

Kent ISD Regular School Board Meeting

Monday, February 12, 2024 6:00 PM

Grand Room ESC Building, 2930 Knapp Street NE, Grand Rapids, MI 49525

A. Call to Order

B. Welcome Visitors and Roll Call

C. Presentation

C.1. Leading Learning Awards

C.2. Early Childhood MiMTSS Presentation -Ashley Karsten & Alissa Hofstee

D. Action Items

Consent Grouping: Action items D.1-D.12 may be approved with one motion unless a board member requests that an item or items be removed for separate action

D.1. Approval of the minutes from the January 15, 2024 regular school board meeting

D.2. Approve the Financial Report allowing bills from January 1, 2024, through January 31, 2024

D.3. Approve the personnel recommendations and report as presented

D.4. Approve the addition of a Director of Personnel for the Human Resources Department

D.5. Approve the addition of a CTE Director for the College & Career Readiness Department

D.6. Approve the addition of a Work Based Learning Consultant for the Workforce Development Department

D.7. Approve the addition of a Childcare Navigator for Early Childhood

D.8. Approve the Educational Leave of Absence for Lincoln Developmental Center's LPN to obtain an Associates degree in Nursing

D.9. Approve the bid from Buist Audio Visual to provide A/V upgrades to the Kent Conference Center in the amount of \$83,520.00

D.10. Approve the purchase of CrowdStrike Falcon Complete software from VDA Labs in the amount of \$78,397.84

D.11. Approve the KCTC Health Careers program field trip to Fort Wayne, IN on February 23, 2024 to compete at the Regional Anatomage Competition

D.12. Approve the Kent County Common Calendar with the addition of the 28-29 school year

E. Approve the striking of personal property taxes from previous tax rolls

F. Approve the Board Policy Amendments as outlined in the board packet.

G. Public Comment

H. Items from Board Members

I. **Superintendent's Report**

J. **Adjournment**

Leading Learning Award January 2024



Melissa Monette

“Melissa Monette is one of the ASL interpreters working at Northview Public Schools. In addition to her classroom interpreting duties, she also is responsible for scheduling details. Due to the statewide shortage of certified interpreting staff in K-12 school settings, we often have difficulty covering assignments when interpreters are out sick or in need of time off. Melissa is dedicated to ensuring that each student has the access to communication that they require in the classroom. This usually means juggling staff around (sometimes building to building) to cover assignments yet also trying to make sure that the interpreters get the prep and break time they need to do their job well. She is always supportive and has creative solutions. We would love to see her recognized for her hard work.”



Elizabeth Schafer

Elizabeth has always contributed outstanding work and shown great dedication to our school. Her compassion, loyalty, and reliability help the MySchool@Kent program succeed.

Elizabeth shows a genuine concern for the well-being of her students, and she goes out of her way to ensure that each and every one of them feels supported and valued. Her kindness and empathy create a warm and welcoming environment in our classrooms, and it is clear that Elizabeth's students feel safe and cared for under her guidance. She is a reliable and consistent presence in our school, and her colleagues and students alike know they can always count on her. She consistently demonstrates a strong sense of ethics and professionalism in everything she does.

Elizabeth is consistently exceptional. She is a true asset to our school, and we feel privileged to have the opportunity to work with her.

Leading Learning Award February 2024



Stephanie Harkema

“Stephanie goes above and beyond and leads both within her classroom teaching focusing on life lessons, transition skills and life skills to her students. She comes to work each day with a smile, gives 100% and is kind to all staff and students. She is the true definition of an outstanding educator and her efforts do not go unnoticed. She also leads our Student Government, runs our school store and is an integral member of our Continuous Improvement and PBIS Teams. Stephanie is extremely organized, has targeted lesson plans that meets all her students where they are at. “



Emily Herrmann



Thomas Doan

“Thomas Doan and Emily Herrmann are a dynamic trio with Stephanie Harkema educating students on our certificate track of completion at KEC Beltline. Thomas and Emily come to work each day and are prepared to teach our students daily life lessons, daily living skills, social emotional skills while keeping all students safe. They have also built fantastic relationships not only with their students but all students throughout the building and are proactive in their approach which helps our students find success each day. Emily has been accepted in a program to advance her career as a future teacher and Thomas has served on many committees including our Continuous Improvement and PBIS Teams. Thanks for all you do each day at KEC Beltline.”



Early Childhood MTSS



Acknowledgements

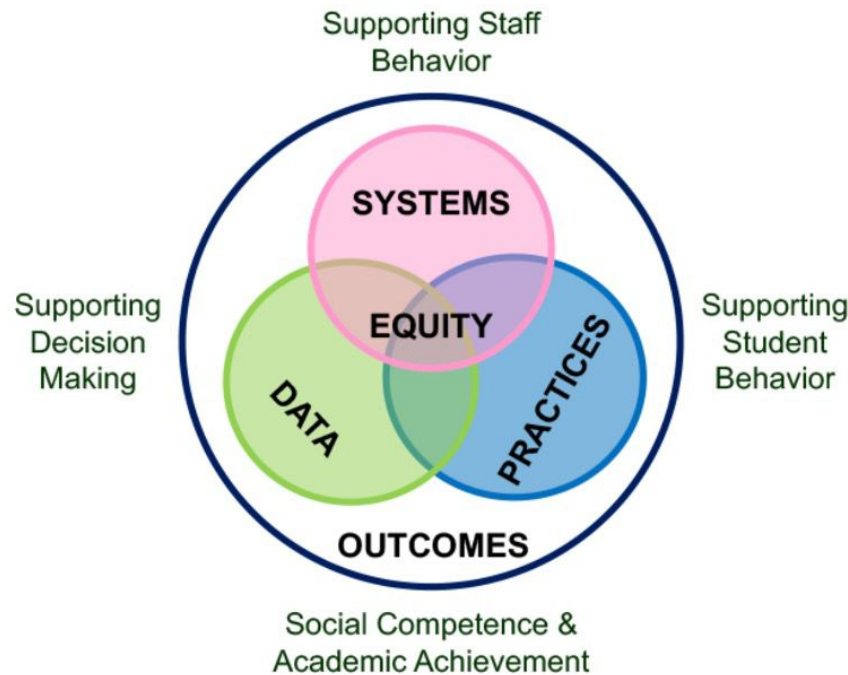
Content for this presentation was based on the work and partnerships with:

- MiMTSS TA Center
- National Center for Pyramid Model Innovations (NCPMI)

Multi-Tiered System of Support (MTSS)

Early Childhood
Positive Behavioral
Interventions and
Supports (EC PBIS)

is a social-
emotional-
behavioral
MTSS
framework



Why EC-MTSS?

U.S. Department of Education Office of Civil Rights data show that expulsion and suspension are widely used in early childhood programs and that there are gender and racial disparities (United States Department of Education, 2016). These data include:

- ▲ 6,700 children attending public preschool were suspended at least once in 2013-2014.
- ▲ Black preschool children are 3.6 times more likely to receive one or more out-of-school suspensions as white preschool children.
- ▲ While boys represent 54% of preschool enrollment, they represent 78% of preschool children receiving one or more out-of-school suspensions.
- ▲ Black boys represent 19% of the male preschool enrollment, but represent 45% of male preschool children receiving one or more out-of-school suspensions.
- ▲ Black girls represent 20% of female preschool enrollment, but 54% of female preschool children receiving one or more out-of-school suspensions.

- Kent ISD is striving to provide high-quality, inclusive Early Childhood programs and services where every student has access to a wide-range of learning opportunities, can participate fully with their peers, and is granted full membership in their communities.
- We understand the need and importance of building a strong foundation with EC-MTSS implementation and how it directly connects to dismantling inequities that have been established in education. We have an urgent need in Kent County to do this work.

- Research consistently shows the long-term benefits of quality early childhood programs on the lives of children who have been historically marginalized, disadvantaged, and maligned in our society (Bustamante et al., 2022).
- Suspending young children is detrimental to their well-being and leads to negative outcomes (Meek & Gilliam, 2016)

It is critical that the **early childhood system** prevent, reduce and ultimately eliminate these harmful practices by establishing developmentally appropriate and fair policies *and* enhancing supports to early childhood teachers and staff (U.S. Department of Health and Human Services, 2016).





Implementation of EC-MTSS will rebuild this system by:

- Promoting the social, emotional, and behavioral outcomes of all young children
- Eliminating the use of biased and inappropriate discipline practices including suspension and expulsion
- Promoting family engagement
- Using data for decision-making
- Fostering full inclusion, access, and participation of all children

Goal of the Pyramid Model (EC MTSS)

Ensure each and every child has the support, experiences, relationships, opportunities, guidance, and instruction to thrive in their social-emotional development and learning



Importance of Teaching Social-Emotional Skills



The use of “response strategies is intended to reduce the likelihood of challenging behavior but will not be effective without careful and intentional attention to teaching social skills and emotional competencies.”

“Strain, Joseph, Hemmeter, Barton, & Fox (2017)”

We Can Make a Difference

Children reported to have better social skills such as sharing, cooperating, and helping other children in Kindergarten are:

- More likely to graduate from high school on time
- More likely to get a college degree and have a full-time job
- Less likely to be arrested, engage in substance abuse, or be on a waiting list for public housing

Jones, Greenberg, & Crowley, (2015)





Supporting ALL Children with EC-MTSS

- Prevention Focused
 - Being ready to meet every child where they are and planning to support each child, family, and staff
- A Caring Community
 - Building meaningful relationships; honoring, valuing, and embracing the cultural ways of being
- Commitment to Equity, Inclusion, and Belonging
 - Adopting a program-wide philosophy that all children belong here and can be successful
 - Developing policies that prevent the use of exclusionary discipline practices

More About How We Support All Children

- Trauma-Informed
 - Staff understand how trauma might affect children and families and focus on resilience in interactions with children and families
- Anti-Biased Practice
 - Committing to advancing equity, ending all forms of bias and discrimination, and working with children and families to design our program
- Data-Informed
 - Use data to make decisions about professional development, intervention planning, and monitoring equity in both implementation and outcomes
- Ready for Every Child!

MiMTSS Scale-Up Plan

- Using implementation science and system capacity building
 - ◆ Stages (2-4 years)
 - ◆ Implementation teams
 - ◆ Buy-in/Readiness
 - ◆ Drivers (e.g., leadership & competence)
- Goal is **high fidelity** implementation of Pyramid Model program-wide
- 2022-23 received state support through MiMTSS for implementation at model-demo site (Godwin Heights Early Childhood Center)

MiMTSS Model-Demonstration Site: GHECC

GHECC timeline: 2022-2024

Expansion

Numbers

Impact: 4 programs: GSRP, HS, Kent ISD ECSE, Godwin ECSE

Total numbers:

Staff trained in Pyramid Model through MiMTSS from 2022-2024: 60

Classrooms: 16

Total students impacted 2022-23:122 ;2023-24: 202



Pyramid Practices in Action



Classroom

C
CARE FOR OUR SPACE

- Clean up after yourself
- Try your best

U
USE KINDNESS

- Just right voice level
- Gentle body
- Take turns
- Help a friend

B
BE SAFE

- Looking eyes
- Listening ears
- Body to yourself

Kent ISD
Meadowcroft
Pine Bluff



Solution Suitcase

Play together.

Ask nicely.

Get a timer.

Trade.

Wait and take turns.

Ignore.

Ask a teacher.

"Please stop."

Godwin

TOGETHER WE CAN...	Arrival/Departure	Bathrooms	Classrooms	Hallways	Playground Gym/Motor Room
C CARE FOR OUR SPACE	 Put away belongings Bring belongings home	 Flush Water in sink Paper towel in trash can	 Clean up after yourself Try your best	 Body to yourself Throw away trash	 Clean up after yourself Gentle body Take turns
U USE KINDNESS	 Greet friends and teachers Body to yourself	 Wait turn Give privacy	 Just right voice level Gentle body Take turns Help a friend	 Body to yourself Quiet voices	 Just right voice level Share toys Gentle body Take turns
B BE SAFE	 Stay with teacher/parent Move with controlled/calm body	 Body to yourself Wash hands with soap and water	 Looking eyes Listening ears Body to yourself	 Move with controlled/calm body Follow the friend in front of you	 Stay with group/class Body to yourself Ask for help



Looking Forward

- GSRP Expansion
- Alignment with LEA K-12 implementation
- Improved use of data for decision making



Questions?

Preschool suspension/expulsion rates

Disproportionality

Preschool to prison pipeline

Supports inclusion of preschoolers with disabilities (need to still add this data—Alissa?)

A regular meeting of the Kent ISD School Board was held at the administrative offices on Monday, January 15, 2024. The meeting was called to order by President Haidle at 6:00 p.m.

Members Present: Rettig, Featherston, Drake, Hamming, Haidle

Member Absent:

Kent ISD Staff Present: Superintendent Koehler, Assistant Superintendents Finkel, Gorman, Philipps, Rodgers; Directors Behm, Dymowski, Houtman, McClintic; Administrators Behrendt, Hutchins, Hordyk, Jones, Sneider, Zaszak, Czechowskyj; Recording Secretary Lovell

Guests: Robin Tevlin

President Haidle welcomed visitors and turned the meeting over to Center Programs Director, Mr. Paul Dymowski, who shared a Center Programs Impact Report. Board members were given the opportunity for questions.

Upon motion of Member Featherston, supported by Member Drake, it was resolved to combine and approve action items D.1-D.7.

Ayes: Hamming, Featherston, Rettig, Drake, Haidle

Nays: None

Motion declared to have carried.

Upon motion of Member Drake, supported by Member Hamming, it was resolved to approve the bid from Fisher Idema Excavating LLC to provide site improvements to Empower U Central in the amount of 656,305.00

Ayes: Featherston, Rettig, Hamming, Drake, Haidle

Nays: None

Motion declared to have carried.

Upon motion of Member Featherston, supported by Member Rettig, it was resolved to approve the resolutions to adopt the Policy Manual Updates as outlined in the board packet. Members were given the opportunity for questions.

Ayes: Rettig, Hamming, Drake, Featherston, Haidle

Nays: None

Motion declared to have carried.

President Haidle provided the opportunity for public comment. Ms. Robin Tevlin shared her family's concerns regarding her son's experience attending the Kent ISD Oral Deaf program.

Superintendent Koehler recognized Martin Luther King Jr. Day and advised board members that Kent ISD's leadership team will discuss additional ways to recognize this important holiday.

Our new Executive Director for the Education Advocates of West Michigan, Mr. Dan Behm, has begun his new position providing educational advocacy for Kent, Muskegon and Ottawa County. Mr. Behm has a vast amount of experience serving as superintendent of Forest Hills Public Schools for 17 years and chaired the MASA Legislative Committee for 10 years.

Kent ISD has received an additional \$2 million dollars from MDE to support our local Grow Your Own Program, totaling \$21 million to date. These funds will be used to recruit and retain teachers that are enrolled in the West Michigan Teacher Collaborative.

Superintendent Koehler thanked the leadership team for their support during his medical leave of absence.

A board work session was scheduled to conduct a mid-year superintendent evaluation on February 12, 2024 at 4:30p.m.

President Haidle adjourned the meeting at 7:08 p.m.

Minutes Approved: February 12, 2024

Andrea Haidle, President

Laura Featherston, Secretary

/ml

**CHECKS (DISBURSEMENTS) WRITTEN BY FUND
01/01/2024 - 01/31/2024**

11. GENERAL EDUCATION	\$	11,062,938.67
21. SPECIAL EDUCATION-CENTER PROGRAMS		266,540.19
22. SPECIAL EDUCATION		7,526,447.02
23. COMMUNITY SERVICE (ENHANCEMENT MILLAGE)		534,850.05
26. CAREER TECHNICAL EDUCATION		519,229.26
27. COOPERATIVE EDUCATION **		11,170.34
29. STUDENT/SCHOOL ACTIVITY FUND		13,392.35
CAPITAL PROJECTS		
41. GENERAL EDUCATION		14,425.00
42. SPECIAL EDUCATION		832,894.46
46. CAREER TECHNICAL EDUCATION		425,896.79
81. INTERNAL SERVICE FUND		-
TOTAL	\$	21,207,784.13

Total Transfers Out to LEAs (K-12, Charter Schools and Parochial Schools)	\$	5,928,999.83
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*** Disbursements from fund 28 are included in fund 27-Cooperative Education totals.*

Kent ISD Check Register 1/1/2024 to 1/31/2024

Check #	Vendor Name	Fund	Fund Amount	Check Total	Check Comment
300029227	DEAN TRANSPORTATION	22	2,205,748.99		
			Check Total	2,205,748.99	OCT 23 REG 1/2 TRANSPORT
300029077	DEAN TRANSPORTATION	22	1,830,475.41		
			Check Total	1,830,475.41	SEPT 23 REG 1/2 TRANSPORT
600011024	MICH PUBLIC SCHOOL EMPLOYEES	11	1,713,616.04		
			Check Total	1,713,616.04	RETIREMENT 12.29.23
600012424	MICH PUBLIC SCHOOL EMPLOYEES	11	1,608,376.54		
			Check Total	1,608,376.54	RETIREMENT 1.12.24
300029237	GRAND RAPIDS PUBLIC SCHOOLS	11	1,275,310.00		
			Check Total	1,275,310.00	GSRP THRU DEC 23
57718	MICH EDUC SPECIAL SERVICES	11	1,054,220.88		
			Check Total	1,054,220.88	FEB 2023 COBRA PREMIUMS
601242401	NEXT GENERATION ENROLLMENT INC	11	835,019.89		
			Check Total	835,019.89	FEB PREMIUMS
601122433	UNITED STATES TREASURY	11	823,629.22		
			Check Total	823,629.22	PAYROLL TAXES
601262435	UNITED STATES TREASURY	11	820,567.03		
			Check Total	820,567.03	PAYROLL TAXES
300029256	MICH FAMILY RESOURCES	11	680,331.00		
			Check Total	680,331.00	GSRP THRU DEC23
300029179	GRAND RAPIDS PUBLIC SCHOOLS	22	499,258.79		
			Check Total	499,258.79	JAN24 SA SECT 51A SPED
57731	OWEN-AMES-KIMBALL CO	42	464,319.60		
			Check Total	464,319.60	OAK JOB 14224 - 12/31/23 - KEC
300029132	GRAND RAPIDS PUBLIC SCHOOLS	22	351,971.00		
			Check Total	351,971.00	IDEA DEC 2023
300029141	KENTWOOD PUBLIC SCHOOLS	22	307,310.00		
			Check Total	307,310.00	IDEA DEC 2023
57661	OWEN-AMES-KIMBALL CO	46	238,019.45		
			Check Total	238,019.45	JOB 14290 PAYAPP 4; LAUNCHU/MS
300029187	KENTWOOD PUBLIC SCHOOLS	22	206,714.98		

			Check Total	206,714.98	JAN24 SA SECT 51A SPED
300029272	YMCA OF GREATER GR	11	196,260.00		
			Check Total	196,260.00	GSRP THRU DEC23
57644	CUSTER OFFICE ENVIRONMENTS INC	42	3,315.11		
	CUSTER OFFICE ENVIRONMENTS INC	46	158,378.39		
	CUSTER OFFICE ENVIRONMENTS INC	46	2,210.00		
			Check Total	163,903.50	KTC RENO FURNITURE
300029202	SPARTA AREA SCHOOLS	11	100,672.53		
	SPARTA AREA SCHOOLS	22	49,648.78		
			Check Total	150,321.31	JAN24 SA SECT 51A SPED
57530	CUSTER OFFICE ENVIRONMENTS INC	42	148,689.61		
			Check Total	148,689.61	EUS ADDL FURNITURE
80114241	JPMORGAN CHASE BANK NA	11	43,784.88		
	JPMORGAN CHASE BANK NA	21	43,786.00		
	JPMORGAN CHASE BANK NA	22	9,427.91		
	JPMORGAN CHASE BANK NA	26	45,445.76		
	JPMORGAN CHASE BANK NA	27	812.34		
	JPMORGAN CHASE BANK NA	28	132.58		
	JPMORGAN CHASE BANK NA	29	3,120.01		
	JPMORGAN CHASE BANK NA	42	-1,303.92		
	JPMORGAN CHASE BANK NA	46	445.65		
			Check Total	145,651.21	MEIJER # 158 FUEL
601122435	STATE OF MICHIGAN	11	129,035.93		
			Check Total	129,035.93	PAYROLL TAXES
601262437	STATE OF MICHIGAN	11	128,305.02		
			Check Total	128,305.02	PAYROLL TAXES
57744	STEEPLETOWN NEIGHBORHOOD SERVICES	11	124,299.00		
			Check Total	124,299.00	GSRP THRU DEC23
300029173	FOREST HILLS PUBLIC SCHOOLS	22	121,018.29		
			Check Total	121,018.29	JAN24 SA SECT 51A SPED
300029139	KENOWA HILLS PUBLIC SCHOOLS	22	115,310.00		
			Check Total	115,310.00	IDEA DEC 2023
57546	GORNO FORD	42	114,964.00		
			Check Total	114,964.00	TRANSIT VANS FOR CENTER PROGRA
300029124	CEDAR SPRINGS PUBLIC SCHOOLS	22	114,298.00		
			Check Total	114,298.00	IDEA DEC 2023

300029264	ROCKFORD PUBLIC SCHOOLS	11	111,948.00	Check Total	111,948.00 FY24 HRA-DEC
300029152	ROCKFORD PUBLIC SCHOOLS	22	111,423.00	Check Total	111,423.00 IDEA DEC 2023
57541	FERRIS STATE UNIVERSITY	26	107,790.00	Check Total	107,790.00 TUITION - DUAL ENROLLMENT - FA
300029133	GRANDVILLE PUBLIC SCHOOLS	22	107,151.00	Check Total	107,151.00 IDEA DEC 2023
300029123	BYRON CENTER PUBLIC SCHOOLS	22	102,967.00	Check Total	102,967.00 IDEA DEC 2023
300029201	ROCKFORD PUBLIC SCHOOLS	11	7,850.73		
	ROCKFORD PUBLIC SCHOOLS	22	89,404.30	Check Total	97,255.03 JAN24 SA SECT 51A SPED
300029211	WYOMING PUBLIC SCHOOLS	22	88,905.23	Check Total	88,905.23 JAN24 SA SECT 51A SPED
300029128	FOREST HILLS PUBLIC SCHOOLS	22	84,091.00	Check Total	84,091.00 IDEA DEC 2023
300029236	GRAND RAPIDS PUBLIC SCHOOLS	11	973.44		
	GRAND RAPIDS PUBLIC SCHOOLS	23	82,763.40	Check Total	83,736.84 GRPS TK FLEX AND OPTIONAL COVE
300029181	GRANDVILLE PUBLIC SCHOOLS	22	79,487.00	Check Total	79,487.00 JAN24 SA SECT 51A SPED
601262402	CITY OF GRAND RAPIDS	11	78,346.23	Check Total	78,346.23 GRAND RAPIDS CITY TAX
300029212	ZEELAND PUBLIC SCHOOLS	11	76,088.72	Check Total	76,088.72 JAN24 SA SECT 107 ADULT ED
300029219	BYRON CENTER PUBLIC SCHOOLS	11	39,004.00		
	BYRON CENTER PUBLIC SCHOOLS	23	27,123.54	Check Total	66,127.54 FY24 ENHANCE 2024-01-26
300029154	SPARTA AREA SCHOOLS	22	65,970.00	Check Total	65,970.00 IDEA DEC 2023
300029155	THORNAPPLE KELLOGG SCHOOLS	22	64,708.00	Check Total	64,708.00 IDEA DEC 2023
300029109	MICHIGAN SCHOOLS ENERGY COOPERATIVE	11	5,659.41		
	MICHIGAN SCHOOLS ENERGY COOPERATIVE	21	23,332.11		
	MICHIGAN SCHOOLS ENERGY COOPERATIVE	26	35,672.79		

			Check Total	64,664.31 ACCT # 41000 - DEC23
300029258	MICHIGAN SCHOOLS ENERGY COOPERATIVE	11	2,729.68	
	MICHIGAN SCHOOLS ENERGY COOPERATIVE	21	21,331.00	
	MICHIGAN SCHOOLS ENERGY COOPERATIVE	26	38,258.60	
			Check Total	62,319.28 ACCT#41000 - NOV23
300029194	NORTHVIEW PUBLIC SCHOOLS	22	61,234.69	
			Check Total	61,234.69 JAN24 SA SECT 51A SPED
300029252	LOWELL AREA SCHOOLS	11	40,468.00	
	LOWELL AREA SCHOOLS	23	20,706.22	
			Check Total	61,174.22 FY24 ENHANCE 2024-01-26
300029130	GODFREY LEE PUBLIC SCHOOLS	22	60,142.00	
			Check Total	60,142.00 IDEA DEC 2023
300029177	GODWIN HEIGHTS PUBLIC SCHOOLS	22	59,152.42	
			Check Total	59,152.42 JAN24 SA SECT 51A SPED
300029167	COMSTOCK PARK PUBLIC SCHOOLS	22	59,015.59	
			Check Total	59,015.59 JAN24 SA SECT 51A SPED
300029158	WYOMING PUBLIC SCHOOLS	22	57,631.00	
			Check Total	57,631.00 IDEA DEC 2023
300029249	KENTWOOD PUBLIC SCHOOLS	23	56,038.20	
			Check Total	56,038.20 FY24 ENHANCE 2024-01-26
300029185	KENOWA HILLS PUBLIC SCHOOLS	22	55,970.04	
			Check Total	55,970.04 JAN24 SA SECT 51A SPED
300029221	CEDAR SPRINGS PUBLIC SCHOOLS	11	36,336.00	
	CEDAR SPRINGS PUBLIC SCHOOLS	23	18,782.01	
			Check Total	55,118.01 FY24 ENHANCE 2024-01-26
300029232	FOREST HILLS PUBLIC SCHOOLS	11	227.28	
	FOREST HILLS PUBLIC SCHOOLS	23	54,854.50	
			Check Total	55,081.78 FOREST HILLS FLEX/H.S.A. REPAY
300029162	BYRON CENTER PUBLIC SCHOOLS	22	50,101.01	
			Check Total	50,101.01 JAN24 SA SECT 51A SPED
300029164	CEDAR SPRINGS PUBLIC SCHOOLS	22	49,683.75	
			Check Total	49,683.75 JAN24 SA SECT 51A SPED
300029125	COMSTOCK PARK PUBLIC SCHOOLS	22	48,205.00	
			Check Total	48,205.00 IDEA DEC 2023
300029195	ORCHARD VIEW SCHOOLS	11	48,051.86	
			Check Total	48,051.86 JAN24 SA SECT 107 ADULT ED

300029263	ROCKFORD PUBLIC SCHOOLS	11	1,163.64	
	ROCKFORD PUBLIC SCHOOLS	23	46,330.10	
			Check Total	47,493.74 ROCKFORD ANCILLARY/H.S.A. REPA
300029268	THORNAPPLE KELLOGG SCHOOLS	11	27,190.75	
	THORNAPPLE KELLOGG SCHOOLS	23	18,970.84	
			Check Total	46,161.59 HSA REPAYMENT AND OPTIONAL COV
300029214	APPLETREE LEARNING CENTERS WALKER LLC	11	44,034.00	
			Check Total	44,034.00 GSRP THRU DEC23
300029138	KELLOGGSVILLE PUBLIC SCHOOLS	22	43,462.00	
			Check Total	43,462.00 IDEA DEC 2023
300029184	KELLOGGSVILLE PUBLIC SCHOOLS	22	42,802.82	
			Check Total	42,802.82 JAN24 SA SECT 51A SPED
57563	LIFE EMS AMBULANCE	26	42,565.71	
			Check Total	42,565.71 EMT CONTRACT SERVICES FOR SY24
300029233	GODFREY LEE PUBLIC SCHOOLS	11	30,240.00	
	GODFREY LEE PUBLIC SCHOOLS	23	10,185.10	
			Check Total	40,425.10 FY24 ENHANCE 2024-01-26
300029222	CHILDTIME CHILDCARE INC	11	39,709.00	
			Check Total	39,709.00 GSRP THRU DEC23
300029096	ENVIRO-CLEAN	21	37,026.32	
			Check Total	37,026.32 JANITORIAL SERVICES AT PGLC
57590	SALES FORCE INC	26	34,200.00	
			Check Total	34,200.00 TABLEAU PERPETUAL RENEWAL
57624	BYRON TOWNSHIP TREASURER	22	33,648.00	
			Check Total	33,648.00 2023 SUMMER TAX COLLECTION
300029239	GRANDVILLE PUBLIC SCHOOLS	11	815.92	
	GRANDVILLE PUBLIC SCHOOLS	23	32,548.22	
			Check Total	33,364.14 HSA REPAYMENT/FSA - GV
300029190	LOWELL AREA SCHOOLS	22	33,334.28	
			Check Total	33,334.28 JAN24 SA SECT 51A SPED
300029270	TUTOR TIME LEARNING CENTERS LLC	11	32,325.00	
			Check Total	32,325.00 GSRP THRU DEC23
300029080	FOREST HILLS PUBLIC SCHOOLS	11	32,000.00	
			Check Total	32,000.00 ITINERANT STAFF HSA CONTRIBUTI
300029140	KENT CITY COMMUNITY SCHOOLS	22	31,379.00	
			Check Total	31,379.00 IDEA DEC 2023

300029220	CALEDONIA COMMUNITY SCHOOLS	11	13.37	
	CALEDONIA COMMUNITY SCHOOLS	23	30,002.53	
			Check Total	30,015.90 CALEDONIA ANCILLARY AND OPTION
300029213	ADN ADMINISTRATORS INC	11	28,390.31	
			Check Total	28,390.31 FEB PREMIUMS AND CLAIMS CEDAR
57709	HISPANIC CENTER OF WESTERN MICHIGAN	11	26,979.00	
			Check Total	26,979.00 GSRP THRU DEC23
601262433	GLP & ASSOCIATES	11	26,969.09	
			Check Total	26,969.09 ANNUITY
57742	SOUTH END COMMUNITY OUTREACH MINISTRIES	11	26,915.00	
			Check Total	26,915.00 GSRP THRU DEC23
601122431	GLP & ASSOCIATES	11	26,713.59	
			Check Total	26,713.59 ANNUITY
300029260	NEW BRANCHES SCHOOL	11	26,122.00	
			Check Total	26,122.00 GSRP THRU DEC23
300029174	FREMONT PUBLIC SCHOOLS	11	26,103.87	
			Check Total	26,103.87 JAN24 SA SECT 107 ADULT ED
300029127	EAST GRAND RAPIDS PUBLIC SCHOOLS	22	25,829.00	
			Check Total	25,829.00 IDEA DEC 2023
300029145	LOWELL AREA SCHOOLS	22	23,440.00	
			Check Total	23,440.00 IDEA DEC 2023
57549	GUST CONSTRUCTION COMPANY	26	23,409.00	
			Check Total	23,409.00 BI-KCTC DESIGN LAB MODIFICATIO
300029271	WYOMING PUBLIC SCHOOLS	11	12.00	
	WYOMING PUBLIC SCHOOLS	23	23,101.99	
			Check Total	23,113.99 WYOMING ANCILLARY PREMIUMS/SCH
57717	LANGLEY CHILD CARE	11	22,545.00	
			Check Total	22,545.00 GSRP THRU DEC23
300029176	GODFREY LEE PUBLIC SCHOOLS	22	20,971.66	
			Check Total	20,971.66 JAN24 SA SECT 51A SPED
57715	ANSELU LLC	11	20,880.00	
			Check Total	20,880.00 GSRP THRU DEC23
300029235	GR COMMUNITY COLLEGE	11	20,823.00	
			Check Total	20,823.00 GSRP THRU DEC23
300029150	P & M HOLDING GROUP LLP	11	19,500.00	

			Check Total	19,500.00 FHPS IT ASSESSMENT
300029196	PLAINWELL COMMUNITY SCHOOLS	11	19,257.49	
			Check Total	19,257.49 JAN24 SA SECT 107 ADULT ED
300029103	GRAYBAR ELECTRIC CO	11	17,850.00	
	GRAYBAR ELECTRIC CO	21	380.00	
	GRAYBAR ELECTRIC CO	26	988.36	
			Check Total	19,218.36 KCTC WEST - SUPPLIES
57680	CALVIN UNIVERSITY	11	19,200.00	
			Check Total	19,200.00 STUDENT TEACH STIPEND-S.KOEMAN
300029261	NORTHVIEW PUBLIC SCHOOLS	23	19,191.45	
			Check Total	19,191.45 FY24 ENHANCE 2024-01-26
300029160	BELDING AREA SCHOOLS	11	19,059.78	
			Check Total	19,059.78 JAN24 SA SECT 107 ADULT ED
300029242	HOPE ACADEMY OF WEST MICHIGAN	11	18,896.00	
			Check Total	18,896.00 GSRP THRU DEC23
57600	STRUCTURETEC CORPORATION	42	18,262.50	
			Check Total	18,262.50 EUS BLDG ENVELOPE RESTORATION
300029171	EAST GRAND RAPIDS PUBLIC SCHOOLS	22	18,189.39	
			Check Total	18,189.39 JAN24 SA SECT 51A SPED
300029228	EAST GRAND RAPIDS PUBLIC SCHOOLS	23	17,726.68	
			Check Total	17,726.68 FY24 ENHANCE 2024-01-26
300029247	KENOWA HILLS PUBLIC SCHOOLS	23	17,719.13	
			Check Total	17,719.13 FY24 ENHANCE 2024-01-26
300029165	CENTRAL MONTCALM PUB SCH	11	17,237.83	
			Check Total	17,237.83 JAN24 SA SECT 107 ADULT ED
300029175	FRUITPORT COMMUNITY SCHOOLS	11	16,585.28	
			Check Total	16,585.28 JAN24 SA SECT 107 ADULT ED
57691	CUSTER OFFICE ENVIRONMENTS INC	42	16,551.75	
			Check Total	16,551.75 LCC RECEPTION & RM 114 FURNITU
601122434	PARADIGM EQUITIES INC	11	15,908.07	
			Check Total	15,908.07 ANNUITY
601262436	PARADIGM EQUITIES INC	11	15,903.50	
			Check Total	15,903.50 ANNUITY
300029262	PROGRESSIVE ARCHITECTURAL ENGINEERS	41	5,025.00	
	PROGRESSIVE ARCHITECTURAL ENGINEERS	42	10,472.69	
			Check Total	15,497.69 PROJ 51036036.0 - ESC OFFICE R

300029163	CALEDONIA COMMUNITY SCHOOLS	22	15,358.07	Check Total	15,358.07 JAN24 SA SECT 51A SPED
57745	THE VILLAGE LEARNING CENTER INC	11	15,140.00	Check Total	15,140.00 GSRP THRU DEC23
57497	COURIERED LLC	11	14,948.40	Check Total	14,948.40 Courier Services for Kent ISD
300029159	ALLEGAN PUBLIC SCHOOLS	11	14,708.68	Check Total	14,708.68 JAN24 SA SECT 107 ADULT ED
300029266	SPARTA AREA SCHOOLS	11	61.85		
	SPARTA AREA SCHOOLS	23	14,547.77	Check Total	14,609.62 UNUM OPTIONAL COVERAGES
300029259	SHEENA AUSTIN	11	14,431.00	Check Total	14,431.00 GSRP THRU DEC23
57507	ATLAS RESTAURANT SUPPLY	26	14,396.85	Check Total	14,396.85 CO-COOK & HOLD OVEN FOR KCTC-W
57706	GREENMARK EQUIPMENT	26	13,744.75	Check Total	13,744.75 CO-JOHN DEERE 520M LOADER
57704	GRAND RAPIDS EARLY DISCOVERY CENTER	11	13,524.00	Check Total	13,524.00 GSRP THRU DEC23 MALAGUZZI
300029246	KELLOGGSVILLE PUBLIC SCHOOLS	23	13,426.45	Check Total	13,426.45 FY24 ENHANCE 2024-01-26
57701	GR CHRISTIAN SCHOOLS	11	13,400.00	Check Total	13,400.00 GSRP THRU DEC23
57529	COURTLAND TOWNSHIP	22	13,292.50	Check Total	13,292.50 2023 SUMMER TAX COLLECTION FEE
57674	WHITEHALL DISTRICT SCHOOLS	11	13,152.24	Check Total	13,152.24 JAN24 SA SECT 107 ADULT ED
57653	HEALTHEQUITY INC	11	12,800.00	Check Total	12,800.00 EMPLOYER HSA PREFUND ROCKFORD
300029182	GRANT PUBLIC SCHOOLS	11	12,797.18	Check Total	12,797.18 JAN24 SA SECT 107 ADULT ED
300029117	UNITED COMMERCIAL SERVICES INC	21	7,156.41		
	UNITED COMMERCIAL SERVICES INC	26	5,537.00	Check Total	12,693.41 CONTRACTED CUSTODIAL SERVICES
300029217	BAXTER COMMUNITY CENTER	11	12,535.00	Check Total	12,535.00 GSRP THRU DEC23

300029226	CREATIVE TECHNOLOGIES ACADEMY	11	12,199.00	Check Total	12,199.00 GSRP THRU DEC 23
57720	MILESTONES CDC LLC	11	12,047.00	Check Total	12,047.00 GSRP THRU DEC23 CASCADE
300029234	GODWIN HEIGHTS PUBLIC SCHOOLS	23	11,923.16	Check Total	11,923.16 FY24 ENHANCE 2024-01-26
271512624	EDUSTAFF LLC	11	1,774.66		
	EDUSTAFF LLC	21	8,052.94		
	EDUSTAFF LLC	22	951.48		
	EDUSTAFF LLC	26	925.08	Check Total	11,704.16 EDUSTAFF WEEK OF 01/26/2024
57759	WINDEMULLER ELECTRIC INC	26	1,980.51		
	WINDEMULLER ELECTRIC INC	42	9,094.00	Check Total	11,074.51 KCTC GRAPHIC ART DESIGN LAB -
300029191	MASON COUNTY CENTRAL SCHOOLS	11	10,906.97	Check Total	10,906.97 JAN24 SA SECT 107 ADULT ED
57705	GR BUILDING SERVICES INC	21	10,533.33	Check Total	10,533.33 JANITORAL SVC OAKLEIGH JAN24
57506	JEFFREY JAMES GROVE	26	2,275.00		
	JEFFREY JAMES GROVE	46	8,245.00	Check Total	10,520.00 PARTITION WALL FOR KCTC-E PHAS
300029224	COMSTOCK PARK PUBLIC SCHOOLS	23	10,509.58	Check Total	10,509.58 FY24 ENHANCE 2024-01-26
57693	D & W VUGS LLC	21	10,445.00	Check Total	10,445.00 EU-CENTRAL (FORMERLY MAYFIELD)
57721	MILESTONES CDC LLC	11	10,171.00	Check Total	10,171.00 GSRP THRU DEC23 WILSON
300029203	THORNAPPLE KELLOGG SCHOOLS	22	10,123.87	Check Total	10,123.87 JAN24 SA SECT 51A SPED
57697	FALKBUILT GRAND RAPIDS	42	10,045.01	Check Total	10,045.01 LCC PARTITION WALL
57703	GRAND RAPIDS EARLY DISCOVERY CENTER	11	9,868.00	Check Total	9,868.00 GSRP THRU DEC23 IMAGINAIRE
57707	GUST CONSTRUCTION COMPANY	42	9,838.00	Check Total	9,838.00 LCC RADIANT FIN TUBE REPLACEME
57669	SEYFERTH & ASSOCIATES INC	11	9,820.63		

			Check Total	9,820.63 PUBLIC RELATIONS
300029129	FRANCISCAN LIFE PROCESS CENTER	21	9,780.00	
			Check Total	9,780.00 MUSIC THERAPY - LDC NOV23
57664	SEVERIN INTERMEDIATE HOLDINGS LLC	21	9,542.15	
			Check Total	9,542.15 CENTER PROGRAMS SUBSCRIPTION 3/
57738	SENTINEL TECHNOLOGIES INC	41	9,400.00	
			Check Total	9,400.00 SERVER & NETWORK EQUIP REFRESH
601262419	GLP & ASSOCIATES - 457	11	9,248.83	
			Check Total	9,248.83 ANNUITY
601122417	GLP & ASSOCIATES - 457	11	9,098.83	
			Check Total	9,098.83 ANNUITY
300029238	OCTAVIA PACE	11	9,000.00	
			Check Total	9,000.00 GSRP THRU DEC23
57763	XEROX CORPORATION	26	8,894.64	
			Check Total	8,894.64 XEROX MONTHLY LEASE PAYMENTS F
300029186	KENT CITY COMMUNITY SCHOOLS	22	8,395.28	
			Check Total	8,395.28 JAN24 SA SECT 51A SPED
57606	TYRONE TOWNSHIP BOARD	22	8,168.00	
			Check Total	8,168.00 2023 SUMMER TAX COLLECTION FEE
57552	FRED WARREN HAYWARD JR	11	6,922.50	
	FRED WARREN HAYWARD JR	21	796.87	
	FRED WARREN HAYWARD JR	26	329.38	
			Check Total	8,048.75 BLDG AUTOMATION SERVICE AND CO
300029108	MCALVEY MERCHANT & ASSOCIATES	11	8,000.00	
			Check Total	8,000.00 GOVERNMENTAL CONSULTING AND RE
57654	THE HENEVELD INDUSTRIAL GROUP LLC	26	7,950.00	
			Check Total	7,950.00 WELDING PROGRAM FILTER CLEANIN
57488	CONSUMERS ENERGY CO	21	7,632.72	
			Check Total	7,632.72 103009405624 (225 MAYFIELD NE)
300029248	KENT CITY COMMUNITY SCHOOLS	23	7,493.17	
			Check Total	7,493.17 FY24 ENHANCE 2024-01-26
57586	REPUBLIC SERVICES INC	11	332.06	
	REPUBLIC SERVICES INC	21	4,169.48	
	REPUBLIC SERVICES INC	26	2,674.99	
			Check Total	7,176.53 ACCT#3-0240-0360530 01/01/24-0
57564	MATHISON ARCHITECTS LLC	42	7,135.78	

			Check Total	7,135.78 LINCOLN RENOVATION - 11/1/23-1
300029131	GR CHILD DISCOVERY CENTER	22	7,047.00	
			Check Total	7,047.00 IDEA DEC 2023
57668	SENTINEL TECHNOLOGIES INC	26	7,040.00	
			Check Total	7,040.00 REPLACEMENT SWITCHES
57521	CITY OF GRAND RAPIDS	11	393.12	
	CITY OF GRAND RAPIDS	21	4,125.43	
	CITY OF GRAND RAPIDS	26	2,516.31	
			Check Total	7,034.86 WS2081154 (1800 LEFFINWELL NE)
601122430	ASR CORP	11	6,548.10	
			Check Total	6,548.10 KENT ISD FLEX
601122402	PLANMEMBER SECURITIES CORP	11	6,533.94	
			Check Total	6,533.94 ANNUITY
601262432	ASR CORP	11	6,529.90	
			Check Total	6,529.90 KENT ISD FLEX
601262404	PLANMEMBER SECURITIES CORP	11	6,488.94	
			Check Total	6,488.94 ANNUITY
300029126	CREATIVE TECHNOLOGIES ACADEMY	22	6,243.00	
			Check Total	6,243.00 IDEA DEC 2023
300029142	ANA L RAMIREZ-SAENZ	21	3,691.42	
	ANA L RAMIREZ-SAENZ	22	2,387.50	
			Check Total	6,078.92 TRANSLATION SERVICES DEC23
57655	HERITAGE-CRYSTAL CLEAN INC	26	6,075.31	
			Check Total	6,075.31 ACCT# 51261; SERVICE12/28/23
57579	NELSON TOWNSHIP	22	5,995.55	
			Check Total	5,995.55 2023 SUMMER TAX COLLECTION FEE
57676	AMAZON.COM LLC	11	3,558.78	
	AMAZON.COM LLC	26	2,327.00	
			Check Total	5,885.78 Classroom snacks for all sites
300029149	DUANE OETMAN	22	5,759.25	
			Check Total	5,759.25 Signatures for Prescriptions 1
300029144	LIGHTHOUSE ACADEMY	22	5,582.00	
			Check Total	5,582.00 IDEA DEC 2023
57684	CITY OF CEDAR SPRINGS	11	87.62	
	CITY OF CEDAR SPRINGS	22	3,528.55	
	CITY OF CEDAR SPRINGS	23	884.85	

	CITY OF CEDAR SPRINGS	26	867.14	
	CITY OF CEDAR SPRINGS	42	102.35	
	CITY OF CEDAR SPRINGS	46	102.35	
			Check Total	5,572.86 REFUND PROPERTY TAXES-METRO HO
57490	FAMILY PROMISE OF GRAND RAPIDS	11	5,000.00	
			Check Total	5,000.00 HOMELESS STUDENT - SUPPORTING
57617	WINDEMULLER ELECTRIC INC	26	4,914.00	
			Check Total	4,914.00 KCTC EAST & WEST - ELECTRICAL
57683	FEDERAL INSURANCE COMPANY	29	4,914.00	
			Check Total	4,914.00 ACCT# 445011201007001C POLICY#
300029157	WILLIAM C ABNEY ACADEMY	22	4,894.00	
			Check Total	4,894.00 IDEA DEC 2023
300029122	BYRON CENTER CHARTER	22	4,879.00	
			Check Total	4,879.00 IDEA DEC 2023
601122415	PARADIGM EQUITIES-ROTH	11	4,835.00	
			Check Total	4,835.00 ANNUITY
57687	COMCAST HOLDINGS CORPORATION	11	1,375.00	
	COMCAST HOLDINGS CORPORATION	21	3,455.15	
			Check Total	4,830.15 MONTHLY INTERNET ACCESS (TO RE
57702	WW GRAINGER INC	26	4,773.20	
			Check Total	4,773.20 BENCH VISES FOR DIESEL
57618	XEROX CORPORATION	26	4,765.12	
			Check Total	4,765.12 MOS AGREEMENT 23-24 SCHOOL YEA
300029151	PROGRESSIVE ARCHITECTURAL ENGINEERS	26	1,652.50	
	PROGRESSIVE ARCHITECTURAL ENGINEERS	46	2,995.85	
			Check Total	4,648.35 PROJ 51036037.0 RES CONSTRUCTI
57501	ABLENET INC	21	4,531.50	
			Check Total	4,531.50 ABLENET ASSISTIVE TECHNOLOGY M
601262417	PARADIGM EQUITIES-ROTH	11	4,360.00	
			Check Total	4,360.00 ANNUITY
300029086	RELAYHUB LLC	22	4,324.00	
			Check Total	4,324.00 Monthly Licensing Fee
57730	OVER ACHIEVERS ACADEMY	11	4,254.00	
			Check Total	4,254.00 GSRP THRU DEC23
57535	SUPERIOR-LIDGERWOOD-MUNDY CORP	26	4,240.00	
			Check Total	4,240.00 DOUGH DIVIDER FOR HOSPITALITY

57574	MR SERVICES AND HANDLING LLC	46	4,215.00	
			Check Total	4,215.00 MOVE ENGINEERING ROOM-KCTC EAS
57608	UNUM LIFE INSURANCE COMPANY OF AMERICA	11	4,145.31	
			Check Total	4,145.31 JANUARY PREMIUMS GROUP 0994324
57646	PLAYCORE WISCONSIN INC	42	4,063.10	
			Check Total	4,063.10 23024; CENTER PROGRAMS PLAYGRO
300029250	UKG KRONOS SYSTEMS LLC	11	669.05	
	UKG KRONOS SYSTEMS LLC	21	2,250.50	
	UKG KRONOS SYSTEMS LLC	22	446.03	
	UKG KRONOS SYSTEMS LLC	26	669.05	
			Check Total	4,034.63 KRONOS WORKFORCE SOFTWARE FY24
57764	YOUNG SUPPLY COMPANY	21	768.70	
	YOUNG SUPPLY COMPANY	26	3,219.00	
			Check Total	3,987.70 PINE GROVE - REFRIGERATION REP
300029091	BROADMOOR PRODUCTS INC	26	3,944.48	
			Check Total	3,944.48 KCTC HEATING LOOP CHEMICAL TRE
601122403	MG TRUST COMPANY-MIDWEST	11	3,890.92	
			Check Total	3,890.92 ANNUITY
601262405	MG TRUST COMPANY-MIDWEST	11	3,890.92	
			Check Total	3,890.92 ANNUITY
57748	UNUM LIFE INSURANCE COMPANY OF AMERICA	11	3,857.41	
			Check Total	3,857.41 DECEMBER 2023 PREMIUMS GRPS IT
57614	VK ENDEAVOURS LLC	42	3,760.86	
			Check Total	3,760.86 LINCOLN DRAINAGE
57649	GOODWILL INDUSTRIES OF GREATER GRAND	21	3,750.00	
			Check Total	3,750.00 GOODWILL-KISD CTC AGREEMENT &
57672	WINDEMULLER ELECTRIC INC	11	1,572.96	
	WINDEMULLER ELECTRIC INC	26	2,093.00	
			Check Total	3,665.96 KCTC EAST KITCHEN
57567	MIDWAY MACHINERY MOVERS	46	3,600.00	
			Check Total	3,600.00 MOVE MECHATRONICS EQUIP FROM K
57592	SECURE DOCS INC	22	3,600.00	
			Check Total	3,600.00 READYSIGN LICENSE FEES

57503	ADVANTAGE MECHANICAL-REFRIGERATION INC	21	1,227.00	
	ADVANTAGE MECHANICAL-REFRIGERATION INC	26	2,333.00	
			Check Total	3,560.00 KEC HVAC REPAIRS
300029156	WEST MICH AVIATION ACADEMY	22	3,542.00	
			Check Total	3,542.00 IDEA DEC 2023
57662	CUSTOM PRINTERS	26	3,388.03	
			Check Total	3,388.03 KCTC Program Postcard Handouts
57545	GORDON FOOD SERVICE INC	26	3,326.61	
			Check Total	3,326.61 1ST SEMESTER SUPPLIES GORDON F
57733	GT SIMULATORS BY GLOBAL TECHNOLOGIES	26	3,221.00	
			Check Total	3,221.00 VENIPUNCTURE TRAINNING AIDS FO
57519	TIGHTROPE MEDIA SYSTEMS INC	11	3,175.00	
			Check Total	3,175.00 CAROUSEL RENEWAL 01/07/24-01/0
601122436	VALIC	11	3,151.53	
			Check Total	3,151.53 ANNUITY
601262438	VALIC	11	3,151.53	
			Check Total	3,151.53 ANNUITY
57559	KATERBERG VERHAGE INC	21	3,150.00	
			Check Total	3,150.00 LINCOLN CAMPUS SNOW REMOVAL
57548	GRAND VALLEY AUTOMATION INC	42	3,147.40	
			Check Total	3,147.40 EU-S ACCESS CONTROL SYSTEM
57749	VALLEY CITY SIGN	21	2,305.00	
	VALLEY CITY SIGN	42	818.00	
			Check Total	3,123.00 LINCOLN CAMPUS MONUMENT SIGN R
57513	B&H FOTO & ELECTRONICS CORP	46	3,070.38	
			Check Total	3,070.38 SAMSUNG 75" TV FOR KTC PHASE 2
300029118	JON MICHAEL WASHBURN	11	3,000.00	
			Check Total	3,000.00 CONSULTATION SERVICES FOR THE
601122420	GLP ASSOCIATES EE ROTH	11	2,988.00	
			Check Total	2,988.00 ANNUITY
601262422	GLP ASSOCIATES EE ROTH	11	2,988.00	
			Check Total	2,988.00 ANNUITY
300029148	NEXTECH HIGH SCHOOL	22	2,986.00	
			Check Total	2,986.00 IDEA DEC 2023

57651	GRANITE TELECOMMUNICATIONS LLC	11	2,886.62	Check Total	2,886.62 ACCT# 04789927; EPIK MONTHLY I
57594	SEVERANCE ELECTRIC CO INC	27	2,881.50	Check Total	2,881.50 FIBER MAINTENANCE 7/1/23-6/30/
57526	CONSUMERS ENERGY CO	21	2,871.82	Check Total	2,871.82 103047440922 (3630 BYRON CTR)
57737	RITEWAY BUS SERVICE INC	26	2,840.00	Check Total	2,840.00 HOSA COMPETITION TRANSPORTATIO
57682	CENTRAL MICH PAPER	26	2,760.00	Check Total	2,760.00 Copy paper
57689	CONSUMERS ENERGY CO	22	252.09		
	CONSUMERS ENERGY CO	26	1,894.14		
	CONSUMERS ENERGY CO	27	595.76	Check Total	2,741.99 ACCT 30002150959 NESC VIOLATIO
57700	GORDON FOOD SERVICE INC	26	2,733.72	Check Total	2,733.72 KCTC WEST - STEAM TABLE PAN
300029120	WYOMING PUBLIC SCHOOLS	11	2,729.91	Check Total	2,729.91 MV REIMB TRANSPORTATION & WELF
57650	GRAND VALLEY AUTOMATION INC	42	2,696.40	Check Total	2,696.40 CUST# 448982; EU-S AI PHONE IN
300029113	SYSCO GRAND RAPIDS LLC	26	2,696.29	Check Total	2,696.29 KCTC CULINARY - CLASSROOM SUPP
57612	VERIZON WIRELESS SERVICES LLC	21	2,084.14		
	VERIZON WIRELESS SERVICES LLC	22	600.17	Check Total	2,684.31 ACCT# 242286341-00001 11/24/23
57561	LENOVO INC	26	2,677.50	Check Total	2,677.50 LanSchool Subscription FY24
57753	VILLAGE OF SPARTA	42	2,633.00	Check Total	2,633.00 EU-N REMODEL - SITE PLAN & ADM
271511224	EDUSTAFF LLC	11	790.28		
	EDUSTAFF LLC	21	735.32		
	EDUSTAFF LLC	22	1,029.57	Check Total	2,555.17 EDUSTAFF WEEK OF 01/12/2024
57723	MISDU	11	2,542.28	Check Total	2,542.28 GARNISHMENT
57572	MISDU	11	2,535.59		

			Check Total	2,535.59 GARNISHMENT
57741	SOLIANT HEALTH LLC	21	2,529.14	
			Check Total	2,529.14 SOLIANT HEALTH LLC TELESERVICE
57485	AYA YOUTH COLLECTIVE	11	2,500.00	
			Check Total	2,500.00 HOMELESS YOUTH-SUPPORTING SOCI
57487	CATHOLIC CHARITIES DIOCESE OF KALAMAZOO	11	2,500.00	
			Check Total	2,500.00 HOMELESS YOUTH-ALLEGAN CO-WELF
57492	ICCF COMMUNITY HOMES	11	2,500.00	
			Check Total	2,500.00 HOMELESS STUDENTS-EDUCATIONAL
57495	MEL TROTTER MINISTRIES	11	2,500.00	
			Check Total	2,500.00 HOMELESS STUDENTS - WELFARE IT
57498	SAFE HAVEN MINISTRIES	11	2,500.00	
			Check Total	2,500.00 HOMELESS STUDENT-EDUCATIONAL &
57500	SYLVIA'S PLACE	11	2,500.00	
			Check Total	2,500.00 HOMELESS STUDENT-EDUCATIONAL &
57620	AMERICAN CULINARY FEDERATION	26	2,500.00	
			Check Total	2,500.00 ID 224968 SITE VISIT FEE 3/5-3
300029075	ARBOR CIRCLE CORP	11	2,500.00	
			Check Total	2,500.00 HOMELESS STUDENT-WELFARE ITEMS
300029076	COVENANT HOUSE ACADEMY	11	2,500.00	
			Check Total	2,500.00 HOMELESS STUDENT - SUPPORTING
300029115	THRUN MAATSCH AND NORDBERG PC	11	833.33	
	THRUN MAATSCH AND NORDBERG PC	22	833.33	
	THRUN MAATSCH AND NORDBERG PC	26	833.34	
			Check Total	2,500.00 0720-00002 ANNUAL RETAINER FEE
601122412	PLANMEMBER-ER	11	2,414.76	
			Check Total	2,414.76 ANNUITY
601262414	PLANMEMBER-ER	11	2,414.76	
			Check Total	2,414.76 ANNUITY
57577	NCS PEARSON INC	11	2,400.00	
			Check Total	2,400.00 GED VOUCHERS
600126240	UNITED STATES TREASURY	11	2,357.21	
			Check Total	2,357.21 ER FICA DUE ON 3RD PARTY SICK
57551	JEFFREY D HALSTED II	21	2,300.00	
			Check Total	2,300.00 S GODWIN PAINTING

57647	GERALD DAWKINS ACADEMY	22	2,194.00	Check Total	2,194.00 IDEA DEC 2023
57489	DTE ENERGY	21	2,187.28	Check Total	2,187.28 920052222329 (3600 BYRON CTR)
601122432	NATIONWIDE	11	2,155.00	Check Total	2,155.00 ANNUITY
601262434	NATIONWIDE	11	2,155.00	Check Total	2,155.00 ANNUITY
57756	WASTE RECOVERY SYSTEMS INC	21	245.72		
	WASTE RECOVERY SYSTEMS INC	26	1,879.27	Check Total	2,124.99 KCTC EAST - CLEAN OUT BASINS
57728	NATIONAL HOSA	26	2,120.00	Check Total	2,120.00 2023-2024 AFFILIATION
57568	MIDWEST FOOD EQUIP SERV INC	26	2,116.13	Check Total	2,116.13 KCTC HOSPITALITY- REPAIR DISHW
57690	CROSS CULTURAL COMMUNICATIONS LLC	11	2,111.70	Check Total	2,111.70 ADULT ED - TEXT BOOKS
601122408	VALIC - 457	11	2,090.49	Check Total	2,090.49 ANNUITY
601262410	VALIC - 457	11	2,090.49	Check Total	2,090.49 ANNUITY
57595	SOLIANT HEALTH LLC	21	2,064.60	Check Total	2,064.60 SOLIANT HEALTH LLC TELESERVICE
57652	JEFFREY D HALSTED II	42	2,000.00	Check Total	2,000.00 EUS PAINTING & EQUIPMENT INSTA
300029245	JOHNSON CONTROLS INC	21	1,672.78		
	JOHNSON CONTROLS INC	26	323.75	Check Total	1,996.53 KCTC HVAC REPAIR
300029267	SYSCO GRAND RAPIDS LLC	26	1,994.91	Check Total	1,994.91 SECOND SEMESTER RESALE EXPENSE
300029153	ROCKFORD PUBLIC SCHOOLS	21	1,983.31	Check Total	1,983.31 FUEL OCT/NOV/DEC 2023
300029257	MILLER JOHNSON SNELL & CUMMISKEY PLC	11	653.00		
	MILLER JOHNSON SNELL & CUMMISKEY PLC	22	653.00		
	MILLER JOHNSON SNELL & CUMMISKEY PLC	26	653.00	Check Total	1,959.00 GSRP INVESTIGATION - LEGAL FEE

57576	GENUINE PARTS CO	26	1,922.03	Check Total	1,922.03 NAPA TEACHING SUPPLIES - AUTO
57725	MR SERVICES AND HANDLING LLC	42	1,197.00		
	MR SERVICES AND HANDLING LLC	46	648.00	Check Total	1,845.00 LINCOLN DEV ENTRY - MOVE
57623	AUTOMOTIVE EQUIP SPECIALISTS INC	26	1,819.00	Check Total	1,819.00 ANNUAL OSHA SAFETY INSPECTION
57522	CITY OF WYOMING	21	1,818.98	Check Total	1,818.98 523549001 (2101 52ND ST SW) 09
300029197	PORTLAND PUBLIC SCHOOLS	11	1,810.27	Check Total	1,810.27 JAN24 SA SECT 107 ADULT ED
57616	WELLS FARGO FINANCIAL LEASING	26	1,782.00	Check Total	1,782.00 MONTHLY FAX SERVICES LEASE
57584	PICTURE THIS EMBROIDERY AND SCREEN PRINTING INC	29	1,727.00	Check Total	1,727.00 LINCOLN - SWEATSHIRTS & TSHIRT
601122414	MG TRUST-ROTH 403B	11	1,667.69	Check Total	1,667.69 ANNUITY
601262416	MG TRUST-ROTH 403B	11	1,667.69	Check Total	1,667.69 ANNUITY
57699	GEOTECH INC	27	1,657.75	Check Total	1,657.75 510-032.4 NJUNS REVIEW & ACTIO
57734	PLUMMERS ENVIRONMENTAL SERVICES INC	26	1,625.00	Check Total	1,625.00 CAMPUS STORM DRAIN CLEANING
300029204	VANGUARD CHARTER ACADEMY	22	1,606.53	Check Total	1,606.53 JAN24 SA 56(7) SP ED
300029172	EXCEL CHARTER ACADEMY	22	1,573.20	Check Total	1,573.20 JAN24 SA 56(7) SP ED
300029251	NGUYET-ANH THI TRAN	11	1,553.79	Check Total	1,553.79 GSRP - INTERPRETATION
57663	DAVID BRIAN TIBBE	26	1,532.75	Check Total	1,532.75 FUNDRAISER SHIRTS BALANCE
57712	J B PRINCE CO INC	26	1,518.00	Check Total	1,518.00 ICE CREAM MACHINE FOR HOSPITAL
57504	RAIN GUTTER CONSULTANTS INCORPORATED	26	1,510.06	Check Total	1,510.06 KCTC D 74 DOWNSPOUTS

57587	RL DEPPMANN CO	21	148.50	
	RL DEPPMANN CO	26	1,359.00	
			Check Total	1,507.50 EUS PUMP REPAIR
601262403	CITY OF WALKER	11	1,506.05	
			Check Total	1,506.05 WALKER CITY PAYROLL TAXES
57499	STEPHEN RICHARD SEWARD	11	1,500.00	
			Check Total	1,500.00 INSTRUCTIONAL LEADERSHIP FOR K
300029208	WEST MICH ACADEMY OF ENVIRONMENTAL SCIENCE	22	1,481.60	
			Check Total	1,481.60 JAN24 SA 56(7) SP ED
300029101	GRAND RAPIDS PUBLIC SCHOOLS	11	1,466.78	
			Check Total	1,466.78 GRPS ITIN FLEX SPENDING
300029170	CROSS CREEK CHARTER ACADEMY	22	1,453.93	
			Check Total	1,453.93 JAN24 SA 56(7) SP ED
57520	CINTAS CORP NO. 2	21	268.40	
	CINTAS CORP NO. 2	26	1,181.92	
			Check Total	1,450.32 SD EYEWASH AGREEMENT
300029146	MERIDIAN CABLING SOLUTIONS	46	1,440.00	
			Check Total	1,440.00 KCTC WEST REROUTE/CONFIGURE WO
300029205	VISTA CHARTER ACADEMY	22	1,435.52	
			Check Total	1,435.52 JAN24 SA 56(7) SP ED
57761	NEXSTAR BROADCASTING INC	26	1,400.00	
			Check Total	1,400.00 WOOD TV Spots for KCTC Open Ho
57547	GRAND VALLEY AUTOMATION INC	46	1,390.00	
			Check Total	1,390.00 KCTC WEST - SERVICE LOCK DOWN
300029206	WALKER CHARTER ACADEMY	22	1,359.82	
			Check Total	1,359.82 JAN24 SA 56(7) SP ED
300029166	CHANDLER WOODS CAMPUS	22	1,352.55	
			Check Total	1,352.55 JAN24 SA 56(7) SP ED
57511	AVIS BUDGET GROUP INC	21	1,352.00	
			Check Total	1,352.00 AVIS MINIVAN RENTAL FOR ALL EU
57571	MILLER WELDING SUPPLY CO	26	1,350.17	
			Check Total	1,350.17 SECOND SEMESTER MILLER WELDING
57510	AVIS BUDGET GROUP INC	21	1,334.76	
			Check Total	1,334.76 AVIS MINIVAN RENTAL FOR ALL EU

57578	NATIONAL EMERGENCY COMMUNICATIONS INSTITUTE INC	26	1,316.70	
			Check Total	1,316.70 911 SKILS MANUALS AND SIMULATO
57509	AVIS BUDGET GROUP INC	21	1,305.32	
			Check Total	1,305.32 AVIS MINIVAN RENTAL FOR ALL EU
57580	NEWEGG.COM	26	1,299.80	
			Check Total	1,299.80 PC REBUILD PARTS IT
57512	AVIS BUDGET GROUP INC	21	1,281.60	
			Check Total	1,281.60 AVIS MINIVAN RENTAL FOR ALL EU
300029180	GRAND RIVER PREPARATORY HIGH SCHOOL	22	1,275.33	
			Check Total	1,275.33 JAN24 SA 56(7) SP ED
300029188	KNAPP CHARTER ACADEMY	22	1,261.27	
			Check Total	1,261.27 JAN24 SA 56(7) SP ED
601122401	LEGEND GROUP/ADSERV	11	1,250.00	
			Check Total	1,250.00 ANNUITY
601262401	LEGEND GROUP/ADSERV	11	1,250.00	
			Check Total	1,250.00 ANNUITY
300029147	MILLER JOHNSON SNELL & CUMMISKEY PLC	29	1,237.50	
			Check Total	1,237.50 CLIENT# 51675; 403(b) PLAN DOC
57732	PARENTS AS TEACHERS NATL CENTER INC	11	1,225.00	
			Check Total	1,225.00 VIRTUAL TRAINING-KELLY SCHAUT
57658	INFOGUYS INC	11	1,200.00	
			Check Total	1,200.00 K-12 2024 SUBSCRIPTION
601262409	PARADIGM - 457	11	1,200.00	
			Check Total	1,200.00 ANNUITY
57648	GERRIT'S APPLIANCE INC	21	1,198.00	
			Check Total	1,198.00 WASHER FOR LNS
57765	ONE TIME PYMTS	11	1,196.13	
			Check Total	1,196.13 ACH RETURNED-ACCOUNT CLOSED
57484	AMAZON.COM LLC	11	1,193.80	
			Check Total	1,193.80 Classroom snacks for all sites
57582	OTTAWA AREA ISD	11	1,167.50	
			Check Total	1,167.50 GSRP - IHEART MEDIA ADVERTISIN
57613	VOS GLASS LLC	21	1,157.52	
			Check Total	1,157.52 LINCOLN - CAFETERIA GLASS REPA
57685	CITY OF WYOMING	21	1,152.21	

			Check Total	1,152.21 000053412 (3600 BYRON CTR) 09/
601122407	PARADIGM - 457	11	1,150.00	
			Check Total	1,150.00 ANNUITY
300029111	SIEMENS INDUSTRY INC	46	1,132.00	
			Check Total	1,132.00 SERVICE CALL-TROUBLE PANEL
300029199	RIDGE PARK CHARTER ACADEMY	22	1,126.55	
			Check Total	1,126.55 JAN24 SA 56(7) SP ED
300029265	SEHI COMPUTER PRODUCTS INC	11	1,125.00	
			Check Total	1,125.00 HP CTO ELITEBOOK 840 G10 14 IN
57645	ZACHARY D START	21	1,123.51	
			Check Total	1,123.51 CLOSET DOO WORK
57625	CITIZENSHIRT	11	1,110.00	
			Check Total	1,110.00 WMTC PRINTED TEES
57673	COMBINED COMMUNICATIONS OF OKLAHOMA LLC	26	1,097.16	
			Check Total	1,097.16 WZZM Spots/Pre-rolls DEC - FEB
57599	STRUCTURETEC CORPORATION	42	1,087.50	
			Check Total	1,087.50 EUS BLDG ENVELOPE RESTORATION
57505	AMAZON.COM LLC	11	195.58	
	AMAZON.COM LLC	26	876.44	
			Check Total	1,072.02 IT 3D PRINTER SUPPLIES
300029116	TRUSTMARK VOLUNTARY BENEFIT SOLUTIONS	11	1,025.01	
			Check Total	1,025.01 EMPLOYEE PREMIUMS GROUP 9262
300029269	TRUSTMARK VOLUNTARY BENEFIT SOLUTIONS	11	1,025.01	
			Check Total	1,025.01 EMPLOYEE PREMIUMS GROUP 9262
300029209	WEST MICH AVIATION ACADEMY	22	1,021.16	
			Check Total	1,021.16 JAN24 SA 56(7) SP ED
300029106	KNIGHT WATCH INC	26	1,020.00	
			Check Total	1,020.00 KCTC EAST - CONTROLS REPAIR
57619	AMAZON.COM LLC	11	1,012.30	
			Check Total	1,012.30 AM9CAFK1B588D; LABEL PRINTERS
300029225	CONTROL SOLUTIONS INC	11	750.00	
	CONTROL SOLUTIONS INC	21	255.00	
			Check Total	1,005.00 ESC TOWER VALVE ISSUES
			Grand Total	<u>21,131,126.04</u>

2/1/2024 6:34 AM

**Analysis of Banking Institutions
01/31/24**

Bank	Account Type	Bank Rating	FDIC Insured	Insured Amount	Government Guaranteed	Uninsured	Total Funds
Chase	Checking	A+	Yes	\$ -	\$ -	\$ 1,830,510	\$ 1,830,510 ***
Chase	Savings	A+	Yes	250,000	-	59,035	309,035
Huntington National Bank	Municipal Now Checking	A-	Yes	250,000	-	15,029	265,029 **
MILAF	Local Gov't Invest Pool	AAAm/AAAkf	No	-	-	135,398,727	135,398,727
Totals:				\$ 500,000	\$ -	\$ 137,303,301	\$ 137,803,301

Balances as of 01/31/24

*Bank ratings updated December 2023. Bank rating services used:
Standards & Poors (Chase, MILAF and Huntington Bank) and Kroll Bond Rating Agency (MILAF-TERM)*

** *These statements were not available & balances will be updated at the March 2024 meeting. December balances reflected on this report.*

*** *These funds are fully collateralized by securities allowable under PA 451.*

Cash in all Accounts and Investment Assets of the Board as of 01/31/2024

Financial Institution	Type of Account/Investment	Fund #	Balance per Statement (Fair Value)	Insured Balance	Uninsured Balance	Interest Rate Yield	Maturity Date	Rating	Terms
Chase Bank	Consolidated Savings	11-22-26	\$ 309,035	250,000	59,035	1.75%	n/a	A+	10,000 balance
Chase Bank	Consolidated Checking	11-21-22-23-26-27-29-41-42-46	807,094	-	807,094	0.00%	n/a	A+	Sweep
Chase Bank	Checking	81	1,021,417	-	1,021,417	0.00%	n/a	A+	
Chase Bank	Checking	11	2,000	-	2,000	0.00%	n/a	A+	
Chase Bank	Checking	Disbursement	-	-	-	0.00%	n/a	A+	Zero Balance Account
Chase Bank	Checking	Payroll	-	-	-	0.00%	n/a	A+	Zero Balance Account
Huntington Bank	Municipal Now Checking	11-22-26	265,029	250,000	15,029	4.59%	n/a	A-	

MILAF Managed Account:

MILAF	Local Gov't Invest Pool	11-21-22-26-27-29-41-42-46	1,576	-	1,576	5.28%	n/a	AAAm	Cash Management Class
MILAF	Local Gov't Invest Pool	11-21-22-26-27-29-41-42-46	67,826,928	-	67,826,928	5.44%	n/a	AAAm	MAX Class
MILAF	Local Gov't Invest Pool	11-22-26-29-42-46	3,929,991	-	3,929,991	5.42%	03/01/24	AAAf	TERM
MILAF	Local Gov't Invest Pool	11-22-26-29-42-46	3,925,309	-	3,925,309	5.72%	03/22/24	AAAf	TERM
MILAF	Local Gov't Invest Pool	22	20,534,492	-	20,534,492	5.72%	04/04/24	AAAf	TERM
MILAF	Local Gov't Invest Pool	11-22-26-29-42-46	3,906,036	-	3,906,036	5.77%	05/01/24	AAAf	TERM
MILAF	Local Gov't Invest Pool	11-22-26-29-42-46	3,898,248	-	3,898,248	5.77%	05/14/24	AAAf	TERM
MILAF	Local Gov't Invest Pool	11-22-26-29-42-46	3,877,744	-	3,877,744	5.85%	06/21/24	AAAf	TERM
MILAF	Local Gov't Invest Pool	11-22-26-29-42-46	2,031,803	-	2,031,803	5.82%	07/18/24	AAAf	TERM
MILAF	Local Gov't Invest Pool	11-22-26-29-42-46	2,021,190	-	2,021,190	5.62%	08/19/24	AAAf	TERM
MILAF	Local Gov't Invest Pool	11-22-26-29-42-46	2,014,945	-	2,014,945	5.47%	08/30/24	AAAf	TERM
MILAF	Local Gov't Invest Pool	11-22-26-29-42-46	2,007,554	-	2,007,554	5.12%	09/27/24	AAAf	TERM
MILAF-Grow Your Own	Local Gov't Invest Pool	11	7,288,837	-	7,288,837	5.44%	n/a	AAAm	MAX Class
MILAF-Grow Your Own	Local Gov't Invest Pool	11	4,044,160	-	4,044,160	5.52%	02/28/24	AAAf	TERM
MILAF-Grow Your Own	Local Gov't Invest Pool	11	4,044,837	-	4,044,837	5.62%	05/17/24	AAAf	TERM
MILAF-Grow Your Own	Local Gov't Invest Pool	11	4,045,077	-	4,045,077	5.65%	08/16/24	AAAf	TERM

\$ 137,803,301	\$ 500,000	\$ 137,303,301
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Disclosures:

Credit Risk-All banks approved by the board have been reviewed using the most recent Bank Annual Report; Auditor Opinion Letters have highest ranking following ratio analysis; Banks are approved by the Board on an annual basis at the July Board Meeting

Concentration of Credit Risk-Investments are spread over numerous banks and various instruments; FDIC insurance is limited to \$250,000 per bank per customer demand deposits and \$250,000 per savings deposits; Board Policy limits securities, other than US Treasuries, to no more than 50% of the total portfolio consists of any one type of security.

Investment Risk-State Law limits types of allowable investments and maturities as well as Board Policy; Exposure to fair value losses arising from increasing interest rates are monitored.

Foreign Currency Risk-There is no risk as State Law prohibits investing in Banks not authorized to operate in the State of Michigan.

Local Government Investment Pool (MILAF) is a collateralized deposit account.

Board Policy 6144 Finances

**PERSONNEL RECOMMENDATIONS AS OF 2/5/2024
FOR BOARD MEETING OF 2/12/2024**

RESIGNATIONS AND TERMINATIONS

1. Adrianna Lynn, Instructional Services, Secondary Programs, KCTC East, Instructor, resignation, effective 02/26/2024.
2. Erin Zacek, Instructional Services, Communications, Communications Coordinator, resignation, effective 01/19/2024.

APPOINTMENTS

1. Erica Vogt, Student Services, Special Education Center Programs, Pine Grove Learning Center, Teacher-ASD, KIEA, 1.0 FTE, 182 days per year, 7 hours per day, MA+30 Step 8, \$82,169 per year, effective 02/15/2024.
2. Eileen Warner, Student Services, Early On, Early Interventionist-Specialist, KIEA, 1.0 FTE, 182 days per year, 7 hours per day, MA+15 Step 2, \$60,260 per year, effective 02/05/2024.

NEW ASSIGNMENTS AND CONTRACT ADJUSTMENTS

1. Katherine Kretowicz, from Instructional Support Specialist Long Term Teacher Sub to Teacher - Emotional Impairment, Student Services, Special Education Center Programs, KEC Oakleigh, KIEA, 1.0 FTE, 182 days per year, 7 hours per day, MA Step 2, \$57,273 per year, effective 01/16/2024.
2. Ephraim Rosalez, from Autism Behavioral Coach to School Psychologist, Student Services, Special Education Center Programs, KEC Oakleigh and KEC Beltline, KIEA, 1.0 FTE, 182 days per year, 7 hours per day, MA+30 Step 7, \$76,695 per year, effective 02/01/2024.
3. Jessica Yonkers, from Associate Teacher to Lead Teacher, GSRP, Instructional Services, Early Childhood, KIEA-LT, 1.0 FTE, 172 days per year, 7 hours per day, Step 2, \$40,804 per year, effective 01/22/2024.

BOARD AGENDA ITEM

Information/Discussion _____
Future Action _____
Action X _____

Item: Director of Personnel

Submitted by: Dave Rodgers

Date: 1-25-24

Recommended by: Dave Rodgers

Board Meeting Date: February 12, 2024

RECOMMENDATION:

It is recommended that the Board approve a new position, Director of Personnel, beginning in the 2024-25 school year. This recommendation is for a non-union professional 260 day Grade 10 position.

BACKGROUND:

Within the Strategic Plan, Objective 1 of Goal 3 – Right-Sizing the HR Team has remained an area of thoughtful and patient review as the Human Resources team has implemented a number of process improvements. After months of analysis and consultation with Superintendent Koehler, we believe that this recommendation positions the department to better support the needs of our internal and external stakeholders.

Under this proposed structured, we move to two Directors of Personnel (including Danielle Hendry), assigning more dedicated and consistent administrative support to specific ISD programs. In collaboration with Expanded Leadership, we have collectively accomplished significant progress in HR systems and services over the past 18 months, but there is still much work to do. The implementation of the revamped hiring process is one primary example that revealed some of the areas in which we believe we are still insufficiently and inequitably equipped to support all programs. As Superintendent Koehler has pointed out, the Kent ISD’s HR department was built when Kent ISD was largely a consulting organization, providing professional development and coordination among referent groups. We’re now an operating entity with the youngest and most challenging students, all of whom require extraordinary staffing and care. This department had previously not been structured for this level of service, oversight, coordination and monitoring that is now the reasonable expectation or standard of our stakeholders. We value the periodic conversations, collaboration and outreach from local districts and therefore want to continue to be able to assist them, when feasible, as well.

If there is an absence of a high-quality candidate, we may lean toward to delaying that expansion until such a candidate may become available.

	Asst. Supt of Human Resources & Legal Services	
	Oversight and coordination of HR Department	
	Negotiations - Chief Negotiator	
	Employee units - union relations	
Director of Personnel - Adult Ed / Center Programs / Non-Union Classified	Lead POC for ESC Non-Union Professional staff issues	Director of Personnel - Secondary Programs & Early Childhood
SEVIS DSO	SEVIS DSO	SEVIS PDSO
Title IX (multi-role)	Title IX Coordinator	Title IX (multi-role)
Staff Evaluation Supervision	Performance Evaluation Systems	Staff Evaluation Supervision
Contract Administration	Oversee contract (CBA) administration	Contract Administration
HR Newsletter	KHR Coordination and consultation support to locals	Budget recommendations
Credential verifications	Director / Principal Consultation	Credential verifications
Reference Checking	Compensation systems & benchmarking	Reference Checking
MDE Permits	Legal consultation, as needed	MDE Permits
Investigation Support	Support Administrator Launch Project	Investigation Support
Orientation planning	Truancy consultation	Orientation planning
Mentor Program	KCSA attendance and support	Mentor Program
PA 110 CPR/First Aid	Special Ed Transportation support	PA 110 CPR/First Aid
New Teacher Requirements	Electronic workflows support	New Teacher Requirements
Hiring process - HR rep	HR technology solutions	Hiring process - HR rep
Onboarding assurance	FMLA / FLSA oversight	Onboarding assurance
Increased onsite presence	ADA accommodations	Increased onsite presence
MNA / MASPA rotation	MNA / MASPA	MASPA / MNA rotation
Negotiations Support	Third Party Contract Reviews	Negotiations Support
United Way Campaign	United Way Campaign	United Way Campaign
Strategic Plan Support	Grievance / Arbitration	Strategic Plan Support
Student Teachers	Program Calendars	Student Teachers
Unified Talent	County Common Calendar / Waivers	InformedK12
Coordination w HR Team	System / process development	Coordination w HR Team
Thrive Support	WMTC Advisory Committee	Safe Schools
Projects as assigned	Affiliation Agreements	Projects as assigned
	Leadership Team	
	Strategic plan - Lead for HR goals	
	Board Policy	
	Hiring process oversight and review	

BOARD AGENDA ITEM

Information/Discussion _____

Future Action _____

Action X

Item: Request for Personal Director of CTE

Submitted by: Sue Gardner

Date: January 31, 2024

Recommended by: Sue Gardner

Board Meeting Date: February 12, 2024

RECOMMENDATION:

Recommending the addition of a Director of CTE. This will be a 1 FTE position. Funding sources will primarily be from our CTE fund.

BACKGROUND:

Cary Stamas is currently our Career and Technical Education (CTE) Director/CEPD. He has expressed his desire to retire September 2025. The CEPD role is a complex role with many reporting and compliance tasks for our CTE programs and for our local districts. This role also plays a major role with future visioning of our CTE programs through CareerPrep 2030.

The challenges facing Career and Technical Education (CTE) demand the availability of highly qualified CTE administrators to meet the needs of students, education, business, industry, and labor in the state. Knowledgeable administrators with strong leadership skills and a commitment to serving the CTE needs is important and difficult to find. We are planning a transition year (2024-25 school year) to train a person in the next school year and then to assume the responsibilities of CTE Director/CEPD the year following.

BOARD AGENDA ITEM

Information/Discussion
Future Action
Action

Item: Personnel Addition
Work Based Learning / Workforce Development Consultant
Focused on Site Check and LEA Support of WBL

Date: 2/2/2024

Submitted by: Ryan Graham: Director of Workforce Development

Board Meeting Date: 2/12/2024

Recommended by: Dave Rodgers

RECOMMENDATION:

: It is recommended that the board approve the addition of a Work Based Learning / Workforce Development Consultant to support LEA Work Based Learning.

BACKGROUND:

Career Prep 2030 and growth of LEA Work Based Learning has created the demand for ISD support of our locals and their WBL efforts. Through consultation with LEA's and leadership at the ISD it has been determined the first step in support would be a consultant that is able to support the task of documentation and compliance such as site checks and training agreement coordination that is critical to safety and pupil accounting best practices. Attached you will find job description and budget considerations.



KENT INTERMEDIATE SCHOOL DISTRICT | 2930 Knapp, NE - Grand Rapids, MI 49525

VACANCY NOTICE

Job Title: Workforce Development & Work Based Learning Consultant (Regional Site Check Coordinator)

Department: Career and Talent Development

Coordinates Work Based Learning (WBL) site check procedures through collaboration with CTE programs, Non CTE programs, Local Education Agency (LEA) and Business and Industry partners. This may include facilitation of: site checks per compliance, business and industry site tours, business and industry tours of KCTC, scheduling career speakers, job shadows, and internship/apprenticeship awareness activities.

Reports to the Director of Workforce Development.

Essential Job Qualifications Required:

- Bachelor's degree and Interim Occupational Certificate or Occupational Education Certificate.
- Or, if no Occupational Certificate (IOC) 4,000 hours of paid recent (last 6 years) and relevant work experience in a CTE field with current appropriate licensure updated and on file
- Valid Michigan Professional/Provisional Teacher Certification in a related CTE field (*preferred but not required*)
- Must possess excellent organizational skills, technology skills, detail and team oriented, and have excellent communication skills.
- Valid Michigan Driver's License with good driving record (position requires extensive travel with personal vehicle and/or Kent ISD vehicle)
- Experience working with high school age students and diverse student population, preferred
- Strong communication (verbal and written), organizational, and interpersonal skills
- At least 3 years' experience in business development strongly preferred
- Proven experience in developing partnerships with employers and unions resulting in work-based learning/career exploration opportunities for students
- Knowledge of effective employer engagement practices to build and sustain employer partnerships
- Knowledgeable of Federal youth labor laws and Michigan Work Based Learning requirements
- Ability to work independently

Key Duties and Responsibilities:

- Solicit and secure employers as partners for career readiness activities of local districts and Kent ISD programs
- Act as business development liaison between local districts, ISD programs, and local employers
- Sustain employer partnerships through ongoing communication and engagement opportunities
- Attend local industry-specific events, Chamber events and networking functions to identify potential business partners
- Consult with local employers to identify their needs and determine best level of involvement
- Create targeted outreach materials to engage potential employer partners in a variety of career pathways

- Provide meaningful professional development trainings on Employer Engagement Best Practices for LEA stakeholders to build capacity and ensure scalability of career exploration activities
- Develop materials and trainings addressing Student Engagement Best Practices for employers to ensure relevance, effectiveness, and engagement with the student population
- Promote benefits of work-based learning/career exploration activities to local districts and employers
- Utilize data management tools to accurately and efficiently manage and share employer information with LEA and Kent ISD stakeholders
- Provide excellent customer service to all stakeholders

General Duties and Responsibilities:

- Appropriately represents Kent ISD in meetings, presentations, and media engagements as assigned.
- Maintains adequate and careful records as required by position
- Makes presentations to various educational and professional groups, district committees, other school districts, and community organizations on the business development needs for career exploration initiatives
- Communicates regularly with the public, colleagues, and district staff in a positive and constructive manner
- Manages special projects or assists other departments with project management as assigned
- Complies with all policies, regulations and laws, as applicable
- Maintains regular and consistent employee attendance
- Performs all other duties as assigned.

The above is intended to describe the general content of and the requirements for the performance of this position. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements.

It is the policy of the Kent ISD School Board that no student, staff member or candidate for any position in the District shall be discriminated against on the basis of race, color, national origin, creed, ancestry, age, gender/sex, sexual orientation, marital status, height, weight, veteran status, political belief or physical/mental disability which does not impair their ability to perform adequately in the individual's particular position or activity, excluded from participation in, denied the benefit of, or to be subjected to discrimination in any program or activity for which the Kent ISD School Board is responsible for or receives financial assistance from the U.S. Department of Education. The Coordinator for Title IX, Section 504, the Age Discrimination Act and Title II is: Danielle Hendry, Director of Human Resources and Legal Services.

BOARD AGENDA ITEM

Information/Discussion _____

Future Action _____

Action ___ x ___

Item: Childcare Navigator

Submitted by: Ashley Karsten

Date: ___ 2/2/2024 _____

Recommended by: Ron Gorman

Board Meeting Date: 2/12/2024 _____

RECOMMENDATION:

It is recommended that the Kent ISD Board approves the creation of a new position created and funded by the Kent County, First Steps Kent Ready by Five millage.

BACKGROUND:

This new position will work .5 FTE as a Childcare Navigator and will closely work with our existing Great Start to Quality team to help families in Kent County find child care. This additional support will work to connect families with child care providers, who have current openings. This position would start March 1, 2024.

Position Description

Title:	Child Care Navigator
Reports to:	Director of Early Childhood
Terms of Employment:	Non-union Professional grade 4, 130 Day (year-round) Contract (.5FTE)
Positions Supervised:	None

Ready by Five Childcare Navigation is a service that connects families with children ages 0-5 to childcare organizations within the community. The childcare navigation will also work closely with providers to update openings as they raise and work to place children as soon as possible to avoid waitlists and gaps in service.

Broad Statement of Responsibilities:

Ready By Five Childcare Navigator is responsible for acting as a point of contact for incoming clients, document referrals, provide timely follow-up for clients who have been referred for services, generate reports, and various other reasonable essential functions for Childcare Navigation.

Preferred Job Qualifications

- Bachelor's Degree in social work, special education, early childhood education, or related field
- 3-5 years of relevant experience
- Ability to work closely and connect with diverse populations
- High level of organization and prioritization skills
- Resiliency while working with the range of feelings that stem from community changes and systems building
- Ability to participate in and facilitate group meetings in diverse community settings
- Demonstrated ability to successfully initiate and prioritize workload
- Demonstrated ability to handle multiple demands efficiently
- Strong organization and time management skills, with attention to detail and excellent follow through
- Ability to work in a multidisciplinary team setting
- Ability to work independently and as part of a team with diverse populations and groups
- Demonstrated ability to successfully maintain positive interpersonal relationships
- Demonstrated ability to contribute toward a positive work environment
- Bilingual in English and Spanish preferred
- Strong verbal and written communication skills
- Active listening and assessment skills
- Ability to work both independently and in team settings
- Critical thinking with solutions-focused approach
- Experience maintaining databases and producing reports
- Proficient in both Microsoft Office and Google Suite tools
- Professional telephone etiquette
- Ability to make decisions quickly and independently
- Ability to maintain a calm and sensitive demeanor
- Experience with creative problem-solving
- Must have a valid driver's license and access to a reliable personal vehicle during work hours

Job Responsibilities

- Respond to calls and online form entries from parents, caregivers, providers, and professionals
- Evaluate caller needs and utilize resource database to identify appropriate referrals and services
- Utilize a “no wrong doors” approach when assisting clients
- Consult with community members to identify service gaps and barriers
- Make referrals to Partner Organizations following appropriate operations and protocols
- Conduct follow-up care coordination calls
- Support the processing of completed developmental screenings and follow up with caregivers as appropriate
- Attend trainings and staff meetings as required

Secondary Responsibilities

- Provide support on projects as needed
- Attend outreach functions related to Child Care Navigation as needed
- Travel to a national conference may be required once per year

Deliverables

- Coordinate care and make referrals to Partner Organizations to fulfill needs
- Follow-up with families after referrals are made
- Maintain accurate records and provide regular reports through the use of multiple databases

The above is intended to describe the general content of and requirements for the performance of this position. It is not construed as an exhaustive statement of duties, responsibilities, or requirements.

1/14/24

To Whom It May Concern:

The purpose of this letter is to request approval for an educational leave of absence from my position as an LPN at Lincoln Developmental Center. I have been accepted into the LPN-RN program at Grand Rapids Community College. The program is full time during the day so it prevents me from working my current full-time position.

The program begins on March 4, 2024 and ends December 13, 2024. My intent is to finish this program to further my education to make me more knowledgeable as a nurse and to gain an Associate's Degree in Nursing. After I complete the course, I intend to return to an LPN position at Kent ISD.

Please consider and approve this request as I truly love my job and want to continue in my role when I complete the program.

Thank you!

Amy Bradley

Amy Bradley

Licensed Practical Nurse

Lincoln Developmental Center

BOARD AGENDA ITEM

Information/Discussion _____

Future Action _____

Action ___ ___

Item: Kent Conference Center Audiovisual Upgrades

Submitted by: Tim Peraino

Date: ___ 1/31/24 _____

Recommended by: Kevin Philipps

Board Meeting Date: ___ 2/12/24 _____

RECOMMENDATION:

It is recommended that the Kent ISD School Board approve the bid from Buist Audio Visual to provide Audio Visual Upgrades to Kent Conference Center in the amount of \$83,520.00

Bidder	Cost
Buist Audio Visual	\$83,520.00

BACKGROUND:

The Audio Visual equipment in the lower level of the Kent Conference Center has been in place for over 12 years and is not adaptable to our current technology. We did a full bid process and had five vendors attend our pre-bid meeting. Only one bid was received. The bid was reviewed by our IT Department and conforms with our bid specifications and cost estimates. We will use Capital Outlay funds for this project.

BOARD AGENDA ITEM

Information/Discussion: ____

Future Action: ____

Action: X

Item: CrowdStrike Falcon Complete

Submitted by: Glen Finkel

Recommended by: Glen Finkel

Date: 2.2.2024

Board Meeting Date: 2.12.2024

RECOMMENDATION:

It is recommended that the Kent ISD School Board approve the purchase of CrowdStrike Falcon Complete software from VDA Labs for \$78,397.84. This amount includes a discount of 83% from list price. As part of this agreement, the pricing and discount rate will be extended to our constituent districts allowing them to leverage our volume discount.

BACKGROUND:

The CrowdStrike platform is the industry leader in end point detection and response (EDR) software. EDR replaces traditional anti-virus software and expands our protection beyond detection of malicious software by identifying and blocking cyber criminal activity. In addition to EDR, this purchase includes the purchase of managed detection and response (MDR) licenses for Kent ISD's critical infrastructure and personnel. MDR provides 24x7x365 monitoring of our endpoints (servers & laptops) and allows CrowdStrike to proactively remediate cyber events.

In addition to the core EDR and MDR components, this purchase includes three additional tools to allow for better management of cyber risk.

Product	Function
Falcon Spotlight	Cyber vulnerability detection and management tool.
Falcon Mobile	EDR tool for IoT devices.
CrowdStrike Discover	Asset visibility tool. Allows for Kent ISD to discover and protect devices attached to our internal network.

This CrowdStrike software will improve Kent ISD's security posture while addressing the best practice recommendations by our cyber liability insurance provider.



Quote: QTE08228824v5

2/2/2024

Exp Date: 2/29/2024

VDA Labs | 5020 E Beltline Ave NE | (616) 874-7810 | www.vdalabs.com

Company Kent ISD
Contact Glen Finkel
Email glenfinkel@kentisd.org
Phone 616-364-1333

Proposed By Josh Hobrla
Email jhobrla@vdalabs.com
Phone 616-560-9469

Table with 6 columns: Qty, Terms, Description, List Price, Unit Price, Ext Price. Contains two main rows of product details and a summary row for total annual prices.

Table with 6 columns: Qty, Terms, Description, List Price, Unit Price, Ext Price. Titled 'Optional Item(s)'. Contains three rows of optional items and summary rows for total optional prices.

Thank you for the opportunity to earn your business

The information contained in this communication is confidential, is intended for the use of the recipient named above, and may be legally privileged. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited.

Name _____

Title _____

Signature _____

Date _____

Send invoices to: _____

PO # _____

TERMS AND CONDITIONS

Pricing & Inventory

VDA Labs, its representatives and affiliates reserve the right to cancel any order at its discretion. We do our very best to ensure the accuracy of any and all information, including product specifications, pricing, available inventory and product condition.

Limitation of Liability

Under no circumstances will VDA Labs or its affiliates have any liability with respect to any claims or damages (whether direct or indirect, special, incidental, consequential or punitive) as a result of your access or use of (or inability to access or use) this quote or its content, even if they have been advised of the possibility of such damages. Additionally, VDA Labs is not liable for any errors and omissions, inaccuracy of information, lost production, business interruption, lapses in coverage or lost data.

General Terms

Where applicable, shipping terms are FOB Origin.

Product(s) ordered from VDA Labs are not cancelable or returnable without the express written consent of VDA Labs. At VDA Labs' discretion, approved order cancellations or returns are subject to a restocking fee as determined by VDA Labs. Customer must request order cancellation or return authorization within 30 days of the purchase date. All returns must be in saleable condition.

VDA Labs reserves the right to assign all or part of the customer's order.

VDA Labs reserves the right to reject or cancel a customer's order.

All duties and taxes are the responsibility of the customer. VDA Labs is not responsible for any incurred duties, taxes or fees assessed for the shipment and importation resulting from our product warranty.

BOARD AGENDA ITEM

Information/Discussion _____
Future Action _____
Action _____

Item: Regional Anatomage Competition

Submitted by: Joe Lienesch



Date: 1/29/24

Recommended by: Ron Gorman

Board Meeting Date: 2/12/24

RECOMMENDATION:

Requesting approval for four (4) students from the KCTC Health Careers Foundations program and two (2) advisors/instructors to travel to Fort Wayne, IN on February 23, 2024. This is an opportunity for these four students to compete at the Regional Anatomage Competition, held at the University of St. Francis.

BACKGROUND:

The Anatomage Tournament is a team-based competition that focuses on knowledge of anatomical structures. Participants will get hands-on experience with an Anatomage Table 3D technology while competing to test their anatomy knowledge. Outside of the Tournament, there will be educational workshops and hands-on activities to help prepare students for their collegiate careers.

During the event, teams of 3-4 students compete to be one of the Top 16 teams to advance to the Tournament Bracket. The Top 3 teams will win prizes and will advance to the National Anatomage Tournament!

**2024 TRAVEL APPROVAL REQUEST - KENT INTERMEDIATE SCHOOL DISTRICT
FOR WORKSHOPS, CONFERENCES, PROFESSIONAL DEVELOPMENT & PROFESSIONAL MEETINGS**

EVENT DATA

FOR TRAVEL JANUARY 1, 2024 THROUGH DECEMBER 31, 2024

Employee Name	Hailey Kane and Leslie Kirschenbauer	Current Date	01/26/24
Building			
Event Name	Anatmage Competition-University of St. Francis	City, State	Ft. Wayne IN
Dates of Event	Feb 23rd, 2024		

EVENT COSTS

ALL PREPAIDS ARE PAID PRIOR TO EVENT BY ACCOUNTS PAYABLE IN BUSINESS OFFICE AND MUST HAVE BACKUP DOCUMENTATION ATTACHED.
ALL REIMBURSEMENTS REQUIRE ITEMIZED RECEIPTS.

	Estimated Costs	Amount to be Prepaid	Actual Expenses	Amount to be Reimbursed
Registration/Fees \$0	\$ -			
Lodging Hotel Name n/a				
Address _____				
Arrival Date 02/23/24	Departure Date 02/23/24	TURN IN FINAL RECEIPT FOR HOTEL EXPENSES TO ACCOUNTS PAYABLE IF PREPAID		
# of Nights 0	Daily rate including tax/fees	\$ -		
Meals (Allowance max of \$65 per day)	240.00	_____	_____	_____
Estimated Mileage (round trip) 0 Miles @ 0.67 per mile	\$ -	_____	_____	_____
Actual Mileage (round trip) _____ Miles @ 0.67 per mile	_____	_____	_____	_____
Transportation attempting to secure school vehicle (Air/Train/Bus/Parking/Cab)				
Other (Explain) _____				
TOTAL REQUEST	\$ 240.00			

It is hereby certified that the above record is true and accurate and that no part of the same has been paid or reimbursed by the District previously or by another organization.

Accommodations costs and transportation costs will be reimbursed according to the Administrative Guidelines #3440C and #4440C, paragraphs A, B, C & D.

EVENT FUNDING

General ledger account number to expense this travel to

Account Number: _____

ANY NOTES

If any expenses were charged to a P-CARD, please IDENTIFY THE CARDHOLDER in this notes section

4 students & 2 advisors/instructors. meals: \$40 (breakfast/dinner) each.

APPROVAL FOR EVENT ATTENDANCE

Obtain APPROVAL of ESTIMATED COST - PRIOR to the event

Hailey Kane	1/26/24		1/26/24
Employee Signature (printed & signed)	Date	Supervisor (printed & signed)	Date
+ Leslie Kirschenbauer HK			1/30/24
		Assistant Superintendent (printed & signed)	Date

FINAL APPROVAL FOR REIMBURSEMENT

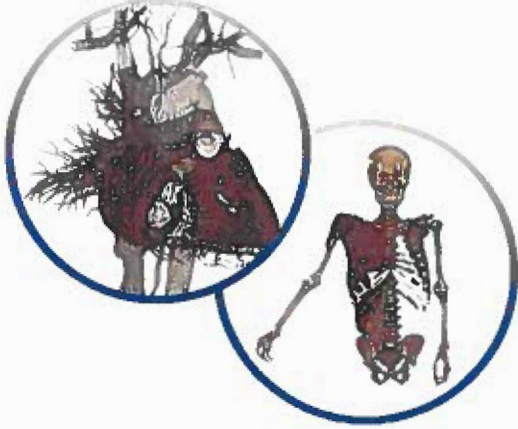
Obtain APPROVAL of ACTUAL/FINAL COST - AFTER the event

_____	_____	_____	_____
Employee Signature (printed & signed)	Date	Supervisor (printed & signed)	Date
		Assistant Superintendent (printed & signed)	Date

ROUTING:

- APPROVAL OF SUPERVISOR
- APPROVAL OF ASSISTANT SUPERINTENDENT
- ACCOUNTS PAYABLE IN BUSINESS OFFICE TO PROCESS ANY PREPAYMENTS
- ORIGINAL FORM RETURNED TO REQUESTER ONCE PREPAID
- AFTER EVENT IS COMPLETE AND FINAL APPROVALS COMPLETED, ORIGINAL FORM TURNED INTO PAYROLL FOR RECORD AND REIMBURSEMENT

**Join us for an Anatomy Tournament hosted by:
Anatomage & University of Saint Francis
Achatz Hall of Science/Murray Research Building, Fort Wayne, IN
February 23, 2024 | 8:00 AM – 5:00 PM**



The Anatomage Tournament is a team-based competition that focuses on knowledge of anatomical structures. Participants will get hands-on experience with our Anatomage Table 3D technology while competing to test their anatomy knowledge. Outside of the Tournament, there will be educational workshops and hands-on activities to help prepare students for their collegiate careers. During the event, teams of 3-4 students will compete to be one of the Top 16 teams advance to the Tournament Bracket. The Top 3 teams will win prizes and will advance to the National Anatomage Tournament!

Anatomical systems included in competition:

- Skeletal (Including ligaments and bony landmarks)
- Cardiovascular (Including the heart and major blood vessels)
- Digestive
- Muscular
- Respiratory

Other Potential Prizes

USF Champion Scholarship

- This is renewable (four consecutive years) for \$1,000 per year toward tuition at the University of Saint Francis, for use by any qualified first-time, full-time undergraduate student beginning with the 2024-2025 academic year. Total value equals \$4,000.
- Certificate must be turned into the Office of Financial Aid.
- For additional information, contact the Office of Financial Aid at (260) 399-8003

USF Runner-Up Scholarship

- This is renewable (four consecutive years) for \$500 per year toward tuition at the University of Saint Francis, for use by any qualified first-time, full-time undergraduate student beginning with the 2024-2025 academic year. Total value equals \$2,000.
- Certificate must be turned into the Office of Financial Aid.
- For additional information, contact the Office of Financial Aid at (260) 399-8003

Event Guidelines

Team Requirements

- The Tournament is open to all high school students.
- Student teams must consist of 3-4 members.
- Up to 4 teams from each school are allowed to compete.
- Teams must be accompanied by a chaperone onsite.
- A signed waiver for all participating members is required to be able to participate.

Anatomage Tournament Rounds

For the Tournament there will be a Preliminary Round, Top 16, Top 8, Top 4, and Finals round.

Preliminary Round is the starting round for all competitors entering into the Tournament. Every team will receive an initial score that will rank them against their other competitors and determine if they advance to the **Top 16 Round**.

Top 16, Top 8, Top 4, and Championship Rounds are comprised of the highest scoring teams from the previous rounds. The **Top 16 teams** will be announced during lunch and will need to compete immediately following the announcement. The difficulty and specificity of structures increases with each Round.

Quiz Topics

- Skeletal System (Bones, bony landmarks, and ligaments)
- Muscular System
- Digestive System
- Respiratory System
- Cardiovascular System (Heart and major blood vessels)

Scoring and Timing

- Correct Answer: 10 points
- Incorrect Answer: -1 point
- Skipped: 0 points

Round Breakdown

- Preliminary: 25 questions – 4 minutes
- Top 8: 30 questions – 5 minutes
- Top 4: 30 questions – 5 minutes
- Finals: 35 questions – 6 minutes

What to Expect


Teams will register for a 20-minute time slot for their Tournament Round. During the 20 minutes the Tournament Team will:

- Receive an Introduction to the Anatomage Table
- Take Practice Quiz Rounds to become familiar with Table Functions
- Complete Tournament Round Quiz!

Outside of the Tournament, there will be workshops that feature Anatomage technologies and information sessions from SWOSU instructors.



Memo

To: Joe Lienesch 
From: Leslie Kirschenbauer, Hailey Kane
Date: January 26, 2024
Re: Board Agenda Item Approval

Seeking board approval to take four KCTC Health Careers Foundations students to Fort Wayne, IN for a Regional Anatomage Competition on February 23, 2024. The Anatomage Tournament is a team-based competition that focuses on knowledge of anatomical structures. Participants will get hands-on experience with an Anatomage Table 3D technology while competing to test their anatomy knowledge. Outside of the Tournament, there will be educational workshops and hands-on activities to help prepare students for their collegiate careers.

During the event, teams of 3-4 students will compete to be one of the Top 16 teams to advance to the Tournament Bracket. The Top 3 teams will win prizes and will advance to the National Anatomage Tournament!

We request this approval to travel to the University of St. Francis in Fort Wayne, Indiana on February 23, 2024 for four students and two advisors.

Thank you.

Leslie Kirschenbauer and Hailey Kane
Health Careers Foundations Instructors
Kent Career Technical Center

Event Details

The Anatomage Tournament is a team-based competition that focuses on knowledge of anatomical structures. Participants will get hands-on experience with our Anatomage Table 3D technology while competing to test their anatomy knowledge. Outside of the Tournament, there will be educational workshops and hands-on activities to help prepare students for their collegiate careers. During the event, teams of 3-4 students will compete to be one of the Top 16 teams advance to the Tournament Bracket. The Top 3 teams will win prizes and will advance to the National Anatomage Tournament!

Student Participants

There will be four Kent Career Technical Center Health Careers Foundations students from 3rd session.

Itinerary/Transportation

Depart KCTC at 5:00 AM, Arrive Fort Wayne at 7:30 AM

Depart Fort Wayne at 5:00 PM, Arrive KCTC at 7:30 PM

Transportation by Kent ISD van – estimate up to \$75 for fuel refill expense.

Registration

Free event registration – included in registration is admission to the Preliminary Round of the Tournament, workshops, lunch, and presentations.

Food

Meal allowance for breakfast and dinner (lunch is provided) - up to \$40 per person, for a maximum total of \$240.

Contact Information

Leslie Kirschenbauer, 248-974-3131

Hailey Kane, 989-621-5197

I appreciate your willingness to consider allowing our students to experience this opportunity.

TO: Kent ISD Board of Education
Ron Koehler, Superintendent

FROM: Dave Rodgers, Asst. Supt. for Human Resources & Legal Services

CC: Kevin Philipps, Assistant Superintendent of Administrative Services

DATE: 2/1/24

RE: Kent County Common Calendar - Update for 2028-29

Our team continues to work closely with local Human Resource administrators (KHR), local Superintendents (KCSA) and the Kent County Education Association (KCEA) to update and maintain a County Common Calendar as required under the Michigan Revised School Code. Part of that process is annually extending out to the next “fifth year.”

Doing so not only meets our legal requirements but also allows for advance planning in collective bargaining, and becomes informative to our employees, families and communities. This information will be updated on the Kent ISD website.

We appreciate the continued collaboration among all of the parties in finalizing this common calendar.



Kent County Common School Calendar

2028-2029 Addition DRAFT

Start of School for Students	
2024-2025	Two weeks prior to Labor Day
2025-2026	Two weeks prior to Labor Day
2026-2027	TBD – subject to future MDE waiver
2027-2028	TBD – subject to future MDE waiver
2028-2029	TBD – subject to future MDE waiver

Thanksgiving Break is Wednesday – Sunday. *Center programs do not operate on Wednesday prior to Thanksgiving. The goal is no students attending in local districts on Wednesday. Local districts determine whether staff attend on Wednesday.*

Winter Break		
	Begins end of the school day:	School Resumes:
2024-2025	Friday, December 20 th	January 6 th
2025-2026	Friday, December 19 th	January 5 th
2026-2027	Friday, December 18 th	January 4 th
2027-2028	Friday, December 17 th	January 3 rd
2028-2029	Friday, December 22 nd	January 8 th

Mid-Winter Break, if scheduled, is intended to be held during the third full week of February (week beginning with President’s Day)

Spring Break	
	<i>Friday before - Center programs do not operate. No students at local districts. Local districts determine whether staff attend on that Friday.</i>
2024-2025	Monday, April 7 th – Friday, April 11 th
2025-2026	Monday, April 6 th – Friday, April 10 th
2026-2027	Monday, April 5 th – Friday, April, 9 th
2027-2028	Monday, April 3 rd – Friday, April 7 th
2028-2029	Monday, April 2 nd – Friday, April 6 th

BOARD AGENDA ITEM

Information/Discussion _____

Future Action _____

Action X

Item: Petition to Strike Personal Property Taxes from Previous Tax Rolls

Submitted by: Kevin Philipps

Date: 2/05/2024

Recommended by: Kevin Philipps

Board Meeting Date: 2/12/2024

RECOMMENDATION:

Approve for execution the "Waiver & Consent" forms authorizing the Treasurers of governmental units to strike the 2018 and prior delinquent personal property taxes from the tax rolls.

These include the following:

Gaines Charter	\$499.84	2018
The City of Grandville	\$193.64	2018
The City of Walker	\$3455.61	2018
Algoma Township	\$206.78	2018
Caledonia Township	\$14.11	2018
City of Kentwood	\$10,436.92	2018
Cascade Township	\$1068.44	2018
Cedar Springs	\$285.41	2018
Alpine Township	\$63.85	2018
Grand Rapids Charter Township	\$8,918.65	2012 - 2018
Vergennes Township	\$83.00	2018
Rockford	\$217.38	2018
City of Wyoming	\$247.86	2018
Lowell	\$42.34	2018
Plainfield	\$2432.72	2018

\$28,166.55

BACKGROUND:

This is a typical request received from governmental units when it is determined that personal property taxes are uncollectible. Periodically companies go bankrupt, move from the area, etc. prior to having fulfilled their tax obligations and once it is determined that these are uncollectible, they need to be written off.

The total amount of the personal property taxes allocated to Kent Intermediate equals \$28,166.55. It will be necessary to have the School Board adopt the attached waiver and consents and have them signed in order to authorize these Treasurers to strike the personal property taxes from the rolls.

KP/kg

Attachment

STATE OF MICHIGAN
IN THE CIRCUIT COURT FOR THE COUNTY OF KENT

In the matter of the Petition of the Township
Treasurer of Gaines Charter Township to
Strike the 2018 Delinquent Personal Property
Taxes from the tax rolls.

FILE No. _____

WAIVER AND CONSENT

NOW COMES, The Kent Intermediate School Board of Education and acknowledges receipt of the 2018 Delinquent Personal Property Tax Report, and the Statement of Attempt to Collect the 2018 Personal Property Taxes and consents to the relief requested by the petitioner, and voluntarily waives notice of the hearing and of the entry of Judgment on the petition.

Dated _____, 2024

Laura Featherston

Board of Education Secretary

Kent Intermediate School District

**STATE OF MICHIGAN
IN THE CIRCUIT COURT FOR THE COUNTY OF KENT**

In the matter of the Petition
of the City Treasurer of the
City of Grandville to Strike
2018 and prior Delinquent
Personal Property Taxes
from the Tax Rolls

File No. _____

WAIVER AND CONSENT

NOW COMES Kent Intermediate Schools and acknowledges Receipt of the 2018 and prior Delinquent Personal Property Tax Report, and the Statement of Attempt to Collect the 2018 and prior Personal Property Taxes and consents to the relief requested by the petitioner and voluntarily waives notice of the hearing and of the entry of judgment.

Dated _____, 2024

Laura Featherston
Board Secretary

STATE OF MICHIGAN
IN THE CIRCUIT COURT FOR THE COUNTY OF KENT

In the matter of the Petition of the
City Treasurer of the City of Walker
to strike 2018 personal property taxes
from the tax rolls.

File No. _____

WAIVER AND CONSENT

NOW COMES Laura Featherston, Secretary of the Kent Intermediate School District Board of Education, and acknowledges receipt of the Delinquent Personal Property Taxes to Strike for Tax Year 2018 Report (labeled "Exhibit A") and the Statement of Attempt to Collect Delinquent Personal Property Taxes and consents to the relief requested by the petitioner and voluntarily waives notice of the hearing and of the entry of judgment on the petition.

Dated _____, 2024

Laura Featherston, Secretary of the Board
Kent Intermediate School District

STATE OF MICHIGAN

IN THE CIRCUIT COURT FOR THE COUNTY OF KENT

In the matter of the Petition of the
Algoma Township Treasurer
to strike the 2018 personal
property taxes from the rolls.

File No. _____

WAIVER AND CONSENT

NOW COMES Kent Intermediate School District and acknowledges receipt of 2018 and prior Delinquent Personal Property Tax Report and the statement of attempt to collect 2018 and prior Personal Property Taxes and consents to the relief requested by the petitioner and voluntarily waives notice of the hearing and of the entry of judgment.

Dated _____, 2024

Laura Featherston
Board Secretary
Kent Intermediate School District

STATE OF MICHIGAN
IN THE CIRCUIT COURT FOR THE COUNTY OF KENT

In the matter of the petition of
the Township Treasurer of the Charter
Township of Caledonia to strike the
2018 and prior years' Personal
Property taxes from the rolls.

File # _____

WAIVER AND CONSENT

NOW COMES, Laura Featherston, Secretary of the Board of Education for the Kent Intermediate School District and acknowledges receipt of the 2018 and prior years' Delinquent Personal Property Tax Report and the Statement of Attempt to Collect the 2018 and prior years' personal property taxes and consents to the relief requested by the petitioner and voluntarily waives notice of the hearing and of the Entry of Judgment on the petition.

Dated _____, 2024

Laura Featherston, Secretary
Board of Education
Kent Intermediate School District

STATE OF MICHIGAN
IN THE CIRCUIT COURT FOR THE COUNTY OF KENT

In the matter of the petition of the City Treasurer of the City of Kentwood to strike the 2018 and prior years' Personal Property taxes from the rolls.

File No. _____

WAIVER AND CONSENT

NOW COMES, Laura Featherston, Secretary of the Board of Education for the Kent Intermediate School District and acknowledges receipt of the 2018 and prior years' Delinquent Personal Property Tax Report and the Statement of Attempt to Collect the 2018 and prior years' personal property taxes and consents to the relief requested by the petitioner and voluntarily waives notice of the hearing and of the Entry of Judgment on the petition.

Dated _____, 2024

Laura Featherston, Secretary
Board of Education
Kent Intermediate School District

**STATE OF MICHIGAN
IN THE CIRCUIT COURT FOR THE COUNTY OF KENT**

In the Matter of the Petition
of the Township Treasurer of
Cascade Charter Township to
Strike 2018 and prior Delinquent
Personal Property Taxes
from the Tax Tolls

File No. _____

WAIVER AND CONSENT

NOW COMES Kent Intermediate School District and acknowledges receipt of the 2018 and prior Delinquent Personal Property Tax Report, and the Statement of Attempt to Collect the 2018 and prior Personal Property Taxes and consents to the relief requested by the petitioner and voluntarily waives notice of the hearing and of the entry of judgment.

Dated _____, 2024

Laura Featherston
Secretary, KISD Board of Education
Kent Intermediate School District

**STATE OF MICHIGAN
IN THE CIRCUIT COURT FOR THE COUNTY OF KENT**

In the matter of the Petition of
the City Treasurer of City of
Cedar Springs to Strike 2017
and 2018 and prior years'
Personal Property taxes from
the Tax Rolls.

File No. _____

WAIVER AND CONSENT

NOW COMES, Laura Featherston, Board Secretary of Kent Intermediate School District and acknowledges receipt of the 2017 and 2018 and prior years' Delinquent Personal Property Tax Report and the Statement of Attempt to collect the 2017 and 2018 and prior years' personal property taxes and consents to the relief requested by the petitioner and voluntarily waives notice of the hearing and of the Entry of Judgment on the petition.

Dated _____, 2024

Laura Featherston, Board
Secretary
Kent Intermediate School District

**STATE OF MICHIGAN
IN THE CIRCUIT COURT FOR THE COUNTY OF KENT**

File No. _____

In the matter of the Petition of
The Township Treasurer of Alpine
Township to Strike 2018 and prior
Delinquent Personal Property Taxes
From the Tax Rolls

WAIVER AND CONSENT

NOW COMES, Laura Featherson, KIDS Secretary and acknowledges receipt of the 2018 and prior years' Delinquent Personal Property Tax Report and the Statement of Attempt to Collect the 2018 and prior years' personal property taxes and consents to the relief requested by the petitioner and voluntarily waives notice of the hearing and of the Entry of Judgement on the petition.

Dated _____, 2024

Laura Featherston, Secretary
Kent ISD

**STATE OF MICHIGAN
IN THE CIRCUIT COURT FOR THE COUNTY OF KENT**

In the matter of the Petition
of the Treasurer of
the Township of Grand Rapids to
Strike 2018 and prior Delinquent
Personal Property Taxes
from the Tax Rolls

File No. _____

WAIVER AND CONSENT

NOW COMES Laura Featherston, Board Secretary, Kent Intermediate School District, and acknowledges Receipt of the 2018 and prior Delinquent Personal Property Tax Report, and the Statement of Attempt to Collect the 2018 and prior Personal Property Taxes and consents to the relief requested by the petitioner and voluntarily waives notice of the hearing and of the entry of judgment.

Dated _____, 2024

Laura Featherston
Board Secretary
Kent Intermediate School District

**STATE OF MICHIGAN
IN THE CIRCUIT COURT FOR THE COUNTY OF KENT**

In the matter of the Petition
of the Vergennes Township
Strike 2018 and prior Delinquent
Personal Property Taxes
from the Tax Rolls

File No. _____

WAIVER AND CONSENT

NOW COMES KISD – Secretary of the Board and acknowledges Receipt of the 2012 and prior Delinquent Personal Property Tax Report, and the Statement of Attempt to Collect the 2018 and prior Personal Property Taxes and consents to the relief requested by the petitioner and voluntarily waives notice of the hearing and of the entry of judgment.

Dated _____, 2024

Laura Featherston
Kent ISD Board Secretary

STATE OF MICHIGAN

IN THE CIRCUIT COURT FOR THE COUNTY OF KENT

In the matter of the Petition
of the City Treasurer of the
City of Rockford to strike the
2018 and prior year's personal
property taxes from the tax rolls

File No. _____

WAIVER AND CONSENT

NOW COMES, Laura Featherston Board Secretary for the Kent Intermediate School District and acknowledges receipt of the 2018 and prior Delinquent Personal Property Tax Report, and the Statement of Attempt to Collect the 2018 and prior Personal Property Taxes and consents to the relief requested by the petitioner and voluntarily waives notice of the hearing and of the entry of judgment.

Dated _____, 2024

Laura Featherston, Board Secretary
Kent Intermediate School District

**STATE OF MICHIGAN
IN THE CIRCUIT COURT FOR THE COUNTY OF KENT**

In the matter of the Petition
of the Kent Intermediate School District to Strike 2018
and prior Delinquent Personal Property Taxes
from the Tax Rolls

File No: 24-_____

WAIVER AND CONSENT

NOW COMES Laura Featherston, Kent Intermediate School District Board Secretary and acknowledges Receipt of the 2018 and prior Delinquent Personal Property Tax Report, and the Statement of Attempt to Collect the 2018 and prior Personal Property Taxes and consents to the relief requested by the petitioner and voluntarily waives notice of the hearing and of the entry of judgment.

Dated _____, 2024

Laura Featherston
Board Secretary
Kent Intermediate School District

STATE OF MICHIGAN
IN THE CIRCUIT COURT FOR THE COUNTY OF KENT

In the matter of the Petition of
The City Treasurer of the City of
Lowell to strike the 2018 personal
property taxes from the rolls

File No. _____

_____/

WAIVER AND CONSENT

NOW COMES Claudia Bajema, Secretary of the Board of Education for the Kent Intermediate School District, and acknowledges receipt of Exhibit A and the statement of attempt to collect the 2018 personal property taxes and consents to the relief requested by the petitioner and voluntarily waives notice of the hearing and of the entry of judgment on the petition.

Dated _____, 2024

Laura Featherston Secretary
Board of Education
Kent Intermediate School District

STATE OF MICHIGAN

IN THE CIRCUIT COURT FOR THE COUNTY OF KENT

In the matter of the Petition
Of the Treasurer of the Charter
Township of Plainfield to strike the
2018 and prior personal property taxes
From the rolls.

File No. _____

WAIVER AND CONSENT

NOW COMES Laura Featherston, Kent Intermediate School District, and acknowledges receipt of the 2018 and prior Delinquent Personal Property Tax Reports and the statement of attempt to collect 2018 and prior Personal Property Taxes and consents to the relief requested by the petitioner and voluntarily waives notice of the hearing and of the entry of judgement.

Dated _____, 2024

Laura Featherston
Kent Intermediate School District

BOARD AGENDA ITEM

Information/Discussion _____
Future Action _____
Action X

Item: Board Policy Amendment

Submitted by: Dave Rodgers, Asst. Superintendent of Human Resources

Date: 1-26-24

Recommended by: Dave Rodgers

Board Meeting Date: 2-12-24

RECOMMENDATION:

On behalf of the Leadership Team, it is recommended that the Board of Education adopt Policy #4211 – Alcohol and Controlled Substances Transportation Employees by Thrun Law’s policy service.

BACKGROUND:

During the initial policy service transition, this policy was identified as optional, but given that we continue to employ some drivers and attendants on an attrition phase-out basis, it is best that we adopt and maintain this policy until such time as all transportation staff are employees of Dean Transportation.

Please feel free to reach out with any questions.

Series 4000: District Employment

4200 Employee Conduct and Ethics

4211 Alcohol and Controlled Substances for Transportation Employees Subject to the Omnibus Transportation Employee Testing Act

General

Employees subject to the Omnibus Transportation Employee Testing Act, as amended (OTETA), must be mentally and physically alert at all times while on duty. This Policy establishes an alcohol and controlled substances testing program for such District employees (both regular and substitute) who perform safety-sensitive functions as mandated by OTETA.

The Superintendent or designee will comply with OTETA and implement an alcohol and controlled substances testing program consistent with OTETA.

A. Definitions

1. "Controlled Substance" means any drug or substance, the possession or use of which is prohibited under federal or state law, or any drug that is being used illegally (e.g., a prescription drug that was not legally obtained or not used for its intended purposes or in its prescribed quantity). For purposes of this Policy, marihuana is a Controlled Substance.
2. "Covered Employee" means an employee (including a substitute) who operates or maintains a commercial motor vehicle in interstate or intrastate commerce and is subject to the commercial driver's license requirements.
3. "Illegal Drug" means any drug or substance, including marihuana, the possession or use of which is unlawful pursuant to federal or state law or local ordinance.
4. "Safety-Sensitive Function" means all tasks associated with the operation or maintenance of District vehicles.
5. "While on Duty" means the time from which the Covered Employee begins to work or is required to be in readiness for work until the time the Covered Employee is relieved from work and all responsibility for performing work.

B. Standards of Conduct

Compliance with conduct standards set forth in Policy 4210, as well as with this Policy's testing procedures, is mandatory. Disciplinary sanctions, including discharge, may be imposed on a Covered Employee for violating this Policy.

Failure to comply with testing procedures by a Covered Employee includes:

1. refusing to take a test, failing to appear to take a test, failing to provide a specimen or a sufficient specimen (absent adequate medical justification),

- failure to remain at the testing site until completion of the testing process, or failure to sign a test consent form;
2. failure to cooperate in the testing process;
 3. in the case of direct observation or monitored collection of a Controlled Substances test, failure to permit observation or monitoring of the Covered Employee's provision of a specimen; or
 4. engaging in evasive testing actions intended to compromise the validity of the test results, including switching, substituting, adulterating, or otherwise compromising test samples.

C. Authorized Use of Prescription and Over-the-Counter Medication

A Covered Employee using a prescription that has been prescribed for the Covered Employee by a health care provider or an over-the-counter medication is responsible for being aware of any potential effects the medication may have on his/her ability to safely perform his/her duties.

D. Consequences for Violating Standards of Conduct

After determining that a Covered Employee violated 1 or more of the conduct standards for alcohol or Controlled Substances, the Covered Employee will be:

1. immediately removed from any duty which involves the performance of a Safety-Sensitive Function; and
2. subject to discipline, including discharge.

E. Voluntary Requests for Alcohol or Substance Abuse Evaluation, Counseling, or Treatment

A Covered Employee who voluntarily requests to participate in alcohol or substance abuse evaluation, counseling, or treatment through the District before being tested or being requested to be tested will be referred to a substance abuse professional to determine what assistance, if any, the Covered Employee needs in resolving problems associated with alcohol misuse or Controlled Substance use.

A request for evaluation, counseling, or treatment following the performance of a Safety-Sensitive Function will not preclude discipline for substantiated misconduct or other inappropriate behavior. The District will not impose a disciplinary sanction under this Policy solely because a Covered Employee has made a voluntary admission of alcohol or Controlled Substance abuse, consistent with the Policy.

The District will allow a Covered Employee who has self-identified as an abuser of alcohol or another substance sufficient opportunity to seek evaluation and treatment.

Where a Covered Employee has self-identified, the District will require that employee to undergo return-to-duty testing for alcohol and Controlled Substances and may also require follow-up testing.

The District is not required to pay for voluntary evaluation, counseling, or treatment; or to pay an employee for time spent in a voluntary evaluation, counseling, or treatment program.

F. Testing for Alcohol or Controlled Substances

Alcohol or Controlled Substances testing will be administered as follows:

1. Pre-Employment/Pre-Duty Testing

Before employment or the first time a Covered Employee performs a Safety-Sensitive Function, he/she must receive from a medical review officer a test result verified as negative. If a pre-employment test is positive or the pre-employment alcohol test result indicates a blood alcohol concentration of 0.02 or greater, the applicant will not be hired.

2. Post-Accident Testing

As soon as practicable following an accident, but no later than 8 hours (alcohol test) or 32 hours (controlled substances test), testing will be conducted on each Covered Employee involved in the accident if the accident resulted in loss of human life or a citation was issued for a moving traffic violation arising from the accident. A Covered Employee who is subject to post-accident testing must remain readily available for testing or, if not available, will be deemed to have refused to submit to testing.

3. Return-to-Duty Testing

A Covered Employee may be required to undergo testing with a verified negative result before returning to duty in compliance with OTETA.

4. Follow-Up Testing

A Covered Employee identified by a substance abuse professional as needing assistance associated with alcohol misuse or use of a controlled substance, and who has returned to duty involving the performance of a safety-sensitive function, is subject to unannounced testing (consisting of at least 6 tests) over the first 12 months after the Covered Employee's return to duty as directed by a substance abuse professional.

5. Reasonable Suspicion Testing

A Covered Employee will undergo testing as a result of reasonable suspicion that the Covered Employee has violated the conduct standards for alcohol or Controlled Substances based on specific, contemporaneous, articulable observations about the appearance, behavior, speech, or body odors of the

Covered Employee while, just before, or just after performing a Safety-Sensitive Function.

The supervisor or person who made the reasonable suspicion determination shall not conduct the test on the Covered Employee.

A written record of the observations leading to a reasonable suspicion test must be made and signed by the supervisor or person who made the observations. This record must be made within 24 hours after the observed behavior or before the results of the test are released, whichever is earlier.

6. Random Testing

Each year, random testing will be used at the rate of 20% (alcohol) and 50% (controlled substances) of the average number of active Covered Employees subject to testing.

G. Recordkeeping

The District will maintain a Covered Employee's alcohol or controlled substance testing records and results separate from the employee's personnel file in a secure location with restricted access. Record retention will be for periods and in a manner required by applicable federal regulation.

H. Confidentiality

Except as expressly authorized by law or regulation, neither the District nor any person or agency contracting with the District for alcohol or controlled substance testing services will release information about a Covered Employee's test results without the Covered Employee's written consent.

I. Dissemination

The Superintendent or designee is responsible for distributing this Policy and other educational materials pertinent to federal regulations to all Covered Employees. These materials will include:

1. the categories and classifications of District employees who are Covered Employees subject to this Policy;
2. the identity of those persons designated by the District to answer questions about this Policy and applicable regulations;
3. information about the Safety-Sensitive Functions performed by Covered Employees to make clear what period of the work day the employee must be in compliance with this Policy and applicable regulations;
4. specific information about conduct prohibited by the Policy and applicable regulations;

5. identification of the circumstances under which a Covered Employee will be tested for alcohol and/or Controlled Substances;
6. identification of the procedures that will be used to test for alcohol and Controlled Substances, to protect a Covered Employee, to safeguard the validity of test results, and to ensure that those results are attributed to the correct employee, including post-accident information and procedures;
7. a requirement that Covered Employees submit to alcohol and Controlled Substances testing, together with an explanation of what constitutes a refusal to submit to alcohol or Controlled Substances testing and the attendant consequences to the Covered Employee;
8. identification of the consequences for a Covered Employee's violation of this Policy, including removal from performing safety sensitive functions;
9. identification of the consequences for a Covered Employee found to have an alcohol concentration of .02 or greater but less than .04;
10. information about the effects of alcohol and Controlled Substances use on a person's health, including signs and symptoms of alcohol or Controlled Substances abuse and available methods of intervention;
11. the requirement that identified personal information collected and maintained by the District to implement this Policy and applicable regulations will be reported as required by law; and
12. information about additional District Policies (including Policy 4210) on the possession and use of alcohol and Controlled Substances, including the consequences for violation of those Policies. The information will indicate that additional Policies are based upon the District's authority independent of federal regulations requiring alcohol and Controlled Substances testing of Covered Employees.

The Superintendent or designee shall ensure that each Covered Employee signs a statement certifying receipt of this Policy and the above materials.

Legal Authority: 49 USC 31301 et seq., and its promulgated regulations; MCL 257.1849; MCL 380.11a, 380.601a

Date adopted: February 12, 2024

Date revised:

BOARD AGENDA ITEM

Information/Discussion _____
Future Action _____
Action X

Item: Board Policy Amendment

Submitted by: Dave Rodgers, Asst. Superintendent of Human Resources

Date: 1-23-24

Recommended by: Dave Rodgers

Board Meeting Date: 2-12-24

RECOMMENDATION:

On behalf of the Leadership Team, it is recommended that the Board of Education take the appropriation Board actions to adopt the amended Board Policy #3408 – Firearms and Weapons, consistent with the options identified by Thrun Law’s policy service.

BACKGROUND:

As a result of the complexity and intersection of Michigan’s weapon-free school zone statute MCL 750.237a, with other pertinent law and court rulings, the issues of weapon possession at public schools can become quite confusing.

When initially adopted in August 2022, Board Policy #3408 included a number of “optional” provisions in the “Permitted Uses” section. Thrun requires items #1-3 be adopted, but listed additional optional uses to be included at the district’s discretion.

Per Thrun:

The ISD is only authorized to regulate the open carry possession (e.g., holstered and plainly visible) of a firearm. Board Policy 3408 is written with the assumption that it cannot and does not override state law. Michigan law generally already prohibits, with limited exception, concealed pistol license (CPL)-holders from carrying a concealed pistol at a school or school property – just as concealed carry is automatically prohibited at a bar or sports stadium.

The District may adopt a policy that prohibits those individuals and all CPL-holders from open carry possession. See Mich Gun Owners, Inc v Ann Arbor Pub Sch, 502 Mich 695 (2018) (consolidated with Mich Open Carry, Inc v Clio Area Sch Dist). There, the Michigan Supreme Court addressed and upheld the school policy that prohibited open carry. “To be clear, in practice [due to the board policy], this means CPL holders can carry a concealed weapon on school property under certain limited conditions [per MCL 28.425o], but they cannot openly carry one.” 502 Mich at 701.

This decision was a huge win for schools. Gun advocates had tried to exploit the “open carry loophole.” As noted above, state law explicitly prohibits CPL-holders from carrying a

*concealed pistol on school property but is silent on whether they can open carry on premises where firearms are otherwise prohibited. **Because of that decision, schools can now choose to close the loophole with a board policy that prohibits “open carry” possession in addition to the already state-prohibited “concealed carry” at school.***

For these reasons, after further review of the existing #3408, we recommend maintaining only the four permitted uses, as shown in the draft revision.

Please feel free to reach out with any questions.

Series 3000: Operations, Finance, and Property

3400 School Safety and Security

3408 Firearms and Weapons

The District is a weapon-free school zone. Except as otherwise permitted by Policy or required by applicable law, a person may not possess a weapon on District property. See also Policy 5206. Each person on District property must also comply with the federal Gun Free School Zone Act.

A. As used in this Policy:

1. In conjunction with subsection B.7: An “antique firearm” means that term as defined by MCL 750.237a.
2. A “firearm” means any weapon that will, is designed to, or may readily be converted to expel a projectile by the action of an explosive.
3. “Pistol” means that term as defined by MCL 28.421.
4. “District property” means:
 - a. a building, playing field, or property used for school purposes to impart instruction to students or used for functions and events sponsored by a school, except a building used primarily for adult education or college extension courses; and
 - b. a vehicle used by the District to transport students to or from a place described in subsection A.4.a above.
5. A “weapon” means a firearm, pneumatic gun, dagger, dirk, stiletto, knife with a blade over 3 inches in length, pocket knife opened by a mechanical device, iron bar, or brass knuckles, or any other object used, intended, or represented to inflict serious bodily injury or property damage.

B. Permitted Uses

The following persons may possess a weapon on District property:

1. A peace officer as defined by law;
2. A student’s parent or guardian licensed to carry a concealed pistol may carry a concealed pistol (but no other weapons) while in a vehicle if the parent or guardian is dropping the student off at, or picking the student up from, the student’s school;
3. A person with permission from the Superintendent or designee to possess a firearm (but no other weapons) within any lawful parameters established by the Board;

4. An employee or contracted person if the possession of that weapon is to provide security services for the District;

C. Violations

1. Students and District personnel with knowledge that a person is in violation of this Policy should immediately report the violation to the building principal or designee.
2. Violation of this Policy will result in discipline of students, employees, and contractors, up to and including expulsion or termination, removal from District property, and referral to law enforcement.

Legal authority: 18 USC 921; 18 USC 922(q); MCL 28.425f, 28.425o; MCL 750.237a

Date adopted: August 15, 2022

Date revised: August 21, 2023, February 12, 2024