

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 May 7, 2025, beginning at 4:00 PM in the Van Buren Conference Center
490 S Paw Paw Street
Lawrence, MI 49064.

The public is invited to attend the Van Buren Intermediate School District Board of Education meetings. If you require an accommodation 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 SESSION - Covert School Board Vacancy - Interviews - 3:30 pm

II. REGULAR MEETING

A. Approval of Draft Agenda (**ROLL CALL VOTE**)

B. Consent Agenda - (**ROLL CALL VOTE**)

1. Minutes (April 9, 2025)

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The regular Board of Education meeting was held on **Wednesday, April 9, 2025, and called to order at 4:00 p.m.** The following board members were physically present: Faul, Weiss, Kent, Makay, and Middaugh.

Makay moved to approve the April 9, 2025, draft agenda as presented. Supported by Kent. Roll call vote. Makay – yes, Faul – yes, Kent – yes, Weiss – yes and Middaugh - yes. Motion carried.

Weiss moved to approve the Consent Agenda (*March 12, 2025, Minutes; Composite and Summaries*). Supported by Faul. Roll call vote: Faul – yes, Kent – yes, Weiss – yes, Makay – yes, and Middaugh – yes. Motion carried.

All members of the Board of Education, along with Superintendent Manson, recently attended the 2025 National School Board Association Conference, which was held April 4-6, 2025, in Atlanta, Georgia. The conference provided relevant information on many topics, including cybersecurity, school safety, and crisis communication issues.

Faul made the motion to approve the following resolution:

RESOLVED that the Board of Education approve up to 29 hours of professional development to count as hours of pupil instruction for the 2025-2026 school year as outlined in Attachment 1.

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

Makay made the motion to approve the following resolution:

RESOLVED, the Board of Education approves the hire of Becht Construction for the completion of the onsite Construction Trades home, located at 465 Memory Lane in Decatur, for a total of \$103,261.74.

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

Faul made the motion to approve the following resolution:

RESOLVED that the Board of Education approves the additional three days beyond the allowable extension for Kate Keller, Speech & Language Pathologist, effective for the 2024-2025 PSM Contract.

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

Weiss made the motion to approve the following resolution:

RESOLVED, that the Van Buren Intermediate School District Board of Education approve and authorize Owen Ames Kimball Co. to issue a Notice of Pending Awards in the amounts indicated to contractors and suppliers listed below, pending confirmation that all requirements of the Contract Documents have been met.

FURTHERMORE, upon receipt by Owen Ames Kimball Co. of the appropriate documentation, contracts be awarded to the following contractors and suppliers by Van Buren Intermediate School District.

EARTHWORK

COMPTON, INC. (SOUTH HAVEN, MI) \$62,125

MECHANICAL/PLUMBING

DHE PLUMBING AND MECHANICAL (GRANDVILLE, MI) \$25,000

ELECTRICAL

ALLIED ELECTRICAL LLC (GRAND RAPIDS, MI) \$1,045,700

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

Faul made the motion to approve the following resolution:

RESOLVED that the Board of Education approves the employment of the Build UP diagnostic staff for the above-named positions for the summer of 2025 as follows:

- Speech & Language Pathologist - 7 Days
- School Social Work - 7 Days
- School Psychologist - 7 Days
- Diagnostic Teacher Consultant - 7 Days
- Occupational Therapist - 4 Days

Supported by Weiss. Roll call vote. Weiss – yes, Faul – yes, Makay – yes, Kent -0 yes, and Middaugh – yes. Motion carried.

Faul made the motion to approve the following resolution:

RESOLVED, the VBISD Board of Education rescinds the vacancy appointment to the Covert Board of Education on March 12, 2025, and approves the appointment of Alan Smaka to the Covert Public Schools Board of Education through November 2026.

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

Makay made the motion to approve the following resolution:

RESOLVED that the Board of Education approves the employment of Mikenzie Chambers, Communications/Marketing Specialist, annual salary of \$55,000.00, start date 03/18/2025, and Alyvia Anaple, Diagnostic Teacher Consultant, annual salary of \$55,692.00, start date 04/04/2025.
***Salary may be prorated based on start date*

Supported by Faul. Voice vote. Motion carried.

Kent made the motion to approve the following resolution:

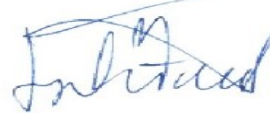
RESOLVED that the Board of Education accept the resignations/retirements of the staff listed below:

<u>Name</u>	<u>Resignation/Retirement Date</u>
Lorna Teske, BGLC Resource Room Teacher	07/31/2025
Matthew Kaemming, CTC Resource Room Teacher	07/31/2025
Dr. Carlos Cortes, ESL Teacher	06/05/2025

Supported by Weiss. Voice vote. Motion carried.

Makay made the motion to adjourn the meeting, which was supported by Weiss. The motion was carried by Voice vote. The meeting was adjourned at 5:33 PM.

Respectfully submitted,



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

VBISD Plan for District Provided Professional Development (DPDD) Reported as Instructional Time

The VBISD will use up to 29 hours during the 2025-2026 school year. Below are assurances detailing how the VBISD will meet all requirements per Section 101(1) of the State School Aid Act, MCL 388.1701(10).

Assurances

- I. The district-wide professional development advisory committee is composed of representatives from all departments, across all grades, subject matter, specializations, non-teaching staff, parents and administrators, as well as input from the Professional Staff Union.
- II. The professional development hours will be used to offset instructional time for pupils whose teachers participate in the professional development.
- III. The professional development is aligned with the district improvement plan and goal which targets improvements for culture and climate.
- IV. The professional development is linked to the criteria for staff evaluation, including the 5D+ framework for teachers, the Charlotte Danielson models for non-teaching professional staff, and the evaluation rubric for support staff.
- V. The professional development will be approved by MDE to be counted for state continuing education clock hours (SCECH).
- VI. Less than combined 10 hours of professional development will take place before the first scheduled day of school for the school year and after the last scheduled day of school for that school year.
- VII. No more than 10 hours of professional development will take place in a single month.
- VIII. At least 75% of teachers scheduled to participate in the professional development will be in attendance.
- IX. Each day counted as a professional development day used in this manner will exceed 5 hours.
- X. All online professional development used in this manner has been approved by the VBISD.

Professional Development for Instructional Hours/Days Documentation Tool

Please provide the below information as well as maintain the noted documents.
This information does not need to be submitted to the Michigan Department of Education but should be maintained in a file for audit purposes for 3 years.

Local Education Agency Name: **Van Buren Intermediate School District**

School Year Start Date: August 18, 2025

School Year End Date: June 8, 2026

	Special Education Department	Early Childhood Department	Instructional Services Department	VB Tech	Multilingual & Migrant Program
Dates of PD	8/19/25, 10/24/25, 1/19/26, 4/24/26	8/19/25, 10/24/25, 1/19/26, 4/17/26	8/21/25 5/15/25 IS DPPD per subdepartment	8/21/25 1-20-25	
Title/Description	TBD	TBD	TBD	TBD	TBD
Date of District Approval (Online PD only)	N/A	N/A	N/A	N/A	N/A
Attending Teacher Population (All district, building specific)	All Department	All Department	All Department	All Department	All Department
District or Building to which hours are being applied	Special Education Department	Early Childhood Department	IS Department	CTE Staff	EL/Migrant Department
Alignment to School or District Improvement Plan	Improve student outcomes	Improve student outcomes	Improve student outcomes	Improve student outcomes	Improve student outcomes
Alignment to Criteria in Evaluation Tool	Aligned with 5D+ and other VBISD evaluation rubrics	Aligned with 5D+ and other VBISD evaluation rubrics	Aligned with VBISD evaluation rubrics	Aligned with 5D+ and other VBISD evaluation rubrics	Aligned with 5D+
SCECH Program # Amount	Pending approval	Pending approval	Pending approval	Pending Approval	Pending Approval
Length in Hours	7.25 hrs. each	7.25 hrs. each	Coaches 2hrs/mo MHC 5 hrs/mo Adult Ed 4 hrs/mo Project SHINE 4 hrs/month	7.25 hrs. each	
Hours to be Used	Total of 29	Total of 29	See Attached	Total of 15	

	hours	hours		hours	
Days to be Used	4 days	4 days		2 days	
% Attendance from Expected Participants:	95%	95%	95%	95%	95%

In addition to the above information, maintain the following documents:

- Board of Education meeting minutes during which the advisory committee was appointed.

- List of committee members, with title, representing the required composition.

- Advisory committee meeting minutes noting the recommendation of at least 8 hours of professional development to be used for instructional hours.

- District calendar noting first and last days of school and professional development dates.

- Attendance list (original or copy) and expected participation roster.

- Agendas for individual activities (optional)

Signatures: As chief administrator of the district, I verify that all of the above and maintained information is true regarding the professional development to be used toward instructional hours.

Superintendent Name: Dave Manson

Superintendent Signature: _____ Date: _____

VAN BUREN INTERMEDIATE SCHOOL DISTRICT
APRIL 2025

VOUCHERS

Imprest Fund	1,045,319.44
Payroll Fund	4,646,857.36
Purchasing Cards	84,645.49
EduStaff ACH	17,764.92

PAYROLL SUMMARY

General	1,217,112.00
Special Education	2,652,210.01
Vocational Education	777,535.35
Student Activity Fund	-
Food Service Fund	-
Total	4,646,857.36

IMPREST VOUCHER SUMMARY

FUND	CHECKS	REIMBURSEMENT	CARDS	TAX/INTEREST/	TOTAL
General	429,713.36	11,497.00	26,163.11	(11,263.04)	456,110.43
Special Education	435,412.60	20,804.90	15,913.17	3,785.77	475,916.44
Vocational Education	180,193.48	6,493.58	42,564.23	7,477.27	236,728.56
Capital Projects	-	-	-		-
Food Service	-	-	-	-	-
Student Activity Fund	-	-	4.98	-	4.98
Total	1,045,319.44	38,795.48	84,645.49	-	1,168,760.41

VAN BUREN INTERMEDIATE SCHOOL DISTRICT
APRIL 2025

BUDGET TO EXPENDITURE COMPARISON 24-25

FUND	BUDGET	ACTUAL & ENCUMBERED EXPENSES	UNENCUMBERED BALANCE	YEAR TO DATE VARIANCE
General	26,221,227	17,615,247	8,605,980	3,143,225
Special Education	43,256,264	29,751,950	13,504,314	4,492,592
Career Tech Education	17,411,809	10,352,685	7,059,124	3,431,664
Food Service	10,972	-	10,972	8,686
Capital Projects	-	-	-	-

CASH FLOW SUMMARY

	ENDING BALANCE 03/01/2025	CASH RECEIPTS	CASH DISBURSEMENTS	ENDING BALANCE 03/31/2025
General	5,306,550	1,978,242	2,188,339	5,096,453
Special Education	18,989,561	1,060,747	2,944,464	17,105,844
Career Tech Education	10,772,425	680,960	1,044,779	10,408,606
Student Activity Fund	33,282	375	5	33,652
Food Service	10,740	-	-	10,740
Capital Projects	-	-	-	-
Total	35,112,558	3,720,324	6,177,586	32,655,295

C. Board/Superintendent Travel (**ROLL CALL VOTE**)

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CONFERENCE ATTENDANCE
Superintendent/Board of Education
MAY 2025

Pre-Approval

NAME	DATES	LOCATION	ESTIMATED COST
Dave Manson	June 18-20, 2025	MAISA Summer Conference 2025 Frankenmuth, MI	\$781
Dave Manson	September 17-19, 2025	MASA Annual Fall Conference 2025 Grand Traverse Resort, Acme, MI	\$1128

Post Approval

NAME	DATES	LOCATION	COST
John Faul	April 4-6, 2025	National School Board Association Conference 2025 Atlanta, GA	\$2656
Kenneth Kent	April 4-6, 2025	National School Board Association Conference 2025 Atlanta, GA	\$2656
Karen Makay	April 4-6, 2025	National School Board Association Conference 2025 Atlanta, GA	\$2656
Dave Manson	April 4-6, 2025	National School Board Association Conference 2025 Atlanta, GA	\$1790
Mary Ann Middaugh	April 4-6, 2025	National School Board Association Conference 2025 Atlanta, GA	\$2656
John Weiss	April 4-6, 2025	National School Board Association Conference 2025 Atlanta, GA	\$2037

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



Upcoming Events/Key Dates May & June 2025

5/5-5/9	Educator Appreciation Week (All Departments)
*5/6	Early Middle College Completion Ceremony, 5:30-6:30p @ Conference Center
**5/7	VBISD School Board Meeting, 4p @ Conference Center
*5/9	VBISD Greenhouse - Pre-sale , 7:30a-4:30p
5/12-5/16	VBISD Greenhouse - Regular sale, 7:30a-4p
*5/13	VB Tech Mock Disaster
**5/14	Board Work Session - 9a-2:30p @ Lucky Wolf
*5/15	Retirement Celebration, 3:30p-5p
**5/21	BGLC Graduation, 12:30p @ Conference Center (Note: This is the only VBISD program graduation as there are no 12th grade students at Maple Creek this year.)
5/26	Memorial Day
*5/29	BGLC Picnic @10:30-12:30p @ BGLC
6/3	Special Education Department Last Student Day
**6/4	VBISD School Board Meeting, 4p @ Conference Center

KEY:

Informational only

*Board attendance voluntary

**Board attendance requested

E. Public Comments
III. **INFORMATIONAL ITEMS**
A. Board Updates
B. Superintendent Update

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Date: May 7, 2025
To: Board of Education
From: David D. Manson, Superintendent
Subject: **Superintendent Update**

Van Buren County Association of School Board (VBCASB) Scholarships: (Governance & Board Relations, Staff Relations, Community Relations, Business & Finance)

The Van Buren County Association of School Boards is pleased to honor and recognize six (6) high school seniors with a \$500 scholarship funded through the West Michigan Educational Research and Development Foundation. These seniors were selected from the twenty-four (24) applications because they demonstrated an ability to:

- Make a positive impact in the school district and community in which they live
- Volunteer for activities that help the school, students and community
- Serve as a true “team player” in a school setting
- Exhibit an attitude that promotes a positive learning environment that reflects positively on the school district
- Demonstrate sensitivity to the needs of individual students and community members

The Award Winners are:

Charish Crawford - Bloomingdale
Lily Heintzman - Gobles
Alexi Martinez Marquez - Covert
Jacob Mazelin - Mattawan
Meredyth Morsaw - Hartford
Katy Ruiz - Covert

National School Board Association Conference: (Governance & Board Relations, Staff Relations, Community Relations, Business & Finance, Instructional Leadership)

I would like to sincerely thank the school board for the opportunity to attend the NSBA Conference in Atlanta from April 3–6. During the conference, I participated in multiple learning sessions and had the chance to connect with colleagues from across the state and nation.

Below is a list of the sessions I attended:

- Creating the Conditions for High-Quality Special Education on Budget
- When Student and Staff Speech Collide with Anti-Discrimination Laws
- General Session - Melissa Stockwell
- Hold the Line: Connecting With the Community about Cellphones in Schools
- Communicating through Crisis and Controversy
- Federal Changes & Impacts on Locals
- General Session - Ravi Hutheesing



****Administrative Assistant to the Superintendent: (Governance & Board Relations, Staff Relations, Community Relations, Business & Finance, Instructional Leadership)**

VBISD is pleased to announce the hiring of our new Administrative Assistant to the Superintendent Ashlee Ferguson. Ashlee has served as a first and second grade teacher at Mattawan since 2017 and brings excellent organizational, communication, and leadership skills. She has a strong understanding of school operations and is committed to supporting the Superintendent, Board of Education, and our community with professionalism and efficiency.

Her experience includes managing complex schedules, maintaining confidential records, leading a school tutoring academy, and working closely with teachers, families, and support staff. She's tech-savvy, highly organized, and comfortable working independently while managing multiple priorities.

In addition to her technical skills, her background as a teacher liaison for the parent association has strengthened her event planning, meeting coordination, and budget management experience. She is excited about the opportunity to contribute to the district's mission and will be a great addition to our team.

****USDOE Request for Title VI Compliance Certification: (Governance & Board Relations, Staff Relations, Community Relations, Business & Finance, Instructional Leadership)**

Earlier this month, the U.S. Department of Education (USDOE) asked all state and local education agencies to certify that they are following Title VI of the Civil Rights Act. Michigan's Department of Education (MDE) responded by stating it already meets these requirements and initially did not ask districts to submit anything. However, the USDOE later made it clear that certifications were still expected from individual districts. The certification form raised some concerns because of its broad language around diversity, equity, and inclusion (DEI) and the potential for legal issues under the False Claims Act. VBISD worked closely with our districts and legal team to review all options to protect federal funding while minimizing potential risks.

VBISD and our constituent districts considered several paths forward: (1) taking no action and waiting for legal resolution, which carries a potential risk to federal funding; (2) signing the USDOE certification form to meet the deadline but accepting legal risks; (3) signing a modified version of the certification to limit risk but possibly drawing USDOE scrutiny; or (4) submitting MDE's April 10 letter as evidence of compliance, although it is uncertain whether the USDOE would accept it. Each option presents its own level of risk and uncertainty.

Late on April 24, a federal court issued an injunction that temporarily stopped the USDOE from enforcing the certification requirement. With that pause in place, VBISD is taking a careful, wait-and-see approach. We remain fully committed to following Title VI and will continue monitoring the situation closely. We'll provide more updates to the board as new information becomes available.

- C. Department Updates
 - 1. Presentation - Special Education
 - 2. Special Education

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MEMO

DATE: MAY 7, 2025
TO: BOARD OF EDUCATION
FROM: KATY HOLVERSTOTT,
DIRECTOR
RE: SPECIAL EDUCATION UPDATE



****Staffing Update Leadership, Level of Professional Awareness, Decision Maker, Planner & Organizer, Evaluator, Faculty & Staff Personnel, Student Achievement***

Early approval and posting resulted in positive outcomes! At this time, the Special Education Department has nearly all positions filled for the 2025-2026 school year. Below are the details.

- Speech and Language Pathology: One vacancy has been filled by a newly accredited intern and two positions remain unfilled, one of which is currently filled by a virtual speech and language pathologist.
- School Psychologist/Diagnostic Teacher Consultant: Three new school psychologists and three new diagnostic teacher consultants have been hired. All vacancies and new positions are filled. Virtual services will no longer be needed.
- School Social Worker: One of the two open positions was recently filled and the other is in the interview process. The two additional days per week approved in March remain open.
- Occupational Therapist: All positions are filled.
- Physical Therapist: The extra time approved last month was picked up by an internal candidate. All positions are filled.
- Special Education Teachers: Due to retirement and reallocation of a teaching position from the Learning Center, there are three open positions at the Community-based Transition Center. There is much interest in these positions and hires are anticipated by the end of May.
- Program Assistants & Specialized Assistants: All positions are filled.

Included in the board packet is a request for three additional school psychology days which were previously covered by the contracted virtual school psychologist.

Driven to Win: The VBISD Bus Rodeo Leadership, Level of Professional Awareness, Faculty & Staff Personnel, School Plant & Facilities, Community Relations

A Bus Rodeo is a competitive event where bus drivers showcase their skills in a series of driving challenges designed to test safety, precision and knowledge. These events typically include a written test, obstacle courses, tight turns, simulated passenger stops and safety checks. They're both a training opportunity and a celebration of driver excellence.



On Saturday, April 26, 2025, the VBISD Transportation Department, led by Terry Lechenet hosted a Bus Rodeo competition. Over 40 bus drivers participated from across southwest Michigan. In addition to drivers, several volunteers helped to set up the course, score the written test and judge performance at each station. In whole, the obstacle course spanned from the Learning Center, behind Transportation and throughout VB Tech's parking lot.

Lunch and door prizes were offered to all while results were tabulated. The day ended with the announcement of the top three and top ten drivers. We are proud to report that nearly all VBISD drivers placed in the top ten and took all three top places! Pictured above are the VBISD drivers and volunteers. Pictured below are the top three winners. From left to right: Melanie Cheek placed first, Autumn Stevens took second and Robert Mead came in third.



***Do It and Say It Your Way: AT and AAC in Action** *Leadership, Level of Professional Awareness, Supervisor, Student Achievement*

Assistive Technology (AT) refers to any device, software or equipment that helps people with disabilities perform tasks that might otherwise be difficult or impossible, such as communicating, reading or accessing information. Below are a few examples:

- Text reading software for students with dyslexia or visual impairment
- Word prediction apps for students with fine motor challenges
- Computer apps that help with task management, scheduling and focus

Augmentative and Alternative Communication (AAC) is a form of AT and includes tools and strategies that support or replace verbal communication for individuals who have difficulty expressing themselves. Below are a few examples:

- Picture exchange boards
- Speech-generating
- Specialized apps on

As requested by the Board, Phillips will provide a meeting to demonstrate the school environment to

Better Together: Cross-
Leadership, Level of



systems and communication
devices
tablets

Gayle Evans and Melissa
presentation at the May board
how AT and AAC are used in
support students.

Department Collaboration
Professional Awareness,

Resourcefulness, Planner & Organizer, Faculty & Staff Personnel, Community Relations, Fiscal Management, Student Achievement

It's been said that to go fast, go alone, but to go far, go together. The Special Education Department is embracing this sentiment by increasing collaboration with other VBISD departments to provide better and more sustainable improvement. One example is collaboration with the Instructional Services Department. Several initiatives are being shared to provide cross-county teacher support and school-wide positive behavior support initiatives.

A partnership with Emergency Management is another collaboration. This includes a shared staff member to provide training and consultation with a special education lens.

More specific information about these partnerships will be shared at the May Board Work Session.

****Deaf & Hard of Hearing Program Update Leadership, Level of Professional Awareness, Professional Standards & Ethics, Planner & Organizer, Evaluator, Faculty & Staff Personnel, School Plant & Facilities, Student Achievement***

In the March board report, an overview of the DHH Program evaluation process was provided. Since then, evaluation results and corresponding recommendations have been finalized. These findings are grouped into three categories: key strengths, identified challenges and proposed improvements.

Key Strengths:

- Hardworking, knowledgeable and dedicated staff
- Supportive supervisory structure
- Inclusion opportunities
- Supportive local district staff
- Convenient access to community resources
- Community support
- A student-centered culture
- A highly qualified, locally available audiologist
- Skilled and experienced consultation support
- Comprehensive services and supports for Deaf/Blind students
- Representation from members of the Deaf community



Challenges:

- Complex scheduling logistics

- Staff shortages
- Limited access to Deaf peers and role models
- Inconsistent access to DHH teachers
- A lack of regularly scheduled language support services

Proposed Improvements:

In response to these challenges, several initiatives are already underway. New staff members have been recruited and a community partnership was recently established with Lucky Wolf in Paw Paw. Pictured to the right is a photo featuring DHH staff member, Mark Ostrander, which was included in an article in the Courier Leader about the partnership. Click [here](#) to access the article.

***Deaf & Hard of Hearing Program Update (Continued)**



Beginning next school year, the program will be restructured to include a dedicated DHH teacher, ensuring students receive consistent, daily language instruction.

The revised schedule will provide:

- Regular opportunities to engage with DHH peers
- Regularly scheduled social-emotional instruction
- Community-based instructional experiences
- Expanded involvement with families and community partners

Additionally, structural changes will be implemented to enhance staff support, communication and collaboration.

Team Highlight Leadership, Faculty & Staff Personnel

I love the VBISD because of the wonderful people who support our students and districts. Pictured to the left is the team that serves South Haven Public Schools, including (clockwise from left) Kelly Hoffman, Sarah Carpp, Nichole Carolla,



Katie Potts, Jill Priebe, Theresa Zaszczurynski, Kristen Hoag, Melissa Thompson, Heidi Diaz and Whitney Grant.

MEMO

DATE: MAY 7, 2025
TO: BOARD OF EDUCATION
FROM: REBECCA DEPAS, DIRECTOR OF FINANCE & OPERATIONS
RE: FINANCE & OPERATIONS UPDATE

Budget Season (1, 11, 19)

Over the last two months FY 25 Budget Amendments were finalized and Projected FY 26 Budgets have been started. On Friday April 18, 2025 FY 26 General Fund Budget was presented to the local superintendents. They are now in possession of the projected budget and are tasked with taking it to their Board of Education for approval. During the presentation I was able to walk through the budget highlighting key areas that have changed over the last fiscal year and answer any questions that the local districts might have.

At the state level we are still unsure as to what funding will look like in FY 26. Based on the three budget proposals that have been presented we can rough estimate the following:

- 1) 4% increase in foundation allowance
- 2) 4% increase in 51e
- 3) No change to 31n6 (mental health clinicians)
- 4) 3% increase in GSRP
- 5) Changes to 147 / MPSERS Rates

Public Employer Medical Plan Cost Limitation (2, 10, 13, 19)

The Michigan Department of Treasury recently announced the medical benefit plan annual cost limitations for the year 2026 as established by MCL 15.563, as last amended by 2018 Public Act 477. This law limits the amount public employers may contribute to a medical benefit plan. The limits for 2026 increased by 2.9% percent from 2025. The limits are as follows:

Single person coverage: \$7,942.09
Individual and spouse coverage: \$16,609.38
Full family coverage: \$21,660.30

MEMO

DATE: MAY 7, 2025
TO: BOARD OF EDUCATION
FROM: DAMIAN KOOB
RE: TECHNOLOGY SERVICES BOARD REPORT

***Texas A&M Engineering Extension Service (TEEX Cybersecurity Incident Response and Management (Leadership, Professional Awareness, Professional Preparation))**



From March 25th – 27th, I was able to attend the Texas A&M Engineering Extension Service’s (TEEX) Cybersecurity Incident Response and Management (PER-371) course paid for by a grant from DTMB and FEMA. This course was an outstanding professional development opportunity that delivered both depth and relevance in the realm of cybersecurity preparedness.

The three-day course, hosted by the Texas A&M Engineering Extension Service, provided a highly engaging and practical approach to understanding, managing, and mitigating cyber incidents within public sector and critical infrastructure environments.

The course offered a comprehensive overview of the incident response lifecycle, emphasizing the importance of a coordinated and systematic approach to detecting, analyzing, responding to, and recovering from cybersecurity threats. Through interactive case studies, hands-on simulations, and expert-led discussions, I was able to enhance my understanding of core principles such as threat identification, containment strategies, and communication protocols during active incidents. The curriculum was well-structured and directly applicable to the day-to-day realities faced by technology leaders in K-12 education.

What truly made the experience exceptional was the advanced knowledge of instructors and the collaborative environment fostered throughout the training. Instructors brought deep field expertise and real-world experience, offering valuable insights and actionable strategies that will directly benefit Van Buren ISD’s cybersecurity posture. Moreover, the opportunity to network with peers from various agencies and districts throughout the country helped broaden perspectives and reinforced the shared responsibility of protecting our educational systems from evolving cyber threats. I left the course with a great foundation to better lead incident response efforts and the knowledge to integrate these best practices into our district’s cybersecurity framework.



I greatly appreciate the Board and Mr. Manson’s support in giving me the opportunity to attend such a fantastic experience for the betterment of the staff and students we support. 😊



MACUL (Michigan Association of Computer User Learners) Conference (Leadership, Professional Awareness, Professional Preparation)

On March 19th - 21st, I attended my 20th annual MACUL conference in Detroit. The MACUL conference is a fantastic venue for K-12 educators to attend more than 200 sessions discussing technology from classrooms to District-wide solutions. I attended a few sessions on cloud computing and artificial intelligence, as well as vendor product highlights with the latest technologies. This has always been a great venue to do some networking with folks in other Districts and ISDs and I enjoyed the conversations and learned quite a bit! I would like to thank the Board and Mr. Manson for giving me the opportunity to attend this conference and engage in great professional development and networking opportunities.



MSBO (Michigan School Business Officials) Annual Conference (Leadership, Professional Awareness, Communication Skills, Professional Preparation)

Lukas Enciso, Craig Campbell, and I attended the annual Michigan School Business Officials (MSBO) conference held at the DeVos Place/Amway Grand Hotel on April 30th and May 1st. My focus for this year's conference was on AI policies and cybersecurity. I also try and attend all the legal updates in the technology realm at this conference as well, which I was able to attend on the Freedom of Information Act. Another great session I attended was on Data Privacy and Security. This session was a review on the best practices and strategies to manage the risk of data sharing agreements. Outside of the sessions, the networking opportunities with folks from other ISDs and districts was great. It is always nice to see what other districts are implementing with their staff. I would like to thank the Board for allowing Lukas and myself the opportunity to attend this conference for the professional development and networking opportunities.



DATE: MAY 7, 2025

TO: BOARD OF EDUCATION

FROM: SUSAN REYNOLDS, DIRECTOR OF EARLY CHILDHOOD

RE: EARLY CHILDHOOD UPDATE

**** AAC Highlight: Access, Opportunities, and Modeling** *Leadership, Level of Professional Awareness, Professional Standards & Ethics, Communication Skills, Resourcefulness, Creativity & Innovativeness, Professional Preparation, Student Personnel, Community Relations, Fiscal Management, Student Achievement*

AAC (Augmentative and Alternative Communication) falls under the broader umbrella of Assistive Technology (AT) and has been an area of focused development at VBISD since the 2017–18 school year. AAC supports continue to evolve across our Early Childhood programs to promote communication access and equity for all learners.

Currently, our AAC resources include:

- [Universal core vocabulary boards](#), now updated with color-coded Fitzgerald Key formatting and a [Spanish-language core vocabulary board](#) to support dual-language learners. Both of these are available in a variety of sizes, from mini handheld versions to large poster boards.
- [High contrast boards](#) for students with visual impairments.
- Communication boards placed on playgrounds, in communal spaces, on staff lanyards, and even as wearable student bracelets.

A powerful quote from Jane Korsten, M.A., SLP, and the [AAC bill of rights](#) frames the importance of consistent modeling:

“If you model Augmentative and Alternative Communication (AAC) for only one hour per week, it will take an AAC user 84 years to have the same level of language exposure as a typically developing child in 18 months.”

This insight reminds us that AAC development mirrors the natural process of language acquisition in neurotypical children. We don’t expect babies to speak without exposure; similarly, AAC users need immersive environments that offer consistent access, opportunity, and modeling, without pressure or expectation for immediate use.

VBISD’s EC SLPs are working collaboratively with our two AAC consultants from the Special Ed Dept (Gayle Evans and Melissa Phillips) to support VBISD students, staff, and families to include more robust language AAC access through high tech app options such as TDsnap or Proloquo2Go. These options have an auditory output to increase participation access. Our Early On team is establishing AAC systems to support families and our county’s youngest learners.

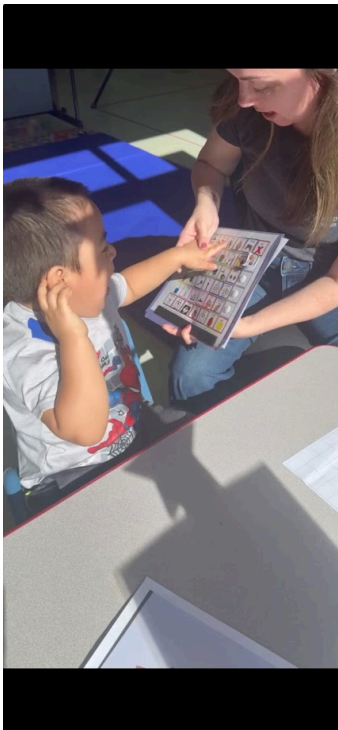
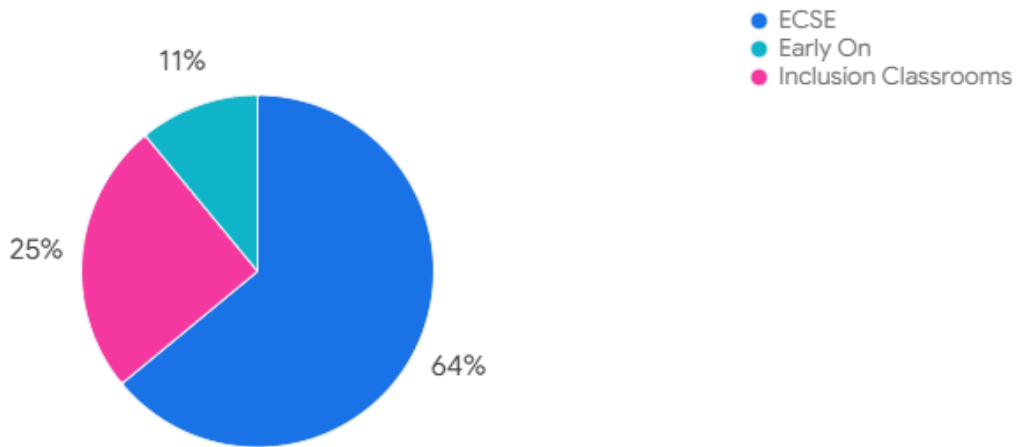
To date, Early Childhood teams have submitted the following Request for Consult (ROC) forms to expand AAC implementation:

Total ROCs Submitted: 28

- 🧑 26 Student-Level AAC ROCs
- 🧑 2 Professional Support AAC ROCs

Breakdown by Program Area (out of 28 total)

Early Childhood AAC Requests for Consultation



← **Christin with Miss Kate using his Core Board to ask for, “more.”**



← **Alexander in GSRP with Mrs. King**

↓ **Rio with his AAC Device**





← Axell using the poster sized Core Board to show his teacher he wanted something different to play with



← Kiki and Adrienne working together with their fringe words for the month



← Enzo in Physical Therapy



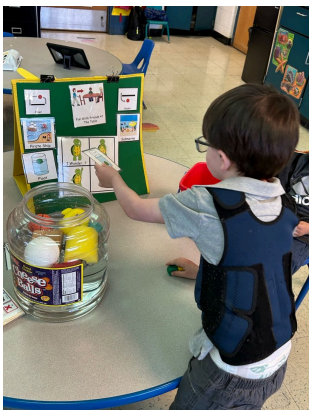
← Thomas doing his work with is AAC device at the ready!



Visuals to teach → expectations for group



← Marco working on colors with his AAC device



Steven sorting colors with his → visuals that say, "I can sort colors."



← Ezra using visuals to learn about science, "Does it sink or does it float?"

**** Journey to PreK for All Leadership, Resourcefulness, Creativity & Innovativeness, Personality, Faculty & Staff Personnel, School Plant & Facilities, Student Personnel, Community Relations, Student Achievement**



As part of Michigan’s continued efforts to expand access to high-quality early childhood education, the state has made significant progress toward its PreK for All goal, aiming for 75% enrollment of all 4-year-olds in publicly funded programs by 2027. The attached [Journey to PreK for All](#) graphic highlights recent statewide developments, including enrollment growth, expanded classroom capacity, workforce investments, and targeted outreach. Alongside this, Van Buren ISD continues to advance local efforts to increase PreK access and participation, aligning with and contributing to

Michigan’s broader vision for early learning. This report provides a snapshot of both statewide progress and Van Buren County-specific data.

Enrollment

Statewide: The percentage of 4-year-olds enrolled in publicly funded preschool programs has grown steadily, rising from 41.5% in FY 2023 to an estimated 56% in FY 2025. This progress moves Michigan closer to its goal of 75% enrollment by 2027. Licensed child care programs (CBOs) are also increasing, with more detailed enrollment and regional expansion data for the 2024–25 school year expected this spring.

Van Buren County: Van Buren County has seen steady growth in its Great Start Readiness Program (GSRP) from the 2023–2024 to the 2024–2025 school year. The number of GSRP classrooms increased from 22 to 25, and enrollment rose from 410 to 467 children. Community-based organization (CBO) partnerships expanded from 1 to 3 sites.

Expansion

Statewide: MiLEAP awarded \$30 million in start-up grants to open 590 new classrooms and expand 616 existing ones. Allocations to community-based organizations increased from 30.6% in 2024 to 34.9% in 2025. An additional \$5 million supported the early childhood workforce through scholarships, apprenticeships, and CTE programs. Family demand for 5-day PreK programs also grew, rising from 16.9% to 26% in one year.

Van Buren County: Expansion funding grew significantly, increasing from \$50,000 to \$450,000 in one school year. This increase in funding supports our country's commitment to increasing access to high-quality preschool opportunities.

Outreach

Statewide: To boost enrollment, MiLEAP launched a 2-month campaign targeting areas with available PreK slots, reaching 173,405 families and increasing visits to MIPreKForAll.org by 2,380%. A digital toolkit with new PreK for All branding was also released to support ISDs and providers across the state.

Van Buren County: VBISD has expanded our recruiting efforts. Increasing social media presence, collaboration with local district Kindergarten Round-ups and partnering with Flowers Early Learning has our early enrollment numbers surpassing those of last year.

Alignment

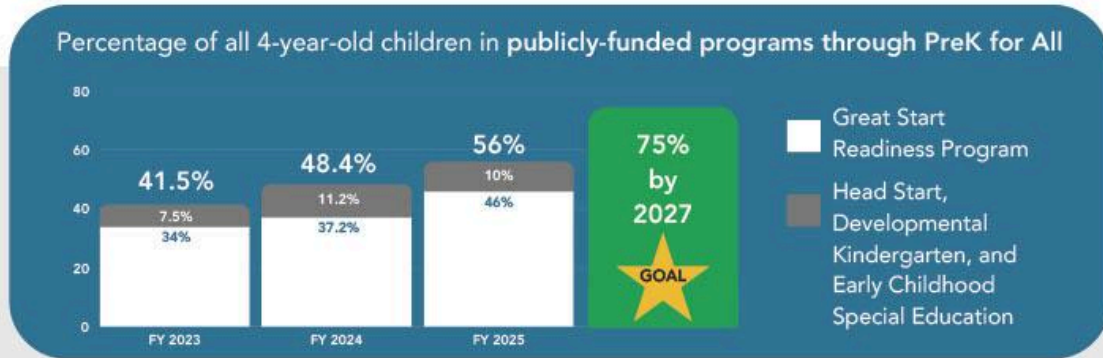
Statewide: MiLEAP is enhancing collaboration across early childhood programs, including GSRP, ECSE, Head Start, and child care services. By building feedback loops and engaging field leaders, the initiative aims to create a more coordinated and responsive early learning system statewide.

Van Buren County: Along with increasing partnerships with Flowers Early Learning and our local community based organizations, GSRP has increased its inclusion efforts over the past several years. In collaboration with our Early Childhood Special Education team, more students are receiving services with their general education peers than ever before.

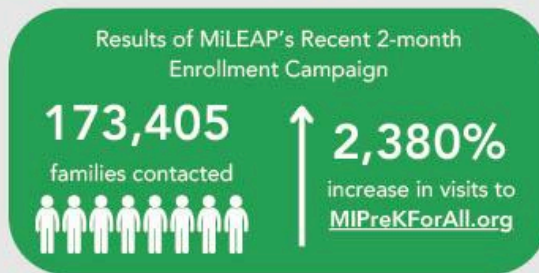
Van Buren County	2023-2024	2024-2025	2025-2026 Projected
GSRP Classrooms	22	25	28
Children Enrolled in GSRP	410	467	525
Community Based Organization Classrooms	1	3	4+
Expansion funds	\$50,000	\$450,000	

Journey to PreK for All

March 2025 Update



Note: FY 2025 data is an estimate based on preliminary data reports (02/2025)



This data was provided by the MiLEAP PreK for All Team.
 For more information, visit <https://www.michigan.gov/mileap/early-childhood-education/prek-for-all>
 or contact MiLEAP-GSRP@Michigan.gov

****Community Baby Shower Leadership, Level of Professional Awareness, Communication Skills, Resourcefulness, Creativity & Innovativeness, Personality, Planner & Organizer, Community Relations**

The 2025 Van Buren Community Baby Shower marked the sixth event since its inception in 2020, with a continued focus on safe sleep and infant death prevention. According to the National Institute of Child Health and Human Development, approximately 25% of infant deaths are related to unsafe sleep practices ([source](#)).

This year, 68 families registered for the event, with 41 attending—representing a total of 143 participants, including adults, infants, and children. Notably, 24 of the participating families were expecting. The Van Buren Great Start Collaborative prioritized increasing accessibility this year by transitioning from a presentation-heavy format to a more flexible, open-house style. This change led to a remarkable 69% increase in attendance compared to last year.












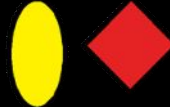







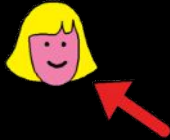






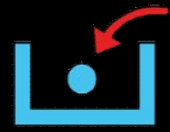









Each family received a gift bag and was entered into a raffle for items that support early development. Thanks to a grant from the Bronson Health Foundation, we were also able to provide 20 safe sleep portable crib sets to families in need. Sixteen community organizations participated, offering valuable information and resources to attendees.

Families expressed deep appreciation for the event. One parent shared, *"The thing I liked best about the baby shower was all the community information. I had no idea there were so many great resources for expecting and new parents."* Another noted, *"I always recommend this shower to every mom, every year. It's my favorite. I came a few years ago and I learned and met new people this year too."*

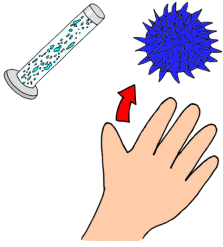


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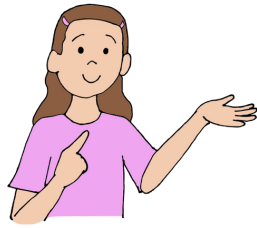
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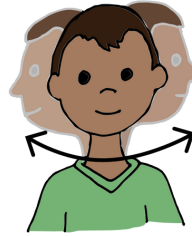
AAC Bill of Rights



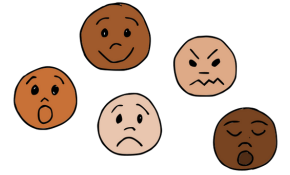
To make my own choices



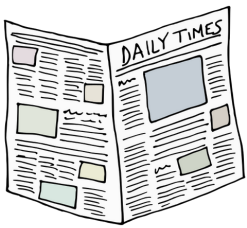
To ask for what I want and need



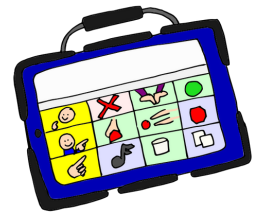
To say no and refuse anything



To express my feelings



To give and receive information



To have access to my speech system at all times



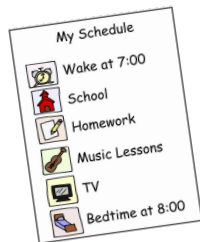
To ask for and receive attention and connection



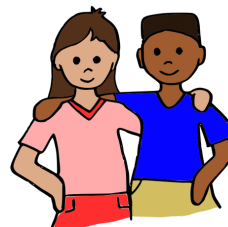
To be taught how to communicate



To be talked to, not about



To know and have a say about my schedule and world



To be treated with dignity and respect



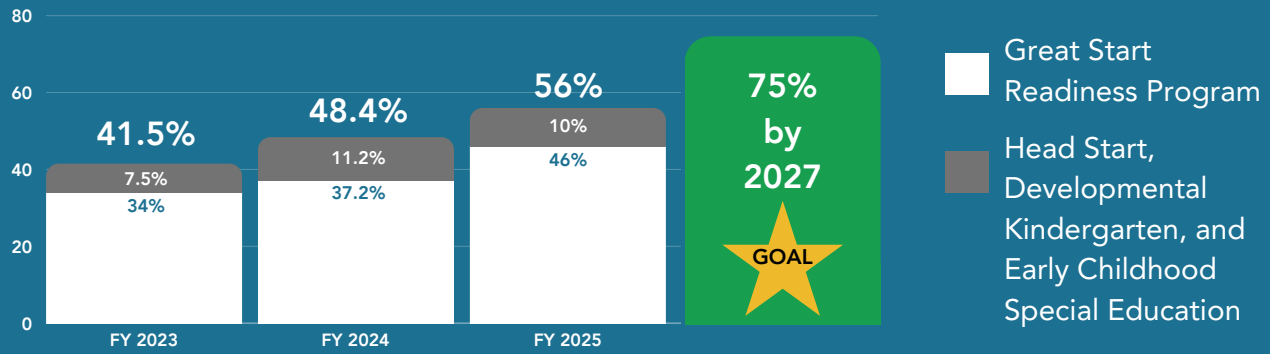
To be a full member of my community

Journey to PreK for All

March 2025 Update



Percentage of all 4-year-old children in publicly-funded programs through PreK for All



Note: FY 2025 data is an estimate based on preliminary data reports (02/2025)



Increases to Allocations to Community-Based Organizations

30.6% in 2024 **34.9%** in 2025



The percentage of families choosing 5-day-a-week extended PreK programs increased from 16.9% in 2024 to 26% in 2025

\$5M was invested in the future of early childhood educators

2025

early childhood professionals received **TEACH** scholarship funding

215

early childhood educators with **95 employers** participated in apprenticeship programs

76

high school students received a CDA, MiYDA, or AA degree through Career and Technical Education programs*

*funded by MiAEYC

\$30m

awarded in **start-up** grant funds for the purpose of:

opening **590 classrooms**

expanding **616 classrooms**

Results of MiLEAP's Recent 2-month Enrollment Campaign

173,405

families contacted



2,380%

increase in visits to [MiPreKForAll.org](https://www.mileap.org/prek-for-all)

This data was provided by the MiLEAP PreK for All Team.

For more information, visit <https://www.michigan.gov/mileap/early-childhood-education/prek-for-all> or contact MILEAP-GSRP@Michigan.gov

1 ENROLLMENT

The estimated **percentage of all 4-year-old children in publicly funded programs** has increased in the last several years*: 41.5% in FY 2023, 48.4% in FY 2024, and 56% in FY 2025. We continue to work toward the **enrollment goal of 75%** as outlined in the [2024 PreK for All Roadmap](#). Additionally, licensed child care programs have increased. To review specific data, see the [Child Care Mapping Project](#). Specific PreK for All enrollment and regional expansion data for the 24-25 school year is **expected this spring**.

*Data above is an estimate based on preliminary data reports (02/2025)

A [digital toolkit](#) featuring the new PreK for All branding was developed to **support local ISDs and providers**.

MiLEAP's recent **2-month enrollment campaign** focused on communities with available PreK for All slots for the 2024-25 school year. The campaign specifically **reached 173,405 families** and increased visits to MIPreKForAll.org by approximately **2,380%**. A big **thank you to our partners**, who have also been focused on outreach to increase **program participation and child enrollment** in PreK for All throughout Michigan!

3 OUTREACH

EXPANSION 2

\$30 million was awarded in **start-up grant funds** for the purpose of **opening 590 classrooms** and **expanding 616 classrooms**. **Allocations to CBOs** increased from 30.6% in 2024 to 34.9% in 2025.

\$5M was invested in the future of **early childhood educators** through scholarships, apprenticeship programs, and CTE programs.

5-day-a-week extended PreK programs increased from 16.9% in 2024 to 26% in 2025.

MiLEAP is **strengthening connections** within Michigan's early learning and care system, ensuring alignment by **fostering**

collaboration across key programs, including Great Start Readiness, Early Childhood Special Education, Family Services, Child Development and Care, Child Care Licensing, and Head Start.

MiLEAP also **prioritizes field engagement** by building strong feedback loops, using surveys, and convening early childhood leaders.

ALIGNMENT 4



IV. ACTION ITEMS

A. Approval of Amendments to General Appropriation Budgets 2024-2025 (**ROLL CALL VOTE**)

48

MEMO

DATE: MAY 7, 2025
TO: BOARD OF EDUCATION
FROM: REBECCA DEPAS, DIRECTOR OF FINANCE & OPERATIONS
RE: AMENDMENT TO THE 2024-25 GENERAL APPROPRIATIONS

The revisions to the 2024-25 VBISD budgets for the General, Special Education and Career Technical Education Funds are attached for your review. The budget revisions are necessary due to changes that have occurred from the original budget approved last June. The following summary provides the total projected revenues, expenses and other financing sources and uses for the 2024-25 fiscal year for each of the funds.

	REVENUE (Including Other Financing Sources)	EXPENDITURES (Including Other Financing Uses)
General Fund	\$27,367,797	\$26,421,401
Special Education Fund	\$46,750,872	\$45,833,561
Career Technical Education Fund	\$16,227,219	\$17,428,544

Recommend the following resolution be passed:

RESOLVED, that the general appropriations for the General, Special Education and Career Technical Education Funds of the Van Buren Intermediate School District for the 2024-25 school year are amended as shown on the following attachments.

MEMO

DATE: MAY 7, 2025
TO: BOARD OF EDUCATION
FROM: REBECCA DEPAS, DIRECTOR OF FINANCE & OPERATIONS
RE: AMENDMENT TO THE 2024-25 GENERAL APPROPRIATIONS

The proposed changes to the 2024-25 budgets are predominately a result of settled bargaining agreements and updated benefit costs. The amendment takes into consideration new grants that have been awarded in the fiscal year and adjusts revenue to align with the state school aid budget and updated grant expenditures.

The following table describes the changes that were out of the norm and/or had a significant impact on the budget.

Type	Description	Net Increase (decrease)
	GENERAL FUND	
Local Sources	Adjust additional revenue to actual Increase Medicaid C4S Revenue	(\$28,000) \$25,000
State Sources	NEW CTM Grant (EC department) 147 MPSERS Categoricals GSRP Start Up Grant Spending GSRP Allocation (matching expense)	\$80,000 \$725,000 \$410,000 \$1,295,000
Federal Sources	Decrease Grow your Own Grant Decrease Project Shine funding 31P Trails Grant Title I Regional Assistance - second year of funding	(\$1,800,000) (\$360,000) \$401,000 \$130,000
Incoming Transfers and Other Transactions	Business Services to Local Schools SBITAS - None in FY 25	(\$37,000) (\$320,000)
Instruction-Basic Needs	Decrease in GSRP Expenses - adjusted to actual	(\$80,000)

Instruction-Added Needs	EL Funding / Programing - benefit adjustments	\$70,000
Instruction - Adult Cont. Education	NEW Adult Education Section 107 Grant WIOA Adult Education Programming	\$55,000 \$19,000
Support Services-Pupil	NEW CTM Grant Decrease in Recruiter Activities Across Multiple Grants Decrease in Project Lean Programming due to funding Shift in WIOA Programming expenses Decrease in cost of Mental Health Clinician staffing VBC Youth Initiative Programming	\$90,000 (\$45,000) (\$55,000) (\$24,000) (\$125,000) \$50,000
Support Services - Instructional Staff	Decrease GYO Grant (instructional) costs NEW 23H Grant (Math Consultant) 31p Trails Cost Project Aware reduction in programming NEW Section 107 Adult Education Admin Instructional Services Grants (31aa,CSH,35a4,RAG,Pro Shine) - sure up costs ESL Department - match grants	(\$1,340,000) \$172,000 \$401,000 (\$45,000) \$88,000 (\$51,000) (\$120,000)
Support Services - General Admin	Salary Adjustments Superintendent Admin Assistant Retirement/Replacement	\$70,000
Support Services - School Admin	GSRP function change for Supervisor (not new costs)	\$130,000
Support Services - Business	Reduction in Business Office Staff (LEA Business Manager / secretary)	(\$155,000)
Support Services - Operations/Main	Staffing Pay / Benefit Adjustments 3M window film (31aa funds) NEW equipment	\$100,000 \$23,000 \$27,000
Support Services - Transportation	Increase in GSRP Transportation Allocation Staffing Pay / Benefit Adjustments	\$86,000 \$30,000
Supporting Services - Central	NEW Marketing Specialist Educator on Loan (ended) Adjust Technology department staffing/costs ID&R Grant adjustments (MDE reviewers) GYO Program adjustments (updated projections) SBITAS (GASB Accounting Statement purposes)	\$78,000 (\$18,000) (\$80,000) \$55,000 (\$300,000) (\$320,000)
Facilities Construction and Improvements	Decrease Construction Projects to actual	(\$180,000)
Outgoing Transfers and Other Transactions	Increase GSRP Sub-recipients payments Increase in Title III / Title I Regional Assistance Grant Sub-Grantee payments	\$1,400,000 \$140,000

	SPECIAL EDUCATION FUND	
Local Sources	Adjustment to Medicaid Revenue based on PY	(\$150,000)
State Sources	Increase in State Aid Special Education Funding (includes 1 mill related to PY expenses)	\$1,500,000
Support Services - Pupil	Psych staffing adjustments Social Workers staffing adjustments Consultants across multiple programs staffing adjustments Pupil Support personnel staffing adjustments	(\$525,000) (\$380,000) (\$200,000) \$45,000
Support Services - Instructional Staff	Adjustment to SE payments to LEAs (supervisors)	(\$150,000)
Support Services - Operations and Maint	Staffing Adjustments Building improvements / upgrades	(\$125,000) \$500,000
Support Services - Transportation	Transportation Staffing adjustments New vehicles / equipment	\$150,000 \$120,000
Support Services - Other	147g payment	\$110,000
Community Services	Proportionate Share Adjustments (based on actual)	(\$160,000)
Facilities Construction and Improvements	Adjustment for actual projects	(\$475,000)
Outgoing Transfers and Other Transactions	Increase in SE Payments to Local Schools Increase in FL Subgrantee Payments (based on formula)	\$40,000 \$100,000
	CAREER TECHNICAL EDUCATION FUND	
State Sources	Increase in 61i Grant Programming (not spent in PY) Decrease in VE Restricted Grants	\$80,000 (\$75,000)
Federal Sources	Perkins reduction	(\$50,000)
Instruction - Added Needs	Sale of Construction Trades Home Increase in Instructional supplies / services	\$240,000 \$120,000
Support Services - Operations and Maint	Staffing Adjustments Building Repairs and Maintenance	\$105,000 \$115,000
Support Services - Transportation	Additional vehicles for transportation of pupils	\$90,000

Support Services - Central	Advertisement and Equipment Repairs in 61i New district printers (bought not leased)	\$60,000 \$80,000
Facilities Construction and Improvements	Revised estimate for culinary renovations that will fall in current FY Revised 61i expenditures Adjust site improvements to updated actual figures	(\$1,720,000 (\$40,000) (\$125,000)

**GENERAL FUND
DETAIL BUDGET PROJECTION
FOR THE FISCAL YEAR ENDING JUNE 30, 2025**

	ACTUAL	ACTUAL	ACTUAL	PROPOSED	AMEND
	2021-22	2022-23	2022-23	BUDGET	BUDGET
REVENUES	2021-22	2022-23	2022-23	2024-25	2024-25
<i>Local Sources</i>	\$ 1,077,049	\$ 1,169,631	\$ 1,453,783	\$ 1,246,985	\$ 1,242,355
<i>Non-Educational Entity Sources</i>	1,847	1,847	4,625	4,600	4,270
<i>State Sources</i>	7,603,249	8,013,161	9,369,706	9,582,235	12,453,605
<i>Federal Sources</i>	2,472,531	2,795,957	5,186,651	9,676,071	8,015,476
<i>Incoming Transfers and Other Transactions</i>	2,187,199	2,652,693	2,945,151	2,687,700	2,673,970
TOTAL REVENUES	\$ 13,341,875	\$ 14,633,289	\$ 18,959,916	\$ 23,197,591	\$ 24,389,676
EXPENDITURES					
<i>Instruction</i>					
<i>Basic Program</i>	1,772,480	2,039,536	2,279,794	2,478,447	2,399,044
<i>Added Needs</i>	1,032,915	1,324,349	1,518,808	1,543,394	1,615,530
<i>Adult Continuing Education</i>	85,109	47,592	46,910	68,190	141,741
<i>Supporting Services</i>					
<i>Pupil</i>	2,590,413	3,105,242	3,285,584	3,789,581	3,666,045
<i>Instructional Staff</i>	2,845,348	2,740,733	5,234,789	8,328,165	7,394,602
<i>General Administration</i>	609,029	514,907	601,492	571,485	646,113
<i>School Administration</i>	19,200	20,400	24,900	22,100	144,909
<i>Business</i>	1,109,332	1,340,420	1,546,228	1,545,084	1,390,078
<i>Operations and Maintenance</i>	852,135	920,670	1,037,753	1,041,585	1,212,113
<i>Transportation</i>	262,339	368,875	483,616	470,826	588,405
<i>Central</i>	2,643,064	3,292,755	3,500,246	4,441,286	3,869,268
<i>Community Services</i>	267,133	366,282	401,205	424,502	436,758
<i>Facilities Construction and Improvements</i>	6,628	239,266	94,411	483,575	300,300
<i>Debt Service</i>					
<i>Principal</i>	-	82,453	111,618	85,000	124,500
<i>Interest</i>	-	4,174	8,582	5,000	13,000
<i>Outgoing Transfers and Other Transactions</i>	738,751	641,605	852,773	923,007	2,478,995
TOTAL EXPENDITURES	\$ 14,833,876	\$ 17,049,259	\$ 21,028,709	\$ 26,221,227	\$ 26,421,401
EXCESS OF REVENUES OVER EXPENDITURES	(1,492,001)	(2,415,970)	(2,068,793)	(3,023,636)	(2,031,725)
OTHER FINANCING SOURCES (USES)					
<i>Proceeds from Sales of Capital Assets</i>	3,200	-	3,000	-	-
<i>Proceeds from subscription-based IT arrangements</i>	-	318,528	-	320,000	-
<i>Transfer In</i>	2,097,662	2,277,102	2,924,001	2,953,121	2,978,121
<i>Transfers out</i>	(90)	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	2,100,772	2,595,630	2,927,001	3,273,121	2,978,121
NET CHANGE IN FUND BALANCE	608,771	179,660	858,208	249,485	946,396
FUND BALANCE, JULY 1	2,416,104	3,024,875	3,204,535	4,062,743	4,062,743
FUND BALANCE, JUNE 30	\$ 3,024,875	\$ 3,204,535	\$ 4,062,743	\$ 4,312,228	\$ 5,009,139

**SPECIAL EDUCATION FUND
DETAIL BUDGET PROJECTION
FOR THE FISCAL YEAR ENDING JUNE 30, 2025**

	ACTUAL	ACTUAL	ACTUAL	PROPOSED	AMEND
	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>BUDGET</u>	<u>BUDGET</u>
REVENUES				<u>2024-25</u>	<u>2024-25</u>
<i>Local Sources</i>	\$ 19,947,851	\$ 21,281,659	\$ 22,863,754	\$ 23,952,500	\$ 23,831,900
<i>Non-Educational Entity Sources</i>	59,493	55,368	56,146	56,146	51,180
<i>State Sources</i>	11,423,746	15,517,116	15,670,606	15,734,701	17,269,521
<i>Federal Sources</i>	4,596,819	5,551,612	5,829,512	5,403,664	5,406,971
<i>Incoming Transfers and Other Transactions</i>	175,715	142,318	82,287	100,000	81,300
TOTAL REVENUES	\$ 36,203,624	\$ 42,548,073	\$ 44,502,305	\$ 45,247,011	\$ 46,640,872
EXPENDITURES					
<i>Instruction</i>					
<i>Added Needs</i>	9,005,841	10,744,679	9,640,381	10,746,781	10,736,012
<i>Supporting Services</i>					
<i>Pupil</i>	11,719,318	13,132,845	14,679,578	16,738,384	15,520,976
<i>Instructional Staff</i>	2,968,805	3,103,422	3,585,603	3,958,929	3,762,385
<i>Business</i>	10,041	25,367	9,004	35,727	36,217
<i>Operations and Maintenance</i>	1,065,892	1,151,616	1,139,526	1,616,129	1,946,338
<i>Transportation</i>	2,681,437	2,775,529	2,965,700	3,801,704	4,112,918
<i>Central</i>	517,888	661,243	745,049	896,638	979,451
<i>Other</i>	-	-	16,284	31,196	137,107
<i>Community Services</i>	36,749	19,405	36,021	229,319	61,994
<i>Facilities Construction and Improvements</i>	146,845	242,668	606,620	1,140,000	662,000
<i>Debt Service</i>					
<i>Principal</i>	120,336	105,353	108,302	111,335	111,335
<i>Interest</i>	-	12,304	9,355	6,322	6,322
<i>Outgoing Transfers and Other Transactions</i>	3,102,114	3,135,734	3,839,836	3,943,800	4,088,320
TOTAL EXPENDITURES	\$ 31,375,266	\$ 35,110,165	\$ 37,381,259	\$ 43,256,264	\$ 42,161,375
EXCESS OF REVENUES OVER EXPENDITURES	4,828,358	7,437,908	7,121,046	1,990,747	4,479,497
OTHER FINANCING SOURCES (USES)					
<i>Proceeds from Sales of Capital Assets</i>	15,050	4,625	21,389	-	-
<i>Transfer In</i>	20,501	84,166	128,437	90,000	110,000
<i>Transfers out</i>	(2,488,579)	(2,576,502)	(3,510,361)	(3,198,396)	(3,672,186)
TOTAL OTHER FINANCING SOURCES (USES)	(2,453,028)	(2,487,711)	(3,360,535)	(3,108,396)	(3,562,186)
NET CHANGE IN FUND BALANCE	2,375,330	4,950,197	3,760,511	(1,117,649)	917,311
FUND BALANCE, JULY 1	8,557,798	10,933,128	15,883,325	19,643,836	19,643,836
FUND BALANCE, JUNE 30	\$ 10,933,128	\$ 15,883,325	\$ 19,643,836	\$ 18,526,187	\$ 20,561,147

**CAREER TECHNICAL EDUCATION FUND
DETAIL BUDGET PROJECTION
FOR THE FISCAL YEAR ENDING JUNE 30, 2025**

	ACTUAL	ACTUAL	ACTUAL	PROPOSED	AMEND
	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>BUDGET</u>	<u>BUDGET</u>
<u>REVENUES</u>				<u>2024-25</u>	<u>2024-25</u>
<i>Local Sources</i>	\$ 10,947,379	\$ 11,854,336	\$ 12,865,835	\$ 13,411,040	\$ 13,449,500
<i>Non-Educational Entity Sources</i>	35,102	32,668	33,128	33,128	30,203
<i>State Sources</i>	1,544,310	2,429,418	2,560,619	2,196,099	2,170,254
<i>Federal Sources</i>	203,016	211,391	249,472	224,628	174,262
<i>Incoming Transfers and Other Transactions</i>	445,189	480,182	494,379	354,655	400,000
TOTAL REVENUES	\$ 13,174,996	\$ 15,007,995	\$ 16,203,433	\$ 16,219,550	\$ 16,224,219
<u>EXPENDITURES</u>					
<i>Instruction</i>					
<i>Added Needs</i>	6,450,169	7,015,974	7,007,180	7,968,915	8,348,638
<i>Supporting Services</i>					
<i>Pupil</i>	1,337,799	1,656,014	1,675,545	1,740,736	1,722,807
<i>Instructional Staff</i>	603,004	708,853	1,034,770	790,247	745,523
<i>School Administration</i>	663,868	674,980	806,172	866,165	863,152
<i>Business</i>	76,967	39,059	27,715	24,550	24,550
<i>Operations and Maintenance</i>	888,767	1,030,712	1,014,701	1,222,439	1,466,358
<i>Transportation</i>	4,891	23,960	40,326	31,446	141,128
<i>Central</i>	121,674	162,750	167,371	201,679	313,738
<i>Community Services</i>	2,585	14,095	240	-	-
<i>Facilities Construction and Improvements</i>	792,368	1,068,279	1,857,999	3,565,632	1,687,650
<i>Outgoing Transfers and Other Transactions</i>	-	-	-	1,000,000	1,000,000
TOTAL EXPENDITURES	\$ 10,942,092	\$ 12,394,676	\$ 13,632,019	\$ 17,411,809	\$ 16,313,544
EXCESS OF REVENUES OVER EXPENDITURES	2,232,904	2,613,319	2,571,414	(1,192,259)	(89,325)
<u>OTHER FINANCING SOURCES (USES)</u>					
<i>Proceeds from Sales of Capital Assets</i>	12,821	-	4,654	-	3,000
<i>Transfer In</i>	-	-	-	-	-
<i>Transfers out</i>	(1,100,892)	(1,062,626)	(1,082,402)	(1,065,000)	(1,115,000)
TOTAL OTHER FINANCING SOURCES (USES)	(1,088,071)	(1,062,626)	(1,077,748)	(1,065,000)	(1,112,000)
NET CHANGE IN FUND BALANCE	1,144,833	1,550,693	1,493,666	(2,257,259)	(1,201,325)
FUND BALANCE, JULY 1	9,516,894	10,661,727	12,212,420	13,706,086	13,706,086
FUND BALANCE, JUNE 30	\$ 10,661,727	\$ 12,212,420	\$ 13,706,086	\$ 11,448,827	\$ 12,504,761

B. Approval of Vacancy Appointment to Covert School Board (**ROLL
CALL VOTE**)

57

MEMO

Date: May 7, 2025
To: VBISD Board of Education
From: David D. Manson, Superintendent
Subject: **Approval of Covert Public Schools Board Vacancy**

After reviewing and interviewing the applicants for the Covert Public Schools Board vacancy, the following resolution is recommended for adoption.

RESOLVED, the VBISD Board of Education approves the appointment of _____ to the Covert Public Schools Board of Education through November of 2028.

C. Approval of Asphalt Paving - Conference Center (**ROLL CALL VOTE**)

59

MEMO

DATE: MAY 7, 2025
TO: BOARD OF EDUCATION
FROM: DAVID JOHNSON
FACILITIES & OPERATIONS ADMINISTRATOR
RE: APPROVAL FOR THE REPLACEMENT OF THE PARKING LOT ASPHALT
AT THE CONFERENCE CENTER

The Van Buren ISD recently solicited competitive bids to replace the current asphalt parking lot and install asphalt over the gravel lot of the Conference Center.

The current parking lot is in disrepair and needs to be replaced. With the bus traffic and frequency that the parking lot is utilized, the asphalt is beginning to crumble, and pieces are beginning to pop up.

We had it sealed last year and was told then it needed to be replaced. We have added the gravel lot directly to the south to the scope of work as we frequently need “overflow” parking spaces during large events.

We received five bids that were opened on May 5, 2025, at 2:00 PM. After reviewing the proposals and conducting a post bid interview, it was found that Lakeland Asphalt Co. and Michigan Paving and Materials did not follow the RFP. Both companies substituted asphalt millings for gravel and did not disclose this change.

Therefore, it is recommended that the Van Buren ISD accepts the bid from Wyoming Asphalt in the amount of \$260,600

COMPANY	BASE BID
Lakeland Asphalt Co.	$\$168,130 + \$88,960 = \$257,090$
Michigan Paving and Materials	$\$169,000 + \$91,000 = \$260,000$
Wyoming Asphalt	$\$195,600 + \$65,000 = \$260,600$
A-1 Asphalt, Inc.	$\$204,100 + \$87,400 = \$291,500$
Rieth-Riley Construction Co. Inc.	$\$227,175 + \$117,925 = \$345,100$

RESOLVED, that the Board of Education accepts the base bid from Wyoming Asphalt in the amount of \$260,600.

Most people automatically think of gravel when it comes to surfacing driveways, roads, or parking areas. It's cheap, easy to spread, and gets the job done. But what if there was a better alternative? Asphalt millings offer a stronger, more cost-effective, and environmentally friendly solution. If you're considering resurfacing your driveway or a private road, hiring an experienced asphalt milling contractor can make all the difference. Let's explain why this recycled material might be the smarter choice.

1. Cost-Effective Without Cutting Corners

Nobody wants to overspend on a driveway or road that they can get done for less. Asphalt millings provide a budget-friendly option without sacrificing durability.

- Unlike fresh asphalt, which requires significant processing and material costs, asphalt millings are repurposed from old roads, reducing expenses.
- You save on material and labor costs, as millings compact well without needing additional binding agents.
- No need for regular refilling like with loose gravel—once packed down, millings stay put for years.

Why pay more when you can get a high-quality surface at a fraction of the price?

2. Less Maintenance, More Durability

Gravel might seem like a simple solution, but it requires ongoing upkeep. Loose stones scatter, potholes form, and constant raking or refilling is required. [Asphalt millings](#), on the other hand, offer a low-maintenance alternative that holds up better over time.

- Once compacted, millings create a semi-solid surface that resists shifting, unlike gravel, which can wash away in heavy rain.
- No need to regrade frequently—millings settle into place and naturally harden with exposure to the sun.
- Potholes and ruts are much less common since the material bonds together, creating a stable surface.

Switching to asphalt millings is a game-changer if you're tired of constantly filling and fixing your driveway.

3. A More Eco-Friendly Choice

If sustainability matters to you, asphalt millings are the way to go. Instead of ending up in landfills, old asphalt is crushed, reused, and given a second life.

- Recycling asphalt reduces waste and minimizes the demand for new materials.
- It lowers the environmental impact of excavation and transportation associated with fresh gravel.
- Using asphalt millings helps decrease the carbon footprint of road construction by repurposing existing resources.

Going green doesn't always mean spending more. In this case, it's both cost-effective and good for the environment.

4. Stays in Place—No More Scattered Stones

One of the biggest headaches with gravel is how easily it shifts. Cars, rain, and even foot traffic can send loose stones flying, creating uneven surfaces and bare patches. With asphalt millings, this isn't a problem.

- The material naturally binds together over time, forming a compacted surface that stays put.
- No more stones in your yard stuck in your tires or making their way onto the road.
- Unlike gravel, which gets muddy and rutted in wet weather, asphalt millings hold their shape, reducing erosion and drainage issues.

Millings offer a much neater solution if you're tired of constantly sweeping or raking loose gravel back into place.

5. Better for All-Weather Conditions

Gravel struggles to withstand extreme weather. It washes away in heavy rain, turns into a muddy mess when wet, and shifts under pressure. Asphalt millings, however, provide a surface that performs well in all conditions.

- In the summer, the sun helps the millings fuse, making them even more durable.

- During rainy seasons, the compacted nature of millings prevents significant erosion or runoff.
- Snow removal is easier because the smooth, packed surface allows plows and shovels to glide over it without picking up loose stones.

Asphalt millings will keep your driveway functional year-round, whether you live in an area with scorching summers or freezing winters.

Final Thoughts: The Smarter Choice for a Lasting Surface

Gravel might be the traditional choice, but it comes with its share of headaches—constant upkeep, scattered stones, and poor performance in bad weather. A better alternative is recycled material, which offers durability, cost savings, and environmental benefits.

If you're considering switching, working with a trusted contractor ensures proper installation for a lasting surface. Whether you're upgrading a driveway, private road, or parking lot, this solution provides long-term reliability without the hassle of frequent repairs.

So why stick with gravel when there's a smarter option? Make the change, and enjoy a driveway that works for you—not the other way around.

D. Approval of Posting for Two Additional Mental Health Clinicians
(ROLL CALL VOTE)

64

Date: May 7, 2025

To: VBISD Board of Education

From: Melissa Corona, Director of Instructional Services

Subject: **Approval for 2 additional Mental Health Clinicians**

BACKGROUND:

Students' mental health continues to be a pressing need across the state of Michigan. In response, the state provides Section 31n funding to Intermediate School Districts (ISDs) to expand and enhance mental health and support services for general education students. Through this funding, VBISD has successfully employed 19 Mental Health Clinicians (MHCs) who serve schools throughout Van Buren County. Each clinician currently carries a caseload of approximately 25–30 students, providing vital support to learners with mental health needs.

With an increase in Section 31n funding, VBISD is now in a position to hire two additional full-time MHCs, each serving five days per week, to be placed in the South Haven and Paw Paw districts. These positions will extend support to an estimated 50–60 more students and will further strengthen our commitment to student well-being across the county. The new clinicians would begin their roles at the start of the 2025–26 school year on August 14, 2025.

RECOMMENDATION:

RESOLVED, the VBISD Board of Education approves the addition of 2 additional Mental Health Clinicians for the 2025-26 school year beginning on August 14, 2025.

E. Approval on One Time Stipend Payment for Transportation Staff (**ROLL CALL VOTE**)

66

MEMO

DATE: MAY 7, 2025
TO: BOARD OF EDUCATION
FROM: KATY HOLVERSTOTT
RE: **APPROVAL FOR ONE-TIME STIPEND FOR TRANSPORTATION STAFF**

BACKGROUND:

Sunny Hudson and Sherry Miller went above and beyond to ensure smooth garage operations during an eight month period for which the garage assistant position was vacant. This involved performing the following duties, in addition to their own: coordination of appointments, communications with mechanics, with outside repair facilities, parts inventory and fleet records.

To acknowledge this extra work and for stepping up in a time of need, a one-time, \$500 stipend is requested for both Sunny and Sherry.

RECOMMENDATION:

RESOLVED that the Board of Education approve a one-time \$500 stipend for Sunny Hudson and Sherry Miller.

F. Approval of Posting for a Success Coach for Adult Ed ESL (**ROLL
CALL VOTE**)

68

Date: May 7, 2025

To: VBISD Board of Education

From: Melissa Corona, Director of Instructional Services

Subject: **Approval for a Success Coach on the Adult Ed ESL Program**

BACKGROUND:

The Adult Education ESL program at VBISD has significantly expanded over the past year, driven by increased funding opportunities. In addition to ongoing support through the Workforce Innovation and Opportunity Act (WIOA) grant, we have received the Section 107 grant from the state and, more recently, an additional grant—Section 107a—specifically designated to support the hiring of a Success Coach.

The Success Coach will play a key role in supporting learners as they pursue academic, language, and career advancement. Through individualized coaching, regular progress check-ins, and connections to local resources, the Success Coach will help learners overcome barriers and access meaningful job and internship opportunities. This role will also strengthen partnerships with community organizations and employers, ultimately improving retention, job readiness, and transitions to the workforce for Adult Education ESL learners. This position will begin on August 14, 2025.

RECOMMENDATION:

RESOLVED, the VBISD Board of Education approves the addition of a Success Coach for the Adult Ed ESL program beginning on August 14, 2025.

G. Approval of Increase Days for Great Start Collaborative Coordinator
(ROLL CALL VOTE)

70

MEMO

DATE: MAY 7, 2025
TO: BOARD OF EDUCATION
FROM: SUSAN REYNOLDS, DIRECTOR OF EARLY CHILDHOOD
**RE: APPROVAL OF INCREASE OF CONTRACT DAYS FOR THE
GREAT START COLLABORATIVE COORDINATOR**

We are requesting an increase of 10 contract days for the Great Start Collaborative (GSC) Coordinator, beginning in the 2025–2026 school year. As the Early Childhood Department continues to grow, so does the demand for community collaboration, family outreach, and coordination of countywide events. The GSC Coordinator plays a key role in building partnerships, planning initiatives like the Community Baby Shower, Touch a Truck, and coordinating the Early Childhood Taskforce , all while supporting countywide goals that align with our VBISD priorities.

This increase in days will help support the additional workload and allow for deeper engagement with families and community partners throughout the year.

RESOLVED, that the Board of Education approves the addition of 10 contract days for the Great Start Collaborative (GSC) Coordinator beginning in the 2025-2026 school year.

H. Approval of Additional School Psychologist Days for 2025-26 School Year (**ROLL CALL VOTE**)

72

MEMO

DATE: MAY 7, 2025
TO: BOARD OF EDUCATION
FROM: KATY HOLVERSTOTT
RE: **APPROVAL FOR ADDITIONAL SCHOOL PSYCHOLOGY DAYS FOR THE 2025-2026 SCHOOL YEAR**

BACKGROUND:

Due to new hires, virtual psychology services are no longer needed; however, to fill this gap, three additional days per week for the 2025-2026 school year are requested.

RECOMMENDATION:

RESOLVED that the Board of Education approve three additional days per week of school psychology services to begin on August 18, 2025.

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

74

MEMO

DATE: MAY 7, 2025
TO: BOARD OF EDUCATION
FROM: BRITANI OLDS, HUMAN RESOURCES ADMINISTRATOR
RE: **APPROVAL OF EMPLOYMENT OF NEW STAFF**

BACKGROUND

The following is a list of new staff, their positions, salaries, and start dates. Copies of resumes are attached.

<u>New Employee</u>	<u>Salary</u>	<u>Start Date</u>
Ashlee Ferguson, Administrative Assistant to Superintendent	**\$62,000	6/3/2025

**Salary may be prorated based on start date
**Paid on an hourly basis*

RECOMMENDATION

Resolved that the Board of Education approve the employment of Ashlee Ferguson, Administrative Assistant to Superintendent, with an annual salary of \$62,000, effective 06/02/2025.

MEMO

DATE: MAY 7, 2025
TO: BOARD OF EDUCATION
FROM: BRITANI OLDS, ADMINISTRATOR FOR HUMAN RESOURCES
RE: **APPROVAL OF STAFF RETIREMENTS/RESIGNATIONS**

BACKGROUND

Following is a list of retirements and resignations. Copies of letters are attached.

<u>Name</u>	<u>Resignation/Retirement Date</u>
Dawn Blum, Administrative Assistant to Superintendent	Retirement – July 11, 2025

RECOMMENDATION

RESOLVED that the Board of Education accept the resignations/retirements of Dawn Blum, Administrative Assistant to the Superintendent, effective July 11, 2025.

V. 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.