

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION  
REGULAR BUSINESS MEETING  
CENTRAL HIGH SCHOOL ROOM #1136, 8135 S. WESTNEDGE, PORTAGE, MICHIGAN 49002  
NOVEMBER 18, 2024, 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.

<b>I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE</b>	
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**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – REGULAR BUSINESS MEETING  
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136  
NOVEMBER 18, 2024, 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).**



**Portage Public Schools  
General Fund Budget Progress Report by Function  
2024-2025 Fiscal Year**

	Four months ended October 31, 2024				Four months ended October 31, 2023			
	Preliminary Budget 2024- 2025	% of total	Year-to-date activity	% of budget	Preliminary Budget 2023- 2024	% of total	Year-to-date activity	% of budget
<b>Revenue:</b>								
Local	19,002,147	15%	17,501,734	92%	17,629,417	15%	16,637,164	94%
State	91,538,661	74%	11,022,236	12%	85,082,448	74%	9,630,885	11%
Federal	1,901,369	2%	-	0%	1,968,618	2%	165,524	8%
Local payments-other districts	11,437,997	9%	2,312,511	20%	9,999,792	9%	2,103,180	21%
Other/Transfers in	120,000	0%	-	0%	130,000	0%	-	0%
<b>Total Revenue</b>	<b>124,000,174</b>	<b>100%</b>	<b>30,836,481</b>	<b>25%</b>	<b>114,810,275</b>	<b>100%</b>	<b>28,536,754</b>	<b>25%</b>
<b>Expenditures:</b>								
<b>Instruction</b>								
Basic Programs	62,518,724	49%	13,456,165	22%	60,560,475	52%	12,885,745	21%
Added Needs	12,103,721	10%	2,210,577	18%	9,978,319	9%	2,122,441	21%
<b>Total Instruction</b>	<b>74,622,445</b>	<b>59%</b>	<b>15,666,743</b>	<b>21%</b>	<b>70,538,794</b>	<b>61%</b>	<b>15,008,187</b>	<b>21%</b>
<b>Supporting Services</b>								
Pupil Support	11,194,306	9%	2,320,453	21%	10,103,518	9%	2,182,929	22%
Instructional Staff	8,530,940	7%	2,398,876	28%	7,137,993	6%	2,178,553	31%
General Administration	846,509	1%	270,098	32%	826,428	1%	286,159	35%
School Administration	6,387,409	5%	1,650,784	26%	6,112,508	5%	1,612,794	26%
Business	1,268,317	1%	458,005	36%	1,227,579	1%	451,955	37%
Operations and Maintenance	11,996,894	9%	3,620,163	30%	10,767,531	9%	3,150,204	29%
Transportation	5,102,480	4%	1,116,901	22%	3,964,937	3%	1,052,184	27%
Central Support Services	3,202,032	3%	1,663,313	52%	2,913,489	3%	1,355,973	47%
Other Support Services	1,837,507	1%	490,045	27%	1,871,843	2%	608,508	33%
Community Services	173,243	0%	23,483	14%	127,718	0%	39,963	31%
Childcare Services	1,129,446	1%	332,366	29%	859,633	1%	381,998	44%
<b>Total Supporting Services</b>	<b>51,669,083</b>	<b>41%</b>	<b>14,344,489</b>	<b>28%</b>	<b>45,913,177</b>	<b>39%</b>	<b>13,301,219</b>	<b>29%</b>
Other Financing Uses/Capital Outlay	21,000	0%	-	0%	20,961	0%	-	0%
<b>Total Expenditures</b>	<b>126,312,528</b>	<b>100%</b>	<b>30,011,232</b>	<b>24%</b>	<b>116,472,932</b>	<b>100%</b>	<b>28,309,406</b>	<b>24%</b>
Excess (deficiency) of revenues over expenditures	(2,312,354)		825,249		(1,662,657)		227,348	

**Portage Public Schools  
General Fund Budget Progress Report by Object  
2024-2025 Fiscal Year**

	Four months ended October 31, 2024				Four months ended October 31, 2023			
	Preliminary Budget 2024- 2025	% of total	Year-to-date activity	% of budget	Preliminary Budget 2023- 2024	% of total	Year-to-date activity	% of budget
Salaries	59,014,191	47%	12,177,648	21%	54,522,515	47%	11,694,741	21%
Benefits	<u>45,351,879</u>	36%	<u>10,083,209</u>	22%	<u>41,857,225</u>	36%	<u>9,598,813</u>	23%
Total Salaries and Benefits	104,366,070	83%	22,260,857	21%	96,379,740	83%	21,293,554	22%
Purchased Services	12,227,500	10%	4,199,617	34%	11,351,382	10%	3,835,112	34%
Supplies	6,443,777	5%	2,789,885	43%	6,494,145	6%	2,728,086	42%
Capital outlay/Other	<u>3,275,181</u>	3%	<u>760,872</u>	23%	<u>2,247,665</u>	2%	<u>452,653</u>	20%
Total Expenditures	126,312,528	100%	30,011,232	24%	116,472,932	100%	28,309,406	24%



**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – REGULAR BUSINESS MEETING  
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136  
NOVEMBER 18, 2024, 6:30 P.M.**

**Note Page**

**VI. Consent Agenda**

1. Approval of Minutes
  - a. November 4, 2024 Committee of the Whole Work Session & Closed Session

2. PCEC Boiler Replacement

**That the Board of Education approve \$503,481 for the replacement of a boiler at the Portage Community Education Center and approve as a part of this budget, to award a contract in the amount of \$249,400 to DHE Plumbing and Mechanical, LLC. The total requested amount of \$503,481 will come from the Building and Site Sinking Fund.**

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION**

**COMMITTEE OF THE WHOLE WORK SESSION  
NOVEMBER 4, 2024**

The Committee of the Whole Work Session of the Board of Education of Portage Public Schools held on Monday, November 4, 2024 was called to order at 6:30 p.m. by President Van Antwerp. The meeting was held in Room #1136 of Portage Central High School. The Pledge of Allegiance was recited.

Board Trustees Present: Emily Crawford, Keith Crowell, Kimberly Larson, Terri Novaria, Bo Snyder, Randy Van Antwerp

Board Trustees Absent: Ean Hamilton

**REVISIONS/APPROVAL OF AGENDA**

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

**The motion carried unanimously.**

**REPORTS**

**Superintendent's Report**

**2023-24 Audit Presentation**

Ms. Paula Johnson, Director of Finance, provided introductory remarks. Mr. Kim Lindsay, from Rehmann, the District's external auditor, shared highlights from the audit conducted for the 2023-24 school year. He gave an unmodified clean audit opinion, the highest of audit opinions, and reported there were no findings or reportable conditions. In addition, he reviewed assets, liabilities, fund balance, revenues, expenses and General Fund revenue sources and expenditures. He thanked Paula Johnson and her team for their work.

President Van Antwerp thanked Mr. Lindsay for the report. Trustees expressed their appreciation to Ms. Johnson and her staff for their excellent work!

**Bond Project Update**

The bond project update focused on the design of the new Woodland Elementary. Drivers behind the design for this project were reviewed along with where we are at on the project road map. Shown were several conceptual images of the Woodland site, exterior and interior of the building. Anticipated project allocation and the construction scheduled were also covered.

Trustees appreciated the report.

## **Other**

Superintendent Bielang shared an item of interest. All of our schools were recognized by Michigan's Multi-Tiered System of Supports for our ongoing efforts to implement MTSS in the areas of data utilization and implementation and impact. Kudos to all of our schools!

## **BOARD EDUCATION**

### **Presentation of Monitoring Report 1.1 (HS & MS)**

Dr. Michael Pascoe, Assistant Superintendent of Instruction, presented the first in a series of three reports on Monitoring Report 1.1. He explained that at the Board's request, we looked at the data a little differently in these reports. We compared our data to similar schools and to schools within KRESA.

The report covered secondary measures, specifically, our 2024 SAT and PSAT8 data compared to ten similar schools and to schools within KRESA. Next steps and areas of focus were also reviewed.

Dr. Pascoe responded to questions from Trustees. Board members expressed positive remarks about the report and the new format.

## **COMMENTS OR COMMUNICATIONS**

President Van Antwerp opened the floor to public comment.

Kat Frink shared stories that celebrate our staff and students.

President Van Antwerp thanked Ms. Frink for her comments and opened the floor to Trustee comments.

Mrs. Novaria shared her delight with Central High's production of *Hadestown*. She encouraged everyone to see Northern High's production starting on Friday, *Rent*.

Ms. Larson was also impressed by *Hadestown*, the marching bands performances, and the fall festival event for students at WoodsEdge, which was created by Central High students.

Mr. Snyder thanked Ms. Frink for sharing the uplifting stories. He expressed his appreciation for the school tours board members have been able to enjoy this fall.

Mr. Van Antwerp attended the recent MASB Leadership Conference and shared a handout from the event regarding Title IX.

## **CONSENT AGENDA**

**President Van Antwerp presented the following Consent Agenda items for approval by the Board of Education: the October 14, 2024 Policy Governance Retreat & Regular Business Meeting Minutes, and approve the 2026 Portage Northern High trip to Costa Rica, as presented.**

**There being no objections, the motion carried.**

## **ASSURANCE OF DISTRICT PERFORMANCE**

### **Monitoring Report 2.2, Treatment of Staff**

**Motion offered by Mr. Crowell, seconded by Mrs. Crawford, that the Board of Education accept Monitoring Report 2.2, Treatment of Staff, as a reasonable interpretation and evidence of compliance with policy.**

Superintendent Bielang shared highlights from the report.

**The motion carried unanimously.**

### **Monitoring Report 2.3, Compensation and Benefits**

**Motion offered by Mrs. Novaria, seconded by Mr. Crowell, that the Board of Education accept Monitoring Report 2.3, Compensation and Benefits, as a reasonable interpretation and evidence of compliance with policy.**

Superintendent Bielang briefly reviewed the report.

**The motion carried unanimously.**

### **Monitoring Report 2.5, Financial Condition/Activities (External Audit)**

**Motion offered by Ms. Larson, seconded by Mrs. Crawford, that the Board of Education accept the 2023/24 Financial Report, Single Audit Act Compliance Report, and Management Letter, as presented.**

**The motion carried unanimously.**

## **ACTION ITEMS**

### **Revised Monitoring Schedule**

**Motion offered by Mrs. Novaria, seconded by Mr. Crowell, that the Board of Education approve the revised Monitoring Schedule and the addition of the monitoring method and frequency statements on each of the policies 1.0, 2.0, 2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 2.8, 2.9, 2.10, and 2.11 – as presented.**

**The motion carried unanimously.**

## **DISCUSSION ITEMS**

### **Summer Tax Resolution**

Per Ms. Paula Johnson, Director of Finance, this is an annual action item for the Board. It facilitates the approval of a summer property tax levy.

### **Resolution Authorizing Sale of Bonds**

Per Ms. Paula Johnson, passage of the resolution authorizes the issuance of the 2025 School Building and Site Bonds. This is the third of four planned series of the original bond issue. The amount of this third bond will be \$43,380,000.

### **PCEC Boiler Replacement**

Mr. Johnny Edwards reviewed the recommendation to replace the boiler at the Portage Community Education Center, which has exceeded its expected life expectancy.

### **CLOSED SESSION**

#### **Consider Material Exempt From Disclosure**

**Motion offered by Mr. Snyder, seconded by Mrs. Novaria, that the Board of Education move into closed session under Section 8(1)(h) of the Open Meetings Act, MCL 15.268(1)(h), to consider a letter from its attorneys dated October 31, 2024, for the reason that the letter is exempt from disclosure from State law due to the attorney-client privilege.**

**Upon a roll call vote, the motion carried unanimously.**

The Board entered into closed session at 8:08 p.m. and returned to open session at 8:30 p.m.

### **POST-CLOSED ACTION**

After the Board returned to open session, they took the following action.

**Motion offered by, Mrs. Crawford, seconded by Mrs. Novaria, that the Board of Education approve the resolutions – Resolution to Authorize Quiet Title Action (Area A) and Resolution to Authorize Quiet Title Action (Area B) - authorizing Thrun Law Firm, P.C. to initiate a quiet title proceeding, as presented.**

**The motion carried unanimously.**

With no further business to come before the Board, the meeting was adjourned at 8:33 p.m.

Respectfully submitted,

Barb Atkinson  
Recording Secretary

To: Mark Bielang, Superintendent

From: Johnny Edwards, Assistant Superintendent of Operations

Cc: Paula Johnson, Director of Finance

Date: November 4, 2024

Re: PCEC Boiler Replacement

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**RECOMMENDATION**

I recommend that the Board of Education approve \$503,481 for the replacement of a boiler at Portage Community Education Center (PCEC) and approve as a part of this budget, to award a contract of \$249,400 to DHE Plumbing and Mechanical, LLC. The total requested amount of \$503,481 will come from the Building and Site Sinking Fund (BSSF).

**BACKGROUND INFORMATION**

The current steam boiler at PCEC was built in 1971 and we purchased the boiler used in 1991. The boiler is inspected annually by the State of Michigan. Given the age of the boiler and its repair history, the boiler is due for a replacement. The current boiler is oversized for the building and will be replaced with two smaller boiler units. The project will begin in the summer of 2025 with anticipated completion in September 2025.

**BIDDING PROCESS**

The RFP was made available October 4, 2024. An optional pre-bid meeting was held October 14, 2024. The bids were opened October 25, 2024. The lowest bidders were:

Specialty Metals Fabrications for metals	\$ 33,500
Hazelhoff Builders for General Trades	\$ 37,000
Great Lakes Systems for roofing	\$ 19,703
DHE Plumbing and Mechanical, LLC. for mechanical/plumbing,	\$249,400
Circuit Electric, Inc. for electrical	\$ 12,700
Other fees and contingencies	<u>\$151,178</u>
<b>Grand Total</b>	<b>\$503,481</b>

Enclosed please find the bid summary sheet showing the complete breakdown of the total project budget cost. I would be happy to answer any questions.



Portage Public Schools  
 PCEC Boiler Replacement  
 Award Summary Sheet  
 Construction Manager: Owen-Ames-Kimball Co.



	Bid Category	Contractor	Total
1	Metals	Specialty Metal Fabrications	33,500
2	General Trades	Hazelhoff Builders	37,000
3	Roofing	Great Lakes Systems	19,703
4	Mechanical/Plumbing	DHE Plumbing	249,400
5	Electrical	Circuit Electric, Inc.	12,700
	Electrical Panel Relocation	Allowance	5,000
	Existing Conditions	Allowance	5,000
	DDC Controls	Allowance	20,000
	General Conditions	Owen-Ames-Kimball Co.	17,544
	Preconstruction Services	Owen-Ames-Kimball Co.	1,440
	CM Fee	Owen-Ames-Kimball Co.	12,796
		Subtotal	414,083
	Building Contingency		41,408
		Billing Subtotal	455,491
	Asbestos Abatement		9,990
	AE Fee		38,000
	<b>Total</b>		<b>503,481</b>



**Portage Public Schools  
PCEC Boiler Replacement  
Motion Recommendation  
Construction Manager: Owen-Ames-Kimball Co.**

**RECOMMENDED MOTION**

I move that Owen-Ames-Kimball Co. be authorized to issue Notice of Pending Awards, in the amount indicated, to contractors and suppliers listed below, pending confirmation that all requirements of the Contract Documents have been met. Furthermore, that upon receipt by Owen-Ames-Kimball Co. of the appropriate documentation, contracts be awarded to these contractors and suppliers by Portage Public Schools.

1	Metals	Specialty Metal Fabrications	\$33,500
2	General Trades	Hazelhoff Builders	\$37,000
3	Roofing	Great Lakes Systems	\$19,703
4	Mechanical/Plumbing	DHE Plumbing	\$249,400
5	Electrical	Circuit Electric, Inc.	\$12,700
<b>Total Awards</b>			<b>\$352,303</b>

**Owner: Portage Public Schools**  
**Project Name: PCEC - Boiler Replacment**  
**Owen-Ames-Kimball Co. - Construction Manager**  
**Bid Opening: 10/25 - 2:00 pm**



<b>Bid Category No. 01 - Metals</b>				
<b>Contractor</b>	<b>Bid Bond</b>	<b>Addendum</b>	<b>Base Bid</b>	<b>Notes</b>
Specialty Metal Fabrications (Dutton, MI)	Y	1,2,3	\$33,500	
Division 5 Metalworks (Parchment, MI)	Y	1,2,3	\$37,680	

Owner: Portage Public Schools  
 Project Name: PCEC - Boiler Replacment  
 Owen-Ames-Kimball Co. - Construction Manager  
 Bid Opening: 10/25 - 2:00 pm



<b>Bid Category No. 02 - General Trades</b>				
<b>Contractor</b>	<b>Bid Bond</b>	<b>Addendum</b>	<b>Base Bid</b>	<b>Notes</b>
Hazelhoff Builders (Kalamazoo, MI)	Y	1,2,3	\$37,000	
Mugen Construction, Inc (Dorr, MI)	Y	1,2,3	\$47,468	

Owner: Portage Public Schools  
 Project Name: PCEC - Boiler Replacment  
 Owen-Ames-Kimball Co. - Construction Manager  
 Bid Opening: 10/25 - 2:00 pm



Bid Category No. 03 - Roofing				
Contractor	Bid Bond	Addendum	Base Bid	Notes
Great Lakes Systems (Jenison, MI)	Y	1,2,3	\$19,703	

**Owner: Portage Public Schools**  
**Project Name: PCEC - Boiler Replacment**  
**Owen-Ames-Kimball Co. - Construction Manager**  
**Bid Opening: 10/25 - 2:00 pm**



<b>Bid Category No. 04 - Mechnaical/Plumbing</b>				
<b>Contractor</b>	<b>Bid Bond</b>	<b>Addendum</b>	<b>Base Bid</b>	<b>Notes</b>
DHE Plumbing (Grandville, MI)	Y	1,2,3	\$249,400	
Mall City Mechanical, Inc. (Grand Rapids, MI)	Y	1,2,3	\$314,975	
Pro Services Inc (Portage, MI)	Y	1,2,3	\$337,415	

**Owner: Portage Public Schools**  
**Project Name: PCEC - Boiler Replacment**  
**Owen-Ames-Kimball Co. - Construction Manager**  
**Bid Opening: 10/25 - 2:00 pm**



<b>Bid Category No. 05 - Electrical</b>				
<b>Contractor</b>	<b>Bid Bond</b>	<b>Addendum</b>	<b>Base Bid</b>	<b>Notes</b>
Circuit Electric, Inc. (Byron Center, MI)	Y	1,2,3	\$12,700	
Hi-Tech Electric Company (Portage, MI)	Y	1,2,3	\$20,300	
DVT Electric Inc (Wyoming, MI)	Y	1,2,3	\$40,250	

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – REGULAR BUSINESS MEETING  
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136  
NOVEMBER 18, 2024, 6:30 P.M.**

**Note Page**

**VIII. Required Action Items**

1. Summer Tax Resolution (EL 2.4)

**Recommended Motion:**

**Motion offered by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education approve the Annual Summer Tax Resolution that authorizes Portage Public Schools to continue its summer tax collections in 2025, as presented.**



**TO:** Mark Bielang, Superintendent  
**FROM:** Paula Johnson, Director of Finance  
**DATE:** October 30, 2024  
**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 2025.

### **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. It facilitates the approval of a summer property tax levy.

The Board is still required to notify all taxing jurisdictions by December 31, 2024 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 95% of our operating 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 would be happy to answer any questions that you or Board members may have on this resolution.

Attachment

**Annual Summer Tax Resolution**

Portage Public Schools, County of Kalamazoo, State of Michigan (the "District")

A regular meeting of the board of education of the District (the "Board") was held in Portage Central High School, 8135 S. Westnedge Avenue, Portage, MI 49002, within the boundaries of the District, on the 18th day of November, 2024, at 6:30 o'clock in the p.m. (the "Meeting").

The Meeting was called to order by \_\_\_\_\_, President.

Present: Members \_\_\_\_\_

Absent: Members \_\_\_\_\_

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_:

**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 within the City of Portage, and continuing from year-to-year until specifically revoked by the Board.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. Pursuant to the Revised School Code, MCL 380.1 et seq., the Board invokes for 2025 its previously-adopted ongoing resolution imposing a summer tax levy, with respect to the City of 100% of annual school property taxes, including debt service, upon property located within the District within the City of Portage, and continuing from year-to-year until specifically revoked by the Board, and requests that the City of Portage collect those summer taxes.

2. The Superintendent, the Director of Finance and Treasurer, or a designee thereof, is authorized and directed to forward to the governing body of the City of Portage 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 of Portage agree to collect the summer tax levy for 2025 in the amount specified in this resolution. Such forwarding of the resolutions and the request to collect the summer tax levy shall be performed so that they are received by the City of Portage's governing body on or before December 31, 2024.

3. Pursuant to and in accordance with Revised School Code Section 1613(1), the Superintendent, the Director of Finance and Treasurer, or a designee thereof, is authorized and directed to negotiate on behalf of the District with the governing body of the City of Portage for the reasonable expenses for collection of the District's summer tax levy that the city and/or township may bill under Revised School Code Sections 1611 or 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 be and the same are hereby rescinded.

Ayes: Members \_\_\_\_\_

Nays: Members \_\_\_\_\_

Resolution declared \_\_\_\_\_.



**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – REGULAR BUSINESS MEETING  
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136  
NOVEMBER 18, 2024, 6:30 P.M.**

**Note Page**

**IX. Action Items**

1. Resolution Authorizing Sale of Bonds (OP 6144, 6145)

**Recommended Motion**

**Motion offered by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education adopt the Resolution Authorizing 2025 School Building and Site Bonds, as presented.**



8107 MUSTANG DRIVE  
PORTAGE, MICHIGAN 49002  
269.323.5000 | [portageps.org](http://portageps.org)

TO : Mark Bielang, Superintendent  
Board of Education

FROM : Paula Johnson, Director of Finance

DATE : October 30, 2024

SUBJ : Resolution Authorizing Issuance of the 2025 School Building and Site Bonds

### **RECOMMENDATION**

That the Board of Education adopt the attached resolution which authorizes the issuance of the 2025 School Building and Site Bonds.

### **BACKGROUND INFORMATION**

Bond counsel (Miller Canfield) has prepared the attached resolution for the Board's consideration at the next board meeting. This action is possible due to the positive vote received from the voters on August 3, 2021. We would like to thank the community for this continued support of the technology and facility improvements this will allow. This is the third of four planned series of the original bond issue.

The recommended standard resolution is the first step in issuing bonds and is similar to past bond resolutions. The amount of the third bond issue will be \$43,380,000. Included in the resolution you will find continued use of Miller, Canfield, Paddock and Stone as the District's Bond Counsel, Baker Tilly Municipal Advisors as the District's Financial Advisor, and Stifle, Nicolaus & Company, Inc. as the District's Underwriter. The District has established strong relationships with all three of these companies during previous bond issues and the process was completed in an efficient, streamlined manner.

The administration recommends that the Board monitor this project through the following steps:

1. Bond issuance resolution approval by the Board of Education
2. Preparation of preliminary official statement
3. Participation in the sale of the bonds on the day of pricing by the Superintendent, Assistant Superintendent of Operations, and the Director of Finance
4. Settlement and closing

The resolution facilitates this borrowing process by having the Board formally authorize the issuance of this financing and execution of all necessary documents. Upon passage by the Board, this resolution will allow our bond counsel to issue its legal opinion on the status of these bonds.

Based on past history, these bonds will be sold at a negotiated bond sale instead of what is referred to as a complete sale. At this time a target date for pricing will occur around January 13, 2025. The District does plan to accept the bond proceeds in early February 2025.

I would be happy to answer any questions that you or Board members have at this time.

**PORTAGE PUBLIC SCHOOLS  
COUNTY OF KALAMAZOO, STATE OF MICHIGAN**

**RESOLUTION AUTHORIZING  
2025 SCHOOL BUILDING AND SITE BONDS  
(UNLIMITED TAX GENERAL OBLIGATION)**

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At a regular meeting of the Board of Education (the “Board”) of the Portage Public Schools, County of Kalamazoo, State of Michigan (the “School District”), held in the School District on November 18, 2024, at 6:30 p.m., prevailing Eastern Time.

PRESENT: Members: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: Members: \_\_\_\_\_

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_.

WHEREAS, at a special election held in the School District on August 3, 2021, the qualified electors of the School District approved a proposal authorizing the issuance of bonds by the School District, to be issued in one or more series, in an aggregate amount of not to exceed \$175,725,000 (the “2021 Bond Proposal”) for the purpose of erecting and completing new school buildings, including buildings to replace existing elementary schools; acquiring, remodeling, equipping, reequipping, furnishing and refurnishing and constructing additions to buildings in the school district; acquiring school buses; acquiring and installing instructional technology, technology infrastructure and equipment in and connecting new and existing school district facilities; and acquiring, preparing, developing, and improving sites, including playfields, playgrounds, facilities and structures (the “Projects”); and

WHEREAS, under the provisions of Section 6, Article IX of the Michigan Constitution of 1963, the tax levies for said bonds authorized pursuant to the 2021 Bond Proposal shall be without limitation as to rate or amount; and

WHEREAS, pursuant to the 2021 Bond Proposal, the School District previously issued its 2021 School Building and Site Bonds (Unlimited Tax General Obligation), dated November 3, 2021 (the “2021 Bonds”) in the principal amount of \$45,795,000, as the first series of bonds pursuant to the 2021 Bond Proposal; and

WHEREAS, pursuant to the 2021 Bond Proposal, the School District previously issued its 2023 School Building and Site Bonds (Unlimited Tax General Obligation), dated June 22,

2023 (the “2023 Bonds”) in the principal amount of \$9,835,000, as the second series of bonds pursuant to the 2021 Bond Proposal

WHEREAS, due to the prevailing market conditions at the time of the sale of the previous bonds issued pursuant to the 2021 Bond Proposal, the 2021 Bonds were issued with net original issue premium in the total amount of \$4,200,974, and the 2023 Bonds were issued with net original issue premium in the total amount of \$163,592.75, both of which net premiums are counted against the total \$175,725,000 authorization under the 2021 Bond Proposal; and

WHEREAS, the School District desires to authorize the issuance of the third series of bonds authorized pursuant to the 2021 Bond Proposal in the aggregate principal amount of not to exceed \$43,380,000 to pay a portion of the cost of the Projects and the costs of issuance associated with such bonds; and

WHEREAS, the School District desires to sell the bonds pursuant to a negotiated sale in order to preserve maximum flexibility in the timing and structure of the transaction and to minimize the costs of issuance thereof; and

WHEREAS, the School District also deems it advisable to authorize the Superintendent and the Director of Finance, or either one acting alone (each an “Authorized Officer”), to accept an offer to purchase the bonds from an underwriter, negotiate, approve and execute a bond purchase agreement with the underwriter and to approve various other terms and documents in connection with the sale and delivery of the bonds to the underwriter; and

WHEREAS, the School District must either be granted qualified status within the meaning of Act 34, Public Acts of Michigan, 2001, as amended (“Act 34”), or receive prior approval of the bonds from the Michigan Department of Treasury (“Treasury”).

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Issuance of Bonds. Bonds of the School District designated 2025 School Building and Site Bonds (Unlimited Tax General Obligation) (the “Bonds”), are hereby authorized to be issued in one or more series, with such changes to the bond name, designation or suffix as may be appropriate for each series based on the type of bonds issued, in the aggregate principal amount of not to exceed \$43,380,000, or such lesser amount as shall be determined by an Authorized Officer upon sale of the Bonds, for the purpose of financing a portion of the costs of the Projects and paying the costs of issuing the Bonds.

2. Bond Details. The issue shall consist of bonds registered as to principal and interest of the denomination of \$5,000 or integral multiples thereof, be dated as of such date as shall be determined by an Authorized Officer at the time of sale of the Bonds and numbered as determined by the Transfer Agent (as defined below). The Bonds shall mature on May 1 or November 1 in the years and in the principal amounts as determined by an Authorized Officer at the time of sale provided *that* the final maturity of the Bonds shall not be later than twenty-five (25) years from the date of issue. The principal of the Bonds shall be payable at a bank or trust

company selected by an Authorized Officer, as registrar and transfer agent for the Bonds (the “Transfer Agent”) upon presentation and surrender of the appropriate Bond.

The Bonds shall bear interest at a rate or rates to be determined upon negotiated sale thereof, but in any event not exceeding a true interest cost of 6.00% per annum, payable semi-annually on May 1 and November 1 in the years as determined by an Authorized Officer at the time of sale and the underwriter’s discount shall not exceed 1.00% of the principal amount of the Bonds.

Interest on the Bonds shall be paid by check drawn on the Transfer Agent mailed to the registered owner of the Bonds at the registered address, as shown on the registration books of the School District maintained by the Transfer Agent. Interest shall be payable to the registered owner of record as of the fifteenth day of the month prior to the payment date for each interest payment. The date of determination of registered owner for purposes of payment of interest as provided in this paragraph may be changed by the School District to conform to market practice in the future.

The Bonds may be issued in book-entry-only form through The Depository Trust Company in New York, New York.

The Bonds of any series may be issued as serial or term bonds or both and shall be subject to optional or mandatory redemption prior to maturity at the times, in the manner, in the amounts and at the prices determined by an Authorized Officer at the time of sale of the Bonds.

Unless waived by any registered owner of any Bonds to be redeemed, official notice of redemption shall be given by the Transfer Agent on behalf of the School District. Such notice shall be dated and shall contain at a minimum the following information: original issue date; maturity dates; interest rates; CUSIP numbers, if any; certificate numbers (and in the case of partial redemption) the called amounts of each certificate; the redemption date; the redemption price; the place where Bonds called for redemption are to be surrendered for payment; and that interest on Bonds or portions thereof called for redemption shall cease to accrue from and after the redemption date.

In addition, further notice shall be given by the Transfer Agent in such manner as may be required or suggested by regulations or market practice at the applicable time, but no defect in such further notice nor any failure to give all or any portion of such further notice shall in any manner defeat the effectiveness of a call for redemption if notice thereof is given as prescribed herein.

3. Bond Form and Execution of Bonds. The Bonds shall be in substantially the form attached hereto as Exhibit A with such changes as are authorized by the terms of this Resolution or necessary to complete the provisions hereof. The Bonds shall be signed by the manual or facsimile signatures of the President and Secretary of the Board. No Bonds shall be valid until authenticated by an authorized representative of the Transfer Agent. The Bonds shall be delivered to the Transfer Agent for authentication and be delivered by it to the purchaser in accordance with instructions from the Treasurer of the Board upon payment of the purchase price

for the Bonds in accordance with the bond purchase agreement therefor when accepted. Executed blank bonds for registration and issuance to transferees shall simultaneously, and from time to time thereafter as necessary, be delivered to the Transfer Agent for safekeeping.

4. Debt Retirement Fund. Unless the School District establishes a Common Debt Retirement Fund as provided by law for all issues of bonds of like character of the School District, the Treasurer shall open a special depository account for the Bonds with a bank to be designated as 2025 School Building and Site Bonds Debt Retirement Fund (the “Debt Retirement Fund”). All proceeds from taxes levied for the payment of the principal of, interest on and redemption premium, if any, for the Bonds shall be deposited into the Debt Retirement Fund or the Common Debt Retirement Fund, if one is established. Once the Debt Retirement Fund is established, the moneys deposited in such fund shall be used solely for the purpose of paying the principal of, interest on and redemption premium, if any, for the Bonds. If the School District establishes a Common Debt Retirement Fund, the moneys deposited in that fund shall be used solely for the payment of the principal of and interest on the Bonds and other bonds of like character of the School District payable from the Common Debt Retirement Fund. The accrued interest, if any, received upon delivery of the Bonds shall also be deposited in the appropriate debt retirement fund. Taxes required to be levied to meet the principal and interest obligations and redemption premiums, if any, may be without limitation as to rate or amount, as provided by Article IX, Section 6 of the Michigan Constitution of 1963.

5. Capital Projects Fund. There shall be established by the Treasurer a special depository account, designated the 2025 School Building and Site Bonds Capital Projects Fund (the “Capital Projects Fund”). The amounts specified by an Authorized Officer at the time of sale of the Bonds from the net proceeds of sale of the Bonds and from any net original issue premium shall be deposited to the Capital Projects Fund to be used solely and only to pay for the costs of the Projects, capitalized interest, if any, and the costs of issuance of the Bonds. Except for investment pending disbursement and as herein provided, the moneys in the Capital Projects Fund shall be used solely to pay the costs of the Projects and the costs of issuance of the Bonds as such costs become due and payable and, as may be necessary, to rebate arbitrage earnings, if any, to the United States Department of Treasury as required by the Internal Revenue Code of 1986, as amended (the “Code”). Any net original issue premium received on sale and delivery of the Bonds shall be deposited in the appropriate fund consistent with State and federal law, and, consistent with federal tax law, may be used to pay capitalized interest on the Bonds or may be used to reduce the principal amount of the Bonds issued. Such net original issue premium received, if any, shall be counted against the 2021 Bond Proposal authorization. Moneys remaining in the Capital Projects Fund after completion of the Projects and payment of the costs of issuance of the Bonds and payment of capitalized interest, if any, may be used first for any purpose permitted by the 2021 Bond Proposal, and second for any other purpose permitted by law, than shall be transferred to the Debt Retirement Fund.

6. Unlimited Tax. Commencing with the fiscal year beginning July 1, 2025, it shall be the duty of the School District to levy a tax annually in an amount sufficient so that the estimated collections therefrom will be sufficient to pay promptly when due the principal of and

interest becoming due on the Bonds, which tax levies shall not be subject to limitation as to rate or amount.

7. Negotiated Sale. The School District has considered the option of selling the Bonds through a competitive sale and a negotiated sale and, pursuant to the requirements of Act 34, and based on the advice of the Municipal Advisor (as defined below) has determined that a negotiated sale of the Bonds provides the School District with greater flexibility in structuring bond maturities and the timing of the sale of the Bonds, and will enable the School District to better market the Bonds to the advantage of the School District and its taxpayers.

8. Retention of Underwriter and Execution of Bond Purchase Agreement. The School District hereby appoints Stifel, Nicolaus & Company, Incorporated as senior managing underwriter for the Bonds (the “Underwriter”). Each Authorized Officer is hereby authorized to appoint one or more co-managing underwriters, if recommended by the Municipal Advisor. Each Authorized Officer is further authorized to negotiate and award the sale of the Bonds to the Underwriter pursuant to a bond purchase agreement, subject to the parameters set forth in this Resolution. Each Authorized Officer is authorized to execute and deliver the bond purchase agreement on behalf of the School District without further approval of the Board, *provided that* the true interest cost on the Bonds shall not exceed 6.00% per annum and the underwriter’s discount shall not exceed 1.00% of the principal amount of the Bonds.

An Authorized Officer may, without further approval or direction from the Board, execute a sale order evidencing the final terms of the Bonds, and make any of the determinations, covenants and elections authorized by this Resolution, provided that the final terms of the Bonds shall be within the parameters set forth in this Resolution.

9. Ratings and Bond Insurance. Each Authorized Officer is authorized to apply for bond ratings from municipal bond rating agencies if deemed appropriate and apply for and purchase a policy of municipal bond insurance, if deemed appropriate by the Municipal Advisor and Bond Counsel (as defined below).

10. Official Statements. The President of the Board and an Authorized Officer are each hereby authorized to approve preliminary and final official statements relating to the Bonds as is deemed appropriate by the Municipal Advisor and Bond Counsel. The President of the Board or an Authorized Officer are further authorized to execute and deliver the final Official Statement relating to the Bonds on behalf of the School District and to approve, execute and deliver any amendments and supplements to the Official Statement necessary to assure that the statements therein are, and as of the time the Bonds are delivered to the Underwriter will be true, and that it does not contain any untrue statement of a material fact and does not omit to state a material fact necessary in order to make the statements therein, in light of the circumstances under which they were made, not misleading.

11. Continuing Disclosure Undertaking. The School District hereby covenants, in accordance with the provisions of Rule 15c2-12, promulgated by the Securities and Exchange Commission, as may be amended (the “Rule”), if required pursuant to the Rule, to provide or

cause to be provided the information set forth in the attached Exhibit B, as such Exhibit may be revised by an Authorized Officer as required by Rule prior to delivery of the Bonds.

12. Tax Matters. The School District hereby covenants that, to the extent permitted by law, it shall take all actions within its control necessary to maintain the exclusion of the interest on the Bonds from adjusted gross income for federal income tax purposes under the Code, including, but not limited to, actions relating to the rebate of arbitrage earnings, if applicable, and the expenditure and investment of Bond proceeds and moneys deemed to be Bond proceeds. An Authorized Officer, if deemed appropriate by the Municipal Advisor and Bond Counsel, is hereby authorized to designate the Bonds as a “qualified tax-exempt obligation” for purposes of deduction of interest expense by financial institutions pursuant to Section 265(b)(3) of the Code.

13. Expenditures and Reimbursements. The School District may incur project expenditures prior to receipt of proceeds of the Bonds issued to finance the Project and may advance moneys from the general fund for that purpose to be reimbursed from proceeds of the Bonds when available. An Authorized Officer shall keep a specific record of all such expenditures.

The School District makes the following declarations for the purpose of complying with the reimbursement rules of Treas. Reg. § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended:

(a) As of the date hereof, the School District reasonably expects to reimburse itself for the expenditures described in (b) below with proceeds of debt to be incurred by the School District.

(b) The expenditures described in this paragraph (b) are for the Project authorized by this Resolution and which were or will be paid subsequent to sixty (60) days prior to the date hereof.

(c) The maximum principal amount of debt expected to be issued for the Project, including issuance costs, is \$43,380,000.

(d) A reimbursement allocation of the expenditures described in (b) above with the proceeds of the borrowing described herein will occur not later than 18 months after the later of (i) the date on which the expenditure is paid, or (ii) the date the Project is placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. A reimbursement allocation is an allocation in writing that evidences the School District’s use of the proceeds of the debt to be issued for the Project to reimburse the School District for a capital expenditure made pursuant to this Resolution.

(e) The expenditures described in (b) above are “capital expenditures” as defined in Treas. Reg. § 1.150-1(b), which are any costs of a type which are properly chargeable to a capital account (or would be so chargeable with a proper election or with

the application of the definition of placed in service under Treas. Reg. § 1.150-2(c)) under general Federal income tax principles (as determined at the time the expenditure is paid).

(f) No proceeds of the borrowing paid to the School District in reimbursement pursuant to this Resolution will be used in a manner described in Treas. Reg. § 1.150-2(h) with respect to abusive uses of such proceeds, including, but not limited to, using funds corresponding to the proceeds of the borrowing in a manner that results in the creation of replacement proceeds (within Treas. Reg. § 1.148-1) within one year of the reimbursement allocation described in (d) above.

14. Further Bond Details. Each Authorized Officer is hereby individually authorized to adjust the final Bond details to the extent necessary or convenient to complete the transaction authorized in this Resolution, and in pursuance of the foregoing is authorized to exercise the authority and make the determinations authorized pursuant to Section 315(1)(d) of Act 34, including but not limited to, determinations regarding interest rates, prices, discounts, maturities, principal amounts, denominations, dates of issuance, interest payment dates, redemption rights, the place of delivery and payment, designation of series, and other matters, all subject to the parameters established in this Resolution.

15. Retention of Bond Counsel and Municipal Advisor. The law firm of Miller, Canfield, Paddock and Stone, P.L.C. is hereby appointed as bond counsel for the School District with reference to the issuance of the Bonds authorized by this Resolution (“Bond Counsel”). The representation of the School District by Miller, Canfield, Paddock and Stone, P.L.C. as Bond Counsel is hereby confirmed and approved, notwithstanding Miller, Canfield’s periodic representation in unrelated matters of the Underwriter, Stifel, Nicolaus & Company, Incorporated, and other potential parties to the transactions contemplated by this Resolution. The School District also hereby appoints Baker Tilly Municipal Advisors, LLC to act as financial advisor with reference to the issuance of the Bonds authorized by this Resolution (the “Municipal Advisor”).

16. Department of Treasury. Each Authorized Officer is hereby authorized to make application to Treasury for prior approval to issue the Bonds or file a qualifying statement. Each Authorized Officer or Bond Counsel, on behalf of the School District, is further authorized to request any and all waivers, including without limitation, rating waivers, or exemptions from Treasury necessary to the issuance of the Bonds as recommended by the Municipal Advisor and Bond Counsel. Each Authorized Officer is authorized to have prepared and filed a Security Report with Treasury pursuant to Act 34.

17. Further Actions. The officers, administrators, agents and attorneys of the School District are authorized and directed to execute and deliver all other agreements, documents and certificates and to take all other actions necessary to complete the issuance and delivery of the Bonds in accordance with this Resolution. The officers, administrators, agents and attorneys of the School District are authorized and directed to pay costs of issuance including Bond Counsel fees, Municipal Advisor fees, rating agency fees, Transfer Agent fees, costs of printing the

preliminary and final official statements, and any other costs necessary to accomplish sale and delivery of the Bonds.

*[Remainder of Page Intentionally Left Blank]*

18. Conflicts. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution be and the same hereby are rescinded.

AYES: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

\_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_

Acting Secretary, Board of Education

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Board of Education of the Portage Public Schools, County of Kalamazoo, State of Michigan, at a regular meeting held on November 18, 2024, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

\_\_\_\_\_

Acting Secretary, Board of Education

42819317

**EXHIBIT A**

**BOND FORM**

UNITED STATES OF AMERICA  
STATE OF MICHIGAN  
COUNTY OF KALAMAZOO

PORTAGE PUBLIC SCHOOLS  
2025 SCHOOL BUILDING AND SITE BOND  
(UNLIMITED TAX GENERAL OBLIGATION)

<u>INTEREST RATE</u>	<u>MATURITY DATE</u>	<u>DATE OF ORIGINAL ISSUE</u>	<u>CUSIP</u>
	_____ 1, 20__	_____, 2025	

Registered Owner:                   Cede & Co.

Principal Amount:                   \_\_\_\_\_ Dollars

Portage Public Schools, County of Kalamazoo, State of Michigan (the "School District") promises to pay to the Registered Owner specified above, or registered assigns, the Principal Amount specified above, in lawful money of the United States of America on the Maturity Date specified above, unless prepaid prior thereto as hereinafter provided, with interest thereon (computed on the basis of a 360-day year consisting of twelve 30-day months) from the Date of Original Issue specified above, or such later date to which interest has been paid, until paid, at the Interest Rate per annum specified above, first payable on \_\_\_\_\_, 20\_\_ and semiannually thereafter. Principal of this bond is payable at the corporate trust office of \_\_\_\_\_, or such other transfer agent as the School District may hereafter designate by notice mailed to the registered owner hereof not less than 60 days prior to any interest payment date (the "Transfer Agent"). Interest on this bond is payable by check or draft mailed by the Transfer Agent to the person or entity who or which is as of the 15th day of the month preceding each interest payment date, the registered owner, at the registered address. For the prompt payment of this bond, both principal and interest, the full faith and credit of the School District is hereby irrevocably pledged.

This bond is one of a series of bonds of even Date of Original Issue aggregating the principal sum of \$\_\_\_\_\_, (the "Bonds"). The Bonds are issued under and in pursuance of the provisions of Act 451, Public Acts of Michigan, 1976, as amended, and Act 34, Public Acts of Michigan, 2001, as amended, and pursuant to a resolution duly adopted by the Board of Education of the School District on November 18, 2024 for school building and site purposes as the third series of bonds authorized by the qualified electors of the School District at a special election held on August 3, 2021.

This Bond and the interest hereon are payable from the Debt Retirement Fund of the School District for this issue, and the School District is obligated to levy annually sufficient taxes without limitation as to rate or amount to provide for the payment of the principal of and interest on these bonds as they mature.

Bonds of this issue maturing in the years 20\_\_ to 20\_\_, inclusive, shall not be subject to redemption prior to maturity. Bonds of this issue or \$5,000 portions thereof maturing in the years 20\_\_ and thereafter, shall be subject to redemption prior to maturity, at the option of the School District, in any order of maturity and by lot within a single maturity, on any date on or after May 1, 20\_\_ at the redemption price of par plus accrued interest to the date fixed for redemption.

[Insert mandatory term bond redemption provisions, if needed]

In case less than the full amount of an outstanding bond is called for redemption, the Transfer Agent, upon presentation of the bond called in part for redemption, shall register, authenticate and deliver to the registered owner of record a new bond in the principal amount of the portion of the original bond not called for redemption.

Notice of redemption of any bond shall be given at least thirty (30) days and no more than sixty (60) days prior to the date fixed for redemption by mail to the registered owner or owners at the registered addresses shown on the registration books kept by the Transfer Agent. Bonds shall be called for redemption in multiples of \$5,000, and Bonds of denominations of more than \$5,000 shall be treated as representing the number of bonds obtained by dividing the denomination of the bond by \$5,000, and such bonds may be redeemed in part. The notice of redemption for bonds redeemed in part shall state that upon surrender of the bond to be redeemed a new bond or bonds in aggregate principal amount equal to the unredeemed portion of the bond surrendered shall be issued to the registered holder thereof. No further interest shall accrue on the bonds or portions of bonds called for redemption after the date fixed for redemption, whether presented for redemption or not, provided funds are on hand with the Transfer Agent to redeem the same.

Any bond may be transferred by a registered owner, in person or by the registered owner's authorized attorney or legal representative, upon surrender of the bond to the Transfer Agent for cancellation, together with a duly executed written instrument of transfer in a form approved by the Transfer Agent. Whenever any bond is surrendered for transfer, the Transfer Agent shall authenticate and deliver a new bond or bonds, in like aggregate principal amount, interest rate and maturity. The Transfer Agent shall require the owner requesting the transfer to pay any tax or other governmental charge required to be paid with respect to the transfer. The Transfer Agent will not be required to (i) issue, register the transfer of or exchange any bond during a period beginning at the opening of business 15 days before the day of the mailing of a notice of redemption of bonds selected for redemption and ending at the close of business on the day of that mailing, or (ii) register the transfer of or exchange any bond selected for redemption in whole or in part, except the unredeemed portion of bonds being redeemed in part.



## **EXHIBIT B**

### **FORM OF CONTINUING DISCLOSURE UNDERTAKING**

This Continuing Disclosure Undertaking (the “Undertaking”) is executed and delivered by the Portage Public Schools, County of Kalamazoo, State of Michigan (the “School District”), in connection with the issuance of its 2025 School Building and Site Bonds (Unlimited Tax General Obligation) (the “Bonds”). The School District covenants and agrees for the benefit of the Bondholders, as hereinafter defined, as follows:

(a) *Definitions.* The following terms used herein shall have the following meanings:

“Audited Financial Statements” means the annual audited financial statement pertaining to the School District prepared by an individual or firm of independent certified public accountants as required by Act 2, Public Acts of Michigan, 1968, as amended, which presently requires preparation in accordance with generally accepted accounting principles.

“Bondholders” shall mean the registered owner of any Bond or any person (a) with the power, directly or indirectly, to vote or consent with respect to, or to dispose of ownership of, any Bond (including any person holding a Bond through a nominee, depository or other intermediary) or (b) treated as the owner of any Bond for federal income tax purposes.

“EMMA” shall mean the MSRB’s Electronic Municipal Market Access District, or such other District, Internet Web site, or repository hereafter prescribed by the MSRB for the submission of electronic filings pursuant to the Rule.

“Financial Obligation” means “financial obligation” as such term is defined in the Rule.

“MSRB” means the Municipal Securities Rulemaking Board.

“Rule” means Rule 15c2-12 promulgated by the SEC pursuant to the Securities Exchange Act of 1934, as amended, as in effect on the date of this Undertaking, including any official interpretations thereof issued either before or after the date of this Undertaking which are applicable to this Undertaking.

“SEC” means the United States Securities and Exchange Commission.

(b) *Continuing Disclosure.* The School District hereby agrees, in accordance with the provisions of the Rule, to provide or cause to be provided to the MSRB through EMMA, on or before the last day of the 6th month after the end of the fiscal year of the School District, the following annual financial information and operating data,

commencing with the fiscal year ended June 30, 2025, in an electronic format as prescribed by the MSRB:

(1) Updates of the numerical financial information and operating data included in the official statement of the School District relating to the Bonds (the “Official Statement”) appearing in the Tables in the Official Statement as described below: [Headings to be conformed to Official Statement when available.]

- a. Enrollment History – Enrollment History;
- b. Retirement Plan – Contributions to MPSERS;
- c. History of Valuations – State Equalized Valuation and Taxable Value;
- d. Tax Levies and Collections;
- e. State Aid Payments;
- f. School District Tax Rates (Per \$1,000 of Valuation);
- g. Largest Taxpayers;
- h. Direct Debt;
- i. Legal Debt Margin; and
- j. General Fund Budget Summary in Appendix B.

(2) The Audited Financial Statements. Provided, however, that if the Audited Financial Statements are not available by the date specified above, they shall be provided when available and unaudited financial statements will be filed by such date and the Audited Financial Statements will be filed as soon as available.

Such annual financial information and operating data described above are expected to be provided directly by the School District or by specific reference to documents available to the public through EMMA or filed with the SEC.

If the fiscal year of the School District is changed, the School District shall send a notice of such change to the MSRB through EMMA, prior to the earlier of the ending date of the fiscal year prior to such change or the ending date of the fiscal year as changed.

(c) *Notice of Failure to Disclose.* The School District agrees to provide or cause to be provided, in a timely manner, to the MSRB through EMMA, in an electronic format as prescribed by the MSRB, notice of a failure by the School District to provide the annual financial information with respect to the School District described in subsection (b) above on or prior to the dates set forth in subsection (b) above.

(d) *Occurrence of Events.* The School District agrees to provide or cause to be provided to the MSRB through EMMA, in an electronic format as prescribed by the MSRB, in a timely manner not in excess of ten business days after the occurrence of the event, notice of the occurrence of any of the following events listed in (b)(5)(i)(C) of the Rule with respect to the Bonds:

- (1) principal and interest payment delinquencies;
- (2) non-payment related defaults, if material;
- (3) unscheduled draws on debt service reserves reflecting financial difficulties;
- (4) unscheduled draws on credit enhancements reflecting financial difficulties;
- (5) substitution of credit or liquidity providers, or their failure to perform;
- (6) adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Bonds, or other material events affecting the tax status of the Bonds;
- (7) modifications to rights of holders of the Bonds, if material;
- (8) bond calls, if material, and tender offers;
- (9) defeasances;
- (10) release, substitution, or sale of property securing repayment of the Bonds, if material;
- (11) rating changes;
- (12) bankruptcy, insolvency, receivership or similar event of the School District, which is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for the School District in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the School District, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the School District;
- (13) the consummation of a merger, consolidation, or acquisition involving the School District or the sale of all or substantially all of the assets of the School District, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material;
- (14) appointment of a successor or additional trustee or the change of name of a trustee, if material;
- (15) incurrence of a Financial Obligation of the School District, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a Financial Obligation of

the School District, any of which affect security holders, if material; or

- (16) default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a Financial Obligation of the School District, any of which reflect financial difficulties.

(e) *Materiality Determined Under Federal Securities Laws.* The School District agrees that its determination of whether any event listed in subsection (d) is material shall be made in accordance with federal securities laws.

(f) *Identifying Information.* All documents provided to the MSRB through EMMA shall be accompanied by the identifying information prescribed by the MSRB.

(g) *Termination of Reporting Obligation.* The obligation of the School District to provide annual financial information and notices of material events, as set forth above, shall be terminated if and when the School District no longer remains an “obligated person” with respect to the Bonds within the meaning of the Rule, including upon legal defeasance of all Bonds.

(h) *Benefit of Bondholders.* The School District agrees that its undertaking pursuant to the Rule set forth in this Undertaking is intended to be for the benefit of the Bondholders and shall be enforceable by any Bondholder; provided that, the right to enforce the provisions of this Undertaking shall be limited to a right to obtain specific enforcement of the School District’s obligations hereunder and any failure by the School District to comply with the provisions of this Undertaking shall not constitute a default or an event of default with respect to the Bonds.

(i) *Amendments to the Undertaking.* Amendments may be made in the specific types of information provided or the format of the presentation of such information to the extent deemed necessary or appropriate in the judgment of the School District, provided that the School District agrees that any such amendment will be adopted procedurally and substantively in a manner consistent with the Rule, including any interpretations thereof by the SEC, which, to the extent applicable, are incorporated herein by reference. Such interpretations currently include the requirements that (a) the amendment may only be made in connection with a change in circumstances that arises from a change in legal requirements, change in law, or change in the identity, nature, or status of the School District or the type of activities conducted thereby, (b) the undertaking, as amended, would have complied with the requirements of the Rule at the time of the primary offering of the Bonds, after taking into account any amendments or interpretations of the Rule, as well as any change in circumstances, and (c) the amendment does not materially impair the interests of Bondholders, as determined by parties unaffiliated with the School District (such as independent legal counsel), but such interpretations may be changed in the future. If the accounting principles to be followed by the School District in the preparing of the Audited Financial Statements are modified, the annual financial information for the year in which the change is made shall present a

comparison between the financial statements as prepared on the prior basis and the statements as prepared on the new basis, and otherwise shall comply with the requirements of the Rule, in order to provide information to investors to enable them to evaluate the ability of the School District to meet its obligations. A notice of the change in accounting principles shall be sent to the MSRB through EMMA.

IN WITNESS WHEREOF, the School District has caused this Undertaking to be executed by its authorized officer.

**PORTAGE PUBLIC SCHOOLS**

County of Kalamazoo

State of Michigan

By: \_\_\_\_\_

Its: \_\_\_\_\_

Dated: \_\_\_\_\_, 2025

42819317.1/071466.00042

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – REGULAR BUSINESS MEETING  
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136  
NOVEMBER 18, 2024, 6:30 P.M.**

**Note Page**

**IX. Action Items**

2. Approve Superintendent Contract (GP 4.5)

**Recommended Motion**

**Motion offered by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education approve, as presented, performance evaluation and compensation amendments, including Addendum A – Superintendent Salary Schedule, to the current Contract of Employment for the Superintendent.**

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – REGULAR BUSINESS MEETING  
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136  
NOVEMBER 18, 2024, 6:30 P.M.**

**Note Page**

**IX. Action Items**

3. Set Superintendent Midyear Progress Report (GP 3.12, MCL 380.1249b)

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – REGULAR BUSINESS MEETING  
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136  
NOVEMBER 18, 2024, 6:30 P.M.**

**Note Page**

**IX. Action Items**

4. Revisions to Policy 3.12 – Superintendent Evaluation (BL 0131.1)

**Recommended Motion:**

Motion offered by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education approve the proposed revisions to Policy 3.12, including the Superintendent Evaluation instruments, as presented.

**POLICY TYPE: GOVERNANCE PROCESS**

**3.12 POLICY TITLE: SUPERINTENDENT EVALUATION**

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SUPERINTENDENT EVALUATION PROCESS

PURPOSE

To arrive at conclusions regarding the performance and effectiveness of the Superintendent, including achievement of District and Superintendent goals.

To communicate conclusions to the Superintendent by providing direction and counsel

To enhance the working relationship between the Board of Education and the Superintendent

To promote the professional development and growth of the Superintendent

To guide decisions relative to the Superintendent length of employment and compensation

To guide decisions relative to future district goals and objectives

PROCESS

The Board of Education will evaluate the Superintendent annually or biannually in alignment with the Revised School Code Section 380.1249b no later than June 30. A mid-year progress report will be completed no later than December 30. The Board may conduct additional informal evaluations at its discretion at other times of the year. ~~The Board of Education will complete a formal evaluation of the Superintendent no later than June 30. Informal evaluations may be completed at the discretion of the Board in March, September, and December.~~ In case of non-renewal of the Superintendent's contract, a formal evaluation should be completed by mid-March to meet notice requirements

The formal evaluation will consist of a review of Monitoring Reports (Global Ends and Executive Limitations Policies) and other progress reports submitted by the Superintendent as evidence of performance and compliance with policies.

Each Board member will complete an individual evaluation of the Superintendent (not to be averaged into a score) and provide a copy to the President in advance of the formal evaluation. The President will review individual evaluations to facilitate discussion and return individual evaluations to Board members to be used by Board members to present feedback to the Superintendent. The evaluation rating will be determined by consensus of Board members.

The Board will formally approve the evaluation and a public statement. The approved evaluation and public statement will be placed in the Superintendent's personnel file.

Adopted: 09/14/09

Revised: 3/22/10, 1/24/11, 12/12/11, 3/23/15, 5/16/16, 5/22/17, 11/18/24



DRAFT 11.18.24

# Portage Public Schools Superintendent Midyear Progress Report

Superintendent Name: \_\_\_\_\_ Evaluation Year: \_\_\_\_\_

As per Michigan law, ~~the~~**The** performance evaluation system must include a midyear progress report for the superintendent for each year that the superintendent is evaluated. The midyear progress report is ~~to~~ **must** be used as a supplemental tool to gauge the superintendent's improvement from the preceding evaluation and to assist the superintendent to improve if needed.

Before establishing specific performance goals for the remainder of the year, the board and superintendent should review the progress toward current goals.

The goals are generally derived from the **Board's Ends and Executive Limitations**, the district's **Strategic Commitments**, ~~district's current MICIP plan, district strategic plan, district goals~~, the superintendent evaluation tool or other agreed upon measures. Discussion of progress toward goals may occur in a CLOSED SESSION if requested by the superintendent. The following may be used to gauge midyear progress.

Goal/Priority: \_\_\_\_\_ Progress:

Light blue shaded area for goal and progress details.

Goal/Priority: \_\_\_\_\_ Progress:

Light blue shaded area for goal and progress details.

Goal/Priority: \_\_\_\_\_ Progress:

Light blue shaded area for goal and progress details.



## Superintendent Midyear Progress Report, continued

If necessary, the board shall develop, in consultation with the superintendent, a written improvement plan that includes goals for the remainder of the year and recommended training. It is designed to assist the superintendent to improve their rating if needed.

Goals for the remainder of the year: After discussion of the progress toward goals, goals for the remainder of the year (second half of the evaluation cycle) may be discussed. This discussion must happen in OPEN SESSION.

The board and superintendent should consider what artifacts/data are going to be used to evaluate progress and if there is any additional training needed. The new goals or continued goals and training can be listed here.

**Goal for the Remainder of the Year:** (may be continuation of previous goals)

[Light blue shaded area for goal entry]

**Artifacts of Evidence/Data That May Be Used to Assess Progress:**

[Light blue shaded area for artifacts entry]

**Additional Training:** (if needed should be listed here)

[Light blue shaded area for training entry]

**Board President Signature:** \_\_\_\_\_

**Superintendent Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# Superintendent Evaluation 2024-25

DRAFT 11.18.24

Board initially reviewed at their 10.14.24 Policy Governance Retreat.

## Explanation of changes 24-25

Below (inside red border) reflects our current eval instrument showing the 4 rating categories with their point values & descriptions.

A. Governance & Board Relations					Weight: 20%	
		Ineffective (1 pt)	Minimally Effective (2 pt)	Effective (3 pts)	Highly Effective (4 pts)	Rating
A1	Conflict of Interest Executive Limitations Policy 2.8	<u>Monitoring Report Not Approved.</u> Monitoring Report not submitted.	<u>Monitoring Report Not Approved.</u> Board unable to determine compliance with Policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence of compliance with Policy accepted.	

For 24-25, the ratings go from 4 to 3 as shown below. The language under Ineffective & Minimally Effective (above) are combined for the new rating of Needing Support (below) & the point value changes to 1. The language under Effective & Highly Effective (above) stays the same but the rating heading & point values change to Developing (2 pts) & Effective (3 pts)-see below. These changes are consistent throughout the instrument. New language throughout the form is in green, deletions in red.

		Needing Support (1 pt)	Developing (2 pts)	Effective (3 pts)	Rating
A1	Conflict of Interest Executive Limitations Policy 2.8	<u>Monitoring Report Not Approved.</u> Monitoring Report not submitted OR Board unable to determine compliance with policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence of compliance with Policy accepted.	
A2	Emergency Succession Executive Limitations Policy 2.9	<u>Monitoring Report Not Approved.</u> Monitoring Report not submitted OR Board unable to determine compliance with policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence of compliance with Policy accepted.	
A3	Communication & Support to the Board Executive Limitations Policy 2.10	<u>Monitoring Report Not Approved.</u> Monitoring Report not submitted OR Board unable to determine compliance with policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence of compliance with Policy accepted.	
Category rating:					#DIV/0!

A. Governance & Board Relations

Weight: 20%

		Needing Support (1 pt)	Developing (2 pts)	Effective (3 pts)	Rating
A1	Conflict of Interest Executive Limitations Policy 2.8	<b>Monitoring Report Not Approved.</b> Monitoring Report not submitted OR Board unable to determine compliance with policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<b>Monitoring Report Approved.</b> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<b>Monitoring Report Approved.</b> Reasonable interpretation and evidence of compliance with Policy accepted.	
A2	Emergency Succession Executive Limitations Policy 2.9	<b>Monitoring Report Not Approved.</b> Monitoring Report not submitted OR Board unable to determine compliance with policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<b>Monitoring Report Approved.</b> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<b>Monitoring Report Approved.</b> Reasonable interpretation and evidence of compliance with Policy accepted.	
A3	Communication & Support to the Board Executive Limitations Policy 2.10	<b>Monitoring Report Not Approved.</b> Monitoring Report not submitted OR Board unable to determine compliance with policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<b>Monitoring Report Approved.</b> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<b>Monitoring Report Approved.</b> Reasonable interpretation and evidence of compliance with Policy accepted.	
Category rating:					#DIV/0!
Artifacts that may serve as evidence of performance in this domain: <input checked="" type="checkbox"/> Internal Report <input type="checkbox"/> External Report <input type="checkbox"/> Direct Board Inspection					

Category rating should be reflected within the performance indicator.

<b>ENTER YOUR COMMENTS BELOW THIS LINE.</b>
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## B. Stakeholder ~~Community~~ Relations

Weight: 15%

		Needing Support (1 pt)	Developing (2 pts)	Effective (3 pts)	Rating
B1	Treatment of Consumers Executive Limitations Policy 2.1 (Parent Feedback)	<u>Monitoring Report Not Approved.</u> Monitoring Report not submitted OR Board unable to determine compliance with policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence of compliance with Policy accepted.	
Category rating:					#DIV/0!
Artifacts that may serve as evidence of performance in this domain: <input checked="" type="checkbox"/> Internal Report <input type="checkbox"/> External Report <input type="checkbox"/> Direct Board Inspection					

Category rating should be reflected within the performance indicator.

Comments Board of Education:

**ENTER YOUR COMMENTS BELOW THIS LINE.**

**C. Staff Relations**

**Weight: 15%**

		Needing Support (1 pt)	Developing (2 pts)	Effective (3 pts)	Rating
C1	Treatment of Staff Executive Limitations Policy 2.2	<b>Monitoring Report Not Approved.</b> Monitoring Report not submitted OR Board unable to determine compliance with policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<b>Monitoring Report Approved.</b> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<b>Monitoring Report Approved.</b> Reasonable interpretation and evidence of compliance with Policy accepted.	
C2	Compensation & Benefits Executive Limitations Policy 2.3	<b>Monitoring Report Not Approved.</b> Monitoring Report not submitted OR Board unable to determine compliance with policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<b>Monitoring Report Approved.</b> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<b>Monitoring Report Approved.</b> Reasonable interpretation and evidence of compliance with Policy accepted.	
C3	Staff Feedback Teacher Feedback Executive Limitations Policy 2.2	<b>Monitoring Report Not Approved.</b> Monitoring Report not submitted OR Board unable to determine compliance with policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<b>Monitoring Report Approved.</b> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<b>Monitoring Report Approved.</b> Reasonable interpretation and evidence of compliance with Policy accepted.	
<b>Category rating:</b>					<b>#DIV/0!</b>
Artifacts that may serve as evidence of performance in this domain: <input checked="" type="checkbox"/> Internal Report <input type="checkbox"/> External Report <input type="checkbox"/> Direct Board Inspection					

Category rating should be reflected within the performance indicator.

<b>Comments by Board of Education:</b>	
<b>ENTER YOUR COMMENTS BELOW THIS LINE.</b>	

**D. Business & Finance**

**Weight: 20%**

		Needing Support (1 pt)	Developing (2 pts)	Effective (3 pts)	Rating
D1	Financial Planning & Budgeting Executive Limitations Policy 2.4	<b>Monitoring Report Not Approved.</b> Monitoring Report not submitted OR Board unable to determine compliance with policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<b>Monitoring Report Approved.</b> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<b>Monitoring Report Approved.</b> Reasonable interpretation and evidence of compliance with Policy accepted.	
D2	Financial Condition & Activities Executive Limitations Policy 2.5	<b>Monitoring Report Not Approved.</b> Monitoring Report not submitted OR Board unable to determine compliance with policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<b>Monitoring Report Approved.</b> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<b>Monitoring Report Approved.</b> Reasonable interpretation and evidence of compliance with Policy accepted.	
D3	Asset Protection Executive Limitations Policy 2.6	<b>Monitoring Report Not Approved.</b> Monitoring Report not submitted OR Board unable to determine compliance with policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<b>Monitoring Report Approved.</b> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<b>Monitoring Report Approved.</b> Reasonable interpretation and evidence of compliance with Policy accepted.	
D4	Long Term Asset Planning Executive Limitations Policy 2.11	<b>Monitoring Report Not Approved.</b> Monitoring Report not submitted OR Board unable to determine compliance with policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<b>Monitoring Report Approved.</b> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<b>Monitoring Report Approved.</b> Reasonable interpretation and evidence of compliance with Policy accepted.	
<b>Category rating:</b>					<b>#DIV/0!</b>
Artifacts that may serve as evidence of performance in this domain: <input checked="" type="checkbox"/> Internal Report <input checked="" type="checkbox"/> External Report <input type="checkbox"/> Direct Board Inspection					

Category rating should be reflected within the performance indicator.

<b>Comments by Board of Education:</b>	
<b>ENTER YOUR COMMENTS BELOW THIS LINE.</b>	

## E. Instructional Leadership

Weight: 30%

		Needing Support (1 pt)	Developing (2 pts)	Effective (3 pts)	Rating
E1	Performance evaluation system Executive Limitations Policy 2.2	<u>Monitoring Report Not Approved.</u> Monitoring Report not submitted OR Board unable to determine compliance with policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence of compliance with Policy accepted.	
E2	Student feedback Executive Limitations Policy 2.1	<u>Monitoring Report Not Approved.</u> Monitoring Report not submitted OR Board unable to determine compliance with policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence of compliance with Policy accepted.	
E3	Student attendance Ends Policy 1.5 - Responsible Citizens	<u>Monitoring Report Not Approved.</u> Monitoring Report not submitted OR Board unable to determine compliance with policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence of compliance with Policy accepted.	
Category rating:					#DIV/0!
Artifacts that may serve as evidence of performance in this domain: <input checked="" type="checkbox"/> Internal Report <input type="checkbox"/> External Report <input type="checkbox"/> Direct Board Inspection					

Category rating should be reflected within the performance indicator.

<b>Comments by Board of Education:</b>	
<b>ENTER YOUR COMMENTS BELOW THIS LINE.</b>	

## F. Determining the Professional Practice Rating

Superintendent Name: \_\_\_\_\_

School Year: \_\_\_\_\_

Item	Weight of Category	Category Score (%)	Category Weighted Score
A. Governance & Board Relations	20% (.2)	#DIV/0! x 20%	= #DIV/0!
B. Stakeholder <del>Community</del> Relations	15% (.15)	#DIV/0! x 15%	= #DIV/0!
C. Staff Relations	15% (.15)	#DIV/0! x 15%	= #DIV/0!
D. Business & Finance	20% (.2)	#DIV/0! x 20%	= #DIV/0!
E. Instructional Leadership	30% (.3)	#DIV/0! x 30%	= #DIV/0!
Total Possible	100%	Score:	#DIV/0!
Adjusted ( <del>Score / 4</del> ) (Score / 3) =			#DIV/0!

**G. Other Required Components of Evaluation**

Superintendent Name: \_\_\_\_\_

School Year: \_\_\_\_\_

**G. Student Growth**

**Weight: 40%**

**a. Student Growth and Assessment Data or Student Learning Objectives Metrics**

**Weight: 20%**

Student growth and assessment data used for superintendent evaluation must be the combined student growth and assessment data used in teacher/administrator evaluations ~~annual evaluation~~ for the entire district. Districts should establish a student growth model to be used for teacher and administrator evaluations ~~that incorporates the most recent three consecutive years of student growth data.~~

		Needing Support (1 pt)	Developing (2 pts)	Effective (3 pts)	Rating
<del>G-1</del>	<b>Academic Success</b>	<b>Monitoring Report Not Approved.</b> Monitoring Report not submitted OR Board unable to determine compliance with policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<b>Monitoring Report Approved.</b> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<b>Monitoring Report Approved.</b> Reasonable interpretation and evidence of compliance with Policy accepted.	
G.a.1	Students demonstrate progress toward mastery in English language arts and math with evidence of annual academic growth and proficiency. Ends Policy 1.1				
<b>Component score:</b>					<b>0</b>

~~\* For superintendents who are regularly involved in instruction, 25% of the annual evaluation must be based on student growth and assessment data for years 2015-2016, 2016-2017 and 2017-2018; 40% of the annual evaluation must be based on student growth and assessment data beginning in 2018-2019.~~

~~1-Measuring student growth: A guide to informed decision-making, Center for Public Education.~~

Comments by Board of Education:

**ENTER YOUR COMMENTS BELOW THIS LINE.**

**G. Other Required Components (continued) H. Progress Toward District-Wide Goals**

**Weight: 10%**

**b. Progress Toward District-Wide Goals**

**Weight: 15%**

Progress made by the school district in meeting the goals set forth in the school district's school improvement plans is a required component for superintendent evaluation.

		Needing Support (1 pt)	Developing (2 pts)	Effective (3 pts)	Rating
H1- G.b.1	Students have 21st Century Learning Skills including: critical thinking, creativity, communication, and collaboration skills to equip them to learn and to lead with confidence. Ends Policy 1.2	<u>Monitoring Report Not Approved.</u> Monitoring Report not submitted OR Board unable to determine compliance with policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence of compliance with Policy accepted.	
H2- G.b.2	Students have social-emotional learning competencies including: skills in self-management, self-awareness, social awareness, relationship skills, and responsible decision-making to build resilience to navigate life. Ends Policy 1.3	<u>Monitoring Report Not Approved.</u> Monitoring Report not submitted OR Board unable to determine compliance with policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence of compliance with Policy accepted.	
H3- G.b.3	Students have the knowledge and skills necessary to succeed at post-secondary institutions without remediation and have the employability skills necessary to obtain meaningful employment. Ends Policy 1.4	<u>Monitoring Report Not Approved.</u> Monitoring Report not submitted OR Board unable to determine compliance with policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence of compliance with Policy accepted.	
H4- G.b.4	Students demonstrate good citizenship through ethical behavior and respect for individual differences and cultures other than their own. Ends Policy 1.5	<u>Monitoring Report Not Approved.</u> Monitoring Report not submitted OR Board unable to determine compliance with policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence of compliance with Policy accepted.	

**G. Other Required Components (continued) H. Progress Toward District-Wide Goals**

**Weight: 10%**

**b. Progress Toward District-Wide Goals**

**Weight: 15%**

Progress made by the school district in meeting the goals set forth in the school district's school improvement plans is a required component for superintendent evaluation.

		Needing Support (1 pt)	Developing (2 pts)	Effective (3 pts)	Rating
H5- G.b.5	Updating and upgrading facilities. Limitations Policy 2.11	<u>Monitoring Report Not Approved.</u> Monitoring Report not submitted OR Board unable to determine compliance with policy based on reasonable interpretation and evidence presented and demands compliance by a specific date.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence demonstrates substantial compliance with Policy. Board majority requests additional information by a specific time.	<u>Monitoring Report Approved.</u> Reasonable interpretation and evidence of compliance with Policy accepted.	
Component score:					#DIV/0!
Comments by Board of Education:					
<b>ENTER YOUR COMMENTS BELOW THIS LINE.</b>					

## H. Compiling the Summative Evaluation Score

Component	Weight of Component	Component Score (%)	Component Weighted Score
Professional Practice - Adjusted score, <del>p-6</del> (Sheet F)	<del>50% (.50)</del> 65% (.65)	#DIV/0! x 65%	= #DIV/0!
Student Growth - Component score, <del>p-7</del> (Sheet G.a.)	<del>40% (.40)</del> 20% (.20)	0 x 20%	= 0
Progress Toward District-Wide Goals - Component score, <del>p-8</del> (Sheet H G.b.)	<del>10% (.1)</del> 15% (.15)	#DIV/0! x 15%	= #DIV/0!
Total Possible	100%	<b>Total Score:</b>	#DIV/0!
		<b>Total Score</b> ( <del>Score / 4</del> ) (Score / 3) =	#DIV/0!

Evaluation rating as follows: ~~\_\_\_ 90% - 100% = Highly Effective; \_\_\_ 75% - 89% = Effective; \_\_\_ 60% - 74% = Minimally Effective; \_\_\_ Less than 60% = Ineffective~~

Evaluation rating as follows: \_\_\_ 85%-100% = Effective; \_\_\_ 67%-84% = Developing; \_\_\_ Less than 67% = Needing Support

Comments by Board of Education:	Comments by the Superintendent:

Board President Signature / Date

Superintendent's Signature / Date

(Superintendent's signature indicates that he or she has seen and discussed the evaluation; it does not necessarily denote agreement with the evaluation.)

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – REGULAR BUSINESS MEETING  
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136  
NOVEMBER 18, 2024, 6:30 P.M.**

**Note Page**

**X. Discussion Items**

1. Technology Approvals for December



TO: Mark Bielang, Superintendent  
FROM: Dr. Ryan Miller, Director - Information & Technology  
DATE: November 18, 2024  
RE: Technology Projects for New CEL / HAV Bond Projects

The Portage Public Schools Technology Department - with assistance from Tower Pinkster - is overseeing the bid process (Requests for Proposals) for the following technology related projects at the new Central Elementary and Haverhill Elementary Schools. The RFPs will be released in early November and we plan to provide a recommendation, and seek board approval, for each project at the December 9th regular school board meeting. A brief summary of each project is listed below.

### **Classroom Technology**

- The classroom technology for the new elementary classrooms will include a wall mounted 75" TV, teacher microphones with capabilities of emergency alerting and internal calling features. Enabled capabilities for display from a teaching computer or a guest computer, and the ability to use document cameras.
- This RFP also includes technology for conference rooms in the building to allow staff to remotely conduct video / phone conferencing using their computers.
- We are specifying collaborative technology in our learning commons as well, which will include TV's on carts, wireless screen casting technologies to enhance the flexibility of these spaces. This design is based on collaboration with our Curriculum department, educational technology manufacturer leaders, and learned experience from our previous projects.
- This bid will be broken into two recommendations. One will be for equipment that will be procured by Portage Public Schools utilizing statewide purchasing cooperative contracts and educational-based purchasing agreements. The second recommendation will be for the on-site labor needed to install equipment in the schools.

### **Teacher Desks**

- Our collective teams purposefully sought out and considered feedback from our instructional staff to meet their unique instructional needs in the new Elementary classrooms and learning spaces. This included prioritizing a smaller footprint for the teacher desk, reducing the overall width from the previous design of 60 inches to 48 inches on the new design. The resulting desk design still provides a robust build quality and ample ways to mount and use technology on a height-adjustable desk.

### **Video Surveillance / Security Cameras**

- The security camera design is a result of thoughtful collaboration between the technology department and our instructional leadership. We are following our standard of surveilling all exterior areas of our school buildings, as well as the interior of the secured vestibules. As part of the initial building infrastructure bid, these new buildings will allow us to expand our camera coverage as needed. Our consistent approach allows us to ensure that our infrastructure is more than sufficient to meet the required network demands.

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – REGULAR BUSINESS MEETING  
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136  
NOVEMBER 18, 2024, 6:30 P.M.**

**Note Page**

**X. Discussion Items**

2. Purchase of Buses (OP 6320)



To: Mark Bielang, Superintendent  
From: Johnny Edwards, Assistant Superintendent of Operations  
CC: Paula Johnson, Director of Finance  
Date: November 18, 2024  
Re: 2024-2025 Bus Purchase

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### **RECOMMENDATION**

I recommend that the Board of Education approve the purchase of three 77-passenger buses, one lift bus, and one 77-passenger bus with air conditioning from Holland Bus for a total of \$727,924 to come from the 2019 Bond Fund, Proposal #1 Unallocated Contingency.

### **BACKGROUND INFORMATION**

Our regular replacement schedule calls for up to six buses to be replaced annually. This helps us reduce costly repairs for aging buses. This rotation/replacement would be done in our normal process of evaluating our oldest and/or highest mileage buses, which are beyond their life expectancy. Therefore, I am recommending the purchase of five buses.

The new buses will have front and rear cameras, stability control air disc brakes, and additional back stop signs to improve the experience for our drivers and students. The one 77-passenger bus equipped with air conditioning will help with summer transportation.

### **BIDDING PROCESS**

The buses were bid using the Michigan School Business Officials (MSBO) bus purchasing program. Further documentation is attached for your reference. We have purchased buses from Holland Bus previously and have been satisfied with prompt support of any issues that we have had. We continue to take the diesel buses out of commission and replace them with gasoline buses.

I would be happy to answer any questions.

**Michigan Bus Purchasing**  
**Price Comparison Report - Spec #23120**  
 Nov 04, 2024 2:49 PM

**Buying Organization**      **Holland**  
 670 E 16th St  
 Holland MI 49423-3738

Notes                              Portage 77 Air Gas AC Phase Ia 2024-5

Product Category              Conventional (2024-25 Phase 1)

Product                            77 Passenger

Quantity                          1

	Option	Option SKU	Buyer Comments	Hoekstra	Holland	Midwest Transit
<b>Product Base Price</b>				<b>\$131,695.00</b>	<b>\$132,190.00</b>	<b>\$143,685.00</b>

**Chassis Options**

**Air Dryer**

Bendix AD-IP dryer w/spin-on filter

C101

N/C

(\$231.00)

N/A

**Alternator**

240-amp, Leece-Neville

C123

\$140.00

S/E

\$149.00

**Axle, Front: minimum load**

12,000 lbs.

C142

\$159.00

S/E

N/A

**Axle, Rear: minimum load**

23,000 lbs.

C153

\$623.00

S/E

\$181.00

**Batteries**

3 12-volt, 950-CCA each

C163

S/E

S/E

\$240.00

**Brake Dust Shield**

Brake dust shield on all wheels

C170

S/E

S/E

S/E

**Brakes, ESC**

Electronic Stability Control for Air Brakes

C172

S/E

S/E

S/E

**Engine**

Cummins ISB 240 hp w/PTS2500 trans

C202

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S/E

Cummins ISB 240 hp w/PTS2500 trans

C202

\$938.00

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Gasoline Engine, 7.3 L w/Ford Trans

C218

N/A

(\$3,350.00)

N/A

**Exhaust System**

Exhaust Exit, Left Side

C241

N/A

(\$120.00)

\$37.00

**Fuel Tank**

Increase to 100-gallon gasoline tank

64

C252

N/A

\$375.00

N/A

**Headlights**

LED Headlamps	C266	S/E	S/E	\$616.00
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**Paint, Wheels**

Wheels finish coated black inside and out	C300	S/E	N/C	(\$46.00)
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**Pedals, Adjustable**

Adjustable brake and accelerator pedals	C310	\$917.00	\$912.00	\$500.00
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**Rust Proofing**

Rust proofing fuel tank anticorrosion spray coating	C315	\$478.00	\$192.00	\$203.00
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**Steering**

Telescoping steering wheel	C320	S/E	S/E	N/C
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**Switches, Ignition**

Keyed alike	C350	N/C	\$5.00	\$22.00
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**Tires**

11R Steer, Mud and Snow, Kuhmo	C400	N/A	(\$500.00)	N/A
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**Turn Signals**

Fender-mounted, LED	C422	\$171.00	S/E	\$124.00
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**Warranty, Extended**

2 year/unlimited miles	C450	S/E	\$720.00	\$1,915.00
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**Body Options****Air Conditioning**

Thermo King Michigan TM-552-MS, center-plenum, dual discharge system w/TM-21 compressor, 103,000 BTU (includes 5-yr warranty)	B129	\$16,900.00	\$16,900.00	\$16,900.00
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**Antenna**

Flexible rubber radio antenna	B170	S/E	S/E	N/A
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**Battery Cut Off Switch**

Add battery cut off switch	B190	S/E	S/E	\$80.00
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**Color, Interior**

Walls white	B234	N/A	S/E	S/E
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**Crossing Gate Arm**

Electric w/stow bracket	B241	\$270.00	\$445.00	N/C
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**Defogger Fans**

Increase from 2 to 3	B250	N/A	\$65.00	\$66.00
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**Door, Entrance**

Electric, double out, split type	B260	(\$187.00)	\$325.00	(\$246.00)
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**Electrical Equipment and Wiring**

Camera System, Front/Rear Back-up View, exterior	B275	\$2,722.00	S/E	\$2,449.00
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**Exit, Evacuation Step**

Step & handle at rear door	65 B310	\$225.00	S/E	\$108.00
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**Exit, Roof Hatch**

2 Specialty ProLo 9240 series	B324	(\$62.00)	(\$360.00)	N/A
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<b>Floor Covering</b>				
1 piece, gray	B373	N/A	\$780.00	(\$212.00)
<b>Mirror, Timer</b>				
Timer for heated mirror	B525	S/E	S/E	S/E
<b>Mirrors, Crossview</b>				
Rosco, Eye-Max LP, heated	B537	N/C	S/E	N/A
<b>Mirrors, Crossview, Arms</b>				
Stainless steel arms	B555	S/E	\$38.00	\$50.00
<b>Mirrors, Rearview</b>				
Rosco Open View ES, remote, heated, split view	B575	\$178.00	\$265.00	\$123.00
<b>Mirrors, Rearview, Arms</b>				
Stainless steel arms	B590	S/E	\$38.00	\$50.00
<b>Noise Reduction System</b>				
Perforated ceiling, full bus	B595	S/E	\$641.00	S/E
<b>Paint, Roof</b>				
White, polyurethane	B605	\$355.00	\$220.00	\$350.00
<b>Power Source</b>				
12-volt power source in driver's area	B615	S/E	S/E	S/E
<b>Radio &amp; Public Address System</b>				
AM/FM radio, PA System inside & outside	B623	\$599.00	\$597.00	\$292.00
<b>Seat, Driver's</b>				
National, air ride w/o arm rests	B663	\$115.00	\$192.00	\$9.00
<b>Seat, Driver's Belt</b>				
Driver's belt, blaze orange	B676	\$44.00	N/C	S/E
<b>Seats, Passenger: Color</b>				
Gray	B713	S/E	S/E	S/E
<b>Severe Service Package</b>				
Must meet Colorado Racking Test	B740	S/E	S/E	S/E
<b>Step Tread</b>				
Pebble tread w/metal backing	B750	S/E	N/A	N/A
<b>Stepwell</b>				
Stainless steel	B755	N/A	\$545.00	\$791.00
<b>Stop Arm Signals</b>				
Safe Fleet, Electric, HI-Viz Illuminated stop sign, front and rear	B767	N/A	\$261.00	N/A
<b>Storage Compartment Driver's Area</b>				
Over drivers sash window	B781	S/E	\$125.00	\$159.00
<b>Storage Pouch</b>				
Mounted on barrier behind driver	B782	\$21.00	\$16.00	\$47.00

## Dealer Options

Protect camera system install		\$2,000.00	
1 piece gray flooring	\$598.00		
Stainless Steel Stepwell - not available	\$698.00		
black reflective lettering	\$200.00		
black reflective lettering			\$200.00
black reflective lettering		\$200.00	
Protect camera system install			\$2,000.00
Protect camera system install	\$2,000.00		
Glove Box		\$0.00	
relocate park brake to lower dash		\$0.00	
cup holder		\$0.00	
delete light monitor		(\$50.00)	
delete pre-trip activation		\$0.00	
Stainless Steel Exhaust		\$0.00	
	<b>Hoekstra</b>	<b>Holland</b>	<b>Midwest Transit</b>
	<b>Unit Price \$159,797.00</b>	<b>\$153,436.00</b>	<b>\$170,842.00</b>
	<b>Total Price \$159,797.00</b>	<b>\$153,436.00</b>	<b>\$170,842.00</b>
	<b>Grand Total \$159,797.00</b>	<b>\$153,436.00</b>	<b>\$170,842.00</b>

**Michigan Bus Purchasing**  
**Price Comparison Report - Spec #22810**  
 Nov 04, 2024 2:47 PM

**Buying Organization**      **Holland**  
 670 E 16th St  
 Holland MI 49423-3738

Notes                              Portage 77 SN Air Gas Phase Ia 2024-5

Product Category                Conventional (2024-25 Phase 1)

Product                            77 Passenger

Quantity                            1

Option	Option SKU	Buyer Comments	Hoekstra	Holland	Midwest Transit
<b>Product Base Price</b>			<b>\$131,695.00</b>	<b>\$132,190.00</b>	<b>\$143,685.00</b>
<b>Chassis Options</b>					
<i>Air Dryer</i>					
Bendix AD-IP dryer w/spin-on filter	C101	N/C	(\$231.00)		N/A
<i>Alternator</i>					
240-amp, Leece-Neville	C123		\$140.00	S/E	\$149.00
<i>Axle, Front: minimum load</i>					
12,000 lbs.	C142		\$159.00	S/E	N/A
<i>Axle, Rear: minimum load</i>					
23,000 lbs.	C153		\$623.00	S/E	\$181.00
<i>Batteries</i>					
3 12-volt, 950-CCA each	C163			S/E	\$240.00
<i>Brake Dust Shield</i>					
Brake dust shield on all wheels	C170			S/E	S/E
<i>Brakes, ESC</i>					
Electronic Stability Control for Air Brakes	C172			S/E	S/E
<i>Engine</i>					
Cummins ISB 240 hp w/PTS2500 trans	C202				S/E
Cummins ISB 240 hp w/PTS2500 trans	C202		\$938.00		
Gasoline Engine, 7.3 L w/Ford Trans	C218			(\$3,350.00)	N/A
<i>Exhaust System</i>					
Exhaust Exit, Left Side	C241			(\$120.00)	\$37.00
<i>Fuel Tank</i>					
Increase to 100-gallon gasoline tank	C252			\$375.00	N/A

**Headlights**

LED Headlamps	C266	S/E	S/E	\$616.00
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**Paint, Wheels**

Wheels finish coated black inside and out	C300	S/E	N/C	(\$46.00)
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**Pedals, Adjustable**

Adjustable brake and accelerator pedals	C310	\$917.00	\$912.00	\$500.00
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**Rust Proofing**

Rust proofing fuel tank anticorrosion spray coating	C315	\$478.00	\$192.00	\$203.00
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**Steering**

Telescoping steering wheel	C320	S/E	S/E	N/C
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**Switches, Ignition**

Keyed alike	C350	N/C	\$5.00	\$22.00
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**Tires**

11R Steer, Mud and Snow, Kuhmo	C400	N/A	(\$500.00)	N/A
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**Turn Signals**

Fender-mounted, LED	C422	\$171.00	S/E	\$124.00
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**Warranty, Extended**

2 year/unlimited miles	C450	S/E	\$720.00	\$1,915.00
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**Body Options****Air Conditioning**

Thermo King Michigan TM-552-MS, center-plenum, dual discharge system w/TM-21 compressor, 103,000 BTU (includes 5-yr warranty)	B129	\$16,900.00	\$16,900.00	\$16,900.00
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**Antenna**

Flexible rubber radio antenna	B170	S/E	S/E	N/A
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**Battery Cut Off Switch**

Add battery cut off switch	B190	S/E	S/E	\$80.00
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**Color, Interior**

Walls white	B234	N/A	S/E	S/E
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**Defogger Fans**

Increase from 2 to 3	B250	N/A	\$65.00	\$66.00
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**Door, Entrance**

Electric, double out, split type	B260	(\$187.00)	\$325.00	(\$246.00)
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**Electrical Equipment and Wiring**

Camera System, Front/Rear Back-up View, exterior	B275	\$2,722.00	S/E	\$2,449.00
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**Exit, Evacuation Step**

Step & handle at rear door	B310	\$225.00	S/E	\$108.00
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**Exit, Roof Hatch**

2 Specialty ProLo 9240 series	69 B324	(\$62.00)	(\$360.00)	N/A
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**Floor Covering**

1 piece, gray	B373	N/A	\$780.00	(\$212.00)
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<b>Floor Tracking System</b>				
4 floor rows/1 row over windows/L-track/1 WC (each) (Qty: 5)	B380	(\$1,855.00)	\$3,700.00	\$2,070.00
<b>Mirror, Timer</b>				
Timer for heated mirror	B525	S/E	S/E	S/E
<b>Mirrors, Crossview</b>				
Rosco, Eye-Max LP, heated	B537	N/C	S/E	N/A
<b>Mirrors, Crossview, Arms</b>				
Stainless steel arms	B555	S/E	\$38.00	\$50.00
<b>Mirrors, Rearview</b>				
Rosco Open View ES, remote, heated, split view	B575	\$178.00	\$265.00	\$123.00
<b>Mirrors, Rearview, Arms</b>				
Stainless steel arms	B590	S/E	\$38.00	\$50.00
<b>Noise Reduction System</b>				
Perforated ceiling, full bus	B595	S/E	\$641.00	S/E
<b>Paint, Roof</b>				
White, polyurethane	B605	\$355.00	\$220.00	\$350.00
<b>Power Source</b>				
12-volt power source in driver's area	B615	S/E	S/E	S/E
<b>Radio &amp; Public Address System</b>				
AM/FM radio, PA System inside & outside	B623	\$599.00	\$597.00	\$292.00
<b>Seat, Driver's</b>				
National, air ride w/o arm rests	B663	\$115.00	\$192.00	\$9.00
<b>Seat, Driver's Belt</b>				
Driver's belt, blaze orange	B676	\$44.00	N/C	S/E
<b>Seats, Child Restraint</b>				
<i>IMMI SafeGuard, track mount (per seat) (Qty: 6)</i>	B677.1	---	---	\$3,210.00
<i>Sabre, 36" track mount (per seat) (Qty: 6)</i>	B698	\$2,400.00	---	---
IMMI 36"-3-pt (Qty: 6)	B677.8	N/A	N/C	N/A
<b>Seats, Passenger</b>				
Deduct for delete seat (per seat) (Qty: 11)	B705	(\$2,662.00)	(\$4,906.00)	(\$1,386.00)
<b>Seats, Passenger: Color</b>				
Gray	B713	S/E	S/E	S/E
<b>Severe Service Package</b>				
Must meet Colorado Racking Test	B740	S/E	S/E	S/E
<b>Step Tread</b>				
Pebble tread w/metal backing	B750	S/E	N/A	N/A
<b>Stepwell</b>				
Stainless steel	B755	N/A	\$545.00	\$791.00
<b>Stop Arm Signals</b>				
Safe Fleet, Electric, HI-Viz Illuminated stop sign, front and rear	B767	N/A	\$261.00	N/A

<b>Storage Compartment Driver's Area</b>					
Over drivers sash window	B781	S/E	\$125.00	\$159.00	
<b>Storage Pouch</b>					
Mounted on barrier behind driver	B782		\$21.00	\$16.00	\$47.00
<b>Wheelchair Entry</b>					
Midship lift door w/Braun NL9191B, 34" wide	B828		\$6,704.00	\$5,937.00	N/A
<b>Wheelchair Securements (L-Track)</b>					
Q-Straint Q-8300-A1QRT (each) (Qty: 5)	B854		\$4,630.00	\$2,470.00	\$3,125.00
<b>Configured Price</b>			<b>\$165,248.00</b>	<b>\$158,042.00</b>	<b>\$175,661.00</b>

**Dealer Options**

Protect camera system install			\$2,000.00		
1 piece gray flooring			\$598.00		
Stainless Steel Stepwell - not available				\$698.00	
black reflective lettering			\$200.00		
black reflective lettering					\$200.00
black reflective lettering				\$200.00	
Protect camera system install				\$2,000.00	
Protect camera system install					\$2,000.00
Glove Bos				\$0.00	
relocate park brake to lower dash				\$0.00	
cup holder				\$0.00	
delete light monitor				(\$50.00)	
delete pre-trip activation				\$0.00	
Stainless Steel Exhaust				\$0.00	
			<b>Hoekstra</b>	<b>Holland</b>	<b>Midwest Transit</b>
<b>Unit Price</b>			<b>\$168,046.00</b>	<b>\$160,890.00</b>	<b>\$177,861.00</b>
<b>Total Price</b>			<b>\$168,046.00</b>	<b>\$160,890.00</b>	<b>\$177,861.00</b>
<b>Grand Total</b>			<b>\$168,046.00</b>	<b>\$160,890.00</b>	<b>\$177,861.00</b>

**Michigan Bus Purchasing**  
**Price Comparison Report - Spec #22948**  
 Nov 04, 2024 2:48 PM

**Buying Organization**      **Holland**  
**670 E 16th St**  
**Holland MI 49423-3738**

Notes                                      Portage 77 Air Gas lugg Phase Ia 2024-5  
 Product Category                      Conventional (2024-25 Phase 1)  
 Product                                    77 Passenger  
 Quantity                                   3

Option	Option SKU	Buyer Comments	Hoekstra	Holland	Midwest Transit
<b>Product Base Price</b>			<b>\$131,695.00</b>	<b>\$132,190.00</b>	<b>\$143,685.00</b>

**Chassis Options**

**Air Dryer**

Bendix AD-IP dryer w/spin-on filter	C101	N/C	(\$231.00)	N/A
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**Alternator**

240-amp, Leece-Neville	C123	\$140.00	S/E	\$149.00
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**Axle, Front: minimum load**

12,000 lbs.	C142	\$159.00	S/E	N/A
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**Axle, Rear: minimum load**

23,000 lbs.	C153	\$623.00	S/E	\$181.00
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**Batteries**

3 12-volt, 950-CCA each	C163	S/E	S/E	\$240.00
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**Brake Dust Shield**

Brake dust shield on all wheels	C170	S/E	S/E	S/E
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**Brakes, ESC**

Electronic Stability Control for Air Brakes	C172	S/E	S/E	S/E
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**Engine**

Cummins ISB 240 hp w/PPTS2500 trans	C202	---	---	S/E
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Cummins ISB 240 hp w/PPTS2500 trans	C202	\$938.00	---	---
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Gasoline Engine, 7.3 L w/Ford Trans	C218	N/A	(\$3,350.00)	N/A
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**Exhaust System**

Exhaust Exit, Left Side	C241	N/A	(\$120.00)	\$37.00
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**Fuel Tank**

Increase to 100-gallon gasoline tank	C252	72	N/A	\$375.00	N/A
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**Headlights**

LED Headlamps	C266		S/E	S/E	\$616.00
<b>Paint, Wheels</b>					
Wheels finish coated black inside and out	C300		S/E	N/C	(\$46.00)
<b>Pedals, Adjustable</b>					
Adjustable brake and accelerator pedals	C310		\$917.00	\$912.00	\$500.00
<b>Rust Proofing</b>					
Rust proofing fuel tank anticorrosion spray coating	C315		\$478.00	\$192.00	\$203.00
<b>Steering</b>					
Telescoping steering wheel	C320		S/E	S/E	N/C
<b>Switches, Ignition</b>					
Keyed alike	C350		N/C	\$5.00	\$22.00
<b>Tires</b>					
11R Steer, Mud and Snow, Kuhmo	C400		N/A	(\$500.00)	N/A
<b>Turn Signals</b>					
Fender-mounted, LED	C422		\$171.00	S/E	\$124.00
<b>Warranty, Extended</b>					
2 year/unlimited miles	C450		S/E	\$720.00	\$1,915.00

## Body Options

<b>Antenna</b>					
Flexible rubber radio antenna	B170		S/E	S/E	N/A
<b>Battery Cut Off Switch</b>					
Add battery cut off switch	B190		S/E	S/E	\$80.00
<b>Color, Interior</b>					
Walls white	B234		N/A	S/E	S/E
<b>Crossing Gate Arm</b>					
Electric w/stow bracket	B241		\$270.00	\$445.00	N/C
<b>Defogger Fans</b>					
Increase from 2 to 3	B250		N/A	\$65.00	\$66.00
<b>Door, Entrance</b>					
Electric, double out, split type	B260		(\$187.00)	\$325.00	(\$246.00)
<b>Electrical Equipment and Wiring</b>					
Camera System, Front/Rear Back-up View, exterior	B275		\$2,722.00	S/E	\$2,449.00
<b>Exit, Evacuation Step</b>					
Step & handle at rear door	B310		\$225.00	S/E	\$108.00
<b>Exit, Roof Hatch</b>					
2 Specialty ProLo 9240 series	B324		(\$62.00)	(\$360.00)	N/A
<b>Floor Covering</b>					
1 piece, gray	B373	73	N/A	\$780.00	(\$212.00)
<b>Mirror, Timer</b>					

Timer for heated mirror	B525	S/E	S/E	S/E
<b>Mirrors, Crossview</b>				
Rosco, Eye-Max LP, heated	B537	N/C	S/E	N/A
<b>Mirrors, Crossview, Arms</b>				
Stainless steel arms	B555	S/E	\$38.00	\$50.00
<b>Mirrors, Rearview</b>				
Rosco Open View ES, remote, heated, split view	B575	\$178.00	\$265.00	\$123.00
<b>Mirrors, Rearview, Arms</b>				
Stainless steel arms	B590	S/E	\$38.00	\$50.00
<b>Noise Reduction System</b>				
Perforated ceiling, full bus	B595	S/E	\$641.00	S/E
<b>Paint, Roof</b>				
White, polyurethane	B605	\$355.00	\$220.00	\$350.00
<b>Power Source</b>				
12-volt power source in driver's area	B615	S/E	S/E	S/E
<b>Radio &amp; Public Address System</b>				
AM/FM radio, PA System inside & outside	B623	\$599.00	\$597.00	\$292.00
<b>Seat, Driver's</b>				
National, air ride w/o arm rests	B663	\$115.00	\$192.00	\$9.00
<b>Seat, Driver's Belt</b>				
Driver's belt, blaze orange	B676	\$44.00	N/C	S/E
<b>Seats, Passenger: Color</b>				
Gray	B713	S/E	S/E	S/E
<b>Severe Service Package</b>				
Must meet Colorado Racking Test	B740	S/E	S/E	S/E
<b>Step Tread</b>				
Pebble tread w/metal backing	B750	S/E	N/A	N/A
<b>Stepwell</b>				
Stainless steel	B755	N/A	\$545.00	\$791.00
<b>Stop Arm Signals</b>				
Safe Fleet, Electric, HI-Viz Illuminated stop sign, front and rear	B767	N/A	\$261.00	N/A
<b>Storage Compartment, Large (90-105")</b>				
With light, gas spring & lock (each)	B775	\$788.00	\$1,330.00	\$1,334.00
<b>Storage Compartment Driver's Area</b>				
Over drivers sash window	B781	S/E	\$125.00	\$159.00
<b>Storage Pouch</b>				
Mounted on barrier behind driver	B782	\$21.00	\$16.00	\$47.00

**Configured Price \$140,189.00    \$135,716.00    \$153,076.00**

**Dealer Options**

Protect camera system install			\$2,000.00
1 piece gray flooring	\$598.00		
Stainless Steel Stepwell - not available	\$698.00		
black reflective lettering	\$200.00		
black reflective lettering			\$200.00
black reflective lettering		\$200.00	
Protect camera system install	\$2,000.00		
Protect camera system install		\$2,000.00	
Glove Box		\$0.00	
relocate park brake to lower dash		\$0.00	
cup holder		\$0.00	
delete light monitor		(\$50.00)	
delete pre-trip activation		\$0.00	
Stainless Steel Exhaust		\$0.00	
	<b><u>Hoekstra</u></b>	<b><u>Holland</u></b>	<b><u>Midwest Transit</u></b>
	<b>Unit Price \$143,685.00</b>	<b>\$137,866.00</b>	<b>\$155,276.00</b>
	<b>Total Price \$431,055.00</b>	<b>\$413,598.00</b>	<b>\$465,828.00</b>
	<b>Grand Total \$431,055.00</b>	<b>\$413,598.00</b>	<b>\$465,828.00</b>