

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 6, 2024, beginning at 4:00 PM in the Van Buren Conference Center
490 S Paw Paw Street
Lawrence, MI 49064.

The public is invited to attend the Van Buren Intermediate School District Board of Education meetings. If you require an accommodation 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 (10/02/24)

2

The **Regular Meeting** of the Van Buren Intermediate School District Board of Education was held in person on **October 2, 2024**, in the Board of Education office and called to order at **4:00 PM**. The following board members were present: Makay, Faul, Kent, Weiss, and Middaugh.

Kent moved to approve the October 2, 2024, draft agenda as presented. Supported by Weiss. Roll call vote. Faul – yes, Kent – yes, Weiss- yes, Makay – yes, and Middaugh – yes. Motion carried.

Makay moved to approve the Consent Agenda (*September 11, 2024 Minutes; Composite and Summaries*). Supported by Weiss. Roll call vote: Kent – yes, Weiss – yes, Makay – yes, Faul – yes, and Middaugh – yes. Motion carried.

Melissa Corona, Director of Instructional Services, presented information on the grant received by the Michigan Arts & Culture Council for \$12,000 to Van Buren ISD. A presentation on the Math Program was made by Melissa Corona, Director of Instructional Services. Department updates were made by Multilingual Migrant Services, Instructional Services, Human Resources, and Career & Technical Education.

Faul made the motion to approve the following resolution:

THEREFORE, BE IT RESOLVED, that the Van Buren Intermediate School District Board of Education authorizes, Robert Smith, Director of CTE or Superintendent’s designee to list the home for the designated amount and sign all related paperwork for the closing of the house once the sale has been completed.

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

Motion made by Kent to approve the following resolution:

RESOLVED, that the Board of Education approves the addition of a full-time Early Childhood Diagnostic Teacher Consultant as presented.

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

Faul made the motion to adjourn the meeting. Supported by Kent. Voice vote. Meeting adjourned at 5:03 PM.

Respectfully submitted,



John Faul, Board Trustee
Van Buren Intermediate School District
Board of Education, Lawrence, Michigan

VAN BUREN INTERMEDIATE SCHOOL DISTRICT
OCTOBER 2024

VOUCHERS

Imprest Fund	1,462,313.29
Payroll Fund	4,362,235.71
Purchasing Cards	115,824.69
EduStaff ACH	16,575.62

PAYROLL SUMMARY

General	1,188,159.80
Special Education	2,461,068.27
Vocational Education	713,007.64
Student Activity Fund	-
Food Service Fund	-
Total	4,362,235.71

IMPREST VOUCHER SUMMARY

FUND	CHECKS	TRAVEL	PURCHASING	TRFS/SALES	TOTAL
General	490,668.91	12,028.65	43,971.39	(19,608.36)	527,060.59
Special Education	579,948.30	23,212.02	19,738.64	6,969.06	629,868.02
Vocational Education	391,696.08	3,712.87	52,114.66	12,639.30	460,162.91
Capital Projects	-	-	-	-	-
Food Service	-	-	-	-	-
Student Activity Fund	-	-	-	-	-
Total	1,462,313.29	38,953.54	115,824.69	-	1,617,091.52

VAN BUREN INTERMEDIATE SCHOOL DISTRICT
OCTOBER 2024

BUDGET TO EXPENDITURE COMPARISON 24-25

FUND	BUDGET	ACTUAL & ENCUMBERED EXPENSES	UNENCUMBERED BALANCE	YEAR TO DATE VARIANCE
General	26,221,227	5,311,068	20,910,159	2,336,790
Special Education	43,256,264	7,955,097	35,301,167	4,661,313
Career Tech Education	17,411,809	3,411,066	14,000,743	1,667,378
Food Service	10,972	-	10,972	3,200
Capital Projects	-	-	-	-

CASH FLOW SUMMARY

	ENDING BALANCE 09/01/2024	CASH RECEIPTS	CASH DISBURSEMENTS	ENDING BALANCE 09/30/2024
General	3,862,754	1,143,181	2,196,880	2,809,054
Special Education	15,618,336	1,789,424	4,372,180	13,035,580
Career Tech Education	9,628,338	236,364	1,233,649	8,631,053
Student Activity Fund	33,433	75	-	33,508
Food Service	10,740	-	-	10,740
Capital Projects	-	-	-	-
Total	29,153,601	3,169,043	7,802,709	24,519,935

C. Board/Superintendent Travel (**ROLL CALL VOTE**)

8



CONFERENCE ATTENDANCE
Superintendent/Board of Education
November 2024

Pre-Approval

NAME	DATES	LOCATION	ESTIMATED COST
Dave Manson	November 7-8, 2024	MAISA Fall Conference Lansing, Michigan	\$370

Post Approval

NAME	DATES	LOCATION	COST
Mary Ann Middaugh	October 24-27, 2024	2024 MASB Annual Leadership Conference Lansing Center, Lansing, MI	\$1091
John Faul	October 24-27, 2024	2024 MASB Annual Leadership Conference Lansing Center, Lansing, MI	\$1091
Kenneth Kent	October 24-27, 2024	2024 MASB Annual Leadership Conference Lansing Center, Lansing, MI	\$2245
John Weiss	October 24-27, 2024	2024 MASB Annual Leadership Conference Lansing Center, Lansing, MI	\$1678



Upcoming Events/Key Dates November/December 2024

- *11/1 6th Annual VBISD Behavior Conference
 - **11/6 Workout Wellness Visit, 3:30p @ Health Department
 - **11/6 VBISD School Board Meeting/Audit Result, 4:00p @ Conference Center
- December 9th is the family winter event - Books, Blocks and balls - Co hosted by the Great Start Family Coalition and Family Links-PAT
- *11/21 BGLC Thanksgiving Lunch, 10:40a Service
 - *11/26 MCEC Thanksgiving Lunch, 12p
 - 11/27 - 11/29 Thanksgiving Break
 - **12/4 VBISD School Board Meeting, 4:00p @ Conference Center
 - 12/9 Books, Blocks & Balls Family Event
 - 12/9 - 12/13 VB Tech 10th Grade Visits
 - *12/11 BGLC Holiday Program & Bazaar 12:30p
 - 12/16 VB Tech 10th Grade Visit Open House
 - *12/19 VBISD Holiday Breakfast 7a-10a @ VB Tech
 - 12/21 First Day of Winter Break

KEY:

Informational only

*Board attendance voluntary

**Board attendance requested

E. Public Comments
II. INFORMATIONAL ITEMS

12

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. Board Updates
B. Superintendent Update

14



Date: November 6, 2024
To: Board of Education
From: David D. Manson, Superintendent
Subject: **Superintendent Update**

****Michigan Public School Employees Retirement System (MPSERS) Contribution and Reimbursement** (Governance & Board Relations, Staff Relations, Business & Finance)

On October 3, 2024, a new law, Public Act 127, was enacted, introducing key changes to the Michigan Public School Employees Retirement System (MPSERS), which will affect our retirement contributions and health care contributions in the upcoming years. Here's an overview of the impacts and timelines relevant to VBISD and our employees:

1. **Reduction in Retirement Contribution Rates**
Effective immediately, Public Act 127 reduces the retirement contribution rate for schools and ISDs by 5.75%. This adjustment will help VBISD manage retirement-related costs, providing some financial relief on the retirement expenses we incur as part of MPSERS.
2. **Elimination of the 3% Health Care Contribution for Certain Employees**
The new law removes the requirement for eligible MPSERS members—those hired before September 4, 2012, who opted for the Premium Subsidy health benefit—to contribute 3% toward health care. However, this change will not take effect until October 1, 2025. Therefore, through September 30, 2025, VBISD will continue to collect the 3% health care contribution from these members.
3. **Reimbursement Provisions for 2024-25 Health Care Contributions**
For the 2024-25 fiscal year, the Michigan School Aid budget has allocated \$181.5 million to help cover the 3% health care contribution for eligible employees. VBISD will receive a portion of this funding to reimburse eligible employees for their contributions over this period. While we are hopeful this allocation will fully cover the reimbursement, final figures are still pending, so we cannot confirm complete coverage at this time.
 - **Eligibility for Reimbursement:** According to ORS data, approximately 233 VBISD employees are currently eligible for this reimbursement. Eligibility is restricted to those hired before September 4, 2012, who opted for the Premium Subsidy health benefit. Eligible employees will be notified via email. It's important to note that only contributions made between

October 1, 2024, and September 30, 2025, are eligible for reimbursement; contributions made in previous years will not be reimbursed.

This update reflects VBISD's ongoing commitment to providing our staff with clear and timely information regarding benefits and changes within MPSERS. Please let us know if you have any questions about how this new legislation may impact our staff and budget.

Bert Goens Learning Center Highlights: Kingpins Drumming, Student of the Month and Greenhouse Signage: (Community Relations, Staff Relations, Instructional Leadership)

On October 28th, Kingpins Drumming returned to the Bert Goens Learning Center to entertain and teach our students about percussion. Both the instructor and students had a great time. Thanks Kingpins!





On October 29th, the BGLC held their Student of the Month presentations. These presentations honor students in a manner similar to their general education peers and allows us to celebrate everything they have accomplished.



The Polymers Technology program at VB Tech recently partnered with the BGLC Greenhouse on the creation of new signage. This was an opportunity for students to showcase their talent and give the Greenhouse a small facelift.



****Michigan Department of Education (MDE) - ISD Superintendent Advisory Council:** (Governance & Board Relations, Business & Finance, Instructional Leadership)

On October 4th, I was invited to participate on an advisory council with fifteen other ISD superintendents designed to provide the State Superintendent (Dr. Michael Rice) with feedback regarding issues surrounding ISDs and local districts. This council is slated to meet approximately 3-4 times per year with the understanding that the discussions may help to drive the goals and objectives of the Michigan Department of Education over the next several years. Some of the most relevant topics discussed include:

- Addressing the behavior and trauma needs of younger learners
- Increasing CTE opportunities at an earlier age and across counties
- Addressing growth and proficiency in literacy
- Continuing to advocate for Grow Your Own funding and expanding it to grow support staff such as paraeducators and transportation
- Designing systems to ameliorate the frequent turnover of leadership at the principal and superintendent level
- Focusing on student absenteeism and devising newer instruction to meet the changes in society

C. Department Updates

1. Presentation - Financial Audit 2023-24 - Maner Costerisan

19

**VAN BUREN INTERMEDIATE SCHOOL DISTRICT
AUDIT FOR THE YEAR ENDED JUNE 30, 2024
NOVEMBER 6, 2024 BOARD MEETING**

**Brendan Baker, CPA
Manager**



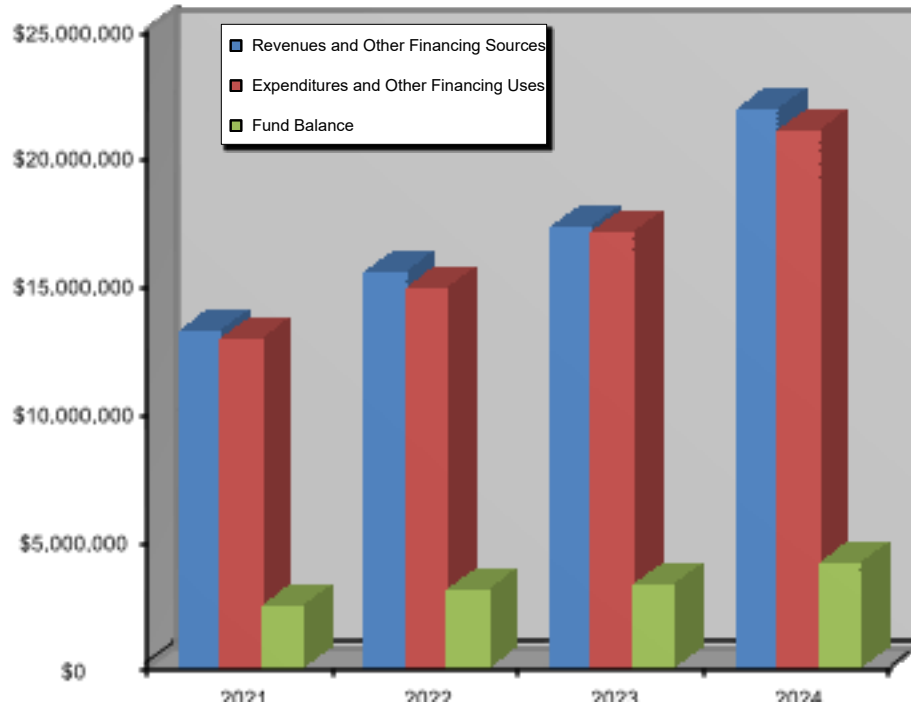
**2425 E. Grand River Ave., Ste. 1
Lansing, MI 48912-3291
P: 517.323.7500 F: 517.323.6346
www.manercpa.com**

- Page 1-3 is the auditor's report – the rest are the District's pages.
 - Our opinion is unmodified, the highest level of assurance we can give.
- MD&A pages 4-11 – a very concise review of 2024 year written by management of the district.
 - Pages 10-11 discuss several factors bearing on the district's future.
 - Ongoing property tax issue with NCG
 - Retirement costs continue to increase
 - Also noted on page 11 are summaries of the FY-25 budgets

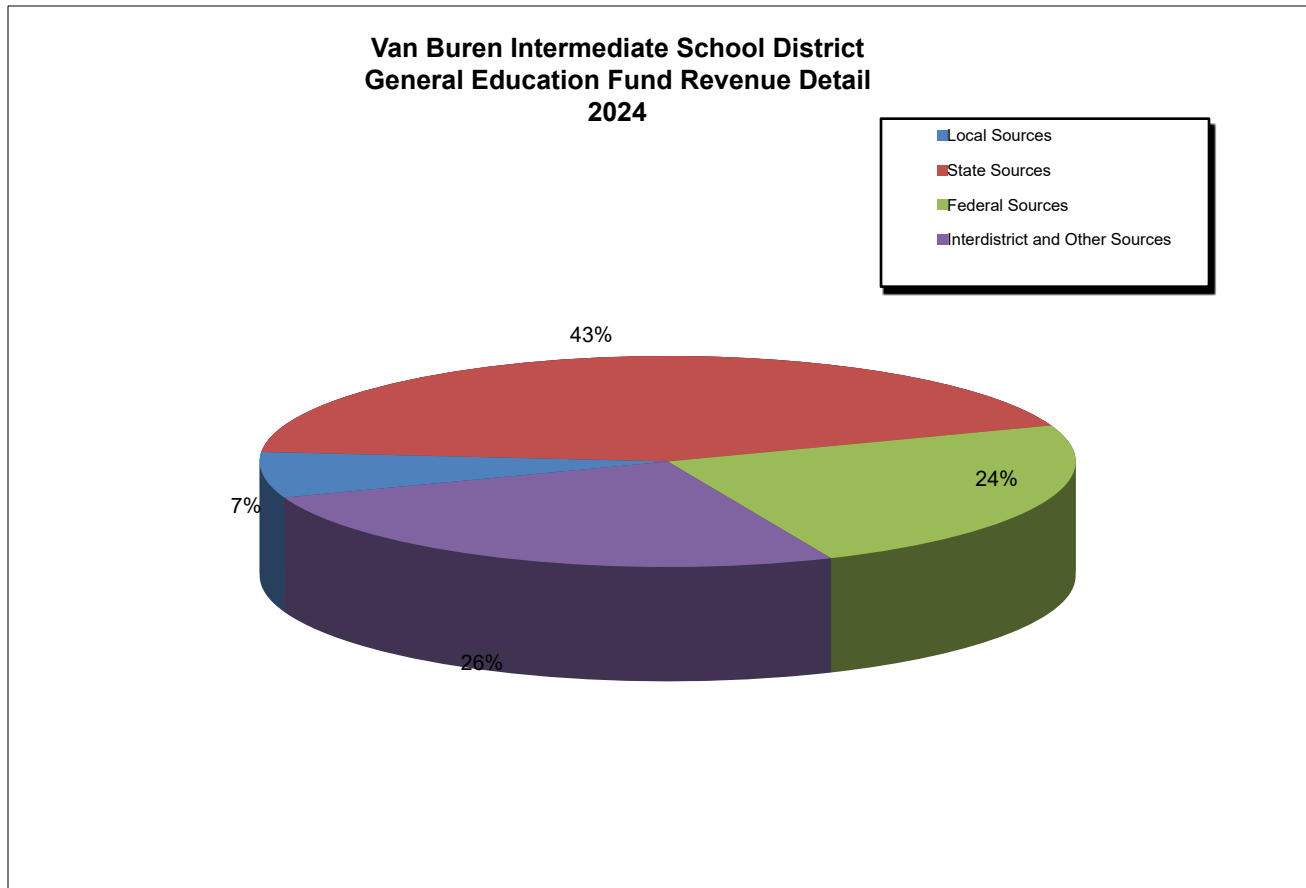
- Page 13 to 14 are full accrual financial statements. District-wide net position went up \$17,128,451. Net position (NOT Fund Balance) is (\$10,500,528) at June 30, 2024.
 - All the funds rolled up plus the following:
 - Approximately \$32.5 million of capital assets net of depreciation, \$2.2 million of long term liabilities, \$85 million of net pension liability, and \$1.5 million of net OPEB asset.
 - \$1.7 million of depreciation expense on capital assets.
- Pages 15 – Balance Sheet for all governmental funds:
 - General Fund – fund balance \$4,062,743 (19% of expenditures), an increase from last year
 - Special Education Fund – fund balance of \$19,643,836 (52% of expenditures), an increase from last year
 - Vocational Education Fund – fund balance of \$13,706,088 (100% of expenditures), also increased from last year
- Page 17
 - General fund shows an increase of \$858,208
 - Special Education fund shows an increase of \$3,760,511
 - Vocational Education fund shows an increase of \$1,493,666

GENERAL FUND REVENUES, EXPENDITURES, AND FUND BALANCE

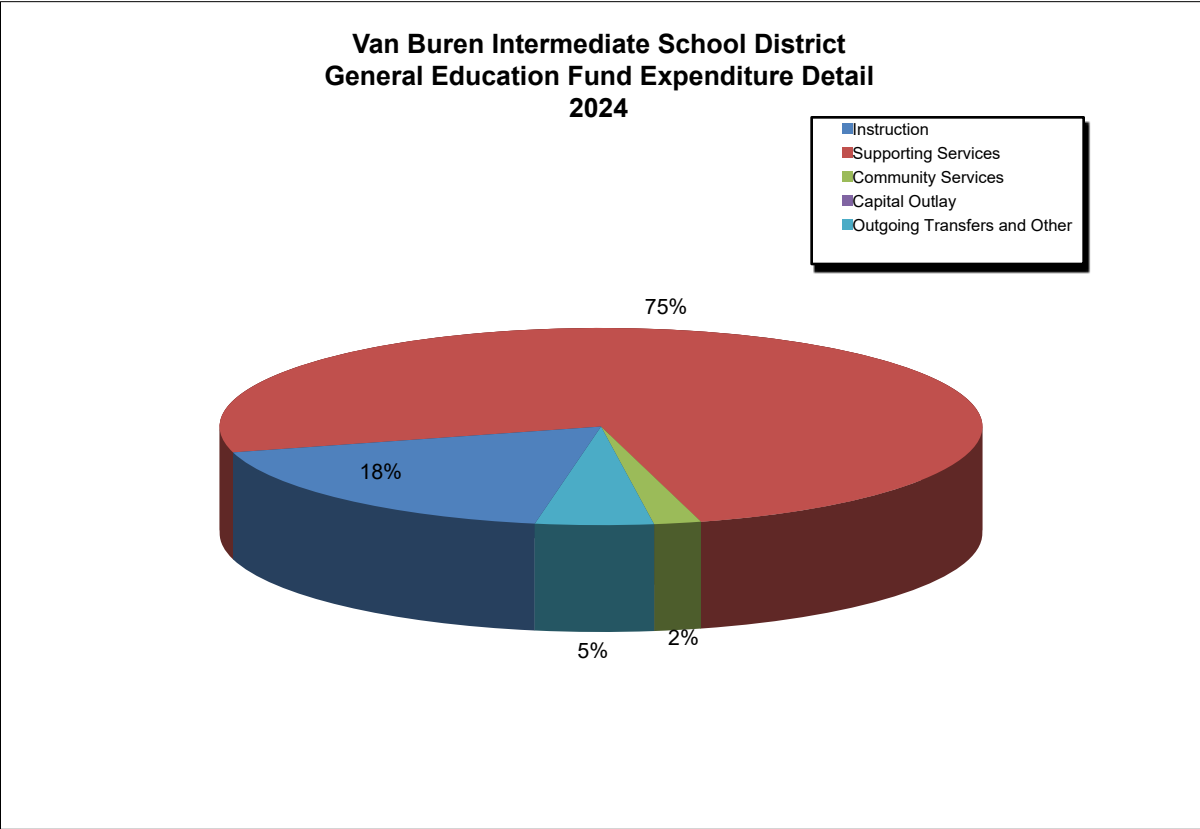
Van Buren Intermediate School District
General Education Fund Revenues, Expenditures, and Fund Balance



GENERAL FUND REVENUE BY SOURCE

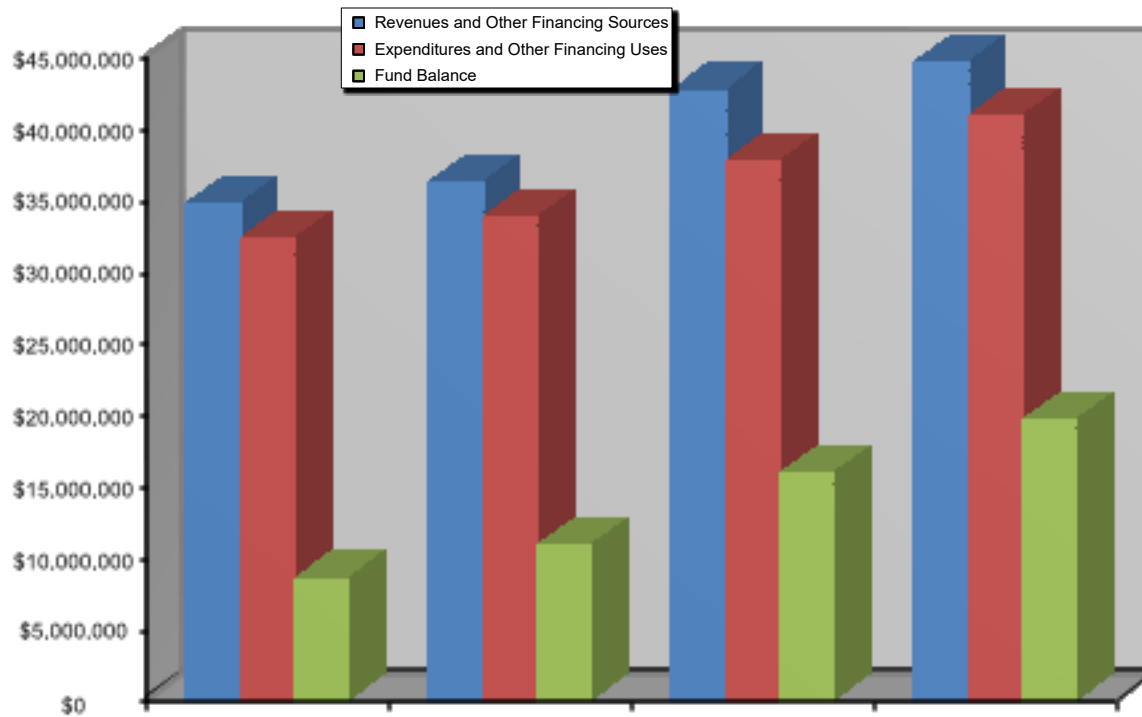


GENERAL FUND EXPENDITURES

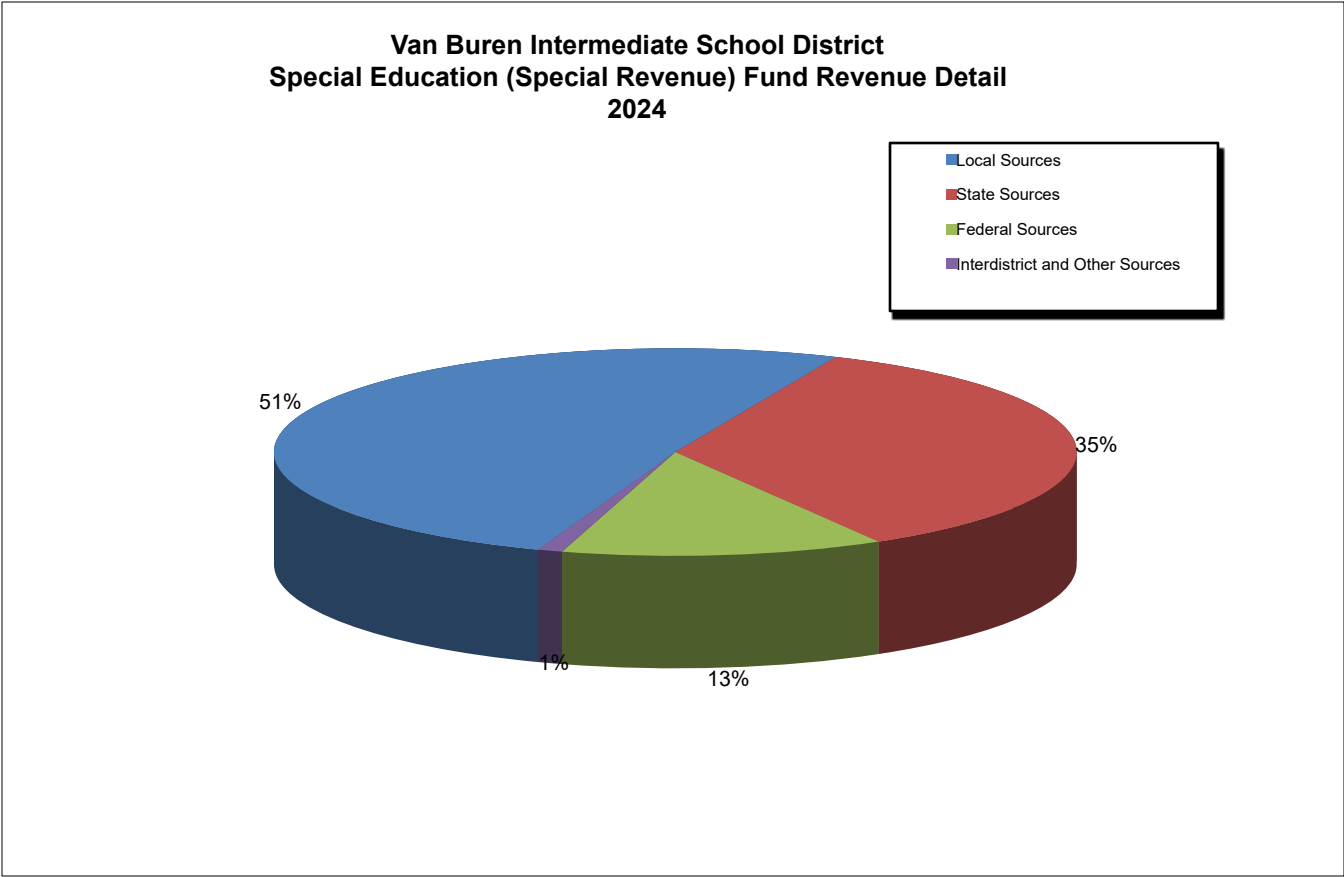


SPECIAL EDUCATION FUND REVENUES, EXPENDITURES, AND FUND BALANCE

**Van Buren Intermediate School District
Special Education (Special Revenue) Fund Revenues, Expenditures, and Fund Balance**

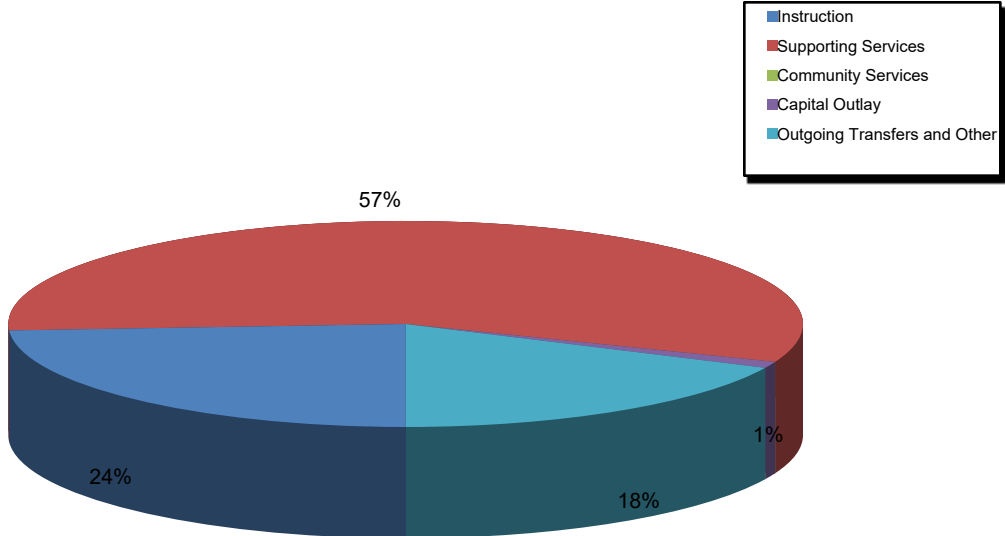


SPECIAL EDUCATION FUND REVENUES BY SOURCE



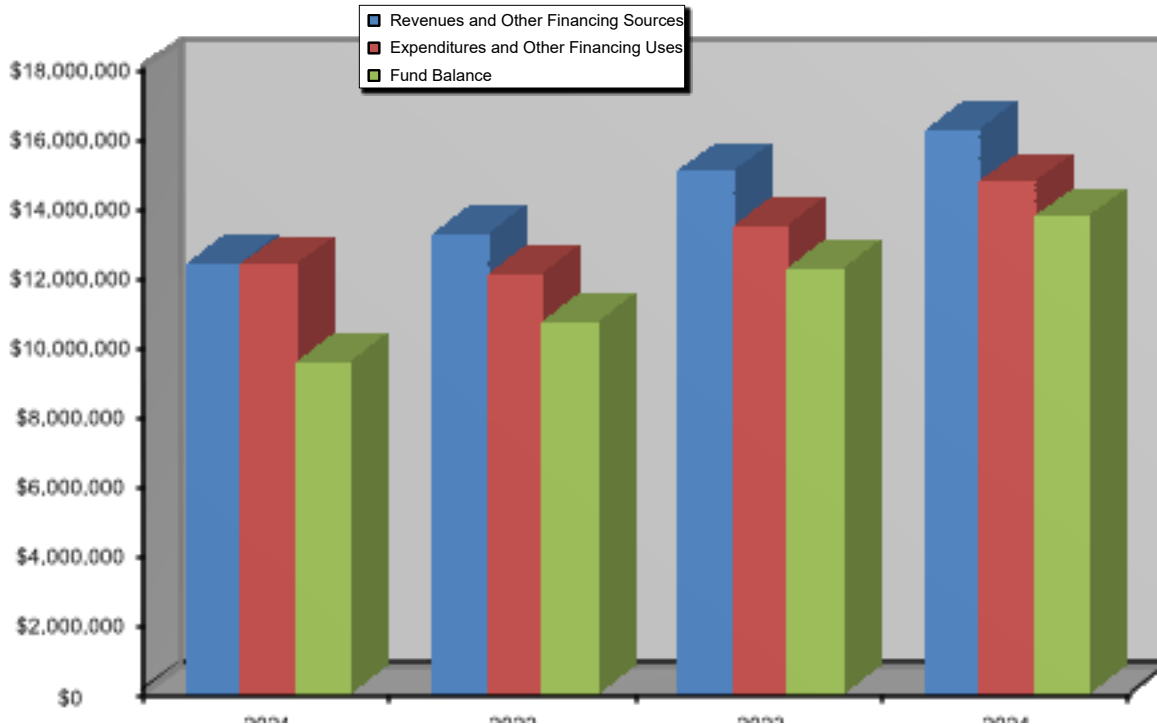
SPECIAL EDUCATION FUND EXPENDITURES

Van Buren Intermediate School District
Special Education (Special Revenue) Fund Expenditure Detail
2024

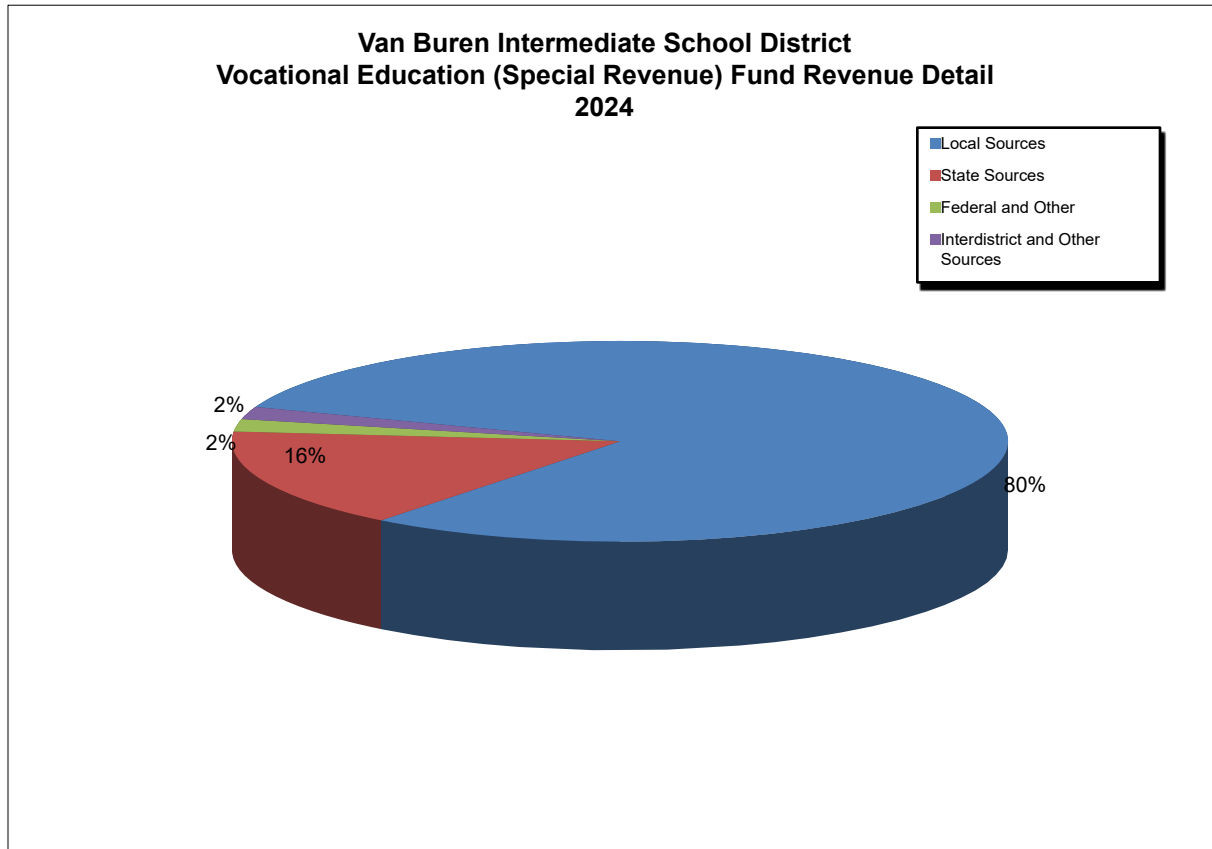


VOCATIONAL EDUCATION FUND REVENUES, EXPENDITURES, AND FUND BALANCE

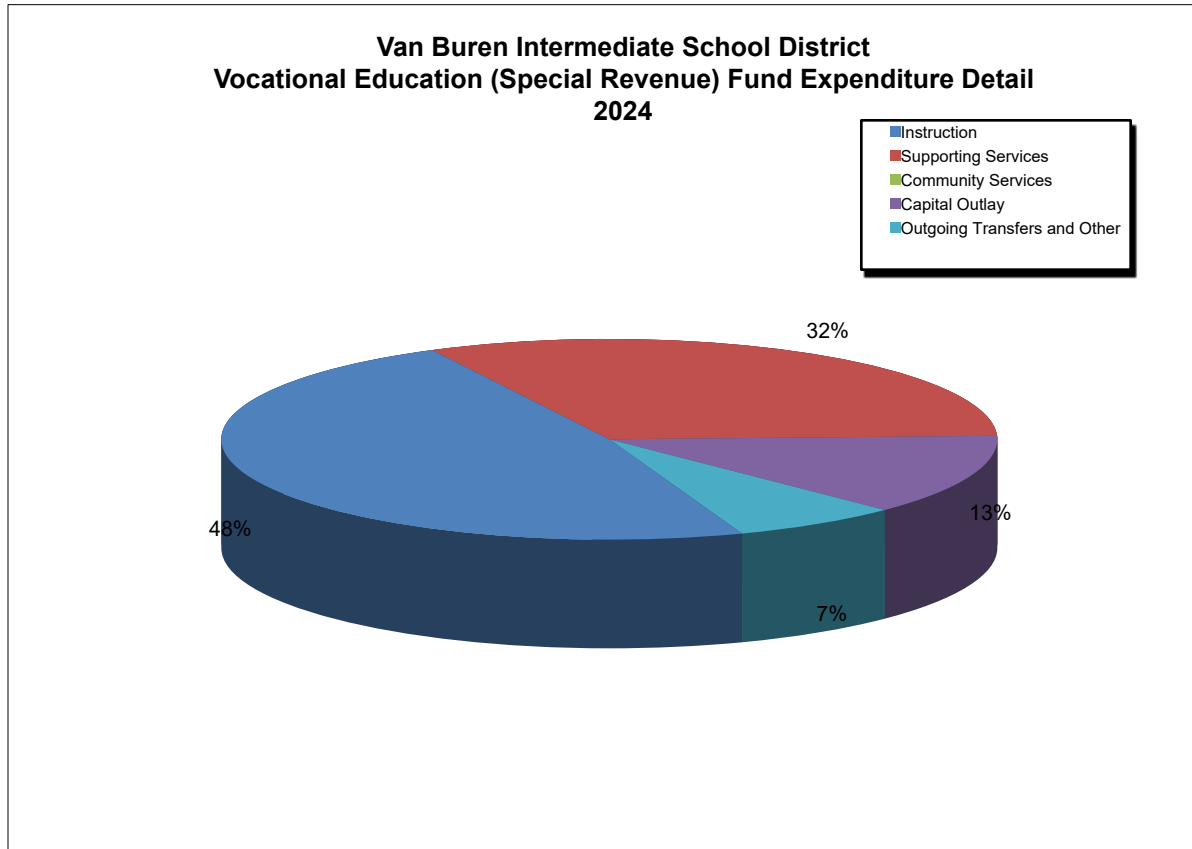
**Van Buren Intermediate School District
Vocational Education (Special Revenue) Fund Revenues, Expenditures, and Fund Balance**



VOCATIONAL EDUCATION FUND REVENUES BY SOURCE



VOCATIONAL EDUCATION FUND EXPENDITURES



- Notes to the Financial statement are on pages 19-47.
 - Note 1 page 27 shows your current year millage rates.
 - Notes 4 and 5 (pg. 31-33) contain capital asset and long term obligation detail.
 - Note 7: Pension and Other Postemployment Benefits (pg. 34) – explains the plan and actuarial assumptions used to calculate net pension liability and the net OPEB asset. Page 39 has a nice summary of net pension liability and page 40 has the same summary for the net OPEB asset.
 - Note 13 on page 47– GASB 100
 - No change required as a result of GASB 100
- Page 49-51 is the budget to actual schedule for the general fund, special education fund, and vocational education fund. All positive variances.

- Single Audit (audit of federal programs) Pages 62-74
 - The Migrant Education and the CSLFRF (Grow Your Own) grants were audited as major programs, representing \$3,917,739 (34%) of total federal expenditures.
 - Page 73 has a summary of the audit.
 - Unmodified opinions
 - No findings

Thank You.

MEMO

DATE: NOVEMBER 6, 2024
TO: BOARD OF EDUCATION
FROM: KATY HOLVERSTOTT,
DIRECTOR
RE: SPECIAL EDUCATION UPDATE



***Special Education Compliance & Results - Update** *Leadership, Level of Professional Awareness, Professional Standards & Ethics, Communication Skills, Planner & Organizer, Supervisor, Policy Implementer, Community Relations, Student Achievement*

As planned, data-planning meetings with each district’s administrative team across Van Buren County were held to identify strengths and areas for improvement. At each meeting, there was great interest and engagement in district data. By December 20, 2024, each district agreed to identify a goal and implement strategies to achieve that goal. At this board meeting, each district’s updated [data portrait](#) will be shared. In the next board report, individual district goals will be shared.

***Transportation News** *Leadership, Level of Professional Awareness, Creativity & Innovativeness, Supervisor, Crisis Manager, Faculty & Staff Personnel, Community Relations*

There are several Transportation updates. The first is the national recognition of Terry Lechenet, Transportation Supervisor, and Lane Bertrand, Lead Trainer, in an article entitled, [Training for the Unexpected: Michigan’s Defensive Driving Certification](#), published by School Bus Fleet. This article described their skills in teaching drivers to navigate obstacles, achieve off road recovery and skid control as pictured to the right. At this time, the closest location for this training is at the Kalamazoo Regional Educational Service Agency, however, there is hope that in the future this training could be provided at VBISD.



Transportation News (Continued)

Another notable contribution to the larger field of school transportation was made by Laura Thornburg, Administrator of Program Accountability, Jennifer Korinek, Professional Learning Coordinator, and Karla Vandenberg, Professional Support Services, who presented at Michigan Association for Pupil Transportation this summer and, more recently, this fall. Jennifer's presentation was so well received that she was invited to participate on a national panel on supporting students on school buses this November.

Relatedly, Jennifer Korinek launched a new micro PD series for Van Buren County entitled, Transportation Micro PD. This resource is a new addition to the collection of micro PDs, which are short, focused professional development that provides targeted skills and tips around a specific topic. Here is the most recent edition: [Supporting Student Behavior on the School Bus](#).

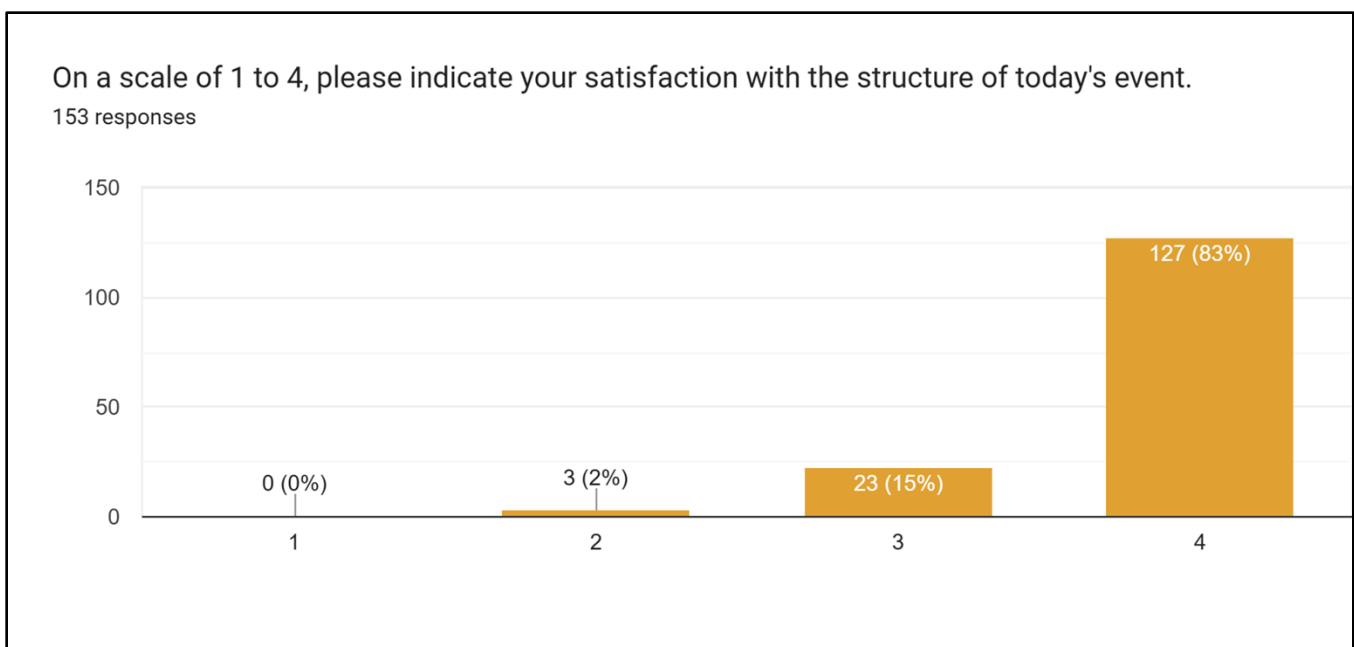


Lastly, during the week of October 21 through 25, the VBISD celebrated Bus Safety Week. This week of appreciation started off with donuts for the Transportation team and for each day of the week, a program sponsored special cards and treats. Monday was sponsored by the Bert Goens Learning Center, the Community-based Transition Center shared treats on Tuesday, the Early Childhood Special Education had Wednesday, and the Deaf and Hard of Hearing provided for Friday. On Thursday, Maple Creek shared the following video showcasing student artwork made especially for transportation staff: [VBISD Transportation Appreciation Video](#).

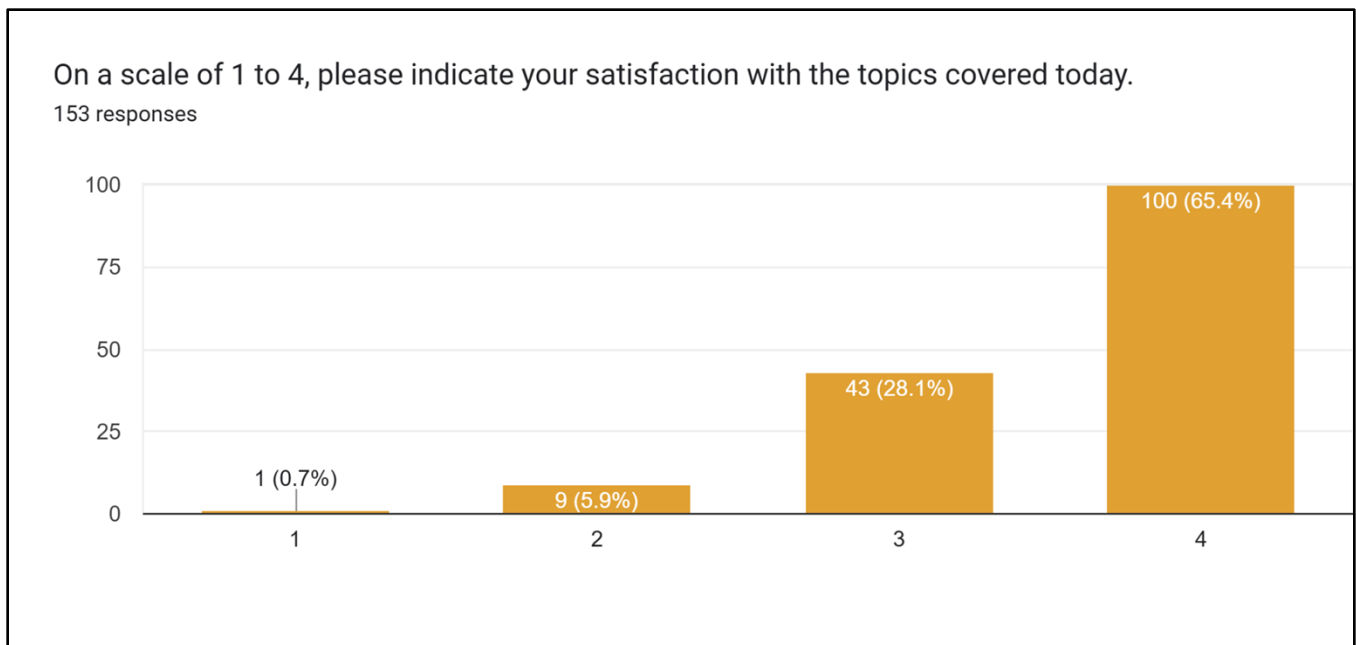
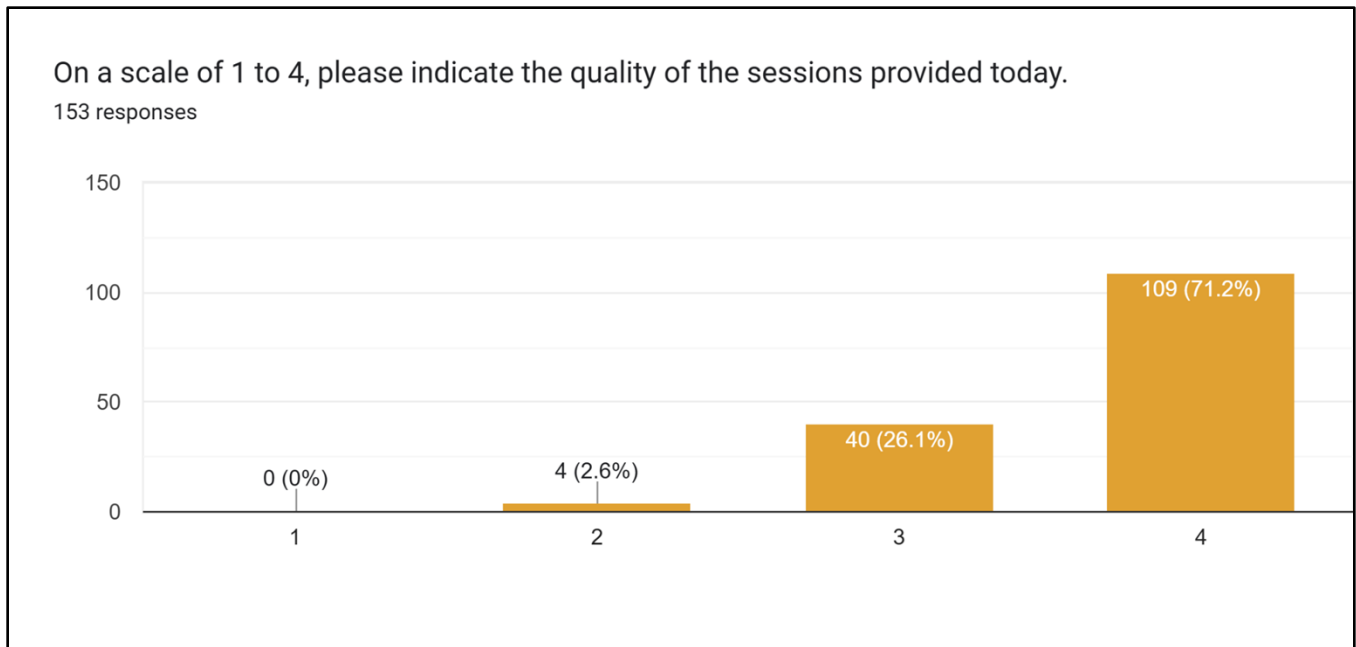
October Professional Learning Day Leadership, Level of Professional Awareness, Professional Standards & Ethics, Communication Skills, Resourcefulness, Planner & Organizer, Supervisor, Faculty & Staff Personnel, Student Achievement

On October 25, 2024, the Special Education Department participated in a full day of professional learning. Designed by a committee representing each program and region, all offerings related to the department goal: Improving Student Outcomes. Below is a list of the sessions and immediately following are the feedback data. Overall, it was a very successful event.

- Opening Session:
 - Special Education Evaluations: Legal Compliance & Best Practices
 - Presenter: Rob Dietzel, Thrun Law Firm
- Breakout Sessions:
 - Understanding Neurodiversity
 - Presenter: Max Hornick, Disability Network of Southwest Michigan
 - Community Resiliency Model
 - Presenter: Paula Kana'an, VBISD, Ashley Walker, Van Buren CMH, and Melissa Corona, VBISD
 - Assistive Technology in the Classroom
 - Presenter: Gayle Evans, VBISD & AAESA
 - Ethics in School Services
 - Presenter: Karla Vandenberg, VBISD
 - Hands Off! Effective Prompting Methods for Students with Complex Needs
 - Presenter: Melissa Phillips, VBISD
 - Writing Effective PLAAFP Statements & IEP Goals
 - Presenter: Laura Thornburg, VBISD



October Professional Learning Day (Continued)



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

Several positions were filled over the summer and into the new school year, but a few remain. Below is a summary.

- Special Education Administration: There is an opening for a Special Education Supervisor at Decatur. While the search for a replacement occurs, Wendy Minor, retired Administrator for Program Accountability, has agreed to cover services.

Staff Shortage Update (Continued)

- Local District Assigned Service Providers:
 - There is currently an opening for a School Social Worker in Bloomingdale and Gobles. The School Social Work Community of Practice is teaming together to provide coverage during the search.
 - There has been an opening for a Speech and Language Pathologist since summer in Hartford and Gobles. Speech and Language Pathologists covered as long as was feasible and the VBISD is, for the first time, welcoming a virtual Speech and Language Pathologist from Duncan Lake Speech Therapy. This agency is led by Tamiko Teshima, a former VBISD employee, who understands the schools and systems in Van Buren County. To support the virtual pathologist in getting students to sessions and managing student engagement, a Speech and Language Facilitator position has been posted and will be filled internally until a new hire can be made.
- Transportation Staff: There continues to be a shortage of drivers and bus attendants. For the first two months of school, VBISD contracted with Area Wide Transportation. VBISD was able to discontinue this costly service due to staff volunteers at the Community-based Transition Center. They, along with other volunteers across the VBISD, in combination with strategic routing, are keeping our programs open.

Team Highlight Leadership, Faculty & Staff Personnel

I love the VBISD because of the wonderful people who support our students and districts across the county. Pictured below is the team at the Community-based Transition Center, who provide high quality services to help adult students gain the skills they need for a successful transition to adulthood. This program includes classrooms at the Community-based Transition Center and two classrooms in the community: one within the building shared with Freshwater Church in Paw Paw and one worksite program at Charles River Laboratories in Mattawan.



Just for Fun

Pictured below is Laura Thornburg, Administrator for Program Accountability, Phoenicia Green, Regional Supervisor for Paw Paw Public Schools, and Monica Mansfield, Maple Creek Education Center Principal, who represented the Special Education Department at the Foster-Adoptive-Kinship Families of Van Buren Trunk or Treat on October 7, 2024.



MEMO

DATE: NOVEMBER 6, 2024
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, April Perry, Dawn Everett, Paul George, and Pam Manning attended the Fall Midwest PSUG (PowerSchool User Group) conference October 7th-9th, 2024 in Michigan City, IN. 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 2024-25 school year on October 10th, 2024. We had all but one District represented, which meeting notes were taken and shared to keep everyone updated.

I changed up the format of our meetings this year by incorporating a workshop portion that we will dedicate most of our time on. The workshops topics include the issues and challenges that all districts either struggle with or work through with the goal of alleviating the stress behind that process. For this meeting, we invited our E-Rate consultant, Janelle Morgan from Elite Fund to go over the various forms that we all fill out each November/December and go through the process for our new coordinators. Even us seasoned veterans learned a couple new tricks to this process, which saves each district up to 90% off the list price of networking equipment and server connectivity. All are necessary to assist the learning of our staff and students.

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)



Lukas Enciso, Michael Wolfe, Paul George, Matt Rzonca, Kevin Wanko, Ryan Cox, Derrick Price, Craig Campbell, Nate Robinson and I ventured north to Acme, MI for the 60th 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, AI in Education, and a many Cybersecurity discussions. These in-depth sessions play a major role in many of the discussions that we have within the Technology Services department.

I had the opportunity to moderate a roundtable session on AI in Education, which was very interesting to hear what districts around the State are doing regarding AI in the classroom and beyond. Lukas Enciso also presented on “Seams in your Seamless Integrations” about workflow challenges from PowerSchool to the various systems we all use and back again. Lukas had a great turnout and many great questions from attendees. 😊

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 'From Mainframes to Machine Learning: 60 Years of Tech Evolution'. There was much collaboration between our staff and folks from other Districts/ISDs 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!

****CrowdStrike Fal.Con National Cybersecurity Conference** (Leadership, Professional Standards and Ethics, Communication Skills, Planner and Organizer, Professional Preparation)



Michael Wolfe and I ventured to Las Vegas, NV for the 10th annual CrowdStrike Fal.Con Cybersecurity conference September 16-20, 2024. This was an amazing conference with the sole purpose of taking every aspect of data/network security into consideration. The conference started out with CrowdStrike's President and Founder, George Kurtz outlining his vision for the future of cybersecurity and also talking about the events of July 19th that brought down Delta airlines and

many other organizations that utilize CrowdStrike's solutions. The insight into this incident and the checks and balances that are now in place were great to hear.

Aside from the three keynotes, Mike and I attended the following sessions:

- From the IR Front Lines: Observations, Trends and Countermeasures
- Hunting Rogue AI: How CrowdStrike Tracks Down Adversarial Use of Generative AI
- Browser Beware: Securing Productivity Against Malicious Browser Extensions with the Falcon Platform
- Cloud Security Strategies for Government Agencies
- Combating Modern Identity Attacks with Okta and CrowdStrike
- Automated Sensor Deployment Strategies for the Practitioner
- Security at the Edge: Protecting Critical Compute Assets Wherever They Reside
- Integrating NDR, EDR and SIEM for Advanced Threat Detection
- Full-Spectrum Endpoint Protection: Streamline Multi-Tenancy Falcon Flight Control
- From Data to Defense: AI Innovations Transforming the Analyst's Journey
- Zero Trust for Hybrid Workforce and SaaS Solutions with CrowdStrike and Google Chrome Enterprise
- Sharing Files Safely: Using CrowdStrike to Verify Files Without Knowing the Endpoints
- Advancing Threat Intelligence: Leveraging Falcon Adversary Intelligence for Proactive Defense

The information in the sessions was fantastic and at a level that was geared for high-level engagement...which was very cool! Mike and I came away with some great ideas for increasing our cybersecurity posture and look forward implementing them with little impact to our users. I greatly appreciate the Board and Mr. Manson's commitment to our professional development and opportunity to attend this conference. Thank you!





DATE: NOVEMBER 6, 2024

TO: BOARD OF EDUCATION

FROM: SUSAN REYNOLDS, DIRECTOR OF EARLY CHILDHOOD

RE: EARLY CHILDHOOD UPDATE

District Specific Data for Early Childhood Services Leadership, Level of Professional Awareness, Community Relations, Student Achievement

VBISD Early Childhood services students from all over Van Buren County. Below is a closer look at our services from a local district perspective.

GSRP Enrollment

VBISD	Capacity	October 2024
Bloomingtondale	18	13
Covert	20	13
Decatur	20	18
Gobles	40	22
Hartford	51	45
Lawrence	20	13
Mattawan	36	30
Pullman	20	9
South Haven-Lincoln	20	13
South Haven-Maple Grove	40	31
Totals	285	207

Head Start Expanded Blends	Capacity	October 2024
Decatur HS Blend	10	10
Gobles HS Blend	10	10
Paw Paw HS Blend	10	10
Mattawan HS Blend	10	10
S.H.HS Blend/1	5	5
S.H.HS Blend/2	5	5
Totals	50	50

LEAs	Capacity	October 2024
Bangor	36	36
Lawton	36	32
Paw Paw	60	60
LEA Totals	132	128

CBOs	Capacity	October 2024
Kid Builders East	20	20
Learn & Grow Childcare LLC	10	7
Trinity Lutheran TLC	20	14
Totals	50	41

Early Childhood Special Education Programs

Early Childhood Special Education Programs				
	East Hub 2 classrooms am & pm	Central Hub 2 classrooms am & pm	West Hub 2 classrooms am & pm	Total
	Mattawan	Paw Paw	Covert	
Number of students (48 per Hub)	26	19	32	77

Early Childhood Special Education		
School District	November 2024	Totals
Bangor	9	9
Bloomingtondale	7	7
Covert	2	2
Decatur	6	6
Gobles	7	7
Hartford	7	7
Lawrence	1	1
Lawton	7	7
Mattawan	5	5
Paw Paw	13	13
South Haven	13	13
OUT OF AREA	0	0
Totals	77	77

Family Links 0-5 years

School District	November 2024
Bangor	10
Bloomingtondale	2
Covert	4
Decatur	3
Gobles	3
Hartford	7
Lawrence	1
Lawton	5
Mattawan	6
Paw Paw	11
South Haven	16
OUT OF AREA	0
Totals	68

Early On Referrals 0-3 years

School District	July 2024	Aug 2024	Sep 2024	Totals
Bangor	6	2	4	12
Bloomingtondale	5	2	2	9
Covert	2	1	1	4
Decatur	6	4	4	14
Gobles	0	2	1	3
Hartford	3	4	3	10
Lawrence	0	1	0	1
Lawton	2	3	2	7
Mattawan	4	3	8	15
Paw Paw	1	4	2	7
South Haven	3	7	5	15
OUT OF AREA	0	0	0	0
Totals	32	33	32	97

Staffing Update Leadership, Level of Professional Awareness, Resourcefulness, Decision Maker, Planner & Organizer, Faculty & Staff Personnel, Fiscal Management, Student Achievement

Efforts to fully staff our department continue into the fall. An exciting highlight is the addition of five special education program assistant positions. These new team members will support PreK inclusion efforts in our GSRP classrooms.

Early Childhood Team	Vacancies
Early Childhood Special Education	EC Diagnostic TC EC School Psychologist EC SLP EC Floater (2)

****MAISA Early Childhood Summit Leadership, Level of Professional Awareness, Professional Standards & Ethics, Creativity & Innovativeness, Planner & Organizer, Faculty & Staff Personnel, Community Relations**

On October 10, 2024, our team had the privilege of attending the ISD Superintendent Early Childhood Summit, hosted by the Michigan Association of Intermediate School Administrators (MAISA). This summit was an exceptional opportunity to bring together leaders from all 56 Michigan ISDs, along with their leadership teams and essential local community partners, to support and enhance early childhood programs and services for children from birth to age five.

The summit included a broad representation of ISD staff and external partners crucial to our region’s early childhood landscape. Our team included:

- Jayne Bartz, Family Links Supervisor
- Sherry Bennett, Great Start Collaborative Coordinator
- Dave Manson, VBISD Superintendent
- Susan Reynolds, Director of Early Childhood
- Martha Adams, Early Childhood Supervisor of Special Education
- Katy Holverstott, Director of Special Education
- Mechele Brower, GSRP Grant Administrator

Together with representatives from key state departments, including MiLEAP, MDHHS, MDE, the Executive Office of the Governor and other essential community representatives, we were able to engage in meaningful discussions and strategic planning to strengthen our programs. Our team returned inspired and equipped with new strategies to support children and families in our region more effectively. We look forward to implementing the insights gained at the summit and continuing our commitment to early childhood success across our ISD.



Mental Health First Aid Leadership, Level of Professional Awareness, Professional Standards & Ethics, Creativity & Innovativeness, Planner & Organizer, Faculty & Staff Personnel, Community Relations

On October 9, members from our Family Links and Early On teams participated in a comprehensive Mental Health First Aid (MHFA) training course. This important training equips our staff with the knowledge and skills needed to identify, understand and respond to signs of mental health challenges and substance use disorders, which are increasingly critical issues in our communities.

The MHFA course is designed not only to enhance awareness but to build practical skills for offering immediate, empathetic support to individuals who may be in crisis or beginning to experience mental health or substance use concerns. This training empowers our Early On and Family Links teams to better support the mental health and well-being of the children and families we serve. As they continue to foster trust and support within our community, team members are now even better equipped to recognize early warning signs, respond to crises and provide connections to necessary resources and services. This initiative represents our commitment to proactive mental health support, enhancing the quality and safety of our early childhood programs across the ISD.



**** Parents as Teachers National Conference Leadership, Level of Professional Awareness, Professional Standards & Ethics, Creativity & Innovativeness, Planner & Organizer, Faculty & Staff Personnel, Community Relations**

Our PAT Family Links program has earned Blue Ribbon Affiliate status! Blue Ribbon Affiliates are recognized as exemplary affiliates, delivering high-quality services to children and families.

To achieve this endorsement an affiliate must meet a rigorous set of standards of quality through the Parents as Teachers Essential Requirements. Our Blue Ribbon is valid for five years provided we continue to meet the essential requirements. VBISD Parents as Teachers - Family Links were honored at the 2024 National Parents as Teachers Conference in San Diego!



Pictured here are Kelly and Sarah, our Parents as Teachers State representatives, along with Jayne, Ada, Mary, Juliet and Susie.



III. ACTION ITEMS

A. Approval of VBIESPA Contract Extension (**ROLL CALL VOTE**)

54

MEMO

Date: November 6, 2024

To: VBISD Board of Education

From: Dave Manson, Superintendent

Subject: **Approval of VBIESPA Contract Extension**

The members of the Van Buren Intermediate Educational Support Personnel Association (VBIESPA) are an integral component of the Van Buren Intermediate School District (VBISD) workforce. Without these essential individuals, VBISD would be unable to deliver a high quality education to our students.

Unfortunately, VBISD is currently experiencing a shortage of support personnel (e.g., program assistants, custodians, transportation) and would like the board to consider adopting a contract extension that includes a significant wage increase. This extension is designed not only to attract new individuals, but to retain and reward current support personnel.

RESOLVED, the VBISD Board of Education approves a 1 year contract extension through June 30, 2026. All components of this contract extension will become effective starting on January 6, 2025.

B. Approval of Non-Union Salary Schedule (**ROLL CALL VOTE**)

56



Date: November 6, 2024

To: VBISD Board of Education

From: David D. Manson, Superintendent

Subject: Non-Union Salary Schedule

In June of 2023, the VBISD School Board adopted a salary schedule for several administrative positions at VBISD. Since that time, it has become important to codify a more extensive non-union salary schedule for the purpose of ensuring that retiring staff members are appropriately compensated. The enclosed salary schedule and resolution do not change current compensation rates; however, they document compensation from previous years and project compensation for upcoming years.

Hence, I am recommending that the board approve the following resolution:

RESOLVED, the VBISD Board of Education approves the enclosed salary schedule documenting compensation from previous years and projecting compensation for upcoming years.

MEMO

DATE: NOVEMBER 6, 2024
TO: BOARD OF EDUCATION
FROM: DAVID JOHNSON, MAINTENANCE & FACILITIES SUPERVISOR
RE: APPROVAL OF THE REMODEL OF VAN BUREN TECH RESTROOMS

The Van Buren ISD recently solicited competitive bids on September 20, 2024, for the remodel of five (5) restrooms in the Van Buren Tech. The remodel will include the removal of existing tile, plumbing fixtures, countertops, and drain piping. Van Buren ISD's staff will remove the wallpaper, repair any damage to the walls, and paint to match the color pallet of the building. The new installation will match the rest of the restrooms that have been remodeled throughout the building and complete the restroom updates to the building.

We received two bids that were opened on October 7, 2024. The two bids were only for the tile portion of the remodel.

COMPANY	BASE BID
Central Tile & Terrazzo Co, Inc.	\$39,970.00
Inspired Floors	\$40,769.89

We solicited competitive bids for the plumbing portion of the remodel on October 11, 2024. We received one bid that was opened on October 25, 2024.

COMPANY	BASE BID
Kalamazoo Mechanical, Inc.	\$40,813

After reviewing the proposals, it is recommended that the Van Buren ISD accept the bids from Central Tile & Terrazzo Co, Inc. in the amount of \$39,970 and Kalamazoo Mechanical, Inc. in the amount of \$40,813 for a combined total of \$80,783.

RESOLVED, that the Board of Education accept the base bid from Central Tile & Terrazzo Co, Inc. and Kalamazoo Mechanical, Inc. for the remodel of five restrooms in Van Buren Tech in a total amount of **\$80,783**

D. Approval of Purchase of Boiler for VB Tech Greenhouse (**ROLL CALL VOTE**)

60

MEMO

DATE: NOVEMBER 6, 2024
TO: BOARD OF EDUCATION
FROM: DAVID JOHNSON
FACILITIES & OPERATIONS ADMINISTRATOR
RE: **APPROVAL OF THE INSTALLATION OF HEATING BOILER FOR THE AGRICULTURAL CLASS GREENHOUSE**

The Van Buren ISD recently solicited competitive bids for the installation of heating equipment to separate and independently heat the agricultural class greenhouse at Van Buren Tech.

Currently, the agricultural greenhouse is heated by the main hydronic system for Van Buren Tech. This requires the main heating system to operate while the temps are above heating limits for the main building, but below what is safe for plants in the colder times of the year. This creates a situation where we are running the main three boilers and pumps, heating and circulating water throughout the entire building to heat less than 1,500 square feet of space. The installation of a dedicated heating boiler for the greenhouse space should reduce our utility cost. It would not use the main heating system, which would keep the hours of use and maintenance costs down and allow the agricultural class to utilize the greenhouse more efficiently year round.

We received one bid that was opened on October 15, 2024. After reviewing the proposal, it is recommended that the Van Buren ISD accept the bid from Kalamazoo Mechanical Inc., 5507 E Cork St, Kalamazoo, MI. 49048 in the amount of \$72,456

COMPANY	BASE BID
Kalamazoo Mechanical, Inc.	\$72,456

RESOLVED, that the Board of Education accept the base bid from Kalamazoo Mechanical Inc. for the installation of boiler heating equipment for Van Buren Tech agricultural program in the amount of \$72,456.

MEMO

DATE: NOVEMBER 6, 2024
TO: BOARD OF EDUCATION
FROM: BRITANI OLDS, HUMAN RESOURCES ADMINISTRATOR
RE: **APPROVAL OF EMPLOYEE HANDBOOKS**

BACKGROUND

Having well-structured employee handbooks has become an increasing need for both the employees as well as the Business Office and HR. Employee handbooks serve as vital resources, providing clear guidance and communication regarding policies, procedures, and expectations as well as providing legal compliance.

Employee handbooks have been created for the following classifications:

- Directors
- Admin/Non-Union
- Secretarial
- GSRP Lead Teachers & ECS
- GSRP Associate Teachers & Floaters

Human Resources will be responsible for maintaining and updating these employee handbooks every year to make sure they stay current.

RECOMMENDATION

Resolved that the Board of Education approve the employee handbooks for Directors, Admin/Non-Union, Secretarial, GSRP Lead Teachers & ECS and GSRP Associate Teachers & Floaters.

F. Approval of Additional Speech and Language Pathologist (**ROLL CALL VOTE**)

64

MEMO

DATE: NOVEMBER 6, 2024
TO: BOARD OF EDUCATION
FROM: KATY HOLVERSTOTT, DIRECTOR OF SPECIAL EDUCATION
RE: **APPROVAL FOR AN ADDITIONAL SLP POSITION**

BACKGROUND:

Since the beginning of the school year, there has been a significant increase in the number of students qualifying for speech and language services. In addition, there is a need to provide coverage for a medical leave. Typically, increases in ancillary services are requested in the spring, but given the medical leave, and the improbability of finding a substitute Speech and Language Pathologist to provide coverage, the Special Education Department is seeking approval for an additional Speech and Language position (5 days per week), effective immediately.

RECOMMENDATION:

RESOLVED that the Board of Education approve an additional Speech and Language position, effective immediately.

MEMO

DATE: NOVEMBER 6, 2024
TO: BOARD OF EDUCATION
FROM: BRITANI OLDS, ADMINISTRATOR FOR HUMAN RESOURCES
RE: **STAFF RETIREMENTS/RESIGNATIONS**

BACKGROUND

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

<u>Name</u>	<u>Resignation/Retirement Date</u>
Mariela Contreras-Barajas, School Social Worker	Resignation - 10/11/24
Jessica Poling, School Psychologist	Resignation - 6/11/24
Heather Vaughn, BRIDGE Team Consultant	Resignation - 10/18/24
Anna Weber, Regional Supervisor	Resignation - 11/1/24

RECOMMENDATION

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

Attachments

IV. OTHER BUSINESS

A. Adjournment

1. Motion to Adjourn Meeting (**VOICE VOTE**)

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.