

Regular Meeting

Thursday, April 21, 2022 5:30 PM

KRESA Service Center - Conference Rooms A, B & C, 1819 East Milham Avenue,
Portage, Michigan 49002

I. CALL TO ORDER

II. COMMENTS FROM AUDIENCE

III. CONSENT AGENDA

III.A. Approval of Board of Education Regular
Meeting Minutes - March 17, 2022

**Board of Education
March 17, 2022 – 5:30 PM
Conference Room A/B/C
1819 East Milham Avenue
Portage, Michigan 49002
REGULAR MEETING MINUTES**

MEMBERS PRESENT: Mr. Virgil “Skip” Knowles, Ms. Lynne Cowart, R. David Webster, Dr. Delores Myers, Mr. Randy VanAntwerp

MEMBERS ABSENT:

ADMINISTRATION/STAFF: Mr. David Campbell, Ms. Mindy Miller, Mr. Scott Thomas, Mr. Tom Zahrt, Mr. Eric Stewart, Mr. Brian Schupbach, Mr. Cameron Buck, Ms. Angela Telfer, Ms. Rachel Roberts, Ms. Lisa Jenkins-Meredith, Mr. Jake Fredericks Ms. Sarah Mansberger, Ms. Mary Pickett, and Ms. Jackie Martell

ABSENT: None

OTHERS PRESENT: None

I. CALL TO ORDER

Mr. Knowles called the meeting to order at 5:30 p.m.

II. COMMENTS FROM AUDIENCE

Ms. Patti Sholler-Barber addressed the board.

Ms. TiAnna Harrison addressed the board.

Ms. Jennie Hill addressed the board.

III. CONSENT AGENDA

- A. Approval of Board of Education Meeting Minutes – February 17, 2022
- B. Approval of Board of Education Closed Meeting Minutes – February 17, 2022
- C. Approval of New Hire
- D. Approval of New Position
- E. Approval of 2022-2023 Board Of Education Meeting Schedule
- F. Approval of Fourth Enhancement Regional Millage Payment - \$3,214,406.00

Mr. Webster moved; Ms. Cowart supported to approve the consent agenda.
Motion carried unanimously.

IV. PROGRAM AND/OR CONFERENCE REVIEW

A. EFE Law Enforcement Student (Maci Crabtree) Recognition - Mr. Cameron Buck

Mr. Buck recognized Maci Crabtree for exemplifying the heroic traits of public safety in rendering life-saving assistance to another in need.

B. Valley Center Continuous Improvement – Ms. Mary Pickett

Ms. Pickett gave the continuous improvement update for Valley Center.

V. ADMINISTRATIVE REPORTS

A. Business Services Report - Mr. Scott Thomas

1. Monthly Financial Report (System Impact Goal 4b)

Mr. Thomas presented total payments processed during the month of February 2022.

Mr. Thomas presented the General Fund, Special Education Fund and Career & Technical Education Fund Statement of Revenue & Expenditures for the period ending 1/31/22.

Mr. Thomas presented total cash and investments on hand as of 2/28/22.

B. Instructional Programs and Services Report - Ms. Mindy Miller, Ms. Rachel Roberts, Ms. Lisa Jenkins-Meredith and Ms. Angela Telfer

1. Preschool Programming Update - Ms. Rachel Roberts

Ms. Roberts provided the Board a quick update on enrollment and recruitment for the 2022 – 2023 program year. To date, 359 Kalamazoo County Pre-K applications have been processed since the release a month ago. Advertisement is occurring for the next 4 weeks on Adams' digital billboards throughout Kalamazoo County. Ms. Roberts also expressed the team's excitement with signing up and getting back to more in-person recruitment events throughout the spring and summer.

Lastly, Ms. Roberts reported on Head Start's week with the federal monitoring review. She stated it was a long week with data tours and reviews on the program's finances, ERSEA, health & safety, family and community engagement, program management, education services, parent/policy council, the board, and classroom explorations. The monitoring review was conducted on a hybrid model with two reviewers virtual and two reviewers onsite.

Ms. Roberts thanked Lynne and Skip for partaking in the Board discussion, and the Head Start team for demonstrating a community of care and showcasing the amazing things they do for and with students and families each and every day!

Ms. Roberts stated that the week was a little stressful but rewarding as the lead reviewer was complimentary of the program's strong systems that have been implemented with fidelity and the impacts, they were able to see and hear being made with children and families.

2. Instructional Services Update – Ms. Lisa Jenkins – Meredith **KRESA Equity Series**

KRESA "Reimagining Education" Equity Series for 2021-2022 ended this month. The entire series had about 1200 participants. It was well-received by our internal local KRESA programs, our local districts, and regional and statewide partners, and was even attended by some national participants. The "Reimagining Education" Series will continue for the 2022-2023 school with a new group of speakers and support for learning.

SWFT Implementation and Improvement Science Partnership

Kalamazoo RESA was selected to participate with the Michigan **Statewide Field Team (SWFT) Improvement and Implementation Sciences Learning Partnership.**

The SWFT Improvement and Implementation Sciences Learning Partnership is a collaborative partnership between the SWFT and the intermediate school districts (ISDs) in Michigan. Through the partnership, the SWFT Implementation Team will effectively use, model, and engage ISD personnel in the sciences and practices of improvement and implementation. Participating in the SWFT Improvement and Implementation Sciences

Learning Partnership will increase the capacity of ISD personnel to support local school districts in achieving improved and equitable outcomes for learners. The SWFT partnership is a collaboration around Improvement and Implementation Science through the work of the National Implementation Research Network, NIRN. The Michigan Statewide Field Team (SWIFT) stems out of the MDE Technical Assistance Title 1 grant that runs through Sept. 2023. The SWFT is coordinated out of Calhoun ISD. There are 4 ISDs in the state involved in this partnership (Oakland Schools, Berrien RESA, Calhoun, & KRESA). The partnership is to support system change and implementation within our identified districts/schools as low or underperforming in Kalamazoo County. This partnership however supports KRESA across multiple departments around effective implementation; so, we have decided to create a multi-departmental implementation team (ISCS, CTD, Special Education, and Early Childhood). This team will do foundational learning with the SWFT team over the next 18 months in implementation and improvement science to support and facilitate learning across the RESA as well as in our local districts.

3. Special Education Update - Ms. Angela Telfer

Ms. Telfer reported that a collaboration among special education administrators, Tori Wentela, Jen Sova and Shelly Hawthorne resulted in the creation of a brochure to help parents understand their options when they are referred for ABA Therapy as a medical service. The brochure helps parents understand the benefits of school-based services and how applied behavior analysis is used in schools.

B. Career and Talent Development - Mr. Eric Stewart, Ms. Sarah Mansberger, Mr. Cameron Buck, and Ms. Paige Daniels

1. Ignite Update - Mr. Cameron Buck

Mr. Buck shared enrollment updates for CTE, EFA, and EMC. The highlight being CTE enrollment is up roughly 40% from this same time last year. Mr. Buck also spoke of the upcoming bell schedule conversation that the CTE team will be having with county superintendents the following week. Lastly, an update was given on the upcoming April 5th joint advisory committee meeting where the agenda is being devoted to curriculum and credential conversations with business partners.

**2. Launch Update – Ms. Sarah Mansberger
"Never Go Dark"**

Our work to define the "Never Go Dark" commitment in the CTE Center and related programming continues in partnership with consulting firm Further Degree. Throughout the month of February, we conducted interviews with eleven stakeholders from across youth development, higher education, and peers in workforce development. These structured interviews were designed to identify opportunity areas and to help shape design principles to guide the work. An ideation workshop with internal stakeholders (CTD staff) will be held at the end of March to further refine design principles and to begin to translate principles into programming. We look forward to sharing the outcome of our work in upcoming meetings.

Salesforce

The Board approved an investment in the build out of a data system for CTD, Salesforce, in 2021 and we are thrilled to share that system is now live. The first uses of the system support our ability to do two things in CTD: manage work-based learning opportunities for students with greater efficiency and create a single source of truth for all of our partner engagement, including employers and community partners. After many months of building, both functions are live within the system. We thank the Board for approving the

investment in this platform, which will enable information sharing, continue to help us reduce silos and ensure consistency of process across CTD related to work-based learning and partner engagement.

YES Project Conclusion

Since summer 2021, KRESA has CTD worked in partnership with Kalamazoo Youth Development Network (KYD Net) on the YES (“Young, Employed, Successful”) Project, an initiative of America’s Promise Alliance, to improve feelings of belonging and inclusion for young employees of color in the workplace. The YES Project at America’s Promise Alliance launched the Virtual Action Roundtable series in summer 2021. Through this project, six community grantees received \$20,000 to partner with local employers and young adults of color in their communities to co-design meaningful strategies to improve belonging and inclusion in the workplace for employees of color. Each participating employer committed to implement at least one co-designed strategy.

KYD Network and KRESA were fortunate to participate in the pilot of the YES Project alongside three local employers – Stryker, Landscape Forms and Duncan Aviation – and three teams of young adults of color serving as consultants. Between August and December 2021, each employer and consultant team identified a desired policy or practice change within the work environment. Projects included training plans, community engagement initiatives, and improvements to new hire practices to deepen relationships between managers and new hires. The project came to a very successful conclusion in February 2021 with each of the employer partners implementing a change in policy or practice within their respective environments. The CTD team looks forward to continuing this kind of work in the future.

3. Discover Update / CTE Update – Mr. Eric Stewart

Mr. Stewart provided the Discover Lane update and talked about our summer programming with the local districts. Highlights will include:

- Lemonade Day
- 1st & 2nd Grade: Community Readers and I Spy activities
- 3rd Grade: Financial Literacy focus, budgeting & entrepreneurship
- 4th Grade: Young Entrepreneurs
- 5th Grade: Project Based Learning

Mr. Stewart reported that MyCITY will transition back to full in-person activity in 2022 and will include a new 2-Gen element for 10 families.

C. Human Resources/Communications/Facilities Report - Mr. Tom Zahrt

1. COVID 19 - Update

a. Masking Protocols & Head Start Mandatory Vaccinations

Mr. Zahrt reviewed the county COVID statistics. He also reviewed the mask protocols for the agency. Data will be continually reviewed for any changes in the masking protocols at KRESA.

2. CTE Center

a. Schematic Design

b. Construction Site Update Plans

c. Branding – LKF

Mr. Zahrt updated the board on the schematic design, construction site plans and branding with the CTE Center. There will be a formal update at the April board meeting.

3. eFP Software Implementation Update

a. Evaluations, Applicant Tracking, Time Sheets, Records, Benefits Open Enrollment

Mr. Zahrt updated the board on the eFP implementation.

D. Technology Report – Mr. Brian Schupbach

1. ERP Project Update

Mr. Schupbach reported for the ERP project, we continue our focus on implementation of the Unified Talent Applicant Tracking module. Data has been loaded into the system and application questions and fields are currently being customized. We hope to go live on this module early next month.

2. Disaster recovery plan testing

As part of our ongoing cyber security and continuity of operations efforts, our technology infrastructure team updated our disaster recovery plan and performed a full day of disaster recovery simulations. During these simulations, the team was posed with various catastrophic scenarios ranging from fires to full scale cyber-attacks. Then using the plan, the team walked through how we would communicate through the process as well as how we would restore all technology systems. Many aspects of the plan were improved significantly through these efforts.

E. Superintendent Report – Mr. Dave Campbell

1. CTE Update

Mr. Campbell thanked the team for all of the efforts and work to date.

2. Superintendent Retreat

Mr. Campbell shared that the retreat went very well. The group met with various lawmakers on the first day and the second day was at MASA for the legislative committee meeting.

3. Launch Michigan Update

Mr. Campbell shared that Marc Tucker and NCEE are conducting an environmental scan of Michigan study to have a better understanding of the state's educational system and economy.

4. Other

Mr. Campbell shared that the KCSOA meeting on March 16th was very well attended. Michael Horrigan from the Upjohn Institute presented along with a CTE update by KRESA CTE leaders.

II. Thrun Law Notes

A. Correspondence/Informational

Informational

III. ITEMS FOR DISCUSSION AND/OR ACTION

A. Acceptance of superintendent retirement effective June 30,2022

Mr. VanAntwerp moved; Ms. Cowart supported to accept with regret the retirement letter from the superintendent effective June 30, 2022.

Motion carried unanimously.

B. Discussion and/or action as needed requiring hiring the next KRESA superintendent.

Mr. Knowles discussed the policy that was sent to each board member on the hiring of a new superintendent. The board discussed the three possible options for the search for the new superintendent. These three options are:

1. Hire a search firm such as MASB to lead the search. Several search firms have reached out to Mr. Knowles since the announcement was made.
2. Post the job and conduct an open targeted search as was done in the hiring of Dave Campbell.
3. Promotion of Tom Zahrt from Assistant Superintendent to Interim Superintendent. This has been done at local districts such as KPS recently. This option could provide continuity of leadership for the CTE initiative.

Mr. Zahrt commented on his commitment to KRESA and the completion of the CTE Center. He will serve in any position in alignment with what is best for the agency.

Mr. Campbell spoke on Mr. Zahrt's commitment to the CTE Center project and how he has handled every challenge he has faced very well. He reminded the board that there will be 2 positions that will require new personnel in the coming years, as Mr. Zahrt intends to retire at the end of 2024.

Mr. Knowles asked the board for their opinions on the discussion. Ms. Cowart recommend that the board explore all three options that were mentioned and use careful consideration in the decision. She expressed we should value the opinions of local districts in the process. Mr. Webster expressed the same thoughts as Ms. Cowart. He expressed that several superintendents had discussions with him lending support if needed. Mr. VanAntwerp suggested a special work session meeting to discuss short term and long-term options. Dr. Myers agreed that more time is needed to analyze the options.

IV. ADJOURNMENT

The meeting was adjourned at 7:38 pm.

Respectfully submitted,

Lynne Cowart
Board Secretary

Jackie Martell
Recording Secretary

Minutes
Approved on _____

III.B. Approval of Board of Education Special
Board Meeting Minutes - April 14, 2022

**Board of Education
April 14, 2022 – 5:30 PM
Conference Room A
1819 East Milham Avenue
Portage, Michigan 49002
SPECIAL MEETING MINUTES**

MEMBERS PRESENT: Mr. Virgil “Skip” Knowles, Ms. Lynne Cowart, R. David Webster, Dr. Delores Myers, Mr. Randy VanAntwerp

MEMBERS ABSENT:

ADMINISTRATION/STAFF: Mr. Tom Zahrt

ABSENT: None

OTHERS PRESENT: None

I. CALL TO ORDER

Mr. Knowles called the meeting to order at 5:22 p.m.

II. COMMENTS FROM AUDIENCE

No comments from the audience.

III. ITEMS FOR DISCUSSION

A. Discussion of KRESA Superintendent vacancy

Mr. Knowles and Mr. VanAntwerp discussed their meeting with the Kalamazoo County Superintendents.

Mr. Knowles and Ms. Cowart discussed their meeting with the KRESA Assistant Superintendents.

Mr. Knowles and Ms. Cowart discussed their meeting with the KRESA Administrators.

The Board discussed options for appointing an Interim Superintendent.

The Board discussed the current status of CTE and ABAR.

The Board discussed options for current open positions.

The Board discussed search option types for a new Superintendent.

I. ADJOURNMENT

The meeting was adjourned at 7:39 pm.

Respectfully submitted,

Lynne Cowart
Board Secretary

Minutes
Approved on _____

III.C. Approval of New Hire

To: Kalamazoo RESA Board of Education and David Campbell, Superintendent
From: Tom Zahrt, Assistant Superintendent of Human Resources and Operations
Date: March 17, 2022
Re: New Hire Recommendation for Board Action

The following new hire/s is/are being recommended for Board approval:

First Name	Last Name	Position	Location	Budget Impact
Abigail	Young	Teacher, Special Education-ASD	WoodsEdge	Replacement

Thank you.

Tom Zahrt
Assistant Superintendent, Human Resources and Operations

III.D. Approval of New Position

To: Kalamazoo RESA Board of Education and
David Campbell, Superintendent
From: Tom Zahrt, Assistant Superintendent of Human Resources & Operations
Date: April 21, 2022
Re: New Positions

The following new position/s is/are being recommended for Board approval:

Position	Location	Budget Impact
Career Coach	YOU	In Revised 2021-22 budget
Intensive Support Team Specialist	WoodsEdge Learning Center	In Revised 2021-22 budget?
Community Engagement Coordinator	CTD	In 2022-23 budget
Help Desk Technician Apprenticeship	MiTech	In Revised 2021-22 budget
Early Childhood Specialist	South Street	FY2023 GSRP Budget
Instructional Coach	South Street	Head Start amended budget & carryover funds – pending regional office approval
Site Supervisor	South Street	Head Start amended budget & carryover funds – pending regional office approval

Thank you,

Tom Zahrt
Assistant Superintendent, Human Resources & Operations

III.E. Approval of YAP Balanced Calendar

JULY '22							15/15
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31						15	

AUGUST '22							11/15
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7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31			30	

SEPTEMBER '22							20/20
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11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30	50	

OCTOBER '22							20/20
S	M	T	W	T	F	S	
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9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31					70	

NOVEMBER '22							19/20
S	M	T	W	T	F	S	
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6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30			90	

DECEMBER '22							17/17
S	M	T	W	T	F	S	
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4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30	31	
						107	

Kalamazoo RESA 2022-2023 YAP Balanced Calendar

July

- 1 No Students/All Staff Off
- 4 July 4 Holiday
- 8,15,22,29 No Students/All Staff Off

August

- 5,12 No Students/All Staff Off
- 15-19 No Students/All Staff Off
- 22 No Students/Back to School Breakfast/Professional Development
- 23-25 No Students/Professional Development
- 26 No Students/All Staff Off
- 29 First Day of School for students

September

- 2-5 Labor Day Holiday

October

- 5 Student Count Day
- 12 Parent Teacher Conferences
- 28 No Students/All Staff Off

November

- 11 Early Dismissal; 1:00 PM
- 22 ½ Day Students AM//PM Staff Records Day
- 23 No Students/Comp Day
- 24-25 Thanksgiving Holiday
- 28 Start of 2nd Trimester

December

- 23 ½ Day Students AM/PM Professional Development
- 26-30 Winter Break

January

- 2-6 Winter Break
- 9 School Resumes
- 18 Parent Teacher Conferences
- 20 No Students/Professional Development

February

- 8 Student Count Day
- 24 Mid-Winter Break

March

- 10 No Students/Staff Records Day
- 13 Start of 3rd Trimester
- 23 No Students/Professional Development
- 24-31 Spring Break

April

- 26 New Student Orientation

May

- 29 Memorial Day Holiday

June

- 9 ½ Day Students AM/PM Staff Records Day/Last Day of School for students
- 19-30 Summer Break

	No Students/All Staff Off
	No Students/Professional Development
	Student Count Day
	AM Students Only; ½ Day
	Comp Day

JANUARY '23							16/17
S	M	T	W	T	F	S	
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31				124	

FEBRUARY '23							19/19
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5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28				143	

MARCH '23							15/17
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5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31	160	

APRIL '23							20/20
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9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30						180	

MAY '23							22/22
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14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31			202	

JUNE '23							12/12
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11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30	214	

Staff Days: 214 days Student Days: 206

III.F. Approval of 10 Month Head Start 132 day
calendar - revised

JULY '22							0/0
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
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24	25	26	27	28	29	30	
31							

AUGUST '22							0/13
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14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31			13	

SEPTEMBER '22							15/20
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18	19	20	21	22	23	24	
25	26	27	28	29	30	33	

OCTOBER '22							17/21
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9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31					54	

NOVEMBER '22							14/20
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6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21 C	22 C	23	24	25	26	
27	28	29	30			74	

DECEMBER '22							13/17
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18	19	20	21	22	23	24	
25	26	27	28	29	30	31 91	

Kalamazoo RESA

2022-2023

10 Month Head Start Calendar (132 Days)

July

1-29 Summer Break

August

1-12 No Students/All Staff Off
 15-19 No Students/Home Visits
 22 No Students/Back to School Breakfast/Professional Development
 23-26 No Students/Professional Development
 29-31 No Students/Home Visits/Professional Development

September

1 No Students/Home Visits/Professional Development
 2, 5 Labor Day Holiday
 6 First Day of School
 9,16,23,30 No Students/Staff Only

October

5 Student Count Day
 7,14,21,28 No Students/Staff Only

November

4 No Students/Professional Development – Data Day
 11,18 No Students/Staff Only
 21-22 No Students/Parent Teacher Conferences
 23 No Students/Comp Day
 24-25 Thanksgiving Holiday

December

2,9 No Students/Staff Only
 16 No Students/Professional Development
 23 No Students/Staff Only
 26-30 Winter Break

January

2-6 Winter Break
 13 No Students/Staff Only
 16 No Students/All Staff Off
 20,27 No Students/Staff Only

February

3 No Students/Staff Only
 8 Student Count Day
 10 No Students/Professional Development – Data Day
 17 No Students/Staff Only
 20 No Students/Professional Development
 21-22 No Students/Parent Teacher Conferences
 23 No Students/Professional Development
 24 Midwinter Break

March

3 No Students/Comp Day
 10,17 No Students/Staff Only
 23 No Students/Professional Development
 24-31 Spring Break

April

7,14,21,28 No Students/Staff Only

May

5 No Students/Professional Development – Data Day
 12,19 No Students/Staff Only
 26, 29 Memorial Day Holiday

June

1 Last Day of School
 2, 5-6 Home Visits

	No Students/All Staff Off
	No Students/Staff Only
	Student Count Day
	Comp Day

JANUARY '23							13/16
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8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31				107	

FEBRUARY '23							12/19
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12	13	14	15	16	17	18	
19	20	21 C	22 C	23	24	25	
26	27	28				126	

MARCH '23							13/17
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12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31	143	

APRIL '23							16/20
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9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30						163	

MAY '23							18/21
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14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31			184	

JUNE '23							1/4
S	M	T	W	T	F	S	
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18	19	20	21	22	23	24	
25	26	27	28	29	30	188	

Staff Days: 188

Student Days: 132

III.G. Approval of Fourth Special Education
Payment for Operations - \$5,873,757.00

TO: Board of Education and Superintendent Campbell
FROM: Scott Thomas
RE: 2021-2022 Special Education Payment for Operations
DATE: April 21, 2022

Attached is a schedule supporting the fourth payment to local districts for their 2021-2022 Special Education programs.

The fourth payment to local districts amounts to \$5,873,757.

The administration would like your approval to issue payments to local districts in accordance with the attached schedule.

Attachment

2021-2022
Special Education Operation
4th Payment - April, 2022

<u>District</u>	<u>Payout Budget</u>	<u>90%</u>	<u>First Payment</u>	<u>Fourth Payment</u>
<u>Climax-Scotts</u>				
Non-Center Program	358,560	322,704	60,173	87,510
<u>Comstock</u>				
Non-Center Program	1,353,195	1,217,876	274,807	314,357
<u>Galesburg-Augusta</u>				
Center Program	368,872	331,985		
Non-Center Program	986,641	887,977	300,396	306,522
<u>Gull Lake</u>				
Non-Center Program	2,094,851	1,885,366	478,892	468,825
<u>Kalamazoo</u>				
Center Program	1,555,507	1,399,956		
Non-Center Program	9,255,186	8,329,667	2,363,350	2,455,424
<u>Parchment</u>				
Non-Center Program	1,224,737	1,102,263	276,669	275,198
<u>Portage</u>				
Center Program	538,591	484,732		
Non-Center Program	5,494,244	4,944,820	1,354,275	1,358,426
<u>Schoolcraft</u>				
Non-Center Program	665,222	598,700	152,442	148,753
<u>Vicksburg</u>				
Non-Center Program	1,534,070	1,380,663	325,073	351,863
<u>Covenant Academy</u>				
Non-Center Program	80,376	72,338	18,198	0
<u>Paramount Charter Academy</u>				
Non-Center Program	322,161	289,945	57,290	77,552
<u>Oakland Academy</u>				
Non-Center Program	38,823	34,941	8,252	8,897
<u>Evergreen Academy</u>				
Non-Center Program	0	0	0	0
<u>Forest Academy</u>				
Non-Center Program	54,479	49,031	14,856	11,392
<u>Augusta</u>				
Non-Center Program	2,928	2,635	744	0
<u>Lakeside Academy</u>				
Non-Center Program	0	0	0	0
<u>YAA</u>				
Non-Center Program	39,545	35,591	8,478	9,038
TOTALS	<u>25,967,988</u>	<u>23,371,190</u>	<u>5,693,891</u>	<u>5,873,757</u>

III.H. Approval of Fifth Enhancement Regional
Millage Payment - \$2,310,438

TO: Board of Education and Superintendent Campbell
FROM: Scott Thomas
RE: 2021-2022 Regional Enhancement Millage Payout
DATE: April 21, 2022

Attached is a schedule supporting the fifth payment to local districts for their 2021-2022 Regional Enhancement Millage.

The fifth payment to local districts amounts to \$2,310,438.

The payment will be issued to local districts in accordance with the attached schedule.

Attachment

**Kalamazoo RESA
REGIONAL ENHANCEMENT MILLAGE - YEAR 2 of 3
Payout Allocation on per pupil basis
2021-2022 school year**

School District	Enhancement Collections		Election Costs	Transportation Project Costs	Tax Refund Costs	October	January	February	March	April	June
	*Blended 2020-21 Pupils	4/15/2022 YTD Gross Payout				Net payment Total	Net payment Total	Net payment Total	Net payment Total	Net payment Total	Net payment Total
Climax	573.68	214,717	-	-	(67)	76,611	14,509	32,300	53,059	38,171	-
Comstock	1,835.30	686,916	-	(1,476)	(215)	244,635	45,982	103,114	169,597	121,897	-
Galesburg	1,002.11	375,070	-	(806)	(118)	133,576	25,107	56,302	92,603	66,558	-
Gull Lake	3,566.39	1,334,829	-	(2,867)	(419)	475,380	89,352	200,373	329,564	236,873	-
Kalamazoo	12,674.60	4,743,852	-	(10,190)	(1,488)	1,689,454	317,550	712,106	1,171,239	841,824	-
Parchment	1,605.04	600,735	-	(1,290)	(188)	213,943	40,213	90,177	148,319	106,604	-
Portage	8,855.44	3,314,416	-	(7,120)	(1,039)	1,180,381	221,865	497,531	818,317	588,163	-
Schoolcraft	1,054.60	394,716	-	(848)	(124)	140,572	26,422	59,251	97,454	70,045	-
Vicksburg	2,661.11	996,001	-	(2,139)	(312)	354,711	66,672	149,511	245,909	176,746	-
Lakeside Charter	-	-	-	-	-	-	-	-	-	-	-
Oakland Academy	153.77	57,553	-	-	(18)	20,535	3,889	8,658	14,222	10,232	-
Paramount Charter	410.18	153,522	-	-	(48)	54,776	10,374	23,094	37,937	27,292	-
YAA Youth Advancement	21.88	8,189	-	-	(3)	2,922	553	1,232	2,024	1,456	-
Forest Academy	147.31	55,135	-	-	(17)	19,672	3,726	8,294	13,625	9,802	-
Evergreen Academy	-	-	-	-	-	-	-	-	-	-	-
Augusta Academy	34.48	12,905	-	-	(4)	4,605	872	1,941	3,189	2,294	-
Kal Covenant Acad	187.56	70,200	-	-	(22)	25,047	4,743	10,560	17,347	12,480	-
Total	34,783.45	13,018,756	-	(26,736)	(4,083)	4,636,822	871,827	1,954,445	3,214,406	2,310,438	-

*Per August 2021 State Aid Status Report

12,987,937

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IV. PROGRAM AND/OR CONFERENCE REVIEW

IV.A. Never Go Dark - Sarah Mansberger and Bill
Robinson, Further Degree

IV.B. Schematic Design Review - George Kacan,
Greg Monberg, Rob Rohlman, Doug Phillips

V. ADMINISTRATIVE REPORTS

V.A. **Business Services Report - Mr. Scott Thomas**

Kalamazoo Regional Educational Service Agency

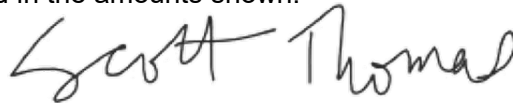
1819 E. Milham Avenue

Portage, MI 49002-3035

During the period of time from March 1, 2022, through March 31, 2022, the following payments have been processed:

	<u>Payments</u>	<u>Investments</u>	<u>Total</u>
*Special Education	\$ 193,518	\$ -	\$ 193,518
*General Education	\$ 4,437,942	\$ -	\$ 4,437,942
*Tech Consortium	\$ 50,403	\$ -	\$ 50,403
*Career and Technical	\$ 92,929	\$ -	\$ 92,929
*Payroll	\$ 6,302,730	\$ -	\$ 6,302,730
General Capital Project	\$ -	\$ -	\$ -
Special Ed Capital Project	\$ (5,035)	\$ -	\$ (5,035)
Debt	\$ 140	\$ -	\$ 140
	<u>\$ 11,072,629</u>	<u>\$ -</u>	<u>\$ 11,072,629</u>

* I hereby certify that the above claims set forth are lawful against the 2021-2022 budget for the Kalamazoo Regional Educational Service Agency and were incurred for the purpose and in the amounts shown.



Scott Thomas, Assistant Superintendent for Business Services
Kalamazoo Regional Educational
Service Agency

13-Apr-22

**GENERAL EDUCATION FUND
STATEMENT OF REVENUES & EXPENDITURES
FOR THE NINTH MONTH PERIOD ENDING 03/31/2022
UNAUDITED**

<u>Revenues</u>	<u>Budget</u>	<u>Revenues</u>	<u>Percent Received</u>	<u>Last Year</u>
Property Taxes	1,257,496	1,188,630	95%	89%
State Aid - SEC 81	1,353,180	764,204	56%	57%
Other	1,344,434	824,074	61%	74%
Southwest MiTech (Technology Services)	6,885,247	6,040,178	88%	85%
Seeds For Success/Great Start Collaborative (GSC)	789,769	779,710	99%	86%
Great Start Readiness Program (GSRP)	8,584,595	5,823,279	68%	60%
Print Center	450,000	479,981	107%	73%
Instructional Services and Community Supports	4,079,465	4,157,107	102%	68%
CTD Ignite - Education for Arts (EFA)	1,911,596	1,753,941	92%	97%
CTD Ignite - Education for Employment (EFE)/Early				
Middle College (EMC)	2,206,934	1,005,123	46%	70%
CTD Discover/Launch - Youth Opportunities				
Unlimited (YOU)/MiWorks	4,469,680	2,610,082	58%	62%
Regional Transportation & Safety Institute (RTSI)	341,354	333,255	98%	102%
Head Start	8,462,873	3,271,129	39%	45%
Enhancement Millage	13,464,955	12,735,549	95%	89%
Total Revenues	<u>55,601,578</u>	<u>41,766,241</u>	75%	72%

<u>Expenditures</u>	<u>Budget</u>	<u>Expenditures</u>	<u>Percent Expended</u>	<u>Last Year</u>
Board of Education	54,925	40,050	73%	52%
Superintendent	382,648	238,536	62%	67%
Public Information	172,402	115,303	67%	65%
Human Resources	328,155	195,288	60%	65%
Business Office	1,232,342	821,195	67%	70%
Maint. & Operation	710,304	249,951	35%	30%
Subtotal General Admin & Maintenance	<u>2,880,776</u>	<u>1,660,323</u>	58%	57%
Southwest MiTech (Technology Services)	7,272,788	5,335,209	73%	64%
Seeds For Success/Great Start Collaborative (GSC)	980,164	565,375	58%	63%
Great Start Readiness Program (GSRP)	8,584,595	5,067,290	59%	60%
Print Center	498,730	466,585	94%	66%
Instructional Services and Community Supports	4,550,302	1,949,862	43%	59%
CTD Ignite - Education for Arts (EFA)	2,008,940	1,232,569	61%	58%
CTD Ignite - Education for Employment (EFE)/Early				
Middle College (EMC)	2,196,319	1,260,533	57%	55%
CTD Discover/Launch - Youth Opportunities				
Unlimited (YOU)/MiWorks	4,469,680	2,946,615	66%	62%
Regional Transportation & Safety Institute (RTSI)	398,785	259,925	65%	64%
Head Start	8,462,873	4,132,295	49%	51%
Enhancement Millage	13,464,955	10,705,681	80%	67%
Total Expenditures	<u>55,768,907</u>	<u>35,582,262</u>	64%	61%

EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	(167,329)	6,183,979
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SPECIAL EDUCATION FUND
STATEMENT OF REVENUES & EXPENDITURES
FOR THE NINTH MONTH PERIOD ENDING 03/31/2022
UNAUDITED

<u>Revenues</u>	<u>Budget</u>	<u>Revenues</u>	<u>Percent Received</u>	<u>Last Year</u>
Property Taxes	38,406,129	36,197,402	94%	89%
Section 51a & 51a3 SE Funding	3,440,404	1,626,824	47%	61%
Sec 51a(2) & 54 Foundations	3,871,013	2,105,585	54%	53%
Section 24	650,000	385,261	59%	67%
IDEA	9,504,245	2,658,726	28%	46%
Other	2,425,459	1,344,765	55%	68%
County Juvenile Home	230,000	230,000	100%	100%
MPSERS UAAL Offset	-	3,066,489	0%	0%
Early On Grant	762,096	407,362	53%	41%
School Based Health Services	1,910,927	1,684,896	88%	75%
Other Grants	431,388	472,129	109%	50%
Total Revenues	<u>61,631,661</u>	<u>50,179,439</u>	81%	81%

<u>Expenditures</u>	<u>Budget</u>	<u>Expenditures</u>	<u>Percent Expended</u>	<u>Last Year</u>
Young Adult Program (YAP)	3,870,889	2,298,494	59%	55%
WoodsEdge Learning Center (WELC)	10,196,119	6,236,968	61%	58%
Preprimary Evaluation Team (PET)	1,468,125	981,477	67%	68%
MPSERS UAAL	-	3,066,489	0%	0%
Central Services	5,914,537	2,786,554	47%	66%
Juvenile Home Schools	2,409,938	1,172,012	49%	52%
Valley Center School	1,597,647	842,456	53%	56%
Deaf/Hard of Hearing Program (DHH)	1,392,465	947,834	68%	51%
Early On/ECSE	3,882,889	2,324,449	60%	55%
Operations/Maintenance	4,983,293	1,788,619	36%	47%
Subtotal KRESA Programs	<u>35,715,902</u>	<u>22,445,352</u>	63%	63%
Payout for Local Programs	25,967,988	16,425,074	63%	68%
Prior Year Local Payout Adjustment	-		0%	100%
Other	183,900	97,272	53%	46%
Other Grants	431,388	204,271	47%	30%
Total Expenditures	<u>62,299,178</u>	<u>39,171,968</u>	63%	64%

EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	(667,517)	11,007,471
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**CAREER AND TECHNICAL EDUCATION FUND
STATEMENT OF REVENUES & EXPENDITURES
FOR THE NINTH MONTH PERIOD ENDING 03/31/2022
UNAUDITED**

<u>Revenues</u>	<u>Budget</u>	<u>Revenues</u>	<u>Percent Received</u>	<u>Last Year</u>
Property Taxes	8,726,179	8,225,626	94%	88%
Other	1,000	237,470	0%	0%
Total Revenues	<u>8,727,179</u>	<u>8,463,096</u>	97%	88%
<u>Expenditures</u>	<u>Budget</u>	<u>Expenditures</u>	<u>Percent Expended</u>	<u>Last Year</u>
Career and Talent Development (CTD)	2,618,506	1,515,537	58%	60%
Operations/Maintenance	794,444	663,764	84%	65%
Total Expenditures	<u>3,412,950</u>	<u>2,179,301</u>	64%	61%
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	5,314,229	6,283,795		

**Kalamazoo Regional Educational Service Agency
Investment Rate/Cash Data
As of 03/31/2022**

<u>Special Education</u>	<u>Type</u>	<u>Amount</u>	<u>Rate (%)</u>	<u>Maturity Date</u>
Fifth-Third Milaf	Op M	7,327,639 <u>4,192,621</u>	0.15	OPEN
<i>Special Education Total</i>		<u>11,520,261</u>		
<u>General Education</u>	<u>Type</u>	<u>Amount</u>	<u>Rate (%)</u>	<u>Maturity Date</u>
Fifth-Third Milaf	Op M	9,166,125 <u>6,849,765</u>	0.15	OPEN
<i>General Education Total</i>		<u>16,015,890</u>		
<u>Career and Technical Education</u>	<u>Type</u>	<u>Amount</u>	<u>Rate (%)</u>	<u>Maturity Date</u>
Fifth-Third Milaf	OP M	4,305,594 <u>6,501,494</u>	0.15	OPEN
Career and Technical Education Total		<u>10,807,089</u>		
TOTAL		<u><u>38,343,239</u></u>		

M = MAX-MILAF
Op = Operating Account
CP = Commercial Paper
CD = Cert. of Deposit
+ = Plus Savers Acct
MM = Money Market
F = Fixed Investments

V.A.1. Monthly Financial Report (System Impact
Goal 4b)

V.A.2. Jenny Curtis - School Payroll Specialist
Certification

V.B. Instructional Programs and Services Report

V.B.1. Preschool Programming Update - Ms. Rachel
Roberts

Kalamazoo RESA Head Start Monthly Summary Report 2021 - 2022 Program Year

	Enrollment & Attendance							Food Service						Health & Developmental Screeners Still Needed									
	Enrollment 618 <small>(59% Funded Enrollment)</small>		# of Children on Waitlist	% of Enroll Students w/Disability	% of Students Over- Income	Average Monthly Attendance		Breakfasts Served		Lunches Served		Snacks Served		Well Child Exam	ASQ-3	Vision	Hearing	Dental	HGB	Lead	Imms.		
	Face to Face	Virtual				Face to Face	Virtual	134-day	166-day	134-day	166-day	134-day	166-day										
July																							
August	357		133	8%	1%	93%		213		215		216	138	216	224	225	264	195	65	3			
September	431		243	7%	2%	86%		1049	3511	1057	3535	1049	3528	89	148	174	174	270	157	45	2		
October	439		259	8%	2%	86%		1399	4297	1410	4341	1390	4336	19	42	55	67	299	178	52	0		
November	442		276	10%	3%	82%		1219	3442	1315	3485	1305	3472	9	6	55	84	307	175	52	1		
December	438		294	11%	3%	76%		775	2737	787	2784	790	2779	4	10	61	22	307	177	53	0		
January	440		311	11%	3%	76%		1098	3412	1121	3450	1098	3440	1	6	53	23	294	123	46	2		
February	430		313	13%	3%	76%		1052	2929	1069	2969	1055	2968	0	7	41	32	288	55	52	0		
March	418		289	13%	3%	76%		897	2723	932	2768	918	2758	2	4	49	51	273	24	57	0		
April																							
May																							
June																							
Staffing																							
	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	N O T E S	Actively hiring for the following positions: Site Supervisor Family Advocate Associate Teacher Classroom Aide									
Professional Support Staff (16 FTE)		16	16	16	16	16	15	15	15														
Teachers (35 FTE)		30	30	31	32	32	32	32	32														
Associate Teachers (35 FTE)		30	30	30	30	30	30	27	27														
Classroom Aides (15 FTE)		6	7	7	7	7	7	6	6														
Family Advocates (11 FTE)		11	10	10	10	10	8	8	9														
TOTALS (112 FTE)		93	93	94	95	95	92	88	89	0	0	0											

FUND	ACCOUNT	TITLE	CURRENT YEAR BUDGET	CURRENT YEAR EXPENDITURES	CURRENT YEAR BALANCE	CURRENT YEAR %	PRIOR YEAR BUDGET	YEAR EXPENDITURE	PRIOR YEAR BALANCE	PRIOR YEAR %
11 - GENERAL	11-660-118-000-723-0	HEAD START OP EVEN	814543	210250.23	604292.77	25.81	0	0	0	0
11 - GENERAL	11-660-118-000-723-0	HEAD START OP EVEN	418852	122365.43	296486.57	29.21	0	0	0	0
11 - GENERAL	11-660-118-000-723-0	HEAD START OP EVEN	54766	8425.57	46340.43	15.38	0	0	0	0
11 - GENERAL	11-660-118-000-723-0	HEAD START OP EVEN	0	974.58	-974.58	0	0	0	0	0
11 - GENERAL	11-660-118-000-723-0	HEAD START OP EVEN	453741	132595.6	321145.4	29.22	0	0	0	0
11 - GENERAL	11-660-118-000-723-0	HEAD START OP EVEN	18499	0	18499	0	0	0	0	0
11 - GENERAL	11-660-118-000-723-0	HEAD START OP EVEN	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-118-000-723-0	HEAD START OP EVEN	365601	93963.73	271637.27	25.7	0	0	0	0
11 - GENERAL	11-660-118-000-723-0	HEAD START OP EVEN	98545	23209.12	75335.88	23.55	0	0	0	0
11 - GENERAL	11-660-118-000-723-0	HEAD START OP EVEN	9951	1662.51	8288.49	16.71	0	0	0	0
11 - GENERAL	11-660-118-000-723-0	HEAD START OP EVEN	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-118-000-723-0	HEAD START OP EVEN	11158	0	11158	0	0	0	0	0
11 - GENERAL	11-660-118-000-723-0	HEAD START OP EVEN	23072	2007.36	21064.64	8.7	0	0	0	0
11 - GENERAL	11-660-118-000-723-0	HEAD START OP EVEN	800	2.5	797.5	0.31	0	0	0	0
11 - GENERAL	11-660-118-000-723-0	HEAD START OP EVEN	9763	1724.94	8038.06	17.67	0	0	0	0
11 - GENERAL	11-660-118-000-723-0	HEAD START OP EVEN	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-212-000-723-0	HEAD START OP EVEN	344612	144141.21	200470.79	41.83	0	0	0	0
11 - GENERAL	11-660-212-000-723-0	HEAD START OP EVEN	0	174.9	-174.9	0	0	0	0	0
11 - GENERAL	11-660-212-000-723-0	HEAD START OP EVEN	119076	33961.44	85114.56	28.52	0	0	0	0
11 - GENERAL	11-660-212-000-723-0	HEAD START OP EVEN	5170	0	5170	0	0	0	0	0
11 - GENERAL	11-660-212-000-723-0	HEAD START OP EVEN	98224	40617.49	57606.51	41.35	0	0	0	0
11 - GENERAL	11-660-212-000-723-0	HEAD START OP EVEN	26361	10542.46	15818.54	39.99	0	0	0	0
11 - GENERAL	11-660-212-000-723-0	HEAD START OP EVEN	753	141.28	611.72	18.76	0	0	0	0
11 - GENERAL	11-660-212-000-723-0	HEAD START OP EVEN	1667	87.5	1579.5	5.25	0	0	0	0
11 - GENERAL	11-660-212-000-723-0	HEAD START OP EVEN	4000	466.04	3533.96	11.65	0	0	0	0
11 - GENERAL	11-660-212-000-723-0	HEAD START OP EVEN	1333	206.19	1126.81	15.47	0	0	0	0
11 - GENERAL	11-660-212-000-723-0	HEAD START OP EVEN	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-213-000-723-0	HEAD START OP EVEN	23820	15349.05	8470.95	64.44	0	0	0	0
11 - GENERAL	11-660-213-000-723-0	HEAD START OP EVEN	21737	8495.24	13241.76	39.08	0	0	0	0
11 - GENERAL	11-660-213-000-723-0	HEAD START OP EVEN	0	42.4	-42.4	0	0	0	0	0
11 - GENERAL	11-660-213-000-723-0	HEAD START OP EVEN	10277	6895.54	3381.46	67.1	0	0	0	0
11 - GENERAL	11-660-213-000-723-0	HEAD START OP EVEN	683	0	683	0	0	0	0	0
11 - GENERAL	11-660-213-000-723-0	HEAD START OP EVEN	12859	6655.78	6203.22	51.76	0	0	0	0
11 - GENERAL	11-660-213-000-723-0	HEAD START OP EVEN	3485	1714.4	1770.6	49.19	0	0	0	0
11 - GENERAL	11-660-213-000-723-0	HEAD START OP EVEN	99	85.58	13.42	86.44	0	0	0	0
11 - GENERAL	11-660-213-000-723-0	HEAD START OP EVEN	800	-61	861	7.63	0	0	0	0
11 - GENERAL	11-660-213-000-723-0	HEAD START OP EVEN	400	41.34	358.66	10.34	0	0	0	0
11 - GENERAL	11-660-213-000-723-0	HEAD START OP EVEN	10000	2491.3	7508.7	24.91	0	0	0	0
11 - GENERAL	11-660-213-000-723-0	HEAD START OP EVEN	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-214-000-723-0	HEAD START OP EVEN	55153	17112.07	38040.93	31.03	0	0	0	0
11 - GENERAL	11-660-214-000-723-0	HEAD START OP EVEN	29394	597.74	28796.26	2.03	0	0	0	0
11 - GENERAL	11-660-214-000-723-0	HEAD START OP EVEN	0	21.2	-21.2	0	0	0	0	0
11 - GENERAL	11-660-214-000-723-0	HEAD START OP EVEN	3772	405.31	3366.69	10.75	0	0	0	0
11 - GENERAL	11-660-214-000-723-0	HEAD START OP EVEN	827	0	827	0	0	0	0	0
11 - GENERAL	11-660-214-000-723-0	HEAD START OP EVEN	15559	4476.14	11082.86	28.77	0	0	0	0
11 - GENERAL	11-660-214-000-723-0	HEAD START OP EVEN	6467	1303.7	5163.3	20.16	0	0	0	0
11 - GENERAL	11-660-214-000-723-0	HEAD START OP EVEN	184	18.82	165.18	10.23	0	0	0	0
11 - GENERAL	11-660-214-000-723-0	HEAD START OP EVEN	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-214-000-723-0	HEAD START OP EVEN	800	95.58	704.42	11.95	0	0	0	0
11 - GENERAL	11-660-214-000-723-0	HEAD START OP EVEN	667	341.63	325.37	51.22	0	0	0	0
11 - GENERAL	11-660-214-000-723-0	HEAD START OP EVEN	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-221-000-723-0	HEAD START OP EVEN	78895	31196.14	47698.86	39.54	0	0	0	0
11 - GENERAL	11-660-221-000-723-0	HEAD START OP EVEN	0	50.24	-50.24	0	0	0	0	0
11 - GENERAL	11-660-221-000-723-0	HEAD START OP EVEN	37738	10780.64	26957.36	28.57	0	0	0	0
11 - GENERAL	11-660-221-000-723-0	HEAD START OP EVEN	1184	0	1184	0	0	0	0	0
11 - GENERAL	11-660-221-000-723-0	HEAD START OP EVEN	22260	8755.99	13504.01	39.34	0	0	0	0
11 - GENERAL	11-660-221-000-723-0	HEAD START OP EVEN	6036	2177.62	3858.38	36.08	0	0	0	0
11 - GENERAL	11-660-221-000-723-0	HEAD START OP EVEN	172	43.63	128.37	25.37	0	0	0	0
11 - GENERAL	11-660-221-000-723-0	HEAD START OP EVEN	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-221-000-723-0	HEAD START OP EVEN	1200	110.85	1089.15	9.24	0	0	0	0
11 - GENERAL	11-660-221-000-723-0	HEAD START OP EVEN	333	0	333	0	0	0	0	0
11 - GENERAL	11-660-221-000-723-0	HEAD START OP EVEN	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-226-000-723-0	HEAD START OP EVEN	64416	30958.62	33457.38	48.06	0	0	0	0
11 - GENERAL	11-660-226-000-723-0	HEAD START OP EVEN	79897	37458.1	42438.9	46.88	0	0	0	0
11 - GENERAL	11-660-226-000-723-0	HEAD START OP EVEN	0	72.08	-72.08	0	0	0	0	0
11 - GENERAL	11-660-226-000-723-0	HEAD START OP EVEN	29087	13642.64	15444.36	46.9	0	0	0	0

11 - GENERAL	11-660-226-000-723-0 HEAD START OP EVEN	2164	0	2164	0	0	0	0	0
11 - GENERAL	11-660-226-000-723-0 HEAD START OP EVEN	40397	18603.78	21793.22	46.05	0	0	0	0
11 - GENERAL	11-660-226-000-723-0 HEAD START OP EVEN	11040	5008.66	6031.34	45.37	0	0	0	0
11 - GENERAL	11-660-226-000-723-0 HEAD START OP EVEN	319	105.47	213.53	33.06	0	0	0	0
11 - GENERAL	11-660-226-000-723-0 HEAD START OP EVEN	3000	377	2623	12.57	0	0	0	0
11 - GENERAL	11-660-226-000-723-0 HEAD START OP EVEN	5000	5408	-408	108.16	0	0	0	0
11 - GENERAL	11-660-226-000-723-0 HEAD START OP EVEN	1600	0	1600	0	0	0	0	0
11 - GENERAL	11-660-226-000-723-0 HEAD START OP EVEN	6000	1902.59	4097.41	31.71	0	0	0	0
11 - GENERAL	11-660-226-000-723-0 HEAD START OP EVEN	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-227-000-723-0 HEAD START OP EVEN	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-241-000-723-0 HEAD START OP EVEN	203766	72518.71	131247.29	35.59	0	0	0	0
11 - GENERAL	11-660-241-000-723-0 HEAD START OP EVEN	0	77.8	-77.8	0	0	0	0	0
11 - GENERAL	11-660-241-000-723-0 HEAD START OP EVEN	57570	20216.18	37353.82	35.12	0	0	0	0
11 - GENERAL	11-660-241-000-723-0 HEAD START OP EVEN	3056	0	3056	0	0	0	0	0
11 - GENERAL	11-660-241-000-723-0 HEAD START OP EVEN	57622	21880.87	35741.13	37.97	0	0	0	0
11 - GENERAL	11-660-241-000-723-0 HEAD START OP EVEN	15589	5073.17	10515.83	32.54	0	0	0	0
11 - GENERAL	11-660-241-000-723-0 HEAD START OP EVEN	444	86.03	357.97	19.38	0	0	0	0
11 - GENERAL	11-660-241-000-723-0 HEAD START OP EVEN	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-241-000-723-0 HEAD START OP EVEN	1680	271.46	1408.54	16.16	0	0	0	0
11 - GENERAL	11-660-241-000-723-0 HEAD START OP EVEN	933	412.72	520.28	44.24	0	0	0	0
11 - GENERAL	11-660-241-000-723-0 HEAD START OP EVEN	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-252-000-723-0 HEAD START OP EVEN	24670	11793.92	12876.08	47.81	0	0	0	0
11 - GENERAL	11-660-252-000-723-0 HEAD START OP EVEN	0	13.12	-13.12	0	0	0	0	0
11 - GENERAL	11-660-252-000-723-0 HEAD START OP EVEN	2193	251.31	1941.69	11.46	0	0	0	0
11 - GENERAL	11-660-252-000-723-0 HEAD START OP EVEN	370	0	370	0	0	0	0	0
11 - GENERAL	11-660-252-000-723-0 HEAD START OP EVEN	6963	3014.37	3948.63	43.29	0	0	0	0
11 - GENERAL	11-660-252-000-723-0 HEAD START OP EVEN	1887	877.51	1009.49	46.5	0	0	0	0
11 - GENERAL	11-660-252-000-723-0 HEAD START OP EVEN	56	15.76	40.24	28.14	0	0	0	0
11 - GENERAL	11-660-252-000-723-0 HEAD START OP EVEN	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-252-000-723-0 HEAD START OP EVEN	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-252-000-723-0 HEAD START OP EVEN	100	0	100	0	0	0	0	0
11 - GENERAL	11-660-252-000-723-0 HEAD START OP EVEN	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-259-000-723-0 HEAD START OP EVEN	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-261-000-723-0 HEAD START OP EVEN	39699	17949.05	21749.95	45.21	0	0	0	0
11 - GENERAL	11-660-261-000-723-0 HEAD START OP EVEN	0	16.12	-16.12	0	0	0	0	0
11 - GENERAL	11-660-261-000-723-0 HEAD START OP EVEN	10307	3733.81	6573.19	36.23	0	0	0	0
11 - GENERAL	11-660-261-000-723-0 HEAD START OP EVEN	868	0	868	0	0	0	0	0
11 - GENERAL	11-660-261-000-723-0 HEAD START OP EVEN	16029	5729.94	10299.06	35.75	0	0	0	0
11 - GENERAL	11-660-261-000-723-0 HEAD START OP EVEN	4429	1651.92	2777.08	37.3	0	0	0	0
11 - GENERAL	11-660-261-000-723-0 HEAD START OP EVEN	133	29.6	103.4	22.26	0	0	0	0
11 - GENERAL	11-660-261-000-723-0 HEAD START OP EVEN	28233	11295.39	16937.61	40.01	0	0	0	0
11 - GENERAL	11-660-261-000-723-0 HEAD START OP EVEN	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-261-000-723-0 HEAD START OP EVEN	11600	1667.52	9932.48	14.38	0	0	0	0
11 - GENERAL	11-660-261-000-723-0 HEAD START OP EVEN	6000	901.4	5098.6	15.02	0	0	0	0
11 - GENERAL	11-660-261-000-723-0 HEAD START OP EVEN	3333	0	3333	0	0	0	0	0
11 - GENERAL	11-660-261-000-723-0 HEAD START OP EVEN	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-261-000-723-0 HEAD START OP EVEN	113200	43650	69550	38.56	0	0	0	0
11 - GENERAL	11-660-261-000-723-0 HEAD START OP EVEN	6500	1384.94	5115.06	21.31	0	0	0	0
11 - GENERAL	11-660-261-000-723-0 HEAD START OP EVEN	667	294.21	372.79	44.11	0	0	0	0
11 - GENERAL	11-660-261-000-723-0 HEAD START OP EVEN	650	273.94	376.06	42.14	0	0	0	0
11 - GENERAL	11-660-261-000-723-0 HEAD START OP EVEN	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-261-000-723-0 HEAD START OP EVEN	43200	16200	27000	37.5	0	0	0	0
11 - GENERAL	11-660-271-000-723-0 HEAD START OP EVEN	381233	115435.98	265797.02	30.28	0	0	0	0
11 - GENERAL	11-660-271-000-723-0 HEAD START OP EVEN	4000	0	4000	0	0	0	0	0
11 - GENERAL	11-660-271-000-723-0 HEAD START OP EVEN	2520	760	1760	30.16	0	0	0	0
11 - GENERAL	11-660-271-000-723-0 HEAD START OP EVEN	32028	8106.79	23921.21	25.31	0	0	0	0
11 - GENERAL	11-660-271-000-723-0 HEAD START OP EVEN	53900	0	53900	0	0	0	0	0
11 - GENERAL	11-660-271-000-723-0 HEAD START OP EVEN	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-282-000-723-0 HEAD START OP EVEN	18196	8123.77	10072.23	44.65	0	0	0	0
11 - GENERAL	11-660-282-000-723-0 HEAD START OP EVEN	0	10.56	-10.56	0	0	0	0	0
11 - GENERAL	11-660-282-000-723-0 HEAD START OP EVEN	0	109.4	-109.4	0	0	0	0	0
11 - GENERAL	11-660-282-000-723-0 HEAD START OP EVEN	0	1165.32	-1165.32	0	0	0	0	0
11 - GENERAL	11-660-282-000-723-0 HEAD START OP EVEN	0	305.24	-305.24	0	0	0	0	0
11 - GENERAL	11-660-282-000-723-0 HEAD START OP EVEN	0	5.04	-5.04	0	0	0	0	0
11 - GENERAL	11-660-282-000-723-0 HEAD START OP EVEN	3333	1424	1909	42.72	0	0	0	0
11 - GENERAL	11-660-283-000-723-0 HEAD START OP EVEN	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-289-000-723-0 HEAD START OP EVEN	800	604.92	195.08	75.62	0	0	0	0

11 - GENERAL	11-660-311-000-723-0 HEAD START OP EVEN	0	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-311-000-723-0 HEAD START OP EVEN	0	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-311-000-723-0 HEAD START OP EVEN	301	0	301	0	0	0	0	0	0
11 - GENERAL	11-660-311-000-723-0 HEAD START OP EVEN	0	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-311-000-723-0 HEAD START OP EVEN	0	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-311-000-723-0 HEAD START OP EVEN	82	0	82	0	0	0	0	0	0
11 - GENERAL	11-660-311-000-723-0 HEAD START OP EVEN	23	0	23	0	0	0	0	0	0
11 - GENERAL	11-660-311-000-723-0 HEAD START OP EVEN	5	0	5	0	0	0	0	0	0
11 - GENERAL	11-660-311-000-723-0 HEAD START OP EVEN	500	30.75	469.25	6.15	0	0	0	0	0
11 - GENERAL	11-660-311-000-723-0 HEAD START OP EVEN	8000	255.4	7744.6	3.19	0	0	0	0	0
11 - GENERAL	11-660-311-000-723-0 HEAD START OP EVEN	0	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-311-000-723-0 HEAD START OP EVEN	800	0	800	0	0	0	0	0	0
11 - GENERAL	11-660-311-000-723-0 HEAD START OP EVEN	2800	270.5	2529.5	9.66	0	0	0	0	0
11 - GENERAL	11-660-311-000-723-0 HEAD START OP EVEN	0	0	0	0	0	0	0	0	0
11 - GENERAL	11-660-611-000-723-0 HEAD START OP EVEN	368295	34928.18	333366.82	9.48	0	0	0	0	0
		5006771	1473070.57	3533700.43	2664.21					

FUND	ACCOUNT	TITLE	CURRENT YEAR BUDGET	CURRENT YEAR EXPENDITURES	CURRENT YEAR BALANCE	CURRENT YEAR %	PRIOR YEAR BUDGET	PRIOR YEAR EXPENDITURE	PRIOR YEAR BALANCE	PRIOR YEAR %
11 - GENERAL	11-670-221-000-723-02226-0000	HEAD START TTA EVEN INST EMPLOYEE TRAIN	25000	12808.48	12191.52	51.23	0	0	0	0
11 - GENERAL	11-670-221-000-723-02226-0000	HEAD START TTA EVEN INST TRAVEL MILEAGE	1000	0	1000	0	0	0	0	0
11 - GENERAL	11-670-221-000-723-02226-0000	HEAD START TTA EVEN INST WORKSHOPS AND C	2000	0	2000	0	0	0	0	0
11 - GENERAL	11-670-221-000-723-02226-0000	HEAD START TTA EVEN INST OFFICE SUPPLIES	2500	29.61	2470.39	1.18	0	0	0	0
11 - GENERAL	11-670-283-000-723-02226-0000	HEAD START TTA EVEN NONIN EMPLOYEE TRAIN	3500	125	3375	3.57	0	0	0	0
11 - GENERAL	11-670-283-000-723-02226-0000	HEAD START TTA EVEN NONIN TRAVEL MILEAGE	7500	0	7500	0	0	0	0	0
11 - GENERAL	11-670-283-000-723-02226-0000	HEAD START TTA EVEN NONIN WORKSHOPS AND	12000	4880	7120	40.67	0	0	0	0
11 - GENERAL	11-670-283-000-723-02226-0000	HEAD START TTA EVEN NONIN OFFICE SUPPLIE	1000	115	885	11.5	0	0	0	0
			54500	17958.09	36541.91	108.15				

Kalamazoo RESA

HEAD START MATCH REPORT

February 2022

MONTHLY BREAKDOWN													SUMMARY		
UNIT	NOV '21	Dec '21	JAN '22	FEB '22	MAR '22	APR '22	MAY '22	JUN '22	JUL '22	AUG '22	SEP '22	OCT '22	YTD	SUGGESTED UNIT ANNUAL REQUIREMENT*	MONTHLY GOAL
ADMIN/ OPS	\$ 8,434	\$ 6,127	\$ 59,609	\$ 4,238									\$ 78,408	\$ 237,830	\$ 19,819
EDUC	\$ 124,880	\$ 118,565	\$ 131,316	\$ 164,072									\$ 538,832	\$ 1,332,292	\$ 111,024
HEALTH	\$ -	\$ -	\$ -	\$ -									\$ -	\$ 14,000	\$ 1,167
FCP	\$ -	\$ -	\$ 760	\$ -									\$ 760	\$ 1,411	\$ 118
TOTAL	\$ 133,314	\$ 124,692	\$ 191,684	\$ 168,310	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 618,000	\$ 1,585,533	\$ 132,128

LESS MATCH EXPECTATION THROUGH FEBRUARY 2022 \$ 528,511.00

* The annual requirement only needs to be met in total, not in each of the 4 units

OVER(UNDER): \$ 89,489

Customer Statement

KALAMAZOO OIL CO.
 2601 N. BURDICK ST.
 KALAMAZOO, MI, 49007-1874
 269-342-9638

As of: 02/15/2022
 Customer No: 001821



Terms NET 15 DAYS
 Balance Due by 3/2/2022 8,698.89
 Discount (if Paid by 3/2/2022): 0.00
 Balance if discount earned 8,698.89

Amount enclosed: \$ _____

Make Check Payable to:

KALAMAZOO OIL CO.
 2601 N. BURDICK ST.
 KALAMAZOO, MI, 49007-1874

KALAMAZOO REGIONAL EDUC SERVICES
 1819 E. MILHAM 38-1709020
 KALAMAZOO, MI, 49002, USA

--- Detach Here ---

Date	Invoice Number	Tran Type	Comment/Ref#	Total Amount	Amount Paid	Running Balance
01/31/2022		Balance Forward			0.00	5,526.51
02/15/2022	CFSI-1634	Invoice		3,172.38	0.00	8,698.89
<i>Total Records: 2</i>				Grand Total:	3,172.38	0.00
					0.00	8,698.89

From	Thru	Rate
100	499	0.020000
500	1499	0.030000
1500	2999	0.040000
3000	4999	0.050000
5000	0	0.070000

Balance Due by 3/2/2022 8,698.89
 Discount (if Paid by 3/2/2022): 0.00
 Discount based upon eligible quantity of 37.110000
 Balance if discount earned 8,698.89

Important Message:	
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Current	1-10 Days	11-30 Days	31-60 Days	61-90 Days	Over 90 Days	Credits	Prepayments	Balance Due
6,181.86	0.00	2,517.03	0.00	0.00	0.00	0.00	0.00	8,698.89

KALAMAZOO OIL CO.
2601 N. BURDICK ST.
KALAMAZOO, MI, 49007-1874
269-342-9638

Invoice - CFSI-1634**Customer #:001821**

Invoice Date: 02/15/2022

Bill To: KALAMAZOO REGIONAL EDUC SERVICES
1819 E. MILHAM 38-1709020
KALAMAZOO, MI, 49002, USA

Site	Date	Odom	Mpg	Product	Qty	Price	Total \$
Vehicle: 1032 - UNIT 32		122281					
48047-BI6H (BI6H)	02/01 09:44	122462	9.09	1-NO LEAD	19.906	2.766057	55.06
6434 GULL ROAD, KALAMAZOO, MI		Misc: 00000000					
48047-BI6H (BI6H)	02/07 09:51	122643	8.44	1-NO LEAD	21.439	2.766057	59.30
6434 GULL ROAD, KALAMAZOO, MI		Misc: 00000000					
48047-BI6H (BI6H)	02/08 09:34	122831	8.13	1-NO LEAD	23.117	2.767000	63.96
6434 GULL ROAD, KALAMAZOO, MI		Misc: 00000000					
48047-BI6H (BI6H)	02/09 09:34	123015	10.73	1-NO LEAD	17.145	2.776434	47.60
6434 GULL ROAD, KALAMAZOO, MI		Misc: 00000000					
48047-BI6H (BI6H)	02/10 09:46	123204	9.31	1-NO LEAD	20.311	2.767000	56.20
6434 GULL ROAD, KALAMAZOO, MI		Misc: 00000000					
140265-BIVI (BIVI)	02/11 08:53	123379	9.58	1-NO LEAD	18.262	2.719830	49.67
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
48047-BI6H (BI6H)	02/14 09:46	123544	8.96	1-NO LEAD	18.421	2.710396	49.93
6434 GULL ROAD, KALAMAZOO, MI		Misc: 00000000					
48047-BI6H (BI6H)	02/15 09:38	123724	8.97	1-NO LEAD	20.071	2.710396	54.40
6434 GULL ROAD, KALAMAZOO, MI		Misc: 00000000					
Fuel CPM: 0.30	Total Miles: 1443	Avg. MPG: 9.09	# Trans: 8		158.672		436.12
Vehicle: 1033 - UNIT 33		107930					
261103-BIBA (BIBA)	02/11 11:39	108075	7.23	1-NO LEAD	20.042	2.616057	52.43
5012 S WESTNEDGE ST, PORTAGE, MI		Misc: 00000000					
204239-BJGG (BJGG)	02/14 09:22	108166	8.95	1-NO LEAD	10.171	2.578321	26.22
507 W MILHAM ST, PORTAGE, MI		Misc: 00000000					
204239-BJGG (BJGG)	02/15 09:20	108293	8.24	1-NO LEAD	15.409	2.559453	39.44
507 W MILHAM ST, PORTAGE, MI		Misc: 00000000					
Fuel CPM: 0.33	Total Miles: 363	Avg. MPG: 7.96	# Trans: 3		45.622		118.09
Vehicle: 1040 - UNIT 40		49979					
204239-BJGG (BJGG)	02/01 09:21	50114	8.43	1-NO LEAD	16.011	2.766057	44.29
507 W MILHAM ST, PORTAGE, MI		Misc: 00000000					
389399-BGWA (BGWA)	02/04 09:56	50255	9.89	1-NO LEAD	14.262	2.709453	38.64
8379 PORTAGE RD, PORTAGE, MI		Misc: 00000000					
204239-BJGG (BJGG)	02/07 09:22	50345	6.36	1-NO LEAD	14.144	2.700019	38.19
507 W MILHAM ST, PORTAGE, MI		Misc: 00000000					

Site	Date	Odom	Mpg	Product	Qty	Price	Total \$
Vehicle: 1040 - UNIT 40		49979					
204239-BJGG (BJGG)	02/08 09:22	50490	9.31	1-NO LEAD	15.578	2.691528	41.93
507 W MILHAM ST, PORTAGE, MI					Misc: 00000000		
204239-BJGG (BJGG)	02/09 09:21	50606	6.17	1-NO LEAD	18.797	2.682094	50.42
507 W MILHAM ST, PORTAGE, MI					Misc: 00000000		
204239-BJGG (BJGG)	02/10 09:21	50792	48.72	1-NO LEAD	16.688	2.644358	44.13
507 W MILHAM ST, PORTAGE, MI					Misc: 00000000		
Fuel CPM: 0.05	Total Miles: 813	Avg. MPG: 48.72		# Trans: 6	95.480		257.60
Vehicle: 1126 - UNIT 26		84510					
140265-BIVI (BIVI)	02/08 16:58	84644	6.31	1-NO LEAD	21.229	2.719830	57.74
1250 S DRAKE RD, KALAMAZOO, MI					Misc: 00000000		
140265-BIVI (BIVI)	02/10 14:02	84754	7.35	1-NO LEAD	14.967	2.719830	40.71
1250 S DRAKE RD, KALAMAZOO, MI					Misc: 00000000		
Fuel CPM: 0.40	Total Miles: 244	Avg. MPG: 6.74		# Trans: 2	36.196		98.45
Vehicle: 1223 - UNIT 23		103581					
140265-BIVI (BIVI)	02/01 08:26	103763	7.37	1-NO LEAD	24.699	2.766057	68.22
1250 S DRAKE RD, KALAMAZOO, MI					Misc: 00000000		
140265-BIVI (BIVI)	02/08 14:51	103869	5.50	1-NO LEAD	19.271	2.719830	52.41
1250 S DRAKE RD, KALAMAZOO, MI					Misc: 00000000		
140265-BIVI (BIVI)	02/10 14:51	103957	6.11	1-NO LEAD	14.403	2.719830	39.17
1250 S DRAKE RD, KALAMAZOO, MI					Misc: 00000000		
140265-BIVI (BIVI)	02/15 08:28	104063	6.03	1-NO LEAD	17.588	2.663226	46.84
1250 S DRAKE RD, KALAMAZOO, MI					Misc: 00000000		
Fuel CPM: 0.43	Total Miles: 482	Avg. MPG: 6.35		# Trans: 4	75.961		206.74
Vehicle: 1235 - UNIT 35		41281					
140265-BIVI (BIVI)	02/08 08:36	41350	4.56	1-NO LEAD	15.141	2.719830	41.18
1250 S DRAKE RD, KALAMAZOO, MI					Misc: 00000000		
140265-BIVI (BIVI)	02/10 14:54	41422	5.19	1-NO LEAD	13.861	2.719830	37.70
1250 S DRAKE RD, KALAMAZOO, MI					Misc: 00000000		
Fuel CPM: 0.56	Total Miles: 141	Avg. MPG: 4.86		# Trans: 2	29.002		78.88
Vehicle: 5885 - UNIT 5885		57523					
140265-BIVI (BIVI)	02/01 06:44	57681	5.65	53-LOW DSL	27.980	3.045679	85.22
1250 S DRAKE RD, KALAMAZOO, MI					Misc: 00000000		
140265-BIVI (BIVI)	02/09 09:27	57850	5.32	53-LOW DSL	31.757	3.273038	103.94
1250 S DRAKE RD, KALAMAZOO, MI					Misc: 00000000		
140265-BIVI (BIVI)	02/14 09:24	57995	5.42	53-LOW DSL	26.761	3.207000	85.82
1250 S DRAKE RD, KALAMAZOO, MI					Misc: 00000000		
111257-BYFL (BYFL)	02/14 09:57	57999		62-DEF-Bul	7.038	2.659000	18.71
5233 S 9TH ST, KALAMAZOO, MI					Misc: 00000000		
Fuel CPM: 0.58	Total Miles: 472	Avg. MPG: 5.46		# Trans: 4	93.536		293.69
Vehicle: 5893 - UNIT 5893		61463					
140265-BIVI (BIVI)	02/01 15:05	61820	7.18	53-LOW DSL	49.693	3.045679	151.35
1250 S DRAKE RD, KALAMAZOO, MI					Misc: 00000000		

Site	Date	Odom	Mpg	Product	Qty	Price	Total \$
Vehicle: 5893 - UNIT 5893		(continued)					
140265-BIVI (BIVI)	02/07 13:31	61520	00.00	53-LOW DSL	44.170	3.272094	144.53
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
111257-BYFL (BYFL)	02/08 15:15	64222		62-DEF-Bul	5.373	2.659000	14.29
5233 S 9TH ST, KALAMAZOO, MI		Misc: 00000000					
111257-BYFL (BYFL)	02/08 15:19	64222	83.97	53-LOW DSL	32.180	3.140962	101.08
5233 S 9TH ST, KALAMAZOO, MI		Misc: 00000000					
140265-BIVI (BIVI)	02/09 16:22	16011	00.00	53-LOW DSL	26.460	3.273038	86.60
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
111257-BYFL (BYFL)	02/11 15:18	16211		62-DEF-Bul	4.458	2.659000	11.85
5233 S 9TH ST, KALAMAZOO, MI		Misc: 00000000					
111257-BYFL (BYFL)	02/11 15:22	16211	7.26	53-LOW DSL	27.550	3.178698	87.57
5233 S 9TH ST, KALAMAZOO, MI		Misc: 00000000					
140265-BIVI (BIVI)	02/15 13:22	63526	99.99	53-LOW DSL	43.732	3.178698	139.01
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
140265-BIVI (BIVI)	02/15 15:31*	16390	00.00	53-LOW DSL	25.930	3.178698	82.42
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
Fuel CPM: -0.09	Total Miles: -45073	Avg. MPG: -180.50	# Trans: 9		259.546		818.70
Insufficient/innacurate data to calculate MPG							

Vehicle: 5920 - BUS 5920		20780					
98712-H7 (H7)	02/01 08:23	21072		62-DEF-Bul	0.650	3.254717	2.12
3601 Covington Road, Kalamazoo, MI		Misc: 00005920					
98712-H7 (H7)	02/01 08:28	21072	7.87	53-LOW DSL	37.110	3.083415	114.43
3601 Covington Road, Kalamazoo, MI		Misc: 00005920					
98712-H7 (H7)	02/01 08:33*	21072		62-DEF-Bul	4.390	3.254717	14.29
3601 Covington Road, Kalamazoo, MI		Misc: 00005920					
415123-BJ0Q (BJ0Q)	02/08 08:19	21273	6.74	53-LOW DSL	29.833	3.273038	97.64
208 RIVER STREET, KALAMAZOO, MI		Misc: 00000000					
415123-BJ0Q (BJ0Q)	02/10 08:16	21473	7.50	53-LOW DSL	26.668	3.235302	86.28
208 RIVER STREET, KALAMAZOO, MI		Misc: 00000000					
415123-BJ0Q (BJ0Q)	02/15 08:17	21667	7.32	53-LOW DSL	26.492	3.150396	83.46
208 RIVER STREET, KALAMAZOO, MI		Misc: 00000000					
Fuel CPM: 0.43	Total Miles: 887	Avg. MPG: 7.39	# Trans: 6		125.143		398.22

Vehicle: 5921 - BUS 5921		39899					
140265-BIVI (BIVI)	02/07 09:50	40196	6.77	53-LOW DSL	43.849	3.272094	143.48
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
140265-BIVI (BIVI)	02/09 09:50	40438	6.87	53-LOW DSL	35.244	3.273038	115.35
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
140265-BIVI (BIVI)	02/11 08:31	40661	6.84	53-LOW DSL	32.593	3.273038	106.68
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
140265-BIVI (BIVI)	02/15 09:52	40856	7.13	53-LOW DSL	27.331	3.178698	86.88
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
Fuel CPM: 0.47	Total Miles: 957	Avg. MPG: 6.88	# Trans: 4		139.017		452.39

Total By Product

State	Product	Quantity	Net	FET	SET	Local	SST	Gross
MI	1 - UNLEADED REGULAR GASOLINE	440.933	1,195.88	0.00	0.00	0.00	0.00	1,195.88
MI	53 - ULTRA LOW DSL #2	595.333	1,901.74	0.00	0.00	0.00	0.00	1,901.74
MI	62 - Diesel Exhaust Fluid - Bulk	21.909	61.26	0.00	0.00	0.00	0.00	61.26

Total By Product

State	Product	Quantity	Net	FET	SET	Local	SST	Gross
Total:		1,058.175	3,158.88	0.00	0.00	0.00	0.00	3,158.88

Total By Vehicle

Vehicle	Quantity	Net	FET	SET	Local	SST	Gross
1032 - UNIT 32	158.672	436.12	0.00	0.00	0.00	0.00	436.12
1033 - UNIT 33	45.622	118.09	0.00	0.00	0.00	0.00	118.09
1040 - UNIT 40	95.480	257.60	0.00	0.00	0.00	0.00	257.60
1126 - UNIT 26	36.196	98.45	0.00	0.00	0.00	0.00	98.45
1223 - UNIT 23	75.961	206.74	0.00	0.00	0.00	0.00	206.74
1235 - UNIT 35	29.002	78.88	0.00	0.00	0.00	0.00	78.88
5885 - UNIT 5885	93.536	293.69	0.00	0.00	0.00	0.00	293.69
5893 - UNIT 5893	259.546	818.70	0.00	0.00	0.00	0.00	818.70
5920 - BUS 5920	125.143	398.22	0.00	0.00	0.00	0.00	398.22
5921 - BUS 5921	139.017	452.39	0.00	0.00	0.00	0.00	452.39
Total:	1,058.175	3,158.88	0.00	0.00	0.00	0.00	3,158.88

Invoice Summary

Invoice No#: CFSI-1634	Terms: NET 15 DAYS		
Invoice Date: 2/15/2022	Due by 3/2/2022		
Subtotal Amount	3,158.88		
Fee Amount	13.50		
Total Invoice Amount:	3,172.38		
Discount (if Paid by 3/2/2022):	0.00		
Total due if paid by 3/2/2022:	3,172.38		
Discount based upon eligible gallons of	37.110000		
From	Thru	Rate	My Eligible Gallons : 37.110000
100	499	0.020000	
500	1499	0.030000	
1500	2999	0.040000	
3000	4999	0.050000	
5000	0	0.070000	

KALAMAZOO OIL CO.
 2601 N. BURDICK ST.
 KALAMAZOO, MI, 49007-1874
 269-342-9638

Customer Statement

As of: 02/28/2022

Customer No: 001821



Terms NET 15 DAYS
 Balance Due by 3/15/2022 9,753.22
 Discount (if Paid by 3/15/2022): 0.00
 Balance if discount earned 9,753.22

Amount enclosed: \$ _____

Make Check Payable to:

KALAMAZOO OIL CO.
 2601 N. BURDICK ST.
 KALAMAZOO, MI, 49007-1874

KALAMAZOO REGIONAL EDUC SERVICES
 1819 E. MILHAM 38-1709020
 KALAMAZOO, MI, 49002, USA

--- Detach Here ---

Date	Invoice Number	Tran Type	Comment/Ref#	Total Amount	Amount Paid	Running Balance
02/15/2022		Balance Forward			0.00	8,698.89
02/25/2022	RCV-1968	Payment	160500	0.00	930.32	7,768.57
02/28/2022	CFSI-1679	Invoice		1,984.65	0.00	9,753.22
<i>Total Records: 3</i>				Grand Total:	1,984.65	930.32
					930.32	9,753.22

From	Thru	Rate
100	499	0.020000
500	1499	0.030000
1500	2999	0.040000
3000	4999	0.050000
5000	0	0.070000
Balance Due by 3/15/2022		9,753.22
Discount (if Paid by 3/15/2022):		0.00
Discount based upon eligible quantity of		0.000000
Balance if discount earned		9,753.22

Important Message:	
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Current	1-10 Days	11-30 Days	31-60 Days	61-90 Days	Over 90 Days	Credits	Prepayments	Balance Due
5,157.03	0.00	4,596.19	0.00	0.00	0.00	0.00	0.00	9,753.22



KALAMAZOO OIL CO.
 2601 N. BURDICK ST.
 KALAMAZOO, MI, 49007-1874
 269-342-9638

Invoice - CFSI-1679

Customer #:001821

Invoice Date: 02/28/2022

Bill To: KALAMAZOO REGIONAL EDUC SERVICES
 1819 E. MILHAM 38-1709020
 KALAMAZOO, MI, 49002, USA

Site	Date	Odom	Mpg	Product	Qty	Price	Total \$
Vehicle: 1032 - UNIT 32		123724					
48047-BI6H (BI6H)	02/16 09:42	123920	9.58	1-NO LEAD	20.454	2.700962	55.25
6434 GULL ROAD, KALAMAZOO, MI					Misc: 00000000		
48047-BI6H (BI6H)	02/17 09:39	124074	8.95	1-NO LEAD	17.210	2.729264	46.97
6434 GULL ROAD, KALAMAZOO, MI					Misc: 00000000		
48047-BI6H (BI6H)	02/21 09:31	124241	9.29	1-NO LEAD	17.975	2.700962	48.55
6434 GULL ROAD, KALAMAZOO, MI					Misc: 00000000		
48047-BI6H (BI6H)	02/22 09:32	124429	9.44	1-NO LEAD	19.924	2.672660	53.25
6434 GULL ROAD, KALAMAZOO, MI					Misc: 00000000		
48047-BI6H (BI6H)	02/23 09:29	124618	9.29	1-NO LEAD	20.346	2.672660	54.38
6434 GULL ROAD, KALAMAZOO, MI					Misc: 00000000		
48047-BI6H (BI6H)	02/24 09:36	124803	9.14	1-NO LEAD	20.240	2.672660	54.09
6434 GULL ROAD, KALAMAZOO, MI					Misc: 00000000		
48047-BI6H (BI6H)	02/24 15:21*	124913	9.51	1-NO LEAD	11.563	2.861340	33.09
6434 GULL ROAD, KALAMAZOO, MI					Misc: 00000000		
Fuel CPM: 0.29	Total Miles: 1189	Avg. MPG: 9.31	# Trans: 7		127.712		345.58
Vehicle: 1033 - UNIT 33		108293					
204239-BJGG (BJGG)	02/16 09:22	108421	8.44	1-NO LEAD	15.159	2.540585	38.51
507 W MILHAM ST, PORTAGE, MI					Misc: 00000000		
204239-BJGG (BJGG)	02/17 09:24	108543	8.24	1-NO LEAD	14.804	2.729264	40.40
507 W MILHAM ST, PORTAGE, MI					Misc: 00000000		
389399-BGWA (BGWA)	02/21 09:00	108660	8.35	1-NO LEAD	14.016	2.729264	38.25
8379 PORTAGE RD, PORTAGE, MI					Misc: 00000000		
204239-BJGG (BJGG)	02/22 08:49	108778	8.71	1-NO LEAD	13.552	2.700962	36.60
507 W MILHAM ST, PORTAGE, MI					Misc: 00000000		
134693-BYOA (BYOA)	02/23 08:40	108900	8.72	1-NO LEAD	13.991	2.719830	38.05
7025 S SPRINKLE RD, PORTAGE, MI					Misc: 00000000		
389399-BGWA (BGWA)	02/24 08:49	109019	7.67	1-NO LEAD	15.523	2.719830	42.22
8379 PORTAGE RD, PORTAGE, MI					Misc: 00000000		
Fuel CPM: 0.32	Total Miles: 726	Avg. MPG: 8.34	# Trans: 6		87.045		234.03



Site	Date	Odom	Mpg	Product	Qty	Price	Total \$
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Vehicle: 1126 - UNIT 26		84754					
140265-BIVI (BIVI) 1250 S DRAKE RD, KALAMAZOO, MI	02/16 06:52	84895	7.25	1-NO LEAD	19.461	2.663226	51.83
						Misc: 00000000	
Fuel CPM: 0.37	Total Miles: 141	Avg. MPG: 7.25		# Trans: 1	19.461		51.83

Vehicle: 1223 - UNIT 23		104063					
140265-BIVI (BIVI) 1250 S DRAKE RD, KALAMAZOO, MI	02/17 08:32	104150	00.00	1-NO LEAD	13.307	2.663226	35.44
						Misc: 00000000	
140265-BIVI (BIVI) 1250 S DRAKE RD, KALAMAZOO, MI	02/22 14:53	104259	6.42	1-NO LEAD	16.968	2.663226	45.19
						Misc: 00000000	
Fuel CPM: 0.41	Total Miles: 196	Avg. MPG: 6.47		# Trans: 2	30.275		80.63

Insufficient/innacurate data to calculate MPG

Vehicle: 1235 - UNIT 35		41422					
140265-BIVI (BIVI) 1250 S DRAKE RD, KALAMAZOO, MI	02/16 08:32	41522	5.26	1-NO LEAD	19.029	2.663226	50.68
						Misc: 00000000	
140265-BIVI (BIVI) 1250 S DRAKE RD, KALAMAZOO, MI	02/21 14:51	41604	6.16	1-NO LEAD	13.322	2.700962	35.98
						Misc: 00000000	
140265-BIVI (BIVI) 1250 S DRAKE RD, KALAMAZOO, MI	02/24 14:52	41690	5.30	1-NO LEAD	16.216	2.861340	46.40
						Misc: 00000000	
Fuel CPM: 0.50	Total Miles: 268	Avg. MPG: 5.52		# Trans: 3	48.567		133.06

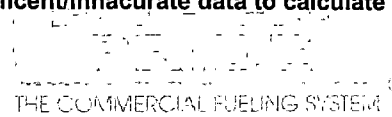
Vehicle: 5810 - UNIT 5810		47533					
140265-BIVI (BIVI) 1250 S DRAKE RD, KALAMAZOO, MI	02/22 06:45	56422	99.99	53-LOW DSL	46.055	3.178698	146.39
						Misc: 00000000	
415056-BO1L (BO1L) 5250 S 9TH STREET, KALAMAZOO, MI	02/24 12:12	56790	6.89	53-LOW DSL	53.429	3.178698	169.83
						Misc: 00000000	
Fuel CPM: 0.03	Total Miles: 9257	Avg. MPG: 93.05		# Trans: 2	99.484		316.22

Insufficient/innacurate data to calculate MPG

Vehicle: 5885 - UNIT 5885		57995					
140265-BIVI (BIVI) 1250 S DRAKE RD, KALAMAZOO, MI	02/16 16:01	58116	5.63	53-LOW DSL	21.492	3.178698	68.32
						Misc: 00000000	
140265-BIVI (BIVI) 1250 S DRAKE RD, KALAMAZOO, MI	02/23 16:30	58305	5.40	53-LOW DSL	35.019	3.178698	111.31
						Misc: 00000000	
Fuel CPM: 0.58	Total Miles: 310	Avg. MPG: 5.49		# Trans: 2	56.511		179.63

Vehicle: 5893 - UNIT 5893		16390					
48047-BI6H (BI6H) 6434 GULL ROAD, KALAMAZOO, MI	02/16 13:23	63780	99.99	53-LOW DSL	27.703	3.178698	88.06
						Misc: 00000000	
140265-BIVI (BIVI) 1250 S DRAKE RD, KALAMAZOO, MI	02/21 15:20	16665	00.00	53-LOW DSL	39.141	3.178698	124.42
						Misc: 00000000	
140265-BIVI (BIVI) 1250 S DRAKE RD, KALAMAZOO, MI	02/23 06:18	16763	6.04	53-LOW DSL	16.215	3.178698	51.54
						Misc: 00000000	
Fuel CPM: 0.71	Total Miles: 373	Avg. MPG: 4.49		# Trans: 3	83.059		264.02

Insufficient/innacurate data to calculate MPG



Site	Date	Odom	Mpg	Product	Qty	Price	Total \$
Vehicle: 5920 - BUS 5920		21667					
415123-BJ0Q (BJ0Q)	02/24 08:15	21911	6.66	53-LOW DSL	36.628	3.084358	112.97
208 RIVER STREET, KALAMAZOO, MI						Misc: 00000000	
Fuel CPM: 0.46	Total Miles: 244	Avg. MPG: 6.66	# Trans: 1		36.628		112.97
Vehicle: 5921 - BUS 5921		40856					
140265-BIVI (BIVI)	02/21 09:45	41087	5.54	53-LOW DSL	41.676	3.178698	132.48
1250 S DRAKE RD, KALAMAZOO, MI						Misc: 00000000	
98712-H7 (H7)	02/22 12:09	41243		62-DEF-Bul	5.690	3.254717	18.52
3601 Covington Road, Kalamazoo, MI						Misc: 00005921	
140265-BIVI (BIVI)	02/23 09:47	41327	7.13	53-LOW DSL	33.654	3.178698	106.98
1250 S DRAKE RD, KALAMAZOO, MI						Misc: 00000000	
Fuel CPM: 0.51	Total Miles: 471	Avg. MPG: 6.25	# Trans: 3		81.020		257.98

Total By Product

State	Product	Quantity	Net	FET	SET	Local	SST	Gross
MI	1 - UNLEADED REGULAR GASOLINE	313.060	845.13	0.00	0.00	0.00	0.00	845.13
MI	53 - ULTRA LOW DSL #2	351.012	1,112.30	0.00	0.00	0.00	0.00	1,112.30
MI	62 - Diesel Exhaust Fluid - Bulk	5.690	18.52	0.00	0.00	0.00	0.00	18.52
Total:		669.762	1,975.95	0.00	0.00	0.00	0.00	1,975.95

Total By Vehicle

Vehicle	Quantity	Net	FET	SET	Local	SST	Gross
1032 - UNIT 32	127.712	345.58	0.00	0.00	0.00	0.00	345.58
1033 - UNIT 33	87.045	234.03	0.00	0.00	0.00	0.00	234.03
1126 - UNIT 26	19.461	51.83	0.00	0.00	0.00	0.00	51.83
1223 - UNIT 23	30.275	80.63	0.00	0.00	0.00	0.00	80.63
1235 - UNIT 35	48.567	133.06	0.00	0.00	0.00	0.00	133.06
5810 - UNIT 5810	99.484	316.22	0.00	0.00	0.00	0.00	316.22
5885 - UNIT 5885	56.511	179.63	0.00	0.00	0.00	0.00	179.63
5893 - UNIT 5893	83.059	264.02	0.00	0.00	0.00	0.00	264.02
5920 - BUS 5920	36.628	112.97	0.00	0.00	0.00	0.00	112.97
5921 - BUS 5921	81.020	257.98	0.00	0.00	0.00	0.00	257.98
Total:	669.762	1,975.95	0.00	0.00	0.00	0.00	1,975.95

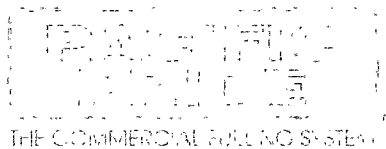


Invoice Summary

Invoice No#: CFSI-1679	Terms: NET 15 DAYS
Invoice Date: 2/28/2022	Due by 3/15/2022
Subtotal Amount	1,975.95
Fee Amount	8.70
Total Invoice Amount:	1,984.65
Discount (if Paid by 3/15/2022):	0.00
Total due if paid by 3/15/2022:	1,984.65
Discount based upon eligible gallons of	0.000000

From	Thru	Rate
100	499	0.020000
500	1499	0.030000
1500	2999	0.040000
3000	4999	0.050000
5000	0	0.070000

My Eligible Gallons : 0.000000



V.B.2. Instructional Services Update - Ms. Mindy Miller

V.B.3. Special Education Update - Ms. Angela Telfer

V.B.4. Continuous Improvement Update - Ms. Mindy Miller

V.C. Career and Talent Development Report

V.C.1. Discover Update - Ms. Paige Daniels

V.C.2. Ignite Update - Mr. Cameron Buck

V.C.3. Launch Update - Ms. Sarah Mansberger

V.C.4. CTD Update - Mr. Eric Stewart

V.D. Human Resources/Operations Report - Mr. Tom Zahrt

V.D.1. Human Resources

V.D.1.a. 2022-23 Compensation Recommendation

V.D.2. CTE Center

V.D.2.a. Vanrick Property Update

V.D.2.b. CTD Branding - LKF

V.D.3. eFP Software Implementation Update

V.D.3.a. Perform, **Applicant Tracking, Employee Time Sheets**, Records, Benefits Open Enrollment

V.E. Technology Report - Mr. Brian Schupbach

V.E.1. ERP System Update

V.E.2. New CTD helpdesk support apprenticeship

V.E.3. Pilot testing Multi-Factor Authentication (MFA) keys

V.F. Superintendent Report - Mr. Dave Campbell

V.F.1. CTE Update

V.F.2. Launch Michigan update

V.F.3. KCSOA - Fetzer Center - May 4th - 5:30 pm

V.F.4. KRESA Employee Retirement Dinner - Radisson - May 11th 5:30 pm

V.F.5. KRESA Foundation Update

V.F.5.a. Targeted Assistance Grant (TAG)

V.F.5.b. Membership

V.F.5.c. Scholarship Awards Program - KRESA - May
18th at 3:30

V.F.5.d. Fund Development

V.F.6. Scheduling Special Meeting -
Superintendent Evaluation

V.F.7. Outstanding Senior Award Breakfast -
Radisson - May 5th at 7:15 am

V.F.8. Other



March 28, 2022

Mr. David Campbell
Superintendent
Kalamazoo RESA
1819 E Milham Ave
Portage, MI 49002-3035

Dear Mr. Campbell,

A handwritten signature in blue ink that reads "David".

On behalf of the Michigan School Business Officials, it is my pleasure to inform you that Jennifer Curtis has met the requirements for certification under the MSBO Voluntary Certification Program and has earned the School Payroll Specialist certification. This award reflects a high degree of academic and professional preparation established by the MSBO Board of Directors through our Professional Development Committee.

Ms. Curtis's certificate will be valid from 3/01/2022-06/30/27. During this 5-year period, she will need to maintain active MSBO membership and earn 90 professional development hours in order to maintain and renew her certification.

I hope that you will join us in celebrating Ms. Curtis's accomplishment. You may wish to inform your district's Board of Education and/or the local media. It is an opportunity to highlight your staff's accomplishments and shed a positive light on your school district.

If you have any questions or want additional information, please call me.

Sincerely,

A handwritten signature in blue ink that reads "David Martell".

David Martell
Executive Director

DM/cbb

cc: Jennifer Curtis, SPS

VI. **Thrun Law Notes**

VI.A. Correspondence/Informational

VII. **ITEMS FOR DISCUSSION AND/OR ACTION**

VII.A. **Approval of CTE Center Schematic Design
with identified modifications**

VII.A.1. Superintendent recommends approval of CTE
Center Schematic Design with identified
modifications.

VII.B. **Approval of Compensation Recommendation
for the 2022-2023 School Year**

To: Dave Campbell, Superintendent

From: Tom Zahrt, Assistant Superintendent of Human Resources and Operations

Date: April 21, 2022

Subject: Wage Recommendation for 2022-2023 School Year

Based on our local benchmarking of the educational sector labor market, the wage recommendation for the 2022-2023 school year includes steps +3% increase to the pay schedules. Due to the recent labor shortage, labor rates have increased on average 4.5% while inflation is closer to 8%. By increasing our pay schedules by 3% and granting step increases, we believe we will remain extremely competitive in our local labor market and staff will be able to come closer to keeping up with inflation. Many of our local districts are committed to multi-year contracts and this recommendation will position us nicely relatively speaking. We recommend we complete the projected 2022-2023 budget using this overall recommendation as our budget assumption.

Other compensation-related recommendations for the 2022-2023 school year are as follows:

Grades 9-18 - Recommendation is to buy back unused sick days allocated during the last year of employment as part of the Early Incentive for Retirement. Estimated cost would be \$25,000 - \$40,000 / year.

We recommend the following market adjustments, effective July 1, 2022:

- Create a career pathway for Braille Specialists to include: Job Grade 14 – Internally Certified, Job Grade 15 – Certified Specialist with a related association, Job Grade 16 – Certified with Association and education related degree completion
- Move KRESA employed custodians to job grade 11 providing a designated KRESA staff member in each KRESA building who has a sense of ownership for the building

Rationale and talking points for Implementing the Approved 3% Pay Schedule Adjustments

1. We want our staff to know we value them
2. Budget picture is much clearer – healthy projections
3. Fund balance is sound - projected state
4. SPED payout looks good - projected state
5. Our staff continues to serve the highest needs students
6. Labor market position would remain in the top 3

VII.B.1. Superintendent recommends approval of
Compensation Recommendation for the 2022-2023
School Year as presented.

VII.C. **Approval of Tom Zahrt as Interim
Superintendent effective July 1, 2022**

VIII. **ADJOURNMENT**

Board Secretary