of this Board who is found to have threatened a member of the staff will be subject to discipline or reported to the authorities.

The Superintendent shall implement guidelines whereby students and employees understand this policy and appropriate procedures are established for prompt and effective action on any reported incidents.

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Book	Policy Manual
Section	Policies for Board
Title	ATTENDANCE
Code	po5200
Status	First reading
Adopted	February 23, 1996
Last Revised	March 2, 2005
Last Reviewed	January 6, 2021

5200 - **ATTENDANCE**

The Board of Education as an agency of the State is required to enforce the regular attendance of students. The Board recognizes that the presence in the classroom enables the student to participate in instruction, class discussions, and other related activities. As such, regular attendance and classroom participation are integral to instilling incentives for the student to excel.

Attendance shall be required of all District students, except those exempted under Policy 5223 or by other provisions of State law, during the days and hours that the school is in session or during the attendance session to whichs/he has been assigned.

~~(-) or during the attendance sessions to which s/he has been assigned.~~

A student may be considered a full-time equivalent student provided the student is enrolled in at least six (6) hours of instruction (courses), as defined by State law, per school year.

~~A student enrolled in the District's alternative education program may be considered a full-time student provided the student is enrolled in at least _____ [] (-) units of instruction (courses), as defined by State law, per school year in the alternative education environment.~~

The Superintendent or his designee shall require, from the parent of each student or from an adult student who has been absent for any reason, a ~~(-)~~ written statement ~~(-)~~ and/or confirmation of the cause for such absence. ~~The Board reserves the right to verify such statements and to investigate the cause of each:~~

- A. ~~(-) single absence;~~
- B. ~~(-) prolonged absence;~~
- C. ~~(-) absence of more than _____ days duration;~~
- D. ~~(-) repeated unexplained absence and tardiness.~~
- E. ~~(-) _____~~

~~The Board may report to the Intermediate School District infractions of the law regarding the attendance of students below the age of eighteen (18). Repeated infractions of Board policy requiring the attendance of enrolled students may result in the suspension or expulsion of the student from the District program.~~

~~[] The Board considers the following factors to be reasonable excuses for time missed at school:~~

- A. ~~(-) illness~~

- B. ~~(-) recovery from accident~~
- C. ~~(-) required court attendance~~
- D. ~~(-) professional appointments~~
- E. ~~(-) death in the immediate family~~
- F. ~~(-) observation or celebration of a bona fide religious holiday~~
- G. ~~(-) such other good cause as may be acceptable to the Superintendent~~

~~[] Attendance need not always be within the school facilities, but a student will be considered to be in attendance if present at any place where school is in session by authority of the Board.~~

~~[] The Board shall consider each student assigned to a program of other guided learning experiences, authorized under Policy 2370, to be in regular attendance for the program provided that s/he reports~~

- ~~(-) daily~~
- ~~(-) weekly~~

~~to such staff member s/he is assigned for guidance at the place in which s/he is conducting study, and regularly demonstrates progress toward the objectives of the course of study.~~

~~[] The Board authorizes, but does not encourage the Superintendent, to suspend a student from a particular class or from school if sincere efforts by the staff and parents cannot rectify the pattern of absence. In keeping with its philosophy, the Board supports efforts to provide for out-of-school alternative educational opportunities for truant students rather than to heighten the effects of absence through suspension.~~

The Superintendent or his designee shall develop procedures for the attendance of students which:

- A. ~~(-) ensure a school session which is in conformity with the requirements of the law;~~
- B. ~~(-) ensure that students absent for any excusable reason have an opportunity to make up work they missed;~~
- C. ~~(-) ensure the student is not given a failing grade or his/her credit is not unconditionally revoked where lack of attendance is the sole or primary determining factor, but which allow reduction in grade or denial of credit, if the student does not make appropriate use of make-up sessions provided by the instructor or administrator;~~
- D. ~~(-) govern the keeping of attendance records in accordance with the rules of the State Board and the Michigan Department of Education Pupil Accounting Manual, including a written electronic attendance procedure, if applicable;~~
- E. ~~(-) identify the habitual truant, investigate the cause(s) of his/her behavior, and consider modification of his/her educational program to meet particular needs and interests;~~
- F. ~~(-) ensure that any student who, due to a specifically identifiable physical or mental impairment, exceeds or may exceed the District's limit on excused absence is referred for evaluation for eligibility either under the Individuals with Disabilities Education Act (IDEA) or Section 504 of the Rehabilitation Act of 1973.~~

Such guidelines should provide that a student's grade in any course is based on his/her performance in the instructional setting and is not reduced for reasons of conduct. If a student violates the attendance or other rules of the school, s/he should be disciplined appropriately for the misconduct, but his/her grades should be based upon what the student can demonstrate s/he has learned.

M.C.L.380.1561, 380.1561(3a-3c), 380.1586(3)

[Reference: Pupil Accounting Manual 2019-2020, Michigan Department of Education](#)

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M.C.L.380.1561, 380.1561(3a-3c), 380.1586(3)

Reference: Pupil Accounting Manual 2019-2020, Michigan Department of Education

Book	Policy Manual
Section	Policies for Board
Title	CARE OF STUDENTS WITH CHRONIC HEALTH CONDITIONS
Code	po5335
Status	First reading
Last Reviewed	January 6, 2021

5335 - CARE OF STUDENTS WITH CHRONIC HEALTH CONDITIONS

Students with chronic health conditions will be provided with a free appropriate public education. If their impairment does not require specially designed instruction for them to benefit educationally, they will be eligible for accommodations/modifications/interventions of the regular classroom, curriculum, or activity (in the school setting) so that they have the same access to an education as students without disabilities. Such accommodations/modifications/interventions will be provided pursuant to a Section 504 Plan (Form 2260.01 F13).

Chronic health conditions, for the purposes of this policy, shall include:

- A. "peanut" and other food allergies;
- B. allergies;
- C. asthma;
- D. (↔) diabetes;
- E. (↔) _____ ; and
- F. (↔) _____.

All information regarding student identification, health care management, and emergency care shall be safeguarded as personally identifiable information in accordance with Policy 8330 and Policy 8350.

The District will coordinate school health practices for management of a chronic health condition and shall provide for:

- A. (↔) identification of individuals with chronic health conditions;
- B. (↔) development of individual health care action plans;
- C. (↔) coordination of health care management activities by school staff;
- D. (↔) communication among school staff who interact with children with chronic health conditions;
- E. (↔) development of protocols to prevent exposure/episodic reactions;
- F. (↔) awareness and training of school staff regarding Board policy on acute and routine management of chronic health conditions, information on signs and treatment of chronic health conditions, medication and administration, and emergency protocols for dealing with reactions in "unusual" situations such as field trips;

H. ~~()~~ _____.

School health practices shall provide students with chronic health conditions the opportunity for:

- A. ~~()~~ full participation in physical activities when students are well;
- B. ~~()~~ modified activities as indicated by the student's health care action plan, 504 plan, or Individualized Education Plan (IEP);
- C. ~~()~~ access to preventative medications before activity (as prescribed by their medical providers) and immediate access to emergency medications during activity;
- D. ~~()~~ communication regarding student health status between parents, physicians, teachers (particularly physical education teachers), and coaches;
- E. ~~()~~ _____.
- F. ~~()~~ _____.

Healthcare management activities shall include:

- A. ~~()~~ procedures to obtain, maintain, and utilize written health care action plans, signed by the child's parents and physician, for each student with a chronic health condition;
- B. ~~()~~ a standard emergency protocol in place for students experiencing a distress reaction if they do not have a written health care action plan on site;
- C. ~~()~~ established communication strategies for students to use to tell an adult they may be having a health-related problem;
- D. ~~()~~ procedures for students to have immediate access to medications in accordance with Policy 5330 and AG 5330 that allow students to self-care and self-administer medications, inhalers, and Epi-pens, as prescribed by a medical professional and approved by parents/guardians;
- E. ~~()~~ prevention strategies to avoid causal elements;
- F. ~~()~~ case management for students with frequent school absences, school health office visits, emergency department visits, or hospitalizations due to chronic health conditions;
- G. ~~()~~ management and care of the student's chronic health condition in the classroom, in any area of the school or school grounds, or at any school-related activity or event;
- H. ~~()~~ _____.
- I. ~~()~~ _____.

Staff will be trained about chronic health conditions and their control at least annually in each school in which there is a student with a chronic health condition.

~~() at least annually
in each school in which there is a student with a chronic health condition.~~

~~[] Designated staff who have responsibility for specialized services such as giving inhaler treatments or injections, or conducting glucose and/or ketone tests shall be provided training specific to the procedures, () at least annually, [END OF OPTION] by a licensed health professional.~~

~~[] The () school nurse () principal shall maintain a copy of the training program and the records of training completed by school employees.~~

~~[] Administrative guidelines shall provide guidance for the implementation of this policy.~~

Book	Policy Manual
Section	Policies for Board
Title	EMERGENCY REMOVAL, SUSPENSION, AND EXPULSION OF STUDENTS
Code	po5610
Status	First reading
Adopted	February 23, 1996
Last Revised	February 6, 2019
Last Reviewed	January 6, 2021

5610 - EMERGENCY REMOVAL, SUSPENSION, AND EXPULSION OF STUDENTS

The Board of Education is continually concerned about the safety and welfare of District students and staff and, therefore, will not tolerate behavior that creates an unsafe environment, a threat to safety or undue disruption of the educational environment.

Factors to be Considered Before Suspending or Expelling a Student

The Board of Education also recognizes that exclusion from the educational program of the schools is a severe sanction that should only be imposed after careful and appropriate consideration. ~~Except as otherwise noted below with respect to possession of a firearm in a weapon free school zone, if suspension or expulsion of a student is considered, the () Board () Superintendent shall consider the following factors prior to making a determination of whether to suspend or expel:~~

Except as otherwise noted below with respect to possession of a firearm in a weapon free school zone, if suspension or expulsion of a student is considered, the Board (Superintendent) shall consider the following factors prior to making a determination of whether to suspend or expel:

- A. the student's age
- B. the student's disciplinary history
- C. whether the student has a disability
- D. the seriousness of the violation or behavior
- E. whether the violation or behavior committed by the student threatened the safety of any student or staff member
- F. whether restorative practices will be used to address the violation or behavior
- G. whether a lesser intervention would properly address the violation or behavior

The ~~() Board () Superintendent~~ will exercise discretion over whether or not to suspend or expel a student. In exercising that discretion for a suspension of more than ten (10) days or expulsion, there is a rebuttable presumption that a suspension or expulsion is not justified unless the ~~() Board () Superintendent~~ can demonstrate that it considered each of the factors listed above. For a suspension of ten (10) days or fewer, there is no rebuttable presumption, but the ~~() Board () Superintendent~~ will still consider these factors in making the determination.

Restorative Practices

The ~~() Board () Superintendent~~ shall consider using restorative practices as an alternative to or in addition to suspension or expulsion. If the District determines that it will utilize restorative practices in addition to or as an alternative to suspension or

expulsion of a student, it will engage in restorative practices which emphasize repairing the harm to the victim and school community caused by the student's misconduct.

Restorative practices should be the first consideration to remediate offenses such as interpersonal conflicts, bullying, verbal and physical conflicts, theft, damage to property, class disruption and harassment and cyberbullying.

If the ~~()~~ Board ~~()~~ Superintendent decides to utilize restorative practices as an alternative to or in addition to suspension or expulsion, the restorative practices may include victim-offender conferences that:

- A. are initiated by the victim;
- B. are approved by the victim's parent or legal guardian or, if the victim is at least fifteen (15), by the victim;
- C. are attended voluntarily by the victim, a victim advocate, the offender, members of the school community, and supporters of the victim and the offender (the "restorative practices team");
- D. would provide an opportunity for the offender to accept responsibility for the harm caused to those affected, and to participate in setting consequences to repair the harm, such as requiring the student to apologize; participate in community service, restoration of emotional or material losses, or counseling; pay restitution; or any combination of these.

The selected consequences and time limits for their completion will be incorporated into an agreement to be signed by all participants.

Due Process

The Board recognizes exclusion from the educational programs of the District, whether by suspension or expulsion, is the most severe sanction that can be imposed on a student and is one that cannot be imposed without appropriate due process, since exclusion deprives a child of the right to an education. The Board also recognizes that it may be necessary for a teacher to remove a student from class for conduct disruptive to the learning environment, and that such removals are not subject to a prior hearing, provided the removal is for a period of less than twenty-four (24) hours. However, if an emergency removal may result in a suspension, then due process must be ensured.

In all cases resulting in short-term suspension, long-term suspension or expulsion, appropriate due process rights described in Policy 5611 and AG 5610 must be observed. The Director of Special Education shall check to make sure the student is not classified as disabled under Section 504. Students with disabilities under IDEA or Section 504 shall be expelled only in accordance with their rights under Federal law.

For purposes of this policy, suspension shall be either short-term (not more than ten (10) days) or long-term (for more than ten (10) days but less than permanent expulsion) removal of a student from a regular District program. The Superintendent may suspend a student for a period not to exceed 10 school days.

For purposes of this policy, unless otherwise defined in Federal and/or State law, expulsion is defined as the permanent exclusion of a student from the District. Students who are expelled may petition for reinstatement as provided below.

Emergency Removal or Short-Term Suspension

A student may be removed from a class, subject, or activity for one (1) day by his/her teacher for certain conduct as specified in the Code of Conduct, or he/she may be given a short-term suspension by the Superintendent. A student so removed may not

~~()~~ may
~~()~~ may not

be allowed to attend other classes taught by other teachers during the term of the one (1) day removal. A student removed from the same class for ten (10) days will be entitled to the process for short-term suspensions outlined in AG 5610. A student removed from the same class for more than ten (10) days will be entitled to the process for long-term suspensions outlined in AG 5610. The Board designates the Superintendent as its representative at any hearings regarding the appeal of a suspension.

Long-Term Suspension or Expulsion

Due process set out in Policy 5611 and AG 5610 shall be followed in all circumstances in which a student may be expelled or suspended for a period of more than ten (10) days.

~~[CHOOSE OPTION #1, OPTION #2, OR OPTION #3]~~

~~[] [OPTION #1]~~

The Superintendent may recommend to the Board a long-term suspension or that a student be expelled.

OR

~~[] [OPTION #2]~~

~~The Superintendent may act as the hearing officer. The Board may suspend a student for a period longer than ten (10) days or expel a student. An appeal may be made to the () Board () the appropriate court of law if there is a claimed violation of substantive or procedural due process rights.~~

OR

~~[] [OPTION #3]~~

~~The Superintendent may suspend a student for a period longer than ten (10) days or expel a student. The Board shall act on any appeal to the decision.~~

[END OF OPTIONS]

In all cases resulting in short-term suspension, long-term suspension, or expulsion, appropriate due process rights must be observed. In determining whether a student is to be suspended or expelled, District Administrators shall use a preponderance of evidence standard.

The Superintendent shall develop procedures to implement this policy that shall include the following:

- A. strategies for providing special assistance to students in danger of being expelled and not achieving the academic outcomes of the District's core curriculum;
- B. standards of behavior for all students in accordance with District Board policy on student discipline;
- C. procedures that ensure due process; and
- D. provision for make-up work at home, when appropriate.

When making a determination whether or not a student will be expelled or permanently excluded under this policy, the Superintendent shall retain all documents, electronically stored information ("ESI"), and electronic media (as defined in Policy 8315 - Information Management (i.e. "Litigation Hold")) created and/or received as part of an investigation.

The documents, ESI, and electronic media (as defined in Policy 8315) retained may include public records and records exempt from disclosure under Federal (e.g., FERPA, ADA) and/or State law – e.g., student records and confidential medical records.

The documents, ESI, and electronic media (as defined in Policy 8315) shall be retained in accordance with Policy 8310, Policy 8315, Policy 8320, and Policy 8330 for not less than three (3) years, but longer if required by the District's records retention schedule.

Persistent Disobedience or Gross Misconduct/CSC Against Another District Student

Any student may be removed from the classroom, and/or, after consideration of the factors identified above, suspended or expelled for persistent disobedience or gross misconduct or if the student commits criminal sexual conduct against another student enrolled in the District regardless of the location of the conduct. A student may not be expelled or excluded from the regular school program based on pregnancy status.

~~[]~~ In recognition of the negative impact on a student's education, the Board encourages the District's administrators to view suspensions, particularly those over ten (10) days, and permanent expulsions as discipline of last resort, except where these disciplines are required by law. Alternatives to avoid or to improve undesirable behaviors should be explored when possible prior to implementing or requesting a suspension or expulsion.

Physical and Verbal Assault

Unless a different determination is made after consideration of the factors identified above, the District shall permanently expel a student in grade six or above if that student commits physical assault at school against a staff member, a volunteer, or a contractor.

Unless a different determination is made after consideration of the factors identified above, the District shall suspend or expel a student in grade six or above for up to one hundred eighty (180) school days if the student commits physical assault at school against another student.

Physical assault is defined as "intentionally causing or attempting to cause physical harm to another through force or violence."

Unless a different determination is made after consideration of the factors identified above, the District shall suspend or expel a student in grade six or above and may discipline, suspend or expel a student in grade five (5) and below for a period of time as determined at the Board's discretion if the student commits verbal assault at school against a District employee, volunteer, or contractor or makes a bomb threat or similar threat directed at school building, property, or at a school-related activity.

Verbal assault is a communicated intent to inflict physical or other harm on another person, with a present intent and ability to act on the threat.

"At school" means in a classroom, elsewhere on school premises, on a school bus or other school-related vehicle, or at a school-sponsored activity or event whether or not it is held on school premises.

~~F~~—The District may provide appropriate instructional services at home for an expelled student not placed in an Alternative Education Program. The instructional services provided shall be similar to those provided to homebound or hospitalized students and shall be contracted for in the same manner.

Weapons, Arson, Criminal Sexual Conduct

In compliance with State and Federal law, and unless a different determination is made after consideration of the factors identified above, the District shall expel any student who possesses a dangerous weapon, other than a firearm, in the District's weapon-free school zone (except as noted below), commits either arson or criminal sexual conduct in a school building or on school property, including school buses and other District transportation, or pleads to, is convicted of or is adjudicated of criminal sexual conduct against another student enrolled in the District.

In compliance with State and Federal law, the District shall expel any student who possesses a firearm in the District's weapon-free school zone in violation of State law, unless the student can establish the mitigating factors relating to possession of a dangerous weapon set out below, by clear and convincing evidence.

For purposes of this policy, a "dangerous weapon" is defined by law as a firearm, dagger, dirk, stiletto, knife with a blade over three (3) inches in length, pocket knife opened by a mechanical device, iron bar, or brass knuckles. This definition also includes other devices designed to (or likely to) inflict bodily harm, including, but not limited to, air guns and explosive devices. The term "firearm" is defined as any weapon (including a starter gun) that will, is designed to, or may readily be converted to expel a projectile by the action of the explosive, the frame, or the bearer of any such weapon, as well as a firearm muffler, firearm silencer, or any such destructive device.

The District need not expel a student for possession of a dangerous weapon, including a firearm, if the student can establish in a clear and convincing manner the following mitigating factor(s) to the satisfaction of the Board the:

- A. object or instrument was not possessed for use as a weapon, or for direct (or indirect) delivery to another person for use as a weapon; or
- B. weapon was not knowingly possessed; or
- C. student did not know (or have reason to know) that the object or instrument in his/her possession constituted a dangerous weapon; or
- D. weapon was possessed at the suggestion, request, direction of, or with the express permission of the Superintendent or the police.

There is a rebuttable presumption that expulsion for possessing the weapon is not justified if the () **Board** () **Superintendent** determines in writing that the student has established that he or she fits under one of the exceptions above by clear and convincing evidence, and that the student has no previous history of suspension or expulsion.

For expulsions for dangerous weapons, arson, criminal sexual conduct or assault upon an employee, volunteer or contractor, the Superintendent shall provide that the expulsion is duly noted in the student's record, the student is referred to the Department of Human Services or Department of Community Health within three (3) school days after the expulsion, and the parents are informed of the referral. Furthermore, if a student who is expelled is below the age of sixteen (16), the Superintendent shall ensure notification of the expulsion is given to the Juvenile Division of the Probate Court. In compliance with Federal law, the

Superintendent shall also refer any student (regardless of age) expelled for possession of a dangerous weapon to the criminal justice or juvenile delinquency system serving the District. In addition, the Superintendent shall send a copy of this policy to the State Department of Education and shall include a description of the circumstances surrounding the expulsion of the student for possessing a firearm or weapon in the District's weapon-free school zone, together with the name of the District, the number of students so expelled, and the types of firearms or weapons brought into the weapon-free school zone.

A student expelled under this policy for dangerous weapons, arson, criminal sexual conduct or assault upon an employee, volunteer or contractor may apply for reinstatement in accordance with the following guidelines:

- A. If the student is in grade five (5) or below at the time of the expulsion and was expelled for possessing a firearm or threatening another person with a dangerous weapon, the parents, legal guardian, adult student, or emancipated minor may submit a request for reinstatement after sixty (60) school days from the date of expulsion, but the student may not be reinstated before ninety (90) school days from the expulsion date.
- B. If the student is in grade five (5) or below at the time of the expulsion and was expelled for a reason other than possessing a firearm or threatening another person with a dangerous weapon, the parents, legal guardian, or emancipated minor may submit a request for reinstatement at any time, but the student may not be reinstated before ten (10) school days from the expulsion date.
- C. If the student is in grade six (6) or above at the time of the expulsion, the parents, legal guardian, adult student, or emancipated minor may submit a request for reinstatement after 150 school days from the date of the expulsion, but the student may not be reinstated before 180 school days from the expulsion date.
- D. The parent, adult student, or emancipated minor shall submit the request for reinstatement to the Superintendent.
- E. Within ten (10) school days after receiving the petition, the Board shall appoint a committee consisting of two (2) Board members, a school administrator, a teacher, and a school-parent representative. During this time period, the Superintendent shall prepare and submit for consideration by the committee information concerning the circumstances of the expulsion and any factors mitigating for or against reinstatement.
- F. Within ten (10) school days after being appointed, the committee shall review all pertinent information and submit its recommendation to the Board. The recommendation may be for unconditional reinstatement, conditional reinstatement, or non-reinstatement, based on the committee's consideration of the following the:
 - 1. extent to which reinstatement would create a risk of harm to students or school staff;
 - 2. extent to which reinstatement would create a risk of school or individual liability for the Board or school staff;
 - 3. age and maturity of the student;
 - 4. student's school record before the expulsion incident;
 - 5. student's attitude concerning the expulsion incident;
 - 6. student's behavior since the expulsion and the prospects for remediation;
- G. The degree of cooperation and support the parent has provided and will provide if the student is reinstated (if the request was filed by a parent), including, but not limited to the parent's receptiveness toward any conditions placed on the reinstatement. Such conditions, for example, might include a written agreement by the student and/or a parent who filed the reinstatement request to accomplish the following:
 - 1. abide by a behavior contract involving the student, his/her parents, and an outside agency;
 - 2. participate in an anger management program or other counseling activities;
 - 3. cooperate in processing and discussing periodic progress reviews;
 - 4. meet other conditions deemed appropriate by the committee;
 - 5. accept the consequences for not fulfilling the agreed upon conditions.

The Board shall make its decision no later than the next regular Board meeting following the committee's submission of its recommendations. The Board's decision shall be final and is not subject to appeal.

In the event a student who has been permanently expelled from another school requests admission to this District, in making its decision, the Board shall follow the same procedure it has established in paragraphs A-F, above, for the reinstatement of a student.

Students expelled for reasons other than dangerous weapons, arson, criminal sexual conduct or assault upon an employee, volunteer or contractor may also petition the Board for reinstatement. The Board may, at its discretion, consider the petition ~~(→)~~ in accordance with the procedures set forth above ~~(→)~~ or upon any standards and with any procedures it determines appropriate under the circumstances.

The Superintendent shall ensure Board policies and procedures regarding a student's rights to due process are followed when dealing with a possible suspension or expulsion under this policy.

In-School Discipline

The purpose of this policy is to provide an alternative to out of school suspension. The availability of in-school discipline options is dependent upon the financial ability of the Board to support such a program.

In-school discipline will only be offered at the discretion of the Superintendent for offenses found in the Student Code of Conduct.

The Superintendent is to establish procedures for the proper operation of such a program and to ensure appropriate due-process procedures are followed as applicable. (See Policy 5630.01)

Due Process Rights

The Board recognizes the importance of safeguarding a student's constitutional rights, particularly when subject to the District's disciplinary procedures.

To better ensure appropriate due-process is provided a student, the Board establishes the following:

A. Students Subject to Short-Term Suspension

Except when emergency removal is warranted, a student must be given at least oral notice of the charges against him/her and the opportunity to respond prior to the implementation of a suspension. When emergency removal has been implemented, notice and opportunity to respond shall occur as soon as reasonably possible. The Superintendent or other designated administrator shall provide the opportunity to be heard and shall be responsible for making the suspension decision. An appeal may be addressed to the Superintendent whose decision will be final.

B. Students Subject to Long-Term Suspension and Expulsion

A student and his/her parent or guardian must be given written notice of the intention to suspend or expel and the reasons therefor, and must also be given an opportunity to appear before the Board with a representative to answer the charges. The student and/or his/her guardian must also be provided a brief description of the student's rights and the hearing procedure, a list of the witnesses who will provide testimony to the Board, and a summary of the facts to which the witnesses will testify. At the student/parent's request, the hearing shall be held in closed session, but the Board must act publicly. The Board shall act by providing a written decision on any appeal of an expulsion, a request for reinstatement, or a request for admission after permanent expulsion from another school.

The Superintendent shall develop procedures to ensure all members of the staff use the above guidelines when dealing with students. In addition, this statement of due process rights shall be placed in all student handbooks, in a manner that facilitates understanding by students and their parents.

Corporal Punishment

While recognizing that students may require disciplinary action in various forms, the Board does not condone the use of unreasonable force and fear as an appropriate procedure in student discipline.

Staff shall not use physical force or violence to compel obedience. If all other means fail, staff members may always resort to the removal of the student from the classroom or District through ~~101~~ suspension or expulsion procedures.

Within the scope of their employment, all staff may use reasonable force and apply restraint to accomplish the following:

- A. restrain or remove a student who refuses to comply with a request to behave or report to the office;
- B. quell a disturbance threatening physical injury to self or others;
- C. obtain possession of weapons or other dangerous objects within the control of the student, for either self-defense; or
- D. the protection of persons or property.

In accordance with State law, corporal punishment shall not be permitted. If any staff member (full-time, part-time, or substitute) deliberately inflicts, or causes to be inflicted, physical pain upon the student (by hitting, paddling, spanking, slapping or any other kind of physical force) as a means of discipline, the staff member may be subject to discipline and possibly criminal assault charges. This prohibition also applies to volunteers and those with whom the District contracts for services.

The Superintendent shall provide guidelines, including a list of alternatives to corporal punishment.

Removal, Suspension, and Expulsion of Students with Disabilities

The District shall abide by Federal and State laws in matters relating to discipline, suspension, and expulsion of disabled students.

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Legal

M.C.L. 380.1301, 380.1309, 380.1310d, 380.1311

20 U.S.C. 3351

State Board of Education, Resolution to Address School Discipline Issues

Impacting Student Outcomes, Adopted June 12, 2012

Book	Policy Manual
Section	Policies for Board
Title	DUE PROCESS RIGHTS
Code	po5611
Status	First reading
Adopted	February 11, 1996
Last Revised	February 6, 2019
Last Reviewed	January 6, 2021

5611 - DUE PROCESS RIGHTS

The Board of Education recognizes the importance of safeguarding a student's constitutional rights, particularly when subject to the District's disciplinary procedures.

To better ensure appropriate due-process is provided a student, the Board establishes the following guidelines which District Administrators shall use when dealing with students:

A. Students subject to short-term suspension:

Except when emergency removal is warranted, a student must be given oral or written notice of the charges against him/her and the opportunity to respond prior to the implementation of a suspension. When emergency removal has been implemented, notice and opportunity to respond shall occur as soon as reasonably possible. The principal or other designated administrator shall provide the opportunity to be heard and shall be responsible for making the suspension decision. An appeal may be addressed to the Superintendent whose decision will be final.

B. Students subject to long-term suspension and expulsion:

A student and his/her parent or guardian must be given written notice of the intention to suspend or expel and the reasons therefor, and an opportunity to appear with a representative before the ~~(-) Board (-) Superintendent~~ to answer the charges. The student and/or his/her guardian must also be provided a brief description of the student's rights and of the hearing procedure, a list of the witnesses who will provide testimony to the ~~(-) Board (-) Superintendent~~, and a summary of the facts to which the witnesses will testify. At the student's request, the hearing may be private; ~~[SELECT ONLY IF HEARING IS BY THE BOARD] (-) but the (-) Board (-) Superintendent~~ must act publicly. The Board shall act on any appeal, which must be submitted in writing, to an expulsion, to a request for reinstatement, or to a request for admission after being permanently expelled from another district (Policy 5610).

In determining whether disciplinary action set forth in this policy is to be implemented, District Administrators shall use a preponderance of evidence standard. Further, any individual charged with making a disciplinary determination under this policy shall retain all documents, electronically stored information ("ESI"), and electronic media (as defined in Policy 8315 - Information Management (i.e. "Litigation Hold")) created and/or received as part of an investigation.

The documents, ESI, and electronic media (as defined in Policy 8315) retained may include public records and records exempt from disclosure under Federal (e.g., FERPA, ADA) and/or State law (e.g., R.C. 3319.321) – e.g., student records and confidential medical records.

The documents, ESI, and electronic media (as defined in Policy 8315) shall be retained in accordance with Policy 8310, Policy 8315, Policy 8320, and Policy 8330 for not less than three (3) years, but longer if required by the District's records retention schedule.

~~The Superintendent shall establish procedures so that all members of the staff use the above guidelines when dealing with students. In addition, this statement of due process rights is to be placed in all student handbooks in a manner that will facilitate understanding by students and their parents.~~

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Book	Policy Manual
Section	Policies for Board
Title	AUTHORIZATION TO ACCEPT AND DISTRIBUTE ELECTRONIC RECORDS AND TO USE ELECTRONIC SIGNATURES
Code	po6107
Status	First reading
Adopted	February 5, 2014
Last Reviewed	January 6, 2021

6107 - AUTHORIZATION TO ACCEPT AND DISTRIBUTE ELECTRONIC RECORDS AND TO USE ELECTRONIC SIGNATURES

Unless a provision of law specifically prohibits the use of an electronic record for the specified purpose, the Board of Education authorizes the acceptance and distribution/transmission of electronic records and electronic signatures to and from District staff and other persons, as well as between District staff members. The Board further authorizes District staff to create, generate, send, communicate, receive, store, process, use, and rely upon electronic records and electronic signatures. The Superintendent shall put in place measures to protect the integrity, security, and accessibility of electronic signatures and electronic records to comply with mandates of State and Federal agencies or programs, including Medicaid.

All District staff shall comply with all provisions of the Uniform Electronic Transaction Act when creating, generating, sending, communicating, receiving, storing, processing, using, and relying upon electronic records. Further, all District staff and other persons who use electronic signatures when completing transactions with the Board shall do so in compliance with State law.

The Superintendent is authorized to develop administrative guidelines concerning the acceptance and distribution/transmission of electronic records and electronic signatures. After giving due consideration to security, the Superintendent may specify the following:

- A. The manner and format in which the electronic records must be created, generated, sent, communicated, received, and stored, and the systems established for those purposes.
- B. If electronic records must be signed by electronic means, the type of electronic signature that is required, the manner and format in which the electronic signature must be affixed to the electronic record, and the identity of, or criteria that must be met by any third party used by a person filing a document to facilitate the process.
- C. Control processes and procedures as appropriate to provide for adequate preservation, disposition, integrity, security, confidentiality, and auditability of electronic records.
- D. Any other required attributes for electronic records that are specified for nonelectronic records or reasonably necessary under the circumstances.

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Legal	15 U.S.C. 7001 et seq M.C.L. 450.831-450.849
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Book	Policy Manual
Section	Policies for Board
Title	PAYROLL DEDUCTIONS
Code	po6520
Status	First reading
Adopted	February 5, 2014
Last Revised	February 5, 2014
Last Reviewed	January 6, 2021

6520 - PAYROLL DEDUCTIONS

The Board authorizes in accordance with the provisions of law or upon proper authorization on the appropriate form that deductions be made from an employee's paycheck form for the following purposes:

- A. Federal and State income tax
- B. Social Security
- C. Municipal income tax
- D. Public School Employees Retirement System
- E. Michigan Public School Employment Retirement System (MPSERS) Tax Deferred Payment (TDP) plan
- F. Section 125 deductions (cafeteria plans)
- G. U.S. Savings Bonds
- H. direct deposit in a chartered credit union and/or bank
- I. contributions to charitable corporations, not-for-profit, and community fund organizations
- J. payment of group insurance premiums for a plan in which at least ten percent (10%) of the District employees participate
- K. payment for benefits of part-time employees who elect to participate in benefits provided to full-time staff
- L. court-ordered judgments

To the extent permitted by law and in accordance with the procedures set forth below, the Board of Education declares its willingness to enter into an agreement with any of its employees whereby the employee agrees to take a reduction in salary with respect to amounts earned after the effective date of such agreement in return for the Board's agreement to use a corresponding amount to purchase an annuity for such employee (or group of employees desiring the same annuity company) from any company authorized to transact the business as specified in law in accordance with Section 403(b) and 457(b) of the Internal Revenue Code, and in accordance with the District's administrative guidelines. However, it shall be clearly understood that the Board's only function shall be the deduction and remittance of employee funds.

In any case, where the employee designates the agent, broker or company through whom the Board shall arrange for the placement or purchase of the tax-sheltered annuity, the agent, broker or company must execute a reasonable service agreement, an information-sharing agreement, and/or other similar agreements as determined at the discretion of the District. The service agreement shall include a provision that protects, indemnifies, and holds the District harmless from any liability attendant to procuring the annuity in accordance with provisions of the Internal Revenue Code and other applicable Federal or

State law.

~~The agent, broker or company must be designated by a number of employees equal to at least one percent (1%) of the Board's full-time employees or at least five (5) employees, whichever is greater (except under no circumstances shall the agent, broker or company need to be designated by more than fifty (50) employees).~~

~~The Board may waive this requirement for new employees who have already purchased annuities from an agent, broker or company, not utilized by current employees in the District, while the individuals were employed by another public entity.~~

The Board may limit the number of participating providers and select approved providers.

The Board, by providing employees with payroll deduction services for annuities and tax-deferred compensation plans, is not providing any financial advice to employees and is not vouching for the suitability of any investment or any annuity provider. The District assumes no responsibility or liability for any investment decisions or losses with respect to employee annuity purchases.

Said agreement shall comply with all of the provisions of law and may be terminated as said law provides upon notice in writing by either party. Employees shall notify the Superintendent's Office in writing if they wish to participate in such a program.

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M.C.L. 380.1224, 408.477; 423.210 (2012 P.A. 53)

M.E.A. v. Secretary of State, (on rehearing) 489 Mich. 104 (2011)

Mich. OAG 7187 (2006)

Book	Policy Manual
Section	Policies for Board
Title	SCHOOL CALENDAR
Code	po8210
Status	First reading
Adopted	February 23, 1996
Last Revised	November 6, 2019
Last Reviewed	January 6, 2021

8210 - SCHOOL CALENDAR

The Board of Education shall ensure that its school calendar complies with the common calendar adopted by the [Van Buren Intermediate School District \(ISD\)](#), unless the District is statutorily exempt from this requirement or receives a waiver from the Superintendent of Public Instruction in compliance with State law. The common calendar will identify the specific dates for each school year when school will not be in session for at least a winter holiday break, and a spring break for at least the next five (5) school years, and may further describe them more generally for subsequent school years as long as the dates can be readily determined. This calendar shall be posted on the District's web site and distributed to the District's constituents. The calendar shall provide for the instructional program of the schools, for orderly educational planning, and for the efficient operation of the District.

The Board shall determine annually the total number of days when the schools will be in session for instructional purposes. To avoid withholding of State-school aid payments, the number of days and number of hours will be in accordance with statute. The Board shall ensure that school is not in session before Labor Day, unless the District is statutorily exempt from this requirement or receives a waiver from the Superintendent of Public Instruction in compliance with State law.

A school session shall not be held on the following public holidays in Michigan Public Schools: January 1st, New Year's Day; the last Monday of May, Memorial or Decoration Day; July 4th, Independence Day; the first Monday in September, Labor Day; the fourth Thursday of November, Thanksgiving Day; and December 25th, Christmas Day.

If one (1) of these days falls on Sunday, the Monday following shall be a public holiday in the public schools.

The District shall provide at least 1,098 hours during 180 days of student instruction per school year, unless it obtains a waiver from this requirement.

The District's Superintendent is authorized to work with the Intermediate School District on the development of a common calendar for all of the districts in the ISD.

No more than six (6) days of student instruction lost due to conditions not within the control of the District (e.g., severe storms, fires, epidemics, and health conditions), can be counted as a part of the required minimum hours/days of instruction. With the approval of the Superintendent of Public Instruction, not more than three (3) additional days or the equivalent number of additional hours for which instruction is not provided due to unusual and extenuating occurrences resulting from conditions not within the control of school authorities (such as those conditions described above) shall be counted. Hours lost due to strikes by District staff or to teacher conferences, [unless approved as qualifying professional development in accordance with State law](#), shall not be counted as hours of instruction.

The Superintendent shall certify to the Department of Education by no later than August 1st of each year, the number of hours of student instruction during the previous school year.

A.C. Rule R340.10 et seq.

[Reference: Pupil Accounting Manual 2019-2020, Michigan Department of Education](#)

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M.C.L. 380.1284, 380.1284a, 380.1284b

M.C.L. 380.1175, 388.1701

A.C. Rule R340.10 et seq.

Reference: Pupil Accounting Manual 2019-2020, Michigan Department of Education

Book	Policy Manual
Section	Policies for Board
Title	STUDENT ABUSE AND NEGLECT
Code	po8462
Status	First reading
Adopted	February 23, 1996
Last Revised	April 12, 2017
Last Reviewed	January 6, 2021

8462 - STUDENT ABUSE AND NEGLECT

The Board of Education is concerned with the physical and mental well-being of the students of this District and will cooperate in the identification and reporting of cases of child abuse or neglect in accordance with law.

Each professional staff member employed by this District and all other persons employed by this District who are mandatory reporters under the law who has reasonable cause to suspect child abuse or neglect shall be responsible for reporting immediately every case, whether ascertained or suspected, of abuse or neglect resulting in physical or mental injury to a student by other than accidental means.

The professional staff member or other mandatory reporter or appropriate administrator in the presence of the staff member

~~(-) or appropriate administrator in the presence of the staff member~~

shall immediately ~~call the local office of the Family Independence Agency contact~~ contact Michigan Department of Health and Human Services (MDHHS) Centralized Intake notify the local office of the Central Registry of the Michigan Department of Health and Human Services (MDHHS) Family Independence Agency, by telephone, or, if available, through the online reporting system, of the suspected child abuse or child neglect. If an oral report is made by telephone, the reporting person shall file a written report within seventy-two (72) hours of making the oral report as required by the Child Protection Law.

~~(-) and shall secure prompt medical attention for any such injuries reported.~~

S/He shall also notify the appropriate administrator according to the District's Reporting Procedure for Student Abuse or Neglect.

Any support staff member who has reasonable cause to suspect child abuse or neglect shall immediately report any such case to the principal or his/her supervisor

~~(-) the principal
 (-) his/her supervisor~~

who shall, in turn, immediately ~~contact notify the Central Registry of the Michigan Department of Health and Human Services (MDHHS) Centralized Intake Family Independence Agency. by telephone, or, if available, through the online reporting system, of the suspected child abuse or child neglect. If an oral report is made by telephone, the reporting person shall file a written report within seventy-two (72) hours of making the oral report as required by the Child Protection Law.~~

S/He shall also notify the appropriate administrator according to the District's Reporting Procedure for Student Abuse or Neglect.

The identity of the reporting person shall be confidential, subject only to disclosure by consent or court order. A reporting staff member shall not be dismissed or otherwise penalized for making a report of child abuse or neglect.

Information concerning alleged child abuse is confidential. Any unauthorized disclosure by an official or employee of the District is a violation of the law and subjects the disseminator to civil liability for resulting damages.

Each principal should be mindful of the possibility of physical or mental abuse being inflicted on a student by a staff member. Any such instances, whether real or alleged, should be dealt with in accordance with the administrative guidelines established by the Superintendent.

~~†~~The Board authorizes the Superintendent to develop a protocol that addresses the prevention of sexual abuse of children. The protocol shall include at least the:

- A. age-appropriate, evidence-based curriculum and instruction for students in grades pre-K to 5 concerning child sexual abuse awareness and prevention;~~†~~
- B. ~~†~~ training for school personnel on child sexual abuse, including, but not limited to, training on supportive, appropriate response to disclosure of abuse;~~†~~
- C. ~~†~~ providing educational information to parents or guardians on the warning signs of a child being sexually abused and information on needed assistance, referral, or resources;~~†~~

This information may be provided in the student handbook that is distributed to students, parents, and guardians.

- D. available counseling and resources for students affected by sexual abuse;~~†~~
- E. emotional and educational support for a student affected by sexual abuse to allow the student to continue to be successful in school;~~†~~
- F. ~~†~~ a review of the system that is in place in the District to education and support personnel who are required to report child abuse or neglect under Section 3 of the Child Protection Law, 1975 PA 238, M.C.L. 722.6223, and the process in place for making those mandatory reports.

This review should include an analysis of the level of compliance with the mandatory reporting requirements and suggestions to improve compliance.

M.C.L. 380.1505, 722.621 et seq.

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M.C.L. 380.1505, 722.621 et seq.

DATE: JANUARY 6, 2021
TO: BOARD OF EDUCATION
FROM: JEFFREY C. MILLS, SUPERINTENDENT
SUBJECT: APPROVAL STAFF PAY ADJUSTMENTS

As was discussed in our board work session on December 11, we have made mid-year adjustments for staff member contracts to recognize their extra work efforts and to keep up with market conditions. With the current state of the economy, staff shortages throughout the state, and additional work involved with COVID related items, I would like to recommend the following pay adjustments.

Administrative team adjustments:

Provide a \$300 one-time stipend for the entire administrative team (Directors, Building Administrators, Other Administrators), including Gary Brown, Mechele Brower, Randy Olds, Heidi Olivares, and Dawn Blum (approx. 34 staff members) for additional duties over the spring, summer and fall putting in place COVID-19 learning plans and oversight of new educational delivery models. This stipend would not apply for members receiving another adjustment in pay below. Payment would be made in last pay in January, 2021.

Technology Staff Adjustments:

Per the write up that Damian Koob shared in the board work session, the following adjustments are requested:

Provide a \$1.26 per hour increase for Lukas Enciso, Technology Site Coordinator, for all the additional work provided this past year for VBISD and local school systems. Pay effective January 1, 2021.

Provide a \$1.60 per hour increase for Drew Dolby, Associate Server/Network Systems Analyst, for taken on additional duties such as creating PC images for the locals, Ipad management, phone system management and many other supports to VBISD and locals. Pay effective January 1, 2021.

Provide a \$1,500 one-time stipend for Michael Wolfe, Server & Network Systems Analyst, for many additional duties but he was key in planning phases and the migration of the VBISD Data Center. Payment would be made in last pay in January, 2021.

Special Education Adjustments:

Provide a \$1,000 pay increase for Katy Holverstott, Director of Special Education for all her work and oversight this past spring, summer and fall. In addition, to the extra assistance in working with our local school districts. Pay effective January 1, 2021.

Provide a \$4,600 pay increase for Terry Lechenet, Transportation Supervisor, for his continue hard work, oversight of services to local districts for trainings and mechanic services, and the many activities under his supervision. Pay effective January 1, 2021.

Provide a \$1,000 pay increase to Anna Austin, Assistant Principal, Bert Goens Learning Center, for her outstanding work this past year in taking the lead in helping get the Special Education Millage approved back in March 2020. In addition, has work many extra hours in putting in place remote learning plans for staff and students over the spring, summer and fall. Pay effective January 1, 2021.

Increase the number of work days for Abby DeVisser, Supervisor, Special Education from 215 days to 220 days. Increase the number of work days for Melanie Giddings, Principal, Community-based Transition Center, from 210 days to 215 days. Effective January 1, 2021.

Van Buren Tech:

Provide a \$1,000 one-time stipend to Diana Stump, Food Services Production at Van Buren Tech. for going above and beyond during the spring, summer and fall in scheduling, plans and delivery options for students at the Bert Goens Learning Center. Payment would be made in last pay in January, 2021.

Provide a \$1,000 one-time stipend to Cindy Philip, CTE Administrator, and Tracy Johnson, Dean of Students at Van Buren Tech. This is for going above and beyond in planning for a different deliver system for Van Buren Tech programs and services. Payment would be made in last pay in January, 2021.

Provide a \$1,000 one-time stipend for Trish Kern, Administrative Assistant at Van Buren Tech, for taking on new reporting requirements and additional responsibilities for data collection and grants. Payment would be made in last pay in January, 2021.

General Fund:

Provide a \$1,000 one-time stipend to Cheryl-Marie Manson, Director of Instructional Services for all her work and oversight this past spring, summer and fall in helping create and provide group training/oversight for the extended learning plans for all the local school districts. In addition, received approval this past fall, of a five year \$360,000 AWARE grant for helping the local school systems. Payment would be made in last pay in January, 2021.

Provide a \$1,000 one-time stipend to Tom Richardson, Administrator for Business Services for all his work and oversight in transforming his department to a virtual learning format that is now the model for the state. He continues to be the main driver for wellness education for many school systems in Southwest Michigan. Payment would be made in last pay in January, 2021.

Provide a \$1,000 one-time stipend to Lise Black, Administrator for Early Childhood Programs for all her work this past school year in making adjustments for the Great Start Readiness Programs and other areas under her oversight. Payment would be made in last pay in January, 2021.

Provide a .91 cent hourly increase to Kara Duffy, Administrative Assistant, Human Resources, as requested in the Human Resources Report from Heather Visco at the board work session. Effective January 1, 2021.

RESOLVED, the Board of Education approves the staff member pay adjustments as presented with the stated effective dates listed above.

C. Approval of Stipend for T.E.A.C.H. Early Childhood Michigan
Participants **(Roll Call Vote)**

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MEMO

DATE: JANUARY 6, 2021
TO: BOARD OF EDUCATION
FROM: LISE BLACK, EARLY CARE & EDUCATION
RE: APPROVAL OF STIPEND FOR T.E.A.C.H. EARLY CHILDHOOD MICHIGAN PARTICIPANTS

BACKGROUND

T.E.A.C.H. Early Childhood Michigan is a state funded scholarship program which support individuals working on early childhood focused credentials and degrees. For several years, we have had VBISD GSRP staff that have taken advantage of this program. The obligation on the part of the VBISD ranges from verification documents, to release time, up to a small portion of the semester costs for the approved candidate. Funds come from the VBISD portion of the GSRP grant. In 2019-2020 the total ISD cost was \$415 for two staff.

One recent change in the program is a requirement that staff be given either a raise (2%) or a bonus (\$375), by the employer when they complete 9-18 credits over one T.E.A.C.H. contract year. The candidate agrees per their end to continue working for the program for another year. The GSRP grant allows the T.E.A.C.H. bonus as an approved expense.

I believe this program is an important support for building high quality staff for GSRP preschool services. It also results in staff having a good education with very significantly reduced out-of-pocket expenses.

Below is my proposal for a defined process, which if approved would be added to our VBISD GSRP Staff Handbook. It includes verbiage to allow payment of the bonus referenced above.

VBISD GSRP Support for T.E.A.C.H. Early Childhood Michigan Candidates

The Employee Agrees to:

- Notify the GSRP administration of their intent to apply for T.E.A.C.H. and identify what program and/or school they are enrolling in.
- Complete all requirements for the T.E.A.C.H. application.

- Notify the GSRP administration when they receive their scholarship approval and their timeline for beginning participation.
- Maintain all required records and complete ongoing paperwork to maintain eligibility in the scholarship.
- Work with the designated GSRP administration to plan for weekly release time.
- Notify the GSRP administration if their plan changes significantly.

The Program Agrees to:

- Work with the employee to guide the process.
- Complete their portion of the employee’s initial application provided that:
 - there has been a discussion with sufficient information from the employee on their intended program of study, timelines, and/or plan for release time
 - the GSRP budget has sufficient funds to support the process
- Work with the employee to plan required release time as outlined in the contract
- Sign the annual contract for the employee’s participation and sponsor obligations.
- Upon receipt of an official T.E.A.C.H. invoice, pay:
 - the VBISD’s obligated share for education fees
 - the required annual T.E.A.C.H. bonus for eligible employees

Annual Sponsorship Considerations

The program will determine a maximum amount of GSRP funds it can provide for the grant year.

Staff Prioritization

- First: currently sponsored employees
- Second: new requests for sponsorship

If requests for sponsorship exceed the funding available, the GSRP administration will make a determination based on:

- Length of the employee’s service with the VBISD
- Current need of the GSRP program for specifically qualified employees (i.e. BA level lead teachers, etc.)
- Type of educational program the employee is seeking to enroll in
- Projected timeline for the employee to be involved in the scholarship process.

The program will create a waiting list if not all employees can be approved for sponsorship in a given grant year.

RECOMMENDATION

RESOLVED that the Board of Education approves the **VBISD GSRP Support for T.E.A.C.H. Early Childhood Michigan Candidates** process, including the allowance for the payment of a TEACH bonus as defined by the scholarship contract.

D. Approval of Payment for Staff Not Qualifying for the Hazard Pay Grant (**Roll Call Vote**)

120

DATE: JANUARY 6, 2021
TO: BOARD OF EDUCATION
FROM: JEFFREY C. MILLS, SUPERINTENDENT
SUBJECT: APPROVAL OF PAYMENT FOR STAFF MEMBERS NOT QUALIFYING FOR THE HAZARD PAY GRANT

At our board work session on December 11, I discussed with you the opportunity to provide staff members that did not fall under the guidance of the hazard pay grant for educators the opportunity to receive up to \$250 (based on the same amount that will be given to support staff in February/March 2021, which could be adjusted slightly depending on the eligible numbers throughout the state). This payment will be made available to those staff members both union and non-union members that will not be receiving any adjustments/stipends as per potential other salary adjustments taken to the board for approval on January 6th. Effective date of payment will be made after district is aware of the actual payment made by the state to eligible employees, sometime in February/March 2021.

In order for staff to be eligible, they will need to sign the attached 5734 Michigan Department of Treasury form that they performed the duties as listed on this form under the “School Support Staff – Eligibility Requirements”.

Therefore, I recommend the following resolution.

***RESOLVED*, the Board of Education approves the payment, not to exceed \$250 per employee, for staff members not qualifying for the hazard pay grant.**

Teacher and School Support Staff COVID-19 Grants Certification

Issued under authority of Public Act 166 of 2020, Article 5.

This form is to be used by classroom teachers and school support staff to certify eligibility for the COVID-19 Grants Program funding made available for eligible K-12 classroom teachers and school support staff employed by or assigned to regularly and continuously work under contract in a public school operated by the district or in a nonprofit nonpublic school subject to the eligibility requirements. Read the attached instructions before completing the application. Certifications must be submitted to the School District or Nonprofit Nonpublic School no later than December 4, 2020. **This form is not to be sent to the Michigan Department of Treasury. Please pay particular attention to accurately including the residency address and social security number.**

PART 1: BACKGROUND INFORMATION				
Local School District Name or Nonprofit Nonpublic School Name			Intermediate School District Name (if applicable)	
Requestor's First Name		Requestor's Last Name		Requestor's E-mail Address
Mailing Address			City	State ZIP Code
Requestor's Social Security Number			Personal Identification Code (According to the Registry of Educational Personnel "REP")	
PART 2a: CLASSROOM TEACHER CLASSIFICATION (See instructions for Eligibility Status)				
Are you an eligible "Classroom Teacher" applying for the Teacher COVID-19 Grant?				
<input type="checkbox"/> Yes <input type="checkbox"/> No				
If you answered "Yes," please complete Section 3a to certify you meet all the grant requirements.				
If you checked "No," see Section 2b.				
PART 2b: SCHOOL SUPPORT STAFF CLASSIFICATION (See instructions for Eligibility Status)				
Are you eligible "School Support Staff" applying for the School Support COVID-19 Grant?				
<input type="checkbox"/> Yes <input type="checkbox"/> No				
If you answered "Yes," please complete Section 3b to certify you meet all the grant requirements.				
If you checked "No" for both Sections 2a and 2b, visit www.michigan.gov/TSSC19Grants for the Teacher and School Support COVID-19 Grant eligibility requirements.				
PART 3a: AFFIRMATION OF GRANT ELIGIBILITY REQUIREMENTS - CLASSROOM TEACHER (Check each box to verify all requirements below are met)				
<input type="checkbox"/> Prior to the issuance of Executive Order 2020-35 on April 2, 2020, I performed at least 75% of my standard instructional workload in a brick and mortar classroom at a district or nonprofit nonpublic school				
<input type="checkbox"/> After issuance of Executive Order 2020-35 on April 2, 2020, I developed tools and methods to deliver distance learning, take-home packets, or other methods described in the district or nonprofit nonpublic school's continuity of learning plan				
<input type="checkbox"/> I worked additional time spent outside of normal working hours, experienced hazardous conditions, or incurred additional costs related to ensuring students could effectively participate in the school's continuity of learning plan				
PART 3b: AFFIRMATION OF GRANT ELIGIBILITY REQUIREMENTS - SCHOOL SUPPORT STAFF (Check each box to verify all requirements below are met)				
<input type="checkbox"/> Prior to the issuance of Executive Order 2020-35 on April 2, 2020, I performed at least 75% of my workload in a brick and mortar school building at a district				
<input type="checkbox"/> I worked additional time spent outside of normal working hours, experienced hazardous conditions, or incurred additional costs related to ensuring students could effectively participate in the school's continuity of learning plan				
PART 4: CERTIFICATION				
<i>I hereby certify to the best of my knowledge that the information provided in this Application is true and that I am eligible to receive the above-stated COVID-19 Grant pursuant to P.A. 166 of 2020, Article 5, Section 949p or 949q.</i>				
Eligible Teacher or Support Staff Signature				Date

This form is subject to audit by the Michigan Department of Treasury. The district or nonprofit nonpublic school is required to review that the requester meets all the eligibility requirements for the Teacher COVID-19 Grant or Support Staff COVID-19 Grant. This form must be retained by the district or nonprofit nonpublic schools for 7 years.

Submit your completed application to the School District or Nonprofit Nonpublic School by the deadline listed on the application in the form and manner established by the school district or nonprofit nonpublic school.

DO NOT send this form directly to the Michigan Department of Treasury.

Instructions for Completing Form 5734, Teacher and School Support Staff COVID-19 Grants Certification

The **Teacher COVID-19 Grant** program was created by Public Act 166 of 2020 to recognize the additional time classroom teachers in a district or nonprofit nonpublic school spent outside of normal working hours and additional costs classroom teachers have incurred or experienced to provide a continuity of learning during the period of school closure in 2019-2020 as a result of the COVID-19 pandemic. The program was funded under Article 5, Section 949p for grants to eligible K-12 classroom teachers.

The **School Support COVID-19 Grant** program was created by Public Act 166 of 2020 for grants to eligible K-12 school support staff to recognize the additional time spent outside of normal working hours, hazardous conditions, and additional costs school support staff have incurred or experienced to provide services to students during the period of school closure in 2019-2020 as a result of the COVID-19 pandemic. Please note if you work for a nonprofit nonpublic school you are not eligible for this grant. The program was funded under Article 5, Section 949q for grants to eligible K-12 school support staff.

Definitions

Classroom teacher means a full-time or part-time teacher with an assigned class who provided continuity of learning to students during the 2019-2020 period of school closure that resulted from COVID-19. For the purposes of this section, classroom teacher does not include substitute teachers, para-professionals, support staff, or administrators.

School support staff means a full-time or part-time para-professional, aide, or non-instructional staff, according to the registry of educational personnel, who provided services to students during the 2019-2020 period of school closure that resulted from COVID-19. School support staff does not include substitute teachers or classroom teachers.

District means a local school district as that term is defined in section 6 of the revised school code, 1976 PA 451, MCL 380.6, or a public school academy as that term is defined in section 5 of the revised school code, 1976 PA 451, MCL 380.5.

Regularly and continuously work under contract means that term as defined in section 1230e of the revised school code, 1976 PA 451, MCL 380.1230e.

PART 1: BACKGROUND INFORMATION

Complete all fields. The district or nonprofit public school listed in the background information should be the district or nonprofit public school that identified you as an eligible grant recipient. If you work for multiple districts or nonprofit nonpublic schools, then the eligible grant recipient needs to file this form with each district or nonprofit public school that identifies the requester as an eligible grant recipient.

PART 3a: AFFIRMATION OF ELIGIBILITY – CLASSROOM TEACHER

This section is to be completed by a classroom teacher applying for the Teacher COVID-19 Grant Program provided under Article 5, Section 949p. Check all boxes that apply.

PART 3b: AFFIRMATION OF ELIGIBILITY – SCHOOL SUPPORT STAFF

This section is to be completed by school support staff applying for the School Support Staff COVID-19 Grant Program provided under Article 5, Section 949q. Check all boxes that apply.

PART 4: CERTIFICATION

Sign and date in the indicated fields. Electronic signature is acceptable.

MAILING INFORMATION

Submit your completed application to the School District or

MEMO

DATE: JANUARY 6, 2021
TO: BOARD OF EDUCATION
FROM: JEFF MILLS, SUPERINTENDENT
RE: APPROVAL OF EMPLOYMENT FOR NEW STAFF

BACKGROUND:

Due to the resignation of staff, a job opening was created in the technology department. Following is a list of new staff, their position, salary and start date. Copies of their resume(s) and interview candidate selection form(s) are attached.

RECOMMENDATION:

<u>Technology</u>	<u>Salary</u>	<u>Start Date</u>
Ryan Cox <i>District Technology Coordinator</i>	\$55,000*	02/1/2021

**Salary will be prorated due to start date, FTE or, other reasons*

RESOLVED that the Board of Education employ the staff listed above.

Attachments

INTERVIEW CANDIDATE SELECTION

Candidate: Ryan Cox

Position: District Technology Coordinator

Interview Team: Damian Koob, Director of Technology Services
Lukas Enciso, Technology Site Coordinator
Tim Hamelink, Software Support Specialist
Dan Grimm, District Technology Coordinator
Kim DeBoom, Data Support Specialist
Michael Wolfe – Network/Server Support Specialist
Gretchen Gendron – Lawrence Public Schools Superintendent

Interview Dates: December 17 and 21, 2020

Summary:

The District Technology Coordinator position became available with the departure of Nick Bryant. There were eight applicants for this position and the interview committee was unanimous in their decision to offer the position to Ryan Cox. They are confident that he is the right candidate for this position and will provide excellent customer service for Lawrence Public Schools.

Candidate Background:

Ryan has been working for Catholic Schools of Greater Kalamazoo for the past 7 years as their Technology Administrator and Technology Teacher. Ryan earned his Bachelor of Arts Degree in Early Elementary Education from Western Michigan University, as well as a Master of Arts in Education Technology from Western Michigan University. Ryan has a strong background in customer service, technology integration, and tech support and will a great asset to Lawrence Public Schools as their District Technology Coordinator.

DATE: JANUARY 6, 2021

TO: BOARD OF EDUCATION

FROM: FRANCES SAGE, BOARD PRESIDENT

SUBJECT: APPROVAL OF RETIREMENT OF SUPERINTENDENT

Per the attached letter from Superintendent Jeffrey C. Mills, dated January 6, 2021, I am recommending that the board approve the following resolution:

***RESOLVED*, the Board of Education approves the retirement of the Superintendent as proposed in the attached letter.**

January 6, 2021

Frances Sage
President
VBISD Board of Education
490 S. Paw Paw Street
Lawrence, MI 49064

Dear Frances;

After serving over 30 years in the education field and the last 21 years with Van Buren Intermediate School District, I am submitting this letter of retirement with the organization. My actual retirement date will be determined by the successful transition of a new district leader but will be no later than June 1, 2021.

My parents once told me to leave a place better than you found it. When I took over the superintendent's role in January 2005, we had approximately 375 full-time staff members and a total budget of around \$30 million. Now we have over 525 full-time members (and growing) with a total budget of \$60 million. You and the other board members have supported the many projects and opportunities presented to you over these years to create an organization that I would say is the best in the Mid-West. You have created a positive atmosphere for staff members, you have supported many building projects and remodels over the years, and you have always put students and staff members as your top priorities.

As you transition to a new leader, I will hold a special place in my heart for everything VBISD has provided for me and my family. I would not be the person I am today without the encouragement and support from you and the entire board of education. I loved coming to work each day, some snow days where a little scary, but 99% of the time it was fine. The board should be proud knowing the positive impact that you continue to have on the lives of so many people throughout Southwest Michigan. The 525 staff members are the heroes of carrying out the VBISD mission "Providing Educational Services for a Better Tomorrow". To my administration team, you are wonderful leaders who work 24/7 for the benefit of students and families. To all the staff members, THANK YOU for upholding the R.I.C.E. principles. **Respect** – for everyone, **Integrity** – when making decisions, **Compassion** – in helping people, and **Excellence** – in the services we provide.

I wish you and the entire board of education, continued success as we start the 2021 New Year.

Best regards,

Jeffrey C. Mills
Superintendent, VBISD

IV. OTHER BUSINESS

A. Adjournment

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated on the agenda."

It is the policy of the Van Buren Intermediate School District that no discriminatory practices based on race, color, religion, national origin, sex, age, height, weight, marital status, disability, genetic information or any other status covered by federal, state, or local law be allowed during any program, activity, service, or in employment. Inquiries regarding the non-discrimination policies should be directed to Barbara Matthews, Director of Finance & Operations or Dave Manson, Director of Special Education, 490 S. Paw Paw Street, Lawrence, MI 49064, 269-674-8091.