

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

**PORTAGE PUBLIC SCHOOLS' ADMINISTRATION BUILDING, CONF. RM. #1, 8701 MUSTANG DRIVE,  
PORTAGE, MI 49002  
SEPTEMBER 23, 2019, 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  
ADMINISTRATION BUILDING – CONFERENCE RM #1  
SEPTEMBER 23, 2019, 6:30 P.M.**

**Note Page**

**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).



Handout provided at 9.23.19  
regular meeting

Portage Public Schools - 2015 Bond Program  
Financial Update - work committed thru Bond Change Order 23

Bond Proposal	Total Budget	Committed+Budgeted	Previous Variance	Current Variance	Change in Variance
1	128,000,000	126,397,114	(1,602,887)	(1,602,887)	0
2	16,000,000	15,868,419	(131,581)	(131,581)	0
			(1,734,468)	(1,734,468)	0

Commitments to date:

Bond Proposal 1	Budget	Actual/Committed	Previous Variance	Current Variance	Change in Variance
North Middle School & Site	34,367,860	32,058,900	(2,308,960)	(2,308,960)	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	3,835,944	15,928	15,928	0
PCEC Building Renovation	3,953,086	689,432	(3,263,654)	(3,263,654)	0
West Middle School Renovation	6,504,205	8,324,394	1,820,189	1,820,189	0
Northern Natatorium	11,005,132	12,600,972	1,595,840	1,595,840	0
Professional Services	6,015,503	5,939,333	(76,170)	(76,170)	0
Other	1,870,552	2,794,271	923,719	923,719	0
Busses	3,000,000	1,020,746	0	0	0
Technology	5,450,000	2,817,879	288,148	288,148	0
	124,566,356	117,313,946	(2,352,887)	(2,352,887)	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					
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
	8,333,167	9,083,167	750,000	750,000	0
Bond Proposal 2					
FF&E	133,572	133,572	0	0	0
	133,572	133,572	0	0	0

Future Enhancements (Not Included In Variance Calculations)

Husky Field East Lot Addition	175,000
Replacement of Stage Flooring-NHS/CHS	200,000

\*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".

September 23, 2019

Change Orders by Construction Change Directives  
September 23, 2019



*Handout provided at 9-23-19 regular meeting*

North Middle School - Bond Change Order 23 Reconciliations

Description - Change Order 23	Bond Change Amount		Affected Contracts	Board Approval	Superintendent Approval	Other Approval
	1	2				
Change the MEP layout of the Woodshop	\$61,672	\$0	2			X
<b>Total Subcontract Change Orders in Bond Change Order 23</b>	<b>\$61,672</b>	<b>\$0</b>				

Central AEF - Bond Change Order 23 Reconciliations

Description - Change Order 23	Bond Change Amount		Affected Contracts	Board Approval	Superintendent Approval	Other Approval
	1	2				
Provide bottom rail in lieu of tension wire to the fencing around the track and the Multi-Purpose Field	\$3,478	\$7,498	1			X
<b>Total Subcontract Change Orders in Bond Change Order 23</b>	<b>\$3,478</b>	<b>\$7,498</b>				

West Middle School - Bond Change Order 23 Reconciliations

Description - Change Order 23	Bond Change Amount		Affected Contracts	Board Approval	Superintendent Approval	Other Approval
	1	2				
Revise water main design per City of Portage.	\$104,900	\$0	1	X		
Add motorized isolation valve to boiler.	\$2,801	\$0	1			X
<b>Total Subcontract Change Orders in Bond Change Order 23</b>	<b>\$107,701</b>	<b>\$0</b>				



**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – REGULAR BUSINESS MEETING  
ADMINISTRATION BUILDING – CONFERENCE RM #1  
SEPTEMBER 23, 2019, 6:30 P.M.**

**Note Page**

**V. Consent Agenda**

1. Approval of Minutes
  - a. September 9, 2019 Committee of the Whole Work Session Minutes
  
2. Approve Stage Decking / Risers for NMS

Approve the purchase of versatile decking that can be used in the North Middle School Blackbox Theater for stage set up or chair risers for a cost of \$24,578.00, the funds for which will come from the 2019 Bond Fund, Proposal #1, as presented.

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

September 9, 2019

The Committee of the Whole Work Session of the Board of Education of Portage Public Schools held on Monday, September 9, 2019, was called to order at 6:31 p.m. by President Van Antwerp in Conference Room #1 of the Administration Building, 8107 Mustang Drive, Portage. 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

Board Trustees Absent: None

**REVISIONS/APPROVAL OF AGENDA**

**Motion offered by Mrs. Willson, seconded by Mr. Droppers, that the Board of Education approve the agenda as printed.**

**The motion carried unanimously.**

**REPORTS**

**Superintendent's Report**

Superintendent Bielang welcomed teacher interns in the audience, Makayla Bennett and Cheyenne Earl.

**Bond Project Update**

Mr. Ron Herron, Assistant Superintendent of Operations, provided an update on the status of bond work. At North Middle School, school started on time; a list is being compiled of additional furniture needs/requests; punch list work continues; the fine arts area is not yet complete due to the unacceptable flooring product received. The flooring to be installed and replaced later, at no cost to the District; sod was put down and trees were planted last week; having permanent signage onsite is in the works. At West Middle School, classroom items moved out for construction work were moved back into the classroom and technology was installed before school started. At the Central AEF, the First Nights Under the Lights event last Friday went well; punch list work continues. At PCEC, work is complete; temporary office furniture is in place. At the Northern AEF, construction will begin next week. Mr. Herron addressed questions from Trustees.

**Other**

Mr. Bielang shared items of interest. A tour of Community High will be arranged for Trustees. The start of school last week went smoothly. Mr. Bielang thanked the bus drivers, teachers and custodians for their part in the preparations. Our unofficial enrollment head count is up about 70 students from this time last year. Governor Whitmer has agreed to delay road-funding talks in order to get Michigan's budget passed. The impact to the Foundation Allowance for schools remains unclear.

## COMMENTS OR COMMUNICATIONS

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

Mrs. Willson paid kudos to the City of Portage on road construction work completed over the summer and to Northern High for being accommodating.

Mr. Rathburn thanked Portage staff for preparing students for the future, for their passion, and he shared stories as examples.

Mrs. Novaria also complemented staff for their preparation of students and shared positive comments regarding the First Night Under the Lights event held last Friday.

Mr. Droppers shared positive remarks regarding this Friday's Northern vs Central football game.

Mr. Van Antwerp reminded Trustees of the October 9, 2019 KC SOA dinner and their Policy Governance retreat on September 23, 2019. Mr. Van Antwerp briefly shared items discussed at a recent Policy Committee meeting. An edit to the Board Self-Assessment form was reviewed with Trustees with no objections made to following through with the change.

Mr. Snyder informed Trustees the owner linkage meeting with the Portage District Library will be held on October 21, 2019 at 6:30 p.m. in the Community Room of North Middle School.

President Van Antwerp thanked Trustees for their comments.

## CONSENT AGENDA

**President Van Antwerp presented the following Consent Agenda item for approval by the Board of Education: approve the August 19, 2019 Regular Business Meeting Minutes as amended to edit the Comments or Communications portion of the minutes. Specifically, in Mr. Rusty Rathburn's comments, the word thoughts to be replaced with concerns.**

**There being no objection to the item, the motion carried unanimously.**

## ASSURANCE OF DISTRICT PERFORMANCE

### **Accept Monitoring Report 2.6, Asset Protection**

**Motion offered by Mr. Snyder, seconded by Mrs. Novaria, that the Board of Education accept as presented, the Monitoring Report on 2.6, Asset Protection, as a reasonable interpretation and evidence of compliance with policy.**

Superintendent Bielang highlighted areas of his report, which included the District's avoidance of \$6.6 million in energy costs through June 2019, and the high rating of our bus inspections during 2018-19.

**The motion carried unanimously.**

### **Accept Monitoring Report 2.10, Communication and Support to the Board**

**Motion offered by Dr. Shelton-Harris, seconded by Mr. Droppers, that the Board of Education accept as presented, the Monitoring Report on 2.10, Communication and Support to the Board, as a reasonable interpretation and evidence of compliance with policy.**

Superintendent Bielang commented his report is largely unchanged since the last report.

**The motion carried unanimously.**

## **ACTION ITEMS**

### **Approve New Teacher Appointments**

**Motion offered by Mr. Snyder, seconded by Mrs. Novaria, that the Board of Education approve the following new teacher appointments, as presented: Christopher Adams, Elyse Covert, Anna Gwyn, Tayler Kloosterman, Tyronda Law, and Allison Roberts.**

Mr. Brad Galin, Director of Human Resources, commented that Tayler Kloosterman and Elyse Covert were teacher interns in the District in 2018-19.

**The motion carried unanimously.**

## **DISCUSSION ITEMS**

### **Purchase of Stage Decking / Risers for NMS**

Mr. Ron Herron, reviewed background information and the recommendation to purchase versatile decking that can be used in the North Middle School black box theatre for stage setup or chair risers. Mr. Herron responded to questions from Trustees.

### **Delegates for MASB Delegate Assembly**

President Van Antwerp shared information with Trustees regarding the upcoming Michigan Association of School Boards' Annual Leadership Conference and Delegate Assembly and asked them to consider serving as delegates for the assembly.

With no further business to come before the Board, the meeting was adjourned at 7:08 p.m.

Respectfully submitted,

Barb Atkinson  
Recording Secretary

To: Mark Bielang, Superintendent  
From: Ron Herron, Assistant Superintendent of Operations  
Cc: Paula Johnson, Director of Finance  
Date: September 9, 2019  
Subj: Recommendation for Stage Decking and Risers for NMS Blackbox Theater

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**RECOMMENDATION**

That the Board of Education approve the purchase of versatile decking that can be used in the North Middle School Blackbox Theater for stage set up or chair risers. The cost of \$24,578.00 will come from the 2019 Bond Fund – Proposal #1.

**BACKGROUND INFORMATION**

Due to the opening of the new building at North Middle School with a new style or performance space, we are recommending this versatile solution. The intended use for the new theater space is to give an adaptable space to allow for creative performances. Currently the space is an open room. Without some sort of staging or seating risers, it will be hard to see performances from most of the seating.

Therefore, we are requesting the Wenger Stagetek portable staging for the space. This type of staging is adaptable and can be setup in many configurations. There are two primary ways the staging would be used. The first is to create a raised performance area, (stage) so when all the seats are on the floor, performers can be seen. The second configuration would be raised seating around three sides with the performers playing flat on the floor. Other creative configurations can also be used due to the modular design of the product.

This product is sturdy yet lightweight. It can be easily setup with 2 people. No tools are needed to setup the system which saves time and effort.

The Wenger Corporation has a long standing reputation for dependable well supported products. In particular the Stagtek product is used widely in the entertainment industry.

**BIDDING PROCESS**

The bid was advertised on the PPS District Website and sent to five vendors for solicitation of bid responses. We have attached the bid tally sheet which indicates that one bid was received. In addition to the bids being analyzed by our purchasing department, the bids were also analyzed by our Theater Manager, Beau Hartlerode.

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

**NMS Black Box Theater - Stage Decking/Risers**

RFP # 20447

Due No Later Than 08/19/2019 @ 10:30 am

Vendor Name		Wenger Corp			
Address (City, State)		Owarinna, MN			
Iran Econ Act, Familial & Legal Status Forms		YES			
Acknowledged Addendum # 1		YES			
		<b>PRICING</b>		<b>PRICING</b>	
		<u>Unit Cost</u>	<u>Total Cost</u>	<u>Unit Cost</u>	<u>Total Cost</u>
18	4x8 foot deck surface with durable black surface	\$732.00	\$13,176.00		
18	24" Elevated Fixed Height Legs	\$67.00	\$1,206.00		\$0.00
4	32" Elevated Fixed Height Legs	\$81.00	\$324.00		\$0.00
9	8" Elevated Fixed Height Legs	\$43.00	\$387.00		\$0.00
9	16" Elevated Fixed Height Legs	\$57.00	\$513.00		
3	Storage Carts	\$488.00	\$1,464.00		\$0.00
9	8' Standard Guardrail	\$193.00	\$1,737.00		\$0.00
6	4' Standard Guardrail	\$153.00	\$918.00		\$0.00
2	Guardrail Storage Carts	\$543.00	\$1,086.00		\$0.00
2	Stairways 24/32", with Railing	\$408.00	\$816.00		\$0.00
1	8ft x 24/32" Drapery, Black	\$324.00	\$324.00		\$0.00
1	4ft x 24/32" Draper, Black	\$326.00	\$326.00		\$0.00
	<b>Shipping</b>		<b>\$2,301.00</b>		
<b>64</b>			<b>\$24,578.00</b>		<b>\$0.00</b>

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**VI. Action Items**

1. National School Lunch Week Proclamation (GP 3.1.3.A)

**Recommended Motion:**

**Motion offered by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education approve the National School Lunch Week Proclamation, as presented.**

**PROCLAMATION  
NATIONAL SCHOOL LUNCH WEEK  
October 14-18, 2019**

**WHEREAS**, it is with great respect for the accomplishments of Portage's school food service leads, servers, cashiers and driver personnel and substitutes that we commemorate October 14-18, 2019 as National School Lunch Week. During this special observance, we encourage all citizens to recognize the dedication and skill of our school food service employees; and

**WHEREAS**, each day, food service employees prepare and serve thousands of lunches. This is in addition to ordering, storing, and expediting each menu item to each location, adhering to food safety, sanitation, and nutritional guidelines as well as giving each customer the time and consideration to listen, hear and deliver what they are looking for each day. Fortunately, we have exemplary professionals who have devoted their careers to providing high quality service to our children and staff; and

**WHEREAS**, on behalf of our students and staff, it is a pleasure to commend the women and men who accept and meet the challenges of school food service. The observance of School Lunch Week is a welcome opportunity to thank these patient, caring, skilled public servants. Those involved in this pursuit should be very proud of their contribution to education. Now, therefore, be it

**RESOLVED BY THE BOARD OF EDUCATION** that we proudly commemorate October 14-18, 2019 as National School Lunch Week, and we commend everyone who has contributed to the successful operation of our lunch program. By working together, we can make a difference in every student's life.

Proclaimed this 23rd day of September, 2019  
Portage Public Schools Board Of Education

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – REGULAR BUSINESS MEETING  
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**VI. Action Items**

2. Approve New Teacher Appointment (OP 3120)

**Recommended Motion:**

**Motion offered by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education approve the appointment of the following teacher for Portage Public Schools, Lisa Fausey.**

Bradley D. Galin, MBA, SPHR, SHRM-SCP  
Director of Human Resources  
Phone: 269.323.5152  
[bgalin@portageps.org](mailto:bgalin@portageps.org)

To: Board of Education  
From: Bradley D. Galin, MBA, SPHR, SHRM-SCP  
Date: September 23, 2019  
Re: Teacher Appointment Recommendation

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**RECOMMENDATION:**

It is recommended that the Board of Education approve the appointment of the following teacher for the Portage Public Schools:

**Lisa Fausey** – (Shared Time Physical Education) – Lisa comes to Portage Kalamazoo’s Forest Academy. She previously taught PE in Arizona at both the Roosevelt School District and the ASU Prep Academy. Lisa holds her bachelor’s degree in PE, Health, and Wellness from Western Michigan University.

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**Note Page**

**VII. Discussion Items**

1. Confirm Delegates for 2019 MASB Delegate Assembly (BL 0175.1)

Mark T. Bielang  
*Superintendent*  
Phone: 269.323.5147  
fax: 269.323.5149  
[mbielang@portageps.org](mailto:mbielang@portageps.org)

TO: Board of Education  
FROM: Mark T. Bielang, Superintendent  
DATE: September 9, 2019  
RE: Voting Representatives for 2019 MASB Delegate Assembly

**RECOMMENDATION:**

It is recommended that the Board of Education certify the following delegate(s):

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and alternate(s):

for the 2019 Michigan Association of School Boards Delegate Assembly, as presented.

**BACKGROUND:**

The Board of Education participates annually in the MASB Delegate Assembly. This event will take place on Friday, November 8, 2019 at 5:30 p.m. at the Grand Travers Resort in Acme. Based on the District's student membership, Portage is allowed to send four voting delegates and an equal number of alternates to the Assembly. Our delegates must be certified with MASB by no later than October 11, 2019.

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**VII. Discussion Items**

2. Approve WMS Water Main Changes (OP 6320)

TO: Mark Bielang, Superintendent  
FROM: Ronald Herron, Assistant Superintendent of Operations  
CC: Paula Johnson, Director of Finance  
DATE: September 23, 2019  
SUBJECT: West Middle School Water Main Revisions

**RECOMMENDATION**

We recommend the Board of Education approve the West Middle School water main change order for Lounsbury Excavating. The total cost of \$104,900 will come from the 2019 Bond fund - Proposal #1.

**BACKGROUND INFORMATION**

This change order is coming to you as a result of additional City of Portage requirements. The cost of these changes exceed the \$100,000 administrative approval threshold for bond related vendor contracts.

This water main work was a part of the overall West Middle School renovation project budget and the cost of these changes will be expensed from the contingency of this project. Our current approved vendor (Lounsbury Excavating) will be responsible for all work associated with the new City of Portage required water main changes.

Our initial project budget included an extension of the existing fire suppression system to serve the multipurpose gym area, with no upgrades to the existing City utilities serving the building. This approach was rejected by the City and they have required us to serve the Multi-purpose area with a new fire suppression riser. The new fire suppression riser is placed adjacent to the two existing risers in the Boiler Room but requires us to install a new tap from the water main running along the east side of the building. The current existing water main serving the Middle School originates at Moorsbridge Rd, runs east underneath the natatorium, north along the back side of the building and dead-ends at an existing fire hydrant located on the north-west corner of the building. The City now requires all water mains serving a fire hydrant to be looped in order to maintain proper pressure during a fire. As a result, we were required to extend the existing water main from the hydrant to Moorsbridge Rd. in order to complete the loop.

This required cutting into Moorsbridge Rd. and restoring it to its original condition once the connection is complete. The City no longer allows public utilities (the water main) to run underneath private structures (the natatorium) so we were required to abandon that portion of the water main and re-establish the loop by connecting to the water main serving the Elementary School.

I would be happy to answer any questions related to this request.