

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION
ORGANIZATIONAL MEETING / COMMITTEE OF THE WHOLE WORK SESSION
VIRTUAL MEETING
JANUARY 11, 2021, 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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BOARD OF EDUCATION – ORGANIZATIONAL MEETING /
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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).

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III. Organizational Items

1. Oath of Office

Terri Novaria, Bo Snyder, Rusty Rathburn and Kurt Droppers were re-elected to the Board at the November 3, 2020 election. In addition, Keith Crowell was appointed to the Board on January 4, 2021 to fill a vacancy. Each has officially completed their Acceptance and Oath of Office.

As a ceremonial procedure, the recently elected and appointed members will affirm the Oath of Office. Barb Atkinson will read aloud the following oath and then ask each member listed for his/her response.

Do you, Terri Novaria, Bo Snyder, Rusty Rathburn, Kurt Droppers and Keith Crowell, solemnly swear that you will support the Constitution of the United States and the Constitution of this State, and that you will faithfully discharge the duties of the office of Member of the Board of Education of Portage Public Schools, Kalamazoo County, Michigan according to the best of your ability.

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III. Organizational Items

2. Election of Officers

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: _____

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IV. Reports

1. Superintendent's Report
 - a. Bond Project Update

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V. Board Education

1. Extended COVID-19 Learning Plan Update

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VII. Consent Agenda

1. Organizational Items
 - a. Designate Depositories for School Funds (BL 0154, MCL 380.1221)
 - b. Approve Board of Education Meeting Schedule (BL 0154)
 - c. Designate Person(s) Authorized to Use the Safety Deposit Box (BL 0154, OP 6144)
 - d. Designate the Electronic Transfer Officer (BL 0154, OP 6144)
 - e. Appointment of Board Recording Secretary (BL 0154)

2. Monthly Consent Agenda Items
 - a. Approval of Minutes
 - December 14, 2020 Regular Business Meeting
 - December 30, 2020 Special Meeting
 - January 4, 2021 Special Meeting


 - b. HGD Instructional Materials

That the Board of Education approve, as presented, the use of four sex education video elements from Amaze.org in the Human Growth and Development curriculum at the high school level.

Enclosure VII.1.a.
January 11, 2021

Portage Public Schools

THE FUTURE LEARNS HERE

To: Board of Education
From: Mark Bielang 
Date: January 6, 2021
Re: Designate Depositories for School Funds

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

RECOMMENDED ACTION:

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

- Comp One
- TCF Bank (formerly Chemical Bank)
- Flagstar Bank
- First National Bank
- Horizon Bank
- Huntington Bank
- JP Morgan Chase
- Macatawa Bank
- Mercantile Bank
- PFM Investment Management

BACKGROUND INFORMATION

The Board's Bylaw 0154.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

Account Name	Fund	Financial Institution
PPS General Fund - Checking	General	Huntington Bank
PPS General Fund - Hybrid Checking	General	Huntington Bank
PPS General Fund - Money Market	General	Huntington Bank
PPS General Fund - Money Market	General	Horizon Bank
PPS General Fund - Savings	General	JP Morgan Chase
PPS General Fund - Checking	General	TCF Bank
PPS General Fund - Checking	General	TCF Bank
PPS General Fund - Money Market	General	Huntington Bank
PPS General Fund - Money Market	General	TCF 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 CMS Athletics - Checking	General	Huntington Bank
PPS NMS Athletics - 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 PCEC Enrichment - Checking	General	Huntington Bank
PPS Edu Staff - Checking	General	Huntington Bank
PPS Workers Comp	General	Comp One
PPS BSSF - MM Savings	BSSF	Huntington Bank
PPD Debt 16 - MM Savings	Debt 16	Huntington Bank
PPD Debt 19 – MM Savings	Debt 19	Huntington Bank
PPS Lunch - Checking	Lunch Fund	Huntington Bank
PPS Lunch - Savings	Lunch Fund	Flagstar Bank
PPS Internal - Checking	Internal Fund	Huntington Bank
PPS Internal - Money Market	Internal Fund	TCF Bank
PPS Internal - Money Market	Internal Fund	Huntington Bank
PPS General Fund – CD	General	First National Bank of Michigan
PPS General Fund - CD	General	First National Bank of Michigan
PPS Construction Fund #1	CF #1	PFM Investment Mgmt.
PPS Construction Fund #2	CF #2	PFM Investment Mgmt.



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

To: Board of Education
From: Mark Bielang, Superintendent 
Date: January 6, 2021
Re: Proposed Board of Education Meeting Schedule for 2021-22

RECOMMENDED ACTION:

It is recommended that the Board approve the proposed meeting schedule for the 2021-22 school year, as presented. Policy Governance Retreats are included.

BACKGROUND INFORMATION:

In accordance with Board Bylaw 0154, the Board of Education shall designate a day, place, and time for Regular Meetings which shall be held at least once every month. For the past several years the Board has met on the second and fourth Mondays of most months, although Special Meetings have been added from time to time, and during some months only one meeting has been held (April, July, August and December). The proposed meeting schedule is based on current practice.

**2021/2022
 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 Conference Room #1 of the Administration Building, 8107 Mustang Drive. 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 26, 2021 (RM*)	February 7, 2022 (Retreat**/WS)
	February 21, 2022 (RM)
August 23, 2021* (RM)	
	March 7, 2022 (WS)
September 13, 2021 (WS)	March 21, 2022 (RM)
September 27, 2021 (Retreat**/RM)	
	April 11, 2022 (RM)
October 11, 2021 (WS)	
October 25, 2021 (RM)	May 9, 2022 (WS)
	May 23, 2022 (Retreat**/RM)
November 8, 2021 (Retreat**/WS)	
November 22, 2021 (RM)	June 13, 2022 (WS)
	June 27, 2022 (RM)
December 13, 2021 (RM)	
January 10, 2022 (Organizational/WS)	
January 24, 2022 (RM)	

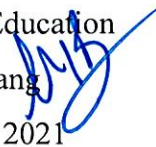
*Meeting deviates from the second and fourth Monday schedule

** Policy Governance Retreats held 4:00 p.m. in Superintendent’s Conference Room of the Administration Building

Unless otherwise posted/announced, all meetings will commence at 6:30 p.m. Notice of special meetings, agendas, agenda packets, and approved meeting minutes are available via the District’s website (www.portageps.org) under the Board of Education link. Notice of special meetings are also posted in 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.

January 11, 2021



To: Board of Education
From: Mark Bielang 
Date: January 6, 2021
Re: Designate Person(s) Authorized to Use the Safety Deposit Box

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

RECOMMENDED ACTION:

I recommend the Board of Education designate Mark Bielang, Ron Herron, Paula Johnson and the _____ (Board Secretary) as the persons authorized to use the safety deposit box, as presented.

BACKGROUND INFORMATION

The Board's Bylaws (0154.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.

Enclosure VII.1.d.
January 11, 2021



To: Board of Education
From: Mark Bielang 
Date: January 6, 2021
Re: Designate the Electronic Transfer Officer

Mark T. Bielang
Superintendent
Phone: 269.323.5147
Fax: 269.323.5149
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 Bylaws (0154.D.) call 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.

January 11, 2021



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

To: Board of Education
From: Mark Bielang 
Date: January 6, 2021
Re: Recommended Appointment of Board Recording Secretary (BL 0154.E.)

RECOMMENDED ACTION:

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.

January 11, 2021

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION
REGULAR BUSINESS MEETING**

DECEMBER 14, 2020

The Regular Business Meeting of the Board of Education of Portage Public Schools held on Monday, December 14, 2020, was called to order at 6:30 p.m. by President Van Antwerp. The meeting was conducted virtually.

Board Trustees Present: Kurt Droppers, Terri Novaria, Celeste Shelton-Harris, Rusty Rathburn, Bo Snyder, and Randy Van Antwerp

Board Trustees Absent: None

President Van Antwerp announced the sad news that Trustee Joanne Willson passed away on December 9, 2020, which has created a vacancy on the Board. More information on this was shared later in the meeting.

President Van Antwerp recited the Pledge of Allegiance on behalf of the Board.

REVISIONS/APPROVAL OF AGENDA

Motion offered by Mr. Droppers, seconded by Mr. Snyder, that the Board of Education approve the agenda as amended to add a Resolution Honoring Joanne Willson, which will be read following public comment.

Upon a roll call vote, the motion carried, 6-0.

REPORTS

Superintendent's Report

Curious Kids Program Update

Ms. Tammy Karmon-Hoffman, Administrator of the Curious Kids Program, provided a program update. Since reopening this fall enrollment numbers are slowly building back up. Protocols for COVID are closely followed, and in addition, daily temperature checks are taken. The review covered funding, program sites, early learning, as well as full and half-day programs. Ms. Karmon-Hoffman responded to questions from Trustees. Board members and Superintendent Bielang thanked Ms. Karmon-Hoffman and her team for their work.

Bond Project Update

Mr. Ron Herron, Assistant Superintendent of Operations, provided an update on bond work construction.

At Central Middle School, landscaping work continues as weather permits. Bench areas in the Centennial Park area are being prepped for completion in the spring. Punch list work continues. Painting of the stable will take place in the spring. We are getting pricing to pave the temporary bus loop.

At West Middle School, the major punch list work is complete. Door installation will take place over winter break. Balancing and testing on the HVAC system is nearing completion.

At the Northern Natatorium, temporary heat is on. Moisture levels have been adjusted. Ceiling priming is underway with painting to follow. Metal siding is being installed on the outside as weather permits. Rough-in work is ongoing.

Mr. Herron addressed questions from Trustees.

Change Order Summary / Bond Budget Update

Mr. Herron reviewed the Financial Update for work committed through Bond Change Order 34 and detailed Change Orders by Construction Change Directives for Northern Natatorium and West Middle School. Mr. Herron responded to questions from Trustees.

Mr. Van Antwerp thanked Mr. Herron for the updates.

BOARD EDUCATION

Return to Learn Plan Update

Dr. Michael Pascoe, Assistant Superintendent of Instruction, Mr. Mike Huber, Director of Curriculum and Professional Development, and Ms. Kelly Jensenius, Director of Elementary Instruction, provided an update on the COVID-19 Extended Learning Plan for reconfirmation purposes.

The impact of the current Health Department Emergency Order effective November 18, 2020 and its impact were discussed. The order required virtual learning only for grades 9-12. While those students were already in a virtual instruction mode, we had to stop our in-person supports for those grade level students. For consistency with the closing and our Preparedness Plan Matrix, we also went all virtual with grades Y5-8.

The modes of instruction provided at the elementary and secondary levels from November 9-18 were reviewed. In addition, weekly two-way engagement and attendance rates were discussed along with supports provided to our special student populations.

Recommendations. When we return from winter break on January 4, 2021, our plan is to return to our instructional modes that were previously used in November before the Emergency Order went into effect. At the elementary level, the recommendation is to continue the ECLP/Preparedness Plan, and prepare for returning to in-person instruction for grades Y5-5 whose families have made that program selection. Families will have the opportunity to make a program change on February 1, 2021. At the secondary level, family selection data is currently being reviewed. We are preparing to add a hyflex program for students. This change would begin with the second semester. In preparation for this, professional learning and other planning will take place in January.

Board members expressed their thanks to Dr. Pascoe, Mr. Huber, Ms. Jensenius, their teams, teachers and staff for all of their hard work during this most difficult year.

President Van Antwerp thanked Dr. Pascoe, Mr. Huber, and Ms. Jensenius for the update.

COMMENTS OR COMMUNICATIONS

President Van Antwerp opened the comments and communications portion of the meeting and asked for public comment.

Chris Furlong, on behalf of the Portage Education Association, offered condolences on the loss of Trustee Joanne Willson and expressed their appreciation for her work.

President Van Antwerp thanked Mr. Furlong for his comments.

At President Van Antwerp's request, Trustee Snyder read aloud the Resolution Honoring Joanne Willson.

President Van Antwerp asked for a motion to move the resolution to action.

Motion offered by Mrs. Novaria, seconded by Mr. Snyder, to move the Resolution Honoring Joanne Willson to action.

Upon a roll call vote, the motion carried, 6-0.

Motion offered by Mr. Snyder, seconded by Mr. Droppers, to approve the Resolution Honoring Joanne Willson, as presented.

Upon a roll call vote, the motion carried, 6-0.

Board members paid tribute to Mrs. Willson.

Mr. Snyder offered his condolences to the Willson family, acknowledged Mrs. Willson's determination and grit to attend board meetings through her illness and her ability to see insights/blind spots that others could not.

Mrs. Novaria expressed her gratitude for Mrs. Willson's commitment to her work on the Board and all the school and community activities she was involved in.

Dr. Shelton-Harris echoed the sentiments expressed by Mr. Snyder and Mrs. Novaria, adding Mrs. Willson was an advocate for students like no other, and she made us examine our thinking.

Mr. Droppers commented he will miss Mrs. Willson, adding they often shared similar thinking when it came to examining "the numbers."

Mr. Rathburn appreciated Mrs. Willson's passion, adding a big asset has been lost.

President Van Antwerp expressed his condolences to the Willson family. Joanne Willson was always prepared for board meetings and took her role on this Board as well as her MASB service very seriously. She was the Board's representative at Delegate Assemblies over the years, and she attended numerous conferences and workshops. She earned over 208 CBA credits through MASB. Mrs. Willson was generous with her time and money with the District. She loved graduations, at which no one had a bigger smile. She cared about funding, students, teachers and impacted so many. We honor her service. She will be missed!

President Van Antwerp opened the floor to board member comments.

Mr. Snyder wished everyone Happy Holidays and for a better 2021.

Mrs. Novaria echoed Mr. Snyder's remarks.

Mr. Rathburn thanked the community for their input through this process and expressed his hopes that everyone stays safe and healthy.

President Van Antwerp reminded Trustees of the KCSOA meeting (virtual) to be held on January 13, 2021, extended holiday greetings to all, and thanked staff and teachers for their work.

Under Committee Reports, President Van Antwerp shared the Policy Committee recently met to discuss social media and equity policy work. They will meet again before the Board's February Policy Governance Retreat.

CONSENT AGENDA

President Van Antwerp presented the following Consent Agenda item for approval by the Board of Education: approve meeting minutes from the November 23, 2020 Regular Business Meeting.

There being no objections, the motion carried.

ACTION ITEMS

Reconfirm Extended COVID-19 Learning Plan

Motion offered by Mr. Droppers, seconded by Mrs. Novaria, that the Board of Education reconfirm the 2020-21 Extended COVID-19 Learning Plan, as presented.

Upon a roll call vote, the motion carried, 6-0.

Policy Revisions – Ends 1.1 & 1.4

Motion offered by Mrs. Novaria, seconded by Mr. Snyder, that the Board of Education approve the revisions to Ends Policy 1.1 and 1.4, as presented.

Per President Van Antwerp, the Board began working on the Ends statements earlier this year and concluded that the revisions made are more fitting.

Upon a roll call vote, the motion carried, 6-0.

Chromebook Purchase

Motion offered by Mr. Snyder, seconded by Mr. Droppers, that the Board of Education authorize the purchase of 1400 Chromebooks from CDW-G of Chicago, IL in an amount not-to-exceed \$365,260, the proceeds for which will come from the COVID-19 Relief Fund, as presented.

Mr. Dan Vomastek, Director of Information and Technology Systems, detailed the recommendation for the purchase of Chromebooks to meet our current demand for at-home devices and also put us in a position to restock our carts once normal operations resume.

Upon a roll call vote, the motion carried, 6-0.

Superintendent Contract

Motion offered by Mr. Droppers, seconded by Mrs. Novaria, that the Board of Education approve modifying the current Superintendent Contract of Employment to increase the amount of annuity and to extend the term of employment, as presented.

Per President Van Antwerp, the Board found Superintendent Bielang to be highly effective following his annual evaluation in June. At this time of year, the Board addresses the Superintendent's contract. Mr. Bielang's contract will be modified to extend the term by one year and to increase the amount of his annuity.

Upon a roll call vote, the motion carried, 6-0.

Board members expressed their appreciation and thanks to Mr. Bielang for his leadership and service. Mr. Bielang expressed his gratitude.

Food Service Mobile Heating Carts

Motion offered by Dr. Shelton-Harris, seconded by Mr. Droppers, that the Board of Education approve, as presented, the purchase of Mobile Heated Cabinets from Stafford-Smith, Inc., for Food Service for a total amount of \$37,702.80, the funds for which will come from the District Coronavirus Relief Fund (CRF) Grant.

Mr. Herron detailed the recommendation to purchase mobile heating carts for food service use to allow them to not only meet the food needs for our students but also our community throughout this pandemic.

Upon a roll call vote, the motion carried, 6-0.

Air Purification Units

Motion offered by Mrs. Novaria, seconded by Mr. Droppers, that the Board of Education approve, as presented, the purchase of up to 300 Navaerus-NV900 and 400 Medify-40 air purification units with filters from Hendricks Associates of Grand Rapids, MI and Medify Air of Deerfield Beach, FL, for an amount not-to-exceed \$649,896, the funds for which will come from the District Coronavirus Relief Fund (CRF) Grant.

Mr. Herron detailed the recommendation for the purchase of air purification units as an added level of mitigation against the spread of COVID-19 in our buildings, and responded to questions from board members.

Upon a roll call vote, the motion carried, 6-0.

DISCUSSION ITEMS

Human Growth & Development Instructional Materials

Mr. Mike Huber, Director of Curriculum and Professional Learning, reviewed the recommendation to approve the use of videos in the Human Growth and Development curriculum at the high school level. Required public meetings on these instructional materials will be held on December 17, 2020 and January 5, 2020 to obtain public feedback prior to Board action in January. Mr. Huber responded to questions from Trustees.

Filling Board Vacancy

Per President Van Antwerp a Notice of Vacancy was posted on the District's website today. Details and the timeline for the process of filling the vacancy were shared.

In addition, President Van Antwerp reviewed suggested revisions to Bylaw 0142.5 - Vacancies. Under the procedure segment of the policy, in Items E and G, the reference to ballots should read "a paper or electronic ballot" to allow for more flexibility. Adding the words "or electronic" as noted would be the only change.

Motion offered by Mrs. Novaria, seconded by Mr. Snyder, to move revising Bylaw 0142.5 to action.

Upon a roll call vote, the motion carried, 6-0.

Motion offered by Mr. Snyder, seconded by Mrs. Novaria, to amend Bylaw 0142.5 to add "or electronic" to Items E & G, as presented.

Upon a roll call vote, the motion carried, 6-0.

President Van Antwerp asked board members to be watching their email for a draft list of interview questions to review and provide feedback on.

With no further business to come before the Board, the regular business meeting was adjourned at 7:45 p.m.

Respectfully submitted,
Barb Atkinson, Recording Secretary

A RESOLUTION HONORING JOANNE WILLSON

WHEREAS, Portage Public Schools and the broader Portage community lost a valued member of the Board of Education with the untimely passing of Joanne Willson on December 9, 2020,

WHEREAS, Joanne Willson was elected to the Portage Public Schools Board of Education in 2010 and re-elected in 2014 and 2018 and served for ten and one-half years including serving as Chairperson of the Audit Committee for seven years,

WHEREAS, Joanne Willson was a tireless and outspoken advocate for children, families, teachers, and fiscal responsibility,

WHEREAS, Joanne Willson, in addition to her board activities, was an advocate for Community High, provided supplies for classrooms she adopted at Amberly Elementary and Haverhill Elementary, and provided food to families during the pandemic,

WHEREAS, Joanne Willson served the Michigan Association of School Boards as a valued member of the Resolution & Bylaws Committee and the Government Affairs Committee, and received the Award of Distinction,

RESOLVED BY THE BOARD OF EDUCATION, On behalf of its members, recognizes with appreciation, the contributions of Joanne Willson over the course of her service to Portage Public Schools, mourns her passing, and extends its sincere condolences to Jim Willson and the entire Willson family.

Proclaimed this 14th day of December 2020
Portage Public Schools Board of Education

January 21, 2021

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
DECEMBER 30, 2020**

The Special Meeting of the Board of Education of Portage Public Schools held on Wednesday, December 30, 2020, was called to order at 4:30 p.m. by President Van Antwerp. The meeting was conducted virtually.

Board Trustees Present: Kurt Droppers, Terri Novaria, Celeste Shelton-Harris, Rusty Rathburn, Bo Snyder, and Randy Van Antwerp

Board Trustees Absent: None

President Van Antwerp recited the Pledge of Allegiance on behalf of the Board.

REVISIONS/APPROVAL OF AGENDA

Motion offered by Mr. Droppers, seconded by Dr. Shelton-Harris, that the Board of Education approve the agenda as printed.

Upon a roll call vote, the motion carried, 6-0.

COMMENTS OR COMMUNICATIONS

President Van Antwerp opened the comments and communications portion of the meeting for public comment. There was no public comment.

BOARD VACANCY

President Van Antwerp provided background information and the process the Board will follow to fill the Board vacancy. Since the passing of Trustee Joanne Willson, notice of the vacancy was posted on the District's website, applications for the vacant position were accepted until 12:00 p.m. on December 28 and interview questions were developed. Six applications were received. The applicants are Lee Adams, Keith Crowell, Derek Dee, Timothy Earl, Sairi Bessette Elliott and Jessica VanDyke. This meeting is held for the purpose of reviewing applicants, selecting those to be invited for an interview at a special meeting to be held at 6:30 p.m. on January 4, 2021, and discussing the process and next steps. Selected applicants will receive an interview invitation and list of the possible interview questions.

President Van Antwerp opened the floor to Board discussion.

Board members expressed their appreciation to those that applied and satisfaction with the pool of applicants. President Van Antwerp responded to questions on the process to fill the vacancy. Mr. Snyder suggested that all applicants be interviewed, and with no objection or further discussion, President Van Antwerp asked for a motion to select applicants to be interviewed.

Motion offered by Mrs. Novaria, seconded by Mr. Droppers, to extend an offer to interview all six board vacancy applicants.

Upon a roll call vote, the motion carried, 6-0.

President Van Antwerp reviewed the interview process for the January 4th meeting, as outlined in Bylaw 0142.5. The entire process will be done in open session. Candidates will be interviewed in random order. Each candidate will be allowed up to 15 minutes, including a two-minute opening statement, to respond to questions from board members. Following the interviews, board members will have an opportunity to make comments and vote electronically for his/her top two candidates. The names of the candidates receiving two or more votes will be announced. Board members will then have an opportunity to comment on the remaining candidates before a second round of voting. In the second round, board members will vote for only one candidate. If a candidate receives the greatest number of votes, at least four, the Board President can solicit a motion to appoint. If needed, the voting process continues until one candidate receives at least four votes.

President Van Antwerp responded to questions from board members.

A virtual review on electronic voting with Dan Vomastek will be held at 4:00 p.m. on January 4.

President Van Antwerp asked if there was any other business, and hearing none, declared the special meeting adjourned at 4:43 p.m.

Respectfully submitted,
Barb Atkinson, Recording Secretary

January 21, 2021

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING**

JANUARY 4, 2021

The Special Meeting of the Board of Education of Portage Public Schools held on Monday, January 4, 2021, was called to order at 6:30 p.m. by President Van Antwerp. The meeting was conducted virtually.

Board Trustees Present: Kurt Droppers, Terri Novaria, Celeste Shelton-Harris, Rusty Rathburn, Bo Snyder, and Randy Van Antwerp

Board Trustees Absent: None

President Van Antwerp recited the Pledge of Allegiance on behalf of the Board.

REVISIONS/APPROVAL OF AGENDA

Motion offered by Mr. Droppers, seconded by Mrs. Novaria, that the Board of Education approve the agenda as printed.

Upon a roll call vote, the motion carried, 6-0.

COMMENTS OR COMMUNICATIONS

President Van Antwerp opened the comments and communications portion of the meeting for public comment. There was no public comment.

BOARD VACANCY

Interview Applicants

President Van Antwerp stated the purpose of this meeting is to fill the vacancy on the Board. All six applicants that applied for the position were invited to be interviewed in open session. One of the applicants, Ms. Sairi Bessette Elliott, removed herself from consideration this morning. The interview and selection process was reviewed. Dr. Shelton-Harris randomly drew applicant names to determine the interview order: Lee Adams, Keith Crowell, Derek Dee, Jessica Van Dyke, and Tim Earl.

Fifteen minutes was allowed for each candidate interview, which included time for an opening statement and to respond to board member questions.

President Van Antwerp thanked the candidates and asked for Board comments. Board members were impressed with the pool of applicants and expressed their appreciation for their time, energy, preparation for the interviews, and willingness to serve.

President Van Antwerp called for a brief break in order for board members to consider the candidates before voting.

Selection Process

Following the interviews and Board comments, the Board narrowed the field of candidates via electronic voting.

Round #1 Voting

In the first round of voting each board member selected his/her top two candidates with the outcome as follows.

Applicants	Trustee Name
Lee Adams, Keith Crowell	Rusty Rathburn
Keith Crowell, Timothy Earl	Kurt Droppers
Lee Adams, Keith Crowell	Bo Synder
Lee Adams, Keith Crowell	Terri Novaria
Lee Adams, Keith Crowell	Randy Van Antwerp
Keith Crowell, Derek Dee	Celeste Shelton-Harris

The candidates receiving two or more votes moved to the next round for consideration (Keith Crowell and Lee Adams).

Board members again expressed their thanks to all of the applicants. It was noted that candidates Keith Crowell and Lee Adams have a good grasp of the Policy Governance model used by the Board.

Round #2 Voting

In this round, each board member voted for one candidate. The results are as follows.

Applicants	Trustee Name
Keith Crowell	Terri Novaria
Keith Crowell	Celeste Harris
Keith Crowell	Randy Van Antwerp
Keith Crowell	Bo Snyder
Keith Crowell	Kurt Droppers
Keith Crowell	Rusty Rathburn

President Van Antwerp announced Keith Crowell received all six votes and asked for a motion to appoint.

ACTION ITEM

Appoint to Fill Vacancy

Motion offered by Mr. Droppers, seconded by Mrs. Novaria, that the Board of Education appoint Keith Crowell to the Board.

Upon a roll call vote, the motion carried, 6-0.

President Van Antwerp congratulated Mr. Crowell and thanked all the applicants.

With no further business to come before the Board, President Van Antwerp declared the special meeting adjourned at 8:11 p.m.

Respectfully submitted,
Barb Atkinson, Recording Secretary

Curriculum Instruction Assessment

To: Mark Bielang, Superintendent
Board of Education

From: Mike Huber, Director of Curriculum and Professional Development

Cc: Anne Schnurstein, FACS/Health Team Leader
Emily Anthony, High School HGD Representative

Date: January 6, 2020

RECOMMENDATION

After concluding our public meetings, it is recommended that the Board of Education approve the use of the following four sex education video elements from Amaze.org in our Human Growth and Development curriculum. The videos will be used at the high school level in our Health courses. There is no cost for using these videos.

BACKGROUND INFORMATION

After our public meetings, where we received parent feedback, we are supporting the adoption of four of the videos (listed below). Each of these videos will be edited to remove any public links and added to a local storage drive to use in our high school courses.

Based on parent feedback, we removed the video on condoms. While many parents expressed a need to educate our students on the use of condoms, this video contains elements that were too jocular related to sexual intercourse and the use of condoms. Our curriculum still contains condom use. And, of course, we stress that abstinence is the only guaranteed way to avoid pregnancy or an STD.

I am happy to answer any questions you may have about these videos or the parent meetings.

VIDEOS

<u>Consent</u>	https://youtu.be/Gn7ZQ2x0cOE This video discusses the concept of consent and builds awareness for students around needing consent and that the choice to engage in intimate activity is something that requires the approval of both persons.
<u>Intimate Partner Violence</u>	https://youtu.be/vK3RhRwMwIg This video discusses and defines abusive situations and includes emotional, sexual, physical, and financial abuse. It also provides information about how to seek support if you or someone you know are in an abusive relationship.
<u>Birth Control</u>	https://youtu.be/QUCe1xrm7OU This video discusses condoms, IUDs, Depo-Provera shots, birth control pills, and the birth control implant. It also discusses STDs and if these methods also provide protection from STDs.
<u>STD Factcheck</u>	https://youtu.be/7Sbgg8icODY This video reviews STDs, addressing some common misconceptions, what to do if you believe you have contracted an STD, and the long term impacts of STDs.

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – ORGANIZATIONAL MEETING /
COMMITTEE OF THE WHOLE WORK SESSION
VIRTUAL MEETING
JANUARY 11, 2021, 6:30 P.M.**

Note Page

VIII. Assurance of District Performance

1. Monitoring Report 1.5 – Ends (GP 4.4)

Recommended Motion:

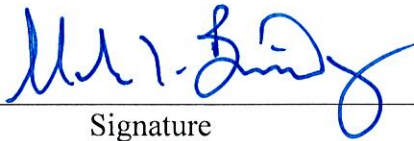
Motion offered by _____, seconded by _____, that the Board of Education accept the Monitoring Report 1.5 – Ends, as a reasonable interpretation and evidence of compliance with policy.

**Portage Public Schools
Monitoring Report**

Policy Type: Ends
Policy Title: Ends Policy 1.5

Certification

I hereby present my monitoring report on Ends Policy 1.5 in accordance with the monitoring schedule established by the Board. I certify that the information provided in this report is true as of January 11, 2021.



Signature

1.6.2021

Date

Note: My interpretations have not changed and the report has been updated to reflect events/activities/information for the past 12 months.

Monitoring Report

Page -2-

Policy Type: Ends

Policy Title: Ends Policy 1.5

1.5 POLICY LANGUAGE

The District will actively build a culture of collaboration and service to the community.

Interpretation

- A. I interpret “culture of collaboration” to mean that we will:
1. Create meaningful partnerships that support students, schools and families.
 2. Maintain operational practices that involve and engage a broad range of stakeholders in the process of developing an effective and integrated school community.
 3. Provide a range of educational, cultural and athletic experiences that engage the community.
- B. I interpret “service to the community” to mean that we will:
1. Make schools and facilities available for community use.
 2. Through our employees, make ourselves available as resources to the community.
 3. Encourage students to be of service to others.

Report

A.1. Portage Public Schools is fortunate to be situated in a county rich with resources and is therefore able to maintain a number of partnerships with churches, service organizations, booster groups, businesses, foundations, individuals, and other groups who help support our students, our schools, and our greater school community.

This support manifests itself in multiple ways; including financial support, tutoring, school supplies, clothing, food, classroom presentations, assemblies, meals during special events, mini-grants and scholarships. A few examples are:

- Radiant Church, First Reformed Church, and Portage Free Methodist Church provide food backpacks for students and families in need.
- Warm Kids provide winter clothing for families in need.
- Portage Public Safety does presentations on fire safety.
- Safe Kids Kalamazoo provides ski/bike helmets.
- Portage District Library supports the District’s reading initiatives.
- Portage Rotary Club supports student youth groups and provides scholarship funds.
- Portage Education Foundation provides student scholarships and financial support for enrichment activities (teacher mini-grants/summer STEP program).
- Portage Athletic Foundation supports student athletes and the District’s athletic programs.
- Pediatric Counseling Center provides staff training around trauma informed practices.
- Portage Rotary Club provides Interact and Lunches for Lives.
- The Prevention Works Program provides healthy living programs and strategies.
- Big Brothers Big Sisters of Southwest Michigan / KVCC.

Monitoring Report

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Policy Type: Ends

Policy Title: Ends Policy 1.5

- Consumers Energy partners with teachers to support curriculum/instruction.
- The Portage Senior Center provides Senior Partners Program.
- Prairie Edge Christian Reformed, South Ridge Reformed, Pathfinder, and Berean Baptist Churches work with Kids Hope to provide tutors.
- Bronson Children's Hospital provides professional development and other health-related information.
- Many area businesses/organizations participate at the District-wide STEM Night.
- CommuniTEEN Read.

Beyond this, Portage Public School staff engages organizations such as Kalamazoo Community Mental Health and Substance Abuse Services, Southwest Michigan First, Prevention Works, the Jim Gilmore Center, The Kalamazoo Community Foundation, and KC Ready 4's for grant opportunities, services to families and other supports.

The shared staffing at St. Michael's Lutheran, Tree of Life, St. Monica's, Hackett, and St. Augustine's Catholic Schools has benefitted students, created new teaching positions, and benefitted Portage Public Schools financially.

The PEF continues to support District students through summer STEP camps, scholarships and teacher mini-grants, investing approximately \$60,000 during the 2019-20 school year.

Note for this report: The COVID-19 pandemic has significantly impacted how we interact with these organizations and the support they provide our students. In some cases they have been able to adjust their delivery model to be virtual. Some organizations worked closely with our schools to determine what our needs are and how they could best support our students including SEL support. The PEF contributed funds to help offset the costs of SEL canines at CHS and NHS. We look forward to the days when we can resume more normal relationships with the organizations that support our students.

A.2. Portage Public Schools has established systems to ensure collaboration.

A number of vehicles exist to share and solicit various points of view from District stakeholders. The following are among those that meet regularly and routinely.

Curriculum Instruction Council: The Council is made up of Pre-K-12 teacher leaders, building administrators, central office Administrators, support staff, community members, parents, and School Board members. The Council helps design, implement, communicate and perpetuate a District-wide system of research, standard development, assessment and articulation of District curriculum and instruction.

Monitoring Report

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Policy Type: Ends

Policy Title: Ends Policy 1.5

Also, the Human Growth and Development Committee, made up of community members, reviews and recommends (to the CIC) curriculum for our sexual education programming in grades 5-12.

Parent Teacher Organization (PTO) Presidents Council: PTO Presidents meet with the Superintendent several times each year to share information about initiatives, improve communication, and clarify priorities and District direction.

Superintendents Student Advisory Board: This board was created during the 2019-20 school year and is comprised of 24-27 students from grades 9-12. Students are selected through an application process and serve until graduation. Students are selected to be as representative as possible of our diverse student population. The SSAB meets monthly with the superintendent and invited other staff to provide feedback and input on a wide variety of issues facing students. The SSAB has been meeting virtually since April 2020.

Other: District Administrators continue to work closely with the City of Portage to coordinate the City's Capital Improvement Projects, to plan and provide for improved use of public funds and to improve safety for students, staff and the community. These discussions have also centered around the District's Bond Projects at the Central and Northern Campuses and West Middle School. Additionally, we continue our partnership with the Portage Police Department in regards to communication and public relations on police matters that may affect Portage students and staff.

We also partner with the Kalamazoo Regional Educational Service Agency in supporting teaching and learning through professional development and serving on committees such as the Kalamazoo County Instructional Council. Additional collaboration occurs in Special Education and the Southern Services Area, the Superintendents Council and around Career and Technical Education efforts.

The District values stakeholder input into the decision-making process and looks for ways to incorporate effective and meaningful input. Rather than administering the Parent Satisfaction Survey in its traditional format we decided to obtain feedback regarding our efforts to provide remote instruction. In spring 2020 and again during the fall of 2020 the District conducted "Pulse Check" surveys of parents/caregivers. These surveys were brief, targeted surveys designed to get feedback about how our Return to Learn Plan was perceived by parents/caregivers. The information obtained was used to make adjustments and improvements to the delivery of our plan. In addition to these surveys we also conducted surveys more specifically designed to gauge which mode of instruction parents preferred for their children. This data helped inform staffing, cleaning/sanitizing and transportation needs across the district.

Monitoring Report

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Policy Type: Ends

Policy Title: Ends Policy 1.5

Portage Public Schools also practices internal collaboration. Book Buddies (early elementary student assigned to an older student to practice literacy), school safeties and lunchroom volunteers are examples at the elementary level. All of our middle schools have a Mentoring Program where incoming sixth graders are supported by eighth graders. About 50 students per building are trained as mentors. The Moose Club at Central High School and Northern High's "Outside the Box" are multi-age student initiatives, monitored by school advisors, for practicing social skills among peers. These Clubs boast a membership of 40 students. The Link Crew at Northern High School and Central High School helps acclimate incoming freshmen to the school and its activities and traditions. Over 50 upperclassmen at each high school regularly participate. Many elementary students and their families participated in the One School One Book Program, which encourages discussion about a common book. Many of these activities, clubs, and organizations continue to meet remotely while face-to-face restrictions are in place.

A.3. The Districts Athletic and Fine/Performing Arts Programs provide for a vast array of opportunities for community members to witness the skills and talents of our students.

Community members have access to some of the best entertainment in Southwest Michigan through Portage Public Schools Fine and Performing Arts Programs. Concerts, musicals, school plays, and art displays all serve to showcase student talent and entertain audiences of all ages.

Interscholastic Athletic competitions at the middle school, freshman, Junior Varsity and Varsity levels are held throughout the year at the District's indoor and outdoor facilities.

Senior citizens (65 and older) can obtain "Gold Cards" at no cost to receive discounts to various athletic events.

Again, during this COVID-19 situation many of these events have been impacted. Attendance at events is limited and safety protocols must be followed. Our students and staff continue to find creative ways to provide meaningful activities in athletics and the arts.

B.1. The Portage Public School District has a long history of actively supporting and encouraging the public use of its facilities. As such, we ensure that our facilities are viewed as a resource that nurtures the growth and development of our children and as a shared resource that benefits our community as a whole.

In addition to the extensive after-school use of our facilities by students, the District regularly schedules our facilities for use by over 250 non-school groups. The vast majority of which rent space within our facilities. The rates we have established are very competitive with similar facilities.

Monitoring Report

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Policy Type: Ends

Policy Title: Ends Policy 1.5

Top priority for facility usage is for student-related activities and programs. The facilities we schedule include gyms, community/activity rooms, cafeterias, media centers and outdoor fields. Generally speaking, certain facilities are reserved for students in block times. Facilities used by high school teams are reserved until 7:15 p.m. Monday through Friday. Middle school gyms are reserved until 6:00 p.m. Monday through Friday, as are elementary gyms, cafeterias and activity rooms for Curious Kids in six of the buildings.

The second priority level is for classes, programs, and activities offered through the District's "Enriched for Life" Program. These offerings make use of District pools, athletic fields, gymnasiums, theaters and other spaces as needed.

Non-school groups can access any available facilities after student-related and school-sponsored needs are met. The District has Policies and Administrative Guidelines in place that address the use of District facilities as well as for their scheduling and maintenance.

The District schedules approximately 40,000 events, most outside of the school day, on an annual basis. All gyms in the District are booked solid from November 1 through the first week of March in any given school year.

Among non-school facility users are:

- Adult sports groups
- Army National Guard
- Boy Scouts/Girl Scouts
- Area churches
- Drivers education providers
- Kalamazoo Area Runners
- Kalamazoo Christian Schools
- Little League teams
- YMCA
- Youth sports (various)
- Local businesses, boards and associations
- Girls on the Run

Construction at the various sites has impacted accessibility to several of our facilities. Of particular note is access to the District's pools. With the expected completion of Northern's pool in the spring of 2021, we hope to be back to a point where enough lanes are available to host the programs conducted by the District.

Monitoring Report

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Policy Type: Ends

Policy Title: Ends Policy 1.5

Note for this report: Since March 13, 2020, the District has not made any school facilities available to the public due to health and safety concerns and various directives and orders from the State level. We will continue to carefully monitor the COVID-19 situation and our ability to clean and disinfect buildings and facilities before opening them back up for outside use...especially the indoor spaces that are available for community use.

B.2. Our District staff of over 1,000 possesses a wide variety of skills, talents and abilities that are shared outside of the school day. While the District does not track employees serving as a community resource, it is a known fact that many of our employees generously give of their time and talents to benefit the greater community.

Employees can be found serving on boards, being active members of service organizations, volunteering time for any number of causes, leading out of school youth groups, mentoring others, teaching enrichment courses and a myriad of other activities. Many of our staff members are in leadership roles throughout the county and state. Among them are Michigan Association of Secondary School Principals Past-President (Jim French), MASSP Board of Directors (Jason Messenger), International Baccalaureate Schools of Michigan Board Member (Rick Searing), Michigan High School Athletic Association Representative Council (Chris Riker), Michigan School Public Relations Association Board of Directors (Michelle Karpinski), and Society for Human Resource Management - Member of National Social Media Team and Leadership Circle 2017-2020 (Brad Galin), City of Portage Economic Development and Brownfield Redevelopment Authority (Eric Alburtus, Dan Vomastek, Brad Galin), MEMSPA Region IV Membership Chair (Andy Fuehr), MEMSPA Region IV President (Kelly Jensenius).

As an organization, we look for ways to do the same. During the course of the past year:

Our Technology Department has been extremely busy and challenged in deploying Chromebooks to students and families. In many cases this involved dismantling classroom carts and distributing to families as well as ordering, inventorying, configuring, and distributing newly purchased Chromebooks. Providing professional learning opportunities for staff, supporting students and families, and upgrading our technology infrastructure was also important work for this department.

Our counselors keep parents up-to-date about financial aid, college and career readiness and other issues parents encounter as their children transition to adulthood. During the past 10 months counselors have adjusted their work routines to provide much needed social-emotional support for our students and have otherwise supported families in getting through these difficult times.

Monitoring Report

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Policy Type: Ends

Policy Title: Ends Policy 1.5

Our Human Resources Department and Business Offices provide employees access to resources on financial/retirement planning on a routine basis, however, the challenges of COVID-19 have increased the workload for this department. They are working through additional reporting requirements, determining staffing needs, hiring additional staff, processing retirements, and otherwise meeting new legislative and legal requirements.

Our Food Service Department was called on in mid-March to completely revamp its food delivery model. Food distribution sites and routes were developed quickly and, with the help of a cadre of volunteers, our students had access to breakfast and lunch on days they could not be in school. These efforts continued through the summer months and into the 2020-21 school year.

Our Curriculum Department provides parents with valuable on-line resources to assist them in understanding and helping with their child's schoolwork. This department also had the primary responsibility of developing our initial Continuity of Learning Plan, our Return to Learn Plan, and our Extended Continuity of Learning Plan. In conjunction with technology staff, they planned for professional learning opportunities, facilitated the discussion on making modifications to our curriculum for the 2020-21 school year, and otherwise supported staff, students, and their families as we implemented remote and face to face teaching and learning across the district. This department also did the bulk of our outward-facing work with parents in keeping them updated and informed of our plans. As we prepare to expand our face-to-face opportunities at the secondary level, this department has planned for professional learning opportunities for our secondary staff prior to the start of the second semester.

Our Special Education Department collaborates, and in some cases, works very closely with community advocacy agencies and medical professionals to ensure appropriate services are made available to our families and are provided to our students with IEPs. Additionally, they work with a number of local businesses to provide work-based learning opportunities for our high school students with IEPs. For the past 10 months the Special Education Department has been working with staff to make certain that students with IEPs are having their needs met as much as possible. They have also have taken the lead on addressing diversity, equity, and inclusion challenges across the district. Of particular note is the recent hiring of the District's first ever Coordinator of Diversity, Equity and Inclusion...of position which will go live in January of 2021.

B.3. Students at all levels are provided with many opportunities to serve others. Students serve individually, in self-organizing groups, in school groups/organizations, as a class or building, or as part of a greater effort to help others.

Monitoring Report

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Policy Type: Ends

Policy Title: Ends Policy 1.5

The following is a list of beneficiaries from student service:

- Kalamazoo Gospel Mission
- American Heart Association
- Portage Community Outreach Center
- Portage Senior Center
- City of Portage
- Community Healing Center
- Ministry With Community
- SPCA
- Kids Hope-Southridge Church
- American Cancer Society
- Salvation Army
- Michigan Blood
- Kalamazoo Loaves and Fishes
- March of Dimes
- Leukemia and Lymphoma Society
- Countless students through groups/programs such as: School Safeties, Student Council, and CREW Captains
- Jump Rope for Heart
- Cystic Fibrosis Walk

Again, COVID-19 has significantly limited student's ability to be engaged in many of these activities; however, it's important to capture the broad range of service opportunities that our students are engaged in under normal circumstances.

Conclusion Statement

The organization met expectations.

Monitoring Report Evaluation Form

Policy: _____

Is the Superintendent's interpretation reasonable? Yes No

Comments:

Is evidence of compliance reasonable? Yes No

Comments:

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: _____

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – ORGANIZATIONAL MEETING /
COMMITTEE OF THE WHOLE WORK SESSION
VIRTUAL MEETING
JANUARY 11, 2021, 6:30 P.M.**

Note Page

X. Action Items

1. Reconfirm Extended COVID-19 Learning Plan (MCL 388.1698a)

Recommended Motion

Motion offered by _____, seconded by _____, that the Board of Education reconfirm the 2020-21 Extended COVID-19 Learning Plan, as presented.

ECLP Reconfirmation

January 6, 2021

Purpose:

According to SB927 changes in MCL 388.1698a section 2, subsection c (2), on a monthly basis, we will reconfirm our modes of instruction, two-way interaction rate, and any changes to the modes of instruction or number of students receiving support. We will also solicit comments monthly from parents and guardians of our students regarding our modes of instruction.

Health Department Emergency Order

The Health Department Emergency Order has been modified. We returned to in-person options for Y5-5 students and in-building access for grades 6-12. This is an allowed mode of instruction per our Preparedness Plan, based on our Matrix. We continue to monitor current local, state, and national health conditions and use our Preparedness Plan Matrix to plan for next steps.

Current Modes of Instruction:

Elementary Y5 - 5 Grades

We continue to respond to COVID-19 cases in partnership with Kalamazoo County Health and Community Services. Our current quarantined student and staff numbers are listed on our district website COVID-19 Dashboard.

Face-to-Face Instruction: January 4 - to date

- We continue to provide Face-to-Face instruction in all eight of our elementary buildings to students who have chosen that option.
- We continue to deliver instruction using the PPS approved curriculum four days a week. The fifth day students participate in standards-based asynchronous activities at home using grade level packets and choice boards.
- Support services are provided for students who have been identified as needing Tiered Support, as well as those with IEPs, 504s, and English Learners.
- Current Enrollment: 2437 students.

Portage Virtual : November 18 - to date

- We continue to provide virtual instruction to elementary students who have chosen to attend Portage Virtual.
- We continue to deliver virtual instruction using the PPS approved curriculum four days a week. The fifth day students participate in standards-based asynchronous activities at home using grade level packets and choice boards.
- Technology is provided for families to access the virtual instruction. This includes Chromebooks and WiFi hotspots for families that require them.
- Support services are provided virtually for students who have been identified as needing Tiered Support, as well as those with IEPs, 504s, and English Learners.
- Current Enrollment: 1393 students.

KVIC

- We continue to have students participate in a virtual, asynchronous program partnership with KRESA.
- KVIC utilizes two PPS teachers to deliver the Lincoln Learning curriculum to PPS students.
- Technology is provided for families to access the program content. This includes Chromebooks and WiFi Hotspots for families that require them.
- Support services are provided by additional PPS building staff virtually for students who have been identified as needing Tiered Support, as well as those with IEPs, 504s, and English Learners.
- Current Enrollment: 38 students.

Secondary 6 - 12 Grades

We returned to in-building access on January 4th, 2021.

Virtual Instruction - September 1 - to date

- All of our secondary students are learning virtually in all six secondary buildings.
- We use our PPS approved curriculum for our secondary students to deliver instruction 4 days a week synchronously via Google Meet/Classroom. We have asynchronous elements in each class as the learning targets dictate.
- Technology is provided for families to access content. This includes Chromebooks and WiFi hotspots for families that require them.
- Support services for students with IEPs, 504s, and English Learners are provided virtually for our students in this mode of instruction. These are provided by a PPS staff member, sometimes in a hybrid instructional model, mostly with small groups of students.
- Current Enrollment: 3472 students.

Virtual Instruction w/ In-Building Access January 4 - to date

- Virtual instruction is identical for students who access our buildings for Internet, food service, and for explicit support. These students attend courses while in large, safe spaces in each middle and high school building.
- Support services for students with IEPs, 504s, and English Learners are provided face-to-face for our students in this mode of instruction. These are provided in a hybrid instructional model, mostly with small groups of students and in teacher classrooms.
- Current Enrollment: 596 students.

KVIC

- Students in our fully virtual, asynchronous program in partnership with KRESA continue to utilize Michigan Virtual for secondary curriculum. Teachers in this program are provided through Michigan Virtual.
- Technology is provided for families to access content. This includes Chromebooks and WiFi hotspots for families that require them.
- Support services for students with IEPs, 504s, and English Learners are also provided by PPS staff virtually to our students in this mode of instruction.
- Current Enrollment: 26 students.

Weekly Two-Way Engagement / Attendance Rates:

This table represents the percentage of our students that were present for at least 2 two-way communication components or attended class in any of our instructional modes during that week at that grade level. Attendance data is collected in Skyward SIS and reported here according to the guidance in 388.1698a and in the Pupil Accounting Manual. Average weekly attendance is defined as the sum of the daily attendance percentage for each day of the week divided by the number of days in that school week. A student is considered in attendance if he/she attends any portion of that school day.

	Average Weekly Attendance
Week of Dec 14	97%
Week of Dec 7	98%
Week of Nov 30	97%
Week of Nov 23	97%
Week of Nov 16	97%
Week of Nov 9	98%
Week of Nov 2	98%
Week of Oct. 26	98%
Week of Oct 19	98%
Week of Oct 12	98%
Week of Oct 5	98%
Week of Sept 28	98%
Week of Sept 21	98%
Week of Sept 14	98%
Week of Sept 7	99%
Week of August 31	99%

Special Populations of Students:

English Learners:

At the elementary level, we continue to support students both in person and virtually through individual and small group language and literacy instruction, as well as working with teachers to modify assignments and assessments. At the secondary level, since students are virtual, almost all support happens remotely. Students receive assistance with both content area and language learning. EL staff also continue to support successful home-school communication for EL families.

During the emergency order, we have allowed limited face-to-face support for some English Learner students throughout the district. As the emergency order has been lifted for schools, we continue to provide support for our English learners during in-building access.

Special Education:

At the elementary level we are supporting students with disabilities in person and virtually through small group and individual instruction. Special educators are providing the direct instruction for students, as well as providing guided instruction to use our virtual tools. At the secondary level some students are receiving in-person support if they are participating in the Virtual Instruction with In-Building Access. Students who are virtual only receive virtual support and instruction from special educators.

During the emergency order, we have allowed limited face-to-face support for some special education students throughout the district. As the emergency order has been lifted for schools, we continue to provide support for our English Learners during in-building access.

Recommendations:

Our current recommendation is to add Face-to-Face instruction for secondary students beginning on January 25, 2021. This would be contingent on current health conditions and our Preparedness Plan Matrix.

Elementary

We are currently recommending to continue our ECLP/Preparedness Plan. We recommend continuing our Face-to-Face for our Y5-5 grade students that have made that program selection, and Virtual Program for families that have made that selection. Our KVIC program continues as well. We have opened the opportunity for families to make a program change that would begin on February 1st.

Secondary

We continue to process the details of family selection data as we prepare for adding our hyflex program for our secondary students. This change will begin at the start of the second semester on January 25th. We have 11 hours of professional learning and department preparation time for all 6-12 teachers to build our knowledge base for hyflex. This includes using exam week as half-days for students in both the middle and high schools.

Community Feedback and Response:

This is feedback from the community during the Board of Education Meeting held on December 14, 2020 at 6:30pm online:

There were no comments from the community during the meeting.

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – ORGANIZATIONAL MEETING /
COMMITTEE OF THE WHOLE WORK SESSION
VIRTUAL MEETING
JANUARY 11, 2021, 6:30 P.M.**

Note Page

XI. Discussion Items

1. Resolution Declaring Support for Special Education Millage Proposal (KRESA)

Enclosure XI.1.
January 11, 2021



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

To: Board of Education
From: Mark Bielang 
Date: January 6, 2021
Re: Resolution Declaring Support for Special Education Millage Proposal

RECOMMENDED ACTION:

I recommend that the Board of Education approve the Resolution Declaring Support for the Special Education Millage Proposal in an amount not-to-exceed 1.5 mills for six years.

BACKGROUND INFORMATION

This millage proposal provides revenues to cover Portage Public School special education expenses without having to use General Fund dollars. It is estimated that \$2,691,000 is needed from the General Fund during the 2020-21 school year to fully cover the cost of delivering special education services. If this millage does not pass in May there would be a negative impact on non-special education programs and services.

Kalamazoo County school districts have been fortunate that taxpayers have supported this millage and allowed districts to be fully reimbursed for special education costs.

In November 2020, Kalamazoo RESA contracted with EPIC-MRA to conduct a survey of Kalamazoo County voters to gauge support for this millage. Based on survey results there is a very high level of voter support for this millage renewal.

**RESOLUTION DECLARING SUPPORT
FOR SPECIAL EDUCATION MILLAGE PROPOSAL**

_____, County(ies) of _____, State of Michigan
(the "School District")

A _____ meeting of the board of education of the Issuer (the "Board") was held in the _____, within the boundaries of the School District, on the ____ day of _____ 20__, at _____ o'clock in the ____m.

WHEREAS:

1. Due to the importance of the current special education millage revenue to fund local district special education programs, services and related expenses and the corresponding pressure on local school districts' general fund budgets, Kalamazoo RESA's board of education is considering placing a special education millage renewal proposition on the May 4, 2021 election ballot; and

2. Section 1274 of the Revised School Code, as amended, and Section 641 of the Michigan Election Law, as amended, authorize Kalamazoo RESA to call an election to place a special education millage proposition on the ballot; and

3. This Board desires to express its support for a Kalamazoo RESA special education millage proposition to be voted upon at an election to be held on May 4, 2021.

NOW, THEREFORE BE IT RESOLVED THAT:

1. This Board hereby declares its support for Kalamazoo RESA to call an election for May 4, 2021 to place a special education millage proposition on the ballot and further, supports a special education millage proposition in an amount not to exceed 1.5 mills for 6 years.

2. This Board further acknowledges that this resolution is not legally binding on Kalamazoo RESA and that it is legally authorized to adjust the millage request and number of years based upon its discretion and judgment, taking into consideration the local constituent school districts expressed support.

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 adopted.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of _____, _____ County(ies), Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at a _____ meeting held on _____, 20__, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).

Secretary, Board of Education