

KALAMAZOO PUBLIC SCHOOLS
Office of the Superintendent
1220 Howard Street
Kalamazoo, MI 49008
Telephone (269) 337-0123 | TDD (269) 337-0152
Fax (269) 337-0149

August 6, 2024

**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, August 8, 2024, 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>.

The Board of Trustees, Superintendent, and senior staff will have an informational dinner meeting at 5:30 p.m. in the Superintendent's office area and will also discuss any matters that may come before the Board.

KALAMAZOO PUBLIC SCHOOLS

Jennie Hill, 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, Kalamazoo, MI 49008
August 8, 2024 – 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**
July 18, 2024 Regular Meeting Minutes
 - B. Business and Financial Reports**
Purchase Recommendations 2025-6.
 - C. Personnel Items**
Personnel Changes
- IX. Reports and Recommendations**
 - A. Superintendent's Report**
 - B. Approval of the 2024-25 Contractual Agreement with the Food Service Managers Collective Bargaining Unit.**
 - C. Section 127 Education Assistance Plan**
- X. Persons Requesting to Address the Board (3-minute individual limit)**
- XI. Other Business**
 - A. Travel Request for TiAnna Harrison**
 - B. Travel Request for TiAnna Harrison**
 - C. Travel Request for TiAnna Harrison**
 - D. Travel Request for Karla Murphy**
 - E. Travel Request for Karla Murphy**
 - F. Travel Request for Yvonne Payton**
 - G. Travel Request for Yvonne Payton**
 - H. Travel Request for Patti Sholler-Barber**
- XII. Comments by Trustees/Superintendent**
- XIII. Closed Session (if needed)**
- XIV. Next Regular Board of Education Meeting: Thursday, August 22, 2024 – 7:00 p.m.**

KALAMAZOO PUBLIC SCHOOLS
Board of Education Meeting
1220 Howard Street
July 18, 2024 – Regular Meeting Minutes

I. Call to Order

Vice President McGlinn called the meeting to order at 7:00 p.m.

II. Pledge of Allegiance

The Pledge of Allegiance was recited.

III. Ceremonial Swearing-in of New Trustee

Yvonne Payton was sworn in by her husband.

IV. Acceptance of Agenda

Vice President McGlinn asked for a motion to accept the agenda.

MOTION: Trustee Sholler-Barber, supported by Secretary Hill, motioned to accept the agenda.

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

V. Attendance

Board members present: Carol McGlinn, Jennie Hill, Karla Murphy, Yvonne Payton, Takisha Johnson, and Patti Sholler-Barber. Board members absent: TiAnna Harrison. Superintendent Dr. Darrin Slade was also present.

VI. Board Recognitions

Assistant Superintendent of Student Services and Leadership, Rikki Saunders, recognized community members Teresa Hawkins, Antwone Allen, Kelly Simmons, and Glen Hawkins from Helping Hands Wellness Center.

VII. Committee Reports/School Reports:

None.

VIII. Correspondence

Secretary Hill reported the correspondence for the period of June 27 - July 18, 2024.

- Email received July 2 from Bobby Boyd regarding consideration for the vacant board position. Secretary Hill replied on July 3.
- Email received July 15 from Kadeesha and Markus Harris regarding a transportation concern. Secretary Hill replied on July 18.

IX. Consent Calendar

Vice President McGlinn presented the Consent Calendar items: VIII.A.1 June 26, 2024, Special Meeting Minutes, VIII.A.2 June 26, 2024 Regular Meeting Minutes, VIII.A.3 July 9, 2024 Special Meeting Minutes, VIII.A.4 July 11, 2024 Special Meeting Minutes, VIII.B.1 Purchase Recommendations 2025-1, 2025-2, 2025-3, 2025-4, 2025-5, and VIII.C. Personnel Changes.

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

Board Discussion

Patti Sholler-Barber

- Shout out about the 2022 bond, and those who supported them
- Acknowledged the importance of using the 2018 bond to tear down Chime Elementary and build a central kitchen for the district.

Jennie Hill

- Highlight the the reporting platform for being multi-language.

Karla Murphy

- Asked about Youth Academy and where they are located. Laura Kayser answered that they are housed at Oakwood now.

Yvonne Payton

- Asked Dr. Justice if there is a assessment program to monitor the achievement. Dr. Justice answered that we already have a monitoring program for math, Eureka Math. This program is just for intervention.
- Trustee Payton asked how we can evaluate the program. Dr. Justice answered that based on student performance with grade level content with embedded assessments as well as unit assessments.

X. Reports and Recommendations

A. Superintendent's Update

Dr. Slade went over goals that were set for the district. He started with Woods Lake Elementary and how they are on track to returning to the Woods Lake building for the beginning of the school year. Dr. Slade thanked Karen Jackson and her team for making this preparation happen. He also thanked Principal Linda Mitchell and her team for working outside their regular building while construction took place.

Dr. Slade updated that Summer School is going well. He commended teachers and staff for daily attendance going from 500 last year to about 1200 students. Summer School was made mandatory for some students. He thanked the Summer School Staff and parents. Students were rewarded with McDonalds and will receive pizza as well for their hard work. All identified consequences for students regarding mandatory summer school attendance will be enforced.

Dr. Slade went over the staffing report and what vacancies are currently in the district. He thanked several members of Senior Staff for their hard work on filling these vacancies. We are currently on track for hiring. He announced there will be a truancy officer starting in the Fall.

Dr. Slade commended the district for improving attendance by more than 10%. He announced a behavior intervention class will be created for the district. There will be one classroom with two teachers and two paraprofessionals. There will be a 15 student limit per class.

Dr. Slade announced the first day of school will be August 26, 2024. He emphasized we had an amazing school year last year. He encouraged the staff to take a vacation before the school year starts.

B. Approval of 2024-25 Contractual Agreement with UAW Administrators

Laura Kayser presented the 2024-2025 UAW Contractual Agreement.

MOTION: Trustee Johnson, supported by Treasurer Sholler-Barber, motioned to approve the 2024-25 UAW Contractual Agreement.

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

Comments from trustees

Patti Sholler-Barber

- Shoutout to both sides of negotiations and appreciated the hard work that came into coming to an agreement before school started.
- Thanked HR department for the normal hiring process and the amount of work that goes into hiring staff.

Jennie Hill

- Shoutout for doubling the number of students and staff in summer school.

Karla Murphy

- Thanked Dr. Slade and all administrators who made summer school free.
- Thanked teachers for giving up their summer to work.
- Thanked custodial staff for their part in keeping buildings clean and safe for students.

Carol McGlinn

- Appreciates the work Dr. Slade and the administration are doing to make changes in the district.

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

Public comments/audience participation. No actions taken.

XII. Other Business

- A. Travel Request for Jennie Hill
- B. Travel request for Karla Murphy
- C. Travel request for TiAnna Harrison

XIII. Comments by Trustees/Superintendent

Jennie Hill

- Welcomed the newest Board Member, Yvonne Payton.

Patti Sholler-Barber

- Shoutout to Summer School and Rising K for helping students.
- Congratulated Helping Hands Wellness and their partnership with the district.
- Welcomed Trustee Payton.
- Shout out to both High School Athletic Directors.
- Loy Norrix and Kalamazoo Central athletes need to register online before they can try out on August 12.

- Kalamazoo Central has had about 70 athletes show up for weight training twice daily.
- Very grateful for the bonds that allowed gyms to be open to students in the summer.

Yvonne Payton

- Shout out to the board for the opportunity to serve.
- Shout out to husband and sorority sisters for their support.

Takisha Johnson

- Welcomed fellow D9 member to the board.
- Recognize Communities in Schools family bbq this weekend.
- Acknowledged back to school is in full effect.
- Encouraged the community to attend back to school opportunities and events.
- Announced the Young Kings and Queens events are August 24 and August 26.
- Urged the community to support the superintendent with his initiatives to be out with the youth during the evenings.

Karla Murphy

- Urged the community to support marching bands as they start their seasons.

Carol McGlinn

- Appreciates the administration and the open house for Chime Elementary.
- Thanked and welcomed new board member, Yvonne Payton.
- Showed her appreciation for the administration team and their hard work this summer.
- Urged staff to take some time off this summer.
- Announced she is running for general election in the November election.

Dr. Slade

- Welcomed new board member, Yvonne Payton.
- Thanked principals in the room and showed appreciation for negotiations going well.

XIV. Closed Session
Not needed.

XV. Next Board of Education Meeting

The next Regular Board of Education meeting is Thursday August 8, 2024, at 7:00 p.m.

MOTION: Trustee Johnson, supported by Secretary Hill, made a motion to adjourn the meeting.

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

Vice President McGlinn adjourned the meeting at 7:40 p.m.

Respectfully submitted,

Nicole DeGraaf, Recording Secretary,
on behalf of Jennie Hill,
Secretary, Board of Education

KALAMAZOO PUBLIC SCHOOLS
PURCHASE RECOMMENDATION DATA SHEET

Board Meeting Date: August 8, 2024
Request Number: 2025-6
Amount: \$39,000.00

Item: Back to School Professional Development

Cost Center: Instruction

Cost Center Representative (s) Attending Board Meeting: Angela Justice

Description of Need:

Marzano Resources will provide 6 grade level presenters to provide professional development for K-5 classroom teachers, multilingual staff, and special education staff around competency based teaching and learning. This training will help improve instructional practices, grading practices, and alignment of assessments.

Vendor: Marzano Resources
Bloomington, IN

Number of Proposals Requested: N/A **Received:** N/A

Low Bid Accepted? N/A

Additional Information:

Instruction staff determined this is a necessary training to assist elementary staff with understanding grading practices.

KALAMAZOO PUBLIC SCHOOLS
Office of the Superintendent

TO: Board of Trustees

FROM: Dr. Darrin Slade, Superintendent

DATE: August 8, 2024

SUBJECT: Approval of the 2024-25 Contractual Agreement with the Food Service Managers Collective Bargaining Unit.

RECOMMENDATION: It is recommended that the Board approve the contractual agreement with the Food Service Managers Collective Bargaining Unit for the 2024-25 contract year.

RATIONALE: The food service managers are vitally important to the district's food service program. They help to ensure that our students enjoy tasty and nutritional meals each day.

The agreement has been ratified by the membership of the Food Service Managers Collective Bargaining Unit is within the budget parameters adopted by the Board at its June 26 meeting.

KALAMAZOO PUBLIC SCHOOLS
Office of the Superintendent

TO: Board of Trustees

FROM: Dr. Darrin Slade, Superintendent

DATE: August 8, 2024

SUBJECT: Section 127 Education Assistance Plan

RECOMMENDATION It is recommended that the Board approve the attached resolution adopting a Section 127 Education Assistance Plan.

RATIONALE: Approval of this resolution would allow the district to offer a tuition reimbursement plan under Section 127 of the Internal Revenue Code, allowing for up to \$5,250 of tuition reimbursements to be tax exempt to the employee. The state categorical Section 27k Tuition Reimbursement grant would be included in this plan.

The attached resolution and plan were prepared by Clark Hill.

**KALAMAZOO PUBLIC SCHOOLS
BOARD OF EDUCATION**

RESOLUTION REGARDING SECTION 127 PLAN

A regular meeting of the Board of Education of Kalamazoo Public Schools was held at the Administration Offices on the 8th day of August 2024, at 7:00 PM.

The meeting was called to order by _____.

Present: Members _____

Absent: Members _____

The following preamble and resolution were offered by Member _____ and supported by Member _____.

WHEREAS Kalamazoo Public Schools (“District”) desires to offer tuition reimbursement to qualifying eligible employees under Section 127 of the Internal Revenue Code and pursuant to Section 27k of the Michigan State School Aid Act, MCL 380.1627k.;

WHEREAS, the District has created a Section 127 Education Assistance Plan to present to the District’s collective bargaining organizations and employees.

NOW, THEREFORE, IT IS RESOLVED THAT: The Board adopts the Section 127 Education Assistance Plan:

AYES: _____

NAYS: _____

MOTION DECLARED ADOPTED / REJECTED.

Date: August 8, 2024

Secretary, Board of Education

The undersigned, duly qualified and acting Secretary of the Board of Education of the Kalamazoo Public Schools, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by said Board of Education at a special meeting held on August 8, 2024, the original of which is part of the Board’s minutes.

The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the “Open Meetings Act” (Act 267, PA 1976, as amended).

Dated: August 8, 2024

Secretary, Board of Education

**Kalamazoo Public Schools
Education Assistance Plan**

This Education Assistance Plan (the “Plan”) is sponsored by Kalamazoo Public Schools (“KPS”) to provide eligible employees with educational assistance benefits under Section 127 of the Internal Revenue Code (“Section 127”) to enhance employee proficiency and opportunity for advancement.

1. **KPS-Funded Educational Assistance.** KPS-funded educational assistance, which consists of payment from KPS resources of expenses incurred by or on behalf of an employee for instruction or training that improves or develops the employee’s capabilities, and meets the requirements of this Plan (including its exhibits) and Section 127, is available to employees as provided herein.
 - a. **Qualified Educational Expenses.** Eligible employees will be reimbursed by KPS for qualified educational expenses, including costs for tuition, fees, and books related to the employee’s current position or promotability at KPS, excluding costs for tools, supplies, meals, lodging, or transportation. Courses involving sports, games, or hobbies are not eligible. Expenses will only be reimbursed under this Plan if they qualify under Section 127.
 - b. **Prior Approval.** To be considered for reimbursement, a course must be approved in writing and as provided in Exhibit A.
 - c. **Maximum Reimbursement.** KPS will reimburse eligible employees for completing courses and hours, and during time periods, as provided in Exhibit A.
 - d. **Reimbursement.** To receive reimbursement, eligible employees must submit evidence of course completion and any required related information as provided in Exhibit A.
2. **Grant-Funded Educational Assistance.** Grant-funded educational assistance consists of grant funds received by KPS from a third party for: (1) payment for qualifying eligible instruction or training that improves or develops the employee’s capabilities; or (2) repayment of eligible student loans during the relevant time period (including as provided in Section 127). To the extent such grant funding is available, KPS will distribute this funding in accordance with grant requirements to employees (which funding may be in addition to other standard Section 127 reimbursements) who meet the grant program’s guidelines and eligibility requirements, and who complete any KPS-required certifications and documentation of eligibility. Any related requirements may be provided in an exhibit hereto. The requirements of the Michigan Department of Education’s Student Loan Repayment Program (pursuant to MCL Section 388.1627k) are provided in that 27k Program (as that term is defined therein) and in Exhibit B. If a grant-funded program would otherwise permit an expense that is not permissible under Section 127, the expense will not be reimbursed under this plan; provided, that, if the expense is required by the state program to be reimbursed, it may be reimbursed under this Plan or another arrangement, with appropriate tax consequences, and if under this Plan, only to the extent that it will not limit any compliance for this Plan with Section 127.

3. **Plan Revision or Termination.** KPS reserves the right to change, amend, or terminate the Plan or its terms without prior notice. In this event, to the extent permitted by Section 127 and applicable law, KPS will reimburse employees according to the terms of this Plan for all courses in process prior to termination (at least on a prorated basis with appropriate tax consequences as may be required), but reimbursement will not be provided for any course that began after termination and notification of the amendment or termination.
4. **Taxation.** Section 127 provides an exemption from gross income of up to \$5,250 (or such amount as may be adjusted by the IRS or applicable law, from time to time) of educational assistance per calendar year, including employer-paid student loan payments through December 31, 2025 (as provided in Exhibit B). Once the receipt of benefits of this amount is exceeded in a calendar year, or if an educational assistance benefit is no longer exempt from gross income under the Internal Revenue Code, the employee is responsible for any resulting tax consequences.
5. **Plan Interpretation.** This Plan shall be interpreted consistent with Section 127 and the 27k Program (and such that any inconsistencies are interpreted in compliance with Section 127 and the 27k Program, where possible), including any regulations, and applicable guidance, and reimbursements shall only be made consistent therewith (including any yearly timing rules for submission and reimbursement). This Plan shall also be interpreted consistent with any collective bargaining agreement (and amendments) that pertains to any particular employees that may participate. Exhibit C contains the applicable provisions of any collectively bargained agreements and amendments, and those provisions shall only apply to the employee in that particular union. The provisions of this Plan shall be administered on a nondiscriminatory basis. No employee shall be provided with a choice between educational assistance and other remuneration includable in gross income. Reasonable notification of the availability and terms of the program will be provided to eligible employees. This Plan shall be construed, governed, and administered in accordance with the laws of the State of Michigan, except to the extent preempted by federal law.

KPS has administered its Education Assistance Program consistent with the terms of this Plan and updates its program with the execution of this Plan on _____, 2024.

Kalamazoo Public Schools

By: _____

Its: _____

Exhibit A

Additional Plan Terms Regarding General Conditions of Reimbursement

[attach application/reimbursement forms, handbook provisions, and any guidelines]

Exhibit B

Additional Plan Terms Regarding the MDE Grant Programs

[see attached documents for 27k Program]

Exhibit C

Additional Plan Terms Regarding Collective Bargaining Agreements

[see attached portions of collective bargaining agreements entered into by Kalamazoo Public Schools]

MDE Student Loan Repayment Program

- Districts should first refer to the Section 27k Student Loan Repayment Program Financial Considerations and Accounting Guidance, published May 10, 2024, from the Office of State Aid and School Finance.
 - **KEY CONCEPT:** Districts have the responsibility to make “regular monthly payments on an equal basis” (MCL 388.1627k) to participants equal to the actual payments they make to their loan servicer, up to the maximum amount of \$200 or \$400 (see above).
 - Note that this means that many participants may be paid less than the maximum amount, even though districts have been sent the maximum amounts per participant in their State Aid payments.
 - The maximum amount sent to districts thus becomes an “escrow” against which payments can be made, and potential future increases in monthly payments can be accommodated.
 - Districts must then create systems to account for the excess paid to each participant, with accurate recordkeeping of payments paid against maximum balances.
 - It is important to understand that the money paid to eligible participants under the Student Loan Repayment Program is not a wage or salary. MDE recommends using the accounting code 2390 to designate monthly payments to participants as an “Other Special Allowance.”
 - Districts should create financial systems that efficiently pass both initial and monthly payments to participants, minimizing delay to the extent possible.
 - Districts are encouraged to keep the Office of State Aid and School Finance in mind for best practices governing financial accounting and monitoring.
 - IMPORTANT: MDE does not provide tax advice. However, districts are encouraged to communicate with participants about IRS Publication 970 and to direct participants to tax professionals for information about thresholds for non-taxable benefits.
-
- **Initial Payments to Participants**
 - After receiving funds from MDE with State Aid payments, districts should first plan to calculate and pass an initial payment to each listed participant which represents the sum total of all actual monthly payments made to the participant’s loan servicer, to the maximum of \$200 or \$400 per month (see above), between October 1, 2023 and the month in which the district received the Student Loan Repayment Program funds.
 - At the time of creating the GANs for distribution, MDE already used reported numbers of “back” payments to October 1, 2023 in its calculations for total award, multiplying this number by \$200 or \$400. It then added to this amount a calculation for the maximum monthly payments needed to finish out the State of Michigan’s FY 24. More details about the MDE calculation process are found in the Section 27k Student Loan Repayment Program

Financial Considerations and Accounting Guidance document (see “Overview,” section above).

- Thus, districts will be sent enough funds to pay each of their listed participants an initial payment that accounts for the total of the actual payments made to their loan servicer between October 1, 2023, and the month when their applicant district received funds in the State Aid payment.
 - Districts should refer to their own participant records to calculate this payment; the method of payment is left up to the district, but MDE recommends this initial payment remain separate from each monthly payment going forward for ease of recordkeeping.
-
- **Monthly Payments to Participants**
 - Once an initial payment is calculated and made, districts are expected to use the actual monthly payment information collected by eligible participants to make regular monthly payments to participants going forward.
 - The method and schedule of payments are left up to the district, but MDE recommends that districts communicate with their participants to establish a regular schedule of when monthly payments are passed to participants for best financial planning on both ends.
 - Districts should plan for a seamless transition to FY 25 as possible with the next cohort application in mind.
 - Districts should plan for the lack of a September State Aid payment so that individual participants who were eligible since the Cohort 1 application do not experience an interruption in their monthly payments.
 - The Cohort 2 application will be streamlined to minimize delay in distributing awards and continuing funds for eligible participants into SOM FY 25 (see below).
-

Staff Transitions

- Participants Who Leave Employment
 - Participants Coming from Another District
 - Participants Transitioning Within the Same ISD or RESA
 - Changes In Eligibility
-

Payment Monitoring and Reporting

**Letter of Agreement
Between
KALAMAZOO EDUCATION ASSOCIATION
And
KALAMAZOO PUBLIC SCHOOLS**

RE: Section 127 Plan

The Kalamazoo Education Association and the Kalamazoo Public Schools agree as follows:

The parties agree to the District offering the attached 27k program for tuition reimbursement that may qualify the eligible employee to treat the reimbursement as tax exempt pursuant to IRS rules and regulations.

Kalamazoo Education Association

Kalamazoo Public Schools

By: _____

By: _____

Dated: _____

Dated: _____

KALAMAZOO PUBLIC SCHOOL
Office of the Superintendent

TO: Board of Trustees

FROM: Dr. Darrin Slade, Superintendent

DATE: August 8, 2024

SUBJECT: Personnel Changes

RECOMMENDATION: It is recommended that the board approve the following employment changes:

I. Employment

A. Professional/Management

Erin D. Brott, Art Teacher, Woods Lake Elementary: A Magnet Center for the Arts (.8) and Parkwood Upjohn Elementary School (.2), 8/20/2024

Asiaunnya Bryant, Music Teacher, Northeastern Elementary School (.4) and Spring Valley Center for Exploration (.6), 8/20/2024

Katherine M. Catellier, 1 / 2 Grade Teacher, Northeastern Elementary School, 8/20/2024

Steven J. Gabrielse, Spanish Teacher, Maple Street Magnet School for the Arts, 8/20/2024

Rebecca Hall, 2 Grade Teacher, Northeastern Elementary School, 8/20/2024

Brandon R. Johnson, Social Studies, Kalamazoo Virtual Learning Program, 8/20/2024

Zachary A. Schmidtke, Science Teacher, Loy Norrix High School, 8/20/2024

Rainelda P. Schuhmacher, Math Teacher, Linden Grove Middle School, 8/20/2024

Stephanie M. Simpson, School Counselor, Phoenix High School, 8/20/2024

Abigail Steele, Science Teacher, Loy Norrix High School, 8/20/2024

Samuel W. Welch, Spanish Teacher, Kalamazoo Virtual Learning Program, 8/20/2024

Jodi H. Wiegerink, Math Teacher, Kalamazoo Area Math and Science Center, 8/20/2024

B. Classified

Talisha L. Bridges, Character Development Coach, Phoenix High School, 8/19/2024

Cheryl A. Bukant-Wesselhoff, Home-School Support Specialist, Northglade Montessori Magnet School (.5) and The Woodward School for Technology and Research (.5), 8/13/2024

Elizabeth J. Chapman, Lead District Receptionist, Human Resources, 8/5/2024

Rosa De La Garza, Lead Accounts Payable Clerk, Business and Finance Office, 8/5/2024

Ruth De La Garza, Assistant School Secretary, Milwood Magnet School: A Center for Math, Science, and Technology, 8/12/2024

Jeffrey G. Hoskins, Student Behavior Interventionist, Linden Grove Middle School, 8/19/2024

Ondrea Hughes, Student Behavior Interventionist, Linden Grove Middle School, 8/19/2024

Marlene Katz, Home-School Support Specialist, Northeastern Elementary School and

Spring Valley Center for Exploration, 8/13/2024

Latasha M. McKinney, Home-School Support Specialist, Lincoln International Studies School, 8/13/2024

James D. Melvin, Behavior Support, El Sol Elementary School, 8/19/2024

Jennifer L. Slusher, Human Resources Secretary, Human Resources, 8/5/2024

Brooke A. Strasser, Home-School Support Specialist, Parkwood Upjohn Elementary School, 8/13/2024

Lisa A. Thomas, Library Assistant (.9), Arcadia Elementary School (.3) and Spring Valley Center for Exploration (.6), 8/12/2024

Daci J. Tufano, Library Assistant, Woods Lake Elementary: A Magnet Center for the Arts, 8/12/2024

Hailey L. Villarreal, Assistant School Secretary, Kalamazoo Central High School, 8/12/2024

Rochelle Y. Willis, Assistant School Secretary, Kalamazoo Central High School, 8/12/2024

II. Promotions/Key Transfers

A. Professional/Management

B. Classified

Jordan R. Orozco-Johnson, transfer from Attendance Interventionist to Responsible Thinking Classroom Monitor, Milwood Magnet School: A Center for Math, Science, and Technology, 08/12/2024

Fatima D. Parker, transfer from .25 Assistant School Secretary and .4 Library Assistant to .75 Assistant School Secretary, Lincoln International Studies School, 08/12/2024

Julie A. Somers, transfer from .3 Library Assistant, Arcadia Elementary to .3 Library Assistant, Northglade Montessori Magnet School, 08/12/2024

Ashlie S. Stecker, transfer from Lead District Receptionist, Human Resources to Assistant School Secretary, Parkwood Upjohn Elementary School 08/12/2024

Angela J. Thomas, transfer from Lead Accounts Payable Clerk, Business and Finance Office to Instructional Secretary, Title I and School Improvement, 8/5/2024

Dawn V. Vernola, transfer from Assistant School Secretary, Kalamazoo Central High School to Library Assistant, Community Education Center, 8/12/2024

III. Leaves of Absence

A. Professional/Management

B. Classified

IV. Terminations

A. Professional/Management

Madelaine G. De Leon-Villanueva, Spanish Teacher, Loy Norrix High School, Resignation, 8/16/2024

Sarah Lodewyk, Speech Therapist, Lincoln International Studies School, Resignation, 8/5/2024

Shelley R. Reigle, Elementary Teacher, Northeastern Elementary School, Resignation, 8/16/2024

B. Classified

Kiera A. McCullough, Human Resources Generalist, Human Resources, Resignation, 08/23/2024

Alexandra Sawyer, PEEP Paraprofessional, Spring Valley Center for Exploration, Resignation, 07/12/2024

V. Termination from Leave of Absence

A. Professional/Management

B. Classified

- VI. Return from Leave of Absence
 - A. Professional/Management
 - B. Classified
- VII. Lay-offs
 - A. Professional/Management
 - B. Classified

KALAMAZOO PUBLIC SCHOOLS

CONFERENCE / TRAVEL REQUEST FORM

(Requests must be made 14 days prior to early registration deadline)

Board Policy 1.3 and The Revised School Code (MCL Act 451 §380.1254) permits the school district to pay actual, reasonable, and necessary expenses incurred by a board member in performing functions as authorized by the Board of Trustees. Registration and travel arrangements can only be completed after board approval.

TiAnna Harrison

Name

8/2/2024

Request Date

Behind the Scenes at the Capitol

Name of Event

9/18/2024

Date of Conference/Class

CONFERENCE INFORMATION

Is this an MASB conference? ☒ Yes ☐ No If no, please indicate: _____

Is this request in time to receive early registration discount on conference? ☒ Yes ☐ No

Attending: ☒ In person ☐ Virtual ☐ Other; please explain: _____

List courses/sessions you plan to attend. **NOTE: Registration **cannot** be finalized unless this section is completed.**

Behind the Scenes at the Capitol. This event provides board members with the unique opportunity to meet with their state representatives and senators and learn from policy experts on issues affecting their districts.

LODGING INFORMATION

Lodging required? ☐ Yes ☒ No Check-in and check-out dates? _____

Conference hotel name _____

Is this request in time to receive the discounted room rate? ☐ Yes ☐ No

OTHER

Dietary requirements? _____

Any additional information? _____

For office use only. Date received _____ Approval date? _____

☐ Registration _____ ☐ Hotel _____ ☐ Confirmation(s) sent _____

☐ Per Diem (?) _____ ☐ Other _____

KALAMAZOO PUBLIC SCHOOLS

CONFERENCE / TRAVEL REQUEST FORM

(Requests must be made 14 days prior to early registration deadline)

Board Policy 1.3 and The Revised School Code (MCL Act 451 §380.1254) permits the school district to pay actual, reasonable, and necessary expenses incurred by a board member in performing functions as authorized by the Board of Trustees. Registration and travel arrangements can only be completed after board approval.

TiAnna Harrison

Name

8/2/2024

Request Date

2024 Annual Leadership Conference

Name of Event

10/24/24 - 10/27/24

Date of Conference/Class

CONFERENCE INFORMATION

Is this an MASB conference? ☒ Yes ☐ No If no, please indicate: _____

Is this request in time to receive early registration discount on conference? ☒ Yes ☐ No

Attending: ☒ In person ☐ Virtual ☐ Other; please explain: _____

List courses/sessions you plan to attend. **NOTE: Registration cannot be finalized unless this section is completed.**

CBA 215- Advanced School Finance
CBA 308- A Guide to Understanding Legislation
CBA 310- Budget Anatomy and Short Falls
CBA 315- Anatomy of an Audit Report
CBA 361- Grassroots Advocacy
CBA 363- Leveraging Feedback

LODGING INFORMATION

Lodging required? ☒ Yes ☐ No Check-in and check-out dates? 10/23/24 - 10/27/24

Conference hotel name Courtyard Lansing Downtown

Is this request in time to receive the discounted room rate? ☐ Yes ☒ No

OTHER

Dietary requirements? _____

Any additional information? _____

For office use only. Date received _____ Approval date? _____

☐ Registration _____ ☐ Hotel _____ ☐ Confirmation(s) sent _____

☐ Per Diem (?) _____ ☐ Other _____

KALAMAZOO PUBLIC SCHOOLS

CONFERENCE / TRAVEL REQUEST FORM

(Requests must be made 14 days prior to early registration deadline)

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TiAnna Harrison

Name

8/2/2024

Request Date

2024 CUBE Annual Conference

Name of Event

10/27/24 - 10/30/24

Date of Conference/Class

CONFERENCE INFORMATION

Is this an MASB conference? ☐ Yes ☒ No If no, please indicate: NSBA Annual Conference

Is this request in time to receive early registration discount on conference? ☒ Yes ☐ No

Attending: ☒ In person ☐ Virtual ☐ Other; please explain: _____

List courses/sessions you plan to attend. **NOTE: Registration **cannot** be finalized unless this section is completed.**

2024 CUBE Annual Conference

LODGING INFORMATION

Lodging required? ☒ Yes ☐ No Check-in and check-out dates? 10/27/24 - 10/30/24

Conference hotel name Bellagio Hotel & Casino

Is this request in time to receive the discounted room rate? ☒ Yes ☐ No

OTHER

Dietary requirements? _____

Any additional information? _____

For office use only.

Date received _____

Approval date? _____

☐ Registration _____

☐ Hotel _____

☐ Confirmation(s) sent _____

☐ Per Diem (?) _____

☐ Other _____

KALAMAZOO PUBLIC SCHOOLS
CONFERENCE / TRAVEL REQUEST FORM

(Requests must be made 14 days prior to early registration deadline)

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Karla Murphy

Name

8/2/2024

Request Date

2024 Annual Leadership Conference

Name of Event

10/24/24 - 10/27/24

Date of Conference/Class

CONFERENCE INFORMATION

Is this an MASB conference? ☒ Yes ☐ No If no, please indicate: _____

Is this request in time to receive early registration discount on conference? ☒ Yes ☐ No

Attending: ☒ In person ☐ Virtual ☐ Other; please explain: _____

List courses/sessions you plan to attend. **NOTE: Registration cannot be finalized unless this section is completed.**

CBA 361 Grassroots Advocacy

CBA 310 Budget Anatomy and Shortfalls

Delegate Meeting

General Assembly

Clinic

CBA 363 Leveraging Feedback

General Assembly

Clinic

LODGING INFORMATION

Lodging required? ☒ Yes ☐ No Check-in and check-out dates? 10/23/24 - 10/27/24

Conference hotel name Holiday Inn Express: East Lansing

Is this request in time to receive the discounted room rate? ☒ Yes ☐ No

OTHER

Dietary requirements? _____

Any additional information? _____

For office use only. Date received _____ Approval date? _____

☐ Registration _____ ☐ Hotel _____ ☐ Confirmation(s) sent _____

☐ Per Diem (?) _____ ☐ Other _____

KALAMAZOO PUBLIC SCHOOLS

CONFERENCE / TRAVEL REQUEST FORM

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Karla Murphy

Name

8/2/2024

Request Date

2024 CUBE Annual Conference

Name of Event

10/27/24 - 10/30/24

Date of Conference/Class

CONFERENCE INFORMATION

Is this an MASB conference? ☐ Yes ☒ No If no, please indicate: NSBA Annual Conference

Is this request in time to receive early registration discount on conference? ☒ Yes ☐ No

Attending: ☒ In person ☐ Virtual ☐ Other; please explain: _____

List courses/sessions you plan to attend. **NOTE: Registration cannot be finalized unless this section is completed.**

2024 CUBE Annual Conference

LODGING INFORMATION

Lodging required? ☒ Yes ☐ No Check-in and check-out dates? 10/27/24 - 10/30/24

Conference hotel name Bellagio Hotel & Casino

Is this request in time to receive the discounted room rate? ☒ Yes ☐ No

OTHER

Dietary requirements? _____

Any additional information? _____

For office use only. Date received _____ Approval date? _____

☐ Registration _____ ☐ Hotel _____ ☐ Confirmation(s) sent _____

☐ Per Diem (?) _____ ☐ Other _____

KALAMAZOO PUBLIC SCHOOLS

CONFERENCE / TRAVEL REQUEST FORM

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Yvonne Payton

Name

08/05/2024

Request Date

2024 Back to School Legal Workshop

Name of Event

08/08/2024

Date of Conference/Class

CONFERENCE INFORMATION

Is this an MASB conference? ☒ Yes ☐ No If no, please indicate: _____

Is this request in time to receive early registration discount on conference? ☒ Yes ☐ No

Attending: ☐ In person ☐ Virtual ☐ Other; please explain: _____

List courses/sessions you plan to attend. **NOTE: Registration cannot be finalized unless this section is completed.**
2024 Back to School Legal Workshop

LODGING INFORMATION

Lodging required? ☐ Yes ☒ No Check-in and check-out dates? _____

Conference hotel name _____

Is this request in time to receive the discounted room rate? ☐ Yes ☐ No

OTHER

Dietary requirements? _____

Any additional information? _____

For office use only. Date received _____ Approval date? _____

☐ Registration _____ ☐ Hotel _____ ☐ Confirmation(s) sent _____

☐ Per Diem (?) _____ ☐ Other _____

KALAMAZOO PUBLIC SCHOOLS

CONFERENCE / TRAVEL REQUEST FORM

(Requests must be made 14 days prior to early registration deadline)

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Yvonne Payton

Name

08/05/2024

Request Date

2024 Summer Institute

Name of Event

08/16/2024 - 08/17/2024

Date of Conference/Class

CONFERENCE INFORMATION

Is this an MASB conference? ☒ Yes ☐ No If no, please indicate: _____

Is this request in time to receive early registration discount on conference? ☒ Yes ☐ No

Attending: ☐ In person ☐ Virtual ☐ Other; please explain: _____

List courses/sessions you plan to attend. **NOTE: Registration cannot be finalized unless this section is completed.**
Full-Day Workshop: From Conflict to Conversation

LODGING INFORMATION

Lodging required? ☒ Yes ☐ No Check-in and check-out dates? 08/15/2024 - 08/17/2024

Conference hotel name Fairfield Inn

Is this request in time to receive the discounted room rate? ☒ Yes ☐ No

OTHER

Dietary requirements? _____

Any additional information? _____

For office use only. Date received _____ Approval date? _____

☐ Registration _____ ☐ Hotel _____ ☐ Confirmation(s) sent _____

☐ Per Diem (?) _____ ☐ Other _____

KALAMAZOO PUBLIC SCHOOLS

CONFERENCE / TRAVEL REQUEST FORM

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Patti Sholler-Barber

Name

08/05/2024

Request Date

2024 Annual Leadership Conference

Name of Event

10/24/2024 - 10/27/2024

Date of Conference/Class

CONFERENCE INFORMATION

Is this an MASB conference? ☒ Yes ☐ No If no, please indicate: _____

Is this request in time to receive early registration discount on conference? ☒ Yes ☐ No

Attending: ☒ In person ☐ Virtual ☐ Other; please explain: _____

List courses/sessions you plan to attend. **NOTE: Registration cannot be finalized unless this section is completed.**
2024 Annual Leadership Conference

LODGING INFORMATION

Lodging required? ☒ Yes ☐ No Check-in and check-out dates? 10/23/2024 - 10/27/2024

Conference hotel name Courtyard Lansing Downtown

Is this request in time to receive the discounted room rate? ☐ Yes ☒ No

OTHER

Dietary requirements? _____

Any additional information? _____

For office use only. Date received _____ Approval date? _____

☐ Registration _____ ☐ Hotel _____ ☐ Confirmation(s) sent _____

☐ Per Diem (?) _____ ☐ Other _____