

Regular Meeting

Thursday, April 20, 2023 5:30 PM

KRESA Service Center - Conference Rooms A, B & C, 1819 East Milham Avenue,
Portage, Michigan 49002

I. CALL TO ORDER

II. COMMENTS FROM AUDIENCE

III. CONSENT AGENDA

III.A. Approval of Board of Education Regular
Meeting Minutes - March 16, 2023

**Board of Education
March 16, 2023 – 5:30 PM
Conference Room A/B/C
1819 East Milham Avenue
Portage, Michigan 49002
REGULAR MEETING MINUTES**

- MEMBERS PRESENT:** Mr. Virgil “Skip” Knowles, Mr. David Webster, Dr. Delores Myers, Mr. Randy VanAntwerp
- MEMBERS ABSENT:** Ms. Lynne Cowart
- ADMINISTRATION/STAFF:** Ms. Mindy Miller, Mr. Scott Thomas, Mr. Brian Schupbach, Mr. Eric Stewart, Mr. Cameron Buck, Ms. Paige Daniels, Ms. Sarah Mansberger, Mr. Lisa Meredith-Jenkins, Ms. Angela Telfer, Ms. Rachel Roberts, Mr. Jake Fredericks, and Ms. Jackie Martell
- OTHERS PRESENT:** Mr. Doug Phillips and Mr. Allen Dresselhouse

I. CALL TO ORDER

Mr. Knowles called the meeting to order at 5:30 p.m.

II. COMMENTS FROM AUDIENCE

No comments from the audience.

III. CONSENT AGENDA

- A. Approval of Board of Education Regular Meeting Minutes – February 16, 2023
- B. Approval of Board of Education Special Meeting Minutes – February 23, 2023
- C. Approval of New Position
- D. Approval of New Hire
- E. Approval of Superintendent out of state travel – NSBA Conference Orlando, FL March 31-April 2, 2023

Mr. VanAntwerp; Mr. Webster supported to approve the consent agenda.

Motion carried unanimously.

IV. PROGRAM AND/OR CONFERENCE REVIEW

- A. Annual Reports – Mr. Jake Fredericks
Mr. Fredericks presented the annual report to the Board of Education

V. ADMINISTRATIVE REPORTS

A. Business Services Report - Mr. Scott Thomas

1. Monthly Financial Report (System Impact Goal 4b)

The total payments processed were presented during the month of February. The General Fund, Special Education Fund and Career & Technical Education Fund Statement of Revenue & Expenditures were presented for the period ending 1/31/23.

The total cash and investments were presented on hand as of 2/28/2023.

B. Instructional Programs and Services Report - Ms. Mindy Miller, Ms. Rachel Roberts, Ms. Lisa Jenkins-Meredith and Ms. Angela Telfer

1. Preschool Programming Update - Ms. Rachel Roberts

- a. Update on current and PY 23-24 enrollment
- b. HS / GSRP Spring Program-wide Data Review (Instructional Impact, Student Growth)

Ms. Roberts provided an update on GSRP enrollment reported to the state for funding. She also provided an update on the PY2023-2024 applications indicating 226 have been completed since the release on February 13. Lastly, Ms. Roberts gave an overview of the Head Start/GSRP Winter Data Review.

2. Instructional Services Update - Ms. Lisa Jenkins-Meredith

- a. Mid-Year Data Review Highlights

Increase in the number of districts we are supporting in the county and out of the county in Culture Climate, ELA & Cross-Content Instructional Strategies supports from the Beginning of the Year to Mid-Year

Increase in Secondary Supports from the Beginning of the Year to Mid-Year

Increase in the number of teachers & additional support people from 414-610 from the Beginning of the Year to Mid-Year.

- b. Brief Preview / Update on MiSTEM

We hope to have a deeper update on MiSTEM from our Southwest Regional MiSTEM Director, Dr. Diane Owen-Rogers, later in the year however I wanted to share a few details on the great work that has been going on within the region.

MiSTEM Network's Southwest Region is continuing to:

- Provide educators professional development
- Provide student STEM events
- Building a system to support Project, Problem, & Place-based (3P) learning in our 8-county region

MiSTEM Regional Showcase will be held here in Kalamazoo in June where all the MiSTEM Regional Director Teams from across the state will come to see the highlights of our projects, partners, and activities here in our Southwest MiSTEM region.

3. Special Education Update - Ms. Angela Telfer

- a. Budget proposal process for 2023-2024 school year

The special education administrators completed their budget proposal presentations for the 2023-2024 school year this month. The emphasis on supporting students and furthering the mission and vision of our programs was evident. Administrators demonstrated an excellent use of data to support the needs and innovative thinking to control costs.

4. Leadership Capacity Update - Ms. Mindy Miller

- a. Continuous Improvement Update

Individual programs/departments submitted their draft mid-year data reviews to their Executive Director or Assistant Superintendent on February 14. After an opportunity to obtain feedback, final mid-year data reviews were submitted to Mindy and Tom on February 28. Each program/department were expected to review goals, determine progress and identify strengths, challenges, and next steps. Based on this analysis, a focus was determined for the remainder of the year by defining strategies to implement, resources needed, and a measure of success.

C. Career and Talent Development - Mr. Eric Stewart, Ms. Sarah Mansberger, Mr. Cameron Buck, and Ms. Paige Daniels

1. Discover Update - Ms. Paige Daniels

- a. Mobile Lab Update
- b. Summer Programming Update

Progress on the development of a world class Career Connect Mobile Lab continues. We are seeking feedback from our Career Connect advisory groups this month to hear their likes, wonderings, and how they can be involved with this outreach efforts. Learning Undeafated is gathering proposals for the build out and we plan to be able to share those details with you next month.

Summer programming plans are in full swing across the Discover team. The Career Awareness and Exploration team is partnering with KPS and Comstock to support career development experiences for their elementary summer school programs. Our MyCITY Summer Youth Employment Program is planning for some updates to the Career 101 model. Participants who are age 14 and 15 will have the opportunity to engage in in-depth career exploration and project-based learning with a focus on pathway development through the lens of both academic and career learning.

2. Ignite Update - Mr. Cameron Buck

- a. Staffing: Career Services Coordinator and Instructional Coach
- b. Enrollment Barriers: Counselor Survey Feedback

Cameron gave updates on two Career Connect positions, one was recently filled, and another is currently posted. The Career Services coordinator position was recently filled, and Cameron explained this position will be supporting learners across Career Connect to ensure students are graduating with a career pathway plan. The other position that is currently posted is for CTE Instructional Coach/Consultant. This position will be supporting CTE teachers in their development of instructional practices and supporting teachers through individual coaching and professional development activities. Cameron also shared results from a recent high school counselor survey that was designed to gather feedback on academic credit barriers that students may be experiencing when enrolling in countywide high school programming.

3. Launch Update - Ms. Sarah Mansberger

- a. NACD Open House Extension Event
- b. Fund Development Update: CTE Aviation Technology Program

Career Connect, in partnership with the Kalamazoo Promise and NACD, hosted the High School Programs Open House Extension Event on Saturday, February 25 at the Northside Association for Community Development (NACD), in alignment with continuous improvement Focus Area #4, Goal 4a. The event introduced young people to the full spectrum of programs in Career Connect, emphasizing opportunities in CTE with the presence of several CTE teachers. While attendance was low owing to the ice storm, all but one student in attendance submitted an application to a CTE program.

The Engagement Team is supporting fund development efforts to expand capacity for the CTE Aviation Technology Program, in partnership with Duncan Aviation. In addition, the

team is thrilled to have received philanthropic support for the mobile lab from Pfizer Corporation.

D. Technology Report – Mr. Brian Schupbach

1. MiData Hub migration update
2. ERP Update
3. Conference room audio visual system testing

Earlier this month, we completed the migration of the Michigan Data Hub from Oakland Schools to our KRESA Amazon Web Services (AWS) tenant. We ran into some data transfer speed issues on the first attempt, so we needed to delay one week, but we were able to complete the transfer the following. MiData Hub is performing extremely well in AWS and is now able to utilize important security and reliability options not previously available, which is critical now that the hub is relied upon by nearly every school in Michigan.

As we move closer to our target date of July 1 to complete the ERP migration, we still have several modules that need to go live. We are currently focusing on testing Time Clocks Plus for leave tracking and hourly punches. If all goes well, we should be live on TCP by this time next month.

In effort to improve the audio/visual experience at KRESA locations, as well as test proposed AV technologies begin proposed for the Tech Center, we are currently testing some new equipment in Conference RM 52 downstairs. This new equipment includes a wall touch panel that is mounted outside of a conference room that shows availability of the room as well as allows for room booking, a touch panel in the room that can establish a MS Teams video call, and a new type of wireless connection platform that we hope will be more reliable than our current AirServer solution. We will be asking staff to try out the new system and provide feedback to help inform future plans.

VI. Thrun Law Notes

- A. Correspondence/Informational**
Informational

VII. ITEMS FOR DISCUSSION AND/OR ACTION

A. Approval of 2023-2024 Board Of Education Meeting Schedule as presented

Mr. Webster moved, Mr. VanAntwerp supported the approval of 2023-2024 Board Of Education Meeting Schedule as presented

Motion carried unanimously.

B. Approval of the Head Start FY2023 COLA and Quality Improvement Supplemental Applications of \$529,665 to offset permanent increases to all Head Start staff wages and salaries, and increases to fringe benefits.

Dr. Myers moved, Mr. Webster supported the approval of the Head Start FY2023 COLA and Quality Improvement Supplemental Applications of \$529,665 to offset permanent increases to all Head Start staff wages and salaries, and increases to fringe benefits.

Motion carried unanimously.

C. Approval of Bid Package 4.2 for the Kalamazoo Career Connect Campus construction project as presented.

Mr. VanAntwerp moved, Mr. Webster supported the approval of Bid Package 4.2 for the Kalamazoo Career Connect Campus construction project as presented.

Motion carried unanimously.

D. Approval of Compensation Recommendation for the 2023-2024 School Year as presented.

Mr. Antwerp moved, Mr. Webster supported the approval of Compensation Recommendation for the 2023-2024 School Year as presented.

Motion carried unanimously.

II. ADJOURNMENT

The meeting was adjourned at 6:45 pm.

Respectfully submitted,

Lynne Cowart
Board Secretary

Jackie Martell
Recording Secretary

Minutes
Approved on _____

III.B. Approval of Board of Education Special
Meeting Minutes - April 10, 2023

**Board of Education
April 10, 2023 – 3:00 PM
Conference Room A & B
1819 East Milham Avenue
Portage, Michigan 49002
SPECIAL MEETING MINUTES**

MEMBERS PRESENT: Mr. David Webster, Ms. Lynne Cowart, Mr. Randy VanAntwerp, Mr. Virgil “Skip” Knowles, Dr. Delores Myers (3:10)

ADMINISTRATION/STAFF: Mr. Tom Zahrt and Ms. Jackie Martell

OTHERS PRESENT: Mr. Dave Killips

I. Call to Order

Mr. Knowles called the meeting to order at 3:00 p.m.

II. Comments from the Public

No comments from the public.

III. Items for Discussion and/or Action

A. Presentation of superintendent candidates to the Board of Education

1. Superintendent requests the Board of Education adjourn to closed session to review applications and materials.

Mr. VanAntwerp moved, Ms. Cowart supported the request that the Board of Education adjourn into closed session to review applications and materials of the superintendent candidates at 3:04 pm.

Motion carried unanimously.

Ms. Cowart moved, Mr. Webster supported the motion to move into open session at 4:49pm.

Motion carried unanimously.

B. Selection of candidates to be interviewed

Three candidates were selected for interviews April 17, 2023 and April 18, 2023.

C. Preparation for Interviews

The board discussed the interview process for the three candidates.

D. Finalize questions for first round interviews

The questions were reviewed for the first round of interviews.

IV. Adjournment

The meeting was adjourned at 5:20 pm.

Respectfully submitted,

Lynne Cowart
Board Secretary

Jackie Martell
Recording Secretary

Minutes
Approved on _____

III.C. Approval of Board of Education Closed
Meeting Minutes - April 10, 2023

III.D. Approval of Board of Education Special
Meeting Minutes - April 17, 2023

**Board of Education
April 17, 2023– 5:00 PM
Conference Rooms A/B
1819 East Milham Avenue
Portage, Michigan 49002
SPECIAL MEETING MINUTES**

MEMBERS PRESENT: Mr. Virgil “Skip” Knowles, Dr. Delores Myers, Mr. David Webster, Ms. Lynne Cowart, Mr. Randy VanAntwerp

MEMBERS ABSENT:

ADMINISTRATION/STAFF: Mr. Tom Zahrt, Mr. Eric Stewart, Mr. Scott Thomas, Ms. Sarah Mansberger, Mr. Scott Goodwin, Ms. Lisa Jenkins-Meredith, Mr. Gary Nevills, Mr. Isaac Carter and Ms. Jackie Martell

OTHERS PRESENT: Mr. Mark Bielang, Ms. Wendy Somers

I. Call to Order

Mr. Knowles called the meeting to order at 5:00 p.m.

II. Comments from the Public

No comments from the public.

III. Superintendent Interviews

- a. 5:00 Matthew Olson
- b. 6:00 Mindy Miller

Mr. Matthew Olson and Ms. Mindy Miller were interviewed by the members of the Board of Education.

IV. Adjournment

The meeting was adjourned at 7:25 pm.

Respectfully submitted,

Lynne Cowart
Board Secretary

Jackie Martell
Recording Secretary

Minutes
Approved on _____

III.E. Approval of Board of Education Special
Meeting Minutes - April 18, 2023

**Board of Education
April 18, 2023– 5:00 PM
Conference Rooms A/B
1819 East Milham Avenue
Portage, Michigan 49002
SPECIAL MEETING MINUTES**

MEMBERS PRESENT: Mr. Virgil “Skip” Knowles, Dr. Delores Myers, Mr. David Webster, Ms. Lynne Cowart, Mr. Randy VanAntwerp

MEMBERS ABSENT:

ADMINISTRATION/STAFF: Mr. Tom Zahrt, Mr. Eric Stewart, Mr. Scott Thomas, Ms. Sarah Mansberger, Mr. Scott Goodwin, Ms. Lisa Jenkins-Meredith, Mr. Gary Nevills, Mr. Isaac Carter and Ms. Jackie Martell

OTHERS PRESENT: Mr. Mark Bielang

I. **Call to Order**

Mr. Knowles called the meeting to order at 5:00 p.m.

II. **Comments from the Public**

No comments from the public.

III. **Superintendent Interviews**

a. 5:00 Dedrick Martin

Dr. Dedrick Martin was interviewed by the members of the Board of Education.

IV. **Discussion of Superintendent Interviews**

Mr. Webster moved, Ms. Cowart supported inviting Dr. Dedrick Martin and Mr. Matthew Olson for a second round interview on May 1, 2023.

Motion carried unanimously.

V. **Adjournment**

The meeting was adjourned at 6:55 pm.

Respectfully submitted,

Lynne Cowart
Board Secretary

Jackie Martell
Recording Secretary

Minutes
Approved on _____

III.F. Approval of New Position

To: Kalamazoo RESA Board of Education and Tom Zahrt, Superintendent
From: Treasure Wilder, Human Resources Generalist
Date: April 13, 2023
Re: New Positions

The following new position(s) is/are being recommended for Board approval:

Position	Location	Budget Impact
Special Initiatives Coordinator	Career Connect	23/24 CTE millage budget
Early Intervention Coordinator	Early Childhood-West Campus	23/24 Early Childhood budget
Behavior Support Specialist	Young Adult Program	22/23 to be included in Final budget
Special Education Teacher (EI)	Valley Center School	22/23 Special Education Final Budget
Paraprofessionals (2 FTE's)	Valley Center School	22/23 Special Education Final Budget

Thank you.

Treasure Wilder
Human Resources Generalist

III.G. Approval of New Hire

To: Kalamazoo RESA Board of Education and Tom Zahrt, Superintendent
From: Treasure Wilder, Human Resources Generalist
Date: April 13, 2023
Re: New Hire Recommendation for Board Action

The following new hire/s is/are being recommended for Board approval:

First Name	Last Name	Position	Location	Budget Impact
Meghan	Cook	VI Mobility & Orientation Specialist	KSIS	Replacement
Courtney	Martin	Occupational Therapist	Early On	Replacement

Thank you.

Treasure Wilder
Human Resources Generalist

III.H. Approval of Kalamazoo RESA Calendars

JULY '23							0/0
S	M	T	W	T	F	S	
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2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31						0

AUGUST '23							0/9
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6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30	31			9

SEPTEMBER '23							0/19
S	M	T	W	T	F	S	
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3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	28

OCTOBER '23							0/22
S	M	T	W	T	F	S	
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31					50

NOVEMBER '23							0/20
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5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30			70

DECEMBER '23							0/16
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31							86

Kalamazoo RESA 2023-2024 10 Month CTE Employee Calendar

- July**
- 3 CTE Staff Off
4 KRESA Closed
5-31 CTE Staff Off
- August**
- 1-18 CTE Staff Off
21 Back to School Breakfast
28 First Day of School for Students
- September**
- 1-4 KRESA Closed
- October**
- 4 Student Count Day
- November**
- 23-24 KRESA Closed
- December**
- 25-26 KRESA Closed
27-29 CTE Staff Off
- January**
- 1-2 KRESA Closed
3-5 CTE Staff Off
- February**
- 14 Student Count Day
23 Mid-Winter Break/CTE Staff Off
- March**
- 21 Professional Development Day
22 KRESA Closed
25-29 Spring Break/CTE Staff Off
- May**
- 27 KRESA Closed
- June**
- 10-28 CTE Staff Off

	CTE Staff Off
	KRESA Closed
	Professional Development
	Student Count Day

JANUARY '24							0/18
S	M	T	W	T	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31				104

FEBRUARY '24							0/20
S	M	T	W	T	F	S	
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29			124

MARCH '24							0/15
S	M	T	W	T	F	S	
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10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31							139

APRIL '24							0/22
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7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30					161

MAY '24							0/22
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5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31		183

JUNE '24							0/5
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9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30							188

Staff Days: 188

JULY '23							0/0
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9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31						0

AUGUST '23							4/13
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13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30	31			13

SEPTEMBER '23							19/19
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17	18	19	20	21	22	23	
24	25	26	27	28	29	30	32

OCTOBER '23							21/21
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8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31					53

NOVEMBER '23							16/20
S	M	T	W	T	F	S	
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5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30			73

DECEMBER '23							15/16
S	M	T	W	T	F	S	
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17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31							89

Kalamazoo RESA 2023-2024 10-month Head Start Staff Calendar

- July**
- 3-31 Summer Break
- August**
- 1-11 Summer Break
14-17 No Students/Home Visits
18 No Students/Staff
21 No Students/Back to School Breakfast/Professional Development
22-25 No Students/Professional Development
28 First Day of School
- September**
- 1,4 Labor Day Break
- October**
- 4 Student Count Day
20 No Students/No Staff/Mid-Fall Break
- November**
- 3 No Students/Professional Development – Data Review
20-21 No Students/Family Teacher Conferences
22 No Students/Comp Day
23-24 Thanksgiving Break
- December**
- 22 No Students/Professional Development
25-29 Winter Break
- January**
- 1-5 Winter Break
15 No Students/No Staff
26 No Students/Professional Development
- February**
- 9 No Students/Professional Development/Data Review
14 Student Count Day
23 No Students/No Staff/Mid-Winter Break
26-27 No Students/Professional Development
28-29 No Students/Family Teacher Conferences
- March**
- 1 No Students/All Staff Off
21 Professional Development
22 Spring Break
25-29 Spring Break
- April**
- May**
- 10 No Students/Professional Development
24-27 Memorial Day Break
- June**
- 5 Last Day of School for Students
6-7 Professional Development

JANUARY '24							16/17
S	M	T	W	T	F	S	
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7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31				106

FEBRUARY '24							15/20
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11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29			126

MARCH '24							13/14
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31							140

APRIL '24							22/22
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14	15	16	17	18	19	20	
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28	29	30					162

MAY '24							20/21
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12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31		183

JUNE '24							3/5
S	M	T	W	T	F	S	
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16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30							188

Staff Days: 188

Student Days: 165

	No Students/All Staff Off
	No Students

JULY '23							0/0
S	M	T	W	T	F	S	
							1
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
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23	24	25	26	27	28	29	
30	31						0

AUGUST '23							0/14
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13	14	15	16	17	18	19	
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27	28	29	30	31			14

SEPTEMBER '23							0/19
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OCTOBER '23							0/22
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NOVEMBER '23							0/20
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26	27	28	29	30			75

DECEMBER '23							0/16
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24	25	26	27	28	29	30	
31							91

Kalamazoo RESA 2023-2024 10 Month Instructional Calendar

- July**
- 3 ISCS Staff Off
4 KRESA closed
5-31 ISCS staff off
- August**
- 1-11 ISCS staff off
21 Back to School Breakfast
28 First Day of School for students
- September**
- 1-4 KRESA closed
- October**
- 4 Student Count Day
- November**
- 23-24 KRESA closed
- December**
- 25-26 KRESA closed
27-29 ISCS staff off
- January**
- 1-2 KRESA closed
3-5 ISCS staff off
- February**
- 14 Student Count Day
23 Mid-Winter Break
- March**
- 21 Professional Development Day
22 KRESA closed
25-29 Spring Break/ISCS staff off
- April**
- May**
- 27 KRESA closed
31 Last Day for ISCS 10-month Staff
- June**
- 3-28 ISCS staff off

	ISCS Staff Off
	KRESA Closed
	Professional Development
	Student Count Day

JANUARY '24							0/18
S	M	T	W	T	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31				109

FEBRUARY '24							0/20
S	M	T	W	T	F	S	
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29			129

MARCH '24							0/15
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31							144

APRIL '24							0/22
S	M	T	W	T	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30					166

MAY '24							0/22
S	M	T	W	T	F	S	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31		188

JUNE '24							0/0
S	M	T	W	T	F	S	
							1
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30							188

Staff Days: 188

JULY '23							0/0
S	M	T	W	T	F	S	
							1
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31						0

AUGUST '23							4/9
S	M	T	W	T	F	S	
		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30	31			9

SEPTEMBER '23							19/19
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	28

OCTOBER '23							22/22
S	M	T	W	T	F	S	
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31					50

NOVEMBER '23							19/20
S	M	T	W	T	F	S	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30			70

DECEMBER '23							16/16
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31							86

Kalamazoo RESA 2023-2024 10 Month Calendar – JHS, VC, YAP

- July**
- 3-31 Summer Break
- August**
- 1-18 Summer Break
21-25 Back to School Breakfast/Professional Development
28 First Day of School for Students
- September**
- 1-4 Labor Day Break
22 Late Arrival: YAP 10:45; JHS & VC 11:45
- October**
- 4 Student Count Day
11 Family Teacher Conferences
13 Late Arrival: YAP 10:45; JHS & VC 11:45
- November**
- 10 Late Arrival: YAP 10:45; JHS & VC 11:45
21 ½ Day Students AM/PM Staff Records Day
22 No Students/Comp Day
23-24 Thanksgiving Break
27 Start of 2nd Trimester

- December**
- 22 ½ Day Students AM/PM Staff Professional Development
25-29 Winter Break
- January**
- 1-5 Winter Break
8 School Resumes
17 Family Teacher Conferences
19 No Students/Professional Development
- February**
- 14 Student Count Day
16 Late Arrival: YAP 10:45; JHS & VC 11:45
23 Mid-Winter Break

- March**
- 8 ½ Day Students AM/PM Staff Records Day
11 Start of 3rd Trimester
21 Professional Development
22 Spring Break
25-29 Spring Break
- April**
- 19 Late Arrival: YAP 10:45; JHS & VC 11:45

- May**
- 17 Late Arrival: YAP 10:45; JHS & VC 11:45
27 Memorial Day Break

- June**
- 7 ½ Day Students AM/PM Staff Records Day; Last Day of School for Students
10-28 Summer Break

	No Students/All Staff Out
	PD/No Students Staff Only
	Late Arrival JHS/VC
	Student Count Day
	AM Students Only/PM Records of PD
	Comp Day

JANUARY '24							17/18
S	M	T	W	T	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31				104

FEBRUARY '24							20/20
S	M	T	W	T	F	S	
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29			124

MARCH '24							14/15
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31							139

APRIL '24							22/22
S	M	T	W	T	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30					161

MAY '24							22/22
S	M	T	W	T	F	S	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31		183

JUNE '24							5/5
S	M	T	W	T	F	S	
						1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30							188

Staff Days: 188

Student Days: 180

JULY '23							0/10
S	M	T	W	T	F	S	
						1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31					10	

AUGUST '23							0/19
S	M	T	W	T	F	S	
		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30	31		29	

SEPTEMBER '23							0/19
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
						48	

OCTOBER '23							0/21
S	M	T	W	T	F	S	
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31				69	

NOVEMBER '23							0/19
S	M	T	W	T	F	S	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30		88	

DECEMBER '23							0/16
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31						104	

Kalamazoo RESA 2023-2024 11 Month Early Childhood Calendar

- July**
- 3-7 July 4 Break
24-31 Summer Break
- August**
- 1-4 Summer Break
21-23 Back to School Breakfast/Professional Development
- September**
- 1-4 Labor Day Break
- October**
- 4 Student Count Day
20 Fall Break
- November**
- 22-24 Thanksgiving Break
- December**
- 25-29 Winter Break
- January**
- 1-5 Winter Break
26 Professional Development
- February**
- 14 Student Count Day
23-26 Midwinter Break
- March**
- 21 Professional Development Day
22 Spring Break
25-29 Spring Break
- April**
- May**
- 24-27 Memorial Day Break
- June**
- 24-28 Summer Break

	Staff off
	Professional Development
	Student Count Day

JANUARY '24							0/18
S	M	T	W	T	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31			122	

FEBRUARY '24							0/19
S	M	T	W	T	F	S	
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29		141	

MARCH '24							0/15
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31						156	

APRIL '24							0/22
S	M	T	W	T	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30				178	

MAY '24							0/21
S	M	T	W	T	F	S	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31	199	

JUNE '24							0/15
S	M	T	W	T	F	S	
						1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30						214	

Staff Days: 214

JULY '23							13/13
S	M	T	W	T	F	S	
						1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31					13	

AUGUST '23							11/15
S	M	T	W	T	F	S	
		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30	31		28	

SEPTEMBER '23							18/19
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
						47	

OCTOBER '23							21/21
S	M	T	W	T	F	S	
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31				68	

NOVEMBER '23							16/20
S	M	T	W	T	F	S	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30		88	

DECEMBER '23							15/16
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31						104	

Kalamazoo RESA 2023-2024 11 Month ECSE Calendar

July

3-7 July 4 Break
14,21,28 No Students/All staff off

August

4,11 No Students/All Staff off
14-18 No students/All staff off
21 Back to School Breakfast
22-23 Professional Development
24 Family Engagement/No Students
25 No Students/All Staff off

September

1-4 Labor Day Break
29 Family Engagement/No Students

October

4 Student Count Day
20 No students/All staff off

November

3 Family Engagement/No Students
20-21 Family-Teacher Conferences
22 Comp Day/No Students/No Staff
23-24 Thanksgiving Break

December

22 Family Engagement/No Students
25-29 Winter Break

January

1-5 Winter Break
26 Professional Development

February

9 Family Engagement/No Students
14 Student Count Day
23 Midwinter Break
26-27 Professional Development
28-29 Family-Teacher Conferences

March

1 No Students/All Staff Off
21 Professional Development
22 Spring Break
25-29 Spring Break

April

19 Family Engagement/No Students

May

10 Family Engagement/No Students
24-27 Memorial Day Break

June

21 Family Engagement/No Students
21-28 Summer Break

	No Students/All Staff off
	Professional Development/No Students
	Family Engagement/No Students
	Comp Day/No Students/No Students
	Student Count Day

JANUARY '24							17/18
S	M	T	W	T	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31			122	

FEBRUARY '24							15/20
S	M	T	W	T	F	S	
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29		142	

MARCH '24							13/14
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31						156	

APRIL '24							21/22
S	M	T	W	T	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30				178	

MAY '24							20/21
S	M	T	W	T	F	S	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31	199	

JUNE '24							14/15
S	M	T	W	T	F	S	
						1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30						214	

Staff Days: 214 Student Days: 194

Kalamazoo RESA

2023-2024

11 Month Calendar – YAP

JULY '23							16/16
S	M	T	W	T	F	S	
						1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31					16	

AUGUST '23							11/15
S	M	T	W	T	F	S	
		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30	31		31	

SEPTEMBER '23							19/19
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
						50	

OCTOBER '23							21/21
S	M	T	W	T	F	S	
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31				71	

NOVEMBER '23							19/20
S	M	T	W	T	F	S	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30		91	

DECEMBER '23							16/16
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31						107	

JANUARY '24							17/18
S	M	T	W	T	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31			125	

FEBRUARY '24							20/20
S	M	T	W	T	F	S	
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29		145	

MARCH '24							14/15
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31						160	

APRIL '24							22/22
S	M	T	W	T	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30				182	

MAY '24							22/22
S	M	T	W	T	F	S	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31	204	

JUNE '24							10/10
S	M	T	W	T	F	S	
						1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30						214	

July
3-4 No Students/All Staff Off
14, 21, 28 No Students/All Staff Off

August
4, 11 No Students/All Staff Off
14-18 No Students/All Staff Off
21 No Students/Back to School Breakfast/Professional Development
22-24 Professional Development
25 No Students/All Staff Off
28 First Day of School for Students

September
1-4 Labor Day Break
22 Late Arrival 10:45

October
4 Student Count Day
13 Late Arrival 10:45
18 Family Teacher Conferences
20 Fall Break

November
10 Late Arrival 10:45
21 ½ Day Students AM/PM Staff Records Day
22 No Students/Comp Day
23-24 Thanksgiving Break
27 Start of 2nd Trimester

December
22 ½ Day Students AM/PM Staff Professional Development
25-29 Winter Break

January
1-5 Winter Break
8 School Resumes
26 No Students/Professional Development

February
14 Student Count Day
16 Late Arrival 10:45
23 Mid-Winter Break

March
8 ½ Day Students AM/PM Staff Records Day
11 Start of 3rd Trimester
21 Professional Development
22 Spring Break
25-29 Spring Break

April
19 Late Arrival 10:45
25 New Student Orientation

May
17 Late Arrival 10:45
27 Memorial Day Break

June
17-28 No Students/All Staff Off

	No Students/All Staff Off
	PD/No Students/Staff Only
	Late Arrival/AM Staff Only
	Student Count Day
	AM Only for Students/PM Records or PD
	Comp Day

Staff Days: 214

Student Days: 206

JULY '23							0/3
S	M	T	W	T	F	S	
							1
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31						3

AUGUST '23							0/22
S	M	T	W	T	F	S	
		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30	31			25

SEPTEMBER '23							0/19
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	44

OCTOBER '23							0/22
S	M	T	W	T	F	S	
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31					66

NOVEMBER '23							0/20
S	M	T	W	T	F	S	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30			86

DECEMBER '23							0/16
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31							102

Kalamazoo RESA 2023-2024 11 Month CTE Employee Calendar

- July**
- 3 CTE Staff Off
4 KRESA Closed
5-24,28,31 CTE Staff Off
- August**
- 4 CTE Staff Off
21 Back to School Breakfast
28 First Day of School for Students
- September**
- 1-4 KRESA Closed
- October**
- 4 Student Count Day
- November**
- 23-24 KRESA Closed
- December**
- 25-26 KRESA Closed
27-29 CTE Staff Off
- January**
- 1-2 KRESA Closed
3-5 CTE Staff Off
- February**
- 14 Student Count Day
23 Mid-Winter Break/CTE Staff Off
- March**
- 21 Professional Development Day
22 KRESA Closed
25-29 Spring Break/CTE Staff Off
- April**
- May**
- 27 KRESA Closed
- June**
- 24-28 CTE Staff Off

	CTE Staff Off
	KRESA Closed
	Professional Development
	Student Count Day

JANUARY '24							0/18
S	M	T	W	T	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31				120

FEBRUARY '24							0/20
S	M	T	W	T	F	S	
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29			140

MARCH '24							0/15
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31							155

APRIL '24							0/22
S	M	T	W	T	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30					177

MAY '24							0/22
S	M	T	W	T	F	S	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31		199

JUNE '24							0/15
S	M	T	W	T	F	S	
						1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30							214

Staff Days: 214

JULY '23							0/20
S	M	T	W	T	F	S	
						1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31					20	

AUGUST '23							0/23
S	M	T	W	T	F	S	
		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	*21	22	23	24	25	26	
27	28	29	30	31		43	

SEPTEMBER '23							0/19
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
						62	

OCTOBER '23							0/22
S	M	T	W	T	F	S	
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31				84	

NOVEMBER '23							0/20
S	M	T	W	T	F	S	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30		104	

DECEMBER '23							0/19
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31						123	

Kalamazoo RESA 2023-2024 12 Month Employee Calendar

4 July
July 4 Holiday

*21 August
Back to School Breakfast

1-4 September
Labor Day Break

4 October
Student Count Day

23-24 November
Thanksgiving Break

25-26 December
Winter Break

1-2 January
Winter Break

14 February
Student Count Day

22 March
Spring Break

April

27 May
Memorial Day Break

June

	12 Month Holiday
	Student Count Day

JANUARY '24							0/21
S	M	T	W	T	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31			144	

FEBRUARY '24							0/21
S	M	T	W	T	F	S	
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29		165	

MARCH '24							0/20
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31						185	

APRIL '24							0/22
S	M	T	W	T	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30				207	

MAY '24							0/22
S	M	T	W	T	F	S	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31	229	

JUNE '24							0/21
S	M	T	W	T	F	S	
						1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30						250	

Staff Days: 250
Total Days: 260

Holidays: 11

JULY '23							13/13
S	M	T	W	T	F	S	
						1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31					13	

AUGUST '23							15/17
S	M	T	W	T	F	S	
		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30	31		30	

SEPTEMBER '23							19/19
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
						49	

OCTOBER '23							20/20
S	M	T	W	T	F	S	
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31				69	

NOVEMBER '23							18/19
S	M	T	W	T	F	S	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30		88	

DECEMBER '23							16/16
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31						104	

Kalamazoo RESA 2023-2024 WoodsEdge Learning Center Calendar

July

3-7 July 4 Break
14,21,28 No Students/All Staff Off

August

4,11,18 No Students/ All Staff Off
21 No Students/Back to School Breakfast
22 No Students/Professional Development
23,24,25 No Students/All Staff Off

September

1-4 Labor Day Break
22 ½ Day Students AM/PM Professional Development

October

4 Student Count Day
13 ½ Day Students AM/PM Records Day (end of 1st Trimester)
20-23 Fall Break

November

10 ½ Day Students AM/PM Professional Development
17 No Students/Record Day (end of 1st Trimester)
22-24 Thanksgiving Break

December

22 ½ Day Students AM/PM Professional Development
25-29 Winter Break

January

1-5 Winter Break
19 No Students/Professional Development

February

14 Student Count Day
23-26 Mid-Winter Break

March

8 No Students/Records Day (end of 2nd Trimester)
11 Evening Family Conferences 4:30-8:00PM
13 Evening Family Conferences 4:30-8:00PM
20 ½ Day Students AM/PM Professional Development
21 Professional Development
22 Spring Break
25-29 Spring Break

April

19 ½ Day students AM/PM Professional Development

May

17 ½ Day Students AM/PM Professional Development
23 No Students/No Staff Comp Day
24-27 Memorial Day Break

June

13 ½ Day Students AM/PM Professional Development
14 No Students/Records Day (end of 3rd Trimester)
24-28 Summer Break

	No Students/All Staff Off
	No Students/Professional Development
	Student Count Day
	½ Day AM Students /PM Professional Development
	Comp Day
	No Students/Records Day

JANUARY '24							17/18
S	M	T	W	T	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31			122	

FEBRUARY '24							19/19
S	M	T	W	T	F	S	
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29		141	

MARCH '24							13/15
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11 C	12	13 C	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31						156	

APRIL '24							22/22
S	M	T	W	T	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30				178	

MAY '24							20/21
S	M	T	W	T	F	S	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31	199	

JUNE '24							14/15
S	M	T	W	T	F	S	
						1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30						214	

Staff Days: 214
Student Hours: 1240

Student Day: 206

IV. PROGRAM AND/OR CONFERENCE REVIEW

IV.A. Early Childhood Special Education
Continuous Improvement Update - Ms. Jen Sova

V. ADMINISTRATIVE REPORTS

V.A. Business Services Report

V.A.1. Monthly Financial Report (System Impact
Goal 4b) - Mr. Scott Thomas

Kalamazoo Regional Educational Service Agency

1819 E. Milham Avenue

Portage, MI 49002-3035

During the period of time from March 1, 2023, through March 31, 2023, the following payments have been processed:

	<u>Payments</u>	<u>Investments</u>	<u>Total</u>
*Special Education	\$ 164,522	\$ -	\$ 164,522
*General Education	\$ 2,972,437	\$ -	\$ 2,972,437
*Tech Consortium	\$ 5,478	\$ -	\$ 5,478
*Career Connect	\$ 714,602	\$ -	\$ 714,602
*Payroll	\$ 8,604,283	\$ -	\$ 8,604,283
General Capital Project	\$ -	\$ -	\$ -
Special Ed Capital Project	\$ 829	\$ -	\$ 829
Career Connect Capital Project	\$ -	\$ -	\$ -
	<u>\$ 12,462,150</u>	<u>\$ -</u>	<u>\$ 12,462,150</u>

* I hereby certify that the above claims set forth are lawful against the 2022-2023 budget for the Kalamazoo Regional Educational Service Agency and were incurred for the purpose and in the amounts shown.



Scott Thomas, Assistant Superintendent for Business Services
Kalamazoo Regional Educational
Service Agency

10-Apr-23

**GENERAL EDUCATION FUND
STATEMENT OF REVENUES & EXPENDITURES
FOR THE EIGHTH MONTH PERIOD ENDING 2/28/2023
UNAUDITED**

<u>Revenues</u>	<u>Budget</u>	<u>Revenues</u>	<u>Percent Received</u>	<u>Last Year</u>
Property Taxes	1,332,447	945,541	71%	76%
State Aid - SEC 81	1,426,041	669,952	47%	47%
Other	1,564,923	835,782	53%	58%
Southwest MiTech (Technology Services)	7,130,684	5,223,638	73%	72%
Seeds For Success/Great Start Collaborative (GSC)	704,707	678,235	96%	92%
Great Start Readiness Program (GSRP)	10,061,321	6,304,006	63%	58%
Print Center	745,000	562,506	76%	82%
Instructional Services and Community Supports	6,229,730	4,317,876	69%	80%
Career Connect Ignite - Education for Arts (EFA)	1,905,020	849,415	45%	59%
Career Connect Ignite - Education for Employment (EFE)/Early Middle College (EMC)	2,596,795	1,767,047	68%	41%
Career Connect Discover/Launch - Youth				
Opportunities Unlimited (YOU)/MiWorks	4,896,504	2,725,643	56%	58%
Regional Transportation & Safety Institute (RTSI)	431,517	344,435	80%	96%
Head Start	7,068,078	2,454,153	35%	26%
Enhancement Millage	14,084,419	10,056,134	71%	76%
Total Revenues	<u>60,177,186</u>	<u>37,734,361</u>	63%	61%

<u>Expenditures</u>	<u>Budget</u>	<u>Expenditures</u>	<u>Percent Expended</u>	<u>Last Year</u>
Board of Education	54,925	39,041	71%	71%
Superintendent	417,273	225,094	54%	56%
Public Information	186,521	117,569	63%	59%
Human Resources	295,673	169,926	57%	54%
Business Office	1,251,416	758,217	61%	59%
Maint. & Operation	1,085,040	309,592	29%	54%
Subtotal General Admin & Maintenance	3,290,848	1,619,439	49%	57%
Southwest MiTech (Technology Services)	7,527,454	4,137,405	55%	67%
Seeds For Success/Great Start Collaborative (GSC)	890,256	537,467	60%	50%
Great Start Readiness Program (GSRP)	10,061,321	4,436,604	44%	57%
Print Center	740,652	542,219	73%	70%
Instructional Services and Community Supports	6,667,464	2,161,670	32%	38%
Career Connect Ignite - Education for Arts (EFA)	2,005,020	1,091,189	54%	53%
Career Connect Ignite - Education for Employment (EFE)/Early Middle College (EMC)	2,677,860	1,376,534	51%	51%
Career Connect Discover/Launch - Youth				
Opportunities Unlimited (YOU)/MiWorks	4,896,504	2,603,346	53%	59%
Regional Transportation & Safety Institute (RTSI)	419,343	271,624	65%	45%
Head Start	7,068,078	3,714,447	53%	43%
Enhancement Millage	14,084,419	9,493,614	67%	56%
Total Expenditures	<u>60,329,219</u>	<u>31,985,556</u>	53%	54%

EXCESS (DEFICIENCY) OF REVENUE		
OVER EXPENDITURES	(152,033)	5,748,805

**SPECIAL EDUCATION FUND
STATEMENT OF REVENUES & EXPENDITURES
FOR THE EIGHTH MONTH PERIOD ENDING 2/28/2023
UNAUDITED**

<u>Revenues</u>	<u>Budget</u>	<u>Revenues</u>	<u>Percent Received</u>	<u>Last Year</u>
Property Taxes	40,706,889	28,859,631	71%	76%
Section 51a & 51a3 SE Funding	6,553,629	3,340,588	51%	50%
Sec 51a(2) & 54 Foundations	4,108,350	1,968,259	48%	45%
Section 24	450,000	294,916	66%	64%
IDEA	10,266,325	5,054,137	49%	0%
Other	2,600,108	1,579,112	61%	48%
County Juvenile Home	230,000	230,000	100%	100%
MPSERS UAAL Offset	-	2,819,317	0%	0%
Early On Grant	826,091	393,487	48%	23%
School Based Health Services	2,120,341	1,492,822	70%	67%
Other Grants	525,438	348,289	66%	109%
Total Revenues	<u>68,387,171</u>	<u>46,380,559</u>	68%	63%

<u>Expenditures</u>	<u>Budget</u>	<u>Expenditures</u>	<u>Percent Expended</u>	<u>Last Year</u>
Young Adult Program (YAP)	4,360,923	2,103,951	48%	51%
WoodsEdge Learning Center (WELC)	10,547,548	6,032,414	57%	54%
Preprimary Evaluation Team (PET)	1,395,661	821,921	59%	60%
MPSERS UAAL	-	2,818,895	0%	0%
Central Services	6,348,382	4,158,695	66%	45%
Juvenile Home Schools	2,114,179	924,908	44%	42%
Valley Center School	1,598,178	735,816	46%	46%
Deaf/Hard of Hearing Program (DHH)	1,721,501	768,107	45%	46%
Early On/ECSE	4,095,725	2,131,003	52%	54%
Operations/Maintenance	5,078,335	1,771,112	35%	36%
Subtotal KRESA Programs	<u>37,260,432</u>	<u>22,266,822</u>	60%	55%
Payout for Local Programs	24,894,759	17,004,923	68%	63%
Prior Year Local Payout Adjustment	-	-	0%	0%
Other	198,900	85,751	43%	53%
Other Grants	532,938	101,005	19%	39%
Total Expenditures	<u>62,887,029</u>	<u>39,458,501</u>	63%	59%

EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	5,500,142	6,922,058
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CAREER CONNECT FUND
STATEMENT OF REVENUES & EXPENDITURES
FOR THE EIGHTH MONTH PERIOD ENDING 2/28/2023
UNAUDITED

<u>Revenues</u>	<u>Budget</u>	<u>Revenues</u>	<u>Percent Received</u>	<u>Last Year</u>
Property Taxes	9,258,251	6,570,087	71%	76%
Other	5,000	1,912	38%	0%
Career Connect Campus Project	26,141,937	27,982,253	107%	0%
Total Revenues	<u>35,405,188</u>	<u>34,554,252</u>	98%	78%
<u>Expenditures</u>	<u>Budget</u>	<u>Expenditures</u>	<u>Percent Expended</u>	<u>Last Year</u>
Career Connect	3,447,601	1,868,762	54%	52%
Operations/Maintenance	15,640,388	401,345	3%	64%
Career Connect Campus Project	14,462,705	2,701,179	19%	0%
Total Expenditures	<u>33,550,694</u>	<u>4,971,286</u>	15%	54%
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	1,854,494	29,582,966		

**Kalamazoo Regional Educational Service Agency
Investment Rate/Cash Data
As of 3/31/2023**

<u>Special Education</u>	<u>Type</u>	<u>Amount</u>	<u>Rate (%)</u>	<u>Maturity Date</u>
Fifth-Third Milaf	Op M	9,578,902 <u>12,433,284</u>	4.73	OPEN
<i>Special Education Total</i>		<u>22,012,186</u>		
<u>General Education</u>	<u>Type</u>	<u>Amount</u>	<u>Rate (%)</u>	<u>Maturity Date</u>
Fifth-Third Milaf	Op M	11,976,879 <u>14,156,291</u>	4.73	OPEN
<i>General Education Total</i>		<u>26,133,170</u>		
<u>Career Connect</u>	<u>Type</u>	<u>Amount</u>	<u>Rate (%)</u>	<u>Maturity Date</u>
Fifth-Third Milaf	OP M	5,587,330 <u>11,245,946</u>	4.73	OPEN
<i>Career Connect Total</i>		<u>16,833,276</u>		
TOTAL		<u><u>64,978,632</u></u>		

M = MAX-MILAF
Op = Operating Account
CP = Commercial Paper
CD = Cert. of Deposit
+ = Plus Savers Acct
MM = Money Market
F = Fixed Investments

V.B. Instructional Programs and Services Report

V.B.1. Preschool Programming Update - Ms. Rachel
 Roberts

Kalamazoo RESA Head Start Monthly Summary Report 2022 - 2023 Program Year

Kalamazoo RESA Head Start Monthly Summary Report 2022 - 2023 Program Year																			
Enrollment & Attendance						Food Service						Health & Developmental Screeners Still Needed							
	Enrollment 618 (596 Funded Enrollment)	# of Children on Waitlist	% of Enroll Students w/Disability	% of Students Over- Income	Average Monthly Attendance	Breakfasts Served		Lunches Served		Snacks Served		Well Child Exam	ASQ-3	Vision	Hearing	Dental	HGB	Lead	Imms.
						134-day	166-day	134-day	166-day	134-day	166-day								
August	426	221	10%	4%	94%	X	560	X	564	X	561	233	246	254	255	339	192	59	5
September	463	296	10%	3%	83%	1045	4461	1215	4512	1006	4495	91	154	142	120	340	190	63	2
October	464	301	11%	3%	76%	1167	4488	1399	4544	1166	4507	18	72	55	60	344	205	67	5
November	463	304	12%	3%	76%	1005	3322	1243	3363	996	3352	2	33	41	31	307	102	59	0
December	459	315	13%	3%	69%	873	2965	1040	3019	856	3013	4	9	20	10	244	69	56	0
January	447	328	11%	3%	78%	863	3594	1055	3661	859	3653	2	11	11	6	244	21	59	0
February	445	323	13%	3%	77%	782	2903	891	2956	764	2941	1	8	6	3	220	15	56	0
March	437	326	13%	3%	72%	821	3155	968	3227	805	3218	2	8	8	3	202	18	56	0
April																			
May																			
June																			
Staffing																			
	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	<div style="display: flex; align-items: center;"> <div style="writing-mode: vertical-rl; transform: rotate(180deg); font-weight: bold; margin-right: 10px;">NOTES</div> <p>Actively hiring for the following positions: Site Supervisor Associate Teacher Classroom Aide Lead Teacher</p> </div>						
Professional Support Staff (16 FTE)	14	14	14	15	15	15	15	15	15	15									
Lead Teachers (35 FTE)	29	28	28	28	28	27	27	25	26	27									
Associate Teachers (35 FTE)	27	26	25	25	25	26	23	26	26	24									
Classroom Aides (15 FTE)	8	8	8	8	8	8	6	9	7	7									
Family Advocates (9 FTE)	9	9	9	9	9	9	9	9	9	9									
TOTALS (110 FTE)	87	85	84	85	85	85	80	84	83	82	0	0							

SELECTION CRITERIA: expldedgr.key_orgn like '64%'
 ACCOUNTING PERIOD: 8/23

FUND - 11 - GENERAL

ACCOUNT	CURRENT YEAR				PRIOR YEAR			
	BUDGET	EXPENDITURES	BALANCE	%	BUDGET	EXPENDITURES	BALANCE	%
11-640-118-000-723-02226-0000	690,533.00	158,947.33	531,585.67	23.02	273,507.00	242,959.84	30,547.16	88.83
HEAD START OP ODD CLASSRM TEACHING SALAR								
11-640-118-000-723-02226-0000	326,209.00	97,560.60	228,648.40	29.91	134,699.00	126,532.49	8,166.51	93.94
HEAD START OP ODD CLASSRM PARAPRO SALARY								
11-640-118-000-723-02226-0000	51,451.00	10,406.32	41,044.68	20.23	18,080.00	6,204.41	11,875.59	34.32
HEAD START OP ODD CLASSRM PARAPRO SALARY								
11-640-118-000-723-02226-0000	.00	1,426.43	-1,426.43	.00	.00	.00	.00	.00
HEAD START OP ODD CLASSRM GROUP LIFE								
11-640-118-000-723-02226-0000	344,021.00	106,234.97	237,786.03	30.88	80,624.00	95,887.29	-15,263.29	118.93
HEAD START OP ODD CLASSRM GROUP HEALTH A								
11-640-118-000-723-02226-0000	12,982.00	.00	12,982.00	.00	6,121.00	5,394.12	726.88	88.12
HEAD START OP ODD CLASSRM EARLY RET INCE								
11-640-118-000-723-02226-0000	.00	.00	.00	.00	.00	.00	.00	.00
HEAD START OP ODD CLASSRM TUITION								
11-640-118-000-723-02226-0000	306,052.00	71,949.86	234,102.14	23.51	121,077.00	104,960.59	16,116.41	86.69
HEAD START OP ODD CLASSRM RETIREMENT CON								
11-640-118-000-723-02226-0000	81,721.00	18,888.28	62,832.72	23.11	32,606.00	28,846.01	3,759.99	88.47
HEAD START OP ODD CLASSRM FICA								
11-640-118-000-723-02226-0000	7,916.00	678.56	7,237.44	8.57	3,237.00	3,336.02	-99.02	103.06
HEAD START OP ODD CLASSRM WORKMAN COMPEN								
11-640-118-000-723-02226-0000	250.00	.00	250.00	.00	250.00	241.50	8.50	96.60
HEAD START OP ODD CLASSRM UNEMPLOYMENT C								
11-640-118-000-723-02226-0000	12,114.00	.00	12,114.00	.00	2,789.00	144.55	2,644.45	5.18
HEAD START OP ODD CLASSRM SUBS INSTRUCTI								
11-640-118-000-723-02226-0000	23,700.00	16,141.29	7,558.71	68.11	62,237.00	58,713.44	3,523.56	94.34
HEAD START OP ODD CLASSRM OTHER PROF PUR								
11-640-118-000-723-02226-0000	800.00	61.95	738.05	7.74	200.00	14.83	185.17	7.42
HEAD START OP ODD CLASSRM TRAVEL MILEAGE								
11-640-118-000-723-02226-0000	.00	.00	.00	.00	.00	.00	.00	.00
HEAD START OP ODD CLASSRM WORKSHOPS AND								
11-640-118-000-723-02226-0000	10,600.00	938.53	9,661.47	8.85	15,382.00	15,828.03	-446.03	102.90
HEAD START OP ODD CLASSRM TEACHING TESTI								
11-640-118-000-723-02226-0000	.00	466.39	-466.39	.00	1,520.00	1,560.02	-40.02	102.63
HEAD START OP ODD CLASSRM NEW EQUIP FURN								
TOTAL PRE-KINDERGARTEN	1,868,349.00	483,700.51	1,384,648.49	25.89	752,329.00	690,623.14	61,705.86	91.80
11-640-212-000-723-02226-0000	334,705.00	71,028.44	263,676.56	21.22	133,162.00	140,578.00	-7,416.00	105.57
HEAD START OP ODD FAM ADV COUNSELING SAL								
11-640-212-000-723-02226-0000	.00	235.80	-235.80	.00	.00	.00	.00	.00
HEAD START OP ODD FAM ADV GROUP LIFE								
11-640-212-000-723-02226-0000	96,416.00	15,418.56	80,997.44	15.99	30,660.00	31,998.90	-1,338.90	104.37
HEAD START OP ODD FAM ADV GROUP HEALTH A								
11-640-212-000-723-02226-0000	5,020.00	.00	5,020.00	.00	1,999.00	2,042.43	-43.43	102.17
HEAD START OP ODD FAM ADV EARLY RET INCE								
11-640-212-000-723-02226-0000	97,126.00	18,962.74	78,163.26	19.52	37,979.00	39,141.49	-1,162.49	103.06
HEAD START OP ODD FAM ADV RETIREMENT CON								
11-640-212-000-723-02226-0000	25,604.00	5,658.81	19,945.19	22.10	10,187.00	10,526.63	-339.63	103.33
HEAD START OP ODD FAM ADV FICA								
11-640-212-000-723-02226-0000	524.00	-66.42	590.42	12.68	292.00	305.53	-13.53	104.63
HEAD START OP ODD FAM ADV WORKMAN COMPEN								
11-640-212-000-723-02226-0000	667.00	.00	667.00	.00	1,633.00	1,628.25	4.75	99.71

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KALAMAZOO RESA
 DETAIL EXPENDITURE COMPARISON REPORT

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SELECTION CRITERIA: expldedgr.key_orgn like '64%'
 ACCOUNTING PERIOD: 8/23

FUND - 11 - GENERAL

ACCOUNT	CURRENT YEAR				PRIOR YEAR			
	BUDGET	EXPENDITURES	BALANCE	%	BUDGET	EXPENDITURES	BALANCE	%
11-640-214-000-723-02226-0000	85.00	-139.96	224.96	164.66	62.00	29.28	32.72	47.23
HEAD START OP ODD MENTHLT WORKMAN COMPEN								
11-640-214-000-723-02226-0000	.00	.00	.00	.00	.00	150.00	-150.00	.00
HEAD START OP ODD MENTHLT PUPIL PURCHASE								
11-640-214-000-723-02226-0000	800.00	.00	800.00	.00	400.00	160.71	239.29	40.18
HEAD START OP ODD MENTHLT TRAVEL MILEAGE								
11-640-214-000-723-02226-0000	667.00	636.67	30.33	95.45	1,838.00	5,434.27	-3,596.27	295.66
HEAD START OP ODD MENTHLT OFFICE SUPPLIE								
11-640-214-000-723-02226-0000	.00	.00	.00	.00	.00	.00	.00	.00
HEAD START OP ODD MENTHLT NEW EQUIP FURN								
TOTAL PSYCHOLOGICAL SERVIC	81,083.00	-10,013.41	91,096.41	12.35	39,310.00	32,549.06	6,760.94	82.80
11-640-221-000-723-02226-0000	79,422.00	24,900.66	54,521.34	31.35	30,386.00	33,680.65	-3,294.65	110.84
HEAD START OP ODD CURR CURRICULUM SALARI								
11-640-221-000-723-02226-0000	.00	52.66	-52.66	.00	.00	.00	.00	.00
HEAD START OP ODD CURR GROUP LIFE								
11-640-221-000-723-02226-0000	19,870.00	7,388.89	12,481.11	37.19	8,912.00	6,580.48	2,331.52	73.84
HEAD START OP ODD CURR GROUP HEALTH AND								
11-640-221-000-723-02226-0000	1,191.00	.00	1,191.00	.00	455.00	455.79	-.79	100.17
HEAD START OP ODD CURR EARLY RET INCENTI								
11-640-221-000-723-02226-0000	22,421.00	7,029.49	15,391.51	31.35	8,574.00	9,478.49	-904.49	110.55
HEAD START OP ODD CURR RETIREMENT CONTR								
11-640-221-000-723-02226-0000	6,076.00	1,715.00	4,361.00	28.23	2,325.00	2,442.37	-117.37	105.05
HEAD START OP ODD CURR FICA								
11-640-221-000-723-02226-0000	125.00	-70.49	195.49	56.39	66.00	46.37	19.63	70.26
HEAD START OP ODD CURR WORKMAN COMPENSAT								
11-640-221-000-723-02226-0000	.00	.00	.00	.00	.00	.00	.00	.00
HEAD START OP ODD CURR OTHER PROF PURCHA								
11-640-221-000-723-02226-0000	1,200.00	3.26	1,196.74	.27	400.00	222.84	177.16	55.71
HEAD START OP ODD CURR TRAVEL MILEAGE RE								
11-640-221-000-723-02226-0000	.00	.00	.00	.00	.00	.00	.00	.00
HEAD START OP ODD CURR WORKSHOPS AND CON								
11-640-221-000-723-02226-0000	333.00	931.31	-598.31	279.67	433.00	472.35	-39.35	109.09
HEAD START OP ODD CURR OFFICE SUPPLIES								
11-640-221-000-723-02226-0000	.00	.00	.00	.00	716.00	715.72	.28	99.96
HEAD START OP ODD CURR NEW EQUIP FURN N								
TOTAL IMPROVE INSTRUCTION	130,638.00	41,950.78	88,687.22	32.11	52,267.00	54,095.06	-1,828.06	103.50
11-640-226-000-723-02226-0000	56,152.00	27,166.91	28,985.09	48.38	30,414.00	32,681.00	-2,267.00	107.45
HEAD START OP ODD ADMIN ADMIN ASSISTANT								
11-640-226-000-723-02226-0000	51,266.00	21,024.43	30,241.57	41.01	37,917.00	45,984.00	-8,067.00	121.28
HEAD START OP ODD ADMIN SUPERV DIRECT ST								
11-640-226-000-723-02226-0000	.00	96.64	-96.64	.00	.00	.00	.00	.00
HEAD START OP ODD ADMIN GROUP LIFE								
11-640-226-000-723-02226-0000	21,222.00	8,738.73	12,483.27	41.18	14,102.00	17,475.48	-3,373.48	123.92
HEAD START OP ODD ADMIN GROUP HEALTH AND								
11-640-226-000-723-02226-0000	1,612.00	.00	1,612.00	.00	1,026.00	1,159.36	-133.36	113.00
HEAD START OP ODD ADMIN EARLY RET INCENT								
11-640-226-000-723-02226-0000	30,065.00	13,187.66	16,877.34	43.86	19,126.00	21,668.89	-2,542.89	113.30
HEAD START OP ODD ADMIN RETIREMENT CONTR								
11-640-226-000-723-02226-0000	8,217.00	3,533.14	4,683.86	43.00	5,228.00	5,797.59	-569.59	110.89

SELECTION CRITERIA: expldedgr.key_orgn like '64%'
 ACCOUNTING PERIOD: 8/23

FUND - 11 - GENERAL

ACCOUNT	CURRENT YEAR				PRIOR YEAR			
	BUDGET	EXPENDITURES	BALANCE	%	BUDGET	EXPENDITURES	BALANCE	%
11-640-252-000-723-02226-0000	233.00	.00	233.00	.00	176.00	180.27	-4.27	102.43
HEAD START OP ODD FISCAL EARLY RET INCEN								
11-640-252-000-723-02226-0000	4,386.00	2,149.63	2,236.37	49.01	3,305.00	3,303.75	1.25	99.96
HEAD START OP ODD FISCAL RETIREMENT CONT								
11-640-252-000-723-02226-0000	1,188.00	617.74	570.26	52.00	896.00	887.91	8.09	99.10
HEAD START OP ODD FISCAL FICA								
11-640-252-000-723-02226-0000	24.00	13.00	11.00	54.17	27.00	13.75	13.25	50.93
HEAD START OP ODD FISCAL WORKMAN COMPENS								
11-640-252-000-723-02226-0000	.00	.00	.00	.00	.00	.00	.00	.00
HEAD START OP ODD FISCAL OTHER PROF PURC								
11-640-252-000-723-02226-0000	.00	.00	.00	.00	100.00	93.00	7.00	93.00
HEAD START OP ODD FISCAL TRAVEL MILEAGE								
11-640-252-000-723-02226-0000	100.00	.00	100.00	.00	135.00	135.40	-.40	100.30
HEAD START OP ODD FISCAL OFFICE SUPPLIES								
11-640-252-000-723-02226-0000	.00	.00	.00	.00	463,051.00	.00	463,051.00	.00
HEAD START OP ODD FISCAL NEW EQUIP FURNI								
11-640-252-000-723-02226-0000	.00	.00	.00	.00	1,051.00	1,050.90	.10	99.99
HEAD START OP ODD FISCAL NEW EQUIP FURN								
TOTAL FISCAL SERVICES	23,162.00	11,237.01	11,924.99	48.51	480,744.00	18,029.86	462,714.14	3.75
11-640-259-000-723-02226-0000	.00	.00	.00	.00	2,106.00	2,105.55	.45	99.98
HEAD START OP ODD ST INS OTHER INS BOND								
TOTAL OTHER BUSINESS SERVI	.00	.00	.00	.00	2,106.00	2,105.55	.45	99.98
11-640-261-000-723-02226-0000	29,478.00	13,114.38	16,363.62	44.49	18,840.00	18,236.77	603.23	96.80
HEAD START OP ODD OPER PROG DEPT DIRECTI								
11-640-261-000-723-02226-0000	.00	20.44	-20.44	.00	.00	.00	.00	.00
HEAD START OP ODD OPER GROUP LIFE								
11-640-261-000-723-02226-0000	8,317.00	2,556.24	5,760.76	30.74	4,384.00	4,956.39	-572.39	113.06
HEAD START OP ODD OPER GROUP HEALTH AND								
11-640-261-000-723-02226-0000	728.00	.00	728.00	.00	413.00	414.00	-1.00	100.24
HEAD START OP ODD OPER EARLY RET INCENTI								
11-640-261-000-723-02226-0000	13,483.00	3,565.67	9,917.33	26.45	7,606.00	7,627.28	-21.28	100.28
HEAD START OP ODD OPER RETIREMENT CONTR								
11-640-261-000-723-02226-0000	3,716.00	989.97	2,726.03	26.64	2,102.00	2,066.48	35.52	98.31
HEAD START OP ODD OPER FICA								
11-640-261-000-723-02226-0000	76.00	20.55	55.45	27.04	63.00	31.61	31.39	50.17
HEAD START OP ODD OPER WORKMAN COMPENSAT								
11-640-261-000-723-02226-0000	29,710.00	13,257.90	16,452.10	44.62	15,131.00	10,878.06	4,252.94	71.89
HEAD START OP ODD OPER OTHER PROF PURCHA								
11-640-261-000-723-02226-0000	.00	103.60	-103.60	.00	.00	.00	.00	.00
HEAD START OP ODD OPER TRAVEL MILEAGE RE								
11-640-261-000-723-02226-0000	11,600.00	2,243.69	9,356.31	19.34	5,800.00	5,525.76	274.24	95.27
HEAD START OP ODD OPER TELEPHONE								
11-640-261-000-723-02226-0000	6,000.00	1,094.42	4,905.58	18.24	3,000.00	2,886.31	113.69	96.21
HEAD START OP ODD OPER INTERNET OTHER								
11-640-261-000-723-02226-0000	3,333.00	.00	3,333.00	.00	2,500.00	2,401.20	98.80	96.05
HEAD START OP ODD OPER MAINT SVC LAND &								
11-640-261-000-723-02226-0000	.00	.00	.00	.00	.00	.00	.00	.00
HEAD START OP ODD OPER OTHER REPAIRS MAI								
11-640-261-000-723-02226-0000	60,736.00	49,418.00	11,318.00	81.37	40,600.00	40,600.00	.00	100.00

POWERSCHOOL
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KALAMAZOO RESA
 DETAIL EXPENDITURE COMPARISON REPORT

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 ACCOUNTING PERIOD: 8/23

FUND - 11 - GENERAL

ACCOUNT	CURRENT YEAR				PRIOR YEAR			
	BUDGET	EXPENDITURES	BALANCE	%	BUDGET	EXPENDITURES	BALANCE	%
TOTAL OTHER CENTRAL SERVIC	800.00	441.59	358.41	55.20	400.00	95.73	304.27	23.93
11-640-311-000-723-02226-0000	.00	.00	.00	.00	.00	.00	.00	.00
HEAD START OP ODD SOCSVCS SOCIAL WORK SA								
11-640-311-000-723-02226-0000	.00	.00	.00	.00	.00	.00	.00	.00
HEAD START OP ODD SOCSVCS SEC CLERICAL B								
11-640-311-000-723-02226-0000	301.00	.00	301.00	.00	75.00	.00	75.00	.00
HEAD START OP ODD SOCSVCS OTHER OVERTIME								
11-640-311-000-723-02226-0000	.00	.00	.00	.00	.00	.00	.00	.00
HEAD START OP ODD SOCSVCS GROUP HEALTH A								
11-640-311-000-723-02226-0000	.00	.00	.00	.00	.00	.00	.00	.00
HEAD START OP ODD SOCSVCS EARLY RET INCE								
11-640-311-000-723-02226-0000	83.00	.00	83.00	.00	21.00	.00	21.00	.00
HEAD START OP ODD SOCSVCS RETIREMENT CON								
11-640-311-000-723-02226-0000	23.00	.00	23.00	.00	6.00	.00	6.00	.00
HEAD START OP ODD SOCSVCS FICA								
11-640-311-000-723-02226-0000	5.00	.00	5.00	.00	1.00	.00	1.00	.00
HEAD START OP ODD SOCSVCS WORKMAN COMPEN								
11-640-311-000-723-02226-0000	500.00	62.03	437.97	12.41	500.00	93.03	406.97	18.61
HEAD START OP ODD SOCSVCS OTHER PROF TEC								
11-640-311-000-723-02226-0000	8,000.00	854.42	7,145.58	10.68	.00	.00	.00	.00
HEAD START OP ODD SOCSVCS OTHER PUR SVC								
11-640-311-000-723-02226-0000	.00	.00	.00	.00	37.00	36.93	.07	99.81
HEAD START OP ODD SOCSVCS TRAVEL MILEAGE								
11-640-311-000-723-02226-0000	.00	.00	.00	.00	.00	.00	.00	.00
HEAD START OP ODD SOCSVCS WORKSHOPS AND								
11-640-311-000-723-02226-0000	667.00	98.83	568.17	14.82	2,333.00	2,538.82	-205.82	108.82
HEAD START OP ODD SOCSVCS OFFICE SUPPLIE								
11-640-311-000-723-02226-0000	2,800.00	143.84	2,656.16	5.14	700.00	176.49	523.51	25.21
HEAD START OP ODD SOCSVCS MISC SUPPLIES								
11-640-311-000-723-02226-0000	.00	.00	.00	.00	.00	.00	.00	.00
HEAD START OP ODD SOCSVCS NEW EQUIP FURN								
TOTAL COMMUNITY DIRECTION	12,379.00	1,159.12	11,219.88	9.36	3,673.00	2,845.27	827.73	77.46
11-640-611-000-723-02226-0000	309,479.00	91,878.06	217,600.94	29.69	167,331.00	111,129.90	56,201.10	66.41
HEAD START OP ODD INDIRECT INDIRECT COSTS								
TOTAL TRANS OUT GENERAL FU	309,479.00	91,878.06	217,600.94	29.69	167,331.00	111,129.90	56,201.10	66.41
TOTAL HEAD START OPERATING	4,236,883.00	1,162,200.91	3,074,682.09	27.43	2,151,569.00	1,584,996.12	566,572.88	73.67
TOTAL GENERAL	4,236,883.00	1,162,200.91	3,074,682.09	27.43	2,151,569.00	1,584,996.12	566,572.88	73.67
TOTAL REPORT	4,236,883.00	1,162,200.91	3,074,682.09	27.43	2,151,569.00	1,584,996.12	566,572.88	73.67

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KALAMAZOO RESA
 DETAIL EXPENDITURE COMPARISON REPORT

PAGE NUMBER: 1
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SELECTION CRITERIA: expldedgr.key_orgn like '650%'
 ACCOUNTING PERIOD: 8/23

FUND - 11 - GENERAL

ACCOUNT	CURRENT YEAR				PRIOR YEAR			
	BUDGET	EXPENDITURES	BALANCE	%	BUDGET	EXPENDITURES	BALANCE	%
11-650-221-000-723-02226-0000	17,200.00	6,500.00	10,700.00	37.79	6,792.00	1,525.00	5,267.00	22.45
HEAD START TTA ODD INST EMPLOYEE TRAIN D								
11-650-221-000-723-02226-0000	1,000.00	.00	1,000.00	.00	500.00	.00	500.00	.00
HEAD START TTA ODD INST TRAVEL MILEAGE R								
11-650-221-000-723-02226-0000	2,000.00	.00	2,000.00	.00	1,000.00	.00	1,000.00	.00
HEAD START TTA ODD INST WORKSHOPS AND CO								
11-650-221-000-723-02226-0000	2,500.00	106.20	2,393.80	4.25	2,000.00	1,741.88	258.12	87.09
HEAD START TTA ODD INST OFFICE SUPPLIES								
TOTAL IMPROVE INSTRUCTION	22,700.00	6,606.20	16,093.80	29.10	10,292.00	3,266.88	7,025.12	31.74
11-650-283-000-723-02226-0000	3,500.00	.00	3,500.00	.00	28,975.00	8,694.00	20,281.00	30.01
HEAD START TTA ODD NONINS EMPLOYEE TRAIN								
11-650-283-000-723-02226-0000	7,500.00	1,900.22	5,599.78	25.34	4,500.00	3,906.27	593.73	86.81
HEAD START TTA ODD NONINS TRAVEL MILEAGE								
11-650-283-000-723-02226-0000	12,000.00	2,330.00	9,670.00	19.42	1,500.00	1,343.30	156.70	89.55
HEAD START TTA ODD NONINS WORKSHOPS AND								
11-650-283-000-723-02226-0000	1,000.00	.00	1,000.00	.00	500.00	413.58	86.42	82.72
HEAD START TTA ODD NONINS OFFICE SUPPLIE								
TOTAL STAFF/PERSONNEL SERV	24,000.00	4,230.22	19,769.78	17.63	35,475.00	14,357.15	21,117.85	40.47
TOTAL HEAD START TTA ODD	46,700.00	10,836.42	35,863.58	23.20	45,767.00	17,624.03	28,142.97	38.51
TOTAL GENERAL	46,700.00	10,836.42	35,863.58	23.20	45,767.00	17,624.03	28,142.97	38.51
TOTAL REPORT	46,700.00	10,836.42	35,863.58	23.20	45,767.00	17,624.03	28,142.97	38.51

KALAMAZOO OIL CO.
 2601 N. BURDICK ST.
 KALAMAZOO, MI, 49007-1874
 269-342-9638

Customer Statement

As of: 02/15/2023

Customer No: 001821

Terms NET 15 DAYS
 Balance Due by 3/2/2023 8,221.83
 Discount (if Paid by 3/2/2023): 0.00
 Balance if discount earned 8,221.83

Amount enclosed: \$ _____

Make Check Payable to:

KALAMAZOO OIL CO.
 2601 N. BURDICK ST.
 KALAMAZOO, MI, 49007-1874

KALAMAZOO REGIONAL EDUC SERVICES
 1819 E. MILHAM 38-1709020
 KALAMAZOO, MI, 49002, USA

--- Detach Here ---

Date	Invoice Number	Tran Type	Comment/Ref#	Total Amount	Amount Paid	Running Balance
01/31/2023		Balance Forward			0.00	6,381.74
02/15/2023	RCV-2910	Payment	164760 - Apply to 1/15 invoice	0.00	426.76	5,954.98
02/15/2023	RCV-2911	Payment	164641 - Apply to 1/15 invoice	0.00	1,855.60	4,099.38
02/15/2023	CFSI-2435	Invoice		4,122.45	0.00	8,221.83
Total Records: 4				Grand Total:	4,122.45	2,282.36
						8,221.83

From	Thru	Rate
100	499	0.020000
500	1499	0.030000
1500	2999	0.040000
3000	4999	0.050000
5000	0	0.070000

Balance Due by 3/2/2023 8,221.83
 Discount (if Paid by 3/2/2023): 0.00
 Discount based upon eligible quantity of 43.373000
 Balance if discount earned 8,221.83

Important Message:						
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Current	1-10 Days	11-30 Days	31-60 Days	61-90 Days	Over 90 Days	Credits	Prepayments	Balance Due
8,221.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,221.83

KALAMAZOO OIL CO.
 2601 N. BURDICK ST.
 KALAMAZOO, MI, 49007-1874
 269-342-9638

Invoice - CFSI-2435

Customer #:001821

Invoice Date: 02/15/2023

Bill To: KALAMAZOO REGIONAL EDUC SERVICES
 1819 E. MILHAM 38-1709020
 KALAMAZOO, MI, 49002, USA

Site	Date	Odom	Mpg	Product	Qty	Price	Total \$
Vehicle: 1032 - UNIT 32		133585					
104333-BIGJ (BIGJ)	02/01 10:00	134087	20.94	1-NO LEAD	23.976	2.631151	63.08
6150 STADIUM DR, KALAMAZOO, MI		Misc: 00000000					
415123-BJ0Q (BJ0Q)	02/02 10:06	134317	9.60	1-NO LEAD	23.967	2.668887	63.97
208 RIVER STREET, KALAMAZOO, MI		Misc: 00000000					
415123-BJ0Q (BJ0Q)	02/03 10:08	134537	9.30	1-NO LEAD	23.649	2.631151	62.22
208 RIVER STREET, KALAMAZOO, MI		Misc: 00000000					
415123-BJ0Q (BJ0Q)	02/06 10:03	134753	9.45	1-NO LEAD	22.859	2.593415	59.28
208 RIVER STREET, KALAMAZOO, MI		Misc: 00000000					
415123-BJ0Q (BJ0Q)	02/07 10:03	134978	9.70	1-NO LEAD	23.192	2.555679	59.27
208 RIVER STREET, KALAMAZOO, MI		Misc: 00000000					
415123-BJ0Q (BJ0Q)	02/08 10:03	135202	9.71	1-NO LEAD	23.058	2.536811	58.49
208 RIVER STREET, KALAMAZOO, MI		Misc: 00000000					
415123-BJ0Q (BJ0Q)	02/09 09:56	135426	9.87	1-NO LEAD	22.684	2.508509	56.90
208 RIVER STREET, KALAMAZOO, MI		Misc: 00000000					
415123-BJ0Q (BJ0Q)	02/10 09:51	135649	9.85	1-NO LEAD	22.649	2.517943	57.03
208 RIVER STREET, KALAMAZOO, MI		Misc: 00000000					
415123-BJ0Q (BJ0Q)	02/13 10:02	135866	9.96	1-NO LEAD	21.785	2.480207	54.03
208 RIVER STREET, KALAMAZOO, MI		Misc: 00000000					
415123-BJ0Q (BJ0Q)	02/14 10:06	136092	9.62	1-NO LEAD	23.481	2.451906	57.57
208 RIVER STREET, KALAMAZOO, MI		Misc: 00000000					
415123-BJ0Q (BJ0Q)	02/15 10:00	136318	9.76	1-NO LEAD	23.160	2.423604	56.13
208 RIVER STREET, KALAMAZOO, MI		Misc: 00000000					
Fuel CPM: 0.24	Total Miles: 2733	Avg. MPG: 10.74	# Trans: 11		254.460		647.97

Vehicle: 1033 - UNIT 33		122144					
140265-BIVI (BIVI)	02/01 09:42	122336	8.15	1-NO LEAD	23.562	2.631151	62.00
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
140265-BIVI (BIVI)	02/02 09:48	122445	7.57	1-NO LEAD	14.396	2.612283	37.61
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
140265-BIVI (BIVI)	02/03 15:07	122563	7.03	1-NO LEAD	16.777	2.583981	43.35
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
261103-BIBA (BIBA)	02/06 15:19	122651	8.12	1-NO LEAD	10.844	2.480207	26.90
5012 S WESTNEDGE ST, PORTAGE, MI		Misc: 00000000					
28611-BIG7 (BIG7)	02/07 15:22	122770	8.78	1-NO LEAD	13.553	2.612283	35.40
5974 S PORTAGE, PORTAGE, MI		Misc: 00000000					

Site	Date	Odom	Mpg	Product	Qty	Price	Total \$
Vehicle:	1033 - UNIT 33	122144					
140265-BIVI (BIVI)	02/08 09:38	122856	8.09	1-NO LEAD	10.633	2.517943	26.77
1250 S DRAKE RD, KALAMAZOO, MI						Misc: 00000000	
140265-BIVI (BIVI)	02/09 09:47	122968	8.57	1-NO LEAD	13.065	2.517943	32.90
1250 S DRAKE RD, KALAMAZOO, MI						Misc: 00000000	
140265-BIVI (BIVI)	02/10 08:31	123066	81.77	1-NO LEAD	11.276	2.517943	28.39
1250 S DRAKE RD, KALAMAZOO, MI						Misc: 00000000	
140265-BIVI (BIVI)	02/13 08:15	123159	7.92	1-NO LEAD	11.746	2.508509	29.46
1250 S DRAKE RD, KALAMAZOO, MI						Misc: 00000000	
140265-BIVI (BIVI)	02/14 09:35	123267	8.21	1-NO LEAD	13.150	2.480207	32.61
1250 S DRAKE RD, KALAMAZOO, MI						Misc: 00000000	
140265-BIVI (BIVI)	02/15 09:36	123394	8.47	1-NO LEAD	15.000	2.480207	37.20
1250 S DRAKE RD, KALAMAZOO, MI						Misc: 00000000	

Fuel CPM: 0.10

Total Miles: 1250

Avg. MPG: 24.43

Trans: 11

154.002

392.59

Vehicle:	1039 - UNIT 39	55417					
140265-BIVI (BIVI)	02/01 06:14	55564	7.68	1-NO LEAD	19.134	2.631151	50.34
1250 S DRAKE RD, KALAMAZOO, MI						Misc: 00000000	
140265-BIVI (BIVI)	02/02 14:05	55711	8.15	1-NO LEAD	18.033	2.593415	46.77
1250 S DRAKE RD, KALAMAZOO, MI						Misc: 00000000	
140265-BIVI (BIVI)	02/07 06:13	55855	8.26	1-NO LEAD	17.442	2.546245	44.41
1250 S DRAKE RD, KALAMAZOO, MI						Misc: 00000000	
140265-BIVI (BIVI)	02/08 14:28	56004	8.76	1-NO LEAD	17.014	2.517943	42.84
1250 S DRAKE RD, KALAMAZOO, MI						Misc: 00000000	
104333-BIGJ (BIGJ)	02/13 09:09	56193	8.51	1-NO LEAD	22.205	2.508509	55.70
6150 STADIUM DR, KALAMAZOO, MI						Misc: 00000000	

Fuel CPM: 0.31

Total Miles: 776

Avg. MPG: 8.27

Trans: 5

93.828

240.06

Vehicle:	1040 - UNIT 40	59123					
28894-BG3X (BG3X)	02/01 09:29	59209	6.77	1-NO LEAD	12.710	2.716057	34.52
3700 SPRINKLE RD, KALAMAZOO, MI						Misc: 00000000	
28894-BG3X (BG3X)	02/02 09:26	59319	7.31	1-NO LEAD	15.052	2.716057	40.88
3700 SPRINKLE RD, KALAMAZOO, MI						Misc: 00000000	
28894-BG3X (BG3X)	02/03 09:25	59424	7.26	1-NO LEAD	14.464	2.678321	38.74
3700 SPRINKLE RD, KALAMAZOO, MI						Misc: 00000000	
140265-BIVI (BIVI)	02/06 12:23	59524	6.58	1-NO LEAD	15.200	2.631151	39.99
1250 S DRAKE RD, KALAMAZOO, MI						Misc: 00000000	
28894-BG3X (BG3X)	02/07 09:24	59567	6.71	1-NO LEAD	6.404	2.602849	16.67
3700 SPRINKLE RD, KALAMAZOO, MI						Misc: 00000000	
28894-BG3X (BG3X)	02/08 09:27	59671	7.47	1-NO LEAD	13.915	2.583981	35.96
3700 SPRINKLE RD, KALAMAZOO, MI						Misc: 00000000	
28894-BG3X (BG3X)	02/09 09:28	59779	7.48	1-NO LEAD	14.443	2.555679	36.91
3700 SPRINKLE RD, KALAMAZOO, MI						Misc: 00000000	
140265-BIVI (BIVI)	02/10 09:43	59899	8.17	1-NO LEAD	14.681	2.565113	37.66
1250 S DRAKE RD, KALAMAZOO, MI						Misc: 00000000	
28894-BG3X (BG3X)	02/13 09:28	59974	8.23	1-NO LEAD	9.118	2.499075	22.79
3700 SPRINKLE RD, KALAMAZOO, MI						Misc: 00000000	
28894-BG3X (BG3X)	02/14 09:51	60083	7.59	1-NO LEAD	14.364	2.451906	35.22
3700 SPRINKLE RD, KALAMAZOO, MI						Misc: 00000000	

Site	Date	Odom	Mpg	Product	Qty	Price	Total \$
Vehicle: 1040 - UNIT 40		59123					
28894-BG3X (BG3X)	02/15 09:50	60171	7.12	1-NO LEAD	12.351	2.451906	30.28
3700 SPRINKLE RD, KALAMAZOO, MI		Misc: 00000000					
Fuel CPM: 0.35	Total Miles: 1048	Avg. MPG: 7.34	# Trans: 11		142.702		369.62
Vehicle: 1223 - UNIT 23		110302					
140265-BIVI (BIVI)	02/01 14:56	110379	5.28	1-NO LEAD	14.589	2.612283	38.11
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
140265-BIVI (BIVI)	02/03 14:53	110450	5.18	1-NO LEAD	13.714	2.583981	35.44
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
140265-BIVI (BIVI)	02/07 14:50	110526	5.49	1-NO LEAD	13.831	2.517943	34.83
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
140265-BIVI (BIVI)	02/10 11:18	110633	5.76	1-NO LEAD	18.582	2.517943	46.79
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
140265-BIVI (BIVI)	02/14 14:54	110713	5.67	1-NO LEAD	14.097	2.480207	34.96
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
Fuel CPM: 0.46	Total Miles: 411	Avg. MPG: 5.49	# Trans: 5		74.813		190.13
Vehicle: 5885 - UNIT 5885		69970					
140265-BIVI (BIVI)	02/02 15:05	320	00.00	53-LOW DSL	40.245	3.507943	141.18
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
140265-BIVI (BIVI)	02/03 09:18	66759	99.99	53-LOW DSL	41.148	3.460774	142.40
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
98749-ACE (ACE)	02/06 15:18	70667	90.10	53-LOW DSL	43.373	3.498509	151.74
9950 Shaver Road, Portage, MI		Misc: 00005845					
140265-BIVI (BIVI)	02/08 12:48	71079	8.43	53-LOW DSL	48.861	3.476811	169.88
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
140265-BIVI (BIVI)	02/10 10:20	66979	00.00	53-LOW DSL	37.544	3.420207	128.41
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
111257-BYFL (BYFL)	02/13 09:35	71477	93.21	53-LOW DSL	48.256	3.533415	170.51
5233 S 9TH ST, KALAMAZOO, MI		Misc: 00000000					
140265-BIVI (BIVI)	02/15 09:37	71840	9.41	53-LOW DSL	38.576	3.448509	133.03
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
Fuel CPM: 0.55	Total Miles: 1870	Avg. MPG: 6.28	# Trans: 7		298.003		1,037.15
Insufficient/innacurate data to calculate MPG							
Vehicle: 5893 - UNIT 5893		31788					
140265-BIVI (BIVI)	02/01 07:34	31963	6.02	53-LOW DSL	29.046	3.460774	100.52
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
111257-BYFL (BYFL)	02/06 11:55	32214		62-DEF-Bul	5.342	3.919000	20.94
5233 S 9TH ST, KALAMAZOO, MI		Misc: 00000000					
415056-BO1L (BO1L)	02/06 12:04	32214	6.08	53-LOW DSL	41.286	3.555113	146.78
5250 S 9TH STREET, KALAMAZOO, MI		Misc: 00000000					
140265-BIVI (BIVI)	02/08 15:16	32384	6.28	53-LOW DSL	27.061	3.429641	92.81
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
140265-BIVI (BIVI)	02/10 07:34	32472	5.92	53-LOW DSL	14.860	3.420207	50.82
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
140265-BIVI (BIVI)	02/15 06:37	32664	6.92	53-LOW DSL	27.764	3.401340	94.43
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
Fuel CPM: 0.55	Total Miles: 876	Avg. MPG: 6.26	# Trans: 6		145.359		506.30

Site	Date	Odom	Mpg	Product	Qty	Price	Total \$
Vehicle: 5920 - BUS 5920		31639					
415091-BQZ6 (BQZ6) 648 N RIVERVIEW, PARCHMENT, MI	02/02 09:06	31874	5.53	53-LOW DSL	42.509	3.498509	148.72
						Misc: 00000000	
140265-BIVI (BIVI) 1250 S DRAKE RD, KALAMAZOO, MI	02/06 12:41	32045	7.32	53-LOW DSL	23.369	3.432472	80.21
						Misc: 00000000	
261103-BIBA (BIBA) 5012 S WESTNEDGE ST, PORTAGE, MI	02/08 12:15	32219	7.67	53-LOW DSL	22.698	3.269264	74.21
						Misc: 00000000	
415091-BQZ6 (BQZ6) 648 N RIVERVIEW, PARCHMENT, MI	02/15 09:09	32456	6.69	53-LOW DSL	35.407	3.363604	119.10
						Misc: 00000000	
Fuel CPM: 0.52	Total Miles: 817		Avg. MPG: 6.59	# Trans: 4		123.983	422.24

Vehicle: 5921 - BUS 5921		54715					
261103-BIBA (BIBA) 5012 S WESTNEDGE ST, PORTAGE, MI	02/09 11:59	54957	6.47	53-LOW DSL	37.416	3.269264	122.32
						Misc: 00000000	
261103-BIBA (BIBA) 5012 S WESTNEDGE ST, PORTAGE, MI	02/13 12:16	55131	7.24	53-LOW DSL	24.020	3.269264	78.53
						Misc: 00000000	
104333-BIGJ (BIGJ) 6150 STADIUM DR, KALAMAZOO, MI	02/15 12:23	55296	5.79	53-LOW DSL	28.502	3.401340	96.94
						Misc: 00000000	
Fuel CPM: 0.51	Total Miles: 581		Avg. MPG: 6.46	# Trans: 3		89.938	297.79

Total By Product

State	Product	Quantity	Net	FET	SET	Local	SST	Gross
MI	1 - UNLEADED REGULAR GASOLINE	719.805	1,840.37	0.00	0.00	0.00	0.00	1,840.37
MI	53 - ULTRA LOW DSL #2	651.941	2,242.54	0.00	0.00	0.00	0.00	2,242.54
MI	62 - Diesel Exhaust Fluid - Bulk	5.342	20.94	0.00	0.00	0.00	0.00	20.94
	Total:	1,377.088	4,103.85	0.00	0.00	0.00	0.00	4,103.85

Total By Vehicle

Vehicle	Quantity	Net	FET	SET	Local	SST	Gross
1032 - UNIT 32	254.460	647.97	0.00	0.00	0.00	0.00	647.97
1033 - UNIT 33	154.002	392.59	0.00	0.00	0.00	0.00	392.59
1039 - UNIT 39	93.828	240.06	0.00	0.00	0.00	0.00	240.06
1040 - UNIT 40	142.702	369.62	0.00	0.00	0.00	0.00	369.62
1223 - UNIT 23	74.813	190.13	0.00	0.00	0.00	0.00	190.13
5885 - UNIT 5885	298.003	1,037.15	0.00	0.00	0.00	0.00	1,037.15
5893 - UNIT 5893	145.359	506.30	0.00	0.00	0.00	0.00	506.30
5920 - BUS 5920	123.983	422.24	0.00	0.00	0.00	0.00	422.24
5921 - BUS 5921	89.938	297.79	0.00	0.00	0.00	0.00	297.79
Total:	1,377.088	4,103.85	0.00	0.00	0.00	0.00	4,103.85



Invoice Summary

Invoice No#: CFSI-2435	Terms: NET 15 DAYS
Invoice Date: 2/15/2023	Due by 3/2/2023
Subtotal Amount	4,103.85
Fee Amount	18.60
Total Invoice Amount:	4,122.45
Discount (if Paid by 3/2/2023):	0.00
Total due if paid by 3/2/2023:	4,122.45
Discount based upon eligible gallons of	43.373000

From	Thru	Rate
100	499	0.020000
500	1499	0.030000
1500	2999	0.040000
3000	4999	0.050000
5000	0	0.070000

My Eligible Gallons : 43.373000



KALAMAZOO OIL CO.
 2601 N. BURDICK ST.
 KALAMAZOO, MI, 49007-1874
 269-342-9638



Customer Statement

As of: 02/28/2023

Customer No: 001821

Terms NET 15 DAYS
 Balance Due by 3/15/2023 9,911.56
 Discount (if Paid by 3/15/2023): 0.00
 Balance if discount earned 9,911.56

Amount enclosed: \$ _____

Make Check Payable to:

KALAMAZOO OIL CO.
 2601 N. BURDICK ST.
 KALAMAZOO, MI, 49007-1874

KALAMAZOO REGIONAL EDUC SERVICES
 1819 E. MILHAM 38-1709020
 KALAMAZOO, MI, 49002, USA

--- Detach Here ---

Date	Invoice Number	Tran Type	Comment/Ref#	Total Amount	Amount Paid	Running Balance
02/15/2023		Balance Forward			0.00	8,221.83
02/28/2023	CFSI-2451	Invoice		1,689.73	0.00	9,911.56
Total Records: 2				Grand Total:	1,689.73	0.00
						9,911.56

From	Thru	Rate
100	499	0.020000
500	1499	0.030000
1500	2999	0.040000
3000	4999	0.050000
5000	0	0.070000

Balance Due by 3/15/2023 9,911.56
 Discount (if Paid by 3/15/2023): 0.00
 Discount based upon eligible quantity of 0.000000
 Balance if discount earned 9,911.56

Important Message:

Current	1-10 Days	11-30 Days	31-60 Days	61-90 Days	Over 90 Days	Credits	Prepayments	Balance Due
5,812.18	0.00	4,099.38	0.00	0.00	0.00	0.00	0.00	9,911.56

THE COMMERCIAL TRADING SYSTEM

KALAMAZOO OIL CO.
 2601 N. BURDICK ST.
 KALAMAZOO, MI, 49007-1874
 269-342-9638

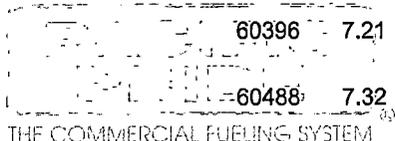
Invoice - CFSI-2451

Customer #:001821

Invoice Date: 02/28/2023

Bill To: KALAMAZOO REGIONAL EDUC SERVICES
 1819 E. MILHAM 38-1709020
 KALAMAZOO, MI, 49002, USA

Site	Date	Odom	Mpg	Product	Qty	Price	Total \$
Vehicle: 1032 - UNIT 32		136318					
415123-BJ0Q (BJ0Q)	02/16 10:00	136544	9.61	1-NO LEAD	23.507	2.404736	56.53
208 RIVER STREET, KALAMAZOO, MI		Misc: 00000000					
415123-BJ0Q (BJ0Q)	02/17 10:04	136728	9.23	1-NO LEAD	19.935	2.404736	47.94
208 RIVER STREET, KALAMAZOO, MI		Misc: 00000000					
415123-BJ0Q (BJ0Q)	02/27 10:00	136915	9.01	1-NO LEAD	20.754	2.423604	50.30
208 RIVER STREET, KALAMAZOO, MI		Misc: 00000000					
415123-BJ0Q (BJ0Q)	02/28 10:01	137139	9.86	1-NO LEAD	22.717	2.423604	55.06
208 RIVER STREET, KALAMAZOO, MI		Misc: 00000000					
Fuel CPM: 0.26		Total Miles: 821		Avg. MPG: 9.45		# Trans: 4	
					86.913	209.83	
Vehicle: 1033 - UNIT 33		123394					
140265-BIVI (BIVI)	02/16 09:30	123518	8.81	1-NO LEAD	14.067	2.470774	34.76
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
140265-BIVI (BIVI)	02/27 09:38	123693	7.85	1-NO LEAD	22.304	2.593415	57.84
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
140265-BIVI (BIVI)	02/28 09:35	123808	8.26	1-NO LEAD	13.920	2.546245	35.44
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
Fuel CPM: 0.31		Total Miles: 414		Avg. MPG: 8.23		# Trans: 3	
					50.291	128.04	
Vehicle: 1039 - UNIT 39		56193					
140265-BIVI (BIVI)	02/16 09:33	56382	8.59	1-NO LEAD	22.014	2.470774	54.39
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
415056-BO1L (BO1L)	02/27 16:16	56503	8.15	1-NO LEAD	14.847	2.565113	38.08
5250 S 9TH STREET, KALAMAZOO, MI		Misc: 00000000					
Fuel CPM: 0.30		Total Miles: 310		Avg. MPG: 8.41		# Trans: 2	
					36.861	92.47	
Vehicle: 1040 - UNIT 40		60171					
28894-BG3X (BG3X)	02/16 09:25	60279	7.68	1-NO LEAD	14.069	2.423604	34.10
3700 SPRINKLE RD, KALAMAZOO, MI		Misc: 00000000					
140265-BIVI (BIVI)	02/17 09:40	60396	7.21	1-NO LEAD	16.236	2.517943	40.88
1250 S DRAKE RD, KALAMAZOO, MI		Misc: 00000000					
28894-BG3X (BG3X)	02/27 09:31	60488	7.32	1-NO LEAD	12.567	2.650019	33.30
3700 SPRINKLE RD, KALAMAZOO, MI		Misc: 00000000					



Site	Date	Odom	Mpg	Product	Qty	Price Total \$
Vehicle: 1040 - UNIT 40		60171				
140265-BIVI (BIVI)	02/28 16:21	60639	7.69	1-NO LEAD	19.630	2.593415 50.91
1250 S DRAKE RD, KALAMAZOO, MI					Misc: 00000000	
Fuel CPM: 0.34	Total Miles: 468	Avg. MPG: 7.49	# Trans: 4		62.502	159.19
Vehicle: 1126 - UNIT 26		96417				
140265-BIVI (BIVI)	02/17 08:28	96553	6.80	1-NO LEAD	19.990	2.470774 49.39
1250 S DRAKE RD, KALAMAZOO, MI					Misc: 00000000	
Fuel CPM: 0.36	Total Miles: 136	Avg. MPG: 6.80	# Trans: 1		19.990	49.39
Vehicle: 1223 - UNIT 23		110713				
140265-BIVI (BIVI)	02/16 14:52	110792	5.93	1-NO LEAD	13.314	2.470774 32.90
1250 S DRAKE RD, KALAMAZOO, MI					Misc: 00000000	
Fuel CPM: 0.42	Total Miles: 79	Avg. MPG: 5.93	# Trans: 1		13.314	32.90
Vehicle: 5885 - UNIT 5885		71840				
111257-BYFL (BYFL)	02/16 15:10	72131	7.90	53-LOW DSL	36.854	3.448509 127.09
5233 S 9TH ST, KALAMAZOO, MI					Misc: 00000000	
140265-BIVI (BIVI)	02/17 10:24	67231	00.00	53-LOW DSL	42.675	3.401340 145.15
1250 S DRAKE RD, KALAMAZOO, MI					Misc: 00000000	
140265-BIVI (BIVI)	02/28 13:14	72477	99.99	53-LOW DSL	42.874	3.448509 147.85
1250 S DRAKE RD, KALAMAZOO, MI					Misc: 00000000	
111257-BYFL (BYFL)	02/28 15:30	57512		62-DEF-Bul	4.844	3.949000 19.13
5233 S 9TH ST, KALAMAZOO, MI					Misc: 00000000	
111257-BYFL (BYFL)	02/28 15:34*	57512		62-DEF-Bul	1.542	3.949000 6.09
5233 S 9TH ST, KALAMAZOO, MI					Misc: 00000000	
Fuel CPM: 0.66	Total Miles: 637	Avg. MPG: 5.20	# Trans: 5		128.789	445.31
Insufficient/innacurate data to calculate MPG						
Vehicle: 5893 - UNIT 5893		32664				
111257-BYFL (BYFL)	02/17 09:56	32849		62-DEF-Bul	3.140	3.899000 12.24
5233 S 9TH ST, KALAMAZOO, MI					Misc: 00000000	
415056-BO1L (BO1L)	02/17 10:03	32849	5.73	53-LOW DSL	32.314	3.486245 112.65
5250 S 9TH STREET, KALAMAZOO, MI					Misc: 00000000	
140265-BIVI (BIVI)	02/28 09:44	33006	6.21	53-LOW DSL	25.265	3.401340 85.93
1250 S DRAKE RD, KALAMAZOO, MI					Misc: 00000000	
Fuel CPM: 0.58	Total Miles: 342	Avg. MPG: 5.94	# Trans: 3		60.719	210.82
Vehicle: 5920 - BUS 5920		32456				
415091-BQZ6 (BQZ6)	02/28 09:04	32655	6.21	53-LOW DSL	32.041	3.212660 102.94
648 N RIVERVIEW, PARCHMENT, MI					Misc: 00000000	
111257-BYFL (BYFL)	02/28 12:22	32691		62-DEF-Bul	6.426	3.949000 25.38
5233 S 9TH ST, KALAMAZOO, MI					Misc: 00000000	
Fuel CPM: 0.52	Total Miles: 199	Avg. MPG: 6.21	# Trans: 2		38.467	128.32
Vehicle: 5921 - BUS 5921		55296				
111257-BYFL (BYFL)	02/16 16:26	55428		62-DEF-Bul	15.171	3.949000 59.91
5233 S 9TH ST, KALAMAZOO, MI					Misc: 00000000	

Site	Date	Odom	Mpg	Product	Qty	Price	Total \$
Vehicle: 5921 - BUS 5921		(continued)					
111257-BYFL (BYFL)	02/16 16:34	55428	7.06	53-LOW DSL	18.696	3.448509	64.47
5233 S 9TH ST, KALAMAZOO, MI					Misc: 00000000		
104333-BIGJ (BIGJ)	02/28 15:26	55585	99.99	53-LOW DSL	1.462	3.401340	4.97
6150 STADIUM DR, KALAMAZOO, MI					Misc: 00000000		
104333-BIGJ (BIGJ)	02/28 15:30*	55585	00.00	53-LOW DSL	28.051	3.401340	95.41
6150 STADIUM DR, KALAMAZOO, MI					Misc: 00000000		
Fuel CPM: 0.57	Total Miles: 289	Avg. MPG: 5.99	# Trans: 4		63.380		224.76
Insufficient/innacurate data to calculate MPG							

Total By Product

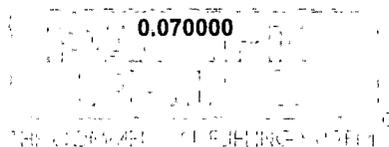
State	Product	Quantity	Net	FET	SET	Local	SST	Gross
MI	1 - UNLEADED REGULAR GASOLINE	269.871	671.82	0.00	0.00	0.00	0.00	671.82
MI	53 - ULTRA LOW DSL #2	260.232	886.46	0.00	0.00	0.00	0.00	886.46
MI	62 - Diesel Exhaust Fluid - Bulk	31.123	122.75	0.00	0.00	0.00	0.00	122.75
Total:		561.226	1,681.03	0.00	0.00	0.00	0.00	1,681.03

Total By Vehicle

Vehicle	Quantity	Net	FET	SET	Local	SST	Gross
1032 - UNIT 32	86.913	209.83	0.00	0.00	0.00	0.00	209.83
1033 - UNIT 33	50.291	128.04	0.00	0.00	0.00	0.00	128.04
1039 - UNIT 39	36.861	92.47	0.00	0.00	0.00	0.00	92.47
1040 - UNIT 40	62.502	159.19	0.00	0.00	0.00	0.00	159.19
1126 - UNIT 26	19.990	49.39	0.00	0.00	0.00	0.00	49.39
1223 - UNIT 23	13.314	32.90	0.00	0.00	0.00	0.00	32.90
5885 - UNIT 5885	128.789	445.31	0.00	0.00	0.00	0.00	445.31
5893 - UNIT 5893	60.719	210.82	0.00	0.00	0.00	0.00	210.82
5920 - BUS 5920	38.467	128.32	0.00	0.00	0.00	0.00	128.32
5921 - BUS 5921	63.380	224.76	0.00	0.00	0.00	0.00	224.76
Total:	561.226	1,681.03	0.00	0.00	0.00	0.00	1,681.03

Invoice Summary

Invoice No#: CFSI-2451	Terms: NET 15 DAYS		
Invoice Date: 2/28/2023	Due by 3/15/2023		
Subtotal Amount	1,681.03		
Fee Amount	8.70		
Total Invoice Amount:	1,689.73		
Discount (if Paid by 3/15/2023):	0.00		
Total due if paid by 3/15/2023:	1,689.73		
Discount based upon eligible gallons of	0.000000		
From	Thru	Rate	
100	499	0.020000	My Eligible Gallons : 0.000000
500	1499	0.030000	
1500	2999	0.040000	
3000	4999	0.050000	
5000	0	0.070000	



Kalamazoo RESA

HEAD START MATCH REPORT

February 2023

MONTHLY BREAKDOWN													SUMMARY		
UNIT	NOV '22	Dec '22	JAN '23	FEB '23	MAR '23	APR '23	MAY '23	JUN '23	JUL '23	AUG '23	SEP '23	OCT '23	YTD	SUGGESTED UNIT ANNUAL REQUIREMENT*	MONTHLY GOAL
ADMIN/ OPS	\$ 32,137	\$ 37,353	\$ 28,078	\$ 26,815									\$ 124,382	\$ 244,356	\$ 20,363
EDUC	\$ 128,601	\$ 120,997	\$ 106,590	\$ 110,562									\$ 466,749	\$ 1,352,102	\$ 112,675
HEALTH	\$ -	\$ -	\$ -	\$ -									\$ -	\$ 27,581	\$ 2,298
FCP	\$ 2,345	\$ -	\$ -	\$ -									\$ 2,345	\$ 5,000	\$ 417
TOTAL	\$ 163,082	\$ 158,350	\$ 134,668	\$ 137,377	\$ -	\$ 593,476	\$ 1,629,039	\$ 135,753							

LESS MATCH EXPECTATION THROUGH FEBRUARY 2023 \$ 543,013.07

* The annual requirement only needs to be met in total, not in each of the 4 units

OVER(UNDER): \$ 50,463

Kalamazoo RESA

Purchasing Card Reconciliation Form

Staff: Rachel Roberts

Card No: XXX-XX- 8022

Instructions: Record purchases as they are made throughout the month up to the 21st. When you receive your purchasing account statement (around the 25th of the month) check it against this reconciliation form. After checking, sign this form indicating you have balanced your account and have it signed by your supervisor. Send this form, statement, and receipts for all purchases to the Business Office by the 30th of the month.

PURCHASES						
Date	Vendor	Description/Purpose	Amount	Budget Unit	Account	Receipt Attached?
12/21/22	Meijer	Self Care packages for Leadership Team	\$ 560.90			Yes
01/05/23	Michigan AEYC	TEACH payment for Kesha Canales	\$ 63.75			Yes
01/06/23	Zoom	Monthly subscription	\$ 50.00			Yes
01/09/23	Teachstone	CLASS Recertification for Cathleen Doonan	\$ 125.00			Yes
01/11/23	Amazon	Gift cards for Holiday Party Raffle	\$ 100.00			Yes
01/12/23	Amazon	Gift card for Holiday Party Raffle	\$ 50.00			Yes
01/13/23	PayPal*Etsy*	Weighted vest for BHC at CELA 3	\$ 79.34			Yes
01/19/23	Greektown Casino Hotel	Hotel accommodations for PC parent to attend MHSA Winter Assembly	\$ 174.39			Yes
01/23/23	Greektown Casino Hotel	Hotel accommodations for Tricia Ryan to attend MHSA Winter Assembly	\$ 348.78			Yes
01/23/23	Greektown Casino Hotel	Hotel accommodation for Sara Dorscht to attend MHSA Winter Assembly	\$ 348.78			Yes
01/23/23	Greektown Casino Hotel	Hotel accommodations for Rachel Roberts to attend MHSA Winter Assembly	\$ 523.17			Yes
						—
						—
						—
						—
						—
Total of Amount of Purchases			\$ 2,424.11			

Summary by Budget Unit and Account:

Budget Unit	Account	Total	Budget Unit	Account	Total

*Cut Off Date is the 21st of Each Month

Employee Signature:  Digitally signed by Rachel M Roberts Date: 2023.03.14 11:20:29 -04'00'

Supervisor Signature: 



FIFTH THIRD BANK

Account Number: XXXX XXXX XXXX 8022

RACHEL ROBERTS

Statement Closing Date: 01/23/23

Cardholder Summary

Purchases and Other Charges	+	\$2,424.11
Cash Advances	+	\$0.00
Cash Advance Fees	+	\$0.00
Credits	-	\$0.00
Total Activity		\$2,424.11
Disputed Amount		\$0.00
Credit Limit		\$5,000.00
Cash Advance Credit Limit		\$0.00
Statement Closing Date		01/23/23
Days in Billing Cycle		33

QUESTIONS OR TO REPORT LOST/STOLEN CARDS?

Call Customer Service 1-800-375-1747

Please send billing inquiries and correspondence to:

FIFTH THIRD BANK
PO BOX 740523
CINCINNATI, OH 45274-0523

Or email Inquires to CommercialSupport@53.com

Cardholder Activity

Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount
12/23	12/21	55432862356202911538228	MENIER # 021 877-363-4537 MI		M \$560.80
01/05	01/05	55432863005206564561240	MICHIGAN AEYC 517-351-4183 MI		M \$63.75
01/09	01/06	82305093006000018711472	ZOOM.US 888-799-8666 SAN JOSE CA		M \$50.00
01/10	01/09	82711163009000008076700	TEACHSTONE TRAINING CHARLOTTESVIL VA		M \$125.00
01/12	01/11	55310203011083733445110	AMAZON.COM*G91AL6UV3 A AMZN.COM/BILL WA		M \$100.00
01/13	01/12	55432863012208611348416	AMAZON.COM*JM33O2GN3 AMZN.COM/BILL WA		M \$50.00
01/16	01/13	55429503013852372452002	PAYPAL *ETSY INC 4029357733 NY		M \$79.34
01/23	01/19	75265863020328902479462	GREEKTOWN CASINO HOTEL DETROIT MI 01/17/23 T5H7QMC5X		M \$174.39
01/23	01/20	75265863021333402878626	GREEKTOWN CASINO HOTEL DETROIT MI 01/17/23 2THCMVMZ7		M \$348.78
01/23	01/20	75265863021333402878659	GREEKTOWN CASINO HOTEL DETROIT MI 01/17/23 V6G9DYMFP		M \$348.78
01/23	01/19	75265863021333402878634	GREEKTOWN CASINO HOTEL DETROIT MI 01/16/23 T4PXTMM4H		M \$523.17



FIFTH THIRD BANK
FIFTH THIRD BANK
PO BOX 740523
CINCINNATI, OH 45274-0523

Account Number XXXX XXXX XXXX 8022
Statement Date 01/23/23
Total Activity \$2,424.11

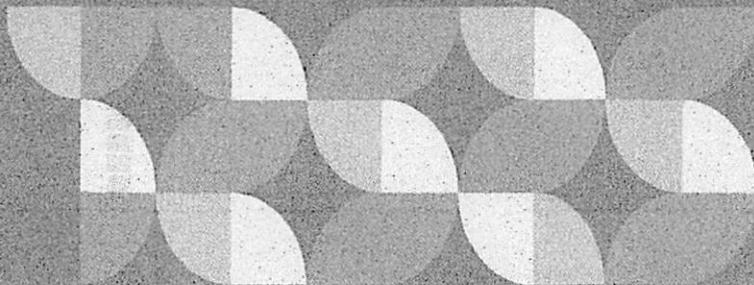
****MEMO STATEMENT ONLY**
DO NOT REMIT PAYMENT**

RACHEL ROBERTS
TAX EXEMPT ORGANIZATION
C/O SCOTT THOMAS
1819 E MILHAM AVE
PORTAGE MI 48002-3035

**N0000149



Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

meijer

5800 Gull Road
Kalamazoo, MI 49048 - #21
(269)382-6250 meijer.com

The Meijer Team appreciates your business
12/21/22
Your checkout was provided by Fastlane99

MEIJER SAVINGS
SPECIALS 47.72
SAVINGS TOTAL 47.72

YOUR TOTAL SAVINGS
SINCE 01/01/22
250.79

SALE
GENERAL MERCHANDISE
70882018655 TISSUE 3.99 CT
*60267035701 BAGS
6 @ 3.74
was 29.94 now 22.44 CT
*60267035702 BAGS
was 4.99 now 3.74 CT

DRUGSTORE
81002120851 DR T GIFT SET
9 @ 12.99 116.91 T
=> 50% off 12.99 -6.50 T
=> 50% off 12.99 -6.49 T
=> 50% off 12.99 -6.50 T
=> 50% off 12.99 -6.49 T
=> 50% off 12.99 -6.50 T
81002120853 DR T GIFT SET
2 @ 12.99 25.98 T
=> 50% off 12.99 -6.49 T
81002857416 RS GIFT SET 12.99 T

GROCERY
7675012741 GIFT CARD 20.00A N
XXXXXXXXXXXXXXXXXXXX2150
7675012741 GIFT CARD 20.00A N
XXXXXXXXXXXXXXXXXXXX0733
7675012741 GIFT CARD 20.00A N
XXXXXXXXXXXXXXXXXXXX2226
7675012741 GIFT CARD 20.00A N
XXXXXXXXXXXXXXXXXXXX2218
7675012741 GIFT CARD 20.00A N
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7675012741 GIFT CARD 20.00A N
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7675012741 GIFT CARD 20.00A N
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7675012741 GIFT CARD 20.00A N
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<< BUY 1 G
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195602
REGULA
MYWALC
RETURN
(C)M/E COZ

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 7675012741 GIFT CARD 20.00A N
 XXXXXXXXXXXXXXXX5308
 7675012741 GIFT CARD 20.00A N
 XXXXXXXXXXXXXXXX5290
 7675012741 GIFT CARD 20.00A N
 XXXXXXXXXXXXXXXX5324
 7675037690 GFT CRD LOWES 25.00A N
 XXXXXXXXXXXXXXXX2035

mPerks # -- *****10

TOTAL
 MI 6% Sales Tax 8.82
 TOTAL TAX 8.82
 TOTAL 560.90

PAYMENTS
 CREDIT CARDS TENDER 560.90
 XXXXXXXXXXXXXXXX8022 (C)
 APPROVAL CODE 017601
 MASTERCARD
 AID A000000041010
 TC 06D3E064C365F95B
 PIN VERIFIED ONLINE

NUMBER OF ITEMS 40

For information on Meijer return policy
 visit meijer.com



Tx:246 Op:550 Tm:99 St:21 20:23:49

1956020611
 REGULAR PR
 MYWALGREEN
 RETURN VAL
 (C)M/E COZY SC
 1956020611
 REGULAR PR
 MYWALGREEN
 RETURN VAL
 (C)M/E COZY SC
 1956020611
 REGULAR PR
 MYWALGREEN
 RETURN VAL
 (C)M/E COZY SC
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 REGULAR PR
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 1956020611
 REGULAR PR
 MYWALGREEN
 RETURN VAL

 GOLD BOND ULTI
 0411670780
 REGULAR PR
 MYWALGREEN
 RETURN VAL
 MTI 3PK MEN THI
 6901025755
 RETURN VAL

SUBTOTAL
 SALES TAX A

TOTAL
 DEBIT CARD
 AUTH CODE
 CHANGE

Sale
 AID A00000009808
 US DEBIT
 Integrated chip
 PIN Verified

MYWALGREENS SAVI
 THANK YOU FOR SHI

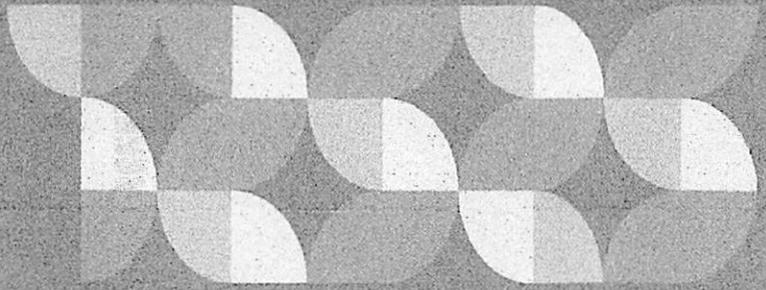
REDEEM \$3 WALGRE
 NEXT PURCHASE! WA
 CANNOT BE REDEEME
 FULL DETAILS SEE

RFN# 1569-



TOTAL SAVINGS
 NET VALUE

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

From: [Kesha Canales](#)
To: [Rachel Roberts](#)
Subject: Fwd: T.E.A.C.H. Payment Receipt
Date: Wednesday, January 4, 2023 3:26:09 PM

You don't often get email from klc111786@gmail.com. [Learn why this is important](#)

*****ATTENTION:** This email was sent from an *external source*. Please be extra vigilant when opening attachments or clicking links.***

Thank you!
Kesha Canales

----- Forwarded message -----

From: teach@miaeyc.org <noreply+6fa81f364d6b8f2e@formstack.com>
Date: Wed, Jan 4, 2023, 3:22 PM
Subject: T.E.A.C.H. Payment Receipt
To: <klc111786@gmail.com>

Formstack Submission For: TEACH Fees - FY2019
Submitted at 01/04/23 3:22 PM

Recipient Name:	KESHA CANALES
Program Name:	KALAMAZOO RESA HEAD START/GSRP
Email:	klc111786@gmail.com
Phone:	(269) 250-9845
Invoice #:	0000
Amount:	63.75
Name on Credit Card:	Rachel Roberts

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

Invoice

zoom

Zoom Video Communications, Inc.
55 Almaden Blvd, 6th Floor
San Jose, CA 95113

Invoice Date: Jan 6, 2023
Invoice #: INV182966099
Payment Terms: Due Upon Receipt
Due Date: Jan 6, 2023
Account Number: 7001268482
Currency: USD
Account Information: KRESA Head Start

Federal Employer ID Number: 61-1648780

Sold To Address: 1819 E Milham Ave,
Portage, Michigan 49002
United States

Purchase Order Number:

Tax Exempt Certificate ID: 38-1709020

rachel.roberts@kresa.org

Zoom W-9

Bill To Address: 1819 E Milham Ave,
Portage, Michigan 49002
United States

rachel.roberts@kresa.org

Charge Details

CHARGE DESCRIPTION	SUBSCRIPTION PERIOD	SUBTOTAL	TAXES, FEES & SURCHARGES	TOTAL
Charge Name: 500 Participants meeting Monthly				
Quantity: 1 Unit Price: \$50.00	Jan 6, 2023-Feb 5, 2023	\$50.00	\$0.00	\$50.00
		Subtotal		\$50.00
		Total (Including Taxes, Fees & Surcharges)		\$50.00
		Invoice Balance		\$0.00

Taxes, Fees & Surcharge Details

CHARGE NAME	TAX, FEE OR SURCHARGE NAME	JURISDICTION	CHARGE AMOUNT	TAX, FEE OR SURCHARGE AMOUNT
			Total (Including Taxes, Fees & Surcharges)	\$0.00

Transactions

Invoice Total **\$50.00**

TRANSACTION DATE	TRANSACTION NUMBER	TRANSACTION TYPE	DESCRIPTION	APPLIED AMOUNT
Jan 6, 2023	P-212113833	Payment		(\$50.00)
Invoice Balance				\$0.00

Need help understanding your invoice?

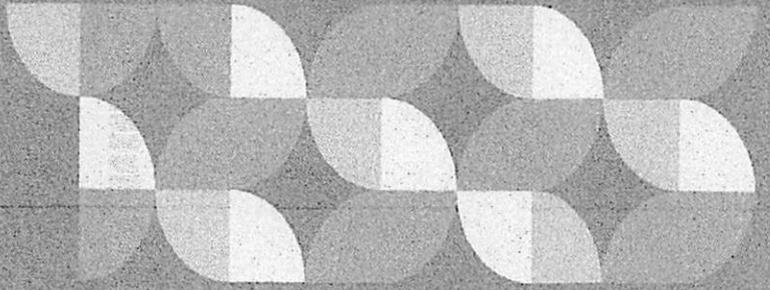
[CLICK HERE](#)

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This plan includes products with monthly and/or yearly subscription periods. The subscription period for each plan, and the total charge, \$50.00 (plus applicable taxes and regulatory fees), per subscription period for that product are set out above in the Charge Details section. Unless you cancel, your subscription(s) will auto-renew each subscription period and each subscription period thereafter, at the price(s) listed above (plus any taxes and regulatory fees applicable at the time of renewal) and your payment method on file at zoom.us/billing will be charged. You can cancel auto-renewal anytime, but you must cancel by the last day of your current subscription period to avoid being charged for the next subscription period. You will not be able to cancel your "base plan" (Zoom Meetings, Zoom Phone, or Zoom Rooms) without first canceling all other subscriptions in your plan. If you cancel, you will not receive a refund for the remainder of your then-current subscription period. You can cancel by navigating to zoom.us/billing and clicking "Cancel Subscription," clicking through the prompts, and then clicking to confirm cancellation. Should Zoom change its pricing, it will provide you with notice, and you may be charged the new price for subsequent subscription.

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Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

From: Teachstone Store <orders@teachstone.com>
Sent: Monday, January 9, 2023 8:56 AM
To: Cathleen Doonan <cathleen.doonan@kresa.org>
Subject: Your Teachstone Store Order Confirmation (#126010)

*****ATTENTION:** This email was sent from an external source. Please be extra vigilant when opening attachments or clicking links.***



Thank you for your order from the Teachstone store and your commitment to improving education with CLASS®.

**please allow one (1) business day for order processing*

🔊 Your order ID is #126010.

shipping_address_label

Cathleen Doonan
 Kalamazoo Regional Educational Service Agency
 422 E. South Street
 Kalamazoo, Michigan 49007
 United States
 2697206688
 Sales Person

billing_address_label

Rachel Roberts
 Kalamazoo Regional Educational Service Agency
 1819 E. Milham Ave
 Portage, Michigan 49002
 United States
 2692509849
 Sales Person

Your Order Contains...

Cart Items	SKU	Qty	Item Price	Item Total
Observer Recertification - Starting at \$125.00 (Age Level: Pre-K 2008 (Test Only - English))	1-33-SRV185	1	\$125.00 USD	\$125.00 USD

Subtotal: \$125.00 USD
Shipping: \$0.00 USD
Sales Tax: \$0.00 USD
Grand Total: \$125.00 USD
 payment_method: Credit/Debit Card

For the CDA programs starting on April 18th, you will receive your access token by early April. We appreciate your patience.

Have a question? We're happy to help! Just [send us an email](#) or give us a call (866-998-8352).

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

amazon.com

Details for Order #114-9138661-8361814

Print this page for your records.

Order Placed: January 11, 2023

Amazon.com order number: 114-9138661-8361814

Order Total: \$100.00

Gift Cards

Not yet sent	Amount
E-mail gift card to:	\$25.00
- Message:	
[empty]	

Not yet sent	Amount
E-mail gift card to:	\$25.00
- Message:	
[empty]	

Not yet sent	Amount
E-mail gift card to:	\$25.00
- Message:	
[empty]	

Not yet sent	Amount
E-mail gift card to:	\$25.00
- Message:	
[empty]	

If you want to cancel a gift card, please send an e-mail to customer service. We will do our best to fulfill your request.

Payment information

Payment Method:
MasterCard [Last digits: 8022

Item(s) Subtotal: \$100.00

Total before tax: \$100.00

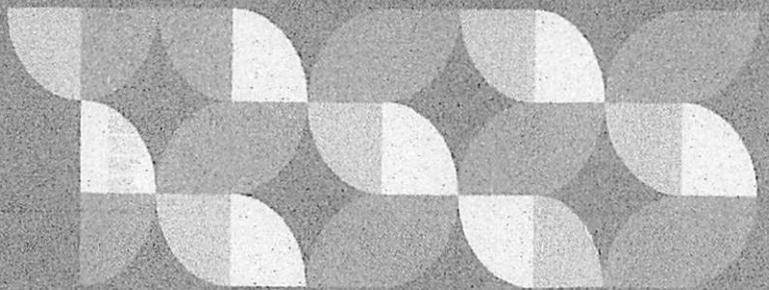
Estimated tax to be collected: \$0.00

Grand Total: \$100.00

To view the status of your order, return to Order Summary.

Please note: This is not a VAT invoice.

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature



Details for Order #114-7146333-1228249

Print this page for your records.

Order Placed: January 12, 2023

Amazon.com order number: 114-7146333-1228249

Order Total: \$50.00

Gift Cards

Not yet sent

E-mail gift card to:

- **Message:**

[empty]

Amount

\$50.00

If you want to cancel a gift card, please send an e-mail to customer service. We will do our best to fulfill your request.

Payment Information

Payment Method:

MasterCard | Last digits: 8022

Item(s) Subtotal: \$50.00

Total before tax: \$50.00

Estimated tax to be collected: \$0.00

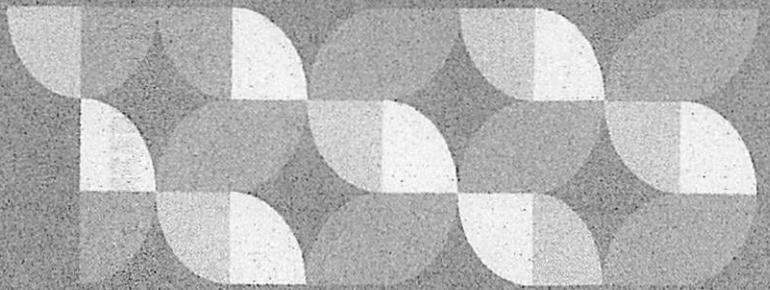
Grand Total: \$50.00

To view the status of your order, return to Order Summary.

Please note: This is not a VAT invoice.

Conditions of Use | Privacy Notice © 1996-2023, Amazon.com, Inc. or its affiliates

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

Etsy

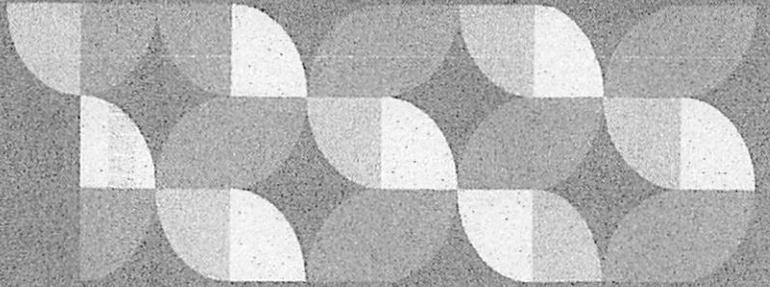
Order #2762406976

 Purchased from LittleMimis on Jan 13, 2023	
	Weighted vest. dinosaurs vest. therapy pressure sensory pressure anxiety Child vest Sensory needs. kids weighted vest. Price \$87.00 Weight: 4 lbs Style: 5T Transaction #3389038415 Quantity: 1
Payment Method PayPal	Item Total \$87.00 Shop Discount -\$26.10
Applied Discounts BLANKET1: 30% off	Subtotal \$60.90 Shipping \$13.95 Sales Tax \$4.49
	Order Total \$79.34

Order Notes

 Note from LittleMimis
Thank you so much for your purchase!
<p>Your order is being created just for you. Because we make all of our items individually for each customer, we will need some time to process your order. our current processing times are listed on each item and will also show on your receipt, so please check the processing time on your order for more information on when your order will ship out. Once your order is created and shipped, we will mark it shipped in Etsy and create a tracking number for you to watch for it in the mail.</p> <p>Please keep in mind that shipping times can vary, and that shipping to both United States and International addresses has been delayed due to COVID-19 and changes with USPS. You can check estimated shipping times in our shop policies, but keep in mind that once your package has been handed over for shipping, we do not have control over this process and cannot be held responsible liable for delays caused by the carrier.</p> <p>Thank you again for choosing shop with Little Mimis. If you have any questions, please send us a message.</p> <p>Best, Little Mimis</p>
 Your note to LittleMimis You did not add a note

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

Nateshia Carson

From: Hollywood Casino at Greektown <Reservations@greektowncasino.com>
Sent: Thursday, March 9, 2023 6:28 PM
To: Nateshia Carson
Subject: Hollywood Casino at Greektown Folio

*****ATTENTION:** This email was sent from an external source. Please be extra vigilant when opening attachments or clicking links.***

 1200 Saint Antoine
Detroit, MI 48226
877-424-5554
Reservations@greektowncasino.com

Guest RACHEL ROBERTS 1819 E MILHAM AVE PORTAGE, Michigan 49002	Arrival Date Jan 18 2023	Departure Date Jan 20 2023	Guests on reservation Adults: 2 Children: 0
Room type / number DQQ / N/A	Reservation confirmation T5H7QMG5X	Group MI HEAD START ASSN	Company N/A

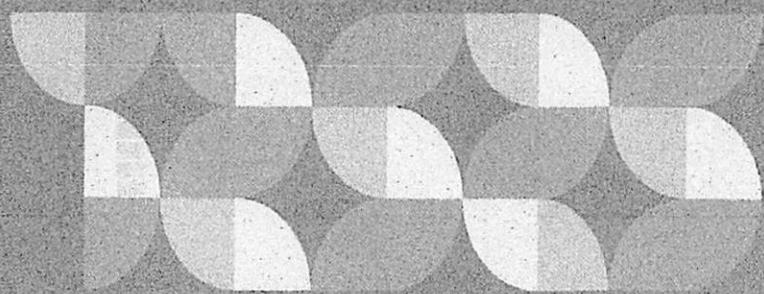
FOLIO 1

DATE	DESCRIPTION	AMOUNT
Jan 18 2023	Forfeit Deposit	\$159.99
Jan 18 2023	Occupancy Tax	\$14.40
Jan 19 2023	Mastercard 8022 Authorization Code: 003389	(\$174.39)
	Charges:	\$159.99
	Taxes:	\$14.40
	Total:	\$174.39
	Payments:	(\$174.39)
	Balance:	\$0.00

Thank you for visiting us at Hollywood Casino at Greektown. My team and I always strive to exceed your expectations and provide you with the best accommodations. I look forward to hearing any comments you may have regarding your recent stay. Please feel free to contact me directly at BradBaldwin@pennentertainment.com.

Emailed on 2023-03-09 by hcdt_acope

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

Nateshia Carson

From: Hollywood Casino at Greektown <Reservations@greektowncasino.com>
Sent: Thursday, March 9, 2023, 6:29 PM
To: Nateshia Carson
Subject: Hollywood Casino at Greektown Folio

*****ATTENTION:** This email was sent from an external source. Please be extra vigilant when opening attachments or clicking links.***

 1200 Saint Antoine
 Detroit, MI 48226
 877-424-5554
 Reservations@greektowncasino.com

Guest SARA DORSCHT 1819 E MILHAM AVE PORTAGE, Michigan 49002	Arrival Date: Jan 18 2023	Departure Date: Jan 20 2023	Guests on reservation: Adults: 1 Children: 0
Room type / number DK / 2320	Reservation confirmation 2THCMVMZ7	Group MI HEAD START ASSN	Company N/A

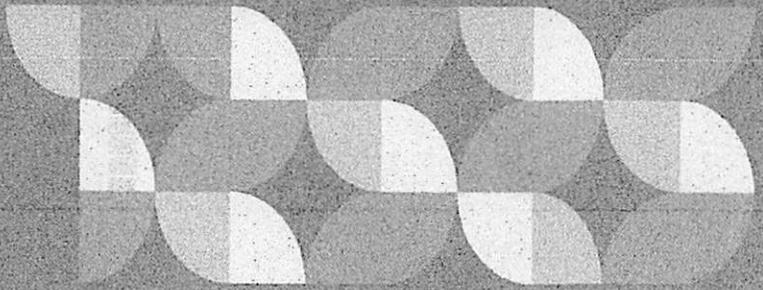
FOLIO 1 - DEFAULT

DATE	DESCRIPTION	AMOUNT
Jan 18 2023	Nightly Room Charge	\$159.99
Jan 18 2023	Occupancy Tax	\$14.40
Jan 19 2023	Nightly Room Charge	\$159.99
Jan 19 2023	Occupancy Tax	\$14.40
Jan 20 2023	Mastercard 8022 Authorization Code: 072365	(\$348.78)
Charges:		\$319.98
Taxes:		\$28.80
Total:		\$348.78
Payments:		(\$348.78)
Balance:		\$0.00

\$5AMF

DATE	DESCRIPTION	AMOUNT
Charges:		\$0.00
Taxes:		\$0.00
Total:		\$0.00
Payments:		\$0.00

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

Natashia Carson

From: Hollywood Casino at Greektown <Reservations@greektowncasino.com>
Sent: Thursday, March 9, 2023 6:30 PM
To: Natashia Carson
Subject: Hollywood Casino at Greektown Folio

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1200 Saint Antoine
Detroit, MI 48226
877-424-5554
Reservations@greektowncasino.com

Guest RACHEL ROBERTS 1819 E MILHAM AVE PORTAGE, Michigan 49002	Arrival Date Jan 18 2023	Departure Date Jan 20 2023	Guests on reservation Adults: 2 Children: 0
Room type / number EQQ72807	Reservation confirmation V6G6DYMFP	Group MI HEAD START ASSN	Company N/A

\$5AMF

DATE	DESCRIPTION	AMOUNT
	Charges:	\$0.00
	Taxes:	\$0.00
	Total:	\$0.00
	Payments:	\$0.00
	Balance:	\$0.00

FOLIO 1 - DEFAULT

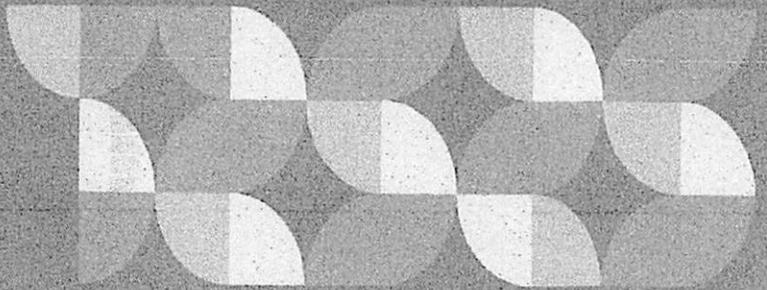
DATE	DESCRIPTION	AMOUNT
Jan 18 2023	Amenity Fee - Amenity Fee (Adjusted)	\$23.99
Jan 18 2023	Occupancy Tax	\$2.16
Jan 20 2023	Charge adjusted by hcdt_bpiece from \$26.15 to \$0.00	(\$23.99)
Jan 20 2023	Occupancy Tax	(\$2.16)
Jan 18 2023	Nightly Room Charge	\$159.99
Jan 18 2023	Occupancy Tax	\$14.40
Jan 19 2023	Nightly Room Charge	\$159.99
Jan 19 2023	Occupancy Tax	\$14.40
Jan 19 2023	Amenity Fee	\$0.00
Jan 19 2023	Occupancy Tax	\$0.00
Jan 20 2023	Mastercard 8022	(\$348.78)

DATE	DESCRIPTION	AMOUNT
	Authorization Code: 021877	
		Charges: \$319.98
		Taxes: \$28.80
		Total: \$348.78
		Payments: (\$348.78)
		Balance: \$0.00

Thank you for visiting us at Hollywood Casino at Greektown. My team and I always strive to exceed your expectations and provide you with the best accommodations. I look forward to hearing any comments you may have regarding your recent stay. Please feel free to contact me directly at BradBaldwin@pennentertainment.com.

Emailed on: 2023-03-09 by hcdi :acope

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

From: Nateshia Carson
Sent: Thursday, March 2, 2023 8:56 AM
To: Hollywood Casino at Greektown <Reservations@greektowncasino.com>
Subject: RE: Hollywood Casino at Greektown Folio

Thank you! I am still in need of the following folio's:

1. T5H7QMC5X
2. 2THCMVM27
3. V6G9DYMFP

Thank you!

From: Hollywood Casino at Greektown <Reservations@greektowncasino.com>
Sent: Wednesday, March 1, 2023 2:44 PM
To: Nateshia Carson <nateshia.carson@kresa.org>
Subject: Hollywood Casino at Greektown Folio

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1200 Saint Antoine
 Detroit, MI 48226
 877-424-5554
 Reservations@greektowncas

Guest RACHEL ROBERTS 1819 E MILHAM AVE PORTAGE, Michigan 49002	Arrival Date Jan 17 2023	Departure Date Jan 20 2023	Guests on reservation Adults: 1 Children: 0
Room type / number DK / 2224	Reservation confirmation T4PXTMM4H	Group MI HEAD START ASSN	Company N/A

\$5AMF

DATE	DESCRIPTION	AMOUNT
		Charges: \$0.00
		Taxes: \$0.00
		Total: \$0.00
		Payments: \$0.00
		Balance: \$0.00

FOLIO 1

DATE	DESCRIPTION	AMOUNT
Jan 17 2023	Amenity Fee - Amenity Fee (Adjusted)	\$23.99
Jan 17 2023	Occupancy Tax	\$2.16
Jan 20 2023	Charge adjusted by hcdt_bpiece from \$26.15 to \$0.00	(\$23.99)
Jan 20 2023	Occupancy Tax	(\$2.16)
Jan 17 2023	Nightly Room Charge	\$159.99
Jan 17 2023	Occupancy Tax	\$14.40
Jan 18 2023	Amenity Fee - Amenity Fee (Adjusted)	\$23.99
Jan 18 2023	Occupancy Tax	\$2.16
Jan 20 2023	Charge adjusted by hcdt_bpiece from \$26.15 to \$0.00	(\$23.99)
Jan 20 2023	Occupancy Tax	(\$2.16)
Jan 18 2023	Nightly Room Charge	\$159.99
Jan 18 2023	Occupancy Tax	\$14.40
Jan 19 2023	Nightly Room Charge	\$159.99
Jan 19 2023	Occupancy Tax	\$14.40
Jan 19 2023	Amenity Fee	\$0.00
Jan 19 2023	Occupancy Tax	\$0.00
Jan 20 2023	Mastercard 8022	(\$523.17)
	Charges:	\$479.97
	Taxes:	\$43.20
	Total:	\$523.17
	Payments:	(\$523.17)
	Balance:	\$0.00

Thank you for visiting us at Hollywood Casino at Greektown. My team and I always strive to exceed your expectations and provide you with the best accommodations. I look forward to hearing any comments you may have regarding your recent stay. Please feel free to contact me directly at BradBaldwin@pennentertainment.com.

Emailed on 2023-03-01 by hcdt_acope



FIFTH THIRD BANK

Account Number: XXXX XXXX XXXX 8022

RACHEL ROBERTS

Statement Closing Date: 02/21/23

Cardholder Summary

Purchases and Other Charges	+	\$356.48
Cash Advances	+	\$0.00
Cash Advance Fees	+	\$0.00
Credits	-	\$0.00
Total Activity		\$356.48
Disputed Amount		\$0.00
Credit Limit		\$5,000.00
Cash Advance Credit Limit		\$0.00
Statement Closing Date		02/21/23
Days in Billing Cycle		29

QUESTIONS OR TO REPORT LOST/STOLEN CARDS?

Call Customer Service 1-800-375-1747

Please send billing inquiries and correspondence to:

FIFTH THIRD BANK
PO BOX 740523
CINCINNATI, OH 45274-0523

Or email inquiries to CommercialSupport@53.com

Cardholder Activity

Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount
02/07	02/06	82305093037000017058399	ZOOM.US 888-799-9666 SAN JOSE CA		M \$50.00
02/08	02/07	55429503038713402288769	UBER TRIP 8005928996 CA		M \$7.00
02/08	02/07	55429503038715402285679	UBER TRIP 8005928996 CA		M \$20.48
02/13	02/09	52708283041823330059985	AMTRAK .CO0400725053757 8008727245 DC		M \$154.00
			KRAUSS/REBECCA 03/13/23 KAL CHI		
02/16	02/15	82711163046000015834740	TEACHSTONE TRAINING CHARLOTTESVIL VA		M \$125.00



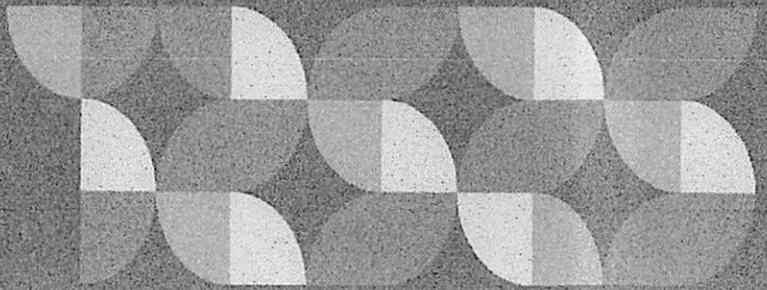
FIFTH THIRD BANK
FIFTH THIRD BANK
PO BOX 740523
CINCINNATI, OH 45274-0523

Account Number XXXX XXXX XXXX 8022
Statement Date 02/21/23
Total Activity \$356.48

****MEMO STATEMENT ONLY**
DO NOT REMIT PAYMENT**

RACHEL ROBERTS
TAX EXEMPT ORGANIZATION
C/O SCOTT THOMAS
1819 E MILHAM AVE
PORTAGE MI 49002-3035

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

Invoice



Zoom Video Communications, Inc.
55 Almaden Blvd, 6th Floor
San Jose, CA 95119

Invoice Date: Feb 6, 2023
Invoice #: INV187486542
Payment Terms: Due Upon Receipt
Due Date: Feb 6, 2023
Account Number: 7001268482
Currency: USD
Account Information: KRESA Head Start

Federal Employer ID Number: 61-1648780

Sold To Address: 1819 E Milham Ave,
Portage, Michigan 49002
United States

Purchase Order Number:

Tax Exempt Certificate ID: 38-1709020

rachel.roberts@kresa.org

[Zoom W-9](#)

Bill To Address: 1819 E Milham Ave,
Portage, Michigan 49002
United States

rachel.roberts@kresa.org

Charge Details

CHARGE DESCRIPTION	SUBSCRIPTION PERIOD	SUBTOTAL	TAXES, FEES & SURCHARGES	TOTAL
Charge Name: 500 Participants meeting Monthly				
Quantity: 1 Unit Price: \$50.00	Feb 6, 2023-Mar 5, 2023	\$50.00	\$0.00	\$50.00
		Subtotal		\$50.00
		Total (Including Taxes, Fees & Surcharges)		\$50.00
		Invoice Balance		\$0.00

Taxes, Fees & Surcharge Details

CHARGE NAME	TAX, FEE OR SURCHARGE NAME	JURISDICTION	CHARGE AMOUNT	TAX, FEE OR SURCHARGE AMOUNT
			Total (Including Taxes, Fees & Surcharges)	\$0.00

Transactions

Invoice Total **\$50.00**

TRANSACTION DATE	TRANSACTION NUMBER	TRANSACTION TYPE	DESCRIPTION	APPLIED AMOUNT
Feb 6, 2023	P-217884685	Payment		(\$50.00)
			Invoice Balance	\$0.00

Need help understanding your invoice?

[CLICK HERE](#)

Standard Pro and Standard Biz are now called Zoom One Pro and Zoom One Business. Please note that your Services will remain the same and that this name change does not change the price of your current subscription.

This plan includes products with monthly and/or yearly subscription periods. The subscription period for each plan, and the total charge, \$50.00 (plus applicable taxes and regulatory fees), per subscription period for that product are set out above in the Charge Details section. Unless you cancel, your subscription(s) will auto-renew each subscription period and each subscription period thereafter, at the price(s) listed above (plus any taxes and regulatory fees applicable at the time of renewal) and your payment method on file at zoom.us/billing will be charged. You can cancel auto-renewal anytime, but you must cancel by the last day of your current subscription period to avoid being charged for the next subscription period. You will not be able to cancel your "base plan" (Zoom Meetings, Zoom Phone, or Zoom Rooms) without first canceling all other subscriptions in your plan. If you cancel, you will not receive a refund for the remainder of your then-current subscription period. You can cancel by navigating to zoom.us/billing and clicking "Cancel Subscription," clicking through the prompts, and then clicking to confirm cancellation. Should Zoom change its pricing, it will provide you with notice, and you may be charged the new price for subsequent subscription.

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Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

Here's your updated Tuesday afternoon ride receipt.

Total **\$27.48**

Trip fare **\$15.58**

Subtotal **\$15.58**

Wait Time **\$0.52**

Booking Fee **\$4.38**

Tips **\$7.00**

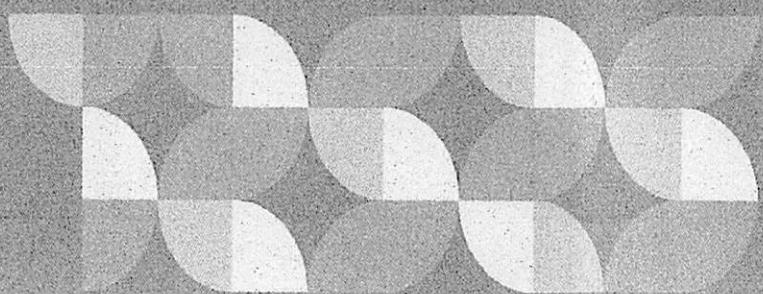
Payments

 **Mastercard ****8022** **\$20.48**
2/7/23 3:42 PM

 **Mastercard ****8022** **\$7.00**
2/7/23 3:42 PM

A temporary hold of \$19.96 was placed on your payment method **** 8022. This is not a charge and will be removed. It should disappear from your bank statement shortly. [Learn More](#)

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

From: Rachel Roberts
To: Nateshia Carson
Subject: Fwd: [Business] Your Tuesday afternoon trip with Uber
Date: Wednesday, March 1, 2023 2:21:56 PM

Fyi. Thank you! It was for a parent

Rachel M. Roberts
Executive Director of Preschool Programs, KRESA
269.993.2117
Get [Outlook for iOS](#)

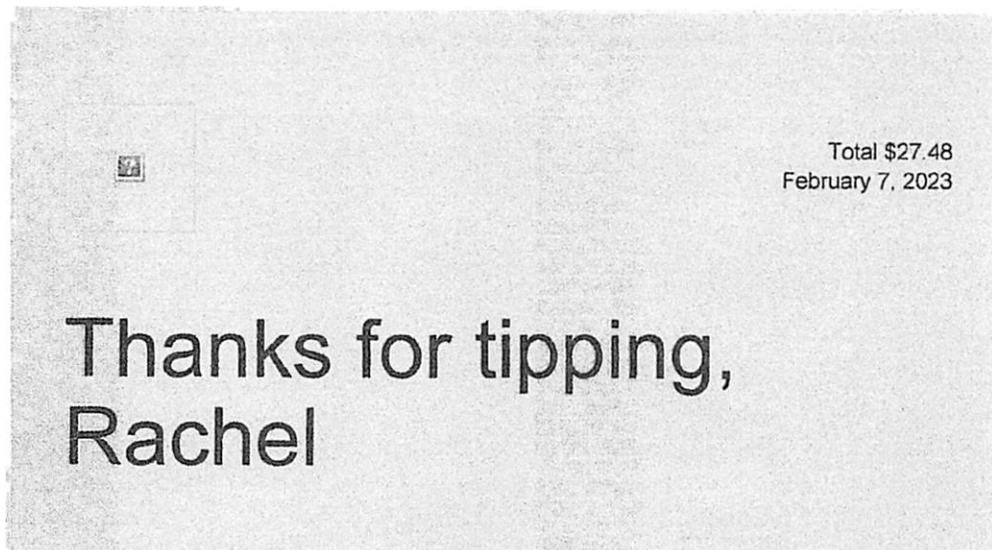
From: Rachel Roberts <doh_rae_me@yahoo.com>
Sent: Wednesday, March 1, 2023 2:20:06 PM
To: Rachel Roberts <rachel.roberts@kresa.org>
Subject: Fwd: [Business] Your Tuesday afternoon trip with Uber

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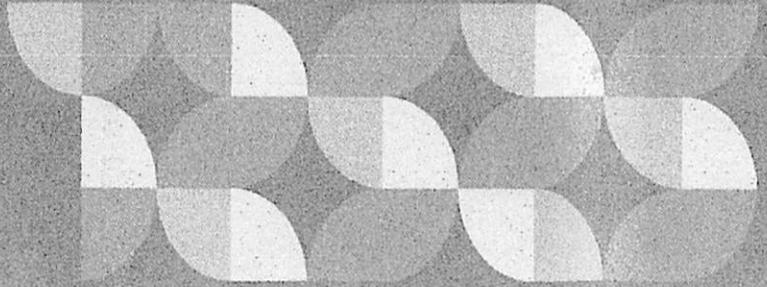
Sent from my iPhone

Begin forwarded message:

From: Uber Receipts <noreply@uber.com>
Date: February 7, 2023 at 3:42:19 PM EST
To: doh_rae_me@yahoo.com
Subject: [Business] Your Tuesday afternoon trip with Uber



Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

Nateshia Carson

From: etickets@amtrak.com
Sent: Thursday, February 9, 2023 3:54 PM
To: Nateshia Carson
Subject: Amtrak eTicket and Receipt for Your 03/13/2023 Trip - REBECCA KRAUSS
Attachments: Krauss:Rebecca:202302091554140350.pdf

*****ATTENTION:** This email was sent from an **external source**. Please be extra vigilant when opening attachments or clicking links.***

SALES RECEIPT



Purchased: 02/09/2023 12:54 PM PT Thank you for your purchase.

1. Retain this receipt for your records.
2. Show the QR code on the attached eTicket to the conductor or use the Amtrak app.

Merchant ID 007251 Massachusetts Ave NW Washington, DC 20001800-USA-RAILAmtrak.com

Reservation Number - 17FB97 Kalamazoo, MI to Chicago, IL - Union Station (Round-Trip) FEBRUARY 9, 2023

Billing Information

RACHEL ROBERTS 1819 MILHAM RD PORTAGE, MI 49002

Mastercard ending in 8022 (Purchase) Authorization Code: 059238

Total \$1!

Purchase Summary - Ticket Number 0400725053757

TRAIN 353: Kalamazoo, MI to Chicago, IL - Union Station (Round-Trip) Depart	
12:28 PM, Monday, March 13, 2023	
1 ADULT RAIL FARE	\$67.00
1 BUSINESS CLASS SEAT	\$20.00
	Subtotal
	\$87.00
TRAIN 364: Chicago, IL - Union Station to Kalamazoo, MI (Round-Trip) Depart	
4:00 PM, Thursday, March 16, 2023	
1 ADULT RAIL FARE	

1 BUSINESS CLASS SEAT	\$47.00
	\$20.00
Ticket Terms & Conditions CANCELLATION FEE MAY APPLY.	
	Subtotal
	\$67.00
	Total Charged by Amtrak
	\$154.00

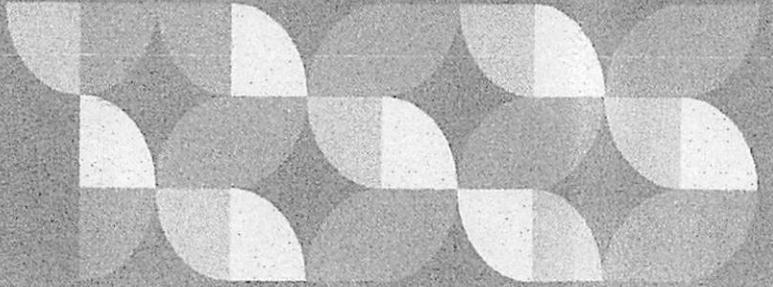
Passengers

Rebecca Krauss

Important Information

- Tickets are non-transferable.
- Changes to your itinerary may affect your fare. Refund and exchange restrictions and penalties for failure to cancel unwanted travel may apply. If your travel plans change, contact us before departure to change your reservation. If you do not board your train, your entire reservation from that point will be canceled. If you board a different train without notifying us, you will have to pay for it separately; the conductor cannot apply the money paid for your prior reservation. For more information please visit Amtrak.com/changes.
- Summary of Terms and Conditions: Ticket valid for carriage or refund (subject to the refund rules of the fare purchased) for twelve months after day of issue unless otherwise specified. Amtrak tickets may only be sold or issued by Amtrak or an authorized travel agent/tour operator. Tickets sold or issued by an unauthorized third party will be voided by Amtrak. This ticket is a contract of carriage which includes specific terms and conditions and a binding arbitration agreement between Amtrak and the ticket holder. The terms and conditions and arbitration agreement are available at Amtrak.com/terms-and-conditions.html. Tickets sold for non-Amtrak service are subject to the tariffs of the providing carrier.
- Questions? Contact us online at Amtrak.com/contact or call 1-800-USA-RAIL (1-800-872-7245) or for text telephone (TTY) 1-800-523-6590.

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

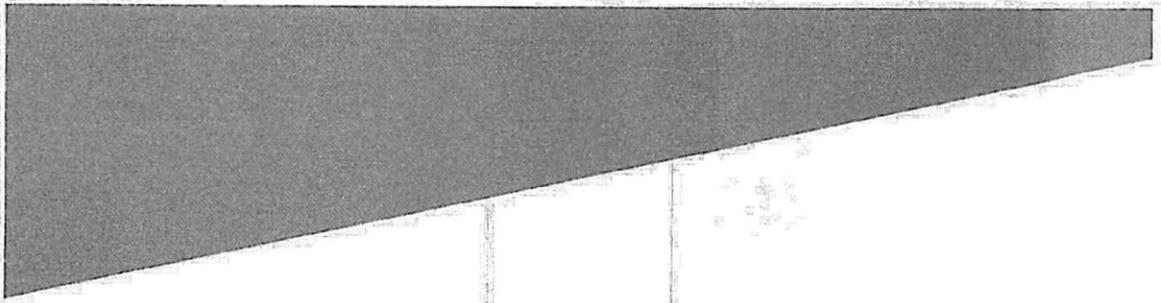
Administrator's Signature

Nateshia Carson

From: Sara Dorscht
Sent: Wednesday, February 15, 2023 1:50 PM
To: Nateshia Carson
Subject: FW: Your Teachstone Training LLC receipt [#1692-9028]

From: Teachstone Training LLC <receipts+acct_1BtHuSik8D9HqQKm@stripe.com>
Sent: Wednesday, February 15, 2023 1:34 PM
To: Sara Dorscht <sara.dorscht@kresa.org>
Subject: Your Teachstone Training LLC receipt [#1692-9028]

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Receipt from Teachstone Training LLC

Receipt #1692-9028

AMOUNT PAID	DATE PAID	PAYMENT METHOD
\$125.00	Feb 15, 2023, 1:32:59 PM	 - 8022

SUMMARY

Order #128628 for sara.dorscht@kresa.org	\$125.00
Amount charged	\$125.00

If you have any questions, contact us at finance@teachstone.com or call at +1 866-998-8352.

V.B.1.a. Kalamazoo County Pre-K Enrollment

V.B.1.b. Transitions from Pre-K to Young 5's or Kindergarten

V.B.2. Instructional Services Update - Ms. Lisa Jenkins-Meredith

V.B.2.a. Culture Climate

V.B.2.b. Multilingual Learners

V.B.3. Special Education Update - Ms. Mindy Miller

V.B.3.a. Early On - Parent Engagement

V.B.4. Leadership Capacity Update - Ms. Mindy Miller

V.B.4.a. Talent Together Update

V.C. Career Connect Report

V.C.1. Discover Update - Ms. Paige Daniels

V.C.1.a. Mobile Lab

V.C.2. Career Connect Update - Mr. Eric Stewart

V.C.2.a. CC Big Rocks

V.C.2.b. CCC Transportation Planning

V.C.2.c. Southwest Michigan First Update

V.D. Technology & Operations Report - Mr. Brian Schupbach

V.D.1. ERP Project

V.D.2. Service Center patio construction

V.D.3. Paving project bids

V.E. Superintendent Report - Mr. Tom Zahrt

V.E.1. Career Center Update

V.E.2. Foundation Reimagine Work - Further Degree Report

V.E.3. Centers of Excellence - Next Up

V.E.4. KRESA Board of Elections - June 5, 2023

V.E.5. Other

VI. Thrun Law Notes

VI.A. Correspondence/Informational



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THRUN
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MARCH 30, 2023

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LISA L. SWEM	IAN F. KOFFLER
JEFFREY J. SOLES	FREDRIC G. HEIDEMANN
ROY H. HENLEY	RYAN J. NICHOLSON
MICHAEL D. GRESENS	CRISTINA T. PATZELT
CHRISTOPHER J. IAMARINO	PHILIP G. CLARK
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Michigan's Civil Rights Act Now Prohibits Discrimination Based on Sexual Orientation and Gender Identity

On March 16, 2023, Governor Whitmer signed into law Public Act 6 of 2023, which adds sexual orientation and gender identity or expression to the Elliott-Larsen Civil Rights Act's (ELCRA) list of protected classes. The ELCRA prohibits discrimination based on protected classes in employment, public accommodations and public services, educational facilities, housing, and real estate. This amendment becomes effective 91 days after the Legislature adjourns for the year.

This amendment should not require any immediate policy changes for schools. State and federal guidance and case law have consistently held that prohibitions against sex-based discrimination in Title VII, Title IX, and the ELCRA include sexual orientation and gender identity. For further discussion of this precedent, see our June 2022 *School Law Notes* article "[2022 Update: Transgender Student Issues](#)," and our August 2022 *School Law Notes* article "[Sexual Orientation Is Now Protected Under ELCRA](#)."

Schools should already have anti-harassment and nondiscrimination policies in effect that prohibit sex discrimination, including sexual harassment. Most policy services already include sexual orientation and gender identity as protected classes. We encourage you to review your school's anti-harassment and nondiscrimination policies to verify compliance with the ELCRA amendment. For Thrun Policy Subscribers, see Policies 3115 (Nondiscrimination and Retaliation), 3118 (Title IX Sexual Harassment), and 5202 (Unlawful Harassment), all of which already comply with the amendment.



Suing Schools for Monetary Damages Under the ADA Just Got Less Exhausting

The Individuals with Disabilities Education Act (IDEA) provides schools and parents of students with disabilities administrative procedures to address special education concerns (e.g., due process hearings and state complaints). Generally, parents and students seeking relief available under the IDEA must first exhaust the IDEA's administrative procedures before filing a federal lawsuit. In a case originating in Michigan, the U.S. Supreme Court recently clarified that the IDEA's exhaustion requirement does *not* preclude an Americans with Disabilities Act (ADA) lawsuit when the relief sought is not available under the IDEA. *Perez v Sturgis Pub Schs*, Docket No. 21-887 (2023).

Miguel Perez, who is deaf, attended the school from ages 9 - 20. The school allegedly provided Perez with unqualified interpreters and misrepresented his educational progress. Upon learning that the school would not permit Perez to graduate with a regular

diploma, Perez and his parents filed a due process complaint with MDE, alleging that the school failed to provide Perez a free appropriate public education. In settling the complaint, the school committed to providing Perez certain educational services, among other things.

Perez then sued the school in federal district court under the ADA, seeking compensatory damages. The district court dismissed the suit, finding that the IDEA's exhaustion requirement barred Perez from bringing the ADA claim. The Sixth Circuit Court of Appeals agreed with the district court.

Reversing the appellate court's decision, the U.S. Supreme Court held that the IDEA's exhaustion requirement did not preclude Perez's ADA lawsuit because the IDEA does not restrict persons from seeking remedies under the ADA or other laws protecting the rights of individuals with disabilities. But, if the relief sought is available under the IDEA, then the individual must first exhaust the IDEA's administrative procedures, including a due process hearing. The Supreme Court clarified that the IDEA requires exhaustion of the IDEA's administrative procedures *only to the extent* that the plaintiff pursues a suit under another federal law for relief that the IDEA also provides. Here, Perez sought compensatory damages, relief which is not available under the IDEA. Therefore, the Court held that Perez was not required to exhaust IDEA's administrative requirements before bringing his ADA claim.



Responding to Special Education Due Process Complaints: What to Do First

School officials may dread receiving a special education due process complaint, but it is critical that such apprehension not delay swift action. Both the IDEA regulations and the Michigan Administrative Rules for Special Education (MARSE) require school districts and public school academies (PSAs) to engage in various prehearing activities within specific time frames after receiving a special education due process complaint.

Receipt of the Due Process Complaint

A special education due process complaint must be signed by the complainant and be submitted in writing to MDE, with a copy provided to the school district, PSA, or intermediate school district that is the subject of the complaint.

Because hearing timelines begin upon receipt of the complaint and are based on *calendar* days, schools should adopt a protocol for those staff who may receive complaints, like administrative assistants, secretaries, or other front office staff, to ensure the complaint is

promptly forwarded to and reviewed by the appropriate person(s) to allow sufficient time to respond and avoid missing deadlines. Additionally, when MDE receives a due process complaint, MDE typically uploads the complaint and relevant hearing information to its Catamaran system, so one or more staff members should be tasked with monitoring Catamaran during school breaks.

Insurance Carrier & Legal Counsel Notification

School officials should promptly notify both the appropriate insurance carrier and the school's legal counsel upon receipt of a complaint. Many insurers cover special education due process hearings under their errors and omissions policies. Failure to timely notify an insurer of a special education claim may result in denial of coverage. Legal counsel, if not already involved, should also be immediately notified so that attorneys can assist the school in complying with timelines and necessary responses.

ALJ Assignment

Once a complaint is properly filed, MDE assigns a case number and forwards it to the Michigan Office of Administrative Hearings and Rules, which is responsible for special education due process hearings and assigns an administrative law judge (ALJ) to hear the case.

Prehearing Conference

The assigned ALJ will schedule a prehearing conference call, usually within 7 - 10 days after the complaint is filed. During the prehearing conference, the ALJ will identify the hearing issues and dates for the hearing and other pre-hearing activities, such as motions and the submission of witness and exhibit lists. The school's legal counsel should already be engaged when this conference occurs because schools are required to have their legal counsel attend the prehearing conference.

Complaint Response

In responding to a due process complaint, the school may rely either on a prior written notice provided to the parent about the complaint's subject matter or file a response to the complaint. If the school files a response, it is due within 10 *calendar* days after receipt of the complaint. Even when an appropriate prior written notice has been provided, Thrun Law Firm recommends that schools file a separate response because it provides the ALJ with the school's side of the story before the hearing.

Sufficiency Objection

If the complaint does not contain certain required elements (e.g., the student's name, address, and school; a description of the facts and nature of the problem; and the proposed resolution), the school should file what is

commonly referred to as a “sufficiency objection” which must be filed within 15 calendar days after receipt of the complaint. A complaint will be deemed “sufficient” if an objection is not timely filed.

Resolution Meeting

Upon receipt of the complaint, the IDEA requires schools to convene a resolution meeting with the parent and relevant members of the student’s IEP Team who have specific knowledge of the facts of the complaint within 15 calendar days after the complaint’s receipt or 7 calendar days for expedited hearings. This meeting is an opportunity to resolve the complaint short of a formal hearing. If concurrence is reached during the resolution meeting, the IDEA requires both parties to sign a legally binding agreement, which can be voided by either party within 3 business days after its execution. The resolution meeting is mandatory and may only be waived if both parties agree in writing to forego the meeting.

Mediation

Mediation is a voluntary dispute resolution process that can be used in lieu of a resolution meeting if both parties agree in writing. Mediation also may be used in addition to a resolution meeting. Mediation cannot be used, however, to deny or delay a parent’s right to a hearing, so school officials must act promptly to engage in mediation.

Given the short timelines for these prehearing activities, school officials should promptly seek legal advice after receiving a special education due process complaint. Failing to comply with prehearing procedures or making decisions during the prehearing process without consulting legal counsel may impair a school’s case at hearing. Your attorney can assist with navigating this process and may be able to help resolve the complaint short of a hearing.



Avoiding “Prom-blems” on the Big Night

As prom season approaches, school officials should be aware of common legal issues associated with the big dance. By adopting these best practices, school officials can prepare for a safe and legally compliant event.

Attendance

Students do not have a constitutionally protected right to attend prom. Rather, attending prom is a *privilege*, subject to revocation for noncompliance with established and reasonable conduct standards. Nevertheless, a student may *not* be prohibited from attending prom based on a protected classification (e.g., race, religion, or gender).

Searches

Before searching a student, even at prom, school officials must have a reasonable suspicion that the student violated the law or a school rule. The reasonableness of a search depends on: (1) whether the search was justified at its inception by the presence of reasonable grounds to suspect that the search will find evidence that the student violated the law or a school rule, and (2) whether the search was reasonable in scope; that is, reasonably related to the search objectives. The search cannot be excessively intrusive in light of the student’s age and sex and the nature of the infraction.

It is very difficult, if not impossible, to justify strip searching a student. A strip search is *almost never* reasonable in scope and may result in the school official losing qualified immunity, which would expose the school official to the risk of personal liability for money damages.

Breath Alcohol Tests

Administering a breath alcohol test to a student is a search and therefore subject to the reasonable suspicion standard. If a student exhibits behavior consistent with intoxication or smells of alcohol, then a breath alcohol test is likely justified and reasonable in scope.

If school officials plan to administer random, suspicionless breath alcohol tests or other similar tests at prom, then the school must have a policy permitting such searches and must give advanced written notice to students. We also recommend including language directly on prom tickets stating that the student consents to random, suspicionless searches, which may include a breath alcohol test, as a condition of entry into the dance.

A student who tests positive for the presence of alcohol, or who is otherwise found to be using or possessing drugs or tobacco products, may be excluded from prom and be subject to further disciplinary action under the code of student conduct. Be sure that any student excluded from prom for alcohol or drug consumption has a safe ride home.

Dress Code

Schools may impose dress codes at prom to ensure that students wear appropriate attire and to address legitimate concerns about safety or disruption. Dress codes may not be gender-specific (e.g., require that female students wear dresses, while male students wear tuxedos). Gender-specific dress codes are vulnerable to legal challenge for sex discrimination based on a student’s failure to conform to gender stereotypes. We recommend providing notice of any dress code requirements before prom, ideally at the same time tickets are sold.

Dates

Just as schools cannot prohibit students from attending prom based on a protected classification, schools also cannot discriminate against a student's prom date. For example, courts have established that refusing to permit same-sex dates to a dance or prom infringes on students' First Amendment right of association and violates Title IX's prohibition against sex discrimination. A school that imposes a policy against same-sex dates not only invites legal challenge, but media scrutiny, as well.

Schools may, however, regulate who a student may bring as a prom date for reasons that do not constitute unlawful discrimination. For example, schools may prohibit students from bringing dates who are currently suspended or expelled from school or who are otherwise banned from school functions. Schools may also prohibit students from bringing dates from other schools. All policies must be applied uniformly.

Dancing Styles

Some schools prohibit certain types of dancing, such as "twerking" or "grinding." Reasonable, clear, and uniformly applied rules are generally permitted.

Implementation

Be sure to remind students that prom is a school-sponsored event and that all school rules remain in effect during the dance. Consistent reminders of expected conduct before prom may help minimize issues on the night of the event.



LGBTQ National Day of Silence Is April 14

Since 1996, students throughout the country have participated annually in a silent protest against LGBTQ+ bullying and harassment. This year, the National Day of Silence is Friday, April 14, 2023.

Participating students take a vow of silence during the school day and distribute cards explaining their reason for not speaking. The Gay, Lesbian and Straight Education Network coordinates the event and encourages students to obtain permission from their school before organizing their local event, though permission is not required.

While schools have no obligation to sponsor or advertise the National Day of Silence, a school ban on National Day of Silence activities is subject to legal challenge as a violation of First Amendment protected expressive activity. Under the *Tinker* standard, school officials may only prohibit non-vulgar student speech if the speech is reasonably predicted to materially and substantially disrupt the school. School officials may not rely on a policy that prohibits certain types of

speech without first determining its potentially disruptive effect. Failure to follow the *Tinker* standard may result in a loss of qualified immunity and leave school officials vulnerable to liability for First Amendment violations.

In 2013, a Florida federal court upheld a student's right to participate in the National Day of Silence. A high school principal had removed a student from class for organizing and participating in the silent protest. The principal refused to grant the student's requests to remain silent and communicate by dry erase board outside of class and to spread awareness about the event. The court noted that the First Amendment prevents a school from banning all protest speech and refused to dismiss the student's lawsuit against both the principal and the school board. The court also determined that the principal was *not* entitled to qualified immunity because the principal violated a clearly established First Amendment right when he unduly restricted student speech.

School officials should calendar this scheduled protest date and keep students' First Amendment rights in mind, including their right to engage in protest speech consistent with *Tinker*. Now is also a good time for school officials to review their district's anti-bullying and anti-harassment policies to ensure no students are being bullied or harassed based on their speech or their membership in a protected class. Thrun Policy Subscribers should review Policies 5101 (Student Expression), 5202 (Unlawful Harassment), and 5207 (Anti-Bullying).



OCR Releases New Title IX Guidance on Athletics

Last month, the U.S. Department of Education's Office for Civil Rights (OCR) released two new Title IX guidance documents addressing equal opportunity in athletics for K-12 schools. These new guidance documents seek to clarify a school's obligations under Title IX and to define OCR's role in evaluating a school's Title IX compliance.

The first guidance document, [Supporting Equal Opportunity in School Athletic Programs](#), is a resource guide for students and families. This document outlines hypothetical school athletics scenarios that OCR may consider to constitute Title IX violations, including differences in the types and maintenance of fields used by different athletic teams or in their apparel, gear, and equipment. This document also informs students and families about steps to take regarding their school's Title IX compliance, including notifying the school's athletic director or filing a complaint with OCR.

The second guidance document, [Title IX and Athletic Opportunities in K-12 Schools](#), is a resource guide for everyone within the school community, including school officials.

This document reminds school officials that, among other things, Title IX requires schools to provide students an equal opportunity in athletics regardless of their sex. Equal opportunity is evaluated based on: (1) the benefits, opportunities, and treatment given to boys and girls teams, and (2) how a school is meeting student athletic interests and abilities.

When evaluating whether there is equal opportunity, OCR will examine a school's athletic benefits, opportunities, and treatment as a whole, including but not limited to, locker rooms, coaching, schedules, publicity, equipment, supplies, and practice/competition facilities. More specifically, OCR might consider:

- Whether the athletic gear is of equivalent quality, quantity, suitability, condition, and availability for athletes on both boys and girls teams.
- Whether both boys and girls teams have a reasonable opportunity to compete before an audience, including the number of games being played and the days and times in which they are played (e.g., Friday night games are usually better attended than Sunday morning ones).
- Whether the practices are convenient and of similar frequencies and durations.
- Whether boys and girls teams have equivalent modes of transportation and accommodations.
- Whether coaches have equivalent qualifications, compensation, and duties.

Importantly, while schools may accept voluntary support for teams from booster clubs, parents, and others, those donations do not justify discrimination. For example, if booster clubs provide support for only boys teams or significantly more support for boys teams, a school must ensure that girls teams receive equivalent benefits, opportunities, and treatment.

A school can defend against a Title IX athletics discrimination complaint and may establish that it meets its students' athletic interests and abilities in one of three ways: (1) substantial proportionality, (2) history and continuing practice, or (3) student interest and ability. Substantial proportionality analyzes whether the percentage of girl and boy participants on athletic teams is substantially proportionate to the percentage of girls and boys enrolled at the school. To rely on history and continuing practice, a school must be able to demonstrate that if the school has programs that have historically been underrepresented by a particular sex, it has a continuing practice of expanding

its athletic program to respond to the interests and abilities of the underrepresented sex. The student interest and ability option examines whether, despite the disproportionality of athletic opportunities between the sexes, the school is otherwise meeting the interests and abilities of the underrepresented sex.

This three-part test is generally used with regard to athletic offerings, such as a school that has a boys baseball team but no girls softball team. The test cannot, however, be relied on to justify unequal treatment of boys and girls teams (i.e., differences in quality of facilities, supplies, and equipment).

Safeguarding Title IX compliance in athletics is imperative not only to avoid liability, but also to ensure that your school provides all its students equal opportunities. Students have the right to participate in extracurricular activities free from discrimination, and schools must provide student-athletes with an equal opportunity to participate regardless of sex. Failure to provide an even playing field may make a school vulnerable to legal challenge under Title IX.



DOL Issues New Guidance for Teleworking Employees

The U.S. Department of Labor recently issued guidance on compensating nonexempt teleworking employees in compliance with the Fair Labor Standards Act (FLSA) and the Family and Medical Leave Act (FMLA). The new guidance is titled [Field Assistance Bulletin No. 2023-1](#).

The Workday and Breaks

Per the new guidance, the workday generally begins when an employee starts their first "principal activity," which is an activity the employee has been hired to perform, and concludes when the employee ends the activities. Under this definition, the workday may be longer than the employee's scheduled shift.

The FLSA requires that nonexempt employees be paid for all hours worked, regardless of work location. Short breaks of 20 minutes or less, including, but not limited to, the employee going to the restroom, getting a coffee, or stretching their legs, are considered time worked and must be compensated.

Conversely, bona fide meal breaks, which typically last 30 minutes or more, and other breaks longer than 20 minutes are generally *not* considered hours worked under the FLSA. For a break to be uncompensated, the employee must be: (1) completely relieved from duty, and (2) able to effectively use the time for their own purposes. If the employee is frequently interrupted with telephone calls during a lunch break, that employee is not relieved from duty and that time is considered time worked and must be paid.

For an employee to be completely relieved from duty, a supervisor must tell them in advance that they may leave the job and that they will not need to begin work until a specific time. Alternatively, the employer may permit the employee to decide when they will resume working. For example, an employee may choose to start work at 7 a.m., take a one hour break from 8 to 9 a.m. to prepare their children for school, then resume work at 9 a.m. The one-hour break is not compensable if the employee is relieved from duty and is able to effectively use the time for their own purposes.

Importantly, school officials should consult with the applicable collective bargaining agreement, which may already address employee break time and compensation.

Breaks to Pump Breast Milk

While the FLSA requires that employers provide “reasonable break time” for an employee to express breast milk, an employer is not required to compensate the employee for such breaks. If a nursing employee uses a break time to express milk, the employer must compensate that employee in the same way it compensates employees for other breaks.

Employers must ensure that employees have a place shielded from view to express milk, which includes freedom from view through video systems, computer cameras, and web conferencing platforms. If the employee is still on duty (e.g., the employee turns off a computer camera and expresses milk but continues to participate in a conference call or video meeting), then the employee must be compensated for that time.

FMLA and Remote Worksite

For FMLA eligibility purposes, for an employee who works from home or teleworks, their worksite is the office to which they report or from which their assignments are made. The count of employees within 75 miles of a worksite includes all employees within that area, including employees who telework and report to or receive assignments from that worksite. Teleworking employees receive the same FLSA and the FMLA protections as employees who work on site. Eligibility requirements do not change based on an employee’s remote work location.

Conclusion

Remote work options are here to stay. The Department of Labor’s guidance offers a helpful reminder that protections under the FLSA and FMLA apply to *all* employees, regardless of working location.



Back to Basics: Is Your Substitute Teacher Entitled to a Permanent Position?

As the school year winds down, we remind school officials of Revised School Code Section 1236 and how it affects a substitute teacher’s rights to continued employment, compensation, and fringe benefits. The Michigan Court of Appeals has interpreted “substitute teacher” to mean, for purposes of Section 1236, a teacher who serves in place of a regular teacher. This interpretation does *not* apply to a substitute teacher retained through a third-party contractor.

Under Section 1236, a substitute teacher employed by a school for at least 150 days of a 180-day school year must, after all other teachers are re-employed, be given the first opportunity (either during that school year or the immediately succeeding school year) to accept a contract for any position for which the substitute teacher is certified. The same right of first refusal applies to a substitute teacher employed for at least 180 days in an ISD that operates a program for 220 days. This right of first refusal does not apply to a substitute teacher who fulfills the duties of a “teacher who is unable to teach due to a terminal illness.”

Section 1236 defines a “day” as “the working day of the regular, full-time teacher for whom the substitute teacher substitutes.” A quarter-day, half-day, or other daily fraction of the substitute’s service must be counted as the fraction worked, unless the school acknowledges a fraction of a day and pays it as a full day, in which case the time counts as a full day.

The right of first refusal for an open position does not require that the substitute serve in the same position assigned. If a substitute teacher assigned to one specific teaching position completes 60 days in that assignment, the substitute is entitled to a salary of not less than the minimum salary on the school’s current schedule for the assignment’s duration. The substitute teacher is also entitled to leave time and other privileges. While not defined by statute, an informal Attorney General opinion suggests that “other privileges” include benefits granted in a collective bargaining agreement to regularly employed teachers.

Be sure to monitor the number of days that each *school-employed* (i.e., not hired through a third party contractor) substitute teacher works. Failing to do so could significantly limit the school’s discretion over subsequent hiring and salary decisions.



Court of Appeals Upholds Superintendent's Mask Rule

The Michigan Court of Appeals recently dismissed a parent's challenge to a school mask rule issued by the school's superintendent. *Holland v DeWitt Pub Schs*, COA Docket No. 360706 (January 26, 2023). Although unpublished and therefore not binding, the decision may provide persuasive legal authority for implementing similar rules and for defending against comparable challenges to a superintendent's authority.

This case involved a parent's attempt to invalidate a school's COVID-19 mask policy, implemented by the superintendent at the beginning of the 2021-22 school year. The parent claimed that the mask policy violated the Open Meetings Act (OMA) because it was implemented by the superintendent without a public notice and comment period and without board approval at a public meeting. The complaint also alleged that the superintendent did not have lawful authority to implement the mask policy and that the board had unlawfully delegated its policymaking authority. The parent requested that the court invalidate the policy and prohibit the superintendent and other school employees from issuing or enforcing other mask policies unless approved by the board.

The court explained that the board policy generally authorized the superintendent to "exercise authority to make administrative guidelines and procedures" for employees and students to effectively implement board policy and the efficient district operations. The policy also recognized that controlling the spread of communicable diseases spread through casual-contact "is essential to the well-being of the school community and to the efficient District operation." To that end, the policy authorized the superintendent to "develop administrative guidelines for the control of communicable diseases."

The court found no OMA violation because the disease policy language was broad enough to authorize the superintendent to issue the mask mandate. There was no policy language that limited the superintendent's authority in that context. Therefore, the superintendent acted in her individual executive capacity to implement policy and was not subject to the OMA.

• • •

Beware of the Hidden Dangers of Lease Financing

When school officials consider purchasing new equipment (e.g., buses, copiers, or tablets), vendors sometimes offer financing packages that use a lease purchase agreement (LPA) or other financing lease with a third-party leasing company.

LPAs are different from true leases and rental agreements. Unlike a true lease, an LPA transfers equipment ownership to the school. In exchange, the school pledges general fund dollars to make lease payments over time, which include interest that the leasing company treats as tax-exempt. The leasing company often holds a security interest in the equipment and may reclaim it if the school fails to make the lease payments.

We strongly recommend that our clients avoid financing leases, as LPAs often include unfavorable, or even illegal, terms. We frequently encounter the following problematic provisions in LPAs:

- The school must pay closing fees, document processing fees, and other hidden fees;
- The leasing company is authorized to unilaterally increase monthly payments without the school's consent;
- The school must pay the leasing company's attorney fees and collection fees if a default or dispute occurs;
- The school must indemnify the leasing company for the company's losses, which is prohibited by Michigan law;
- The school must pay personal property taxes on the equipment (despite having tax-exempt status, a school may be assessed if the leasing company incorrectly reports the equipment to the local assessor);
- The school waives its right to a jury trial;
- The school waives its statutory rights and remedies, such as the ability to revoke acceptance of latently defective equipment;
- If a default occurs, the leasing company may: (1) charge the school excessive late fees, (2) charge the school default interest, (3) repossess the equipment, (4) continue to require the school to make lease payments, and (5) impose personal liability on the school official who signed the contract;
- The school may be required to pay service charges (e.g., copier maintenance fees) to the leasing company even if the vendor goes out of business;
- The person signing the LPA may be agreeing to assume personal liability in the event of default by the school;
- The leasing company may collect school officials' contact information and send telemarketing calls and spam emails; and

- A default may occur for minor issues, such as misspellings or immaterially incomplete information in the agreement, entitling the leasing company to the above remedies.

Vendors and leasing companies usually are not familiar with laws affecting Michigan schools, resulting in the LPA provisions that may violate state law or federal tax law. In most cases, those errors are not discovered until late in the process when legal counsel reviews the financing documents, and correcting those errors may cause significant delay. Because most leasing companies are reluctant to change their form documents, school officials may be left with the difficult decision to either delay equipment delivery to secure alternative financing or sign an unfavorable and potentially unlawful agreement.

To avoid these common pitfalls associated with equipment financing, school officials are advised to contact their school’s attorney to discuss available options at least six weeks before the anticipated equipment delivery date. Instead of an LPA, we recommend financing equipment through an installment purchase agreement (IPA) financed through a local bank. Thrun Law Firm can assist school officials with soliciting bids from local banks to finance equipment through an IPA. The IPA documents are prepared by our office, have favorable terms for schools, and are widely accepted by banks and financial institutions throughout Michigan.

As a final note, if a school has an outstanding bond issued since 2019, the school also may have a continuing disclosure obligation arising from either a new LPA or an IPA. School officials should review the possible obligation with bond counsel. For Thrun Policy Subscribers, see Policy 3212 (Post-Issuance Disclosure Compliance).



Policy Corner

In February 2023, the Thrun Policy Service released updates to Board Policies 3116 (District Technology and Acceptable Use) and 3120 (Head Start COVID-19 Mitigation), along with its Form 3120-F.

Policy 3116

For the 2022-2023 school year, the Michigan Department of Education’s Office of Educational Assessment and Accountability (OEAA) has updated its Electronic Device Use Policy (OEAA Policy). The OEAA Policy requires that, before administering state assessments (e.g., WIDA or M-STEP), district and building assessment coordinators must create a specific policy addressing the use of electronic devices by students and staff during testing that incorporates the OEAA Policy’s requirements. The policy must be

communicated to staff, students, and families. To ensure that Thrun Policy Subscribers comply with the OEAA Policy, Policy 3116 has been updated to include the OEAA Policy requirements.

Policy 3120 and Form 3120-F

As reported in our February 15, 2023 E-Blast, on January 6, 2023, the U.S. Department of Health and Human Services (DHHS) published a final rule removing a federal Head Start masking requirement but retaining the federal Head Start vaccination requirement pending further review by DHHS. The final rule also requires Head Start programs to have adopted a COVID-19 mitigation policy by March 7, 2023.

Schools that operate Head Start programs should ensure compliance with the federal Head Start vaccination requirement and the final rule. Policy 3120 was revised to remove the federal Head Start masking requirement and to add COVID-19 mitigation provisions. This policy was formerly entitled “Temporary Head Start Vaccination and Mask Requirements” and is now entitled “Head Start COVID-19 Mitigation.” The policy’s accompanying form (Form 3120-F) was also updated. Thrun Policy Subscribers received the updated policy and accompanying form at no additional cost. Retainer clients that are not Thrun Policy Subscribers or update subscribers may purchase the policy and accompanying form for \$300. Non-retainer clients may purchase these materials for \$400.

Schools that have purchased the Thrun Board Policy Manual and subscribe to annual updates should visit ThrunLaw.com to download the newly updated policies and form. Updated policies require approval by the school board for adoption. Please contact policy@thrunlaw.com with any related questions.



Handbooks are Here!

Thrun’s model Student and Employee Handbooks, both for local school districts and ISDs, are now available to Thrun Policy Subscribers for purchase. Both handbooks align with the Thrun Board Policy Manual, Administrative Guidelines, and Forms. The handbooks are sold together for a total cost of \$1,500 for retainer clients and \$2,500 for non-retainer clients. Annual updates to the handbooks will be included in the existing annual update fee for Thrun Policy Subscribers. Once purchased, the handbooks can be downloaded from ThrunLaw.com. Please contact policy@thrunlaw.com with any questions about the handbooks or the implementation process.



National Social Media Litigation Packets Now Available

As announced in our February 2023 edition of *School Law Notes*, schools have begun joining nationwide litigation against Facebook, Instagram, Snapchat, TikTok, and other social media platforms. The litigation asserts that the defendants targeted minors to maximize profits, despite knowing the severely detrimental effects of excessive social media use by minors.

Frantz Law Group, a California law firm, is representing schools in that litigation. Frantz also represents schools in litigation against Juul. Frantz requested that Thrun Law Firm facilitate contact between Frantz and Michigan schools interested in joining the litigation.

A social media litigation packet is now available for schools interested in joining the litigation. The packet includes a cover letter explaining the litigation, a board resolution, and a Frantz Attorney-Client Fee Contract for board consideration. Thrun Law Firm has already reviewed and revised the contract.

To request a packet or for more information about the litigation, please contact Piotr Matusiak at pmatusiak@thrunlaw.com or 517-374-8824. The deadline to join the litigation is **May 10, 2023**. To join, a signed resolution and contract must be emailed to Piotr by not later than that date.



Save the Dates: 2023 Tuesdays with Thrun Webinar Series

As part of our service to retainer clients, Thrun Law Firm will conduct a series of 1-hour webinars on three Tuesdays this spring. The “Tuesdays with Thrun” webinar series will be offered at no charge to our retainer clients.

Webinars will be held on the following dates/times and will cover the following topics:

- Tuesday, April 11, 2023
 - 9:00 - 10:00 a.m.: Employee Misconduct Investigations
 - 10:00 - 11:00 a.m.: Getting a Handle on Student Handbooks
 - 11:00 a.m. - 12:00 p.m.: Cash Flow Borrowing
- Tuesday, April 18, 2023
 - 9:00 - 10:00 a.m.: Disability Accommodations Post-COVID-19
 - 10:00 - 11:00 a.m.: Student Speech in Light of *Mahanoy*
 - 11:00 a.m. - 12:00 p.m.: Board Member Elections
- Tuesday, May 2, 2023
 - 9:00 - 10:00 a.m.: Employee Speech on Social Media
 - 10:00 - 11:00 a.m.: Special Education Common Pitfalls
 - 11:00 a.m. - 12:00 p.m.: Follow the Money: Contracting Basics, Boosters, and Educational Foundations

A link to register for this webinar series will be provided to Thrun retainer clients in an upcoming E-Blast. We look forward to seeing you (virtually) at one or more of our webinars.



Date	Organization	Attorney(s)	Topic
April 6 & 7, 2023	Thrun Law Firm, P.C.	Thrun Law Firm, P.C. Attorneys	Thrun Board Policy Implementation 2-part webinar
April 11, 2023	Thrun Law Firm, P.C.	Thrun Law Firm, P.C. Attorneys	<i>Tuesdays with Thrun</i> webinars Employee Misconduct Investigations (9:00 a.m. – 10:00 a.m.) Getting a Handle on Student Handbooks (10:00 a.m. – 11:00 a.m.) Cash Flow Borrowing (11:00 a.m. – 12:00 p.m.)
April 13, 2023	Saginaw ISD	Lisa L. Swem	School Law Update
April 18, 2023	Thrun Law Firm, P.C.	Thrun Law Firm, P.C. Attorneys	<i>Tuesdays with Thrun</i> webinars Disability Accommodations Post-COVID-19 (9:00 a.m. – 10:00 a.m.) Student Speech in Light of <i>Mahanoy</i> (10:00 a.m. – 11:00 a.m.) Board Member Elections (11:00 a.m. – 12:00 p.m.)
April 19, 2023	Thrun Law Firm, P.C.	Cristina T. Patzelt Jessica E. McNamara	Comprehensive Title IX Training webinar
April 25, 2023	MSBO	Daniel R. Martin	Recent Developments in Labor and Employment Law (9:30 a.m. – 10:30 a.m.)
April 25, 2023	MSBO	Ryan J. Nicholson	A Year in the Life of a Business Official: From Budget Hearings to Election Deadlines (10:30 a.m. – 11:45 a.m.)
April 25, 2023	MSBO	Timothy T. Gardner, Jr. MaryJo D. Banasik	Bargaining Threats for 2023 (10:55 a.m. – 11:50 a.m.)
April 25, 2023	MSBO	Robert A. Dietzel	Legal Update (1:10 p.m. – 2:00 p.m.)
April 25, 2023	MSBO	Timothy T. Gardner, Jr.	Collective Bargaining: Innovations and Advanced Strategies (1:15 p.m. – 2:15 p.m.)

Date	Organization	Attorney(s)	Topic
April 26, 2023	MSBO	Christopher J. Iamarino	Positive Arbitrage is Back! Arbitrage Rebate Compliance and Strategies for Bonds in the Current Interest Rate Environment (9:20 a.m. – 10:20 a.m.)
April 26, 2023	MSBO	Michael D. Gresens	Cash Flow and Short-Term Borrowing Options (9:20 a.m. – 10:20 a.m.)
April 26, 2023	MSBO	MaryJo Banasik	Collective Bargaining Basics (9:20 a.m. – 10:20 a.m.)
April 26, 2023	MSBO	Fredric G. Heidemann	Sinking Funds: Initial Planning, the Election Process, and Lawful Expenditures (10:40 a.m. – 11:40 a.m.)
April 26, 2023	MSBO	Cathleen M. Dooley	Payroll Processing and Legal Compliance (10:40 a.m. – 11:40 a.m.)
April 26, 2023	MSBO	Robert A. Dietzel Piotr M. Matusiak	Pupil Accounting Fundamentals (10:40 a.m. – 11:40 a.m.)
April 27, 2023	MSBO	Kirk C. Herald Piotr M. Matusiak	Construction Projects: Clarifying Widespread Misunderstandings (8:20 a.m. – 9:20 a.m.)
April 27, 2023	MSBO	Katherine Wolf Broaddus	Everything You Need to Know About Employment Contracts (8:20 a.m. – 9:20 a.m.)
April 27, 2023	MSBO	Cathleen M. Dooley	Legal, Equity, and Ethical Issues in Technology (8:20 a.m. – 9:20 a.m.)
April 27, 2023	MSBO	Jeffrey J. Soles	Construction: Dealing with Shortages (9:40 a.m. – 10:40 a.m.)
April 27, 2023	MSBO	Kirk C. Herald Mackenzie D. Flynn	The Fundamentals of Contracts and Competitive Bidding (9:40 a.m. – 10:40 a.m.)
April 27, 2023	MSBO	Michael D. Gresens	Getting to Know the L-4029 and Other Matters Related to Setting Millage and Renewing Millage (9:40 a.m. – 10:40 a.m.)

Date	Organization	Attorney(s)	Topic
April 27, 2023	MSBO	Ryan J. Nicholson	Booster Clubs and Support Groups: Limiting Potential Liability (9:40 a.m. – 10:40 a.m.)
April 27, 2023	MSBO	Erin H. Walz	Legal Update (9:40 a.m. – 10:40 a.m.)
April 27, 2023	MSBO	Daniel R. Martin	Grievance Management: Effective Strategies for Collective Bargaining Agreement Disputes (9:40 a.m. – 10:40 a.m.)
April 27, 2023	MSBO	Timothy T. Gardner, Jr.	Collective Bargaining: Innovations and Advanced Strategies (9:40 a.m. – 10:40 a.m.)
April 27, 2023	MSBO	Ian F. Koffler	Bond Issuance Roundtable: Issuer Perspective (9:40 a.m. - 10:40 a.m.)
April 27, 2023	MSBO	Ryan J. Murray	Unemployment Claims 101 (2:00 p.m. – 2:30 p.m.)
May 2, 2023	Thrun Law Firm, P.C.	Thrun Law Firm, P.C. Attorneys	<i>Tuesdays with Thrun</i> webinars Employee Speech on Social Media (9:00 a.m. – 10:00 a.m.) Special Education Common Pitfalls (10:00 a.m. – 11:00 a.m.) Follow the Money: Contracting Basics, Boosters, and Educational Foundations (11:00 a.m. – 12:00 p.m.)
May 8, 2023	Michigan Pupil Accounting and Attendance Association	Lisa L. Swem	School Law Update
June 15 & 16, 2023	Thrun Law Firm, P.C.	Thrun Law Firm, P.C. Attorneys	Thrun Board Policy Implementation 2-part webinar
June 27, 2023	MASSP	Cristina T. Patzelt	Transgender Student Rights
June 28, 2023	MASSP	Jennifer K. Starlin	Legal Pitfalls in the Student Discipline Process



Schedule of Upcoming Speaking Engagements

Thrun Law Firm attorneys are scheduled to speak on the legal topics listed below.
For additional information, please contact the sponsoring organization.
www.thrunlaw.com/calendar/list

Date	Organization	Attorney(s)	Topic
August 1, 2023	UP Administrators Academy	Lisa L. Swem	School Law Update
August 10, 2023	Wexford-Missaukee ISD	Lisa L. Swem	School Law Update
August 10, 2023	Charlevoix-Emmet ISD	Lisa L. Swem	School Law Update
August 10 & 11, 2023	Thrun Law Firm, P.C.	Thrun Law Firm, P.C. Attorneys	Thrun Board Policy Implementation 2-part webinar
October 5 & 6, 2023	Thrun Law Firm, P.C.	Thrun Law Firm, P.C. Attorneys	Thrun Board Policy Implementation 2-part webinar
December 7 & 8, 2023	Thrun Law Firm, P.C.	Thrun Law Firm, P.C. Attorneys	Thrun Board Policy Implementation 2-part webinar

VII. ITEMS FOR DISCUSSION AND/OR ACTION

VII.A. Approval of Brewco Marketing Group proposal to build a custom Career Exploration Mobile Laboratory subject to reaching agreement on the final build out plan and specs, and a negotiated contract as recommended

April 10, 2023

Dear Kalamazoo Regional Educational Service Agency Board Members:

In support of the effort to build a custom Career Exploration Mobile Laboratory to serve K-RESA schools, Learning Undeclared has been contracted to assist in the mobile laboratory design and buildout process. Details around the vendor selection process and the recommended chosen vendor are outlined below.

To kick off the project, Learning Undeclared met with the K-RESA mobile laboratory project team to conduct a needs assessment that helped identify vehicle type and hallmarks for the new lab. Based on discussions and with input from the K-RESA team, a Request for Proposal (RFP) was prepared and submitted to six custom vehicle builders. The ten-page document contained requirements and asked vendors for recommendations for a custom-built trailer with slide outs and work stations for up to 30 students.

The RFP was shared with the following six custom vehicle vendors:

Farber Specialty Vehicles

7052 Americana Pkwy
Reynoldsburg, OH 43068
<https://farberspecialty.com/>

Brewco Marketing Group

106 Brewer Drive
Central City, KY 42330
<https://www.brewco.com>

CGS Premier

S64W15586 Commerce Center Parkway
Muskego, WI 53150
<https://cgspremier.com>

Triune Specialty Trailers

1040 Lake Shore Rd
Grosse Pointe Shores, MI 48236
<https://triunemfg.com/>

MO Great Dane

2650 Co Rd 401
Benton, MO 63736
<https://mogreatdane.com/>

Premier Custom Trailers

12394 US-131 N
Schoolcraft, MI 49087
<https://www.premiercustomtrailers.com>

No questions for clarification were received during the open question period of the RFP process.

At the end of the RFP process, one bid was received on the proposal due date (3/24/23) from Brewco Marketing Group.

Upon reviewing the Brewco Marketing Group proposal, I believe they are a strong partner for this mobile laboratory project and recommend moving forward with this builder. Their bid shows the ability to meet the prescribed requirements in the RFP and contains additional buildout suggestions to develop a world

class vehicle. Most importantly, the trailer provides over 600 sq ft of interior space on a lightweight frame. This will allow the unit to serve an entire class of students while maintaining the ability to be towed by a dually pickup truck (vs. a semi).



Educate | Elevate | Empower

As the design process continues, opportunities for cost savings may exist as the trailer layout and equipment details are finalized.

I recommend that K-RESA move forward with the proposal received from Brewco Marketing Group at a not to exceed price of \$435,000 plus \$7,560 for delivery/setup, and voluntary upgrades not to exceed \$41,140 if accepted. The final costs will be determined upon final acceptance of proposed buildout plan and negotiated agreement with Brewco. I believe the proposed chassis, buildout plan, and proposed delivery date of August 15, 2023 will provide the world class mobile laboratory experience the organization desires.

Sincerely,

JOSEPH WILKERSON

Education Director

240.552.9317 o | 703.531.7684 m

joe@learningundefeated.org



KALAMAZOO RESA

INSPIRING EDUCATIONAL EXCELLENCE

To: Kalamazoo Regional Educational Service Agency

From: Shane Kennedy, Mobile Marketing Solutions Inc., dba Brewco Marketing Group

Date: March 24, 2023

Subject: QUOTE Relative to Kalamazoo Regional Educational Service Agency (KRESA) – Career Exploration Mobile Laboratory - Request for Proposal

Kalamazoo RESA is seeking to purchase a Career Exploration Mobile Laboratory to deploy next school year, 2023-2024. The vision for the Mobile Lab is to integrate hands-on Career Technical Education (CTE) learning and feature tools, technologies and careers associated with one or more specific industries tied to CTE. The Mobile Lab will be deployed onsite at schools across the County and rotating locations across area neighborhoods. Mobile Marketing Solutions, Inc. DBA Brewco Marketing Group, in partnership with Triune Specialty Trailers and Recreation by Design, hereby commits to providing the following Mobile Training Unit requirements for Kalamazoo Regional Educational Service Agency.

MOBILE TRAINING UNIT SPECIFICATIONS:

- One (1) NEW 49' QUAD Expandable Trailer – approximately 49 feet long and 8 feet wide
- Associated trailer upgrades / fabrication
 - Service / prepare generator and support systems.
 - Self-Contained Generator System = 20 kW with (120/240v with CO2 Detector)
 - Shore power hookup capabilities to operate all systems.
 - Enhanced 100 Gallon Fuel Tank
 - 50 Amp Power Hookup
 - Two (2) Five Ton Mini-split HVAC Installation, Inspection, and testing for large work area.
 - One (1) Rooftop Air Unit for the upper lounge / storage area
 - 8,000 Lb. Axles (3)
 - Enhanced J Rated Tires
 - Heavy I-Beam Frame
 - 600 SQFT. Finished Interior Space
 - Laminated Sidewalls with Filon Interior Walls
 - 6-Pt Hydraulic Leveling System with Self-Leveling features
 - ADA Accessible floorspace, desks, and doorways.
 - Accessible Wheelchair Lift with Lift Installation Kit - 48" Entry Door
 - Two (2) 36" Entry Doors
 - One (1) 32" Entry Door
 - Hydraulic Slide-out System to manage Four (4) Flush Floor Slide-outs (electric)
 - Aluminum transition plate on slide-out floor edge
 - Radiant R-38 Foil Double Insulation
 - Security lights above doors and each corner (8 total)
 - LED Running Light Package and additional DMX control lighting options.
 - Reinforced / Enhanced Entrance and Exit steps - folding attached steps (3 total)
 - Heavy-Duty Stainless-Steel Grab Bars
 - Student desk workstations with chemical resistant tops.
 - Student Chairs/Stools

- Two (2) 65" Interactive Smartboards
- Eight (8) additional display monitors throughout the interior
- One (1) 55" Outdoor TV Monitor built in the trailer for exterior workspace.
- Speakers - PA Compatible
- Wireless Instructor Microphone System
- AV Rack and Shelves
- Wireless Router with External Antenna
- Lunch Station - Refrigerator/Microwave Combo
- HDMI Cable and CAT-5 Cable for slide-out displays and at Teacher's station (homerun to control)
- Mobile Teacher Station with Control Hub, storage, one workstation, a mobile camera with video output, and audio/video input capabilities.
- General Equipment – Supplies – Carpentry – Electrical – General – Metals – HVAC
- Spare Tire (mounted under 8 lug)
- Lockable Storage Room
- Retractable exterior canopy awnings – 12' (2)
- 6+ student group workstations
- Cabinets and shelving for onboard equipment.
- Two (2) operable thermopane windows
- Centrally located instructor's station containing one workstation, a mobile camera that can send video to touchscreen TV's, audio, and video input capabilities
- Surround sound – internal and external – that may be controlled independently.
- Mechanisms for stowing and locking equipment in place for transport.
- Technology charging for 30 USB devices simultaneously in storage and at workstations.
- Adequate electrical outlets throughout, including at all workstations and exterior.
- Exterior graphic wrap, where applicable, including artwork.
- Interior graphics with backdrop panels, including artwork.
- Flexibility to alter the layout for various modes, such as, School Visit Mode and Event Mode.
- Exterior workspace including two retractable (electric) awnings, lighting, lockable instructor's podium, exterior monitor, foldable student tables, student stools.
- Equipment proposed will meet all operational requirements and technical specifications.

OTHER:

- 2023 DOT Inspection
- User Manual(s)
- CDL-A Driver and Manager delivering the mobile lab to KRESA (Portage, MI) for setup & training.
- BMG Creative & Production Services
- DOT compliance – Safety Inspection
- Interior, exterior, and electrical drawings provided.
- Customer Support
 - Design
 - Construction
 - Trailer Delivery
 - Training
 - Technical Advice and Support
 - Customer Service
 - Program management and oversight
 - Repair Diagnostics and Availability of Parts
 - Warranties for Trailer, Electrical System, Cabinetry, and Generator

COMPENSATION:

- Mobile Marketing Solutions, Inc. DBA Brewco Marketing Group shall provide one (1) Mobile Training Unit for Kalamazoo RESA in 2023 based on the following:

MOBILE TRAINING UNIT TOTAL: \$ 435,000

•• Additional upgrade options outlined on the supplied budget sheet.

100% DUE UPON DELIVERY \$ 435,000 Installment #1

- o *Transfer of title shall not be made until full payment is accounted for.*

TRAILER DELIVERY, SETUP, & TRAINING AT KRESA: \$ 7,560

100% DUE UPON DELIVERY \$ 7,560 Installment #1

- Mobile Marketing Solutions, Inc. DBA Brewco Marketing Group Brewco's staff of fabricators, electricians, HVAC experts, graphic installers, support staff and in-house designer are directly responsible for ensuring all assets associated with a program are delivered on time and in-budget. Working with Brewco Marketing Group means removing 3rd-party vendors out of the equation, resulting in direct cost savings. Additionally, our staff who build the assets are the same people providing long-term care and maintenance throughout the term of the program.

LEAD-TIME:

- Mobile Marketing Solutions, Inc. DBA Brewco Marketing Group shall provide one (1) Mobile Training Unit for Kalamazoo Regional Educational Service Agency within one-hundred-seventeen (117) calendar days from the time of contract award, by August 15, 2023 in Portage, MI.

PAST PERFORMANCE:

- For 25 years, we have created memorable mobile programs to engage audiences where they work, live and play. Our range of fleet experience varies from customized passenger vehicles all the way up to 53' double expandable trailers. We have partnered with IBM, McDonald's, MLB Hall of Fame, Chevrolet and many more recognizable and trusted brands.
- Mobile Marketing Solutions, Inc. DBA Brewco Marketing Group has completed Mobile STEM Laboratories for Learning Undefeated and Tallapoosa County Board of Education in 2022. Additionally, we have completed a number of other mobile classrooms for our partners at Garage Gurus, Bobcat, PSEG Long Island, Senseonics, and First Institute Training & Management.



Shane Kennedy, President / General Manager
Mobile Marketing Solutions, Inc. dba Brewco Marketing Group

Proposed Budget

MOBILE LAB - PURCHASE OPTION

Mobile Marketing Solutions, Inc. DBA Brewco Marketing Group shall provide one (1) Mobile Training Unit for Kalamazoo RESA in 2023 based on the following:

MOBILE TRAINING UNIT TOTAL: \$ 435,000

100% DUE UPON DELIVERY \$ 435,000 Installment #1

Transfer of title shall not be made until full payment is accounted for.

TRAILER DELIVERY, SETUP, & TRAINING AT KRESA (Portage, MI): \$ 7,560

100% DUE UPON DELIVERY \$ 7,560 Installment #1

- *BMG shall provide one (1) Mobile Training Unit for Kalamazoo Regional Educational Service Agency within one-hundred-twenty (120) calendar days from the time of contract award, no later than August 15, 2023.*
- *Training will include a minimum of six (6) hours and will review operations; preventive maintenance; operator's maintenance; vehicle, appliance, subsystem maintenance and operation; generator operation and maintenance; and winterization.*

Proposed Budget: Additional Upgrade Considerations

MOBILE LAB – Upgrade Considerations

FULL EXTERIOR TRAILER WRAP: \$ 15,500

ROLL OUT DRAWER FOR GENERATOR: \$ 9,685

FULL DMX CONTROL LIGHTING SYSTEM: \$ 10,500

12V DC CONTROL PANEL W/ LOW VOLTAGE ALARMS: \$ 800

WHELEN WHITE QUARTZ HALOGEN MODEL810 SCENE LIGHTS: \$ 4,655

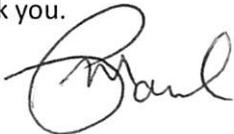
VII.B. Approval of parking lot repaving and site upgrades for West Campus, WoodsEdge and the Service Center as presented

To: Kalamazoo RESA Board of Education and
Tom Zahrt, Interim Superintendent
CC: Brian Schupbach, Scott Thomas
From: Garrett Meade, Administrator of Facilities and Operations
Date: April 13, 2023
Re: Facilities Department Purchase Request

The following request for purchase is being recommended for Board approval:

Item for Purchase	Department	Reason for Purchase	Budget Impact
Parking lot repaving and site upgrades for West Campus, WoodsEdge and the Service Center	Maintenance/Facilities	Parking lots, curbs and sidewalks are aging. Asphalt in need of replacement, and striping in need of updating.	\$1,063,550.00 Planned in Capital Projects budget. Per our construction management company, Triangle Inc's, recommendation, we have opted to choose the lowest bidders (see attached recommendation, bid tabulation and winning bids)

Thank you.



Garrett Meade
Administrator of Facilities and Operations

VIII. ADJOURNMENT

Board Secretary