

KALAMAZOO PUBLIC SCHOOLS
Office of the Superintendent
1220 Howard Street
Kalamazoo, MI 49008
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April 18, 2023

**MEETING ANNOUNCEMENT FOR THE
KALAMAZOO PUBLIC SCHOOLS BOARD OF EDUCATION**

A regular meeting of the Board of Education of the Kalamazoo Public Schools will be held on **Thursday, April 20, 2023, at 7:00 p.m.** in the Board Room of the Administration Building, 1220 Howard Street, Kalamazoo, MI 49008.

The meeting will be live streamed on Public Media Network on the Live TV Channel PMN 5:
<https://www.publicmedianet.org/pmn-discover-live>.

KALAMAZOO PUBLIC SCHOOLS

Megan Maddock, Secretary
Board of Education

- ❖ Please contact the Superintendent's Office in advance of the meeting if auxiliary aids or services for individuals with disabilities are needed.
- ❖ Official minutes of Kalamazoo Public Schools Board of Education open meetings are available for inspection within eight working days of the meeting at the Superintendent's Office, 1220 Howard Street, Kalamazoo, MI 49008.

**POLICY
of the
BOARD OF EDUCATION
KALAMAZOO PUBLIC SCHOOLS**

1.2 Public Participation During a Meeting of the Board of Trustees

Policy

While balancing legitimate privacy interests of students and staff, the Board of Trustees welcomes community input at public meetings of the Board of Trustees.

Specifics

1. Persons requesting to address the board will be asked to complete a sign-in sheet by the end of the public comment period. The portion of that sign-in sheet requiring completion will include: name, school district in which the person resides, and connection to/interest in the Kalamazoo Public Schools. The optional portion will be held private and will include: mailing address, email address, phone number, topic about which they will be speaking and, if authorized and applicable, the organization they represent.
2. The presiding board officer will invite persons to come to the podium in the order in which the sign-in sheets were completed.
3. If after 30 minutes everyone who has completed a sign-in sheet has not had the opportunity to address the board, the public comment period will be tabled and resume before adjournment.
4. Speakers have three minutes each and must stop speaking promptly when signaled.
5. Speakers may not address confidential student or personnel matters, but may submit such concerns to the board in writing.
6. Speakers are encouraged to provide the board with a written copy of their comments and other appropriate supporting documentation, which will be copied and distributed as needed to appropriate staff/personnel.
7. The public is required to exercise common courtesy during the meeting and must follow rule of order. The presiding board officer may terminate public comments that are profane, vulgar, or defamatory, especially if these comments result in a disturbance or breach of peace. Personal attacks against an employee or board member that are totally unrelated to his or her duties are prohibited. If a person engages in disruptive conduct or is out of order, the board presiding officer will strike his or her gavel and warn the person to discontinue their behavior. Further disruptions will result in the person being asked to leave. Refusal to leave will result in being escorted out of the building. (MCL 380.1808)

Adopted: February 13, 2003

Revised: December 17, 2009

Revised: June 25, 2013

Adopted: December 19, 2019

This policy supersedes all other policies on this issue.

KALAMAZOO PUBLIC SCHOOLS
Board of Education Meeting
1220 Howard Street
April 20, 2023 – 7:00 P.M.
A G E N D A

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Acceptance of Agenda**
- IV. Attendance**
- V. Board Recognitions**
- VI. Committee Reports/School Reports**
- VII. Correspondence**
- VIII. Consent Calendar Items**
 - A. Minutes**
 - 1. April 6, 2023 Regular Meeting Minutes
 - 2. April 10, 2023 Special Meeting Minutes
 - 3. March 16, 2023 Closed Session Meeting Minutes
 - B. Business and Financial Reports**
 - Purchase Recommendations 2023-24, 2023-25, and 2023-26
 - C. Personnel Items**
- IX. Persons Requesting to Address the Board (3-minute individual limit)**
- X. Reports and Recommendations**
 - A. Interim Superintendent Update**
 - B. Audit Firm Recommendation**
 - C. Approval of Contracted Services Provider for Custodial Services**
- XI. Other Business**
- XII. Comments by Trustees/Superintendent**
- XIII. Closed Session (if needed)**
- XIV. Next Board of Education Meetings:**

Special Meeting, Monday, April 24, 2023, 6:00 p.m., KPS Administration Building, 1220 Howard Street, Kalamazoo, MI 49008

Special Meeting, Thursday, April 27, 2023, 6:00 p.m., KPS Administration Building, 1220 Howard Street, Kalamazoo, MI 49008

Regular Meeting, Thursday, May 4, 2023, 7:00 p.m., KPS Administration Building, 1220 Howard Street, Kalamazoo, MI 49008

KALAMAZOO PUBLIC SCHOOLS
Board of Education
1220 Howard Street
April 6, 2023 – Regular Meeting

I. Call to Order

President Harrison called the April 6, 2023 regular Board of Education meeting to order at 7:00 p.m. in the Board Room of the Administration Building, 1220 Howard Street.

II. Pledge of Allegiance

The Pledge of Allegiance was recited.

III. Acceptance of Agenda

MOTION: Trustee Sholler-Barber, supported by Trustee Hill, made a motion to accept the agenda as presented.

Disposition: Voice vote; all in favor. Motion carried unanimously.

IV. Attendance

Board members present: TiAnna Harrison, Jennie Hill, Megan Maddock, Tandy Moore, and Karla Murphy, and Patti Sholler Barber. Absent: Jermaine Jackson. Interim Superintendent Cindy Green was also present.

V. Board Recognitions

Principal Mitchell and Assistant Principal Jones from Woods Lake Magnet Center for the Arts were present to recognize students who received an Excelsior Award. Recipients included Skyy Colbert, Lilith Sheaks (not present), JaVon Stewart, and Tyerrah Taylor

Principal Quinn and Assistant Principal Zavasky from King Westwood Elementary were present to recognize students LaVelle Guess, Romeo Livingston, Lux Patterson, Alanah Roberts, Jeremiah Stark. Also recognized, but not present were Zyrese Dunigan and Caleena Hines.

Principal Aguinaga from Loy Norrix High School recognized Heaven Cole who placed number two overall in the state for wrestling, she also won the regional wrestling match. During the wrestling season, Heaven participated on the co-ed team.

Principal Boggan and Athletic Director Patterson from Kalamazoo Central High School recognized both the women's and the men's basketball teams who both won the district titles this past winter.

Women's basketball coaches Plunkett and Buchanan introduced players Kennedy Brown, Winter Owens, Jayla Parker-Vincent, Kennedy Patterson, and Victoria Sorzano. Players from the freshman program included Makayla Burrow, Gabia McCoy, and Mariah Bates.

Men's basketball coaches Nichols and Norman introduced players Clark Atkinson, David Nichols, Timothy Terentine, Darren Vannesteel, and Hutch Ward.

Interim Superintendent Green introduced Dr. April Enicks, Coordinator of Elementary Special Education and Mr. Anthony Barnes, Coordinator of Secondary Special Education. They are the newest members of the KPS administration team.

VI. Committee Reports/School Reports:

As reported by Trustee Sholler-Barber the Academic Excellence Committee reported the meeting was held on April 3, 2023 and all committee members were present along with other people from KPS administration. Topics that were discussed were diverse literature, sex education, special education, and PEEP enrollment. The next meeting is April 17, 2023.

Trustee Maddock reported that the Community Relations and Engagement Committee met on March 30, 2023 and they discussed enrollment, pre-K enrollment, and received an update on custodial services. The next meeting is scheduled for April 17, 2023.

Trustee Hill reported that the Governance Committee met on March 22, 2023 and they compared KPS policies to Clark Hill policies and merging the ones that are unique to the district and merging them to the Clark Hill ones and maybe getting rid of our old outdated policies. They discussed policies and procedures and attending training. Interim Superintendent Green updated the committee on kindergarten and PEEP enrollment. The next meeting is April 26, 2023

Trustee Moore reported that Operations and Financial Affairs met on March 23, 2023. They discussed custodial services and staffing, the RFP was put out for audit services, budget timeline, school name changes, received an update on improvements to the baseball fields at Kalamazoo Central, and received a grant funding update. The next meeting is April 13, 2023.

President Harrison reported that the Superintendent Evaluation and Support Committee met on March 22, 2023. Interim Superintendent duties is creating a transitional binder to help the new Superintendent understand the pieces that will be required of them. The next meeting will be April 26, 2023.

VII. Correspondence

Secretary Maddock reviewed the correspondence received for the period of March 15, 2023 through April 4, 2023. (File #14)

VIII. Consent Calendar

President Harrison presented the Consent Calendar items: VIII.A.1., March 16, 2023 Regular Meeting Minutes, VIII.A.2., March 23, 2023 Special Meeting Minutes:VIII.B. Purchase Recommendations 2023-21, 2023-22. and 2023-23, VIII.C. Personnel Changes.

Purchase recommendations were as follows:

- 2023-21 in the amount of \$118,979.00 from Food Service Fund for two vans for the Food Service program.
- 2023-22 in the amount of \$126,385.00 from Cost Center (Transportation) for stop arm cameras for school buses.
- 2023-23 in the amount of \$42,229.62 from Cost Center (ESSERIII)

MOTION: Trustee Maddock, supported by Trustee Sholler-Barber, made a motion to approve the Consent Calendar as presented.

Disposition: Voice vote: all in favor. Motion carried unanimously.

IX. Reports and Recommendations

A. Interim Superintendent's Update

Thank you President TiAnna Harrison, Trustees, and Community. Thank you for the opportunity to provide an update for tonight's meeting.

1. Areas of Focus

Slide #2 We continue to work on the 3Cs. Climate/Culture for Academic Success & Social-Emotional Learning, Career Pathways, and Communication. Tonight, I want to emphasize our need to support, retain, and attract high quality personnel. We are working closely with Western Michigan University and other universities for hiring. We want to let the staff working hard to make a difference are appreciated. Please be sure to let the teachers know when you see support for your child. Your positive comments and notes are just a few ways to let KPS staff know what they are doing is demonstrating success.

2. Graduation Initiatives

As requested from the last regular board meeting, I would like to share more details on what our staff members are doing to improve graduation rates and decrease drop out rates. I appreciate the work being done at the building level and witness my school visits with passion and determination to make a difference. Our building principals meet regularly with their staff and students. This includes at all grade levels. For the high school students, principals work to have students set goals. At Phoenix High School, they are working on course pass rates. During the second trimester, they exceeded the 80% rate and set the bar higher for the third trimester. Class meetings are held to show all students how many are on track and how many are close to being on track.

Additional supports are provided by mentors, tutors, and coaches. There are success and character coaches providing small group and individual support. The coaches monitor the progress of students in need. Individual plans are set up so students can see where they are and where they need to be. At Kalamazoo Central, there are meetings with African American male students to listen to their needs and support the students moving forward. Students in the KILP and Virtual Programs receive outreach and smaller group support. Credit Recovery teachers continue to help students make up the needed credits to graduate. There are also after school and Saturday programs.

Staff continue to work at all levels to increase communication with students and families. Calls, emails, and text messages are sent on a regular basis to inform students of their progress to graduation when behind. The Section 504 Coordinators, special education teachers and Language Learner teachers meet individually with students to connect their pathway to

graduation. Counselors meet with students and families to discuss opportunities for success. Office staff assist with calls when students are absent. There is a village raising our students.

We recognize that we are not where we want to be, however, there is intensive work going on in our schools. I look forward to seeing an increase in the graduation rate for the Class of 2023 and a decrease in the dropout rate otherwise known as “push out” rate. The Class of 2023 is an amazing group of students. They are working hard to set goals and encourage their peers. They are leaders ready to have a positive impact for all of us in the future.

3. KPS Website and Mobile App

A new KPS website was launched in August 2020. It is a huge improvement from our previous website with the design and easier to use navigation. We will link out to the site now. In the upper right corner you will see the words “district home” and “school”. By clicking on “school” you will see a drop down menu to go to any school’s website. Just under the district home and schools buttons you will see the word “translate”. You can click on the word translate to select a different language. We’ll select Spanish which is the second most common language spoken by our families. You can see that anything on the website that is not a graphic is automatically translated to Spanish. We’ll go back to the original English and demonstrate the third most common language spoken by KPS families, which is Arabic. Again, it is instantly translated. KPS also has a mobile app which is available in Google Play or the App Store. We know many families access their information from smartphones. You can get to the KPS website which has a responsive design to look good on any device right from the app. If your language of comfort is something other than English, you can go to settings and select your preferred language. Through the app you can also access the Parent Portal, view job opportunities, lunch menus, livestreams to this meeting, Peachjar flyers, the helpdesk, and social media accounts. Both the website and mobile app are the primary public-facing means for parents and community members to get information about KPS.

4. School Newsletters

KPS communicates with families using a multi-pronged approach. Most schools send newsletters using a platform called Smore. Just like the website we just demonstrated, the Smore newsletters have a translation feature so parents can read it in their language of comfort. We’ll open up a recent parent newsletter from Parkwood Upjohn. As you can see at the top, a family can select a language for translation. These newsletters are emailed to families, placed on the school websites, posted on social media and available for download and printing.

5. Mass Notification SYstem (Blackboard)

Finally, we use a mass notification system from Blackboard to send robocalls, text messages, emails, and even push notifications to the app. When a message is being sent to families, we have the capability of sending it in the families preferred language. In other words, if a family has indicated Spanish when they enroll on their home language survey, then emails, calls and text messages from the schools can be sent in Spanish. Mrs. Coney will demonstrate the

Blackboard mass notification system's translation feature for us now.

6. PowerSchool Student Information System (SIS)

Slide #7 PowerSchool Student Information System is used by KPS school and district personnel for a large number of purposes. You will see a list of 28 items on the right including address, attendance, employee history, course assignments, course history, data, demographics, enrollment, gradebook, state and federal reporting tools, transcripts, and many other items. ParentPortal is only a part of PowerSchool. ParentPortal is the way parents or guardians can access grades, attendance, test results, report cards and unofficial transcripts in high school. The parent portal now has three documents (Student information, Letter of Intent, and Transportation) that can be translated into Spanish or Arabic. When in the ParentPortal, select more in the bottom right hand corner then select forms. Once in forms, select preference where English, Spanish, and Arabic are options.

7. 2023 Enhancement Millage Renewal Election

Slide #8: On Tuesday, May 2, 2023, voters in Kalamazoo Public Schools and all other districts in Kalamazoo County will be asked to vote on the renewal of a 1.5 mill property tax to help continue to fund operations of our schools.

Slide 9:

What is an enhancement millage? It is an operating millage used to support instructional services and operating expenditures. The enhancement millage renewal proposal is voted on by all of the school districts in the Kalamazoo Regional Educational Services Area or KRESA. A majority yes vote is required to pass.

Slide 10:

Any registered voter that resides in a school district within the KRESA service area can vote in this election. This includes all districts in the county: Climax-Scotts, Comstock, Galesburg-Augusta, Gull Lake, Kalamazoo, Parchment, Portage, Schoolcraft and Vicksburg.

Slide 11:

Since it is a renewal, it would not cause an increase in tax rates. It would be a continuation of 1.5 mills. The annual cost for a homeowner with an approximate value of \$150,000 is \$112.50. This is a request to renew the millage for another six years. If approved, taxpayers would continue paying the same millage they have been since 2005. The tax revenues are fully distributed by KRESA to the school districts and charter schools in the county, including KPS, on a per student basis. Each school district and charter school receive the same per student amount.

Slide 12:

The original three-year, 1.5 mill property tax millage was first approved by voters May 2005 and then most recently renewed in 2020. This is a request to renew the millage for another six years. If approved, taxpayers would continue paying the same millage they have been since 2005.

Slide 13:

Kalamazoo Public Schools receives \$5 million annually from this millage. The revenue is already part of the KPS budget. The millage expires at the beginning of the 2023-24 budget year. These funds are budgeted in the district's operating budget. If these funds are eliminated, budget cuts would be inevitable.

Slide 14:

School districts are heavily dependent on the state for funding. Approximately 73% of our general fund revenue is controlled by what the state sets for their per student foundational allowance. KPS has lost one-fourth of its buying power from the foundation allowance since 2005-06.

Slide 15:

This graph shows inflation in the blue line from 2005-06 to the current year. The red line is the foundation revenue from the state.

Slide 16:

Because the state has not established a system for stable and adequate funding of public education, this revenue is needed. In order to continue our existing programs and services, we need the continuation of this revenue. With the \$50 million we receive annually from this millage, budget cuts would be inevitable.

Slide 17:

Please vote in this election. The polls will be open from 7:00 a.m. to 8:00 p.m. on Tuesday, May 2, 2023. Any registered voter is eligible to obtain an absentee ballot. Absentee ballots must be requested from the City or township clerk where you reside. If you are not registered to vote or you have moved, you can register to vote, including on Election Day, by applying in person at your city or township clerk's office.

8. Letter of Intent Process

For any families who have not yet completed their Letter of Intent electronically or turned in a paper form, a form will be mailed to them soon. The Letter of Intent is an opportunity for families to select the school their child will attend. We will notify parents and guardians of their child's school assignment next month.

9. Enrollment

We highly encourage all families to complete the Letter of Intent forms as this helps with enrollment for the fall. When you complete the form, you are helping so not as much information will be needed at the start of the school year. If you need to update your information such as an address or phone number change, you can do that at any time in the ParentPortal.

We value and care about our students in KPS. KPS is a great place to receive an education. If you know of any students not enrolled or interested in KPS, please invite them to our schools or call KPS at 269-337-0100.

10. Global Reading Challenge

Many school teams are preparing for the Global Reading Challenge. The semi-finals start next week at the central and branch library locations. The final district challenge will be Monday, April 24. Best of luck to all teams!

11. State Testing

Next week, state testing starts for our 3rd through 11th grade students. Please help us by making sure your child gets plenty of sleep and is ready for school. State testing is only one means of measuring how well students are doing. There are so many more effective ways of helping your child succeed. Teachers make daily observations to adjust instruction and help children. There are many district quizzes and tests given more frequently which help us guide our students. I always encourage students to just do their best and know that this is only one point of reference for determining how well one is doing. Thank you for helping us to educate our students.

12. Reports and Recommendations

- a. Principal Recommendation for Lincoln
- b. Principal Recommendation for Winchell

13. Collaborative Golf Agreement - Kalamazoo United

There are not enough high school female students to create separate golf teams, so Loy Norrix and Kalamazoo Central female golfers would like to join as one team to be called Kalamazoo United. In order to join teams, the Michigan High School Athletic Association needs the board authorization to do so. I recommend that you approve this collaborative effort to involve our students in a valuable extra curricular activity of golf. Madame President

B. Administrative Appointment - Lincoln Elementary principal

Sheila Dorsey-Smith reported that the district would like to recommend Dionna Roberts to the position of principal of Lincoln International Studies School.

MOTION: Trustee Sholler-Barber, supported by Trustee Hill, made a motion to accept the agenda as presented.

Roll call vote: unanimously approved

C. Administrative Appointment - Winchell Elementary principal

Sheila Dorsey-Smith reported that the district would like to recommend Kelly Corrigan to the position of principal of Winchell Elementary School.

MOTION: Trustee Sholler-Barber, supported by Trustee Hill, made a motion to accept the agenda as presented.

Roll call vote: unanimously approved

D. Collaborative Golf Agreement - Kalamazoo United
Interim Superintendent Green presented the Agreement

MOTION: Trustee Murphy, supported by Trustee Moore, made a motion to accept the Collaborative Gold Agreement as presented.

President Harrison motioned for a break at 8:02 p.m. The meeting resumed at 8:07 p.m.

X. Persons Requesting to Address the Board (3-minute individual limit)
Public comments/audience participation. No actions taken.

XI. Other Business:
Travel Expense Request - Tandy Moore

Motion to approve Trustee Moore's Travel Expense Request by Trustee Sholler-Barber and supported by Trustee Hill.

Disposition: passed unanimously

XII. Comments by Trustees:

Trustee Moore encouraged everyone to read through the grant report and read through the list. She shared that it is important to vote May 2nd, encourage to vote yes and support the milage. The board is not allowed to respond to the request for a third party investigation.

Trustee Maddock shared the email response to request for a third party evaluation. She wanted to focus on the importance of bringing diverse literature into young people's lives in school.

Trustee Murphy started with a request for people to vote in the upcoming mileage vote. She thanked those that came and spoke. She said that the board needs to hear you. Some things brought are very personal. She thanked everyone one more time for coming to the meeting.

Trustee Sholler-Barber stated she is proud of the board. They do listen and they do hear what is brought to them. Spring athletics have started, she asked to please support the clubs. She spoke about the list of grants and how important they are to the budget. She commended all the people that work on the grants and acquire them. She shared the importance of the upcoming mileage vote. She made a plea for the PEEP program. She made an additional plea for the KILP program and shared recent personal experience. She wished everyone a safe holiday.

Trustee Hill stated how proud she was to serve with the board. She stated that she has voted for the upcoming mileage. She stated you can get an absentee ballot and vote now. She thanked the City and County Clerks and the Office and Election Officials. She thanked Representatives Sean McCain and Julie Rodgers.

President Harrison reminded everyone to vote on May 2, 2023 and to vote yes. She thanked all parents that brought their students in to be acknowledged. She congratulated the basketball teams at Kalamazoo Central for making it to district championships. She gave special congratulations to Kennedy Brown. She shared that there were almost 40 applicants for the superintendent position.

XIII. Closed Session:

President Harrison asked for a motion to move into closed session for the purpose of attorney client privilege.

MOTION: Trustee Sholler-Barber, supported by Trustee Murphy, made a motion to move into closed session for attorney client privilege and an update on pending litigation.

Disposition: Roll call vote; all in favor. Motion carried unanimously.

XIV. President Harrison announced the next Board of Education meeting dates: Special Board of Education Meeting, Monday, April 10, 2023 at 6:30 p.m. and Monday, April 17, 2023 at 6:30 p.m. Regular Board of Education Meeting, Thursday, April 20, 2023 at 7:00 p.m.

President Harrison ended the meeting at 9:13p.m.

Respectfully submitted,

Mindi Miller, Recording Secretary,
on behalf of Megan Maddock,
Secretary, Board of Education

KALAMAZOO PUBLIC SCHOOLS
Board of Education
1627 W. Main Street
April 10, 2023 Special Meeting–

I. Call to Order

President Harrison called the April 10, 2023 special Board of Education meeting to order at 6:35 p.m.

II. Pledge of Allegiance

The Pledge of Allegiance was recited.

III. Acceptance of Agenda

MOTION: Trustee Sholler-Barber supported by Trustee Hill made a motion to accept the agenda as presented.

Board Discussion: None.

Disposition: Voice vote; all in favor. Motion carried unanimously.

IV. Attendance

Board members present: TiAnna Harrison, Jennie Hill, Jermaine Jackson, Tandy Moore, Karla Murphy, and Patti Sholler-Barber. Absent: Megan Maddock. Interim Superintendent Cindy Green was also present.

V. Persons Requesting to Address the Board (3-minute individual limit)

Public comments/audience participation. No actions taken.

VI. Board Workshop

Board workshop and development. Interim Superintendent Green lead the trustees through a warm-up procedure and then Dr. Karika Parker worked with trustees on perceived roles, communication styles, and perceived divergent expectations and opinions, followed by discussion.

VIII. Comments by Trustees/Superintendent

Motion for adjournment by Trustee Sholler-Barber, supported by Trustee Hill.

President Harrison adjourned the meeting at 8:50 p.m.

Respectfully submitted,

BOE Trustee Jennie Hill,
on behalf of Megan Maddock,
Secretary, Board of Education

KALAMAZOO PUBLIC SCHOOLS
Office of the Superintendent

TO: Board of Trustees

FROM: Cindy Green, Interim Superintendent

DATE: April 20, 2023

SUBJECT: Approval of the Attached Purchase Recommendations

RECOMMENDATION: It is recommended that the board approve the purchases reflected on the attached Purchase Recommendation Data Sheets.

RATIONALE: In general, purchases greater than \$28,048 for materials, supplies, equipment, building construction, renovation, or repairs are brought before the board for approval.

The attached purchase recommendation data sheets include all purchases that require approval at this time. Aspects of the purchases that are considered significant to the decision-making process are outlined on the data sheet.

KALAMAZOO PUBLIC SCHOOLS
PURCHASE RECOMMENDATION DATA SHEET

Board Meeting Date: April 20, 2023
Request Number: 2023-24
Amount: \$150,000.00

Item: BookNook

Cost Center: 2023 Sec, 32u BookNook Grant

Cost Center Representative(s) Attending Board Meeting: Geoff Howe

Description of Need

BookNook tutoring will provide funding for approximately 180 students to receive reading tutoring in research-based, individualized lessons. Students will access 16-20 individual tutoring sessions with a certified teacher as part of CIS after-school programming. The sessions will begin in the fall and continue for the first couple months of the 2023-24 school year as determined by available funding.

Vendor: BookNook
San Francisco, CA

Number of Proposals Requested: N/A

Received: N/A

Low Bid Accepted: N/A

KALAMAZOO PUBLIC SCHOOLS
PURCHASE RECOMMENDATION DATA SHEET

Board Meeting Date: April 20, 2023
Request Number: 2023-25
Amount: \$36,795.36

Item: K-5 Social Studies Maps – 20 Packs (100 per pack) Early Learner US/World Desk Maps @ \$699.99 Each and 27 Packs (100 per pack) US/World Desk Maps (Readiness 2) @ \$699.00 Each Plus Shipping and Handling

Cost Center: Instruction and Student Services

Cost Center Representative(s) Attending Board Meeting: Dr. Amy Vondra

Description of Need

These K-5 social studies resources include current desk maps reflect the current makeup of our world. The use of these desk maps and globes will allow all students to have hands-on experiences with the landforms and features of the world.

Vendor: Social Studies School Service
Culver City, CA

Number of Proposals Requested: 6

Received: 1

Low Bid Accepted: N/A

KALAMAZOO PUBLIC SCHOOLS
PURCHASE RECOMMENDATION DATA SHEET

Board Meeting Date: April 20, 2023
Request Number: 2023-26
Amount: \$70,028.80

Item: K-5 Social Studies Resources - 175 Each First Globes 16 inch, 45 Each Land Cover 16 inch Globes, 45 Each Political Relief Globes and 55 Each Readiness Globes @ \$218.84 each.

Cost Center: Instruction and Student Services

Cost Center Representative(s) Attending Board Meeting: Dr. Amy Vondra

Description of Need

These K-5 social resources include current globes that reflect the current makeup of our world. The use of these globes will allow all students to have hands-on experiences with the landforms and features of the world.

Vendor: School Specialty
Greenville, WI

Number of Proposals Requested: 6

Received: 2

Low Bid Accepted: Yes

KALAMAZOO PUBLIC SCHOOLS
Office of the Superintendent

TO: Board of Trustees

FROM: Cindy Green, Interim Superintendent

DATE: April 20, 2023

SUBJECT: Approval of District Auditors

RECOMMENDATION: It is recommended that the Board approve Maner Costerisan as the District auditors for the period of July 1, 2022 through June 30, 2027.

RATIONALE: A committee consisting of Mike Dixon, of Dixon Public Consulting, LLC, Laura Kayser, Chief Financial Officer, and Gary Start, Operations Advisor and former Deputy Superintendent, evaluated all bids received for audit services. Proposals were received from three audit firms.

Each bid was assessed based on a number of factors, as follows: 1) the qualifications of the firm as demonstrated by its organizational history, clients presently serviced, extent of school district audit work, and references, 2) the expertise of staff as demonstrated by resumes of the partner in charge, audit manager, supervising auditor(s) and staff auditors assigned to this engagement. 3) the description of the proposer's approach to the scope of work, 4) cost and 5) interview. With total available points of 130, Maner Costerisan had the highest overall unanimous rating of 125 points (including the lowest cost).

Maner Costerisan has extensive experience in auditing K-12 districts, serving 115 school districts statewide. Their education professionals maintains memberships in committees directly related to school districts, including the state 1022 Bulletin committee and Single Audit Referent Group, and the audit team has experience issuing Audited Comprehensive Financial Reports for ASBO's Certificate of Excellence program.

KALAMAZOO PUBLIC SCHOOLS
Office of the Superintendent

TO: Board of Trustees

FROM: Cindy Green, Interim Superintendent

DATE: April 20, 2023

SUBJECT: Approval of Contracted Services Provider for Custodial Services

RECOMMENDATION: It is recommended that the Board approve ABM Industry Groups, LLC (ABM) as the district's custodial service provider for night cleaning for the period beginning June 19, 2023 through June 30, 2026. The district will have the option of two additional renewal years at its sole discretion.

RATIONALE: Kalamazoo Public Schools considers building cleanliness and care to be vitally important for maintaining the best possible environment for students, staff and the greater community. A critical component in building cleanliness and care, has been the custodial services provided by D & L Industrial Services Inc. This contractor has informed the district that it will no longer be continuing in the custodial services business. Accordingly, district staff entered into a request for proposal (RFP) process for custodial services.

It has been determined that the best approach to providing custodial services during the school day is to directly employ all such custodians by the district. Although employing, rather than contracting, day custodians carries a somewhat higher cost, the cost is considered to be worth the benefit. Accordingly, only night cleaning, at nineteen of the district's buildings, will be performed by ABM custodians.

Eighteen RFPs were sent out and six proposals were returned. Three finalists were selected for committee consideration. The committee included Mark Hill, Principal of Phoenix High School, Tom Hill, President of KSS Enterprises, Karen Jackson, Executive Supervisor of Facilities Management, Dr. Julie McDonald, Principal of Edison Academy, Dwight Quinn, Principal of King-Westwood Elementary School, and Gary Start, Operations Advisor and Former Deputy Superintendent.

The committee interviewed the finalists and selected the best qualified proposer based on the following criteria: Cost; Quality of the Interview; Expected Staffing Adequacy; Management Support; Commitment to Diversity, Equity and Inclusion; and References. ABM was unanimously chosen by committee members.

The cost of this proposal is \$2,626,207 for the first year, with a three year total of \$8,026,989. These costs compare favorably with the other proposals.