

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 2, 2022, beginning at 4:00 PM in the Van Buren Conference Center
490 S Paw Paw Street
Lawrence, MI 49064.

Van Buren ISD is in compliance with the Michigan Department of Health and Human Services Epidemic Order under MCL 333.2221.

The public is invited to attend the Van Buren Intermediate School District Board of Education meetings. If you require accommodations to access these meetings or would like to provide input or ask questions on any business that will come before the Van Buren Intermediate School District Board of Education at the meeting, please contact Dave Manson, Superintendent at dmanson@vbisd.org.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

I. REGULAR MEETING

A. Approval of Draft Agenda (**ROLL CALL VOTE**)

B. Consent Agenda - (**ROLL CALL VOTE**)

1. Minutes (10/5/22; 10/13/22)

2

The **Regular Meeting** of the Van Buren Intermediate School District Board of Education was held in person on **October 5, 2022**, at the Conference Center and called to order at **4:00 PM**. The following members were present: Kent, Faul, Middaugh, and Weiss.

Kent moved to approve the draft agenda for October 5, 2022, as presented. Supported by Faul. Roll call vote. Weiss – yes, Kent – yes, Faul – yes, and Middaugh – yes. Motion carried. Faul moved to approve the Consent Agenda (*September 14, 2022 Minutes; Voucher Budget Summary, Imprest Summary, and Payroll Summary*). Supported by Weiss. Roll call vote: Faul – yes, Kent – yes, Weiss – yes, and Middaugh – yes. Motion carried.

Weiss and Middaugh participated in the MASB Legislative Update on September 26, 2022. Middaugh attended the open house at VB Tech on September 26, 2022. Weiss attended the Whole Child Summit at the Conference Center on October 3, 2022. Faul announced the 100th anniversary of the Kiwanis. Department updates along with the Superintendent's update were also presented to the Board. A presentation on the Project L.E.A.N. program by Carol Sue Anderson and Christine Janssen was made to the Board.

Weiss moved to approve the following resolution:

RESOLVED, the VBISD Board of Education adopts the cell phone reimbursement agreement shown in Attachment 1.

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

Kent moved to approve the following resolution:

RESOLVED the Board of Education approves a one-time stipend of \$750 for Dawn Blum and Tony Galvan for their temporary increase in job responsibilities.

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

Faul moved to approve the following resolution:

RESOLVED the VBISD Board of Education approves that Owen-Ames-Kimball Co. is authorized to issue Letters of Intent, in the amount indicated, to contractors and suppliers listed below, pending confirmation that all requirements of the Contract Documents have been met. Furthermore, upon receipt by Owen-Ames-Kimball Co. of the appropriate documentation, contracts are awarded to these contractors and suppliers by Van Buren Intermediate School District.

Demolition	Walsh Construction Co, Inc. (Grand Rapids, MI)	\$40,650
Concrete	Earley & Associates, Inc. (Kalamazoo, MI)	\$35,200
Metals	Bennett Steel, LLC (Grand Rapids, MI)	\$29,580
General Trades	Hazelhoff Builders, Inc. (Kalamazoo, MI)	\$170,000
Glass	Forman Glass, LLC (Glaseburg, MI)	\$15,895
LDPA	Cook/Jackson Company (Battle Creek, MI)	\$55,745
Flooring	Lansing Tile & Mosaic, Inc. (Lansing, MI)	\$42,925
Painting	Exkhoff & Devries Painting (Grand Rapids, MI)	\$7,430
Mechanical Plumbing	A-1 Refrigeration Sales & Service, Inc. (Kalamazoo, MI)	\$293,155
Electrical	Hi-Tech Electric Company (Portage, MI)	\$117,100

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

Weiss moved to approve the following resolution:

RESOLVED, that the Board of Education approves the employment of the staff listed below:

<i>Sara Way, School Nurse</i>	<i>9/26/2022</i>
<i>Christin McFadyen, Mental Health Clinician</i>	<i>10/3/2022</i>

Supported by Faul. Voice Vote. Motion carried.

Kent moved to approve the following resolution:

RESOLVED that the Board of Education accept the resignation of Randy Olds effective October 31, 2022.

Supported by Faul. Voice vote. Motion carried.

Motion by Weiss to go into closed session for the purpose of attorney/client privilege communications. Supported by Kent. Roll call vote. Weiss – yes, Kent – yes, Faul – yes, and Middaugh – yes. Motion carried. Board went into a closed session at 5:00 PM.

Motion by Weiss to return to open session at 5:20 PM. Supported by Faul. Roll call vote. Weiss – yes, Faul – yes, Kent – yes, and Middaugh – yes. Motion carried.

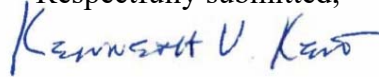
Faul made the motion to approve the following resolution:

RESOLVED, that the VBISD Board of Education accept the settlement agreement between the Van Buren Intermediate School District and Van Buren Intermediate Educational Support Personnel Association as outlined by the District’s attorney.

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

Motion by Weiss to adjourn the meeting. Supported by Kent. Voice vote. Motion carried. Meeting adjourned at **5:24 PM**.

Respectfully submitted,



Kenneth Kent, Secretary
Van Buren Intermediate School District
Board of Education, Lawrence, Michigan



Cell Phone Reimbursement Agreement

October 5, 2022

VBISD recognizes that the performance of certain job responsibilities requires an employee to conduct business through the use of an employee's personal cellular phone. As a result, VBISD has developed a reimbursement plan that is reasonably calculated as to not exceed expenses the employee actually incurred and is not intended to substitute for a portion of the employee's regular wages. This reimbursement is a non-taxable fringe benefit to the employee.

Reimbursement Plan

To be eligible for the reimbursement, an employee must meet one of the following eligibility requirements:

- The employee needs to be accessible outside of scheduled or normal working hours (24/7) where time sensitive decisions/notifications are necessary. (Cell phone + data = \$50/month)

OR

- The employee's assignment is one in which they need to be fully accessible during working hours, but the majority of their work consists of frequent movement from home to home or district to district and for which access to a desk phone is not feasible. (Cell phone/Text only = \$30/month).

Administrative Approval

District administrators and department directors are responsible for identifying employees who meet the eligibility requirements. The need for a reimbursement should be reviewed regularly to determine if the existing plan should be continued, changed or discontinued. The reimbursement is

neither permanent nor guaranteed, and VBISD reserves the right to modify or cancel the reimbursement plan, or deny any requests.

The administration is responsible for establishing expectations with employees who receive a reimbursement and the administration reserves the right to ask for verification of cell phone use. Reimbursements can be revoked for employees who are unable to meet these expectations or eligibility requirements.

Certification

By signing below, the Employee and Administrator certify that the selected eligibility requirements exist:

Employee Name

Employee Signature

Administrator Name

Administrator Signature

Department

Effective Date



**Van Buren Intermediate School District
Cosmetology Lab Renovations
Bid Summary Sheet
Construction Manager: Owen-Ames-Kimball Co.**

	BID CATEGORY	CONTRACTOR	Base Bid	Adjustments	Notes	TOTAL
1	Demolition	Walsh Construction Co, Inc. (Grand Rapids, MI)	\$ 40,650.00			\$ 40,650.00
2	Concrete	Earley & Associates, Inc. (Kalamazoo, MI)	\$ 35,200.00			\$ 35,200.00
3	Masonry	N/A	\$ 17,000.00	\$ (17,000.00)	1	\$ -
4	Metals	Bennett Steel, LLC (Grand Rapids, MI)	\$ 29,580.00			\$ 29,580.00
5	General Trades	Hazelhoff Builders, Inc. (Kalamazoo, MI)	\$ 153,000.00	\$ 17,000.00	1	\$ 170,000.00
6	Glass	Forman Glass, LLC (Glaseburg, MI)	\$ 15,895.00			\$ 15,895.00
7	LDPA	Cook/Jackson Company (Battle Creek, MI)	\$ 55,745.00			\$ 55,745.00
8	Flooring	Lansing Tile & Mosaic, Inc. (Lansing, MI)	\$ 42,925.00			\$ 42,925.00
9	Painting	Ekkhoff & Devries Painting (Grand Rapids, MI)	\$ 7,430.00			\$ 7,430.00
10	Mechanical/ Plumbing	A-1 Refrigeration Sales & Service, Inc. (Kalamazoo, MI)	\$ 314,155.00	\$ (21,000.00)	2	\$ 293,155.00
11	Electrical	Hi-Tech Electric Company (Portage, MI)	\$ 117,100.00			\$ 117,100.00
	General Conditions	Owen-Ames-Kimball	\$ 203,560.00			\$ 203,560.00
	CM Fee	Owen-Ames-Kimball	\$ 56,773.20			\$ 56,773.20
		Billing Subtotal				\$ 1,068,013.20
	Contingency		\$ 103,224.00			\$ 103,224.00
	Pre-Construction Fee					\$ -
	Furnishings, Fixtures and Equipment		\$ 150,000.00			\$ 150,000.00
	Asbestos Abatement		\$ 5,000.00			\$ 5,000.00
						\$ -
						\$ -
	AE Fee		\$ 108,519.00			\$ 108,519.00
	Total		\$ 366,743.00	\$ -		\$ 1,434,756.20
	DD Estimate		\$ 1,501,248.00			\$ 1,501,248.00

Under \$ (66,491.80)

Notes:

Voluntary alternate from second low General Trades Bid was lower than
1 total of low General Trades and Masonry Bids. Low Bidders have been advised

Voluntary alternate from low bidder for Alternate Trane Rooftop Unit,
2 and duct end covers in lieu of cleaning. Both alternates approved by Engineer



**Van Buren Intermediate School District
Cosmetology Lab Renovations
Motion Recommendation
Construction Manager: Owen-Ames-Kimball Co.**

RECOMMENDED MOTION

I move that Owen-Ames-Kimball Co. be authorized to issue Letters of Intent, in the amount indicated, to contractors and suppliers listed below, pending confirmation that all requirements of the Contract Documents have been met. Furthermore, that upon receipt by Owen-Ames-Kimball Co. of the appropriate documentation, contracts be awarded to these contractors and suppliers by Van Buren Intermediate School District

1	Demolition	Walsh Construction Co, Inc. (Grand Rapids, MI)	40,650
2	Concrete	Earley & Associates, Inc. (Kalamazoo, MI)	35,200
3	Masonry	N/A	-
4	Metals	Bennett Steel, LLC (Grand Rapids, MI)	29,580
5	General Trades	Hazelhoff Builders, Inc. (Kalamazoo, MI)	170,000
6	Glass	Forman Glass, LLC (Glaseburg, MI)	15,895
7	LDPA	Cook/Jackson Company (Battle Creek, MI)	55,745
8	Flooring	Lansing Tile & Mosaic, Inc. (Lansing, MI)	42,925
9	Painting	Exkhoff & Devries Painting (Grand Rapids, MI)	7,430
10	Mechanical/ Plumbing	A-1 Refrigeration Sales & Service, Inc. (Kalamazoo, MI)	293,155
11	Electrical	Hi-Tech Electric Company (Portage, MI)	117,100

A Special Meeting of the Van Buren Intermediate School District Board of Education was held on **October 13, 2022**, in the Superintendent's office at the Van Buren Conference Center in Lawrence and called to order at **2:00 P.M.** The following members were present: Kent, Weiss, Faul, and Middaugh. Absent: None. Superintendent Dave Manson was also present.

The Board conducted two (2) interviews for the board of education vacancy. The Board then proceeded with a discussion and review of the interviewees.

Motion made by Weiss, supported by Faul to approve the appointment of Karen Makay to fill the vacant board seat for the Van Buren Intermediate School District Board of Education for the remainder of the term expiring June 30, 2025. Roll call vote. Faul – yes, Weiss – yes, Kent – yes, and Middaugh – yes. Motion carried.

Motion by Faul, supported by Kent to adjourn the meeting. Voice vote. All aye. Motion carried. Meeting adjourned at **3:25 PM.**

Respectfully submitted,



Kenneth Kent, Secretary
Van Buren Intermediate Board
Of Education, Lawrence, Michigan

2. Voucher/Budget Composite & Cash Flow Summary Vouchers

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Van Buren Intermediate School District
October 2022

Imprest Fund Vouchers	\$ 2,341,529.64
Payroll Fund Vouchers	3,691,150.52
Purchasing Card Vouchers	104,646.30
EDUSTAFF ACH Payments	1,739.28
	\$ 6,139,065.74

Budget-to-Expenditure Comparision 22-23

Fund	Budget	Actual & Encumbered Expenses	Unencumbered Balance	Year-to-Date Variance
General	15,986,977	4,205,437	11,781,540	457,432
Special Education	37,037,146	6,825,151	30,211,995	3,977,350
Career Tech Education	15,684,811	3,508,277	12,176,534	1,066,459
Food Service	93,236	1,814	91,422	25,380
Capital Projects	0	1,094,311	N/A	(1,094,311)

Cash Flow Summary

	Ending Balance 8/31/2022	Cash Receipts	Cash Disbursements	Ending Balance 9/30/2022
General	2,960,451	1,695,378	2,785,508	1,870,321
Special Education	7,733,675	50,442	1,995,801	5,788,317
Career Tech Education	9,662,940	26,040	1,093,740	8,595,239
Student Activity Fund	29,547	0	0	29,547
Food Service	52,435	0	0	52,435
Capital Projects	4,030,244	0	331,803	3,698,440
	24,469,291	1,771,861	6,206,852 *	20,034,300

* 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 2022

GENERAL	1,009,764.75
SPECIAL EDUCATION	2,054,860.79
VOCATIONAL EDUCATION	626,524.98
STUDENT ACTIVITY FUND	0.00
FOOD SERVICE FUND	0.00
TOTAL PAYROLL	<hr/> 3,691,150.52

IMPREST VOUCHER SUMMARY
October 2022

<u>FUND NAME</u>	<u>CHECKS</u>	<u>PURCHASING CARDS</u>	<u>TRANSFERS/ INTEREST/FEES</u>	<u>TOTAL</u>
General Fund	593,572.48	29,062.73	(12,054.89)	610,580.32
Special Education	760,825.43	15,640.55	3,654.55	780,120.53
Vocational Education	618,925.49	59,943.02	8,400.34	687,268.85
Capital Projects	368,206.24	0.00	0.00	368,206.24
Health Consortium	0.00	0.00	0.00	0.00
Student Activity Fund	0.00	0.00	0.00	0.00
TOTAL	<u>2,341,529.64</u>	<u>104,646.30</u>	<u>0.00</u>	<u>2,446,175.94</u>

C. Public Comments
II. INFORMATIONAL ITEMS
A. Board Updates
B. Superintendent Update

16



Date: November 2, 2022
To: Board of Education
From: David D. Manson, Superintendent

Subject: Superintendent Update

Michigan Association of School Boards - Annual Leadership

Conference: (Governance & Board Relations, Community Relations, Staff Relations, Business & Finance, Instructional Leadership)



Recently, I had the privilege of attending the MASB annual leadership conference in Traverse City on October 21-22 with MaryAnn Middaugh, Kenny Kent and John Faul. During the conference, I was able to attend sessions related to:

- Seven Lens of Ethical Leadership
- Tracking the Latest Legal Developments and Issues Impacting Schools
- Addressing Mental Health Issues in Schools
- The Importance of a Promise
- A How-To Guide on Being a Strategic Gladiator

Van Buren County - Healthcare Consortium: (Community Relations, Staff Relations, Business & Finance)

VBISD oversees a healthcare consortium each year designed to provide benefits to professional staff members across the county with more affordable rates due to decreased risk and variance for the insurance provider. Our initial meeting took place on October 17th and a follow up meeting to finalize offerings will take place on November 3rd. The following rates help demonstrate the impact of the consortium over the last two years.

2022 Rates

3.9% increase statewide
0.4% increase consortium

2023 Rates

7.2% increase statewide
5.7% increase consortium

Administrative Assistants Retreat: (Staff Relations, Business & Finance, Instructional Leadership)

On October 14, 2022, an Administrative Assistant Retreat was held in a banquet room at HopCat in Kalamazoo from 11a-3:30p. The following topics were discussed:

11:00a-12:00p - Arrival & Luncheon

12:00p-12:45p - VBISD Updates/District Improvement Planning

12:45p-1:15p - The “New” Emergency Management Department

1:15p-2:00p - Google/Technology Tips and Tricks

2:00p-2:15p - Break

2:15p-3:15p - HR System and Process Training

3:15p-3:30p - Closure



VBISD

Respect • Integrity • Compassion • Excellence

Upcoming Events - Key Dates

November/December 2022

11/4 - VBISD 4th Annual Behavior Conference (Special Education Depart.)

*11/16 - BGLC Thanksgiving Lunch, 11:30 am

*11/21 - CTC Thanksgiving Feast, 11:30 am

11/23 - No students or union staff

11/24 - Happy Thanksgiving!

11/25 - No students or staff

*12/3 - Children's Holiday Dance

****BOARD WORK SESSION - December 14th @ CTC (11a-2:30p)**

****12/16 - VBISD Holiday Breakfast @ VB Tech**

Informational only

*Board attendance voluntary

****Board attendance requested**

C. Department Updates
1. Finance

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MEMO

DATE: NOVEMBER 2, 2022
TO: BOARD OF EDUCATION
FROM: BARBARA MATTHEWS
RE: FINANCE & OPERATIONS UPDATE

TimeClock Plus Implementation (1, 4, 5, 9, 10, 19)

As previously reported, we were looking to replace our current time and attendance system as our contract with KRESA to use Workforce software would be ending at the end of our fiscal year. We decided to replace our current system with TimeClock Plus. This system integrates with our eFinance Plus payroll system and offers features similar to what we currently have and want. We have started the configuration process with the vendor and hope to complete the conversion early next calendar year.

Special Education Targeted Program Fiscal Review(2, 3, 4, 13, 19)

The Michigan Department of Education, Office of Special Education (MDE OSE) completed its off-site targeted Program Fiscal Review. Their only concerns were related to proportionate share and they asked us to revise our supporting documentation process to clearly show the total amount of time being spent providing special education services to parentally placed private school children with disabilities. In the past we accounted for direct service time only. Now we will be accounting for planning, travel and documentation time too.

State Aid Changes (2, 10, 19)

Two areas of State Aid funding that the ISD is eligible for in 2022-23 are Sections 97c and 97d. The Section 97c grant is to be used to contract with a vendor for the completion of comprehensive safety and security assessments in our operated schools. This grant is a formula based grant and the current funding is \$2,000 for each school building operated. The Section 97d grant is to be used for the implementation of critical incidence mapping of each operated school. This grant is competitively based and funding will be distributed based on the quality of the district to incorporate critical incident mapping. We have submitted applications for both of these grants.

For 2022-23 we should receive an increase in Special Education State Aid funding. Although the categorical calculations are changing, essentially, we will receive our Durant funding of 28.6138% of SE 4096 costs (Special Education Actual Cost Report) and 70.4165% of SE 4094 costs (Transportation Expenditure Report) plus 75% of the SE foundation allowance for our SE

pupils. The following table shows a comparison of 2021-22 Special Education actual categorical amounts to the projected 2022-23 amounts.

State Aid Categorical	2021-22	2022-23	Difference
Sec 51a.(2)	\$1,955,064		
Sec 51a	\$5,377,339		
Sec 51f	\$640,898		
Sec 51a(2)(b)		\$514,001	
Sec 51a(2)(c)		\$7,268,346	
Sec 51e(2)		\$1,542,004	
Total	\$7,973,301	\$9,324,351	\$1,351,050

MEMO



VBISD Special Education Department:
Serving kindness and quality since 1960

DATE: NOVEMBER 2, 2022
TO: BOARD OF EDUCATION
FROM: KATY HOLVERSTOTT
RE: SPECIAL EDUCATION UPDATE

Key Dates *Leadership, Level of Professional Awareness, Communication Skills, Planner & Organizer, Community Relations*

- November 4: VBISD 4th Annual Behavior Conference
- November 16: Thanksgiving Luncheon at the Bert Goens Learning Center, 11:30 am
- November 21: Thanksgiving Feast at the Community-based Transition Center, 11:30 am
- November 23: No students or union staff
- November 24: Happy Thanksgiving
- November 25: No students or staff

See also [VBISD SE 2022-2023 Calendar](#)

Staffing Update *Leadership, Level of Professional Awareness, Supervisor, Planner & Organizer, Supervisor, Faculty & Staff Personnel*

Staffing continues to be one of the biggest challenges in the field. Below is an update on the Special Education Department staffing situation:

- **Substitutes:** There is a dearth of substitute teachers, support and bus staff, such that even if a program is fully staffed, if a staff member needs to take a sick day, the program becomes short staffed. Permanent substitutes and/or float positions are being considered as a remedy.
- **Local District Assigned Service Providers:** Nearly all ancillary staff positions are filled. There is an opening for a School Social Worker and although a School Psychologist was hired to replace a staff member who left in September, the School Psychologist is part-time so the department is short 2.5 days. Given this shortage, diagnostic support is being provided by a School Social Worker who volunteered to provide this service on a temporary basis. There is an anticipated retirement of a full time School Psychologist coming in February, 2023, and efforts to recruit include participating in job fairs, university sponsored events, as well as, partnership with contracting agencies.

- VBISD Program Staff: Nearly all positions have been filled with the exception of a few support staff positions at the Learning Center. Much appreciation is given to staff for being flexible in filling in where needed.
- VBISD Transportation Department: Several driver and bus aide positions remain unfilled, which is resulting in a daily shuffle to get routes covered. To ensure that our programs can stay open, VBISD administrators have been volunteering as bus aides on a regular basis. Financial incentives have also been provided to staff for volunteering to sub on the buses. Efforts to recruit regular staff include partnering with WMU, large advertisements in the newspaper and several financial incentives for both new hires, as well as staff who refer new staff.

An A+ Ancillary Team Leadership, Level of Professional Awareness, Professional Standards & Ethics, Supervisor, Faculty & Staff Personnel, Community Relations, Student Achievement

The special education evaluation process is extremely complex and lengthy; and although much effort is invested in creating consensus and harmony throughout the process, there are times for which there is disagreement.

When a parent disagrees with the results of an educational evaluation of their child, the parent has the right to an independent educational evaluation (IEE). An IEE is akin to getting a second opinion. It is completed at no cost to the parent and is conducted by a team not employed by the school district.

This school year, the VBISD was asked to complete three IEEs on behalf of three different ISD/RESAs due to requests made by parents. While the reasons for the disagreement varied, all three situations required high levels of expertise and care. Fortunately, the VBISD has the kind of staff with the expertise and the compassion needed for the job. In other words, the VBISD has an A+ ancillary team. Shortly after the request for volunteers to complete the IEEs was sent out, the following A+ individuals volunteered, despite their demanding schedules:

- Brooke Camp, Occupational Therapist
- Galiya Elias, School Psychologist
- Carol Kiel, Speech & Language Pathologist
- Brandon Morkut, Occupational Therapist
- Nathan Nelson, School Psychologist
- BrieLynn Sturm, Occupational Therapist
- Laura VanDam, Speech & Language Pathologist
- Karla Vandenberg, School Social Worker & Transition Coordinator



Much can be said about these VBISD ancillary team members, and their dedication and kindness for students beyond our county lines has not gone unnoticed. On the following page are two excerpts received via email just this past month about the service from the team listed above. The first is from a parent and the second from a parent advocate.

VBISD Team [REDACTED]
From the bottom of our hearts, thank you for writing a concise and articulate report.

Now we can move forward with getting [REDACTED] back in school.

I really enjoyed our visits.

Talk tomorrow!

[Sent from Yahoo Mail for iPhone](#)

Thank you for having such a fabulous team (or I should say teams!) that have been working with my clients. I appreciate the professional and "spot on" reports that take time and care. It is really appreciated.

I also want to say thank you for initiating mediation for the situation at [REDACTED]
[REDACTED]

It is always a pleasure working with you!

Coming Soon: A Full Day of Professional Learning Leadership, Level of Professional Awareness, Professional Standards & Ethics, Planner & Organizer, Faculty & Staff Personnel, Student Achievement

On December 9, 2022, the Special Education Department will participate in a full day of professional learning. The morning session is designed by program and regional supervisors to build skills and resources specific to their program and region, and the afternoon offers a range of options from which staff may choose. Providing options for the afternoon is in response to staff feedback, and although the options are diverse, each one is related to one of the three goals for the 2022-2023 school year: (1) improve student outcomes, (2) promote equity and kindness, and (3) [RESTORE](#) and support. On the following page is a full description of each option.

- The Migratory Farm Family: Facts & Myths
 - Description: This session will describe the variations of lifestyles of migratory farm workers in Michigan, including the social and economic impact on Van Buren County. The goal of this presentation is to share facts, create understanding and dispel myths and stereotypes.
 - Presenter: Angie Gutierrez

- Ableism 102: Next Steps in Dismantling Ableism
 - Description: This session will build on what we learned in Ableism 101 with a deeper examination of the causes and impact of ableism and what it means to be truly inclusive.
 - Presenter: Max Horobik, Disability Network

- LGBTQ+ Safe Schools Workshop
 - Description: This session will cover (a) basic terminology and concepts of LGBTQ+ identities, (b) research and data on experiences of LGBTQ+ youth and adults in their lives, as well as the impact of bias, discrimination, and bullying, and (c) policy and procedures that result in consistently positive outcomes.
 - Presenter: MaryJo Schnell, OutCenter

Also based on staff feedback indicating a need for more time to connect with their colleagues, arrangements have been made for the last hour of the day to gather as a large group to share and reflect on the day of learning.

The 31o Grant is Now Available! *Leadership, Level of Professional Awareness, Faculty & Staff Personnel, Fiscal Management*

Section 31o of the State Aid Act provides funds to increase the number of psychologists, social workers, counselors, and nurses providing services to students in Michigan schools. The legislation intends to provide a gradual reduction in funding over the course of the three-year period. When this act was first released, funds were not made available to Intermediate School Districts (ISD). This was changed recently due to advocacy by ISDs, like the VBISD who hire these staff on behalf of member school districts. Now that this funding has become available, an application will be submitted for four staff members over the course of the next three years.

MEMO

DATE: NOVEMBER 2, 2022
TO: BOARD OF EDUCATION
FROM: DAMIAN KOOB
RE: TECHNOLOGY SERVICES BOARD REPORT

Midwest PowerSchool User Group Fall Conference (Leadership, Professional Awareness, Communication Skills, Professional Preparation, Community Relations)



Our VBISD Technology Services Student Information Systems crew of Lukas Enciso, Kim DeBoom, Marilyn Mead, Dawn Everett, and Pam Manning attended the Fall Midwest PSUG (PowerSchool User Group) conference

October 17th-19th, 2022 in Michigan City, Indiana. The conference is a great opportunity to network with other PowerSchool users from around the Midwest and attend valuable sessions on best practices, new features, and tips and tricks.

The staff reported that many of the sessions were packed with great info and afforded them the time to connect with PowerSchool engineers/developers, as well as folks with similar knowledge to bounce ideas off each other. I greatly appreciate the Board's commitment to our professional development and opportunity to attend this conference. Thank you!

County Tech Director Meeting Update (Leadership, Professional Awareness, Communication Skills, Professional Preparation, Community Relations)

We held our second County Tech Director meeting of the 2022-23 school year on October 19th. We had all but two Districts represented, which meeting notes were taken and shared to keep everyone updated.

We had great discussions on E-rate funding and how Districts plan to address physical security concerns with the Section 97 funds that were made available by the State recently. The grant funds under section 97 are for the purpose of improving student safety. These are formula funds that will provide an estimated \$109 per pupil to all districts. We discussed utilizing the group for a county-wide RFP on device monitoring solutions and other solutions that would benefit our staff and students throughout the county. Other topics of discussion were focused on the eSports program, MiSchool Data resources, and Firewall updates at the ISD..

This is a very cordial group willing to share ideas and ask for assistance/recommendations. I appreciate the collaboration we have between all the Districts within the county. Most Districts utilize the same or very similar solutions, which helps with our talks and discussions. I'm appreciative of these folks and our conversations.

Michigan Association for Educational Data Systems (MAEDS) Fall Conference (Leadership, Professional Standards and Ethics, Communication Skills, Planner and Organizer, Professional Preparation, Community Relations)



Lukas Enciso, Michael Wolfe, Dan Grimm, Matt Rzonca, Kevin Wanko, Ryan Cox and I ventured north to Acme, MI for the Annual Fall MAEDS conference. This organization and conference caters to the Technology Directors/Coordinators and System Analysts that work in educational technology. The conference has great sessions including Google Apps for Education Admins, Integrated System with the Michigan DataHub, and a few Cybersecurity discussions. These in-depth sessions play a major role in many of the discussions that we have within the Technology Services department. I was asked to present on Tech Staff customer service for the 2nd straight year...so am very flattered that the MAEDS Board asked me to present again. ☺

I feel that the best aspect of this conference is the networking that we get to do with folks from other ISDs/RESAs and local Districts that are experiencing the same sort of things that we do. The theme for this year's conference was 'Networking people and technology'. There was much collaboration between our staff and folks from other Districts to the point where we were asked by a few Districts to assist with some of their initiatives. The other great part of this conference was the team building that occurred within the Technology Services department as well. The department greatly appreciates the Board's commitment to our professional development and opportunity to attend this conference. Thank you!



MEMO

DATE: NOVEMBER 2, 2022
TO: BOARD OF EDUCATION
FROM: LISE BLACK, EARLY CARE & EDUCATION
SUBJ: EARLY CARE & EDUCATION UPDATE

Family Links PAT® Home Visiting

10 Planner & Organizer; 18 Community Relationships

The home visiting team continues to focus on their quality improvement work as they embark on the process of becoming a PAT Blue Ribbon Affiliate. This is a time intensive process where the entire team must review, adjust, add and possibly eliminate practices to meet the defined metrics. The national PAT office comes alongside the program through virtual training sessions and serving as a resource for questions and answers. The target completion date is October 2023.

Family Links has returned to in-person play groups for families with young children. The sessions in Lawton and Decatur are being held in the local libraries, giving children an opportunity to take advantage of library services at the same time. Those two groups have a bi-lingual format and we have purchased bi-lingual books for the featured story and take-home book.

Great Start Collaborative (GSC) (5, 18)

Simple interactions can help boost children's brain and language development, setting them up for success in school and beyond.
Talk, Read and Sing to them every day!

TALKING IS TEACHING. TALK READ SING

JOIN US FOR PLAYGROUP!

Playgroup
Freshwater Church
600 E Michigan Ave, Paw Paw, MI 49079 / Entrance A
October 3, 2022-May 22, 2023
Every Monday, 10:00-11:00am
*FREE Book once a month!

Bilingual Playgroup
Lawton Public Library
(125 S Main St, Lawton, MI 49065)
October, 2022 - May, 2023
2nd Wednesday of the month, 10:30-11:30am
Hartford Community Center/Library
(12 church St, Hartford, MI 49057)
September 28, 2022 - May 31, 2023
2nd and 4th Wednesday of the month, 11:00-12pm
*FREE Book once a month!

2 Level of Professional Awareness; 18 Community Relations

The ABC's of Safe Sleep



Alone

Not with other people, pillows, blankets, or stuffed animals.



on my Back

Not on the stomach or side.



in my Crib

Not on an adult bed, sofa, cushion, or other soft surface.

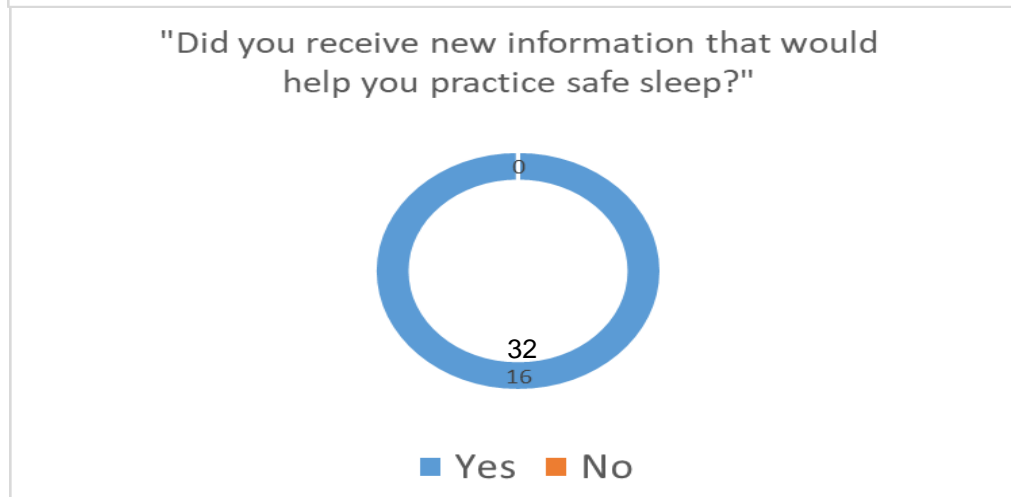
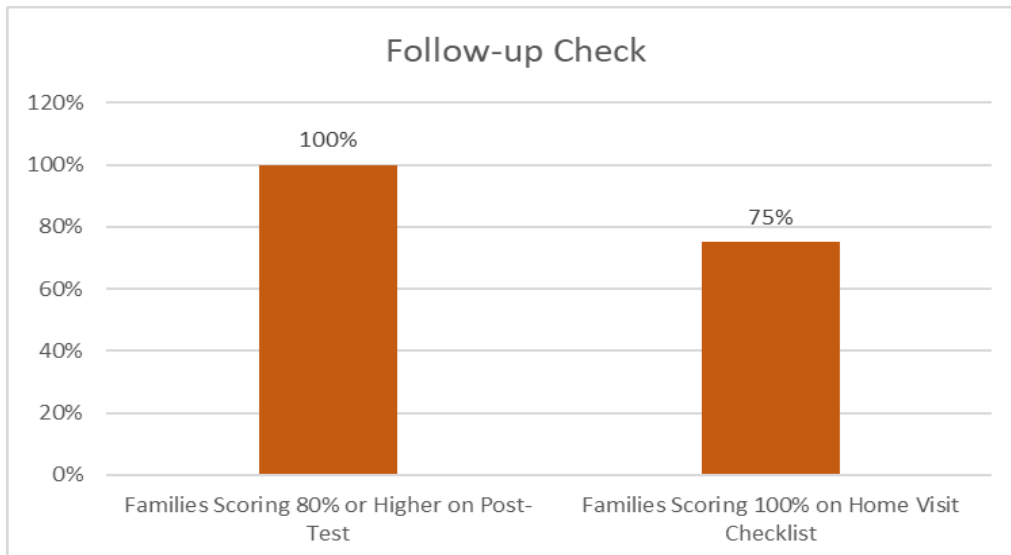


In Michigan, a baby dies every 2-3 days due to sleep related causes. The GSC has included the Great Start Safe Sleep initiative for over 10 years to help educate and reduce the risk for Van Buren babies. During this period, we have provided safe sleep kits (Pack & Play crib, sleep sack, story book & educational information) to 300 children. Bonita Suter from our Early On facilitates the distribution,

For EVERY Sleep!

while the GSC takes care of the promotion and inventory for the project. What makes this initiative unique is that it goes beyond just giving a family the materials. When the kit is delivered the provider shares the how and why for safe sleep, discusses how the family will use it and gives practice in setting up the crib, shares a video where real parents share their experiences with losing a child due to unsafe sleep, and collects pre-test data. After two months, the provider returns to check-in and collects post-test data.

Last year the number of kits distributed was lower than normal due to lower in-home visits due to the pandemic, but they are returning to normal levels. Below are charts showing data collected for those that received kits during the October 2021-September 2022-time period:



GSRP (Great Start Readiness Program - preschool for at-risk children)

1 Leadership; 4 Communication Skills

The GSRP staff this school year are facing challenges with transitioning in children that they have never had before. There are concerns with children’s unfamiliarity with simple routines, lack of skills in knowing how to engage in play with other children, many children with delayed development including lots of speech concerns, and children behind on immunizations and toilet learning.

For our last county-wide meeting I put together a timeline to help us better understand where these children were chronologically as the pandemic hit. As evidenced in the timeline, this is the cohort of children that missed many critical developmental experiences. The ages of 1-3 are when children are building the base for social interaction, and unfortunately they missed out.

While the timeline doesn’t “fix” things for the staff, it gave us all a chance to step back and better understand the “why” of what is happening. Teachers understand that they need to adjust their expectations for both their students and themselves. We are working hard to connect students to special education evaluations, support families in having realistic goals, and focusing on teaching the basics of social interactions to our students.

<i>Born</i> 12/2/17 - 12/1/18		<i>Turned Age</i> 1		<i>Ages 1 & 2</i>		<i>Ages 2 & 3</i>		<i>Turned Age 4</i>	
2018	2019	2020		2021		2022			
Regular Times		<i>March- COVID- 19 Hit</i>	Near Total Lock Down: no family, no friends, no doctor visits, no community events, no grocery stores or McDonalds play land type experiences. Parents trying to work at home, older kids doing online school, no outside help for childcare	Continued Pandemic Effects: closed child care, work from home parents trying to juggle job & caring for their children, social isolation , fear, political unrest, rising prices, loss of pandemic unemployment benefits.		Slow return, but less community opportunities & supports. Continued fear for some.		<i>Started GSRP Preschool</i>	

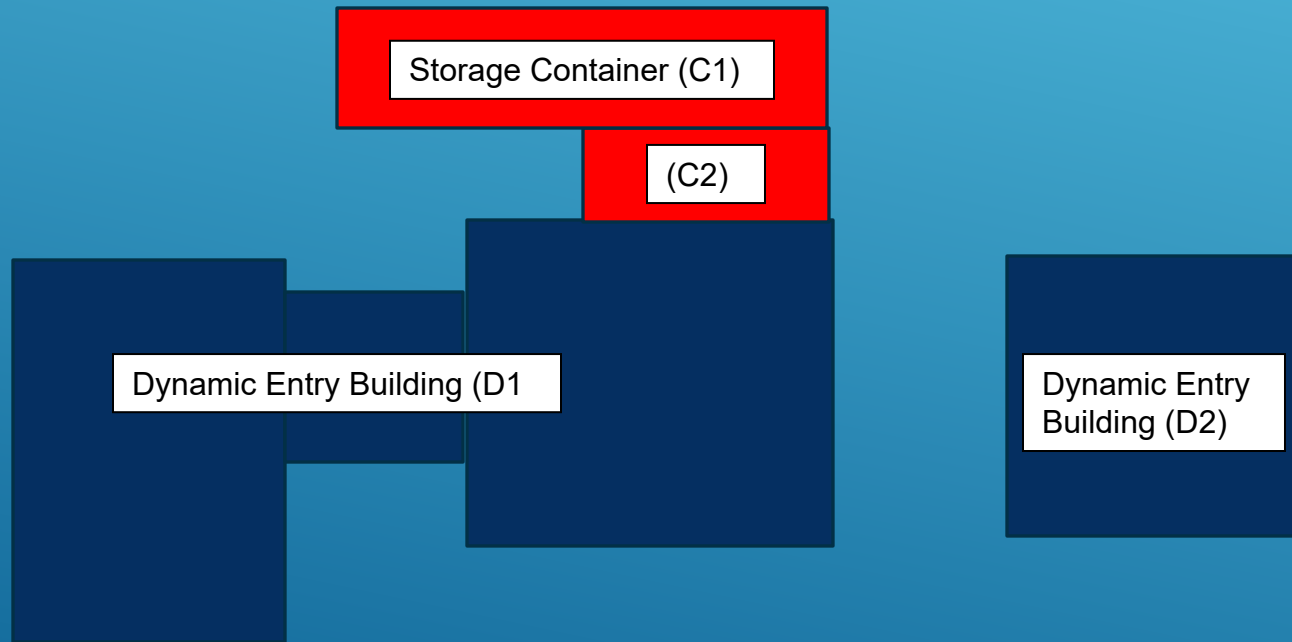
PUBLIC SAFETY CLUSTER SIM CITY

JC Robertson, EMT Instructor, Katelyn McLean, EMT Assistant

Jeromy Robertson, Fire Academy Instructor, Kenneth Dunkerly, Fire Academy Assistant

Marcus Hamre, Law Enforcement Instructor, Jeffery Malcom, Law Enforcement Assistant

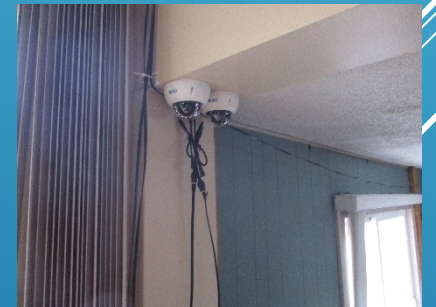
REMEMBERING WHAT WAS ALREADY DISCUSSED



Phase 1: Time frame – Immediate. These facilities will be used to enhance training opportunities for EMT, Fire Academy and Law Enforcement classes. As such they can be used “as is, where is” right now with no modification (other than some minor safety issues). Furniture would be needed to simulate living space but it does not have to be new. However, we do not want to place “junk” or “throw away” pieces into our training facility. Two individual scenario houses that are independent of each other. They could be used by any program or agency individually or in conjunction with each other. Facility reservations would go through the EMT/Fire Academy Parapro. Until phase 3 is complete Law Enforcement cruisers will be stored here.

REMEMBERING WHAT WAS ALREADY DISCUSSED

Phase 2: Time frame – 1 to 2 years. A control room within D1 is created with cameras and controls to rooms within D1 and on the grounds immediately outside of D1. Storage containers to be placed at the back of D1 as noted to be used for extra Fire Academy, EMT and Law Enforcement training equipment.



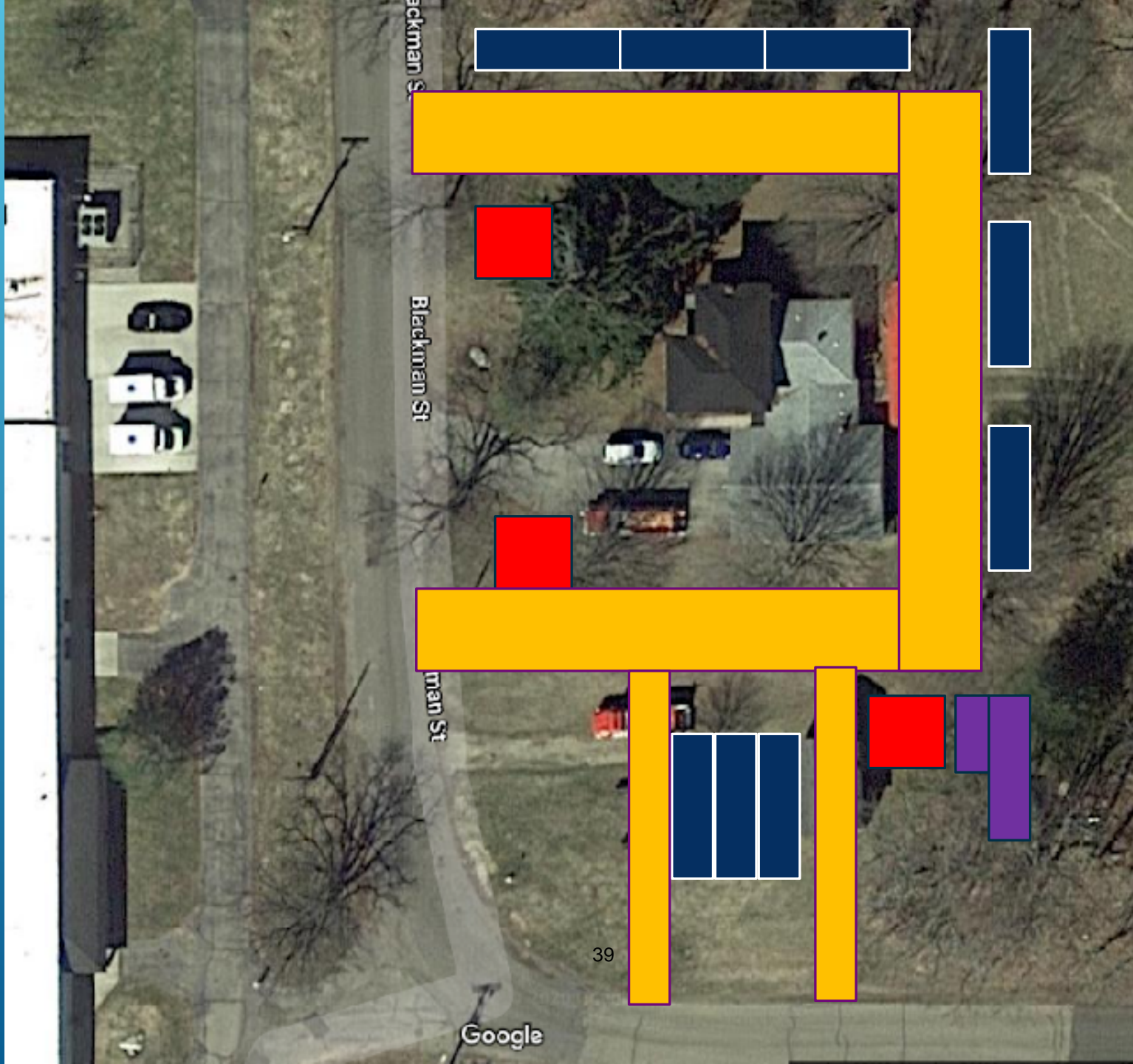
Phase 2 = Partially completed 2018 – 2019
Complete – 2019 – 2020
Upgraded = 2020 – 2021

REMEMBERING WHAT WAS ALREADY DISCUSSED

Phase 3: Time frame – 3 to 5 years. D2 is demolished and replaced with a vehicle storage and training room. This building will have three heated bays, double deep, for secure emergency vehicle storage and maintenance with bathrooms and a training room capable of seating up to 100 people.

Phase 4: Time frame – 5 to 10 years. Sim City is constructed to include residential, commercial and industrial components in a multi-story format to recreate a city environment.

- Gravel Drive
- Debrief
- Pavilions
- Storage
- Containers
- Containers for Sim City Construction Layout



39

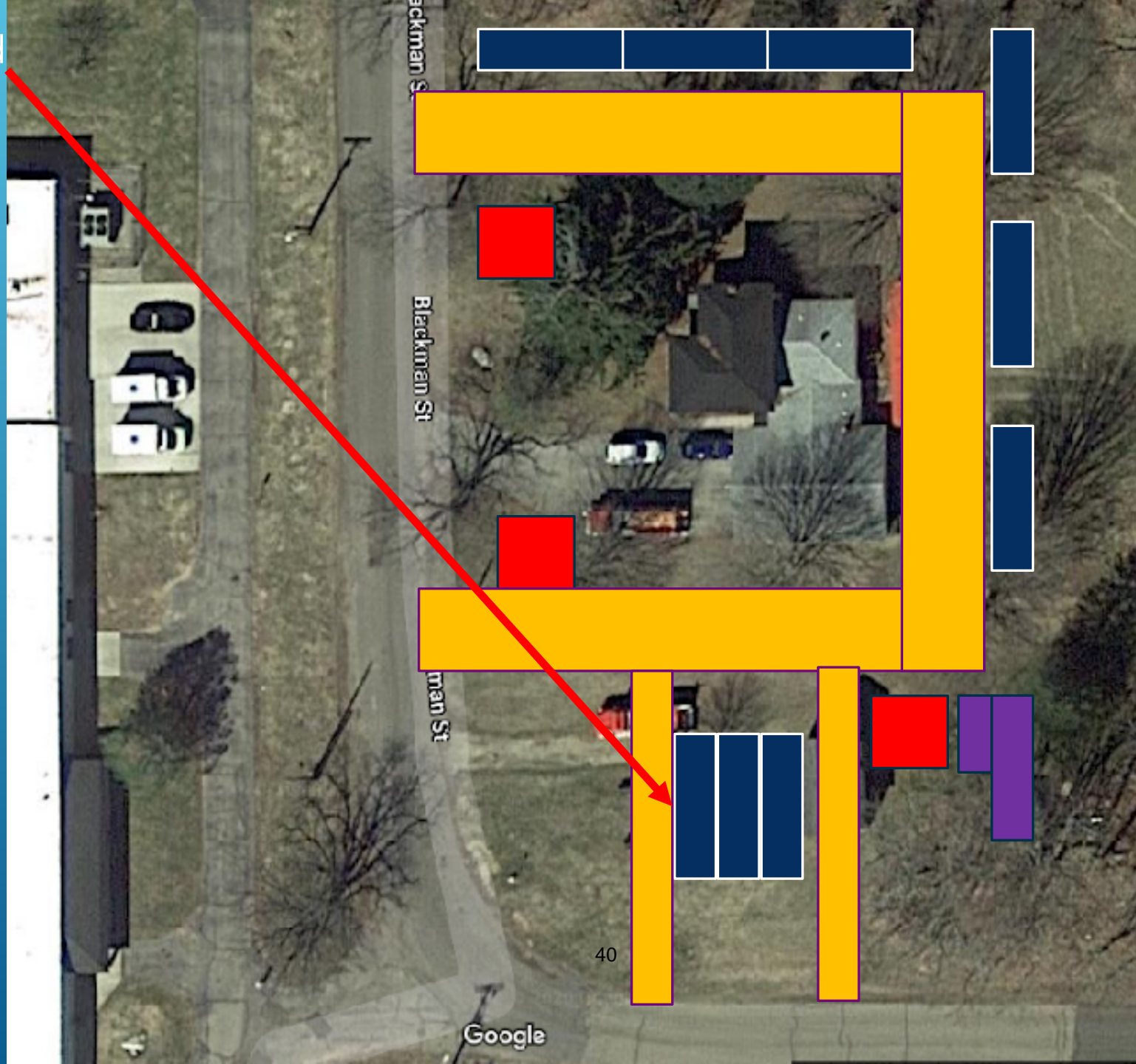
Google

Phase 3 - Revised

This is the immediate need.

While the end goal is to have a storage facility for our donated apparatus (the original Phase 3 plan), it has become apparent during live training that Fire Academy needs a safe place to practice more “abrupt” skills (ladders, bale outs, forcible entry, etc.) which doesn't damage/destroy Big DEB.

The original Phase 3 plan also recognized that Little DEB wouldn't be structurally sound after about 3-5 years.



The proposed new Phase 3 would still require that Little DEB be demolished but in its place there would be a series of storage containers that would be put into service no later than the 2020-2021 school year.

These containers are the same type of containers that are used by the fire service in many areas in our own county for training and would allow our students to continue to hone skills necessary for not only Fire Academy but also for EMT and Law Enforcement as well.

NEXT STEPS/PHASES

- ▶ Possible next steps in no particular order:
 - ▶ Pavilion/classrooms to facilitate open air/reduced risk debriefing opportunities.
 - ▶ Two or three story storefronts (decorated containers) on the north side, simulating a “downtown” type of atmosphere.
 - ▶ Individual homes (decorated containers) on the east side simulating a residential area.
 - ▶ The gravel drive can be put in at any time. There will be a “U” shaped “road” system around Big Deb (almost as if it were the mayor’s house) with a double access to Blackman Street adjacent to VB Tech. There will also be two access drives from Blackman Street across from Shipping/Receiving for ease of access to the new storage container facility we are calling “The Tank.”

FUNDING/ACQUISITION

- ▶ The entire Public Safety cluster staff plans on soliciting donations from our business and industry partners to pay for the majority of these phases/projects.
- ▶ We will also be seeking out and applying for grants to help with training facilities.
- ▶ Coupled with our normal budgets this should be more than sufficient to fund all of these phases within the next 5 years.

FINAL THOUGHTS

When we consider where we have been just this past year, it becomes crystal clear that we need to be training our students to improvise, adapt and overcome in any situation. These further phases of Sim City will allow for that increased ability to train. Coupled with our business partners from industry we can help our students be ready for anything that this world will challenge them with.

Phase 3 Update 10/11/2021

Work on The Tank is progressing.

1. Gravel is down.
2. Cement pylons are being installed.
3. Access doors are being installed on current 40' container by welding

Items needed to complete The Tank:

1. 4 - 40' canisters
2. 1 - 40' engineered fire canister
3. Stairs/windows/doors/access between the canisters
4. Power drop to Tank to power smoke generators

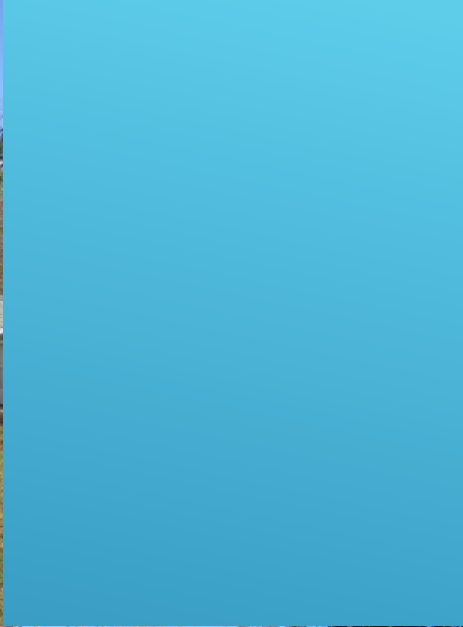
Phase 3 Update 10/11/2021

Other projects concurrent to The Tank:

1. Pavilion #1
 - a. Supporter/Donor Board
 - b. Picnic tables for outside classroom
 - c. Power drop for lights/plugs
2. Gravel Access drives per diagram

Phase 4 Update 11/01/2022

1. Met with Holtec International partners
 - a. Discussed donation of 3-20' containers
 - b. Upon making contact with representative on-site the donation was 6-20 containers
 - c. Wound up being a 12 container donation = \$50,000
2. Mike's Towing moving the containers for \$125 per container
3. Had the land cleared of trees in anticipation of container arrival
4. Bids going out for gravel/concrete bases.



III. ACTION ITEMS

A. Approval of Reorganization of Board of Ed Officers (**ROLL CALL
VOTE**)

49

MEMO

DATE: NOVEMBER 2, 2022
TO: BOARD OF EDUCATION
FROM: DAVID D. MANSON, SUPERINTENDENT
RE: APPROVAL OF REORGANIZATION OF BOARD OF EDUCATION OFFICERS FOR 2022-2023

With the retirement of Frances Sage, Board Vice-President in September, it is necessary to reorganize the officers for Van Buren Intermediate School District Board of Education.

RESOLVED, the Van Buren Intermediate Board of Education approve the reorganization of officers to the Van Buren Intermediate School District Board of Education for 2022-2023 effective November 2, 2022 as follows:

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

B. Approval of Revised Meeting Dates 2022-23 Board of
Education (**ROLL CALL VOTE**)

51

MEMO

DATE: NOVEMBER 2, 2022
TO: BOARD OF EDUCATION
FROM: DAVID D. MANSON, SUPERINTENDENT
RE: APPROVAL OF REVISION TO 2022-2023 MEETING DATES FOR BOARD OF EDUCATION

RESOLVED, that the Van Buren ISD Board of Education meeting dates for the 2022-2023 school year are revised and approved as shown below:

July 6, 2022
August 3, 2022
September 14, 2022
October 5, 2022
November 2, 2022
December 7, 2022
January 4, 2023
February 1, 2023
March 8, 2023
April 12, 2023
May 3, 2023
June 7, 2023
July 5, 2023

C. Approval of Purchase of Transportation Software (**ROLL CALL VOTE**)

53

MEMO

DATE: NOVEMBER 2, 2022
TO: BOARD OF EDUCATION
FROM: KATY HOLVERSTOTT, DIRECTOR OF SPECIAL EDUCATION
RE: **APPROVAL FOR THE PURCHASE OF TRANSPORTATION SOFTWARE**

BACKGROUND:

The Transportation Department is in need of upgrading the software used to create routes, record bus activity, and mapping. Below is the breakdown of products and costs.

- Routing Software: A quote for Traversa Routing from Tyler Technology was acquired on September 1, 2022, and totals no more than \$14,996.00.
- Video Recording Software: A quote from AngelTrax was acquired for 32 AngelTrax VOLCANV862HC Mobile Network Video Recording System on June 1, 2022, and totals no more than \$96,000.

Note: This quote is sponsored by [Sourcewell](#), a government funded cooperative purchasing resource that holds competitively solicited cooperative contracts ready for use, such that the formal bid process is not necessary.

- Four-County Mapping Software: A quote for GIS Mapping from Tyler Technology was acquired on September 1, 2022, and totals no more than \$11,930.00.

RECOMMENDATION:

RESOLVED that the Board of Education approves the purchase Traversa Routing software for no more than \$14,996.00, the 32 AngelTrax VOLCANV862HC Mobile Network Video Recording System for no more than \$96,000, and the purchase of GIS Mapping for no more than \$11,930.00.

Software Investment Summary for Van Buren Intermediate School District
prices are valid until October 20 2022

Services	Quantity	Price	Extended	Discount	This Year Total	Year 2	Year 3	
Kalamazoo, Cass, Alegan Maps, Source: local GIS	3	\$2,250.00	\$6,750.00	\$0.00	\$6,750.00			USD
Go Live Assist (hours) (hours) (1),(2)	16	\$175.00	\$2,800.00	\$0.00	\$2,800.00			USD
Annual PACE Subscription - Transportation (1), (2), (6)	1	\$2,800.00	\$2,800.00	\$420.00	\$2,380.00	\$2,380.00	\$2,380.00	USD
Subtotal: Application Services			\$12,350.00	\$420.00	\$11,930.00	\$2,380.00	\$2,380.00	USD

Total One-Time Fees:

\$11,930.00 **USD**

Total Recurring Fees **:

\$2,380.00 **USD**

** Subject to annual increase after Year 3

Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software accessible to the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the agreement, with renewals invoiced annually thereafter in accord with the Agreement.

¹ *Travel expenses for trainer and/or project manager to visit the user's site are not included and will be billed at actual costs*

² *Online Training Classes are limited to 5 persons and are delivered in 2 hour increments. Onsite Training Classes are limited to 5 persons and are delivered in 8 hour increments*

⁶ *PACE (Planned Continuing Annual Education) is a program that establishes credits to be used to put toward training classes and other ongoing product education offerings for the product referenced. Total credits available to be used is reflected as the "Extended" or "Unit" price. The first annual term for PACE commences on the 1st of the month following the date of your signature on the applicable sales quotation or contract. Upon expiration of the first annual term, the term will renew automatically for additional one (1) year terms at our then-current pricing unless terminated in writing by either party at least thirty (30) days prior to the end of the then-current term. Unused PACE credits expire at the end of the annual term. In advance of any annual renewal term, the Client may elect to purchase a different amount of PACE credits for the subsequent annual term, subject to then-current Tyler pricing for that option.*



AMENDMENT

This amendment ("Amendment") is effective as of the date of signature of the last party to sign as indicated below ("Amendment Effective Date"), by and between Tyler Technologies, Inc. with offices at 11 Cornell Road, Latham, New York 12110 ("Tyler") and Van Buren Intermediate School District, with offices at 490 South Paw Paw Street, Lawrence, Michigan 49064 ("Client").

WHEREAS, Tyler and the Client are parties to an agreement dated _____ ("Agreement"); and

WHEREAS, Client is a member of Sourcewell (formerly known as National Joint Powers Alliance) ("Sourcewell") under member number 11415.

WHEREAS, Tyler participated in the competitive bid process in response to Sourcewell RFP #090320 by submitting a proposal, on which Sourcewell awarded Tyler a Sourcewell contract, numbered 090320-TTI (hereinafter, the "Sourcewell Contract");

WHEREAS, documentation of the Sourcewell competitive bid process, as well as Tyler's contract with and pricing information for Sourcewell is available at <https://sourcewell-mn.gov/cooperative-purchasing/>; and

WHEREAS, Client desires to purchase off the Sourcewell Contract to procure certain software and services from Tyler set forth in this Amendment, which Tyler agrees to deliver pursuant to the Sourcewell Contract and under the terms and conditions set forth below;

NOW THEREFORE, in consideration of the mutual promises hereinafter contained, Tyler and the Client agree as follows:

1. The items set forth in the sales quotation attached hereto as Exhibit 1, are hereby added to the Agreement as of the Amendment Effective Date. The initial term for the Tyler SaaS Services shall be three (3) years, commencing on the first day of the first month following the date access to the SaaS Services is provided to the Client (the "SaaS Access Date"). The SaaS term will renew for additional one (1) year terms, unless terminated in accordance with the terms of the Agreement. Payment of fees and costs for such items shall conform to the following terms:
 - a. SaaS Fees. The SaaS Fees for the initial term commencing on the first day of the first month following the SaaS Access Date, are invoiced on the SaaS Access Date. Subsequent SaaS Fees will be invoiced annually in advance of each anniversary of the commencement of the initial term. SaaS fees for the initial term are set forth in Exhibit 1. Commencing in year four, SaaS fees will be at Tyler's then-current rates.
 - b. Services. Unless otherwise provided herein, services identified at Exhibit 1, along with applicable expenses, shall be invoiced as provided and/or incurred.

- c. Telematics. Fees for Telematics set forth in Exhibit 1 are invoiced on the date of installation, if Tyler is performing the installation; or upon shipment, if the Client is performing the installation.
- 2. This Amendment shall be governed by and construed in accordance with the terms and conditions of the Agreement.
- 3. Except as expressly indicated in this Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the dates set forth below.

Tyler Technologies, Inc.

Van Buren Intermediate School District, MI

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



Exhibit 1
Amendment Investment Summary

The following Amendment Investment Summary details the software and services to be delivered by us to you under this Amendment. This Amendment Investment Summary is effective as of the Amendment Effective Date. Capitalized terms not otherwise defined will have the meaning assigned to such terms in the Agreement.

In the event a comment in the following sales quotation conflicts with a provision of this Amendment, the provision in this Amendment shall control.

Sales quotation to be inserted prior to amendment execution.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

Software Investment Summary for Van Buren Intermediate School District - Sourcewell Pricing
prices are valid until October 31 2022

Software as a Service	Quantity	Price	Extended	Discount	This Year Total	Year 2	Year 3	
Advanced AVL provided as SaaS for up to 30 vehicles	1	\$1,750.00	\$1,750.00	\$175.00	\$1,575.00	\$1,750.00	\$1,837.50	USD
Report Builder provided as SaaS for up to 30 vehicles	1	inc.	inc.	\$0.00	inc.	inc.	inc.	USD
Tyler Drive provided as SaaS for Tyler Drive 4 inc. Verizon 4G communications (US)	32	\$300.00	\$9,600.00	\$0.00	\$9,600.00	\$9,600.00	\$10,080.00	USD
Subtotal: Application Software Maintenance Fees			\$11,350.00	\$175.00	\$11,175.00	\$11,350.00	\$11,917.50	USD
Services	Quantity	Price	Extended	Discount	This Year Total	Year 2	Year 3	
Advanced AVL Installation & Overview (1),(2)	1	\$1,650.00	\$1,650.00	\$0.00	\$1,650.00			USD
Project Management (hours) (1),(2)	10	\$175.00	\$1,750.00	\$0.00	\$1,750.00			USD
Tyler Drive Configuration Training and End User Training for up to 50 drivers (hours) (1),(3)	12	\$175.00	\$2,100.00	\$0.00	\$2,100.00			USD
Tyler Drive Configuration	1	\$2,100.00	\$2,100.00	\$0.00	\$2,100.00			USD
Tyler Drive Data Analysis (hours)	25	\$175.00	\$4,375.00	\$0.00	\$4,375.00			USD
Tyler Drive Go Live Assist (hours) (1)	16	\$175.00	\$2,800.00	\$0.00	\$2,800.00			USD
Subtotal: Application Services			\$14,775.00	\$0.00	\$14,775.00	\$0.00	\$0.00	USD
Sub Total One-Time Fees:					\$25,950.00			USD
Sub Total Software Recurring Fees **:						\$11,350.00	\$11,917.50	USD
Sub Total Telematics One-Time Fees (From Telematics Investment Summary) :					\$43,156.25			USD
Sub Total Telematics Recurring Fees (From Telematics Investment Summary) **:						\$0.00	\$0.00	USD
Total One-Time Fees:					\$69,106.25			USD
Total Recurring Fees **:						\$11,350.00	\$11,917.50	USD

** Subject to annual increase after Year 3

Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software accessible to the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the agreement, with renewals invoiced annually thereafter in accord with the Agreement.

¹ *Travel expenses for trainer and/or project manager to visit the user's site are not included and will be billed at actual costs*

² *Online Training Classes are limited to 5 persons and are delivered in 2 hour increments. Onsite Training Classes are limited to 5 persons and are delivered in 8 hour increments*

³ *Tyler Drive training classes are limited to 50 persons. Tyler assumes that there will be 2 Tyler Drive training sessions per day when there are more than 50 persons to train*

Telematics Investment Summary for Van Buren Intermediate School District - Sourcewell Pricing
prices are valid until October 31 2022

Telematics		Quantity	Price	Extended	Discount	This Year Total	Year 2 Renewal	Year 3 Renewal	
Installation									
Telematics Professional Install Including (1) (1)									
INST-T-P-0	Professional Installation - Tyler Drive, 0 I/Os up to 35 units	35	\$165.75	\$5,801.25	\$0.00	\$5,801.25			USD
INST-T-SIT	Tyler Drive Self Install Training (1)	1	\$2,500.00	\$2,500.00	\$0.00	\$2,500.00			USD
Subtotal: Installation						\$8,301.25			USD
Tyler Drive									
TYD04PKG	Tyler Drive 4 (4G) for Verizon(US) (includes bumper and wall charger for tablet)	32	\$1,050.00	\$33,600.00	\$0.00	\$33,600.00			USD
TYD04MNTKIT-inc	Dock with built in lock, mounting arm and power cord- included with TYDV4	32	inc.		\$0.00	inc.			USD
TYD04MNTKIT	Dock with built in lock, mounting arm and power cord- additional	3	\$290.00	\$870.00	\$0.00	\$870.00			USD
Subtotal: Tyler Drive						\$34,470.00			USD
Accessories									
SHIPPING	Shipping and Handling	1	\$385.00	\$385.00	\$0.00	\$385.00			USD
Subtotal: Accessories						\$385.00	\$0.00		USD
Sub Total Telematics One-Time Fees:						\$43,156.25			USD
Sub Total Telematics Recurring Fees **:							\$0.00	\$0.00	
** Subject to annual increase after year three Tyler reserves the right to substitute hardware of equal or greater value for the same price									

¹ Travel expenses on installations of 89 and fewer vehicles are not included and will be billed at actual costs. Travel expenses on installations of 90 and more vehicles, a single day of travel expenses will be billed at actual costs.

Quote prepared on September 15, 2022
 Version 39a

D. Approval of Staff Resignations/Retirements (**VOICE VOTE**)

62

MEMO

DATE: NOVEMBER 2, 2022
TO: BOARD OF EDUCATION
FROM: BRITANI OLDS, ADMINISTRATOR FOR HUMAN RESOURCES
RE: STAFF RETIREMENTS/RESIGNATIONS

BACKGROUND

Attached is the letter of resignation for the following:

<u>Name</u>	<u>Resignation/Retirement Date</u>
Adriana Karanec-Lewis, GSRP Lead Teacher	Resignation - 10-20-2022
Quinn Fuller, IT Support Specialist	Resignation - 10-31-2022
Sean Devers, IT Support Specialist	Resignation - 10-31-2022
Dan Grimm, Technology Site Coordinator	Resignation - 11-01-2022

RECOMMENDATION

Resolved that the Board of Education accept the resignation/retirements of the staff listed above.

Attachments

E. Approval of Employment of New Staff (**VOICE VOTE**)

64

MEMO

DATE: NOVEMBER 2, 2022
TO: BOARD OF EDUCATION
FROM: BRITANI OLDS, HUMAN RESOURCES ADMINISTRATOR
RE: **APPROVAL OF EMPLOYMENT OF NEW STAFF**

BACKGROUND

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

<u>Special Education</u>	<u>Start Date</u>
Kathryn Racette, Part-Time School Psychologist	10/17/2022

<u>Instructional Services</u>	<u>Start Date</u>
Kelly Irish, Literacy Coach/Consultant	11/14//2022

RECOMMENDATION

Resolved that the Board of Education approve the employment of the staff listed above.

IV. OTHER BUSINESS

A. Motion to Adjourn (**ROLL CALL VOTE**)

B. Adjournment

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated on the agenda."

It is the policy of the Van Buren Intermediate School District that no discriminatory practices based on race, color, religion, national origin, sex, age, height, weight, marital status, disability, genetic information or any other status covered by federal, state, or local law be allowed during any program, activity, service, or in employment. Inquiries regarding the non-discrimination policies should be directed to Barbara Matthews, Director of Finance & Operations or Dave Manson, Director of Special Education, 490 S. Paw Paw Street, Lawrence, MI 49064, 269-674-8091.