

Organizational / Regular Meeting  
Wednesday, July 9, 2025 4:00 PM Eastern

Van Buren Conference Center  
490 S Paw Paw Street  
Lawrence, MI 49064

I. ORGANIZATIONAL MEETING

I.A. Approval of Election of Officers 2025-2026 (**ROLL CALL VOTE**)

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## MEMO

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**DATE:** JULY 9, 2025  
**TO:** BOARD OF EDUCATION  
**FROM:** DAVID D. MANSON, SUPERINTENDENT  
**RE:** APPROVAL OF **BOARD OF EDUCATION OFFICERS FOR 2025-2026**

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The current Board of Education officers of the Van Buren Intermediate School District are:

President	Mary Ann Middaugh
Vice President	John Weiss
Treasurer	Kenneth Kent
Secretary	John Faul
Trustee	Karen Makay

Recommend the following resolution:

***RESOLVED***, the Van Buren Intermediate Board of Education approve the election of officers to the Van Buren Intermediate School District Board of Education for 2025-2026 as follows:

President –	_____
Vice-President –	_____
Treasurer –	_____
Secretary –	_____
Trustee –	_____

I.B. Approval of Board of Education Meeting Dates 2025-2026 (**ROLL CALL  
VOTE**)

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# MEMO

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**DATE:** JULY 9, 2025  
**TO:** BOARD OF EDUCATION  
**FROM:** DAVID D. MANSON, SUPERINTENDENT  
**RE:** **APPROVAL OF 2025-2026 BOARD OF EDUCATION MEETING DATES**

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**RESOLVED**, that the Van Buren ISD Board of Education meeting dates for the 2025-2026 school year are approved as shown below:

**2025-2026 School Year**

Wednesday, July 9, 2025

Wednesday, August 6, 2025

Wednesday, September 10, 2025

Wednesday, October 1, 2025

Wednesday, November 5, 2025

Wednesday, December 3, 2025

Thursday, January 7, 2026

Wednesday, February 4, 2026

Wednesday, March 11, 2026

*VB Tech Center – Boardroom*

Wednesday, April 8, 2026

Wednesday, May 6, 2026

Wednesday, June 3, 2026

*Budget Hearing @3:30 pm*

*Regular Board Meeting @ 4 pm*

I.C. Approval of Authorized Signatures for Distribution of District Funds (**ROLL  
CALL VOTE**)

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## MEMO

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**DATE:** JULY 9, 2025  
**TO:** BOARD OF EDUCATION  
**FROM:** DAVID D. MANSON, SUPERINTENDENT  
**RE:** APPROVAL OF AUTHORIZED SIGNATURES FOR DISTRIBUTION OF DISTRICT FUNDS

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The School Code requires that the Board of Education designate the person authorized to sign checks for distribution of ISD funds and electronic transactions using the automatic clearing house (ACH) system as outlined in Board Policy 6144.01.

Recommend the following resolution be passed:

***RESOLVED***, the following employees/individuals are hereby authorized to sign checks written on accounts of the Van Buren Intermediate School District and electronic means using the automatic clearing house (ACH) system as outlined in Board Policy 6144.01.

**David. D. Manson**

**Rebecca DePas**

**Kenneth Kent**

I.D. Approval of Designation of Legal Counsel and Services (**ROLL CALL VOTE**)

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# MEMO

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**DATE:** JULY 9, 2025  
**TO:** BOARD OF EDUCATION  
**FROM:** DAVID D. MANSON, SUPERINTENDENT  
**RE:** APPROVAL OF DESIGNATION OF LEGAL COUNSEL FOR DISTRICT 2025-2026

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***RESOLVED***, that the following law firm be designated as legal counsel to the Van Buren Intermediate School District Board of Education for all legal issues and that an annual retainer be paid:

**THRUN LAW FIRM**  
2900 West Road Suite 400  
East Lansing, MI 48823

Mailing Address:  
PO BOX 2575  
East Lansing, MI 48826

I.E. Approval of Depositories of District Funds (**ROLL CALL VOTE**)

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**MEMO**

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**DATE:** JULY 9, 2025  
**TO:** BOARD OF EDUCATION  
**FROM:** DAVID D. MANSON, SUPERINTENDENT  
**RE:** **APPROVAL OF DESIGNATION OF DEPOSITORIES FOR DISTRICT FUNDS**

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The School Code requires that the Board of Education identify financial institutions which are approved for the deposit of district funds.

It is recommended that the following resolution be passed:

***RESOLVED***, the following financial institutions are designated as depositories for Van Buren Intermediate School District funds for 2025-2026:

**Arbor Financial Credit Union**  
**Huntington Bank**  
**Michigan Liquid Asset Fund Plus**

II. REGULAR MEETING

II.A. Consent Agenda - **(ROLL CALL VOTE)**

II.A.1. Minutes (June 4, 2025)

The **2025-2026 Budget and Truth in Taxation Hearing** was held on **June 4, 2025**, at 3:32 PM in the Board of Education office in Lawrence. Finance Director, Rebecca DePas, presented the **2025-2026 Budget and Truth in Taxation** for the District to the Board. Motion to adjourn Budget and Truth in Taxation Hearing by Faul. Supported by Weiss. Roll call vote. Makay - yes, Faul - yes, Weiss- yes, and Middaugh- yes. Budget and Truth in Taxation Hearing adjourned at 3:56 PM.

The regular meeting of the Van Buren Intermediate School District Board of Education was held and called to order on **June 4, 2025**, in the Board of Education office and called to order at **4:00 PM**. The following members were present: Weiss, Faul, Makay, Kent, and Middaugh.

Weiss moved to approve the draft agenda presented. Supported by Kent. Roll call vote. Faul - yes, Kent - yes, Weiss - yes, Makay – yes, and Middaugh – yes. Motion carried.

Weiss moved to approve the Consent Agenda (*May 7, 2025 minutes, Composites and Imprest and Payroll Summaries*). Supported by Makay. Roll call vote: Kent - yes, Weiss - yes, Makay - yes, Faul - yes, and Middaugh – yes. Motion carried.

Makay moved to approve the Board/Superintendent Travel for June 2025 as shown below:

***Post Approval***

<i>NAME</i>	<i>DATES</i>	<i>LOCATION</i>	<i>COST</i>
John Faul	May 2-4, 2025	MASB Spring Institute 2025 Mission Point Mackinac Island	\$1957
Kent	May 2-4, 2025	MASB Spring Institute 2025 Mission Point Mackinac Island	\$1531

Supported by Weiss. Roll call vote. Faul – yes, Kent – yes, Weiss – yes, Makay – yes, and Middaugh – yes. Motion carried.

During public comment, a Mattawan family shared concerns regarding the Deaf and Hard of Hearing (DHH) program. Middaugh attended Early Middle College celebration on May 8, 2025. Middaugh, Kent, and Weiss attended mock disaster on May 13, 2025, and the Bert Goens Learning Center graduation on May 21, 2025. Middaugh attended the Maple Creek talent show on May 23, 2025. Weiss and Kent attended the Van Buren ISD retirement celebration on May 15, 2025. Faul and Makay attended Francis Sage’s celebration of life on May 31, 2025.

Makay moved to approve the following resolution:

***RESOLVED***, the Board of Education approves the extension and changes to the Superintendent’s contract between David D. Manson and the Board as previously discussed at the board work session, by one year with an ending date of June 30, 2028.

Supported by Weiss. Roll call vote. Makay - yes, Kent - yes, Weiss - yes, , Faul - yes, and Middaugh – yes. Motion carried.

Makay moved to approve the following resolution:

**RESOLVED**, that this resolution shall be the general appropriations of the Van Buren Intermediate School District for the fiscal year 2025-26. A resolution to make appropriations, provide for the expenditure of the appropriations, and provide for the disposition of all income received by the Van Buren Intermediate School District.

**BE IT FURTHER RESOLVED**, that the total number of mills of ad valorem property taxes to be levied on all properties for the purpose of funding the General, Special Education and Career Technical Education Funds of Van Buren Intermediate School District to be available for appropriations in the 2025-26 fiscal year, as indicated below, shall not exceed:

General Fund	0.1390 mills
Special Education	4.1723 mills
Vocational Education	<u>2.4604 mills</u>
TOTAL	6.7717mills

**BE IT FURTHER RESOLVED**, that the total revenues and unappropriated fund balances estimated to be available for appropriations in the various funds of the Van Buren Intermediate School District (General, Special Education, Career Technical Education, and Student/School Activities) for fiscal year 2025-26 are listed on the Detail Budget Projections and have been reviewed by the Board of Education.

**BE IT FURTHER RESOLVED**, that the total available to appropriate in each of the various funds of the Van Buren Intermediate School District are hereby appropriated in the amount as shown below and for the purposes as set forth on the Detail Budget Projections.

	<u>Expenditures</u>
General Fund	\$ 26,720,148
Special Education Fund	\$ 49,024,500
Career Technical Education Fund	\$ 18,211,942
Student/School Activities Fund	\$ 7,500

**BE IT FURTHER RESOLVED**, that no Board member or employee of the school district shall expend any funds except pursuant to appropriations made by the Board of Education. Changes in amounts appropriated by the Board shall require approval of the Board.

**BE IT FURTHER RESOLVED**, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education. These appropriations are to take effect July 1, 2025.

Supported by Kent. Roll call vote. Kent - yes, Weiss - yes, Faul - yes, Makay - yes, and Middaugh – yes. Motion carried.

Faul moved to approve the following resolution:

**RESOLVED**, the Board of Education approves the staff member adjustments effective July 1, 2025, and other items as outlined below:

- 1) Increase all non-union wages by 3.5% unless otherwise noted
- 2) Remove business office staff from the secretarial pay scale
- 3) In addition to the 3.5% increase, I am recommending the following increases based on numerous factors (primarily market conditions):
  - a) \$1,250 increases - Heather Burlison, Callie Campbell, Kara Duffy, Nancy Ely, Melanie Giddings, Phoenicia Green, Larissa Hunt, David Johnson, Bob Kirk, Oz Parlak
  - b) \$5,000 increases - Sunny Hudson, Terry Lechenet, Britani Olds, Kara Wagner, Michael Wolfe
  - c) Discontinue the annual practice of providing Covert Public School business office stipends and provide Melissa Nelson & Rhonda Plumley with an additional \$5,000 salary increase
- 4) Adopt the updated Non-Union Salary Schedule adjusted for FY2025.
- 5) Allow the selling back of up to 5 unused vacation days based on year-end salary amounts as of June 30, 2025.
- 6) Allow the superintendent to make minor adjustments to work days for certain staff members who have special projects or grant requests, not to exceed 12 days per staff member, per school fiscal year.

Supported by Kent. Roll call vote. Weiss – yes, Faul - yes, Makay – yes, Kent – yes, and Middaugh – yes. Motion carried.

Weiss moved to approve the following resolution:

**RESOLVED**, the VBISD Board of Education approves the posting of an Assistant Superintendent position for the 2025-26 school year.

Supported by Makay. Roll call vote. Faul - yes, Makay – yes, Kent – yes, Faul - yes, and Middaugh – yes. Motion carried.

Kent moved to approve the following resolution:

**RESOLVED**, that the Board of Education approve two full-time Special Education Teachers to be posted immediately and begin on August 18, 2025.

Supported by Faul. Roll call vote. Makay – yes, Weiss – yes, Kent – yes, Faul - yes, and Middaugh – yes. Motion carried.

Faul moved to approve the following resolution:

On February 5, 2025, the VBISD Board of Education approved the purchase of four (4) 2025 school buses for special education from Hoekstra Transportation at a cost of \$660,880. Since this approval, the district was informed of a tariff that would increase the cost of each bus by \$2,500. The revised cost of the four (4) buses, including tariff, is estimated to be \$670,880.00

**RESOLVED**, that the Board of Education approve the purchase of four (4) 2025 school buses from Hoekstra Transportation, at a revised total cost of \$670,880.

Supported by Kent. Roll call vote. Weiss – yes, Kent – yes, Faul - yes, Makay – yes, and Middaugh – yes. Motion carried.

Makay made a motion to approve the following resolution:

**RESOLVED**, that the Board of Education approve the purchase of up to 2,200 cases of 8 ½ x 11 white copy paper from Liberty Paper at a unit cost of \$31.75 per case. Total cost not to exceed \$69,850.

COMPANY	8 ½ x 11 White Copy Paper (2,200 cases) Price Per Case	TOTAL BID QUOTE
Veritiv Operating Company	\$30.45 (Recycled)	\$66,990
Contract Paper Group	\$30.47 (Recycled)	\$67,034
Contract Paper Group	\$30.75 (Imported)	\$67,650
Liberty Paper	\$31.75 (Imported)	\$69,850
Central Michigan Paper Co.	\$32.70	\$71,940
Contract Paper Group	\$33.40	\$73,480
Veritiv Operating Company	\$33.85	\$77,470
EMUGlobalServicesllc	\$46.50	\$102,300
Tri-State Camera Exch. Inc.	\$47.95	\$105,490
Level3 Corporation dba Empire Supply Company	\$56.53	\$124,366

Supported by Makay. Roll call vote. Kent – yes, Faul - yes, Makay – yes, Weiss – yes, and Middaugh – yes. Motion carried.

Makay made a motion to approve the following resolution:

**RESOLVED**, that the Board of Education approves the purchase of 202 DELL laptop computers and 15 DELL desktop computers from People Driven Technology, Inc. at a total price not to exceed \$197,500.00. Purchase to be made on or after July 1, 2025.

Supported by Kent. Roll call vote. Faul - yes, Makay – yes, Weiss – yes, Kent – yes, and Middaugh – yes. Motion carried.

Weiss made a motion to approve the following resolution:

**RESOLVED**, that the Board of Education approves an increase of \$118,709 to the Culinary Project contingency to account for costs that should have been included in the original budget approval.

Supported by Kent. Roll call vote. Makay – yes, Faul - yes, Kent – yes, Weiss – yes, and Middaugh – yes. Motion carried.

Kent made a motion to amend the proposed resolution by adding a full-time Early Childhood Specialist. Additionally, the motion also includes approval of the amended resolution as follows:

**RESOLVED**, that the Board of Education approves the increase of professional staff service for the 2025-2026 school year for an Occupational Therapist half day, a Speech and Language Pathologist one day, and a full-time Early Childhood Specialist.

Supported by Weiss. Roll call vote. Faul - yes, Kent - yes, Weiss - yes, Makay - yes, and Middaugh - yes. Motion carried.

Kent made a motion to approve the following resolution:

**RESOLVED**, that the Board of Education approve the employment of the staff listed below.

<u>New Employee</u>	<u>Salary</u>	<u>Start Date</u>
**Chelsea Walker, HR Onboarding Assistant	\$24.00	6/2/2025
Natalie Helmuth, Speech & Lang. Pathologist	\$54,629.00	8/18/2025
Kristine Froberg, Diagnostic Teacher Consultant	\$76,346.00	8/18/2025
Amy Steinman, School Social Worker	\$74,447.00	8/18/2025
Lauren Dayton, School Social Worker	\$58,357.00	8/18/2025
William Bray, School Social Worker	\$57,641.00	8/18/2025
Sarah Young, Diagnostic Teacher Consultant	\$80,199.00	8/18/2025
Heather Federmeyer, School Psychologist	\$57,641.00	8/18/2025
Madeline Mann, School Psychologist	\$80,045.00	8/18/2025
Lori Frisinger, ESL/Multilingual Teacher	\$49,121.00	8/18/2025

*\*Salary may be prorated based on start date. \*\*Paid on an hourly basis*

Supported by Weiss. Voice vote. Motion carried.

Makay made a motion to approve the following resolution:

**RESOLVED**, that the Board of Education accept the resignations and retirements of the staff listed below:

<u>Name</u>	<u>Resignation/Retirement Date</u>
Diana Stump, VB Tech Culinary	Retirement - 6/30/2025
Kelly Hoffman, Speech & Lang. Pathologist	Retirement - 6/30/2025
April Perry, IT Support Specialist	Resignation - 6/27/2025
Brianna Surdell, ECSE Teacher	Resignation - 6/11/2025
Megan Weinberg, Occupational Therapist	Resignation - 6/10/2025
Callie Campbell, Regional Supervisor	Resignation - 6/30/2025
Samantha Gomez, ESL/Migrant Teacher	Resignation - 6/04/2025

Supported by Weiss. Voice vote. Motion carried.

Makay made a motion to adjourn the meeting. Supported by Kent. Voice vote. Motion carried. Meeting adjourned at 5:32 PM.

Respectfully submitted,



Van Buren Intermediate School District  
Board of Education, Lawrence, Michigan

II.A.2. Composites, Payroll and Imprest Summaries

**VAN BUREN INTERMEDIATE SCHOOL DISTRICT**  
**JUNE 2025**

**VOUCHERS**

Imprest Fund	1,430,624.64
Payroll Fund	6,583,120.73
Purchasing Cards	105,969.68
EduStaff ACH	30,475.55

**PAYROLL SUMMARY**

General	1,721,687.63
Special Education	3,741,493.30
Vocational Education	1,119,939.80
Student Activity Fund	-
Food Service Fund	-
<b>Total</b>	<b>6,583,120.73</b>

**IMPREST VOUCHER SUMMARY**

FUND	CHECKS	REIMBURSEMENT	CARDS	TAX/INTEREST/	TOTAL
General	744,258.8	13,346.40	52,702.49	(16,762.27)	793,545.42
Special Education	231,077.94	22,056.58	18,259.84	8,904.07	280,298.43
Vocational Education	455,287.90	4,515.55	34,713.06	7,858.20	502,374.71
Capital Projects	-	-	-	-	-
Food Service	-	-	-	-	-
Student Activity Fund	-	-	294.29	-	294.29
<b>Total</b>	<b>1,430,624.64</b>	<b>39,918.53</b>	<b>105,969.68</b>	<b>(0.00)</b>	<b>1,576,512.85</b>

**VAN BUREN INTERMEDIATE SCHOOL DISTRICT**  
**JUNE 2025**

**BUDGET TO EXPENDITURE COMPARISON 24-25**

<b>FUND</b>	<b>BUDGET</b>	<b>ACTUAL &amp; ENCUMBERED EXPENSES</b>	<b>UNENCUMBERED BALANCE</b>	<b>YEAR TO DATE VARIANCE</b>
General	26,421,401	21,972,447	4,448,954	3,348,063
Special Education	45,833,561	37,179,602	8,653,959	6,744,227
Career Tech Education	17,425,694	12,565,643	4,860,051	4,133,981
Food Service	10,972	10,740	232	-
Capital Projects	-	-	-	-

**CASH FLOW SUMMARY**

	<b>ENDING BALANCE 05/01/2025</b>	<b>CASH RECEIPTS</b>	<b>CASH DISBURSEMENTS</b>	<b>ENDING BALANCE 05/31/2025</b>
General	4,625,302	2,565,920	2,787,453	4,403,769
Special Education	20,789,656	4,288,772	7,371,199	17,707,228
Career Tech Education	13,927,013	1,188,275	2,135,484	12,979,804
Student Activity Fund	33,190	391	28	33,553
Food Service	10,740	-	10,740	-
Capital Projects	-	-	-	-
<b>Total</b>	<b>39,385,901</b>	<b>8,043,357</b>	<b>12,304,904</b>	<b>35,124,354</b>

II.B. Board/Superintendent Travel (**ROLL CALL VOTE**)



**CONFERENCE ATTENDANCE**  
Superintendent/Board of Education  
**JULY 2025**

***Pre-Approval***

<b>NAME</b>	<b>DATES</b>	<b>LOCATION</b>	<b>ESTIMATED COST</b>
John Weiss	August 15 – 16, 2025	MASB 2025 Summer Institute Lansing, Michigan	<b>\$700</b>
Karen Makay	August 15 – 16, 2025	MASB 2025 Summer Institute Lansing, Michigan	<b>\$700</b>
Kenneth Kent	August 15 – 16, 2025	MASB 2025 Summer Institute Lansing, Michigan	<b>\$750</b>

***Post Approval***

<b>NAME</b>	<b>DATES</b>	<b>LOCATION</b>	<b>COST</b>
Dave Manson	June 18-20, 2025	MAISA Summer Conference 2025 Frankenmuth, Michigan	<b>\$738.76</b>

## II.C. Communications



## Upcoming Events/Key Dates July & August 2025

7/8	Initial Assistant Superintendent Interviews
**7/9	VBISD School Board Meeting, 4p @ Conference Center
**7/11	Dawn Blum's Retirement Party, 4-6p @ La Cantina
7/12	Adopt-a-Highway Cleanup, 8-12p
*7/28-30	Project NOMAD Parent Engagement Meeting, TBD
*7/29-30	Project NOMAD Summer Fun days with Detroit Partners, 9-3p @ Lawrence Elementary
8/6	Administrative Retreat @ Michigan Maritime Museum
**8/6	VBISD School Board Meeting, 4p @ Conference Center
8/14	New Staff Orientation
**8/19	VBISD Opening Day, 8a-11:30a @ Paw Paw Performing Arts Center
*8/20	BGLC Open House, 4-5:30p
8/25	First Student Day
8/29-9/1	Labor Day Break

**KEY:**

Informational only

\*Board attendance voluntary

\*\*Board attendance requested

## **Administrator Evaluation Guide Reference**

- 1 - Leadership
- 2 - Level of Professional Awareness
- 3 - Professional Standards and Ethics
- 4 - Communication Skills
- 5 - Resourcefulness, Creativity, and Innovativeness
- 6 - Personality
- 7 - Demeanor, Appearance, and Style
- 8 - Professional Preparation
- 9 - Decision Maker
- 10-Planner and Organizer
- 11-Supervisor
- 12-Evaluator
- 13-Policy Implementer
- 14-Crisis Manager
- 15-Faculty and Staff Personnel
- 16-School Plant and Facilities
- 17-Student Personnel
- 18-Community Relations
- 19-Fiscal Management
- 20-Student Achievement

II.D. Public Comments

III. INFORMATIONAL ITEMS

III.A. Board Updates

III.B. Superintendent Update



Date: July 9, 2025  
 To: Board of Education  
 From: David D. Manson, Superintendent  
 Subject: **Superintendent Update**

**\*\*Leasing Space from Local Districts: (Staff Relations, Community Relations, Business & Finance, Instructional Leadership)**

Over the past several months, VBISD has engaged in conversations with Lawrence and Paw Paw to explore ways to collaborate on shared space needs. After some initial back-and-forth, we have now identified a clear path forward.

The Migrant/Multilingual department will be relocating to five classrooms within Lawrence Elementary. This move aligns with our long-term commitment to hosting the summer migrant program in Lawrence and utilizes the building’s available space. It also provides our staff with consistent access to classrooms and storage that won’t need to be relocated each year. The map below outlines the designated areas.



The Instructional Services department, along with two CTC classrooms, will be relocating to Cedar Street Elementary in Paw Paw. This move will allow the entire IS team to be housed under one roof, creating greater opportunities for collaboration and providing a dedicated space for professional development activities. Additionally, Cedar Street is already home to the Adult Education program, which is managed by the IS department. The map below highlights the designated areas for this transition.



**\*\*Impact Story - VBISD Migrant Program: (Staff Relations, Community Relations, Instructional Leadership)**

On June 12th, Angie Gutierrez and I received an email from Ana Aleman-Putman, the new superintendent in South Haven. In the email, Ana shared a deeply personal story connected to our Migrant Education Program. She described a flyer she has carried throughout her entire educational career from paraprofessional to superintendent. On that flyer is a photo of herself attending the VBISD summer migrant program housed in Bangor. She shared that this program, and the educators who made it possible, helped shape her journey and gave her a sense of belonging and hope. She called it her "why" for staying in education.

She went on to express her gratitude for the work we continue to do to support migrant students and families, particularly during a time when many face growing uncertainty and hardship. Her words were a reminder that our efforts leave lasting impacts not only on the students we serve today, but on the leaders they may become tomorrow. She ended with a heartfelt thank you, reminding us all of the power of education and the importance of seeing and standing by every child.



**Michigan Association of Intermediate School Administrators (MAISA) Summer Conference: (Governance & Board Relations, Community Relations, Staff Relations, Business & Finance, Instructional Leadership)**

From June 18–20, I had the opportunity to attend the MAISA Summer Conference, which brings together superintendents from all of Michigan’s Intermediate School Districts. This annual event serves as our primary opportunity to connect, collaborate, and engage in statewide discussions. Over the course of the 2½-day conference, a wide range of important topics were covered, including the following:

- Expanding CTE opportunities for all of Michigan’s students
- Defining the characteristics of the next State Superintendent
- Strategies for measuring academic impact
- Effectively aligning with local districts
- Successful Early Childhood expansion
- MI Learner Wallet - a system for badging and credentialing
- Collective authorship for marketing
- Successful Millage campaigns
- Artificial intelligence
- ORS litigation
- Legislative, federal, budget, and legal updates

III.C. Department Updates

III.C.1. Presentation - Technology Services

III.C.2. Technology Services

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# MEMO

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**DATE:** JULY 9, 2025  
**TO:** BOARD OF EDUCATION  
**FROM:** DAMIAN KOOB  
**RE:** TECHNOLOGY SERVICES BOARD REPORT

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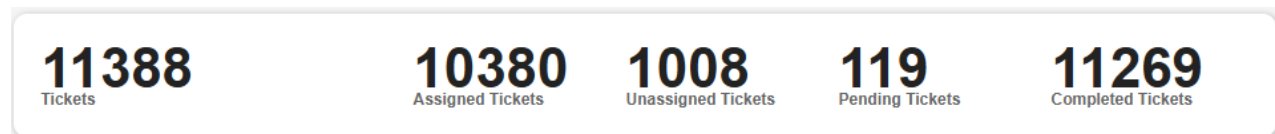
**Help Desk Work Order Summary for the 24-25 School Year** (Leadership, Professional Awareness, Communication Skills, Professional Preparation)

The VBISD Technology Services department had a very productive year with service orders this past school year (2024-2025) and wanted to highlight some of the numbers for you. We fielded a total of 11,388 tickets from July 1, 2024 to June 24, 2025. Last school year we fielded a total of 11,506 tickets. The decrease is due to our ‘best practices’ approach and ensuring that we are following our technology refresh cycles for equipment and the decrease in onboarding new districts with our Shared Technology services and PowerSchool implementations. These numbers also include the ‘Ordering’ and ‘Onboarding/Off-boarding’ categories in our work order system as these tasks make up a good portion of our calls as well.

We offer three ways for staff to submit a ticket to the help desk:

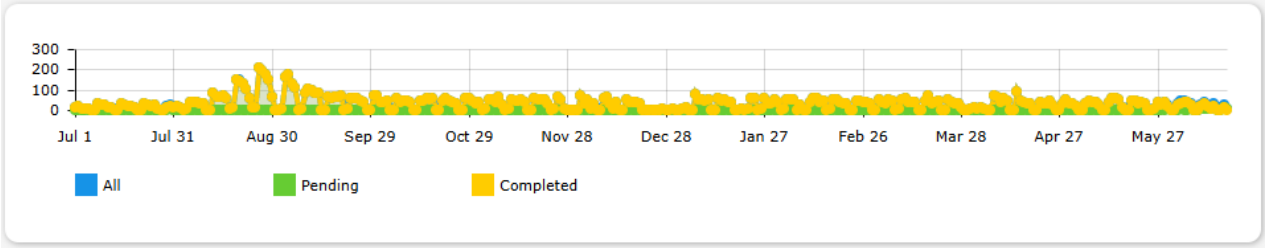
1. Email the Help Desk: [helpdesk@vbisd.org](mailto:helpdesk@vbisd.org)
2. Call the Help Desk hotline: 269-539-5181
3. Submit a ticket to our online portal

Below is a graphical reference to the number and types of calls that we receive:

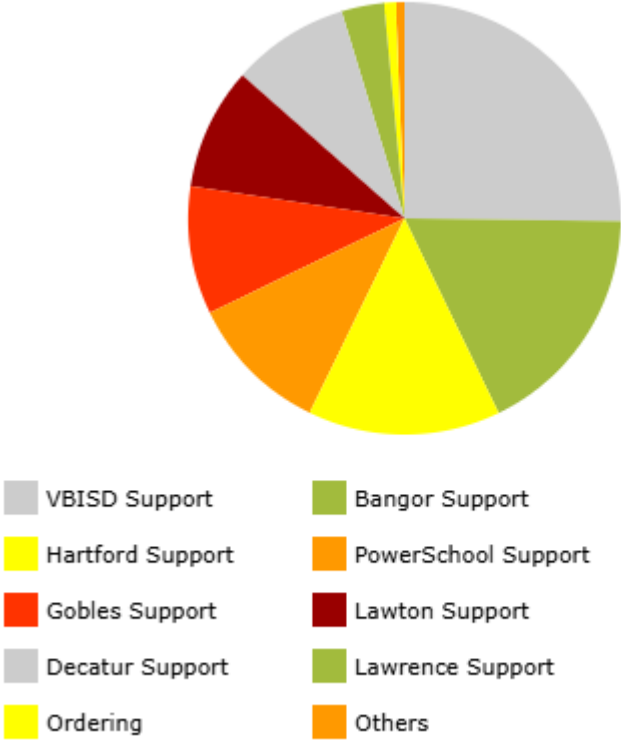


Pending tickets are mostly orders that we are waiting on delivery and onboarding/off-boarding of staff for certain future dates.

Here is a timeline of when we receive most of our tickets. The start of school and after our Holiday break are traditionally our busy times:



### Tickets by Category



Thank you to the Board and Mr. Manson for allowing me to build such a great team that is very proficient at helping our staff and students! 😊

### III.C.3. Finance

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## MEMO

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**DATE:** JULY 9, 2025  
**TO:** BOARD OF EDUCATION  
**FROM:** REBECCA DEPAS, DIRECTOR OF FINANCE & OPERATIONS  
**RE:** FINANCE & OPERATIONS UPDATE

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### **MSBO Conference (1,3,4,8)**



On May 1, 2025 I had the opportunity to present at the Annual MSBO Conference. I was asked to present on VBISD's culture and staff recruitment and retention. It was a great opportunity to get to share all the great things we are doing here at VBISD. I just want to thank the Board of Education for allowing me this opportunity and making professional development a priority for staff and administration. We were able to send most of the business office staff to the conference which allowed them to gain valuable knowledge in their areas of expertise.

### **Shared Business Services(1,10,11,18,19)**

The county is once again struggling to hire / retain knowledgeable business staff. We have been contacted by both Bloomingdale and Bangor to assist at multiple levels of the business office including accounts payable, payroll, accounting, and business manager services. This came out of a feasibility study done by Don Sovey in partnership with Bloomingdale Public Schools. We are open to assisting and helping in this area to create sustainability at the local level, however at our current staffing levels we are not able to assist. The business office is working on developing a model that would meet the needs of the locals, but also create a model within the county that other locals might take advantage of, for example purchasing different "modules" of service.

# State Aid Budget – Fiscal Year 2025

## Michigan Public Schools Retirement System (MPSERS)

**a 1** **\$100 million**  
Offsets a portion of the retirement contributions owed by the reporting unit in the fiscal year (FY) it's received.

**a 2** **\$365 million**  
Offsets the increase in normal cost because of reductions in the assumed rate of return and statutory floors.

**a 3** **\$11.9 million**  
Offsets a portion of the retirement contributions owed by the intermediate school district or library for the FY it's received.

**a 4** **\$589 million**  
Offset that effectively reduces the unfunded actuarial assumed liability (UAAL) cap from 20.96% to 15.21% for FY25.

**c 1** **\$1.03 billion**  
Funds the pension UAAL amortization payment above the 20.96% cap.

**c 2** **\$250 million**  
One-time deposit of additional assets to the Michigan public school employees' retirement system.

**e** **\$104.7 million**  
Offsets the increase in employer normal cost for employees in the Pension Plus 2 and Defined Contribution plans.

**g** **\$181.5 million**  
Reimbursement of member healthcare contributions.

Note: These appropriations are set by Public Act 120 of 2024. If there is a change in legislation, updates will be made accordingly.

R4499C Rev. 5/25

ISD Code	ISD Name	Sec. 30d Universal School Meals Roll-Up (to Districts)	Sec. 31n School Health Services Roll-Up	Sec. 31aa Mental Health & School Safety Roll-Up (to Districts)	Sec. 32p Early Childhood Block Grants Roll-Up	Sec. 35a(4) Early Literacy Teacher Coaches Roll-Up	Sec. 35a(5) Early Literacy Assisted Instructional Time Roll-Up (to Districts)	Sec. 35a(7) Literacy Essentials Roll-Up	Sec. 41 Bilingual Education Roll-Up (to Districts)	Sec. 51e Special Education Foundation Change*	Sec. 56 & 56(7) Special Education Milage Equalizations Roll-Up
3000	Allegan Area Educational Service Agency	\$0	(\$1,388,476)	(\$12,336)	(\$272,279)	(\$500,000)	\$0	\$0	\$0	\$45,712	\$0
4000	Alpena-Montmorency-Alcona ESD	\$0	(\$1,204,319)	(\$6,771)	(\$239,197)	(\$250,000)	\$0	\$0	\$0	\$24,937	\$0
8000	Barry ISD	\$0	(\$1,174,211)	(\$8,995)	\$0	(\$250,000)	\$0	\$0	\$0	\$33,126	\$0
9000	Bay-Arenac ISD	\$0	(\$1,410,700)	(\$22,244)	(\$597,301)	(\$500,000)	(\$1,262)	\$0	\$0	\$81,473	(\$2,400)
11000	Berrien RESA	(\$18,250)	(\$1,652,369)	(\$34,940)	(\$280,836)	(\$875,000)	\$0	\$0	\$0	\$129,954	\$0
12000	Branch ISD	(\$2,918)	(\$1,217,610)	(\$30,043)	(\$244,139)	(\$250,000)	\$0	\$0	(\$82,655)	\$143,623	\$0
72000	C. O. O. R. ISD	(\$1,813)	(\$1,250,480)	(\$6,851)	(\$251,877)	(\$250,000)	\$0	\$0	\$0	\$25,229	\$0
13000	Calhoun Intermediate School District	(\$11,014)	(\$1,550,830)	(\$28,798)	(\$808,595)	(\$750,000)	\$0	\$0	\$0	\$106,022	(\$4,456,540)
15000	Charlevoix-Emmet ISD	\$0	(\$1,263,127)	(\$12,732)	(\$242,749)	(\$375,000)	\$0	\$0	\$0	\$46,958	\$0
16000	Cheb-Oscego-Presque Isle ESD	\$0	(\$1,255,304)	\$0	(\$244,052)	(\$250,000)	\$0	\$0	\$0	\$32,755	\$0
18000	Clare-Gladwin Regional Education Service District	(\$2,813)	(\$1,232,843)	(\$6,919)	(\$244,387)	(\$250,000)	\$0	\$0	\$0	\$25,483	\$0
19000	Clinton County RESA	\$0	(\$1,335,457)	(\$10,762)	(\$253,555)	(\$250,000)	\$0	\$0	\$0	\$39,440	(\$941,280)
31000	Copper Country ISD	\$0	(\$1,232,859)	(\$9,245)	(\$241,025)	(\$250,000)	(\$1,262)	\$0	\$0	\$33,902	(\$173,620)
21000	Delta-Schoolcraft ISD	\$0	(\$1,226,660)	(\$11,211)	(\$350,836)	(\$250,000)	\$0	\$0	\$0	\$41,195	\$0
22000	Dickinson-Iron ISD	\$0	(\$1,203,479)	(\$10,039)	(\$236,983)	(\$375,000)	\$0	\$0	\$0	\$36,971	\$0
17000	Eastern Upper Peninsula ISD	\$0	(\$1,228,606)	(\$7,772)	(\$436,387)	(\$375,000)	\$0	\$0	\$0	\$29,390	\$0
23000	Eaton RESA	(\$11,911)	(\$1,377,119)	(\$11,105)	(\$263,762)	(\$250,000)	\$0	\$0	\$0	\$40,828	\$0
25000	Genesee ISD	(\$69,677)	(\$2,378,810)	(\$100,173)	(\$379,165)	(\$2,000,000)	\$0	\$0	\$0	\$395,466	(\$9,286,762)
27000	Gogebic-Ontonagon ISD	\$0	(\$1,137,789)	(\$7,330)	(\$229,948)	(\$250,000)	\$0	(\$6,000,000)	\$0	\$26,992	\$0
29000	Gratiot-Isabella RESD	\$0	(\$1,350,407)	(\$30,499)	(\$259,264)	(\$625,000)	\$0	\$0	\$0	\$106,948	(\$31,389)
14000	Heritage Southwest Intermediate School District	\$0	(\$1,225,813)	(\$15,841)	(\$242,005)	(\$250,000)	\$0	\$0	\$0	\$57,984	\$0
30000	Hillsdale ISD	\$0	(\$1,206,142)	(\$5,344)	(\$242,501)	(\$375,000)	\$0	\$0	\$0	\$19,682	(\$14,403)
32000	Huron ISD	\$0	(\$1,175,018)	(\$7,459)	(\$235,172)	(\$250,000)	\$0	\$0	\$0	\$27,397	\$0
33000	Ingham ISD	\$0	(\$2,015,646)	(\$38,574)	(\$582,630)	(\$1,250,000)	\$0	\$0	\$0	\$127,331	\$0
34000	Ionia ISD	\$0	(\$1,293,332)	(\$12,257)	(\$248,590)	(\$250,000)	\$0	\$0	\$0	\$44,828	(\$620,320)
35000	Iosco RESA	\$0	(\$1,170,898)	(\$6,945)	\$0	(\$250,000)	\$0	\$0	\$0	\$25,195	\$0
38000	Jackson ISD	\$0	(\$1,585,222)	(\$54,974)	(\$284,463)	(\$500,000)	\$0	\$0	\$0	\$201,524	(\$1,506,133)
39000	Kalamazoo RESA	\$0	(\$1,866,906)	\$0	(\$324,690)	(\$1,125,000)	\$0	\$0	\$0	\$200,031	(\$1,172,160)
41000	Kent ISD	\$0	(\$3,330,243)	\$0	(\$889,826)	(\$2,750,000)	\$0	\$0	\$0	\$318,054	(\$1,010,062)
44000	Lapeer ISD	\$0	(\$1,331,830)	(\$8,394)	(\$254,207)	(\$375,000)	\$0	\$0	\$0	\$28,965	\$0
46000	Lenawee ISD	\$0	(\$1,404,245)	(\$19,426)	(\$259,714)	(\$500,000)	\$0	\$0	\$0	\$71,094	\$0
47000	Livingston ESA	\$0	(\$1,726,338)	(\$24,930)	(\$435,536)	(\$375,000)	\$0	\$0	\$0	\$91,898	\$0
50000	Macomb ISD	(\$102,168)	(\$3,721,341)	(\$151,690)	(\$543,497)	(\$2,750,000)	\$0	\$0	(\$2,301)	\$58,384	(\$1,829,772)
51000	Manistee ISD	\$0	(\$1,236,272)	(\$6,856)	\$0	(\$250,000)	\$0	\$0	\$0	\$25,249	(\$441,253)
52000	Marquette-Alger Regional Education Service Agency	\$0	(\$1,287,660)	(\$5,577)	(\$247,777)	(\$250,000)	\$0	\$0	\$0	\$18,778	\$0
54000	Mecosta-Osceola ISD	\$0	(\$1,267,659)	(\$18,271)	(\$248,141)	(\$375,000)	\$0	\$0	\$0	\$64,652	\$0
55000	Menominee ISD	\$0	(\$1,152,786)	(\$1,273)	(\$231,476)	(\$250,000)	\$0	\$0	\$0	\$4,687	\$0
56000	Midland County Educational Service Agency	\$0	(\$1,347,899)	\$0	(\$255,331)	(\$250,000)	\$0	\$0	\$0	\$120,963	\$0
58000	Monroe ISD	(\$36,231)	(\$1,528,769)	(\$70,768)	(\$280,352)	(\$600,000)	\$0	\$0	\$0	\$257,160	\$0
59000	Montcalm Area ISD	\$0	(\$1,354,293)	(\$16,486)	(\$250,170)	(\$500,000)	\$0	\$0	\$0	\$58,764	(\$795,046)
61000	Muskegon Area ISD	(\$22,329)	(\$1,653,801)	(\$21,716)	(\$556,194)	(\$1,000,000)	\$0	\$0	\$0	\$79,976	(\$2,543,076)
62000	Newaygo County RESA	\$0	(\$1,244,070)	(\$10,398)	(\$244,127)	(\$250,000)	\$0	\$0	\$0	\$38,301	(\$129,910)
28000	Northwest Education Services	\$0	(\$1,542,412)	(\$39,831)	(\$280,386)	(\$625,000)	\$0	\$0	\$0	\$147,138	\$0
63000	Oakland Schools	\$0	(\$5,042,573)	\$0	(\$952,050)	(\$3,000,000)	\$0	\$0	\$0	\$3,753	\$0
70000	Ottawa Area ISD	\$0	(\$2,156,600)	(\$33,308)	(\$478,870)	(\$1,125,000)	\$0	\$0	(\$6,333)	\$122,573	\$0
73000	Saginaw ISD	(\$34,567)	(\$1,670,067)	(\$40,081)	(\$671,664)	(\$875,000)	\$0	\$0	\$0	\$136,693	(\$3,847,595)
76000	Sanilac ISD	\$0	(\$1,213,307)	(\$9,277)	(\$239,099)	(\$250,000)	\$0	\$0	\$0	\$34,136	\$0
78000	Shiawassee Regional ESD	\$0	(\$1,311,496)	(\$19,325)	(\$249,271)	(\$500,000)	\$0	\$0	\$0	\$70,882	(\$734,594)
74000	St. Clair County RESA	(\$17,809)	(\$1,514,589)	\$0	(\$428,115)	(\$625,000)	\$0	\$0	\$0	\$80,022	\$0
75000	St. Joseph County ISD	\$0	(\$1,306,036)	\$0	(\$250,274)	(\$625,000)	\$0	\$0	\$0	\$35,553	\$0
79000	Tuscola ISD	(\$2,476)	(\$1,251,967)	\$0	(\$243,412)	(\$250,000)	\$0	\$0	\$0	\$45,591	(\$5,792)
80000	Van Buren ISD	\$0	(\$1,442,050)	(\$25,241)	(\$341,682)	(\$625,000)	(\$631)	\$0	(\$2,055)	\$92,962	\$0
81000	Washtenaw ISD	(\$104,269)	(\$2,054,340)	(\$28,306)	(\$575,221)	(\$875,000)	\$0	\$0	\$0	\$104,112	\$0
82000	Wayne RESA	\$0	(\$6,937,328)	\$0	(\$990,685)	(\$8,000,000)	\$0	\$0	\$0	\$2,502	(\$42,658,063)
53000	West Shore Educational Service District	\$0	(\$1,249,324)	(\$17,954)	(\$246,855)	(\$250,000)	\$0	\$0	\$0	\$66,015	\$0
83000	Wexford-Missaukee ISD	\$0	(\$1,355,472)	(\$15,250)	(\$518,683)	(\$625,000)	\$0	\$0	\$0	\$57,041	(\$2,007,839)

**House Bill 4577 as Reported (19,10,8,1)**

ISD Code	ISD Name	Sec. 61d CTE Incentive Roll-Up (to Districts)	Sec. 62 CTE Millage Equalization Roll-Up	Sec. 65 DAPCEP Roll-Up	Sec. 99h FIRST Robotics Roll-Up (to Districts)	Sec. 99h(5) MISTEM Centers Roll-Up	Sec. 107 Adult Education Roll-Up	Sec. 147c MPERS UAAAL Rate Cap Change	Sec. 22f ISD Per-Pupil Payment**	Sec. 22h Roll-Up Hold Harmless Payment	Total Change
3000	Allegan Area Educational Service Agency	(\$203)	(\$47,209)	\$0	\$0	\$0	\$0	(\$797,373)	\$2,775,854	\$652,587	\$0
4000	Alpena-Montmorency-Alcona ESD	\$0	\$0	\$0	\$0	\$0	\$0	(\$331,123)	\$1,044,895	\$1,137,260	\$0
8000	Barry ISD	\$0	\$0	\$0	\$0	\$0	\$0	(\$225,089)	\$758,820	\$866,349	\$0
9000	Bay-Arenac ISD	\$0	(\$35,515)	\$0	\$0	\$0	(\$2,326,141)	(\$1,313,954)	\$2,940,454	\$3,773,575	\$0
11000	Berrien RESA	(\$58)	\$0	\$0	\$0	\$0	\$0	(\$1,359,146)	\$5,220,929	\$236,811	\$0
12000	Branch ISD	\$0	\$0	\$0	\$0	\$0	\$0	(\$1,007,335)	\$1,113,538	\$1,805,790	\$0
72000	C.O.O.R. ISD	\$0	\$0	\$0	\$0	\$0	\$0	(\$310,608)	\$1,477,544	\$1,377,287	\$0
13000	Calhoun Intermediate School District	(\$58)	(\$1,167,490)	\$0	\$0	\$0	(\$2,985,931)	(\$1,706,866)	\$4,261,491	\$10,012,525	\$0
15000	Charlevoix-Emmet ISD	(\$116)	\$0	\$0	\$0	\$0	\$0	(\$868,299)	\$1,578,719	\$1,386,421	\$0
16000	Chib-Ofsego-Presque Isle ESD	(\$58)	\$0	\$0	\$0	(\$210,634)	\$0	(\$404,905)	\$1,520,841	\$1,011,057	\$0
18000	Clare-Gladwin Regional Education Service District	\$0	\$0	\$0	\$0	\$0	\$0	(\$547,394)	\$1,322,949	\$1,364,675	\$0
19000	Clinton County RESA	\$0	(\$260,403)	\$0	\$0	(\$238,541)	\$0	(\$697,740)	\$2,327,236	\$2,185,204	\$0
31000	Copper Country ISD	\$0	(\$114,168)	\$0	\$0	(\$203,748)	\$0	(\$567,280)	\$1,314,847	\$1,666,287	\$0
21000	Delta-Schoolcraft ISD	\$0	\$0	\$0	\$0	\$0	\$0	(\$424,009)	\$1,238,601	\$1,355,608	\$0
22000	Dickinson-Iron ISD	\$0	\$0	\$0	\$0	\$0	\$0	(\$419,391)	\$1,042,670	\$1,749,100	\$0
17000	Eastern Upper Peninsula ISD	(\$116)	\$0	\$0	\$0	(\$202,845)	\$0	(\$550,703)	\$1,280,735	\$1,509,604	\$0
23000	Eaton RESA	\$0	(\$5,228)	\$0	\$0	\$0	(\$1,408,182)	(\$817,984)	\$2,725,462	\$2,447,417	\$0
25000	Genesee ISD	(\$174)	(\$2,819,696)	\$0	(\$4,155)	(\$240,713)	(\$3,786,403)	(\$2,897,593)	\$11,981,444	\$12,981,597	\$0
27000	Gogebic-Ontonagon ISD	\$0	\$0	\$0	\$0	\$0	\$0	(\$335,312)	\$418,697	\$7,612,644	\$0
29000	Gratiot-Isabella RESD	(\$145)	\$0	\$0	\$0	\$0	\$0	(\$1,031,475)	\$2,384,938	\$910,186	\$0
14000	Heritage Southwest Intermediate School District	(\$116)	\$0	\$0	\$0	\$0	\$0	(\$553,184)	\$1,234,967	\$1,186,660	\$0
30000	Hillsdale ISD	\$0	(\$33,885)	\$0	\$0	\$0	\$0	(\$497,846)	\$1,060,287	\$1,472,369	\$0
32000	Huron ISD	(\$174)	\$0	\$0	(\$5,817)	(\$207,587)	\$0	(\$563,157)	\$780,323	\$2,199,157	\$0
33000	Ingham ISD	(\$145)	(\$153,510)	\$0	\$0	\$0	\$0	(\$2,045,545)	\$8,656,144	\$0	\$1,851,491
34000	Ionia ISD	\$0	(\$214,120)	\$0	\$0	\$0	\$0	(\$872,807)	\$1,882,296	\$2,014,707	\$0
35000	Iosco RESA	\$0	\$0	\$0	\$0	\$0	(\$840,699)	(\$316,567)	\$732,658	\$2,107,671	\$0
38000	Jackson ISD	\$0	(\$501,011)	\$0	(\$4,155)	\$0	\$0	(\$2,660,905)	\$4,644,160	\$2,901,197	\$0
39000	Kalamazoo RESA	\$0	\$0	\$0	(\$4,155)	\$0	\$0	(\$2,429,185)	\$7,304,131	\$403,124	\$0
41000	Kent ISD	(\$174)	(\$29,524)	\$0	(\$13,463)	\$0	(\$6,972,515)	(\$6,222,138)	\$21,029,144	\$2,172,958	\$0
44000	Lapeer ISD	\$0	(\$13,690)	\$0	\$0	\$0	\$0	(\$477,668)	\$2,236,636	\$660,376	\$0
46000	Lenawee ISD	(\$58)	\$0	\$0	(\$4,155)	\$0	\$0	(\$1,229,820)	\$2,920,389	\$1,125,042	\$0
47000	Livingston ESA	\$0	\$0	\$0	(\$4,931)	\$0	\$0	(\$1,996,454)	\$6,071,757	\$0	\$421,028
50000	Macomb ISD	(\$174)	\$0	\$0	(\$4,155)	(\$254,316)	\$0	(\$4,590,461)	\$24,780,295	\$0	\$11,384,322
51000	Manistee ISD	\$0	\$0	\$0	\$0	\$0	\$0	(\$230,200)	\$1,477,396	\$661,936	\$0
52000	Marquette-Alger Regional Education Service Agency	(\$29)	\$0	\$0	\$0	\$0	\$0	(\$769,513)	\$1,845,096	\$806,957	\$0
54000	Mecosta-Oshtemo ISD	\$0	\$0	\$0	\$0	\$0	\$0	(\$784,285)	\$1,633,906	\$1,311,636	\$0
55000	Menominee ISD	(\$174)	\$0	\$0	\$0	\$0	(\$1,088,302)	(\$193,024)	\$577,009	\$2,335,339	\$0
56000	Midland County Educational Service Agency	\$0	\$0	\$0	\$0	\$0	\$0	(\$671,509)	\$2,374,895	\$161,817	\$0
58000	Monroe ISD	(\$1,015)	\$0	\$0	\$0	\$0	\$0	(\$1,900,443)	\$3,983,790	\$978,239	\$0
59000	Montcalm Area ISD	(\$58)	(\$261,798)	\$0	(\$8,670)	\$0	\$0	(\$806,596)	\$2,419,630	\$1,677,578	\$0
61000	Muskegon Area ISD	\$0	(\$896,465)	\$0	\$0	\$0	\$0	(\$1,460,699)	\$5,279,090	\$3,370,537	\$0
62000	Newaygo County RESA	\$0	(\$166,354)	\$0	(\$6,648)	\$0	\$0	(\$770,382)	\$1,436,463	\$1,620,659	\$0
28000	Northwest Education Services	(\$58)	\$0	\$0	\$0	(\$212,827)	(\$1,233,093)	(\$2,162,210)	\$4,203,674	\$2,402,411	\$0
63000	Oakland Schools	\$0	\$0	\$0	(\$32,410)	(\$278,370)	\$0	(\$3,012,943)	\$37,623,360	\$0	\$23,368,089
70000	Ottawa Area ISD	\$0	\$0	\$0	\$0	\$0	\$0	(\$2,259,308)	\$9,952,529	\$0	\$2,269,015
73000	Saginaw ISD	(\$290)	(\$920,883)	\$0	\$0	\$0	\$0	(\$2,048,344)	\$5,440,497	\$4,561,329	\$0
76000	Sanilac ISD	\$0	\$0	\$0	\$0	\$0	\$0	(\$296,651)	\$1,129,282	\$1,099,418	\$0
78000	Shiawassee Regional ESD	(\$116)	(\$78,424)	\$0	\$0	\$0	\$0	(\$970,770)	\$2,033,461	\$2,383,928	\$0
74000	St. Clair County RESA	\$0	\$0	\$0	(\$6,371)	\$0	\$0	(\$1,200,388)	\$3,943,429	\$646,081	\$0
75000	St. Joseph County ISD	\$0	\$0	\$0	\$0	\$0	\$0	(\$738,191)	\$1,991,702	\$1,579,981	\$0
79000	Tuscola ISD	\$0	(\$10,174)	\$0	(\$11,357)	\$0	\$0	(\$887,524)	\$1,481,582	\$1,390,122	\$0
80000	Van Buren ISD	(\$58)	\$0	\$0	(\$4,654)	\$0	\$0	(\$1,838,293)	\$3,301,597	\$1,478,915	\$0
81000	Washtenaw ISD	\$0	\$0	\$0	(\$4,986)	(\$258,980)	(\$3,179,246)	(\$2,418,177)	\$9,086,392	\$322,215	\$0
82000	Wayne RESA	\$0	\$0	(\$900,000)	\$0	(\$319,272)	(\$14,539,342)	(\$1,450,983)	\$55,715,617	\$20,223,212	\$0
53000	West Shore Educational Service District	\$0	\$0	\$0	\$0	(\$214,630)	\$0	(\$769,371)	\$1,431,338	\$1,556,421	\$0
83000	Wexford-Missaukee ISD	\$0	(\$1,351,594)	\$0	\$0	\$0	\$0	(\$770,971)	\$2,611,976	\$4,351,183	\$0

#### III.C.4. Special Education

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# MEMO

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**DATE:** JULY 9, 2025  
**TO:** BOARD OF EDUCATION  
**FROM:** KATY HOLVERSTOTT, DIRECTOR  
**RE:** SPECIAL EDUCATION UPDATE



**New Year, New Look Leadership, Level of Professional Awareness, Creativity & Innovativeness, Personality, Faculty & Staff Personnel**

This past spring, the Department selected a new tagline from over 50 submissions. The winning submission was created by Curtis Thompson, Special Education Teacher with the Home-based Transition Program. Curtis developed artwork, pictured above right, with assistance from Jennifer Korinek, the Professional Learning Coordinator, who also has a talent for graphic design.

**\*Special Education Results & Compliance Leadership, Level of Professional Awareness, Supervisor, Policy Implementer, Student Achievement**

Each year, the Michigan Department of Education rates districts per intermediate school district (ISD) based on their special education results and compliance scores. While there's still significant work ahead, progress has been made and Van Buren County has moved from a "Needs Intervention" designation, where we had remained for several years, to "Needs Assistance."

This shift reflects both changes in how MDE-OSE weighs proficiency in its determinations and the steady work that's been done to improve compliance. While the overall result score declined slightly, increases in compliance, specifically for transition IEPs (Indicator B13) and the timely submission of data, pushed the overall score into the "Needs Assistance" range.

Other highlights worth noting include an increased graduation rate, decreased dropout rate, and improved 8th-grade participation rates on state assessments for students with IEPs.

Toward continued improvement, data sharing and goal setting with individual districts will continue and will also include increased technical guidance and member district accountability and correction. Further, increased support around special education teacher-specific resources will be provided.

***\*Staffing Update Leadership, Level of Professional Awareness, Decision Maker, Planner & Organizer, Evaluator, Faculty & Staff Personnel, Student Achievement***

Staff movement within and across districts continues to occur at a high rate. Some of the movement is due to the high rate of retirement, which is creating vacancies in positions that were long held by senior staff. This, coupled with newly created positions, has increased vacancies, and much work has been done since early spring to fill positions for the new school year. Another notable change is a shift in supervisor positions. Three supervisors have moved to different positions with VBISD and other advanced positions at other districts. Below is an update per position.

- Special Education Administration: Dr. Liz Hicks was recently welcomed to the Regional Supervisor position at Mattawan and Heidi Diaz, longtime Regional Supervisor in South Haven, has moved to serve Bangor and Covert. Regional Supervisor positions with South Haven, Bloomingdale, and Gobles are currently posted.
- Speech and Language Pathologist: Offers are pending for two positions, and all other vacancies have been filled.
- School Psychologists and Diagnostic Teacher Consultants: All positions have been filled.
- School Social Worker: All positions have been filled.
- Occupational Therapist: One position remains open and is pending an offer.
- Physical Therapist: All positions have been filled.
- Special Education Teachers: All open positions are pending offers.
- Program Assistants & Specialized Assistants: All positions have been filled.

Given the circumstances, recruiting year-round is necessary. Towards this end, VBISD Marketing Coordinator, Brittany Millan, led the development of professional marketing videos to be shared on social media. Below are links to draft videos that will be used individually and in combination.

- [Compassionate Lens...](#)
- [Supportive Culture...](#)
- [ASL...](#)
- [School Psychologists...](#)
- [Great Students...](#)
- [Student Perspective...](#)

**\*Vision Team Expansion Leadership, Level of Professional Awareness, Decision Maker, Supervisor, Faculty & Staff Personnel, Student Achievement**

The VBISD Vision Team is comprised of two full-time professional staff members, Mary Stap, a Teacher of the Visually Impaired and Certified Orientation and Mobility Specialist (TVI/COMS), and Jennifer Wolf, a Teacher of the Visually Impaired (TVI), along with a part-time brailist, Emily Wagner. This team provides a wide range of services throughout Van Buren County, including but not limited to: intensive direct instruction for students, development of accommodations, management of specialized equipment, and collaboration with school teams, families, medical professionals, and community agencies.

Over time, the number of students with visual impairments has steadily increased. In addition, recent updates to the Michigan Administrative Rules for Special Education (Rule 340.1708) have expanded the eligibility criteria for vision services. As a result of these changes and growing demand, the Vision Team requires an additional team member to adequately meet the needs of students across the county. Included in this meeting is a request for Board consideration.

**Special Education Program Results Leadership, Level of Professional Awareness, Professional Standards & Ethics, Communication Skills, Supervisor, Evaluator, Faculty & Staff Personnel, Community Relations, Student Achievement**

Each spring, summative data are collected to measure and share the results of the special education programs that serve students from across the county, including the Bert Goens Learning Center, the Community-based Transition Center, and the Maple Creek Education Center.

These data are presented below, beginning with teacher effectiveness ratings, followed by student achievement scores, and program participation.

<b>2024-2025 VBISD Special Education Program Teacher Effectiveness Ratings Measured by 5D+ and Student Achievement (20%)</b>	
Percent of Teachers Earning a Rating of “Effective”	28 / 93%
Percent of Teachers Earning a Rating of “Developing”	2 / 7%
Percent of Teachers Earning a Rating of “Needs Improvement”	0 / 0%

**Special Education Program Results (Continued)**

<b>2024-2025 VBISD Special Education Program Student Achievement Score</b>	
Bert Goens Learning Center	2.40
Community-based Transition Center	2.72
Maple Creek Education Center	2.64

Note: Based on a scale of 0-3

<b>2024-2025 VBISD Program Participation Per District</b>						
Member District	Bert Goens Learning Center		Community-based Transition Center		Maple Creek Education Center	
	Number	Percent	Number	Percent	Number	Percent
Bangor	5	7%	6	7%	6	11%
Bloomingtondale	10	13%	7	8%	2	3.6%
Covert	0	0%	0	0	0	0%
Decatur	6	8%	5	6%	4	7.3%
Gobles	6	8%	1	1%	1	2%
Hartford	7	9%	7	8%	10	18%
Lawrence	4	6%	11	12%	5	9%
Lawton	10	13%	9	10%	2	3.6%
Mattawan	9	12%	14	16%	10	18%
Paw Paw	9	12%	15	17%	12	22%
South Haven	9	12%	14	16%	3	5.5%
TOTAL:	75	100%	89	100%	55	100%

### III.C.5. Early Childhood

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**MEMO**

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**Early Childhood**  
Building Bright Futures, One Child at a Time**DATE:** JULY 9, 2025**TO:** BOARD OF EDUCATION**FROM:** SUSAN REYNOLDS, DIRECTOR OF EARLY CHILDHOOD**RE:** EARLY CHILDHOOD UPDATE**Staffing Update***Leadership, Level of Professional Awareness, Resourcefulness, Decision Maker, Planner & Organizer, Faculty & Staff Personnel, Fiscal Management, Student Achievement*

Like many in the education field, we continue to navigate staffing challenges; however, the Early Childhood Department has made progress this summer. Several key hires have been finalized, and we remain actively engaged in recruiting for a few remaining positions. Below is a summary of our current vacancies:

<b>Early Childhood Team</b>	<b>Vacancies</b>
Great Start Readiness Program (GSRP)	Lead Teacher - 1 Associate Teacher - 1 Floater - 2
Early Childhood Special Education (ECSE)	ECSE Teacher - 1 Speech & Language Pathologist - 1 Occupational Therapist - 2 Days Interventionist - 1 Inclusion Program Assistants - 2 ECSE Floater - 1
Family Links	Family Educator - 1

We remain committed to filling these positions with highly qualified candidates and ensuring our programs are fully staffed to support children and families across the county.

## **\*\*2025-2026 VBISD Early Childhood - A Look Ahead**

*Leadership, Level of Professional Awareness, Professional Standards & Ethics, Communication Skills, Resourcefulness, Creativity & Innovativeness, Personality, Professional Preparation, Decision Maker, Planner & Organizer, Supervisor, Evaluator, Policy Implementer, Crisis Manager, Faculty & Staff Personnel, School Plant & Facilities, Student Personnel, Community Relations, Fiscal Management, Student Achievement*

### **Early Childhood Department Focus Areas**

1. Increase Inclusive Opportunities with Appropriate Supports
2. Reduce Barriers for Families
3. Promote Collaboration & Efficiencies Across the Department
4. Strengthen Community Engagement with an Equity Focus \*\*

The 2024–2025 school year has been a milestone year for the VBISD Early Childhood Department. We've made significant progress toward our departmental goals, all while growing together as a unified team committed to serving Van Buren County's youngest learners and their families.

As we enter our third year as a fully integrated department, we are adding a fourth goal, Strengthen Community Engagement with an Equity Focus, to reflect our growing commitment to ensuring all families feel seen, supported, and included in the early childhood system. This addition reinforces the importance of authentic partnerships, culturally responsive practices, and shared ownership of outcomes across our community.

### **2024-2025 Department Highlights:**

We are proud to share that inclusive opportunities have increased by over 40% this year. More children with diverse learning needs are being meaningfully included in general education PreK classrooms, supported by expanded staffing, including additional Inclusion Program Assistants and targeted instructional resources.

We've also prioritized communication and access for all students with a focus on augmentative and alternative communication (AAC) by hiring a dedicated Communication Specialist for the upcoming year. This new role will guide and support the implementation of AAC tools across classrooms and in the home. In addition, we have established an AAC Library, a shared resource that provides teams with access to a range of communication devices and materials to meet students' individual needs.

As part of our goal to reduce barriers for families, we've hired an Administrative Assistant who also serves as the Help Me Grow Coordinator, further advancing our *No Wrong Door* commitment. This role supports families across multiple entry points from GSRP enrollment and Early On screenings to Build Up Michigan referrals, ensuring families have a more connected, responsive, and accessible experience.

Collaboration continues to be a driving force in our department's culture. This year, we launched a cross-department Professional Learning Committee and restructured our office spaces to promote shared work environments. These efforts have strengthened communication and efficiency, and helped cultivate a more unified team approach.

## **Looking Ahead: 2025–2026 Goals**

As we build on the momentum of this year, we remain committed to our four core focus areas. In the coming year, we will:

- **Deepen inclusive practices** through embedded coaching, targeted professional learning, and intentional collaboration between special education and general education teams.
- **Expand AAC integration** by leveraging the expertise of our Communication Specialist and building capacity across staff teams.
- **Streamline and improve access for families** by enhancing intake and referral systems and increasing coordination across programs.
- **Foster leadership growth** across all levels of the department by prioritizing leadership learning and reflective practice opportunities.
- **Strengthen community engagement with an equity lens** by partnering with families, community agencies, and local school districts to improve outreach, address systemic barriers, and elevate underrepresented voices in early childhood planning and programming.

Together, we are not just managing programs, we are designing a system where every child, every family, and every team member feels supported. As we look ahead to 2025–2026, we remain committed to bold, thoughtful action that transforms early childhood services across Van Buren County. ***We are building bright futures, one child at a time.***

**\*\*Early Childhood Promotional Videos** *Leadership, Level of Professional Awareness, Communication Skills, Resourcefulness, Creativity & Innovativeness, Personality, Planner & Organizer, Supervisor Faculty & Staff Personnel, Community Relations,*

As part of our ongoing efforts to elevate early childhood awareness and celebrate the incredible work happening across Van Buren County, the VBISD Early Childhood Department partnered with Brittany Milan to create a series of promotional videos. This four-part series showcases the heart of our work, including: *A Day in the Life of a PreK Student*, *Home Visiting Services*, *VBISD Early Childhood Recruitment*, and an overview of *Early Childhood in Van Buren County*. These videos highlight the dedication of our staff, the strength of our programs, and the impact we're making in the lives of children and families. Linked below is *A Day in the Life of a PreK Student*, which offers a glimpse into the meaningful learning experiences and inclusive environments we strive to provide every day. [A Day in the Life of PreK](#)

**2024-2025 - End of Year Program Reports**

*Leadership, Level of Professional Awareness, Communication Skills, Professional Preparation, Decision Maker, Planner & Organizer, Supervisor, Evaluator, Policy Implementer, Faculty & Staff Personnel, School Plant & Facilities, Student Personnel, Community Relations, Fiscal Management, Student Achievement*

**Great Start Readiness Program (GSRP)**

<b>GSRP Students Served - 458</b>	
<b>VBISD GSRP Students Served - 222</b>	
<b>District</b>	<b>Number of Students</b>
Bangor	37*
Bloomingtondale	12
Covert	14
Decatur	18
Gobles	23
Hartford	47
Lawrence	14
Lawton	33*
Mattawan	35
Paw Paw	59*
Pullman	11
South Haven	48
3 Community Based Organization (CBO)	45*
Head Start Blends	62*

\*LEA/CBO/HS Blend GSRP

**GSRP Student Data**

**2024-2025 Benchmarks Report for ALL GSRP Classrooms**

Approaches to Learning			Social Emotional Development		
Below	Meeting	Above	Below	Meeting	Above
15%	29%	56%	19%	42%	39%
Physical Development & Health			Language, Literacy and Communication		
Below	Meeting	Above	Below	Meeting	Above
15%	48%	37%	32%	58%	10%
Mathematics			Creative Arts		
Below	Meeting	Above	Below	Meeting	Above
13%	35%	52%	15%	48%	37%
Science and Technology			Social Studies		
Below	Meeting	Above	Below	Meeting	Above
15%	40%	45%	6%	46%	48%

The Benchmarks Report shows the number of students in each group relative to national averages:

- Above = performing above age-level norms (top 25%)
- Meeting = performing consistent with age-level norms (middle 50%)
- Below = performing below age-level norms (bottom 25%)

COR Advantage is a child assessment tool used by HighScope to measure a child's growth and development from birth to kindergarten. It's based on observations and 36 developmental milestones that are thought to best prepare children for school success. COR Advantage is criterion-referenced and research-based and has been shown to be valid and reliable through validation studies.

## Early Childhood Special Education (ECSE)

<b>Students Served by District</b>		
<b>Students Served - 91</b>		
District	Number of Students	Percentage
Bangor	9	9.89%
Bloomingtondale	7	7.69%
Covert	2	2.2%
Decatur	12	13.1%
Gobles	7	7.69%
Hartford	7	7.69%
Lawrence	3	3.3%
Lawton	9	9.89%
Mattawan	8	8.79%
Paw Paw	17	18.68%
South Haven	10	10.99%

<b>ECSE Student Achievement</b>
<p>Our ECSE teams are continuing to receive <b>Pyramid Model Framework</b> training alongside an EC-PBIS initiative that was rolled out in April, 2025 and will be implemented in the fall of 2025. This will include Coaches that will assess and implement the <b>TPOT</b> fully among all of our ECSE classrooms. This is utilized to better define and implement Tier 1, Tier 2, and Tier 3 practices. The "TPOT" is an in-depth tool that will provide information on how well teachers are implementing practices related to universal, targeted, and individualized supports.</p> <p>Our ECSE classrooms continue to use the <b>Core Knowledge Sequence</b> as a curriculum framework, the <b>Brigance IED III</b> to assess skills in the cognitive, social emotional and self care domains, the <b>ABLLs R</b> to assess social interactions and classroom routines. Each teacher also developed their own teacher based assessment to look at data around specific areas of social emotional learning. Teachers had overall scores of 100% growth in both the curriculum based assessment and the teacher developed assessments.</p> <p>Overall, our teachers averaged a 3.41 out of 4 with regard to student growth data. We utilize subsections of the Brigance Inventory of Early Development III, The Assessment of Basic Language and Learning Skills (ABLLS), and an additional teacher-identified measure to measure student growth.</p>

IV. ACTION ITEMS

IV.A. Approval of Vision and Dental Insurance Plan (**ROLL CALL VOTE**)

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**MEMO**

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**DATE:** JULY 9, 2025  
**TO:** BOARD OF EDUCATION  
**FROM:** REBECCA DEPAS, DIRECTOR OF FINANCE & OPERATIONS  
**RE:** VISION/DENTAL INSURANCE FOR NON-UNION STAFF

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We had Set Seg review our current Vision and Dental Plans for non-union/admin staff members (91 staff members in total). Over the past 3-5 years we have made changes to our MESSA vision/dental plans for professional staff based on yearly consortium meetings. During this time period dental maximums were increased and overall vision benefits were increased. Set Seg is able to match these plan offerings through our self-funded plans for non-union/admin. Making these changes will better align vision and dental offerings for all staff members. The cost of these increases is hard to quantify as we are self-funded and only pay for actual usage.

	<b>Benefit Changes</b>	<b>Estimated Annual Cost</b>
Set-Seg Dental Option 1	Basic/Major Annual Maximum                      \$2,000 Orthodontic Lifetime Maximum                      \$2,000	\$43,726
Set-Seg Vision Option 3	Necessary Contacts                                      100% Cosmetic Contacts                                      Covered up to \$250	\$3,662

**Recommend the following resolution be passed:**

**RESOLVED**, that the Board of Education approve Option 1 for Dental and Option 3 for Vision from Set Seg for the offering of Dental and Vision Insurance Benefits for non-union/admin staff effective August 1, 2025.

IV.B. Approval of ORS Compensation Attestation (**ROLL CALL VOTE**)

**DATE:** July 9, 2025  
**TO:** Board of Education  
**FROM:** David D. Manson, Superintendent

**SUBJECT: Approval of ORS Compensation Attestation**

**Background:**

The Michigan Court of Claims recently settled the *Batista v. Office of Retirement Services* case, which focused on how administrator pay should be counted toward retirement. The Court ruled that school districts must be transparent about any pay increases for administrators to ensure they are not intended to artificially inflate retirement benefits, a practice sometimes referred to as "spiking." As part of the settlement, districts can confirm the legitimacy of these pay increases through a formal board resolution stating that any compensation changes were not made for the purpose of increasing retirement payouts.

By approving this resolution, the Board of Education affirms that all compensation increases for non-union administrators in the 2025–2026 school year were made based on standard salary adjustments or market considerations, not for retirement enhancement. This step ensures that these employees receive full retirement credit for their earnings, while also demonstrating the district's compliance with the legal requirements set by the court. This resolution is a necessary action to protect both the integrity of the district's payroll practices and the retirement benefits of its staff.

**Resolution:**

**WHEREAS**, the Michigan Court of Claims entered an Order settling the case of *Batista v Office of Retirement Services*, Case No. 19-000019-MZ on April 15, 2025, and a second Order closing the case in its entirety on May 20, 2025, and

**WHEREAS**, the *Batista* case addressed the determination of compensation for school administrators for the purpose of retirement calculations, and the April 15 Order sets certain boundaries on determination considerations for compensation increases for administrators during certain school years, and

**WHEREAS**, the April 15, 2025, Order provides that if there is a dispute or concern relative to compensation increases for an administrator, the concern may be overcome by: "The reporting unit's board of control . . . pass[ing] a resolution attesting that the subject compensation was not paid for the specific purpose of increasing final average compensation (also known as "spiking").";

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education hereby attests to the following:

1. All non-union members increase in total compensation for 2025-2026 school year were based on the negotiated increase of professional staff members and/or market conditions and

2. All non-union members compensation for 2025-2026, or any other school year, was not paid for the specific purpose of increasing final average compensation (also known as “spiking”); and
3. The Board of Education has made these attestations with the intent that all non-union staff members receive full credit for retirement purposes for all reported compensation for 2025-2026 and that the Board of Education intended such pay to be retirement eligible when it passed and approved the Administrator’s employment contract; and
4. The Board of Education intends this resolution to be in full compliance with the April 15, 2025, Order in *Batista*.

AYES:                      Members: \_\_\_\_\_

NAYS:                      Members: \_\_\_\_\_

MEMBERS  
 ABSTAINING OR  
 NOT PRESENT:      Members: \_\_\_\_\_

**RESOLUTION DECLARED ADOPTED**

\_\_\_\_\_  
 John Faul  
 Secretary, Board of Education

I hereby certify that the foregoing constitutes a true and complete copy of a resolution duly adopted by the Board of Education of Van Buren Intermediate School District, County of Van Buren, Michigan, at a regular meeting held on the 9th day of July, 2025, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings as Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

\_\_\_\_\_  
 John Faul  
 Secretary, Board of Education

IV.C. Approval of Sign On, Retention & Referral Bonuses (**ROLL CALL  
VOTE**)



**Date:** July 9, 2025

**To:** VBISD Board of Education

**From:** Dave Manson, Superintendent

**Subject: Approval of Sign On, Retention & Referral Bonuses**

Given the staffing shortage in public schools across the State of Michigan, I am recommending the implementation of the following systems.

**RESOLVED**, the VBISD Board of Education approves the following system of bonuses for the remainder of the 2025-26 school year.

### **Sign on**

- **New VBISD Support Staff employees (VBIESPA)** are eligible to receive a \$500 signing bonus under the following conditions:
  - Employees who begin employment **before January 1, 2026**, must remain employed through **June 15, 2026**, to receive the bonus.
  - Employees who begin employment **between January 2, 2026, and May 20, 2026**, must remain employed through **September 15, 2026**, to qualify.

### **Retention**

- **All VBISD Vehicle Drivers and Attendants (VBIESPA)** are eligible to receive a \$1,000 retention bonus under each of the following conditions:
  - Employees who do not exceed three working days off from August 25, 2025, through January 1, 2026

- Employees who do not exceed three working days off from January 2, 2026, through June 15, 2026.
- **All VBISD transportation substitutes** will receive a \$250 retention bonus after every 50 days worked for the 2025-2026 school year, beginning on August 25, 2025.
- **Any VBISD Professional Staff Member (VBIEA) or Salaried Non-Union Staff Member** serving as a substitute for the transportation department will be compensated a flat rate of \$47 per run if pre-approved by the department. Hourly employees will receive their hourly rate.

### **Referral**

- **All VBISD staff** are eligible to receive a \$250 referral bonus under the following conditions:
  - If they refer any individual who begins employment **before January 1, 2026**, and remains employed through **June 15, 2026**.
  - If they refer any individual who begins employment **between January 2, 2026, and May 20, 2026**, and remains employed through **September 15, 2026**.

*\*Note: Referral bonuses will only be paid to individuals remaining employed by VBISD at the time they are eligible to receive them.*

IV.D. Approval of Additional Consultant for VI (**ROLL CALL VOTE**)

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## MEMO

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**DATE:** JULY 9, 2025  
**TO:** BOARD OF EDUCATION  
**FROM:** KATY HOLVERSTOTT  
**RE:** **APPROVAL FOR ADDITIONAL CONSULTANT FOR STUDENTS WITH VISUAL IMPAIRMENTS**

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### **BACKGROUND:**

The VBISD Vision Team is comprised of two full-time professional staff members, Mary Stap, a Teacher of the Visually Impaired and Certified Orientation and Mobility Specialist (TVI/COMS), and Jennifer Wolf, a Teacher of the Visually Impaired (TVI), along with a part-time brailist, Emily Wagner. This team provides a wide range of services throughout Van Buren County, including but not limited to: intensive direct instruction for students, development of accommodations, management of specialized equipment, and collaboration with school teams, families, medical professionals, and community agencies.

Over time, the number of students with visual impairments has steadily increased. In addition, recent updates to the Michigan Administrative Rules for Special Education (Rule 340.1708) have expanded the eligibility criteria for vision services. As a result of these changes and growing demand, the Vision Team requires an additional team member to adequately meet the needs of students across the county.

### **RECOMMENDATION:**

**RESOLVED** that the Board of Education approve an additional full-time Teacher of the Visually Impaired to begin on August 18, 2025.

IV.E. Approval of Technology Services Associate Network Server Analyst  
Position (**ROLL CALL VOTE**)

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## MEMO

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**DATE:** JULY 9, 2025  
**TO:** BOARD OF EDUCATION  
**FROM:** DAMIAN KOOB, DIRECTOR OF TECHNOLOGY SERVICES  
**RE:** APPROVAL OF ASSOCIATE NETWORK SERVER ANALYST POSITION

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### **BACKGROUND**

The VBISD Technology Services Department has identified the need to hire an additional Associate Network Server Analyst due to the demand to increase our Cybersecurity posture, advancements in the hosted solutions requested by our departments and local districts, and the increase in the districts that we partner with utilizing our Shared Technology Services model. This position will support our lead Network Server Analyst in keeping our hosted servers up to date, ensure backups are working properly, and assist with the resolution of server and network issues as they arise, along with monitoring our cybersecurity posture.

To meet our technology needs the VBISD Technology Services Department has the need for this additional position to provide the quality services we have worked diligently to achieve. This position will be replacing another position within the department that became vacant due to a recent resignation, so will have no impact on the already approved department budget.

***RESOLVED*** that the VBISD Board of Education approves posting for an Associate Network Server Analyst position.

IV.F. Approval of Early Childhood 2025 - 2026 GSRP Wage (**ROLL CALL VOTE**)

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## MEMO

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**DATE:** JULY 9, 2025  
**TO:** BOARD OF EDUCATION  
**FROM:** SUSAN REYNOLDS, DIRECTOR OF EARLY CHILDHOOD  
**RE: APPROVAL OF THE 202-2026 VBISD GSRP PAY SCALE**

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### **BACKGROUND**

Historically, wage changes for VBISD GSRP staff have aligned with increases as negotiated with the professional, support or non-union staff union. This year, VBISD non-union staff will receive a 3.5% increase, while VBISD support staff are receiving variable amounts based on positions. As such, The Early Childhood Department is asking for an increase of 3.5% for Lead Teachers & Early Childhood Specialists, with a 4% increase for Associate Teachers & Floaters as indicated in the chart below.

Furthermore, to better align with professional and support staff contracts, the Early Childhood Department is requesting the addition of a GSRP Longevity chart. Adding a Longevity scale to the GSRP wage approval acknowledges and rewards staff retention, helping to attract and keep experienced educators in a highly competitive early childhood workforce.

### **RECOMMENDATION:**

**RESOLVED** that the Board of Education approves a 3.5% wage increase for VBISD Lead Teachers, a 4% increase for Associate Teachers pay scales and the addition of the GSRP Longevity chart for the 2025-2026 school year as follows:

<b>2025-2026 GSRP Professional Staff: 182 Days or Early Childhood Specialists (ECS): 187 Days</b>								
	Step 1*	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
<b>Bachelor Degree</b>	\$ 42,950	\$ 44,892	\$ 46,833	\$ 47,352	\$ 49,237	\$ 51,122	\$ 53,005	\$ 54,605
<b>Master Degree</b>	\$ 43,796	\$ 45,689	\$ 47,582	\$ 49,476	\$ 51,369	\$ 53,262	\$ 55,155	\$ 56,763
<b>Master Degree - ECS</b>	\$ 44,999	\$ 46,944	\$ 48,889	\$ 50,835	\$ 52,780	\$ 54,725	\$ 56,670	\$ 58,322

*\*Staff on a GSRP grant required compliance plan for credentials: remain on Step 1 until completion of requirements.*

<b>2025-2026 GSRP Associate Teachers and Floaters: 180 Work/2 Paid Holidays *aligns with support staff</b>								
	Step 1*	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
<b>CDA</b>	\$ 16.43	\$ 16.83	\$ 17.33	\$ 17.61	\$ 18.42	\$ 18.80	\$ 18.80	\$ 19.13
<b>Associate Degree</b>	\$ 17.01	\$ 17.41	\$ 17.79	\$ 18.19	\$ 18.60	\$ 19.00	\$ 19.38	\$ 19.69

*\*Staff on a GSRP grant required compliance plan for credentials: remain on Step 1 until completion of requirements.*

<b>GSRP Longevity</b>	
<b>Years of Service</b>	
5-9	\$500
10-14	\$1,000
15+	\$1,500

IV.G. Approval of Increase GE Early Childhood Supervisor Contract  
Days (**ROLL CALL VOTE**)

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## MEMO

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**DATE:** JULY 9, 2025  
**TO:** BOARD OF EDUCATION  
**FROM:** SUSAN REYNOLDS, DIRECTOR OF EARLY CHILDHOOD  
**RE: APPROVAL OF INCREASE OF CONTRACT DAYS FOR  
GE EARLY CHILDHOOD SUPERVISORS**

We are requesting an increase of 5 contract days for our two General Education Early Childhood Supervisors, starting with the 2025–2026 school year. As our Early Childhood Department continues to grow, so does the need for more collaboration with the community, family engagement, and coordination of the PreK for All initiative.

The GSRP Grant Administrator and the GSRP Classroom Supervisor are key to leading this work, all while supporting countywide efforts that align with VBISD goals and priorities.

Adding these 5 days will help manage the increased workload and allow for more meaningful engagement with families and community partners throughout the year.

**RESOLVED**, that the Board of Education approves the addition of 5 contract days for General Education Early Childhood Supervisors beginning in the 2025–2026 school year.

IV.H. Approval of Purchase of Construction Trades Tiny House Trailers  
**(ROLL CALL VOTE)**

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## MEMO

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**DATE:** JULY 9, 2025  
**TO:** BOARD OF EDUCATION  
**FROM:** ROBERT SMITH, DIRECTOR OF CTE  
**RE:** APPROVAL OF PURCHASE OF CONSTRUCTION TRADES TINY HOUSE TRAILERS

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### REVIEW

The Van Buren Tech Onsite Construction Trades program is looking to purchase 4 tiny home trailer chassis for student-built tiny homes to be sold by the program at the end of the 2025-26 school year.

### OVERVIEW

For over 25 years, the Onsite Construction Trades program at Van Buren Tech has been building modular homes in two halves that are later moved to a prepped homesite in the area when finished. Over the past several years, completing this build process has become increasingly difficult due to changes in class sizes, changes to the mission/vision of the Habitat for Humanity program, changes to the modular construction building code requirements, and the increasing difficulty of securing community partnerships due to the scarcity of available land. As a result, VB Tech administration and program staff identified and researched a new home building option that would provide students with an opportunity to learn the fundamentals of home building while learning modern techniques and/or providing a service to the community. Specifically, the Onsite Construction Trades program would like to start building “Tiny Homes,” which are built on a platform trailer and moved to a desired location. The Tiny Home build process aligns with the state-mandated curriculum and building code requirements, and provides flexibility in regards to class sizes, required space, and transport options. Bids went out for this purchase at the end of May. Those received are listed below.

Iron Eagle Trailers Inc. - \$43,530 w/shipping; \$37,205 w/o shipping

Legacy Brothers Inc. - Bid not complete - Cannot accept

### RESOLUTION

**THEREFORE, BE IT RESOLVED,** that the Van Buren Intermediate School District Board of Education, upon the recommendation of the Van Buren Tech Administration, approve the purchase of 4 thirty-foot, 21,000 lb. trailer chassis from Iron Eagle Trailers Inc. for a total price not to exceed \$43,530.

IV.I. Approval of Onsite Construction Trades Tiny Home Sale (**ROLL  
CALL VOTE**)

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## MEMO

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**DATE:** JULY 9, 2025  
**TO:** BOARD OF EDUCATION  
**FROM:** ROBERT SMITH  
**RE:** APPROVAL OF ONSITE CONSTRUCTION TRADES TINY HOME SALE

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### REVIEW

The Van Buren Tech Onsite Construction Trades program is looking to sell a 1040 square foot, 3-bedroom, student-built home that was constructed during the 2024-25 school year.

### OVERVIEW

For over 25 years, the Onsite Construction Trades program at Van Buren Tech has been building modular homes in two halves that are later moved to a prepped homesite in the area when finished. Over the past several years, completing this build process has become increasingly difficult. This past year, administration contacted multiple villages and townships in Van Buren County in an attempt to secure a buildable lot to place the 2024-25 Onsite Construction Trades student-built home. Unfortunately, despite multiple potential home locations being identified, we were unable to secure a suitable site for the home. As a result, the home was placed on the market via sealed auction bid in May for a minimum bid of \$60,000, the equivalent of material and build costs. After being open for bid for three weeks, one bid was received from Mr. David Rigozzi for a total of \$60,000, which included an increasing bid stipulation, if necessary.

### RESOLUTION

**THEREFORE, BE IT RESOLVED,** that the Van Buren Intermediate School District Board of Education, upon the recommendation of the Van Buren Tech Administration, approve the sale of the 2024-25 Onsite Construction Trades home to Mr. David Rigozzi for a total price of \$60,000.

IV.J. Approval of Staff Resignations and Retirements (**VOICE VOTE**)

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## MEMO

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**DATE:** JULY 9, 2025  
**TO:** BOARD OF EDUCATION  
**FROM:** BRITANI OLDS, ADMINISTRATOR FOR HUMAN RESOURCES  
**RE:** **APPROVAL OF STAFF RETIREMENTS/RESIGNATIONS**

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### **BACKGROUND**

Following is a list of retirements and resignations. Copies of letters are attached.

<b><u>Name</u></b>	<b><u>Resignation/Retirement Date</u></b>
Marisol Rivas, GSRP Lead Teacher	Resignation - 06/06/2025
Brandie Langevin, GSRP Lead Teacher	Resignation - 06/12/2025

### **RECOMMENDATION**

***RESOLVED*** that the Board of Education accept the resignations/retirements of the staff listed above.

Attachments

IV.K. Approval of Employment of New Staff (**VOICE VOTE**)

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**MEMO**

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**DATE:** JULY 9, 2025  
**TO:** BOARD OF EDUCATION  
**FROM:** BRITANI OLDS, HUMAN RESOURCES ADMINISTRATOR  
**RE:** APPROVAL OF EMPLOYMENT OF NEW STAFF

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**BACKGROUND**

Following is a list of new staff, their position, salary and start date. Copies of resumes are attached.

<b><u>New Employee</u></b>	<b><u>Salary</u></b>	<b><u>Start Date</u></b>
Jacob Kidder, District Technology Coordinator	\$73,000.00	07/01/2025
Sarah Highlander, Speech & Language Path	\$57,641.00	08/18/2025
Melanie Anderson, School Psychologist	\$86,885.00	08/18/2025
Elizabeth Hicks, Regional Supervisor	\$89,732.00	08/01/2025

*\*Salary may be prorated based on start date*

**RECOMMENDATION**

***RESOLVED*** that the Board of Education approve the employment of the staff listed above.

V. OTHER BUSINESS  
V.A. Adjournment