

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION
COMMITTEE OF THE WHOLE WORK SESSION
CENTRAL HIGH SCHOOL ROOM #1136, 8135 S. WESTNEDGE, PORTAGE, MICHIGAN 49002
MAY 8, 2023, 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 – COMMITTEE OF THE WHOLE WORK SESSION
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136
MAY 8, 2023, 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 – COMMITTEE OF THE WHOLE WORK SESSION
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136
MAY 8, 2023, 6:30 P.M.**

Note Page

III. Reports

1. Superintendent's Report
 - a. Bond Project Update
 - 2019 Unallocated Contingency Request
 - Central Elementary Construction Photos
 - 2021 Bond – Bidding Process & Change Order Approval Process
 - 2021 Bond – Scope and Sequence Update

 - b. CHS 2024 Field Trip Request to Spain (OP 2340)

May 8, 2023

Owen-Ames-Kimball Co. – Bid Process

After receiving the final set of Bid Documents (Specifications and Drawings) from the Architect Owen-Ames-Kimball Co. starts the Bidding Process.

1. Prepare Construction Manger Project Manual.
 - a. We start with the creation of the CM Project Manual. The CM Project Manual is made up of the following parts:
 - i. Cover Sheet
 - ii. Index Sheet
 - iii. Advertisement to Bid – Shared with the owner for advertisements.
 - iv. Bid Form
 1. Alternate Pricing/Unit Pricing/Allowances as required
 2. Familial Disclosure Statement
 3. Affidavit of Compliance – Iran Economics Sanctions Act
 4. Other documentation required by Owner
 - v. General Requirements
 - vi. General Conditions – Matches the General Conditions of the Contract between Owen-Ames-Kimball Co. and the Owner.
 - vii. Instructions to Bidders (Bid Categories) – Setup detailed bid categories that define the scope of work are developed for subcontractors, to eliminate possible redundancies. Our Project Superintendent is heavily involved during this process to ensure a detailed understanding of the project prior to mobilization.
 - viii. Project Schedule
 - ix. Prevailing Wage Rates and other Government Requirements (If required)
2. Advertise for Bid
 - a. Sent to Owner for posting on BID4MICHIGAN website.
 - b. Advertise in local newspaper (Per Owner Requirements).
 - c. Distribute on Owen-Ames-Kimball Co. Bid Solicitation Software.
 - d. Create Project Pages to respond to inquiries concerning bid documents.
 - e. Post Bid Documents on Builders Exchange, Dodge, etc..
 - f. Establish bidder interest by calling bidders.
 - g. Contact manufactures listed in the specifications.
3. Bidding Administration
 - a. Requests for Information (RFIs) and Substitution Requests all run through Owen-Ames-Kimball Co.
 - b. Send RFIs and Substitution Requests to Architect for their responses.
 - c. Send responses back to the bidder who asked the question and distribute to all bidders as part of an Addendum.



Building Since 1891

- d. Distribute Addendum
- e. Post Bidders Lists
- f. Conduct the Pre-Bid Meeting to review the project, bidding requirements, define expectations for subcontractors and answer preliminary questions.

4. Bid Opening

- a. Receive bids until the designated deadlines.
- b. Open, check for bid security and read bids at public opening.
- c. Give our first impressions of the bid results.

5. Bid Review

- a. Create "as read" Bid Tabulation to publish for bidders. This is published on our Bid Solicitation Software and on the Project Pages.
- b. We will review bids, contact bidders with questions and further develop the Bid Tabulations.
- c. Based off of this review and Owner/Architect input we invite specific bidders in for Post Bid Reviews.
 - i. Post Bid Reviews are conducted with apparent low bidder(s) to discuss the scope of work, schedule and quality assurance.
 - ii. Post Bid Review Meeting to include apparent low bidders, Owen-Ames-Kimball Co. Project Manager & Superintendent, Owners Rep, PPS Staff Representative(s) and Architect.
- d. If there is an apparent low bidder who we have not worked with, the bidder will be vetted by Owen-Ames-Kimball Co. using one or more of the following steps:
 - i. Requesting contractor to submit references and or jobs completed in the past 5 years
 - ii. Making calls on past projects that the contractor completed / performed. (This may include contacting owners or even subcontractors that worked on the same project)
 - iii. Review bidder engagement history with PPS
 - iv. If necessary, review their financials to make sure their company is in good standing. Usually if a company can provide a bid bond, that's a good starting point that they are financially ok. (Not always, but a good start).
 - v.
- e. Update Bid Tabulation based off the results of the Post Bid Reviews.



Building Since 1891

6. Project Approval
 - a. Post Bid Team will reviews updated Tabulation results and validate with bidder to accept.
 - b. Put together final Bid Tabulation, Bid Summary and provide recommendation for Board Approval.

To: Mark Bielang, Superintendent and Board of Education
From: Johnny Edwards, Assistant Superintendent of Operations
Date: May 8, 2023
Subject: Summary of 2021 Bond Project Contractor Change Order Approval Process

The purpose of this memo is to inform the Board of Education (BOE) on the Change Order Process that the District will be using for the 2021 Bond projects. This information is intended to share how proposed changes will be approved, the owner approval levels that have been created to assure compliance with our policies and guidelines, how we manage work scope, and how we maintain budget alignment. This practice aligns with the process for the previous bond.

Changes to contractor contracts will require a written agreement between the Architect, Owner, and Contractor. Proposed Change Orders (PCO) and Change Orders (CO) will be used to track suggested and approved project changes as well as provide documentation to track decisions made throughout the course of the project. This tracking and documentation will also assist in preventing possible future claims and helps assure there is open and continuous communication between all project staff.

When a change is proposed by the Contractor, Architect, or Owner, the following actions will follow:

1. A meeting will be held with all relevant project team members to discuss the change. Additional information may be requested.
2. If the proposed change requires a change to the contract cost or project schedule, and the architect and contractor agree, then it will become a written PCO.
3. After the contractor has verified that the proposed change will or will not affect the project cost or schedule, then the PCO will be presented to the Owner for approval.
4. If approved then, the PCO becomes a CO. Approval by all three entities is required for a PCO to become a CO.
5. If there are any PCO's that the architect and contractor cannot agree on, then they will be presented to the Owner for review and resolution.
6. Any PCO that extends the scheduled timeline of the overall building project will be vetted by the core team and submitted to the BOE for approval.
7. Any PCO's which significantly change costs (all PCO's over \$100,000), significantly reduce quality, or result in significant shifts in scope or focus, will be brought to the BOE for approval. (Executive Limitations Policy 2.11.6)

Regularly scheduled project review meetings will be held with all relevant project team members to discuss all PCO's, CO's and other issues needing clarification. The goal of the meeting is to achieve resolution on all issues which may result in project changes and to provide the best possible outcome for the project. As a part of this process, we will monitor the project scope during review of any proposed change orders to prevent project scope creep.

A summary of change orders (increases as well as decreases) will be provided to the BOE on a monthly basis.

Listed below are the cost thresholds for change order approvals:

- 1. Owner's Representative** **\$1.00 up to \$9,999**

The Owner's Representative is authorized to approve a PCO if it is less than \$10,000 and requires an immediate decision because of on-site circumstances and failure to act would cause a significant delay or disadvantage the project. The Assistant Superintendent of Operations (ASO) must be notified in writing within 48 hours.
- 2. Assistant Superintendent of Operations (ASO)** **\$1.00 up to \$49,999**

The ASO is authorized to approve PCO's if less than \$50,000. The Superintendent must be notified within 48 hours.
- 3. Superintendent** **\$1.00 up to \$100,000**

The Superintendent's approval will be required for all PCO's between \$50,000 and \$100,000 and those under \$50,000 if the ASO is not available to make the approval.
- 4. Board of Education (BOE)** **\$100,001 and greater**

(Executive Limitations Policy 2.5.7)

May 8, 2023



Janet Johnstone
Coordinator of Instructional Services
Phone: 269.323.5140
fax: 269.323.5141
jjohnstone@portageps.org

TO: Mark Bielang
DATE: April 5, 2023
FROM: Janet Johnstone/Dr. Michael Pascoe
SUBJECT: Central High School 2024 field trip to Spain

RECOMMENDATION:

I recommend the approval for the Portage Central High School Spanish students to travel to Spain, as described in the attached material. The trip dates are set for June 17-27, 2024. **The current travel advisory is to exercise increased caution. It is recommended that attention be paid to the safety of this region prior to travel.**

BACKGROUND:

Jan Mazei is proposing a student trip to Spain for June 17-27, 2024. They will spend 10 days out-of-state. The purpose is for students to use Spanish in real world situations to develop insight into the nature of language and culture in order to communicate and interact with cultural competence and participate in multilingual communities at home and around the world. The families involved will be responsible for the cost. The students will not miss any instructional time. Chaperones will be a ratio of approximately 1 adult to every 6 students (number attending is unknown at this time).

I have reviewed this proposal and support it.

JJ/MP
Attachments

The primary purpose of school-approved student trips is to provide substantive curricular, co-curricular, and extracurricular enhancement not available in the local setting. It is not the intent of Policy #2340/AG #2340A to establish annual travel opportunities. Recognizing this purpose, consideration of trip approval begins with an evaluation of the special nature of the enrichment activities and the relationship of the trip's education goals to the curricular, co-curricular, or extracurricular activity.

If this trip requires **Portage PS transportation**, the form should be received by the transportation office **at least two (2) weeks** prior to the date of the trip. To allow for approval at all levels, it is recommended that this form be submitted **at least 3 weeks in advance**.

An itinerary must be submitted with any out-of-state overnight trip.

International Trips: If any duration of this trip is spent out of the country, the request needs to be submitted with **at least four (4) months' notice** to provide sufficient time to obtain all levels of approval. Please note that you may be asked to present your educational trip request to the Portage Board of Education for approval and no fundraising may begin until BOE approval is received.

SECTION 1

School	CHS	Group	Spanish students	Date of Request	3/22/2023 23:05:24
Start Date	Mon. 6/17/2024	End Date	Fri. 6/27/2024	Amount of Instructional Time Lost	none
Departure Time from School	8:00:00 AM	Return Time to School	3:00:00 PM	PPS Transportation?	No. Family Responsibility
Bus Loading/Van Pickup Time		Departure Time from Destination		ASN:	
Additional Details for Driver/Transprt. Dept.					

SECTION 2

Trip Destination: Spain tour

Educational Goal(s)/Purpose of Trip:

To explore and experience the culture and language in Spain

WhyWorldStrides-SB-SchoolAdmin-Spring22

[6/17/2024 Trip Request: CHS Spanish students Itinerary.pdf](#)

SECTION 3

# of Students	not known	# of Staff Chaperones	1:6 ratio	# of Additional Adult Chaperones	none
# of Buses		# of Lift Buses		# of Vans	
Estimated Cost per Student	\$4,997	Funds Provided by	Private/Family		
Estimated Cost of Trip	not known	Amount per Funding Source			

Electronically complete sections below

SUPERVISOR/PERSON OVERSEEING TRIP

Name	Jan Mazei	Contact Phone #	269 330 8809
Electronic Signature: <i>(employee overseeing trip needs to electronically sign below)</i>		Date:	
x Janice Mazei		3/23/2023	

Reminders: Forward to/Share with your principal for approval & attach any additional documentation if applicable (i.e., Itineraries, Benchmarks/Standards, Travel company contracts, etc.). Notify food services if trip conflicts with lunch.

Principal Decision:	<input checked="" type="checkbox"/>	Approve	Principal Signature: <i>(electronically sign name below, or add e-signature)</i>	Date: <i>(enter below)</i>
		Deny	x Eric Alburtus	3 April 2023
Superintendent (or designee) Decision:		Approve	Supt. (or Designee) Signature: <i>(electronically sign name below, or add e-signature)</i>	Date: <i>(enter below)</i>
		Deny	X	

Date Received by Transportation:	Received by:
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Assignment: Provided 1-5 days prior to trip

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Routing: Teacher signs, forwards email to Principal. Principal signs, forwards to jjohnstone@portageps.org. Inst Serv forwards to Transportation as needed



Castilla to Barcelona

educationaltravel.com/Mazei-2024

June 17 - June 26, 2024

Day 1 Start tour

Day 2 Hola Madrid

Meet your tour director and check into hotel

Day 3 Madrid landmarks

Madrid guided sightseeing tour : Prado visit with Whisper headsets, Plaza Colon visit, Plaza de España, Royal Palace Reina Sofia Museum visit LEAP Cocina Española!

Day 4 Madrid--Salamanca

Travel to Salamanca via El Escorial & Segovia
El Escorial guided excursion with Whisper headset
Segovia Alcazar visit

Day 5 Salamanca landmarks

Salamanca guided sightseeing tour: New Cathedral, Old Cathedral, University of Salamanca visit, Casa de las Conchas, Plaza Mayor

Day 6 Salamanca--San Sebastian

Burgos Cathedral guided visit
LEAP Spanish Civil War

Day 7 San Sebastian

Free time at the beach
Optional Bilbao excursion

Day 8 San Sebastian--Barcelona

Travel to Barcelona via Pamplona
Pamplona tour director-led sightseeing

Day 9 Barcelona landmarks

Barcelona guided sightseeing tour: Park Güell visit, Gaudí's Sagrada Familia visit, Barri Gotic, Olympic Stadium Casa Milà (La Pedrera) visit

Day 10 End tour



Reserve your spot!

MyTrip ID: Mazei-2024

Registration deadline: April 27, 2023

What's included

We provide everything you need for a remarkable trip:

- Round-trip airfare and other transportation described in the itinerary
- Basic Medical, Dental, Emergency Evacuation Insurance during trip
- Up to three college credits upon course completion (grades 9-12) or high school credit (grades 6-12)
- Centrally located three- and four-star hotels
- Plentiful daily breakfast to start the day energized and ready to go
- Appetizing, culturally representative, three-course dinner daily
- Full time, multilingual, WorldStrides tour director who is LEAP-trained in experiential education
- Local guide at sites and on city tours as described in the itinerary
- LEAP! Learning through Exploration and Active Participation; trademarked immersive approach of learning by doing
- Entrances and transportation to sites and activities described in your itinerary
- Local guide and local bus driver tips; see note regarding other important tips
- 24/7 On Tour Emergency Support
- Note: On arrival day only dinner is provided; on departure day, only breakfast is provided
- Note: Tour cost does not include airline-imposed baggage fees, any required passport or visa fees, optional excursions, or recommended Tips for the Tour Director or multi-day Bus Drivers. Optional excursions, optional pre-paid tips, or other individual/group customizations will be listed as separate line items in the total trip cost, if included.

Tour investment

Students (travelers under the age of 23): \$4,756

Adults (age 23 and over): \$5,241

Price reflects savings of \$350 scholarship. Sign up by 4/27/2023 and enter code Travel3L in order to take advantage of this limited-time offer!

Automatic monthly payment plan

Pay just \$99 upon enrollment and the balance will be divided into equal monthly payments, charged automatically to your credit card or checking account. As of April 04, 2023, your monthly payment would be just \$358.23.

Travel protection

We recommend covering your educational investment with one of our two comprehensive travel protection plans offered through Trip Mate. For details, visit worldstrides.com/travel-protection-plans.

Enroll online,
by phone, or by mail



Visit educationaltravel.com/Mazei-2024



Use Mazei-2024 to register



1.800.771.5353



Mail in your paper application to:

WorldStrides Programs
Attn: Participant Services
PO Box 9033
Charlottesville, VA 22906-9033

WorldStrides At a Glance

Our History

In 1964, a middle school history teacher from Chicago discovered the incredible educational experience of traveling to Washington, D.C. with his students. He was so encouraged by the powerful effects travel had on his students' eagerness and ability to learn that he left teaching in 1967 to start Lakeland Tours. His vision to make educational travel easy, fun, and safe for teachers and students came to fruition as Lakeland Tours grew and became the leader in educational student travel.

Who We Are Today

Over the years, Lakeland Tours joined forces with other leaders in the student travel field to form WorldStrides, setting us apart as the premier educational travel organization in the nation. We're specialists in providing educational travel and experiences for students of all ages across their lifetime learning journey, delivering high-quality and high-value learning opportunities that support students' growth and development over time. Each learner's journey is different, which is why we offer a broad range of program categories for groups and individuals, including educational travel, performing arts, career exploration, study abroad, language immersion, sports, and service-learning tours.

Our Mission

All WorldStrides programs are united under one mission: to create experiences that enable participants to view the world and themselves in new ways. We help learners grow as people by developing independence, leadership, problem-solving skills, worldliness, and maturity; and we help them grow as citizens by building compassion, understanding, connections, and perspectives that transcend boundaries and borders.

When planning group travel, it's critical that your travel provider has the resources and experience necessary to smoothly and efficiently coordinate a student travel group in the areas that you will visit. We are confident that our decades-long history as student travel specialists provides us with this level of experience.

Educational travel requires special skills that go far beyond making simple hotel and airline reservations. When emergencies arise, this experience is critical. We also realize that price is important, and our prices consistently provide the highest value for your student travelers' investment. Not all companies have the same priorities or experience, and WorldStrides sets the bar high. In terms of safety, education, and passion for student travel, our team consistently beats all other competitors. WorldStrides is the standard by which every other company measures themselves.

Experience with Educational Travel Groups

Number of years in student travel business

Number of participants during this period

Number of participants per year

Number of educators that partner with us each year

Number of full-time staff dedicated to educational travel programs

opportunity to earn high school and college credit? Does your travel provider offer teachers the opportunity to earn professional development? Is your travel provider accredited by regional accrediting bodies across the United States? Who issues accreditation for the organization?

WorldStrides ✓ 50+

✓ 9 million+ ✓ 450,000 ✓ 50,000+ ✓ 1,000+

Qualifications to Coordinate Your Program

Does your travel provider have a single point of contact for all

✓ Yes

on-program issues? Does your travel provider employ and train its own Tour Directors?

✓ Yes

✓ Yes

Will a Tour Director stay at the hotel with the group?

✓ Yes

Does your travel provider arrange detailed training for its staff on how to best work with students?

✓ Yes

✓ Yes

Educational Focus

Does your travel provider employ a full-time Curriculum and

✓ Yes

Academics team? Does your travel provider offer students the

✓ Yes

– Western Association of Schools and Colleges ✓ WASC – Middle States Association Commissions on Elementary and Secondary Schools ✓ MSA – Cognia ✓ Cognia

Insurance and Consumer Protection

Does your travel provider maintain liability insurance? ✓ Yes Does this coverage apply to the Program Leader (teacher)? ✓ Yes What

are the limits of this policy? ✓ \$50 million What is the cost for supplemental medical and dental insurance? ✓ \$0 Does your travel

provider pay if an emergency mandates an itinerary change? ✓ Yes Does your travel provider maintain USTOA consumer protection

coverage of \$1 million? ✓ Yes Does your travel provider comply with all Federal and State regulations, including all U.S. Seller of Travel

Laws? ✓ Yes

worldstrides.com

Educational Travel | Study Abroad | Language Immersion | Service-Learning | Career Exploration | Performing Arts | Sports

The Safety of our Travelers is our #1 Priority

BEHAVIOR CONTRACT

Safety is the number one priority at WorldStrides. All participants are expected to demonstrate high standards of conduct, courteousness, and consideration toward others. Students and their parent/legal guardian must agree to adhere to the behavior and conduct rules established by the Program Leader and a code of conduct may be required.

MEDICAL RELEASE FORM

A parent/legal guardian for each participant must complete a medical release form and provide emergency contact information and authorization for treatment in the event of an emergency.

TRAVEL SMART, TRAVEL SAFE

Compiled by our travel experts, 'Travel Smart, Travel Safe' is designed to share some best practices based on our experience sending more than 100,000 students to international destinations. Each group receives a document with information pertinent to their trip and specific to their destination.

Students' Safety While on the Program

ADULT SUPERVISION

With our default chaperone-to-student ratio of 1:6 (customizable), students receive proper attention and supervision. The Program Leader will identify the chaperones for the program. WorldStrides suggests selecting adults who are flexible, helpful, and comfortable with the students.

TOUR DIRECTORS

A specially-trained Tour Director guides each group throughout your program. Tour Directors devote 100% of their attention to the students, challenging them to assess and apply what they learn through firsthand experience, so they take the most away from the program.

ON TOUR SUPPORT

Our WorldAssist team can be reached 24 hours a day, seven days a week, because safety is our first priority. Should your group require an extended stay due to an airline problem or weather-related issue, WorldAssist will make arrangements to accommodate your group (hotel, meals, re-booking airline seats, and providing additional bus usage).

DOCTORS ON CALL PROGRAM

WorldStrides has an exclusive partnership with The George Washington University Department of Emergency Medicine. A George Washington University doctor serves on our staff as the WorldStrides Medical Director, overseeing medical response planning for the organization and providing direct case management in the event of a medical response issue anywhere in the world. Our partnership gives us access to doctors who are available 24 hours a day to provide consultations to all our traveling students, parents, and teachers.

AXA MENTAL HEALTH SERVICES

WorldStrides also has a partnership with AXA, one of the world's leading providers of behavioral health assistance programs. Travelers have direct access to confidential and immediate support from an experienced, U.S.-based healthcare provider while traveling. This service also provides coordination with local professionals for referrals to provide additional support, if needed.

Other Industry-Leading Safety Measures

TRAVEL ARRANGEMENTS

WorldStrides travelers stay in 3- and 4-star quality hotels located in safe, central locations. They'll enjoy plentiful breakfasts each morning and hearty, three-course dinners that provide an authentic taste of the local cuisine.

EMERGENCY MANUAL

We have developed an extensive emergency manual that details how we deal with all types of emergency situations, and all of our on-site staff members have been trained to carry out these plans. Set procedures, checklists, and immediate access to emergency phone numbers results in faster and more accurate responses, which is critical when dealing with an emergency situation.

LIABILITY INSURANCE

We maintain an industry-leading multi-million-dollar level of liability coverage. Our insurance automatically covers teachers, chaperones, and the school. WorldStrides' insurance is truly geared to protect you. Additionally, accident, illness, and accident-related dental insurance coverage are provided for WorldStrides program participants. Limits per single occurrence are \$7,500 for accident, \$1,500 for illness, and \$750 for accident-related dental.

program until your group returns home safely. Our primary goal is to provide a safe and secure travel experience. We strive to enrich lives by taking students beyond classroom walls and inspiring student travelers by providing a unique and experiential educational program. WorldStrides has a staff of more than 700 professionals, many of whom are former educators, and all of whom are dedicated to making sure every aspect of your program is a success.

Travel with Confidence

When you travel with WorldStrides or participate in one of our programs, you can rest assured knowing that we have spent five decades putting a network of support in place to safeguard your group and your experience. The world has thrown us lots of curveballs over our 50+ years in business, and we have and will continue to refine our best practices for safety to fit the current environment, and to match the age and stage of life for all of our students. Our resources are deep and our team is prepared. This detailed and challenging work behind the scenes lets educators and students focus on what's most important—learning and enjoying the experience at hand!

We have developed a comprehensive approach to ensure each group's comfort and safety, and your peace of mind. WorldStrides can be reached 24 hours a day, both in the United States and overseas. In the event of an emergency, every participant is covered by an international network that provides medical referral, medical translation, medical monitoring, repatriation, and other emergency services.

50+ Years of Trusted Travel

WorldStrides is by your side every step of the way. If something doesn't go as planned on tour, we've got you covered. Just take it from our Program Leaders and school administrators that we supported last spring during the COVID-19 pandemic:

Worldstrides is an amazing company. Not only do they take care of everything while abroad, but they are also the kindest people. From those who helped set up the trip, to those who helped during the trip, I was in complete awe. They really take care of our students and teachers.

Whitney M., Program Leader

We recognize that WorldStrides went above and beyond to accommodate our families. Our administration, faculty, and trustees are beyond grateful.

Genifer R., School Administrator

You all have been helpful, open, communicative, and understanding in a time that I'm sure has been chaotic and stressful for you. I have talked to many other teachers and families that were supposed to have traveled with other companies, and hands down, you guys had the best refund policy and were the most understanding and helpful of them all.

Liz K., Program Leader

worldstrides.com

Educational Travel | Study Abroad | Language Immersion | Service-Learning | Career Exploration | Performing Arts | Sports

The Educational Value of Student Travel

Learning through personal experience takes education beyond the classroom. Through educational travel, students use knowledge acquired in the classroom to analyze the world around them and make a personal connection by applying their knowledge to their understanding and view

Educational Innovation

WorldStrides programs are designed to build on your students' natural curiosity while encouraging them to grow through live exploration. Our educational philosophy, LEAP (Learning through Exploration and Active Participation), brings contemporary teaching strategies, used by excellent teachers in the classroom, to the environments encountered while traveling.

LEAP is the entire relationship between each student, the places they encounter, and their Tour Director acting as a cultural mediator, not just a series of activities. Students learn best when they are engaged, and challenged, and in any group, a multitude of learning styles and social skills will be represented, each student deserving an opportunity to shine. LEAP is designed specifically to replace the old-fashioned lecturing style of traditional tour guides with a dynamic, inclusive, and constructivist approach.

Accreditation Sets WorldStrides Apart

In 1996, WorldStrides became the first accredited student travel organization in the nation. Accreditation recognizes educational institutions for performance, integrity, and quality and entitles them to the confidence of the educational community and the public. WorldStrides is accredited through multiple regional accrediting bodies across the nation, including Cognia (formerly AdvancED, parent organization for North Central Association Commission on Accreditation and School Improvement, Northwest Accreditation Commission, and the Southern Association of Colleges and Schools Council on Accreditation and School Improvement), Western Association of Schools and Colleges, and Middle States Association of Colleges and Schools.



Professional Development for Teachers

WorldStrides' professional development is unique—it is far removed from the time spent in the school's library listening to an "expert" talk for hours. Instead, our professional development opportunities allow teachers to consider the specific needs of their classes, their students, and their school. By working closely with WorldStrides staff from start to finish, teachers gain valuable skills and tools that can be implemented beyond the travel program. Teachers earn professional development certificates that can support teaching license renewal or be used as evidence of program participation.

Academic Credit for Students

Through our Discovery for Credit Program, students have access to courses that will allow them to reflect upon many of the themes and topics explored during their travel program. Students in grades 6-12 at the time of travel can earn free elective high school credit upon successful completion of both the travel program and online course. Through our university partner, George Mason University, eligible students in grades 9-12 at the time of travel can also earn up to three college credits upon successful completion of both the travel program and online course. Students have six months to complete their courses after travel. Upon successful completion, they will receive a transcript directly either from George Mason University or WorldStrides. Students who earn credit with WorldStrides will find this gives them a competitive advantage on college applications, distinguishes them as online learners, and gives them a jump-start on their path to a successful higher education experience.

Educational Travel Programs vs. School Field Trips

Because WorldStrides programs are typically non-school-sponsored, they do not follow the traditional model of a school field trip. When you let your administration know about your plans to travel, it may be helpful for you to highlight the points outlined below.

NON-SCHOOL-SPONSORED STATUS

Unlike a school field trip, a WorldStrides educational travel program is not sponsored by the school and does not require the school or school district to allocate funds.

PROGRAMS DON'T OCCUR DURING SCHOOL TIME

Just like a part-time job or sporting activity, a WorldStrides program does not result in lost class time for students. Additionally, there is no need for a substitute instructor when a teacher leads a travel program.

VOLUNTARY STUDENT PARTICIPATION

Since the trip is not paid for by the school and does not take place during school time, neither the school nor the students are obligated to participate. Similar to summer camp, this program is available for all students, but only some will decide to go.

Summer camps, supplemental enrichment programs, Boy Scouts and Girl Scouts, and even the Little League are all non-school-sponsored programs that are embraced by the community and promoted in schools. Most administrators are very supportive of WorldStrides educational travel programs.

worldstrides.com

Educational Travel | Study Abroad | Language Immersion | Service-Learning | Career Exploration | Performing Arts | Sports

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – COMMITTEE OF THE WHOLE WORK SESSION
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136
MAY 8, 2023, 6:30 P.M.**

Note Page

IV. Board Education

1. Career & Technical Education (CTE) – Early/Middle College (EMC) Update

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – COMMITTEE OF THE WHOLE WORK SESSION
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136
MAY 8, 2023, 6:30 P.M.**

Note Page

VI. Consent Agenda

1. Approval of Minutes

a. April 10, 2023 Regular Business Meeting & Closed Session

b. Server Cluster Replacement

That the Board of Education authorize the purchase of a replacement server cluster from Dell Technologies in an amount not-to-exceed \$194,289.05, the funds for which will be drawn from the 2021 Bond Fund.

c. Chartwell Contract Renewal

That the Board of Education approve the renewal of Chartwells Food Service Management contract for the 2023/24 school year and authorize the Director of Finance to execute the contract renewal agreement.

May 8, 2023

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION**

**SPECIAL MEETING & REGULAR BUSINESS MEETING MINUTES
APRIL 10, 2023**

SPECIAL MEETING

The Special Meeting of the Board of Education of Portage Public Schools held on Monday, April 10, 2023, was called to order at 5:00 p.m. by President Van Antwerp. The meeting was held in Room #1136 of Portage Central High School.

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 Mrs. Novaria, seconded by Mrs. Crawford, that the Board of Education approve the agenda as printed.

The motion carried unanimously.

CLOSED SESSION

Per President Van Antwerp, the Board will move to Room #1140 for the closed session and return to open session in Room #1136.

Motion offered by Mr. Snyder, seconded by Mr. Crowell, that the Board of Education move into closed session for the purpose of (1) consulting with the District's attorney on specific pending litigation, *Minaleah A. Koffron v Portage Public Schools, Et Al*, and (2) to discuss collective bargaining strategy, as allowed under the Open Meetings Act 15.268, Sections 8(e) and 8(c), respectively.

Upon a roll call vote, the motion carried unanimously.

The Board moved to Room #1140 of Central High School where they entered into closed session at 5:07 p.m. The Board returned to open session at 6:18 p.m. in Room #1136.

COMMENTS OR COMMUNICATIONS

President Van Antwerp opened the floor to public comment. There were no comments.

With no further business to come before the Board, the special meeting was adjourned at 6:19 p.m.

REGULAR BUSINESS MEETING

The Regular Business Meeting of the Board of Education of Portage Public Schools held on Monday, April 10, 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: Keith Crowell, Ean Hamilton, Kimberly Larson, Terri Novaria, Bo Snyder, Randy Van Antwerp

Board Trustees Absent: Emily Crawford

REVISIONS/APPROVAL OF AGENDA

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

The motion carried unanimously.

REPORTS

Superintendent's Report

Bond Project Update

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

At the new Central Elementary site, construction started. Fencing is being installed and the existing playground equipment is being removed.

At Centennial Park, the irrigation system is being installed and is expected to be complete later this month.

Relative to the 2021 bond scope and sequence, in March the Board was informed we would pause on the design of Amberly and update the Board this month. We need additional time and hope to have an update for you at the next board meeting.

Financial Report

Ms. Paula Johnson, Director of Finance, highlighted areas of the General Fund Budget Progress Report by Function and by Object for the eight-month period ending February 28, 2023 compared to the same period in 2022.

In addition, Ms. Johnson shared her office is working on the 2023-24 preliminary budget and final budget amendment for the current school year.

Wireless Update

Mr. Dan Vomastek, Director of Technology and Information Systems, provided an update on the new wireless system at Central and North Middle Schools. The new system was installed over mid-

winter break. Since then the system has been closely monitored with some adjustments made. The system is working successfully! There is still some interference on the third floors but the system is keeping up. We plan to add cabling and access points and set for monitoring mode to assist engineers in determining if additional adjustments to the system are needed.

In addition, during spring break we replaced wireless at several buildings. We will continue that work on our May 3, 2023 professional development day with the balance to be completed over the summer.

Mr. Vomastek extended his thanks to staff and students for their patience as we work through this process.

Board members appreciated the update and the solution!

COMMENTS OR COMMUNICATIONS

President Van Antwerp opened the floor to public comment. Mrs. Novaria read aloud the guidelines for public participation.

Evelyn Argo addressed the Board regarding school safety and violence prevention.

Jennifer Reel expressed her concerns regarding a student matter.

Marino Velez expressed concern with the parent drop-off/pick-up operation at Moorsbridge Elementary and West Middle School.

Alison Carlson addressed the Board regarding the elementary bond project.

Veronica Egan addressed the Board regarding equity work in the District and how it will be utilized, measured, etc.

President Van Antwerp thanked the public commenters and opened the floor to Trustee comments.

Mrs. Larson gave a shout out to the archery team for a First Place finish at the state level. Congratulations!

Mrs. Novaria encouraged attendance at Central Middle School's upcoming production of *Mary Poppins*.

Mr. Snyder thanked the public commenters, informed the Board he would share with them notes from the recent Owners Linkage Committee meeting, and expressed an interested in developing the linkage idea of the Board adopting a building(s) and expressing their thanks.

Mr. Van Antwerp shared a reminder that the KRESA enhancement millage is on the ballot at the May 2, 2023 election. Portage Public Schools benefits from this millage at the rate of \$425 per student

CONSENT AGENDA

President Van Antwerp presented the following Consent Agenda item for approval by the Board of Education: approve minutes from the March 13, 2023 Regular Business Meeting.

There being no objections, the motion carried unanimously.

ASSURANCE OF DISTRICT PERFORMANCE

Monitoring Report 1.3, Ends

Superintendent Bielang provided introductory remarks. Dr. Kelly Jensenius, Elementary Education Director and Ms. Anne Gordon, Supervisor of Educational Supports and Intervention, shared highlights from his report.

The Michigan Department of Education adopted Social and Emotional Learning (SEL) competencies (standards) for student development in addition to academic standards at each grade level. The five competencies are self-management, self-awareness, social awareness, relationship skills, and responsible decision-making. SEL is the process through which individuals learn to recognize and manage emotions, care for others, make good decisions, behave ethically and responsibly, develop positive relationships, and avoid negative behavior. SEL can be accomplished through a layered approach of skill lessons taught through the curriculum and infused into the environment including safety, respect and caring. SEL competencies help support a well-rounded education that teaches the whole child.

To understand the competencies and what they mean to staff and students we follow a process. First, we prioritize key indicators and then “unpack” each one in order to analyze and understand the skills and knowledge inherent in each competency. This includes analyze benchmarks, identify essential questions, learning outcomes and key vocabulary, as well as develop strategies, question/sentence stems and sample performance tasks to support instruction. Then we develop the learning progression – identify the progression students might take as they grow their skills in each of the prioritized areas. Social-emotional learning examples at various grade levels were shared. SEL is not just in the classroom, but also tied to our school-wide systems, arts, school clubs and organizations, service projects, athletic teams, families and community.

The presenters addressed questions from the Board. Trustees were appreciative of the report.

Motion offered by Mr. Crowell, seconded by Mrs. Novaria, that the Board of Education accept as presented, the Monitoring Report on 1.3, Ends, as a reasonable interpretation and evidence of compliance with policy.

The motion carried unanimously.

ACTION ITEMS

Resolution Authorizing Sale of Bonds

Motion offered by Mrs. Novaria, seconded by Ms. Hamilton, that the Board of Education approve the Resolution Authorizing 2023 School Building and Site Bonds, as presented.

Per Ms. Paula Johnson, we are seeking this bond issue for \$10 million. By adopting the resolution included in the agenda packet, the Board formally authorizes the issuance of this financing and execution of all necessary document and allows our bond counsel to issue its legal opinion on the status of these bonds.

Ms. Johnson responded to questions from Trustees.

The motion carried unanimously.

KRESA Biennial Election Resolution

Motion offered by Mr. Snyder, seconded by Mrs. Novaria, that the Board of Education approve the Resolution to Consider Designation of Electoral Representative for the June 5, 2023 Biennial Election, as presented.

President Van Antwerp, reviewed information regarding KRESA's biennial election and the necessary resolutions constituent school boards must adopt and their timelines for doing so. He asked the Board who would like to serve as the voting representative and as alternate. Mrs. Novaria offered to serve as voting representative and Ms. Larson offered to serve as the alternate.

The motion carried unanimously.

Teacher & Staff Appreciation Week Proclamation

Motion offered by Mrs. Novaria, seconded by Ms. Hamilton, that the Board of Education approve the Teacher & Staff Appreciation Week Proclamation, as presented.

The motion carried unanimously.

Board members expressed their appreciation for our staff and all they do.

Administrator Appointment

Motion offered by Ms. Hamilton, seconded by Mrs. Novaria, that the Board of Education approve the administrator appointment of Dr. Nathan Ledlow as Principal of Northern High School, as presented.

Mr. Brad Galin, Director of Human Resources, reviewed Nate Ledlow's history as an administrator for PPS since he was hired in 2015. He currently serves as Interim Principal at Northern High School. The recommendation calls for Dr. Ledlow to become the Principal at NHS effective immediately.

The motion carried unanimously.

Trustees congratulated Dr. Ledlow. Dr. Ledlow expressed his appreciation for this opportunity.

DISCUSSION ITEMS

Server Cluster Replacement

Mr. Dan Vomastek reviewed background information and the recommendation to purchase a replacement server cluster. This cluster hosts the bulk of our virtual production services and hosts our network operating systems, resource management tools, network file shares, etc. Funding will come from the 2021 Bond Fund.

Chartwell Contract Renewal

Ms. Paula Johnson went over the recommendation to renew the food service management contract with Chartwells through June 30, 2024. The Michigan Department of Education approved the renewal, and they require the Board of Education approve the renewal as well.

Ms. Johnson addressed questions from Trustees.

With no further business to come before the Board, the meeting was adjourned at 7:37 p.m.

Respectfully submitted,

Barb Atkinson, Recording Secretary

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

**RESOLUTION AUTHORIZING
2023 SCHOOL BUILDING AND SITE BONDS
(UNLIMITED TAX GENERAL OBLIGATION)**

At 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 April 10, 2023, at 6:30 p.m., prevailing Eastern Time.

PRESENT: Members: Keith Crowell, Ean Hamilton, Kimberly Larson, Terri Novaria, Bo Snyder,
Randy Van Antwerp

ABSENT: Members: Emily Crawford

The following preamble and resolution were offered by Member Novaria and supported by Member Hamilton.

WHEREAS, at a special election held in the School District on August 3, 2021, the qualified electors of the School District approved a proposal authorizing the issuance of bonds by the School District, to be issued in one or more series, in an aggregate amount of not to exceed \$175,725,000 (the “2021 Bond Proposal”) for the purpose of erecting and completing new school buildings, including buildings to replace existing elementary schools; acquiring, remodeling, equipping, reequipping, furnishing and refurnishing and constructing additions to buildings in the school district; acquiring school buses; acquiring and installing instructional technology, technology infrastructure and equipment in and connecting new and existing school district facilities; and acquiring, preparing, developing, and improving sites, including playfields, playgrounds, facilities and structures (the “Projects”); and

WHEREAS, under the provisions of Section 6, Article IX of the Michigan Constitution of 1963, the tax levies for said bonds authorized pursuant to the 2021 Bond Proposal shall be without limitation as to rate or amount; and

WHEREAS, pursuant to the 2021 Bond Proposal, the School District previously issued its 2021 School Building and Site Bonds (Unlimited Tax General Obligation), dated November 3, 2021 (the “2021 Bonds”) in the principal amount of \$45,795,000, as the first series of bonds pursuant to the 2021 Bond Proposal; and

WHEREAS, due to the prevailing market conditions at the time of the 2021 Bonds, the 2021 Bonds were issued with net original issue premium in the total amount of \$4,200,974, which net premium is counted against the total \$175,725,000 authorization under the 2021 Bond Proposal; and

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2023 School Building and Site Bonds

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which net premium is counted against the total \$175,725,000 authorization under the 2021 Bond Proposal; and

WHEREAS, the School District desires to authorize the issuance of the second series of bonds authorized pursuant to the 2021 Bond Proposal in the aggregate principal amount of not to exceed \$10,000,000 to pay a portion of the cost of the Projects and the costs of issuance associated with such bonds; and

WHEREAS, the School District desires to sell the bonds pursuant to a negotiated sale in order to preserve maximum flexibility in the timing and structure of the transaction and to minimize the costs of issuance thereof; and

WHEREAS, the School District also deems it advisable to authorize the Superintendent and the Director of Finance, or either one acting alone (each an "Authorized Officer"), to accept an offer to purchase the bonds from an underwriter, negotiate, approve and execute a bond purchase agreement with the underwriter and to approve various other terms and documents in connection with the sale and delivery of the bonds to the underwriter; and

WHEREAS, the School District must either be granted qualified status within the meaning of Act 34, Public Acts of Michigan, 2001, as amended ("Act 34"), or receive prior approval of the bonds from the Michigan Department of Treasury ("Treasury").

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Issuance of Bonds. Bonds of the School District designated 2023 School Building and Site Bonds (Unlimited Tax General Obligation) (the "Bonds"), are hereby authorized to be issued in one or more series, with such changes to the bond name, designation or suffix as may be appropriate for each series based on the type of bonds issued, in the aggregate principal amount of not to exceed \$10,000,000, or such lesser amount as shall be determined by an Authorized Officer upon sale of the Bonds, for the purpose of financing a portion of the costs of the Projects and paying the costs of issuing the Bonds.

2. Bond Details. The issue shall consist of bonds registered as to principal and interest of the denomination of \$5,000 or integral multiples thereof, be dated as of such date as shall be determined by an Authorized Officer at the time of sale of the Bonds and numbered as determined by the Transfer Agent (as defined below). The Bonds shall mature on May 1 or November 1 in the years and in the principal amounts as determined by an Authorized Officer at the time of sale provided *that* the final maturity of the Bonds shall not be later than ten (10) years from the date of issue. The principal of the Bonds shall be payable at a bank or trust company selected by an Authorized Officer, as registrar and transfer agent for the Bonds (the "Transfer Agent") upon presentation and surrender of the appropriate Bond.

The Bonds shall bear interest at a rate or rates to be determined upon negotiated sale thereof, but in any event not exceeding a true interest cost of 5.00% per annum, payable semi-annually on May 1 and November 1 in the years as determined by an Authorized Officer at the

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time of sale and the underwriter's discount shall not exceed 1.00% of the principal amount of the Bonds.

Interest on the Bonds shall be paid by check drawn on the Transfer Agent mailed to the registered owner of the Bonds at the registered address, as shown on the registration books of the School District maintained by the Transfer Agent. Interest shall be payable to the registered owner of record as of the fifteenth day of the month prior to the payment date for each interest payment. The date of determination of registered owner for purposes of payment of interest as provided in this paragraph may be changed by the School District to conform to market practice in the future.

The Bonds may be issued in book-entry-only form through The Depository Trust Company in New York, New York.

The Bonds of any series may be issued as serial or term bonds or both and shall be subject to optional or mandatory redemption prior to maturity at the times, in the manner, in the amounts and at the prices determined by an Authorized Officer at the time of sale of the Bonds.

Unless waived by any registered owner of any Bonds to be redeemed, official notice of redemption shall be given by the Transfer Agent on behalf of the School District. Such notice shall be dated and shall contain at a minimum the following information: original issue date; maturity dates; interest rates; CUSIP numbers, if any; certificate numbers (and in the case of partial redemption) the called amounts of each certificate; the redemption date; the redemption price; the place where Bonds called for redemption are to be surrendered for payment; and that interest on Bonds or portions thereof called for redemption shall cease to accrue from and after the redemption date.

In addition, further notice shall be given by the Transfer Agent in such manner as may be required or suggested by regulations or market practice at the applicable time, but no defect in such further notice nor any failure to give all or any portion of such further notice shall in any manner defeat the effectiveness of a call for redemption if notice thereof is given as prescribed herein.

3. Bond Form and Execution of Bonds. The Bonds shall be in substantially the form attached hereto as Exhibit A with such changes as are authorized by the terms of this Resolution or necessary to complete the provisions hereof. The Bonds shall be signed by the manual or facsimile signatures of the President and Secretary of the Board. No Bonds shall be valid until authenticated by an authorized representative of the Transfer Agent. The Bonds shall be delivered to the Transfer Agent for authentication and be delivered by it to the purchaser in accordance with instructions from the Treasurer of the Board upon payment of the purchase price for the Bonds in accordance with the bond purchase agreement therefor when accepted. Executed blank bonds for registration and issuance to transferees shall simultaneously, and from time to time thereafter as necessary, be delivered to the Transfer Agent for safekeeping.

4. Debt Retirement Fund. Unless the School District establishes a Common Debt Retirement Fund as provided by law for all issues of bonds of like character of the School

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2023 School Building and Site Bonds

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District, the Treasurer shall open a special depository account for the Bonds with a bank to be designated as 2023 School Building and Site Bonds Debt Retirement Fund (the "Debt Retirement Fund"). All proceeds from taxes levied for the payment of the principal of, interest on and redemption premium, if any, for the Bonds shall be deposited into the Debt Retirement Fund or the Common Debt Retirement Fund, if one is established. Once the Debt Retirement Fund is established, the moneys deposited in such fund shall be used solely for the purpose of paying the principal of, interest on and redemption premium, if any, for the Bonds. If the School District establishes a Common Debt Retirement Fund, the moneys deposited in that fund shall be used solely for the payment of the principal of and interest on the Bonds and other bonds of like character of the School District payable from the Common Debt Retirement Fund. The accrued interest, if any, received upon delivery of the Bonds shall also be deposited in the appropriate debt retirement fund. Taxes required to be levied to meet the principal and interest obligations and redemption premiums, if any, may be without limitation as to rate or amount, as provided by Article IX, Section 6 of the Michigan Constitution of 1963.

5. Capital Projects Fund. There shall be established by the Treasurer a special depository account, designated the 2023 School Building and Site Bonds Projects Fund (the "Capital Projects Fund"). The amounts specified by an Authorized Officer at the time of sale of the Bonds from the net proceeds of sale of the Bonds and from any net original issue premium shall be deposited to the Capital Projects Fund to be used solely and only to pay for the costs of the Projects, capitalized interest, if any, and the costs of issuance of the Bonds. Except for investment pending disbursement and as herein provided, the moneys in the Capital Projects Fund shall be used solely to pay the costs of the Projects and the costs of issuance of the Bonds as such costs become due and payable and, as may be necessary, to rebate arbitrage earnings, if any, to the United States Department of Treasury as required by the Internal Revenue Code of 1986, as amended (the "Code"). Any net original issue premium received on sale and delivery of the Bonds shall be deposited in the appropriate fund consistent with State and federal law, and, consistent with federal tax law, may be used to pay capitalized interest on the Bonds or may be used to reduce the principal amount of the Bonds issued. Such net original issue premium received, if any, shall be counted against the 2021 Bond Proposal authorization. Moneys remaining in the Capital Projects Fund after completion of the Projects and payment of the costs of issuance of the Bonds and payment of capitalized interest, if any, may be used first for any purpose permitted by the 2021 Bond Proposal, and second for any other purpose permitted by law, than shall be transferred to the Debt Retirement Fund.

6. Unlimited Tax. Commencing with the fiscal year beginning July 1, 2023, it shall be the duty of the School District to levy a tax annually in an amount sufficient so that the estimated collections therefrom will be sufficient to pay promptly when due the principal of and interest becoming due on the Bonds, which tax levies shall not be subject to limitation as to rate or amount.

7. Negotiated Sale. The School District has considered the option of selling the Bonds through a competitive sale and a negotiated sale and, pursuant to the requirements of Act 34, and based on the advice of the Municipal Advisor (as defined below) has determined that a negotiated sale of the Bonds provides the School District with greater flexibility in structuring

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bond maturities and the timing of the sale of the Bonds, and will enable the School District to better market the Bonds to the advantage of the School District and its taxpayers.

8. Retention of Underwriter and Execution of Bond Purchase Agreement. The School District hereby appoints Stifel, Nicolaus & Company, Incorporated as senior managing underwriter for the Bonds (the “Underwriter”). Each Authorized Officer is hereby authorized to appoint one or more co-managing underwriters, if recommended by the Municipal Advisor. Each Authorized Officer is further authorized to negotiate and award the sale of the Bonds to the Underwriter pursuant to a bond purchase agreement, subject to the parameters set forth in this Resolution. Each Authorized Officer is authorized to execute and deliver the bond purchase agreement on behalf of the School District without further approval of the Board, *provided that* the true interest cost on the Bonds shall not exceed 5.00% per annum and the underwriter’s discount shall not exceed 1.00% of the principal amount of the Bonds.

An Authorized Officer may, without further approval or direction from the Board, execute a sale order evidencing the final terms of the Bonds, and make any of the determinations, covenants and elections authorized by this Resolution, provided that the final terms of the Bonds shall be within the parameters set forth in this Resolution.

9. Ratings and Bond Insurance. Each Authorized Officer is authorized to apply for bond ratings from municipal bond rating agencies if deemed appropriate and apply for and purchase a policy of municipal bond insurance, if deemed appropriate by the Municipal Advisor and Bond Counsel (as defined below).

10. Official Statements. The President of the Board and an Authorized Officer are each hereby authorized to approve preliminary and final official statements relating to the Bonds as is deemed appropriate by the Municipal Advisor and Bond Counsel. The President of the Board or an Authorized Officer are further authorized to execute and deliver the final Official Statement relating to the Bonds on behalf of the School District and to approve, execute and deliver any amendments and supplements to the Official Statement necessary to assure that the statements therein are, and as of the time the Bonds are delivered to the Underwriter will be true, and that it does not contain any untrue statement of a material fact and does not omit to state a material fact necessary in order to make the statements therein, in light of the circumstances under which they were made, not misleading.

11. Continuing Disclosure Undertaking. The School District hereby covenants, in accordance with the provisions of Rule 15c2-12, promulgated by the Securities and Exchange Commission, as may be amended (the “Rule”), if required pursuant to the Rule, to provide or cause to be provided the information set forth in the attached Exhibit B, as such Exhibit may be revised by an Authorized Officer as required by Rule prior to delivery of the Bonds.

12. Tax Matters. The School District hereby covenants that, to the extent permitted by law, it shall take all actions within its control necessary to maintain the exclusion of the interest on the Bonds from adjusted gross income for federal income tax purposes under the Code, including, but not limited to, actions relating to the rebate of arbitrage earnings, if applicable, and the expenditure and investment of Bond proceeds and moneys deemed to be

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Bond proceeds. An Authorized Officer, if deemed appropriate by the Municipal Advisor and Bond Counsel, is hereby authorized to designate the Bonds as a “qualified tax-exempt obligation” for purposes of deduction of interest expense by financial institutions pursuant to Section 265(b)(3) of the Code.

13. Expenditures and Reimbursements. The School District may incur project expenditures prior to receipt of proceeds of the Bonds issued to finance the Project and may advance moneys from the general fund for that purpose to be reimbursed from proceeds of the Bonds when available. An Authorized Officer shall keep a specific record of all such expenditures.

The School District makes the following declarations for the purpose of complying with the reimbursement rules of Treas. Reg. § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended:

(a) As of the date hereof, the School District reasonably expects to reimburse itself for the expenditures described in (b) below with proceeds of debt to be incurred by the School District.

(b) The expenditures described in this paragraph (b) are for the Project authorized by this Resolution and which were or will be paid subsequent to sixty (60) days prior to the date hereof.

(c) The maximum principal amount of debt expected to be issued for the Project, including issuance costs, is \$10,000,000.

(d) A reimbursement allocation of the expenditures described in (b) above with the proceeds of the borrowing described herein will occur not later than 18 months after the later of (i) the date on which the expenditure is paid, or (ii) the date the Project is placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. A reimbursement allocation is an allocation in writing that evidences the School District’s use of the proceeds of the debt to be issued for the Project to reimburse the School District for a capital expenditure made pursuant to this Resolution.

(e) The expenditures described in (b) above are “capital expenditures” as defined in Treas. Reg. § 1.150-1(b), which are any costs of a type which are properly chargeable to a capital account (or would be so chargeable with a proper election or with the application of the definition of placed in service under Treas. Reg. § 1.150-2(c)) under general Federal income tax principles (as determined at the time the expenditure is paid).

(f) No proceeds of the borrowing paid to the School District in reimbursement pursuant to this Resolution will be used in a manner described in Treas. Reg. § 1.150-2(h) with respect to abusive uses of such proceeds, including, but not limited to, using funds corresponding to the proceeds of the borrowing in a manner that

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results in the creation of replacement proceeds (within Treas. Reg. § 1.148-1) within one year of the reimbursement allocation described in (d) above.

14. Further Bond Details. Each Authorized Officer is hereby individually authorized to adjust the final Bond details to the extent necessary or convenient to complete the transaction authorized in this Resolution, and in pursuance of the foregoing is authorized to exercise the authority and make the determinations authorized pursuant to Section 315(1)(d) of Act 34, including but not limited to, determinations regarding interest rates, prices, discounts, maturities, principal amounts, denominations, dates of issuance, interest payment dates, redemption rights, the place of delivery and payment, designation of series, and other matters, all subject to the parameters established in this Resolution.

15. Retention of Bond Counsel and Municipal Advisor. The law firm of Miller, Canfield, Paddock and Stone, P.L.C. is hereby appointed as bond counsel for the School District with reference to the issuance of the Bonds authorized by this Resolution (“Bond Counsel”). The representation of the School District by Miller, Canfield, Paddock and Stone, P.L.C. as Bond Counsel is hereby confirmed and approved, notwithstanding Miller, Canfield’s periodic representation in unrelated matters of the Underwriter, Stifel, Nicolaus & Company, Incorporated, and other potential parties to the transactions contemplated by this Resolution. The School District also hereby appoints Baker Tilly Municipal Advisors, LLC to act as financial advisor with reference to the issuance of the Bonds authorized by this Resolution (the “Municipal Advisor”).

16. Department of Treasury. Each Authorized Officer is hereby authorized to make application to Treasury for prior approval to issue the Bonds or file a qualifying statement. Each Authorized Officer or Bond Counsel, on behalf of the School District, is further authorized to request any and all waivers, including without limitation, rating waivers, or exemptions from Treasury necessary to the issuance of the Bonds as recommended by the Municipal Advisor and Bond Counsel. Each Authorized Officer is authorized to have prepared and filed a Security Report with Treasury pursuant to Act 34.

17. Further Actions. The officers, administrators, agents and attorneys of the School District are authorized and directed to execute and deliver all other agreements, documents and certificates and to take all other actions necessary to complete the issuance and delivery of the Bonds in accordance with this Resolution. The officers, administrators, agents and attorneys of the School District are authorized and directed to pay costs of issuance including Bond Counsel fees, Municipal Advisor fees, rating agency fees, Transfer Agent fees, costs of printing the preliminary and final official statements, and any other costs necessary to accomplish sale and delivery of the Bonds.

[Remainder of Page Intentionally Left Blank]

BOND RESOLUTION
2023 School Building and Site Bonds
8

AYES: Crowell, Hamilton, Larson, Novaria, Snyder, Van Antwerp

NAYS: None

RESOLUTION DECLARED ADOPTED.

BOND RESOLUTION
2023 School Building and Site Bonds
9



Terri Novaria
Secretary, Board of Education

I hereby certify that the foregoing constitutes 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, at a regular meeting held on April 10, 2023, 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 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.



Terri Novaria
Secretary, Board of Education

40439612

EXHIBIT A

BOND FORM

UNITED STATES OF AMERICA
STATE OF MICHIGAN
COUNTY OF KALAMAZOO

PORTAGE PUBLIC SCHOOLS
2023 SCHOOL BUILDING AND SITE BOND
(UNLIMITED TAX GENERAL OBLIGATION)

<u>INTEREST RATE</u>	<u>MATURITY DATE</u>	<u>DATE OF ORIGINAL ISSUE</u>	<u>CUSIP</u>
	_____ 1, 20__		

Registered Owner: Cede & Co.

Principal Amount: _____ Dollars

Portage Public Schools, County of Kalamazoo, State of Michigan (the "School District") promises to pay to the Registered Owner specified above, or registered assigns, the Principal Amount specified above, in lawful money of the United States of America on the Maturity Date specified above, unless prepaid prior thereto as hereinafter provided, with interest thereon (computed on the basis of a 360-day year consisting of twelve 30-day months) from the Date of Original Issue specified above, or such later date to which interest has been paid, until paid, at the Interest Rate per annum specified above, first payable on _____, 20__ and semiannually thereafter. Principal of this bond is payable at the corporate trust office of _____, or such other transfer agent as the School District may hereafter designate by notice mailed to the registered owner hereof not less than 60 days prior to any interest payment date (the "Transfer Agent"). Interest on this bond is payable by check or draft mailed by the Transfer Agent to the person or entity who or which is as of the 15th day of the month preceding each interest payment date, the registered owner, at the registered address. For the prompt payment of this bond, both principal and interest, the full faith and credit of the School District is hereby irrevocably pledged.

This bond is one of a series of bonds of even Date of Original Issue aggregating the principal sum of \$_____, (the "Bonds"). The Bonds are issued under and in pursuance of the provisions of Act 451, Public Acts of Michigan, 1976, as amended, and Act 34, Public Acts of Michigan, 2001, as amended, and pursuant to a resolution duly adopted by the Board of Education of the School District on April 10, 2023 for school building and site purposes as the

BOND RESOLUTION
2023 School Building and Site Bonds
A - 2.

second series of bonds authorized by the qualified electors of the School District at a special election held on August 3, 2021.

This Bond and the interest hereon are payable from the Debt Retirement Fund of the School District for this issue, and the School District is obligated to levy annually sufficient taxes without limitation as to rate or amount to provide for the payment of the principal of and interest on these bonds as they mature.

Bonds of this issue shall not be subject to redemption prior to maturity.

[Insert mandatory term bond redemption provisions, if needed]

Any bond may be transferred by a registered owner, in person or by the registered owner's authorized attorney or legal representative, upon surrender of the bond to the Transfer Agent for cancellation, together with a duly executed written instrument of transfer in a form approved by the Transfer Agent. Whenever any bond is surrendered for transfer, the Transfer Agent shall authenticate and deliver a new bond or bonds, in like aggregate principal amount, interest rate and maturity. The Transfer Agent shall require the owner requesting the transfer to pay any tax or other governmental charge required to be paid with respect to the transfer. The Transfer Agent will not be required to (i) issue, register the transfer of or exchange any bond during a period beginning at the opening of business 15 days before the day of the mailing of a notice of redemption of bonds selected for redemption and ending at the close of business on the day of that mailing, or (ii) register the transfer of or exchange any bond selected for redemption in whole or in part, except the unredeemed portion of bonds being redeemed in part.

It is hereby certified and recited that all acts, conditions and things required to be done, exist and happen, precedent to and in the issuance of this bond and the series of bonds of which this is one, in order to make them valid and binding obligations of the School District have been done, exist and have happened in regular and due form and time as provided by law, and that the total indebtedness of the School District, including this bond and the series of bonds of which this is one, does not exceed any constitutional or statutory limitation.

This bond is not valid or obligatory for any purpose until the Transfer Agent's Certificate of Authentication on this bond has been executed by the Transfer Agent.

IN WITNESS WHEREOF, the Portage Public Schools, County of Kalamazoo, State of Michigan, by its Board of Education has caused this bond to be signed in the name of the School District by the manual or facsimile signature of the President and to be countersigned by the manual or facsimile signature of the Secretary of the Board of Education, all as of the Date of Original Issue.

PORTAGE PUBLIC SCHOOLS
County of Kalamazoo
State of Michigan

By: _____
 [manual/facsimile]
 President

Countersigned:

By: _____
 [manual/facsimile]
 Secretary

[FORM OF TRANSFER AGENT’S CERTIFICATE OF AUTHENTICATION]

Certificate of Authentication

This bond is one of the Bonds described above.

Transfer Agent

By: _____
Authorized Signature

Date of Authentication: _____, 2023

EXHIBIT B

FORM OF CONTINUING DISCLOSURE UNDERTAKING

This Continuing Disclosure Undertaking (the “Undertaking”) is executed and delivered by the Portage Public Schools, County of Kalamazoo, State of Michigan (the “School District”), in connection with the issuance of its 2023 School Building and Site Bonds (Unlimited Tax General Obligation) (the “Bonds”). The School District covenants and agrees for the benefit of the Bondholders, as hereinafter defined, as follows:

(a) *Definitions.* The following terms used herein shall have the following meanings:

“Audited Financial Statements” means the annual audited financial statement pertaining to the School District prepared by an individual or firm of independent certified public accountants as required by Act 2, Public Acts of Michigan, 1968, as amended, which presently requires preparation in accordance with generally accepted accounting principles.

“Bondholders” shall mean the registered owner of any Bond or any person (a) with the power, directly or indirectly, to vote or consent with respect to, or to dispose of ownership of, any Bond (including any person holding a Bond through a nominee, depository or other intermediary) or (b) treated as the owner of any Bond for federal income tax purposes.

“EMMA” shall mean the MSRB’s Electronic Municipal Market Access District, or such other District, Internet Web site, or repository hereafter prescribed by the MSRB for the submission of electronic filings pursuant to the Rule.

“Financial Obligation” means “financial obligation” as such term is defined in the Rule.

“MSRB” means the Municipal Securities Rulemaking Board.

“Rule” means Rule 15c2-12 promulgated by the SEC pursuant to the Securities Exchange Act of 1934, as amended, as in effect on the date of this Undertaking, including any official interpretations thereof issued either before or after the date of this Undertaking which are applicable to this Undertaking.

“SEC” means the United States Securities and Exchange Commission.

(b) *Continuing Disclosure.* The School District hereby agrees, in accordance with the provisions of the Rule, to provide or cause to be provided to the MSRB through EMMA, on or before the last day of the 6th month after the end of the fiscal year of the School District, the following annual financial information and operating data,

commencing with the fiscal year ended June 30, 2023, in an electronic format as prescribed by the MSRB:

(1) Updates of the numerical financial information and operating data included in the official statement of the School District relating to the Bonds (the "Official Statement") appearing in the Tables in the Official Statement as described below: [Headings to be conformed to Official Statement when available.]

- a. Enrollment History – Enrollment History;
- b. Retirement Plan – Contributions to MPSERS;
- c. History of Valuations – State Equalized Valuation and Taxable Value;
- d. Tax Levies and Collections;
- e. State Aid Payments;
- f. School District Tax Rates (Per \$1,000 of Valuation);
- g. Largest Taxpayers;
- h. Direct Debt;
- i. Legal Debt Margin; and
- j. General Fund Budget Summary in Appendix B.

(2) The Audited Financial Statements. Provided, however, that if the Audited Financial Statements are not available by the date specified above, they shall be provided when available and unaudited financial statements will be filed by such date and the Audited Financial Statements will be filed as soon as available.

Such annual financial information and operating data described above are expected to be provided directly by the School District or by specific reference to documents available to the public through EMMA or filed with the SEC.

If the fiscal year of the School District is changed, the School District shall send a notice of such change to the MSRB through EMMA, prior to the earlier of the ending date of the fiscal year prior to such change or the ending date of the fiscal year as changed.

(c) *Notice of Failure to Disclose.* The School District agrees to provide or cause to be provided, in a timely manner, to the MSRB through EMMA, in an electronic format as prescribed by the MSRB, notice of a failure by the School District to provide the annual financial information with respect to the School District described in subsection (b) above on or prior to the dates set forth in subsection (b) above.

(d) *Occurrence of Events.* The School District agrees to provide or cause to be provided to the MSRB through EMMA, in an electronic format as prescribed by the MSRB, in a timely manner not in excess of ten business days after the occurrence of the event, notice of the occurrence of any of the following events listed in (b)(5)(i)(C) of the Rule with respect to the Bonds:

- (1) principal and interest payment delinquencies;
- (2) non-payment related defaults, if material;
- (3) unscheduled draws on debt service reserves reflecting financial difficulties;
- (4) unscheduled draws on credit enhancements reflecting financial difficulties;
- (5) substitution of credit or liquidity providers, or their failure to perform;
- (6) adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Bonds, or other material events affecting the tax status of the Bonds;
- (7) modifications to rights of holders of the Bonds, if material;
- (8) bond calls, if material, and tender offers;
- (9) defeasances;
- (10) release, substitution, or sale of property securing repayment of the Bonds, if material;
- (11) rating changes;
- (12) bankruptcy, insolvency, receivership or similar event of the School District, which is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for the School District in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the School District, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the School District;
- (13) the consummation of a merger, consolidation, or acquisition involving the School District or the sale of all or substantially all of the assets of the School District, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material;
- (14) appointment of a successor or additional trustee or the change of name of a trustee, if material;
- (15) incurrence of a Financial Obligation of the School District, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a Financial Obligation of

the School District, any of which affect security holders, if material; or

- (16) default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a Financial Obligation of the School District, any of which reflect financial difficulties.

(e) *Materiality Determined Under Federal Securities Laws.* The School District agrees that its determination of whether any event listed in subsection (d) is material shall be made in accordance with federal securities laws.

(f) *Identifying Information.* All documents provided to the MSRB through EMMA shall be accompanied by the identifying information prescribed by the MSRB.

(g) *Termination of Reporting Obligation.* The obligation of the School District to provide annual financial information and notices of material events, as set forth above, shall be terminated if and when the School District no longer remains an “obligated person” with respect to the Bonds within the meaning of the Rule, including upon legal defeasance of all Bonds.

(h) *Benefit of Bondholders.* The School District agrees that its undertaking pursuant to the Rule set forth in this Undertaking is intended to be for the benefit of the Bondholders and shall be enforceable by any Bondholder; provided that, the right to enforce the provisions of this Undertaking shall be limited to a right to obtain specific enforcement of the School District’s obligations hereunder and any failure by the School District to comply with the provisions of this Undertaking shall not constitute a default or an event of default with respect to the Bonds.

(i) *Amendments to the Undertaking.* Amendments may be made in the specific types of information provided or the format of the presentation of such information to the extent deemed necessary or appropriate in the judgment of the School District, provided that the School District agrees that any such amendment will be adopted procedurally and substantively in a manner consistent with the Rule, including any interpretations thereof by the SEC, which, to the extent applicable, are incorporated herein by reference. Such interpretations currently include the requirements that (a) the amendment may only be made in connection with a change in circumstances that arises from a change in legal requirements, change in law, or change in the identity, nature, or status of the School District or the type of activities conducted thereby, (b) the undertaking, as amended, would have complied with the requirements of the Rule at the time of the primary offering of the Bonds, after taking into account any amendments or interpretations of the Rule, as well as any change in circumstances, and (c) the amendment does not materially impair the interests of Bondholders, as determined by parties unaffiliated with the School District (such as independent legal counsel), but such interpretations may be changed in the future. If the accounting principles to be followed by the School District in the preparing of the Audited Financial Statements are modified, the annual financial information for the year in which the change is made shall present a

comparison between the financial statements as prepared on the prior basis and the statements as prepared on the new basis, and otherwise shall comply with the requirements of the Rule, in order to provide information to investors to enable them to evaluate the ability of the School District to meet its obligations. A notice of the change in accounting principles shall be sent to the MSRB through EMMA.

IN WITNESS WHEREOF, the School District has caused this Undertaking to be executed by its authorized officer.

PORTAGE PUBLIC SCHOOLS

County of Kalamazoo

State of Michigan

By: _____

Its: _____

Dated: _____, 2023

RESOLUTION TO CONSIDER DESIGNATION OF ELECTORAL REPRESENTATIVE FOR THE JUNE 5, 2023 BIENNIAL ELECTION

Portage Public Schools (the “District”)

A regular meeting of the board of education of the District (the “Board”) was held in the Portage Central High School, Room #1136, 8135 S. Westnedge, Portage, MI 49002, within the boundaries of the District, on the 10th day of April, 2023, at 6:30 o’clock in the p.m. (the “Meeting”).

The Meeting was called to order by Randy Van Antwerp, President.

Present: Members: Keith Crowell, Ean Hamilton, Kimberly Larson, Bo Snyder, Terri Novaria, Randy Van Antwerp

Absent: Members Emily Crawford

The following preamble and resolution were offered by Member Snyder and supported by Member Novaria.

WHEREAS:

1. The Revised School Code provides that board members of Kalamazoo Regional Educational Service Agency, Michigan (the “ISD”), be elected biennially on the first Monday in June by an electoral body composed of one (1) person designated by the board of each constituent school district; and

2. The Revised School Code further provides that this Board shall consider the resolution designating its representative to the electoral body at not less than one (1) public meeting before adopting the designating resolution; and

3. This Board now determines it necessary and desirable to establish the first public meeting at which this Board will consider the proposed resolution designating the District’s representative to the electoral body.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. At the public meeting of this Board to be held on the 8th day of May, 2023, at 6:30 o’clock in the p.m., to be held at Portage Central High School, Room #1136, 8135 S. Westnedge, Portage, MI 49002, this Board will consider a resolution to appoint _____ as the designated representative of this District to the electoral body for the ISD biennial election to be held June 5, 2023 and _____ as an alternate in the event the designated representative is unable to attend.

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: Crowell, Hamilton, Larson, Snyder, Novaria, Van Antwerp

Nays: Members: None

Resolution declared adopted.


Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Portage Public Schools, Portage, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of the Resolution to Consider Designation of Electoral Representative for the June 5, 2023 Biennial Election adopted by the Board at the Meeting, 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



TEACHER & STAFF APPRECIATION WEEK PROCLAMATION

Whereas, a strong effective free public education for all children is critical to our democracy at the national, state and local level; and

Whereas, a strong public school system makes for a strong community; and

Whereas, the vision of Portage Public Schools is to *be an exceptional, continuously improving learning culture with high expectations, committed to all*; and

Whereas, the commitment Portage Public Schools teachers and staff show to students by inspiring them to succeed academically, artistically, socially and athletically is essential to making the vision a reality;

Therefore, the Board of Education of Portage Public Schools, does hereby proclaim **May 8-12, 2023 as Teacher & Staff Appreciation Week** in the Portage Public School District, and encourage all citizens to congratulate our educators for the work they do daily to develop students today and mold successful citizens who will have a positive influence on our community tomorrow.

Adopted this 10th day of April 2023
Portage Public Schools' Board of Education



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: March 21st, 2023
Re: Recommended Server Cluster Replacement

RECOMMENDATION

I recommend the Board of Education authorize the purchase of a replacement server cluster from Dell Technologies in an amount not to exceed \$194,289.05, funding drawn from the 2021 Bond Fund.

BACKGROUND

Portage Public Schools operates two primary virtual server clusters. One of these clusters hosts our virtual desktop interfaces - a technology that allows for both remote access as well as a means for lower cost computers to access more powerful computing resources when needed. An example of the latter, we use this technology to allow students to access powerful design software, such as Photoshop and CAD tools via their Chromebooks. This saves the district a significant amount of money, as we don't have the need to buy expensive end-user hardware. This cluster was updated not too long ago.

This purchase will replace our other cluster which is now at the end of its useful life. This cluster hosts the bulk of our virtual production servers, the most public facing one being our Skyward systems. It also hosts our network operating systems, resource management tools, network files shares, etc.

AWARD INFORMATION

This purchase is covered by a suitable purchasing agreement, so no RFP/bids where required. The district has standardized on Dell hardware for the bulk of our core network operations. We continue to enjoy high reliability and quality support.

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



A quote for your consideration

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your [Premier page](#), or, if you do not have Premier, use this [Quote to Order](#).

Quote No.	3000147653716.1	Sales Rep	Alex Wallace
Total	\$194,289.05	Phone	(800) 456-3355, 6180540
Customer #	1039513	Email	Alex_Wallace@Dell.com
Quoted On	Mar. 15, 2023	Billing To	KAREN DENTLER
Expires by	Apr. 14, 2023		PORTAGE PUBLIC SCHOOLS
Contract Name	Dell Midwestern Higher Education Compact (MHEC) Master Agreement		8107 MUSTANG DR
Contract Code	C000000979569		PORTAGE, MI 49002-5577
Customer Agreement #	MHEC-04152022		
Solution ID	17428339.7		

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you are ready to place an order. Thank you for shopping with Dell!

Regards,
Alex Wallace

Shipping Group

Shipping To	Shipping Method
SHANE DERIDDER PORTAGE PUBLIC SCHOOLS PORTAGE PUBLIC SCHOOLS 8107 MUSTANG DR PORTAGE, MI 49002 (269) 323-5111	Standard Delivery

Product	Unit Price	Quantity	Subtotal
PowerEdge MX7000 - [AMER_MX7000_12747]	\$12,841.13	1	\$12,841.13
PowerEdge MX750C - [AMER_MX750C_14804] - [AMER_MX750C_14804]	\$13,204.10	5	\$66,020.50
Dell EMC MX5108n Ethernet Switch - [AMER_MX5108N_12718] - [AMER_MX5108N_12718]	\$8,864.12	1	\$8,864.12

Dell EMC MX5108n Ethernet Switch - [AMER_MX5108N_12718] - [AMER_MX5108N_12718] (2)	\$8,864.12	1	\$8,864.12
PowerEdge MX7000 - [AMER_MX7000_12747] (2)	\$12,841.13	1	\$12,841.13
PowerEdge MX750C - [AMER_MX750C_14804] - [AMER_MX750C_14804] (2)	\$13,204.10	4	\$52,816.40
Dell EMC MX5108n Ethernet Switch - [AMER_MX5108N_12718] - [AMER_MX5108N_12718] (3)	\$8,864.12	1	\$8,864.12
Dell EMC MX5108n Ethernet Switch - [AMER_MX5108N_12718] - [AMER_MX5108N_12718] (4)	\$8,864.12	1	\$8,864.12
PowerEdge MX750C - [AMER_MX750C_14804] - [AMER_MX750C_14804] (3)	\$14,313.41	1	\$14,313.41

Subtotal:	\$194,289.05
Shipping:	\$0.00
Non-Taxable Amount:	\$194,289.05
Taxable Amount:	\$0.00
Estimated Tax:	\$0.00

Total:	\$194,289.05
---------------	---------------------

Shipping Group Details

Shipping To

SHANE DERIDDER
 PORTAGE PUBLIC SCHOOLS
 PORTAGE PUBLIC SCHOOLS
 8107 MUSTANG DR
 PORTAGE, MI 49002
 (269) 323-5111

Shipping Method

Standard Delivery

	Quantity	Subtotal
PowerEdge MX7000 - [AMER_MX7000_12747]	1	\$12,841.13

Estimated delivery if purchased today:
 May. 29, 2023
 Contract # C000000979569
 Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
PowerEdge MX7000 Enclosure	210-ANYY	-	1	-
PowerEdge MX7000 Chassis Configuration	321-BDJT	-	1	-
PowerEdge MX7000 Shipping	340-BZNC	-	1	-
PowerEdge MX7000 Shipping Material, Crate	340-CWTJ	-	1	-
No Media Required	605-BBFN	-	1	-
Management Module Enterprise License	379-BELJ	-	1	-
Unique Random Password	389-CGLD	-	1	-
PowerEdge MX7000 Redundant Power Supply, 6 x 3000W, (3+3)	450-AGXF	-	1	-
LCD, no Quick Sync	350-BBPG	-	1	-
ReadyRail II for MX7000	770-BCPC	-	1	-
No Systems Documentation, No OpenManage DVD Kit	631-AACK	-	1	-
Redundant Management Module for PowerEdge MX7000 Chassis	403-BBTY	-	1	-
Pass Through Module Filler Blank	544-BBCK	-	1	-
Dell Hardware Limited Warranty Plus On-Site Service	821-0143	-	1	-
ProSupport Plus Mission Critical: 4-Hour 7x24 On-Site Service with Emergency Dispatch, 3 Years	821-0233	-	1	-
ProSupport Plus Mission Critical: 7x24 HW/SW Technical Support and Assistance, 3 Years	821-0241	-	1	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit //www.dell.com/contactdell	951-2015	-	1	-
ProDeploy Plus No Charge Training 1300	812-4020	-	1	-
ProDeploy Plus Dell EMC Poweredge MX7000 Chassis	822-1675	-	1	-
ProDeploy Plus Dell EMC Poweredge MX7000 Deployment Verification	822-1677	-	1	-
C20 to C21, PDU Style, 16 AMP, 8 Feet, Power Cord	450-AGXK	-	6	-
Thank you for Choosing Dell	555-BBNG	-	2	-
No I/O Module, Filler Blank	543-BBDP	-	2	-
MX7000 Sled Blank	321-BDND	-	3	-
			Quantity	Subtotal

**PowerEdge MX750C - [AMER_MX750C_14804] -
[AMER_MX750C_14804]**

\$13,204.10

5

\$66,020.50

Estimated delivery if purchased today:

Mar. 22, 2023

Contract # C000000979569

Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
PowerEdge MX750C Server	210-AYCP	-	5	-
MX750c Sled Enclosure + Motherboard	321-BGJX	-	5	-
Trusted Platform Module 2.0 V3	461-AAIG	-	5	-
2.5" Chassis with up to 6 SATA/NVMe Hard Drives (No PERC)	321-BGDE	-	5	-
No System Documentation, No OpenManage DVD Kit	343-BBDG	-	5	-
System ordered as part of Multipack order	750-AADI	-	5	-
System ordered as part of Multipack order	750-AADI	-	5	-
PowerEdge MX750C Regulatory Label	389-DXYC	-	5	-
Intel Xeon Gold 6330 2G, 28C/56T, 11.2GT/s, 42M Cache, Turbo, HT (205W) DDR4-2933	338-BZXK	-	5	-
Intel Xeon Gold 6330 2G, 28C/56T, 11.2GT/s, 42M Cache, Turbo, HT (205W) DDR4-2933	338-BZXK	-	5	-
Additional Processor Selected	379-BDCO	-	5	-
2 CPU Heatsink	412-AAUO	-	5	-
3200MT/s RDIMMs	370-AEVR	-	5	-
Performance Optimized	370-AAIP	-	5	-
No RAID with Embedded SATA	780-BCDM	-	5	-
No Controller	405-AACD	-	5	-
BOSS controller card + with 2 M.2 Sticks 240G (RAID 1), Blade	403-BBTW	-	5	-
Fabric C Filler Blank	544-BBCL	-	5	-
No Operating System	611-BBBF	-	5	-
No Media Required	605-BBFN	-	5	-
iDRAC9, Express 15G	385-BBOU	-	5	-
Secure Component Verification	528-COYT	-	5	-
iDRAC Group Manager, Disabled	379-BCQY	-	5	-
Redundant Power Supply on Chassis (X+3 PSU Configuration)	450-AJPS	-	5	-
Power Saving Dell Active Power Controller	750-AABF	-	5	-
No Systems Documentation, No OpenManage DVD Kit	631-AACK	-	5	-
Dell Hardware Limited Warranty Plus Onsite Service	852-9190	-	5	-
ProSupport Plus Mission Critical 4-Hour 7x24 Onsite Service with Emergency Dispatch 3 Years	852-9232	-	5	-
ProSupport Plus Mission Critical 7x24 Technical Support and Assistance 3 Years	852-9233	-	5	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit //www.dell.com/contactdell	951-2015	-	5	-
ProDeploy Plus No Charge Training 300	812-4005	-	5	-
ProDeploy Plus Dell EMC Poweredge MX Series Compute Sled	822-1671	-	5	-
ProDeploy Plus Dell EMC Poweredge MX Series Compute Sled Deployment Verification	822-1673	-	5	-

32GB RDIMM, 3200MT/s, Dual Rank 16Gb BASE x8	370-AGDS	-	40	-
64GB RDIMM, 3200MT/s, Dual Rank, 16Gb	370-AEVP	-	40	-
480GB SSD SATA Read Intensive 6Gbps 512 2.5in Hot-plug AG Drive, 1 DWPD	400-BBIE	-	10	-
QLogic FastLinQ 41262 Dual Port 10/25GbE Mezzanine Card with Storage Offloads (iSCSI, FCoE)	543-BBDI	-	5	-

			Quantity	Subtotal
Dell EMC MX5108n Ethernet Switch - [AMER_MX5108N_12718] - [AMER_MX5108N_12718]		\$8,864.12	1	\$8,864.12

Estimated delivery if purchased today:
Apr. 04, 2023
Contract # C000000979569
Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
Dell EMC MX5108N 25GbE Ethernet Switch, 4 x 10GbT, 1 x 40GbE QSFP+, 2x 100GbE Q28 ports	210-ANZJ	-	1	-
Switch Factory Installed in MX7000 slot A1	389-CGOO	-	1	-
OS10 Enterprise MX5108N, POS	634-BPKB	-	1	-
PowerEdge C6420/C6400 Complex Tied Order Ship	343-BBKS	-	1	-
Dell Hardware Limited Warranty Plus On-Site Service	821-6415	-	1	-
ProSupport Plus Mission Critical: 4-Hour 7x24 On-Site Service with Emergency Dispatch, 3 Years	821-6442	-	1	-
ProSupport Plus Mission Critical: 7x24 HW/SW Technical Support and Assistance, 3 Years	821-6448	-	1	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit //www.dell.com/contactdell	951-2015	-	1	-
On-Site Installation Declined	900-9997	-	1	-
			Quantity	Subtotal

Dell EMC MX5108n Ethernet Switch - [AMER_MX5108N_12718] - [AMER_MX5108N_12718] (2)		\$8,864.12	1	\$8,864.12
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Estimated delivery if purchased today:
Apr. 04, 2023
Contract # C000000979569
Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
Dell EMC MX5108N 25GbE Ethernet Switch, 4 x 10GbT, 1 x 40GbE QSFP+, 2x 100GbE Q28 ports	210-ANZJ	-	1	-
Switch Factory Installed in MX7000 slot A2	389-CGOP	-	1	-
OS10 Enterprise MX5108N, POS	634-BPKB	-	1	-
PowerEdge C6420/C6400 Complex Tied Order Ship	343-BBKS	-	1	-
Dell Hardware Limited Warranty Plus On-Site Service	821-6415	-	1	-
ProSupport Plus Mission Critical: 4-Hour 7x24 On-Site Service with Emergency Dispatch, 3 Years	821-6442	-	1	-
ProSupport Plus Mission Critical: 7x24 HW/SW Technical Support and Assistance, 3 Years	821-6448	-	1	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit //www.dell.com/contactdell	951-2015	-	1	-
On-Site Installation Declined	900-9997	-	1	-
			Quantity	Subtotal

PowerEdge MX7000 - [AMER_MX7000_12747] (2)

\$12,841.13

1

\$12,841.13

Estimated delivery if purchased today:

May. 29, 2023

Contract # C000000979569

Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
PowerEdge MX7000 Enclosure	210-ANY Y	-	1	-
PowerEdge MX7000 Chassis Configuration	321-BDJT	-	1	-
PowerEdge MX7000 Shipping	340-BZNC	-	1	-
PowerEdge MX7000 Shipping Material, Crate	340-CWTJ	-	1	-
No Media Required	605-BBFN	-	1	-
Management Module Enterprise License	379-BELJ	-	1	-
Unique Random Password	389-CGLD	-	1	-
PowerEdge MX7000 Redundant Power Supply, 6 x 3000W, (3+3)	450-AGXF	-	1	-
LCD, no Quick Sync	350-BBPG	-	1	-
ReadyRail II for MX7000	770-BCPC	-	1	-
No Systems Documentation, No OpenManage DVD Kit	631-AACK	-	1	-
Redundant Management Module for PowerEdge MX7000 Chassis	403-BBTY	-	1	-
Pass Through Module Filler Blank	544-BBCK	-	1	-
Dell Hardware Limited Warranty Plus On-Site Service	821-0143	-	1	-
ProSupport Plus Mission Critical: 4-Hour 7x24 On-Site Service with Emergency Dispatch, 3 Years	821-0233	-	1	-
ProSupport Plus Mission Critical: 7x24 HW/SW Technical Support and Assistance, 3 Years	821-0241	-	1	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit //www.dell.com/contactdell	951-2015	-	1	-
ProDeploy Plus No Charge Training 1300	812-4020	-	1	-
ProDeploy Plus Dell EMC Poweredge MX7000 Chassis	822-1675	-	1	-
ProDeploy Plus Dell EMC Poweredge MX7000 Deployment Verification	822-1677	-	1	-
C20 to C21, PDU Style, 16 AMP, 8 Feet, Power Cord	450-AGXK	-	6	-
Thank you for Choosing Dell	555-BBNG	-	2	-
No I/O Module, Filler Blank	543-BBDP	-	2	-
MX7000 Sled Blank	321-BDND	-	3	-

Quantity

Subtotal

PowerEdge MX750C - [AMER_MX750C_14804] -

\$13,204.10

4

\$52,816.40

[AMER_MX750C_14804] (2)

Estimated delivery if purchased today:

Mar. 22, 2023

Contract # C000000979569

Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
PowerEdge MX750C Server	210-AYCP	-	4	-
MX750c Sled Enclosure + Motherboard	321-BGJX	-	4	-
Trusted Platform Module 2.0 V3	461-AAIG	-	4	-
2.5" Chassis with up to 6 SATA/NVMe Hard Drives (No PERC)	321-BGDE	-	4	-
No System Documentation, No OpenManage DVD Kit	343-BBDG	-	4	-

53

System ordered as part of Multipack order	750-AADI	-	4	-
System ordered as part of Multipack order	750-AADI	-	4	-
PowerEdge MX750C Regulatory Label	389-DXYC	-	4	-
Intel Xeon Gold 6330 2G, 28C/56T, 11.2GT/s, 42M Cache, Turbo, HT (205W) DDR4-2933	338-BZXK	-	4	-
Intel Xeon Gold 6330 2G, 28C/56T, 11.2GT/s, 42M Cache, Turbo, HT (205W) DDR4-2933	338-BZXK	-	4	-
Additional Processor Selected	379-BDCO	-	4	-
2 CPU Heatsink	412-AAUO	-	4	-
3200MT/s RDIMMs	370-AEVR	-	4	-
Performance Optimized	370-AAIP	-	4	-
No RAID with Embedded SATA	780-BCDM	-	4	-
No Controller	405-AACD	-	4	-
BOSS controller card + with 2 M.2 Sticks 240G (RAID 1), Blade	403-BBTW	-	4	-
Fabric C Filler Blank	544-BBCL	-	4	-
No Operating System	611-BBBF	-	4	-
No Media Required	605-BBFN	-	4	-
iDRAC9, Express 15G	385-BBOU	-	4	-
Secure Component Verification	528-COYT	-	4	-
iDRAC Group Manager, Disabled	379-BCQY	-	4	-
Redundant Power Supply on Chassis (X+3 PSU Configuration)	450-AJPS	-	4	-
Power Saving Dell Active Power Controller	750-AABF	-	4	-
No Systems Documentation, No OpenManage DVD Kit	631-AACK	-	4	-
Dell Hardware Limited Warranty Plus Onsite Service	852-9190	-	4	-
ProSupport Plus Mission Critical 4-Hour 7x24 Onsite Service with Emergency Dispatch 3 Years	852-9232	-	4	-
ProSupport Plus Mission Critical 7x24 Technical Support and Assistance 3 Years	852-9233	-	4	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit //www.dell.com/contactdell	951-2015	-	4	-
ProDeploy Plus No Charge Training 300	812-4005	-	4	-
ProDeploy Plus Dell EMC Poweredge MX Series Compute Sled	822-1671	-	4	-
ProDeploy Plus Dell EMC Poweredge MX Series Compute Sled Deployment Verification	822-1673	-	4	-
32GB RDIMM, 3200MT/s, Dual Rank 16Gb BASE x8	370-AGDS	-	32	-
64GB RDIMM, 3200MT/s, Dual Rank, 16Gb	370-AEVP	-	32	-
480GB SSD SATA Read Intensive 6Gbps 512 2.5in Hot-plug AG Drive, 1 DWPD	400-BBIE	-	8	-
QLogic FastLinQ 41262 Dual Port 10/25GbE Mezzanine Card with Storage Offloads (iSCSI, FCoE)	543-BBDI	-	4	-

			Quantity	Subtotal
Dell EMC MX5108n Ethernet Switch - [AMER_MX5108N_12718] - [AMER_MX5108N_12718] (3)		\$8,864.12	1	\$8,864.12

Estimated delivery if purchased today:
Apr. 04, 2023
Contract # C000000979569
Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
Dell EMC MX5108N 25GbE Ethernet Switch, 4 x 10GbT, 1 x 40GbE QSFP+, 2x 100GbE Q28 ports	210-ANZJ	-	1	-
Switch Factory Installed in MX7000 slot A1	389-CGOO	-	1	-
OS10 Enterprise MX5108N, POS	634-BPKB	-	1	-
PowerEdge C6420/C6400 Complex Tied Order Ship	343-BBKS	-	1	-
Dell Hardware Limited Warranty Plus On-Site Service	821-6415	-	1	-
ProSupport Plus Mission Critical: 4-Hour 7x24 On-Site Service with Emergency Dispatch, 3 Years	821-6442	-	1	-
ProSupport Plus Mission Critical: 7x24 HW/SW Technical Support and Assistance, 3 Years	821-6448	-	1	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit //www.dell.com/contactdell	951-2015	-	1	-
On-Site Installation Declined	900-9997	-	1	-

			Quantity	Subtotal
Dell EMC MX5108n Ethernet Switch - [AMER_MX5108N_12718] - [AMER_MX5108N_12718] (4)		\$8,864.12	1	\$8,864.12

Estimated delivery if purchased today:
Apr. 04, 2023
Contract # C000000979569
Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
Dell EMC MX5108N 25GbE Ethernet Switch, 4 x 10GbT, 1 x 40GbE QSFP+, 2x 100GbE Q28 ports	210-ANZJ	-	1	-
Switch Factory Installed in MX7000 slot A2	389-CGOP	-	1	-
OS10 Enterprise MX5108N, POS	634-BPKB	-	1	-
PowerEdge C6420/C6400 Complex Tied Order Ship	343-BBKS	-	1	-
Dell Hardware Limited Warranty Plus On-Site Service	821-6415	-	1	-
ProSupport Plus Mission Critical: 4-Hour 7x24 On-Site Service with Emergency Dispatch, 3 Years	821-6442	-	1	-
ProSupport Plus Mission Critical: 7x24 HW/SW Technical Support and Assistance, 3 Years	821-6448	-	1	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit //www.dell.com/contactdell	951-2015	-	1	-
On-Site Installation Declined	900-9997	-	1	-

			Quantity	Subtotal
PowerEdge MX750C - [AMER_MX750C_14804] - [AMER_MX750C_14804] (3)		\$14,313.41	1	\$14,313.41

Estimated delivery if purchased today:
Mar. 22, 2023
Contract # C000000979569
Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
PowerEdge MX750C Server	210-AYCP	-	1	-
MX750c Sled Enclosure + Motherboard	321-BGJX	-	1	-
Trusted Platform Module 2.0 V3	461-AAIG	-	1	-
2.5" Chassis with up to 6 SATA/NVMe Hard Drives (No PERC)	321-BGDE	-	1	-
No System Documentation, No OpenManage DVD Kit	343-BBDG	-	1	-
System ordered as part of Multipack order	750-AADI	-	1	-

System ordered as part of Multipack order	750-AADI	-	1	-
PowerEdge MX750C Regulatory Label	389-DXYC	-	1	-
Intel Xeon Gold 6330 2G, 28C/56T, 11.2GT/s, 42M Cache, Turbo, HT (205W) DDR4-2933	338-BZXX	-	1	-
Intel Xeon Gold 6330 2G, 28C/56T, 11.2GT/s, 42M Cache, Turbo, HT (205W) DDR4-2933	338-BZXX	-	1	-
Additional Processor Selected	379-BDCO	-	1	-
2 CPU Heatsink	412-AAUO	-	1	-
3200MT/s RDIMMs	370-AEVR	-	1	-
Performance Optimized	370-AAIP	-	1	-
No RAID with Embedded SATA	780-BCDM	-	1	-
No Controller	405-AACD	-	1	-
BOSS controller card + with 2 M.2 Sticks 240G (RAID 1), Blade	403-BBTW	-	1	-
Fabric C Filler Blank	544-BBCL	-	1	-
No Operating System	611-BBBF	-	1	-
No Media Required	605-BBFN	-	1	-
iDRAC9, Express 15G	385-BBOU	-	1	-
Secure Component Verification	528-COYT	-	1	-
iDRAC Group Manager, Disabled	379-BCQY	-	1	-
Redundant Power Supply on Chassis (X+3 PSU Configuration)	450-AJPS	-	1	-
Power Saving Dell Active Power Controller	750-AABF	-	1	-
UEFI BIOS Boot Mode with GPT Partition	800-BBDM	-	1	-
No Systems Documentation, No OpenManage DVD Kit	631-AACK	-	1	-
Dell Hardware Limited Warranty Plus Onsite Service	852-9190	-	1	-
ProSupport Plus Mission Critical 4-Hour 7x24 Onsite Service with Emergency Dispatch 3 Years	852-9232	-	1	-
ProSupport Plus Mission Critical 7x24 Technical Support and Assistance 3 Years	852-9233	-	1	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit //www.dell.com/contactdell	951-2015	-	1	-
ProDeploy Plus No Charge Training 300	812-4005	-	1	-
ProDeploy Plus Dell EMC Powerededge MX Series Compute Sled	822-1671	-	1	-
ProDeploy Plus Dell EMC Powerededge MX Series Compute Sled Deployment Verification	822-1673	-	1	-
32GB RDIMM, 3200MT/s, Dual Rank 16Gb BASE x8	370-AGDS	-	8	-
64GB RDIMM, 3200MT/s, Dual Rank, 16Gb	370-AEVP	-	8	-
480GB SSD SATA Read Intensive 6Gbps 512 2.5in Hot-plug AG Drive, 1 DWPD	400-BBIE	-	2	-
1.92TB, Enterprise, NVMe, Read Intensive, U2, G4, P5520 with carrier	400-BOXG	-	2	-
QLogic FastLinQ 41262 Dual Port 10/25GbE Mezzanine Card with Storage Offloads (iSCSI, FCoE)	543-BBDI	-	1	-

Subtotal:	\$194,289.05
Shipping:	\$0.00
Estimated Tax:	\$0.00

Important Notes

Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

^DELL BUSINESS CREDIT (DBC): Offered to business customers by WebBank, who determines qualifications for and terms of credit. Taxes, shipping and other charges are extra and vary. The Total Minimum Payment Due is the greater of either \$20 or 3% of the New Balance shown on the statement rounded up to the next dollar, plus all past due amounts. Dell and the Dell logo are trademarks of Dell Inc.

May 8, 2023

8107 MUSTANG DRIVE
PORTAGE, MICHIGAN 49002
269.323.5000 | portageps.org

TO : Mark Bielang, Superintendent
Board of Education

FROM : Paula Johnson, Director of Finance

DATE : April 4, 2023

SUBJ : Renewal of the Chartwells Food Service Management Contract for the 2023/24 Year

RECOMMENDATION

That the Board of Education approve the renewal of Chartwells Food Service Management contract for the 2023/24 school year and authorize the Director of Finance to execute the contract renewal agreement.

BACKGROUND INFORMATION

In June, 2020, in a formal RFP process, the District selected Chartwells to continue to be its food service management company. The contract length is one year with four optional one year renewals. This is the second contract renewal, running from July 1, 2023 through June 30, 2024. The Michigan Department of Education has approved the renewal (see enclosed letter) and requires that the Board of Education approve the renewal of the contract.

Typically the contract renewal percentage increase states a percentage increase based on inflation. Because the consumer price index (CPI) this past year jumped to 8.8%, Michigan Department of Education has allowed for food service management companies, such as Chartwells, to enter into a negotiated contract increase for the 2023-2024 year only. A negotiated rate increase of 4.5% in the management fee and the administration fee is below the current increase maximum of 8.8% for the Midwest Region. Chartwells has again experienced increased costs associated with their procurement services and supply chain costs due to COVID. Here are the details of the contract for approval:

- ▶ An increase in the management fee of 4.5% from .0477 cents per meal to .0498 cents per meal, or an estimated \$1,368 for the year.
- ▶ An increase in the annual administration fee of 4.5% from \$102,435 to \$107,044, or \$4,609 for the year.
- ▶ The meal equivalent factor will be increased from 3.99 to 4.71 per USDA/Michigan Department of Education guidelines. This factor is used for calculation of the management fee on ala carte sales and therefore serves to limit the fee paid to Chartwells.

The District has been very pleased with Chartwells this year. New USDA and MDE regulations continue in a variety of areas, and Chartwells has been a leader in understanding and implementing those requirements.

Other highlights include the following:

- ▶ Provided 269,633 breakfasts and 695,584 lunches throughout the 2021 – 2022 school year when all meals were provided at no charge to students / families.
- ▶ Provided 471 breakfasts and 1030 lunches to summer school students and SFSP participants during July and August.
- ▶ Increased the Food Service fund balance by 300% over prior years due to the USDA's free meals for all students during the school year.
- ▶ Hosted a WMU Dietetic Intern in November 2022 and February 2023.
- ▶ Provided free meals to all reduced eligible priced students from March 1, 2023 – June 30, 2023.
- ▶ Upgraded hot serving lines at Amberly and Woodland elementary to replace aged out units and utilized ESSER funds.
- ▶ Upgraded additional equipment throughout the district with additional revenues received from the free meals for all.

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



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

GRETCHEN WHITMER
GOVERNOR

MICHAEL F. RICE, Ph.D.
STATE SUPERINTENDENT

March 28, 2023

Mr. Mark Bielang, Superintendent
Portage Public Schools
8107 Mustang Drive
Portage, MI 49002-5433

Re: Agreement No. 39140

Dear Mr. Bielang:

The Michigan Department of Education (MDE) has received your request for renewing the food service management company contract with Chartwells for the 2023-2024 school year. The Equivalent Meal Factor has increased from \$3.9900 to \$4.7100 per USDA/MDE guidelines, and the current CPI-U for December 2022 is 8.8%.

MDE has approved the following:

1. The current management fee of \$0.0477 per meal will increase by 4.5% to the new management fee of \$0.0498 per meal.
2. The current administrative fee of \$10,243.48 per month will increase by 4.5% to the new administrative fee of \$10,704.43 per month for 10 months.
3. The advance payment of \$150,000 will remain the same.
4. There are no guarantees for the 2023-2024 school year.
5. There is no client investment planned for the 2023-2024 school year.

MDE concurs with the recommendation that the contract be renewed with Chartwells for the 2023-2024 school year. This can be taken to the school district's Board of Education for approval. Once the board approves the contract renewal, a signed copy of the Agreement Page and the Contract Renewal Agreement must be forwarded to MDE for its files. If the school board should make any changes to the contract, these changes must be forwarded to MDE for approval before the contract renewal can be signed by the school district.

This renewed contract is in effect from July 1, 2023, to June 30, 2024.

STATE BOARD OF EDUCATION

PAMELA PUGH – PRESIDENT • ELLEN COGEN LIPPON / TIFFANY D. TILLEY – CO-VICE PRESIDENTS
JUDITH PRITCHETT – SECRETARY • MARSHALL BULLOCK II – TREASURER
MITCHELL ROBINSON – NASBE DELEGATE • TOM MCMILLIN • NIKKI SNYDER

Mr. Mark Bielang
Page 2
March 28, 2023

Contact the Food Service Contract Unit at mde-fsmc-vended@michigan.gov for further information or assistance.

Sincerely,

A handwritten signature in cursive script, appearing to read "Aimee Alaniz".

Aimee Alaniz, M.Ed., MA
Interim Director, Office of Health and Nutrition Services
State Child Nutrition Director

aa:ts:ck

cc: Paula Johnson, Business Manager

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – COMMITTEE OF THE WHOLE WORK SESSION
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136
MAY 8, 2023, 6:30 P.M.**

Note Page

VII Assurance of District Performance

1. Monitoring Report 1.4, Ends (GP 4.4)

Recommended Motion:

Motion offered by _____, seconded by _____, that the Board of Education accept Monitoring Report 1.4 - Ends, as a reasonable interpretation and evidence of compliance with policy.

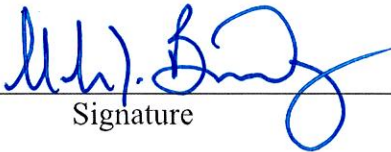
May 8, 2023

**Portage Public Schools
Monitoring Report**

Policy Type: Ends
Policy Title: Ends Policy 1.4

Certification

I hereby present my monitoring report on Ends Policy 1.4 in accordance with the monitoring schedule established by the Board. I certify that the information provided in this report is true as of May 3, 2023.



Signature

5.3.23

Date

1.4 POLICY LANGUAGE

Students have knowledge and skills necessary to succeed at post-secondary institutions without remediation and have the employability skills necessary to obtain meaningful employment.

Interpretation

I interpret "knowledge and skills" to be the information gained through the core curriculum as defined in Ends Policy 1.1 and the foundational abilities (critical thinking, creativity, communication and collaboration) identified in Ends Policy 1.2.

I interpret "to succeed at post-secondary institutions without remediation" to mean that the percentage of Portage Public Schools graduates who enroll in institutions of higher education that require remedial classes is less than the state average. Furthermore, Portage Public Schools graduates will earn 24 hours of college credit at rates higher than the state average.

I interpret "have the employability skills necessary to obtain meaningful employment" to mean that the four and five-year cohort graduation rates are at least 95%; that students have access to Career and Technical Education classes and that at least 90% of students earn a certificate through the WorkKeys Assessment. Data will be based on students graduating from Central and Northern High Schools.

Report

According to the Partnership for 21st Century Learning¹, it is essential for schools to not only ensure students have a grasp of reading, writing and arithmetic; they "must promote an understanding of academic content at a much higher level by weaving 21st Century themes into core subjects and ensure that learning and innovation skills are a daily part of learning." Through ENDS policies, we have defined 21st Century skills to include communication, critical thinking, collaboration and creativity. These are woven into our courses and we continue to refine our use of Science, Technology, Engineering, and Mathematics (STEM) lessons at the elementary, middle and high school levels.

This report focuses on success at the post-secondary level and readiness for post-secondary education and employment.

Portage Public Schools graduates attend college at rates significantly higher than state averages. The latest three-year average (classes graduating in 2020, 2021, and 2022) indicates a college enrollment rate within six months of graduation of 76%. This compares to the state average over the same time period of approximately 57%. This percentage includes our students attending Community Colleges and 4-year institutions.

We know that some students who are planning on attending a college do not matriculate to college immediately after high school graduation. If we look at enrollment in college within a 24 month timeframe, the rate increases. For example, the class of 2020 had an enrollment rate of 78% during the first six months after graduation. That rate rose to 84% after 24 months.

We also know that some Portage graduates don't attend a college and move directly to a trade or directly to employment. The opportunities for students to receive post-secondary education outside of the 2- and 4-year institutions is increasing in our region. The data set we receive to produce this chart may not account for all of the post-secondary learning opportunities.

The charts and graphs on attached Data Sheet 1.4.1 (data source for all data sheets is MI-School Data) show this information. Additional disaggregated data is provided to school improvement teams to use in the development of their school improvement plans.

Colleges report - and the state provides - data on the number of students earning at least 24 college credits, which is equivalent to completing the first year of college. Again, Portage graduates fared well in this area. The class of 2020 - 2021 data (Data Sheet 1.4.2) indicates Portage students earning 24 credits at a rate of 10% greater than state average. This data is slightly lower than last year, as we were 14% greater than state average for the class of 2020.

Another measure of college success - and student preparedness - is the number of students requiring enrollment in a college remedial class. The information on Data Sheet 1.4.3 shows the number of students taking a college remedial class over the last three years. The percentages shown are the number of students enrolled in any remedial course as a percentage of students enrolled in college. The state continues to categorize certain classes at community colleges as remedial (including the TRS-104 First Year Experience course). Thus our percentage continues to be above the state level. An encouraging piece of data are the percentages of remedial classes for the subgroups. The percentage of students with disabilities taking remedial courses in their post-secondary learning is lower than last year. Keep in mind that the sample size is small, but is an indication of preparation for post-secondary coursework.

Graduation rates are also an indicator of future success. Whether a student is going to an institute of higher education or entering the world of work, having completed high school (graduation) indicates persistence and commitment. A five-year cohort graduation rate is commonly accepted as the standard for meeting local graduation requirements and acknowledges programs such as Early Middle College which are planned five-year high school programs.

The latest five-year graduation rate for Portage students is 97.89%. PPS remains above the state average and is consistent with last year. Our current trend is generally flat. Data Sheet 1.4.4a shows the information for the last five graduating classes. The five year Cohort dropout rate remains low at 1.06%.

The vast majority of Portage students graduate in four years - 96.23% in 2021-22. Data sheet 1.4.4b shows the information for the last five graduating classes.

Data sheet 1.4.4c shows the relative four-year graduation rates of high schools within our comparable communities. The chart lists all of the high schools individually and does not include any alternative high school programs.

Career and Technical Education (CTE, which is replacing the term/structure of Education for Employment) classes help prepare students for future success in the world of work. Several CTE classes allow students to earn licenses or certificates and/or provide for workplace experiences. All CTE programs incorporate employability and workplace skills training. Employability skills include topics such as resume writing, interviewing tips, completing a job application and much more. Workplace skills include soft skills and interpersonal interactions.

Students have access to a wide variety of Career and Technical Education (CTE) programs through cooperation with Kalamazoo County High Schools, Kalamazoo Valley Community College, and businesses and industry. CTE programs train for business and industry certification and offer college credit.

In 2025, the new CTE center will open and we expect to see increases in enrollment in these areas relative to those educational opportunities.

The Kalamazoo Regional Educational Service Agency (KRESA) data provided on Data Sheet 1.4.5 shows the number of CTE classes offered along with the number of Portage students participating. 36.3% of Portage 11th and 12th grade students participate in at least one CTE class. 5.7% are enrolled in one of the twelve programs which lead to licensure or certification. And 6.9% of enrolled 11th and 12th grade students perform work in an industry setting. KRESA continues to develop their CTE programming and is in the process of determining the location for a new CTE learning hub.

ACT's National Career Readiness Certificate (NCRC) is a portable credential that demonstrates achievement and a certain level of workplace employability skills as well as Applied Math, Graphic Literacy, and Workplace Documents. Individuals can earn the NCRC by taking three WorkKeys Assessments: Applied Math, Graphic Literacy, Workplace Documents.

We continue to assess students using the WorkKeys assessment, but for the 2019-2020 school year, with testing suspended by the COVID pandemic, students were excused from taking this assessment. Subsequently, only 394 of our 616 students took the WorkKeys assessment in 2021. We have returned to our historic levels of participation in the spring of 2022, with 94% of students receiving a Career Readiness Certificate. The chart on Data Sheet 1.4.6 indicates this along with presenting two previous years of historical data.

Attachments

Data Sheet 1.4.1 : College Enrollment 66

Monitoring Report

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Policy Type: Ends

Policy Title: Ends Policy 1.4

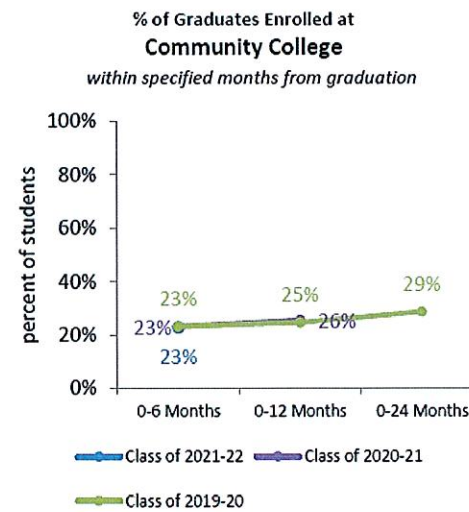
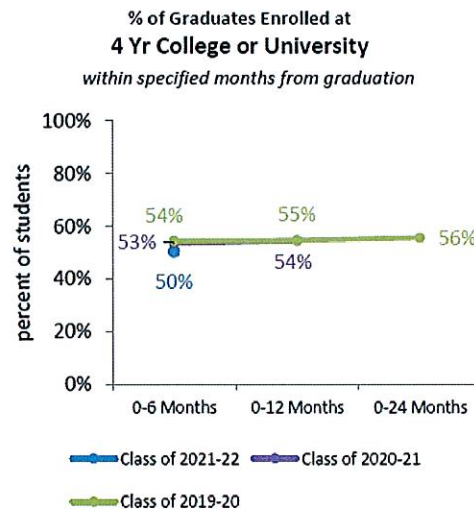
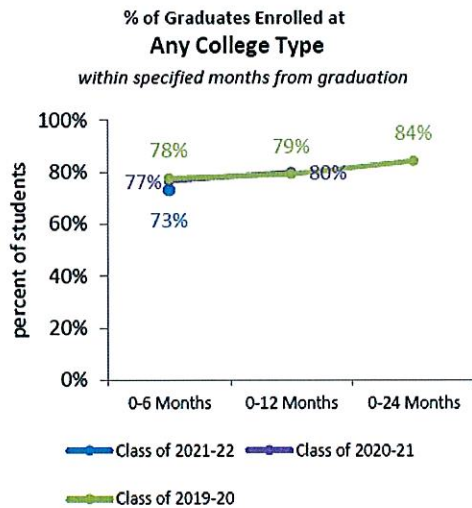
Data Sheet 1.4.2 :	Time to Complete 24 Credits
Data Sheet 1.4.3 :	Students Taking College Remedial Classes
Data Sheet 1.4.4a :	5 Year Cohort Graduation/Dropout Rate
Data Sheet 1.4.4b :	4 Year Cohort Graduation/Dropout Rate
Data Sheet 1.4.4c :	Comparator Schools 4 Year Cohort Graduation Rate
Data Sheet 1.4.5 :	Career and Technical Education (CTE)
Data Sheet 1.4.6 :	ACT WorkKeys National Career Readiness Certificates

College Enrollment

	# Graduates enrolled at any IHE from graduation until present	0-6 Months					0-12 Months					0-24 Months				
		4 Yr Coll. or Univ.	Comm Coll.	Any Coll. Type	Tot. Grads	% Any Coll. Type	4 Yr Coll. or Univ.	Comm Coll.	Any Coll. Type	Tot. Grads	% Any Coll. Type	4 Yr Coll. or Univ.	Comm Coll.	Any Coll. Type	Tot. Grads	% Any Coll. Type
Class of 2021-22	PPS	285	129	414	566	73%										
	State					53%										
Class of 2020-21	PPS	293	127	420	548	77%	298	140	438	548	80%					
	State					60%					60%					
Class of 2019-20	PPS	338	144	482	621	78%	339	153	492	621	79%	345	178	523	621	84%
	State					58%					61%					65%

3 year avg of students enrolled (any college type) within 6 months:	PPS	76%
	State	57%

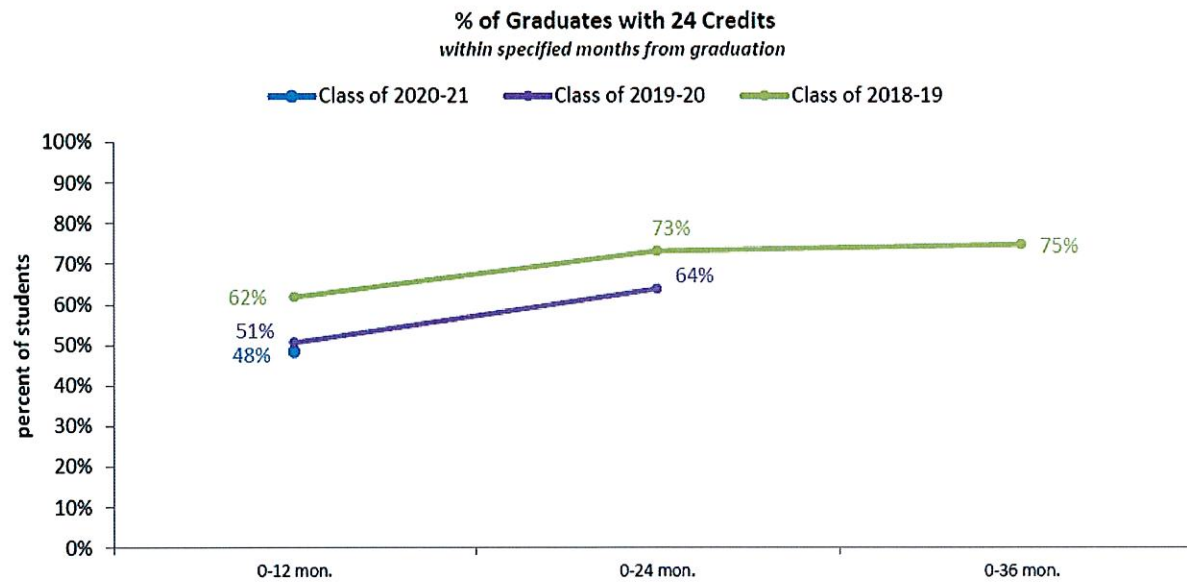
Note: 3 year average uses number of graduates for each year, which varies. Therefore it is not a straight average of the numbers in the table above.



Source: MISchoolData, which uses CEPI and National Student Clearinghouse to track both in-state and out-of-state college enrollees; does not include CoHS

Time to Complete 24 Credits

	Graduates with 24 credits	0-12 mon.	Tot. % w/ 24 cred.	0-24 mon.	Tot. % w/ 24 cred.	0-36 mon.	Tot. % w/ 24 cred.
Class of 2020-21	PPS	265	48%				
	State		38%				
Class of 2019-20	PPS	314	51%	396	64%		
	State		37%		47%		
Class of 2018-19	PPS	379	62%	448	73%	458	75%
	State		40%		51%		54%



Source: MISchoolData, which uses CEPI and National Student Clearinghouse to track both in-state and out-of-state college enrollees; does not include CoHS

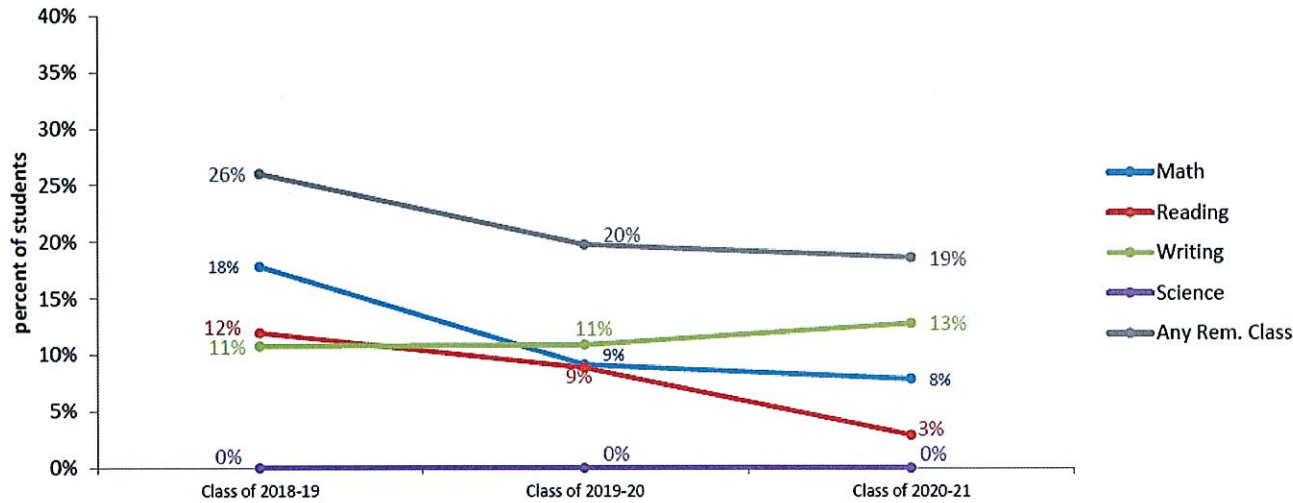
Students Taking College Remedial Classes

# College Enrolled Grads Taking a College Remedial Class	Class of 2018-19			
	PPS			State
	# Any Rem. Class	# Grads in any Coll	% Any Rem. Class	% Any Rem. Class
All Students	111	427	26%	23%
Black	6	16	38%	44%
Asian	5	27	19%	13%
Hispanic	7	20	35%	33%
2/More	9	21	43%	26%
White	83	341	24%	20%
F/R Lunch	26	62	42%	35%
Disabilities	14	26	54%	53%
Female	60	210	29%	25%
Male	51	217	24%	21%

# College Enrolled Grads Taking a College Remedial Class	Class of 2019-20			
	PPS			State
	# Any Rem. Class	# Grads in any Coll	% Any Rem. Class	% Any Rem. Class
All Students	78	395	20%	19%
Black	4	11	36%	36%
Asian	2	37	5%	10%
Hispanic	9	27	33%	26%
2/More	4	17	24%	18%
White	59	302	20%	16%
F/R Lunch	29	67	43%	28%
Disabilities	9	12	75%	45%
Female	37	194	19%	20%
Male	32	201	16%	17%

# College Enrolled Grads Taking a College Remedial Class	Class of 2020-21			
	PPS			State
	# Any Rem. Class	# Grads in any Coll	% Any Rem. Class	% Any Rem. Class
All Students	64	344	19%	16%
Black	10	20	50%	29%
Asian	4	34	12%	9%
Hispanic	3	13	23%	23%
2/More	9	10	90%	18%
White	44	260	17%	14%
F/R Lunch	13	40	33%	24%
Disabilities	9	15	60%	36%
Female	33	172	19%	17%
Male	31	172	18%	15%

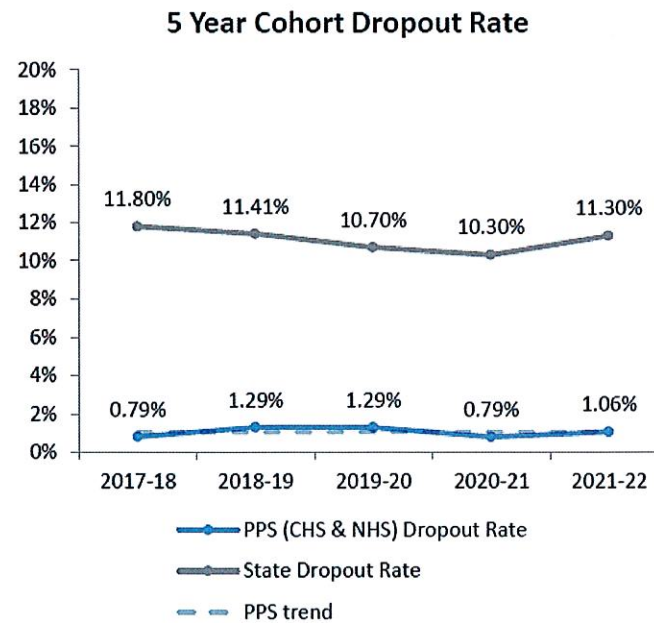
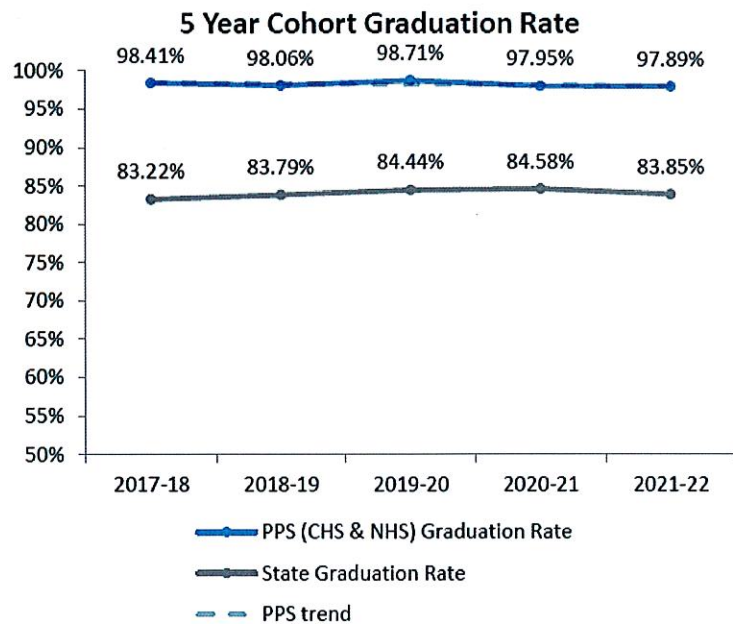
% of College Enrolled Graduates Taking a Remedial Class



Source: MISchoolData; does not include CoHS

5 Year Cohort Graduation/Drop Out Rate

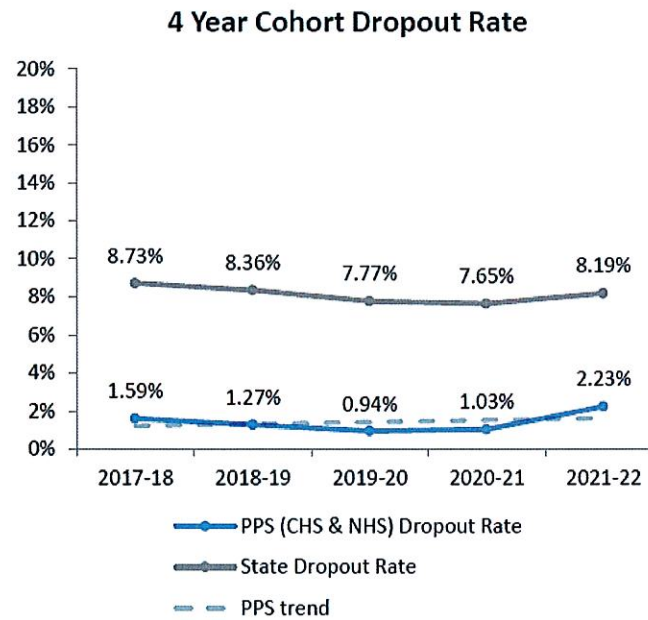
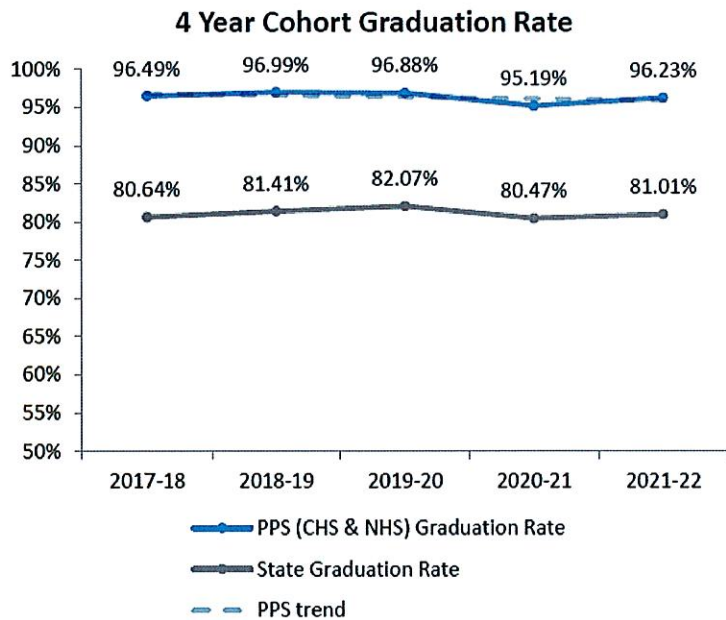
# Students	School Year:				
	2017-18	2018-19	2019-20	2020-21	2021-22
Cohort	630	618	622	633	568
Graduated	620	606	614	620	556
Dropouts (Reported & MER)	5	8	8	5	6
Off-Track Continuing	0	0	0	0	1
Other Completer (GED, etc.)	5	4	0	8	5
Graduation Rate	98.41%	98.06%	98.71%	97.95%	97.89%
Dropout Rate	0.79%	1.29%	1.29%	0.79%	1.06%



Source: MISchoolData; does not include CoHS

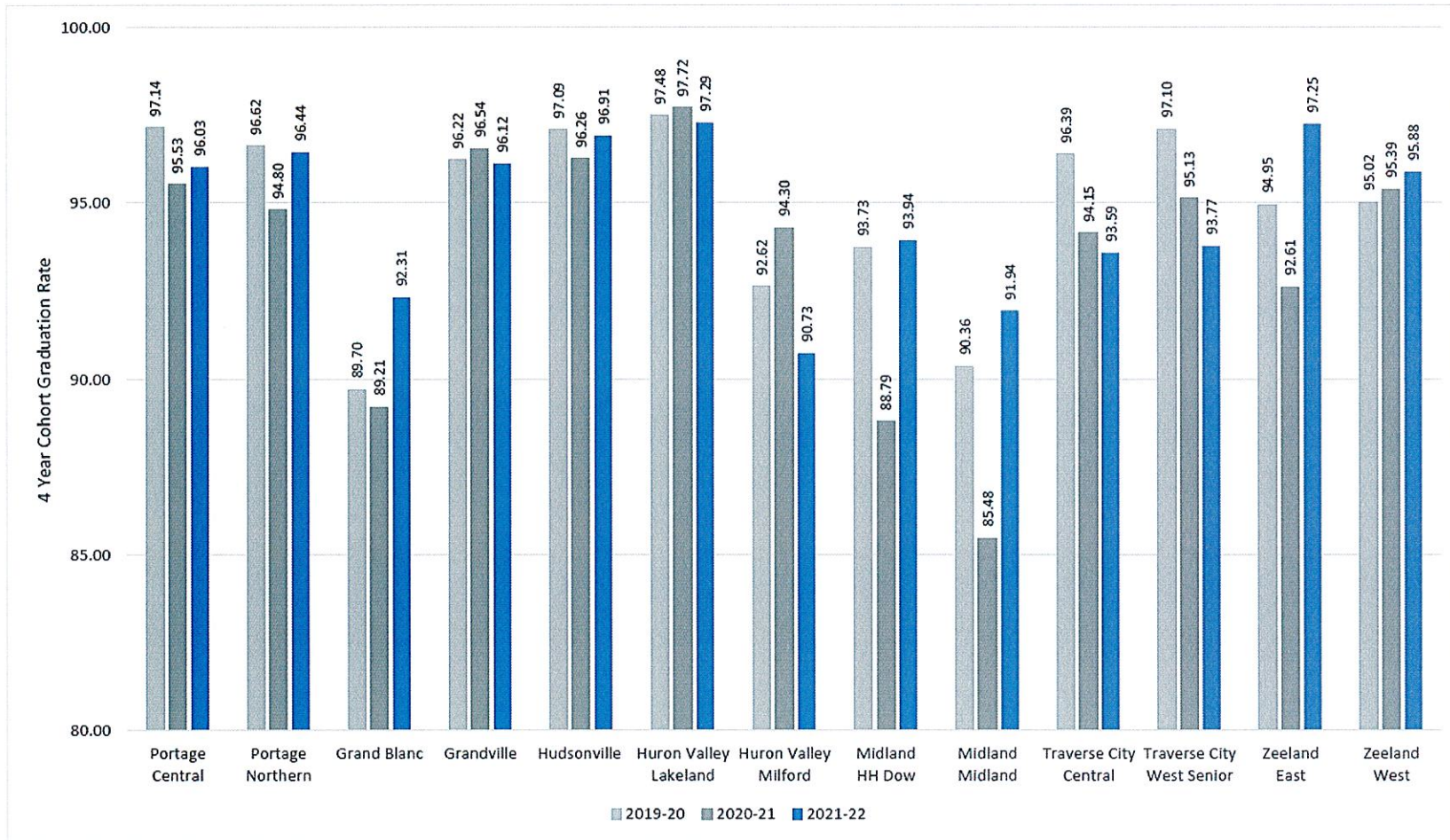
4 Year Cohort Graduation/Drop Out Rate

# Students	School Year:				
	2017-18	2018-19	2019-20	2020-21	2021-22
Cohort	627	632	640	582	583
Graduated	605	613	620	554	561
Dropouts (Reported & MER)	10	8	6	6	13
Off-Track Continuing	4	4	3	17	7
Other Completer (GED, etc.)	8	7	11	5	2
Graduation Rate	96.49%	96.99%	96.88%	95.19%	96.23%
Dropout Rate	1.59%	1.27%	0.94%	1.03%	2.23%



Source: MISchoolData; does not include CoHS

Comparator Schools 4 Year Cohort Graduation Rate



Source: MISchoolData

No Alternative Schools are included for all districts.

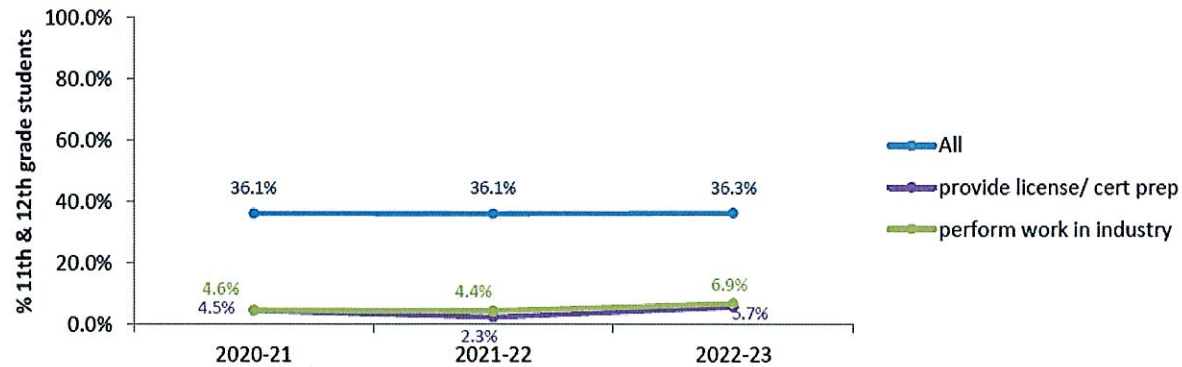
Career and Technical Education (CTE)

2020-21		CTE Classes:		
		All	provide license/ cert prep	perform work in industry
# classes offered:		56	9	11
# students enrolled:	11th grade	217	20	10
	12th grade	236	37	48
	total	453	57	58
% of 11th & 12th graders:		36.1%	4.5%	4.6%

2021-22		CTE Classes:		
		All	provide license/ cert prep	perform work in industry
# classes offered:		57	8	16
# students enrolled:	11th grade	198	19	19
	12th grade	254	10	36
	total	452	29	55
% of 11th & 12th graders:		36.1%	2.3%	4.4%

2022-23		CTE Classes:		
		All	provide license/ cert prep	perform work in industry
# classes offered:		58	12	18
# students enrolled:	11th grade	224	46	33
	12th grade	259	30	59
	total	483	76	92
% of 11th & 12th graders:		36.3%	5.7%	6.9%

11th & 12th Grade Students Participating in CTE Classes



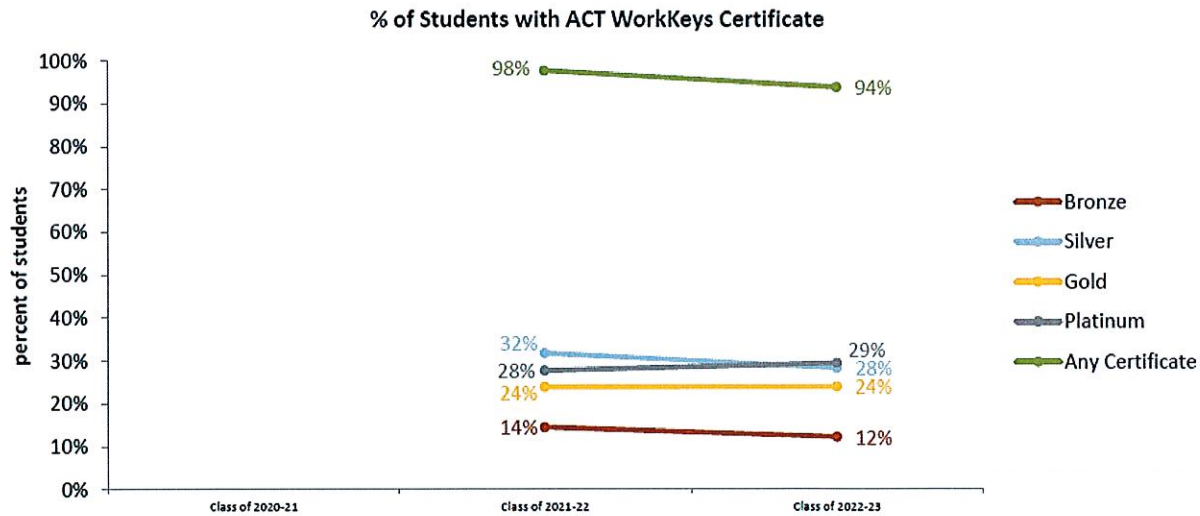
Source: Skyward, does not include CoHS

ACT WorkKeys National Career Readiness Certificates

ACT WorkKeys assessments were developed to address the need for standardized measures of work readiness; and are research-based assessments that measure workplace skills.

Certificates reflect Bronze, Silver, Gold, or Platinum level of work readiness.

# Students	Class of 2020-21						# Students	Class of 2021-22						# Students	Class of 2022-23					
	PPS							PPS							PPS					
	Bronze	Silver	Gold	Platinum	Total Students	% Any Work Readiness		Bronze	Silver	Gold	Platinum	Total Students	% Any Work Readiness		Bronze	Silver	Gold	Platinum	Total Students	% Any Work Readiness
All Students	Class of 2020-21 did not take the ACT WorkKeys assessment in Spring 2020 due to the suspension of all state testing.						All Students	57	125	94	109	394	98%	All Students	75	174	147	181	615	94%
Black							4	5	2	0	13	85%	Black	8	9	2	1	24	83%	
Asian							4	3	7	11	27	93%	Asian	2	12	11	17	43	98%	
Hispanic							7	5	2	2	17	94%	Hispanic	3	14	8	7	36	89%	
2/More							6	9	10	4	29	100%	2/More	7	14	6	12	45	87%	
White							36	103	73	92	308	99%	White	55	125	120	144	466	95%	
F/R Lunch							13	17	7	5	46	91%	F/R Lunch	23	41	30	23	133	88%	
Disabilities							8	4	0	1	14	93%	Disabilities	12	6	0	0	35	51%	
Female							28	55	39	54	178	99%	Female	40	86	85	98	328	94%	
Male							29	70	55	55	216	97%	Male	35	88	62	84	287	94%	



Source: BAA WorkKeys datafile; does not include CoHS

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: _____

Adopted: 9/22/08

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

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – COMMITTEE OF THE WHOLE WORK SESSION
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136
MAY 8, 2023, 6:30 P.M.**

Note Page

VII Assurance of District Performance

2. Monitoring Report 2.9, Emergency Superintendent Succession (GP 4.4)

Recommended Motion:

Motion offered by _____, seconded by _____, that the Board of Education accept Monitoring Report 2.9 – Emergency Superintendent Succession, as a reasonable interpretation and evidence of compliance with policy.

**Portage Public Schools
Monitoring Report**

Policy Type: Executive Limitation
Policy Title: (2.9) Emergency Superintendent Succession

Global Board Policy

In order to protect the board from sudden loss of Superintendent services, the Superintendent may have no fewer than two other executives familiar with Board and Superintendent issues and processes.

Certification

I hereby present my monitoring report on Executive Limitation, 2.9, "Emergency Superintendent Succession" in accordance with the monitoring schedule established by the Board. I certify that the information provided in this report is true as of May 3, 2023.



Signature

5.3.23

Date

Interpretation

I interpret this Policy to mean that the Board expects me to have at least two central office level administrators prepared and knowledgeable about organizational procedures and District-related issues in the event I am unable to provide District leadership services. This interpretation remains unchanged since last monitored.

Report

There are two individuals who have sufficient knowledge of operations and District issues who could serve the Board in my absence: Michael Pascoe, Assistant Superintendent of Instruction and Assessment, and Johnny Edwards, Assistant Superintendent of Operations. Both Michael and Johnny attend Board of Education meetings on a regular basis and are integral members of the District's Executive Leadership Team. Additionally, Kelly Jensenius, Director of Elementary Education, works closely with me in preparing some of the Ends monitoring reports and is very understanding of the Board's Governance model.

Our Executive Leadership Team meets weekly to discuss operational and instructional issues as well as to review Board agendas. This team operates with a great deal of transparency and trust. Other than sensitive or confidential information, every member of the team is very knowledgeable of District issues.

Monitoring Report

Page -2-

Policy Type: Executive Limitation

Policy Title: (2.9) Emergency Superintendent Succession

In addition to these weekly meetings, Johnny, Michael and I meet on a regular basis to discuss direction, operations and other issues that are important to the District. Furthermore, Administrative Assistant, Barb Atkinson, is knowledgeable of Board Policies and operational issues and stands ready to assist either Johnny or Michael should the need arise.

Both Johnny and Michael are familiar with the District's Policy Governance Model and are involved in assisting me with Policy interpretation and in providing monitoring information. While Mr. Edwards has not yet been through any formal training on the PG Model, they both have been in attendance during Policy Governance Work Sessions and other presentations.

The District also has in place Administrative Guideline 1100, which addresses decision-making whenever the Superintendent is away from the District and unavailable to make a decision. In these cases, the two aforementioned Assistant Superintendents are responsible for acting jointly on any such decisions.

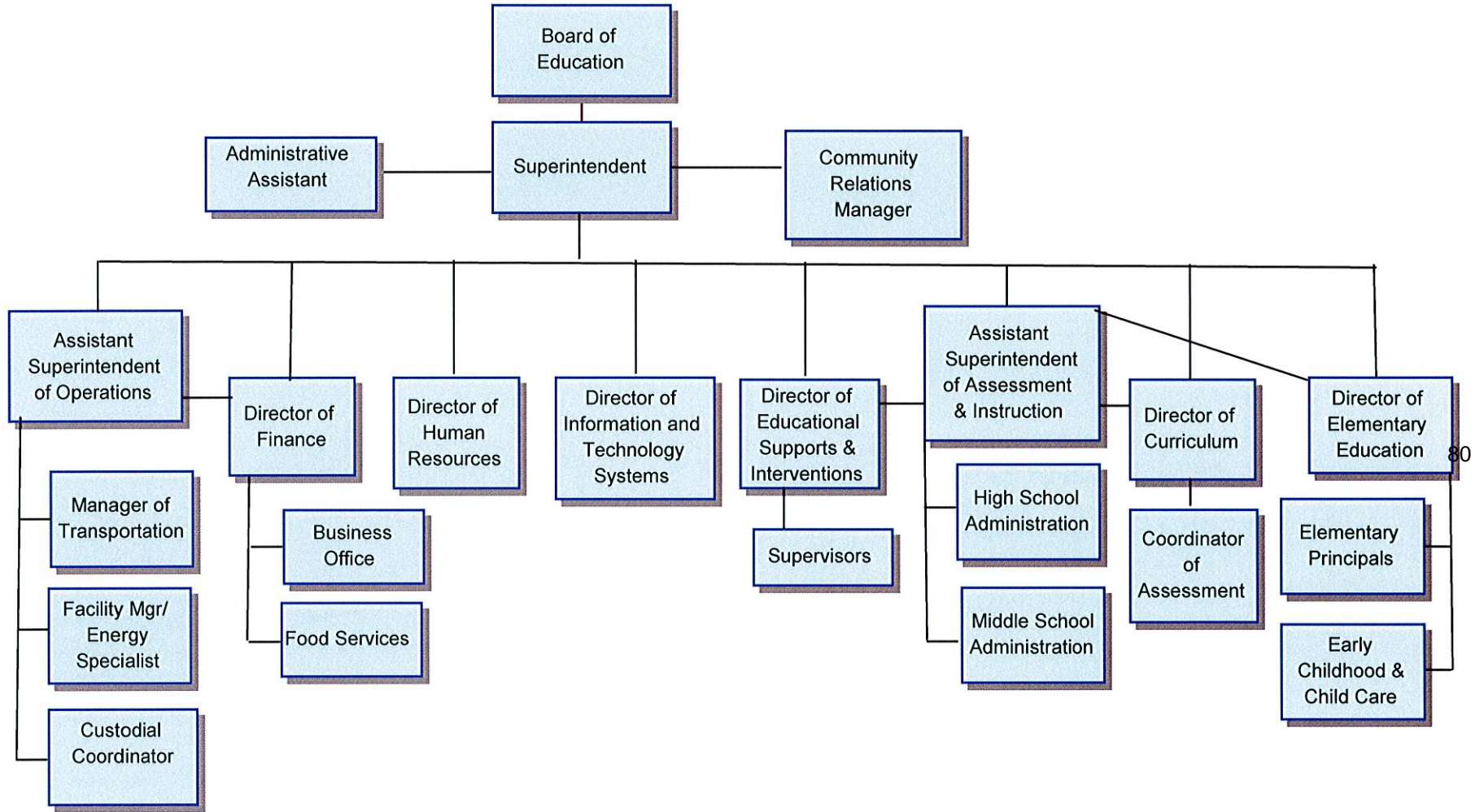
Enclosed is the current organizational structure of the District. In this organization, nine administrators report to me. Four of them also report to one of the Assistant Superintendents as their job functions are closely related. These nine administrators and I comprise the Executive Leadership Team.

Conclusion Statement

The organization met expectations.

Enclosure

PORTAGE PUBLIC SCHOOLS ADMINISTRATIVE STRUCTURE



Updated: 4/19/23

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: _____

Adopted: 9/22/08

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

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – COMMITTEE OF THE WHOLE WORK SESSION
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136
MAY 8, 2023, 6:30 P.M.**

Note Page

VII Assurance of District Performance

3. Monitoring Report 2.11, Long-Term Asset Planning (GP 4.4)

Recommended Motion:

Motion offered by _____, seconded by _____, that the Board of Education accept Monitoring Report 2.11 – Long-Term Asset Planning, as a reasonable interpretation and evidence of compliance with policy.

**Portage Public Schools
Monitoring Report**


Policy Type: Executive Limitation
Policy Title: (2.11) Long-term Asset Planning

Global Board Policy

Long-term asset decisions in terms of grounds, facilities, and infrastructure shall not deviate materially from the Board's Ends priorities or the long-term wishes and needs of the community, risk long-term fiscal jeopardy, unduly limit the flexibility of future decisions, be made independent of other long-term asset decisions, or be made without appropriate levels of planning.

Certification

I hereby present my monitoring report on Executive Limitation, 2.11, Long-term Asset Planning in accordance with the monitoring schedule established by the Board. I certify that the information provided in this report is true as of May 5, 2023.



Signature

5.5.23

Date

Interpretation

I submit that the Board's Global Policy is comprehensively interpreted in the succeeding seven sections. My interpretations of those sections, the report, and conclusion statements are presented below. The reports have been updated to reflect activity since the last report.

2.11.1 POLICY LANGUAGE

The Superintendent shall not make such decisions without ensuring that the key stakeholders' long-term wishes and needs are known.

Interpretation

I interpret this to mean that the District establishes a process whereby key District stakeholders are provided an opportunity, when appropriate, to provide input for consideration relative to facility improvements across the District.

I further interpret key stakeholders as being a subset of the following: District residents, employees of the District, and other individuals who can affect or be affected by Portage Public Schools.

Monitoring Report

Page -2-

Policy Type: Executive Limitation

Policy Title: (2.11) Long-term Asset Planning

Report

The Designing for the Future process and the involvement of key stakeholders established the foundation for moving forward in implementing the facility improvement plan.

This past year, the Core Team and appropriate staff met on an as-needed basis to provide input relative to the remaining work funded by the 2015/2019 bonds, primarily the enhancements identified for consideration using unallocated bond funds. The Core Team, with board approval, now carries the primary function of providing direction and overseeing any remaining projects funded by unallocated 2015/2019 bond funds.

During the 2020-21 school year, the Board developed a revised plan to address elementary facility needs and contracted with Perspectives, Inc. to conduct a survey to solicit community feedback. That survey was presented to the Board on May 3, 2021 and helped inform next steps toward addressing elementary facilities. Based on survey results, the Board decided to place a \$175 million question on an August 2021 ballot. Voters approved the replacement of five elementary school buildings (AMB, ANG, CEL, HAV, and WOD), renovating MBE, finding facility solutions for CK and CoHS, purchasing buses, and acquiring/updating district technology.

Shortly after the passage of the bond, both a core team and steering committee were formed to serve as the primary decision-making bodies for the identified projects. Over the next several months these two groups accomplished the following: created guiding principles to provide direction for decision-making; sold the first series of bonds using Stifel as the District's underwriter; solicited for architectural, construction management, and owner's representative services; engaged staff, students and parents in the conceptual design process; conducted visits to elementary schools in Utah; and engaged with staff in the schematic design process.

Since the last Monitoring Report in May 2022, considerable progress has been made in developing construction documents in preparation for the bidding and building process. Bi-weekly meetings have been held with our design team which includes our architects, construction manager, owner's representative, and various district staff. Many of these meetings initially included teachers from Central Elementary and Haverhill Elementary to provide input into the design of interior space, wall and floor coverings, furniture, and many other aspects of facility design. We are currently in the final stages of this work prior to the bidding process.

Additionally, the Board's Facilities Committee works with administration to identify projects to be funded through the District's Building and Site Sinking Fund. Projects currently underway or starting in summer of 2023 funded through BSSF are: irrigation at Centennial Park (CHS/CMS), the curtain wall at NHS, and the parking lot addition at Northern's Athletic and Event Facilities.

Conclusion Statement

The organization met expectations.

Monitoring Report

Page -3-

Policy Type: Executive Limitation

Policy Title: (2.11) Long-term Asset Planning

2.11.2 POLICY LANGUAGE

The Superintendent shall not make such decisions without assessing how they fit within a larger plan for all long-term asset decisions.

Interpretation

This limitation does not require further interpretation except that I interpret all to mean those grounds, facilities and infrastructure currently existing or projected to exist as a result of the passing of the 2021 Bond.

Report

The Designing for the Future process, informed in part by the District facility assessment, conducted by Tower Pinkster in 2013, identified the condition of existing facilities and formulated recommendations for building improvements and replacements. The assessment indicated that in 2007 (often referred to as Phase I) plans were put in place to address facility needs at Central High and Northern High School, to construct two new elementary schools (12th Street and Lake Center), a new transportation/maintenance facility and relocate the central office.

It was recognized that phased renovation and construction would be necessary to address the remaining facility needs of the District. The assessment identified that there were major needs especially to the older elementary and middle schools as well as the District swimming pools and stadium.

We have now completed Phase II which includes the building of two new middle schools (North and Central); renovating West Middle School; replacing the pools at West, North and Central Middle Schools with two new pools located at Central and Northern High Schools; replacing McCamley Field and building a new stadium at Northern High School (Huskie Stadium); providing an additional turf field at each high school; making improvements at Portage Community Education Center (PCEC); and providing additional technology across the District.

Phase II projects commenced in 2016 are complete with the exception of those projects that were added as a result of cost savings and interest earnings. Several of those projects have been completed or will be completed over the course of the next few years.

Phase III will address the needs at six of the district's eight elementary schools. This includes the replacement of five schools: AMB, ANG, CEL, HAV, and WOD, renovating MBE, and finding new homes for students who attend programs housed at the Community Education Center...Curious Kids and Community High School. The two not being addressed (LCE and TWL) were part of Phase I projects.

Monitoring Report

Page -4-

Policy Type: Executive Limitation

Policy Title: (2.11) Long-term Asset Planning

Based on estimates formulated in 2019, it was determined that addressing Phase III facility needs along with budgeting for technology and bus replacement would require approximately \$175 million. The District obtained voter approval to do so in August 2021 without having to raise the debt millage rate. It should be noted here that due to unexpected inflationary issues and other related factors, the cost to complete Phase III projects will likely exceed initial budget projections.

The District is developing a plan that will allow us to proceed with addressing Phase III facility needs without increasing the debt millage rate. This will also likely require that District voters approve the sale of additional bonds to complete all identified projects.

Conclusion Statement

The organization met expectations.

2.11.3 POLICY LANGUAGE

The Superintendent shall not make such decisions without assessing their long-term impact on academics and curriculum.

Interpretation

No further interpretation is made.

Report

The three interconnected activities (community dialogues, educational specifications development, and advisory group meetings), and the resultant documents, remain as the basis for assessing long-term impact on academics and curriculum.

The Core Team and Steering Committee members include administrators who have major academic and curricular responsibilities in the district. All members provide input and make decisions consistent with the established Guiding Principles and Facilities Master Plan.

During the 2022-23 school year, elementary teachers and administrators have been participating in professional development around using collaborative teaching and learning practices to prepare them to fully utilize our new elementary schools.

Conclusion Statement

The organization met expectations.

2.11.4 POLICY LANGUAGE

The Superintendent shall not make such decisions without considering the impact of future demographic trends in the District and how they will impact future needs.

Monitoring Report

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Policy Type: Executive Limitation

Policy Title: (2.11) Long-term Asset Planning

Interpretation

No further interpretation is made.

Report

The Designing for the Future process was very much databased including a close look at District demographics. The data reviewed included:

- Historical and projected enrollment by grade levels
- Building capacity/enrollment
- Building size (student capacity)
- Schools of Choice enrollment/trends
- Housing and population shifts
- Birth rates
- Populations trends
- Mapping of student enrollment
- Spatial analysis of student population
- Overlay of multiple data to determine trends and relationships
- Attendance zone analysis

This data and much more were shared with the Designing for the Future Steering Committee and others as the need arises.

Data is made available on the District's website and is being used to help guide the decision-making process.

As the City of Portage continues to grow and change, we will continue to look at demographic trends to make informed decisions about Phase III needs and attendance zone configuration. An example of an action we're taking is increasing the size of the new Central Elementary School to 600 students (from its current capacity of 450) to help accommodate growth in the southern portion of the District as well as to alleviate some overcrowding at Moorsbridge and Amberly.

Conclusion Statement

The organization met expectations.

2.11.5 POLICY LANGUAGE

The Superintendent shall not allow or cause material deviations from the original plan as portrayed to the community.

Monitoring Report

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Policy Type: Executive Limitation

Policy Title: (2.11) Long-term Asset Planning

Interpretation

I interpret “material deviation” to mean any changes to Board approved plans or budgets which diminish the overall real or perceived value of Portage Public Schools, or those which undermine the integrity of the District’s educational programming and services provided to its students.

Report

The original plan was identified by the Board through the language placed on the 2021 ballot proposal. All of our decisions have been in line with that voter-approved plan. Voters approved:

- Replacing AMB, ANG, CEL, HAV and WOD Elementary Schools with new buildings.
- Remodeling Moorsbridge Elementary School and other District buildings
- Improving and developing sites
- Addressing District Technology needs
- Purchasing buses

The Board approved the placement of the five new elementary facilities on their current elementary campuses and will be deciding what other decisions, if any, will require board approval.

As our design work continues there have been no material deviations from what was approved by voters or the Board or presented to the community.

In regards to the 2015/2019 bonds, availability of additional funds (referred to as unallocated contingency) has allowed the district to make improvements in several areas. These improvements have all come to the Board and are allowable expenditures as defined by the voter-approved bond. Improvements have included parking lot expansions; additional technology upgrades; additional bus purchases; auditorium refresh at CHS and NHS; and new softball dugouts at CHS. More recent improvements are new curtain dividers at the Stable and Doghouse, upgrades at the CHS and NHS auditoriums, and the pole building storage facilities at NHS and NMS.

Conclusion Statement

The organization met expectations.

2.11.6 POLICY LANGUAGE

The Superintendent shall not authorize schedules and change orders that significantly change costs, reduce quality, or result in significant shifts in scope or focus.

Monitoring Report

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Policy Type: Executive Limitation

Policy Title: (2.11) Long-term Asset Planning

Interpretation

I make the following interpretations relative to this sub-policy:

1. “Significantly change costs” means any changes to individual contracts that exceed \$100,000. Change orders exceeding \$100,000 will require Board approval. (This is consistent with the Boards Governance Policies, specifically Executive Limitations 2.5.7.)
2. “Reduce quality” means the desired level of quality will be conveyed through our requests for bids and the specifications within those documents. Any changes, substitutions or modifications will be vetted by District staff, Owne’rs Representative and Construction Manager. Approvals will only be granted when there is no evident reduction in quality.
3. “Shifts in scope or focus” is interpreted to mean the scope and focus of what has been defined by the language contained in the ballot question and any subsequent Board approvals. Legally we are not allowed to deviate from the language that was approved by voters. Any material deviation from approvals previously made by the Board relative to scope or focus will require Board approval.

Report

1. All change orders over \$100,000 have come before the Board for approval. A summary of all other change orders less than \$100,000 is presented to the Board on a monthly basis. Because of where we are in the Phase III process no change orders have come to the Board.
2. None of the change orders processed to date resulted in a reduction of quality.
3. The Board has been informed of and involved in discussions about the use of any unallocated 2015/19 bond funds. There have been no change orders involving Phase III projects.

Conclusion Statement

The organization met expectations.

2.11.7 Policy Language

The Superintendent shall not make such decisions that fail to provide for equitable educational opportunities.

Monitoring Report

Page -8-

Policy Type: Executive Limitation

Policy Title: (2.11) Long-term Asset Planning

Interpretation

In this context, I interpret “equitable educational opportunities” to mean that as we build new facilities and/or renovate our older facilities and consider our educational programming, we will provide students with as many equitable opportunities as possible across the District.

Report

When we built our two new middle schools (North and Central) and renovated West MS, we incorporated certain elements of our new schools into the West MS renovation, namely, extended learning spaces adjacent to classrooms. There will always be some measure of difference between buildings at similar grade levels due to the fact that not all buildings will be targeted for renovation nor are all buildings designed to accommodate all types of educational programming. Unless all school facilities are built or renovated within a relatively short period of time, the buildings will never be the same. For example, 12th Street and Lake Center elementary schools were built over a decade ago and were not included in this phase of elementary school construction or renovation. The layout of these two buildings is very different from that of the new schools being constructed. The same holds true for Moorsbridge Elementary School (MBE). MBE will be renovated, however, not all of the elements being incorporated into the new elementary schools will be able to be included into MBE.

Therefore, we rely on equitable educational programming to be available to all students in the district no matter which building they are in. The resources, interventions, and other support that students have access to will be equitable... outstanding educators, effective leaders, para-educators, and support staff. We do not create situations where select services are only provided at select schools. Nor do we create situations where students who require special services are sent to select schools, for example, students with disabilities, English Language Learners, etc. Students who need such services will receive support in their respective buildings.

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: _____

Adopted: 9/22/08

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

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – COMMITTEE OF THE WHOLE WORK SESSION
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136
MAY 8, 2023, 6:30 P.M.**

Note Page

X. Discussion Items

1. KRESA 2023-24 General Fund Budget (MCL 380.624)

May 8, 2023



Paula Johnson
Director of Finance
(269)323-5178 Voice
(269)323-5189 Fax
pjohnson@portageps.org

To : Mark Bielang, Superintendent
From : Paula Johnson, Director of Finance
Date : May 1, 2023
Subject: Kalamazoo Regional Educational Service Agency (KRESA) General Education Fund Budget Resolution

RECOMMENDATION

That the Board of Education adopt the attached resolution indicating support of the KRESA General Education Fund budget for the 2023/24 school year.

BACKGROUND INFORMATION

Nineteen years ago, the legislature adopted a package of bills related to controls over Intermediate School Districts. One bill requires that local Boards of Education adopt a resolution related to their ISD general education fund budget. It is not a requirement that local Boards take action on the ISD special education fund budget. This package of bills was connected with oversight concerns that surfaced at Oakland ISD.

On April 28th, KRESA distributed a copy of their 2023/24 General Education Fund budget to the County business managers. We had the opportunity to ask questions on the information that was provided. In previous years, it was determined that this level of review was considered adequate for the required Board resolution. Included is a memo from KRESA of the budget assumptions used as well as major fluctuations in both the revenue and expenditure categories.

As has been the case for the past decade, the resolution provided by KRESA has been modified by including the following language:

“Based upon the information received from Kalamazoo Regional Educational Service Agency and recognizing that a limited review of a budget document provides limited oversight of the financial affairs of an organization,”

The intent of this additional language is not to raise concerns but rather to acknowledge that a limited review of a budget document doesn't address internal controls or other important financial controls.

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

RESOLUTION FOR LOCAL DISTRICT VOTE ON ISD GENERAL FUND BUDGET

Kalamazoo Regional Educational Service Agency
("ISD")
GENERAL EDUCATION FUND BUDGET
RESOLUTION

A _____ meeting of the Board of Education of the _____ School District was held at the _____ on _____, 2023, at _____.

Members present were: _____

The following preamble and resolution were offered by Member _____ and seconded by Member _____.

WHEREAS:

This Board received the Kalamazoo Regional Educational Service Agency General Education Fund Budget on or before May 1, 2023; and

WHEREAS:

In accordance with Section 380.624 of the Revised School Code, this Board must now adopt a resolution expressing its support or disapproval of the proposed ISD budget, and must submit to the ISD Board any specific objections and/or proposed changes the Board may have to the budget prior to June 1, 2023.

THEREFORE, BE IT RESOLVED THAT:

Based upon the information received from Kalamazoo Regional Educational Service Agency and recognizing that a limited review of a budget document provides limited oversight of the financial affairs of an organization, the ISD General Education Fund Budget for the 2023-2024 school year be ("supported" or "disapproved for the reasons attached hereto"), and that the Secretary of the Board is hereby directed to submit a copy of this Resolution to the Secretary of the ISD Board of Education, along with any specific objections or proposed changes to the budget.

Ayes: Members _____

Nays: Members _____

Motion declared _____.

To: Local District Boards of Education

From: Scott Thomas, Assistant Superintendent for Business Services 

Date: April 28, 2023

Subject: Kalamazoo RESA 2023-2024 Original General Education Fund Budget Narrative and Resolution

The Kalamazoo RESA (KRESA) 2023-2024 Original General Fund budget shows an overall increase in revenues of approximately 2.6% and an overall increase in expenditures of approximately 2.8% compared to the 2022-2023 revised budget. These increases are primarily due to the impact of an increase in taxable values, grant funding and shared service agreements on the various departments discussed in more detail below. The budget anticipates an overall deficit of \$264,802. This will leave the General Fund with an estimated unassigned fund balance on June 30, 2024 of \$8,665,842 or 14.0% of annual expenditures.

KRESA's sources of General Fund revenues include an operating tax levy of 0.1428 mills on all property in the KRESA area. We are anticipating that property taxable values will increase by 6.00% and that property tax revenue will increase by \$76,520. State aid is received through Section 81 of the State Aid Act and this budget assumes Section 81 State Aid will remain flat. Grants make up a large portion of the revenue received by KRESA, as well as departments that provide services on a fee for service basis or shared service agreements. We are expecting increases in both of these revenue sources.

KRESA's expenditures include the following assumptions: 3.0% increase in health insurance costs, retirement costs based on ORS published rates effective 10-1-2023, and a compensation adjustment for staff that includes a range of 3% to 6% increase on pay schedules and step advancements. KRESA has mitigated rising expenditures by implementing the hard cap (instead of 80/20 premium share) for health insurance and also implemented single subscriber coverage for new full-time employees in grades 12 or below at the beginning of the 2013-2014 school year, which continues to generate savings each year as seasoned employees retire.

KRESA's General Fund revenues and expenditures are categorized in the following departments, which are supported by the attached proposed budget resolution:

General Administration and Maintenance: These expenses include the General Fund portion of the Board of Education, Superintendent's Office, Communications, Human Resources, Business Office, and Maintenance and Operations departments. These departments are primarily funded through a portion of property tax revenue and Section 81 State Aid revenue.

Southwest MiTech Technology Services: The Southwest MiTech Technology Services department supports the technology needs of KRESA programs, state reporting compliance, on-site technology support staff to schools, the Michigan DataHub, internet bandwidth and phone service to local schools, network engineering and customer service support personnel. Many of the services provided are on a fee for service model and direct support is charged back to the various KRESA departments. The Michigan Data Hub is funded by a state grant. KRESA's General Fund budget is projected to contribute an additional \$494,766 to support this department.

Seeds for Success, Great Start Collaborative (GSC) and Great Start Readiness Program (GSRP): This budget includes the birth to eight year old programs county-wide. Funding includes state and local grants, local district contributions and \$182,567 in direct support from KRESA's General Fund budget. The budget assumes funding for 1,949 GSRP preschool slots with 1,461 of these slots being provided to local districts and private providers.

Print Center: The Print Center is funded with fee for service in the areas of our full print shop, graphic arts services, county-wide delivery services and shredding services. Schools who participate in the program pay a fee for the services they purchase. The Print Center is showing a small surplus of \$4,488 that is used to offset future equipment replacement purchases.

Instructional Services and Community Supports: The Instructional Services department is funded with state and federal grants along with local district professional development consortium contributions, fee for service coaching and consulting billings, and a direct contribution from the KRESA General Fund budget of \$539,488. The expenditures include the following grants: Title I Regional Assistance, Early Literacy, MiSTEM Network Regions, MiSTEM Math Action Area, Sec 31n Mental Health, 31p Trails and a few other various grants. Instructional Services leads workshops through the professional development consortium, and provides instructional coaching and consulting services to local school districts.

Career Connect Education for the Arts (EFA), Early/Middle College (EMC) and Career & Technical Education (CTE): These programs provide arts education, a path to earn an associate degree, and career and technical education opportunities to all students within the Kalamazoo RESA area. They are funded with a combination of state, federal and local grants, and local district and KRESA funding. EFA and CTE have advisory boards that include local district superintendents that complete annual reviews of the programs including program budgets. Local school districts contribute to the high school programs for both EFA and CTE, as well as support for administrative costs for EFA. The KRESA General Fund budget directly contributes \$100,000 to the administration of the EFA program. The CTE millage was passed in 2019 and some of the costs that were previously paid for by local district contributions and KRESA's General Fund are being paid from the Career Connect Special Revenue Fund. CTE redesign efforts are still ongoing, and we have broken ground on the Career Connect Campus building.

Career Connect YOU: YOU operates programs that provide career learning, job training and education assistance to youth in Kalamazoo, Calhoun, St. Joseph and Branch counties. Programs include MyCity, CareerNow, Bridging Opportunities, WIOA Youth Services, Jobs for Michigan's Graduates, and on-site education programming, such as, Education Reconnection. YOU is funded with a combination of federal, state and local grants, and this budget includes \$3,753,975 in revenues and expenses to operate these programs.

Regional Transportation Safety Institute (RTSI): RTSI provides training of transportation staff for a nine-county consortium. This includes required training for beginning school bus drivers, continuing education for all bus drivers and training for transportation supervisor staff. RTSI is a provider for CDL/GDL and motorcycle testing for the State of Michigan, handles the mandatory drug testing program and runs the Eaton Proving Grounds program to teach defensive driving classes to school bus drivers. This program is funded through a fee for service model and Section 74 State Aid funding.

Head Start Grant: The budget includes \$7,290,217 in grant revenues and expenses to operate KRESA's Head Start program, which serves 596 three and four year olds within in the County with preschool, family and health support services.

Enhancement Millage: This budget includes \$14,961,439 in revenue for the enhancement millage that is on the ballot for renewal on May 2, 2023. Enhancement millage revenue is distributed back to the local districts and public school academies to support their operations, which equates to approximately \$425 per student.

Attached to this budget narrative please find ~~the Resolution for Local District Vote on ISD General Fund Budget~~ and KRESA's proposed 2023-2024 General Fund Budget Resolution. Local district Boards of Education are required to adopt a resolution expressing its support or disapproval of KRESA's General Fund proposed budget and submit to KRESA's Board of Education any specific objections and/or proposed changes prior to June 1, 2023.

**RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION OF
KALAMAZOO REGIONAL EDUCATIONAL SERVICE AGENCY
2023-2024 ORIGINAL GENERAL EDUCATION FUND BUDGET**

RESOLVED, that this resolution shall be the appropriations of Kalamazoo Regional Educational Service Agency for the 2023-2024 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenues received by Kalamazoo Regional Educational Service Agency.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the GENERAL EDUCATION FUND of the Kalamazoo Regional Educational Service Agency for fiscal year 2023-2024 is as follows:

	ACTUAL 2021-22	ORIGINAL 2022-23	REVISED 2022-23	ORIGINAL 2023-24
REVENUES:				
Local	18,984,726	19,742,602	20,217,040	21,235,947
Slate	16,786,369	19,266,096	20,434,065	20,128,028
Federal	10,636,213	12,613,274	11,790,839	11,834,339
Other Sources	7,512,725	7,783,856	7,735,242	8,559,582
Total Revenue	53,920,033	59,405,828	60,177,186	61,757,896

BE IT FURTHER RESOLVED, that \$62,022,698 of the total available to appropriate in the GENERAL EDUCATION FUND is hereby appropriated in the amounts and for the purpose set forth below:

Instruction:				
Basic Programs	5,212,914	5,954,630	5,156,915	6,007,555
Added Needs	386,121	682,712	824,171	1,068,800
Support Services:				
Pupil	2,495,151	2,993,598	3,650,922	3,307,551
Instructional staff	4,403,173	5,480,974	5,631,566	5,827,392
General Administration	453,486	462,944	493,031	609,031
School Administration	444,076	573,664	461,312	548,212
Business	1,339,482	1,344,052	1,344,514	1,470,539
Operations and Maintenance	836,457	1,187,060	1,342,770	1,296,174
Transportation	718,837	971,975	1,036,448	938,758
Central	9,370,718	9,642,922	10,024,923	10,853,819
Other Support Services	173,754	-	-	-
Community Services	5,803,295	6,791,198	6,286,941	5,125,460
Other Financing Uses	21,600,877	23,469,606	24,075,707	24,969,407
Total Expenditures	53,238,341	59,555,335	60,329,219	62,022,698
Revenues over Expenses	681,692	(149,507)	(152,033)	(264,802)
FUND BALANCE - July 1	8,400,984	8,400,000	9,082,676	8,930,643
FUND BALANCE - JUNE 30	9,082,676	8,250,493	8,930,643	8,665,842

FURTHER RESOLVED, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds, except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval by the board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision on the execution of the budgets adopted by the board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. (Resolution effective 6/15/2023)

Note: The General Education tax levy for 2023 is proposed to be 0.1428 mills and the Regional Enhancement tax levy for 2023 is proposed to be 1.4918 mills. These millages will be levied on all properties to be used for operating purposes as described above.

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – COMMITTEE OF THE WHOLE WORK SESSION
CENTRAL HIGH SCHOOL, ROOM #1136
MAY 8, 2023, 6:30 P.M.**

Note Page

IX. Discussion Items

2. KRESA Biennial Election Resolution #2 (MCL 380.614)

May 8, 2023



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: May 3, 2023
Re: KRESA Biennial Election and Resolution #2

RECOMMENDATION:

It is recommended that the Board of Education approve the Resolution Designating the District’s Electoral Representative and First Ballot Candidate Choice, as presented. The resolution is enclosed.

BACKGROUND:

As you know from our April board meeting, ISD elections are held biennially, this year’s election is on June 5, 2023, constituent boards must adopt two resolutions, and there are timing requirements regarding consideration and adoption of the resolutions.

At the April board meeting the Board took action on the first resolution to considers its voting representative/alternate and to indicate the meeting (May 8) at which the Board will consider the second resolution. Via the second resolution the Board will name its voting representative and alternate and name the candidates the Board desires the representative to vote for at the election. Because this second resolution cannot be adopted until 21 days before the election (not before May 15, 2023), the resolution is presented as a discussion item for the May 8 meeting and for action at the May 22 meeting.

Relative to the candidates, there are two seats to fill at the ISD election, each for six-year terms, and the candidate filing deadline is May 8, 2023. At this time, running are Virgil “Skip” Knowles and Randy Van Antwerp. There bios are enclosed.

Enclosures: Resolution / Bios

**RESOLUTION DESIGNATING DISTRICT'S ELECTORAL REPRESENTATIVE AND FIRST
BALLOT CANDIDATE CHOICE**

[To be adopted on or after May 15, 2023]

Portage Public Schools (the "District")

A regular meeting of the board of education of the District (the "Board") was held in the _____, within the boundaries of the District, on the ____ day of May, 2023, at ____ o'clock in the p.m. (the "Meeting").

The Meeting was called to order by _____.

Present: Members _____

Absent: Members _____

The following preamble and resolution were offered by Member _____ and supported by Member _____.

WHEREAS:

1. The biennial election of the Board of Kalamazoo Regional Educational Service Agency, Michigan (the "ISD Board") will be held on Monday, June 5, 2023; and
2. The members of the ISD Board will be elected by an electoral body composed of one (1) person designated by the board of each of the constituent school districts; and
3. In accordance with Revised School Code Section 614(2), MCL 380.614(2), this Board desires to designate _____ as its representative and _____ as an alternate designated representative in the event the designated representative is unable to attend and further desires to direct said representative and alternate to vote on behalf of this Board for a specific candidate or candidates.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. This Board does hereby approve the designation of _____ as the representative of this Board to the electoral body, which body will elect two (2) candidates to the vacancies on the ISD Board on Monday, June 5, 2023 and _____ as an alternate in the event the designated representative is unable to attend.
2. The designated representative and alternate are further directed to cast a vote on at least the first ballot on behalf of this Board for _____ and _____.
3. The Secretary of this Board is hereby further directed to file a certified copy of this resolution with the ISD Board Secretary.
4. 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 _____.

Kalamazoo RESA Board of Education 2023 Candidates

Mr. Virgil “Skip” Knowles

Appointed to the Kalamazoo RESA Board of Education July 2002 to replace Ralph Kauffman. Re-elected in 2005.

Re-election for term of six (6) years, expiring 2017. Re-elected for term of six (6) years, expiring 2023

Occupation & Affiliations

- Insurance Agency,
- Real Estate Developer
- NSBA, MASB, MASA
- Vicksburg Community Schools Board of Education, Board President
- Kalamazoo County School Officers Association
- Kalamazoo County Chamber of Commerce, Past Board Member
- Kalamazoo County Convention & Visitors Bureau, Past Board Member

Mr. Randy VanAntwerp

Appointed to Kalamazoo RESA Board of Education December 2016 to replace Gary P. Brown

Elected to the Kalamazoo RESA Board of Education June, 2017

Occupation & Affiliations

- Retired Food Service Packing Industry Executive
- Michigan Association of School Boards (MASB)
- Kalamazoo County School Officers Association
- Portage Public Schools Board of Education, Board President
- State Bar of Michigan

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – COMMITTEE OF THE WHOLE WORK SESSION
CENTRAL HIGH SCHOOL, ROOM #1136
MAY 8, 2023, 6:30 P.M.**

Note Page

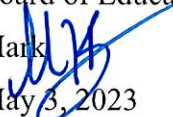
X. Discussion Items

3. Policy Revisions (BL 0131.1)

May 8, 2023



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

To: Board of Education
 From: Mark 
 Date: May 8, 2023
 Re: Policy Updates
 COPY: Executive Team; Principals and Assistant Principals

The proposed new, revised and replacement Operational Policies included in this update have been prepared and reviewed by NEOLA's legal counsel for statutory compliance and further reviewed by appropriate District Administrators.

The following Operational Policies are being recommended for revision, update, inclusion or replacement. A brief explanation of the change is included. The entire Policy language is available for review at the Administration Building.

Miscellaneous Policies

Policy 2623 - Student Assessment (Revised)

This policy has been revised to include the provisions of the Office of Educational Assessment and Accountability (OEAA) and the reporting requirements of the Michigan Department of Education (MDE). These revisions reflect MDE and State Board of Education rules regarding student assessment and should be adopted in order to maintain accurate policies.

Policy 5120 - Assignment Within District (Revised)

Revisions to this policy were made to be consistent with current practice.

Policy 6325 - Procurement - Federal Grants/Funds (Revised)

A minor adjustment has been made to policy 6325, specifically to recognize that not all federal grant contracts are subject to the Davis-Bacon Act ("DBA"). The DBA typically applies to any federally-funded contract in excess of \$2,000 for the construction, alteration, or repair of public buildings or public works, and requires payment of prevailing wages for workers who provide services under the contracts. However, there are some instances in which the DBA does not apply, and the change made to policy 6325 clarifies this. School districts should review the specific terms of federal grants that might be used for construction-related projects and consult with legal counsel before determining whether the DBA applies to a contract or not. This revision reflects the latest provisions issued in the OMB Compliance Supplement and the provisions of Appendix II to 2 C.F.R. Part 200. This revision reflects current EDGAR provisions and should be adopted to maintain accurate policies.

Policy 8390 - Animals on District Property (Revised)

This policy has been revised at the request of clients wanting to provide some structured options regarding therapy animals.

Policy 8400 - School Safety Information (Revised)

This policy has been updated to reflect current state law and best practices regarding school safety. The corresponding AG provides specific details regarding Threat Assessment plans, if the District chooses to implement such provisions. These revisions are consistent with current state law and should be adopted.

Tobacco Related Policies

The following policies are tobacco related and have been updated to be compatible with the Michigan Department of Health and Human Services' (MDHHS) Tobacco Section Mission, Vision and Plan initiative. A number of the options provided in the policies have been adapted from the 100% Tobacco-Free Schools Model Policy. The impacted policies are listed below.

- Policy 1615 - Use of Tobacco by Administrators (Revised)**
- Policy 3215 - Use of Tobacco by Professional Staff (Revised)**
- Policy 4215 - Use of Tobacco by Support Staff (Revised)**
- Policy 5512 - Use of Tobacco by Students (Revised)**
- Policy 7434 - Use of Tobacco on School Premises (Revised)**
- Policy 9160 - Public Attendance at School Events (Revised)**

Technology Related Policies

The revised policies include updated terminology, reference to multifactor authentication (MFA), added cyber security procedures, and information related to content and functionality specifications prescribed by the Office for Civil Rights (OCR) for accessibility purposes. In addition, these policies reflect changes that have occurred in the area since many of the documents were last updated in 2017 and 2018, including the recent release of ChatGPT.

Policy 7540.02 – Web Accessibility, Content, Apps, and Services (Revised)

This policy has been updated to reflect best practices and the evolving state of the law related to website accessibility based on the Americans with Disabilities Action (ADA). While the Department of Justice and the U.S. Department of Education Office for Civil Rights (OCR) have not formally adopted regulations pertaining to website accessibility for public entities, including public schools, they continue to publicize the need for public entities' websites to be accessible to individuals with disabilities in order to comply with the ADA and/or Section 504 of the Rehabilitation Act of 1973. Additionally, the OCR continues to find districts out of compliance with the law and to enter into resolution agreements to bring the offending district's websites into an acceptable state of accessibility. The proposed revised document is recommended but not required. The impacted policies are listed below.

Policy 7540.03 - Student Technology Acceptable Use and Safety (Revised)

Policy 7540.04 - Staff Technology Acceptable Use and Safety (Revised)

Policy 8300 - Continuity of Organizational Operations Plan (Revised)

Policy 8305 - Information Security (Revised)

Policy 8315 - Information Management (Revised)

Policy 9700.01 - Advertising and Commercial Activities (Revised)

This policy has been updated to incorporate optional language pertaining to advertising that is posted/published on the district's website. The policy now offers guidance concerning the appropriate content of advertising when it is not feasible for the advertisement to be reviewed and approved by the Superintendent prior to it running on the district's website. The optional language is offered to address the situation posed by website advertising associated with vendors such as VNN (i.e., "The Home of High School Sports Communities"). Such advertising represents a form of "media-based electronic advertising" under the category of "Direct Advertising/Appropriation of Space." While the legal issues presented by such arrangements represent more of a contracting issue as opposed to a policy one (e.g., the district should verify that their contracts with such vendors expressly address the type of advertising that will be permitted to run on such sites, which a user can link to from the district's website – in particular, the contracts should require compliance with the General Advertising Guidelines outlined in Policy 9700.01, including Paragraphs D, E, F, G, H, and K), the optional language offered in Paragraphs I and N affirms that it is not feasible to expect the district to review each advertisement in advance for age-appropriateness or for the superintendent to screen all advertising. These revisions are recommended but not required.

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – COMMITTEE OF THE WHOLE WORK SESSION
CENTRAL HIGH SCHOOL, ROOM #1136
MAY 8, 2023, 6:30 P.M.**

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4. Capital Outlay Furniture Purchase (OP 6320)

May 8, 2023



To: Mark Bielang, Superintendent

From: Johnny Edwards, Assistant Superintendent of Operations

CC: Paula Johnson, Director of Finance

Date: May 8, 2023

Re: Recommendation for Recommendation for Annual Student Furniture Purchase

RECOMMENDATION

I am recommending that the Board of Education approve the purchase of school furniture from VS America, Inc. in the amount of \$66,632.60. The cost for this purchase will come from the 2023-24 General Fund budget.

Vendor	Item	Count	Total Cost
VS America, Inc.	Student/Teacher Furniture	48 Desks/Tables 49 Chairs Flexible Seating	\$ 66,632.60
Total Cost			\$ 66,632.60

BACKGROUND INFORMATION

As part of our annual capital outlay process, schools prioritized their equipment and furniture needs. The requested furniture is aligned with the vision for flexible student furniture in the new elementary schools. The majority of the furniture in this recommendation will be used as pilot furniture at Central Elementary and Haverhill Elementary. This purchase is being made using the Omnia Cooperative contract with VS America, Inc., as such; no Request For Proposal (RFP) was required.

In addition to this recommendation, I have included a summary of other items to be purchased as part of our annual Capital Outlay that are below the Board threshold. A minimum of three (3) formal quotes were received for all other items to be purchased.

I would be happy to answer any questions that the Board may have on this purchase.

2023-24 Capital Outlay Summary			
Item	Vendor	Quantity	Cost
Wrestling Mat - WMS	Dollamur LP	1	\$12,671.00
Wrestling Mat - WMS	Restilite	1	\$17,229.00
Wrestling Mat - WMS	EZ Flex	1	\$11,525.43
Walk Behind Stacker	Morrison Industrial	1	\$8,600.00
Walk Behind Stacker	Hull Toyota Lift	1	\$19,363.00
Walk Behind Stacker	Alta Material Handling	1	\$21,867.00
Pallet Shelving	Morrison Industrial	N/A	\$1,266.00
Pallet Shelving	Alta Material Handling	N/A	\$4,686.00
Pallet Shelving	Uline	N/A	\$4,699.40
Library Book Truck	Demco	2	\$1,011.99
Library Book Truck	VS America Inc	2	\$1,912.80
Library Book Truck	Uline	2	\$1,094.48
Item	Preferred Vendor	Quantity	Cost
Wrestling Mat - WMS	Dollamur LP	1	\$12,671
Walk Behind Stacker	Morrison Industrial	1	\$8,600
Pallet Shelving	Morrison Industrial	N/A	\$1,266
Library Book Truck	Demco	2	1,011.99
Total Cost			\$23,548.99

**PORTAGE PUBLIC SCHOOLS
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5. Wrestling Mat Purchase (OP 6320)



To: Mark Bielang, Superintendent

From: Johnny Edwards, Assistant Superintendent of Operations

CC: Paula Johnson, Director of Finance

Date: May 8, 2023

Re: Recommendation for Central High School Wrestling Mats

RECOMMENDATION

I recommend that the Board of Education approve the purchase of two (2) wrestling mats for Central High School from Restilite Sports Products in the amount of \$30,488.60. The cost for this purchase will come from the 2023-2024 General Fund (SOAR) Budget.

Vendor	Item	Total Cost
Restilite Sports Products	Two (2) - Customized, double-sided, classic wrestling mats	\$ 30,488.60
Total Cost		\$ 30,488.60

BACKGROUND INFORMATION

This purchase would provide students and student-athletes at Central High School access to the wrestling mats for use for physical education class during the school day and for athletics after school. The wrestling program has had an increase in participation over time, with more student-athletes participating in wrestling than at any time over the past decade. The current wrestling mats are between 10 and 30 years-old. The older style mats are heavy and difficult to move. Central High School would put the new wrestling mats to use immediately.

BIDDING PROCESS

These items were competitively bid through the formal bidding process. In total, two responses were received. For your reference, a copy of the bid tab has been included. Restilite Sports was not the lowest bidder for; however, their bid response and warranty best met our specifications.

I would be happy to answer any questions you may have about this recommendation.

Portage Public Schools		
Bid Tab #30346 CHS Wrestling Mats		
Responses Due: Friday, March 31, 2023 10:00 AM		
Vendor Name	Resilite Sports Products	School Specialty, LLC
Location	Northumberland, PA	Greenville, WI
Contact	Nick Simmons	Leondard Adkins
Legal Forms?	Yes	Yes
Legal Status	Yes	Yes
Familial - notarized	Yes	Yes
Iran	Yes	Yes
Wrestling Mat - Unit		
	\$28,371.60	\$23,064.60
Shipping (if not included in unit price)	\$2,117.00	included
Total Cost for two (2) mats	\$30,488.60	\$23,064.60
Alternates Bid?	No	No

**PORTAGE PUBLIC SCHOOLS
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6. Transportation iPad System Purchase (OP 6320)

May 8, 2023



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: April 28th, 2023
Re: Recommended Transportation iPad System Purchase

RECOMMENDATION

I recommend the Board of Education authorize the purchase of iPads, mounts, and related hardware to outfit our bus fleet with turn by turn navigation in a base amount of \$69,949.

BACKGROUND

We are in the process of replacing our current bus information and routing software. Our existing system, while regularly updated, has been in place for over two decades. Indeed a variant of it was in use when I was hired in 2001. The new system is cloud-based, and takes full advantage of today's standard of mobile connectivity.

Included with this system is the ability to add iPads with GPS-based monitoring and turn-by-turn navigation from bus stop to stop. This purchase includes seven cellular-enabled iPads, and the required mounting hardware to enable them to be used in any one of our buses.

The bulk of this purchase involves the mounting hardware required for the busses. As you know, school buses have strict safety requirements - these mounts are subject to those rules. We are adding the mounts to all buses to facilitate substitute bus drivers, as on any given day we don't know what bus a sub might be driving. These iPads will also facilitate trips.

The iPads themselves are configured with a custom software package and can only be used for this purpose. This further enhances their safe use.

The cost includes all training, set-up, and installation fees.

AWARD INFORMATION

As this system is provided by a sole-source vendor, no RFP was issued. However, this vendor was selected by a county-wide team spearheaded by KRESA. Funds for this purchase will be drawn from the 23-24 General Fund. The annual ongoing cost is anticipated to be \$11,731.

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



Quoted By:
 Quote Expiration:
 Quote Name:

Matthew McGillivray
 7/10/23

Sales Quotation For:

Portage Public School District
 8107 Mustang Dr
 Portage MI 49002-5577

Software as a Service (SaaS)

Description	QTY	List Price	First Year Cost
Student Transportation			
Student Transportation powered by Traversa			115
Advanced AVL: Vehicles up to 80	1	\$ 3,678	\$ 3,678
Electronic Rollout Sheet: Vehicles up to 80	1	\$ 3,060	\$ 3,060
Reportwriter	1	\$ 0	\$ 0
Tyler Drive			
Version 4 on the Verizon (US) Network (4G)	7	\$ 315	\$ 2,205
TOTAL			\$ 8,943
Term # of Years	1		

Tyler Annual Services

Description	Qty	List Price	First Year Cost
Student Transportation			
Student Transportation powered by Traversa			
Planned Annual Continuing Education (PACE)	16	\$ 205	\$ 3,280
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<i>Sub-Total</i>		\$ 3,280
<i>Less Discount:</i>		\$ 492
TOTAL	\$ 205	\$ 2,788

Fixed Fee Services

Description	Units	Price	Maintenance
Student Transportation			
Student Transportation powered by Traversa			
Advanced AVL Installation and Overview	1	\$ 1,740	\$ 0
Tyler Drive			
Data Analysis	13	\$ 2,665	\$ 0
Configuration Setup	1	\$ 2,460	\$ 0
Configuration Training	4	\$ 820	\$ 0
	TOTAL	\$ 7,685	\$ 0

Hourly Services

Description	Hours	Total
Student Transportation		
Student Transportation powered by Traversa		
Additional Student Transportation Training	2	\$ 410
-Electronic Rollout Sheet Training (5)		
Go Live Assistance Implementation	2	\$ 410
-Advanced AVL Go Live Assistance		
-Electronic Rollout Sheet Go Live Assistance		
Project Management - Hourly	2	\$ 410
	<i>Total</i>	<i>\$ 1,230</i>

Tyler Drive		
End User Training: Drivers up to 70		\$ 3,280
Go Live Assistance		\$ 3,280
Solutions Orientation - Tyler Drive Implementation		\$ 410
	<i>Total</i>	\$ 6,970
Telematic GPS		
Project Management - Hourly		\$ 4,305
	<i>Total</i>	\$ 4,305
	TOTAL	\$ 12,505

3rd Party Hardware, Software and Services

Description	Quantity	Unit Price	Total	Annual
Student Transportation				
Tyler Drive				
Version 4 Tablet Kit on the Verizon (US) Network (4G), includes bumper and wall charger for tablet	7	\$ 1,050	\$ 7,350	\$ 0
Version 3 or 4 Mounting Kit (Dock, Arm, Power Cord)	57	\$ 290	\$ 16,530	\$ 0
[KIT Mount] - Version 3 or 4 Dock Only	64	\$ 0	\$ 0	\$ 0
Installation				
Telematic Professional Installation	1	\$ 14,148	\$ 14,148	\$ 0
- Professional Installation - Tyler Drive, Vehicles up to (64)				
- Tyler Drive Self-Install Training (1)				
	TOTAL		\$ 38,028	\$ 0

Summary

	One Time Fees	Recurring Fees
Total Tyler Software	\$ 0	\$ 0
Total SaaS	\$ 0	\$ 8,943

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Total Tyler Annual Services	\$ 0	\$ 2,788
Total Tyler Services	\$ 20,190	\$ 0
Total Third-Party Hardware, Software, Services	\$ 38,028	\$ 0
Summary Total	\$ 58,218	\$ 11,731
Contract Total	\$ 69,949	

Currency displayed as US Dollar

Comment

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Travel expenses for trainer and/or project manager to visit the user's site are not included and will be billed at actual costs. Online Training Classes are limited to 5 persons and are delivered in 2 hour increments. Onsite Training Classes are limited to 5 persons and are delivered in 8 hour increments

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms, subject to payment terms in an agreement, amendment, or similar document in which this sales quotation is included:

- License fees for Tyler and third-party software are invoiced upon the earlier of (i) delivery of the license key or (ii) when Tyler makes such software available to you (the "Software Access Date").
- Fees for hardware are invoiced upon shipment.
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware.
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software accessible to the Client (for Maintenance) or on the first day of the month following the availability of the SaaS environment (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the agreement, with renewals invoiced annually thereafter in accord with the Agreement.

Unless otherwise indicated above, fees for annual services are first invoiced upon commencement of the service, with subsequent annual fees, at our then-current rates, invoiced upon each anniversary thereof.

- Fees for services included in this sales quotation shall be invoiced as indicated below.
- Implementation and other professional services fees shall be invoiced as delivered.
- Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
- Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and materials basis.
- Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
- If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
- Notwithstanding anything to the contrary stated above, the following payment terms shall apply to fees specifically for migrations: Tyler will invoice Client 50% of any Migration Services Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Annual SaaS Fees will be invoiced upon availability of the hosted environment. For the avoidance of doubt, this paragraph does not apply to migrations for Tyler Student Transportation solutions.
- Expenses associated with onsite services are invoiced as incurred, subject to any travel max indicated in the investment summary.

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Any SaaS or hosted solutions added to an agreement containing Client-hosted Tyler solutions are subject to Tyler's SaaS Services terms found here:

<https://www.tylertech.com/terms/tyler-saas-services>

Your use of a certain software, products, or services in connection with a Tyler student transportation transaction may be subject to additional terms found here:

<https://www.tylertech.com/terms/transportation-solution-terms>.

Transportation Solution Fees. Notwithstanding language to the contrary above, fees for Tyler student transportation solution items are invoiced in accordance with the following:

- Implementation and Other Professional Services (including training): Implementation and training fees for transportation solutions are invoiced as follows: (a) Implementation fee is billed and invoiced when the map is available to you in Tyler's data center and (b) Base Training is billed and invoiced upon completion of the Base Training.
- Other Professional Services: Other professional services, such as route building, project management, consulting, additional product training, hardware installation, additional maps and self-installation training, are invoiced as delivered. For the avoidance of doubt, project management priced on a monthly basis is invoiced on a monthly basis, in arrears.
- Third Party Software Maintenance: First year maintenance fees for the Third Party Software, if any, are invoiced when we make that Third Party Software available to you ("Software Access Date") and cover the one (1) year period commencing on the first day of the month following the Software Access Date.

- Third Party Hardware, Installation Services, Self-Installation Training Services and Shipping and Handling: Third Party Hardware, installation services, and shipping and handling costs, if any, are invoiced upon completion of installation, in the event we are performing the installation. Third Party Hardware, self-installation training services and shipping and handling costs, if any, are invoiced upon delivery, in the event you are performing the installation. If Tyler has quoted the installation, it is assumed that the installation will commence at one location unless additional installation locations are included. It is the clients responsibility to consolidate the vehicles for installation to the amount of quoted installation locations.
- Third Party Hardware Maintenance: The first year maintenance fees for the Third Party Hardware are invoiced when installation/shipment takes place commencing as follows: (a) if installation/shipment occurs between the first day and fourteenth day of the month, maintenance shall commence on the first day of that month; or (b) if installation/shipment occurs between the fifteenth day and the last day of the month, maintenance shall commence on the first day of the following month. Subsequent maintenance fees for the Third Party Hardware are invoiced annually in advance of each anniversary thereof.

Customer Approval: _____

Date: _____

Print Name: _____

P.O.#: _____

**PORTAGE PUBLIC SCHOOLS
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7. Spring Student Chromebook Purchase (OP 6320)

May 8, 2023



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: May 2nd, 2023
Re: Spring 2023 Student Chromebook Purchase

RECOMMENDATION

I recommend the Board of Education authorize the purchase of 1400 Chromebooks from Sehi Computer Products in an amount not to exceed \$349,412.

BACKGROUND

This recommendation is for our annual purchase of replacement Chromebooks for our students. Typically we see an approximate five year life span for student devices. The two biggest factors impacting the life of a Chromebook are the availability of parts for repairs, and minimum device requirements for state testing. The vendors selected by the State of Michigan to provide online testing services tend to be aggressive in these requirements to the point of rendering a perfectly good Chromebook incompatible with the testing software. We do our best to minimize this issue by sharing Chromebooks between buildings if needed and possible.

We are once again selecting an HP G-series Chromebook. We have had the most success with parts availability with these devices, and they are more durable than other entry level devices.

AWARD INFORMATION

This purchase is being made via the state-wide REMC Save purchasing program, as such no RFP was required. It is our intent to use ESSER funds for the bulk of the purchase, however approximately \$41,468 will need to come from the 23-24 General Fund.

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



Summer 2023 Chromebook Purchase



Email



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Clipboard



Print

Summary [Back](#)

Sehi Computer Products, Inc.	\$349,412.00
Total	\$349,412.00

Item	Details	Quantity	Price	Total
22233800	Name: HP Chromebook 11 G9 (4GB/32GB) MFG Model: HP HP Chromebook 11 G9 EE Reseller Number: 3v2y2ut Contract Expiration: 9/30/2023 Item Description: Intel Celeron N4500, 4GB RAM, 32GB eMMC, up to 10-hour Battery, Wifi 802.11ax, Rubberized and Milspec Educational style chassis, BT 5.0, 11.6" HD 1366x768 screen, 2 USB-C ports, 2 USB 3.0 ports, Integrated speaker and microphone and combo headphone/mic jack, USB-C DP video port, Integrated 720p HD video webcam, Island type keyboard, touchpad, 1/1/0 Depot Warranty. OS Support Expiration Date: June 2029, Delivery: 15-35 days ARO. See the spec sheet for information on options and accessories.	1400	\$219.96	\$307,944.00
22238900	Name: Chrome License MFG Model: Google N/A Reseller Number: CROSSWDISEDUnew Contract Expiration: 9/30/2023 Item Description: Chrome Management License	1400	\$29.62	\$41,468.00
Vendor Total				\$349,412.00

Vendor Name: Sehi Computer Products, Inc.

Vendor URL: <http://www.buysehi.com/category/1319/REMC.html>

Vendor Notes: For all contracts, up to 3% MAY apply for Credit or P-Card purchases. Payments received after 30 days of invoice date, MAY incur additional charges. Single orders under \$500.00 may incur an order processing fee of \$6.00. Please refer to the vendor profile for additional delivery fees & options. E-rate SPIN 1430009325.

Vendor Contacts:

Nicki Meller

2930 Bond St.

Rochester Hills, MI 48309

Phone: 800-233-7344 ext. 215

Fax: 248-299-1590

Email: nicki@sehi.com