

Regular Meeting

Thursday, June 15, 2023 5:30 PM

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

I. CALL TO ORDER

II. CALL TO ORDER - BUDGET HEARING

II.A. 2023-2024 Projected Budget Resolutions -
Mr. Scott Thomas and Mr. Brad Storms

**RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION OF
KALAMAZOO REGIONAL EDUCATIONAL SERVICE AGENCY
2023-2024 ORIGINAL GENERAL EDUCATION FUND BUDGET**

RESOLVED, that this resolution shall be the appropriations of Kalamazoo Regional Educational Service Agency for the 2023-2024 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenues received by Kalamazoo Regional Educational Service Agency.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the GENERAL EDUCATION FUND of the Kalamazoo Regional Educational Service Agency for fiscal year 2023-2024 is as follows:

	ACTUAL 2021-22	ORIGINAL 2022-23	REVISED 2022-23	ORIGINAL 2023-24
REVENUES:				
Local	18,984,726	19,742,602	20,217,040	21,235,947
State	16,786,369	19,266,096	20,434,065	20,128,028
Federal	10,636,213	12,613,274	11,790,839	11,834,339
Other Sources	7,512,725	7,783,856	7,735,242	8,559,582
Total Revenue	53,920,033	59,405,828	60,177,186	61,757,896

BE IT FURTHER RESOLVED, that \$62,022,698 of the total available to appropriate in the GENERAL EDUCATION FUND is hereby appropriated in the amounts and for the purpose set forth below:

Instruction:				
Basic Programs	5,212,914	5,954,630	5,156,915	6,007,555
Added Needs	386,121	682,712	824,171	1,068,800
Support Services:				
Pupil	2,495,151	2,993,598	3,650,922	3,307,551
Instructional staff	4,403,173	5,480,974	5,631,566	5,827,392
General Administration	453,486	462,944	493,031	609,031
School Administration	444,076	573,664	461,312	548,212
Business	1,339,482	1,344,052	1,344,514	1,470,539
Operations and Maintenance	836,457	1,187,060	1,342,770	1,296,174
Transportation	718,837	971,975	1,036,448	938,758
Central	9,370,718	9,642,922	10,024,923	10,853,819
Other Support Services	173,754	-	-	-
Community Services	5,803,295	6,791,198	6,286,941	5,125,460
Other Financing Uses	21,600,877	23,469,606	24,075,707	24,969,407
Total Expenditures	53,238,341	59,555,335	60,329,219	62,022,698
Revenues over Expenses	681,692	(149,507)	(152,033)	(264,802)
FUND BALANCE - July 1	8,400,984	8,400,000	9,082,676	8,930,643
FUND BALANCE - JUNE 30	9,082,676	8,250,493	8,930,643	8,665,842

FURTHER RESOLVED, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds, except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval by the board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision on the execution of the budgets adopted by the board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. (Resolution effective 6/15/2023)

Note: The General Education tax levy for 2023 is proposed to be 0.1428 mills and the Regional Enhancement tax levy for 2023 is proposed to be 1.5000 mills. These millages will be levied on all properties to be used for operating purposes as described above.

**RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION OF
KALAMAZOO REGIONAL EDUCATIONAL SERVICE AGENCY
2023-2024 ORIGINAL SPECIAL EDUCATION FUND BUDGET**

RESOLVED, that this resolution shall be the appropriations of Kalamazoo Regional Educational Service Agency for the 2023-2024 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenues received by Kalamazoo Regional Educational Service Agency.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the SPECIAL EDUCATION FUND of the Kalamazoo Regional Educational Service Agency for fiscal year 2023-2024 is as follows:

	ACTUAL 2021-22	ORIGINAL 2022-23	REVISED 2022-23	ORIGINAL 2023-24
REVENUES:				
Local	40,607,595	41,630,635	42,246,546	44,744,718
State	17,064,769	11,375,352	15,592,494	15,792,494
Federal	9,661,682	10,151,349	10,548,131	10,942,280
Other Sources	-	-	-	-
Total Revenue	67,334,046	63,157,336	68,387,171	71,479,492

BE IT FURTHER RESOLVED, that \$66,804,888 of the total available to appropriate in the SPECIAL EDUCATION FUND is hereby appropriated in the amounts and for the purpose set forth below:

Instruction:

Basic Programs	-	-	-	-
Added Needs	20,609,149	17,722,288	17,783,089	18,985,395
Support Services:				
Pupil	7,882,313	7,913,345	7,551,298	7,967,242
Instructional staff	4,878,111	5,309,961	5,088,107	5,838,238
General Administration	186,601	197,440	209,013	320,266
School Administration	131,285	134,642	484,452	505,186
Business	489,239	542,821	558,205	620,700
Operations and Maintenance	2,250,948	2,337,459	2,521,853	2,771,553
Transportation	270,052	535,000	535,000	285,000
Central	1,960,582	2,094,042	2,181,145	2,248,177
Community Services	407,346	27,500	210,880	223,380
Other Financing Uses	25,575,157	28,064,942	25,763,987	27,039,751
Total Expenditures	64,640,783	64,879,440	62,887,029	66,804,888
Revenues over Expenses	2,693,263	(1,722,104)	5,500,142	4,674,604
FUND BALANCE, July 1	5,563,165	4,895,648	8,256,428	4,756,570
FUND BALANCE- JUNE 30	8,256,428	3,173,544	13,756,570	9,431,174

FURTHER RESOLVED, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds, except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval by the board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision on the execution of the budgets adopted by the board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. (Resolution effective 6/15/2023)

Note: The Special Education tax levy for 2023 is proposed to be 4.3604 mills. This millage will be levied on all properties to be used for operating purposes as described above.

**RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION OF
KALAMAZOO REGIONAL EDUCATIONAL SERVICE AGENCY
2023-2024 ORIGINAL CAREER CONNECT FUND BUDGET**

RESOLVED, that this resolution shall be the appropriations of Kalamazoo Regional Educational Service Agency for the 2023-2024 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenues received by Kalamazoo Regional Educational Service Agency.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the CAREER CONNECT FUND of the Kalamazoo Regional Educational Service Agency for fiscal year 2023-2024 is as follows:

	ACTUAL 2021-22	ORIGINAL 2022-23	REVISED 2022-23	ORIGINAL 2023-24
REVENUES:				
Local	33,437,514	33,836,638	35,061,265	35,174,987
State	228,065	228,065	343,923	343,923
Federal	-	-	-	-
Other Sources	-	-	-	-
Total Revenue	33,665,579	34,064,703	35,405,188	35,518,910

BE IT FURTHER RESOLVED, that \$67,355,368 of the total available to appropriate in the CAREER CONNECT FUND is hereby appropriated in the amounts and for the purpose set forth below:

Instruction:				
Basic Programs	-	-	-	-
Added Needs	3,140	10,000	10,000	10,000
Support Services:				
Pupil	1,400,373	1,654,018	2,017,052	1,947,107
Instructional staff	579,034	655,749	751,021	945,797
General Administration	66,275	66,373	71,001	288,761
School Administration	159,836	190,279	190,522	1,151,995
Business	113,150	120,904	145,321	143,152
Operations and Maintenance	1,655,602	90,983	113,158	114,153
Transportation	51,365	56,747	56,776	60,051
Central	446,376	474,628	733,138	897,106
Community Services	-	-	-	-
Other Financing Uses	-	26,854,925	29,462,705	61,797,246
Total Expenditures	4,475,151	30,174,606	33,550,694	67,355,368
Revenues over Expenses	29,190,428	3,890,097	1,854,494	(31,836,458)
FUND BALANCE - July 1	5,832,671	36,146,900	35,023,099	36,877,593
FUND BALANCE - JUNE 30	35,023,099	40,036,997	36,877,593	5,041,135

FURTHER RESOLVED, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds, except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval by the board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision on the execution of the budgets adopted by the board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. (Resolution effective 6/15/2023)

Note: The Career Technical Education tax levy for 2023 is proposed to be 0.9903 mills. This millage will be levied on all properties to be used for operating purposes as described above.

III. CLOSE BUDGET HEARING AND RESUME REGULAR
MEETING

IV. COMMENTS FROM AUDIENCE

V. CONSENT AGENDA

V.A. Approval of Board of Education Regular Meeting
Minutes - May 18, 2023

**Board of Education
May 18, 2023 – 5:30 PM
Conference Room A/B/C
1819 East Milham Avenue
Portage, Michigan 49002
REGULAR MEETING MINUTES**

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

MEMBERS ABSENT:

ADMINISTRATION/STAFF: Mr. Tom Zahrt, Ms. Mindy Miller, Mr. Scott Thomas, Mr. Brian Schupbach, Mr. Eric Stewart, Ms. Paige Daniels, Mr. Lisa Meredith-Jenkins, Ms. Rachel Roberts, Ms. Sarah Mansberger, Mr. Cameron Buck, Ms. Angela Telfer, Mr. Jake Fredericks, Mr. Isaac Carter, Mr. Jason Luke, Ms. Jeni Opel, Mr. Bryan Zocher, Ms. Amanda Sutherland, and Ms. Jackie Martell

OTHERS PRESENT: Mr. Rob Rohlman and Mr. Allen Dresselhouse

I. CALL TO ORDER

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

II. COMMENTS FROM AUDIENCE

Hillary Harris-Kapture spoke on the superintendent search process.

III. CONSENT AGENDA

- A. Approval of Board of Education Regular Meeting Minutes – April 20, 2023
- B. Approval of Board of Education Special Meeting Minutes – May 1, 2023
- C. Approval of New Hire
- D. Approval of New Position
- E. Approval of Tenure
- F. Approval of EFA PACE Grant Submission to MACC
- G. Approval of EFA 12 month – 188 Day Balanced Calendar

Mr. VanAntwerp moved; Mr. Webster supported approving the consent agenda.

Motion carried unanimously.

IV. PROGRAM AND/OR CONFERENCE REVIEW

- A. Foundation Update – Mr. Bill Robinson, Further Degree
This update will be provided at the June board meeting.
- B. Quarterly Review – Construction Video Report of Career Connect Center – Mr. Rob Rohlman and Mr. Allen Dresselhouse
The quarterly video report of the Career Connect Center was shown to the board.
- C. Early Childhood Continuous Improvement Update – Ms. Rachel Roberts
The Early Childhood continuous improvement update was presented to the board.

- D. Career Connect Continuous Improvement Update – Mr. Eric Stewart, Mr. Cameron Buck, Ms. Paige Daniels, Ms. Sarah Mansberger, Mr. Isaac Carter, Mr. Jason Luke, Ms. Jeni Opel, Mr. Bryan Zoher and Ms. Amanda Sutherland

The continuous improvement update for the Career Connect program was presented to the board.

V. ADMINISTRATIVE REPORTS

A. Business Services Report - Mr. Scott Thomas

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

The total payments processed were presented during the month of April.

The General Fund, Special Education Fund and Career & Technical Education Fund Statement of Revenue & Expenditures were presented for the period ending 3/31/23.

The total cash and investments were presented on hand as of 4/30/2023.

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

1. Preschool Programming Update - Ms. Rachel Roberts

- a. Head Start Documents – Ms. Rachel Roberts

C. Superintendent Report – Mr. Tom Zahrt

1. Transition Plan
2. Other

Mr. Zahrt shared the transition plan for the new superintendent.

VI. Thrun Law Notes

A. Correspondence/Informational Informational

VII. ITEMS FOR DISCUSSION AND/OR ACTION

A. Approval of the Career Connect Mobile Lab Truck as presented.

Ms. Cowart moved, Mr. VanAntwerp supported the approval of the Career Connect Mobile Lab Truck as presented.

Motion carried unanimously.

B. Approval of the changes to the purchasing policy 6320 as presented.

Ms. Cowart moved, Mr. VanAntwerp supported the approval of the changes to the purchasing policy 6320 as presented.

Motion carried unanimously.

C. Approval of the Buist Electric bid in response to our WELC and Service Center Audio-Visual RFP as presented.

Mr. Webster moved, Dr. Myers supported the approval of the Buist Electric bid in response to our WELC and Service Center Audio – Visual RFP as presented.

Motion carried unanimously.

II. ADJOURNMENT

The meeting was adjourned at 7:03 pm.

Respectfully submitted,

Lynne Cowart
Board Secretary

Jackie Martell
Recording Secretary

Minutes
Approved on _____

V.B. Approval of Board of Education Special Meeting
Minutes - May 18, 2023

**Board of Education
May 18, 2023– 5:00 PM
Conference Rooms F
1819 East Milham Avenue
Portage, Michigan 49002
SPECIAL MEETING MINUTES**

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

MEMBERS ABSENT:

ADMINISTRATION/STAFF: Mr. Tom Zahrt

OTHERS PRESENT:

I. **Call to Order**

Mr. Knowles called the meeting to order at 5:00 p.m.

II. **Comments from the Public**

No comments from the public.

III. **Items for Discussion and/or Review**

A. Discussion of New Culture and Belonging Position

The culture and belonging position was discussed.

IV. **Adjournment**

The meeting was adjourned at 5:35 pm.

Respectfully submitted,

Lynne Cowart
Board Secretary

Jackie Martell
Recording Secretary

Minutes
Approved on _____

V.C. Approval of Board of Education Biennial
Election Minutes

June 5, 2023

MEMBERS PRESENT: Mr. Virgil "Skip" Knowles

ADMINISTRATION/STAFF: Mr. Tom Zahrt, Ms. Jackie Martell

DELEGATES PRESENT: Ms. Lori Bagwell (Climax-Scotts), Mr. Richard Hathaway (Comstock), Ms. Diana Walker (Galesburg-Augusta), Ms. Desiree LaDuke (Gull Lake), Ms. TiAnna Harrison (Kalamazoo) Mr. Ethan Garner (Parchment), Ms. Terri Novaria (Portage), Dr. Carol Lohman (Vicksburg).

DELEGATES ABSENT: Schoolcraft - Jennifer Gottschalk / Christina Forsyth

CALL TO ORDER

Mr. Knowles called the meeting to order at 5:00p.m.

APPOINT ACTING SECRETARY

Mr. Knowles appointed Ms. Jackie Martell, Kalamazoo RESA Board Recording Secretary, as acting Secretary.

REVIEW ELIGIBILITY OF CANDIDATES

Mr. Knowles stated that two candidates were running for two seats on the Kalamazoo RESA Board of Education. Mr. Randy VanAntwerp, and himself to be re-elected for another full term both for six (6) years ending June 30, 2029. Mr. Knowles stated that both candidates have met all the election requirements per the Kalamazoo County Clerk.

DISTRIBUTE BALLOT TO APPOINTED DELEGATES

Ballots were distributed to each voting delegate in attendance from each constituent district's board of education.

CLOSE ELECTION

Mr. Knowles closed the election at 5:03 p.m.

APPOINTMENT OF TWO PEOPLE TO CANVASS ELECTION

Mr. Knowles indicated that two people, who are neither board members nor candidates for election, need to be appointed to canvass the election. Mr. Zahrt and Ms. Martell were appointed.

ELECTION RESULTS

Mr. Zahrt and Ms. Martell canvassed the ballots with the following results:

Eight (8) votes were cast for Mr. VanAntwerp and eight (8) votes were cast for Mr. Knowles. Both were declared elected to the Kalamazoo RESA Board of Education each for a six-year term to expire June 30, 2029.

ADJOURNMENT

Mr. Knowles thanked the delegates for attending and adjourned the meeting at 5:05 p.m.

Lynne Cowart, Board Secretary

Jackie Martell, Recording Secretary

Minutes approved _____

V.D. Approval of New Hire

To: Kalamazoo RESA Board of Education and Tom Zahrt, Superintendent
From: Kalee Hirsch, Human Resources Coordinator
Date: June 15, 2023
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
Marian	Hazelton	Special Education Teacher	Valley Center	Replacement
Elizabeth	Brower	Special Education Teacher	WELC	Replacement
Ann	Frey	Lead Teacher	Head Start	Replacement
Meredith	Lewis	Executive Director of Human Resources	Human Resources	Replacement/Job Grade Change
Vincent	Vandyke	Special Education Teacher	West Campus YAP	Replacement
Jocelin	Bailey	Early Intervention Coordinator	West Campus EC	Replacement

Thank you.

Kalee Hirsch
Human Resources Coordinator

V.E. Approval of New Position

To: Kalamazoo RESA Board of Education and Tom Zahrt, Superintendent
From: Kalee Hirsch, Human Resources Coordinator
Date: June 15, 2023
Re: New Positions

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

Position	Location	Budget Impact
Expert-in-Residence Dance HS & MS	Education for the Arts	Preliminary 23-24 Budget
Engagement Specialist	Instructional Services and Community Supports	Revised 23-24 Budget

Thank you.

Kalee Hirsch
Human Resources Coordinator

VI. PROGRAM AND/OR CONFERENCE REVIEW

VI.A. Recognition of Special Education Parent
Advisory Committee Excellence in Special
Education Awards - Ms. Angela Telfer, Ms. Titania
Lee, Ms. Aubree Spencer

Excellence in Special Education Awards 2023

- The Excellence in Special Education Awards are sponsored by the Parent Advisory Committee.
- The awards honor individuals who have gone above and beyond in their role of supporting students with disabilities.
- We will be honoring KRESA staff members this evening.

Aubree Spencer, Principal of WoodsEdge Learning Center, and Titania Lee, Administrator for KRESA Specialized Instructional Services and I have the pleasure of introducing our award winners.

1. **Nicolle Kirk, Special Education Teacher, WoodsEdge Learning Center**
 - a. Introduced by Aubree Spencer
 - b. Nominated by Cristin Riebel (parents will be attending)
 - c. Also nominated by Jennifer Spencer (not attending)

2. **Kara Mounce, DHH Special Education Teacher, WELC Angling Road**
 - a. Introduced by Titania Lee
 - b. Nominated by Sue Johnson (not attending)
 - c. Also nominated by Shuang Tang (not attending)

3. **Maria Cuevas, Special Education Teacher, YAP (not attending)**
 - a. Introduced by Angela Telfer
 - b. Nominated by Cody Wells (not attending)

4. **Krystina D'Arcy, ASD Teacher, WELC Amberly Elementary (not attending)**
 - a. Introduced by Angela Telfer
 - b. Nominated by Sara Slaughter (parent not attending)
 - c. Also nominated by Erin Hadd (parent not attending)

VI.B. Foundation Reimagine Update - Mr. Bill
Robinson, Further Degree

VI.C. Business Services Continuous Improvement
Update - Mr. Scott Thomas and Mr. Brad Storms

VII. ADMINISTRATIVE REPORTS

VII.A. Business Services Report

VII.A.1. Monthly Financial Report (System Impact
Goal 4b) - Mr. Scott Thomas

Kalamazoo Regional Educational Service Agency

1819 E. Milham Avenue

Portage, MI 49002-3035

During the period of time from May 1, 2023, through May 31, 2023, the following payments have been processed:

	<u>Payments</u>	<u>Investments</u>	<u>Total</u>
*Special Education	\$ 226,799	\$ -	\$ 226,799
*General Education	\$ 3,315,988	\$ -	\$ 3,315,988
*Tech Consortium	\$ 6,384	\$ -	\$ 6,384
*Career Connect	\$ 390,239	\$ -	\$ 390,239
*Payroll	\$ 5,087,898	\$ -	\$ 5,087,898
General Capital Project	\$ -	\$ -	\$ -
Special Ed Capital Project	\$ 224,675	\$ -	\$ 224,675
Career Connect Capital Project	\$ -	\$ -	\$ -
	<u>\$ 9,251,983</u>	<u>\$ -</u>	<u>\$ 9,251,983</u>

* I hereby certify that the above claims set forth are lawful against the 2022-2023 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

5-Jun-23

**GENERAL EDUCATION FUND
STATEMENT OF REVENUES & EXPENDITURES
FOR THE TENTH MONTH PERIOD ENDING 4/30/2023
UNAUDITED**

<u>Revenues</u>	<u>Budget</u>	<u>Revenues</u>	<u>Percent Received</u>	<u>Last Year</u>
Property Taxes	1,332,447	1,299,369	98%	98%
State Aid - SEC 81	1,426,041	937,932	66%	66%
Other	1,564,923	2,440,915	156%	89%
Southwest MiTech (Technology Services)	7,130,684	6,675,022	94%	92%
Seeds For Success/Great Start Collaborative (GSC)	704,707	727,864	103%	102%
Great Start Readiness Program (GSRP)	10,061,321	7,974,447	79%	78%
Print Center	745,000	639,250	86%	87%
Instructional Services and Community Supports	6,229,730	5,267,951	85%	110%
Career Connect Ignite - Education for Arts (EFA)	1,905,020	1,832,356	96%	95%
Career Connect Ignite - Education for Employment (EFE)/Early Middle College (EMC)	2,596,795	2,173,030	84%	66%
Career Connect Discover/Launch - Youth				
Opportunities Unlimited (YOU)/MiWorks	4,896,504	3,233,003	66%	71%
Regional Transportation & Safety Institute (RTSI)	431,517	356,981	83%	100%
Head Start	7,068,078	4,380,892	62%	49%
Enhancement Millage	14,084,419	13,752,495	98%	98%
Total Revenues	<u>60,177,186</u>	<u>51,691,507</u>	86%	83%

<u>Expenditures</u>	<u>Budget</u>	<u>Expenditures</u>	<u>Percent Expended</u>	<u>Last Year</u>
Board of Education	54,925	46,703	85%	81%
Superintendent	417,273	290,055	70%	74%
Public Information	186,521	173,806	93%	80%
Human Resources	295,673	213,156	72%	90%
Business Office	1,251,416	974,435	78%	78%
Maint. & Operation	1,085,040	617,754	57%	42%
Subtotal General Admin & Maintenance	3,290,848	2,315,909	70%	70%
Southwest MiTech (Technology Services)	7,527,454	5,545,240	74%	72%
Seeds For Success/Great Start Collaborative (GSC)	890,256	684,749	77%	67%
Great Start Readiness Program (GSRP)	10,061,321	5,332,553	53%	70%
Print Center	740,652	657,096	89%	82%
Instructional Services and Community Supports	6,667,464	3,008,211	45%	51%
Career Connect Ignite - Education for Arts (EFA)	2,005,020	1,461,607	73%	72%
Career Connect Ignite - Education for Employment (EFE)/Early Middle College (EMC)	2,677,860	1,812,435	68%	66%
Career Connect Discover/Launch - Youth				
Opportunities Unlimited (YOU)/MiWorks	4,896,504	3,278,719	67%	75%
Regional Transportation & Safety Institute (RTSI)	419,343	322,063	77%	74%
Head Start	7,068,078	4,806,173	68%	56%
Enhancement Millage	14,084,419	13,755,338	98%	97%
Total Expenditures	<u>60,329,219</u>	<u>42,980,093</u>	71%	73%

EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	(152,033)	8,711,414
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SPECIAL EDUCATION FUND
STATEMENT OF REVENUES & EXPENDITURES
FOR THE TENTH MONTH PERIOD ENDING 4/30/2023
UNAUDITED

<u>Revenues</u>	<u>Budget</u>	<u>Revenues</u>	<u>Percent Received</u>	<u>Last Year</u>
Property Taxes	40,706,889	39,678,785	97%	98%
Section 51a & 51a3 SE Funding	6,553,629	4,395,158	67%	55%
Sec 51a(2) & 54 Foundations	4,108,350	2,746,480	67%	63%
Section 24	450,000	437,342	97%	71%
IDEA	10,266,325	5,843,619	57%	28%
Other	2,600,108	2,092,748	80%	65%
County Juvenile Home	230,000	230,000	100%	100%
MPSERS UAAL Offset	-	6,245,755	0%	0%
Early On Grant	826,091	539,671	65%	58%
School Based Health Services	2,120,341	1,884,716	89%	101%
Other Grants	525,438	348,289	66%	109%
Total Revenues	68,387,171	64,442,564	94%	87%
<u>Expenditures</u>	<u>Budget</u>	<u>Expenditures</u>	<u>Percent Expended</u>	<u>Last Year</u>
Young Adult Program (YAP)	4,360,923	2,848,601	65%	69%
WoodsEdge Learning Center (WELC)	10,547,548	7,996,062	76%	72%
Preprimary Evaluation Team (PET)	1,395,661	1,085,609	78%	78%
MPSERS UAAL	-	6,245,333	0%	0%
Central Services	6,348,382	5,105,472	80%	71%
Juvenile Home Schools	2,114,179	1,276,338	60%	58%
Valley Center School	1,598,178	991,634	62%	63%
Deaf/Hard of Hearing Program (DHH)	1,721,501	1,072,192	62%	64%
Early On/ECSE	4,095,725	2,732,761	67%	69%
Operations/Maintenance	5,078,335	2,300,440	45%	47%
Subtotal KRESA Programs	37,260,432	31,654,442	85%	76%
Payout for Local Programs	24,894,759	22,417,931	90%	86%
Prior Year Local Payout Adjustment	-	(1,901,319)	0%	0%
Other	198,900	92,825	47%	60%
Other Grants	532,938	119,504	22%	55%
Total Expenditures	62,887,029	52,383,382	83%	80%
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	5,500,142	12,059,182		

CAREER CONNECT FUND
STATEMENT OF REVENUES & EXPENDITURES
FOR THE TENTH MONTH PERIOD ENDING 4/30/2023
UNAUDITED

<u>Revenues</u>	<u>Budget</u>	<u>Revenues</u>	<u>Percent Received</u>	<u>Last Year</u>
Property Taxes	9,258,251	9,023,838	97%	98%
Other	730,000	1,169,145	160%	0%
Career Connect Campus Project	25,416,937	27,054,764	106%	0%
Total Revenues	<u>35,405,188</u>	<u>37,247,747</u>	105%	100%
<u>Expenditures</u>	<u>Budget</u>	<u>Expenditures</u>	<u>Percent Expended</u>	<u>Last Year</u>
Career Connect	3,447,601	2,393,759	69%	70%
Operations/Maintenance	15,640,388	15,498,995	99%	100%
Career Connect Campus Project	14,462,705	4,013,050	28%	0%
Total Expenditures	<u>33,550,694</u>	<u>21,905,804</u>	65%	86%
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	1,854,494	15,341,943		

**Kalamazoo Regional Educational Service Agency
Investment Rate/Cash Data
As of 5/31/2023**

<u>Special Education</u>	<u>Type</u>	<u>Amount</u>	<u>Rate (%)</u>	<u>Maturity Date</u>
Fifth-Third Milaf	Op M	9,045,398 <u>12,536,975</u>	5.06	OPEN
<i>Special Education Total</i>		<u>21,582,373</u>		
<u>General Education</u>	<u>Type</u>	<u>Amount</u>	<u>Rate (%)</u>	<u>Maturity Date</u>
Fifth-Third Milaf	Op M	3,500,204 <u>14,274,352</u>	5.06	OPEN
<i>General Education Total</i>		<u>17,774,556</u>		
<u>Career Connect</u>	<u>Type</u>	<u>Amount</u>	<u>Rate (%)</u>	<u>Maturity Date</u>
Fifth-Third Milaf	OP M	5,732,582 <u>44,339,728</u>	5.06	OPEN
<i>Career Connect Total</i>		<u>50,072,311</u>		
TOTAL		<u><u>89,429,240</u></u>		

VII.A.2. Local district board vote of KRESA 2023-
2024 General Fund Budget

VII.A.3. Career Connect Campus Budget Update

VII.B. **Instructional Programs and Services
Report**

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

VII.B.1.a. GSRP Program Design

VII.B.1.b. Kalamazoo County Pre-K enrollment

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

VII.B.2.a. 2023 - 2024 Equity Series

Kalamazoo RESA Presents

REIMAGINING EDUCATION FOR ALL:

LISTENING TO VOICES FROM THE MARGINS

23-24 EQUITY SPEAKERS SERIES



FEATURING :

Whose Story is Being Told?

 **TUESDAY**
22 AUGUST, 2023

 **TIME**
01.30 PM EST

SHANE SAFIR & JAMILA DUGAN

AUTHORS, "STREET DATA: A NEXT GENERATION
MODEL FOR EQUITY, PEDAGOGY, &
SCHOOL TRANSFORMATION"



Designing for all Learners

HORACIO SANCHEZ

AUTHOR, "THE POVERTY PROBLEM"

 **FRIDAY**
3 NOVEMBER, 2023

 **TIME**
08.15 AM EST

Get Out of the Way & Listen

 **THURSDAY**
21 MARCH, 2024

 **TIME**
08.30 AM EST

DR. ADOLPH "DOC" BROWN III

"THE WORLD'S GREATEST EDU-TAINER"



REGISTRATION OPEN SOON!

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

VII.B.3.a. 2022-2023 K-8 Benchmarking Results

VII.B.4. Leadership Capacity Update - Ms. Mindy Miller

VII.B.4.a. Talent Together Update

VII.B.4.b. Continuous Improvement Update

VII.C. **Career Connect Report**

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

VII.C.1.a. Reality Fair

VII.C.1.b. Career Champions

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

VII.C.2.a. End of the year student survey highlights

VII.C.2.b. Staffing Updates

VII.C.2.c. CTE Enrollment and Credential Attainment

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

VII.C.3.a. Advisory Year-End Celebration

VII.C.3.b. YLAI Fellowship conclusion

VII.D. **Technology & Operations Report - Mr. Brian Schupbach**

VII.D.1. Parking lot paving Update

VII.D.2. ERP Update

VII.D.3. New phone system proposal

Memo

To: KRESA Board of Education
From: Brian Schupbach, Assistant Superintendent for Technology
CC: Jackie Martell
Date: 6/8/2023
Re: Request for Board approval of new cloud-based phone/communications system

Cloud Phone/Communications System

In effort to help KRESA modernize and improve our communications technology, as well as reduce costs, we released an RFP for a Unified Communications as a Service (UCaaS) solution for KRESA and our partner districts. The new system is cloud based and will replace our current on-premise phone system. We received 6 bids and after thorough evaluation, I am recommending that the Board approve the low bid from Sentinel Technologies out of Grand Rapids for the RingCentral solution not to exceed approved 23/24 budgeted funds of \$120,341.76. Thank you for your consideration.

VII.E. **Superintendent Report - Mr. Tom Zahrt**

VII.E.1. Career Connect Center Construction
 Update

VII.E.2. Other

VIII. **Thrun Law Notes**

VIII.A. Correspondence/Informational



SCHOOL LAW NOTES

THRUN
LAW FIRM, P.C.

MAY 25, 2023

FOIA

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Student Handbook Order Form

Responding to Subscription Requests Under FOIA

Individuals may subscribe to future issuances of public records under the Freedom of Information Act (FOIA). Subscriptions are valid for up to six months at the request of the subscriber and are renewable. This article reviews school district obligations when a FOIA subscription is requested.

Created, Issued, or Disseminated on a Regular Basis

FOIA Section 3 provides that a person “has a right to subscribe to future issuances of public records that are created, issued, or disseminated on a regular basis.” Board agendas, minutes, and meeting packets are examples of such records. To respond to a FOIA subscription request, school officials must determine whether the requested documents are not only public records subject to FOIA, but that are also created, issued, or disseminated on a regular basis. In addition, school officials must decide whether a FOIA exemption to disclosure applies *at the time* the records are created, issued, or disseminated, rather than when the subscription request is received.

FOIA is broadly construed to allow access to public records, while exemptions are narrowly construed. However, FOIA Section 13 allows, and sometimes requires, withholding certain information. For example, if a person submits a request to subscribe to future issuances of student disciplinary records, school officials could deny the request on two grounds: first, that the records are not created on a regular basis; and second, that they are exempt from disclosure as FERPA-protected under FOIA Section 13(2).

Response Timeline

School officials must follow the timelines under FOIA Section 5 for any new record that is created, issued, or disseminated under a FOIA subscription, *once the record becomes available*.

Specifically, a public school must respond to a FOIA request within five business days by doing one of the following:

- 1) granting the request;
- 2) issuing a written notice to the requester denying the request;
- 3) issuing a written notice to the requester granting the request in part and denying the request in part; or
- 4) issuing a notice extending for up to ten business days the period during which the school must respond to the request.

School officials do not need a requester’s permission to extend the response time. The extension notice must specify the reason for the extension and the date by which the response will be issued. School officials may not extend time more than once for each FOIA request.

For example, when responding to a subscription to board meeting packets, school officials have five days after each respective board packet is created to issue a response. That initial five-day

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response might involve issuing a notice to extend the timeframe for the response by up to ten additional business days, but it must specify a reason why the extension is needed, such as reviewing the board packet to redact information that is exempt from disclosure under FOIA Section 13.

Fees & Deposits

The Michigan Court of Appeals has held that a public body may charge a flat fee, payable in advance, for a subscription. *Haley v Nunda Twp*, COA Docket No. 250082 (January 18, 2005). Based on the plain and ordinary meaning of the word “subscription,” the Court of Appeals determined that FOIA clearly contemplates an advance payment, rather than the actual cost of providing the subscription, because it is impossible to determine the actual cost in advance when the number of pages likely will vary.

Nevertheless, school officials may charge a fee only if the school’s FOIA procedures and guidelines (including a cost itemization) are posted on its website in compliance with the 2015 FOIA amendments. A response charging fees must be accompanied by a detailed cost itemization form, following the fee procedures in the school’s FOIA procedures and guidelines. For FOIA subscriptions, school officials are advised to use the cost itemization form to provide a reasonable estimate of anticipated fees over the subscription period, which may be collected as a flat fee in advance.

If you have questions about a FOIA request, including a request for a FOIA subscription, please contact your Thrun attorney.

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New FERPA Guidance: Protecting Student Health Records

The Student Privacy Policy Office (SPPO), the federal agency that administers the Family Educational Rights and Privacy Act (FERPA), recently issued [guidance](#) for school officials regarding student health records. The guidance confirms that student health records may constitute “education records” under FERPA.

FERPA defines “education records” as records that are directly related to a student and are maintained by an educational agency or institution or by a party acting for the agency or institution. With several exceptions, FERPA prohibits the disclosure of personally identifiable information from an education record without the parent’s or eligible student’s consent. An eligible student is a student who is 18 years or older, attends a postsecondary institution at any age, or is an emancipated minor.

The new SPPO guidance clarifies that there are the two types of student health records that an educational agency may possess: “treatment records” and “education records.” Treatment records are defined as an *eligible* student’s records created or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional that are only used in connection with providing treatment to the student and are disclosed only to the persons providing such treatment. Treatment records are not considered education records only when the records are disclosed for the purpose of providing an eligible student with treatment or for personal review by a physician or appropriate professional of the eligible student’s choice. If treatment records are disclosed for any other purpose, those records become education records and are subject to all FERPA requirements.

Education records include medical forms, screening tools, treatment records of a minor student, and any other health records maintained by the educational agency. It is important to note that a minor student’s health records, including treatment records, are *always* considered education records subject to FERPA protections.

The guidance also identifies the FERPA exceptions most likely to apply to student health records, including the school official exception, health and safety exception, and the court orders or subpoenas exception. The school official exception applies when an education record is disclosed without parental consent to school officials (including teachers and third parties to whom the educational institution has outsourced functions or services that the institution would usually do) who have a legitimate educational interest in the information. The health and safety exception allows disclosure to individuals such as law enforcement or medical personnel when necessary to protect the health and safety of the student or others (discussed in depth in the December 2022 edition of *School Law Notes*). Finally, the court order or subpoena exception allows school officials to disclose education records identified in a court order after making a reasonable effort to notify parents or eligible students so that they can seek an order to quash the disclosure.

Other important issues addressed in the new SPPO guidance include (1) personal observations by school personnel are not education records, though they may become part of an education record if the observations are used to generate an education record (such as a discipline report), and (2) FERPA, not HIPAA, governs student health records in the possession of K-12 educational institutions.

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Dude, Where's My Mom? Parental Consent for Interviewing Students Explained

School officials are all too familiar with parents claiming that school employees may not speak to their student unless a parent is present or has provided consent. But is a school official legally required to comply with those demands? Not exactly.

Absent board policy language to the contrary, school officials are generally permitted to interview students who may have relevant information about any alleged misconduct committed on school property. The Revised School Code authorizes a school to provide for the safety and welfare of students while at school or traveling to or from school. Given a school's authority and need to maintain a safe environment, numerous courts have upheld a school official's right to question students on matters of school discipline without requiring parental consent.

Not only is parental consent not required for school officials to interview a student about school misconduct, but parent notification that school officials intend to interview a student is also generally not required. As always, there are exceptions to these rules, such as if the student is a party to a Title IX investigation and the parent is the student's advisor. Typically, a school official has no legal obligation to notify the student's parent before speaking to the student about suspected misconduct.

While the above holds true when school officials interview students, school officials should tread carefully when law enforcement seeks to interview a student. Board policy should outline the necessary procedure when law enforcement seeks to interview students regarding both school-related and non-school-related criminal activity. Those procedures should include whether the school will notify the student's parents and, if so, who will make the initial contact, and whether parents have the right to be present during such an interview. For Thrun Policy Service Subscribers, see Policy 5201 (Investigations, Arrests, and Other Law Enforcement Contact).

Importantly, while school officials may permit a law enforcement officer to interview a student at school about school-related criminal activity, school officials must not disclose student education records to the law enforcement officer without parental consent, unless a FERPA exception applies.

As always, board policy may alter a school's obligations for interviewing students, including requiring parental consent and notification. If you are concerned about your school's approach to student interviews or if you have any questions, please contact your Thrun attorney.

Back to Basics: The IDEA's Least Restrictive Environment

The IDEA requires schools to provide students with disabilities a FAPE in the least restrictive environment (LRE). The LRE generally requires that students with disabilities: (1) are educated in the general education environment alongside their nondisabled peers to the maximum extent appropriate, and (2) are not removed from the general education classroom unless education in that setting cannot be achieved even with the use of supplementary aids and services.

The LRE is determined on a case-by-case basis during the development of a student's IEP. During an IEP Team meeting, the Team first identifies the student's present level of performance and areas of strengths and needs. Then, the Team discusses the individualized program of instruction and related services the student requires.

After the Team determines what services and supports a student needs to receive a FAPE, the team must identify the LRE in which those services and supports can be provided effectively.

The IDEA requires that schools have a continuum of alternative placement options available, which range from the least restrictive setting (greatest access to nondisabled peers, such as the general education classroom) to the most restrictive options (e.g., residential placement or homebound). This continuum of placement options generally consists of the following:

- 1) *General Education Classroom* – The student receives instruction on a full-time basis in the general education classroom that the student would attend if he or she had no disability, with or without accommodations or specialized instruction.
- 2) *Partial Day in the General Education Classroom* – The student attends part of the day in the general education classroom and part of the day in another setting, such as a resource room or self-contained classroom. The IEP Team decides how much time the student spends in each setting.
- 3) *Self-Contained Special Education Classroom* – The student attends regular public school, but in a self-contained classroom only for students with disabilities, with opportunities for interaction with nondisabled peers in nonacademic and extracurricular activities.
- 4) *Special Day School* – The student does not attend regular public school, but rather, attends a separate school solely for students

with disabilities, usually with no opportunity to interact with nondisabled peers.

- 5) *Residential Facility or Hospital* – The student receives treatment, instruction, and services at a residential treatment facility or in a hospital, usually because the student’s disability requires around-the-clock services for educational benefit.
- 6) *Home Instruction* – The student receives all instruction at home, usually on a temporary basis due to severe medical or psychological issues. The student is likely to have little or no interaction with other students.

The Sixth Circuit Court of Appeals has emphasized that there is a strong preference under the IDEA that students with disabilities be educated in the regular classroom and has provided a framework for when students may be moved to a more restrictive setting. Specifically, the Sixth Circuit has held that students may be removed from the general education environment *only* when: (1) the student would not benefit from regular education, (2) any regular-class benefits would be far outweighed by the benefits of special education, or (3) the student would be a disruptive force in the regular class.

Accordingly, when determining a student’s LRE, the IEP Team should consider the extent to which the student can be educated in a regular classroom and the range of supplementary aids and services that will facilitate the student’s placement in the regular education environment. As part of that inquiry, the IEP Team should consider whether any part of the school day, including lunch or recess, can appropriately be spent with nondisabled students if supplementary aids and services were provided.

The IEP Team need not attempt less restrictive environments before moving to a more restrictive setting when a student’s disability’s nature or severity is such that satisfactory progress towards IEP goals cannot be achieved in a less restrictive setting.



**Back to Basics:
July 15 Is the Ineffective
Teacher Notice Deadline**

Does your school have any teachers who were rated ineffective? Have you hired a new teacher who was recently rated ineffective by another school? If your answer is “yes” to either question, be aware that Revised School Code (RSC) Section 1249a prohibits a school district, intermediate school district, or public school academy from assigning a student to be taught in the same subject area for two consecutive years by a

teacher who was rated ineffective on his or her two most recent annual year-end evaluations. Additionally, a school is prohibited from assigning a student for two consecutive years in the same subject area to *any* teacher rated ineffective on his or her two most recent annual year-end evaluations, regardless of whether the student is assigned a different ineffective teacher from the previous year.

If a school cannot comply with this requirement, the board must provide the student’s parent or legal guardian written notice of the assignment by July 15. The written notice must specifically advise the parent or legal guardian that (1) the school cannot comply with RSC Section 1249a, and (2) the student has been assigned to be taught in the same subject area for a second consecutive year by a teacher who has been rated as ineffective on his or her two most recent annual year-end evaluations. The notice need not identify the teacher by name, but it must explain why the school cannot comply.

Notably, the RSC does not define the phrase “two most recent annual year-end evaluations,” which could include evaluations from nonconsecutive school years if, for example, a teacher was on a leave of absence and did not receive an annual year-end evaluation for an intervening school year.

The “two most recent annual year-end evaluations” also could include evaluations from a teacher’s previous school employer. According to MDE, there is no statewide database for teacher evaluations to enable a school to readily consider an evaluation rating assigned by a former school employer. Accordingly, to ensure compliance with Section 1249a, administrators should consider requiring prospective hires to provide copies of their two most recent annual year-end evaluations before offering employment.

Importantly, decisions about Section 1249a’s development, format, content, and notification procedures are prohibited bargaining subjects that a school determines in its sole discretion.



**Best Laid Plans:
Arbitrator Upholds Required Trainings
During Teacher Planning Periods**

In a grievance arbitration handled by Thrun Law Firm, the arbitrator found that a school district did not violate its collective bargaining agreement (CBA) when it required elementary teachers to attend mandatory trainings during their conference periods. *Bay City Ed Ass’n*, AAA Case No. 01-22-0002-1040 (2023).

Before the 2021-22 school year, the district learned that its elementary students were scoring below the

state average on English Language Arts (ELA) assessments. To improve students' scores, the district invested in a program to identify elementary students' needs in ELA areas and target instruction based on the assessment results. Initially, the district offered teachers optional training sessions for the program after school, but several teachers could not attend due to other commitments. In December 2021, the district notified teachers that the program's training would be mandatory and would take place during the school day when the teachers were scheduled for their conference periods. The training involved four 30-minute sessions to be completed over a four month period.

Despite all parties agreeing that the program was important to enhance student education, the union alleged that the change in policy violated the CBA, and the parties proceeded through the grievance process. The CBA provided, in part, that "time traditionally provided within the teacher's day for conference and preparation cannot be seriously encroached upon without reducing the quality of the program. It is agreed, therefore, that a teacher shall not normally be expected to attend meetings called during conference/preparation time on a regular basis."

The arbitrator held that the district did not violate the CBA, as its actions did not "seriously encroach" upon the teachers' conference time. The arbitrator agreed with the union that conference periods are an essential part of a teacher's duties and responsibilities, allowing them time to prepare lesson plans, confer with special education teachers, and correspond with parents. Nevertheless, the arbitrator noted that the teachers were given sufficient advance notice of the trainings, which consisted of only two hours spread across four months. The trainings did not last the entirety of the 45-minute conference period. The difference in conference periods missed by teachers for this program was negligible when compared to previous years.

Additionally, the district was flexible in requiring attendance in the training sessions. The district gave accommodations to teachers when necessary. Attendance was not taken, administrators were not present at the trainings, and no discipline was given for failing to attend. Accordingly, the grievance was denied.

This case reflects the important balance that school officials must achieve in implementing necessary trainings to enhance student education, while also allowing teachers sufficient planning periods. School officials should review their own CBA provisions related to planning time and ensure that any encroachments on planning periods are reasonable.



Responding to PERA Requests

With collective bargaining season underway, many schools have experienced an increase in Public Employment Relations Act (PERA) information requests. A school's failure to timely or appropriately respond to a PERA information request may result in an unfair labor practice charge.

Reviewing Requests

A school's duty under PERA to bargain in good faith includes the duty to produce relevant information requested by a union if there is a reasonable probability that the information will assist the union with collective bargaining or with enforcing its collective bargaining agreement. There is a presumption that this standard is satisfied if the requested information relates to bargaining unit member wages, hours, or other working conditions.

If the requested information relates to other matters, such as working conditions for employees outside of the bargaining unit, the union must affirmatively show that the information will assist the union with collective bargaining or in enforcing its CBA. Schools that receive a PERA request for such information have a right to require the union to make such an affirmative showing before the school decides whether to disclose the requested information. A school also has no duty to provide information that is readily available to the union from other sources.

Responding to Requests

An employer must respond to a PERA information request within a "reasonable" time. MERC has not precisely defined "reasonable," stating that the determination is made on a case-by-case basis. Although a school is not subject to any specific deadline for a PERA response (e.g., ten days), a school should respond promptly to such a request, especially when the requested information is readily available.

A school may either compile and disclose the requested information or grant the union access to its records to retrieve the requested information. If the school compiles the information, it may charge the union a fee for that task. The fee amount is subject to bargaining between the school and the union.

PERA/FOIA Requests

Unions sometimes submit "PERA/FOIA" requests. PERA and FOIA requests trigger different requirements, and responses to combined requests must comply with both laws. A request for records or information does not need to specifically state that it is a PERA or FOIA request.

When in doubt about the nature of a union's information request, school officials should ask the union representative who submitted the request to

clarify whether the request is made under PERA or FOIA, or both. If the union fails to clarify, the request should be processed under both statutes.

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Do You Know What Your Money Is Doing?

School districts and intermediate school districts may invest school funds, but Revised School Code Sections 1223 and 622 limit the types of investments. School officials should be familiar with the applicable provisions of the RSC and their school's investment and deposit policies to ensure statutory compliance. Importantly, not every investment opportunity your bank or an investment advisor recommends is authorized by the RSC or board policy. This article highlights common investment issues and practical steps to address them.

The RSC authorizes the board treasurer to deposit school funds in a financial institution or in a joint investment authorized by law. The deposit must be made in the treasurer's name as an officer of the school district, and the board must designate each financial institution used. This is commonly done at an annual organizational meeting, but keep in mind that the board must approve each financial institution at which a school district opens an account.

A "financial institution" is a state or nationally/federally chartered bank, savings and loan association, savings bank, or credit union (1) whose deposits are insured by an agency of the United States government, and (2) which maintains a principal office or branch office located in Michigan. Given the rise in employees working from home, some financial institutions no longer have physical locations in Michigan. School officials must ensure that these entities have a designated principal or branch office in Michigan to comply with the RSC. Branch offices where a bank receives deposits are the easiest to spot.

In the February 2023 edition of *School Law Notes*, we discussed the establishment of common debt funds for investment purposes. Please consult that article for more information about establishing and maintaining common debt funds. As it relates to the types of investments for school funds, the RSC provides a list of permissible investments. School officials are most likely to encounter one of the following:

- Bonds, bills, or notes of the United States or other obligations fully guaranteed by either the United States or the State of Michigan.
- Certificates of deposit issued by a financial institution – remember to confirm that the institution meets the statutory definition of a "financial institution."

- Securities issued or guaranteed by agencies or instrumentalities of the United States government.
- United States government or federal agency obligation repurchase agreements.
- Investment pools, as authorized by Michigan's Surplus Funds Investment Pool Act and composed entirely of instruments that are legal for direct investment by a school.
- Mutual funds that are composed entirely of instruments that are legal for direct investment by a school.
- Certificates of deposit held in a financial institution other than the one in which an initial deposit is made, provided that specific statutory requirements are met (e.g., principal and interest are insured by a United States agency and the financial institution acts as a custodian for the school).

This is not an exhaustive list of authorized investments.

Investments in stocks, Bitcoin, and precious metals are not authorized by law. As discussed in the September 2022 edition of *School Law Notes*, any donations of these assets accepted by a school must be liquidated immediately.

In these volatile times, it is important to understand where your school's funds are held, how they can be used to meet your school's needs, and whether investments of those funds comply with Michigan law. School officials also should look to their school's policies on deposits and investments. For Thrun Policy Service Subscribers, these are Policies 3203 (Deposits) and 3204 (Investment of Funds). School officials must ensure that these policies are up-to-date and verify that they are being followed.

For schools that utilize investment advisors (e.g., for the investment of bond proceeds), it is recommended that engagement agreements, as well as any related custodial banking contracts, be reviewed by legal counsel before being executed initially or renewed for another term.

While Thrun Law Firm does not give investment advice, given recent banking volatility, school officials should be aware that if a school has a total amount of funds on deposit with a single financial institution in excess of \$250,000, that excess is not protected by current FDIC guarantees. School officials should carefully weigh the risk of such unprotected deposits against the practicality of spreading deposits among multiple financial institutions to reach a business decision on how to allocate such deposits.

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Addressing Easement Requests with Ease

School officials commonly receive requests from municipalities, utility providers, and neighbors to grant an easement over school property. Before granting an easement, school officials should be aware of what an easement is and understand the scope of the request.

An easement is a right to use another’s property, without transferring ownership, for a specific purpose. Such purposes may include obtaining vehicular or non-motorized access, erecting a telephone pole, installing a sewer line, or constructing a drainage detention pond. The property owner can continue to use the easement area but only in a way that does not interfere with the easement holder’s purpose.

Normally, an easement takes the form of a document that is signed by the property owner and recorded with the local register of deeds office. An easement remains intact even if the owner sells the property. A title search on the property will identify any recorded easement as a third-party interest or restriction. Note that a property owner is unable to unilaterally terminate or revoke an easement unless it expressly reserves that right.

Before signing and recording the document, school officials should determine whether a requested easement “runs with the land,” and is intended to be permanent, or if it should be temporary. School officials also should examine the proposed easement area to ensure that it does not impact a future expansion project or existing utility, or otherwise interfere with a school’s plans for the property. Depending on the easement’s purpose, the school may no longer be able to develop that area.

When an easement does not benefit the school, school officials may seek compensation in exchange for granting the easement. If equipment or facilities are being installed, the easement should state that the easement holder assumes the risk of its use, as well as liability for any damages and the responsibility for removal. In addition, the easement should require the easement holder to use the area in a manner that minimizes disruption to school operations and does not block any ingresses or egresses.

If you would like a proposed easement reviewed, please contact your Thrun attorney.



**Who Watches the Watchman:
Visitors Observing at School**

Visitors who wish to observe at school may disrupt the learning environment unless appropriate rules are established. Every Michigan public school should have

a board policy addressing school visitors that aligns with Michigan law.

While the general public has no right to access school buildings or observe classroom activities, the Revised School Code requires schools to allow students’ parents and guardians to observe instructional activity in a class or course in which their child is enrolled and present, subject to reasonable restrictions and limits. “Reasonable restrictions and limits” may include obtaining prior approval of school administration and limiting observations to certain days or specified times. These restrictions should be clearly articulated in board policy.

When a student is or may be eligible for special education, parents may seek a different type of observation. Parents of special education students (or those being evaluated for special education eligibility) may request an independent educational evaluation (IEE) by an outside evaluator under the Individuals with Disabilities Education Act. If a parent requests an IEE, the outside evaluator may need to observe the student in their educational environment. School officials should accommodate this request.

Guidance from the U.S. Department of Education’s Office of Special Education and Rehabilitative Services requires that school officials provide outside IEE evaluators access to the student at school that is comparable to the access given to the school’s own evaluators. School officials should schedule outside evaluator observations in a manner that minimizes disruption to the classroom. Special education personnel should address the specific parameters for IEE observations with outside evaluators on a case-by-case basis.

General parameters for classroom observations should be in board policy. That may include referral to the special education department or professional for IEE observations. This information should be shared across schools so that each school is working from the same set of rules and using the same information. If you have questions regarding appropriate restrictions on observations, please contact your Thrun attorney.



**Student Handbooks Now
Available for All Clients!**

Due to popular demand, Thrun Law Firm is now offering a version of the Thrun Model Student Handbook to all interested clients.

Thrun Policy Service Subscriber Version (including Employee Handbook)

The Thrun Policy Subscriber version of the student handbook aligns with the Thrun Board Policy Manual

and Administrative Guidelines and is intended to be easily implemented by Thrun Policy Service Subscribers.

This Handbook is sold together with an Employee Handbook. Annual updates to both will be included in the existing annual update fee for subscribers. The total cost for both handbooks is \$1,500 for retainer clients, and \$2,500 for non-retainer clients.

Non-Thrun Policy Service Subscriber Version

The Student Handbook for clients that are not Thrun Policy Service Subscribers allows for client customization to ensure it aligns with your school's expectations and policies, while simultaneously including provisions required by law.

This version of the Handbook costs \$950 for retainer clients and \$1,500 for non-retainer clients. In contrast to the Thrun Policy Service Subscriber Student Handbook, this Handbook does not include annual updates. Because student handbooks must align with board policy, school officials must ensure the Handbook complies with your school's board policies before implementation. Thrun attorneys are available to assist with this process.

If you are interested in purchasing a Handbook, please complete and return the attached order form to LSavoie@ThrunLaw.com.



Date	Organization	Attorney(s)	Topic
June 15 & 16, 2023	Thrun Law Firm, P.C.	Thrun Law Firm, P.C. Attorneys	Thrun Board Policy Implementation 2-part webinar
June 27, 2023	MASSP	Cristina T. Patzelt	Transgender Student Rights
June 28, 2023	MASSP	Jennifer K. Starlin	Legal Pitfalls in the Student Discipline Process
August 1, 2023	UP Administrators Academy	Lisa L. Swem	School Law Update
August 7 – 9, 2023	MAASE Summer Institute	Thrun Law Firm, P.C. Attorneys	Special Education Legal Updates
August 10, 2023	Wexford-Missaukee ISD	Lisa L. Swem	School Law Update
August 10, 2023	Charlevoix-Emmet ISD	Lisa L. Swem	School Law Update
August 10 & 11, 2023	Thrun Law Firm, P.C.	Thrun Law Firm, P.C. Attorneys	Thrun Board Policy Implementation 2-part webinar
August 16, 2023	Kent ISD	Michele R. Eaddy Jessica E. McNamara	School Security Officer Legal Update
August 22, 2023	MSBO	MaryJo D. Banasik	Employee Leave and Compensation
August 22, 2023	MSBO	Philip G. Clark	New Trends in the Law
August 24, 2023	Alpena-Montmorency-Alcona ESD	Michele R. Eaddy	Special Education Legal Update
October 5 & 6, 2023	Thrun Law Firm, P.C.	Thrun Law Firm, P.C. Attorneys	Thrun Board Policy Implementation 2-part webinar
December 7 & 8, 2023	Thrun Law Firm, P.C.	Thrun Law Firm, P.C. Attorneys	Thrun Board Policy Implementation 2-part webinar

IX. ITEMS FOR DISCUSSION AND/OR ACTION

IX.A. Approval of 2022-2023 Final Budget
Resolutions [roll call vote]

**RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION OF
KALAMAZOO REGIONAL EDUCATIONAL SERVICE AGENCY
2022-2023 FINAL GENERAL EDUCATION FUND BUDGET**

RESOLVED, that this resolution shall be the appropriations of Kalamazoo Regional Educational Service Agency for the 2022-2023 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenues received by Kalamazoo Regional Educational Service Agency.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the GENERAL EDUCATION FUND of the Kalamazoo Regional Educational Service Agency for fiscal year 2022-2023 is as follows:

	ACTUAL 2021-22	ORIGINAL 2022-23	REVISED 2022-23	FINAL 2022-23
REVENUES:				
Local	18,984,726	19,742,602	20,217,040	21,341,111
State	16,786,369	19,266,096	20,434,065	20,326,164
Federal	10,636,213	12,613,274	11,790,839	12,640,485
Other Sources	7,512,725	7,783,856	7,735,242	7,736,058
Total Revenue	53,920,033	59,405,828	60,177,186	62,043,818

BE IT FURTHER RESOLVED, that \$61,664,492 of the total available to appropriate in the GENERAL EDUCATION FUND is hereby appropriated in the amounts and for the purpose set forth below:

Instruction:				
Basic Programs	5,212,914	5,954,630	5,156,915	5,331,800
Added Needs	386,121	682,712	824,171	824,171
Support Services:				
Pupil	2,495,151	2,993,598	3,650,922	3,668,364
Instructional staff	4,403,173	5,480,974	5,631,566	5,738,283
General Administration	453,486	462,944	493,031	531,945
School Administration	444,076	573,664	461,312	461,312
Business	1,339,482	1,344,052	1,344,514	1,357,105
Operations and Maintenance	836,457	1,187,060	1,342,770	1,377,673
Transportation	718,837	971,975	1,036,448	1,186,936
Central	9,370,718	9,642,922	10,024,923	10,307,156
Other Support Services	173,754	-	-	350,000
Community Services	5,803,295	6,791,198	6,286,941	6,932,970
Other Financing Uses	21,600,877	23,469,606	24,075,707	23,596,777
Total Expenditures	53,238,341	59,555,335	60,329,219	61,664,492
Revenues over Expenses	681,692	(149,507)	(152,033)	379,326
FUND BALANCE - July 1	8,400,984	8,400,000	9,082,676	9,082,676
FUND BALANCE - JUNE 30	9,082,676	8,250,493	8,930,643	9,462,002

FURTHER RESOLVED, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds, except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval by the board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision on the execution of the budgets adopted by the board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. (Resolution effective 6/15/2023)

Note: The General Education tax levy for 2022 is proposed to be 0.1428 mills and the Regional Enhancement tax levy for 2022 is proposed to be 1.4918 mills. These millages will be levied on all properties to be used for operating purposes as described above.

**RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION OF
KALAMAZOO REGIONAL EDUCATIONAL SERVICE AGENCY
2022-2023 FINAL SPECIAL EDUCATION FUND BUDGET**

RESOLVED, that this resolution shall be the appropriations of Kalamazoo Regional Educational Service Agency for the 2022-2023 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenues received by Kalamazoo Regional Educational Service Agency.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the SPECIAL EDUCATION FUND of the Kalamazoo Regional Educational Service Agency for fiscal year 2022-2023 is as follows:

	ACTUAL 2021-22	ORIGINAL 2022-23	REVISED 2022-23	FINAL 2022-23
REVENUES:				
Local	40,607,595	41,630,635	42,246,546	42,774,375
State	17,064,769	11,375,352	15,592,494	26,369,832
Federal	9,661,682	10,151,349	10,548,131	10,398,131
Other Sources	-	-	-	-
Total Revenue	67,334,046	63,157,336	68,387,171	79,542,338

BE IT FURTHER RESOLVED, that \$82,219,655 of the total available to appropriate in the SPECIAL EDUCATION FUND is hereby appropriated in the amounts and for the purpose set forth below:

Instruction:				
Basic Programs	-	-	-	-
Added Needs	20,609,149	17,722,288	17,783,089	26,581,849
Support Services:				
Pupil	7,882,313	7,913,345	7,551,298	8,382,097
Instructional staff	4,878,111	5,309,961	5,088,107	5,594,491
General Administration	186,601	197,440	209,013	223,981
School Administration	131,285	134,642	484,452	538,046
Business	489,239	542,821	558,205	536,497
Operations and Maintenance	2,250,948	2,337,459	2,521,853	2,628,837
Transportation	270,052	535,000	535,000	335,000
Central	1,960,582	2,094,042	2,181,145	2,325,309
Community Services	407,346	27,500	210,880	210,880
Other Financing Uses	25,575,157	28,064,942	25,763,987	34,862,668
Total Expenditures	64,640,783	64,879,440	62,887,029	82,219,655
Revenues over Expenses	2,693,263	(1,722,104)	5,500,142	(2,677,317)
FUND BALANCE, July 1	5,563,165	4,895,648	8,256,428	8,256,428
FUND BALANCE- JUNE 30	8,256,428	3,173,544	13,756,570	5,579,111

FURTHER RESOLVED, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds, except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval by the board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision on the execution of the budgets adopted by the board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. (Resolution effective 6/15/2023)

Note: The Special Education tax levy for 2022 is proposed to be 4.3604 mills. This millage will be levied on all properties to be used for operating purposes as described above.

**RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION OF
KALAMAZOO REGIONAL EDUCATIONAL SERVICE AGENCY
2022-2023 FINAL CAREER CONNECT FUND BUDGET**

RESOLVED, that this resolution shall be the appropriations of Kalamazoo Regional Educational Service Agency for the 2022-2023 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenues received by Kalamazoo Regional Educational Service Agency.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the CAREER CONNECT FUND of the Kalamazoo Regional Educational Service Agency for fiscal year 2022-2023 is as follows:

	ACTUAL 2021-22	ORIGINAL 2022-23	REVISED 2022-23	FINAL 2022-23
REVENUES:				
Local	33,437,514	33,836,638	35,061,265	37,210,091
State	228,065	228,065	343,923	498,459
Federal	-	-	-	-
Other Sources	-	-	-	-
Total Revenue	33,665,579	34,064,703	35,405,188	37,708,550

BE IT FURTHER RESOLVED, that \$35,280,539 of the total available to appropriate in the CAREER CONNECT FUND is hereby appropriated in the amounts and for the purpose set forth below:

Instruction:				
Basic Programs	-	-	-	-
Added Needs	3,140	10,000	10,000	10,000
Support Services:				
Pupil	1,400,373	1,654,018	2,017,052	2,041,552
Instructional staff	579,034	655,749	751,021	826,521
General Administration	66,275	66,373	71,001	76,989
School Administration	159,836	190,279	190,522	195,522
Business	113,150	120,904	145,321	185,053
Operations and Maintenance	1,655,602	90,983	113,158	130,430
Transportation	51,365	56,747	56,776	56,776
Central	446,376	474,628	733,138	757,696
Community Services	-	-	-	-
Other Financing Uses	-	26,854,925	29,462,705	31,000,000
Total Expenditures	4,475,151	30,174,606	33,550,694	35,280,539
Revenues over Expenses	29,190,428	3,890,097	1,854,494	2,428,011
FUND BALANCE - July 1	5,832,671	36,146,900	35,023,099	35,023,099
FUND BALANCE - JUNE 30	35,023,099	40,036,997	36,877,593	37,451,110

FURTHER RESOLVED, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds, except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval by the board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision on the execution of the budgets adopted by the board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. (Resolution effective 6/15/2023)

Note: The Career Technical Education tax levy for 2022 is proposed to be 0.9903 mills. This millage will be levied on all properties to be used for operating purposes as described above.

IX.B. Approval of 2023-2024 Projected
Preliminary Budget Resolutions [roll call vote]

**RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION OF
KALAMAZOO REGIONAL EDUCATIONAL SERVICE AGENCY
2023-2024 ORIGINAL GENERAL EDUCATION FUND BUDGET**

RESOLVED, that this resolution shall be the appropriations of Kalamazoo Regional Educational Service Agency for the 2023-2024 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenues received by Kalamazoo Regional Educational Service Agency.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the GENERAL EDUCATION FUND of the Kalamazoo Regional Educational Service Agency for fiscal year 2023-2024 is as follows:

	ACTUAL 2021-22	ORIGINAL 2022-23	REVISED 2022-23	ORIGINAL 2023-24
REVENUES:				
Local	18,984,726	19,742,602	20,217,040	21,235,947
State	16,786,369	19,266,096	20,434,065	20,128,028
Federal	10,636,213	12,613,274	11,790,839	11,834,339
Other Sources	7,512,725	7,783,856	7,735,242	8,559,582
Total Revenue	53,920,033	59,405,828	60,177,186	61,757,896

BE IT FURTHER RESOLVED, that \$62,022,698 of the total available to appropriate in the GENERAL EDUCATION FUND is hereby appropriated in the amounts and for the purpose set forth below:

Instruction:				
Basic Programs	5,212,914	5,954,630	5,156,915	6,007,555
Added Needs	386,121	682,712	824,171	1,068,800
Support Services:				
Pupil	2,495,151	2,993,598	3,650,922	3,307,551
Instructional staff	4,403,173	5,480,974	5,631,566	5,827,392
General Administration	453,486	462,944	493,031	609,031
School Administration	444,076	573,664	461,312	548,212
Business	1,339,482	1,344,052	1,344,514	1,470,539
Operations and Maintenance	836,457	1,187,060	1,342,770	1,296,174
Transportation	718,837	971,975	1,036,448	938,758
Central	9,370,718	9,642,922	10,024,923	10,853,819
Other Support Services	173,754	-	-	-
Community Services	5,803,295	6,791,198	6,286,941	5,125,460
Other Financing Uses	21,600,877	23,469,606	24,075,707	24,969,407
Total Expenditures	53,238,341	59,555,335	60,329,219	62,022,698
Revenues over Expenses	681,692	(149,507)	(152,033)	(264,802)
FUND BALANCE - July 1	8,400,984	8,400,000	9,082,676	8,930,643
FUND BALANCE - JUNE 30	9,082,676	8,250,493	8,930,643	8,665,842

FURTHER RESOLVED, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds, except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval by the board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision on the execution of the budgets adopted by the board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. (Resolution effective 6/15/2023)

Note: The General Education tax levy for 2023 is proposed to be 0.1428 mills and the Regional Enhancement tax levy for 2023 is proposed to be 1.5000 mills. These millages will be levied on all properties to be used for operating purposes as described above.

**RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION OF
KALAMAZOO REGIONAL EDUCATIONAL SERVICE AGENCY
2023-2024 ORIGINAL SPECIAL EDUCATION FUND BUDGET**

RESOLVED, that this resolution shall be the appropriations of Kalamazoo Regional Educational Service Agency for the 2023-2024 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenues received by Kalamazoo Regional Educational Service Agency.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the SPECIAL EDUCATION FUND of the Kalamazoo Regional Educational Service Agency for fiscal year 2023-2024 is as follows:

	ACTUAL 2021-22	ORIGINAL 2022-23	REVISED 2022-23	ORIGINAL 2023-24
REVENUES:				
Local	40,607,595	41,630,635	42,246,546	44,744,718
State	17,064,769	11,375,352	15,592,494	15,792,494
Federal	9,661,682	10,151,349	10,548,131	10,942,280
Other Sources	-	-	-	-
Total Revenue	67,334,046	63,157,336	68,387,171	71,479,492

BE IT FURTHER RESOLVED, that \$66,804,888 of the total available to appropriate in the SPECIAL EDUCATION FUND is hereby appropriated in the amounts and for the purpose set forth below:

Instruction:

Basic Programs	-	-	-	-
Added Needs	20,609,149	17,722,288	17,783,089	18,985,395
Support Services:				
Pupil	7,882,313	7,913,345	7,551,298	7,967,242
Instructional staff	4,878,111	5,309,961	5,088,107	5,838,238
General Administration	186,601	197,440	209,013	320,266
School Administration	131,285	134,642	484,452	505,186
Business	489,239	542,821	558,205	620,700
Operations and Maintenance	2,250,948	2,337,459	2,521,853	2,771,553
Transportation	270,052	535,000	535,000	285,000
Central	1,960,582	2,094,042	2,181,145	2,248,177
Community Services	407,346	27,500	210,880	223,380
Other Financing Uses	25,575,157	28,064,942	25,763,987	27,039,751
Total Expenditures	64,640,783	64,879,440	62,887,029	66,804,888
Revenues over Expenses	2,693,263	(1,722,104)	5,500,142	4,674,604
FUND BALANCE, July 1	5,563,165	4,895,648	8,256,428	4,756,570
FUND BALANCE- JUNE 30	8,256,428	3,173,544	13,756,570	9,431,174

FURTHER RESOLVED, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds, except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval by the board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision on the execution of the budgets adopted by the board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. (Resolution effective 6/15/2023)

Note: The Special Education tax levy for 2023 is proposed to be 4.3604 mills. This millage will be levied on all properties to be used for operating purposes as described above.

**RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION OF
KALAMAZOO REGIONAL EDUCATIONAL SERVICE AGENCY
2023-2024 ORIGINAL CAREER CONNECT FUND BUDGET**

RESOLVED, that this resolution shall be the appropriations of Kalamazoo Regional Educational Service Agency for the 2023-2024 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenues received by Kalamazoo Regional Educational Service Agency.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the CAREER CONNECT FUND of the Kalamazoo Regional Educational Service Agency for fiscal year 2023-2024 is as follows:

	ACTUAL 2021-22	ORIGINAL 2022-23	REVISED 2022-23	ORIGINAL 2023-24
REVENUES:				
Local	33,437,514	33,836,638	35,061,265	35,174,987
State	228,065	228,065	343,923	343,923
Federal	-	-	-	-
Other Sources	-	-	-	-
Total Revenue	33,665,579	34,064,703	35,405,188	35,518,910

BE IT FURTHER RESOLVED, that \$67,355,368 of the total available to appropriate in the CAREER CONNECT FUND is hereby appropriated in the amounts and for the purpose set forth below:

Instruction:				
Basic Programs	-	-	-	-
Added Needs	3,140	10,000	10,000	10,000
Support Services:				
Pupil	1,400,373	1,654,018	2,017,052	1,947,107
Instructional staff	579,034	655,749	751,021	945,797
General Administration	66,275	66,373	71,001	288,761
School Administration	159,836	190,279	190,522	1,151,995
Business	113,150	120,904	145,321	143,152
Operations and Maintenance	1,655,602	90,983	113,158	114,153
Transportation	51,365	56,747	56,776	60,051
Central	446,376	474,628	733,138	897,106
Community Services	-	-	-	-
Other Financing Uses	-	26,854,925	29,462,705	61,797,246
Total Expenditures	4,475,151	30,174,606	33,550,694	67,355,368
Revenues over Expenses	29,190,428	3,890,097	1,854,494	(31,836,458)
FUND BALANCE - July 1	5,832,671	36,146,900	35,023,099	36,877,593
FUND BALANCE - JUNE 30	35,023,099	40,036,997	36,877,593	5,041,135

FURTHER RESOLVED, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds, except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval by the board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision on the execution of the budgets adopted by the board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. (Resolution effective 6/15/2023)

Note: The Career Technical Education tax levy for 2023 is proposed to be 0.9903 mills. This millage will be levied on all properties to be used for operating purposes as described above.

IX.C. Approval of 2023 Tax Levy Resolution
(roll call vote)

TO: The Board of Education and Superintendent Zahrt
FROM: Scott Thomas, Assistant Superintendent for Business Services
RE: 2023 Tax Levy Resolution
DATE: June 15, 2023

	Total Authorized Tax Rate	Headlee Reduction Rate	2023 Taxable Value	2023 Revenue Generated
General Education	0.1500	0.1428	9,697,536,650	1,384,809
Special Education	4.5000	4.3604	9,697,536,650	42,285,139
Career Technical Education	1.0000	0.9903	9,697,536,650	9,603,471
Regional Enhancement	<u>1.5000</u>	<u>1.5000</u>	9,701,026,439	14,551,540
	<u>7.1500</u>	<u>6.9935</u>		

NOW THEREFORE, BE IT RESOLVED THAT:

1. This Board of Education has examined the financial circumstances of the school district for the 2023-2024 fiscal year, including estimated expenditures, estimated revenues, and the state equalized valuation of property located within the district, and determined that the levy of the total authorized millage rate will be necessary for the sound management and operation of the school district; and
2. For 2023, the total operating and enhancement millage rate of 6.9935 mills shall be levied upon all property located within the school district.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes:

Nays:

Resolution declared adopted.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of the Kalamazoo Regional Educational Service Agency, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by said Board of Education at a regular meeting held on June 15, 2023 the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976 as amended).

Secretary, Board of Education

IX.D. Approval of new phone system as presented

Memo

To: KRESA Board of Education
From: Brian Schupbach, Assistant Superintendent for Technology
CC: Jackie Martell
Date: 6/8/2023
Re: Request for Board approval of new cloud-based phone/communications system

Cloud Phone/Communications System

In effort to help KRESA modernize and improve our communications technology, as well as reduce costs, we released an RFP for a Unified Communications as a Service (UCaaS) solution for KRESA and our partner districts. The new system is cloud based and will replace our current on-premise phone system. We received 6 bids and after thorough evaluation, I am recommending that the Board approve the low bid from Sentinel Technologies out of Grand Rapids for the RingCentral solution not to exceed approved 23/24 budgeted funds of \$120,341.76. Thank you for your consideration.

IX.E. Approval of Head Start request to Apply
for the Michigan Art and Culture Council (MACC)
Arts in Education Grant in the amount of \$20,000

June 15, 2023

To: Tom Zahrt, Kalamazoo RESA Interim Superintendent
Kalamazoo RESA Board of Education Members

From: Rachel Roberts, Executive Director for Preschool Programming

With Board approval and support, Kalamazoo RESA Head Start/GSRP would like to request \$20,000 from the Michigan Arts and Culture Council (MACC), formerly Michigan Council for Arts and Cultural Affairs (MCACA), to support the Arts in Head StART program for operation during October 1, 2023 to September 30, 2024.

The Arts in Head StART program continues to play an important role in our curriculum and developing Kindergarten readiness skills for our students through music, movement, and dance for our three- and four-year-old students. The program also provides emotional support for our children and helps them increase their personal strength, confidence, and resilience.

This arts program is funded by KRESA Head Start, KSO, and Crescendo Academy of Music. To secure Head Start's portion of funding, we have applied for and received a MACC Arts in Education Grant over the past several years and have ranked among the top grant scores in the State. We are requesting approval to apply for this grant again with anticipation of being awarded.

Kalamazoo RESA Head Start/GSRP greatly appreciates the Board's support with the Arts in Head StART program!

Sincerely,

Rachel Roberts

Rachel M Roberts
Executive Director for Preschool Programming
Antibias Antiracism Leadership Team Co-Leader



Head Start/GSRP Administration Office

422 E. South St. • Kalamazoo, MI 49007
(269) 250-9845

IX.F. Approval of 2023-2024 Contract for
Superintendent Dedrick Martin

IX.G. Approval of 2023-2024 Contract for Deputy
Superintendent Tom Zahrt

X. **Superintendent requests that the Board of
Education adjourn into closed session to
discuss Superintendent goals and evaluation**

XI. **ADJOURNMENT**

XII. **Ignite Update - Mr. Cameron Buck**

Board Secretary