

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
CENTRAL HIGH SCHOOL ROOM #1136, 8135 S. WESTNEDGE, PORTAGE, MICHIGAN 49002
MAY 22, 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.

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE	
II. REVISIONS/APPROVAL OF AGENDA	2
III. REPORTS	
1. SUPERINTENDENT'S REPORT	3
a. FINANCIAL REPORT	4
IV. BOARD EDUCATION	6
1. ELA CURRICULUM UPDATE	
V. COMMENTS OR COMMUNICATIONS	7
1. BY CITIZENS	
2. BY BOARD TRUSTEES	
3. BOARD COMMITTEE REPORTS	
VI. CONSENT AGENDA	8
1. APPROVAL OF MINUTES	
a. MAY 8, 2023 COMMITTEE OF THE WHOLE WORK SESSION	9
2. POLICY REVISIONS	15
3. CAPITAL OUTLAY FURNITURE PURCHASE	18
4. WRESTLING MAT PURCHASE	20
5. TRANSPORTATION IPAD SYSTEM PURCHASE	22
6. SPRING STUDENT CHROMEBOOK PURCHASE	29
7. CHS 2024 FIELD TRIP TO SPAIN	32
VII. ASSURANCE OF DISTRICT PERFORMANCE - None	
VIII. REQUIRED ACTION ITEMS	
1. KRESA BIENNIAL ELECTION RESOLUTION #2 (MC. 380.614)	41
2. KRESA 2023-24 GENERAL FUND BUDGET (MCL 380.624)	45
IX. ACTION ITEMS	
1. SET SPECIAL MEETING RE SUPERINTENDENT EVALUATION (OMA)	52
2. SET SPECIAL MEETING RE SECURITY PLANNING (OMA)	53
3. SET BUDGET HEARING (OP 6230)	54
X. DISCUSSION ITEMS	
1. REVISION TO POLICY 6320 (BL 0131.1)	57
2. BUS PURCHASE (OP 6320)	59
3. CHS-NHS AUDIO VISUAL SYSTEM REFRESH (OP 6320)	69
XI. ADJOURN	

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – REGULAR BUSINESS MEETING
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136
MAY 22, 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 – REGULAR BUSINESS MEETING
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136
MAY 22, 2023, 6:30 P.M.**

Note Page

III. Reports

1. Superintendent's Report
 - a. Financial Report

May 22, 2023

**Portage Public Schools
General Fund Budget Progress Report by Function
2022-2023 Fiscal Year**

	Ten months ended April 30, 2023				Ten months ended April 30, 2022			
	Revised Budget 2021-2022	% of total	Year-to-date activity	% of budget	Revised Budget 2020-2021	% of total	Year-to-date activity	% of budget
Revenue:								
Local	18,136,246	16%	17,858,745	98%	17,868,098	17%	17,434,726	98%
State	81,715,953	72%	58,171,057	71%	76,051,146	71%	49,516,599	65%
Federal	3,950,925	3%	2,723,092	69%	3,149,027	3%	2,531,254	80%
Local payments-other districts	9,767,431	9%	9,684,746	99%	9,393,341	9%	9,388,563	100%
Other/Transfers in	140,000	0%	-	0%	177,500	0%	5,764	3%
Total Revenue	113,710,555	100%	88,437,641	78%	106,639,112	100%	78,876,905	74%
Expenditures:								
Instruction								
Basic Programs	57,600,040	50%	40,486,642	70%	56,518,923	53%	40,008,860	71%
Added Needs	10,307,066	9%	7,162,246	69%	9,377,697	9%	6,205,729	66%
Total Instruction	67,907,106	59%	47,648,889	70%	65,896,620	61%	46,214,589	70%
Supporting Services								
Pupil Support	9,651,950	8%	6,710,905	70%	8,015,490	7%	5,780,921	72%
Instructional Staff	6,953,440	6%	5,383,437	77%	5,798,791	5%	4,466,282	77%
General Administration	836,007	1%	692,570	83%	746,744	1%	623,881	84%
School Administration	6,059,877	5%	4,590,675	76%	5,991,229	6%	4,525,148	76%
Business	1,119,687	1%	894,296	80%	1,133,255	1%	915,883	81%
Operations and Maintenance	10,227,857	9%	7,730,831	76%	9,433,131	9%	7,188,925	76%
Transportation	3,913,874	3%	2,949,195	75%	3,484,731	3%	2,545,044	73%
Central Support Services	3,595,455	3%	2,972,173	83%	3,101,641	3%	2,674,344	86%
Other Support Services	2,235,505	2%	1,546,153	69%	2,031,192	2%	1,353,671	67%
Community Services	140,554	0%	91,810	65%	133,292	0%	81,298	61%
Childcare Services	1,573,756	1%	1,331,329	85%	1,623,778	2%	1,422,802	88%
Total Supporting Services	46,307,962	40%	34,893,373	75%	41,493,274	39%	31,578,201	76%
Other Financing Uses/Capital Outlay	144,810	0%	122,680	85%	89,917	0%	88,363	98%
Total Expenditures	114,359,878	100%	82,664,942	72%	107,479,811	100%	77,881,152	72%
Excess (deficiency) of revenues over expenditures	(649,323)		5,772,699		(840,699)		995,754	

**Portage Public Schools
General Fund Budget Progress Report by Object
2022-2023 Fiscal Year**

	Ten months ended April 30, 2023				Ten months ended April 30, 2022			
	Revised Budget 2021- 2022	% of total	Year-to-date activity	% of budget	Revised Budget 2020-2021	% of total	Year-to-date activity	% of budget
Salaries	52,932,852	46%	37,991,201	72%	51,672,003	48%	37,208,932	72%
Benefits	<u>39,420,929</u>	34%	<u>28,130,158</u>	71%	<u>36,833,671</u>	34%	<u>26,856,453</u>	73%
Total Salaries and Benefits	92,353,781	81%	66,121,359	72%	88,505,674	82%	64,065,385	72%
Purchased Services	12,020,152	11%	9,499,789	79%	12,159,334	11%	8,492,398	70%
Supplies	7,410,544	6%	5,439,548	73%	6,237,300	6%	4,391,962	70%
Capital outlay/Other	<u>2,575,401</u>	2%	<u>1,604,246</u>	62%	<u>577,503</u>	1%	<u>931,407</u>	161%
Total Expenditures	114,359,878	100%	82,664,942	72%	107,479,811	100%	77,881,152	72%

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – REGULAR BUSINESS MEETING
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136
MAY 22, 2023, 6:30 P.M.**

Note Page

IV. Board Education

1. ELA Curriculum Update

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – REGULAR BUSINESS MEETING
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136
MAY 22, 2023, 6:30 P.M.**

Note Page

VI. Consent Agenda

1. Approval of Minutes

- a. May 8, 2023 Committee of the Whole Work Session

2. Policy Revisions

That the Board of Education approve the miscellaneous, tobacco related, and technology related policy revisions, as presented.

3. Capital Outlay Furniture Purchase

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 which will come from the 2023-24 General Fund Budget.

4. Wrestling Mat Purchase

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 funds for which will come from the 2023-24 General Fund (SOAR) Budget.

5. Transportation iPad System Purchase

That the Board of Education approve the purchase of iPads, mounts, and related hardware to outfit our bus fleet with turn-by-turn navigation in the base amount of \$69,949.00.

6. Spring Student Chromebook Purchase

That the Board of Education authorize the purchase of 1,400 Chromebooks from Sehi Computer Products in an amount not-to-exceed \$349,412.00.

7. CHS 2024 Field Trip to Spain

That the Board of Education approve the Portage Central High School Spanish students trip to Spain set for June 17-27, 2024, as presented.

May 22, 2023

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION**

**COMMITTEE OF THE WHOLE WORK SESSION MINUTES
MAY 8, 2023**

The Committee of the Whole Work Session of the Board of Education of Portage Public Schools held on Monday, May 8, 2023, was called to order at 6:30 p.m. by President Van Antwerp. The meeting was held in Room #1136 of Portage Central High School. The Pledge of Allegiance was recited.

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

Board Trustees Absent: None

REVISIONS/APPROVAL OF AGENDA

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

The motion carried unanimously.

REPORTS

Superintendent's Report

Bond Project Update

Providing the bond project update: Mr. Johnny Edwards, Assistant Superintendent of Operations, along with core members of the bond team - Mr. Tom Stanek of Owen-Ames-Kimball and Owner Representatives Mr. Ron Herron and Mr. Doug Phillips of Plante Moran CRESA.

To begin, Mr. Edwards requested the support of the Board for a handrail system at North Middle School as a 2019 Unallocated Contingency Request. Board members were in favor of moving ahead with this project. The total cost of \$12,470 is below the cost threshold for formal action by the Board.

Construction photos from the Central Elementary site were shown of playground equipment removal and the new construction drive.

A review of processes was provided - for bidding bond work and change order approvals. It was noted that these processes were used on our most recently completed bond work, and they worked well for us. Bid packages will be issued in phases. The Board can expect to see recommendations for approval in July-August.

Also covered was project decision-making drivers - Haverhill as a swing school, the condition of school buildings, new construction versus renovation, economy/market conditions, and cash flow.

Also reviewed were costs for the entire project by building. Since voters approved the bond project for \$175,725,000, costs have increased significantly due to inflation. We project a funding shortfall to complete the entire project as planned. We are looking at ways to close the funding gap. We will continue to monitor cash flow along with the construction schedule, we plan to keep the scope and scale of the Education Specifications for the project, and prioritize new construction over renovations. We need to be flexible with our decision-making as we move through this project.

Mr. Edwards announced that the third elementary to be constructed will be Woodland Elementary in 2025 in lieu of Amberly as originally planned. Woodland was selected because cash flow aligns with the construction schedule in 2025, we are considering incorporating Curious Kids Program into Woodland that then reduces the student capacity at our oldest building PCEC, and Haverhill Elementary can be used as a swing school and not sit vacant after the new Haverhill is constructed.

Mr. Edwards responded to questions from Trustees. Board members appreciated the update. President Van Antwerp noted that the increase in project costs is not unique to our bond project, and he affirmed that the Board is still committed to building five new elementary schools.

CHS 2024 Field Trip Request to Spain

Central High Spanish Teacher, Jan Mazei, reviewed the proposed trip to Spain in 2024 and responded to questions from Trustees. Board members thanked Ms. Mazei for providing this great opportunity for our students.

Other

Superintendent Bielang had a number of items of interest to share, which included an update on our new communication tool. Ms. Michelle Karpinski, Community Relations Manager provided the update. Earlier this year the District contracted with Apptegy to help us update our website and other communications tools, as part of our communication improvement efforts. Apptegy is a publishing platform to manage communications from a single place – website, social media, an app, notifications (text, voice, email). Ms. Karpinski reviewed a prototype of the website and app features. Our goal is to be complete with this project before school is back in session in the fall.

In addition, we are working on signage for McCamley/Knight Field – an overhead sign and three signs inside the stadium – one for Mr. Knight, one for Mr. McCamley and the other to provide historical information about the field.

In celebration of Arbor Day, an oak tree was planted at Centennial Park. This was a joint venture with the City of Portage.

Superintendent Bielang and Mr. Edwards recently attended the Carnegie Foundation Summit on Education. They presented our Strategic Commitment poster, which garnished a lot of interest. He also shared information about the Carnegie Foundation and their work.

This is the time of year for several recognition events. The Excellence in Education awards in Kalamazoo County recognizes the top two percent of students in Kalamazoo County. There were several Portage students recognized. In addition, the Portage Education Foundation held their

annual Spotlight Awards dinner in April to recognize this year's retirees and past retirees for their contributions.

BOARD EDUCATION

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

Representatives from Kalamazoo RESA – Cameron Buck, Executive Director of Career and Technical Education; Lisa Bartell, Early/Middle College Program Coordinator; and Paige Daniels, Executive Director of Career Development – reported on Career Connect. The program has three “lanes” – Discover, Ignite, and Launch. The Discover pillar includes activities, experiences and programs for students to engage in activities to learn about various careers, develop interests and strengths. The Ignite pillar helps students acquire skills, knowledge and training in careers through Career & Technical Education (CTE). In Early/Middle College (EMC), students earn an associate degree or industry-recognized certificate. Education for the Arts provides K-12 arts exploration and skill development. Under the Launch pillar, students connect with local businesses, organizations, etc. to enhance/expand their experiences. Events and experiences are designed to support students in their career exploration and job search.

In addition, board members experienced a “fly through” view of the new CTE Center that is under construction.

Trustees were appreciative for the report.

COMMENTS OR COMMUNICATIONS

President Van Antwerp opened the floor to public comment. There was no public comment. The floor was opened to Trustee comments.

In recognition of Teacher Appreciation Week, Ms. Hamilton thanked our educators for the work they do, going above and beyond.

Mrs. Novaria echoed Ms. Hamilton's remarks and thanked our educators. She also shared positive remarks regarding events she recently attended – the CHS IB ceremony and May 3 professional development day, which included the presentation by Dr. Hollie and lunch.

Mr. Snyder gave a shout out to Mustang Athletics for putting on a great event, Portage Mustang Gallop 5k Run.

Ms. Larson shared her experience from recent MASB trainings she attended.

Mr. Van Antwerp thanked the community for supporting the regional enhancement millage that passed with a margin of 63 percent. He shared positive remarks regarding events he attended – KRESA Outstanding Senior Awards Breakfast at which 22 students from Portage were recognized and KCSOA dinner at which Terri Novaria was awarded the Award of Merit by MASB. In addition, he reminded Trustees of upcoming events - NHS IB ceremony on May 17, groundbreaking ceremonies at Central

Elementary on May 23 and at Haverhill on June 5, and the Board's Policy Governance Retreat at 4pm on May 22.

CONSENT AGENDA

President Van Antwerp presented the following Consent Agenda items for approval by the Board of Education: approve minutes from the April 10, 2023 Special Meeting, Closed Session, & Regular Business Meeting; 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; and 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.

There being no objections, the motion carried unanimously.

ASSURANCE OF DISTRICT PERFORMANCE

Monitoring Report 1.4, Ends

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

Dr. Michael Pascoe, Assistant Superintendent of Instruction and Assessment, reviewed charts from the report that showed data: our graduates that enroll in college versus the state average, the time it takes to complete 24 credits, our students that take college remedial classes versus the state average, five-year and four-year graduation/dropout rates, four-year graduation rates versus comparator schools, participation numbers in Career and Technical Education classes, and the percentage of students with an ACT WorkKeys National Career Readiness certificates.

Dr. Pascoe addressed questions from Trustees.

The motion carried unanimously.

Monitoring Report 2.9, Emergency Superintendent Succession

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

Per Superintendent Bielang, little has changed from the last report. The organizational chart was updated.

The motion carried unanimously.

Monitoring Report 2.11, Long-Term Asset Planning

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

Per Superintendent Bielang, much of the information in the report parallels on what Mr. Edwards reported on. He commented on various areas of the report.

The motion carried unanimously.

President Van Antwerp thanked Superintendent Bielang for the reports.

DISCUSSION ITEMS

KRESA 2023-24 General Fund Budget

Per Ms. Paula Johnson, Director of Finance, each year constituent school boards are required to adopt a resolution related to their ISD general fund budget for the upcoming school year. (Local boards do not need to take action on the ISD special education budget.) The board packet includes information from KRESA on their proposed general fund budget.

President Van Antwerp thanked Ms. Johnson for the information.

KRESA Biennial Election Resolution #2

Per President Van Antwerp, for KRESA’s upcoming June 5, 2023 election, by way of resolution, the Board needs to: (1) formally name its voting representative and an alternate to cast its ballot at the election and (2) to name the two candidates the Board desires their voting representative to cast a vote for at the election. Because the resolution cannot be adopted until 21 days before the election (May 15, 2023); the Board will take action on the resolution at their May 22, 2023 meeting. There are only two candidates running for the two seats on the ballot – Virgil “Skip” Knowles and Randy Van Antwerp. Mrs. Novaria will serve as the voting representative and Ms. Larson as the alternate.

Policy Revisions

Per Superintendent Bielang, NEOLA has come out with their spring policy updates. All of the proposed updates have been vetted by NEOLA’s attorneys and are reviewed by appropriate members of the Executive Leadership Team before being brought to the Board.

Capital Outlay Furniture Purchase

Per Mr. Johnny Edwards, the recommendation is a part of our annual capital outlay process whereby schools prioritize their equipment and furniture needs. He reviewed the recommendation to purchase school furniture, the majority of which will be used as pilot furniture at the new elementary schools - Central Elementary and Haverhill Elementary. The recommendation also includes other miscellaneous items.

Mr. Edwards addressed questions from Trustees.

Wrestling Mat Purchase

Mr. Johnny Edwards went over the recommendation to purchase two wrestling mats for Central High School for use in physical education class during the day and for athletics after school.

Transportation iPad System Purchase

Per Mr. Dan Vomastek, Director of Technology and Information Systems, the new iPad system will replace our current bus information and routing software. The system has the ability to add iPads with GPS-based monitoring and turn-by-turn navigation from bus stop to bus stop.

Spring Student Chromebook Purchase

Mr. Dan Vomastek, as part of our annual purchase of replacement Chromebooks for our students, this recommendation is for the purchase of 1,400 student Chromebooks to replace older models.

Mr. Vomastek responded to questions from Trustees.

With no further business to come before the Board, the meeting was adjourned at 9:04 p.m.

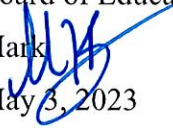
Respectfully submitted,

Barb Atkinson, Recording Secretary

May 22, 2023



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

To: Board of Education
 From: Mark 
 Date: May 3, 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.



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



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

May 22, 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 buses. 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 2019 Supplemental Bond 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			23
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
2023-398893-X4G5J0			Page 1

<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

2023-398893-X4G5J0

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

26

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.

27

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.#: _____

May 22, 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



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

May 22, 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>
	<input type="checkbox"/>	Deny	x Eric Alburtus	3 April 2023
Superintendent (or designee) Decision:	<input type="checkbox"/>	Approve	Supt. (or Designee) Signature: <i>(electronically sign name below, or add e-signature)</i>	Date: <i>(enter below)</i>
	<input type="checkbox"/>	Deny	X	

Date Received by Transportation:	Received by:
---	---------------------

Assignment: Provided 1-5 days prior to trip

Bus #:	<input type="checkbox"/>	Driver: _____	Bus #:	<input type="checkbox"/>	Driver: _____
Bus #:	<input type="checkbox"/>	Driver: _____	Bus #:	<input type="checkbox"/>	Driver: _____
Bus #:	<input type="checkbox"/>	Driver: _____	Bus #:	<input type="checkbox"/>	Driver: _____
Bus #:	<input type="checkbox"/>	Driver: _____	Bus #:	<input type="checkbox"/>	Driver: _____

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 – REGULAR BUSINESS MEETING
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136
MAY 22, 2023, 6:30 P.M.**

Note Page

VIII. Required Action Items

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

The election will be held at KRESA, 1819 E. Milham, at 5pm on June 5.

Recommended Motion

That the Board of Education approve the Resolution Designating the District's Electoral Representative and First Ballot Candidate Choice, as presented.

May 22, 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 17, 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 was presented as a discussion item at 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. The candidates are Virgil "Skip" Knowles and Randy Van Antwerp. There bios are enclosed.

Enclosures

**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 Room #1136 of Portage Central High School, 8135 S. Westnedge, Portage, within the boundaries of the District, on the 22nd 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 Terri Novaria as its representative and Kimberly Larson 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 Terri Novaria 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 Kimberly Larson 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 Virgil "Skip" Knowles and Randy Van Antwerp.
- 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 – REGULAR BUSINESS MEETING
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136
MAY 22, 2023, 6:30 P.M.**

Note Page

VIII. Required Action Items

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

Recommended Motion

Motion offered by _____, seconded by _____, that the Board of Education adopt the resolution provided, indicating support of the KRESA General Education Fund Budget for the 2023-24 school year, as presented.



May 22, 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 regular meeting of the Board of Education of the Portage Public School District was held in Room #1136 of Portage Central High School, 8135 S. Westnedge, Portage, on May 22, 2023 at _____ o'clock in the evening.

Members present: _____

Members absent: _____

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, 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.

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 – REGULAR BUSINESS MEETING
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136
MAY 22, 2023, 6:30 P.M.**

Note Page

IX. Action Items

1. Set Special Meeting re: Superintendent Evaluation (OMA)

Recommended Motion

Motion offered by _____, seconded by _____, that the Board of Education set a special meeting for the Superintendent Evaluation on June __, 2023 at _____ p.m.

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – REGULAR BUSINESS MEETING
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136
MAY 22, 2023, 6:30 P.M.**

Note Page

IX. Action Items

2. Set Special Meeting re: Security Planning (OMA)

Recommended Motion

Motion offered by _____, seconded by _____, that the Board of Education set a special meeting on June 5, 2023 at 5:00 p.m. for the purpose of security planning.

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – REGULAR BUSINESS MEETING
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136
MAY 22, 2023, 6:30 P.M.**

Note Page

IX. Action Items

3. Set Budget Hearing (OP 6230)

Recommended Motion

Motion offered by _____, seconded by _____, that the Board of Education set the budget hearing for June 19, 2023 at 6:30 p.m. as part of the June 19 Regular Business Meeting agenda.



Enclosure IX.3.

May 22, 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 15, 2023
Subject: Recommendation to Set Public Hearing on Proposed 2023/2024 Budget

RECOMMENDATION

That the Board of Education set a public hearing on the proposed 2023/2024 budget for June 19, 2023 at 6:30 pm and authorize the Board Secretary to publish the required notice in the Kalamazoo Gazette.

BACKGROUND INFORMATION

It is a requirement that the Board of Education publish a notice of a public hearing on the proposed 2023/2024 budget and the related property tax millage rate proposed to be levied to support the budget.

This notice must run in a publication at least six days prior to the public hearing. Upon conclusion of the budget hearing, the Board may adopt the budget which will include a statement of the total number of mills of ad valorem property taxes to be levied and the purpose for which the millage is levied.

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

**PORTAGE PUBLIC SCHOOLS
NOTICE OF A PUBLIC HEARING
ON PROPOSED 2023/2024 BUDGET**

PLEASE TAKE NOTICE that on June 19, 2023 at 6:30 o'clock p.m. at the Portage Central High School Community Room #1136, 8135 S. Westnedge Ave., Portage, Michigan, the Board of Education of Portage Public Schools will hold a public hearing to consider the District's proposed 2023/2024 budget.

The Board may not adopt its proposed 2023/2024 budget until after the public hearing. A copy of the proposed 2023/2024 budget, including the proposed property tax millage rate, is available for public inspection during normal business hours (weekdays 8am-4pm) in the Business Office at the Administration Building.

The property tax millage rate proposed to be levied to support the proposed budget will be the subject of this hearing. *

This notice is given by order of the Board of Education.

Terri Novaria
Secretary

* This sentence must be printed in 11-point boldfaced type.

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – REGULAR BUSINESS MEETING
CENTRAL HIGH SCHOOL, ROOM #1136
MAY 22, 2023, 6:30 P.M.**

Note Page

X. Discussion Items

1. Revision to Policy 6320 (BL 0131.1)



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

To: Board of Education
From: Mark
Date: May 17, 2023
Re: Revision to Policy 6320
CC: Executive Team; Principals and Assistant Principals

Policy 6320 - Purchasing (Revised)

Operational Policy 6320 is being recommended for revision to capture current practice as allowed by law. The entire Policy language is available for review at the Administration Building.

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – REGULAR BUSINESS MEETING
CENTRAL HIGH SCHOOL, ROOM #1136
MAY 22, 2023, 6:30 P.M.**

Note Page

- X. Discussion Items**
 - 2. Bus Purchase (OP 6320)

May 22, 2023



To: Mark Bielang, Superintendent

From: Johnny Edwards, Assistant Superintendent of Operations

CC: Paula Johnson, Director of Finance

Date: May 22, 2023

Re: 2023-2024 Bus Purchase

RECOMMENDATION

I am recommending that the Board of Education approve the purchase of four (4) 77-passenger buses and one (1) lift bus from Holland Bus for a total of \$660,904.00 to come from the 2019 Bond Fund, Proposal #1 Unallocated Contingency.

BACKGROUND INFORMATION

Our regular replacement schedule calls for up to six (6) buses to be replaced annually. We continue to see buses that are starting to need increased and more costly repairs. Because of this, we are recommending the purchase of five buses. We believe this will assist us in avoiding major repairs. This rotation/replacement would be done in our normal process of evaluating our oldest and/or highest mileage buses, which are beyond their life expectancy.

The new buses will have additional back stop signs, reverse cameras, stability control, and air disc brakes to improve the experience for our drivers and students. In prior years, we have purchased stock buses with standard equipment and these buses will be customized for Portage Public Schools.

BIDDING PROCESS

The buses were bid using the Michigan School Business Officials (MSBO) bus-purchasing program. Further documentation is attached for your reference.

We have purchased buses from Holland Bus for several years now and have been satisfied with prompt support of any issues that we have had. We purchased gas buses on the past couple of purchases and have been happy with their performance and cost savings overall.

I would be happy to answer any questions that the Board members have related to this recommendation.

Michigan Bus Purchasing
Price Comparison Report - Spec #18588
 Apr 12, 2023 1:34 PM

Buying Organization **Holland**
 670 E 16th St
 Holland MI 49423-3738

Notes Portage gas Air Phase II 2023

Product Category Conventional (2022-23 Phase 2)

Product 77 Passenger

Quantity 4

Option	Option SKU	Buyer Comments	Hoekstra	Holland	Midwest Transit
Product Base Price			\$125,738.00	\$120,842.00	\$145,761.00

Chassis Options

Air Dryer

Bendix AD-IP dryer w/spin-on filter	C101	N/C	(\$225.00)	N/A
-------------------------------------	------	-----	------------	-----

Alternator

240-amp, Leece-Neville	C123	\$140.00	S/E	\$148.00
------------------------	------	----------	-----	----------

Axle, Front: minimum load

12,000 lbs.	C142	\$159.00	S/E	N/A
-------------	------	----------	-----	-----

Batteries

3 12-volt, 950-CCA each	C163	S/E	S/E	\$238.00
-------------------------	------	-----	-----	----------

Brake Dust Shield

Brake dust shield on all wheels	C170	S/E	S/E	N/C
---------------------------------	------	-----	-----	-----

Brakes, ESC

Electronic Stability Control for Air Brakes	C172	S/E	S/E	S/E
---	------	-----	-----	-----

Engine

Cummins ISB 220hp, 600 torque, PTS2500 trans	C204	S/E	--	--
--	------	-----	----	----

Cummins ISB 240 hp w/PTS2500 trans	C202	--	--	N/C
------------------------------------	------	----	----	-----

Gasoline Engine, 7.3 L w/Ford Trans	C218	N/A	(\$3,350.00)	N/A
-------------------------------------	------	-----	--------------	-----

Fuel Tank

Increase to 100-gallon gasoline tank	C252	N/A	\$375.00	N/A
--------------------------------------	------	-----	----------	-----

Pedals, Adjustable

Adjustable brake and accelerator pedals	C310	\$917.00	\$937.00	\$630.00
---	------	----------	----------	----------

Rust Proofing

Rust proofing fuel tank anticorrosion spray coating	C315	\$478.00	\$192.00	S/E
---	------	----------	----------	-----

Steering

Telescoping steering wheel	C320	S/E	S/E	\$248.00
Switches, Ignition				
Keyed alike	C350	N/C	\$5.00	\$19.00
Tires				
11R22.5 steer FR, mud/snow rear Cooper	C397	N/A	(\$657.00)	N/A
Turn Signals				
Fender-mounted	C421	S/E	S/E	\$49.00
Warranty, Extended				
2 year/unlimited miles	C450	S/E	\$720.00	\$520.00

Body Options

Antenna				
Flexible rubber radio antenna	B170	S/E	S/E	N/A
Battery Cut Off Switch				
Add battery cut off switch	B190	S/E	\$154.00	\$79.00
Color, Interior				
Walls white	B234	N/A	S/E	S/E
Crossing Gate Arm				
Electric w/stow bracket	B241	\$270.00	\$445.00	N/C
Defogger Fans				
Increase from 2 to 3	B250	N/A	\$65.00	\$65.00
Door, Entrance				
Electric, double out, split type	B260	(\$169.00)	\$325.00	(\$245.00)
Exit, Evacuation Step				
Step & handle at rear door	B310	\$225.00	S/E	\$105.00
Exit, Roof Hatch				
2 Specialty ProLo 9240 series	B324	(\$62.00)	(\$360.00)	N/A
Floor Covering				
1 piece, gray	B373	N/A	\$814.00	\$420.00
Mirror, Timer				
Timer for heated mirror	B525	S/E	S/E	S/E
Mirrors, Crossview				
Rosco, Eye-Max LP, heated	B537	N/C	S/E	N/A
Mirrors, Crossview, Arms				
Stainless steel arms	B555	S/E	\$38.00	\$39.00
Mirrors, Rearview				
Rosco Open View ES, remote, heated, split view	B575	\$178.00	\$265.00	\$123.00
Mirrors, Rearview, Arms				
Stainless steel arms	B590	S/E	\$38.00	\$37.00
Noise Reduction System				

Perforated ceiling, full bus	B595	S/E	\$641.00	S/E
Paint, Roof				
White, polyurethane	B605	\$355.00	\$220.00	\$347.00
Power Source				
12-volt power source in driver's area	B615	N/C	S/E	S/E
Radio & Public Address System				
AM/FM radio, CD, clock, PA system inside & outside	B626	N/A	N/A	N/A
Seat, Driver's				
National, air ride w/o arm rests	B663	\$115.00	\$192.00	\$8.00
Seat, Driver's Belt				
Driver's belt, blaze orange	B676	\$44.00	N/C	S/E
Seats, Passenger: Color				
Gray	B713	S/E	S/E	S/E
Severe Service Package				
Must meet Colorado Racking Test	B740	S/E	S/E	N/C
Step Tread				
Pebble tread w/metal backing	B750	S/E	N/A	N/A
Stepwell				
Stainless steel	B755	N/A	\$545.00	\$621.00
Stop Arm Signals				
Air, LED lights, front & rear	B765	(\$60.00)	(\$70.00)	(\$143.00)
Storage Compartment Driver's Area				
Over drivers sash window	B781	S/E	\$125.00	\$93.00
Storage Pouch				
Mounted on barrier behind driver	B782	\$21.00	\$16.00	\$47.00
Configured Price			\$128,349.00	\$122,292.00
				\$149,209.00

Dealer Options

fiberglass luggage on RH side	\$2,595.00
protect camera system	\$2,663.00
65 MPH governor	\$0.00
glove box	\$60.00
Black reflective lettering	\$200.00
Left hand exhaust	(\$120.00)
relocate park brake to lower dash	\$75.00
delete pre trip activation	\$0.00
delete light monitor	(\$50.00)
cup holder	\$0.00
Black reflective lettering	\$200.00

Black reflective lettering		\$200.00
fiberglass luggage on RH side	\$2,595.00	
fiberglass luggage on RH side		\$2,595.00
protect camera system	\$2,663.00	
protect camera system		\$2,663.00
stainless steel stepwell - not available	\$698.00	
gasoline - not available	\$0.00	
back up camera in dash		\$0.00

	Hoekstra	Holland	Midwest Transit
Unit Price	\$134,505.00	\$127,715.00	\$154,667.00
Total Price	\$538,020.00	\$510,860.00	\$618,668.00
Grand Total	\$538,020.00	\$510,860.00	\$618,668.00

Michigan Bus Purchasing
Price Comparison Report - Spec #18589
 Apr 12, 2023 1:42 PM

Buying Organization **Holland**
 670 E 16th St
 Holland MI 49423-3738

Notes Portage Gas Air SN Phase II 2023

Product Category Conventional (2022-23 Phase 2)

Product 77 Passenger

Quantity 1

	Option	Option SKU	Buyer Comments	Hoekstra	Holland	Midwest Trans
Product Base Price				\$125,738.00	\$120,842.00	\$145,761.00
Chassis Options						
<i>Air Dryer</i>						
	Bendix AD-IP dryer w/spin-on filter	C101		N/C	(\$225.00)	N/A
<i>Alternator</i>						
	240-amp, Leece-Neville	C123		\$140.00	S/E	\$148.00
<i>Axle, Front: minimum load</i>						
	12,000 lbs.	C142		\$159.00	S/E	N/A
<i>Axle, Rear: minimum load</i>						
	23,000 lbs.	C153		\$623.00	S/E	\$180.00
<i>Batteries</i>						
	3 12-volt, 950-CCA each	C163		S/E	S/E	\$238.00
<i>Brake Dust Shield</i>						
	Brake dust shield on all wheels	C170		S/E	S/E	N/C
<i>Brakes, ESC</i>						
	Electronic Stability Control for Air Brakes	C172		S/E	S/E	S/E
<i>Engine</i>						
	Cummins ISB 220hp, 600 torque, PTS2500 trans	C204		S/E	---	---
	Cummins ISB 240 hp wPTS2500 trans	C202		---	---	N/C
	Gasoline Engine, 7.3 L w/Ford Trans	C218		N/A	(\$3,350.00)	N/A
<i>Fuel Tank</i>						
	Increase to 100-gallon gasoline tank	C252		N/A	\$375.00	N/A
<i>Paint, Wheels</i>						
	Wheels finish coated black inside and out	65	C300	S/E	N/C	N/C

Pedals, Adjustable				
Adjustable brake and accelerator pedals	C310	\$917.00	\$937.00	\$630.00
Rust Proofing				
Rust proofing fuel tank anticorrosion spray coating	C315	\$478.00	\$192.00	S/E
Steering				
Telescoping steering wheel	C320	S/E	S/E	\$248.00
Switches, Ignition				
Keyed alike	C350	N/C	\$5.00	\$19.00
Tires				
11R22.5 steer FR, mud/snow rear Cooper	C397	N/A	(\$657.00)	N/A
Turn Signals				
Fender-mounted	C421	S/E	S/E	\$49.00
Warranty, Extended				
2 year/unlimited miles	C450	S/E	\$720.00	\$520.00
Body Options				
Air Conditioning				
Thermo King Michigan TM-552-MS, center-plenum, dual discharge system w/TM-21 compressor, 103,000 BTU (includes 5-yr warranty)	B129	\$16,400.00	\$16,000.00	\$16,700.00
Antenna				
Flexible rubber radio antenna	B170	S/E	S/E	N/A
Battery Cut Off Switch				
Add battery cut off switch	B190	S/E	\$154.00	\$79.00
Color, Interior				
Walls white	B234	N/A	S/E	S/E
Defogger Fans				
Increase from 2 to 3	B250	N/A	\$65.00	\$65.00
Door, Entrance				
Electric, double out, split type	B260	(\$169.00)	\$325.00	(\$245.00)
Exit, Evacuation Step				
Step & handle at rear door	B310	\$225.00	S/E	\$105.00
Exit, Roof Hatch				
2 Specialty ProLo 9240 series	B324	(\$62.00)	(\$360.00)	N/A
Floor Covering				
1 piece, gray	B373	N/A	\$814.00	\$420.00
Floor Tracking System				
4 floor rows/1 row over windows/L-track/1 WC (each) (Qty: 5)	B380	\$2,410.00	\$3,700.00	\$2,445.00
Mirror, Timer				
Timer for heated mirror	B525	S/E	S/E	S/E
Mirrors, Crossview				
Rosco, Eye-Max LP, heated	66 B537	N/C	S/E	N/A

Mirrors, Crossview, Arms				
Stainless steel arms	B555	S/E	\$38.00	\$39.00
Mirrors, Rearview				
Rosco Open View ES, remote, heated, split view	B575		\$178.00	\$265.00
Mirrors, Rearview, Arms				
Stainless steel arms	B590	S/E	\$38.00	\$37.00
Noise Reduction System				
Perforated ceiling, full bus	B595	S/E	\$641.00	S/E
Paint, Roof				
White, polyurethane	B605		\$355.00	\$220.00
Power Source				
12-volt power source in driver's area	B615	N/C	S/E	S/E
Radio & Public Address System				
AM/FM radio, CD, clock, PA system inside	B625	N/A	N/A	N/A
Seat, Driver's				
National, air ride w/o arm rests	B663		\$115.00	\$192.00
Seats, Child Restraint				
<i>IMMI SafeGuard, floor mount (per seat) (Qty: 6)</i>	B680	---	---	\$2,634.00
36"CQCr 3 pt. belts, track mount (Qty: 2)	B695	N/A	\$2,168.00	N/A
<i>SynTec S3C, 36" floor mount (per seat) (Qty: 6)</i>	B697	\$1,698.00	---	---
Seats, Passenger				
Deduct for delete seat (per seat) (Qty: 11)	B705	(\$2,662.00)	(\$4,906.00)	(\$1,188.00)
Seats, Passenger: Color				
Gray	B713	S/E	S/E	S/E
Severe Service Package				
Must meet Colorado Racking Test	B740	S/E	S/E	N/C
Step Tread				
Pebble tread w/metal backing	B750	S/E	N/A	N/A
Stepwell				
Stainless steel	B755	N/A	\$545.00	\$621.00
Stop Arm Signals				
Air, LED lights, front & rear	B765	(\$60.00)	(\$70.00)	(\$143.00)
Storage Compartment Driver's Area				
Over drivers sash window	B781	S/E	\$125.00	\$93.00
Storage Pouch				
Mounted on barrier behind driver	B782	\$21.00	\$16.00	\$47.00
Wheelchair Entry				
Front lift door w/Braun NL9191B, 34" wide	B822	\$7,086.00	\$5,937.00	\$3,949.00
Wheelchair Securements (L-Track)				
Q-Straint Q-8300-A1QRT (each) (Qty: 5)	67 B854	\$4,630.00	\$2,470.00	\$2,425.00

Configured Price \$158,220.00 \$147,216.00 \$176,354.00

Dealer Options

Protect camera system installed		\$2,663.00	
62 MPH governor		\$0.00	
Glove Box		\$60.00	
Left hand exhaust		(\$120.00)	
relocate park brake to lower dash		\$75.00	
delete light monitor		(\$50.00)	
cup holder		\$0.00	
delete pre-trip activation		\$0.00	
Black Reflective Lettering		\$200.00	
Black Reflective Lettering	\$200.00		
Black Reflective Lettering			\$200.00
Protect camera system installed	\$2,663.00		
Protect camera system installed			\$2,663.00
1 piece flooring gray	\$598.00		
Stainless Steel Stepwell - not available	\$698.00		
back up camera in dash		\$0.00	

	<u>Hoekstra</u>	<u>Holland</u>	<u>Midwest Tran</u>
Unit Price	\$162,379.00	\$150,044.00	\$179,217.00
Total Price	\$162,379.00	\$150,044.00	\$179,217.00
Grand Total	\$162,379.00	\$150,044.00	\$179,217.00

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – REGULAR BUSINESS MEETING
CENTRAL HIGH SCHOOL, ROOM #1136
MAY 22, 2023, 6:30 P.M.**

Note Page

X. Discussion Items

3. CHS-NHS Audio Visual System Refresh (OP 6320)

Should the Board opt to move this item to action, the following recommendations are provided:

Recommended Motion #1

Motion offered by _____, seconded by _____, that the Board of Education move the CHS-NHS Audio Visual System Refresh discussion item to action.

Recommended Motion #2

Motion offered by _____, seconded by _____, that the Board of Education authorize a contract award to CS Erickson of Grand Haven, MI for the refresh of audio/visual systems located at Central and Northern High Schools in the amount of \$142,999.12, the funds for which will be drawn from the 2021 Bond Fund.



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 12th, 2023
Re: Recommended Award - CHS/NHS Commons Audio Visual Systems Refresh

RECOMMENDATION

I recommend the Board of Education authorize a contract award to CS Erickson of Grand Haven, MI for the refresh of audio/visual systems located at Central and Northern High Schools in an amount of \$142,999.12, proceeds to be drawn from the 2021 Bond Fund.

BACKGROUND

The audio/visual systems in the commons at Central and Northern were installed circa 2010 and are due for a refresh. This includes new amplifiers, switchers, microphones, flat panels, and projectors. (The existing speakers and the majority of the cabling are still viable and will not be replaced.) This includes replacing the portable projector at Central with a fixed unit to better facilitate larger community events. This purchase also covers the gymnasium at Central as this space also requires a refresh.

This award covers the cost of the equipment and installation services.

It is our goal to have this work completed this summer. However, lead times on some parts may require some of the work to be completed after the start of the 23-24 school year.

AWARD INFORMATION

The bidding process for this project was managed by our technology consultants at TowerPinkster. Finding all three responses to be equivalent, they recommend the award go to the low bidder, CS Erickson. I concur with this recommendation. The award amount includes a standard 10% contingency.

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

May 12, 2023

Board Members
Portage Public Schools

Re: Portage Public Schools – NHS CHS Commons Audio/Visual Upgrades

A request for proposals was issued on April 20th, 2023 with associated drawings and specifications. The RFP includes technology upgrades to Northern Commons, Central Commons, and Central Gym.

An advertisement for bid was posted on the State bids website, the PPS website, and MLive. The bid ad was also sent directly to several dozen contractors and plan houses. A pre-bid walkthrough was held on May 2nd, 2023 at Central High School.

Bids were received and opened publicly at the PPS Administration building on May 10th, 2023 at 2:00pm. Three bids were received and read into record. After evaluation of the bids, TowerPinkster and members of the PPS technology team conducted post-bid interviews with the two low bidders: CS Erickson and Buist Electric.

TowerPinkster, along with Mr. Vomastek, recommend that the Board award work to the following contractor in the listed amount:

Contractor	Award Amount	Contingency (10%)	Total Project Budget
CS Erickson	\$129,999.12	\$13,000	\$142,999.12

Sincerely,



TowerPinkster
Cameron Drake

Portage Public Schools
Dan Vomastek

Senior Technology Designer Director of Technology

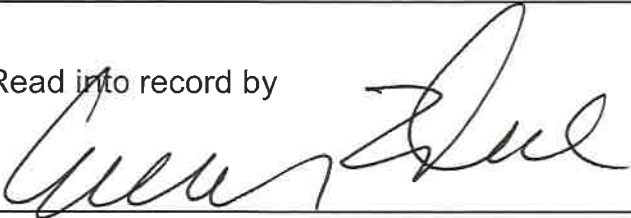
Portage Public Schools - NHS CHS Commons AV

Project 23 149

Bid Tally Sheet

COMPANY	BID BOND	1 - AV Systems	TOTAL OF BASE BID
Buist Electric		137,963.00	
CS Erickson		129,999.12	
Acorn Sound Technology		144,711.00	

Read into record by


 Cameron Drake


 Kristina Lafferty