

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 September 14, 2022, beginning at 3:30 PM in the Van Buren Tech - North/South Dining Room
250 South 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 **Regular Meeting** of the Van Buren Intermediate School District Board of Education was held in person on **August 3, 2022**, in the Board of Education office and called to order at **4:00 PM**. The following members were present: Middaugh, Kent, Weiss, and Faul. Absent: Sage (*Note* Absent due to exposure to illness*).

Weiss moved to approve the Consent Agenda (***July 6, 2022 Minutes; Voucher Budget Summary, Imprest Summary, and Payroll Summary***). Supported by Kent. Roll call vote: Weiss – yes, Kent – yes, Faul- yes, and Middaugh – yes. Motion carried.

Faul moved to approve the Board/Superintendent Travel for August 2022. Supported by Weiss. Roll call vote. Faul – yes, Kent – yes, Weiss – yes, and Middaugh – yes. Motion carried.

John Faul toured the ISD buildings and programs over the last month. A presentation on the Whole Child Services program was presented by Angie Gutierrez, Administrator of Whole Child Services/ESL/Migrant to the board. Department updates along with the Superintendent’s update were also presented to the board.

Weiss moved to 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.

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

Kent moved to approve the following resolution:

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

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

Faul moved to approve the following resolution:

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

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

Weiss moved to approve the following resolution:

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.

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

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

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

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

Kent moved to approve the following resolution:

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 on August 22, 2022.

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

Faul moved to approve the following resolution:

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

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

Weiss made the motion to approve the following resolution:

RESOLVED, the VBISD Board of Education approves the posting of a Mental Health Clinician/Support position (not to exceed 4), so that an applicant pool can be gathered in anticipation of local district requests for shared services.

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

Weiss made the motion to approve the following resolution:

RESOLVED that the Board of Education approves the purchase of 32 AngelTrax VOLCANV862HC Mobile Network Video Recording System at a cost not to exceed \$96,000.

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

Kent made the motion to approve the following resolution:

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 an 80% discount.)

Supported by Faul. Roll Call Vote. Weiss – 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 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 an 80% discount.)

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

Kent moved to approve the following resolution:

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.

Supported by Weiss. Roll Call Vote. Faul – yes, Weiss – yes, Kent -0 yes, and Middaugh yes. Motion carried.

Faul moved to approve the following resolution:

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.*

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

Kent moved to approve the following resolution:

RESOLVED that the Board of Education approve the employment of the staff listed below:

<u>Special Education</u>	<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
<u>VB Tech</u>	<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

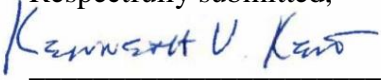
Supported by Faul. Voice Vote. Motion carried.

Weiss moved to approve the following resolution:

RESOLVED that the Board of Education accepts the resignation of Katrina Klaes effective 7/7/2022 and Carrie Rondo effective 7/18/2022.

Supported by Kent. Voice Vote. Motion carried.

Meeting adjourned at 6:07 PM.

Respectfully submitted,


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

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

Van Buren Intermediate School District
August 2022

Imprest Fund Vouchers	\$ 1,077,601.00
Payroll Fund Vouchers	3,099,009.17
Purchasing Card Vouchers	62,469.91
EDUSTAFF ACH Payments	8,544.27
	\$ 4,247,624.35

Budget-to-Expenditure Comparision 22-23

Fund	Budget	Actual & Encumbered Expenses	Unencumbered Balance	Year-to-Date Variance
General	15,986,977	1,835,689	14,151,288	162,683
Special Education	37,037,146	1,920,292	35,116,854	2,709,352
Career Tech Education	15,684,811	1,634,192	14,050,619	326,409
Food Service	93,236	1,638	91,598	10,017
Capital Projects	0	386,011	N/A	(386,011)

Cash Flow Summary

	Ending Balance 6/30/2022	Cash Receipts	Cash Disbursements	Ending Balance 7/31/2022
General	2,899,024	2,917,332	2,895,358	2,920,999
Special Education	6,102,636	2,977,729	2,153,181	6,927,184
Career Tech Education	10,880,457	206,047	863,778	10,222,726
Student Activity Fund	30,593	0	1,046	29,547
Food Service	58,908	60	6,592	52,375
Capital Projects	4,430,665	0	0	4,430,665
	24,402,283	6,101,169	5,919,955 *	24,583,497

* 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
AUGUST 2022**

GENERAL	1,076,115.23
SPECIAL EDUCATION	1,524,566.62
VOCATIONAL EDUCATION	498,327.32
STUDENT ACTIVITY FUND	0
FOOD SERVICE FUND	0
TO	3,099,009.17

**IMPREST VOUCHER SUMMARY
AUGUST 2022**

FUND NAME	CHECKS	PURCHASING CARDS	TRANSFERS/ INTEREST/FEES	TOTAL
General Fund	185,374.11	25,968.81	-12,166.67	199,176.25
Special Education	225,701.76	13,417.15	9,833.33	248,952.24
Vocational Education	279,616.30	23,083.95	2,333.34	305,033.59
Capital Projects	386,011.38	0	0	386,011.38
Health Consortium	0	0	0	0
Student Activity Fund	897.45	0	0	897.45
Food Service Fund	0	0	0	0
TOTAL	1,077,601.00	62,469.91	0	1,140,070.91

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

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CONFERENCE ATTENDANCE*Superintendent/Board of Education***September 14, 2022*****Pre-Approval***

NAME	DATES	LOCATION	ESTIMATE D COST
Dave Manson	September 20-22, 2022	2022 MASA Fall Conference Grand Traverse Resort Acme, Michigan	\$1025
Dave Manson	October 20-23, 2022	2022 MASB Annual Leadership Conference Grand Traverse Resort Acme, Michigan	\$1240
Mary Ann Middaugh	October 20-23, 2022	2022 MASB Annual Leadership Conference Grand Traverse Resort Acme, Michigan	\$1171
Kenneth Kent	October 20-23, 2022	2022 MASB Annual Leadership Conference Grand Traverse Resort Acme, Michigan	\$1635
John Faul	October 20-23, 2022	2022 MASB Annual Leadership Conference Grand Traverse Resort Acme, Michigan	\$1437

Post Approval

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



VBISD

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Upcoming Events - Key Dates

September 2022

*9/13 - Justice Leadership Series Launch

*****9/14 - VBISD School Board Meeting & Recognition Event**

- 3:30p-5:30p @ VB Tech Dining Room

*9/15 to 10/15 - Hispanic Heritage Month

*9/17 - Constitution Day

**9/26 - VB Tech Back to School Night Open House

- 5:30-8p @ VB Tech

**9/26 - MASB Legislative Priority Meeting

- 7-8:30p @ Conference Center

9/28 MTSS (Countywide-Elementary) 8-3 @ Conference Center

9/29 MTSS (Countywide-Secondary) 8-3 @ Conference Center

10/3 Whole Child Summit [Registration](#) 8-3 @ Conference Center

**10/13 - VB Tech College, Career, Exploration Fair

* 10/24 - VB Tech Senior Application Week

* 12/5-12/9 VB Tech 10th Grade Visits

** 12/12 - VB Tech 10th Grade Visit Open House

* 3/7-3/9 - VB Tech 8th Grade Visits

** 4/18 - VB Tech Advisory Committee Appreciation Dinner

* 6/8 - VB Tech Last Student Day

- * 6/12-6/16 - VB Tech Career Camp
- ** 6/15 - VB Tech Career Camp Open House

*Informational only

**Board attendance voluntary

***Board attendance requested

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

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VBISD

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Date: September 14, 2022
 To: Board of Education
 From: David D. Manson, Superintendent

Subject: Superintendent Update

Emergency Management - Active Shooter Response Training:
 (Community Relations, Staff Relations, Instructional Leadership)

VBISD Emergency Management conducts two different styles of Active Shooter response training throughout the county. Active Shooter Incident Response (ASIRT) and Civilian Response to Active Shooter Events (CRASE). Though the concepts and principles are the same, each class is geared towards either school/classroom or administrative office. Both classes consist of a presentation followed up with hands-on training and drills.

Class Type	Day of week	Date	Time	Location
ASIRT	Monday	8/8/2022	10:00 AM - 11:30 AM	Paw Paw High School
ASIRT	Monday	8/22/2022	12:30 AM - 3:00 PM	Decatur Schools
ASIRT	Monday	8/22/2022	1:00 PM - 2:30 PM	Mattawan Schools
ASIRT	Wednesday	8/24/2022	12:00 pm -2:00 PM	Hartford Schools
CRASE	Tuesday	9/6/2022	9:30 AM - 11:30 AM	VBISD Conference Center
CRASE	Tuesday	9/6/2022	1:00 PM - 2:30PM	Special Services Building
ASIRT	Friday	9/9/2022	9:00 AM - 10:30 AM	Central Hub @ Cedar Street - Paw Paw
ASIRT	Friday	9/9/2022	1:30 PM - 3:00 PM	Maple Creek
ASIRT	Tuesday	9/20/2022	4:00 PM - 6:00 PM	Paw Paw Later Elementary
ASIRT	Friday	9/23/2022	9:00 AM - 10:30 AM	Covert Early Childhood

ASIRT	Friday	9/23/2022	1:45 PM - 3:00 PM	Bert Goens Learning Center
ASIRT	Friday	9/30/2022	TBA	Lawton Schools
CRASE	Monday	10/10/2022	8:00 AM - 9:30 AM	VBISD Conference Center
ASIRT	Monday	10/31/2022	8:00 AM - 9:30 AM	Lawrence Schools

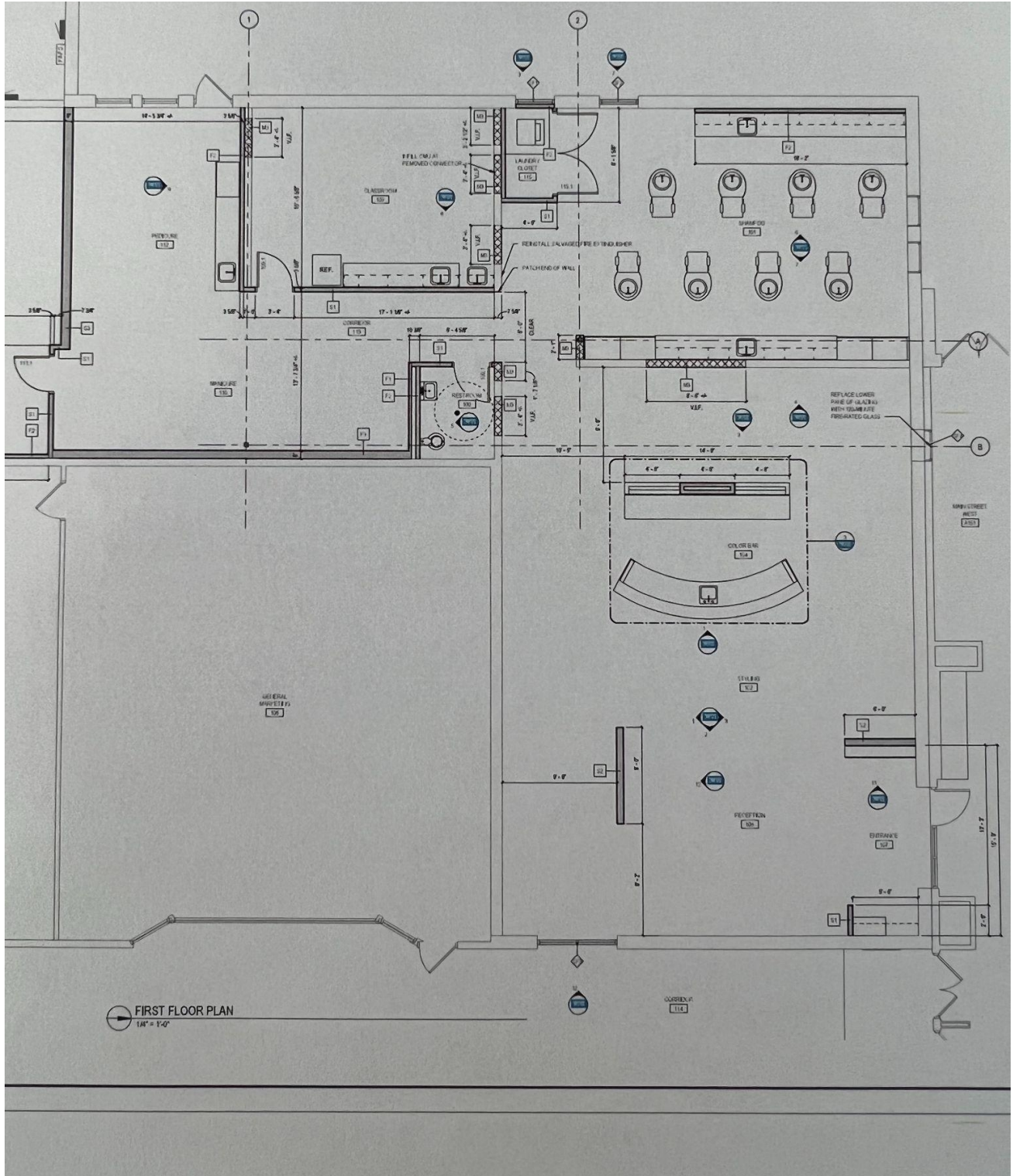
Construction Projects - Main St. Cafe, Learning Center & Cosmetology: (Governance & Board Relations, Staff Relations, Business & Finance, Instructional Leadership)

VBISD continues to move forward with several construction projects. The Main Street Cafe project has come to a close and is open for business. The shape of the Learning Center changes on a weekly basis as we prepare to be fully functional for the start of the 2023-24 school year. Cosmetology is deep in the design phase and requires continual refinement to ensure that the project will go smoothly. Here are some pictures of each of these three different phases (construction, design and completion):

CONSTRUCTION



DESIGN



COMPLETION



Transportation Staffing Shortage: (Community Relations, Staff Relations, Business & Finance)

The VBISD Transportation Department is currently short staffed by approximately 6-8 positions which results in the daily use of at least 6 substitutes. The department is frequently re-routing, re-assigning and re-scheduling staff to ensure that students can be picked up and dropped off without an interruption in school. Recently, members of the administrative team have made themselves available on a daily basis to cover when multiple staff absences take place. We will continue to explore ways to recruit and retain staff.

District Improvement Planning: (Governance & Board Relations, Staff Relations, Instructional Leadership)

On August 12th, an administrative retreat was held in which a staff panel was able to give feedback to the administrative team regarding district improvement planning. As a result, a series of meetings have been scheduled on 10/6, 12/1, 2/2, 3/30, and 5/4 at the conference center from 3-4:30p, so that staff panel members and administrative team members can collaborate around our focus areas: 1) improving communication structure, 2) improving connection between staff and administration and 3) celebrating the VBISD community. If members of the school board would like to attend, feel free to let me know.

C. Department Updates
1. Early Care & Education

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MEMO

DATE: SEPTEMBER 14, 2022
TO: BOARD OF EDUCATION
FROM: LISE BLACK, EARLY CARE & EDUCATION

GSRP (Great Start Readiness Program - preschool for at-risk children)
10 Planner and Manager; 18 Community Relations

The 2022-2023 school year is coming into focus. Our classrooms are over 75% filled and students begin September 12th. We are happy to report that we have been able to fill all of our lead and associate teacher positions.

I have shared in the past that the application process for preschool can be complicated. Unlike K-12 registration, families need to secure and submit income documents and then need to wait to see if they qualify. It can be a challenge to keep straight the various programs (GSRP, Head Start, early childhood special education, private programs). Sometimes families think they applied for GSRP when it was actually another program. We are always trying to improve our information to help reduce confusion. The test is to share all the important information, but not overwhelm the families. One document we include on our website is the [Frequently Asked Questions](#) where we try to provide answers to common concerns families have..

Family Links PAT® Home Visiting
1 Leadership; 3 Professional Standards and Ethics; 10 Planner & Organizer

This month the program received their Parents as Teachers [2021-2022 Affiliate Performance Report](#). This infographic, created with the data submitted for our required annual reporting, is a useful visual tool for the team.

The report provides information on our strengths including:

- 65% of our children were age one or younger at enrollment.
- We are serving a diverse population.
- We are helping enrollees set goals to strengthen their families.

The report t also gives us data on areas for our continuous quality improvement (CQI) work:

- What are the reasons we are losing families within the first 90 days or less?
- Are the low immunization rates accurate or is it a staff documentation issue?
- How can we more fully support families following up on assessment referrals?

The home visiting team will be reviewing the information and making decisions on CQI work at their September staff meeting.

Great Start Collaborative (GSC) (5, 18)

15 Faculty and Staff Personnel; 18 Community Relations

To ensure that the goals and outcomes we include in our next early childhood strategic plan are based on accurate information, we use both qualitative and quantitative data. The qualitative data is collected through focus groups, planning meetings, and listening sessions we have with families with young children and our community partners. The quantitative data comes from a variety of sources. One steadfast source is the annual Kids Count in Michigan data which includes specific information for every county in Michigan. [Here is the report for Van Buren.](#)

MEMO

DATE: SEPTEMBER 14, 2022
TO: BOARD OF EDUCATION
FROM: DAMIAN KOOB
RE: TECHNOLOGY SERVICES BOARD REPORT

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

The start of the school year is a very stressful time for folks that have to manage the student data within their districts or buildings, but we do our best to help assist and ease this stress. With the support of the Board and Mr. Manson this past summer, our new PowerSchool Division, led by Lukas Enciso, has been making great strides in assisting our local Districts. Lisa Thorne, Kim DeBoom, Marilyn Mead, Dawn Everett, and Pam Manning have been working tirelessly with our PowerSchool Shared Services Districts to train administrative and office staff on best practices for managing/entering their data and how to make the start of the school year much less stressful. These special folks have also been holding virtual ‘pop-in’ times during the day for office staff to connect and answer any questions they may have.

I have received many great compliments from our local Districts, as well as compliments from many Districts not in our County regarding our customer service and knowledge of PowerSchool. We are excited to assist and provide this very important service for our Districts. I greatly appreciate the Board’s support with this group.

Start of the School Year (Leadership, Planner and Organizer, Professional Preparation, Professional Standards)

The start of the school year is always a stressful time for the technology staff, as well as the organization as a whole. Most of the tickets we are addressing have to do with new staff accounts and password changes, as well as student account creations for new students. We have programming scripts that automatically create the student’s account, but sometimes that process gets bugged up when there is an update to PowerSchool or Google. We’ve been addressing these issues at multiple districts and have a fix to help eliminate that issue until the next update. 😊 Shipping delays on devices have also been a part of the startup madness, but the staff have been very patient with us as we quickly get the devices inventoried and imaged and out to the staff as they arrive.

Kudos to the entire Technology Services Department for their hard work and dedication...they are fantastic employees and I have heard many compliments in regards to their hard work and dedication. Thank you for allowing me to build such a great team!

Michigan High-Speed Internet Office (Leadership, Communication Skills, Professional Preparation, Community Relations)

There has been a lot of movement in the State to get families connected to RELIABLE internet over the past couple of years. In response to the work Van Buren and other counties are doing, the State of

Michigan created the Michigan High-Speed Internet Office (MIHI) to help address this need. MIHI's mission is to create a more digitally equitable Michigan. To achieve this mission, MIHI is focusing its efforts to achieve two primary goals in the next five years:

- 1) The universal availability of broadband service to every home, business, institution, and community in the state
- 2) Ensuring that at least 95% of Michigan households are able to adopt a high-speed internet connection.

To give more perspective of this office, MIHI has successfully submitted the state's applications for the federal programs that will fund the office's three primary programs. The following is a brief description and status update for each program:

- Realizing Opportunity with Broadband Infrastructure Networks (ROBIN) is a last-mile and middle-mile broadband sub-grant program open to internet service providers and public-private partnerships. ROBIN is funded with \$250M from the Coronavirus Capital Projects Fund that is administered by the US Treasury. The program is designed to provide support for building new broadband networks to locations throughout the state that currently do not have broadband available at a speed of at least 100 Megabits per second download and 20 Megabits per second upload, (100/20 Mbps). This program is still awaiting approval from US Treasury, but MIHI anticipates that the program will be able to receive applications later this fall or early winter.
- Broadband Equity, Access, and Development (BEAD) is the largest investment in broadband ever made by the federal government. BEAD will provide state's with a formula-based allocation of funds to address universal availability and digital equity. While final allocations have not yet been made, MIHI anticipates that Michigan will receive between \$1.5B and \$1.7B in BEAD funding. BEAD will be implemented as a sub-grant program to eligible entities that meet program requirements. The Bipartisan Infrastructure Law defines clear priorities for the locations that will receive grant commitments. First are locations that do not have connections of at least 25/3 Mbps, next are those without at least 100/20 Mbps, and finally community anchor institutions, (e.g. schools, libraries, government offices, etc.) without at least 1 Gbps. After each of these locations has a funding commitment and deployment plan, the state may use any remaining funds to address a variety of relevant digital equity and inclusion issues. There is much to do to prepare for the BEAD program including the development of a statewide plan, the publication and challenge of new FCC broadband maps, and the creation of a detailed initial proposal of the state's sub-grant program, among others. These activities will need to take place prior to BEAD funds being sub-granted and the start of network deployment. It is estimated that BEAD funds will likely be award to subrecipients in early 2024.
- State Digital Equity Planning Grant (SDEPG) program will provide MIHI with \$1.33M in funds to create a statewide digital equity plan. The successful completion of this plan will then be followed by an application to the forthcoming State Digital Equity Capacity Grant program that will provide a formula based grant to the state to implement the plan. Funds for this planning process are expected to arrive in late September 2023.

The ISD Tech Directors from around the State (METL) are working with the MIHI office and making sure that our voices are heard and to assist in any way we can to make sure our staff, students, and rural districts

are being considered. We have made ourselves visible in this effort and are hopeful this work will start soon. Thanks again to the Board for allowing me to continue this work to connect our families.



(Tech Services Staff at MACUL 2022 – March 2022)

MEMO

DATE: SEPTEMBER 14, 2022
TO: BOARD OF EDUCATION
FROM: BARBARA MATTHEWS
DIRECTOR OF FINANCE AND OPERATIONS
RE: FINANCE & OPERATIONS UPDATE

Ten years ago, Public Act 152 of 2011 took effect. This law sets a limit, “hard cap” on the amount a public employer may contribute to a medical benefit plan. The limit is calculated by taking yearly established medical rates for single personal coverage, two-person coverage and full family coverage and multiplying the applicable coverage rate by the number of employees who elected the given plan coverage. P.A. 152 of 2011 also provided an option for a public employer to elect an 80% contribution of medical premiums rather than the hard cap limits.

Prior to 2019, the coverage rates were adjusted by October 1 each year 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 was available. After 2018, the adjustment was made by April 1 for the change in the medical care component of the U.S. consumer price index for the most recent 12-month period. The yearly increase ranged from 1.3% to 3.5%. The coverage limits for 2023 are increasing by 1.3%

The following table displays the annual contribution rate limits and the percentage increase by plan coverage type:

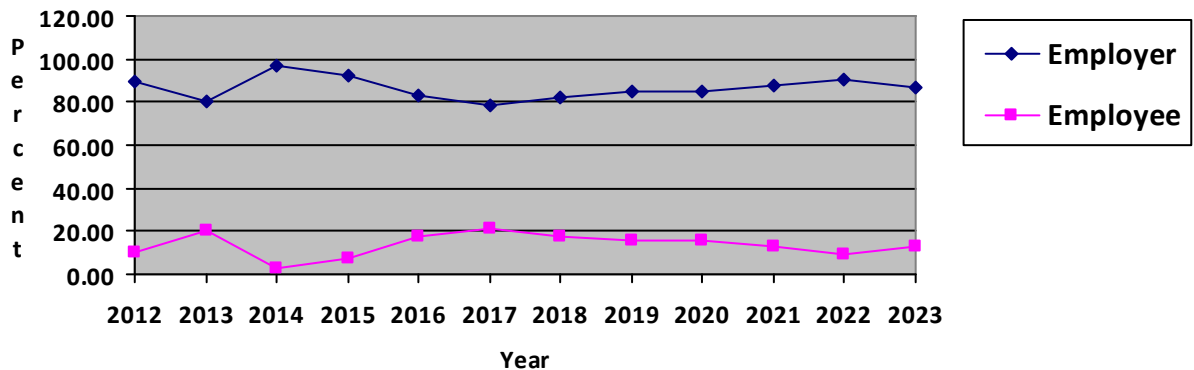
Year	Single	Two Person	Full Family	Percent Increase
2012	\$5,500.00	\$11,000.00	\$15,000.00	
2013	\$5,692.50	\$11,385.00	\$15,525.00	3.50%
2014	\$5,857.58	\$12,250.00	\$15,975.23	2.90%
2015	\$5,992.30	\$12,531.75	\$16,342.66	2.30%
2016	\$6,142.11	\$12,845.04	\$16,751.23	2.50%
2017	\$6,344.80	\$13,268.04	\$17,304.02	3.30%
2018	\$6,560.52	\$13,720.07	\$17,892.36	3.40%
2019	\$6,685.17	\$13,980.75	\$18,232.31	1.90%
2020	\$6,818.87	\$14,260.37	\$18,596.96	2.00%
2021	\$7,043.89	\$14,730.96	\$19,210.45	3.30%
2022	\$7,304.51	\$15,276.01	\$19,921.45	3.70%
2023	\$7,399.47	\$15,474.60	\$20,180.43	1.30%

Medical insurance premiums have also increased over time. The table below displays the premiums changes and overall increase for the medical plan the majority of staff select. The percentage increases per year are representative of the increases in all plans offered.

Type	Year									
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Single	5,878	6,324	7,251	7,862	7,766	7,696	7,856	7,858	7,861	8,307
Two Person	13,202	14,206	16,292	17,667	17,450	17,294	17,653	17,680	17,688	18,692
Full Family	16,425	17,674	20,269	21,981	21,711	21,516	21,964	22,002	22,011	23,261
% increase		7.59%	14.65%	8.43%	-1.22%	-0.90%	2.08%	0.05%	0.04%	5.68%

A review of the VBISD history of employer paid medical plan premium payments shows that in 2012, the Van Buren Health Consortium was formed and the professional staff contract had the Board paying 90% of all health insurance costs and staff were paying the remaining 10%. In 2013, the Board paid 80% of the health insurance costs and staff paid the remaining 20%. Beginning in 2014, the Board elected to pay up to the hard cap for medical insurance premiums. This hard cap election is still in effect.

The following graph compares the percentage of full family health premiums the Board has paid in comparison to staff on a year by year basis using the most utilized coverage.



The graph depicts that in years when the medical insurance premium increase is greater than the hard cap, the employees' share of plan premium increases. Likewise, when the premium increase is less than the hard cap increase, the employees' share of premium decreases.

MEMO

DATE: SEPTEMBER 14, 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*

- September 6: School Safety Training, Conference Center at 9:30 am
- September 6: School Safety Training, Special Services Center at 1:00 pm
- September 13: Justice Leadership Series Launch
- September 15 to October 15: Hispanic Heritage Month
- September 17: Constitution Day

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

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

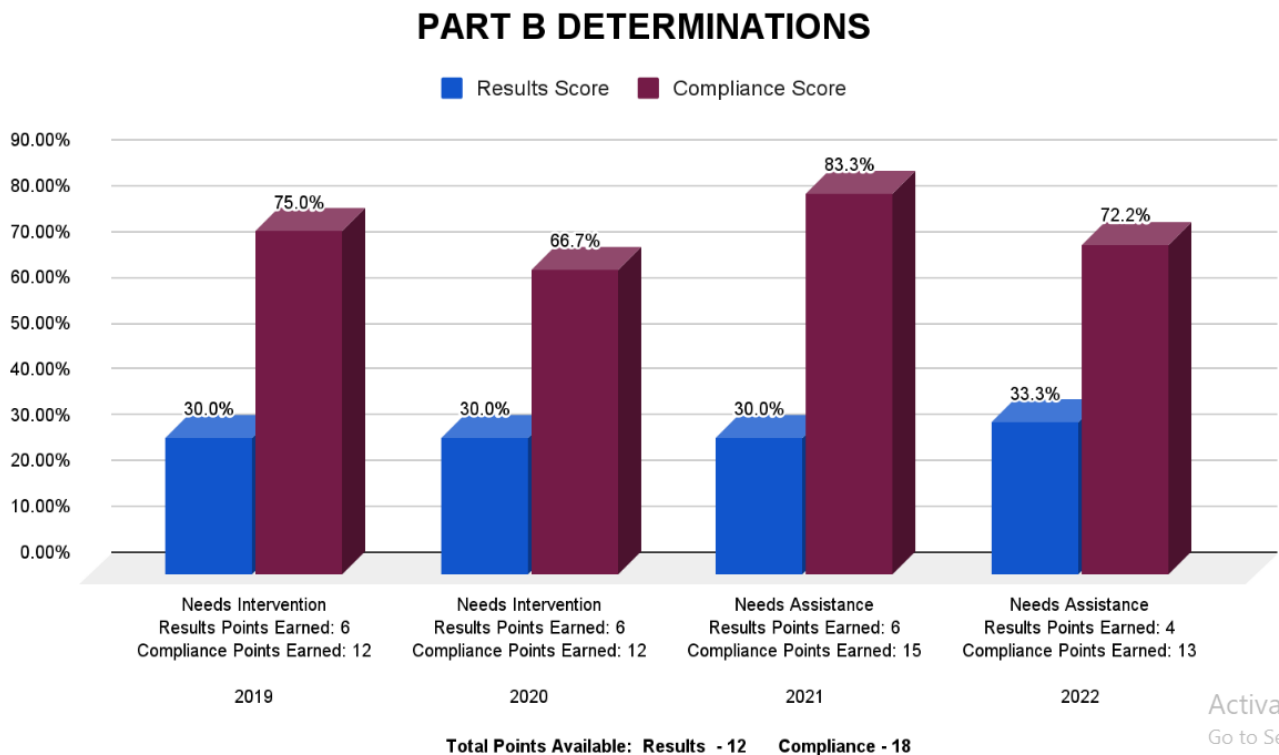
Searching, interviewing and hiring continues into the new school year to ensure adequate staffing. There is much movement of staff, even within the month of August, as districts compete with one another. Below is an update on the needs across the Special Education Department.

- Program Staff: All teaching positions have been filled, but all of our programs continue to seek program assistants. To meet the needs of a student new to our county, an additional nurse is needed and approval from the Board is requested to add this position.
- Local District Assigned Service Providers: All ancillary staff positions are filled with the exception of a full time School Psychologist due to a recent resignation. In addition, approval from the Board is requested to add one day per week of speech and language services in order to hire a full time provider for Hartford Public Schools. Click [here](#) for a list of locally assigned providers per district, including our new regionalized Bridge Team members.

Michigan Department of Education Determinations *Leadership, Level of Professional Awareness, Supervisor, Evaluator, Policy Implementer, Student Achievement*

One way the Michigan Department of Education (MDE) rates districts across the state is what they call “Determinations.” Determinations are based on a number of compliance and results data compiled from districts across our country. At this time, Van Buren County has a rating of “Needs Intervention,” which is a decline compared to last year. While this decline is similar to other counties across the state, and likely related to the pandemic, there is still much work to be done to improve our scores and rating.

Below is a graphic representation of ratings across the last few years. As shown, Van Buren County has higher compliance scores compared to results scores. Compliance is defined as timely submission of data, secondary transition compliance, timely initial evaluations, and IEPs developed and implemented by a child’s third birthday. Results are defined by graduation and drop out data and performance on math and reading state assessments.



For more details, click [here](#).

School Safety Leadership, Level of Professional Awareness, Planner & Organizer, Policy Implementer, Crisis Manager, Faculty & Staff Personnel, School Plant & Facilities



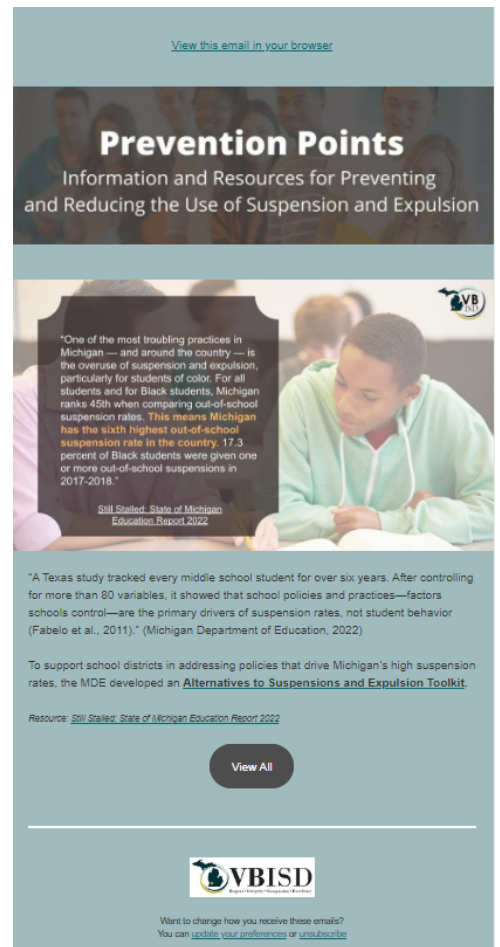
For many, the VBISD Special Education buildings are a home away from home and, although our administrators strive to create comfortable and welcoming learning environments, we are reminded by recent events that safety needs to come first. With that in mind, each Special Education building administrator is collaborating with Bob Kirk, the new VBISD Crisis Management Administrator, to ensure that each building has effective emergency plans and that all staff are prepared in case of an emergency.

In addition, efforts are also being made to ensure that the service providers assigned to our member districts are included in trainings and have access to the locally determined systems to ensure safety in the event of an emergency.

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

In the last board report, concerns related to discipline were described, as well as ways in which the Special Education Department is addressing these issues. One such way was training provided on August 17, 2022, by Jennifer Starlin from Thrun Law Firm, available to all member district administrators at no charge. This event was well attended and nearly every member district had at least one administrator participate. On the following page is a summary of the event, including a link to the agenda and pre- and post-survey results intended to gauge learning, as well as identify member district needs.

Further, research shows that participating in a presentation is not enough to create change. To support local administrators in creating change, “Prevention Points,” a quick-glance monthly newsletter was developed that includes information and support to provide effective alternatives to suspension and expulsion. To the right is an image of the first edition. Click [here](#) to join the mailing list.



School Discipline Symposium Event Summary

August 17, 2022 | 9:00 AM to 2:00 PM

[8/17/22 School Discipline Symposium Agenda](#)

Total Participants: 54

Item (1 = low, 5 = high)	Pre-Survey (41 Responses)	Post-Survey (34 Responses)	Average-based Change
I feel confident in my understanding of special education law as it relates to discipline.	3.39	4.41	1.02 □
I have a good understanding of alternatives to traditional forms of discipline (e.g., suspension, expulsion).	3.66	4.29	0.63 □
I feel confident utilizing alternatives to traditional forms of discipline (e.g., suspension, expulsion).	3.61	4.24	0.63 □
My school district uses alternatives to traditional forms of discipline (e.g., suspension, expulsion).	3.63	3.91	0.28 □
There are enough resources and support from Van Buren ISD regarding alternatives to traditional forms of discipline (e.g., suspension, expulsion).	3.32	4.15	0.83 □

Additional Post-Survey Items

Item (1 = low, 5 = high)	Post-Survey (34 Responses)
Please rate the overall quality of today's event.	4.71
Please rate the overall usability of today's content.	4.71
Optional: What additional support or resources would be helpful to you and/or your district in this area?	<ul style="list-style-type: none"> ● How to develop behavior plans ● Would be interested in you doing a site visit ● Restorative justice
Optional: Do you have any additional feedback regarding today's event?	<ul style="list-style-type: none"> ● Appreciate VBISD hosting programs like this with related content. ● Great day of learning!

The Business of Transportation

Van Buren ISD
Terry Lechenet
Transportation Supervisor

Prepared for the VBISD Board of Education
September 14, 2022

Overview

The Transportation Department at Van Buren ISD plays an integral role in the support of the educational process helping every child achieve their goals.



Facts



- School buses are the safest form of transportation for students, safer than riding in the family car.
- Every child riding a school bus represents one fewer car on the road, especially in the congested area in and around schools, where children are at highest risk.
- Students riding in the school bus means fewer car trips and less pollution.

Facts (continued)

- School buses are school readiness vehicles, providing free access to an education for millions of children in America through healthy, safe and secure transportation to schools.
- Every day, more than 480,000 school buses deliver 25 million students to school safely and reliably, so they arrive at school ready to learn. School buses provide over 10 billion passenger trips each year.

Department Stats

Transported...

255 students for VBISD

162 students for Lawrence

214 students for Migrant Program

Covered...

614,287 miles for VBISD

41,669 miles in Lawrence

20,632 miles for the Migrant program

Without injury



Department Stats (continued)

Drove...

35 buses & 30 other vehicles for VBISD

5 buses & 2 vans for Lawrence

4 buses & 3 vans for Migrant Program

Supported...

28 drivers & 20 bus attendants for VBISD

3 drivers for Lawrence

7 drivers & 4 bus attendants for Migrant Program

Department Stats (continued)

Covered...

- 31 routes made up of:
- 3 Elementary/HS runs
- 28 Special Education runs
- 2 VB Tech runs

And...

- 144 extra trips
- 116 athletic events
- 28 field trips



Department Stats (continued)

Maintenance...

3 mechanics

119 vehicles

for 7 school districts, VBISD & Migrant Program

\$238,276.42 billed for repairs (consisted of
923,423 miles)

83% passing results for fleet inspection

Our Team is Safe

Extensive training is provided to ensure safe driving and student management skills.

Drivers inspect over 200 parts on their buses prior to each route to ensure safe operation.

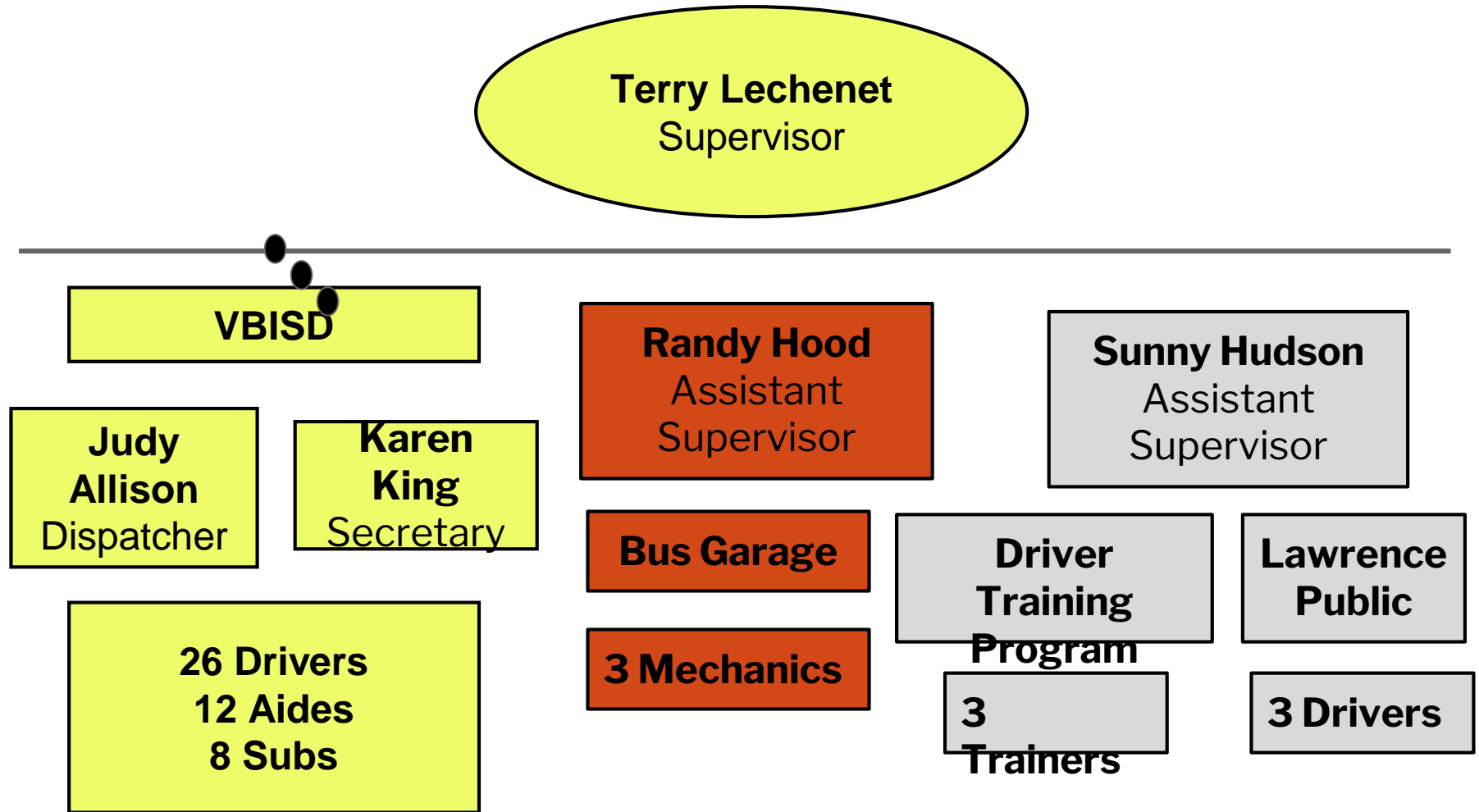
Our Team is Qualified

- Hold certification and competency levels
- Pass physical examination requirements
- Clear background checks
- Familiar with the geographic service area.
- Knowledgeable of local, state, and federal rules, regulations, ordinances, and laws regarding school bus operation
- Ability to exercise good judgment concerning emergencies, disabled vehicles, and abnormal driving

Our Team is Responsible

- Follow established schedules, rules & regulations
- Maintain vehicle cleanliness, fuel level and provide daily inspection
- Drive safely, prepared to conduct emergency evacuation drills, and first aid, if needed
- Maintain logs, reports, attend parent meetings, and communication
- Exhibit a positive image as a representative of the school district

Our Team is Supported



Questions?

III. ACTION ITEMS

A. Approval of Purchase of Exhaust Tubing Bender (**ROLL CALL VOTE**)

53

MEMO

DATE: September 14, 2022
TO: Board of Education
FROM: Craig Jeffers, VB Tech Administrator
RE: APPROVAL OF PURCHASE OF EXHAUST TUBING BENDER

BACKGROUND

The Automotive and Welding program at VB Tech requests the purchase of a tubing bender to allow students to gain practical experience with industry-level equipment. This fills a missing component of the programs' curriculum and provides students with another avenue to job placement. The proposed bender is designed for production work and bending heavier materials up to 3" OD. It meets the standards for precise bending and end finishing. The Huth Bender is not limited to exhaust work and will be of great benefit to both programs.

The proposal was approved for bids and we received two official offers:

1. Van Sant Enterprises-
 - a. Huth 2600 Heavy Bender: \$27,491.82 (plus \$500 shipping)

2. Ridge Napa-
 - a. Huth 2600 Heavy Bender: 25,589.00 (shipping waived)

I am recommending the purchase from Ridge Napa. Ridge Napa is a local company out of Dowagiac that will deliver and support the equipment. They also included a more robust package of dies for the bender. The warranty for the equipment is provided by the manufacturer and is the same for both bids.

RECOMMENDATION

RESOLVED that the Board of Education approve the purchase of the Exhaust Tube Bender from Ridge Napa at a total cost not to exceed \$25,589.00.

B. Approval of Non-Union Sign-On Bonus (**ROLL CALL VOTE**)

55

MEMO

Date: September 14, 2022

To: VBISD Board of Education

From: David D. Manson, Superintendent

Subject: Approval of Non Union Sign-On Bonus

The current Professional Staff Members contract outlines a provision that grants administration the option of offering up to a \$1,500 sign-on bonus to be paid after 45 days worked. The option of having this sign-on bonus for non-union staff may be used to attract a candidate during salary negotiations.

RESOLVED, the VBISD Board of Education approves the adoption of an optional sign-on bonus of up to \$1,500 to be paid after 45 days worked for non-union staff members.

MEMO

DATE: SEPTEMBER 14, 2022
TO: BOARD OF EDUCATION
FROM: DAMIAN KOOB
RE: PURCHASE OF SERVER HARDWARE

BACKGROUND

We started the refresh cycle of our server infrastructure in September 2021, which included the replacement of one of three critical servers nearing their end-of-life dates. We are now in year two of our three-year refresh rotation of our server environment. The remaining two servers were installed in December 2015, with a typical life span of five to seven years. This replacement cycle will allow us to keep running as efficient and streamline as possible with our twenty-seven PowerSchool hosted Districts, 56 PowerSchool Special Programs Districts, and nine locally hosted Districts.

We are able to utilize the REMC State bid contract to purchase this solution. This state-wide bidding process results in lower purchasing prices on many hardware and software solutions by aggregating statewide demand, saving time for districts by not having to administer individual bids through the RFP process.

I am recommending the purchase of the HPE ProLiant DL380 Server configuration from Sehi Computer Products, Inc. as a part of our server infrastructure refresh cycle. This solution will be used by the entire ISD, as well as local Districts we provide server hosting and support for.

RECOMMENDATION

RESOLVED that the Board of Education approve the purchase of the HPE ProLiant DL380 Server configuration from Sehi Computer Products, Inc. at a total price not to exceed \$43,000.00.

D. Approval of Adult Education Pay Rates (**ROLL CALL VOTE**)

59

Date: September 14, 2022

To: VBISD Board of Education

From: Cheryl-Marie A. Manson, Director of Instructional Services

Subject: APPROVAL OF ADULT EDUCATION PAY RATES

Over the last several years, VBISD has provided Adult Education classes through a partnership with Kalamazoo Literacy Council. While this partnership remains intact, our county has been seeking Adult Education offerings closer to home. As a result, VBISD will begin using some of our Workforce and Innovation and Opportunity Adult Programming (WIOA) grant funds to provide local Adult English as a Second Language (ESL) programming at Covert and Bangor Public School communities.

RESOLVED, the VBISD Board of Education approves the following grant funded pay rates: \$30 per hour for Adult Education instructors and \$18 per hour for Adult Education teacher assistants.

E. Approval of Additional Speech Language Pathologist Days (**ROLL
CALL VOTE**)

61

MEMO

DATE: SEPTEMBER 14, 2022
TO: BOARD OF EDUCATION
FROM: KATY HOLVERSTOTT
RE: **APPROVAL FOR ONE ADDITIONAL SPEECH & LANGUAGE DAY OF SERVICE**

BACKGROUND:

The Special Education Department has been unable to fill a 4-day per week Speech and Language Pathologist position for several months. To find qualified candidates, the Department asks the Board for permission to increase the position by 1 day per week.

RECOMMENDATION:

RESOLVED that the Board of Education approves the addition of one day of Speech and Language Pathology service per week starting September 1, 2022.

Date: September 14, 2022
To: VBISD Board of Education
From: Angie Gutiérrez, Whole Child Administrator
Subject: **Approval to Hire Additional ESL/Migrant Resource Teacher**

During the 21-22 school year a Comprehensive Needs Assessment was performed to evaluate the English Learner Programs in our county and specifically, our Title 3 consortium. These results were discussed with each school district's Superintendent and key stakeholders. During our discussions we reviewed the data and how services would be distributed equitably based on the number of English learners and their current level of English proficiency (WIDA Scores). As a result, three districts asked if they can contribute funding for an additional five days total.

Given that the EL/Migrant department was already searching for an EL teacher due to an open vacancy, an appropriate candidate was identified to fill this local district request if the VBISD Board of Education approves this additional time.

RESOLVED, the VBISD Board of Education approves the hiring of an additional full-time EL teacher.

G. Approval of Employment of Additional School Nurse (**ROLL CALL VOTE**)

65

MEMO

DATE: SEPTEMBER 14, 2022
TO: BOARD OF EDUCATION
FROM: KATY HOLVERSTOTT, DIRECTOR OF SPECIAL EDUCATION
RE: **APPROVAL FOR ADDITIONAL SCHOOL NURSE POSITION**

BACKGROUND:

To meet the medical needs of a new student, the Bert Goens Learning Center is in need of an additional full-time School Nurse (Professional Staff Member).

RECOMMENDATION:

RESOLVED that the Board of Education approves the addition of a full-time School Nurse beginning September 1, 2022.

H. Approval of Michigan Association of School Boards (MASB) Delegate
Appointments for 2022-2023 (**ROLL CALL VOTE**)

67

MEMO

DATE: SEPTEMBER 14, 2022
TO: BOARD OF EDUCATION
FROM: DAVID D. MANSON, SUPERINTENDENT
RE: **CERTIFICATION OF DELEGATES FOR MASB 2022**

Delegates selected by boards of education across the State will decide MASB's positions on a wide variety of issues affecting education. Delegates for 2022-23 must be appointed by their respective boards of education and certified by Friday, September 23, 2022.

RESOLVED, that the Van Buren Intermediate Board of Education approve one voting delegate and one alternate to represent the Van Buren Intermediate School District at MASB annual or special meetings for the 2022-2023 school year.

Delegate _____

Alternate Delegate _____

I. Approval of Employment of New Staff (**VOICE VOTE**)

69

MEMO

DATE: SEPTEMBER 14, 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 are attached.

Special Education

Christie Vantilburg, Teacher Consultant

Start Date

8/22/2022

Brianna Surdell, Teacher

8/22/2022

*Current employee - Selected for Teacher position

Amy Faber, School Social Worker

9/5/2022

Breanna Orman, School Social Worker

9/8/2022

Kaitlyn VanNoord, Speech & Language Pathologist

9/9/2022

VB Tech

Nicole Meachum, Ag Instructor

8/22/2022

Technology

Maximillion Weiss, IT Support Specialist

8/17/2022

GSRP

Claire Schultze, Lead Teacher

8/22/2022

Adriana Lewis, Lead Teacher

8/22/2022

Dawn Sexton, Lead Teacher

8/22/2022

*Current employee - Selected for Lead Teacher

Emergency Management

Amy Zmick, Truancy Officer/Attendance

9/19/2022

Migrant Education

Zenia Gutierrez, EL/Migrant Resource Teacher

8/29/2022

Dawn Munos Lamas, EL/Migrant Resource Teacher

9/19/2022

Instructional Services

Alicia Sarco-Villagomez, Adult Education Teacher

Start Date

08/29/2022

*Part-Time

Administration

Heather Burleson, BGLC Asst. Principal

Start Date

07/1/2022

*Current employee - Selected for Administration position

**Salary may be prorated based on start date*

RECOMMENDATION

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

MEMO

DATE: SEPTEMBER 14, 2022
TO: BOARD OF EDUCATION
FROM: BRITANI OLDS, HUMAN RESOURCES ADMINISTRATOR
RE: **APPROVAL OF STAFF RETIREMENTS/RESIGNATIONS**

BACKGROUND

Attached are letters of resignation for the following staff:

<u>Name</u>	<u>Resignation/Retirement Date</u>
Melissa Wierenga, Early Literacy Consultant	8/1/2022
Melinda Wolf, School Social Worker	6/13/2022
Nicole Elder, English Language Consultant	8/11/2022
Niecia Anjorin, Mental Health Clinician	8/5/2022
Amanda Murray, Teacher, Special Education	8/12/2022
Katelynn Woodhams, Instructor, VB Tech	8/3/2022
Alyss Salas, School Social Worker	9/15/2022
Shari Henry, Instructor, VB Tech	8/15/2022
Miriam Thelen, School Psychologist	9/9/2022
Joshua Hamelink, IT Support Specialist	9/30/2022

RECOMMENDATION

RESOLVED that the Board of Education accept the resignation/retirements of the staff listed above.

Attachments

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.