

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION  
ORGANIZATIONAL MEETING/COMMITTEE OF THE WHOLE WORK SESSION  
CENTRAL HIGH SCHOOL ROOM #1136, 8135 S. WESTNEDGE, PORTAGE, MICHIGAN 49002  
JANUARY 15, 2024, 6:30 PM  
AGENDA**

**VISION STATEMENT**

An exceptional, continuously improving learning culture with high expectations, committed to all!

**MISSION STATEMENT**

Portage Public Schools will educate all students to achieve their potential.

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**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – ORGANIZATIONAL MEETING /  
COMMITTEE OF THE WHOLE WORK SESSION  
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136  
JANUARY 15, 2024, 6:30 P.M.**

**Note Page**

**II. Revisions/Approval of Agenda**

**Recommended Motion:**

**Motion offered by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education approve the Agenda as printed (or as amended).**

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – ORGANIZATIONAL MEETING /  
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**III. Organizational Items**

**1. Election of Officers (BL 0152)**

The Board’s Past President will officiate during the election of the President. Following the President being elected, that person will conduct the election of the Vice President and Secretary.

The person conducting the election of each position will ask three times for nominations for each position. The nominations will then be closed. The person conducting the election or his/her designee will compile the votes and announce those candidates receiving two (2) or more votes and how each Board member voted. Election of officers shall be by a majority of the full Board. If only one (1) person is nominated for an office, the person conducting the election may declare that person elected by acclamation. A nominee is elected to each position by a majority of support from the Board.

**a. President**

Member \_\_\_\_\_ nominates \_\_\_\_\_ Vote: \_\_\_\_\_  
Member \_\_\_\_\_ nominates \_\_\_\_\_ Vote: \_\_\_\_\_  
Member \_\_\_\_\_ nominates \_\_\_\_\_ Vote: \_\_\_\_\_

**b. Vice President**

Member \_\_\_\_\_ nominates \_\_\_\_\_ Vote: \_\_\_\_\_  
Member \_\_\_\_\_ nominates \_\_\_\_\_ Vote: \_\_\_\_\_  
Member \_\_\_\_\_ nominates \_\_\_\_\_ Vote: \_\_\_\_\_

**c. Secretary**

Member \_\_\_\_\_ nominates \_\_\_\_\_ Vote: \_\_\_\_\_  
Member \_\_\_\_\_ nominates \_\_\_\_\_ Vote: \_\_\_\_\_  
Member \_\_\_\_\_ nominates \_\_\_\_\_ Vote: \_\_\_\_\_



**PORTAGE PUBLIC SCHOOLS  
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**V. Board Education**

1. Presentation of Monitoring Report 1.1 (Overall)



**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – ORGANIZATIONAL MEETING /  
COMMITTEE OF THE WHOLE WORK SESSION  
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136  
JANUARY 15, 2024, 6:30 P.M.**

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**VII. Consent Agenda**

1. Organizational Items
  - a. Designate Depositories for School Funds (BL 0154, MCL 380.1221)  
**Comp One, Flagstar Bank, First National Bank, Horizon Bank, Huntington Bank, JP Morgan Chase, Macatawa Bank, Mercantile Bank, PFM Investment Management, and Southern Michigan Bank & Trust, as presented**
  - b. Approve Board of Education Meeting Schedules (BL 0154)  
**Revised 2023-24 and proposed 2024-25 board of education meeting schedules as presented**
  - c. Designate Users of Safety Deposit Box (BL 0154, OP 6144)  
**Superintendent, Assistant Superintendent of Operations, Director of Finance, and Board Secretary**
  - d. Designate the Electronic Transfer Officer (BL 0154, OP 6144)  
**Paula Johnson, Director of Finance**
  - e. Appointment of Board Recording Secretary (BL 0154)  
**Barb Atkinson, Administrative Assistant**
  - f. Approve Board & District Legal Counsel  
**Thrun Law Firm, P.C. as the primary legal counsel for the Board and the District**
  - g. Pre-Approve Attendance/Reimbursement per Bylaw 0175.1  
**Approve 2024 board member attendance at board-related classes, conferences, workshops, etc. and approve reimbursement for actual and necessary expenses incurred to attend said events, as per Bylaw 0175.1.**
2. Monthly Consent Agenda Items
  1. Approval of Minutes
    - a. December 11, 2023 Regular Business Meeting & Closed Session



To: Board of Education  
From: Mark Bielang  
Date: January 10, 2024  
Re: Designate Depositories for School Funds

Mark T. Bielang  
*Superintendent*  
Phone: 269.323.5147  
Fax: 269.323.5149  
[mbielang@portageps.org](mailto:mbielang@portageps.org)

**RECOMMENDED ACTION:**

I recommend the Board of Education designate the following depositories for school funds:

- Comp One
- Flagstar Bank
- First National Bank
- Horizon Bank
- Huntington Bank
- JP Morgan Chase
- Macatawa Bank
- Mercantile Bank
- PFM Investment Management
- Southern Michigan Bank & Trust

**BACKGROUND INFORMATION**

The Board's Bylaw 0154 – Motions, Item A., calls for the Board to designate depositories for school funds as required by Michigan law (MCL 380.1221).

For your information, the enclosed list shows which funds are located in which institution.

**PORTAGE PUBLIC SCHOOLS**

**Summary of Accounts**

<b>Account Name</b>	<b>Fund</b>	<b>Financial Institution</b>
PPS General Fund – Public Funds Checking	General	Huntington Bank
PPS General Fund - Money Market	General	Horizon Bank
PPS Gen. Fund – Prem. Comm. Money Mkt.	General	JP Morgan Chase
PPS General Fund - Money Market	General	Huntington Bank
PPS General Fund - Savings	General	Flagstar Bank
PPS General Fund - Money Market	General	Macatawa Bank
PPS General Fund - Money Market	General	Mercantile Bank
PPS Payroll - Checking	General	Huntington Bank
PPS WMS Athletics - Checking	General	Huntington Bank
PPS CHS Athletics - Checking	General	Huntington Bank
PPS CHS Debate - Checking	General	Huntington Bank
PPS NHS Athletics - Checking	General	Huntington Bank
PPS NHS Debate - Checking	General	Huntington Bank
PPS Edu Staff - Checking	General	Huntington Bank
PPS Workers Comp	General	Comp One
PPS Muni Money Market	General	Southern Bank & Trust
PPS BSSF - MM Savings	BSSF	Huntington Bank
PPS Common Debt – MM Savings	Common Debt	Huntington Bank
PPS Lunch – Public Funds Checking	Lunch Fund	Huntington Bank
PPS Lunch - Savings	Lunch Fund	Flagstar Bank
PPS Internal – Public Funds Checking	Internal Fund	Huntington Bank
PPS Internal - Money Market	Internal Fund	Huntington Bank
PPS General Fund – CD	General	First National Bank of Michigan
PPS 2019 Construction Fund #1	CF #1	PFM Investment Mgmt.
PPS 2021 Construction Fund	CF	PFM Investment Mgmt.
PPS 2023 Construction Fund	CF	PFM Investment Mgmt.



**2023/2024**  
**BOARD OF EDUCATION MEETING SCHEDULE**  
**PORTAGE PUBLIC SCHOOLS**  
**PORTAGE, MICHIGAN**

All Board of Education meetings (Committee of the Whole Work Sessions, Regular Business Meetings, Organizational Meeting) will be held in Room #1136 of Portage Central High School, 8135 S. Westnedge. In months with two meetings, the first is a Committee of the Whole Work Session (WS) and the second is a Regular Business Meeting (RM).

July 24, 2023 (RM)	February 12, 2024 (Retreat*/WS)
	February 26, 2024 (RM)
August 21, 2023 (RM)	
	March 11, 2024 (RM)
September 11, 2023 (WS)	
September 25, 2023 (Retreat*/RM)	April 15, 2024 (RM)
October 9, 2023 (WS)	May 6, 2024 (WS)
October 23, 2023 (RM)	May 20, 2024 (Retreat*/RM)
November 6, 2023 (Retreat*/WS)	June <del>10</del> <sup>3</sup> , 2024 (WS)
November 20, 2023 (RM)	June <del>24</del> <sup>17</sup> , 2024 (RM)
December 11, 2023 (RM)	
January 15, 2024 (Organizational/WS)	
January 29, 2024 (RM)	

\*Policy Governance Retreats held 4:00 p.m. in Conference Room #1 of the Administration Building.

Except as noted above for Policy Governance Retreats or as otherwise posted/announced, all meetings will commence at 6:30 p.m. Notice of meeting changes and special meetings, agendas, agenda packets, and approved meeting minutes are available via the District's website ([www.portageps.org](http://www.portageps.org)) under the Board of Education link. Notice of meeting changes and special meetings are also posted at the main entry of the Administration Building, 8107 Mustang Drive (269-323-5000). Agendas and agenda packets are posted on the Friday prior to the meeting. Board meeting minutes are approved at the next board meeting and then posted to the website.

Upon request to the Administration Office, the District shall make reasonable accommodation for a person with disabilities to be able to participate in a meeting.



**2024/2025**  
**BOARD OF EDUCATION MEETING SCHEDULE**  
**PORTAGE PUBLIC SCHOOLS**  
**PORTAGE, MICHIGAN**

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July 22, 2024 (RM)	February 10, 2025 (Retreat*/WS) February 24, 2025 (RM)
August 19, 2024 (RM)	March 10, 2025 (RM)
September 9, 2024 (WS) September 23, 2024 (Retreat*/RM)	April 14, 2025 (RM)
October 7, 2024 (WS) October 21, 2024 (RM)	May 5, 2025 (WS) May 19, 2025 (Retreat*/RM)
November 4, 2024 (Retreat*/WS) November 18, 2024 (RM)	June 16, 2025 (WS) June 30, 2025 (RM)
December 9, 2024 (RM)	
January 13, 2025 (Organizational/WS) January 27, 2025 (RM)	

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Mark T. Bielang  
*Superintendent*  
Phone: 269.323.5147  
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[mbielang@portageps.org](mailto:mbielang@portageps.org)

To: Board of Education  
From: Mark Bielang  
Date: January 10, 2024  
Re: Designate Person(s) Authorized to Use the Safety Deposit Box

**RECOMMENDED ACTION:**

I recommend the Board of Education designate Mark Bielang, Johnny Edwards, Paula Johnson and the Board Secretary, \_\_\_\_\_, as the persons authorized to use the safety deposit box, as presented.

**BACKGROUND INFORMATION**

The Board's Bylaw 0154 – Motions, Item C., call for the Board to designate those persons authorized to use the safety deposit box.

Through Operational Policy 6120 – Safety Deposit Box, the Board has authorized access to the following District positions:

- Superintendent
- Assistant Superintendent of Operations
- Director of Finance
- Board Secretary

The District maintains two safety deposit boxes at the South Westnedge and Centre Street branches of Comerica Bank. Stored in these boxes are such items as deeds to various parcels of real estate and title insurance. Access to the safety deposit boxes can be accomplished only with the signatures of any two of the above named individuals.



To: Board of Education  
From: Mark Bielang  
Date: January 10, 2024  
Re: Designate the Electronic Transfer Officer

Mark T. Bielang  
*Superintendent*  
Phone: 269.323.5147  
Fax: 269.323.5149  
[mbielang@portageps.org](mailto:mbielang@portageps.org)

**RECOMMENDED ACTION:**

I recommend the Board of Education designate Paula Johnson, Director of Finance, as the Electronic Transfer Officer, as presented.

**BACKGROUND INFORMATION**

The Board's Bylaw 0154 calls for the Board to designate the Electronic Transfer Officer (ETO) in accordance with Operational Policy 6144 – Investments.

The Electronic Transfer Officer is the authorized agent who completes electronic fund transfers on behalf of the Board. The Director of Finance oversees electronic fund transfers and is recommended to continue in this role.



Mark T. Bielang  
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To: Board of Education  
From: Mark Bielang  
Date: January 10, 2024  
Re: Recommended Appointment of Board Recording Secretary (BL 0154.E.)

**RECOMMENDED ACTION:**

The Board's Bylaw 0154 calls for the Board to designate a recording secretary. I recommend the appointment of Barbara Atkinson, Administrative Assistant, as Recording Secretary to the Board of Education.

**BACKGROUND INFORMATION**

The role of the Recording Secretary has been to assist the Board in maintaining its records and documents, recording actions of the Board, and otherwise assist the Board with its business functions. The Superintendent's Administrative Assistant has normally held this position.



Mark T. Bielang  
Superintendent  
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[mbielang@portageps.org](mailto:mbielang@portageps.org)

To: Board of Education  
From: Mark Bielang  
Date: January 10, 2024  
Re: Recommended for Legal Services

**RECOMMENDED ACTION:**

I recommend that the Board of Education retain Thrun Law Firm, P.C. as the Board's and District's primary legal counsel.

**BACKGROUND INFORMATION**

Thrun Law has been providing effective and efficient legal services to the District in the areas of student discipline, labor relations, school finance, school elections, board counsel, and other various school-related matters, for many years. The annual retainer fee for these services is \$2,500.00. The retainer is for one year and runs from January through December. In addition to discounted hourly rates the District has access to periodic E-Blasts, Webinars on various legal topics, annual "spring seminars", timely analysis of State Tenure Commission decisions, special education due process decisions, pupil accounting decisions, and the monthly *School Law Notes* newsletter.

While Thrun Law, PC is the District's official retained legal counsel, we also use the services of Miller, Canfield, Paddock and Stone, P.L.C. for the majority of bond issuance matters. Special education legal services in Kalamazoo County, including PPS, are provided by Clark Hill, PLC.



Mark T. Bielang  
*Superintendent*  
Phone: 269.323.5147  
Fax: 269.323.5149  
mbielang@portageps.org

To: Board of Education  
From: Mark  
Date: January 10, 2024  
Re: Organizational Item - Pre-Approve Board Member Attendance/Reimbursement

**Recommended Motion**

That the Board of Education approve 2024 board member attendance at board-related classes, conferences, workshops, etc. and approve reimbursement for actual and necessary expenses incurred to attend said events, as per Bylaw 0175.1.

**Background**

As a reminder, in June 2023, the Board approved revisions to Bylaws 0154 - Motions and 0175.1 - School Board Conferences, Conventions, and Workshops.

BL 0154 refers to the motions to be made at the organizational meeting, which included the addition of Item g that states, “pre-approve board member attendance at board-related classes, conferences, and workshops and the reimbursement of related expenses in accordance with Bylaw 0175.1.”

BL 0175.1 was revised to include the statement, “Board members may be reimbursed for actual and necessary expenses for attendance at classes, conferences, workshops, and meetings so long as the Board, by a majority vote at an open meeting, approves attendance and reimbursement before expenses are incurred.”

The recommended motion above satisfies both BL 0154 and 0175.1.

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION**

**REGULAR BUSINESS MEETING  
DECEMBER 11, 2023**

**REGULAR BUSINESS MEETING**

The Regular Business Meeting of the Board of Education of Portage Public Schools held on Monday, December 11, 2023 was called to order at 6:30 p.m. by President Van Antwerp. The meeting was held in Room #1136 of Portage Central High School. The Pledge of Allegiance was recited.

Board Trustees Present: Emily Crawford, Keith Crowell, Ean Hamilton, Kimberly Larson, Terri Novaria, Bo Snyder, Randy Van Antwerp

Board Trustees Absent: None

**REVISIONS/APPROVAL OF AGENDA**

**Motion offered by Mr. Crowell, seconded by Mrs. Crawford, that the Board of Education approve the agenda as printed.**

**The motion carried unanimously.**

**REPORTS**

**Superintendent's Report**

**Presentation of NHS 2025 Student Trip to France**

Dr. Michael Pascoe, Assistant Superintendent of Instruction and Assessment, introduced Northern High School French teacher, Jamie Hoekstra. Ms. Hoekstra review the proposed plan for a student trip to France in June 2025 and responded to questions from Trustees.

Trustees expressed their appreciation for this opportunity.

President Van Antwerp asked the Board to take action now vs. later on in the meeting.

**Motion offered by Mrs. Crawford, seconded by Ms. Larson, that the Board of Education approve this trip.**

**The motion carried unanimously.**

**Bond Project Update**

Mr. Johnny Edwards, Assistant Superintendent of Operations, provided an update on bond projects.

Mr. Edwards reviewed current photos of the Central Elementary and Haverhill Elementary construction site to show the building progress.

For the new Woodland Elementary, we will be entering the schematic design phase beginning late this week. We have reached a pivotal point in our design process. We have explored the pros and cons of having early childhood education at Woodland. However, we believe that would not be a good choice. We already have several locations within the district providing early childhood services, and the Woodland site would not accommodate the square footage needed for the programs.

Mr. Edwards address questions from Trustees.

### **Change Order Summary**

Mr. Edwards introduced Mr. Dan Rathburn, Senior Project Manager with O-A-K. Mr. Rathburn detailed the change order work through November 2023 for the Central Elementary and Haverhill Elementary bond construction projects and responded to questions from Trustees.

### **Update on Building Site & Sinking Fund**

Mr. Edwards and Ms. Paula Johnson, Director of Finance, provided an update on the District's Building Site & Sinking Fund (BSSF), which expires on December 31, 2024. The update included a review of BSSF history, samples of the eligible projects a BSSF can be used for, recent district project completed using BSSF, what BSSF could be used for since the state has expanded that scope, and renewal timelines. The plan is to take a renewal of BSSF to the voters at the May 7, 2024 election for a renewal of .5 mills over a five-year period.

Trustee questions were addressed by Mr. Edwards and Ms. Johnson.

President Van Antwerp appreciates the community's support of the BSSF since 1966.

## **BOARD EDUCATION**

### **Presentation of Monitoring Report 1.1, Elementary**

Dr. Kelly Jensenius, Director of Elementary Education, provided a report that focused on elementary assessments. The presentation covered the elementary assessments utilized, M-STEP ELA and Math percent proficient data for Portage fifth graders vs. comparator districts, M-STEP percent of students showing growth in fourth and fifth grades in ELA and Math for 2019 vs. 2023, and our action plan steps.

Dr. Jensenius responded to Trustee questions.

## **COMMENTS OR COMMUNICATIONS**

President Van Antwerp opened the floor to public comment, and hearing none, he opened the floor to Trustee comments.

Ms. Larson expressed her delight about the recent Central Collage Concert she attended, and encouraged everyone to attend this week's Northern Collage Concert.

Mrs. Novaria wished her colleagues Happy Holidays.

Mr. Van Antwerp stated this is our last board meeting for the 2023 calendar year. He expressed his appreciation to all Portage employees for their work and wished everyone Happy Holidays.

## **CONSENT AGENDA**

**President Van Antwerp presented the following Consent Agenda items for approval by the Board of Education: the November 20, 2023 Regular Business Meeting minutes; that the Board of Education extend the contract with Rehmann Robson to conduct the district audit for the fiscal years ending June 30, 2024 through June 30, 2028 at a cost of \$212,750 over five years; and that the Board of Education approve the NEOLA-recommended Operational Policies 1540 and 7217, as presented.**

**There being no objections, the motion carried.**

## **ACTION ITEMS**

### **NHS 2025 Student Trip to France**

A presentation of the trip was provided under the Superintendent's Report segment of the agenda, and action was taken immediately following the presentation. The Superintendent's Report portion of the minutes above captures this information.

### **Approve Elementary ELA Curriculum Purchase**

**Motion offered by Mrs. Novaria, seconded by Mr. Snyder, that the Board of Education approve the second phase of the adopted ELA curriculum resources for kindergarten through fifth grade teachers not-to-exceed \$55,000.00. The funding source for these materials has been budgeted for in the Curriculum, Instruction, and Assessment Department's General Fund Budget.**

Dr. Mackenzie Sheahan, Director of Curriculum & Professional Development K-8, detailed the recommendation.

**The motion carried unanimously.**

## **DISCUSSION ITEMS**

### **Resolution for District Planned Use of Virtual Instruction Days**

Per Ms. Paula Johnson, the School State Aid Act allows districts to use up to 15 days per school year toward virtual instruction, emergency closures, student testing days or professional development purposes, and the Act requires that the Board approve the use of these days. Ms. Johnson explained the District's plan to provide virtual instruction during the planned April 10-11, 2024, which are testing days for secondary students. This item will return to the Board for action in January.

### **Application for 31aa Funds re School Safety & Mental Health**

This item was presented as an informational piece for the Board. Dr. Michael Pascoe reviewed the District's 31aa application. Section 31aa and Section 97 have been combined into one grant. Award of the grant funds must be used in two areas – addressing student mental health needs and district

school safety/security. If awarded, the District's current plan to address student mental health includes, but is not limited to, Coordinator of Mental Health position, nursing services in all buildings, and professional learning related to student behavioral needs. If awarded, the District also plans to use the funds to address safety/security. This includes but is not limited to support threat assessment, active intruder, and reunification training as well as school safety conferences, emergency operation plan manuals, supplies/equipment, and to improve physical security at our buildings.

Dr. Pascoe addressed questions from Trustees.

## **CLOSED SESSION**

### **Consult with District Attorney on Pending Litigation**

**Motion offered by Mr. Snyder, seconded by Mrs. Crawford, that the Board of Education move into closed session for the purpose of consulting with the District's attorney on specific pending litigation - Minaleah A. Koffron, Et Al vs. Portage Public Schools, Et Al - as allowed under the Open Meetings Act 15.268, Section 8(e).**

**Upon a roll call vote, the motion carried unanimously.**

The Board moved into Room #1140 of Central High School at 8:00 p.m. for the closed session and returned to open session in Room #1140 at 8:52 p.m.

With no further business to come before the Board, the meeting was adjourned at 8:53 p.m.

Respectfully submitted,

Barb Atkinson, Recording Secretary

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – ORGANIZATIONAL MEETING /  
COMMITTEE OF THE WHOLE WORK SESSION  
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136  
JANUARY 15, 2024, 6:30 P.M.**

**Note Page**

**VIII. Assurance of District Performance**

1. Monitoring Report 1.1 (Overall), Global Ends (GP 4.4)

**Recommended Motion:**

**Motion offered by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education accept as presented, the Monitoring Report on 1.1 Global Ends, as a reasonable interpretation and evidence of compliance with policy.**

**Portage Public Schools  
Monitoring Report**

Policy Type: Ends  
Policy Title: (1.1) Global Ends

As requested by the Board during the 2016/2017 school year, the Monitoring Report on Ends Policy 1.1 continues to be divided into smaller segments so that adequate time can be spent presenting and discussing this key Ends Statement.

The report is divided into three segments and has been reported on as follows:

- High School Measures – October
- Middle School Measures – November
- Elementary School Measures – December

Monitoring information was presented during the “Board Education” portion of the Board meeting.

This is the final, overall report for 1.1. The Board will be asked to accept Monitoring Report 1.1.

**Certification**

I hereby present my Monitoring Report on Ends Policy 1.1 (overall) in accordance with the monitoring schedule established by the Board. I certify that the information provided in this report is true as of January 10, 2024.

  
\_\_\_\_\_  
Signature

1.10.2024  
Date

Monitoring Report

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Policy Type: Ends

Policy Title: Ends Policy 1.1

**Summary Dashboards**

Improving Over Prior Years Summary:

previous 3 years (2018, 2019, 2022) & current year (2023)

Met Expectations:	> +2% from previous 3 year average
Partially Met Expectations:	+/- 2% from previous 3 year average
Did Not Meet Expectations:	< -2% from previous 3 year average

	All Students			Economically Disadvantaged			African American/Black		
	3 yr avg	2023	Change	3 yr avg	2023	Change	3 yr avg	2023	Change
5th M-STEP ELA	62.5%	55.0%	-7.6%	37.8%	31.5%	-6.3%	26.3%	18.2%	-8.1%
5th M-STEP Math	45.9%	37.5%	-8.4%	22.2%	19.1%	-3.1%	9.8%	9.1%	-0.7%
8th M-STEP ELA & PSAT 8/9 EBRW*	73.4%	76.1%	2.7%	54.4%	57.9%	3.5%	38.4%	48.8%	10.4%
8th M-STEP Math & PSAT 8/9 Math*	55.9%	55.2%	-0.7%	34.3%	28.9%	-5.4%	19.5%	19.5%	0.0%
11th SAT EBRW	75.7%	73.8%	-1.9%	54.7%	53.0%	-1.7%	48.7%	45.5%	-3.2%
11th SAT Math	52.5%	43.8%	-8.7%	29.3%	24.2%	-5.1%	18.4%	27.3%	8.8%
3rd Acadience ORF**	71.5%	70.8%	-0.6%						

\* 2018 results are from M-STEP; 2019, 2022, and 2023 results are from PSAT 8/9.

\*\* 3 yr avg uses data from 2018, 2019, 2022

Approaching Comparator Schools Summary:

previous 3 years (2018, 2019, 2022) & current year(2023)

Met Expectations:	Ranking 1 or 2 in change relative to comparator districts
Partially Met Expectations:	Ranking 3 or 4 in change relative to comparator districts
Did Not Meet Expectations:	Ranking lower than 4th in change relative to comparator districts

	All Students															
	SAT EBRW 11th Grade				SAT Math 11th Grade				M-STEP ELA 5th Grade				M-STEP Math 5th Grade			
	3 yr avg	2023	Change	Rank	3 yr avg	2023	Change	Rank	3 yr avg	2023	Change	Rank	3 yr avg	2023	Change	Rank
Portage	76%	74%	-2%	T-4	52%	44%	-9%	7	63%	55%	-8%	8	46%	38%	-8%	8
Grand Blanc	65%	55%	-11%	8	39%	28%	-10%	8	57%	53%	-4%	T-4	34%	38%	4%	2
Grandville	66%	65%	-1%	T-2	47%	42%	-5%	3	63%	59%	-4%	T-4	49%	45%	-4%	T-5
Hudsonville	74%	72%	-2%	T-4	57%	48%	-8%	6	72%	74%	2%	1	59%	57%	-2%	3
Huron Valley	65%	57%	-8%	7	42%	37%	-6%	T-4	55%	50%	-5%	7	43%	37%	-5%	7
Midland	78%	72%	-6%	6	60%	54%	-6%	T-4	59%	57%	-2%	3	42%	47%	5%	1
Traverse City	67%	72%	5%	1	51%	47%	-4%	2	58%	54%	-4%	T-4	41%	38%	-4%	T-5
Zeeland	66%	66%	-1%	T-2	46%	43%	-3%	1	69%	70%	0%	2	53%	50%	-3%	4
State	57%	52%	-4%		37%	30%	-7%		45%	44%	-1%		33%	32%	-2%	

\*\* 3 yr avg uses data from 2018, 2019, 2022

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Policy Type: Ends

Policy Title: Ends Policy 1.1

Exceeding Comparator Schools Summary: 2023

Met Expectations:	Ranking 1st to comparator districts*
Did Not Meet Expectations:	Ranking lower than 1st to comparator districts*

	All Students	Economically Disadvantaged	African American/Black
5th M-STEP ELA	5	T-7	4 of 4
5th M-STEP Math	T-5	7	3 of 3
8th PSAT 8/9 EBRW	4	5	3 of 4
8th PSAT 8/9 Math	T-3	6	2 of 3
11th SAT EBRW	1	2	2 of 3
11th SAT Math	4	T-5	2 of 3
SAT - Total Average	4	6	1 of 3

\* In 2019 we updated the interpretation and established a new baseline.

**Further Analysis**

In reviewing the data, the Curriculum, Instruction, and Assessment Office along with the Educational Supports and Intervention Office take seriously both positive and negative moves relative to prior years and to our comparator communities. These key measures of our overall performance are critical to our mission and vision. We also know that these three don’t comprise every educational assessment that is at the heart of Ends Policy 1.1 – but they are an important snapshot of our work. We analyze these performance indicators carefully over time, even as the data present is a snapshot.

COVID has had an impact on our data, just like every other industry and institution worldwide. Specifically to this report and the data herein, COVID presents some confounding metrics that have potentially impacted our data in both positive and negative ways. Students were impacted by shifting modalities throughout the start of the pandemic and throughout the 2020-2021 school year. This has a particular impact on students who need any extra support. Our teams of teachers, administrators, and support staff have worked relentlessly to create successful systems of learning during this pandemic. A key impact of this is that many initiatives, projects, curriculum work, and coaching elements have been paused while we work on the health and wellness of the people in our school community.

We continue to interpret “approaching” and “exceeding” as we did for the January 2023 MR 1.1 report. “Approaching” provides a snapshot of our ranking on change relative to the prior three-year average. The three-year average reduces the impact that a particular cohort of students has on the overall data. All the schools in our comparator group are ranked according to their relative change to the prior three-year average. This indicates if we are trending towards the top or not, regardless of changes in performance

## Monitoring Report

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Policy Type: Ends

Policy Title: Ends Policy 1.1

or test conditions. The three-year average has gaps due to no data being available in the spring of 2020 and incomplete data in the spring of 2021 (due to low participation).

“Exceeding “ is interpreted to mean that we are the first school when ranked relative to comparable communities. We now include our overall ranking relative to comparable communities in the table to provide the details of our ranking. We also include rankings when there are limited numbers of comparable communities, and we indicate this on the table by the number of schools whose data we are able to access.

Reviewing our performance on the “Improving Over Prior Years Summary”, we compare our 2023 results to the three-year average (2018, 2019, and 2022) to minimize the impact of a particular cohort of students. We have four metrics that are +2%, six that are flat, and nine that are declining. Overall, our middle school scores are the most positive, with three indicators improving. Fifth-grade changes were concerning for our teams, with declines across 5 of the six groups.

Reviewing our performance on the “Approaching Comparator Schools Summary”, we again compare 2023 results to the three-year average (2018, 2019, and 2022). These are district-wide measures for 5th and 11th grades. Due to the change of assessments for the 8th-grade students from the M-STEP to PSAT, we have included 8th-grade data in the “Improving Over Prior Years Summary” table, but since our comparators may have different approaches to this shift, we have not included it in the “Approaching Comparator Schools Summary” table. One of our metrics is flat and three are declining relative to our peers.

Reviewing our performance on the “Exceeding Comparator Schools Summary”, we compare our rank against comparator districts on just the spring of 2022 assessments. Here, we have 2 of our 21 metrics ranking first.

### **Response**

Over the past several years, we have shared with the Board not only our responses to COVID, but also our responses to the needs of our students both academically, and socially and emotionally. Those responses take into account the data in this report and other data sources. Ultimately, to meet our mission and uphold our vision we are a reflective organization, focusing on our current performance and continuously seeking to improve student learning. We continue to pursue our district vision in support of our mission - no matter the circumstances.

Primarily, our Continuous Improvement (CI) work is front and center in our processes to support improved student learning. Our CI work with principals and building teams includes our district data review days as well as our Continuous Improvement work days set up throughout the school year. These sessions provide a systemic format for us to focus on improvement. As shared before, our Continuous Improvement goal is a focus on our Tier 1 (classroom) learning systems and our Culture and Climate.

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Policy Type: Ends

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Specifically, our work at Elementary is focused on the following:

- Engaging the principals and their leadership teams in the continuous improvement goal of refining our Tier 1 instructional system
- Evaluating building systems and continuous improvement work with each building Continuous Improvement Team
- Implementing a coaching system that is cross-curricular and whole-child-focused through the use of the building engagement specialist, reading specialist, and ESI coordinators
- Executing the professional development plan that is aligned with the continuous improvement plan and supported through the coaching system
- Utilizing a cohort process to follow up and strengthen the professional development that will/has been provided including LETRs reading training, Collaborative Teaching and Learning, UFLI Foundations, FAME, New to PPS Academy, and Math Recovery for ESI teachers
- Implementing the formative assessment process through all aspects of the school day specifically focusing on mathematics guided by our formative assessment grade level facilitators and supported by district-level instructional coach
- Continuing a focus on number sense routines and formative assessment in math through individual building work, district professional learning, and daily mathematics instruction
- Utilizing screening data at District Data Reviews to drive student support and system adjustments
- Setting Wildly Important Goals (WIGs) in ELA based on reading data with grade-level teams
- Implementing a knowledge-rich ELA Curriculum for all elementary staff through the support of early adopters, coached by reading specialists, and district literacy coach
- Engaging in the curriculum review and design cycle in various subject areas - prioritizing based on need such as moving math up earlier in the process
- Implementing M-STEP preparation at each elementary, analyzing results with grade level teams, and adjusting preparation for students to better understand how to take the M-STEP through practice questions and tools
- Defining and implementing the added ESI position, the Student Academic Support Specialist, to help address academic needs and differentiation of instruction in the classroom as we adopt curriculum
- Defining and implementing the two added ESI positions, the Student Success Coordinators, who focus on building positive behavior supports, increasing engagement strategies, and assisting the implementing successful intervention and engagement
- Increasing interventionists by three positions to provide reading and math support for those in need and another to ensure our curriculum is accessible to all students as we go through curriculum review cycles
- Delivering training and professional learning to all K-5 staff on the Social-Emotional Learning competencies and proficiency scales
- Implementing tutoring for students experiencing homelessness in of additional academic support
- Implementing tutoring for our English Learner students in need of additional academic support

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Policy Type: Ends

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- Developing and implementing collaborative teaching and learning cohorts to provide teachers the opportunity and support in moving towards a more collaborative learning environment focused on students
- Refining the role of the Coordinator of School and Mental Health Initiatives
- Implementing the new Mental Health Specialist, who supports school-based cognitive behavior therapy, crisis prevention, and suicide prevention.
- Aligning and strengthening the PBIS Positive Behavioral Interventions and Support System within each building
- Aligning and strengthening Restorative Practices training and implementation in each building
- Establishing or reestablishing Peer-to-Peer programs in all buildings to connect students of all ability types together to promote inclusion, independence, and socialization
- Implementing Project Lead the Way through librarians at each grade level with a focus on engineering and coding
- Developing district-wide universal accommodations that will be available to all students
- Providing and designing professional learning for staff on diversity, equity, and inclusion

Specifically, our work at Secondary is focused on the following:

- Engaging the principals and their leadership teams in the continuous improvement goal of refining our Tier 1 instructional system
- Evaluating building systems and continuous improvement work with each building Continuous Improvement Team
- Implementing a coaching system that is instructional-focused
- Executing the professional development plan that is aligned with the continuous improvement plan and supported through the coaching system and building administrators
- Utilizing a cohort process to follow up and strengthen the professional development that will/has been provided including Project Based Learning (PBL), New to PPS Academy, and Math Recovery for ESI teachers
- Utilizing screening data at District Data Reviews to drive student support and system adjustments
- Implementing a knowledge-rich ELA Curriculum from sixth to eighth grade and coached by the new secondary district literacy coach
- Refining the Content Literacy Classes for sixth grade which are based on Disciplinary Literacy and Project Based Learning
- Developing project-based learning within the courses at Community High School
- Establishing and refining teaming within the middle schools
- Implementing PSAT preparation at each middle school, analyzing results with ELA and Math teams, and adjusting preparation for students to better understand how to take the PSAT through practice questions and tools
- Defining and implementing the added ESI position, the Student Academic Support Specialist, to help address academic needs and differentiation of instruction in the classroom as we adopt curriculum

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Policy Type: Ends

Policy Title: Ends Policy 1.1

- Defining and implementing the two added ESI positions, the Student Success Coordinators, who focus on building positive behavior supports, increasing engagement strategies, and assisting the implementing successful intervention and engagement
- Delivering training and professional learning to all 6-8 staff on the formative assessment process, and trauma-informed practices
- Implementing tutoring for students experiencing homelessness in of additional academic support
- Implementing tutoring for our English Learner students in need of additional academic support
- Engaging in the curricular review and design cycle with ELA, Social Studies, and World Languages focused on the identification of priority standards - and prioritizing based on need such as moving math up earlier in the process
- Establishing or reestablishing Peer-to-Peer programs in middle school buildings to connect students of all ability types together to promote inclusion, independence, and socialization.
- Reviewing and analyzing Math & EBRW results with department teams from fall PSAT
- Refining the role of the Coordinator of School and Mental Health Initiatives
- Implementing the new Mental Health Specialist, who supports school-based cognitive behavior therapy, crisis prevention, and suicide prevention.
- Aligning and strengthening the PBIS Positive Behavioral Interventions and Support System within each building
- Exploring the transition to standards-based grading
- Developing district-wide universal accommodations that will be available to all students
- Aligning and strengthening Restorative Practices training and implementation in each building
- Providing and designing professional learning for staff on diversity, equity, and inclusion

As Monitoring Report 1.1 has deep ties to the other global ends 1.0 elements, we understand the importance of our academic progress. This report and the other Ends 1.0 reports serve as guideposts for us to improve and build our students for success and as a touchstone on our performance as a district. We continue to believe and invest in our research and evidence-based systems and processes. We continue to believe in our staff and specifically our classroom teachers as world-class instructors. Finally, we continue to believe in our students and the potential they offer to the Portage community and beyond as we submit this Monitoring Report.

## Monitoring Report Evaluation Form

Policy: \_\_\_\_\_

Is the Superintendent's interpretation reasonable? Yes  No

Comments:

Is evidence of compliance reasonable? Yes  No

Comments:

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For Ends Policies: Comments about long-term achievement of Ends Policy

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### Comments Regarding Further Policy Development

1. Do you have a concern that is not addressed in this policy?

2. What policy language would address your concern?

Evaluation submitted to Board President By: \_\_\_\_\_

Adopted: 9/22/08

Revised: 5/25/09, 3/22/10, 2/26/18, 11/20/23

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – ORGANIZATIONAL MEETING /  
COMMITTEE OF THE WHOLE WORK SESSION  
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136  
JANUARY 15, 2024, 6:30 P.M.**

**Note Page**

**IX. Required Action Items**

1. CTE Consortium Agreement (KRESA)

**Recommended Motion**

**Motion offered by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education approve the Resolution Authorizing CTE Consortium Agreement, as presented.**



Mark T. Bielang  
*Superintendent*  
Phone: 269.323.5147  
Fax: 269.323.5149  
mbielang@portageps.org

To: Board of Education  
From: Mark T. Bielang, Superintendent  
Date: January 10, 2024  
Re: 2024 Kalamazoo County CTE Consortium Agreement

**RECOMMENDATION:**

It is recommended that the Board of Education approve the Resolution Authorizing CTE Consortium Agreement, as presented. The resolution with the agreement is enclosed.

**BACKGROUND:**

KRESA and its constituent districts established an area Career and Technical Education (CTE) program under MCL 380.690(3) pursuant to a November 10, 1986 agreement approved by the State Board of Education (Original Agreement). The districts extended the original agreement through a series of renewals, with the most recent renewal known as the 2012 Renewal Agreement (Kalamazoo County Consortium Education for Employment Contract effective July 1, 2012 through June 30, 2027).

In November 2019, KRESA electors voted to establish an area CTE program supported by a 20-year 1.0 mil millage pursuant to MCL 380.681(1). The districts desire to revise the current CTE area program to conform with November 2019 ballot goals, including to reflect the creation of a centralized career center operated by KRESA (Career Connect Campus) and satellite locations, which will largely shift CTE programming away from local school sites and to the Career Connect Campus and satellite locations.

This resolution terminates the terms of the original agreement effective July 1, 2025 and approves a revised CTE Program Agreement effective July 1, 2025 through December 31, 2039.

The proposed agreement has been reviewed by the District's legal counsel and shared with the Board via a confidential attorney-client privileged communication. A representative from KRESA will share more information about the agreement and its development with the Board and answer any questions board members might have.

Board approval is in order.

Enclosure: Resolution w/Agreement

**RESOLUTION AUTHORIZING CTE CONSORTIUM AGREEMENT**

A regular meeting of the Portage Public Schools (“District”) Board of Education (“Board”) was held on January 15, 2024 at 6:30 p.m. within the District’s boundaries.

The meeting was called to order by President \_\_\_\_\_.

Present: Members \_\_\_\_\_.

Absent: Members \_\_\_\_\_.

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_:

**Whereas:**

1. The District participates in a Kalamazoo County area career and technical education (“CTE”) program under MCL 380.690(3) pursuant to a November 10, 1986 agreement approved by the State Board of Education (“Original Agreement”).
2. The Original Agreement was extended through a series of renewals, with the most recent renewal being reflected in a “Kalamazoo County Consortium Education for Employment Contract” effective from July 1, 2012 through June 30, 2027.
3. In November 2019, Kalamazoo Regional Educational Service Agency electors voted to establish an area CTE program supported by a millage pursuant to MCL 380.681(1).
4. The District desires to revise the current area CTE program to conform with November 2019 ballot goals.
5. The District desires to enter into an agreement to address terms applicable to the revised area CTE program and to establish the process for phasing in the revised program, specifically an agreement substantially in the form as the 2024 Kalamazoo County CTE Consortium Agreement that is attached as Attachment 1.
6. The Board believes that it would be in the District’s best interests to waive any Board Policies and Bylaws applicable to this matter.
7. The Board desires to authorize and direct the District Superintendent or designee to sign the 2024 Kalamazoo County CTE Consortium Agreement substantially in the form as Attachment 1, to make any revisions to that agreement not inconsistent with this Resolution, and to take any other action necessary to implement that Agreement.

RESOLUTION AUTHORIZING CTE CONSORTIUM AGREEMENT

January 15, 2024

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**Now, therefore, be it resolved that:**

1. The Board authorizes and directs the District Superintendent or designee to sign the 2024 Kalamazoo County CTE Consortium Agreement substantially in the form as Attachment 1, to make any revisions to that agreement not inconsistent with this Resolution, and to take any other action necessary to implement that Agreement.
2. The Board waives any Board Policies and Bylaws applicable to this matter.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members \_\_\_\_\_

Nays: Members \_\_\_\_\_

Resolution declared \_\_\_\_\_.

Attachment:

2024 Kalamazoo County CTE  
Consortium Agreement

## 2024 KALAMAZOO COUNTY CTE CONSORTIUM AGREEMENT

This Kalamazoo County CTE Consortium Agreement (“Agreement”) is effective January 1, 2024 and made by and between the following: Kalamazoo Regional Educational Service Agency (“KRESA”), Climax-Scotts Community Schools, Comstock Public Schools, Galesburg-Augusta Community Schools, Gull Lake Community Schools, Kalamazoo Public Schools, Parchment School District, Portage Public Schools, Schoolcraft Community Schools, and Vicksburg Community Schools (aside from KRESA, the “Local Districts”) (KRESA and the Local Districts collectively, the “Schools”).

### Whereas:

1. The Schools established an area career and technical education (“CTE”) program under MCL 380.690(3) pursuant to a November 10, 1986 agreement approved by the State Board of Education (“Original Agreement”), creating the Eastern and Southern Kalamazoo Valley Vocational-Technical Education Consortium.
2. The Schools extended the Original Agreement through a series of renewals, with the most recent renewal being reflected in a “Kalamazoo County Consortium Education for Employment Contract” effective from July 1, 2012 through June 30, 2027 (“2012 Renewal Agreement”).
3. In November 2019, KRESA electors voted to establish an area CTE program supported by a 20-year 1.0 mil millage pursuant to MCL 380.681(1) (“Millage”).
4. The Schools currently operate an area CTE program primarily at local school sites.
5. The Schools desire to revise the current CTE area program to conform with November 2019 ballot goals, including to reflect the creation of a centralized career center operated by KRESA (“Career Connect Campus”) and satellite locations, which will largely shift CTE programming away from local school sites and to the Career Connect Campus and satellite locations.
6. The revised area CTE program will be a pilot program focused on state-of-the-art technology use, career readiness and exploration, high school program design, and community collaboration; the CTE program is explained in the KRESA May 1, 2019 community publication entitled “Designing a World-Class Career & Technical Education (CTE) System.”
7. The Career Connect Campus is expected to be completed around July 1, 2025.
8. The Schools desire to enter into this agreement to address terms applicable to

the revised area CTE program and to establish the process for phasing in the revised program.

**Now Therefore**, in consideration of the mutual promises and benefits set forth below, and other good and valuable consideration, the receipt and sufficiency of which is acknowledged by each School, the Schools agree to the terms and conditions below.

1. **Original Agreement Sunset.** Through June 30, 2025, the Schools shall continue operating under the Original Agreement as renewed by the 2012 Renewal Agreement. Effective July 1, 2025, the Original Agreement as renewed shall terminate and the terms of that Original Agreement as renewed shall have no force and effect and no School shall have any further liability or responsibility under that Original Agreement as renewed, except that each School shall remain responsible for fulfilling its financial obligations for area CTE program operations preceding July 1, 2025.
2. **Revised CTE Program.** Effective July 1, 2025 and through December 31, 2039 (“Term”), the Schools shall operate a Kalamazoo County area CTE program pursuant to the following terms (the “Area CTE Program”):
  - a. **Executive Committee.** The Schools hereby establish an Area CTE Program executive committee composed of two (2) Local District Superintendents, one (1) Local District Business Manager, and the KRESA Executive Director of Career Connect Secondary Programs (the “Executive Committee”). The Executive Committee shall:
    - i. Review Area CTE Program offerings, course schedules, and budgets,
    - ii. Recommend to KRESA Area CTE Program improvements,
    - iii. Recommend to KRESA a process for redistributing Area CTE Program enrollment slots after the original enrollment period, and
    - iv. Perform other tasks as specified in this Agreement or as assigned by KRESA.
  - b. **Fiscal Agent.** KRESA shall be the fiscal agent for all programs offered within the Area CTE Program. As fiscal agent, KRESA shall have the responsibility to collect and disperse money for the operation of such programs. In lieu of directly operating a program within the Area CTE Program, KRESA may contract with a Local District, a school other than a Local District, or a private entity to operate such a program. KRESA shall also have the following responsibilities:
    - i. Ensure that the Area CTE Program complies with CTE program

- requirements in the Revised School Code and applicable administrative rules, including by establishing a Program Advisory Committee pursuant to MCL 380.684(3)(b).
- ii. Manage the Career Connect Campus and satellite locations.
  - iii. Oversee the Kalamazoo County Career Education Planning District (“CEPD”).
  - iv. Develop and manage the Area CTE Program budget.
  - v. Prepare and submit required State reports.
  - vi. Employ and/or contract all Area CTE Program staff and ensure Program staff, including teachers, are appropriately certified and qualified for the applicable employment position.
  - vii. Distribute and manage slot allocations for programs within the Area CTE Program, as further discussed below.
  - viii. Report on Area CTE Program budget, outcomes, and continuous improvement efforts to the Executive Committee.
- c. Programs. All programs offered as part of the Area CTE Program shall be operated at the Career Connect Campus or a satellite location, as determined by KRESA.
- i. Sessions. KRESA shall operate programs offered at the Career Connect Campus daily on KRESA school days, and each program will operate within one of the following session times: (1) Session 1 – 8:00 AM to 10:00 AM, or (2) Session 2 – 11:45 AM to 1:45 PM. KRESA may modify session start and end times and may add additional sessions after providing the Executive Committee an opportunity for input.
  - ii. Offerings. By January 15 of each school year during the Term KRESA shall determine program and section offerings for the next school year. KRESA shall make the same determination by January 15, 2025 for the 2025-26 school year.
  - iii. Alteration. KRESA may add, remove, or modify a program or program section after providing the Executive Committee an opportunity for input.
- d. Program Slots Allocation. KRESA shall allocate to each Local District a proportional number of slots in each program within the Area CTE Program based on 10-12 grade enrollment averaged over the three years prior to the school year in which slots are being determined (based on fall count) relative to the total 10-12 grade enrollment of all Local Districts averaged over the three years prior to the school year in which slots are determined (based on fall counts).

- i. Slot Allocation Notification. By January 15 of each school year during the Term, KRESA shall notify each Local District of its slot allocations for the next school year. KRESA shall provide the same notification by January 15, 2025 for the 2025-26 school year.
  - ii. Unfilled Slots. If a Local District does not fill an allocated program slot by March 31 of the school year preceding the school year in which the program will be offered (including by March 31, 2025 for the 2025-26 school year), that slot will be made available to other participant schools. KRESA will fill the unfilled slots using a lottery system or another process established by KRESA with input from the Executive Committee.
  - iii. PSAs and Nonpublic Schools. The Schools acknowledge that public school academy and nonpublic school pupils may participate in the Area CTE Program to the same extent as pupils of the Local Districts.
- e. Program Costs. Each fiscal year, KRESA shall estimate the gross cost of KRESA operating the Area CTE Program during the immediately following fiscal year. KRESA will use any permitted Millage, State Aid categorical, grant, and sponsorship proceeds allocated for the Area CTE Program toward the gross cost to determine the estimated net cost of operating the Area CTE Program during that immediately following fiscal year (“Net Cost”). KRESA will then determine the portion of the estimated Net Cost owed by each Local District for that immediately following school fiscal year based on that Local District’s final slot allocation for that immediately following school fiscal year, provided that the Net Cost owed by each Local District will be based on not less than 80% of that Local District’s initial slot allocation under Section 2(d)(i).

By April 30 of each fiscal year, KRESA shall provide each Local District with the estimated budget and the Local District’s estimated Net Cost for the immediately following school fiscal year (the immediately following school fiscal year, the “Program Year”).

By December 31 of the Program Year, KRESA shall provide each Local District with an updated estimated budget and an updated estimated Net Cost owed by that Local District for the Program Year. Within 60 days of providing the estimates in the preceding sentence, KRESA will bill each Local District 90% of that Local District’s estimated Net Cost for the Program Year and that Local District shall pay the bill amount to KRESA within 30 days of receiving the bill.

By December 31 of the fiscal year following the Program Year, KRESA shall provide each Local District with that Local District's actual Net Cost for the Program Year, along with a statement for any amounts owed or overpaid by that Local District for the Program Year. If amounts are owed by the Local District, the Local District shall pay the statement amount to KRESA within 30 days of receiving the statement. If amounts were overpaid by the Local District, KRESA shall pay the overpaid amount to that Local District within 30 days of the statement date.

- f. Local District CTE Programs. A Local District shall not operate a career and technical education program that is identical or substantially similar to a program offered by KRESA. A Local District that operates its own career and technical education program shall be responsible for all costs related to that program and may enter into an agreement with another school district for the operation of that program. KRESA shall provide career and technical education program compliance and reporting services to a Local District operating its own career and technical education program; each Local District shall work in good faith with KRESA to allow KRESA to timely complete such compliance and reporting services.
- g. Student Discipline. Students enrolled in a program offered at the Career Connect Campus or a satellite location are subject to the policies and rules of the entity operating the program during program attendance. The designated building administrator of the entity operating the program may suspend or otherwise discipline any such student in accordance with law and its policies and rules in consultation with the student's Local District principal or designee.
- h. Transportation. To the extent permitted by law, each Local District shall be responsible for transporting its students enrolled in a program to the Career Connect Campus or a satellite location.
- i. State Board of Education Authorization. This Agreement is subject to the continuing authorization of the State Board of Education for the Area CTE Program. If the authorization is withdrawn, then this Agreement shall terminate pursuant to an orderly plan of dissolution established by KRESA in consultation with the Local Districts.
- j. Termination. This Agreement may be terminated if KRESA or a majority of Schools determine to terminate the Agreement. Upon such determination, the terminating School(s) shall provide a written notice to the remaining Schools. After notification, a one (1) year period of participation in and operation of the programs shall be continued to allow for an orderly dissolution. Should expiration of the one (1) year

time period fall during the course of the academic year, the Agreement shall be effective through the end of that current academic year.

- k. Withdrawal. A Local District may withdraw from this Agreement by providing a written notice to the other Schools. A withdrawal shall not become effective until one (1) year after the notification has been received by each such School. Should expiration of the one (1) year time period fall during the course of the academic year, the withdrawing Local District shall continue participating in the Area CTE Program until the end of that academic year. After withdrawal, the withdrawing Local District shall promptly pay any outstanding Net Cost owed by that Local District for its participating in the Area CTE Program preceding the withdrawal.
- l. Pilot Program Review and Term Extension. KRESA will annually evaluate the Area CTE Program for effectiveness. KRESA will determine and notify the Schools by July 1, 2038 whether the Area CTE Program has been effective overall and, if KRESA determines the Area CTE Program has been effective overall, then the Term shall automatically extend for an additional 20-year period.

### 3. Miscellaneous.

- a. Notice. When notice is required by this Agreement, the notice shall be deemed sufficient if sent by certified mail to the address listed on the recipient School's website at the time of mailing and if addressed to the recipient School's Superintendent. Notices shall be effective upon receipt.
- b. Whole Agreement. This Agreement constitutes the entire agreement between the Schools and shall supersede and cancel any other agreement between the Schools relating to Kalamazoo County area career and technical education programs. Each School acknowledges that no representation, inducement, or condition not set forth herein has been made or relied upon by that School.
- c. Modification. A modification to this Agreement shall only be considered if KRESA or a majority of Schools determine that a modification is necessary. Upon such determination, the School(s) desiring a modification shall provide a written notice to the remaining Schools. This Agreement shall be modified only if a proposed modification is approved by each School. Any modification to this Agreement shall be filed with the State Board of Education.
- d. Nondiscrimination. A School shall not discriminate against an employee

or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, sexual orientation, gender identity or expression, height, weight, or marital status. Breach of this covenant may be regarded as a material breach of this Agreement.

- e. Assignment. No School shall assign its rights or obligations under this Agreement to any person or entity without the prior written consent of all the other Schools.
- f. Successors and Assigns. This Agreement shall bind and benefit the Schools and their respective successors and assigns.
- g. Governing Law. This Agreement shall be construed in accordance with and governed by the laws of the State of Michigan.
- h. Dispute Resolution. The parties agree to attempt to settle any disputes that arise out of this Agreement through good faith negotiations. Any disputes between the parties concerning any alleged breach of this Agreement or arising out of or relating to the interpretation of this Agreement or the parties' performance of their respective obligations under this Agreement that are unable to be resolved through good faith negotiations shall be resolved by arbitration, and such an arbitration procedure shall be the sole and exclusive remedy for such matters. A single arbitrator shall be selected by the Schools subject to the dispute from a panel provided by the American Arbitration Association. The arbitration shall be conducted in accordance with the rules of the American Arbitration Association, with such variations as the parties and the arbitrator unanimously accept. Any arbitration hearing shall be conducted in a location selected by KRESA within Kalamazoo County. The arbitrator shall be required to issue an opinion with a written explanation as to the final decision. A judgment on the award rendered by the arbitrator may be entered in any court having appropriate jurisdiction to ensure compliance with the applicable law and this Agreement. The parties participating in the arbitration will equally split the arbitrator's fee and will otherwise be responsible for their own arbitration costs, including attorney fees.
- i. Headings. The headings used herein are for convenience only and shall not govern the interpretation of any paragraph of this Agreement.
- j. No Construction Against Drafting Party. This Agreement shall not be more strictly construed against, nor shall any ambiguities within this Agreement be resolved against, a party because that party's

participation in the drafting of this Agreement.

- k. Counterpart Signatures. This Agreement may be executed in one or more counterparts, including facsimile copies, each of which shall be deemed an original, but all of which shall together constitute one and the same instrument.
- l. No Third-Party Beneficiaries. This Agreement is enforceable only by the Schools. No other entity or person may enforce any of the terms contained in this Agreement, nor is the Agreement intended to confer third party beneficiary status on any third party.
- m. Authorization. The individual signing this Agreement on behalf of that individual's respective School, as identified below, represents that the individual has the authority to execute this Agreement on behalf of that individual's respective School.

**KRESA**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Its: Superintendent

Date: \_\_\_\_\_

**Climax-Scotts Community Schools**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Its: Superintendent

Date: \_\_\_\_\_

**Comstock Public Schools**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Its: Superintendent

Date: \_\_\_\_\_

**Galesburg-Augusta Community Schools**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Its: Superintendent

Date: \_\_\_\_\_

**Gull Lake Community Schools**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Its: Superintendent

Date: \_\_\_\_\_

**Parchment School District**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Its: Superintendent

Date: \_\_\_\_\_

**Schoolcraft Community Schools**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Its: Superintendent

Date: \_\_\_\_\_

**Kalamazoo Public Schools**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Its: Superintendent

Date: \_\_\_\_\_

**Portage Public Schools**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Its: Superintendent

Date: \_\_\_\_\_

**Vicksburg Community Schools**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Its: Superintendent

Date: \_\_\_\_\_

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – ORGANIZATIONAL MEETING /  
COMMITTEE OF THE WHOLE WORK SESSION  
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136  
JANUARY 15, 2024, 6:30 P.M.**

**Note Page**

**IX. Required Action Items**

2. Planned Use of Virtual Instruction Days (MCL 388.1621F(14))

**Recommended Motion**

**Motion offered by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education approve the Resolution for District Planned Use of Virtual Instruction Days, as presented.**



**TO:** Mark Bielang, Superintendent & Board of Education

**FROM:** Paula Johnson, Director of Finance

**DATE:** December 6, 2023

**SUBJECT:** District Planned Use of Virtual Instruction Days

### **Recommendation**

The Board of Education approve the District's plan, via the enclosed resolution, for use of virtual instruction during the planned April 10-11, 2024 testing dates for PSAT, SAT, and ACT WorkKeys, as allowed under the current School State Aid Act, Section 388.1621f(14).

### **Background Information**

As allowed under the current School State Aid Act, Section 388.1621f(14), up to 15 days of virtual instruction can be used for emergency closures, student testing days or professional development purposes each school year. It is now required by the Michigan Department of Education that a district's plan for use of these days must be approved by the Board of Education.

Portage Public Schools plan is to provide virtual instruction during the planned April 2024 spring testing days for the PSAT, SAT and ACT WorkKeys for secondary students only. The planned testing days for the 2023-24 school year are April 10-11, 2024.

On the April 10-11, 2024 test days, the District plans to provide virtual instruction on all non-testing grades at the middle school and high school levels following the conclusion of testing on each day. District-provided Chromebooks will be available for students to use on these days. Teachers will be available to answer questions from students for assignments given for completion on the testing/virtual instruction days. Teacher availability will be for the same number of hours counted as instructional time.

The District will provide notice of the plan to impacted students and their parents/legal guardians before enactment of the plan, as required under the Act.

I would be happy to answer any questions that you or Board members may have.

The resolution is enclosed.

**Resolution for District Planned Use of Virtual Instruction Days**

A regular meeting of the Board of Education of the District (the "Board") was held in Portage Central High School, Room #1136, 8135 S. Westnedge Avenue in Portage, MI, within the boundaries of the District, on the 15th day of January, 2024, at 6:30 o'clock in the p.m. (the "Meeting").

The Meeting was called to order by \_\_\_\_\_, President.

Present: Members \_\_\_\_\_

Absent: Members \_\_\_\_\_

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_:

**WHEREAS**, as allowed under the current School State Aid Act, Section 388.1621f(14), up to 15 days of virtual instruction can be used during student testing days during a school year, and a district's plan for use of these days of virtual instruction must be approved by the Board of Education.

**WHEREAS**, Portage Public Schools plan is to provide virtual instruction during the planned April 2024 spring testing days for the PSAT, SAT and ACT WorkKeys for secondary students only.. The planned testing days for the 2023-24 school year are April 10-11, 2024.

**WHEREAS**, on the April 10-11, 2024 test days, the District plans to provide virtual instruction on all non-testing grades at the middle school and high school levels following the conclusion of testing on each day. District-provided Chromebooks will be available for students to use on these days. Teachers will be available to answer questions from students for assignments given for completion on the testing/virtual instruction days. Teacher availability will be for the same number of hours counted as instructional time.

**WHEREAS**, the District will provide notice of the plan to impacted students and their parents/legal guardians before enactment of the plan, as required under the Act.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The Board of Education approve the District's plan, via this resolution, for use of virtual instruction during the planned April 10-11, 2024 testing dates for PSAT, SAT, and ACT WorkKeys, as allowed under the current School State Aid Act, Section 388.1621f(14).
2. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members \_\_\_\_\_

Nays: Members \_\_\_\_\_

Resolution declared \_\_\_\_\_.

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – ORGANIZATIONAL MEETING /  
COMMITTEE OF THE WHOLE WORK SESSION  
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136  
JANUARY 15, 2024, 6:30 P.M.**

**Note Page**

**XI. Discussion Items**

1. Building Site & Sinking Fund Resolution (MCL 211.24f)



**TO** : Mark Bielang, Superintendent  
**FROM** : Paula Johnson, Director of Finance  
**DATE** : January 10, 2023  
**SUBJ** : Building Site Sinking Fund Renewal Resolution

**RECOMMENDATION**

I recommend that the Board of Education adopt a resolution and ballot language requesting voter consideration at the May 5, 2024 Election of renewing a .4988 millage rate for our Building and Site Sinking Fund (BSSF) that would levy for 5 years beginning in the 2024/2025 school year and continue through the 2028/2029 school year.

**BACKGROUND INFORMATION**

Since 1966, the District has levied between .4988 and 1.5000 for a BSSF millage. The Building Site and Sinking Fund has been subject to a Headlee Rollback for the last two years causing the millage rate to drop below .5000.

The Building Site and Sinking fund is used district wide to assist with repairs of roofs, mechanical systems, flooring, and parking lots. The scope of this Building Site and Sinking Fund millage request is expanding to allow for not only repairs to our buildings, but also for the purchase of technology, security improvements and transportation vehicles. Receipts from this levy will go into a separate fund with a restrictive use for making necessary repairs and improvements to the District's 14 school buildings, along with other structures such as stadiums, playgrounds and adding the expansion of the technology, security improvements and transportation vehicle options.

This recommendation was developed in a meeting with the Facility Committee and Assistant Superintendent of Operations. Please let us know if you have any questions on this recommendation or the supporting documentation. Passage of the resolution at the January 29, 2024 Board meeting will allow the administration to certify the ballot with the County by the City Clerk's deadline of February 13, 2024.

Enclosure: Resolution

**PORTAGE PUBLIC SCHOOLS  
COUNTY OF KALAMAZOO  
STATE OF MICHIGAN**

**RESOLUTION CERTIFYING PROPOSAL TO RENEW  
BUILDING AND SITE SINKING FUND**

---

Minutes of a regular meeting of the Board of Education (the “Board”) of the Portage Public Schools, County of Kalamazoo, State of Michigan (the “School District”), held in the School District, on January 29, 2024, at 6:30 p.m., prevailing Eastern time.

PRESENT: Members \_\_\_\_\_

\_\_\_\_\_

ABSENT: Members \_\_\_\_\_

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_:

WHEREAS, the electors previously approved a sinking fund tax levy in the amount of 0.500 mills which has been permanently rolled back to 0.4988 mills and which expires with the 2024 levy;

WHEREAS, the School District has determined that in order to continue to improve and repair its facilities, it is necessary to ask the electors to approve a renewal of the sinking fund millage as described in the Proposal to Renew Building and Site Sinking Fund attached hereto as Exhibit A (the “Sinking Fund Proposal”); and

WHEREAS, it is necessary and desirable to submit the Sinking Fund Proposal to the School District’s electors at an election to be held on May 7, 2024 (the “May Election Date”); and

WHEREAS, in order for the Sinking Fund Proposal to be submitted to the School District’s electors on the May Election Date, it is necessary for the Board to certify the Sinking Fund Proposal to the Kalamazoo County Clerk (the “School District Election Coordinator”), as required by Michigan election law, not later than 4:00 p.m. on February 13, 2024; and

WHEREAS, the School District desires to approve and certify the Sinking Fund Proposal and to authorize the Superintendent or his designee to submit the ballot language for the Sinking Fund Proposal to the School District’s Election Coordinator for the May Election Date.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The Sinking Fund Proposal attached hereto as Exhibit A is hereby certified to the School District Election Coordinator for submission to the School District’s electors on the May Election Date. The Secretary of the Board is hereby authorized and directed to file this Resolution and/or complete any such forms, certificates or documents as may be required by the School District Election Coordinator to evidence the foregoing certification and/or submission by no later than 4:00 p.m. on February 13, 2024.

2. The School District Election Coordinator is hereby authorized and directed to: (a) post and publish notice of last day of registration and notice of election for the May Election Date; and (b) have prepared and printed ballots for submitting the Sinking Fund Proposal at the May Election Date, which ballots shall be in the form appearing in Exhibit A, or the Sinking Fund Proposal shall be stated as a proposal on the voting machines, which ballots may include other matters presented to the electorate on the same date.

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

AYES: Members \_\_\_\_\_  
\_\_\_\_\_

NAYS: Members \_\_\_\_\_

**RESOLUTION DECLARED \_\_\_\_\_.**

---

Secretary, Board of Education

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Education of the Portage Public Schools, County of Kalamazoo, State of Michigan a regular meeting held on January 29, 2024, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

---

Secretary, Board of Education

**EXHIBIT A**

**OFFICIAL BALLOT**

**PORTAGE PUBLIC SCHOOLS  
COUNTY OF KALAMAZOO, MICHIGAN**

**PROPOSAL TO RENEW BUILDING AND SITE SINKING FUND**

*This proposal will renew the authority last approved by the electors in 2019 and which expires with the 2024 levy for the School District to levy a building and site sinking fund millage, the proceeds of which will be used to make improvements and repairs to the School District's facilities. Pursuant to State law, the expenditure of the building and site sinking fund millage proceeds must be audited, and the proceeds cannot be used for teacher, administrator or employee salaries, maintenance or other operating expenses.*

Shall the Portage Public Schools, County of Kalamazoo, Michigan, be authorized to continue to levy 0.4988 mills (\$0.4988 per \$1,000 of taxable valuation) for a period of five (5) years, being the years 2025 to 2029, inclusive, to maintain a sinking fund to be used for the construction or repair of school buildings, school security improvements, the acquisition or upgrading of technology, the acquisition of student transportation vehicles, trucks and vans and parts, supplies and equipment used for the maintenance of these vehicles and for any other purposes permitted by law? This millage if approved and levied would provide estimated revenues to the School District of approximately \$1,596,118 in the first year that it is levied.

YES

NO

41367264.1/071466.00001

RESOLUTION CERTIFYING PROPOASL TO RENEW BUILDING AND SITE SINKING FUND  
Portage Public Schools

A-1

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – ORGANIZATIONAL MEETING /  
COMMITTEE OF THE WHOLE WORK SESSION  
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136  
JANUARY 15, 2024, 6:30 P.M.**

**Note Page**

**XI. Discussion Items**

2. CHS/NHS Music Room Audio-Visual Equipment Purchase (OP 6320)



Information and Technology Systems  
8107 Mustang Drive, Portage, MI 49002  
(269) 323-5100 -- help@portageps.org

## MEMO

---

To: Mark Bielang, Superintendent  
Fr: Daniel J. Vomastek, Director  
Dt: January 9th, 2024  
Re: Recommended Purchase - CHS/NHS Music Room Audio-Visual Equipment

---

### RECOMMENDATION

I recommend the Board of Education authorize the purchase of audio-visual equipment for the music rooms at Central and Northern High Schools from Parkway Electric of Holland, MI in an amount not to exceed \$61,063.79, proceeds being drawn from the 2021 Bond Fund.

### BACKGROUND

The existing A/V equipment in our high school music rooms dates back to 2009 and is beginning to fail. This routine replacement is intended to bring these rooms back to 100% working capacity. In addition, this replacement equipment will bring equivalent features and functionality as currently available in our middle schools.

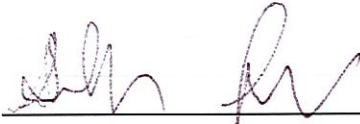
### AWARD INFORMATION

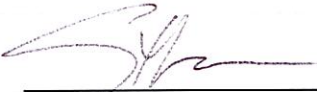
We received two responses to our RFP with Parkway being the lowest of the two. Parkway did include an alternate amplifier which we did not feel we needed. This is an equipment only purchase - it is our intention to install and configure the equipment in house.

I would be happy to answer any other questions you or the Board may have.

PORTAGE PUBLIC SCHOOLS	
BID TAB #10713 CHS/NHS MUSIC ROOMS	
1/9/2024 @ 9:00 AM	

<b>Vendor Name</b>	Parkway Electric	Acorn Sound Technology					
<b>Location</b>	Holland,MI	Hamilton, MI					
<b>Other Information</b>							
<b>Contact Name</b>	Todd Billin	Cyril Oake					
<b>Contact Email</b>	todd.billin@parkway.us	cyriloake@acornsound.com					
<b>Legal Status Form</b>							
<b>Familial</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Iran Econ Act</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Legal Status Form</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Addendum 1</b>							
<b>Bid Totals</b>							
<b>CHS w/out Alternates</b>	\$ 28,031.58	\$ 49,711.00					
<b>NHS w/Out Alternates</b>	\$ 33,032.21	\$ 57,711.00					
<b>Total Price w/out Alternates</b>	\$ 61,063.79	\$ 107,422.00					
<b>Alternate 1 Total Price</b>	\$ 9,574.90	\$ 12,711.00					

  
 Signature \_\_\_\_\_ Date 1/9/24

  
 Signature \_\_\_\_\_ Date 1/9/24

**BID PROPOSAL FORM**

(Pages 7 – 11)

**NAME OF BIDDER**

Firm Name: Parkway Electric & Communications LLC  
Address: 11952 James Street  
Hoiland, MI. 49424  
Telephone & Fax: 616-820-1289  
Contact Name and E-mail: Todd Billin - todd.billin@parkway.us

**PROJECT NAME**

Project Name: #10703 CHS/NHS Music Rooms A/V Technology Retrofit

**AGREEMENTS**

The Owner reserves the right to accept or reject any or all Bids in whole or in part, or to waive any informalities therein. If in the Owner's opinion it is in their best interest, the contract may be awarded to other than the lowest bidder, for reasons of establishing uniformity, delivery time, etc.

The undersigned acknowledges the following are included with the Bid Proposal Form:  
(please initial)

Unit Pricing: TB

Detailed Product Specification Information (where applicable): N/A

Warranty Specification Information (where applicable): N/A

Legal Status of Bidder: TB

Iran Economic Sanctions Act Statement: TB

Notarized Familial Relationship Disclosure Statement: TB

Two (2) paper copies One (1) PDF of the Proposal: TB

***Pricing Summary:***

Proposer - you must complete the following.

2.1 CHS Rooms Total Price:           \$28,031.58          

2.2 NHS Rooms Total Price:           \$33,032.21          

Total Price without alternates:           \$61,063.79          

**Requested Alternates**

3.1 - Alternate 1 Total Price:           \$9,574.90          

***Proposers may attach additional pricing details. In the case of any discrepancies, room prices as reported here shall prevail.***

**LEGAL STATUS OF BIDDER**


**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS.** The Vendor and/or Bidder certifies to the best of its knowledge and belief that it and its principals: Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency; Have not within a three-year period preceding this agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated above in this certification; and Have not within a three-year period preceding this agreement had one or more public transactions (Federal, State, or local) terminated for cause or default; is not now or has been, within a three-year period preceding this date, been listed on the Excluded Parties List System website (EPLS).

Firm Name:                     Parkway Electric & Communications LLC                    

**Name, title and signature of individual duly authorized to execute contracts:**

Name:                     Todd Billin                    

Title:                     Business Development                    

Signature:                                         

**A Corporation organized and existing under the laws of the State of**                     Michigan                    

**PORTAGE AFFILIATION (If it pertains):**

Do you maintain a permanent office, factory, or other facility in Allegan, Barry, Branch, Calhoun, Cass, Kalamazoo, St. Joseph, or Van Buren counties with employees working in any of these counties? If yes, please provide the address:

                    NO                    

Have you paid real or personal property taxes relating to said business in the previous tax year?

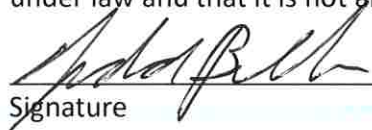
                    NO

**IRAN ECONOMIC SANCTIONS ACT**

Effective April 1, 2013 all bids, proposals, and/or qualification statements received in the State of Michigan (MCL 129.313) must comply with the “Iran Economic Sanctions Act”. The following certification is to be signed and included at the time of submittal.

**CERTIFICATION**

Pursuant to the Michigan Iran Economic Sanctions Act, 2012 P.A. 517, by submitting a bid, proposal or response, Respondent certifies, under civil penalty for false certification, that it is fully eligible to do so under law and that it is not an “Iran linked business”, as that term is defined in the Act.

 Business development  
Signature Title

Parkway Electric & Commnications LLC 1/4/2024  
Company Date

### FAMILIAL RELATIONSHIP DISCLOSURE STATEMENT

As required by Public Act 232 of 2005, all bids shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any employee of the Portage Public School District or member of the Portage Public Schools Board of Education. The Board of Education shall not accept a bid that does not include this sworn and notarized disclosure statement.

The undersigned, the owner or authorized officer of Parkway Electric & Comm. (the "Bidder"), pursuant to the familial disclosure requirement provided in the Portage Public Schools advertisement for construction bids, hereby represent and warrant, except as provided below, that no familial relationships exist between the owner(s) or any employee of the company and any employee of the Portage Public School District or member of the Portage Public Schools Board of Education. If such a relationship exists, please explain:

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Attach additional pages if necessary

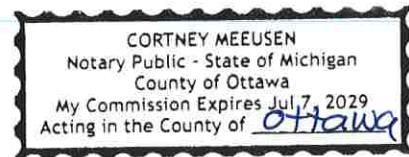
By: *[Signature]* (Bidder Signature)  
Title: Business Development (type or print)  
Date: 1-4-2024

Subscribed and Sworn to Before Me:

This 5th day of January, 2024 A.D., in and for the  
County of Ottawa, Michigan.

My Commission expires Jul 7 2029.

*[Signature]*  
Signature of Notary





Portage Public Schools – Project #10713 CHS/NHS Music Rooms A/V Technology Retrofit

Material List

Qty	Manufacturer	Part #	DESCRIPTION	Net Each	Net Ext.
<b><u>Central High School</u></b>					
2	QSC	Core 110f v2	processor	\$2,806.67	\$5,613.34
2	QSC	SLQUD-110-P	Deployment License	\$156.67	\$313.34
2	QSC	SLQSE-110-P	Scripting License	\$310.00	\$620.00
3	QSC	QIO-RMK	Rack Kit	\$123.33	\$369.99
2	QSC	QIO-GP8x8	Card	\$303.33	\$606.66
2	QSC	TSC-70-G3	Touch Panel	\$1,270.00	\$2,540.00
2	Netgear	GSM4214P-100NAS	Switch	\$643.83	\$1,287.66
3	Shure	ULXD4D=-G50	Wireless receiver	\$2,383.44	\$7,150.32
6	Shure	ULXD1=-G50	Wireless transmitter	\$419.06	\$2,514.36
6	Shure	MX185	Microphone	\$181.56	\$1,089.36
1	DaLite	70304	Screen	\$714.00	\$714.00
3	Denon	DN-500BD MKII	Media player	\$388.89	\$1,166.67
3	Denon	DN-300BR	Media player	\$153.33	\$459.99
3	Key Digital	KD-Pro4x1X-2	Switcher	\$345.56	\$1,036.68
3	Kramer	TP-580T	Transmitter	\$190.78	\$572.34
3	Neutrik	NKHDMI-10	Patch cable	\$109.46	\$328.38
3	Neutrik	NAHDMI-W	Patch cable	\$17.57	\$52.71
6	Neutrik	NE8FDY-C6	Panel Jack	\$31.40	\$188.40
6	Neutrik	NKE6S-10-WOC	Patch cable	\$90.73	\$544.38
1			Estimated Shipping		<u>\$863.00</u>
			Total		<b>\$28,031.58</b>





Qty	Manufacturer	Part #	DESCRIPTION	Net Each	Net Ext.
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			<b>Northern High School</b>		
3	QSC	Core 110f v2	processor	\$ 2,806.67	\$ 8,420.01
3	QSC	SLQUD-110-P	Deployment License	\$ 156.67	\$ 470.01
3	QSC	SLQSE-110-P	Scripting License	\$ 310.00	\$ 930.00
3	QSC	QIO-RMK	Rack Kit	\$ 123.33	\$ 369.99
3	QSC	QIO-GP8x8	Card	\$ 303.33	\$ 909.99
3	QSC	TSC-70-G3	Touch Panel	\$ 1,270.00	\$ 3,810.00
2	Netgear	GSM4214P-100NAS	Switch	\$ 643.83	\$ 1,287.66
3	Shure	ULXD4D=-G50	Wireless receiver	\$ 2,383.44	\$ 7,150.32
6	Shure	ULXD1=-G50	Wireless transmitter	\$ 419.06	\$ 2,514.36
6	Shure	MX185	Microphone	\$ 181.56	\$ 1,089.36
1	DaLite	70304	Screen	\$ 714.00	\$ 714.00
3	Denon	DN-500BD MKII	Media player	\$ 388.89	\$ 1,166.67
3	Denon	DN-300BR	Media player	\$ 153.33	\$ 459.99
3	Key Digital	KD-Pro4x1X-2	Switcher	\$ 345.56	\$ 1,036.68
3	Kramer	TP-580T	Transmitter	\$ 190.78	\$ 572.34
3	Neutrik	NKHDMI-10	Patch cable	\$ 109.46	\$ 328.38
3	Neutrik	NAHDMI-W	Patch cable	\$ 17.57	\$ 52.71
6	Neutrik	NE8FDY-C6	Panel Jack	\$ 31.40	\$ 188.40
6	Neutrik	NKE6S-10-WOC	Patch cable	\$ 90.73	\$ 544.38
1			Estimated Shipping		\$1,016.96
			Total		<b>\$33,032.21</b>
			<b>Requested Alternate</b>		
6	QSC	CX-Q 2K4	Amplifiers	\$ 1,973.33	\$ 11,839.98
-6	QSC	QIO-GP8x8	Card	\$ 303.33	\$ (1,819.98)
-6	QSC	QIO-RMK	Rack kit	\$ 123.33	\$ (739.98)
			Shipping		\$294.78
			Total		<b>\$ 9,574.80</b>



**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – COMMITTEE OF THE WHOLE WORK SESSION  
CENTRAL HIGH SCHOOL, ROOM #1136  
JANUARY 15, 2024, 6:30 P.M.**

**Note Page**

**XII. Closed Session**

1. Discuss Collective Bargaining Strategy (OMA Section 8(c))

**Recommended Motion:**

Motion offered by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education move into closed session to discuss collective bargaining strategy, as allowed under the Open Meetings Act 15.268, Sections 8(c).

**(ROLL CALL VOTE)**