

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 June 21, 2023, beginning at 8:00 AM 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. SPECIAL MEETING

- A. Roll Call of Board Members
- B. Approval of Draft Agenda - **(ROLL CALL VOTE)**
- C. Public Comments

II. INFORMATIONAL ITEMS

- A. Review of Tentative VBIESPA Contract 2023-2025

III. ACTION ITEMS

- A. Approval of VBIESPA Contract 2023-2025 **(ROLL CALL VOTE)**

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Date: June 21, 2023

To: VBISD Board of Education

From: David D. Manson, Superintendent

Subject: Approval of VBIESPA Agreement 2023-2025

Attached is the tentative agreement between the Van Buren Intermediate Educational Support Personnel Association (VBIESPA) and the Van Buren Intermediate School District that is dated June 13, 2023.

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 VBIESPA for the period of July 1, 2023 through June 30, 2025.

B. Approval of Automotive Technician - Maintenance Light Repair
Instructor Posting (**ROLL CALL VOTE**)

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MEMO

DATE: JUNE 21 , 2023
TO: BOARD OF EDUCATION
FROM: ROBERT SMITH
RE: VAN BUREN TECH AUTOMOTIVE - MAINTENANCE & LIGHT REPAIR INSTRUCTOR

BACKGROUND:

As a result of significant waitlists of students interested in enrolling in an automotive program at VB Tech and the existence of a vacant automotive lab (Auto Body) in the building, Van Buren Tech is interested in hiring a CTE instructor to teach the an Automotive - Maintenance & Light Repair (MLR) program, like had been done at the Tech Center several years ago. The program would start at the beginning of the upcoming 23-24 school year.

RECOMMENDATION

RESOLVED that the Board of Education approve the posting for an Automotive - Maintenance & Light Repair (MLR) Career & Technical Education instructor.

C. Approval of Additional Days for Software Support Specialist (**ROLL
CALL VOTE**)

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MEMO

DATE: JUNE 21, 2023
TO: BOARD OF EDUCATION
FROM: DAMIAN KOOB
RE: ADDITIONAL DAYS FOR SOFTWARE SYSTEMS SPECIALIST

BACKGROUND

The Software Systems Specialist for Special Education position at VBISD is currently on a 220 day contract. The need for this position to become a 260 day contract is due to the increase in PowerSchool Special Programs districts that the Technology Services Department is now supporting.

RECOMMENDATION

RESOLVED that the Board of Education approves the adjustment to the Software Systems Specialist for Special Education position to a 260 day contract.

D. Approval to Hire Additional EL Teacher (**ROLL CALL VOTE**)

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Date: June 21, 2023

To: VBISD Board of Education

From: Angie Gutiérrez, Whole Child Administrator

Subject: Approval to Hire additional ESL/Migrant Resource Teacher

During the 22-23 school year, we reviewed data and services with our consortium districts based on their number of English learners and their current level of English proficiency (WIDA Scores). Based on these discussions, the districts requested an additional nine days total for the 23-24 school year. These days will be funded by the districts through a shared service agreement. As a result, I am asking the board for approval to post a full-time ESL/Migrant position.

RESOLVED, the VBISD Board of Education approves the posting of one full-time ESL/Migrant position for the 23-24 school year funded by consortium districts.

E. Approval of Covert Business Services for 2023-24 (**ROLL CALL VOTE**)

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Date: June 21, 2023

To: VBISD Board of Education

From: David D. Manson, Superintendent

**Subject: Approval of Pay Adjustments for Covert Public Schools
Business Services**

In October 2019, Covert Public Schools requested that VBISD take over their business office and payroll/benefit functions. In exchange for these services, VBISD receives a contracted amount of \$75,000. In accordance with the structure created, I am recommending that the following individuals receive a stipend contingent upon keeping this contract in place with Covert for additional work beyond their current responsibilities.

- Melissa Nelson, Administrative Secretary to Barb Matthews, provides the majority of processing the payroll for Covert. Recommending a stipend of \$9,000. Effective July 1, 2023.
- Rhonda Plumley, Payroll/Benefits Coordinator, continues to assist on the benefits side (health insurance, dental, vision, etc.). Recommending a stipend of \$4,000. Effective July 1, 2023.
- Shawn Fitzgerald, Payroll Specialist, ongoing support of payroll processing. Recommending a stipend of \$1,000. Effective July 1, 2023.
- Rebecca Drake, Grant Accountant, serving as Covert Business Manager for the 2023-24 school year \$25,750.

RESOLVED, the VBISD Board of Education approves the pay adjustments outlined above for supporting the Covert Public Schools Business Services.

IV. OTHER BUSINESS

A. Adjournment

1. Motion to Adjourn Meeting (**VOICE VOTE**)

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.