

KALAMAZOO PUBLIC SCHOOLS
Office of the Superintendent
1220 Howard Street
Kalamazoo, MI 49008
Telephone (269) 337-0123 | TDD (269) 337-0152
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November 5, 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, November 7, 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://publicmedianet.org/pmn-five/>.

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

November 7, 2024 – 7:00 p.m.

A G E N D A

(Revised 11/7/2024)

- 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**
October 10, 2024 Regular Meeting Minutes.
 - B. Business and Financial Reports**
Purchase Request 2025-11, 2025-12, 2025-13, and 2025-14.
 - C. Personnel Items**
Personnel Changes
- IX. Reports and Recommendations**
 - A.** Superintendent's Report
 - B.** June 30, 2024 Annual Comprehensive Financial Report
- 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 Karla Murphy
 - D.** Travel Request for Patti Sholler-Barber
- XII. Comments by Trustees/Superintendent**
- XIII. Closed Session (if needed)**
- XIV. Next Regular Board of Education Meeting: Thursday, November 21, 2024 – 7:00 p.m.**

KALAMAZOO PUBLIC SCHOOLS
Board of Education Meeting
1220 Howard Street
October 10, 2024 – Regular Meeting Minutes

I. Call to Order

Vice President McGlinn called the meeting to order at 7:02 p.m.

II. Pledge of Allegiance

The Pledge of Allegiance was recited.

III. Acceptance of Agenda

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

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

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

IV. Attendance

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

V. Board Recognitions

Heather Misner, Principal of Spring Valley Center for Exploration, recognized students Jamil Patalinghug, Ta'Miah Eddie, Timothy Eddie, Layla Grayson, LaMyah Kelley, Keyai Alexander, and Ariana Ekumbaki.

VI. Committee Reports/School Reports:

Trustee Sholler-Barber updated from the Community Relations Committee meeting on October 7. An agenda for the year was set up. Suggested topics to go over with parents for the year are parent university, using AI in the schools, preparing for high school, and to further the vision of the board and Dr. Slade.

Secretary Hill updated from the Governance Committee meeting on October 7. She went over the board policies that were created last year and how they will continue on for this school year.

VII. Correspondence

Secretary Hill reported the correspondence for the period of September 6 - September 26, 2024.

- Email received September 26 from Christian Moore regarding seeking volunteer work with 21st Century afterschool program. Secretary Hill replied on September 27.
- Email received September 30 from Susan O'Connor regarding district reading data research. Secretary Hill replied on October 8.

VIII. Consent Calendar

Vice President McGlinn presented the Consent Calendar items: VIII.A.1 September 26, 2024, Regular Meeting Minutes, VIII.B. Purchase Recommendations 2025-7, 2025-8, 2025-9, 2025-10, and VIII.C. Personnel Changes.

MOTION: Trustee Payton, supported by Trustee Sholler-Barber, moved to accept the Consent Calendar.

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

Discussion from the board:

Patti Sholler-Barber

- Shared 2025-7 is an absolute must because staff need all support they can get.
- Commented on 2025-8 which covers the South Westnedge building. This building was purchased in 2013 to use as a swing space while buildings are being renovated.
- Shared 2025-9 is very important to replace the portables for security purposes in the classroom.
- Thank you to everyone who supported the bond.

Jennie Hill

- Asked for clarification on the purchasing process with bonds for the boy scouts that were in the building earning their governance badge. Laura Kayser answered that they are used for new building updates, or new builds so general funds are not being used and money can be used for teaching supplies and staff.

IX. Reports and Recommendations

A. Superintendent's Update

Dr. Slade thanked the community for attending the first three Academic/Behavior parent meetings.

Director of Student Services, Lisa Dewey presented the Family Engagement Steering Committee, a recap on the 2023-2024 school year, and the plans they have for this school year.

Comments from the board:

Jennie Hill

- Shared that she has attended several of the events hosted by the Family Engagement Steering Committee and appreciates the hard work put in and connections made with families.

Patti Sholler-Barber

- Attended several events including one for bridging cultures. Appreciates helping families remove barriers and loved all of the families that attended events.

Carol McGlinn

- Appreciates that the surveys are being done and parents are being communicated with to find out what families really need and how we can support our students.
- Acknowledged how hard it was in the past to schedule sports physicals and appreciates how organized and easy they were to bring to the schools this year.

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

Public comments/audience participation. No actions taken.

XI. Other Business

- A. Travel Request for Karla Murphy
- B. Travel Request for Karla Murphy
- C. Travel Request for Karla Murphy
- D. Travel Request for Karla Murphy
- E. Travel Request for Patti Sholler-Barber

XII. Comments by Trustees/Superintendent

Yvonne Payton

- Announced this month is Breast Cancer Awareness Month. Urged community to get their mammograms.
- Shared that October is Domestic Violence Awareness month. Attended YWCA Full Circle Luncheon.
- Announced Friday, October 11 there will be a community speaker on Domestic Violence at Sangren Hall.
- Shared today is World Mental Health Day. Wants to emphasize prioritizing mental health in the schools. Is thankful that the state gave funds back to the schools.
- Announced Hispanic Heritage Month is through October 15.

Patti Sholler-Barber

- Provided updates on sports:
 - Kalamazoo Central varsity football is 3-1. Best record since 2018. They are at Lakeview Friday night.
 - Soccer extended their record to 9-4-1 with a win over Portage Northern last night. They are currently in fourth place in the SMAC.
 - Kiya Bowman, junior diver, reached the all-time KC leaderboard last week achieving the third highest 1 meter springboard score in school history.
 - Excited to see Kalamazoo Central host Loy Norrix in volleyball tonight.
 - KC Track Coach and English teacher Tyler Germain was named MHSAA and MHSCA Track Coach of the Year.
- Thanked all of the schools for their open houses. Was able to attend several buildings.
- Discussed Early Middle College, which begins during sophomore year.
- Encouraged parents to participate in Trunk or Treat events to keep Halloween as safe as we can.
- Thanked all parents, teachers, and anyone else who supported parent/teacher conferences this week.
- Thanked Susan Coney for the calendar on the website for how wonderful it looks.

Jennie Hill

- Shoutout to Kalamazoo Central Women's team. They won against Battle Creek Central. Shoutout to KC seniors.
- Shared both marching bands competed in the MSBOA Marching Festival and both high schools received a 1. Very grateful for the new drumline equipment and drum major podiums.

Carol McGlinn

- Shoutout to staff who participated with conferences and the hard work that goes with it.
- Encouraged the community to look at candidates support towards public education before they vote.

Dr. Slade

- Acknowledged KPS has some of the best staff and students in the state.
- Celebrate all accomplishments in the district.
- Shoutout to Hillside math class, Prairie Ridge social studies, and Greenwood 2nd grade math class received McDonald's parties from Dr. Slade.
- Attended Loy Norrix vs Portage Central Regional event in Soccer. Recognized boys soccer game.
- Attended several middle school volleyball and football events. Appreciated all staff involved with athletics.
- Shared that both high school football teams are improving this year.
- Announced there are two big games with Kalamazoo Central and Loy Norrix tomorrow night. Wished all students who will play well in the game.

XIII. Closed Session

Not needed.

XIV. Next Board of Education Meeting

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

MOTION: Secretary Hill, supported by Trustee Sholler-Barber, 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 7:46 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: November 7, 2024

Request Number: 2025-11

Amount: \$8,541,490.00

Item: Construction of New District Kitchen

Cost Center: 2018 Bond

Cost Center Representative (s) Attending Board Meeting: Karen Jackson

Description of Need:

This purchase recommendation is for the construction of a new district kitchen which will be located on the former Chime Elementary School site. This commercial state-of-the-art facility will provide central storage, distribution, production and catering in a 17,172 square foot building. Currently, the district provides approximately 6,500 breakfasts, 9,000 lunches, 400 dinners and afternoon snacks daily. In addition, the district provides meals to Head Start, KRESA and other miscellaneous facilities. The district is reimbursed by these programs for their meals. The kitchen at the Community Education Center is the current location that is used by the food service department.

The district made a strategic decision to improve the meals provided to students and funded the construction of a new facility in the 2018 bond. The new, fresher alternative model requires a larger space with greatly enhanced cooler/freezer storage and prep areas. This project has been delayed due to disruption of the supply chain for construction materials due to COVID and challenges with acquiring a location to build the facility. The rising cost of construction has increased the total cost of this project from earlier projections. Savings from other projects in the 2018 bond will be used to pay for the budget overage.

The food service department will receive and ship dry and raw products as well as pre-prepared meals to our 17 elementary schools as well as the other programs. The implementation of this district storage and production facility will better allow the district to take advantage of commodity shipments and strengthen purchasing procedures resulting in cost savings and reduced food waste. More importantly, it will provide fresher quality and more consistent food for our students.

Vendor: See attached spreadsheet

Number of Proposals Requested: 336 **Received:** 48

Low Bid Accepted? Yes

Additional Information:

Budget : \$4,995,000.00

Bid Amount 7,764,991.00

Contingency 776,499.00

Total: \$8,541,490.00

Under (Over) Budget: (\$3,546,490.00)

CONTRACTOR RECOMMENDATIONS

Project: DISTRICT KITCHEN

Owner: Kalamazoo Public Schools

Architect: TowerPinkster

Construction Manager: The Skillman Corporation

Bid Date: October 17, 2024

<u>BID CATEGORY</u>	<u>RECOMMENDED CONTRACTOR</u>	<u>BID AMOUNT</u>
SITEWORK	Cripps Fontaine Excavating Kalamazoo, MI	\$634,600
ASPHALT PAVING	Rieth-Riley Construction Co., Inc. Kalamazoo, MI	\$91,884
CONCRETE	RLE Concrete Grand Rapids, MI	\$478,219
MASONRY	Bracy and Jahr, Inc. Quincy, MI	\$1,077,500
PRECAST CONCRETE	StresCore South Bend, IN	\$260,550
GENERAL TRADES	Hall Builders, LLC Paw Paw, MI	\$428,500
STRUCTURAL & MISCELLANEOUS STEEL	Division 5 Metalworks Parchment, MI	\$138,445
ROOFING	Division 7 Building Contractors Kalamazoo, MI	\$440,960
ALUMINUM ENTRANCES, STOREFRONTS & WINDOWS	Double O, Inc. Walker, MI	\$82,620
INTERIOR FINISHES	Ritsema Associates Grandville, MI	\$271,300
FLOORING	Johnson Commercial Interiors Grandville, MI	\$119,570
FIRE PROTECTION	Hunter-Prell Company Battle Creek, MI	\$112,000
MECHANICAL & PLUMBING	DHE Plumbing and Mechanical Grandville, MI	\$1,214,000
ELECTRICAL	Circuit Electric Kalamazoo, MI	\$1,015,000
TECHNOLOGY	The DataCom Group Holt, MI	\$13,950
FOOD SERVICE EQUIPMENT	Stafford-Smith, Inc. Kalamazoo, MI	\$1,385,893
TOTAL AMOUNT:		\$7,764,991

KALAMAZOO PUBLIC SCHOOLS
PURCHASE RECOMMENDATION DATA SHEET

Board Meeting Date: November 7, 2024
Request Number: 2025-12
Amount: \$1,143,916.00

Item: Districtwide Snow Removal for Three Years

Cost Center: Facilities Management

Cost Center Representative (s) Attending Board Meeting: Karen Jackson

Description of Need:

This purchase recommendation is for snow removal services at 32 district facilities for a three-year period. The three-year period begins during the 2024/2025 school year and ends during the 2026-2027 school year. The total cost is estimated based upon fourteen (14) snow events per year for the next three years. Unit pricing is received for snow events containing 0"-4" inches, 4"-8" inches and 8"-12" inches of snow in parking lots. It also includes pricing for sidewalks at all facilities except Kalamazoo Central and Loy Norrix High Schools. In-house grounds staff will maintain the sidewalks at those two buildings.

Vendor: See attached spreadsheet

Number of Proposals Requested: 10 **Received:** 4

Low Bid Accepted? No

Additional Information:

Representatives from Facilities Management and the Business Office reviewed the bids. Low bid for all regions was one vendor new to the District. It was determined to be in the District's best interest to not award the entire District to one vendor.

CONTRACTOR RECOMMENDATIONS

Project: DISTRICTWIDE SNOW REMOVAL for THREE YEARS

Owner: Kalamazoo Public Schools

Bid Date: August 27, 2024

<u>CONTRACTOR</u>	<u>REGIONS</u>	<u>3 YEAR BID</u>	<u>3 YEAR ESTIMATED TOTAL</u>
		<u>AMOUNT</u>	
POWERS PROPERTY MANAGEMENT, LLC Kalamazoo, MI	1	\$157,585	\$497,395
	3	\$198,965	
	6	<u>\$140,845</u>	
AMERICAN DREAM BUILDERS Paw Paw, MI	2	\$170,140	\$554,430
	4	\$144,060	
	5	<u>\$240,230</u>	
APEX OUTDOOR SOLUTIONS Portage, MI	7	\$28,595	\$92,091
	8	<u>\$63,496</u>	
TOTAL ESTIMATED THREE YEAR AMOUNT:			<u>\$1,143,916</u>

KALAMAZOO PUBLIC SCHOOLS
PURCHASE RECOMMENDATION DATA SHEET

Board Meeting Date: November 7, 2024
Request Number: 2025-13
Amount: \$6,718,620.00

Item: Remodeling and Site Work at South Westnedge School

Cost Center: 2022 Bond

Cost Center Representative (s) Attending Board Meeting: Karen Jackson

Description of Need:

This purchase recommendation is for remodeling and site work improvements at South Westnedge School, as identified in the 2022 bond.

Exterior projects include: Replace and enlarge the parking lot to separate buses and cars, and increase site lighting. Interior remodeling projects include: Rebuild the main entrance vestibule and add a canopy, rebuild the gymnasium entrance and add a canopy, remodel the north end classroom and create a secure vestibule, replace two chair lifts from the gymnasium to the main building, replace the fire alarm system and lighting throughout the building, replace HVAC system throughout the building and add cooling, replace some casework, and replace exterior doors, frames and hardware. In addition, the domestic water piping will be replaced as well as the gymnasium floor.

Vendor: See attached spreadsheet

Number of Proposals Requested: 302 **Received:** 35

Low Bid Accepted? Yes

Additional Information:

Budget: \$6,107,481.00

Bid Amount: 6,107,836.00

Contingency: 610,784.00

Total: \$6,718,620.00

Under(Over): \$ (611,139.00)

Replacement of the gymnasium floor (\$80,550) will be funded through insurance reimbursement.

CONTRACTOR RECOMMENDATIONS

Project: SOUTH WESTNEDGE SCHOOL REMODELING & SITE WORK

Owner: Kalamazoo Public Schools

Architect: TowerPinkster

Construction Manager: The Skillman Corporation

Bid Date: October 10, 2024

<u>BID CATEGORY</u>	<u>RECOMMENDED CONTRACTOR</u>	<u>BID AMOUNT</u>	<u>ALTERNATES</u>	
			<u>TAKEN</u>	<u>TOTAL AMOUNT</u>
SITework	Lounsbury Excavating, Inc. Paw Paw, MI	\$425,700		\$425,700
ASPHALT PAVING	Michigan Paving & Materials, Co. Kalamazoo, MI	\$175,500		\$175,500
CONCRETE	Earley & Associates Inc. Kalamazoo, MI	\$297,900	\$4,800	\$302,700
MASONRY	Davenport Masonry Holt, MI	\$242,975		\$242,975
ROOFING	Hoekstra Roofing Kalamazoo, MI	\$256,145		\$256,145
GENERAL TRADES	Hall Builders, LLC Paw Paw, MI	\$724,216		\$724,216
CASEWORK	Architectural Systems Group, LLC Holland, MI	\$88,700		\$88,700
METAL STUDS, DRYWALL & ACOUSTICAL	Ritsema Associates Grandville, MI	\$263,340		\$263,340
ALUMINUM FRAMES & GLAZING	Midwest Glass & Mirror Stevensville, MI	\$312,730		\$312,730
FLOORING	Ritsema Associates Grandville, MI	\$34,450	\$75,750	\$110,200
FIRE SUPPRESSION	Total Fire Protection Grand Rapids, MI	\$226,280		\$226,280
MECHANICAL & PLUMBING	DHE Plumbing and Mechanical Grandville, MI	\$2,194,400	\$57,400	\$2,251,800
ELECTRICAL	Esper Electric Kalamazoo, MI	\$727,550		\$727,550
TOTAL AMOUNT:				\$6,107,836

KALAMAZOO PUBLIC SCHOOLS
PURCHASE RECOMMENDATION DATA SHEET

Board Meeting Date: November 7, 2024
Request Number: 2025-14
Amount: \$51,487.00

Item: 2024 Chevrolet Tahoe

Cost Center: Sec 31aa Security & Safety/Mental Health Grant

Cost Center Representative (s) Attending Board Meeting: Rikki Saunders

Description of Need:

This purchase recommendation is to replace the vehicle the Director of Campus Safety needs to perform daily duties throughout the district.

Vendor: Todd Wenzel Chevrolet
Hudsonville, MI

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

Low Bid Accepted? N/A

Additional Information:

The MiDEAL program is an extended purchasing program that allows Michigan local units of government to use state contracts to buy goods and services. Local governments benefit directly from the reduced costs of goods and services. The MIDEAL Program is authorized by Michigan legislation and has been in existence since 1984.

KALAMAZOO PUBLIC SCHOOL
Office of the Superintendent

TO: Board of Trustees

FROM: Dr. Darrin Slade, Superintendent

DATE: November 7, 2024

SUBJECT: Personnel Changes

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

- I. Employment
 - A. Professional/Management

Paris Durden, Behavior Specialist, Milwood Elementary School, 10/14/2024
 - B. Classified

Rahel K. Afewerky, Multilingual Paraprofessional, Phoenix High School, 10/28/2024
Hanoi A. Lapaix Martinez, Multilingual Paraprofessional, Woods Lake Elementary: A Magnet Center for the Arts, 10/14/2024
Amy M. Malloy, Special Education Resource Room Paraprofessional, Winchell Elementary School, 10/28/2024
Zaire M. Seals, Special Education Paraprofessional, The Woodward School, 11/11/2024
Allison L. Triplett, Special Education Resource Room Paraprofessional, Edison Academy, 10/28/2024
Maria J. Varnesdeel, .6 FTE Library Assistant, Spring Valley Center for Exploration, 09/30/2024
- II. Promotions/Key Transfers
 - A. Professional/Management
 - B. Classified

Dreon D. Smith, transfer from Campus Safety to Student Behavior Interventionist at Loy Norrix High School, 11/11/2024
- III. Leaves of Absence
 - A. Professional/Management
 - B. Classified
- IV. Terminations
 - A. Professional/Management

Joshua M. Bierlein, Elementary Teacher, Woods Lake Elementary: A Magnet Center for the Arts, Resignation, 10/11/2024
Kelly M. Blair, Speech and Language Pathologist, Indian Prairie Elementary School, Resignation, 10/30/2024
Isabella F. Comar, Elementary Teacher, Woods Lake Elementary: A Magnet Center for the Arts, Resignation, 10/4/2024
 - B. Classified

Shaelyn E. Bailey, Lead Secretary, Milwood Magnet School: A Center for Math, Science, and Technology, Resignation, 11/01/2024

Danya A. Mansour, Multilingual Paraprofessional, Loy Norrix High School,
Resignation, 10/31/2024

Fatia D. Parker, .75 FTE Assistant School Secretary, Lincoln International Studies
School, Resignation, 10/25/2024

- 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
Office of the Superintendent

TO: Board of Trustees

FROM: Dr. Darrin Slade, Superintendent

DATE: November 7, 2024

SUBJECT: June 30, 2024 Annual Comprehensive Financial Report

RECOMMENDATION: It is recommended that the Board receive the accompanying June 30, 2024 Annual Comprehensive Financial Report and Board Governance letter.

RATIONALE: Each year, the auditors are retained to express an opinion on the audited financial statements. The audit procedures and the audited financial statements have been completed. Jon Ringlein, Senior Manager, from Maner Costerisan, will present the statements.

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

11/05/2024

Request Date

Preparing Your Organizational Meeting

Name of Event

11/14/2024

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.**
Preparing Your Organizational Meeting 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)

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

11/5/2024

Request Date

NSBA Annual Conference

Name of Event

4/4/25 - 4/6/25

Date of Conference/Class

CONFERENCE INFORMATION

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

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.**

NSBA Annual Conference

LODGING INFORMATION

Lodging required? ☒ Yes ☐ No Check-in and check-out dates? 4/3/25 - 4/6/25

Conference hotel name Hyatt Place Atlanta / Centennial Park

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.

Karla Murphy

Name

10/31/2024

Request Date

MASB Winter Institute

Name of Event

2/07/2025 - 2/08/2025

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 214: Open Meetings Act
CBA 223: Parliamentary Procedure
CBA 234: Using Persuasive Skills to Reach a Consensus
CBA 335: Dealing with Boardmember Turnover
CBA 370: Managing a Construction Project

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.

Patti Sholler-Barber

Name

11/5/2024

Request Date

NSBA Annual Conference

Name of Event

4/4/25 - 4/6/25

Date of Conference/Class

CONFERENCE INFORMATION

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

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.**
NSBA Annual Conference

LODGING INFORMATION

Lodging required? ☒ Yes ☐ No Check-in and check-out dates? 4/3/25 - 4/6/25

Conference hotel name Hyatt Place Atlanta / Centennial Park

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 _____