

**PORTAGE PUBLIC SCHOOLS
 BOARD OF EDUCATION
 REGULAR BUSINESS MEETING
 PORTAGE PUBLIC SCHOOLS' ADMINISTRATION BUILDING, CONF. RM. #1, 8107 MUSTANG DRIVE,
 PORTAGE, MI 49002
 NOVEMBER 26, 2018, 6:30 PM
 AGENDA**

VISION STATEMENT
 An exceptional, continuously improving learning culture with high expectations, committed to all!
 MISSION STATEMENT
 Portage Public Schools will educate all students to achieve their potential.

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**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – REGULAR BUSINESS MEETING
CONFERENCE ROOM 1 – ADMINISTRATION BUILDING
NOVEBMER 26, 2018, 6:30 P.M.**

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II. Revisions/Approval of Agenda

Recommended Motion:

Motion offered by _____, seconded by _____, that the Board of Education approve the Agenda as printed (or as amended).

**Portage Public Schools - 2015 Bond Program
Financial Update - work committed thru Bond Change Order 15**

Bond Proposal	Total Budget	Committed+Budgeted	Previous Variance	Current Variance	Change in Variance
1	128,000,000	126,581,381	(1,418,619)	(1,418,619)	0
2	16,000,000	15,868,419	(131,581)	(131,581)	0
			(1,550,200)	(1,550,200)	0

Commitments to date:

Bond Proposal 1	Budget	Actual/Committed	Previous Variance	Current Variance	Change in Variance
North Middle School & Site	34,367,860	32,151,481	(2,216,379)	(2,216,379)	0
Central Natatorium	10,257,973	10,425,734	167,761	167,761	0
Northern Campus Site	4,929,399	3,303,151	(1,626,248)	(1,626,248)	0
Central Middle School & Site	33,392,630	33,503,190	110,560	110,560	0
Central Campus Site	3,820,016	3,672,586	(147,430)	(147,430)	0
Professional Services	6,015,503	5,939,333	(76,170)	(76,170)	0
Other	1,870,552	2,701,690	831,138	831,138	0
Busses	3,000,000	1,020,746	0	0	0
Technology	5,450,000	2,817,879	288,148	288,148	0
	103,103,933	95,535,791	(2,668,620)	(2,668,620)	0

Bond Proposal 2	Budget	Actual/Committed	Previous Variance	Current Variance	Change in Variance
Northern Stadium	8,106,466	7,314,099	(792,367)	(792,367)	0
Central Stadium	6,473,704	7,236,490	762,786	762,786	0
Professional Services	984,658	984,658	0	0	0
Other	301,600	199,600	(102,000)	(102,000)	0
	15,866,428	15,734,847	(131,581)	(131,581)	0

Projects Remaining to Design & Bid:

Bond Proposal 1	Budget	Actual/Committed	Previous Variance	Current Variance	Change in Variance
Northern Natatorium	11,005,132	11,005,132	0	0	0
West Middle School Renovation	6,504,205	10,004,205	3,500,000	3,500,000	0
PCEC Building Renovation	3,953,086	953,086	(3,000,000)	(3,000,000)	0
FF&E (Including Band Instruments)	3,433,644	4,183,644	750,000	750,000	0
Busses	1,979,254	1,979,254	0	0	0
Technology	2,920,269	2,920,269	0	0	0
	29,795,590	31,045,590	1,250,000	1,250,000	0

Bond Proposal 2	Budget	Actual/Committed	Previous Variance	Current Variance	Change in Variance
FF&E	133,572	133,572	0	0	0
	133,572	133,572	0	0	0

Future Enhancements (Not Included In Variance Calculations)

Northern Natatorium Prefunction Space	300,000
Husky Field East Lot Addition	175,000
McCamley Stadium Parking Lot	295,000
Replacement of Stage Flooring NHS/CHS	200,000
Northern Natatorium Budget Code Issues	250,000

*Note: Bond 1 Northern Campus Site, Includes all non stadium components.

Bond 2 Northern Stadium, Includes all items within the stadium footprint (inside the perimeter fence), also the shot put & discuss areas.
Both Bond 1 & 2 Site and Stadium collectively are commonly referred to "NAEF" or "Northern Athletics Event Facilities".

November 26, 2018



**Change Orders by Construction Change Directives
November 13, 2018**

Central Natatorium - Bond Change Order 15 Reconciliations

NOTE: All Items on this list are funded from PROPOSAL 1

Description - Change Order 15	Bond Amount Change		Affected Contracts	Board Approval	Superintendent Approval	Other Approval
	1	2				
Filler pieces were added to cover the gap between floor and window sills.	\$351	\$0	1			X
Per MDEQ inspection, different style of hardware were needed.	\$343	\$0	1			X
Per State Building inspection - Gasketing, signage and bleacher railing were added.	\$3,470	\$0	4			X
Additional tethers were ordered to increase polo course.	\$2,804	\$0	1			X
Change the manufacture standard door sweeps at the exterior doors. This change closed up gaps at the sides of exterior doors.	\$1,212	\$0	1			X
Caulking was added from back of the benches to the wall to create a cleaner look.	\$675	\$0	1			X
The shower seats were previously changed for code issues. As a result the shower panels were lengthened to allow the bottom of the bench fasteners to be installed and secured.	\$1,725	\$0	1			X
Total Subcontract Change Orders in Bond Change Order 15	\$10,580	\$0				

Northern AEF - Bond Change Order 15 Reconciliations

Description - Change Order 15	Bond Amount Change		Affected Contracts	Board Approval	Superintendent Approval	Other Approval
	1	2				
Crane road was added to provide access for press box arrival.	\$0	\$14,454	3			X
Changes to Locker Room door hardware. This is a code issue related to egress control.	\$0	\$2,279	1			X
Add Rip Rap at all down spouts at Team Building and Concessions Building.	\$525	\$0	1			X
Add extra time clock remote.	\$0	\$385	1			X
Total Subcontract Change Orders in Bond Change Order 15	\$525	\$17,118				

North Middle School - Bond Change Order 15 Reconciliations

NOTE: All Items on this list are funded from PROPOSAL 1

Description - Change Order 15	Bond Amount Change		Affected Contracts	Board Approval	Superintendent Approval	Other Approval
	1	2				
Polish exposed portal frame in lieu of painting.	\$5,500	\$0	1			X
Temporary bus loop to be installed for parents to use as a drop off relieve traffic on Oregon Ave.	\$12,600	\$0	1			X
Total Subcontract Change Orders in Bond Change Order 15	\$18,100	\$0				

Central AEF - Bond Change Order 15 Reconciliations

Description - Change Order 15	Bond Amount Change		Affected Contracts	Board Approval	Superintendent Approval	Other Approval
	1	2				
Per City of Portage, civil revisions were made to the water mains, side walk and parking lot grades.	\$45,080	\$0	1			X
Add (1) course of block and lower foundation wall.	\$0	\$6,484	2			X
Demolition of the existing bleachers that were originally intended to be reused.	\$1,200	\$0	1			X
Upper parking storm is to tie into the storm chambers. Per ADS recommendation, add (1) 4' manhole.	\$17,275	\$0	1			X
Total Subcontract Change Orders in Bond Change Order 15	\$63,555	\$6,484				

Central Middle School - Bond Change Order 15 Reconciliations

NOTE: All items on this list are funded from PROPOSAL 1

Description - Change Order 15	Bond Amount Change		Affected Contracts	Board Approval	Superintendent Approval	Other Approval
	1	2				
Proposal Request 002 - Added footings & beams. Changes in wall types and joist sizing. Miscellaneous Mechanical changes.	\$3,811	\$0	5			X
Change the TV backboxes from specified to Chief PAC5018.	\$750	\$0	1			X
Add temporary concrete walk way from student parking lot to westnedge to divert from construction area.	\$4,040	\$0	1			X
Total Subcontract Change Orders in Bond Change Order 15	\$8,601	\$0				

**Portage Public Schools
General Fund
Condensed Statement of Revenues and Expenditures
For the Four Months Ended October 31, 2018**

	<u>Budget</u>	<u>Actual</u>	<u>%</u>	
Revenues	\$ 94,115,391	\$ 19,749,079	20.98%	(1)
Expenditures	94,515,709	20,371,832	21.55%	(2)
Transfers from Site Based Fund Balance	138,413	-	-	(3)
Excess (Deficit) of Revenues over Expenditures	<u>\$ (261,905)</u>	<u>\$ (622,753)</u>		

Comparison	2016 - 17	2017 - 18
Revenues	23.53%	25.19%
Expenditures	21.75%	21.89%

Note 1 - Actual revenues for 2018-19 are tracking less to the revenues received in 2017-18.
This is due to prior year funding MPSERS 147c(2) that is not in the current year for \$1,030,000.
There is also a timing difference for KRESA special education tax received in Nov instead of Oct.

Note 2 - Expenditures for 2018-19 are tracking very closely to the previous year.

Note 3 - Actual expenditures for the site based fund balance are included in the expenditure line items.

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – REGULAR BUSINESS MEETING
CONFERENCE ROOM 1 – ADMINISTRATION BUILDING
NOVEMBER 26, 2018, 6:30 P.M.**

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IV. Comments or Communications

1. By Citizens

2. By Board Trustees

3. Board Committee Reports

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – REGULAR BUSINESS MEETING
CONFERENCE ROOM 1 – ADMINISTRATION BUILDING
NOVEMBER 26, 2018, 6:30 P.M.**

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V. Consent Agenda

1. Approval of Minutes
 - a. October 22, 2018 Regular Business Meeting Minutes
 - b. November 12, 2018 Committee of the Whole/Work Session Minutes

2. Recommendation for 2020 Field Trip to France

That the Board of Education approve the Portage Central High School’s French Club trip to France set for June 22-July 1, 2020, as presented.

3. Approve Operational Policy Revisions

That the Board of Education approve the proposed new, revised and replacement Operational Policies as prepared by NEOLA, as presented.

4. Recommendation for NHS Auditorium Roof Repair

That the Board of Education approve as presented, a construction contract to Hoekstra Roofing of Kalamazoo, Michigan for the Northern High School Auditorium Roof Repair Project; a total project cost of \$44,000 to be paid with an insurance claim through the 2018-19 General Fund.

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION
REGULAR BUSINESS MEETING**

October 22, 2018

REGULAR BUSINESS MEETING

The Regular Business Meeting of the Board of Education of Portage Public Schools held on Monday, October 22, 2018, was called to order at 6:30 p.m. by President Van Antwerp in Conference Room #1 of the Administration Building, 8107 Mustang Drive. He welcomed the audience and the Pledge of Allegiance was recited.

Board Trustees Present: Kurt Droppers, Terri Novaria, Rusty Rathburn, Randy Van Antwerp, Joanne Willson

Board Trustees Absent: Celeste Shelton-Harris, Bo Snyder

REVISIONS/APPROVAL OF AGENDA

Motion offered by Mrs. Willson, seconded by Mr. Droppers, that the Board of Education approve the agenda as amended to add an action item, Approve Asphalt Paving.

Motion carried unanimously.

REPORTS

Superintendent's Report

CommuniTeen Update. Northern High Media Specialist Ms. Jeanna Walker accompanied by Central High Social Studies teacher, Mr. Kent Baker, and representatives from the Portage District Library, Ms. Olivia Pennebaker and Ms. Katharyn Jones, updated the Board about their work, including developing a mission and vision statement. They reviewed past CommuniTeen Read authors and titles, and introduced this year's author and book selection - The Testing by Joelle Charbonneau. Members of the Board were given a copy of the book. The CommuniTeen Read event will take place in March 2019; details will be forthcoming. Ms. Walker thanked the Board for their support and responded to questions from Trustees.

Energy Program Update. Mr. Steve Phelps, Maintenance Coordinator and Energy Specialist, provided this annual update, which covered cumulative cost avoidance, cost avoidance trends, energy saving projects completed and current/future energy saving projects. Mr. Phelps addressed questions from the Board.

Bond Project Update. This evening's report came from North Middle School Industrial Technology teacher Matt Swanson and a student. North Middle School eighth grade students had representatives from the new NMS construction site come to their classes. Students had a hands-on presentation and a tour of the area. Students learned about masonry work, teamwork, etc. They answered questions from Trustees.

Mr. Bielang stated the Board could expect a similar type of report each month through the school year, as a new element to the bond project update. Each report will be provided by either Mr. Swanson or

Ms. Amy Franks, Central Middle Industrial Technology teacher, with the assistance of students. The skilled trade area of focus will vary by report. Mr. Cade Damen, OAK Construction Manager, Mr. Swanson and Ms. Frank have collaborated to make this possible – a great way to give students good exposure to the skilled trades.

Change Order / Bond Budget Update. Mr. Dan Rathburn, Project Manager from OAK, detailed change order work by construction change directive for Central Natatorium, Northern AEF, North Middle School, Central AEF and Central Middle School. Mr. Dan Rathburn addressed questions from the Board.

Mr. Dan Rathburn reviewed a financial update for work committed through Bond Change Order 14 and responded to questions from Trustees.

Financial Report. Ms. Paula Johnson, Director of Finance, reviewed details of the financial report for the three-month period ending September 30, 2018. Ms. Johnson also shared recent areas of focus in the Business Office – report work, audit completion, working on FID, and finalizing count day. Ms. Johnson answered questions from the Board.

COMMENTS OR COMMUNICATIONS

President Van Antwerp opened the comments and communications portion of the meeting, and there being no public comment, he opened the floor for Board comments.

Mrs. Willson shared positive comments regarding recent meetings she attended and thanked Ms. Paul Johnson for her work on the audit.

Mr. Bielang shared several items of interest. He thanked board members for attending the recent Natatorium Dedication. The first Elementary Facility Planning Steering Committee meeting is October 24th, which will be facilitated by Dr. Bill DeJong. This Thursday is STEM night at Lake Center Elementary beginning at 6:00 p.m. This Friday at Northern High is the Lunches for Lives Program. Both of our high school football teams are in the playoffs and will compete against each other this Friday evening at Huskie Stadium at 7:00 p.m. Leadership work continues with Studer Education on November 1-2, to include administrators, staff from the Administration Building and district secretaries. The Employee Engagement survey just wrapped up. The District Services Survey will be administered in early November.

CONSENT AGENDA

President Van Antwerp presented the following Consent Agenda items for approval by the Board of Education: approve meeting minutes for the September 24, 2018 Policy Governance Retreat and Regular Business Meeting, the September 24, 2018 Closed Session, and the October 8, 2018 Committee of the Whole Work Session; approve changes to Ends Policy 1.1 as follows: 1.1 Students demonstrate a mastery level of core curriculum standards greater than in prior years, with the long-term goal of approaching or exceeding the highest performing comparable communities; and approve changes to Bylaw 0144.2 as follows: A. Devote sufficient time, thought and study to the performance of the duties and responsibilities of a member of the board and consider resignation from the Board for any extended absence from the District (6 months or more).

There being no objection to the items, the motion carried unanimously.

ACTION ITEMS

Approve Lounsbury Excavating Contract Change

Motion by Mr. Droppers, seconded by Mr. Rathburn, that the Board of Education approve an increase in the Central Athletic Event Facility excavation contract with Lounsbury Excavating for additional underground detention and storm sewer relocation required by the City of Portage in the amount of \$273,810, the funds for which will come from 2016 Bond Fund – Proposal #1 Unallocated Contingency, as presented.

Mr. Dan Rathburn and Mr. Bielang addressed questions from the Board.

The motion carried unanimously.

Red Ribbon Week Proclamation

Motion offered by Mrs. Novaria, seconded by Mr. Rathburn, that the Board of Education approve the Red Ribbon Week Proclamation, as presented.

Mrs. Novaria read the proclamation.

The motion carried unanimously.

Approve Asphalt Paving

Motion by Mrs. Willson, seconded by Mr. Droppers, that the Board of Education authorize Owen-Ames-Kimball Co. to issue Notices of Pending Award, in the amounts indicated for the Central Athletic Event Facilities – Asphalt Paving to Michigan Paving and Materials for \$238,500, 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 will be awarded to this contractor by Portage Public Schools, as presented.

Mr. Bielang reviewed the background on this item. Mr. Dan Rathburn addressed questions from Trustees.

The motion carried unanimously.

DISCUSSION ITEMS

There were no discussion items on the agenda.

With no further business to come before the Board, the meeting was adjourned at 7:40 p.m.

Respectfully submitted,

Barb Atkinson
Recording Secretary

**PROCLAMATION
RED RIBBON WEEK
October 23-31, 2018**

WHEREAS, tobacco, alcohol, prescription drug abuse and other drug usage among young people is a serious concern; and

WHEREAS, it is imperative that a visible and unified effort of education and prevention be continued to reduce the demand for drugs; and

WHEREAS, children of parents who talk to their teens about drugs are 42% less likely to use drugs than those who don't; and

WHEREAS, Portage Public Schools works in partnership with the Portage Department of Public Safety to offer Red Med boxes for the safe disposal of unwanted prescription medication to reduce access to prescription drug abuse; and

WHEREAS, the National Federation of Parents for Drug-Free Youth, the Kalamazoo County Substance Abuse Task Force, and the Portage Public Schools are sponsoring the National Red Ribbon Campaign offering citizens the opportunity to demonstrate their commitment to drug-free lifestyles; and

WHEREAS, the National Red Ribbon Campaign will be celebrated in communities throughout America during "**Red Ribbon Week**", October 23-31, 2018; and

WHEREAS, business, government, law enforcement, schools, religious institutions, service organizations, youth, physicians, senior citizens, the military, sports teams, and individuals will demonstrate their commitment to drug-free, healthy lifestyles by wearing and displaying red ribbons during this week-long campaign; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Portage Public Schools does hereby proclaim October 23-31, 2018 as **RED RIBBON WEEK**, and encourage Portage citizens to participate in drug prevention education activities, showing our commitment to a drug-free community through education about the dangers of drug abuse, and by setting a good example.

BE IT FURTHER RESOLVED, that the Board of Education of the Portage Public Schools encourages all citizens to pledge: **The future is key, so stay drug free.**

Proclaimed this 22nd day of October, 2018
Portage Public Schools Board of Education

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION
COMMITTEE OF THE WHOLE WORK SESSION MEETING**

November 12, 2018

The Committee of the Whole Work Session of the Board of Education of Portage Public Schools held on Monday, November 12, 2018, was called to order at 6:31 p.m. by President Van Antwerp in Conference Room #1 of the Administration Building, 8107 Mustang Drive. He welcomed the audience and the Pledge of Allegiance was recited.

Board Trustees Present: Kurt Droppers, Terri Novaria, Rusty Rathburn, Celeste Shelton-Harris, Bo Snyder, Randy Van Antwerp, Joanne Willson (Mrs. Willson participated via speaker phone.)

Board Trustees Absent: None

REVISIONS/APPROVAL OF AGENDA

Motion offered by Mr. Droppers, seconded by Dr. Shelton-Harris, that the Board of Education approve the agenda as printed.

The motion carried unanimously.

REPORTS

Superintendent's Report

2017-18 Audit Presentation. Ms. Paula Johnson, Director of Finance, shared introductory comments regarding the 2017-18 Audit and introduced Mr. Kim Lindsay, Auditor from Rehmann Robson. Mr. Lindsay shared the District received a "clean" audit opinion with no findings or reportable conditions and complimented Ms. Johnson and her staff for their work. Mr. Lindsay reviewed details of the 2017-18 Comprehensive Annual Financial Report, Single Audit Act Compliance Report, and Management Letter and addressed questions from Trustees.

Bond Project / Budget Update. Mr. Ron Herron, Assistant Superintendent of Operations, provided a brief update on the status of bond work. The Central Natatorium is now certified, allowing us to host large (state) events. At the Northern AEF discus fencing is going in this week. At the North Middle School site work continues to enclose the building, temporary heat to be installed, and trades are working above the ceilings with fine finishes to start soon. At the Central Middle School site work includes: pouring concrete floors and rough-in of mechanical/electrical. At Central AEF work includes: parking lot curb work, shoring up work of existing locker rooms, inside demolition of some mechanical/electrical/plumbing, and masonry blocks are up at the concession stand. Mr. Herron added January promises to be a busy month for bids.

Mr. Herron invited board members to a tour of the North Middle School site on December 10, 2018.

Mr. Herron responded to questions from the Board.

2020 Field Trip to France. Dr. Michael Pascoe, Assistant Superintendent of Instruction and Assessment, introduced Ms. Rachel Flachs, Central High French Teacher. Ms. Flachs detailed plans for a student trip to France in 2020 and responded to Trustee questions.

Monitoring Report 1.1, Global Ends (State). Superintendent Mark Bielang provided introductory remarks. Mr. Mike Huber, Director of Curriculum, detailed the report, which focused on State Measures – the M-STEP Assessment. Mr. Huber highlighted data comparisons with comparable communities and trends. Mr. Huber addressed questions from the Board.

COMMENTS OR COMMUNICATIONS

President Van Antwerp opened the comments and communications portion of the meeting. Dr. Shelton-Harris read the guidelines for public participation.

Sarah Beuker addressed the Board regarding the health impact of student vaping, juuling, and e-cigarettes. President Van Antwerp thanked Ms. Beuker for her comments.

Judi Santek congratulated the re-elected board members and addressed the Board regarding parking and parking signage. President Van Antwerp thanked Ms. Santek for her comments.

President Van Antwerp opened the floor for Trustee comments.

Dr. Shelton-Harris expressed her appreciation for the sympathy card she received from the Board and Superintendent.

Mr. Rathburn commented on student vaping and expressed pride in our schools and our students.

Mrs. Novaria applauded our Marching Band, the student performances of *Clue* and *Les Miserables*, and commented on student vaping.

Mr. Snyder congratulated the re-elected board members and thanked them for their service. Mr. Snyder also commented on student vaping.

Mr. Van Antwerp thanked Trustees for completion of their self-assessment, shared there is a new sense of pride and positive energy at Portage Northern since the new stadium opened, informed Trustees that Youth for Christ purchased a trailer at Colonial Acres with the intent of transforming it into an after-school facility for students. Mr. Van Antwerp also commented the Board's Audit Committee met today.

CONSENT AGENDA

There were no items on the Consent Agenda.

ACTION ITEMS

Acceptance of 2017-18 Audit

Motion by Mr. Droppers, seconded by Mrs. Novaria, that the Board of Education accept the 2017-18 Comprehensive Annual Financial Report, Single Audit Act Compliance Report, and Management Letter, as presented.

Upon a roll call vote, the motion carried unanimously.

Acceptance of Monitoring Report 2.2, Treatment of Staff

Motion by Mrs. Novaria, seconded by Mr. Snyder, that the Board of Education accept as presented the Monitoring Report on 2.2, Treatment of Staff, as a reasonable interpretation and evidence of compliance with policy.

Mr. Bielang shared highlights of Monitoring Report 2.2.

Upon a roll call vote, the motion carried unanimously.

Acceptance of Monitoring Report 2.3, Compensation and Benefits

Motion by Mr. Snyder, seconded by Mr. Rathburn, that the Board of Education accept as presented the Monitoring Report on 2.3, Compensation and Benefits, as a reasonable interpretation and evidence of compliance with policy.

Mr. Bielang briefly reviewed his report.

Upon a roll call vote, the motion carried unanimously.

Approve Parent Advisory Committee Nomination

Motion by Dr. Shelton-Harris, seconded by Mrs. Novaria, that the Board of Education approve the nomination of Kendall Newhouse to the Special Education Parent Advisory Committee at KRESA, as presented.

Superintendent Bielang shared background information on the Parent Advisory Committee and their role.

Upon a roll call vote, the motion carried unanimously.

DISCUSSION ITEMS

Recommendation for 2020 Field Trip to France

Details of the trip were shared under the Superintendent's Report portion of the minutes.

Summer Tax Collection Resolution

Ms. Johnson reviewed background information and purpose for the resolution and responded to Trustee questions.

Operational Policy Revisions

Mr. Bielang briefly reviewed the bylaw and operational policy changes received from NEOLA. Trustees shared comments.

Recommendation for NHS Auditorium Roof Repair

Mr. Herron reviewed background information and the recommendation for this item. Mr. Herron responded to questions from the Board.

With no further business to come before the Board, the meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Barb Atkinson
Recording Secretary

November 26, 2018

Janet Johnstone
Coordinator of Instructional Services
Phone: 269.323.5140
fax: 269.323.5141
jjohnstone@portageps.org

TO: Mark Bielang
DATE: October 22, 2018
FROM: Janet Johnstone/Dr. Michael Pascoe
SUBJECT: Central High School 2020 field trip to France

RECOMMENDATION:

I recommend the approval for Portage Central High School's French Club to travel to France, as described in the attached material. The trip dates are set for June 22-July 1, 2020.

BACKGROUND:

Rachel Flachs is proposing a student trip to France for June 22-July 1, 2020. They will spend 11 days out-of-country. The purpose is for the students to meet several language and cultural curriculum and educational goals as outlined in the attached. The families involved will be responsible for the cost. The students will not miss any days of instructional time. Chaperones will be a ratio of approximately 1 adult to every 5 students (number attending: 20).

I have reviewed this proposal and support it.

JJ/MP
Attachments

The primary purpose of school approved student trips is to provide substantive curricular, co-curricular, and extracurricular enhancement not available in the local setting. It is not the intent of Policy #2340/AG #2340A to establish annual travel opportunities. Recognizing this purpose, consideration of trip approval begins with an evaluation of the special nature of the enrichment activities and the relationship of the trip's education goals to the curricular, co-curricular, or extracurricular activity.

If this trip requires Portage PS transportation, please be sure to submit a transportation request form along with a copy of this form to your principal for initial approval. These requests need to be submitted with **at least two (2) weeks notice**.

International Trips: If any duration of this trip is spent out of country, the request needs to be submitted with **at least four (4) months notice** to provide sufficient time to obtain all levels of approval. Please note that you may be asked to present your educational trip request to the Portage Board of Education.

SECTION 1

School	CHS	Group	French Club	Date of Request	10/1/2018 11:26:41	
Start Date	6/22/2020	Departure Time	5:00:00 PM	Amount of Instructional Time Lost	none	
End Date	7/1/2020	Return Time	5:00:00 PM	PPS Transportation?	No	ASN:

SECTION 2

Trip Destination: France

Educational Goal(s)/Purpose of Trip:

Included in a separate document

SECTION 3

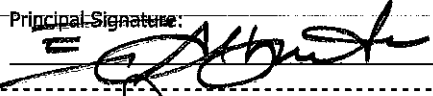
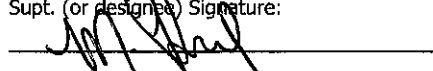
# of Students	~20	# of Staff Chaperones	~2	# of Additional Adult Chaperones	~2
Estimated Cost per Student	\$4,727	Estimated Cost of Trip	\$4,727		
Funds Provided by	Private/Family	Amount per Funding Source			

SUPERVISOR/PERSON IN CHARGE

Name	Rachel Flachs	Contact Phone #	616-405-3877
Signature:		Date:	Oct 1, 2018

Reminder: Attach any additional documentation if applicable (i.e., Itineraries, Benchmarks/Standards, Travel company contracts, etc.)

Office Use ONLY:

Principal Decision:	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove	Principal Signature:		Date:	10.2.2018
Superintendent (or designee) Decision:	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove	Supt. (or designee) Signature:		Date:	October 24, 2018

Principal/Office Staff: Route Trip request form and transportation request form (if applicable) to Instructional Services Office (Janet Johnstone) once completed.

Documents included:

- Page 1: Cover page
- Page 2: Specific Educational Goals
- Page 3: Tentative Itinerary
- Pages 4-5: Why travel abroad enhances learning

Specific Educational Goals of the Trip to France:

C1.1N.SL.i Ask for and obtain information in everyday situations in the target language about time, place, price, size, relating to restaurants, stores, transportation, and services

C1.2.A.L.b Understand interpersonal communication, spoken messages, interviews, group discussions and lectures in the target language on a variety of familiar and unfamiliar topics

C4.1.A.c Recognize that register/honorifics reflect culture, and use this knowledge to adjust language accordingly and strengthen the understanding of both languages

C4.1.A.d Recognize that phonological features (such as pronunciation, intonation, and tone) reflect culture, and use this knowledge to adjust language accordingly and strengthen the understanding of both languages

C4.2.A.a Describe the institutions, values, beliefs, and perspectives that serve as the foundation of the target culture practices and compare them to one's own

C5.2.A.a Seek opportunities and use the target language in real life situations within the community

Tentative itinerary:
Traveling with WorldStrides International
Discovery Programs

Day 1 : Start tour

Day 2 : Bonjour Paris

Day 3 : Paris landmarks

- Paris guided sightseeing tour: Arc de Triomphe, Champs-Élysées, Eiffel Tower, Les Invalides, Notre Dame Cathedral visit
- Louvre visit: The world's largest art museum, the Louvre is housed in a Medieval fortress-turned-castle so grand it's worth a tour itself.

Day 4 : Paris

- Versailles Guided Excursion: The ultimate palace, Versailles was built by Louis XIII, and housed the royal family and its groveling court from 1682, when the Sun King moved in, to the French Revolution.
- LEAP Seize the Château!: A lively role-play puts you in the shoes of the monarchy, clergy, nobility, bourgeoisie, or peasantry to explore the issues underlying the French Revolution.
- Chartres Cathedral visit: Built on an ancient worshipping ground to house a piece of the Virgin Mary's veil (which is still on display), this 13th-century Gothic church is best known for its windows. With over 20,000 square feet of stained glass, visiting Chartres can be like walking around inside a large jewel.
- Eiffel Tower ascent

Day 5 : Paris - Biarritz

- Travel to Biarritz on the TGV : Take France's fastest train to coastal Biarritz, whose fame as a favorite bathing spot for international royalty earned it the nickname "The Queen of Beaches and the Beach for Kings." Once a whaling town, Biarritz now boasts some of the best surfing in Europe, fantastic views along the Basque coast, and a relaxed resort atmosphere.
- Biarritz tour director-led sightseeing: Although originally a whaling port, Biarritz was transformed into a retreat for the affluent after Empress Eugenie (wife of Napoleon III) began travelling there.

Day 6 : Biarritz

- Guggenheim Museum visit:
- San Sebastián Tour Director-led sightseeing: Though one of Spain's most popular resorts, San Sebastián is not just beaches. With your Tour Director you'll visit the old quarter, centered around Plaza de la Constitución (known to locals as "La Consti"). Look for the numbers on the balconies around the square – the plaza was once used for bullfighting, and those balconies were rented as private boxes for spectators.

Day 7 : Biarritz - Provence

- Travel to Provence via Carcassonne: Medieval Carcassonne looks like a fairytale city from the past -- its turreted citadel, crenelated city walls, and Gothic arched city gates bring you back to the 13th century.
- Carcassonne visit: Venture to the medieval walled town of Carcassonne, famous for its medieval citadel and imposing watchtowers.

Day 8 : Provence

- Nîmes tour director-led sightseeing: Nîmes amphitheater visit, Maison Carrée visit
- LEAP En Garde!: Which is mightier—the pen or the sword? You decide! Learn basic calligraphy and fencing moves to gain new insight into old-world traditions.

Day 9 : Provence - Nice

- Travel to Nice:
- Nice Tour Director-led sightseeing tour: The Côte d'Azur's largest city spills down the hillsides to pebble beaches that line the shore. Your Tour Director will show you around the narrow pedestrian streets and tiny squares of "Le Vieux Nice" (Old Town), which is sprinkled with old palaces and mansions. Stroll down the Promenade des Anglais, which runs parallel to the water.
- LEAP Painters' Provence: Make a sales pitch for a masterpiece by Cezanne, Monet, or another artist whose works highlight Provencal landscapes. Understand the impact that the light and landscape had on these artists.

Day 10 : Return Home

- Depart France: Board a flight home.

Language, culture, and connections: How travel abroad enhances student learning

The Eiffel Tower, the palace of Versailles, the D-Day beaches, sidewalk cafés, walking along the Champs-Élysées, buying a cup of Parisian coffee, enjoying a French baguette: these are all experiences that students will have if they seize the opportunity to travel to France with Portage Central High School in June 2016. While having these amazing experiences, students will also fulfill many state standards for World Languages and enrich their IB learner profile. They will be enhancing their linguistic and cultural knowledge, as well as making connections to their own culture(s).

Students will have countless opportunities to improve their French language skills in an authentic context. This trip is designed for those who have completed at least French III with a C or better. They will have the base knowledge to be able to communicate and to add to their linguistic skills. The following state of Michigan World Language standards will be met during this trip, relating to improving language skills:

- C1.1N.SL.i Ask for and obtain information in everyday situations in the target language about time, place, price, size, relating to restaurants, stores, transportation, and services
- C1.2.A.L.b Understand interpersonal communication, spoken messages, interviews, group discussions and lectures in the target language on a variety of familiar and unfamiliar topics
- C4.1.A.c Recognize that register/honorifics reflect culture, and use this knowledge to adjust language accordingly and strengthen the understanding of both languages
- C4.1.A.d Recognize that phonological features (such as pronunciation, intonation, and tone) reflect culture, and use this knowledge to adjust language accordingly and strengthen the understanding of both languages.
- C5.2.A.a Seek opportunities and use the target language in real life situations within the community

By participating in this trip, students will also be enriching their knowledge of the target culture and making connections to their own culture(s). Reading about and studying culture in textbooks is good, but experiencing it meaningfully is something completely different. The first time you taste the freshness French bread, the first time you chitchat with a shopkeeper, the first time you stand in a medieval castle: these are experiences that will change you and will change your perspective of your own

background and culture. I never realized how short the life of our country was (a couple centuries) until I stood inside Notre Dame, marveling at the fact that it took more than five centuries to complete it in its entirety. While on this trip to France, students will be meeting the following state of Michigan World Language standards relating to culture and connections:

- C4.1.A.c Recognize that register/honorifics reflect culture, and use this knowledge to adjust language accordingly and strengthen the understanding of both languages
- C4.1.A.d Recognize that phonological features (such as pronunciation, intonation, and tone) reflect culture, and use this knowledge to adjust language accordingly and strengthen the understanding of both languages
- C4.2.A.a Describe the institutions, values, beliefs, and perspectives that serve as the foundation of the target culture practices and compare them to one's own.

Travel abroad will not only strengthen the curriculum based on the state of Michigan's standards for World Languages, but will also enhance the learner profile based on the International Baccalaureate curriculum. Traveling to France will make IB learners:

- *Better inquirers:* Students' natural curiosity will be nurtured and encouraged while traveling abroad. Students will actively enjoy learning and will be engaged participants throughout the trip.
- *More knowledgeable:* They will gain in-depth knowledge of not only monuments and attractions, but also the history and culture that surround those monuments and attractions.
- *Better communicators:* Students will have the opportunities to practice their French and to understand the nuances of true communication, verbal and nonverbal.
- *More open-minded:* Students will see how differing values, perspectives, and traditions are expressed in another society, as well as how to better understand and appreciate their own culture(s) because of this. They will appreciate both cultural points of view.
- *More reflective:* Students will better understand their culture(s) and themselves. At the end of the trip, I ask students to do a reflection activity where they assess their own growth as a result of their new experiences abroad.

While experiencing the language and culture of France, students will engage in learning that is beyond knowledge and comprehension. They will visit a cooking school and cook a meal under the direction of professional teaching chefs. They will learn about the World War II soldiers' stories more in depth. They will apply, analyze, synthesize, and evaluate the world around them. They will consider different future paths of study,

and perhaps more globally-minded occupations. They will be more academically motivated. As a result, their classroom learning will be enhanced, and these students will be able to return and enrich the classroom experiences of their peers as well. By extending the classroom beyond the four walls, students will learn more and become better IB learners!

November 26, 2018

Portage Public Schools

THE FUTURE LEARNS HERE

Mark T. Bielang
Superintendent
Phone: 269.323.5147
Fax: 269.323.5149
mbielang@portageps.org

TO: Board of Education
FROM: Mark T. Bielang, Superintendent
DATE: November 7, 2018
RE: Operational Policy Revisions and Updates
COPY: Executive Team, Principals and Assistant Principals

The proposed new, revised and replacement Operational Policies included in this update have been prepared and reviewed by NEOLA's legal counsel for statutory compliance and further reviewed by appropriate District Administrators, or in the case of bylaws, the Board President.

The following Operational Policies are being recommended for revision, update, inclusion or replacement. A brief explanation of the change, as provided by NEOLA, is included. The entire Policy language is available for review at the Administration Building.

Bylaw 0100 – Definitions (Revised)

Several definitions have been added and/or modified to provide greater clarity of meaning.

Bylaw 0122 – Board Powers (Revised)

This bylaw has been revised to specifically reference prohibited subjects of bargaining found in the Public Employment Relations Act.

Bylaw 0131.1 – Bylaws and Policies (Revised)

Language has been added to this bylaw adding the expectation that Board members are covered by the Board's policies.

These revisions are recommended but not required.

Bylaw 0143.1 – Public Expression of Board Members (Revised)

This revision clarifies language regarding public comments and statements by board members.

Bylaw 0165.6 – Cancellation (NEW)

Bylaw 0166 – Agenda (Revised)

Bylaw 0167.1 – Voting (Revised)

Bylaw 0167.2 – Closed Session (Revised)

These bylaw revisions are offered to provide specific statutory language to clarify procedures utilized in planning and conducting meetings of the board.

Bylaw 0167.3 – Public Participation at Board Meetings (Revised)

This Bylaw has been revised to reflect current case law on public participation and a drafting note has been provided for one of the options to explain how the option operates in practice. An addition was made to the presiding officer’s rights to run the meeting without disruption.

This revision is recommended for adoption.

Bylaw 0167.6 – Use of Social Media (NEW)

This new bylaw provides definition for social media and prohibits its use to conduct Board business.

These bylaw revisions are based on questions and issues raised by Michigan client school districts. The suggestions have been drafted and vetted for compliance by Neola’s legal counsel and by MASB’s legal counsel.

These revisions are recommended for consideration and adoption.

Operational Policy 1422/3122/4122 – Nondiscrimination and Equal Employment Opportunity (Revised)

Operational Policy 1662/3362/4362 - Anti-Harassment (Revised)

Operational Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity (Revised)

Operational Policy 5517 - Anti-Harassment (Revised)

Operational Policy 5517.02 - Sexual Violence (Revised)

Revisions to these policies include a section addressing the District’s responsibility to maintain investigatory records acquired or created during processes of investigation and review of complaints and/or allegations of discrimination or harassment. Such records have routinely been required by the U.S. Department of Education’s Office for Civil Rights (OCR) during their review of such cases.

These revisions are strongly recommended for adoption.

Operational Policy 2112 - Parent and Family Engagement (Revised)

Operational Policy 2261 - Title I Services (Revised)

Operational Policy 2261.01 – Parent and Family Member Participation in Title I Programs (Replacement)

Operational Policy 2261.03 - District and School Report Card (Local Only) (New)

Operational Policy 2700 – P.A. Annual Reports (Local Only) (Revised)

Revisions to these policies reflect requirements of the Every Student Succeeds Act (ESSA) amendments to the Elementary and Secondary Education Act and components of the State’s plan for implementing these provisions. Revisions include definitions and focus on parent and family engagement (including MDE’s definition of family engagement and family engagement principles), attention to “supplement v supplant” requirements, and data collection and reporting requirements.

These revisions are strongly recommended for adoption.

Operational Policy 2271 – Postsecondary (Dual) Enrollment Option Program (Revised)

Revisions to this policy are a result of HB 4735 (P.A. 11-2018), which became effective in May 2018. This legislation amends the Postsecondary Enrollment Options Act to expand the eligible postsecondary institutions with which a student may participate in dual enrollment programs to include out-of-state institutions for pupils in districts, or public school academies or nonpublic schools located in districts, that border other states.

These revisions reflect the current state of the law and should be adopted to maintain accurate policies.

Operational Policy 3120 – Employment of Professional Staff (Revised)

Operational Policy 3130 – Assignment and Transfer (Revised)

Revisions to these policies are based on P.A. 233-2018 revisions to MCL 380.1233b, permitting the Superintendent to employ non-certificated instructors and/or substitutes who meet specific qualifications in certain industrial technology or career and technical education programs. These provisions are effective on September 25, 2018.

These policies reflect the current state of the law and should be adopted to maintain accurate policies.

Operational Policy 4162 – Controlled Substance and Alcohol Policy for Commercial Motor Vehicle

(CMV) Drivers and Other Employees Who Perform Safety Sensitive Functions (Revised)

This policy has been revised to reflect the latest rule changes by the U.S. Department of Transportation (DOT). These revisions have been cited in recent DOT audits of districts in several regions.

This revision reflects the current state of Federal regulations and should be adopted to maintain accurate policies.

Operational Policy 5330 – Use of Medications (Revised)

A legislative change in HB 5379 modifies MCL 380.1179 which allows student to possess and self-apply sunscreen. Operational Policy 5530 has been updated to include the change. Districts need not regulate nonprescription sunscreen as a medication, and may not prevent students from possessing and applying it at school or school-sponsored events upon written authorization of the parent/guardian.

This revised policy reflects the current state of the law and should be adopted to maintain accurate policies.

Operational Policy 5460 – Graduation Requirements (Revised)

Revisions to this policy are a result of statutory changes. HB 4106 requires credit be awarded for successful completion of approved internships and work experiences.

These revisions reflect the current state of the law and should be adopted to maintain accurate policies.

Operational Policy 5540 – Interrogation of Students (Revised)

This revision clarifies procedures for law enforcement/Children’s Protective Services (CPS) interrogation of students, while maintaining “in loco parentis” responsibilities.

This revision is recommended for adoption.

Operational Policy 5610 – Emergency Removal, Suspension, and Expulsion of Students (Replacement)

Operational Policy 5610.01 – Expulsions/Suspensions - Required by Statute (Rescind)
Operational Policy 5611 - Due Process Rights (Revised)

Revisions to this policy are a result of HB 5531 (P.A. 145-2018) regarding additional statutory bases for suspension or expulsion of a student from school. All factors listed must be considered before discipline (suspension or expulsion) is imposed under the new language. The content from Operational Policy 5610.01 has been included in Operational Policy 5610 so Operational Policy 5610.01 should be rescinded. Operational Policy 5611 has been revised to delete references to Operational Policy 5610.01 (incorporated into Operational Policy 5610).

These revised policies reflect the current state of the law and should be adopted to maintain accurate policies.

Operational Policy 5630.01 – Student Seclusion and Restraint (Revised)

Revisions to this policy are based on the provisions of P.A. 260-2018 which added the definition of “Law Enforcement Personnel” and added to the definition of “School Personnel”.

These revisions reflect the current state of the law and should be adopted to maintain accurate policies.

Operational Policy 6325 - Procurement – Federal Grants/Funds (Revised)

These revisions are in response to the issuance of Memorandum M-18-18 by the U.S. Office of Management and Budget raising the financial thresholds in several categories of procurement utilizing Federal funds. Be sure that established thresholds are consistent with those established in Operational Policy 6320 and State law.

This revised policy is strongly recommended for adoption.

Operational Policy 6350 – Prevailing Wage Coordinator (Rescind)

This policy should be rescinded since the Michigan Legislature approved the legislative initiative as petitioned by the Protect Michigan Taxpayers group thus repealing Michigan’s prevailing wage.

Operational Policy 8210 – School Calendar (Revised)

This revision includes required hours of student instruction and days of instruction in accordance with MCL 388.1701 and deletes phase-in language which is no longer needed.

This revision reflects the current state of the law and should be adopted to maintain accurate policies.

To: Mark Bielang, Superintendent
From: Ron Herron, Assistant Superintendent of Operations
Cc: Al Shearer, Facilities Manager and Paula Johnson, Director of Finance
Date: November 1, 2018
Subj: Recommendation for the Northern High School Auditorium Roof Repair Project

RECOMMENDATION

That the Board of Education approves a construction contract to Hoekstra Roofing of Kalamazoo, Michigan for the Northern High School (NHS) Auditorium Roof Repair Project. A total project cost of \$44,000 will be paid with an insurance claim through the 2018/2019 General Fund.

BACKGROUND INFORMATION

Damage to the roof edge around the perimeter of the NHS auditorium roof was noted last summer after a wind storm. We were able to work through the roof manufacturer and our insurance provider to determine that this damage was indeed a insurance claim. The project involves the removal and replacement of the perimeter edge wood framing, roof membrane and roof edge metal on this section of the building.

BIDDING PROCESS

This project was competitively bid and the recommended contractor (Hoekstra Roofing) submitted the low bid for the project. The attached "Bid Tab" spreadsheet shows the bidders and their bid amounts. Jeff Boss (Hoekstra, Estimator) was interviewed through the bidding and negotiating process and has confirmed his confidence in the bid and has committed to completing the projects by the spring of 2019.

Hoekstra Roofing has an extensive history of working on school construction projects and with the district.

PROJECT COST INFORMATION

Auditorium Roof Repair	\$ 38,573
Contingency (approximately 10%)	\$ 3,427
Design Services	\$ 2,000
Project Cost:	\$ 44,000

If you have any questions, please feel free to contact me regarding this recommendation.

Bid Tab
 Northern High School - Auditorium Roof Repair
 10/22/2018

Bidder	Total	Noncollusion	Governmental Certification	Responsibiity Certificate	Comments
Hoekstra	\$ 38,573	X	X	X	Recommended Contractor
Great Lakes	\$ 51,840	X	X	X	
Division 7	\$ 67,620	X	X	X	

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – REGULAR BUSINESS MEETING
CONFERENCE ROOM 1 – ADMINISTRATION BUILDING
NOVEMBER 26, 2018, 6:30 P.M.**

Note Page

VI. Required Action Items

1. Approve Summer Tax Collection Resolution (EL 2.4)

Recommended Motion:

Motion offered by _____, seconded by _____, that the Board of Education approve the Summer Tax Collection Resolution, as presented.

TO: Mark Bielang, Superintendent
FROM: Paula Johnson, Director of Finance
DATE: November 5, 2018
SUBJECT: Summer Tax Collection Resolution

Recommendation

That the Board of Education approve the attached resolution that authorizes the Portage Public Schools to continue our summer tax collections in 2019.

Background Information

Attached is a resolution regarding the authorization of summer tax collections which was prepared by Thrun Law Firm. This resolution is similar to the resolution that has historically been approved by the Board each year. By referencing the resolution passed by the Board of Education in 1995, it facilitates the approval of a summer property tax levy without having to place a notice in a newspaper of general distribution and eliminates the need to hold a public hearing. This will eliminate a great deal of confusion on the part of the public and also saves the District approximately \$500 in publication fees.

The Board is still required to notify all taxing jurisdictions before January 1, 2019 of our intent to levy summer taxes. In previous years we have limited our summer collection to the City of Portage due to the collection costs that the other tax units have proposed. In conjunction with the other Districts in Kalamazoo County who levy taxes in the City of Kalamazoo, we continue to analyze the possibility of collecting summer taxes with them as they have updated their charter with regard to tax collections.

As almost 96% of our tax collections come from the City of Portage, the summer tax collection allows the District to continue operating without state aid collections in the month of September. Without the summer tax collection, the District would need to borrow operating funds for cash flow purposes.

I'd be happy to answer any questions that you or Board members may have on this resolution.

PORTAGE PUBLIC SCHOOLS

RESOLUTION ON SUMMER TAX COLLECTIONS

WHEREAS, this Board of Education by resolution on **December 11, 1995**, determined to impose a summer tax levy to collect all of school property taxes, including debt service, upon property located within the district, beginning with 1996 and continuing from year to year until specifically revoked by this Board of Education.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. This Board of Education pursuant to 1976 PA 451, as amended (the “School Code”), hereby invokes its previously adopted ongoing resolution imposing a summer tax levy of all school property taxes, including debt service, upon property located within the district and continuing from year to year until specifically revoked by this Board of Education and requests each city and/or township in which this districts located to collect those summer taxes.

2. The Superintendent, or his/her designee, is authorized and directed to forward to the governing body of each city and/or township in which this district is located a copy of this Board’s resolution imposing a summer property tax levy on an ongoing basis and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2019 in the amount as specified in this resolution. Such forwarding of the resolution and the request to collect the summer tax levy shall be sent so that they are received by the appropriate governing bodies before January 1, 2019.

3. Pursuant to and in accordance with Section 1613(1) of the School Code, the Superintendent or his/her designee is authorized and directed to negotiate on behalf of this district with the governing body of each city and/or township in which the district is located for the reasonable expenses for collection of the district’s summer tax levy that the city and/or township may bill under MCLA 280.1611 or MCLA 280.1612. Any such proposed agreement shall be brought before this Board for its approval or disapproval.

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

Resolved this 26th day of November, 2018.

AYES: Members: _____

NAYS: Members: _____

ABSENT: Members: _____

Roll Call Vote: Passed: _____ Failed: _____

The Resolution on Summer Tax Collections is declared adopted this 26th day of November 2018 by the Portage Public Schools Board of Education.

Board of Education Secretary

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – REGULAR BUSINESS MEETING
CONFERENCE ROOM 1 – ADMINISTRATION BUILDING
NOVEMBER 26, 2018, 6:30 P.M.**

Note Page

VII. Discussion Items

1. WMS Switchgear Recommendation (OP 6320)

Information and Technology Systems
8107 Mustang Drive, Portage, MI 49002
(269) 323-5100 -- help@portageps.org

MEMO

To: Mark Bielang, Superintendent
Fr: Daniel J. Vomastek, Director
Dt: November 16th, 2018
Re: Recommended Cisco Switchgear Purchase

RECOMMENDATION

I recommend the Board of Education approve the purchase of Cisco switches, along with related items, from Presidio (Caledonia, MI) in an amount not to exceed \$48,738.36 proceeds coming from the 2016 Bond Construction Fund #1.

BACKGROUND

This switchgear purchase is targeted for West Middle School and is intended to add capacity and improve overall service. As a part of the planned renovations, we will be addressing problems with wireless coverage, phone service, and surveillance at the site. This replacement switchgear is the core component of this effort.

While the existing switchgear at WMS is not able to support the increased demands at the site, it is still viable. We will deploy in lower-demand areas as needed, or hold in stock for replacement and/or emergency needs.

AWARD INFORMATION

This purchase is being made via the State of Michigan contract with Presidio and Cisco, as such, no RFP was required. The purchase price includes three years of licensing, support, and service.

I would be happy to answer any other questions you or the Board might have.

TO: Portage Public Schools
Greg Stuart
8107 Mustang Drive
Portage, MI 49002

gstuart@portageps.org
(p) 269.323.5103

FROM: Presidio Networked Solutions Group, LLC
Max Wolfgang
6355 East Paris Ave
Caledonia, MI 49316-9139

mwwolfgang@presidio.com
(p) 616.871.1560
(f) 616.871.1685

BILL TO: Portage Public Schools
Accounts Payable
Accounting Dept.
8107 Mustang Drive
Portage, MI 49002

mcaswell@portageps.org
(p) .

SHIP TO: Portage Public Schools
Greg Stuart
8107 Mustang Dr
Technology Department
Portage, MI 49002

gstuart@portageps.org
(p) 269.323.5103

Customer#: PORTA009
Account Manager: Max Wolfgang
Inside Sales Rep: Julie Blake
Title: Cat9k Switches

Contract Vehicle: Michigan REMC 2014 Computer and Networking Cisco

#	Part #	Description	Unit Price	Qty	Ext Price
C9500-16X-E					
1	C9500-16X-E	Catalyst 9500 16-port 10Gig switch, Essentials	\$8,267.50	2	\$16,535.00
2	C9500-NW-E	C9500 Network Stack, Essentials	\$0.00	2	\$0.00
3	S9500UK9-168	UNIVERSAL	\$0.00	2	\$0.00
4	PWR-C4-950WAC-R	950W AC Config 4 Power Supply front to back cooling	\$0.00	2	\$0.00
5	PWR-C4-950WAC-R/2	950W AC Config 4 Power Supply front to back cooling	\$1,050.00	2	\$2,100.00
6	CAB-TA-NA	North America AC Type A Power Cable	\$0.00	4	\$0.00
7	C9500-NM-BLANK	Catalyst 9500 network module blank cover	\$0.00	2	\$0.00
8	C9500-DNA-16X-E	C9500 DNA Essentials, Term licenses	\$0.00	2	\$0.00
9	C9500-DNA-L-E-3Y	DNA Essentials 3 Year License	\$500.00	2	\$1,000.00
10	CON-SNT-C95016EX	SNTC-8X5XNBD Catalyst 9500 16-port 10Gig switch, Netw	\$2,159.82	2 for 36 mo(s)	\$4,319.64
				Total:	\$23,954.64
C9300-48P-E					
11	C9300-48P-E	Catalyst 9300 48-port PoE+, Network Essentials	\$5,002.50	3	\$15,007.50
12	C9300-NW-E-48	C9300 Network Essentials, 48-port license	\$0.00	3	\$0.00
13	S9300UK9-168	UNIVERSAL	\$0.00	3	\$0.00
14	PWR-C1-715WAC	715W AC Config 1 Power Supply	\$0.00	3	\$0.00
15	CAB-TA-NA	North America AC Type A Power Cable	\$0.00	3	\$0.00
16	C9300-NM-8X	Catalyst 9300 8 x 10GE Network Module	\$1,275.00	3	\$3,825.00
17	STACK-T1-1M	1M Type 1 Stacking Cable	\$100.00	3	\$300.00

18	CAB-SPWR-150CM	Catalyst Stack Power Cable 150 CM - Upgrade	\$50.00	3	\$150.00
19	C9300-DNA-E-48	C9300 DNA Essentials, 48-Port Term Licenses	\$0.00	3	\$0.00
20	C9300-DNA-E-48-3Y	C9300 DNA Essentials, 48-port - 3 Year Term License	\$560.00	3	\$1,680.00
21	C9300-SPS-NONE	No Secondary Power Supply Selected	\$0.00	3	\$0.00
22	PWR-C1-BLANK	Config 1 Power Supply Blank	\$0.00	3	\$0.00
23	CON-SNT-C93004PE	SNTC-8X5XNBD Catalyst 9300 48-port PoE+, Network Esse	\$1,273.74	3 for 36 mo(s)	\$3,821.22
Total:					\$24,783.72

	Sub Total:	\$48,738.36
	Grand Total:	\$48,738.36

This quote is governed by Terms and Conditions of REMC 2014 Cisco Computer and Networking Contract
 Standard-Terms-for-Purchase-of-Services or Goods
 Quote valid for 30 days from date shown above.
 All prices subject to change without notice. Supply subject to availability.

Purchase Order should be issued to:
 Presidio Networked Solutions Group LLC
 6355 East Paris Ave
 Caledonia, MI 49316

Pursuant to this contract your PO must reflect the following contract:
 REMC 2014 Cisco Computer and Networking Contract

Tax ID# 58-1667655; Size Business: Large; CAGE Code: OKDO5; DUNS#15-405-0959; CEC 15-506005G
 Credit: Net 30 days (all credit terms subject to prior Presidio credit department approval)
 Delivery: FOB Terms Destination

Customer hereby authorizes and agrees to make timely payment for products delivered and services rendered, including payments for partial shipments

 Customer Signature

 Date