

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 August 3, 2022, beginning at 4:00 PM in the Van Buren Conference Center
490 S Paw Paw Street
Lawrence, MI 49064.

Van Buren ISD is in compliance with the Michigan Department of Health and Human Services Epidemic Order under MCL 333.2221.

The public is invited to attend the Van Buren Intermediate School District Board of Education meetings. 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, please contact Dave Manson, Superintendent at dmanson@vbisd.org.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

I. REGULAR MEETING

A. Consent Agenda - **(Roll Call Vote)**

1. Minutes

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The **ORGANIZATIONAL MEETING** of the Van Buren Intermediate School District Board of Education was held in person on **July 6, 2022**, in the Board of Education office and called to order at **4:05 PM**. The following members were present: Kent, Weiss, Sage, Faul, and Middaugh.

Faul moved to approve the following resolution:

RESOLVED, the Van Buren Intermediate Board of Education approves the election of officers to the Van Buren Intermediate School District Board of Education for 2022-2023 as follows:

President – Mary Ann Middaugh
Vice-President – Frances Sage
Treasurer – John Weiss
Secretary – Kenneth Kent
Trustee – John Faul

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

Weiss moved to approve the following resolution:

RESOLVED, that the Van Buren ISD Board of Education meeting dates for the 2022-2023 school year are approved as shown below:

July 6, 2022
August 3, 2022
September 14, 2022
October 5, 2022
November 2, 2022
December 7, 2022
January 4, 2023
February 1, 2023
March 1, 2023
April 12, 2023
May 3, 2023
June 7, 2023
July 5, 2023 - tentative

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

Kent moved to approve the following resolution:

RESOLVED, that the following firm be designated as legal counsel to the Board of Education for general and special education issues and that a retainer be paid:

**Thrun Law Firm
2900 West Road Suite 400
PO Box 2575
East Lansing, MI 48826-2575**

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

Weiss moved to approve the following resolution:

RESOLVED, the following employees/individuals are hereby authorized to sign checks written on accounts of the Van Buren Intermediate School District and electronic means using the automatic clearing house (ACH) system as outlined in Board Policy 6144.01.

**David. D. Manson
Barbara Matthews
John Weiss**

Supported by Kent. Faul – yes, Sage – yes, Weiss – yes, Faul – yes, and Middaugh – yes. Motion carried.

Kent moved to approve the following resolution:

RESOLVED, the following financial institutions are designated as depositories for VBISD funds for 2022-2023:

**Arbor Financial Credit Union
Huntington Bank
Michigan Liquid Asset Fund Plus
PNC**

Supported by Faul – yes, Kent – yes, Sage – yes, Faul – yes, and Middaugh – yes. Motion carried.

The **Regular Meeting** of the Van Buren Intermediate School District Board of Education was held in person on **July 6, 2022**, in the Board of Education office and called to order at **4:28 PM**. The following members were present: Middaugh, Kent, Weiss, Crandall, and Sage. Absent: None.

Weiss moved to approve the Consent Agenda (*June 1, 2022 Minutes; June 22, 2022, Special Meeting Minutes; Voucher Budget Summary, Imprest Summary, and Payroll Summary*). Supported by Sage. Roll call vote: Sage – yes, Faul – yes, Kent 0 yes, Weiss – yes, and Middaugh – yes. Motion carried.

Board member, Faul has been taking virtual CBA classes through MASB over the past few months. Superintendent Manson handed out MASB awards to board members.

Faul moved to approve the following resolution:

RESOLVED that the Board of Education approve Owens, Ames, and Kimball as the construction manager for the renovation of the Van Buren Tech Cosmetology Lab Construction Renovation Project, **estimated to total \$1,501,248**.

Kent supported. Roll call vote: Faul – yes, Kent – yes, Weiss – yes, Sage – yes, and Middaugh - yes. Motion carried.

Weiss moved to approve the following resolution:

RESOLVED, the VBISD Board of Education approves the increased cost of the Learning Center project, not to exceed a total project cost of **\$5,800,000**.

Concrete	Proline Concrete (Dorr, MI)	\$ 38,403.00
Metals	Builders Iron Inc. (Sparta, MI)	\$ 237,471.00
Roofing	Versatile Roofing Systems, Inc. (Grant, MI)	\$ 130,000.00
Painting	H & H Painting Company Inc. (Kalamazoo, MI)	\$ 10,000.00
Electrical	Linear Electric, Inc. (Benton Harbor, MI)	\$ 21,460.00
CM Fee	Owen-Ames Kimball	\$ 23,366.70
	TOTAL	\$ 460,700.70

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

Sage moved to approve the following resolution:

RESOLVED, the Board of Education approves a 4% pay increase and \$1,500 in board-paid annuity for Cheryl-Marie Manson retroactive to July 1, 2022.

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

Kent 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, approve the purchase of the Controlled Burn Container from Drager, Inc. for \$79,200.

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

Weiss moved to approve the following resolution:

THEREFORE, BE IT RESOLVED, that the Van Buren Intermediate School District Board of Education, upon the recommendation of the Van Buren Tech Administration, approve the posting and hiring of a full-time substitute teacher position.

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

Weiss moved to approve the following resolution:

RESOLVED, that the Board of Education accept the bid from Moss Telecom for the audio/visual equipment upgrade for the Conference Center at a total cost not to exceed \$141,076.77.

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

Faul moved to approve the following resolution:

RESOLVED that the Board of Education approves three (3) additional days per week of School Social Work services beginning on August 22, 2022.

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

Sage moved to approve the following resolution:

RESOLVED that the Board of Education approves two (2) additional days per week of Occupational Therapy services beginning on August 22, 2022.

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

Faul moved to approve the following resolution:

RESOLVED that the Board of Education approve a rate of pay at 85% of the established grant stipend for VBISD employees completing outside duties for the 32p/GSC grant. Approval to be made retroactive to June 27, 2022.

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

Weiss moved to approve the following resolution:

RESOLVED, that the Board of Education approve the employment of Sunny Hudson, Assistant Transportation Supervisor - start date 07/06/2022; Colton Janecke, IT Support Specialist – start date 07/01/2022; and Amy Paul, Regional Special Education Supervisor – start date 08/01/2022.

Supported by Faul. Voice vote. Motion carried.

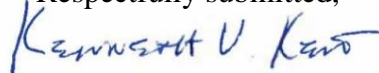
Weiss moved to approve the following resolution:

RESOLVED, that the Board of Education accept the resignation of Sondra Sutton effective 6/6/2022, Cindy Phillip effective 7/1/2022, Andrea Kelly effective 6/10/2022, Tammy Horobik effective 6/15/2022, and Lawrence Jackson effective 6/17/2022 and retirement of Cindy Kent effective 6/10/2022, Ken Mroczek, Bill Semrau and Gary Brown effective 6/30/2022.

Supported by Sage. Voice vote. Motion carried.

Meeting adjourned at 5:41 PM.

Respectfully submitted,



Kenneth Kent, Secretary
Van Buren Intermediate School District
Board of Education, Lawrence, Michigan

2. Voucher/Budget Composite & Cash Flow Summary Vouchers

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Van Buren Intermediate School District
July 2022

Imprest Fund Vouchers	\$ 2,084,781.29
Payroll Fund Vouchers	4,813,834.96
Purchasing Card Vouchers	56,998.80
EDUSTAFF ACH Payments	<u>10,858.60</u>
	\$ 6,966,473.65

Budget-to-Expenditure Comparison 21-22
June 30th, 2022

Fund	Budget	Actual & Encumbered Expenses	Unencumbered Balance	Year-to-Date Variance
General	15,806,490	14,508,216	1,298,274	1,298,274
Special Education	35,744,733	33,272,768	2,471,965	2,471,965
Career Tech Education	13,043,888	11,338,214	1,705,674	1,705,674
Food Service	143,894	86,746	57,148	57,148
Capital Projects	0	795,276	N/A	(795,276)

Career Tech Education
July 15th, 2022

Fund	Budget	Actual & Encumbered Expenses	Unencumbered Balance	Year-to-Date Variance
General	15,986,977	1,356,591	14,630,386	(690,467)
Special Education	37,037,146	2,308,580	34,728,566	(765,366)
Career Tech Education	15,684,811	1,571,469	14,113,342	(917,935)
Food Service	93,236	2,050	91,186	1,835
Capital Projects	0	0	N/A	0

Cash Flow Summary

	Ending Balance 5/31/2022	Cash Receipts	Cash Disbursements	Ending Balance 6/30/2022
General	2,364,496	7,728,352	7,193,824	2,899,024
Special Education	4,168,746	8,476,102	6,542,213	6,102,636
Career Tech Education	7,818,352	7,115,086	4,052,981	10,880,457
Student Activity Fund	33,175	0	2,582	30,593
Food Service	51,663	41,577	34,332	58,908
Capital Projects	4,710,175	3,000	282,509	4,430,665
	<u>19,146,606</u>	<u>23,364,117</u>	<u>18,108,440</u> *	<u>24,402,283</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

3. Imprest, Payroll Summary
B. Board/Superintendent Travel (**Roll Call Vote**)

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CONFERENCE ATTENDANCE

Superintendent/Board of Education

August 3, 2022

Pre-Approval

NAME	DATES	LOCATION	ESTIMATED COST
Kenneth Kent	August 19-21, 2022	MASB Summer Institute 2022 Delta Marriott – Muskegon, MI	\$ 1325.00

Post Approval

			COST

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

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

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VBISD

Respect • Integrity • Compassion • Excellence

Date: August 3, 2022
To: Board of Education
From: David D. Manson, Superintendent

Subject: Superintendent Update

Administrative Retreat: (Staff Relations, Business & Finance, Instructional Leadership)

This year's administrative retreat will be held at the conference center on August 12th and broken down into two sessions (AM and PM) with half of the administrative team assigned to the morning and half to the afternoon. The majority of the session will involve VBISD employees participating in an interactive conversation/Q & A regarding the District Improvement Planning goal and proposed strategies. See the agenda below.

8-8:30a - Breakfast with AM Staff Panel

8:30-9:30a - Staff Panel

9:30-10:15a - Staff Panel Debrief

10:15-10:30a - Break

10:30-11a - Human Resources Updates

11-11:45a - Emergency Management updates and tabletop exercise

11:45a-12:15p - LUNCH with Full Administrative Team and PM Staff Panel

12:15-1:15p - Staff Panel

1:15p-2p - Staff Panel Debrief

2-2:15p - Break

2:15-2:45p - Human Resources Updates

2:45-3:30p - Emergency Management updates and tabletop exercise

Learning Center Building Update: (Governance & Board Relations, Staff Relations, Business & Finance, Instructional Leadership)

The Learning Center renovations are well underway and should be completed before the start of the 2023-24 school year. This school year will be challenging for students and staff as they adjust to working in a building that is under construction. Feel free to stop by anytime and check out the progress.



Annual 66th District Elected Officials Summer Update: (Governance & Board Relations, Community Relations, Business & Finance)

On July 25th, Representative Beth Griffin hosted her annual update which included Senator Aric Nesbitt and Representative Pauline Wendzel. Several topics were covered including a) the transition of Palisades from Entergy to Holtec, b) a review of the fiscal year 23 state budget, c) updates from Consumers Energy, d) reports from Market Van Buren relating to economic development, e) a presentation from the Michigan Department of Environment, Great Lakes, and Energy (EGLE) on Hartford's Municipal Water Project and f) legislative updates from Senator Nesbitt and Representative Griffin.

C. Department Updates
1. Human Resources

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MEMO

DATE: AUGUST 3, 2022
TO: BOARD OF EDUCATION
FROM: BRITANI OLDS, ADMINISTRATOR FOR HUMAN RESOURCES
RE: HUMAN RESOURCES UPDATE

HUMAN RESOURCES UPDATE - (Level of Professional Awareness, Communication Skills, Resourcefulness, Creativity, and Innovativeness, Professional Preparation, Decision Maker, Planner, and Organizer.)

General Updates:

Shout out to Kara Duffy for completing the Registry of Educational Personnel Report (REP)! It was submitted ahead of the deadline with no issues.

It continues to be a busy time as we hire throughout the district. We continue to onboard new employees to make sure they are ready to go for the start of the new school year and we will continue to reach out as we receive notifications of offers. A huge thank you to Jodi Sower for making sure the new hire onboarding scheduling and paperwork run smoothly!

Transportation Job Fair Update:

On Wednesday, July 20th, we hosted a Transportation Job Fair in partnership with Hoekstra. They provided marketing materials, lunch for those attending the job fair as well as two \$100 gas gift cards for a drawing for anyone who attended, completed an application and test drove a bus. Those that attended started outside of transportation getting some goodies, they came inside to register and get their ticket for a chance to win the gas gift cards. The HR team then assisted them with their application and then we had them complete an interview. Once the



interview was completed we took them outside to test drive the bus with Sunny Hudson! We wanted to provide an end-to-end process for each person to get the most out of the job fair. We had a total of six people attend, which may not seem like a lot but relative to other job fairs happening in the area as well as eight openings it is a huge win for transportation. A big thank you to Hoekstra for their amazing partnership, Terry Lechenet, and the transportation employees who assisted throughout the day to make the job fair run smoothly!

Unified Talent & Records System Updates:

During the last board meeting, I wasn't sure when we would be kicking off Records as we had just finished configuring and signing off on Unified Talent (Applicant Tracking System). I was excited when they reached out to me pretty immediately! We had our kick-off call for Records on July 15th, which gives new hires a smooth automated online onboarding experience. This will help us towards our goal of being paper free and providing an even better candidate and new hire experience! We are expected to have everything configured by September, which is perfect timing to launch both the new applicant tracking system as well as this together for a streamlined end-to-end solution. This is just part of what Records has to offer, but the new hires are our main focus for this phase. With this transition, we have been looking at our entire process. One item we would like to discuss removing is the new hire summary that is sent along with the employment of new staff memo and resume. There are some inconsistencies with the generation of these summaries and it will become even more manual once we fully transition to the new system. We will continue to provide the new hire's name, title, salary, and start date along with attaching the resume to provide the new hire's background.

House Bill 4375 Update:

HB 4375 was signed by the Governor on July 25th. I have highlighted some of the biggest changes. Under the legislation, retirees are eligible to return to work after 9 months. Once the 9-month sit-out period is complete, a person can come back to work in any position, for any duration, and at any level of compensation. The legislation protects retirees who are currently working.

MEMO

DATE: AUGUST 3, 2022
TO: BOARD OF EDUCATION
FROM: BARBARA MATTHEWS, DIRECTOR OF FINANCE & OPERATIONS
RE: FINANCE & OPERATIONS UPDATE

Updates (2, 4, 5, 8, 9, 10,11,15,19)

- As mentioned last month, the Michigan Department of Education, Office of Special Education (MDE OSE) is performing an off-site targeted Program Fiscal Review. We were selected for this review because we are a sub-recipient of federal IDEA grants and MDE OSE is required to monitor their sub-recipients. The review of our 2020-21 Special Education Actual Cost Report, SE-4096; the Transportation has begun. We have furnished several documents and have met virtually to answer questions. The next steps should be for the consultant to summarize their review and meet with us to discuss the results.

- When Kalamazoo RESA decided to discontinue supporting their Mi-Suite software, they also intended to end their contract with Workforce. Workforce is the supplier of the time and attendance system we have been using for the last 12 years. Currently, that contract is slated to end on June 30, 2023. This means we are now in the market to find a new vendor for a time and attendance system. We hope to have a vendor selected within the next couple of months so we can start an early implementation.

Memorandum

Date:	August 2022
To:	VBISD Board of Education
From:	Cheryl-Marie A. Manson <i>Director of Instructional Services</i>
Subject:	Instructional Services Monthly Update



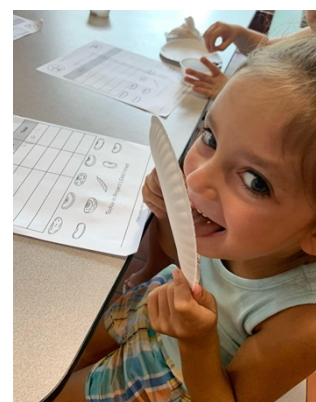
Mental Health Services

Lissette Mira-Amaya has worked in the field of Behavioral Health since 1982 and is currently a Mental Health Clinician at the Van Buren Intermediate School District. She has experience as a clinician, an administrator, and a consultant. Lissette is a tireless advocate for those in need and promotes respectful and culturally competent services. She believes that with the proper support everyone can flourish. Lissette is originally from Nicaragua and completed her Bachelor's and Master's degrees at Western Michigan University.



One of Lissette's many gifts is that she is bicultural. She has been able to use this gift over the summer at the VBISD Migrant Program. This work has included seeing several students individually as well as consulting with teachers for additional support. This is the first year that we have included this as a service for this program and hope to continue to do so in the future.

Direct Education Update: June was a busy month as our educators turned their attention from their school year curriculum and instruction toward summer programming. During this time, they worked with local district staff to determine a schedule that met the needs and requirements of the district summer schools as well as maintaining the fidelity of Project L.E.A.N. programming. For the summer, we hired a temporary educator who has been trained and supported by our team.



We have finished rounding out this area of our department by adding three additional Project L.E.A.N. educators. We are officially fully staffed now.

During the month of June, 23 classrooms were taught by Project Lean staff with a total of 415 students.

Bangor Migrant - Kindergarten - Miss S. shared about the 5 food groups and exercising with the exercise dice.



Bert Goens Learning Center- student was trying “reggie veggie” for the first time.

Adult Education

Despite our late start in working with adult education, we were able to make the year-end target dates working from February 2023 to June 2023. In the chart below you can see our target numbers as well as our actual numbers. We are looking forward to growing and developing this valuable program further in the upcoming school year.

WIOA Learners 2021-2022	Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4	YTD	Target Variance	%
# of Enrolled in ESL of SWMI	130	39	33	18	18	108	-22	83%
# of Enrolled in EW2S	25	13	5	1	4	23	-2	92%
# of learners contacted	150	51	38	18	92	199	49	133%
# of Navigation hours	700	124	137	117	328.00	706.00	6.00	101%
# of Instructional hours	7000	2,064.25	2,472	2,667.5	2,246.0	9449.75	2449.75	135%

ESL: English as a Second Language

EW2S: Expressway to Success (Adult Basic Education)

Upcoming Events

8/24 8-3:30 Mix & Mingle '22 @ Paw Paw High School

9/28 8-3:30 Elementary Multi-Tiered Systems of Support County Training @ VBISD
Conference Center

9/29 8-3:30 Secondary Multi-Tiered Systems of Support County Training @VBISD Conference
Center

10/3 8-3:30 Whole Child Summit @VBISD Conference Center

MEMO

DATE: AUGUST 3, 2022
TO: BOARD OF
EDUCATION
FROM: KATY HOLVERSTOTT
RE: SPECIAL EDUCATION UPDATE



VBISD Special Education Department:
Serving kindness and quality since 1960

Key Dates *Leadership, Level of Professional Awareness, Communication Skills, Planner & Organizer, Community Relations*

- August 4, 2022
 - Back to School Bonanza, 4:00 to 6:00 p.m.
- August 7 to 10, 2022
 - Michigan Association of Administrators of Special Education Summer Institute
- August 17, 2022
 - VBISD School Discipline Symposium with Thrun Law Firm
- August 22, 2022
 - First Day Back for Staff
- August 23, 2022
 - Early Childhood Central Hub Open House, 4:00 to 6:00 p.m.
- August 24, 2022
 - Early Childhood East & West Hub Open House, 4:00 to 6:00 p.m.
 - Bert Goens Learning Center Open House, 5:00 to 6:00 p.m.
 - Maple Creek Education Center Open House, 5:00 to 6:00 p.m.
 - Community-based Transition Center New Student Picnic, 5:30 to 7:00 p.m.
- August 29, 2022: First Day Back for Students

See also [VBISD SE 2022-2023 Calendar](#)

Hello New School Year! *Leadership, Level of Professional Awareness, Professional Standards & Ethics, Communication Skills, Planner & Organizer, Supervisor, Faculty & Staff Personnel, Student Achievement*

The lessons learned from last school year were used to extend and refine goals for the new school year. These new goals are broadly defined as follows:

- Improve Student Outcomes
- Promote Equity and Kindness

- Restore and Support

To measure progress, several sources of data will be used across our programs and regions to measure student outcomes. The promotion of equity, kindness, restoration, and support is more difficult to measure than student achievement but products of this work will show up in parent, student, and staff surveys as well as the culture and climate of our buildings.

To help achieve these goals, each program and region will define activities and the 2022-2023 Professional Learning Plan will provide training on related topics. Below is a list of the professional learning offerings planned for this year.

- The Migratory Farm Family: Facts & Myths
 - Presented by Angie Guterrez, VBISD Whole Child Services
- Ableism 102: Next Steps in Dismantling Ableism
 - Presented by Max Horobik, Disability Network
- LGBTQ+ Safe Schools Workshop
 - Presented by MaryJo Schnell, OutCenter
- Tools for Resiliency
 - Presented by Dr. Marti & Jenny Opdycke, SWMI Health Matters
- Mindfulness & Yoga for Pain Management
 - Presented by Caitlin Brown, Mindful Detroit
- Differentiating Trauma from Disability
 - Presented by Dr. Stephanie Grant, Developmental Enhancement Behavioral Health

As requested by staff, two social opportunities have been built into the calendar, as well as more time for program development to focus on improving student outcomes. For the detailed Professional Learning Plan, click [here](#).

Staffing Leadership, Level of Professional Awareness, Supervisor, Planner & Organizer, Supervisor, Faculty & Staff Personnel

Special Education Administrators have been working all summer to secure adequate staffing for the new school year. Below are details of where the Special Education Department stands.

- Special Education Administration:
 - Two new regional supervisors have been hired. The Department welcomes Callie Campbell and Amy Paul, who will be Regional Supervisors of Special Education for Bangor and Covert, Bloomingdale and Gobles (respectively).

Staffing (continued)

- Program Staff:
 - The CTC is searching for one Program Assistant.
 - The Learning Center has restructured to program for higher caseloads of our youngest and oldest students and is searching for one Special Education Teacher and six Program Assistants.
 - The Early Childhood Department is fully staffed except for a part-time School Social Worker.
 - Maple Creek lost many staff this spring due to openings on the Bridge Team and is seeking to hire one Special Education Teacher, three Specialists, and two Program Assistants.
 - After months of searching and one false start, a new Educational Audiologist was hired.
- Local District Assigned Ancillary Staff
 - Assignments for our Speech and Language Pathologists have shifted due to retirement and work reductions, and as a result, we need a Speech Pathologist to provide service to students in Hartford.
 - The part-time Occupational Therapist position has been filled.
 - School Social Work positions are filled except for the program opening mentioned above.
 - The Bridge Team is searching for one Intervention Specialist.
 - Searching for a School Psychologist.*

*Note about the School Psychologist opening: A School Psychologist was found to replace days lost due to retirement. Given the shortage of School Psychologists, it is requested that the Board approve four additional days of school psychology service and hire the qualified candidate proposed as a resolution in this month's board report.

Discipline & Students with Disabilities Leadership, Level of Professional Awareness, Professional Standards & Ethics, Policy Implementer, Crisis Manager

Starting in Fall 2021, there was a spike in discipline issues and extreme pressure from parents and community members for school administrators to act quickly and with conviction. Discipline decisions are never easy, and given the number of legal issues related to disciplining students with disabilities, it's very difficult to navigate these decisions. To support the field, there is new federal guidance (click [here](#)) recently released from the Department of Education's Office for Civil Rights (OCR) and Office of Special Education and Rehabilitative Services (OSERS) to meet the needs of students with disabilities and to avoid the discriminatory use of student discipline.

Discipline & Students with Disabilities (continued)

Locally, we are addressing this issue with training provided by Jennifer Starlin from Thrun Law Firm that details required procedures as well as a panel discussion with members of the Galesburg-Augusta administrative team to describe their approach to using alternatives to suspension and expulsion. Click here for the [flyer](#) and to [register](#).



Bus Safety Leadership, Level of Professional Awareness, Planner & Organizer, Crisis Manager

Consistent with discipline issues in the schools, there is an uptick in discipline issues on our buses. To ensure safety and effective management of behavior on the buses, VBISD bus drivers and bus attendants receive training at the beginning of the school year and across the school year. In addition, bus cameras are used to monitor safety and to make informed discipline decisions.

At this time, the Transportation Department needs six video recording systems (bus cameras and software) to ensure appropriate surveillance to promote safety on VBISD school buses. A request for the approval of this purchase is included in this report.

Students Served & Achievement Leadership, Level of Professional Awareness, Professional Standards & Ethics, Communication Skills, Supervisor, Evaluator, Faculty & Staff Personnel, Community Relations, Student Achievement

Each summer, summative information is collected to reflect on who from the member districts the VBISD Special Education Programs served and the effectiveness of our teachers, of which 40 percent is dependent upon student achievement.

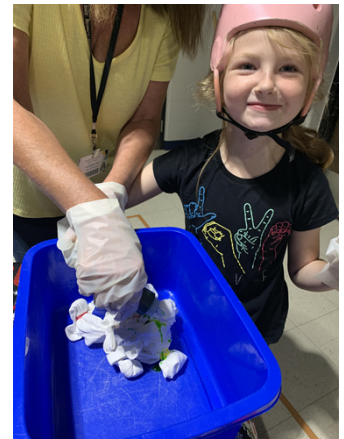
Below is a chart describing the end-of-year VBISD Special Education Program teacher ratings.

2021-2022 VBISD Special Education Program Teacher Effectiveness Ratings (40% are based on student achievement)	
Percent of Teachers Earning a Rating of “Highly Effective”	55%
Percent of Teachers Earning a Rating of “Effective”	42%
Percent of Teachers Earning a Rating of “Minimally Effective”	3%
Percent of Teachers Earning a Rating of “Not Effective”	0%

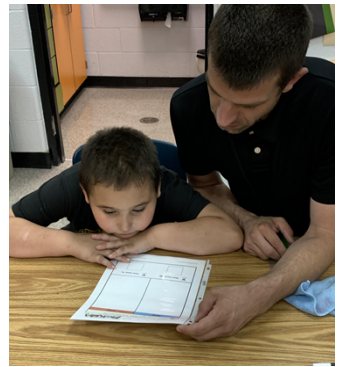
Below is a chart describing the number and percentage of member districts that participated in VBISD Special Education Programs. These data are also shared with member school districts.

2021-2022 Participation Per District Per VBISD Program (Total Number / Percentage)					
Member District	Maple Creek Education Center	Bert Goens Learning Center	Community-based Transition Center	Early Childhood Special Education (Preschool)	Early On/ Early Intervention (Birth to 3)
Bangor	9 / 14%	10 / 11%	9 / 11%	10 / 12%	30 / 15%
Bloomington	1 / 1.5%	11 / 12%	7 / 8%	8 / 9%	21 / 10%
Covert	1 / 1.5%	3 / 3%	4 / 5%	6 / 7%	6 / 3%
Decatur	5 / 8%	8 / 9%	9 / 11%	5 / 6%	9 / 4%
Gobles	3 / 5%	6 / 6%	3 / 3.5%	5 / 6%	8 / 4%
Hartford	6 / 10%	6 / 6%	5 / 5.5%	4 / 5%	17 / 8%
Lawrence	3 / 5%	5 / 5%	9 / 11%	5 / 6%	16 / 8%
Lawton	9 / 14%	11 / 12%	9 / 11%	1 / 1%	7 / 3%
Mattawan	9 / 14%	10 / 10%	17 / 20%	18 / 21%	41 / 20%
Paw Paw	13 / 21%	11 / 12%	8 / 9%	12 / 14%	20 / 10%
South Haven	4 / 6%	12 / 13%	4 / 5%	12 / 14%	31 / 15%
TOTAL:	63	93	84	86	206

Summer School 2022! Supervisor, Student Achievement



For fun, below are photos of our students enjoying the summer school program at the Bert Goens Learning Center.



MEMO

DATE: AUGUST 3, 2022
TO: BOARD OF EDUCATION
FROM: ROBERT SMITH, DIRECTOR
RE: CAREER & TECHNICAL EDUCATION BOARD UPDATE

217 CORWIN MEADOWS OPEN HOUSE (1,4,5,8,9,10,11,16,18,19)

Van Buren Tech's offsite Construction Trades program has completed the student-built home located at 217 Corwin Meadows Drive and it is now ready for sale. On Thursday, July 21st, and Sunday, July 24th, VB Tech hosted two community open house events for the home, where interested buyers could tour the home and pick up additional information about the home and the sale process. The sale of the home will follow a sealed bid, silent auction process, where interested buyers will submit their lowest bid, along with their highest bid. The auction will take place between Monday, July 25th, and Friday, August 5th. Interested buyers must submit a



sealed bid to the Van Buren Intermediate School District no later than 2:00 p.m. on Friday, August 5th. The bidding will start at **\$215,000**, (the district's total cost related to the build). Bids will increase in increments of \$500 until the final two bidders remain. The highest bid will be declared the winner, but will only pay \$500 more than the 2nd highest bid. In other words, if the highest



bid was \$275,000, and the second highest bid was \$250,000, the highest bidder would be awarded the home for the price of \$250,500.

VAN BUREN TECH 2022 YOUTH FAIR (1,4,11,15,17,18,20)



During the week of July 18 through 23rd, several students from the Agriculture and Natural Resources Program

participated in the annual Van Buren County Youth Fair. Throughout the week, we had eight students participate in a variety of showmanship and market/breed class events. Students are assigned to showmanship classes based on student age. Animals are assigned to market classes by their weight of the animal. Market class placings are based on the structure and build of the animal from a meat/market perspective.





Ribbons were awarded to the top 5 places for each event. Overall, VB Tech students earned 20 awards/ribbons for showmanship in the following categories: Rabbit Showmanship (3), Rabbits Best of Breed (1), Commercial Rabbit: Reserve Grand Champion (1); Dairy Feeder Calves Showmanship (4), Dairy Feeder Calves, and Dairy Feeder Calves Market Class (4) - The 1st Place calf received Grand Champion Heavyweight and Supreme Grand Champion Overall Dairy Feeder Calf - Swine Showmanship (1) and Swine Market Class. Students also won The

2022 Alexander Zygadlo Memorial Helping Hands Trophy for their daily assistance with set-up and tear-down for show and auction events, consistently being prepared for exhibitions while also helping others,



and for managing the many expectations and responsibilities that accompany fair projects, such as keeping pens and tack areas tidy and clean throughout the week.



Congratulations to all students and staff that were a part of this event. Great job!

PROGRAM DONATION (1,4,11,15,16,18,19)

Van Buren Tech, and the Polymer Technologies program, are extremely thankful for a recent donation of plastic material sheet stock from Tri-Mation Industries. Located in Mattawan, Michigan, Tri-Mation is an automation company that specializes in developing automated assembly machines that maximize the potential of people and technology. The sheet stock, valued at around \$2,000, will be used for various projects in the Polymer Technologies program throughout the school year. Thank you Tri-Mation!

SUMMER CTE LEADERSHIP CONFERENCE (1,2,8,10,11,12,13)



On August 3rd, 4th, & 5th, I traveled to Traverse City, Michigan to participate in the annual Michigan CTE Summer Leadership Conference. The three-day event was filled with State updates, networking opportunities, and a variety of excellent keynote speakers and breakout sessions covering topics such as apprenticeships, professional learning communities, social and emotional learning, work-based learning, student credentials, competency-based education/reporting, CTE teacher recruitment and retention, and many others.

MEMO

DATE: AUGUST 3, 2022

TO: BOARD OF EDUCATION

FROM: LISE BLACK, EARLY CARE & EDUCATION ADMINISTRATOR

Family Links PAT® Home Visiting

1 Leadership; 3 Professional Standards and Ethics; 11 Supervisor

(note: these are achievements of our HV Supervisor!)

Our role as a Parents as Teachers (PAT®) affiliate requires we submit data for an Annual Performance Measures (APR) report. This APR measures 10 essential model requirements which support the long and short-term outcomes of the curriculum. ***The summary chart of our performance is attached.***

Our new home visiting supervisor Jayne Bartz worked very hard with the home visiting team to focus on attaining these essential requirements for all families. The result is they improved on 9:10 indicators and remained stable on the 10th. The great news is that all 10 requirements met the PAT® minimum threshold for our program to move forward with applying for the Blue Ribbon status.

The Blue Ribbon work will be the focus of the team during the 2022-23 year. It is a comprehensive process and requires an in-depth review of policies and practices. Jayne will have support from both the state and national PAT® leadership as well as peer programs to reach the goal of Blue Ribbon.

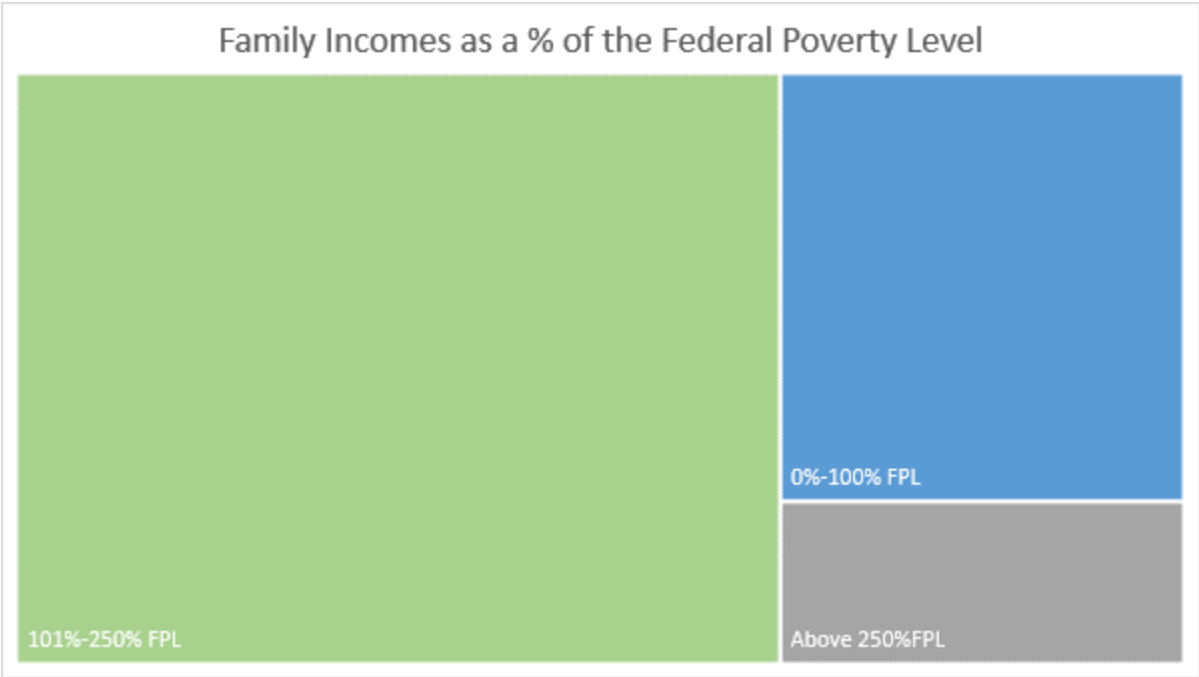
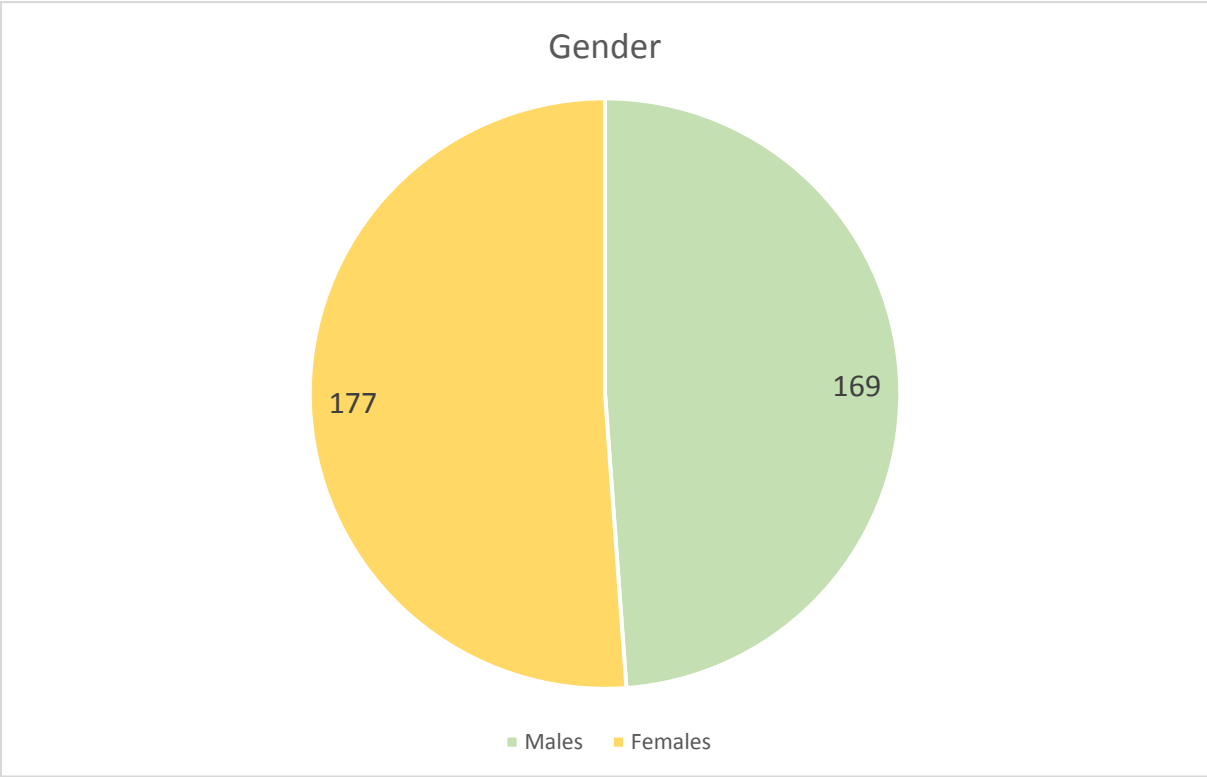
GSRP (Great Start Readiness Program - preschool for at-risk children)

12 Evaluator; 10 Planner and Manager

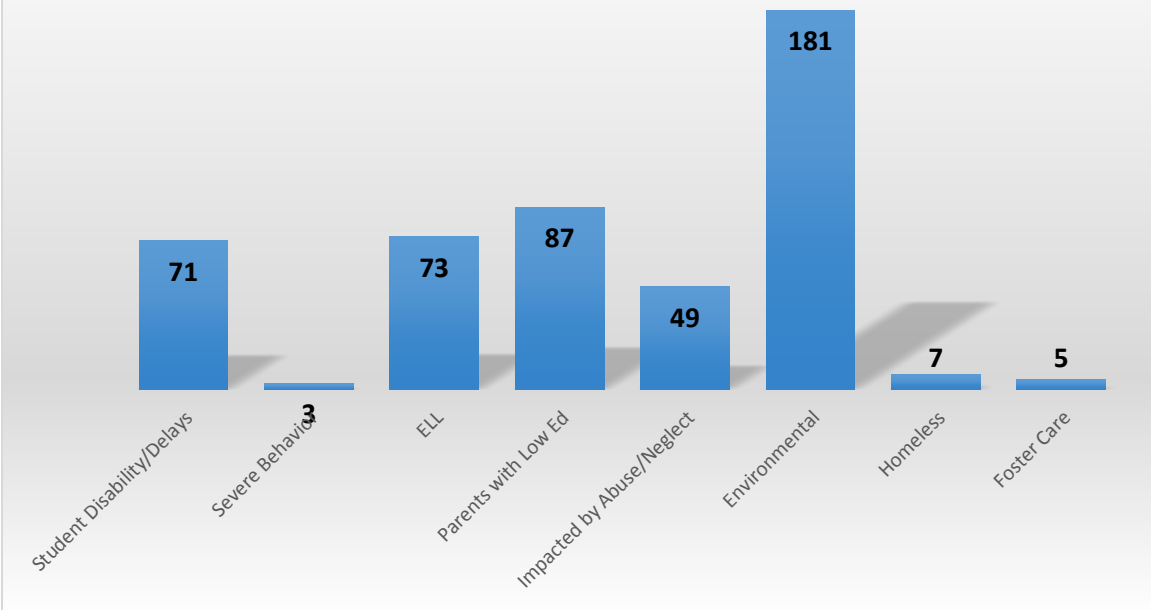
The VBISD is required to make sure that all students in our GSRP programs have their required data collected and submitted through the Michigan School Data System. In Van Buren, we do this as a centralized process. Beginning each fall our program administrative assistant Gwen Doneruse prepares spreadsheets for each classroom using our enrollment information. Each lead teacher then adds the information they have collected through their enrollment visits with families. Gwen then enters all the data into the state's collection system. This process is completed three different times and takes about 60 hours just for the official end of the process.

Below are charts that reflect some of the data that was collected for the students enrolled this past school year. This information is important as we look at planning and staff support. We can also use it to determine how we might better support strengthening families.

Demographics for GSRP Students: 2021-2022 School Year

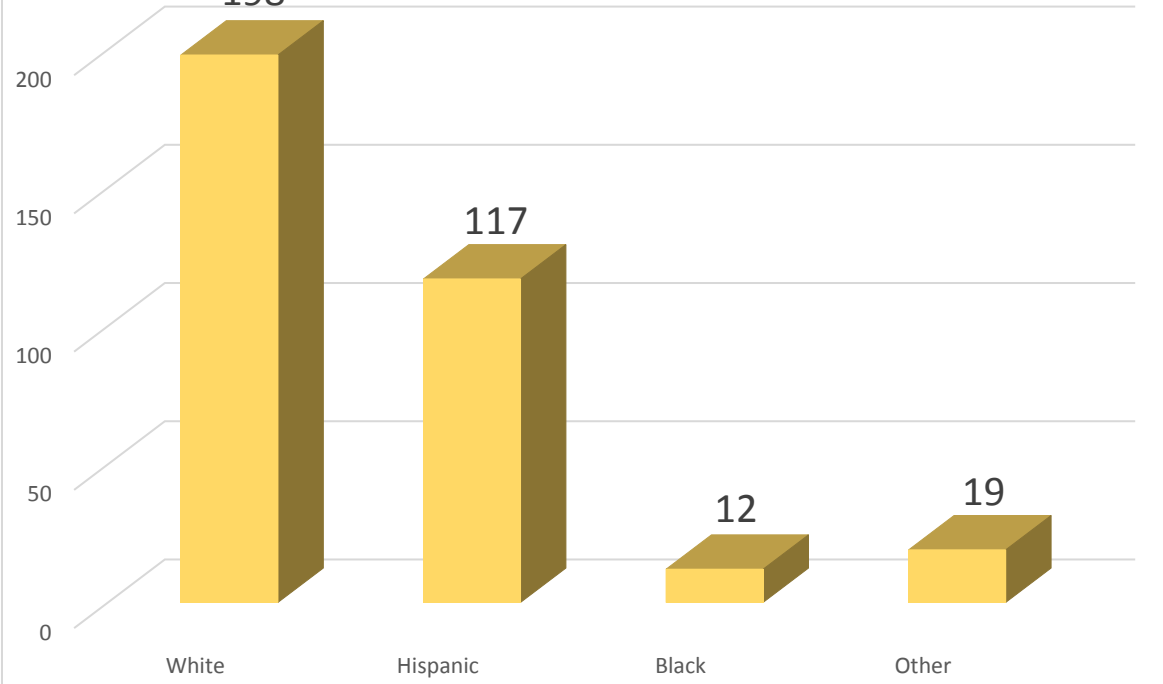


Factors Impacting our Students



Notes: Disability includes current or previous delays and/or health issues; parental education is less than a high school diploma or GED; impacts of abuse/neglect may have been with child, parent, or both; environmental factors are defined by MDE and include birth parent not in the home, siblings with health issues or disabilities, unstable housing, exposure to environmental toxins.

Child Ethnicity



Great Start Collaborative (GSC) (5, 18)

15 Faculty and Staff Personnel; 18 Community Relations

The interview process for finding a new Parent Liaison has wrapped up. There were several really strong candidates. The interview team was made up of Sherry Bennett, two Early Care & Education team members, and two GSPC parents. The team picked Michelle Dudycha as their choice. Michelle has served as a GSC Parent Representative for several years and has also been a contracted worker to implement efforts of the Trusted Advisor grant. She is very comfortable with both formal and informal processes to promote the Great Start work and offers the bonus of being a certified Spanish teacher with dual language capacity! She will work closely with Sherry Bennett to transition into this new role.



The Great Start Parent Coalition (GSPC) had a very successful family field trip to Hood Family Dairy Farm in Paw Paw. They had 113 attendees including 72 children. Over half of the families that attended were new to the GSPC. The event included tours of the milking parlor and barns. They learned about how cows are milked, what happens when they are pregnant or sick, and saw the newborn calves that were only a few hours old. The GSPC gave the children a copy of the book Baa, Moo, What Will We Do? and parents received educational resources from our Talking is Teaching campaign.



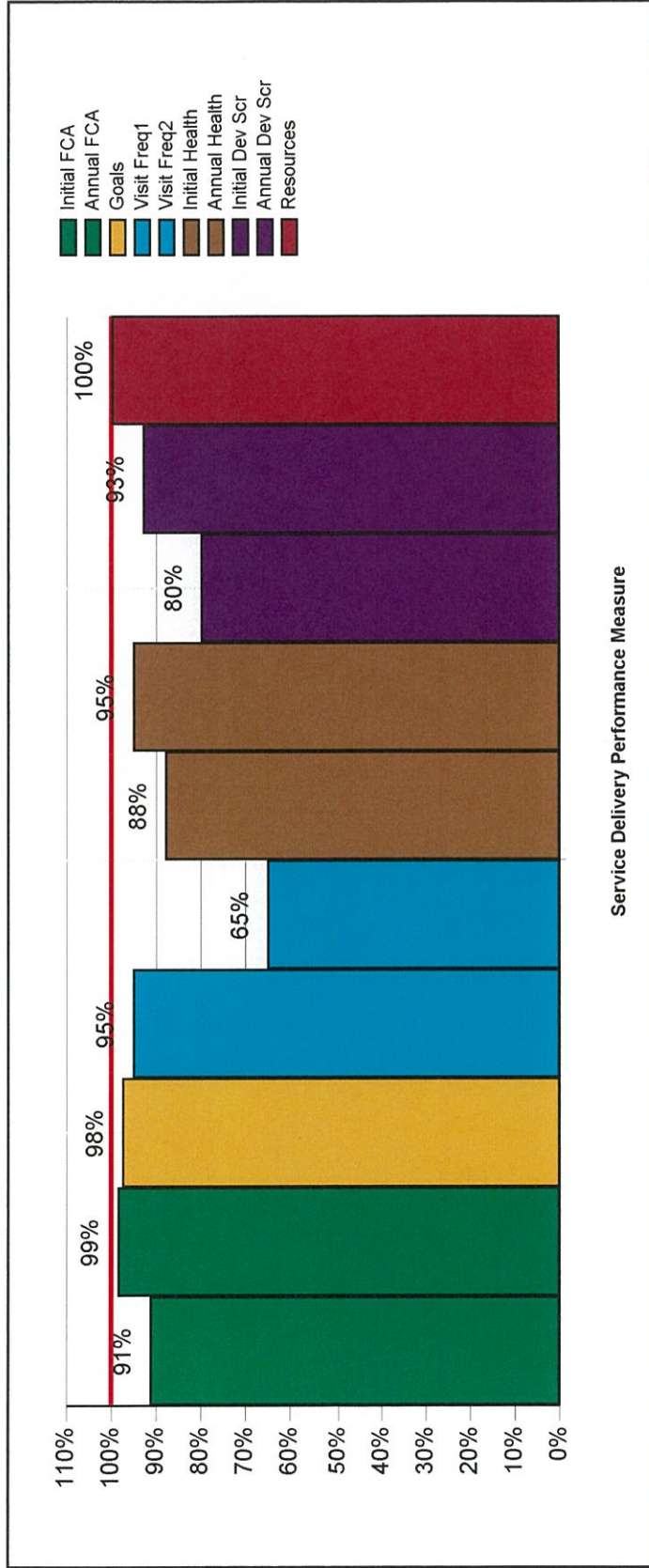
Performance Measures Report for Service Delivery Essential Requirements

The chart below depicts your affiliate's performance on the service delivery essential requirements, based on your affiliate's APR data. This chart assists you in understanding your affiliate's level of fidelity and in planning related continuous quality improvement efforts. This information also helps you understand how your affiliate's performance compares to the 60% national minimum level.

Van Buren ISD/Great Start- Family Links/Early Childhood Programs

Company ID: 4267 State: MI

2021-2022



Initial FCA % of newly enrolled families (enrolled >= 120 days) who had an initial family-centered assessment completed within 120 days

Annual FCA % of families that had a family-centered assessment completed and documented during the program year

Goals % of families with at least 1 documented goal during the program year

VisitFreq1 % of families with 1 or fewer stressors that received at least 75% of the required number of visits per month

VisitFreq2 % of families with 2 or more stressors that received at least 75% of the required number of visits per month

Initial Health % of newly enrolled children who received a complete initial health review in the required timeframe

Annual Health % of children that received a complete annual health review during the program year

Initial Dev Scr % of newly enrolled children who received a complete, initial child developmental screening within 90 days of enrollment or birth

Annual Dev Scr % of children who received a complete annual child developmental screening during the program year

Resources % of families connected by their PE to at least 1 community resource during the program year

MEMO

DATE: AUGUST 3, 2022
TO: BOARD OF EDUCATION
FROM: DAMIAN KOOB
RE: TECHNOLOGY SERVICES BOARD REPORT

Technology Shared Services Update (Leadership, Communication Skills, Professional Preparation, Planner and Organizer)

The Technology Services team has been busy this past month preparing the networking equipment, PCs, and servers for our hosted and partnered Districts. Each District has the potential for various scenarios that we will be preparing for as the new school year and those challenges present themselves. Our District Site Coordinators: Dan Grimm, Ryan Cox, Andrew Barnes, Kevin Wanko, and Derrick Price have been working with the Administrators in each District to ensure that the technology needs are being evaluated and discussed for those different scenarios. We are always looking for new solutions daily to assist with these new challenges. The Technology Services staff has been working very hard this summer and I could not be more proud of them. Thank you again for allowing me to assemble this great team. 😊

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

The Power School Shared Services staff have been busy finishing up year-end reports for the MDE and auditors, as well as assisting Districts as they finalize upcoming schedules for students. Kim DeBoom, Lisa Thorne, Dawn Everett, and Marilyn Mead have been utilizing their expertise to assist the Districts in this process. I have been receiving many compliments from our Districts with their appreciation for this staff. 😊

Lukas Enciso and Pam Manning have been preparing for the database migration of the PowerSchool Special Programs (Special Education SIS). KRESA has hosted this database for the TriVAK (Van Buren, Allegan, Kalamazoo) consortium for many years and are graciously handing off the hosting and support to our Tech Services Department. We are ‘massaging’ the data to make it more palatable for the migration and have a go-live date of August 12th for the migration. We are excited to host and support this solution for our Districts and neighboring counties. Lukas and Pam have been outstanding with their support of this solution.

Memorandum	
Date:	August 3, 2022
To:	VBISD Board of Education
From:	Angie Gutiérrez <i>Administrator of Whole Child Services</i>
Subject:	Whole Child Services Update



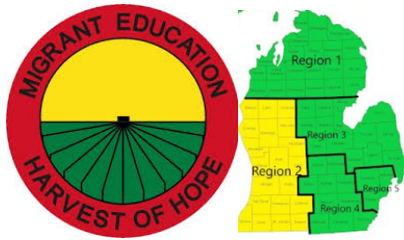
ESL/Migrant Spotlight: (Faculty and Staff Personnel/Professional Preparation)



Sara Ledesma has worked with our Migrant students for twenty-eight years. Over that time she has worked in many positions but is currently the lead recruiter this summer. She also recently took the new position of the Migrant Home/School Liaison. Sara has also worked with the Special Education Department on the Bridges team before coming onboard. She has a wealth of knowledge and has done a great job at utilizing her skills to serve our Migrant Students. Sara is very passionate about Migrant

Education. She has a good connection with our families and she is very personable. She is also very good at building relationships with the different agencies that we partner with to serve our Migrant Families.

This summer Sara has been a key player in making sure our Parent Advisory Committee meetings have been successful. She makes sure to invite other agencies, helps with set up, prepares food, and helps translate as needed at the meetings. We can always count on Sara to make sure our families are valued.



Migrant Updates:

I. ID Region 2 Update : (Faculty and staff Personnel, Supervisor, Decision Maker, And Evaluator)

We are planning a “ Sweep” on August 19, 20, and 21 with at least three of our recruiters from the VBISD. This sweep will be led by myself and Bruce Lack. The purpose of this sweep is to make sure that all eligible Migrant students have been recruited. We will also have two experienced recruiters from other states join us and assist with recruitment. We will be based in Grand Rapids and then traveling to the surrounding counties using the Migrant Camp and housing lists to make a recruitment plan. We are very excited to have this learning opportunity.

II. PAC Meetings (Faculty and staff Personnel, Supervisor, Decision Maker, And Evaluator)

This summer we have had several opportunities to go to the Migrant Camps. During these meetings we do the following:

- Introduce Administrators, Recruiters, HOME staff, and partnering agencies
- Parents can rotate between 3-4 tables that focus on Preschool activities, Bilingual books, activities to promote literacy in the home, and math activities from our curriculum: Project SMART.
- We serve dinner and give away clothes, and household items (all donated)

- Games and Activities are played with the children and adults from our partners from the Detroit area–Kimo Kim and volunteers
- We have had two camp meetings in Grand Junction, one in Covert, and one in Decatur. We also assisted with Region 2 in coordination with Coloma/Watervliet in Benton Harbor









III. Summer School Updates:

- 199 Enrolled w/ 145-160 attending daily in Pre-K through 12th Grade
- Kimo Kim Fun days July 25th-26th
- Michigan State University Cooperative Extension Program: (July 28, 28th & August 1st/2nd)
- Field Trips :
 - August 29th John Ball Zoo (K-2)
 - August 3rd: Lake Arvesta (5th/6th)
 - August 4th Craig's Cruisers (7th-12th)
 - August 5th: John Ball Zoo (3rd/4th)
 - August 8th: John Ball Zoo (Pre-K)
- Water day at Covert will be August 9th
- Last day of School August 11th-early dismissal
 - Awards
- Moving day August 11th/12th













Financial Literacy Training

Tonda Boothby (*Leadership, Collaboration*)

Over the years, the Migrant Education Program has collaborated with other agencies to extend services or provide programs to our students. Michigan State University Cooperative Extension offered a special program on financial literacy this summer for students in grades 6-12. Topics covered in the class include goal setting, budgeting, financial services, comparing a bank to a credit union, borrowing money, and detecting and avoiding fraud. The class is designed as a hands-on workshop that is taught by both on-site instructors and by online instructors across Michigan. Money management is a topic that many people struggle with and several school districts have added it to their curriculum. Janice Zerbe from MSU Cooperative Extension and two colleagues from Berrien and Muskegon Counties were instructors for on-site training for our 6th -12th-grade students. This topic is particularly meaningful for our migrant students because so many start picking crops when they are in middle school and if they miss basic classes, electives such as financial literacy are not available for them. We anticipated having a larger group, but several families left for Florida in mid-July when one of the fathers passed away unexpectedly.



Highlighting Project NOMAD at Farmworker Appreciation Day

Tonda Boothby (*Leadership, Collaboration*)

In planning our summer school events this year, Angie Gutierrez and I promoted holding a fiesta at Covert Public Schools. However, the impact of high gasoline costs and employers requiring parents to work late most days in July led us to find a different way to connect with families and celebrate our students.

The Farmworker Appreciation Day is an event to acknowledge the value of farmworkers in our area. It is sponsored by the Southwest Michigan Migrant Resource Council and rotates among the counties served by the council. This year the Farmworker Appreciation Day will be held at Sacred Heart Catholic Church in Bangor on Sunday, July 31st from 1:00 to 5:00. Several agencies and programs that provide services to migrant and seasonal farmworker families will be there to provide medical services, immunizations, resource information, music, food, games for children and adults. Some of the sponsors of this event are Michigan Blueberry Growers Marketing, Catholic Charities, Teresa's Kitchen, Intercare, Project NOMAD, and Michigan DHHS.

This summer we will showcase Project NOMAD educational program and student work at this event. We have video clips of student activities and samples of their writing and other projects. Because so many outside agencies offer services at this event, we believe that we will connect with more migrant families this year than if we hold a fiesta just for our migrant program. Next year, we plan to hold our more “traditional” Project NOMAD fiesta.

sponsored by the VBISD Title III Consortium. The participants will be sharing information with other consortium members.

D. Department Presentation - Migrant/ESL	
III. ACTION ITEMS	
A. Approval of VBCEA VBIEA Contract 2022-2024 (ROLL CALL VOTE)	60

Date: August 3, 2022

To: VBISD Board of Education

From: David D. Manson, Superintendent

Subject: Approval of VBCEA/VBIEA Agreement 2022-2024

Attached is the tentative agreement between the Van Buren County Education Association/Van Buren Intermediate Educational Association (VBCEA/VBIEA) and the Van Buren Intermediate School District that is dated June 29, 2022.

Based on the review of this agreement, I am recommending that the board approve the following resolution:

RESOLVED, that the Board of Education approves a two year agreement with the VBCEA/VBIEA for the period of September 1, 2022 through August 31, 2024.

B. Approval of Non-Union Pay Adjustments (**ROLL CALL VOTE**)

62

MEMO

Date: August 3, 2022

To: VBISD Board of Education

From: Dave Manson, Superintendent

Subject: Approval of Non Union Pay Adjustments

On June 1, 2022, the school board approved a 2.5% increase for all non-union members. Subsequently, a tentative agreement was reached with the Professional Staff Member Association (VBCEA/VBIEA) outlining a pay increase of 3.5% for the 2022-23 school year. As a result, I am recommending that the board approve an additional 1% increase for all non-union members.

RESOLVED, the VBISD Board of Education approves an increase of 1% for all non-union members effective on July 1, 2022.

C. Approval of Substitute Rate Increase (**ROLL CALL VOTE**)

64

MEMO

Date: August 3, 2023
To: VBISD Board of Education
From: Dave Manson, Superintendent
Subject: **Approval of Increase to Substitute Rates**

Periodically, rates for substitute teachers, program assistants and transportation staff need to be adjusted to stay competitive with surrounding districts. Given staff shortages, the following adjustments in sub rates are being recommended.

RESOLVED, the VBISD Board of Education approves a change in the following substitute rates effective August 15, 2022.

Teachers - \$125 per day; \$65 per ½ day
Program Assistants - \$90 per day; \$45 per ½ day
GSRP Program Assistants (8 hour day) - \$95 per day; \$50 per ½ day
Transportation - \$14 per hour
Custodians - \$14 per hour
Clerical/Secretarial - \$14 per hour

Retired or Experienced Teachers - up to Step 1 of the BA pay scale (at the discretion of administration)

Retired or Experienced Program Assistants - up to Step 1 of the Program Assistant pay scale (at the discretion of administration)

Long Term Support Substitutes - (defined as 20 or more consecutive school days) - up to Step 1 of the appropriate pay scale.

Long Term Professional Staff Substitutes - (defined as 20 or more consecutive school days) no recommended changes.

D. Approval of GSRP Annual Salaries/Wages for 2022-23 (**ROLL CALL VOTE**)

66

MEMO

DATE: AUGUST 3, 2022
TO: BOARD OF EDUCATION
FROM: LISE BLACK, EARLY CARE AND EDUCATION ADMINISTRATOR
RE: **APPROVAL OF 2022-2023 VBISD GREAT START READINESS PROGRAM (GSRP) WAGES**

BACKGROUND

The VBISD employed GSRP preschool staff are paid with grant funds received from Michigan Department of Education. The VBISD serves as a sub recipient of the grant, to partner with local school districts and run full day classrooms in nine districts. The FY'23 grant has received an increase in per pupil funding and will be \$9,150 per full day student.

Historically wage changes for the GSRP staff have been aligned with the changes in the two VBISD unions. The following page shows the charts which reflect those numbers: Lead Teacher increase of 3.5% and Associate Teacher increase of 2% plus .50/hour.

I would also like to request the elimination of the Compliance Plan level. This was put in as a lower wage for individuals without the grant required credentials. Due to the current hiring and retention climate, this lower wage is no longer competitive and will hurt our ability to attract quality employees. Staff on plans would be placed on Step 1, regardless of previous experience, until their credential is met. They will then be moved to the most appropriate step based on their experience and credential.

RECOMMENDATION

RESOLVED that the Board of Education approve the change in wages for the VBISD GSRP lead and associate teacher positions as shown on the charts below for 2022-2023. This includes both the wage increase and the elimination of the former Compliance Plan level.

Proposed 2022-2023 GSRP Wages

GSRP Lead Teachers: 182 Days							
	Step 1*	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Bachelor Degree	\$37,793	\$39,501	\$41,209	\$42,916	\$44,624	\$46,332	\$48,040
Master Degree	\$39,501	\$41,209	\$42,916	\$44,624	\$46,332	\$48,040	\$49,747
GSRP Associate Teachers: 176 Work/6 Paid Holidays							
	Step 1*	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
CDA	\$14.78	\$15.14	\$15.59	\$15.85	\$16.21	\$16.57	\$16.92
Associate Degree	\$15.29	\$15.65	\$16.00	\$16.36	\$16.72	\$17.08	\$ 17.43

**Staff on a GSRP grant required compliance plan for credentials: remain on Step 1 until completion of requirements.*

MEMO

DATE: AUGUST 3, 2022
TO: BOARD OF EDUCATION
FROM: LISE BLACK, EARLY CARE AND EDUCATION ADMINISTRATOR
RE: **APPROVAL OF ADDITIONAL GSRP POSITIONS**

BACKGROUND

We have been asked by Covert Public Schools to transition their GSRP over to the VBISD partnership model. Their long-time lead teacher has retired and they feel that the shift from being a direct GSRP sub recipient to a partnership is in the best interest of the program. This change is supported by the Covert School Board.

The transition will take place at the beginning of the school year on August 22, 2022. An amendment to the current contact will be made and Covert Public Schools will be responsible for the program costs through the end of the current grant period (9/30/22).

At this time the VBISD plans to run all current classrooms. In order to add Covert, I am requesting the approval of the necessary positions as stated below.

RECOMMENDATION

RESOLVED that the Board of Education approves the addition of a GSRP Lead Teacher position and a GSRP Associate Teacher position for the Covert GSRP site to begin August 22, 2022.

F. Approval of GSRP Floater Position (**ROLL CALL VOTE**)

71

MEMO

DATE: AUGUST 3, 2022
TO: BOARD OF EDUCATION
FROM: LISE BLACK
RE: APPROVAL OF A GSRP TEAM FLOATER POSITION

BACKGROUND

This fall, the VBISD will be expanding the number of classrooms we run for the Great Start Readiness Program (GSRP) to 17, with the possibility of an 18th room. These classrooms are spread throughout the county in 11 different buildings. We are directly responsible for all staff, adherence to child care licensing rules and the grant requirements.

A significant challenge is the lack of eligible substitute teachers and having no relief staff to give release time for teachers to do lessons planning and child assessment work. Michigan's law for childcare worker background checks (completed by an outside agency) results in most of the traditional substitute pool not being eligible to work in our classrooms.

To meet the need of our expansion I would like to have the option to add a third GSRP Team Floater position. Costs for this position will be covered through grant funds.

RECOMMENDATION

RESOLVED that the Board of Education approves the addition of a second GSRP Team Floater position beginning in the 2022-2023 school year.

G. Approval of 31a Mental Health Supports (**ROLL CALL VOTE**)

73

MEMO

Date: August 3, 2023

To: VBISD Board of Education

From: Dave Manson, Superintendent

Subject: Approval of Mental Health Supports

The new Fiscal Year 2022-2023 School Aid Budget includes a Section 31aa allocation of \$1,637,877 to VBISD local districts designed for “activities to improve mental health, including hiring support staff, implementing screening tools, providing school personnel with consultations with behavioral health clinicians, and any other mental health service or product.” As a result, some of our local districts have been in contact about whether it would be possible to increase mental health services through a shared services agreement with VBISD. Unfortunately, the extent to which these additional services will be needed still has not been determined.

RESOLVED, the VBISD Board of Education approves the posting of a Mental Health Clinician/Support position, so that an applicant pool can be gathered in anticipation of local district requests for shared services.

H. Approval of Purchase of Bus Cameras (**ROLL CALL VOTE**)

75

MEMO

DATE: AUGUST 3, 2022
TO: BOARD OF EDUCATION
FROM: KATY HOLVERSTOTT
RE: **APPROVAL FOR THE PURCHASE OF NEW BUS CAMERAS**

BACKGROUND:

The Transportation Department is in need of upgrading our current video recording systems (bus cameras and software) to ensure appropriate surveillance to promote safety on VBISD school buses.

A quote from AngelTrax was acquired on June 1, 2022, and totals no more than \$96,000.

Note: This quote is sponsored by [Sourcewell](#), a government funded cooperative purchasing resource that holds competitively solicited cooperative contracts ready for use, such that the formal bid process is not necessary. Click [here](#) for details of the State of Michigan cooperative purchasing laws that support this process.

RECOMMENDATION:

RESOLVED that the Board of Education approves the purchase of 32 AngelTrax VOLCANV862HC Mobile Network Video Recording System for no more than \$96,000.

I. Approval of Purchase of Network Switches - Category 2 (**ROLL CALL VOTE**)

77

MEMO

DATE: AUGUST 3, 2022
TO: BOARD OF EDUCATION
FROM: DAMIAN KOOB
RE: PURCHASE OF NETWORKING SWITCHES FROM E-RATE FUNDS

BACKGROUND

The FCC's Category 2 E-Rate program allows Districts to utilize federal funds to purchase network infrastructure equipment at a heavily discounted rate. This funding allows for the replacement of networking gear, firewalls, and cabling that would normally have to come out of general fund or bond dollars. The discounted rate is calculated from the NSLP (National School Lunch Program) data from the USDA, which VBISD is calculated at an 80% discounted rate.

With the assistance from our E-rate consultant, Elite Fund, an RFP process was utilized to vet the many solutions offered. We received four official bids:

1. Elevate Technology Partners, LLC –
 - a. Cisco Solution: \$61,430.00
2. Sentinel Technologies, Inc. –
 - a. Cisco Solution: \$47,714.00
3. People Driven Technology -
 - a. Cisco Solution: \$51,933.60
4. YCM Solutions, Inc. –
 - a. Cisco Solution: \$46,430.78 (Bid was incomplete)

I am recommending the purchase of the Cisco Solution from Sentinel Technologies, Inc. This solution coincides with our current Cisco solution and is what most of the Districts we support are using. We are familiar with the Sentinel engineers and the Cisco brand and feel that this solution will scale to our future needs.

RECOMMENDATION

RESOLVED that the Board of Education approve the purchase of the Cisco Solution from Sentinel Technologies, Inc. at a total price not to exceed \$47,714.00. (Actual cost to VBISD would be \$9,542.80 after 80% discount.)

J. Approval of Purchase of Networking Wireless Devices - Category
2 (**ROLL CALL VOTE**)

79

MEMO

DATE: AUGUST 3, 2022
TO: BOARD OF EDUCATION
FROM: DAMIAN KOOB
RE: PURCHASE OF WIRELESS NETWORKING DEVICES FROM E-RATE FUNDS

BACKGROUND

The FCC's Category 2 E-Rate program allows Districts to utilize federal funds to purchase network infrastructure equipment at a heavily discounted rate. This funding allows for the replacement of networking gear, firewalls, and cabling that would normally have to come out of general fund or bond dollars. The discounted rate is calculated from the NSLP (National School Lunch Program) data from the USDA, which VBISD is calculated at an 80% discounted rate.

With the assistance from our E-rate consultant, Elite Fund, an RFP process was utilized to vet the many solutions offered. We received four official bids:

1. Elevate Technology Partners, LLC –
 - a. Cisco Solution: \$23,050.00 (Bid was incomplete)
2. Sentinel Technologies, Inc. –
 - a. Cisco Solution: \$18,165.00
3. People Driven Technology -
 - a. Cisco Solution: \$18,688.15
4. YCM Solutions, Inc. –
 - a. Cisco Solution: \$16,890.55 (Bid was incomplete)

I am recommending the purchase of the Cisco Wireless Solution from People Driven Technology. This solution coincides with our current Cisco solution and is what most of the Districts we support are using. We are very familiar with the People Driven engineers and the Cisco brand and feel that this solution will scale to our future needs.

RECOMMENDATION

RESOLVED that the Board of Education approve the purchase of the Cisco Wireless Solution from People Driven Technology at a total price not to exceed \$18,688.15. (Actual cost to VBISD would be \$3,737.63 after 80% discount.)

K. Approval of Additional Days for Psychology Services and Employment of School Psychologist (**ROLL CALL VOTE**)

81

MEMO

DATE: AUGUST 3, 2022
TO: BOARD OF EDUCATION
FROM: KATY HOLVERSTOTT
RE: APPROVAL OF ADDITIONAL DAYS OF SCHOOL PSYCHOLOGY SERVICES & CODY BARTOW-TOMALIA'S HIRE

BACKGROUND:

Due to a retirement, the Special Education Department is in need of additional School Psychology services. Given the severe shortage of staff with these credentials, the Special Education Department asks the Board to approve 4 additional days of School Psychology services to combine with an existing day to provide a full time opening to hire a qualified School Psychologist, Cody Bartow-Tomalia.

It is noted that typically requests for increased service are made in advance of hiring recommendations, but given these unique circumstances, the request for additional days and the hire are combined.

RECOMMENDATION:

RESOLVED that the Board of Education approves four (4) additional days per week of School Psychology services and the hire of Cody Bartow-Tomalia to provide these services, beginning on August 22, 2022.

L. Approval of Sign On/Referrals/Retention Bonuses (**ROLL CALL VOTE**)

83

Date: August 3, 2022

To: VBISD Board of Education

From: Dave Manson, Superintendent

Subject: Approval of Sign On, Referral and Retention Bonuses

There is currently a shortage of support staff employees and substitutes across the State of Michigan which is impacting VBISD's ability to provide consistent programming and transportation to our students and families. Given this shortage, I am recommending the implementation of the following bonuses.

RESOLVED, the VBISD Board of Education approves the following system of support staff bonuses for the 2022-23 school year.

- **New VBISD support staff employees** will receive a \$750 signing bonus if they sign on with VBISD prior to January 1, 2023 and remain employed by VBISD through June 1, 2023.
- **Current VBISD support staff employees** will receive a \$500 retention bonus if they remain employed by VBISD through June 1, 2023.
- Beginning August 29, 2022, **all VBISD transportation substitutes** will receive a \$250 bonus after every 50 days of work for the 2022-2023 school year.
- Beginning August 29, 2022, **all VBISD staff** are eligible to receive a \$250 referral bonus **if they refer any individual that is hired by VBISD** prior to January 1, 2023 and remains employed by VBISD through June 1, 2023.
- **Any Professional Staff Member** serving as a substitute for the transportation department will be compensated a flat rate of \$40 per run.

MEMO

DATE: AUGUST 3, 2022
TO: BOARD OF EDUCATION
FROM: BRITANI OLDS, HUMAN RESOURCES ADMINISTRATOR
RE: **APPROVAL OF EMPLOYMENT OF NEW STAFF**

BACKGROUND

Following is a list of new staff, their position, salary and start date. Copies of resumes and interview candidate selection forms are attached.

Special Education

	<u>Start Date</u>
Terry Anserello, PT - School Psychologist	08/22/2022
Natalie (Taylor) Mueller, Behavior Consultant	08/22/2022
Danielle Wentworth, Audiologist	08/22/2022
Abigail Voight., PT - Occupational Therapist	08/22/2022
Elizabeth (Anna) Fawley	08/22/2022
Brianna Surdell, ECSEP Teacher	08/22/2022
Cody Bartow-Tomalia, School Psychologist	08/22/2022
Beth Baker, Bridge Consultant	08/22/2022

VB Tech

	<u>Start Date</u>
Craig Jeffers, VB Tech Administrators	08/12/2022
Samantha Maxwell, VB Tech Counselor	08/22/2022
Steve McCrossin, Instructor Construction Trades	08/22/2022

RECOMMENDATION

Resolved that the Board of Education approve the employment of the staff listed above.

Attachments -

N. Approval of Resignations/Retirement of Staff (**VOICE VOTE**)
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.