

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
CENTRAL HIGH SCHOOL ROOM #1136, 8135 S. WESTNEDGE, PORTAGE, MICHIGAN 49002
MAY 19, 2025, 6:30 PM
AGENDA**

VISION STATEMENT

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

MISSION STATEMENT

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

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**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – REGULAR BUSINESS MEETING
CENTRAL HIGH SCHOOL, ROOM #1136
MAY 19, 2025, 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
General Fund Budget Progress Report by Function
2024-2025 Fiscal Year**

	Ten months ended April 30, 2025				Ten months ended April, 2024			
	Revised Budget 2024-2025	% of total	Year-to-date activity	% of budget	Revised Budget 2023-2024	% of total	Year-to-date activity	% of budget
Revenue:								
Local	20,944,686	17%	20,399,892	97%	19,446,872	16%	19,217,432	99%
State	87,689,780	72%	61,051,571	70%	88,288,488	73%	60,804,368	69%
Federal	1,902,758	2%	1,051,583	55%	2,337,001	2%	1,486,051	64%
Local payments-other districts	11,021,273	9%	11,022,149	100%	10,141,609	8%	10,194,841	101%
Other/Transfers in	120,000	0%	-	0%	130,000	0%	-	0%
Total Revenue	121,678,497	100%	93,525,196	77%	120,343,970	100%	91,702,693	76%
Expenditures:								
Instruction								
Basic Programs	61,421,605	49%	42,961,181	70%	62,446,304	51%	42,824,461	69%
Added Needs	11,611,102	9%	8,515,642	73%	11,111,961	9%	8,345,965	75%
Total Instruction	73,032,707	59%	51,476,822	70%	73,558,265	60%	51,170,426	70%
Supporting Services								
Pupil Support	11,229,316	9%	7,749,716	69%	10,732,045	9%	7,490,709	70%
Instructional Staff	8,613,308	7%	5,944,194	69%	7,632,639	6%	5,672,620	74%
General Administration	863,210	1%	689,877	80%	890,918	1%	731,156	82%
School Administration	6,447,765	5%	4,842,490	75%	6,367,839	5%	4,785,395	75%
Business	1,279,393	1%	1,025,998	80%	1,227,337	1%	996,992	81%
Operations and Maintenance	11,494,921	9%	8,670,077	75%	11,118,801	9%	8,363,295	75%
Transportation	4,980,697	4%	3,738,052	75%	4,251,287	3%	3,189,287	75%
Central Support Services	3,271,027	3%	2,820,648	86%	2,932,111	2%	2,484,557	85%
Other Support Services	2,172,247	2%	1,657,521	76%	2,342,099	2%	1,909,502	82%
Community Services	149,310	0%	85,752	57%	133,216	0%	107,444	81%
Childcare Services	1,117,967	1%	953,691	85%	1,124,070	1%	1,053,719	94%
Total Supporting Services	51,619,161	41%	38,178,016	74%	48,752,362	40%	36,784,675	75%
Other Financing Uses/Capital Outlay	20,957	0%	20,956	100%	101,740	0%	80,781	79%
Total Expenditures	124,672,825	100%	89,675,794	72%	122,412,367	100%	88,035,882	72%
Excess (deficiency) of revenues over expenditures	124,672,825 (2,994,328)		3,849,401		(2,068,397)		3,666,811	

**Portage Public Schools
General Fund Budget Progress Report by Object
2024-2025 Fiscal Year**

	Ten months ended April 30, 2025				Ten months ended April 30, 2024			
	Revised Budget 2024- 2025	% of total	Year-to-date activity	% of budget	Revised Budget 2023-2024	% of total	Year-to-date activity	% of budget
Salaries	58,312,950	47%	42,135,385	72%	55,928,879	46%	40,020,330	72%
Benefits	<u>43,323,562</u>	35%	<u>30,197,856</u>	70%	<u>44,168,928</u>	36%	<u>30,867,108</u>	70%
Total Salaries and Benefits	101,636,512	82%	72,333,241	71%	100,097,807	82%	70,887,438	71%
Purchased Services	14,714,600	12%	9,904,311	67%	11,898,513	10%	10,027,966	84%
Supplies	7,230,940	6%	5,200,788	72%	7,514,234	6%	5,539,515	74%
Capital outlay/Other	<u>1,090,773</u>	1%	<u>2,237,454</u>	205%	<u>2,901,813</u>	2%	<u>1,580,963</u>	54%
Total Expenditures	124,672,825	100%	89,675,794	72%	122,412,367	100%	88,035,882	72%

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – REGULAR BUSINESS MEETING
CENTRAL HIGH SCHOOL, ROOM #1136
MAY 19, 2025, 6:30 P.M.**

Note Page

VI. Consent Agenda

1. Approval of Minutes
 - a. May 5, 2025 Committee of the Whole Work Session
 - b. May 7, 2025 Special Meeting & Closed Session
 - c. May 14, 2025 Special Meeting
 - d. May 15, 2025 Special Meeting

2. Chartwell Contract Renewal

That the Board of Education approve, as presented, the contract with Chartwells School Dining for food service management through June 30, 2030, and authorize the Director of Finance to execute all necessary agreements.

3. Purchase of ELA Curriculum Resources

That the Board of Education approve, as presented, the purchase of durable bound classroom sets for ELA Elementary Early Adopter classrooms from Bound to Stay Bound, not-to-exceed the total amount of \$94,725.30, the funds for which will come from the Section 35j Professional Development, Curriculum, and Supports Grant.

4. Policy Revisions

That the Board of Education approve, as presented, the revisions to Operational Policies 5320 – Immunizations, 5330.01 – Epinephrine Auto-Injectors, and 5350 – Student Health, Well-Being, and Suicide Prevention.

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION**

**COMMITTEE OF THE WHOLE WORK SESSION
MAY 5, 2025**

The Committee of the Whole Work Session of the Board of Education of Portage Public Schools held on Monday, May 5, 2025, 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, Kimberly Larson, Terri Novaria, Mary Lou Rohwer, Bo Snyder, Mark Stevenson, Randy Van Antwerp

Board Trustees Absent: None

REVISIONS/APPROVAL OF AGENDA

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

The motion carried unanimously.

REPORTS

Superintendent's Report

Bond Project Update

Mr. Johnny Edwards, Assistant Superintendent of Operations, provided an update on the elementary bond projects, which focused on site tours.

Today, a board/staff toured the new Central Elementary site. The feedback was very positive.

The board/staff tour of the new Haverhill Elementary will be held on May 8.

CHANGE ORDER SUMMARY

Ms. Anastasia Wojcik, Assistant Project Manager with Owen-Ames-Kimball, reviewed consolidated construction cost and change orders through April 25, 2025 on elementary bond work. Ms. Wojcik responded to Trustee questions.

PAC Awards

Dr. Jeanine Mattson-Gearhart, Director of Educational Supports & Intervention, announced the Excellence in Special Education Award winners of Kalamazoo County. This award honors those who have gone above and beyond in educating/supporting students. Congratulations to Caitlin Deja, ESI teacher at Portage Central High and Marcileno Nunez, support staff at Portage Central High. Nominee recognitions go to Cailyn Walsh, ESI teacher at Amberly Elementary and

Ying Liu, parent volunteer at Portage Central Middle School. Thank you all for your outstanding work!

Other

Superintendent Bielang reminded Trustees of the next KCSOA meeting on May 21 at the new CTE Center. A tour will be conducted as part of that meeting.

BOARD EDUCATION

ELA Update

This was a two-part update with the first presented by Dr. Mackenzie Sheahan, Director of Curriculum and Professional Development K-8, and the second part presented by Dr. Tracy Speaker-Gerstheimer, Director of Curriculum and Systems 9-12.

Dr. Sheahan reviewed results of a survey on the current English Language Arts curriculum resources used in grades K-8. The Board received a detailed report. The presentation highlighted the results.

The survey feedback comes from stakeholders - students, families, and teachers - to evaluate the effectiveness, relevance, and impact of the instructional units taught. Dr. Sheahan reviewed strengths, areas of improvement, and action steps.

The key strengths were identified a reading/writing growth, family feedback, student engagement and teacher support. Students across grades reported improvements in reading fluency, writing skills, vocabulary, and critical thinking. Families generally appreciated the variety of literature, real-world connections, and inclusion of social-emotional learning themes. Students found units interesting especially when texts were relevant, multicultural, or interdisciplinary. Teachers valued unit launches, pacing guides, and collaborative planning time.

Areas of improvement were identified. Families across grades mentioned inconsistent communication regarding units, books, and at-home support materials. Families requested more resources and take-home materials to support learning at home. Students and families alike, particularly at the middle school level, had issues with pacing, units at times seemed slow, overwhelming, or misaligned with student needs. Families at the middle school level were concerned about disruptive behavior impacting learning. Teachers requested more professional development related to Socratic Seminars and better access to audiobook resources.

Action steps based on the feedback and data include strengthen home-school communications, ensure access to learning materials, adjust pacing and units, and offer additional coaching/modeling.

Dr. Sheahan addressed questions from Trustees.

Dr. Tracy Speaker-Gerstheimer provided an update on ELA at the high school level. She reviewed ELA units identified four units for early adoption this year. Two teachers at each high school adopted each of the units in English 9. At the conclusion of each unit, informal feedback was collected from students. The units and student feedback will be reviewed during summer curriculum work.

Dr. Speaker-Gerstheimer responded to Trustee questions.

Trustees appreciated the depth and detail of the ELA update.

President Van Antwerp thanked Drs. Sheahan and Speaker-Gerstheimer for the presentation.

COMMENTS OR COMMUNICATIONS

President Van Antwerp opened the floor to public comment.

Kat Frink, on behalf of the PEA, shared good news from around the District.

Michael Quinn addressed the Board in regards to our math education system.

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

Ms. Larson gave a shout out to the “Portage Central superstars” for their work on events at KRESA’s WoodsEdge Learning Center.

Mr. Snyder appreciated the ELA update and the public comments. He attended Central High’s IB Program over the weekend and noted that Central High teacher Kat Frink was honored by three IB students – congratulations. He added that board members would be participating in Staff Appreciation Week by delivery cookies to our buildings.

Mr. Van Antwerp also attended the Central High IB Program and gave each board member a copy of the program from that event. His take away from the student speakers is not only does PPS prepare students academically but also in building confidence and teaching life skills. He also congratulated PPS students recognized at the KRESA Outstanding Achievement Awards.

CONSENT AGENDA

President Van Antwerp presented the following Consent Agenda items for approval by the Board of Education: the April 14, 2025 regular business meeting and closed session minutes; that the Board of Education authorize the Superintendent or his designee to enter into a three year agreement (with the option to extend the agreement up to two additional years) with Adams Remco, located in Kalamazoo, Michigan, for the lease of copy/print equipment along with associated maintenance and service agreements as presented, with the term of this agreement to begin on July 1, 2025 and end no later than June 30, 2030, and required payments for this agreement to come from the General Fund Budgets covering the term of the agreement; and that the Board of Education authorize Owen-Ames-Kimball Co. to issue a Notice of Pending Award, in the amount indicated for the PCEC roof repair, to Apex Industrial Roofing, LLC, pending confirmation that all requirements of the contract documents have been met, and furthermore, upon receipt by Owen-Ames-Kimball Co. of the appropriate documentation, a contract will be awarded to Apex Industrial Roofing, LLC by Portage Public Schools, in the amount of \$371,407 with a sum total of all fees not-to-exceed \$442,780, the funds for which will come from the Building and Site Sinking Fund.

There being no objections, the motion carried unanimously.

ASSURANCE OF DISTRICT PERFORMANCE

Monitoring Report 1.4 – Ends

The policy language on 1.4 - *Students have knowledge and skills necessary to succeed at post-secondary institutions without remediation and have the employability skills necessary to obtain meaningful employment.*

Superintendent Bielang shared highlights from his report on 1.4, which was followed by in-person testimony from four graduates of Portage Public Schools. Each shared how PPS had prepared them for life after high school. Addressing the Board were PPS graduates Hannah Thomas-Perez (2014 graduate, currently an elementary teacher and PPS forensics coach), Kyle Vickery (PPS class of 2018, with a Bachelor's Degree from MSU, Master's Degree from Texas A&M, and a diverse background including business ownership and experience as a campaign manager for a gubernatorial candidate), Devin Porter (class of 2022, currently working as a paraprofessional at Central Middle School), and Kalynn Wight (2025 graduate of PPS and KVCC with an Associates of Science degree with Honors having participated in the Early/Middle College program while attending Portage Central High.).

Motion offered by Mrs. Novaria, seconded by Dr. Stevenson, 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.

Trustees appreciated the report and hearing from former graduates.

The motion carried unanimously.

Monitoring Report 2.11, Long-Term Asset Planning

Motion offered by Dr. Stevenson, seconded by Mrs. Rohwer, that the Board of Education accept as presented, the Monitoring Report on 2.11, Long-Term Asset Planning, as a reasonable interpretation and evidence of compliance with policy.

Superintendent Bielang reviewed his report, which captures much of what is reported on our bond work.

Trustees appreciated the report.

The motion carried unanimously.

REQUIRED ACTION ITEMS

Authorize Signer on Sale Documents

Superintendent Bielang explained the title company working on the closing of the sale of the Northern parcel previously approved by the Board in February is requiring this action. They need the Board to identify the individual authorized to sign documentation related to the sale on behalf of the District/Board. Approval of this motion will satisfy that requirement.

Motion offered by Mr. Snyder, seconded by Mrs. Crawford, that at its board meeting of February 24, 2025, the Board of Education of Portage Public Schools approved the sale of a parcel on the campus of Portage Northern to Mark and Beth Koenig/Koenig Real Estate, LLC in the amount of \$35,000.00, and the Board hereby authorizes Johnny Edwards to sign all documentation related to this sale on behalf of the Board and Portage Public Schools.

The motion carried unanimously.

DISCUSSION ITEMS

KRESA Biennial Election Resolution #2

Per Superintendent Bielang, as reviewed at the April board meeting, this is the second of two resolutions required to be adopted by the Board related to KRESA's upcoming biennial election. Trustees were asked to consider serving as a voting representative or alternate

KRESA 2025-26 General Fund Budget

Per Ms. Samantha Stevens, Business Manager, each year constituent school boards are required to adopt a resolution related to their ISD general fund budget for the upcoming school year. KRESA reviewed this information with local school financial directors/business managers. Per Ms. Stevens, there is nothing out of the ordinary to report.

Chartwell Contract Renewal

Per Ms. Samantha Stevens, every five years we are required to seek bids on our food service management contract, which is monitored by the state. We are recommending a multi-year contract with Chartwell.

Purchase of ELA Texts

Dr. Mackenzie Sheahan reviewed the recommendation to purchase durable bound classroom sets for ELA Elementary Early Adopter classrooms.

Policy Revisions

Superintendent Bielang noted the policy revisions are recommended by NEOLA and vetted by appropriate District leadership. He noted that a few technical corrections (grammar, etc.) were made to Policy 5460 – Graduation Requirements to update the policy, based on a recommendation from NEOLA.

The discussion items will return to the Board for action at their May 19, 2025 meeting.

With no further business to come before the Board, the meeting was adjourned at 8:27 p.m.

Respectfully Submitted,

Barb Atkinson
Recording Secretary

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION**

**SPECIAL MEETING
MAY 7, 2025**

The special meeting of the Board of Education of Portage Public Schools held on Wednesday, May 7, 2025, was called to order at 5:30 p.m. by President Van Antwerp. The meeting was held in Conference Room #1 of the Administration Building.

Board Trustees Present: Emily Crawford, Kimberly Larson, Terri Novaria, Mary Lou Rohwer, Bo Snyder, Mark Stevenson, Randy Van Antwerp

Board Trustees Absent: None

Administration Present: None

Others Present: Andy Ingall of Michigan Leadership Institute

REVISIONS/APPROVAL OF AGENDA

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

The motion carried unanimously.

COMMENTS OR COMMUNICATIONS

There were no comments or communications.

CLOSED SESSION

Superintendent Search – Review Contents of Candidate Applications

Motion offered by Mrs. Novaria, seconded by Mrs. Crawford, that the Board of Education move into closed session to review the contents of Superintendent candidate applications, as allowed under the Open Meetings Act 15.268, Section 8(f).

Upon a roll call vote, the motion carried unanimously.

The Board entered into closed session at 5:31 p.m. and returned to open session at 8:44 p.m.

NAME CANDIDATES FOR FIRST ROUND INTERVIEWS

In open session, the Board discussed the superintendent candidates and narrowed the field of applicants to four to be invited to a first round interview.

Motion offered by Dr. Stevenson, seconded by Ms. Larson, to bring in four candidates identified at candidates 5, 8, 11, and 2, to first round interviews.

The motion carried – 6 yes votes (Rohwer, Crawford, Novaria, Snyder, Larson, and Stevenson) and 1 no vote (Van Antwerp).

Upon acceptance by the selected candidates for interview, the District will release their names along with the date/time for the first round interviews.

The special meeting adjourned at 9:23 p.m.

Respectfully Submitted,

Barb Atkinson
Recording Secretary

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION**

**SPECIAL MEETING
MAY 14, 2025**

The special meeting of the Board of Education of Portage Public Schools held on Wednesday, May 14, 2025, 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.

Board Trustees Present: Emily Crawford, Kimberly Larson, Terri Novaria, Mary Lou Rohwer, Bo Snyder, Mark Stevenson, Randy Van Antwerp

Board Trustees Absent: None

Executive Leadership Present: None

Others Present: Andy Ingall of Michigan Leadership Institute

REVISIONS/APPROVAL OF AGENDA

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

The motion carried unanimously.

COMMENTS OR COMMUNICATIONS

There were no comments or communications.

SUPERINTENDENT CANDIDATE FIRST ROUND INTERVIEWS

Board President Van Antwerp provided opening remarks and shared the format for first round interviews. Each first round interview may take up to 75 minutes. Trustees take turns asking questions. Toward the end of each interview, the candidate may ask the Board questions and give a closing statement, if desired. The interviews will be recorded and made available via the District's YouTube channel after all first round interviews have been completed.

The Board interviewed Mr. Matt Olson, Assistant Superintendent of Northwest Education Services (ISD in Traverse City region).

The special meeting adjourned at 7:48 p.m.

Respectfully Submitted,

Barb Atkinson
Recording Secretary

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION**

**SPECIAL MEETING
MAY 15, 2025**

The special meeting of the Board of Education of Portage Public Schools held on Thursday, May 15, 2025, was called to order at 4:30 p.m. by President Van Antwerp. The meeting was held in Room #1136 of Portage Central High School.

Board Trustees Present: Emily Crawford, Kimberly Larson, Terri Novaria, Mary Lou Rohwer, Bo Snyder, Mark Stevenson, Randy Van Antwerp

Board Trustees Absent: None

Executive Leadership Present: None

Others Present: Andy Ingall of Michigan Leadership Institute

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.

COMMENTS OR COMMUNICATIONS

There were no comments or communications.

SUPERINTENDENT CANDIDATE FIRST ROUND INTERVIEWS

Board President Van Antwerp provided opening remarks and shared the format for first round interviews. Each first round interview may take up to 75 minutes. Trustees take turns asking questions. Toward the end of each interview, the candidate may ask the Board questions and give a closing statement, if desired. The interviews will be recorded and made available via the District's YouTube channel after all first round interviews have been completed.

The first candidate interviewed was Mr. Eric Alburtus, Principal, Portage Central High School, Portage Public Schools.

Following the interview, the Board took a brief recess to allow for a transition of candidates.

The second candidate interviewed was Mr. Johnny Edwards, Assistant Superintendent, Portage Public Schools.

Following the second interview, at approximately 7:34 p.m. the Board took a recess until approximately 8:00 p.m. to review audience feedback forms. The Board then discussed the candidates, which was followed by action.

SELECTION OF CANDIDATE(S) FOR SECOND ROUND INTERVIEWS

Motion offered by Mrs. Rohwer, seconded by Ms. Larson, that the Board of Education invite superintendent candidates Matt Olson and Johnny Edwards to a second round interview to be held on May 28, 2025.

The motion carried unanimously.

The special meeting adjourned at 9:07 p.m.

Respectfully Submitted,

Barb Atkinson
Recording Secretary

To : Mark Bielang, Superintendent
Board of Education

From : Sammi Stevens, Business Manager

Date : May 5, 2025

Subject : Contract for Food Service Management

RECOMMENDATION

It is recommended that the Board of Education approve the contract of Chartwells School Dining for food service management through June 30, 2030, and authorize the Director of Finance to execute all necessary agreements.

BACKGROUND INFORMATION

Since 1998, the District has utilized a contractor for management of our Food Service operations. By federal and state requirements we are required to seek proposals for this service every five years. Subsequent one year contracts can be renewed at our option during the upcoming five-year period.

Utilizing a process prescribed and controlled by the Michigan Department of Education (MDE), the District sought proposals for this service. Requests for proposals (RFP's) were sent out to 16 companies on a bid list supplied by MDE. We also placed an ad in the Kalamazoo Gazette indicating that we were seeking proposals.

Only three proposals were received on Monday, April 14th. Chartwells, Whitsons and Quest Food Services. The proposals were reviewed during the following month by the selection committee of Paula Johnson, Johnny Edwards and myself. The Michigan Department of Education has also reviewed and approved the proposal.

To recap the bid sheet that was provided, the total price per meal equivalent for Chartwells is \$3.07, which consists of food costs, on-site management labor and benefits, other non-food costs, an administrative fee, and the management fee, which is the Company's profit that it makes on each meal equivalent served. While Chartwells did not provide the lowest price per meal equivalent, the District has a long-standing relationship with Chartwells and we have been very satisfied with Chartwells' management of our program.

Chartwells partners with over 700 districts, 174 of them being in the region. One of the values of the proposal process is that it facilitates comparisons with other school districts and development of new goals. We will be continuing to work with Chartwells personnel to improve menu selections in conjunction with updated USDA nutrition guidelines. While all student meals are currently free under Michigan School Meals program, if that were to change in the future, we would work with Chartwells to increase actual participation rates of free and reduced students at all building levels, and improve customer input opportunities for students and parents. We are confident that we will continue to see improvements that benefit the young people, parents, and staff that we serve while also recognizing the contributions of our employees.

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

Portage Public Schools - Bid Tab

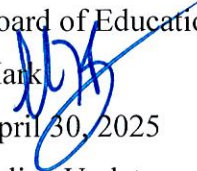
Food Service RFP

4/14/2025 @ 3:00pm

Vendor Name	Whitsons	Chartwells - Compass Group	Quest Food Management Svcs
Location	Berkeley, IL	Charlotte, NC	Lombard, IL
Phone Number	631-434-2700	330-631-3695	847-513-4772
Contact Name	Jerry Dickman	Carrie Klingensmith	Anthony Ferrazzuolo
Contact E Mail	dickmanj@whitsons.com	carrie.klingensmith@compass-usa.com	anthony@questfms.com
Legal Forms			
Familial	N/A	N/A	N/A
Iran Econ Act	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Legal Status Form	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Totals			
Meal Cost	\$3.05	\$3.07	\$3.55
Advanced Payment	\$375,662.00	\$200,000.00	\$0.00



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

To: Board of Education
From: Mark 
Date: April 30, 2025
Re: Policy Updates
COPY: Executive Team; Principals and Assistant Principals

The proposed 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-level administration.

Policy changes from NEOLA that are brought to the Board may include proposed new, revised, and/or replacement policies. Policy changes that reflect only "technical changes" such as grammar or punctuation updates are not typically brought to the Board.

Policy Revisions Recommended by NEOLA for Board Approval

Operational Policy 5320 – Immunizations (Revised)

This policy was revised to reflect the immunization requirements in the Michigan Department of Education's "2024 Immunization Requirements for Students Entering Kindergarten and 7th Grade or Enrolling in a New School District in Grades 1-12".

Operational Policy 5330.01 – Epinephrine Auto-Injectors (Revised)

This policy was revised at the request of NEOLA's clients, adding the immunity provisions set forth in applicable State law.

Operational Policy 5350 – Student Health, Well-Being, and Suicide Prevention (Revised)

This policy is revised to include comprehensive mental health and wellness initiatives that promote the emotional and physical safety of students and staff.

The above revised policies are enclosed.

Other

I have approved a few technical corrections as recommended by NEOLA to Operational Policy 5460 – Graduation Requirements. The recommended revisions – change on-line to online, change ½ to one half (1/2), and change s/he to the student.

Book	Policy Manual
Section	POLICY REVISIONS 5.2025
Title	IMMUNIZATION
Code	po5320
Status	
Adopted	September 14, 2015

5320 - IMMUNIZATION

Students must meet the immunization requirements set by the State for attendance at school in order to enroll or attend.

Students who do not meet the immunization requirements on the opening day of school shall be admitted by the Superintendent in accordance with District administrative procedures. Transfer students shall not be admitted without proof of immunization as required by the State.

There are three (3) circumstances in which a required vaccine may be waived or delayed:

- A. A valid medical contraindication exists to receiving the vaccine. The child's physician must certify the contraindication, the vaccines involved, and the time frame the student is not able to get the vaccines.
- B. The parents hold religious or philosophical beliefs against receiving a vaccination. Any parent/guardian/in loco parentis who wants to claim a nonmedical waiver will need to receive education regarding the benefits of vaccination and the risks of disease from a county health department before obtaining the certified nonmedical waiver form through the local health department.
- C. The child has received at least one (1) dose of each immunizing agent and the next dose(s) are not due yet. The District must follow up with the parent or legal guardian to ensure the student has received the required follow-up dose(s) of the vaccine.

When the District provides information on immunizations, infectious disease, medications, or other school health issues to parents and guardians of students in at least grades 6, 9, and 12, the Board shall include information about meningococcal meningitis and the vaccine for meningococcal meningitis and about human papillomavirus and the vaccine for human papillomavirus. The information shall include at least the causes and symptoms of meningococcal meningitis and how it is spread and the risks associated with human papillomavirus. In addition, the information shall include sources where parents/guardian may obtain additional information about both diseases and where they may obtain meningococcal meningitis and/or human papillomavirus vaccination of a child.

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Legal M.C.L. 333.9201 et seq., 380.1177, 380.1177a
A.C. 325.176

Book	Policy Manual
Section	POLICY REVISIONS 5.2025
Title	EPINEPHRINE AUTO-INJECTORS
Code	po5330.01
Status	
Adopted	September 14, 2015

5330.01 - EPINEPHRINE AUTO-INJECTORS

Students who are prescribed epinephrine to treat anaphylaxis shall be allowed to self-possess and self-administer the medication if they meet the conditions as stated in Operational Policy 5330.

Each Commencing with the 2014-15 school year, each school in the District shall have at least two (2) epinephrine auto-injectors (Epi-Pens) available at the school site. It shall be the responsibility of the principal to be sure that the supply of Epi-Pens is maintained at the appropriate level and they have not expired. The Director of Human Resources shall be responsible for coordinating the training of District employees to administer Epi-Pen injections and to maintain the list of employees authorized to administer such injections.

Individuals Qualified to Administer

Only a licensed, registered professional nurse employed or contracted by the District or a school employee who has successfully passed the required training shall be allowed to possess and administer Epi-Pen injections to students. The persons authorized to use the District maintained Epi-Pens will be maintained in each school by the Principal, and shall be available on an electronically accessible site for employees' reference.

Each school shall have at least one person trained in the appropriate use and administration of an Epi-Pen injection. In each school with ten (10) or more combined instructional and administrative staff, at least two (2) employees at that site shall be appropriately trained in the use of an Epi-Pen.

Training of employees on the appropriate use and administration of an Epi-Pen injection shall be done in accordance with any guidelines provided by the Michigan Department of Education, and shall be conducted under the supervision of a licensed registered professional nurse. The training shall include an evaluation by the nurse of the employees' understanding of the protocols for administering an Epi-Pen injection.

Students to Whom Injections May Be Administered

A licensed, registered, professional nurse or trained and authorized employees under this policy may administer Epi-Pen injections to 1) any student who has a prescription on file with the District, in accordance with the directives in such prescription, and 2) any individual on school grounds who is believed to be having an anaphylactic reaction.

The District and its personnel are immune from civil and criminal liability related to the administration or non-administration of epinephrine to the extent set forth in applicable State law.

Reporting of Injections

Any person who administers an Epi-Pen injection to a student shall promptly notify the principal, who shall be responsible for promptly notifying the student's parent/guardian that an injection has been administered.

All Epi-Pen injections by District employees to students shall be reported in writing to the principal. The report shall include whether the school's or student's Epi-Pen was used, and whether the student was previously known to be subject to severe allergic reaction (anaphylaxis).

The Superintendent shall at least annually report to the Department of Education, in the form and manner determined by the Department, information on the number of injections provided to students, the number of injections with District Epi-Pens and the number of incidents where students were not known to be subject to severe allergic reactions.

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Legal

M.C.L. 380.1178, 380.1179, 380.1179A

Michigan Department of Education, Model Policy and Guidelines for Administering Medications to Pupils at School

Book	Policy Manual
Section	POLICY REVISIONS 5.2025
Title	STUDENT HEALTH, WELL-BEING, AND SUICIDE PREVENTION
Code	po5350
Status	
Adopted	September 14, 2015

Revised Policy - Vol. 39, No. 2

5350 - STUDENT HEALTH, WELL-BEING, AND SUICIDE PREVENTION

The Board of Education recognizes the importance of addressing emotional and physical safety of students and staff in order to create and maintain safe and supportive learning environments. Comprehensive mental health and wellness initiatives are key to providing that students are in school, healthy, ready to learn, and prepared for success. that depression and self-destruction are problems of increasing severity among children and adolescents. A student who suffers the psychological disability of depression cannot benefit fully from the educational program of the schools, and a student who has attempted self-destruction poses a danger both to himself/herself and to other students.

~~(-)~~ The District's comprehensive mental health and wellness initiatives may include supports and services that promote:

- A. Positive school climate;
- B. Social skills;
- C. Mental health and well-being;
- D. Support for students and staff; and
- E. Trauma-informed and restorative practices.

The District shall implement specific strategies to promote school safety, including student instruction, anonymous reporting systems, threat assessment teams, emergency management plans, and staff training. **[END OF OPTION]**

~~(-)~~ The District may provide students with age-appropriate instruction concerning the warning signs and risk factors for suicide and depression and the protective factors that help prevent suicide. **[END OF OPTION]**

All school personnel should be alert to the student who exhibits signs of unusual depression or who threatens or attempts suicide. Any such signs or the report of such signs from another student or staff member should be taken with the utmost seriousness.

District staff shall receive professional development training in the risk factors, warning signs for suicide and depression, and about the protective factors that help prevent suicide, as well as the available resources regarding youth suicide awareness and prevention. ~~(-)~~ Such training shall include the warnings signs of non-suicidal self-injurious behaviors. **-END OF OPTION**

Additional professional development training in suicide risk assessment and intervention shall be provided to counselors, psychologists, and school nurses.

The instruction and professional development shall be designed to:

- A. To prevent both fatal and nonfatal suicide behaviors among youth.
- B. To increase pupil awareness of the warning signs and risk factors for suicide and depression.
- C. To improve access to appropriate prevention services for vulnerable youth groups.

The Superintendent shall develop and implement administrative guidelines whereby members of the professional staff understand how to use an intervention procedure which includes the following:

Step 1 - Stabilization

Step 2 - Assessment of the Risk

Step 3 - Use of Appropriate Risk Procedure

Step 4 - Communication with Appropriate Parties

Step 5 - Follow-up

~~[] The Superintendent shall implement instruction for students on the dangers of depression and suicide through age-appropriate programs. Such instruction shall focus on:~~

- ~~A. awareness of the risks and warning signs;~~
- ~~B. access to appropriate prevention services;~~
- ~~C. prevention of suicidal behaviors among students.~~

Parents/Guardians shall be notified of any suicide prevention instruction provided their children using the communication method used for regular communication with parents in that particular building. Upon written request of a parent/guardian, a student will be excused from instruction in this area.

Throughout any intervention, it is essential that Board policies and District guidelines regarding confidentiality be observed at all times.

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Legal

M.C.L. 380.1171 (Chase Edwards Law)

Kelson v City of Springfield, 767 F2d 651 (9th Cir. 1985)

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – REGULAR BUSINESS MEETING
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136
MAY 19, 2025, 6:30 P.M.**

Note Page

VII Assurance of District Performance

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

Recommended Motion:

Motion offered by _____, seconded by _____, that the Board of Education accept Monitoring Report 1.1 – Global Ends, as a reasonable interpretation and evidence of compliance with policy.

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – REGULAR BUSINESS MEETING
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136
MAY 19, 2025, 6:30 P.M.**

Note Page

VIII. Required Action

1. KRESA 2025-26 General Education 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 2025-26 school year.

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 : April 30, 2025
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 2025/26 school year.

BACKGROUND INFORMATION

Twenty-one 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 25th, KRESA distributed a copy of their 2025/26 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.



To: Local District Boards of Education, Superintendents, and Business Officials

From: Scott Thomas, Assistant Superintendent for Business Services 

Date: April 25, 2025

Subject: Kalamazoo RESA 2025-2026 Original General Education Fund Budget Narrative and Resolution

Kalamazoo RESA (KRESA) is an intermediate school district whose vision is to deliver transformative, equitable, and innovative programs, and specialized services that empower learners, families, and schools to thrive in a rapidly changing world. We carry out our vision through each of KRESA’s Centers of Excellence, which represents a distinct category—or pillar—of our work, encompassing a wide range of supports tailored to meet the needs of learners, families, and educators. KRESA’s five Centers of Excellence are Special Education, Early Childhood, Career Connect, Educator Supports, and Operational Supports. KRESA’s General Fund budget supports the work of these Centers of Excellence.

KRESA’s 2025-2026 Original General Fund budget shows an overall decrease in revenues of approximately 10.1% and an overall decrease in expenditures of approximately 10.0% compared to the 2024-2025 revised budget. These decreases are primarily due to the reduction of various grant revenues and their related expenditures, a shifting of a couple departments to the Career Connect Fund due to the opening of the Career Connect Campus and new CTE consortium agreement, as well as other changes in the various General Fund departments discussed in more detail below. The budget anticipates an overall deficit of \$13,560. This will leave the General Fund with an estimated fund balance at June 30, 2026 of \$12,160,885 or 16.4% of annual expenditures.

KRESA’s sources of General Fund revenues include an operating tax levy of 0.1425 mills on all property in the KRESA area. We are anticipating that property taxable values will increase by 4.8% and that property tax revenue will increase by \$69,782. State aid is received through Section 81 of the State Aid Act and this budget assumes Section 81 State Aid will remain the same. Local, state, and federal grants make up a large portion of the revenue received by KRESA, as well as revenues from departments that provide services on a fee for service basis or through shared service agreements.

KRESA’s expenditures include the following assumptions: 3.0% increase in health insurance costs, retirement costs based on ORS published rates effective 10-1-2025, and a compensation adjustment for staff that includes a 4% increase on pay schedules and step advancements.

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 Operations: These expenses include 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 Data Hub and MiCloud statewide grants, 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 and MiCloud are funded by state grants. KRESA's General Fund budget is projected to contribute an additional \$458,401 to support this department.

Great Start Collaborative (GSC) and Great Start Readiness Program (GSRP): This budget includes early childhood services and programming county-wide. Funding includes state and local grants, and \$42,979 in direct support from KRESA's General Fund budget. The budget assumes funding for 2,328 GSRP preschool slots with 2,010 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 \$2,790 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, local district professional development consortium contributions, fee for service coaching and consulting billings, and a direct contribution from the KRESA General Fund budget of \$464,867. The expenditures include the following grants: Title I Regional Assistance, Sec 35a Early Literacy, Sec 23h Math Improvement, Sec 31n Mental Health, 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): This program provides arts education to students within the Kalamazoo RESA area. Funding comes from a combination of state and local grants, local district contributions, and KRESA general fund support. EFA has an advisory board that includes local district superintendents that complete annual reviews of the programs including program budgets. Local school districts contribute to the high school programs. The KRESA General Fund budget directly contributes \$100,000 to the administration of the EFA program.

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 \$7,298,408 in grant revenues and expenses to operate KRESA's Head Start program, which serves 485 three and four year olds within Kalamazoo County with preschool, family, and health support services.

Enhancement Millage: This budget includes \$16,947,816 in revenue for the enhancement millage that was approved by voters in May of 2023. Enhancement millage revenue is distributed back to the local districts and public school academies to support their operations, which equates to approximately \$494 per student.

Attached to this budget narrative please find the Resolution for Local District Vote on ISD General Fund Budget and KRESA's proposed 2025-2026 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 during its May meeting, and submit to KRESA's Board of Education any specific objections and/or proposed changes prior to June 1, 2025.

More information on KRESA's Centers of Excellence, and additional details on KRESA's programs and services, can be found in our annual report. KRESA's most recent annual report can be found on our website here: <https://www.kresa.org/site/Default.aspx?PageID=1882>

Please contact me at 269.250.9363 or scott.thomas@kresa.org for any questions related to KRESA's 2025-2026 Original General Fund budget. Thank you.

**RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION OF
KALAMAZOO REGIONAL EDUCATIONAL SERVICE AGENCY
2025-2026 ORIGINAL GENERAL EDUCATION FUND BUDGET**

RESOLVED, that this resolution shall be the appropriations of Kalamazoo Regional Educational Service Agency for the 2025-2026 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 2025-2026 is as follows:

	ACTUAL 2023-24	ORIGINAL 2024-25	REVISED 2024-25	ORIGINAL 2025-26
REVENUES:				
Local	22,399,195	22,114,679	22,668,990	20,866,075
State	22,886,016	23,930,246	39,364,039	36,038,318
Federal	11,971,402	11,188,446	11,917,575	9,085,051
Other Sources	8,620,138	8,000,183	8,388,800	8,051,733
Total Revenue	65,876,751	65,233,554	82,339,404	74,041,177

BE IT FURTHER RESOLVED, that \$74,054,737 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	6,307,317	5,659,665	5,793,557	6,133,047
Added Needs	1,316,570	1,242,297	1,216,185	-
Support Services:				
Pupil	2,865,424	2,042,973	2,009,745	1,505,437
Instructional staff	5,592,369	6,174,200	9,366,102	6,715,418
General Administration	829,554	908,240	915,670	670,091
School Administration	595,915	554,254	612,109	609,723
Business	1,386,499	1,485,094	1,720,271	1,588,561
Operations and Maintenance	916,067	1,342,102	1,492,724	1,258,225
Transportation	656,017	922,917	979,751	1,020,271
Central	11,717,164	11,881,426	22,046,657	21,195,576
Other Support Services	360,979	23,500	7,500	-
Community Services	5,515,409	5,598,336	4,775,415	1,443,267
Other Financing Uses	26,311,858	27,614,549	31,343,918	31,915,121
Total Expenditures	64,371,142	65,449,553	82,279,604	74,054,737
Revenues over Expenses	1,505,609	(215,999)	59,800	(13,560)
FUND BALANCE - July 1	10,609,036	10,459,651	12,114,645	12,174,445
FUND BALANCE - JUNE 30	12,114,645	10,243,652	12,174,445	12,160,885

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 6/17/2025)

Note: The General Education tax levy for 2025 is proposed to be 0.1425 mills and the Regional Enhancement tax levy for 2025 is proposed to be 1.4968 mills. These millages will be levied on all properties to be used for operating purposes as described above.

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 at Portage Central High School, 8135 S. Westnedge Avenue, Portage, MI, on May 19, 2025, at 6:30 o'clock in the evening.

Members present were: _____

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

WHEREAS:

This Board received the Kalamazoo Regional Educational Service Agency General Education Fund Budget on or before May 1, 2025; 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, 2025.

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 2025-2026 school year be (“supported” or “disapproved for the reasons attached hereto”), and that the Secretary of the Board is hereby directed to submit a copy of this Resolution to the Secretary of the ISD Board of Education, along with any specific objections or proposed changes to the budget.

Ayes: Members _____

Nays: Members _____

Motion declared _____.

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – REGULAR BUSINESS MEETING
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136
MAY 19, 2025, 6:30 P.M.**

Note Page

VIII. Required Action Items

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

RECOMMENDED MOTION

Motion offered by _____, seconded by _____, that the Board of Education approve the Resolution designating the District’s electoral representative as _____ and alternate as _____ and directs said individuals to cast a vote on at least the first ballot on behalf of this Board for candidates David Webster and James Devers at Kalamazoo RESA’s June 2, 2025 biennial election.



To: Board of Education
From: Mark T. Bielang, Superintendent
Date: May 14, 2025
Re: KRESA Biennial Election and Resolution #2

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

RECOMMENDATION:

It is recommended that the Board of Education approve the Resolution Designating the District's Electoral Representative and First Ballot Candidate Choice. 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 2, 2025, 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 at which the Board will consider the second resolution (May 5, 2025).

For the second resolution (enclosed) the Board names its voting representative and alternate and names the candidates the Board desires the representative (or alternate) to vote for at the election. Because this second resolution cannot be adopted until 21 days before the election (not before May 12, 2025), the resolution was presented as a discussion item at the May 5 meeting and for action at the May 19 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 was May 5, 2025. The two candidates are David Webster and James Devers. There bios are enclosed.

Enclosures: Resolution / Bios

David Webster

David Webster has dedicated over three decades to supporting public education in Kalamazoo County. A committed advocate for students and schools, David served on the Comstock School Board from 1993 to 2002, where both of his sons graduated. For the past 22 years, he has continued his service as a valued member of the Kalamazoo Regional Educational Service Agency (KRESA) School Board.

During his time on the KRESA board, David has helped guide the district through major initiatives, including the construction of the WoodsEdge Learning Center and the Career Connect Campus—two transformative projects that expand access to specialized and career-focused education for students across the region.

David's leadership and commitment to educational excellence are reflected in his active involvement with several key organizations, including the National School Boards Association, the Michigan Association of School Boards (MASB), and the Association of Educational Service Agencies. He has proudly represented KRESA as a delegate to MASB and earned the prestigious Level 7 and President's Award of Recognition through MASB's training programs.

Professionally, David works in bindery at Printlink. As he runs for re-election to the KRESA School Board, David remains focused on advocating for quality education, supporting educators, and ensuring that every student has the opportunity to succeed.

James Devers

James Devers is a Kalamazoo, MI native and graduate of Kalamazoo Public Schools (Kalamazoo Central and KAMSC). He holds a bachelor's degree in sociology from Western Michigan University and a master's degree in public administration from The Ohio State University.

A passionate advocate for youth and families, James' volunteer work over the years has included starting several summer camps, tutoring youth and adult learners, and mentoring high school and college students. James returned to Kalamazoo in 2017 after being away for 23 years and has cherished the opportunity to do youth and family empowerment work in his hometown. He currently serves as a board and/or advisory group member for multiple local non-profits, including the KRESA Foundation and the KRESA Career Connect Leadership Advisory Team.

James Devers serves as the Executive Director of Communities In Schools of Kalamazoo (since 2019) – an organization that provides a wide range of essential academic and non-academic supports to low-income students in 23 Kalamazoo school buildings. James has over 25 years of diverse experience in the field of education, ranging from statewide work with the Ohio Department of Education (IDEA fiscal audits and achievement gap interventions); heading compliance work for a charter school authorizer's portfolio of 50 public schools; serving as principal of a K-8 public school; and running a community-based computer literacy training program.

James is married to Tamisha (Palm) Devers, also a Kalamazoo native, who most recently worked for Kalamazoo County as a registered nurse providing home-based services to low-income, first-time mothers through Nurse Family Partnership. James and his wife have four children who attend Kalamazoo Public Schools.

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

[To be adopted on or after May 12, 2025]

Portage Public Schools (the "District")

A regular meeting of the board of education of the District (the "Board") was held in Portage Central High School, Room #1136, 8135 S. Westnedge Avenue, Portage, MI 49002, within the boundaries of the District, on the 19th day of May, 2025, at 6:30 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 2, 2025; and
2. The members of the ISD Board will be elected by an electoral body composed of one (1) person designated by the board of each of the constituent school districts; and
3. In accordance with Revised School Code Section 614(2), MCL 380.614(2), this Board desires to designate _____ as its representative and _____ as an alternate designated representative in the event the designated representative is unable to attend and further desires to direct said representative and alternate to vote on behalf of this Board for a specific candidate or candidates.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. This Board does hereby approve the designation of _____ as the representative of this Board to the electoral body, which body will elect two (2) candidates to the vacancies on the ISD Board on Monday, June 2, 2025 and _____ as an alternate in the event the designated representative is unable to attend.
2. The designated representative and alternate are further directed to cast a vote on at least the first ballot on behalf of this Board for David Webster and James Devers.
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 adopted.

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – REGULAR BUSINESS MEETING
CENTRAL HIGH SCHOOL, ROOM #1136
MAY 19, 2025, 6:30 P.M.**

Note Page

X. Discussion Items

1. Custodial Services Contract Extension (OP 6320)

To: Mark Bielang, Superintendent

From: Johnny Edwards, Assistant Superintendent of Operations

CC: Paula Johnson, Director of Finance

Date: May 19, 2025

Re: Grand Rapids Building Services Custodial Contract Extension

RECOMMENDATION

It is recommended that the Board of Education approve a two-year extension of the custodial services contract with Grand Rapid Building Services (GRBS) in the amount of \$2,334,900 per year for the 2025-2026 and 2026-2027 school years.

BACKGROUND INFORMATION

GRBS has been a provider of cleaning services in educational, medical, corporate, and manufacturing facilities throughout Michigan. GRBS has partnered with Portage Public Schools (PPS) for over 15 years. We will continue the hybrid-staffing model with PPS custodians providing cleaning services during the first shift for all positions except one. GRBS provides one assistant middle school position during the first shift at one middle school and all custodial services at the second and third shifts.

The increase in cost is within a typical range with the rate of inflation. There is an increase in the base wage and an increase due to the Earned Sick Time Act that went into effect February 21, 2025 in Michigan. The third and final increase is related to the increased square footage of cleaning attributed to the new Central Elementary School, which is approximately 21,000 square feet more than the current building.

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



Caleb Stephenson
Portage Public Schools
Custodial Coordinator
May 8, 2025

Caleb,

Thank you for the opportunity to extend our partnership with Portage Public Schools. We are grateful to be part of the district, staff, and community.

As reviewed in our proposal, GRBS is offering a 2-year extension based on the following price breakdown:

CURRENT PRICE	\$2,200,000.00
Wages - Base wages move to \$16/hr	\$57,223.00
ESTA and Health Care Costs	\$56,677.00
Increased Space at Central Elementary School	\$21,000.00
<hr/>	
NEW TOTAL ANNUAL PRICE for 2025/26 and 2026/27	\$2,334,900.00

We are looking forward to continuing to serve in Portage. Thank you again for your partnership and support!

Sincerely,

Jason Doncis, CEO - GRBS

Portage Public Schools agrees to extend the current agreement through June 30, 2027. All specifications and terms of the agreement remain the same except the pricing and wage structures outlined in this letter. This letter will serve as an addendum to the current contract.

Portage Public Schools

GRBS

Date

Date

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – REGULAR BUSINESS MEETING
CENTRAL HIGH SCHOOL, ROOM #1136
MAY 19, 2025, 6:30 P.M.**

Note Page

X. Discussion Items

2. Student Chromebook Purchase (OP 6320)

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

Recommended Motions

Motion offered by _____, seconded by _____, to move the Student Chromebook Purchase discussion item to action.

and

Motion offered by _____, seconded _____, to approve the purchase of 1,000 student Chromebooks and licensing from Sehi Computer Products in an amount not-to-exceed \$290,460, the funds for which will come from 2023 Bond Funds in the amount of \$260,460 for the Chromebooks and from the General Fund Budget in the amount of \$30,000 for the licensing.



To: Mark Bielang, Superintendent
From: Ryan Miller, Director of Information and Technology
CC: Paula Johnson, Director of Finance
Date: May 8, 2025
Re: Chromebook Refresh Order for 2025-2026

RECOMMENDATION

I recommend that the Board of Education approve the purchase of 1,000 student Chromebooks and licensing from Sehi Computer Products in an amount not to exceed \$290,460. The funds for these Chromebooks in the amount of \$260,460 will come from the 2023 bond fund and licensing in the amount of \$30,000 will come from the 2025-2026 general fund budget.

BACKGROUND INFORMATION

This recommendation is for the annual purchase of replacement Chromebooks for our 9th grade high school and K-5 elementary 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 repair, 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 the impact of this issue by sharing Chromebooks between buildings whenever possible. We are once again selecting the 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.

In order to integrate Chromebooks into our Google domain, which is required for device management, we must purchase a Google Chrome management license for each Chromebook. Typically, these licenses are bundled with Chromebooks at the time of purchase.

BIDDING PROCESS

These items were selected through the REMC Bid Save process, and therefore did not require the formal bidding process. If the Board of Education is comfortable, it would be appreciated if this recommendation could be approved at the May 19, 2025 Board meeting. I would be happy to answer any questions that the Board may have on this purchase.

Enclosure



Technology

HP Inc. Fortis 11 G10 (8/64 x86)

11" clamshell Chromebook, current Chrome OS, durable design for education use, Intel N100 (Passmark: 5476), 8GB RAM, 64GB eMMC, 47 Whr 11-hr battery, Wifi 6E AX211 (2x2), BT 5.3 wireless card, 11.6 " 1366x766 display, 2 USB Type-C® 5Gbps signaling rate (USB Power Delivery, video and data support); 2 USB Type-A 5Gbps signaling rate; 1 HDMI 1.4; 1stereo headphone/microphone combo jack (cables not included), 720p HD camera, ANSI keyboard, touchpad, 1/1/0 depot warranty. Device Purchasing discount expires 9/30/2025. REMC bid price of \$303.73 resumes 10/1/2025.

REMC ITEM# 256350

Educational List Price	\$339.00
REMC Price	\$260.46

Contract Expiration Date	Sep 30, 2025
Quantity	Each
Manufacturer	HP Inc.
Model	HP Fortis 11 G10 (8/64)
Reseller Order Number	9R3B4UT

VENDOR INFORMATION





Notes:

Click on vendor website to create an online account with REMC SAVE pricing. 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.

Primary Contact

Nicki Meller
2930 Bond St.
Rochester Hills, MI 48309
PH 2482991584
FX 2482991590
nicki@sehi.com





Technology

Chrome Management License

Chrome Management Console License

REMC ITEM# 256520

Educational List Price \$0.00

REMC Price \$30.00

Contract Expiration Date Mar 31, 2026

Quantity Each

Manufacturer Google

Model JOX44AAE

Reseller Order Number JOX44AAE

VENDOR INFORMATION



Contract# "REMC-HP-NASPO-15" must appear on purchase order. E-rate SPIN 143007617. To find an HP partner, reseller agent or subcontractor, please visit our website at <http://www.hp.com/buy/remc>.

Primary Contact

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