

Agenda of Regular Meeting

The Board of Trustees Van Buren ISD

A Regular meeting of the Board of Trustees of Van Buren ISD will be held November 4, 2020, beginning at 4:00 PM in the Van Buren Conference Center
490 S Paw Paw Street
Lawrence, MI 49064.

The Board of Education meetings will be held in person and virtually in compliance with the **Michigan Department of Health & Human Services Epidemic Order - Dated 10-09-2020**. The public is welcome to call into the Van Buren ISD Board of Education meetings by dialing the number below at no cost. If you require accommodations to access these meetings, please contact Jeff Mills at jmills@vbisd.org.

Phone #: 1 415-655-0001

Access code: 172 790 030 3 **Please sure to include the access code.*

I. REGULAR MEETING

A. Consent Agenda - (Roll Call Vote)

1. Minutes

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The **regular meeting** of the Van Buren Intermediate School District Board of Education was held **in person and virtually on October 7, 2020**, in the Board of Education office and called to order at **4:00 PM**. The following members were present in person: Crandall, Weiss, Middaugh, Kent, and Sage. Absent: None.

Middaugh moved to approve the Consent Agenda (*September 2, 2020 Minutes, Voucher Budget Summary, Imprest Summary, and Payroll Summary*). Supported by Weiss. Roll call vote: Weiss – yes, Middaugh – yes, Kent – yes, Crandall – yes, and Sage – yes. The motion carried.

Middaugh was contacted by auditors in October. Department updates were provided to the Board by Superintendent Mills and department administrators.

Crandall moved to approve the following resolution:

RESOLVED, that the Board of Education approves the MI Safe Start for 32p and 32p(4) services. Attachment 1.

Kent supported. Roll call vote. Kent – yes, Crandall – yes, Weiss – yes, Middaugh - yes, and Sage – yes. Motion carried.

Weiss moved to approve the following resolution:

RESOLVED, that the Board of Education approve the following policies as presented for second reading:

Policy 2266 *Title IX Sexual Harassment Policy - NEW*

Supported by Middaugh. Roll call vote. Weiss – yes, Middaugh – yes, Kent – yes, Crandall – yes, and Sage – yes. Motion carried.

Kent moved to approved the following resolution:

RESOLVED, the Board of Education approves to increase the substitute pay rates as follows: Substitute Custodians - \$12.00 per hour effective October 12, 2020, and Substitute Custodian During COVID-19 for an existing full-time employee - \$13.25 per hour effective September 1, 2020.

Supported by Middaugh. Roll call vote. Middaugh – yes, Weiss – yes, Kent – yes, Crandall – yes, and Sage – yes. Motion carried.

Weiss moved to approve the following resolution:

RESOLVED that the VBISD Board of Education approves the posting of a special education teacher position for the Bert Goens Learning Center.

Supported by Crandall. Roll call vote. Weiss – yes, Kent – yes, Middaugh – yes, Crandall – yes, and Sage – yes. Motion carried.

Middaugh moved to approve the following resolution:

RESOLVED that the VBISD Board of Education approves the posting of the Mental Health Clinician position.

Supported by Kent. Roll call vote. Middaugh – yes, Weiss – yes, Kent – yes, Crandall – yes, and Sage – yes. Motion carried.

Meeting adjourned at 4:45 pm.

Respectfully submitted,



John Weiss, Secretary
Van Buren Intermediate School District
Board of Education, Lawrence, Michigan

2. Voucher/Budget Composite & Cash Flow Summary Vouchers 5

Van Buren Intermediate School District
October 2020

Imprest Fund Vouchers	\$ 811,623.41
Payroll Fund Vouchers	3,291,862.86
Purchasing Card Vouchers	58,152.63
EDUSTAFF ACH Payments	<u>13,959.67</u>
	\$ 4,175,598.57

Budget-to-Expenditure Comparison 20-21

Fund	Budget	Actual & Encumbered Expenses	Unencumbered Balance	Year-to-Date Variance
General	13,220,880	3,336,701	9,884,179	519,389
Special Education	34,489,773	5,832,626	28,657,147	4,226,891
Vocational Education	15,785,792	2,949,026	12,836,766	1,655,163
Food Service	92,010	29,894	62,116	(3,058)
Capital Projects	2,000,000	473,034	N/A	693,633

Cash Flow Summary

	Ending Balance 8/31/2020	Cash Receipts	Cash Disbursements	Ending Balance 9/30/2020
General	2,434,717	146,116	920,543	1,660,290
Special Education	4,173,946	31,415	1,723,705	2,481,656
Vocational Education	8,579,528	5,227	1,012,210	7,572,545
Student Activity Fund	32,879	272	82	33,069
Food Service	85,733	1	2,924	82,810
Capital Projects	100	244,200	244,209	91
	<u>15,306,902</u>	<u>427,231</u>	<u>3,903,673</u> *	<u>11,830,460</u>

* The cash disbursements total includes amounts transferred electronically. Non-payroll related electronic transfers were made to other VBISD accounts. A listing of these transactions are available upon request. This statement is in accordance with Policy #6144.01

PAYROLL SUMMARY
October 2020

GENERAL	820,332.00
SPECIAL EDUCATION	1,879,233.36
VOCATIONAL EDUCATION	592,297.50
STUDENT ACTIVITY FUND	0.00
FOOD SERVICE FUND	0.00
TOTAL PAYROLL	<hr/> 3,291,862.86

IMPREST VOUCHER SUMMARY
October 2020

<u>FUND NAME</u>	<u>CHECKS</u>	<u>PURCHASING CARDS</u>	<u>TRANSFERS/ INTEREST/FEES</u>	<u>TOTAL</u>
General Fund	180,136.95	24,526.79	(6,482.23)	198,181.51
Special Education	171,871.59	18,936.95	5,449.48	196,258.02
Vocational Education	212,005.24	14,490.85	1,357.87	227,853.96
Capital Projects	244,187.19	0.00	0.00	244,187.19
Health Consortium	0.00	0.00	0.00	0.00
Student Activity Fund	0.00	65.19	0.00	65.19
Food Service Fund	3,097.32	132.85	0.00	3,230.17
TOTAL	811,298.29	58,152.63	325.12	869,776.04

B. Board/Superintendent Travel (**Roll Call Vote**)

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CONFERENCE ATTENDANCE

Superintendent/Board of Education

November 4, 2020

Pre-Approval

NAME	DATES	LOCATION	ESTIMATED COST
Mary Ann Middaugh	December 4-6, 2020	2020 MASB Virtual CBA Sessions Online	\$270.00

Post Approval

			COST

C. Communications
D. Public Comments
II. INFORMATIONAL ITEMS

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Administrator Evaluation Guide Reference

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

A. Reconfirmation of Extended COVID-19 Learning Plan and Public
Comments

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Extended COVID-19 Learning Plan

To view the VBISD Extended Continuity Plan in its entirety, click [HERE](#)

Reconfirmation Meeting

Required 30 Days After Initial Plan Approval and Every Month Thereafter

Agenda:

- Reconfirm how instruction is going to be delivered during the 20/21 school year
- Public comments from parents and/or guardians on the Extended Learning Plan
- Review weekly 2-way interaction rates

Reconfirmation Meeting for November 2020

Reconfirm instructional delivery method:

Special Education Programs provide face-to-face instruction Monday through Thursday, and remotely on Fridays (select Fridays for the VBISD Early Childhood Program). Per parent request, a fully remote option will be available and programs and services for anything other than fully face-to-face are defined by Individual Contingency Learning Plans.

Students at VB Tech:

In order to maintain social distancing in classrooms and labs, students at Van Buren Tech will be following a hybrid schedule while we remain in Phase IV of the Governor's Safe Start Plan. The specific hybrid schedule being followed consists of two days of in-person instruction, one day of synchronous instruction, and two days of asynchronous instruction.

Reconfirm how instruction will be delivered for each grade level:

VBISD GSRP:

GSRP services are being provided face to face or hybrid only. The days and times of attendance align with the LEAs first grade schedule. All classrooms are providing 4 full days of instruction regardless of model. Remote instruction is provided if a classroom/school is required to close.

VBISD Special Education Early Childhood - 26 years:

Special Education Programs provide face-to-face instruction Monday through Thursday, and remotely on Fridays (select Fridays for the VBISD Early Childhood Program). Per parent request, a fully remote option will be available and programs and services for anything other than fully face-to-face are defined by Individual Contingency Learning Plans.

VB Tech (Grades 10 - 13):

Students at VB Tech:

In order to maintain social distancing in classrooms and labs, students at Van Buren Tech will be following a hybrid schedule while we remain in Phase IV of the Governor's Safe Start Plan. The specific hybrid schedule being followed consists of two days of in-person instruction, one day of synchronous instruction, and two days of asynchronous instruction.

Reconfirm whether or not the district is offering higher levels of in-person instruction for English language learners, special education students, or other special populations:

Document Public Comments:

Review Weekly 2-Way Interaction Rates

October	All Students (<i>percentage of all students who received (2) 2-way interactions each week</i>)
Week 1	(<i>must be reported in percent form</i>) SPECIAL EDUCATION: <ul style="list-style-type: none">• BEC: 80.65%• BGLC: 85.29%• CTC: 89.83% VB TECH: 91.4%
Week 2	SPECIAL EDUCATION: <ul style="list-style-type: none">• BEC: 82.26%• BGLC: 85.44%• CTC: 89.83% VB TECH: 86.3%
Week 3	SPECIAL EDUCATION: <ul style="list-style-type: none">• BEC: 79.03%• BGLC: 86.27%• CTC: 84.75% VB TECH: 83.6%
Week 4	SPECIAL EDUCATION: <ul style="list-style-type: none">• BEC: 79.03%• BGLC: 76.7%• CTC: 71.43% VB TECH: 76.4%

- B. Board Updates
- C. Financial Audit Presentation (Maner Costerian)
- D. Superintendent Update

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Date: November 4, 2020
To: Board of Education
From: Jeffrey C. Mills, Superintendent
Subject: *Department Activities*

New Guidelines for the Open Meetings Act: (Governance & Board Relations, Stakeholder Relations, Employee Relations, Operations & Finance, Educational Leadership)

On October 16 the Governor signed into law Senate Bill 1108 amending certain provisions of the Open Meetings Act (OMA). Here is a quick summary of this new bill as provided from Thrun Law Firm:

03/18/2020 – 12/31/2020. School boards may meet electronically via telephonic or video conferencing for any reason effective March 18, 2020 through December 31, 2020. This provision applies retroactively to expressly confirm the validity of all board meetings that were held electronically pursuant to the Governor’s prior executive orders. As a result of the Act, through December 31, 2020, all school board members may attend, be counted toward a quorum, deliberate, and vote electronically at school board meetings, effectively allowing meetings to be held wholly electronically during this period.

• **01/01/2021 – 12/31/2021.** Beginning January 1, 2021 through December 31, 2021, the circumstances under which school boards may convene wholly electronic meetings are significantly reduced, although individual board members may attend electronically, be counted toward a quorum, deliberate, and vote under any of the following 3 circumstances:

1. The board member is absent due to military duty;
2. The board member is absent due to a medical condition (defined to mean an illness, injury, disability, or other health-related condition); or
3. There is a local or statewide state of emergency or disaster declared by the Governor, a local official, or local governing body.

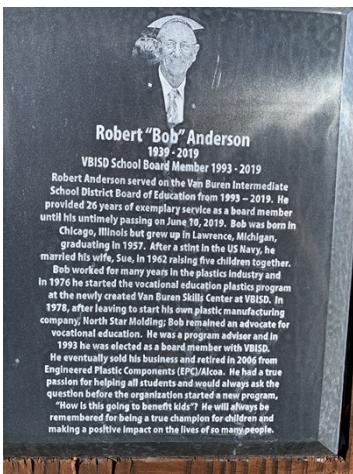
If a board meeting includes the opportunity for remote participation to accommodate one or more board members physically absent due to military duty or a medical condition, only those board members absent due to military duty or a medical condition may participate electronically. Any board member who does not meet those requirements must be physically present at the meeting to participate.

Recognition Pathway Project: (Governance & Board Relations, Stakeholder Relations, Employee Relations, Operations & Finance, Educational Leadership)

With the help of Mr. Bill Nelson, Career Readiness Instructor at Van Buren Tech, Bobby Anderson, Polymer Technologies Instructor at Van Buren Tech and Randy Olds, Supervisor of Maintenance, this project has been completed. The recognition pathway is located behind Van Buren Tech and is the starting point that leads to the nature trail. The Recognition Pathway was established by the Van Buren Intermediate School District Board of Education in November, 2014. The purpose of this pathway is to recognize the outstanding service of staff members and board members who have been selected



by their peers for their dedicated work to Van Buren ISD. These individuals have made a positive difference in the lives of students, staff and community members. Plaques are in place and trees planted in recognizing the following individuals:



Renee Richardson, Burl Ghastin, Robert Anderson, Richard Barden, and Margie Murphy.

In the spring time, I would suggest that we take a tour of this Recognition Pathway and walk the nature trail. See the pictures attached showcasing this project.

Crisis Management Work / Local District Liaison: (Governance & Board Relations, Stakeholder Relations, Employee Relations, Operations & Finance, Educational Leadership)

Since this past summer, Gary Brown, Chief Safety and Compliance Officer for VBISD has been working none stop on following up with all the local district superintendents and VBISD administrators on COVID related issues. With the help of Steve Smith, Crisis Management Coordinator for VBISD, Gary and Steve have been doing contact tracing for our school system and Gary is "officially" part of the Van Buren/Cass Health Department team in COVID related work. We just received a signed agreement with Van Buren/Cass Health Department that will help offset a large portion of Mr. Browns salary for this next year.

Cancellation of Holiday Children's Dance: (Employee Relations)

This is to let you know that the VBISD *Holiday Children's Dance* has officially been cancelled this year because of the COVID restrictions that are currently in place. Sorry to have to share this news, but we need to stay safe and well. Next year we will plan on a bigger and better event to make up for this cancellation.

Michigan Association of School Boards (MASB) Award Recognition: (Governance & Board Relations, Stakeholder Relations, Employee Relations, Operations & Finance, Educational Leadership)

I was recently notified from MASB of the board members in Van Buren County who received the following awards:

Certified Board Member & Merit Award

Ella Rae Harrington - Covert
Shirley Kenner - Covert

Master Board Member

Valerie Bury - Covert
Richard Vawter - Hartford
Jason Meachum - Hartford

Standard of Excellence Award

VBISD Board

I want to congratulate all the award winners for their work in achieving this recognition. Keep up the great work.

Board Work Session: (Governance & Board Relations, Operations & Finance, Educational Leadership)

A board work session will be planned for some time in December. I would like to suggest that we hold the meeting at the Van Buren Tech dining room area. This would allow us after the meeting to get a tour of the Health Department / Main Street addition. We usually meet at 11:30 a.m. with lunch provided and then updates from a few of my administrators on VBISD activities. Please bring your calendars to the November board meeting to see what works for everyone.

E. Department Updates
1. Finance

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MEMO

DATE: NOVEMBER 4, 2020
TO: BOARD OF EDUCATION
FROM: BARBARA MATTHEWS
RE: FINANCE & OPERATIONS DEPARTMENT UPDATE

Teacher and School Support Staff COVID 19 Grants (2,3,4,5,9,10,11)

You may have seen the recent news release that announced the State allocated in this year's budget the spending of \$53 million in hazard pay for K-12 classroom teachers to recognize the additional time spent outside of normal working hours and additional costs teachers have incurred to provide a continuity of learning during the period of 2019-20 COVID-19 pandemic school closure. An additional \$20 million is allocated for K-12 school support staff to recognize the additional time spent outside of normal work hours, hazardous condition, and additional costs incurred to provide services to students during the 2019-20 COVID-19 pandemic school closure. Public Act 166 of 2020 specifies that eligible K-12 teachers may receive up to \$500 and eligible support staff up to \$250. These payments will be made directly to eligible teachers and support staff by the Michigan Department of Treasury.

To be eligible the classroom teacher must meet all of the following:

- 1) Prior to issuance of executive order 2020-35, a classroom teacher performed at least 75% of their standard instructional workload in a brick and mortar classroom at a district.
- 2) After issuance of executive order 2020-35, the teacher developed tools and methods to deliver distance learning, take-home packets, or other methods described in the district or nonprofit nonpublic school's continuity of learning plan.
- 3) The teacher certifies to the district that he or she worked additional time spent outside of normal working hours, experienced hazardous conditions, or incurred additional costs related to ensuring students could effectively participate in their school's continuity of learning plan.

Support staff have to meet the following two eligibility requirements:

- 1) Prior to the issuance of executive order No. 2020-35, the school support staff performed at least 75% of their workload in a brick and mortar school building at a district.
- 2) The school support staff certifies to the district that he or she worked additional time spent outside of normal working hours, experienced hazardous conditions, or incurred additional costs related to providing student services during the COVID-19 pandemic.

Within the last two weeks, the Michigan Department of Treasury released the short timeline for the distribution of certification forms to staff and the deadlines for the forms to be certified and returned to school offices. School districts are required to provide the Michigan Department of Treasury a list of eligible teachers and support staff along with residency addresses by December 16, 2020. School districts are also required to maintain documentation of staff eligibility.

MEMO

DATE: 11/4/2020
TO: BOARD OF EDUCATION
FROM: TOM RICHARDSON, BUSINESS DEVELOPMENT AND PARTNERSHIPS
RE: NOVEMBER, 2020 - BOARD REPORT

MFF and USDA Approves Project LEAN's FY21 Plan of Work (1,3,4,8,20)

On September 30, I received official notice from Marci Scott, the Vice President of Programs from the Michigan Fitness Foundation, that the VBISD Project LEAN's FY21 United States Department of Agriculture Supplemental Nutrition Assistance Program - Education Plan of Work was approved and could begin officially on October 1, 2020.

MiSHCA Looks to Strengthen State Partnerships (1,2,3,4,5,9,10,13,18,20)

Last month, the Michigan School Health Coordinators Association (MiSHCA) approached me about Co-Chairing MiSHCA's Partnership Committee in the hopes of strengthening and reinventing their strategic partnerships in this new world of COVID.

In agreeing to Co-Chair this work with Ms. Alanna Price, School Health Coordinator from Detroit Public Schools, we were able to report to the MiSHCA's Executive Team on October 28, 2020 that we were able to secure this past week formal partnerships with the following organization to help support Coordinated School Health and Whole Child Initiatives in the State of Michigan for FY21:

The CATCH Global Foundation (Coordinated Approach to Child Health)

SHAPE Michigan – (Society of Health and Physical Educators)

University of Michigan – School of Social Work

MEMSPA – (Michigan Elementary and Middle School Principals Association)

Western Michigan University – Department of Education (PE)

Michigan Organization on Adolescent Sexual Health (MOASH)

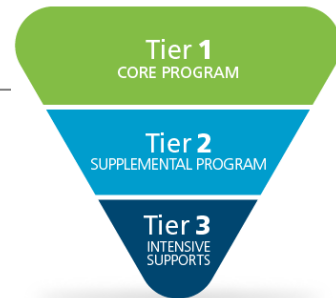
Michigan ASCD – (Association for Supervision and Curriculum Development)

Michigan Department of Education

Michigan Department of Health and Human Services

MEMO

DATE: NOVEMBER 4, 2020
TO: BOARD OF EDUCATION
FROM: CHERYL-MARIE A. MANSON
RE: INSTRUCTIONAL SERVICES UPDATE



21st Century Learning Task Force (*Leadership, Level of Professional Awareness, Resourcefulness, Creativity and Innovativeness, Planner & Organizer Student Achievement*)

Over the next several months, VBISD Instructional Services will lead conversations around reinventing what our schools could look like post-pandemic. We will start by forming a task force (around thirty members in size) with representation from each of our local districts, as well as ISD staff. This task force will address the current state of learning in our schools, identify the desired state to which we would like to move, and create steps to get to this desired state while prioritizing mental health.

This work will depend heavily on what school communities choose to do as they recover. Those that primarily resume school as it was will likely return to similar trajectories. Those who devote energy toward rethinking and reimagining schooling can be on a journey of “community-based R&D,” systematically cultivating better practices, structures, and capabilities towards local visions of extraordinary and equitable learning. The magnitude and duration of this disruption presents a tremendous opportunity to profoundly affect the trajectory of schooling.

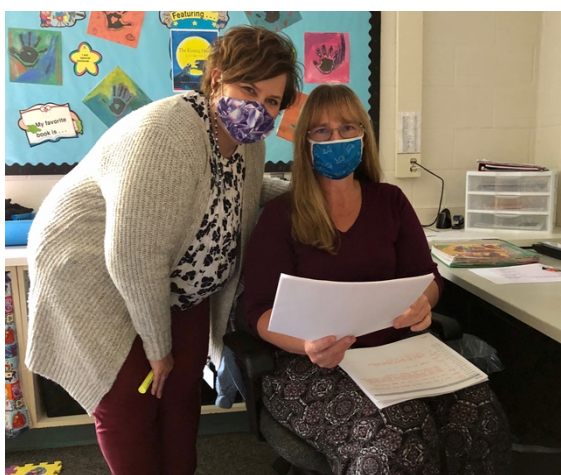
Anti-Racism (*Leadership, Professional Standards & Ethics, Decision Maker, Planner & Organizer, Faculty and Staff Personnel, and Student Achievement*)

Over the summer, our department created a goal to increase our awareness of our own prejudice and bias as well as begin work toward becoming anti-racist. Since that time, we have engaged in two book studies: *How to be an Anti-Racist* by Ibram X. Kendi and *Stamped* by the same author. We opened up the book study for *Stamped* to the entire county and were excited to host 48 educators. During the month of November, we will be hosting another countywide book study around the book *Overcoming the Achievement Trap Gap* by Anthony Muhammad. This book study will not only support our work around anti-racism, but will set the stage for Anthony’s presentation on January 18, 2021.

In a recent department meeting, we drafted the following vision for anti-racism in schools:

We see everyone (students, teachers, etc.) feeling comfortable talking about these issues. Having a common understanding and language regarding anti-racism. Diverse classroom libraries, equitable opportunities for learning, diverse staffing, reduced microaggressions, teachers speaking to strengths of various cultures in the lessons. All stakeholders will take accountability for this work and apply ongoing learning on the topic racism and anti-racism to create systems change. Curriculum audits, culturally responsive curriculum and practice embedded in everyday teaching. Students will be able to see themselves in books. When administrators and teachers feel like they can hold space with each other to talk about race. We will bear these conversations and they will be welcomed. Increased demand for professional learning around anti-racism (books studies, PD, etc.)

Early Literacy (*Leadership, Communication Skills, Planner & Organizer, Student Achievement*)



Early Literacy coaches remain in schools coaching and consulting teachers, whether schools are in person or virtual. As you might imagine, teaching and learning look different during this time and teachers continue to need support and coaching around reading instruction. Our Early Literacy coaches have been in classrooms observing lessons, modeling lessons, gathering resources to support instruction, providing feedback, engaging in discussions around next steps using research-based practices, supporting test administration, guiding schools around assessment and Read By Grade Three legislation, and also leading professional learning.

Multi-Tiered Systems of Support (MTSS) Consulting (*Leadership, Policy Implementer, Communication Skills, Planner & Organizer, Student Achievement*)

As we continue MTSS work with every building throughout the county, we hold three specific goals for each:

1. Renewing focus on Essential Standards
2. Implementation of formative assessments through the use of clipboards
3. Effective use of Professional Learning Communities to intervene on students needing Tier 2 and Tier 3 support.

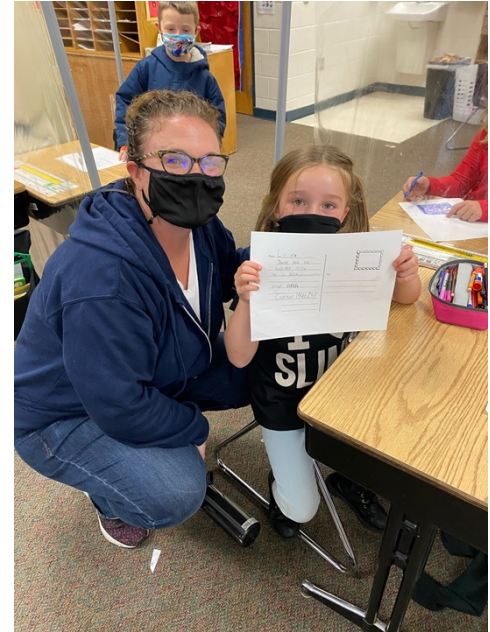
Jennifer Bloomfield and Cheryl-Marie Manson are working alongside each building to audit this work and to support administrators and staff as they achieve the goals outlined in the MTSS Process.. Recently, in a conversation with Lawrence JR/SR High School, the principal shared the following clipboard which shows how one teacher is documenting the formative assessment of an Essential Standard. The MTSS work is carrying on, even during Pandemic learning.

One Lawton elementary teacher discussed how her PLC met to start using clipboards. Once she began using the clipboards, she felt that it helped get to know her kids better, sooner. She said that focusing on the essentials really felt like a load was lifted. Although they are still teaching other things, they feel that it is nice to know they are not spending weeks and weeks on it. She was struggling at first with trying to keep track of all of the data in-the moment, so she has tweaked her process to gather information just after the lesson instead of stopping the teaching to do it. The teachers found out that when they are focusing on the essentials, they are doing less standards. “We are not overwhelmed with trying to assess everything at once. The focus for assessment is our essentials.”

A staff member at Mattawan noted that teachers have increased the amount of math interventions happening in the classroom by the teachers and have created processes to track their data. They begin using clipboards and will use the data to do their own interventions. Once they try that, they will then discuss students for the next layer of support.

Mental Health Supports (*Leadership, Professional Standards & Ethics, Communication Skills, Resourcefulness, Creativity and Innovativeness, Student Achievement*)

In late Spring, VBISD Instructional Services organized the Region 7 mental health staff to create a monthly luncheon series open to all educators. The topics have included “Finding Gratitude & Acceptance,” “Compassion Fatigue,” “Self Care Wheel,” “Mindfulness,” and “Building Teacher Resilience.” Each luncheon event has hosted 60-70 participants. November’s topic is “Building Meaningful Connections,” and will be presented by Josh Townsley from Lewis-Cass ISD.



MEMO

DATE: NOVEMBER 4, 2020
TO: BOARD UPDATES
FROM: TONDA BOOTHBY
RE: ESSA/ESL/TITLE III/MIGRANT EDUCATION

Christmas Basket for Season Farmworkers

(1, 4, 10, 11, 16)

The Southwest Michigan Migrant Resource Council has sponsored a Christmas Basket distribution held at the Van Buren ISD Conference Center for over twenty years. The Resource Council is sponsoring it again this year on Saturday, December 12, however, precautions for not spreading the COVID virus are changing the event. Instead of coming into the building to have a picture with Santa, pick up information, books, toys and food, this will be a drive through distribution. We are working with various agencies to obtain food, and we are trying to get toys from “Toys for Tots” Due to limited food and funding for additional items, the Council plans to serve only 275 migrant or seasonal farmworkers living in Berrien, Branch, Calhoun, Cass, Kalamazoo, St. Joseph or Van Buren Counties.

Options for Region 13 Science Olympiad

(1, 4, 10, 11, 16)

COVID has impacted schools and competitive events throughout the world. Many events have been suspended until the pandemic is under control. But juggling COVID restrictions and best practices for social distancing and limiting the number of people in a given room at one time is just another challenge for innovative Science Olympiad organizers. Science Olympiad has a national organization that puts together the rules and regulations of each event. The events change a bit each year, but they are based on earth science, biology, chemistry, physics and engineering. Meeting the demands of the annual events combined with the restraints of students working together during the COVID pandemic has sparked new alliances and solutions. State Science Olympiad organizers in California are sharing their technology with Michigan Regional Directors so that “secure” testing can take place in different sites at the same time. Some sites in Michigan plan to only do paper/pencil tests for all of their events, but sites that are in the upper peninsula plan to hold their events in person.

Bill Semrau and I have sent out information for the Science Olympiad coaches to see which options they would like to pursue. Some are not planning to participate in SO at all this year, but voting is not due until November 10. While the paper/pencil tests for events can be done at each school district, the “build” events such as the glider airplanes, “gravity powered” vehicles, etc., are measured and assessed under the same conditions of operation. We have been in discussion with Kalamazoo Valley Community College about holding the competition for the “build” events at their facility and rotating each school district through the building for a set amount of time during which each team would complete their event and everyone would leave

the building at the same time. Each student would still need to wear a mask and practice social distancing. The number of people in any one room at KVCC would be limited according to the size of the room. This would require our events supervisors to be at KVCC all day, but it would make a feasible competition. However, as we all know from dealing with the pandemic earlier this year and this fall, all of our Science Olympiad plans are subject to change.

MEMO

DATE: NOVEMBER 4, 2020
TO: BOARD OF EDUCATION
FROM: HEATHER VISCO
RE: HUMAN RESOURCES UPDATE

Human Resources Update (1,3,4,5,8,9,10,13,14,15,18,19):

COVID-19 Update:

On October 14, 2020 Michigan Occupational Safety and Health Administration issued emergency rules and guidance in response to COVID-19 for employers that are in effect until April 14, 2021. While our Return to School Preparedness plan addresses many of the new MIOSHA requirements, we must post a COVID-19 Preparedness and Response Plan for low and medium exposure risk employers that is posted on our website. Additionally, we are now required to report probable and positive COVID-19 employee cases. Human Resources has been working closely with Gary Brown, VBISD Emergency Manager, to ensure our reporting is current.

Last week, Human Resources participated in the county wide Business Managers meeting to discuss the Families First Corona Virus Act and best practices. There were a lot of questions and great dialogue and collaboration as we all find our way through this. We shared resources and forms that we had created and continue to assist our locals with their human resources needs.

Other Updates:

We are starting to meet more with substitutes who wish to come back which is great for our programs and the departments. Also, we have decided to bring FMLA in house which will be a cost savings for human resources. Lastly, on October 27, Miller Johnson Attorneys hosted a virtual Employment Law Seminar in which we participated in as well. They addressed things such as the election and possible impacts on the work place, wage and hour issues, ADA and EEOC and how to work through these in a post COVID-19 world.

MEMO

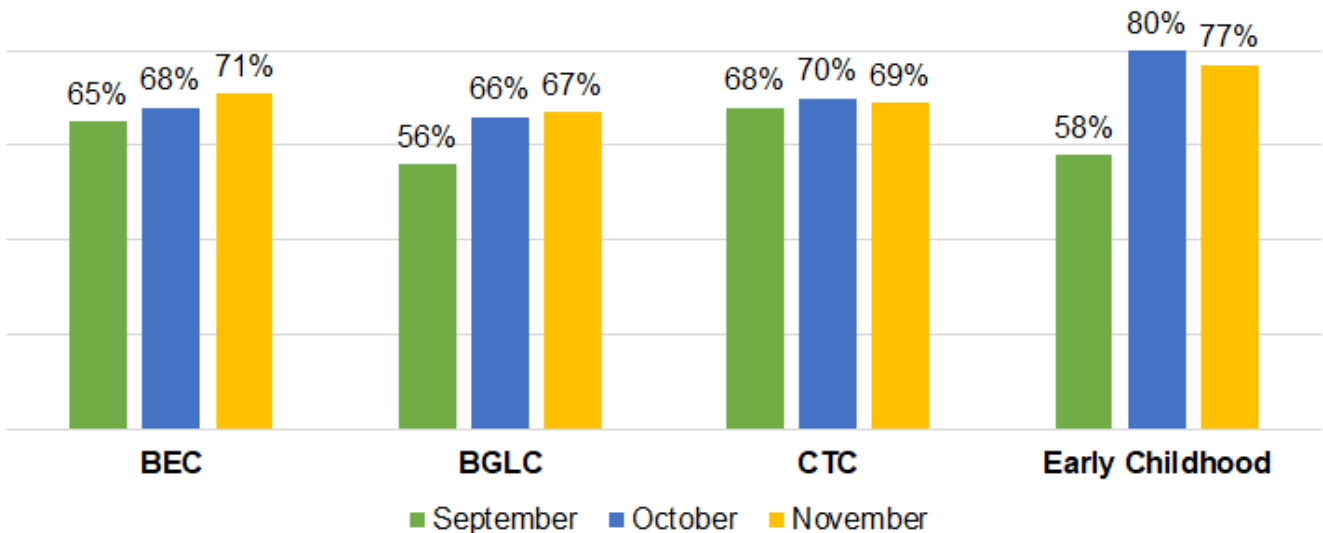
DATE: NOVEMBER 4, 2020
TO: BOARD OF EDUCATION
FROM: KATY HOLVERSTOTT & DAVE MANSON
RE: SPECIAL EDUCATION UPDATE

Program Participation *Decision Maker, Planner & Organizer, Policy Implementer, Crisis Manager, Faculty & Staff Personnel, School Plant & Facilities, Community Relations*

Each of the VBISD Special Education programs are running smoothly. Students and staff alike have adjusted to the many changes better than expected and parents report satisfaction with the current instructional model. This model is a combination of in-person instruction provided four days per week with one day of remote instruction. At parents' discretion, a fully remote option is also available. Much appreciation is owed to our teaching teams as they work hard to provide high quality instruction both at school and for students in their home.

Below is a graph depicting participation rates across our programs. Overall, in-person participation has been consistent with an increase noted in early October.

VBISD Special Education Department
Percent of In-Person Participation Per Month



Contingency Planning Leadership, Communication Skills, Resourcefulness, Decision Maker, Planner & Organizer, Crisis Manager, Faculty & Staff Personnel, Community Relations

As community rates of exposure increase, the Special Education Department has been preparing for the different possibilities, which may involve a different hybrid model or a fully remote model. Conditions that may influence a change in model include, but are not limited to the following:

- a. The area moves from Phase 4 to Phase 3.
- b. There is a critical number of staff absences.
- c. Transportation of students is not possible due to staff shortage.
- d. There is a critical number of student absences.
- e. The benefits of a change in model outweigh the costs.
- f. The Van Buren/Cass County Health Department supports a model change.
- g. Staff and parents support a model change.

The focus of this planning is on our students and their unique needs during this challenging time. We are also also committed, as much as possible, to keeping our staff membership whole as each staff member plays a valuable role in the education and care of our students.

Work-Based Learning for Young Adults Leadership, Level of Professional Awareness, Resourcefulness, Creativity & Innovativeness, Supervisor, Faculty & Staff Personnel, Student Achievement

The need for purpose is one of the defining characteristics of human beings. For these reasons, some individuals struggle with traditional forms of education and show more growth with hands-on, work-based educational opportunities. In addition, moving from traditional instruction to work-based learning can significantly reduce mild to very severe behavior problems. This board report will highlight three of several work-based learning programs provided by the VBISD Special Education Department for young adults with disabilities.

- **Work Experience Program at the CTC**

The Community-based Transition Center has multiple opportunities for students ages 18 to 26 to learn from working and to learn to work. Experiences range from learning to cook and clean your home, to independent job placements in the community, and everything in between. At this time, 36% of our students at the CTC have a job placement. This is lower than usual given the pandemic, but still notable.

One of the biggest barriers to employment is transportation and for these reasons, CTC assists students in obtaining their driver's license. Pictured on the right are two of the three students who recently earned their license and purchased a car!

- **Vocational Alliance**



The Vocational Alliance program was developed to respond to students with a history of moderate to severe behavior problems that are helped by purposeful, hands-on, and “heavy work.” This program was started by Brian DeVries (below left), a special education teacher at the BGLC, and has expanded to include classrooms at the CTC led by Brian Smith and most recently, Matt Kaemming. The Vocational Alliance produces the firewood, birdseed, spice rub, and other items for sale. In addition, this team has committed to repairing and maintaining the boardwalk for the VBISD Nature Trail.



- **Career Readiness**

Career Readiness, located at VB Tech, provides the readiness skills necessary to be successful at VB Tech as well as providing other transition-focused opportunities, such as work-based experiences. Below are photos of a recent project for which Bill Nelson, Career Readiness teacher, and Bobby Anderson, teacher at VB Tech, collaborated to build posts and plaques to honor important champions of VBISD, including Bob Anderson.

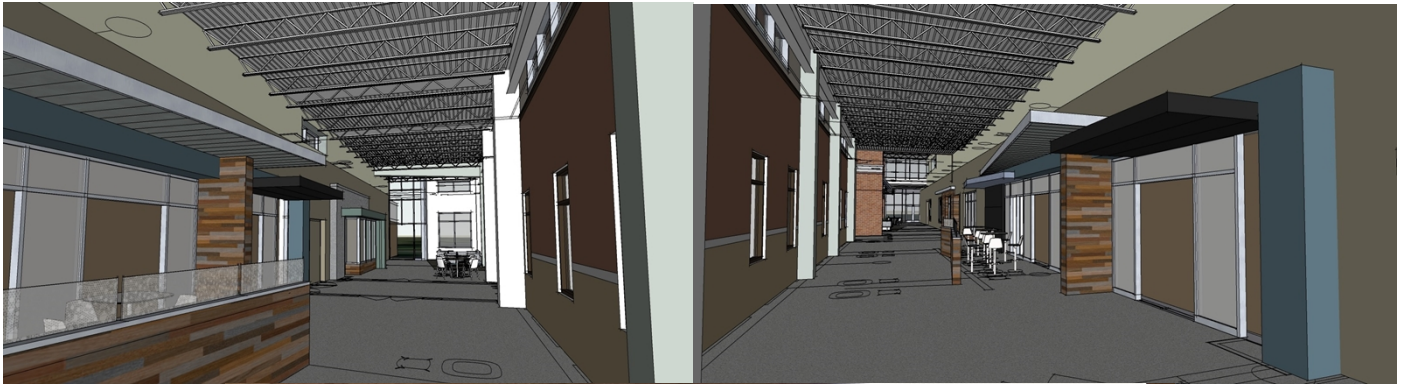


MEMO

DATE: NOVEMBER 4, 2020
TO: BOARD OF EDUCATION
FROM: ROBERT SMITH, DIRECTOR
RE: CAREER & TECHNICAL EDUCATION BOARD UPDATE

MAIN STREET HALLWAY DESIGN (1,4,8,9,10,11,16,18,19)

As the construction project enters into the final phases, we have spent the past few weeks working with designers at Tower Pinkster to solidify the design and furniture/equipment layout for the main street hallway. Specific efforts have been made to align those design concepts with the original renditions that match the existing building decor. Furniture bids will be going out soon and will be presented at the December board meeting.



ON-SITE CONSTRUCTION TRADES HOUSE MOVE (1,4,9,10,11,18,19,20)

Over the past two years, Van Buren Tech has partnered with the *Village of Lawton* on the production of home via the students and staff in our on-site Construction Trades program. In addition to building the house, throughout this time we have worked collaboratively to secure a lot within the village limits, pull permits, and coordinate site work. On Tuesday, October 27th, the house was moved out of the Construction Trades building and was transported to the Village of Lawton on Wednesday, October 28th.



VIRTUAL MANUFACTURING DAY (1,4,5,18,20)



Due to COVID 19, the Greater Niles Chamber of Commerce, Michigan Works!, Berrien, Cass, and Van Buren ISDs, and other community partners restructured this year's Manufacturing Day to include a virtual toolbox with links to the InterconnectED Video Library, Career Exploration Videos, Career Pathway Pages, Powerpoint Presentations, and more. The event was redesigned to help educators showcase the regional industry in the modern world, as well as live virtual sessions focusing on a variety of manufacturing skills and processes. On October, 20th and October 28th, students from various programs at Van Buren Tech participated in live sessions that included Presidents from multiple businesses, engineers, manufacturers, HR personnel, and other individuals excited to answer student questions and discuss careers at their organizations. Topics

include CAD design, Advanced Manufacturing, Engineering, Robotics, Precision Machining, Welding, Aerospace Engineering, Construction Trades, Supply Chain Management, and Preparing for College & Careers.

WMU DUAL ENROLLMENT/HIGHER ED INNOVATION GRANT PARTNERSHIP (1,4,11,18,19,20)



VB Tech met recently with leadership from Western Michigan University to discuss a possible partnership related to The Institutional Resilience and Expanded Postsecondary Opportunity (IREPO) program. The IREPO is designed to help institutions of higher education emerge from the Coronavirus pandemic more resilient and expand educational opportunities for students. The grants can be utilized in a variety of ways, including resuming operations, supporting students, reducing disease transmission, and

developing more agile instructional delivery models for students who cannot or choose not to attend classes in person. This grant program also recognizes the benefits to high school students of starting their college career early – while still in high school – and gives priority to applicants that plan to expand those opportunities to students who live or attend high school in an Opportunity Zone or rural community. If awarded this grant, WMU would partner with Van Buren Tech to offer tuition assistance grants to 50 Early/Middle College and Van Buren Tech students.

STAFF STRESS RELEASE ACTIVITY (1,4,5,15)



In light of the stress that has accumulated for everyone due to all of the challenges associated with COVID 19, members of the Culture & Climate committee organized an event for staff on Wednesday, October 28th, where they were able to participate in a fun activity at the end of the day. A competition was set up where the staff was challenged to shoot apples at targets via a slingshot. Prizes were awarded for top performers. For the safety of all involved, staff was required to wear masks and adhere to social distancing requirements.

VIRTUAL HALLOWEEN COSTUME CONTEST (1,4,5,17,20)

In light of all of the COVID-related challenges, Van Buren Tech converted its annual Halloween Costume Contest this year to a virtual event. Like past years, on Friday, October 30th, staff and students wore their favorite Halloween costumes. Unlike in past years, where group photos were taken, each classroom selected a costume winner. Teachers took photos of the costume winner and submitted them to the office via a Google Form. After receiving all of the classroom costume winners, the office staff selected 2 grand prize winners from the AM & PM groups. Winners received VB Tech & VBISD swag.



CALENDAR EVENTS

November 3	Staff Meeting	2:45 pm
November 4	Administrative Assistants Meeting	1:00 pm
	School Board Meeting	4:00 pm
November 14	Cyber Patriots Competition	
November 18	Regional Counselor's Meeting	9:00 am
November 19	Principals Meeting	9:30 am
November 25-27	No School - Thanksgiving Break	

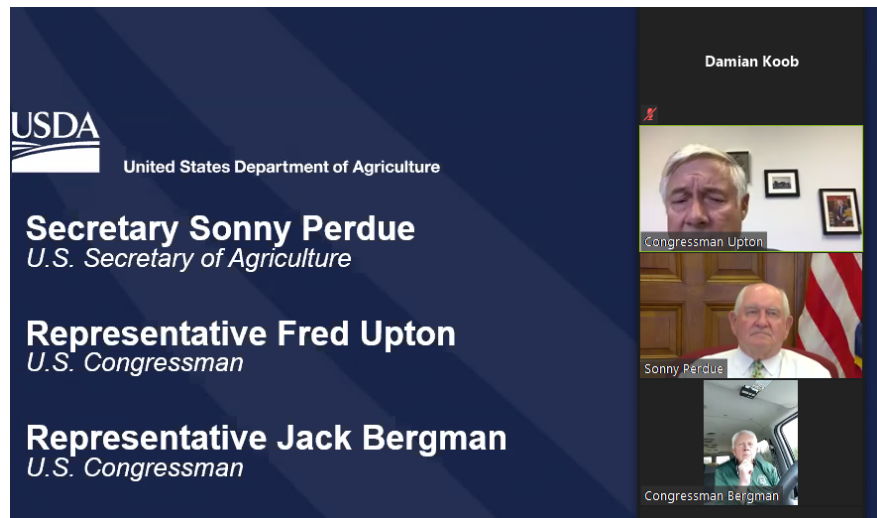
MEMO

DATE: NOVEMBER 4, 2020
TO: BOARD OF EDUCATION
FROM: DAMIAN KOOB
RE: TECHNOLOGY SERVICES BOARD REPORT

USDA ReConnect Program Announcement (Leadership, Professional Awareness, Communication Skills, Professional Preparation, Community Relations)

I had the privilege of being invited to virtually attend an award announcement by USDA Secretary Sonny Perdue regarding a Rural broadband grant called the USDA ReConnect program on October 21st, 2020. Secretary Perdue announced the award to Bloomingdale Communications and spent time talking about the important investment in the high-speed Internet broadband infrastructure in the rural areas of Michigan, but specifically Van Buren County.

Steve Shultz, CEO of Bloomingdale Communications accepted the award and pointed out the importance of connecting our students and families to this connection and the impact it will have, especially in this state of the world right now. Also in attendance and speaking on the call were Representative Fred Upton, Representative Jack Bergman, President of Michigan Farm Bureau Carl Bednarski, and USDA Administrator Chad Rupe. It was great to hear that they are making the necessary funds available to connect our rural families and mentioned that this project would connect 1193 homes in rural Van Buren County.



Fiber Connection Relocation and Data Center Construction Update (Leadership, Planner and Organizer, Professional Preparation, Professional Standards)

Fiber connections that supply Internet for nine of our local Districts and VBISD, along with the connection to the Wide Area Network (WAN) that connects all of our Districts together were relocated on October 23rd/24th from the current server room to the new data center. We began the work at 10:00pm on October

23rd and finished up at 4:00am October 24th. This was a coordinated effort with Merit Networks who supply the Internet access from the MiSEN (State Education Network) project and Bloomingdale Communications who maintain the WAN connection to our locals. This project went off without a hitch and is the first step in the move to the new data center. It is/was also the most nerve-racking portion of this move...and I'm very glad it's done. ☺ I appreciate the professionalism and support of both Merit and BCI, as well as the expertise of our Network/Server Specialist Michael Wolfe and MiSEN Engineer Kurt Torok.

The new data center is 95% complete and now ready for us to migrate the server equipment to. We will be scheduling this move in the coming weeks and anticipate a smooth transition as well. I have attached a couple photos of the progress of the construction and would recommend a tour to the Board when it is safe to do so. Thanks again to the VBISD Board of Education and Mr. Mills for the support of this project!



(October 12, 2020)



(October 27, 2020)

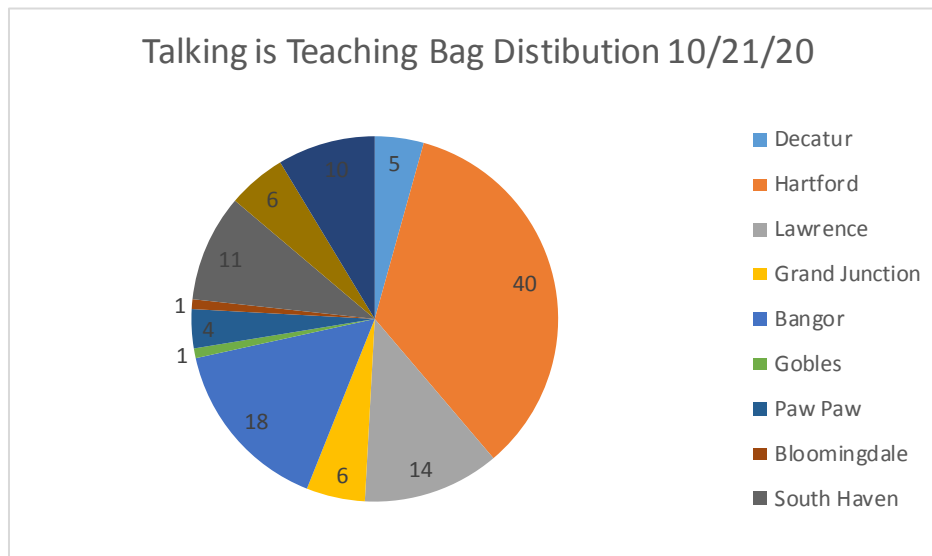
(Note: We still have one more server rack and the HVAC unit to install.)

MEMO

DATE: NOVEMBER 4, 2020
TO: BOARD OF EDUCATION
FROM: LISE BLACK, EARLY CARE & EDUCATION

Great Start Collaborative (5, 18)

Despite COVID challenges, our Great Start Parent Coalition members working on the Trusted Advisor grant have been able to continue making connections with families of young children. The goal is to share information on early childhood services, and simple ways to support their children's early learning. They attend virtual meetings to present their information, followed by phone calls or text conversations to discuss resources, then conclude by dropping off learning kits to the homes. They also do some in-person connections, using a safety protocol and PPE. In October they attended a drive through food distribution at the DHHS in Hartford. They were able to talk with 116 families about the importance of language interactions with young children. Each family received a Talking is Teaching bag with a book and education items. Below is a chart showing the communities that the families came from.



The Great Start Parent Coalition was able to finish out their series of Love & Logic parent training, by having the final two sessions as virtual meetings. The number of participants was down from the original group, but parents that did complete the series all had positive feedback. One parent shared *“The Love and Logic class was a great opportunity for our family. We recognize that as parents there are always ways to be a better parent. We owe it to our children to fill our toolbox. Thanks to those who helped make it possible.”* We have budgeted for a new four-part virtual series to be held during this grant year.

Family Links Home Visiting Program (4, 18)

For many years Family Links staff have hosted weekly Play and Learn groups for families to support child socialization, parent connections, and early learning. While not quite the same, we have continued one weekly option with an online story time with Miss Susie. We use our recently established VBISD Family Links Facebook page to promote it. Each week Family Educator Susan Genderon shares a different story with interactive movement and music activities.



Great Start Readiness Program (GSRP) (preschool for at-risk children) (1, 5, 10,)

All 21 GSRP classrooms are having in-person learning, with 19 having the full four-day per week sessions. The other two have a hybrid model of two days in person and two days of remote learning. There have been some shorter closures (2 -8 days) and when this happens the teaching teams implement their remote learning with the students and their families.



All county-wide meetings and trainings are currently in a virtual format. We have broken the group into three cohorts for the meetings, to allow for more discussion. While we are all getting pretty tech savvy, our ability to network is reduced with this model. The good news is everyone saves on travel time!

On a happy note, Carrie Rondo, one of our lead GSRP teachers at the Hartford site, was a lucky winner of a Scholastic Books contest. She was able to pick out \$500 worth of supplies for her classroom.

III. ACTION ITEMS

- A. Approval of Special Education State Aid Operating Notes (**Roll Call Vote**) 52

MEMO

DATE: NOVEMBER 4, 2020
TO: BOARD OF EDUCATION
FROM: JEFFREY C. MILLS, SUPERINTENDENT
BARB MATTHEWS, DIRECTOR OF FINANCE & OPERATIONS
RE: **APPROVAL OF SPECIAL EDUCATION STATE AID NOTE
BORROWING**

As in previous years, we need to borrow funds to meet cash flow needs under the Special Education Fund. This note is at an interest rate of 1.5% per annum and will be for a short term basis approximately November 12, 2020 until March 1, 2021, at which time property tax collections are received and the note will be paid off. Therefore, I recommend the Board approve the following resolution.

RESOLUTION

RESOLVED that the Van Buren Intermediate School District Board of Education approves the Special Education State Aid Note Borrowing \$2,800,000 as presented.

SPECIAL EDUCATION STATE AID OPERATING NOTES RESOLUTION

Van Buren Intermediate School District, Michigan (the “Issuer”)

A regular meeting of the board of education of the Issuer (the “Board”) was held: in the Board of Education Office, within the boundaries of the District, electronically through remote call in **1-415-655-0001** with identification number **172 790 030 3** on the 4th day of November, 2020, at 4 o’clock in the p.m. (the “Meeting”)

The Meeting was called to order by FRANCES SAGE, President.

Present: Members

Absent: Members

The following preamble and resolution were offered by Member _____ and supported by Member _____:

WHEREAS:

1. Under the terms of Section 1225 of Act 451, Public Acts of Michigan, 1976, as amended (“Act 451”), a school district is authorized, either by achieving qualified status as described in Section 303(2) of Act 34, Public Acts of Michigan, 2001, as amended, or upon receiving prior approval of the authorized representative of the Department of Treasury, to borrow money for school operations and issue its notes therefor, pledging for the payment thereof special education monies to be received by it from the state school aid fund, which notes shall be the full faith and credit obligation of the Issuer; and

2. The estimated amount of such state aid appropriations allocated, or to be allocated, to this Issuer for special education operating purposes is \$8,424,531 for fiscal year 2020-2021, of which amount the sum of \$729,797 has been heretofore distributed and received, leaving a balance of \$7,694,734 as the estimated amount remaining to be distributed to the Issuer pursuant to Act 451; and

3. This Issuer has immediate need to borrow the sum of not to exceed Two Million Eight Hundred Thousand Dollars (\$2,800,000) to pay current special education operating expenses for fiscal year 2020-2021; and

4. The principal amount of the notes payable from the undistributed balance of the special education appropriations allocated to this Issuer for said fiscal year which have heretofore been issued and are now outstanding is \$-0-;

5. Five percent (5%) of estimated fiscal year 2019-2020 special education operating expense is \$1,457,377;

6. The process of soliciting bids by publishing a notice of sale in a publication as specified in Section 309(2) of Act 34, Public Acts of Michigan, 2001, as amended, is prohibitively more expensive than negotiating the sale of the Notes (defined below) to a bank or financial institution or obtaining bids through the distribution of a solicitation for bids; and

7. The Issuer has received an offer from TCF National Bank (the “Bank”) to purchase the Notes at an interest rate of one and five tenths percent (1.5%), which offer is attached hereto as Exhibit B.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. This Issuer shall borrow the sum of not to exceed Two Million Eight Hundred Thousand Dollars (\$2,800,000) or such lesser amount as the Department of Treasury may approve or as reduced by a member of either the administrative staff or the Board of the Issuer, and shall issue its note or notes (the “Notes”) therefor. The Issuer hereby appropriates a sufficient amount of special education state aid to repay the principal of and interest on the Notes. In addition, the full faith and credit of the Issuer is hereby irrevocably pledged for payment of the principal and interest on the Notes, and in case of insufficiency of state aid, the Issuer shall pay the Notes from any funds legally available therefor, and, if necessary, levy taxes on all taxable property in the Issuer for the payment thereof, subject to applicable constitutional and statutory tax rate limitations, all pursuant to Act 451. The pledge of full faith and credit is subordinate to any encumbrances or tax levies pledged or to be pledged for the payment of tax anticipation notes issued or to be issued by the Issuer pursuant to Act 34, Public Acts of Michigan, 2001, as amended.

It is hereby declared that said borrowing is necessary for the purpose of securing special education funds for school operations and it is agreed with the purchaser of said Notes that the proceeds thereof will be used exclusively for that purpose.

2. Based upon expense considerations associated with publishing a notice of sale, as specified in Section 309(2) of Act 34, Public Acts of Michigan, 2001, as amended, the Board authorizes the negotiated sale of the Notes to the Bank, and accepts the Bank’s offer, as attached hereto as Exhibit B.

3. Book Entry. If requested by the initial purchaser of the Notes, the ownership of one fully registered note for each maturity, in the aggregate principal amount of such maturity shall be registered in the name of Cede & Co., as nominee of The Depository Trust Company (“DTC”). So long as the Notes are in the book entry form only, the Paying Agent shall comply with the terms of the Blanket Issuer Letter of Representations to be entered into between the Issuer and DTC, which provisions shall govern registration, notices and payment, among other things, and which provisions are incorporated herein with the same effect as if fully set forth herein. The Superintendent is hereby authorized and directed to enter into the Blanket Issuer Letter of Representations with DTC in such form as determined by the Superintendent, in consultation with note counsel, to be necessary and appropriate. In the event the Issuer determines that the continuation of the system of book entry only transfer through DTC (or a successor securities depository) is not in the best interest of the DTC participants, beneficial owners of the Notes, or

the Issuer, the Issuer will notify the Paying Agent, whereupon the Paying Agent will notify DTC of the availability through DTC of the note certificates. In such event, the Issuer shall issue and the Paying Agent shall transfer and exchange Notes as requested by DTC of like principal amount, series and maturity, in authorized denominations to the identifiable beneficial owners in replacement of the beneficial interest of such beneficial owners in the Notes, as provided herein.

So long as the book-entry-only system remains in effect, in the event of a partial redemption the Paying Agent will give notice to Cede & Co., as nominee of DTC, only, and only Cede & Co. will be deemed to be a holder of the Notes. DTC is expected to reduce the credit balances of the applicable DTC Participants in respect of the Notes and in turn the DTC Participants are expected to select those Beneficial Owners whose ownership interests are to be extinguished or reduced by such partial redemptions, each by such method as DTC or such DTC Participants, as the case may be, deems fair and appropriate in its sole discretion.

4. Said Notes shall be dated as of November 12, 2020, or the date of delivery, shall bear interest from the date thereof until paid at a rate not exceeding one and five tenths percent (1.5%) per annum on the balance from time to time remaining unpaid, shall be in minimum denominations of \$100,000 or multiples of \$1,000 in excess of \$100,000, shall be payable to the Registered Owner, in lawful money of the United States of America, at such bank or trust company in the State of Michigan as shall be designated by the original purchaser of the Notes, which paying agent qualifies as such under the statutes of the State of Michigan or of the Federal Government, and shall be due and payable on March 1, 2021, or such other date as determined by an Authorized Officer (defined below) but subject to the right of the Issuer to pay the same in whole or in part, without penalty, at any time prior to maturity. If more than one note is issued, the Notes shall be numbered serially from 1 upwards, and any such payments made prior to maturity shall be applied to the Notes in direct numerical order. Such Notes may be designated, at the option of the purchaser thereof, as a “Special Education State Aid Note” or “Special Education State Aid Notes”.

5. The form of the Notes shall be in substantially the form set forth and attached hereto as Exhibit A.

6. The Issuer has achieved qualified status under Act 34, Public Acts of Michigan, 2001, as amended.

7. The Notes shall be executed by the President and Secretary of the Board. In the absence of the President, the Superintendent may sign in the place of the President, and in the absence of the Secretary, the Treasurer of the Board may sign in place of the Secretary.

8. The Board covenants to comply with existing provisions of the Internal Revenue Code of 1986, as amended (the “Code”), necessary to maintain the exemption of interest on the Notes from federal income taxation.

9. The Issuer hereby designates the Notes of this issue as “qualified tax-exempt obligations” for purposes of deduction of interest expense by financial institutions under the provisions of the Code. In making said designation, the Board determines that the reasonably anticipated amount of tax-exempt obligations which will be issued by the Issuer or entities which

issue obligations on behalf of the Issuer during calendar year 2020 will not exceed \$10,000,000, excluding only those tax-exempt obligations as permitted by Section 265(b)(3)(C)(ii) of the Code.

10. Within fifteen (15) business days after issuance of the Notes, the Board hereby authorizes and directs the Superintendent to cause to be filed with the Department of Treasury any and all documentation required subsequent to the issuance of the Notes, along with any statutorily required fee.

11. The President, Vice President, Secretary, Treasurer, Superintendent and the Director of Finance & Operations (each an "Authorized Officer") are each further authorized to execute any documents or certificates necessary to complete the transaction. Any of those officers may designate, in writing, an individual to act in their place with respect to the powers conveyed in this paragraph.

12. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Van Buren Intermediate School District, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at the Meeting, 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

RJN/jmw

EXHIBIT A

**UNITED STATES OF AMERICA
STATE OF MICHIGAN
VAN BUREN INTERMEDIATE SCHOOL DISTRICT
SPECIAL EDUCATION STATE AID NOTE**

Rate **Maturity Date** **Date of Original Issue** **CUSIP No.**
November 12, 2020

**REGISTERED OWNER:
PRINCIPAL AMOUNT:**

Van Buren Intermediate School District, State of Michigan (the "Issuer"), for value received, hereby promises to pay to the Registered Owner specified above, or registered assigns, the Principal Amount specified above on the Maturity Date specified above, with interest thereon from the date hereof until paid at the Rate specified above based on a 360-day year, 30-day month, on presentation and surrender of this note (the "Note") at _____, Michigan (the "Paying Agent"). This Note is issued in minimum denominations of \$100,000 or multiples of \$1,000 in excess of \$100,000.

This Note is subject to the right of the Issuer to pay the same in whole or in part, without penalty, at any time prior to maturity.

This Note is issued under the provisions of Section 1225 of Act 451, Public Acts of Michigan, 1976, as amended, and Act 34, Public Acts of Michigan, 2001, as amended, for the purpose of providing special education money for school operations for the 2020-2021 fiscal year. The Issuer has pledged for the payment of this Note monies to be received by it from special education state school aid. As additional security the Issuer has pledged the full faith, credit and resources of the Issuer and, in the event of the unavailability or insufficiency of state school aid for any reason, this Note is payable from tax levies within the Issuer's constitutional and statutory limitations or from unencumbered funds of the Issuer. The pledge of the full faith, credit and resources is subordinate to any encumbrances of tax levies pledged for the payment of tax anticipation notes issued or to be issued by the Issuer pursuant to Act 34, Public Acts of Michigan, 2001, as amended.

The Issuer has designated this Note as a "Qualified Tax-Exempt Obligation" for the purpose of deduction of interest expense by financial institutions under the provisions of the Internal Revenue Code of 1986, as amended.

It is hereby certified and recited that all acts, conditions and things required by law, precedent to and in the issuance of this Note, have been done, exist and have happened in regular and due time and form as required by law, and that the total indebtedness of the Issuer, including this Note, does not exceed any constitutional or statutory limitation.

This Note shall not be deemed a valid and binding obligation of the Issuer in the absence of authentication by manual execution hereof by the authorized signatory of the Paying Agent.

IN WITNESS WHEREOF, Van Buren Intermediate School District, State of Michigan, by its Board of Education, has caused this Note to be signed in the name of the Issuer by its President and Secretary, as of November 12, 2020, and to be manually signed by the authorized signatory of the Paying Agent as of the date set forth below.

Van Buren Intermediate School District
State of Michigan

By Form Only - Not for Execution
President

And Form Only - Not for Execution
Secretary

CERTIFICATE OF AUTHENTICATION

Dated: _____

This Note is one of the Notes described herein.

[NAME OF BANK]

_____, MICHIGAN

PAYING AGENT

By _____

Authorized Signatory

EXHIBIT B



10/27/2020

Van Buren Intermediate School District
490 South Paw Paw Street
Lawrence, Michigan 49064

Thank you for the invitation to bid on a loan in anticipation of State School Aid in the amount up to \$2,800,000 to be repaid on March 1, 2021.

Chemical Bank will make the loan as outlined below.

Amount: \$2,800,000
Interest Rate: 1.5% per annum
Closing date: November 12, 2020
Maturity Date: March 1, 2021

This bid is subject to the following conditions:

- That the loan be exempt from federal and state income tax and further be declared to be a “Qualified Tax-Exempt Obligation” for the purpose of deduction of interest expense by financial institutions;
- That the school district files Form 8038-G and provides a copy to the bank;
- That the loan be structured in accordance with Michigan statutes pertaining to the authority of school districts to borrow;
- That the loan be a general obligation of Van Buren Intermediate Schools, and;
- That the Michigan Department of Treasury approves the loan.

This rate commitment will expire 30 days from the date of this letter unless extended by the bank in writing. The note is subject to prepayment prior to maturity without penalty.

Sincerely yours,

Scott W. Leesch
Scott Leesch, CTP, CPFIM
VP, Municipal Banking
TCF Bank.



B. Approval of Purchase of Main Street Card Access Addition (**Roll Call Vote**) 61

MEMO

DATE: NOVEMBER 4, 2020
TO: BOARD OF EDUCATION
FROM: DAMIAN KOOB
RE: **APPROVAL OF PURCHASE OF MAIN ST. CARD ACCESS ADDITION**

BACKGROUND

This card access control addition is to secure the newly constructed Health Department entrance into the Main St. project at Van Buren Tech, as well as the new Data Center.

We are able to utilize the REMC State bid contract to purchase this solution without an RFP process. This state-wide bidding process results in lower purchasing prices on many hardware and software solutions by aggregating statewide demand, saving time for districts by not having to administer individual bids through the RFP process.

I am recommending the purchase of the Avigilon Access Control Manager Card Access Solution from Presidio Networked Solutions Group, LLC as a part of our ongoing security upgrade program. This solution is already being utilized by our District.

RECOMMENDATION

RESOLVED that the Board of Education approves the purchase of the Avigilon Access Control Manager Card Access Solution from Presidio Networked Solutions Group, LLC at a total price of \$29,073.61.

C. Approval of Employment of GSRP Early Childhood
Specialist/Supervisor **(Roll Call Vote)**

63

MEMO

DATE: NOVEMBER 4, 2020
TO: BOARD OF EDUCATION
FROM: JEFF MILLS
RE: APPROVAL OF NEW GSRP EARLY CHILDHOOD
SPECIALIST/SUPERVISOR

BACKGROUND

The VBISD now runs 15 GSRP classrooms directly. In order to provide quality support and oversight, we needed a second Early Childhood Specialist, that also has supervision responsibilities. This position was approved by the ISD Board in late summer, but was not filled until we had a verification of the state grant funds for the 2020-2021 year.

The interview of candidates was held as a virtual process and completed on October 21, 2020. Three qualified candidates were interviewed.

RECOMMENDATION

RESOLVED that the Board of Education approves the hiring of Heidi Anson for the position of GSRP Early Childhood Specialist/Supervisor with an annual salary of \$51,400 plus applicable benefits.

INTERVIEW CANDIDATE SELECTION

Candidate: Heidi Anson

Position: GSRP Early Childhood Specialist/Supervisor (ECS/Sup)

Interview Date: October 20, 2020

Interview Team: Lise Black, VBISD Early Care & Education Administrator
Mechele Brower, VBISD GSRP Supervisor/Early Childhood Specialist
Martha Adams, VBISD Special Education Early Childhood Supervisor
Melissa Wierenga, VBISD Literacy Coach
Carrie Rondo, VBISD GSRP Lead Teacher
Kimberly Emmert, Lawton Community Schools GSRP Lead Teacher

Summary

The VBISD now runs 15 GSRP classrooms directly. In order to provide quality support and oversight, we needed a second Early Childhood Specialist, that also has supervision responsibilities. This position was approved by the ISD Board in late summer, but was not filled until we had a verification of the state grant funds for the 2020-2021 year.

We interviewed three strong candidates through a virtual interview process. We included two pre-questions for the candidates to prepare to help us better understand their approach to processes and content knowledge.

Candidate Background

Ms. Anson is a graduate of Western Michigan University, with a BS in Elementary Education and a MA in Practices of Teaching Early Childhood. She holds a current Michigan teaching certificate with an endorsement in early childhood general and special education.

She has taught early childhood for over 25 years in both the GSRP and Head Start programs. She has served as a mentor teacher for student interns, been seen as a go to colleague for answers and support, and has training in a myriad of early childhood topics including positive behavior support.

In addition to her work roles, Ms. Anson had been a volunteer in her local school and community. She is very excited to have this opportunity to move to the next level of her career and support GSRP staff in implementing high quality services.

The team agreed that Heidi Anson would be a good fit for the role and complement the strengths of the current GSRP administration team. We would like to recommend her for hire as an GSRP Early Childhood Specialist/Supervisor with an annual salary of \$51,400.

D. Approval of Posting For Mental Health Clinician (**Roll Call Vote**)

66

MEMO

DATE: NOVEMBER 4, 2020

TO: BOARD OF EDUCATION

FROM: JEFF MILLS, SUPERINTENDENT

RE: APPROVAL OF POSTING FOR MENTAL HEALTH CLINICIAN POSITION

BACKGROUND

With additional monies from the 31n Mental Health grant and the recent Project AWARE grant overflow, we have the ability to allocate funds for an additional Mental Health Clinician. This addition will allow us to service not only our middle schools across the county, but our high schools as well. These mental health clinicians serve as a resource to local district leadership teams with the goal of helping students to achieve socioemotional and academic progress by providing individualized support to students, staff and families in the areas of behavioral and mental health in relationship to education. This position will also have the ability to bill Medicaid to assist with sustainability.

If approved, this position would fall under the general fund area of the budget and is under the professional staff contract.

Therefore, I recommend the board approve the following resolution:

RESOLVED that the VBISD Board of Education approves the posting of the Mental Health Clinician position.

Attachment

VAN BUREN INTERMEDIATE SCHOOL DISTRICT

TITLE: MENTAL HEALTH CLINICIAN (187 Days)
VBIEA

REPORTS TO: Behavior and Trauma Coordinator

JOB GOAL(S): The job goal of the Mental Health Clinician is to serve as a resource to local district leadership teams with the goal of helping students to achieve socioemotional and academic progress by providing individualized support to students, staff and families in the areas of behavioral and mental health in relationship to education.

MINIMUM QUALIFICATIONS:

Education: Masters of Social Work, Masters in Counseling and/or related field

Certification: Licensed by the State of Michigan in their relative field as a full or limited license (LLMSW, LMSW, LPC, LLPC)

Work Experience: Minimum of three years' experience providing clinical services in a school setting or mental health agency

Skills:

- ◆ Exceptional communication and interpersonal skills
- ◆ Experience coordinating mental health services
- ◆ Experience conducting assessments and planning interventions
- ◆ Experience in direct counseling of individual and groups of youth
- ◆ Knowledge of and ability to collaborate with outside agencies
- ◆ Ability to work well with other school staff to achieve maximum benefits for students
- ◆ Knowledge of and experience with Adverse Childhood Experiences (ACEs) and/or other screenings in K-12 educational settings.
- ◆ Knowledge of and experience with Multi-Tiered Systems of Support as it relates to behavior
- ◆ Knowledge of childhood development

ESSENTIAL JOB FUNCTIONS:

1. Participate as a member of the building MTSS support team to assist all students in making socioemotional and academic progress.
2. Collaborate with school staff and community partners to organize and systematically deliver appropriate mental health consultations, services and referrals.
3. Provide assessments, evaluations, service planning and required documentation in a timely manner.
4. Provide individual or group counseling to identified students in areas such as coping skills, self-esteem, self-regulation, interpersonal relationships, etc.

5. Work with classroom teachers and other professionals on the development of class-wide interventions, individual interventions, functional behavioral assessments and behavior intervention plans.
6. Meet regularly with school-based teams to discuss student strengths.
7. Maintain a paper file and electronic records, documenting all interactions.
8. Consult with School Social Worker, School Counselor, Content Specialist and teachers.
9. Keep up to date with the current best practices, research and trends regarding trauma and behavior.
10. Accept feedback in a professional manner.
11. Demonstrate ethical handling of confidential student and parent information.
12. Demonstrate reliable attendance and punctuality.
13. Adhere to Van Buren ISD policies and procedures.
14. Complete assigned responsibilities within agreed upon or established time lines.
15. Perform other duties assigned by the supervisor.

Terms of Employment: As per master agreement and provisions established by the Van Buren ISD Board of Education.

This job posting and our online application can be found on the Van Buren ISD's web site at www.vbisd.org under "employment." If you do not have access to a computer with the internet, you may use a computer at VBISD by calling 269-539-5206.

Position is open until filled. **In-house staff must fill out the online internal application.** Applications are viewed daily for open positions and **should be submitted as soon as possible to:**

Van Buren Intermediate School District
Human Resources Department
(via our online application process)

It is the policy of the Van Buren Intermediate School District that no discriminatory practices based on race, color, religion, national origin, sex (including sexual orientation or transgender identity), disability, age, height, weight, marital or family status, military status, ancestry, genetic information or any other legally protected category (collectively, "Protected Classes"), be allowed in its programs and activities, including employment opportunities. Inquiries regarding the non-discrimination policies should be directed to Barbara Matthews, Director of Finance & Operations or Dave Manson, Assistant Superintendent, 490 S. Paw Paw Street, Lawrence, MI 49064, 269-674-8091.

IV. OTHER BUSINESS
A. Adjournment