

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
VIRTUAL MEETING
DECEMBER 14, 2020, 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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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 34

Bond Proposal	Total Budget	Committed+Budgeted	Previous Variance	Current Variance	Change in Variance
1	128,000,000	126,328,931	(1,671,069)	(1,671,069)	0
2	16,000,000	15,919,521	(80,479)	(80,479)	0
			(1,751,548)	(1,751,548)	0

Commitments to date:

Bond Proposal 1	Budget	Actual/Committed	Previous Variance	Current Variance	Change in Variance
North Middle School & Site	34,367,860	31,829,826	(2,538,034)	(2,538,034)	0
Central Natatorium	10,257,973	10,274,626	16,653	16,653	0
Northern Campus Site	4,929,399	3,303,151	(1,626,248)	(1,626,248)	0
Central Middle School & Site	33,392,630	33,141,793	(250,837)	(250,837)	0
Central Campus Site	3,820,016	3,835,944	15,928	15,928	0
PCEC Building Renovation	3,953,086	528,629	(3,424,457)	(3,424,457)	0
West Middle School Renovation	6,504,205	8,524,394	2,020,189	2,020,189	0
Northern Natatorium	11,005,132	12,600,972	1,595,840	1,595,840	0
Professional Services	6,015,503	6,460,113	444,610	444,610	0
FF&E (Including Band Instruments)	3,433,644	4,068,428	634,784	634,784	0
Other	1,870,552	3,022,907	1,152,355	1,152,355	0
Busses	3,000,000	3,000,000	0	0	0
Technology	5,450,000	5,738,148	288,148	288,148	0
	128,000,000	126,328,931	(1,671,069)	(1,671,069)	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	958,086	(26,572)	(26,572)	0
FF&E	133,572	245,951	112,379	112,379	0
Other	301,600	164,895	(136,705)	(136,705)	0
	16,000,000	15,919,521	(80,479)	(80,479)	0

Future Enhancements (Not Included In Variance Calculations)

*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".

December 14, 2020

Change Orders by Construction Change Directives

December 14, 2020



Northern Natatorium - Bond Change Order 34 Reconciliations

Description - Change Order 34	Bond Change Amount		Affected Contracts	Board Approval	Superintendent Approval	Other Approval
	1	2				
Add 1/2" Recovery Board to Parapet Walls to Maintain Warranty	\$2,200	\$0	1			X
Lobby 101 Ceiling Height Changes to Accommodate Ductwork	\$3,053	\$0	1			X
Total Subcontract Change Orders in Bond Change Order 34	\$5,253	\$0				

West Middle School - Bond Change Order 34 Reconciliations

Description - Change Order 34	Bond Change Amount		Affected Contracts	Board Approval	Superintendent Approval	Other Approval
	1	2				
Audio/Visual Improvements: Install paging speakers in Corridors 100, 200, and 300, outside vestibule 101 and Conference Room 105B	\$1,671	\$0	1			X
Total Subcontract Change Orders in Bond Change Order 34	\$1,671	\$0				

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IV. Board Education

1. Extended COVID-19 Learning Plan Update

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VI. Consent Agenda

1. Approval of Meeting Minutes
 - a. November 23, 2020 Regular Business Meeting

**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION
REGULAR BUSINESS MEETING
NOVEMBER 23, 2020**

The Regular Business Meeting of the Board of Education of Portage Public Schools held on Monday, November 23, 2020, was called to order at 6:38 p.m. by President Van Antwerp. The meeting was conducted virtually. President Van Antwerp recited the Pledge of Allegiance on behalf of the Board.

Board Trustees Present: Kurt Droppers, Terri Novaria, Celeste Shelton-Harris, Rusty Rathburn, Bo Snyder, Randy Van Antwerp, and Joanne Willson. (Mrs. Willson joined the meeting at 6:47 p.m. during the Superintendent's Report portion of the meeting.)

Board Trustees Absent: None

REVISIONS/APPROVAL OF AGENDA

Motion offered by Mr. Droppers, seconded by Mrs. Novaria, that the Board of Education approve the agenda as amended to add an Energy Update under the Superintendent's Report.

Upon a roll call vote, the motion carried, 6-0.

REPORTS

Superintendent's Report

Bond Project Update

Mr. Ron Herron, Assistant Superintendent of Operations, provided an update on bond work construction.

At Central Middle School, landscaping work is done for this season with the balance to be completed in the spring. Punch list work is ongoing. Work in the black box theatre/choir/band area will be completed by the end of November.

At West Middle School, all major punch list items are complete with the balance to be finished over winter break. Testing/balancing of the HVAC system is scheduled to happen soon.

At the Northern Natatorium, exterior brick work and roofing are complete. The building is temporarily enclosed and the heat is on. Metal siding and rough-in work is ongoing.

Change Order Summary / Bond Budget Update

Mr. Herron reviewed the Financial Update for work committed through Bond Change Order 33. There were no Change Orders by Construction Change Directives for this update.

Mr. Van Antwerp thanked Mr. Herron for the updates.

Financial Report

Ms. Paula Johnson, Director of Finance, detailed the General Fund Budget Progress Report by Function and by Object for the four-month period ending October 31, 2020 compared to the same period in 2019.

President Van Antwerp thanked Ms. Johnson for the update.

Energy Update

Mr. Steve Phelps, Maintenance Coordinator & Energy Specialist, provided an annual update on the Cenergistic Energy Program. The cumulative energy cost avoidance since the program began through October 2020 amounts to over \$7.8 million. For the 2019-20 school year, the cost avoidance total was over \$1 million. Current/future energy saving projects were reviewed, which includes adjusting building equipment to work as efficiently as possible. Mr. Phelps addressed questions from Trustees.

President Van Antwerp thanked Mr. Phelps for the report and his leadership in this area.

BOARD EDUCATION

Return to Learn Plan Update

Dr. Michael Pascoe, Assistant Superintendent of Instruction and Mr. Mike Huber, Director of Curriculum and Professional Development, provided the update which focused on key areas previously presented – input process, potential benefits and challenges, and responses to specific issues of the updated Return to Learn Plan.

The input process consisted of numerous meetings, surveys were conducted, and health data considered. The potential benefits - adds face-to-face option and extends the best supports for secondary students, provides social-emotional support, increases class engagement and potential academic success, reduces daily screen time, increases equity for students who struggle with virtual learning. Potential challenges - may change student/staff schedules, course offerings may change or be limited due to staffing, intense amount of work for staff between now and January to implement the plan, changes needed in cleaning protocols, as well as transportation and food service level changes to accommodate the updated plan. Responses to specific issues were detailed. Students who move between in-person and needing to quarantine would be asynchronously connected and a hybrid/hyflex model may be used to engage students. Student scheduling is an issue. Until families select face-to-face or virtual at the secondary level, we won't be able to determine what student schedules will look like for the second semester. The four-day synchronous/one-day asynchronous school week would continue along with targeted professional learning support through instructional technology coaches and technology tools.

Next steps were reviewed. Town hall meetings are being planned at the secondary level to help parents better understand the plan, ask questions and seek clarification. Secondary parents will need to make their mode of learning selections for face-to-face or virtual in December.

In addition, it was announced free breakfast and lunch for all students will continue through June 11, 2021 with food service to be extended to seven days per week beginning November 30, 2020. Thursday meal pickup will include meals for Saturday and Sunday.

Dr. Pascoe and Mr. Huber responded to questions from board members.

Trustees and President Van Antwerp thanked Dr. Pascoe and Mr. Huber for their work and the update.

COMMENTS OR COMMUNICATIONS

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

Katie Paynich shared concerns about returning to face-to-face learning at the secondary level.

Ken Odza expressed his disapproval of the proposed plan to return to face-to-face learning at the secondary level.

Lisa St. Peter voiced her concerns with returning to in-person learning at the secondary level.

President Van Antwerp thanked the public for their comments and opened the floor to board member comments.

Mr. Snyder thanked the public commenters for their feedback.

Mr. Rathburn thanked Administration for the recent measures taken to protect “our kids” as the COVID-19 case numbers rise, and he thanked Administration, staff, and teachers for the work they are doing in this difficult school year.

Dr. Shelton-Harris sought clarification. Board approval of the updated Return to Learn plan would allow for continuous data collection for a safe face-to-face re-entry, and if the plan is voted down, the plan as it is now would continue. President Van Antwerp responded with, “Yes.”

Mrs. Novaria sought clarification. The updated Return to Learn plan needs to be approved now due to the scheduling component involved. Per Superintendent Bielang, approving changes to the Preparedness Plan gives us the ability to move forward with the planning and implementation.

President Van Antwerp thanked Administration and the teachers for all the work they are doing and wished them a Happy Thanksgiving, on behalf of the Board.

CONSENT AGENDA

President Van Antwerp presented the following Consent Agenda items for approval by the Board of Education: approve meeting minutes from the November 9, 2020 Policy Governance Retreat, Committee of the Whole Work Session, and Closed Session; approve the Summer Tax Collection Resolution that authorizes the Portage Public Schools to continue its summer tax collection in 2021, as presented; to authorize, as presented, the purchase of servers and related items for a replacement VDI server cluster from Dell, Inc. in an amount not-to-exceed \$234,758.70, the proceeds for which will come from the COVID-19 Relief Fund; to authorize, as presented, the purchase of additional data storage to support a new VDI server cluster from Rehmann in an amount not-to-exceed \$303,020.00, the proceeds for which will come from the COVID-19 Relief Fund.

There being no objections, the motion carried.

REQUIRED ACTION ITEMS

Policy Revision

Motion offered by Mr. Droppers, Mrs. Novaria, to approve the policy revision, as presented.

Per Superintendent Bielang, MIOSHA recently released emergency rules regarding COVID-19. One of the requirements is that all Michigan employers create a policy prohibiting in-person work for employees to the extent that their work can feasibly be completed remotely. The District has established internally who can and cannot work remotely. This policy, provided by NEOLA, keeps us in line with the law, and is recommended for adoption.

Upon a roll call vote, the motion carried. Voting in favor of the motion: Rathburn, Shelton-Harris, Van Antwerp, Novaria, Snyder, Droppers. Voting in opposition of the motion: None. Not voting: Willson.

ACTION ITEMS

Approve Updated Return to Learn Preparedness Plan

Motion offered by Mr. Droppers, seconded by Mr. Snyder, that the Board of Education approve the updated Return to Learn Preparedness Plan for 2020-21, as presented.

Board discussion followed.

Upon a roll call vote, the motion carried. Voting in favor of the motion: Rathburn, Shelton-Harris, Van Antwerp, Snyder, Droppers. Voting in opposition of the motion: Novaria. Not voting: Willson.

Administrator Appointments

Motion offered by Mr. Snyder, seconded by Mr. Droppers, that the Board of Education approve, as presented, the appointment of the following administrators for Portage Public Schools: Mr. Zac Crouch as Interim Principal for Moorsbridge Elementary, and Dr. MacKenzie Sheahan as Elementary Virtual Administrator.

Mr. Brad Galin, Director of Human Resources, shared background information on the appointees.

Upon a roll call vote, the motion carried. Voting in favor of the motion: Shelton-Harris, Van Antwerp, Novaria, Snyder, Droppers, Rathburn. Voting in opposition of the motion: None. Not voting: Willson.

With no further business to come before the Board, the regular business meeting was adjourned at 8:46 p.m.

Respectfully submitted,
Barb Atkinson, Recording Secretary

Summer Tax Collection Resolution

Portage Public Schools, Kalamazoo County, Michigan (the “District”)

A regular meeting of the board of education of the District (the “Board”) was held virtually on the 23rd day of November, 2020, at 6:30 o’clock in the evening (the “Meeting”).

The Meeting was called to order by Randy Van Antwerp, President.

Present: Members: Kurt Droppers, Celeste Shelton-Harris, Rusty Rathburn, Bo Snyder, Terri Novaria, Randy Van Antwerp, Joanne Willson

Absent: Members: None

WHEREAS, this Board previously adopted a resolution to impose a summer tax levy to collect 100% of annual school property taxes, including debt service, upon property located within the District, with respect to the City of Portage, in which the District is located, and continuing from year-to-year until specifically revoked by the Board.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board, pursuant to 1976 PA 451, as amended (the “Revised School Code”), invokes for 2021 its previously adopted ongoing resolution imposing a summer tax levy of 100% of annual school property taxes, including debt service, upon property located within the District, with respect to the City of Portage (the “City”), and continuing from year-to-year until specifically revoked by the Board and requests that the City collect those summer taxes.
2. The Superintendent, Director of Finance, or a designee thereof, is authorized and directed to forward to the governing body of the City 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 the City agree to collect the summer tax levy for 2021 in the amount specified in this resolution. Such forwarding of the resolution and the request to collect the summer tax levy shall be performed so that they are received by the governing body of the City before January 1, 2021.
3. Pursuant to and in accordance with Section 1613(1) of the Revised School Code, the Superintendent, Director of Finance, or a designee thereof, is authorized and directed to negotiate on behalf of the District with the governing body of the City for the reasonable expenses for collection of the District’s summer tax levy that the City may bill under MCL 380.1611 or MCL 380.1612. Any such proposed agreement shall be brought before the Board for its approval or disapproval.
4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

President Van Antwerp presented this Summer Tax Collection Resolution under the Consent Agenda, and there being no objections, the Consent Agenda carried unanimously.

Resolution declared adopted.

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IX. Action Items

1. Reconfirm Extended COVID-19 Learning Plan (MCL 388.1698a))

Recommended Motion

Motion offered by _____, seconded by _____, that the Board of Education reconfirm the 2020-21 Extended COVID-19 Learning Plan, as presented.

ECLP Reconfirmation

December 14, 2020

Purpose:

According to SB927 changes in MCL 388.1698a section 2, subsection c (2), on a monthly basis, we will reconfirm our modes of instruction, two-way interaction rate, and any changes to the modes of instruction or number of students receiving support. We will also solicit comments monthly from parents and guardians of our students regarding our modes of instruction.

Health Department Emergency Order

Since November 18th, we have been under a Health Department emergency order which contained the need to stop offering in-person support for grades 9 - 12. To stay consistent with the closing and our Preparedness Plan Matrix, we also moved all our Young 5s - 8 grades to fully virtual as well. We review our status both daily and weekly to be ready for a return to elementary face-to-face instruction and secondary in-person access when safe to do so.

Current Modes of Instruction:

Elementary Y5 - 5 Grades

We continue to respond to COVID 19 cases in partnership with the Kalamazoo County Health and Community Services. We have quarantined classrooms in multiple elementary buildings in October, and November. We have also closed buildings due to staffing concerns and to prevent any potential spread of the virus.

Face-to-Face Instruction November 9 - November 18

- We continue to provide Face-to-Face instruction in all eight of our elementary buildings.
- We continue to deliver instruction using the PPS approved curriculum four days a week. The fifth day students participate in standards-based asynchronous activities at home using grade level packets and choice boards.
- Support services are provided for students who have been identified as needing Tiered Support, as well as those with IEPs, 504s, and English Learners.
- Current Enrollment: 2437 students

Portage Virtual - All elementary students November 18 - to date.

- We continue to provide virtual instruction to elementary students who have chosen to attend Portage Virtual.
- We continue to deliver virtual instruction using the PPS approved curriculum four days a week. The fifth day students participate in standards-based asynchronous activities at home using grade level packets and choice boards.
- Technology is provided for families to access the virtual instruction. This includes Chromebooks and WiFi hotspots for families that require them.
- Support services are provided virtually for students who have been identified as needing Tiered Support, as well as those with IEPs, 504s, and English Learners.
- Current Enrollment: 1393 students

KVIC

- We continue to have students participate in a virtual, asynchronous program partnership with KRESA.
- KVIC utilizes two PPS teachers to deliver the Lincoln Learning curriculum to PPS students.
- Technology is provided for families to access the program content. This includes Chromebooks and WiFi Hotspots for families that require them.
- Support services are provided by additional PPS building staff virtually for students who have been identified as needing Tiered Support, as well as those with IEPs, 504s, and English Learners.
- Current Enrollment: 38 students

Secondary 6 - 12 Grades

We closed our in-building access due to Health Department Emergency Orders and all our students are currently receiving Virtual Instruction. We will return to in-building access when it is safe to do so and we are no longer under emergency orders.

Virtual Instruction - November 9 - to date

- All of our secondary students are learning virtually in all six secondary buildings.
- We use our PPS approved curriculum for our secondary students to deliver instruction 4 days a week synchronously via Google Meet/Classroom. We have asynchronous elements in each class as the learning targets dictate.
- Technology is provided for families to access content. This includes Chromebooks and WiFi hotspots for families that require them.
- Support services for students with IEPs, 504s, and English Learners are provided virtually for our students in this mode of instruction. These are provided by a PPS staff member, sometimes in a hybrid instructional model, mostly with small groups of students.
- Current Enrollment: 3472 students

Virtual Instruction w/ In-Building Access November 9 - November 18

- Virtual instruction is identical for students who access our buildings for Internet, food service, and for explicit support. These students attend courses while in large, safe spaces in each middle and high school building.
- Support services for students with IEPs, 504s, and English Learners are provided face-to-face for our students in this mode of instruction. These are provided in a hybrid instructional model, mostly with small groups of students and in teacher classrooms.
- Current Enrollment: 596 students

KVIC

- Students in our fully virtual, asynchronous program in partnership with KRESA continue to utilize Michigan Virtual for secondary curriculum. Teachers in this program are provided through Michigan Virtual.
- Technology is provided for families to access content. This includes Chromebooks and WiFi hotspots for families that require them.
- Support services for students with IEPs, 504s, and English Learners are also provided by PPS staff virtually to our students in this mode of instruction.
- Current Enrollment: 26 students

Weekly Two-Way Engagement / Attendance Rates:

This Table represents the percentage of our students that were present for at least 2 two-way communication components or attended class in any of our instructional modes during that week at that grade level. Attendance data is collected in Skyward SIS and reported here according to the guidance in 388.1698a and in the Pupil Accounting Manual. Average weekly attendance is defined as the sum of the daily attendance percentage for each day of the week divided by the number of days in that school week. A student is considered in attendance if they attend any portion of that school day.

	Average Weekly Attendance
Week of Dec 7	98%
Week of Nov 30	97%
Week of Nov 23	97%
Week of Nov 16	97%
Week of Nov 9	98%
Week of Nov 2	98%
Week of Oct. 26	98%
Week of Oct 19	98%
Week of Oct 12	98%
Week of Oct 5	98%
Week of Sept 28	98%
Week of Sept 21	98%
Week of Sept 14	98%
Week of Sept 7	99%
Week of August 31	99%

Special Populations of Students:

English Learners:

At the elementary level, we continue to support students both in person and virtually through individual and small group language and literacy instruction, as well as working with teachers to modify assignments and assessments. At the secondary level, since students are virtual, almost all support happens remotely. Students receive assistance with both content area and language learning. EL staff also continue to support successful home-school communication for EL families.

During the emergency order, we have allowed limited face-to-face support for some English learner students throughout the district.

Special Education:

At the elementary level we are supporting students with disabilities in person and virtually through small group and individual instruction. Special educators are providing the direct instruction for students, as well as providing guided instruction to use our virtual tools. At the secondary level some students are receiving in person support if they are participating in the Virtual Instruction with In-Building Access. Students who are virtual only receive virtual support and instruction from special educators.

During the emergency order, we have allowed limited face-to-face support for some special education students throughout the district.

Recommendations:

Our current plan is with the expiration of the emergency order, on January 4, we will return to our instructional modes that were previously used in November.

Elementary

We are currently recommending to continue our ECLP/Preparedness Plan. We are preparing for a January 4th return to Face-to-Face for our Y5-5 grade students that have made that program selection. We are also preparing for the opportunity for families to make a program change on February 1st.

Secondary

We are currently processing the details of family selection data as we prepare for adding our hyflex program for our secondary students. We are scheduling this change for the start of the second semester on January 24th. We have 11 hours of professional learning and department preparation time for all 6-12 teachers to build our knowledge base for hyflex. This also includes using exam week as half-days for students in both the middle and high schools.

Community Feedback and Response:

This is feedback from the community during the Board of Education Meeting held on December 14, 2020 at 6:30pm online:

There were no comments from the community during the meeting.

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IX. Action Items

2. Policy Revisions – Ends 1.1 & 1.4 (BL 0131.1)

Recommended Motion

Motion offered by _____, seconded by _____, that the Board of Education approve the revisions to Ends Policy 1.1 and 1.4, as presented.

To: Board of Education
From: Randy Van Antwerp
Date: December 9, 2020
Subject: New Language for Ends Policies 1.1 Academic Success and 1.4 Responsible Citizens

Copy to: Mark Bielang

Recommendation

That the Board of Education adopt new language for Ends Policies 1.1 Academic Success and 1.4 Responsible Citizens.

Background Information

Earlier this year the Board began work to strengthen and clarify the long-term goals of the District represented in the Ends Policies...

Current language for Ends Policy 1.1 Academic Success is “Students demonstrate a mastery of core curriculum standards greater than in prior years, with the long-term goal of approaching or exceeding the highest performing comparable communities.”

The Board concluded the phrase “continuous improvement” aligned more closely with the Vision Statement than the phrase “greater than in prior years” and that the word “districts” represents the intent of the policy more so than the word “communities.”

The new recommended language for Ends Policy 1.1 Academic Success is “Students demonstrate continuous improvement in the mastery of core curriculum standards with results approaching or exceeding the highest performing comparable districts.

Current language for Ends Policy 1.4 Responsible Citizens is “Students are ethically aware and culturally sensitive to prepare them to be responsible citizens and to be respectful of cultures other than their own.”

The Board agreed the phrase “good citizenship” rather than “ethically aware” was more definitive and that the word “respect” was stronger than the word “sensitive” and the “individual” should be added to reflect individual student differences.

The new recommended language for Ends Policy 1.4 Responsible Citizens is “Students demonstrate good citizenship through ethical behavior and respect for individual differences and cultures other than their own.”

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3. Chromebook Purchase (OP 6320)

Recommended Motion

Motion offered by _____, seconded by _____, that the Board of Education authorize the purchase of 1400 Chromebooks from CDW-G of Chicago, IL in an amount not-to-exceed \$365,260, the proceeds for which will come from the COVID-19 Relief Fund, as presented.

Portage Public Schools

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: December 9th, 2020
Re: December 2020 Chromebook Purchase

RECOMMENDATION

I recommend the Board of Education authorize the purchase of 1400 Chromebooks from CDW-G of Chicago IL in an amount not to exceed \$365,260, proceeds coming from the COVID-19 Relief Fund.

BACKGROUND

This will be our third order of Chromebooks from the COVID-19 Relief Fund. These funds expire at the end of this month, and it is in the best interest of the district to use them while we can. In discussions with the district's Executive Team, we have determined the best use of these funds is to purchase products which not only qualify under the Fund, but also serve our needs after COVID is behind us. This Chromebook purchase will allow us to continue to meet our current demand for at-home devices, and also place us in an excellent position to restock our carts once normal operations resume.

Once again these are HP G8 Chromebooks. They do cost more than some entry level Chromebooks, but they are more durable and easy to repair - assuming you can find parts at a price point which makes the repair worthwhile.

AWARD INFORMATION

This purchase is coming from the MiDEAL contract award to CDW-G, and as such no RFP was required. You will notice this purchase price is quite a bit higher than our recent RFP/award to Sehi, 27% to be more precise. I did reach out to Sehi but they tell me not only that they are out of stock, but they also could no longer honor the price regardless. It is quite possible this will be the norm for student Chromebook pricing for a while.

The ship date for this order is expected to be mid-April, although we will ask for an expedited fulfillment. Regardless, by issuing the purchase order in December, we will qualify for the funds.

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

QUOTE CONFIRMATION



DEAR STEVE VAN DYKE,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
LTST518	12/7/2020	HP G8 CHROME	196615	\$365,260.00

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
HP Chromebook 11 G8 - Education Edition - 11.6" - Celeron N4020 - 4 GB RAM Mfg. Part#: 1A762UT#ABA Contract: Michigan Master Computing-MiDEAL (071B6600110)	1400	5924457	\$236.90	\$331,660.00
Google Chrome Management Console License - Education Mfg. Part#: CROSSWDISEDU UNSPSC: 43232804 Electronic distribution - NO MEDIA Contract: Michigan Master Computing-MiDEAL (071B6600110)	1400	3577022	\$24.00	\$33,600.00

PURCHASER BILLING INFO	SUBTOTAL	AMOUNT
Billing Address: PORTAGE PUBLIC SCHOOLS ACCOUNTING OFFICE 8107 MUSTANG DR PORTAGE, MI 49002-5577 Phone: (269) 323-5000 Payment Terms: NET 30 Days-Govt/Ed	SHIPPING	\$0.00
	SALES TAX	\$0.00
	GRAND TOTAL	\$365,260.00
	DELIVER TO Shipping Address: PORTAGE PUBLIC SCHOOLS ACCOUNTING OFFICE 8107 MUSTANG DR PORTAGE, MI 49002-5577 Phone: (269) 323-5000 Shipping Method: UPS Freight LTL, Special Services	
Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515		

Need Assistance? CDW•G SALES CONTACT INFORMATION

	Kirk Wojak		(866) 253-5524		kirkwoj@cdw.com
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LEASE OPTIONS			
FMV TOTAL	FMV LEASE OPTION	BO TOTAL	BO LEASE OPTION
\$365,260.00	\$9,694.00/Month	\$365,260.00	\$11,224.44/Month

Monthly payment based on 36 month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted is subject to change.

Why finance?

- Lower Upfront Costs. Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.

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- Predictable, Low Monthly Payments. Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.
- Technology Refresh. Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term and choose to return or purchase the equipment at end of lease.
- Bundle Costs. You can combine hardware, software, and services into a single transaction and pay for your software licenses over time! We know your challenges and understand the need for flexibility.

General Terms and Conditions:

This quote is not legally binding and is for discussion purposes only. The rates are estimate only and are based on a collection of industry data from numerous sources. All rates and financial quotes are subject to final review, approval, and documentation by our leasing partners. Payments above exclude all applicable taxes. Financing is subject to credit approval and review of final equipment and services configuration. Fair Market Value leases are structured with the assumption that the equipment has a residual value at the end of the lease term.

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For more information, contact a CDW account manager

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**PORTAGE PUBLIC SCHOOLS
BOARD OF EDUCATION – REGULAR BUSINESS MEETING
VIRTUAL MEETING
DECEMBER 14, 2019, 6:30 P.M.**

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IX. Action Items

4. Superintendent Contract (GP 4.5)

Recommended Motion:

Motion offered by _____, seconded by _____, that the Board of Education approve modifying the current Superintendent Contract of Employment to increase the amount of annuity and to extend the term of employment, as presented.

To: Board of Education
From: Randy Van Antwerp
Date: December 9, 2020
Subject: Superintendent Contract of Employment

Copt To: Mark Bielang

Recommendation

That the Board of Education modifies the current Contract of Employment to increase the amount of the annuity and to extend the term of employment.

Background Information

The Board or Education voted unanimously to rate Superintendent Mark Bielang highly effective following completion of his annual performance review on June 29, 2020. It is appropriate to stipulate compensation and benefits annually consistent with Board Governance Policy 4.5 Superintendent Compensation and Benefits, with modifications to the current contract as follows:

- Extend the employment term of the contract from June 30, 2022 to June 30, 2023: and
- Increase the amount of the tax-sheltered annuity from \$48,674 to \$52,915 based upon a 2.16% increase to the base salary.

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IX. Action Items

5. Food Service Mobile Heating Carts (OP 6320)

Recommended Motion

Motion offered by _____, seconded by _____, that the Board of Education approve, as presented, the purchase of Mobile Heated Cabinets from Stafford – Smith, Inc., for Food Service for a total amount of \$37,702.80, the funds for which will come from the District Coronavirus Relief Fund (CRF) Grant.



TO: Mark Bielang, Superintendent
FROM: Ronald Herron, Assistant Superintendent
CC: Paula Johnson, Director of Finance
DATE: December 8, 2020
SUBJECT: Recommendation - Food Service Mobile Heated Carts

RECOMMENDATION

It is recommended that the Board of Education approve the purchase of Mobile Heated Cabinets from Stafford –Smith, Inc., for Food Service for a total amount of \$37,702.80. These funds will come from the District Coronavirus Relief Fund (CRF) Grant.

BACKGROUND INFORMATION

Over the past 8 months we have continued to find ways to effectively provide food for those in need due to the COVID restriction's for Face-to-Face learning and all of the new protocols that we have had and continue to have in place for school operations. Susan and her staff have done an outstanding job of continuing to provide necessary food options for those that have chosen to attend school when possible. They are also providing food service to those that are not attending who have food needs. The purchase of these carts will allow food service to not only meet the food needs of our students but our whole community throughout this continued pandemic.

We requested quotes from various vendors who participate in state cooperatives to complete this recommendation for your review and approval. It should be noted that shipping is included as a part of this product purchase.

I would be happy to answer any questions that the Board may have on this purchase.

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IX. Action Items

6. Air Purification Units (OP 6320)

Recommended Motion

Motion offered by _____, seconded by _____, that the Board of Education approve, as presented, the purchase of up to 300 Navaerus-NV900 and 400 Medify-40 air purification units with filters from Hendricks Associates of Grand Rapids, MI and Medify Air of Deerfield Beach, FL, for an amount not-to-exceed \$649,896, the funds for which will come from the District Coronavirus Relief Fund (CRF) Grant.

TO: Mark Bielang, Superintendent
FROM: Ronald Herron, Assistant Superintendent
CC: Paula Johnson, Director of Finance
DATE: December 12, 2020
SUBJECT: Recommendation for Air Purification Units

RECOMMENDATION

It is recommended that the Board of Education approve the purchase of up to 300 Navaerus-NV900 and 400 Medify-40 air purification units with filters from Hendricks Associates in Grand Rapids and Medify Air in Deerfield Beach, Florida, for an amount not to exceed \$649,896. These funds will come from the District Coronavirus Relief Fund (CRF) Grant.

BACKGROUND INFORMATION

Over the past 8 months in response to the Coronavirus pandemic our maintenance and custodial staff have done a great job responding to needs for improved cleaning and air quality in our facilities. We have taken many steps to continue to mitigate the spread of this virus to keep our staff and students safe within the school environment. Our staff takes great pride in keeping staff and students safe.

I have listed below a few of the maintenance activities our PPS maintenance staff currently do to ensure we maintain a safe working environment as it relates to our HVAC systems throughout the district.

- Unit ventilators are opened and are cleaned. Motors are oiled/greased as required and the air filters are changed to make sure they are in working order.
- Air Handlers are opened, cleaned and visually inspected, checking linkages, actuators, and dampers. If needed belts and filters are changed, coils are cleaned and condensate drained to assure they are in proper working order.

In addition, we have and continued to implement as many additional steps possible to mitigate the spread of this virus while maintaining the adequate operations of our equipment without risk of failure. Here are a few examples of these to provide insight on some of the mitigation strategies we have employed to maintain a safe environment:

- Run the building's regular occupied schedule for the week prior to the start of school in order to exchange the air in the building as many times as possible.
- Start the occupied schedule in each building 2 hours prior to the start of school to purge the air in the building.

- Extend the occupied schedule in each building to at least 1 hour past the occupied time in each space to purge the air after the school day.
- As weather conditions permit temporarily override the outside air dampers to be more open in order to achieve a higher air exchange rate in the building.
- Assure air filters used meet or exceed design filtration levels set forth by the manufacturers.

However, this request will add yet another mitigation layer to combat the spread of this virus throughout the district as we prepare to come back in session later this year. Our strategy would be to deploy these air purification units in each classroom. The NV900 would be used in buildings where it is more difficult for our current HVAC systems to provide high quality outside air and the Medify-40 would be used in other buildings to enhance air quality in the classrooms. We believe this strategy will provide another level of safety during time when virus spread maybe at its peak. It also allows us flexibility to adjust the level of air quality in different areas at different times throughout the year, utilizing these portable units.

<u>PRODUCT</u>	<u>QTY</u>	<u>UNIT COST</u>	<u>PRODUCT TOTAL</u>
Novaerus NV900	300	\$1,845.00	\$553,500.00
Medify MA-40	400	\$ 199.60	\$ 79,840.00
Medify Filters	400	\$ 41.39	\$ 16,556.00
Total Cost			\$649,896.00

BIDDING PROCESS

This purchase was competitively bid and the recommended vendors submitted the closest equivalent to the equipment items desired by the district and/or specified within in the bid document.

I would be happy to answer any questions that the Board may have on this plan and purchase.

Air Purification Systems

Product Highlights

The Medify MA-40 air purification unit:

- Medical grade filtration system to removed 99.9 of particles down to 0.1 microns.
- Carbon filter to remove odors.
- On/off anion generator to produce negative ions trapping more/smaller particles.
- Cycle timer (2,4,6 or 8 hrs.)

The NV900 air purification unit:

- Medical grade Filtration system with plasma technology
- Ability to disinfect air by killing and/deactivating viruses
- Low cost of maintenance
- Low energy cost

10687 - Stand-alone Air Purification Units
 12/02/2020 @ 10:30 am

Vendor:	Medify Air	Hendrick Associates	Clean Air Concepts	Queen of Safety Supply CO LLC
Contact:	gary@medifyair.com	collinsa@hendrickassoc.com	groach@magnegrip.com	queenofsafety@outlook.com
Legal Forms?	YES - Missing Notary	YES	YES	YES

Item	Unit Price	Model Specifications	Unit Price	Model Specifications	Unit Price	Model Specifications	Unit Price	Model Specifications
Unit Cost for 1-249 Air Filtration Units	\$204.59	Medify MA40	\$1,945.00	Novaerus Protect NV900	\$540.00	AirHawk 265	\$1,600.00	AirRow Light 2000
Unit Cost for 250-499 Air Filtration Units	\$199.60	Medify MA40	\$1,845.00	Novaerus Protect NV900	\$520.00	AirHawk 265	\$1,550.00	AirRow Light 2000
Unit Cost for 500+ Air Filtration Units	\$195.15	Medify MA40	\$1,795.00	Novaerus Protect NV900	\$500.00	AirHawk 265	\$1,550.00	AirRow Light 2000
Replacement Filtration Unit Costs for 1-249	\$42.43	each	Each unit ships with 2 washable Media		\$120.00	(2 replacement filter/lamp per packaage)	\$78.00	3 packs
Replacement Filtration Unit Costs for 250-499	\$41.39	each	Each unit ships with 2 washable Media		\$120.00	(2 replacement filter/lamp per packaage)	\$75.00	3 packs
Replacement Filtration Unit Costs for 500 +	\$39.88	each	Each unit ships with 2 washable Media		\$120.00	(2 replacement filter/lamp per packaage)	\$70.00	3 packs
SHIPPING/HANDLING AS NEEDED	Fee		Dependent on Quantity purchased		Included	0	Dependent on Quantity purchased	
	Lead Time:	3-4 weeks ARO	Lead Time:	1-2 Weeks ARO	Lead Time:	Varies, Up to 18 weeks	Lead Time:	30-45 Days ARO

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X. Discussion Items

1. Human Growth & Development Instructional Materials (OP 6320)

Curriculum Instruction Assessment

To: Mark Bielang, Superintendent
Board of Education

From: Mike Huber, Director of Curriculum and Professional Development

Cc: Anne Schnurstein, FACS/Health Team Leader

Date: December 9, 2020

RECOMMENDATION

It is recommended that the Board of Education approve the use of the following sex education video elements from Amaze.org in our Human Growth and Development curriculum. The videos will be used at the high school level in our Health courses. There is no cost for using these videos.

BACKGROUND INFORMATION

The high school health team has requested video elements to support HGD instruction in the virtual mode. Rather than create and build our own elements, the team researched online videos that are aligned with the National Sexual Education Standards, and have been evaluated for effectiveness through Cardea, an evaluation organization.¹

We will be holding two required public meetings on December 17 and January 5 and we will take feedback from those conversations to request video approval at the January 11 Board meeting.

The videos use Creative Commons SA-BY 4.0 licenses, so we are able to edit the videos as necessary to create a single video set for our students without using YouTube or having other links present for students when presenting online in a virtual classroom.

VIDEOS

<u>Consent</u>	https://youtu.be/Gn7ZQ2x0cOE This video discusses the concept of consent and builds awareness for students around needing consent and that the choice to engage in intimate activity is something that requires the approval of both persons.
<u>Intimate Partner Violence</u>	https://youtu.be/vK3RhRwMwIg This video discusses and defines abusive situations and includes emotional, sexual, physical, and financial abuse. It also provides information about how to seek support if you or someone you know are in an abusive relationship.
<u>Birth Control</u>	https://youtu.be/QUCe1xrm7OU This video discusses condoms, IUDs, Depo-Provera shots, birth control pills, and the birth control implant. It also discusses STDs and if these methods also provide protection from STDs.
<u>Condoms</u>	https://youtu.be/oaLdNerJ-Fk This video reviews the purpose of condoms and how to use them, along with mistakes that could decrease the effectiveness of a condom.
<u>STD Factcheck</u>	https://youtu.be/7Sbgg8icODY This video reviews STDs, addressing some common misconceptions, what to do if you believe you have contracted an STD, and the long term impacts of STDs.

¹ <https://amaze.org/what-is-amaze/>

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X. Discussion Items

2. Filling Board Vacancy (BL 0142.5)

Book	Policy Manual
Section	0000 Bylaws
Title	VACANCIES
Code	po0142.5
Status	Active
Adopted	September 14, 2015

0142.5 - **VACANCIES**

The office of a Board member shall become vacant immediately upon the occurrence of any one (1) of the following events:

- A. the death of the incumbent, or the incumbent's being adjudicated insane or being found to be mentally incompetent by the proper court
- B. the incumbent's resignation
- C. the incumbent's removal from office
- D. the incumbent's conviction of a felony
- E. the incumbent's election or appointment being declared void by a competent tribunal
- F. the incumbent's neglect or failure to file the acceptance of office, to take the oath of office, or to give or renew an official bond required by law
- G. the failure of the District to elect a successor at the annual school meeting or election
- H. the incumbent's ceasing to possess the legal qualifications for holding office
- I. the incumbent's residence being removed from the School District

If less than a majority of the offices of the District becomes vacant, the remaining members of the Board shall fill the vacancy immediately.

If the vacancy is not filled within thirty (30) days after it occurs, the Board of the Intermediate School District shall fill the vacancy by appointment.

A person elected or appointed to fill a vacancy on the Board shall file an acceptance of office and shall hold office until the next regular school election.

Filling a Board Vacancy

If the majority of the Board is still seated, the vacancy shall be filled by the Board using the following procedure:

- A. The Board President, through public announcements in the news media, shall make known the vacancy has occurred and those persons interested in being considered for appointment should complete an application (available on-line and at the District office and deliver it to the Recording Secretary at the District office by the deadline established by the Board (normally fourteen (14) days after the announcement of the vacancy).
- B. The full Board or a committee approved by the Board shall meet in public session to screen applications to determine which candidates should be considered for appointment. If there is a strongly preferred candidate who emerges through the screening process, the full Board may select that individual to appoint through its deliberation and vote.
- C. If a strongly preferred candidate does not emerge through its deliberation, the Board shall select candidates to be interviewed in public session. Each candidate will be allowed up to fifteen (15) minutes, including a two (2)-minute opening statement, to respond to questions from Board members. The order of interviews shall be determined by random drawing.
- D. After completion of the interviews, each Board member will be given the opportunity to comment on the candidates.
- E. After completion of the interviews, each individual Board member shall vote for his/her top two (2) candidates. A paper ballot will be provided to each Board member. The Board President or his/her designee will compile the votes and announce those candidates receiving two (2) or more votes and how each Board member voted.

- F. The President will announce the names of those candidates receiving two (2) or more votes. Each Board member will be given the opportunity to comment on the remaining candidates.
- G. In the second round of voting, each Board member shall vote for only one (1) candidate from those candidates remaining. A paper ballot will be provided to each Board member. The Board President or his/her designee will compile the votes and announce the results of the voting and how each Board member voted. If one (1) candidate receives the greatest number of votes, at least four (4), the Board President will solicit a motion to appoint that individual to the vacancy on the Board of Education.
- H. The process shall be repeated as needed until one (1) candidate receives at least four (4) votes or until the Board President indicates that the Board is unable to make a decision. If the above process does not result in the selection of a candidate, the Board shall reopen the candidate window. The Board will then establish a new timeline, within the thirty (30) day limit, and follow the same procedures as outlines above.

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M.C.L. 168.310, 168.311