

KALAMAZOO PUBLIC SCHOOLS
Office of the Superintendent
1220 Howard Street
Kalamazoo, MI 49008
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November 18, 2025

**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 20, 2025, at 7:00 p.m. in the Cafeteria of Edison Academy, 831 Lake St., Kalamazoo, MI 49001. 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 Art Room 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

Revised: November 21, 2024

This policy supersedes all other policies on this issue.

KALAMAZOO PUBLIC SCHOOLS

**Board of Education Meeting
831 Lake St, Kalamazoo, MI 49001**

November 20, 2025 – 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**
November 6, 2025 Regular Meeting Minutes
 - B. Business and Financial Reports**
Purchase Recommendation 2026-12, 2026-13, 2026-14, 2026-15, 2026-16, 2026-17, and 2026-18
 - C. Personnel Items**
Personnel Changes
- IX. Reports and Recommendations**
 - A. Superintendent's Report**
 - B. Sale of Land to Ecumenical Senior Center**
- X. Persons Requesting to Address the Board (3-minute individual limit)**
- XI. Other Business**
 - A. Professional Development Request for Karla Murphy**
 - B. Professional Development Request for Karla Murphy**
 - C. Professional Development Request for TiAnna Harrison**
 - D. Professional Development Request for TiAnna Harrison**
- XII. Comments by Trustees/Superintendent**
- XIII. Closed Session (if needed)**
- XIV. Next Regular Board of Education Meeting: Thursday, December 18, 2025 – 7:00 p.m.**

KALAMAZOO PUBLIC SCHOOLS
Board of Education Meeting
1220 Howard Street
November 6, 2025 - Regular Meeting Minutes

I. Call to Order

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

II. Pledge of Allegiance

The Pledge of Allegiance was recited.

III. Acceptance of Agenda

President Harrison called for a motion to accept the agenda.

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

Disposition: Voice vote; all in favor. The motion was carried unanimously by trustees present.

IV. Attendance

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

V. Board Recognitions

Winchell Elementary School Principal Kelly Corrigan recognized students Alex Deweese, Alijah Hicks, A'Maria May, Dion Johnson, and Leo Ericksen.

Milwood Magnet School Principal Aaron Sauter and Cross Country Coach Dawn Kahler recognized students Alex Wissner, Benjamin Lovely, Callum Cameron, Casey Duguay, Connor Cameron, Crane Conkling, Drew Austin, Elliott Dedloff-Rooy, Henry Yeckley, Hunter Harrington, Ian Van der Westhuizen, Joseph Richards, Kaelem Helms, Maxwell Newman, Miles Dedloff-Rooy, Nathan Travis, Oliver Richardson, Reilly Kelley, Sawyer Dedloff-Rooy, Wilton Sheehan, Alorna Goode, Amyha Ward, Beatrice Mayer, Claire Westervelt, Elspeth Ryan, Petra Mesch-Carinci, and Serenity Bronson.

Loy Norrix High School Principal Chris Aguingaga and Band Director Aaron Mirakovits recognized students Izabella Reigle, Aspen Kirkpatrick, Alison Williams, Mutisunge Kadaluka, Lukas Madl, Amelia Coutu, Emma Smith, Ja'Various Bennett-Coleman, Elijah Reigle, Chase Lewis, Mary Ewing, Zoe Wazny, Shaniyah Webb, Alayshia Wynn, Jazz Coston, and Jazmyne Miner-Kingston.

VI. Committee Reports/School Reports

Trustee Sholler-Barber updated from the Academic Excellence Committee meeting. The committee met on November 5. They reviewed qualitative principal data, goal setting, monitoring processes, and the strategic plan progress. They also discussed expulsion practices, STEM middle school considerations, the El Sol middle school design, and Knock and Talk outcomes.

Vice President McGlinn updated from the Operations/Financial Affairs Committee. They met on November 3. The committee met with auditors and Laura Kayser; received a financial update and facilities update from Karen Jackson. They discussed the El Sol middle school design and Chenery Auditorium facilities improvements.

President Harrison provided an update from the Superintendent Evaluation Committee. The committee met to establish the superintendent evaluation timeline. She noted that 20% of the evaluation is based on student growth. An informal update will be provided soon and a mid-year report is scheduled for January.

VII. Correspondence

Secretary Hill reported the correspondence for the period of October 17 - November 4, 2025.

- Email received on October 21 from John McNeill regarding the Kalamazoo County budget updates. Secretary Hill replied on October 30.
- Email received on October 23 from Karmella Todd regarding a safety concern. Secretary Hill replied on October 30.

VIII. Consent Calendar

President Harrison presented the Consent Calendar items: VIII.A.1 October 16, 2025 Regular Meeting Minutes, VIII.A.2 October 29, 2025 Special Meeting Minutes, and VIII.B. Personnel Changes.

Motion: Vice President McGlinn, supported by Trustee Sholler-Barber, moved to accept the Consent Calendar.

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

IX. Reports and Recommendations

A. Superintendent's Update

Dr. Slade recognized Dr. Lisa Dewey for earning her doctorate.

Dr. Dewey announced the next Knock and Talk attendance event on Saturday, November 15, from 9:00 a.m. to 5:00 p.m., and provided statistics from the initial event held on October 18. She also announced the Around the World wellness event on November 15.

Dr. Slade reported that the Board presented at the MASB Annual Leadership Conference on "From Gaps to Gains: The School Board's Role in Improving Student Outcomes".

Discussion from the board:

Patti Sholler-Barber

- Complimented the Knock and Talk event.

Karla Murphy

- Congratulated Dr. Dewey for earning her doctorate.
- Inquired about vaccine availability at the wellness event. Dr. Dewey stated flu shots will be available without appointment and other vaccinations will be offered by appointment through Helping Hands.

Carol McGlinn

- Asked how the district is providing outreach for community events. Dr. Dewey reported flyers are posted in all buildings, the communications department is publicizing the events, special invitations were issued to newcomers and refugees, and the multilingual department is conducting targeted outreach.

B. June 30, 2025 Annual Comprehensive Financial Report

Jon Ringlein, Senior Manager, from Maner Costerisan, presented the June 30, 2025 Annual Comprehensive Financial Report. He stated the final financial statement audit may be posted to the district website. He stated the audit earned an unmodified opinion.

Discussion from the board:

Patti Sholler-Barber

- Commended the business and finance office for earning an unmodified opinion.

Carol McGlinn

- Thanked the auditors and the district finance staff for their hard work.
- Noted that 17 out of nearly 900 districts received this recognition.

Karla Murphy

- Thanked the auditing team for their hard work.
- Thanked Laura Kayser and her team.

Jennie Hill

- Thanked the finance team and auditing team.
- Stated the district used to have to borrow through the state and is grateful the district no longer has to do that.

TiAnna Harrison

- Thanked the auditing team for presenting the hard work that Laura and her team does.

C. Approval of El Sol as a PreK-8 building

Assistant Superintendent of Elementary Education and Leadership Dr. Micole Dyson presented the project progress and recommended the El Sol facility be constructed as a PreK-8 school following opening, citing the benefits of a PreK-8 model.

Motion: Trustee Sholler-Barber, supported by Secretary Hill, moved to approve the recommendation to approve the construction of El Sol as a PreK-8 building.

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

Discussion from the board:

Carol McGlinn

- Reported strong parent support for a middle school immersion program and expressed support for the gradual conversion to PreK-8 if authorized.

Patti Sholler-Barber

- Thanked the El Sol design team.
- Praised Dr. Wilson's leadership and Karen Jackson's contributions.
- Noted the addition of a reading block to the El Sol program.

Jennie Hill

- Expressed support for the program for the east-side neighborhood.

Karla Murphy

- Asked about incremental costs between the grade options presented. Laura Kayser reported an estimated increase of \$4.6 million to construct PreK–8 versus PreK–5. The anticipated timeline includes opening in 2028–2029 with expansion to include 6th grade beginning in 2029–2030. Karen Jackson confirmed the timeline.

TiAnna Harrison

- Stated she appreciates the hard work and passion from Dr. Wilson during the planning of this building.
- Praised Karen Jackson for her hard work in meetings.

Dr. Slade

- Recognized the hard work and dedication of the El Sol staff.

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

Public comments/audience participation. No actions taken.

XI. Other Business

None.

XII. Comments by Trustees/Superintendent

Jennie Hill

- Noted interest in the proposed nonpartisan ballot initiative and stated she will review further.

Patti Sholler-Barber

- Stated she will research the nonpartisan ballot.
- Recognized Coach Kahler for her hard work.
- Recognized the language immersion program.
- Thanked Laura Kayser and her staff.
- Urged the community to take caution for winter weather.

Karla Murphy

- Congratulated the Loy Norrix band.
- Congratulated Dr. Dewey for earning her doctorate.
- Congratulated the El Sol staff for pursuing higher degrees.
- Announced Fall Fest and loves the sneak peek at what the high schools will be doing.
- Announced the Shrek musical will be at Loy Norrix in December.
- Congratulated Mrs. Kayser for her hard work and dedication.

TiAnna Harrison

- Congratulated Dr. Wilson and her team at El Sol.
- Thanked Mrs. Kayser and her team.

- Thanked the community for the opportunity to present at the MASB conference in Traverse City.
- Congratulated Trustee Payton for becoming a level 1 certified board member with MASB. Thanked her for her hard work.
- Shared the importance of professional development within the school board.
- Reminded the community that the next Board meeting will be at Edison Academy on November 20.

Dr. Slade

- Thanked the entire district staff for an amazing month of October.
- Thanked KEA President Heather Reid for her hard work with negotiations.
- Thanked District Attorney Marshall Grate for his hard work for the district.

XIII. Closed Session

President Harrison moved for the Board to convene in closed session pursuant to Section 8(h) of the Open Meetings Act, MCL 15.268 (h), the Board can meet in closed session to consider material exempt from open discussion or disclosure by state or federal statute, and under MCL 15.243 (l)(g), information or records subject to attorney-client privilege are confidential and exempt from public disclosure. President Harrison moved to convene in closed session to review a written legal opinion of counsel Clark Hill PLC, which written legal opinion is exempt from disclosure as privileged and confidential documents pursuant to the attorney-client privilege.

MOTION: President Harrison, supported by Trustee Sholler-Barber, moved to convene in closed session.

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

President Harrison stated they may or may not return to the floor.

XIV. Next Board of Education Meeting

The next Regular Board of Education meeting is Thursday, November 20, 2025, at 7:00 p.m.

The Board did not return to the floor from closed session. President Harrison adjourned the meeting at 9:43 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 20, 2025

Request Number: 2026-12

Amount: \$89,645.85

Item: District Kitchen Furniture

Cost Center: 2018 Bond

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

Description of Need:

This purchase recommendation is for all seating, tables, office workstations, storage and a podium for the training room at the new District Kitchen.

Vendor: See Attached Spreadsheet

Number of Proposals Requested: 3 **Received:** 2

Low Bid Accepted: Yes

Additional Information:

CONTRACTOR RECOMMENDATIONS

Project: DISTRICT KITCHEN FURNITURE

Owner: Kalamazoo Public Schools

Architect: TowerPinkster

Construction Manager: The Skillman Corporation

Bid Date: October 24, 2025

<u>BID CATEGORY</u>	<u>RECOMMENDED CONTRACTOR</u>	<u>BID AMOUNT</u>
Seating, Training tables, Collaboration tables, and Podium	Custer Kalamazoo, MI	\$38,985.73
Workstations, Worksurfaces, Occassional tables, Storage and Office furniture	Michigan Office Environments Kalamazoo, MI	\$50,660.12
TOTAL AMOUNT:		<u>\$89,645.85</u>

KALAMAZOO PUBLIC SCHOOLS

PURCHASE RECOMMENDATION DATA SHEET

Board Meeting Date: November 20, 2025

Request Number: 2026-13

Amount: \$45,523.50

Item: Three (3) Weapon Detection Systems

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

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

Description of Need:

This purchase recommendation is for three (3) additional weapon detection systems. These additional units will be moved from building to building, on an as-needed basis, for large events.

Vendor: CEIA USA
Hudson, OH

Number of Proposals Requested: 1 **Received:** 1

Low Bid Accepted: N/A

Additional Information:

This is the same vendor that the previous seventeen weapon detection systems were purchased from. The units are identical systems for ease of use by staff and students.

KALAMAZOO PUBLIC SCHOOLS

PURCHASE RECOMMENDATION DATA SHEET

Board Meeting Date: November 20, 2025

Request Number: 2026-14

Amount: \$269,468.64

Item: Classroom Furniture at Milwood Magnet School

Cost Center: 2022 Bond

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

Description of Need:

This purchase recommendation is for student desks and chairs in fourteen (14) classrooms at Milwood Magnet School.

Vendor: V/S America, Inc. c/o Great Lakes Furniture
Holland, MI

Number of Proposals Requested: 1 **Received:** 1

Low Bid Accepted: N/A

Additional Information:

This purchases uses Omnia Partners cooperative contract pricing already approved for US Communities, National IPA and NCPA which companies are wholly-owned subsidiaries of Omnia Partners. KPS benefits from the reduced costs of goods and services through the approved contracts.

KALAMAZOO PUBLIC SCHOOLS

PURCHASE RECOMMENDATION DATA SHEET

Board Meeting Date: November 20, 2025

Request Number: 2026-15

Amount: \$43,295.87

Item: Custodial Equipment for the District Kitchen and South Westnedge School

Cost Center: 2018 Bond - \$17,349.39
2022 Bond - \$25,946.48

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

Description of Need:

This purchase recommendation is for custodial equipment for the new District Kitchen and South Westnedge School. Pieces of equipment include walk behind scrubbers, extractors, floor machines, wet/dry vacuums, vacuums, janitor carts, tilt trucks and mop buckets for each building.

Vendor:

KSS Enterprises
Kalamazoo, MI

Number of Proposals Requested: 3 **Received:** 1

Low Bid Accepted: N/A

Additional Information:

KALAMAZOO PUBLIC SCHOOLS

PURCHASE RECOMMENDATION DATA SHEET

Board Meeting Date: November 20, 2025

Request Number: 2026-16

Amount: \$264,840.84

Item: Student Tables for Four Elementary Schools

Cost Center: 2022 Bond

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

Description of Need:

This purchase recommendation is for student tables at the following schools: Arcadia Elementary - 75 two-student tables for 4th and 5th grades; Parkwood-Upjohn Elementary - 30 single-student tables and 45 two-student tables for 4th and 5th grades; Woods Lake Elementary - 240 single-student tables and 45 two-student tables for 3rd, 4th and 5th grades; and Woodward School - 180 single-student tables for 3rd, 4th and 5th grades.

Vendor: Custer
Kalamazoo, MI

Number of Proposals Requested: 1 **Received:** 1

Low Bid Accepted: N/A

Additional Information:

This purchases uses Omnia Partners cooperative contract pricing already approved for US Communities, National IPA and NCPA which companies are wholly-owned subsidiaries of Omnia Partners. KPS benefits from the reduced costs of goods and services through the approved contracts.

KALAMAZOO PUBLIC SCHOOLS

PURCHASE RECOMMENDATION DATA SHEET

Board Meeting Date: November 20, 2025

Request Number: 2026-17

Amount: \$232,503.09

Item: 35M Literacy Materials

Cost Center: Instruction

Cost Center Representative(s) Attending Board Meeting: Dr. Angela Thomas

This grant directly addresses our district's need to improve Pre-K through 5th-grade literacy instruction by aligning our practices with the research-backed "science of reading." The proposed recommended resources include the University of Florida Literacy Institute Foundations program (UFLI Foundations) and hands-on student manipulatives to provide interactive experience to reinforce early literacy skills. The UFLI teacher manuals will equip our educators with the foundational knowledge and evidence-based strategies to effectively teach reading and writing.

The hands-on student materials, including magnetic letters and trays, foam dice, mirrors, trifold boards, and magnetic white boards will provide each classroom with the tactile and multi-sensory experiences essential for solidifying phonics skills. The additional support materials in phonics will provide a brain-based approach to teaching complex phonics patterns and will allow us to implement a structured, systematic program that will directly impact our most struggling readers, ensuring all students have the opportunity to become proficient and confident in literacy.

Vendor: See Attachment

Number of Proposals Requested: 3 **Received:** 3

Low Bid Accepted: Yes

Additional Information:

Vendor Name	Item	Total Cost
Dollar Days	Spiral Notebooks & Bags	\$13,971.55
Nixon Education	Red Letters & Mats	\$32,650.00
ODP	Magnetic Whiteboards, Markers, Erasers	\$56,804.02
ODP	Tri-Fold Boards	\$1,444.83
School Specialty	Advancing Phonics Word Work Small Group Sets	\$83,395.00
School Specialty	hand2mind Sound Wall Classroom Phonetics Kits	\$8,165.78
School Specialty	hand2mind Reading Rods Prefixes & Suffixes	\$6,520.78
Scribbledo	Phonemic Awareness Sounds & Blends Dry Erase Sheets	\$6,976.13
Ventris Learning	UFLI Foundations Teacher Manuals	\$22,575.00

KALAMAZOO PUBLIC SCHOOLS

PURCHASE RECOMMENDATION DATA SHEET

Board Meeting Date: November 20, 2025

Request Number: 2026-18

Amount: \$427,350.00

Item: Wall Replacement at South Westnedge School

Cost Center: Facilities Management Cost Center

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

This purchase recommendation is for the removal and replacement of the exterior wall at South Westnedge School. This wall and classroom were damaged by a car accident on September 19, 2025. The work is contained to one classroom and includes removal and replacement of footings, foundations, exterior wall, and landscaping. Ceiling tile, lighting, as well as some casework, will be removed and reused as much as possible. The interior work should be complete by the end of March, with the exterior restoration work complete in the spring.

Vendor: Hall Builders
Paw Paw, MI

Number of Proposals Requested: 22 **Received:** 2

Low Bid Accepted: Yes

Additional Information:

The cost of this project will be reimbursed by insurance.

Bid Amount: \$388,500.00

Contingency: 38,850.00

Total \$427,350.00

KALAMAZOO PUBLIC SCHOOL
Office of the Superintendent

TO: Board of Trustees

FROM: Dr. Darrin Slade, Superintendent

DATE: November 20, 2025

SUBJECT: Personnel Changes

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

- I. Employment
 - A. Professional/Management
 - Nihal Afsal**, Computer Science Teacher, Kalamazoo Area Math and Science Center, 12/01/2025
 - Audrey E. Meine**, Kindergarten Teacher, Lincoln International Studies School, 12/01/2025
 - Tatiyana C. Murray**, Grade 4/5 Split Teacher, Washington Writers' Academy, 12/01/2025
 - B. Classified
 - Jalisa A. Dean**, Transportation Secretary, Transportation, 11/03/2025
 - Jiivan Manoharan**, Multilingual Paraprofessional, Kalamazoo Central High School, 11/03/2025
- II. Promotions/Key Transfers
 - A. Professional/Management
 - B. Classified
 - Kimberly A. Seeley**, transfer from Transportation Secretary, Transportation, to Instructional Secretary, Student Services/Special Education, 11/03/2025
 - Jamie L. Yax**, transfer from (.5) FTE Home-School Support Specialist, to (1.0) FTE Home-School Support Specialist, Edison Academy, 11/13/2025
- III. Leaves of Absence
 - A. Professional/Management
 - B. Classified
- IV. Terminations
 - A. Professional/Management
 - B. Classified
 - Celeste P. Borders**, Multilingual Paraprofessional, Spring Valley Center for Exploration, Resignation, 11/23/2025
 - Mitchell A. Courtney**, Mechanic, Transportation, Resignation, 11/05/2025
 - Delmarco D. Deleon**, Campus Safety, Hillside Middle School, Resignation, 11/14/2025
 - Maria I. Nunez Murillo**, Instructional Secretary, Multilingual Services and World Languages, Resignation, 12/05/2025
- V. Termination from Leave of Absence
 - A. Professional/Management
 - B. Classified

2

- 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 20, 2025

SUBJECT: Sale of Land to Ecumenical Senior Center

RECOMMENDATION It is recommended that the Board approve the attached resolution selling a vacant, landlocked parcel of real property to the Ecumenical Senior Center.

RATIONALE: The district owns a vacant, .038 acre parcel of land located near East North Street in Kalamazoo. The parcel is landlocked and has no direct access. The Ecumenical Senior Center is interested in purchasing this property to enable the construction of a new, expanded Ecumenical Senior Center, and has agreed to purchase this land for \$1,000, plus closing costs. The purchase price is comparable to the appraised value of the land.

The attached resolution approves the sale and allows the Superintendent or the Chief Financial Officer to execute the offer as well as any extensions and all other documents necessary and incidental to the sale of the land on behalf of the school district.

The resolution was prepared by Dana Abrahams of Clark Hill.

**KALAMAZOO PUBLIC SCHOOLS
KALAMAZOO COUNTY, MICHIGAN**

RESOLUTION

At a regular meeting of the Board of Education of Kalamazoo Public Schools, Kalamazoo County, Michigan (the "School District"), held at Edison Academy, 831 Lake Street, Kalamazoo, Michigan 49001, on the 20th day of November, 2025 at 7:00 p.m., Local Time.

PRESENT: MEMBERS: _____

ABSENT: MEMBERS: _____

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

WHEREAS, the School District has received an Offer To Purchase Real Estate (the "Offer") from the Ecumenical Senior Center, a Michigan non-profit corporation (the "Purchaser"), to purchase from the School District a vacant, landlocked parcel of real property (the "Premises") for a purchase price of One Thousand and 00/100 (\$1,000.00) Dollars (the "Purchase Price"); and

WHEREAS, the School District has reviewed the Offer and is desirous of accepting said Offer on terms substantially similar to those described in the Offer, which Offer is attached hereto and incorporated herein by reference as **Exhibit A** (the "Offer"); and

WHEREAS, the School District is desirous of authorizing the Superintendent or the Chief Financial Officer of the School District to execute the Offer as well as any extensions and all other documents necessary and incidental to the sale of the Premises on behalf of the School District.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The School District authorizes the sale of the Premises on terms substantially similar to the terms contained in the attached Offer.

2. The Superintendent or the Chief Financial Officer of the School District, or their designee, is hereby authorized to execute the Offer as well as any extensions and all other documents necessary and incidental to the sale of the Premises on behalf of the School District.

YEAS: MEMBERS: _____

NAYS: MEMBERS: _____

ABSTAIN: MEMBERS: _____

RESOLUTION DECLARED ADOPTED

Secretary, Board of Education

I hereby certify that the foregoing constitutes a true and complete copy of a resolution duly adopted by the Board of Education of the Kalamazoo Public Schools, Oakland County, Michigan, at regular meeting held on the 20th day of November, 2025 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meeting Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Secretary, Board of Education

EXHIBIT A

OFFER TO PURCHASE REAL ESTATE

[ATTACHED]

OFFER TO PURCHASE REAL ESTATE

1. THE UNDERSIGNED, the ECUMENICAL SENIOR CENTER, a Michigan non-profit corporation ("Purchaser"), hereby offers and agrees to purchase from KALAMAZOO PUBLIC SCHOOLS, formerly known as the School District of the City of Kalamazoo ("Seller"), the following vacant real property situated in the City of Kalamazoo, Kalamazoo County, Michigan, described as follows:

0.038 +/- acres of vacant land, being a portion of Sidwell Number 39-06-15-187-010, subject to survey in accordance with Paragraph 2 below, more particularly described and depicted on **Exhibit A** attached hereto (the "Premises"),

together with all improvements and appurtenances, if any, now on the Premises, subject to existing building and use restrictions, easements, if any, and zoning ordinances upon the following conditions:

THE SALE TO BE CONSUMMATED BY CASH SALE: Delivery of the Covenant Deed attached hereto and marked as **Exhibit B** conveying marketable title at Closing to the Premises. The purchase price for the Premises shall be the sum of One Hundred Thousand and 00/100 (\$1,000.00) Dollars (the "Purchase Price") payable by Purchaser at Closing by direct wire transfer to the Title Company.

2. As evidence of title, Purchaser agrees, at its cost, to furnish Seller as soon as possible with a Commitment for Title Insurance with the standard exceptions (the "Commitment"), issued by Sun Title Agency of Michigan, LLC (the "Title Company") in an amount not less than the Purchase Price bearing date later than the acceptance hereof with policy pursuant thereto to be issued insuring Purchaser. Additionally, Purchaser shall be required to obtain an ALTA survey, at its sole cost and expense, sufficient to obtain the Lot Split and Combination outlined in Paragraph 6(D) below, which accurately describes and reflects the Premises ("Survey") within sixty (60) days of the Date of this Offer and, if desired, verify that said Survey is sufficient to allow the Title Company to issue a Commitment without said standard exceptions. Once said Survey is obtained by Purchaser and reviewed and accepted by Seller, the legal description in the Survey shall update **Exhibit A**, the legal description of the Premises. The Survey shall be certified to the Seller, the Purchaser and the Title Company. Upon Closing, Purchaser shall pay for and order a title insurance policy consistent with the Commitment which Purchaser shall have updated to the date of Closing.

3. If written objection to the title Commitment and Survey is made within five (5) days of delivery of the title Commitment and Survey, that the Commitment or Survey is not in the condition required for performance hereunder, the Seller shall have thirty (30) days from the date it receives notice in writing of the particular defects claimed either to: (1) remedy the title Commitment and/or Survey defects set forth in said written notice, although Seller shall have no obligation to cure or to obtain insurance over such defects; or (2) terminate this Offer. Notwithstanding the above, Purchaser may, at any time during the thirty (30) day cure period, waive the conditions of this Paragraph 3 and accept the title in its "As Is" condition. If the Seller is able to remedy such defects within the time specified as evidenced by written notification, a revised Commitment or endorsement to the

Commitment, the Purchaser agrees to complete the sale in accordance with the Closing date set forth in Paragraph 7.

4. All special assessments which have been levied and due and payable upon the Premises as of the Date of this Offer shall be paid by the Purchaser. All special assessments which are levied and due and payable after the Date of this Offer shall be paid by the Purchaser. All real property taxes on the Premises shall be prorated and adjusted as of the date of Closing in accordance with DUE DATE basis of the municipality or taxing unit in which the Premises is located, under the assumptions that taxes are paid in advance and that summer and winter taxes are due and payable July 1 and December 1 respectively. The Purchaser shall be responsible for the payment of any applicable transfer taxes associated with this transaction and the Purchaser shall be responsible for all applicable recording fees, including, but not limited to, the fees required for recording the Covenant Deed. All other costs and Closing fees/costs shall be paid for by the Purchaser on or before Closing and reflected on the final Closing Statement.

5. The covenants herein shall bind and inure to the benefit of the executors, administrators, successors and assigns of the respective parties.

6. This Offer and all of Purchaser's obligations hereunder are contingent upon all of the following:

A. Purchaser's satisfaction with the Premises following Purchaser's testing, analysis, inspection and evaluation of the Premises ("Purchaser's Evaluations"). Purchaser shall have sixty (60) days after the Date of this Offer ("Inspection Period") in which to conduct such investigations, evaluations and testing of the Premises (both above ground and below ground) as Purchaser deems appropriate in order to determine if the Premises are satisfactory and suitable for Purchaser's intended use and enjoyment. Upon completion of Purchaser's Evaluations, Purchaser shall, at its sole cost and expense, restore the Premises to a condition as good as its condition prior to such Evaluations. During the term of the Inspection Period and at all times prior to Closing, Purchaser, its employees, agents, representatives, engineers, inspectors and surveyors (collectively "Representatives"), shall have the right of access to the Premises at all times for the purposes of performing Purchaser's Evaluations provided Purchaser has executed the attached Release and marked as **Exhibit C** and obtained such a Release from its Representatives. Purchaser shall indemnify, defend and hold Seller free and harmless from and against any liability arising therefrom.

B. In the event that Purchaser is dissatisfied with the results of Purchaser's Evaluations and Purchaser has notified Seller in writing prior to the expiration of said Inspection Period, Purchaser shall have the option to rescind and terminate this Offer, provided that Purchaser delivers to the Seller, free of charge, a copy of, in both electronic and hard copy formats, any and all documents, engineering plans, construction drawings, reports, assessments, surveys or site plans and any other work product prepared by, or on behalf of, Purchaser in accordance with this Paragraph 6 or for the development of the Premises (the "Documents") and shall represent and warrant to the Seller that upon delivery of the Documents that the Documents are assigned to Seller and/or the Seller has permission from any and all other preparers of the Documents, to use the same in connection with the Premises. All of Purchaser's Evaluations shall be performed at the Purchaser's sole cost and expense.

C. PURCHASER ACKNOWLEDGES THAT ONCE THE INSPECTION PERIOD EXPIRES PURCHASER HAS ACCEPTED THE PREMISES PURSUANT TO THIS PARAGRAPH AND PURCHASER TAKES THE PREMISES "AS IS". PURCHASER FURTHER ACKNOWLEDGES THAT SELLER HAS NOT MADE ANY REPRESENTATIONS OR WARRANTIES AS TO ANY MATTER, INCLUDING BUT NOT LIMITED TO, EXTERIOR (E.G., SOIL, SURFACE WATER AND GROUNDWATER) CONDITIONS OF THE PREMISES, EASEMENTS, BUILDING AND USE RESTRICTIONS, AVAILABILITY OF UTILITIES, OR ANY OTHER MATTER CONTEMPLATED IN THIS PARAGRAPH 6, AND THAT PURCHASER ASSUMES ALL RESPONSIBILITY FOR ANY INJURIES, CONDITIONS OR DAMAGES CAUSED BY ANY SUCH MATTERS UPON TRANSFER OF TITLE. EXCEPT AS SPECIFICALLY PROVIDED IN THIS OFFER, UPON CLOSING, PURCHASER WAIVES AND RELEASES SELLER FROM ALL CLAIMS OR CAUSES OF ACTION THAT PURCHASER MAY NOW OR HEREAFTER HAVE, KNOWN OR UNKNOWN, AGAINST SELLER RELATING TO THE PREMISES, THIS OFFER OR ARISING UNDER ANY FEDERAL, STATE, OR LOCAL LAW, REGULATION, ORDINANCE, OR CODE THAT RELATES TO THE PHYSICAL OR ENVIRONMENTAL CONDITION OF THE PREMISES. THIS AS-IS WHEREAS PARAGRAPH SHALL SURVIVE CLOSING.

D. On or before the expiration of the Inspection Period, Purchaser, at its sole cost and expense, shall be obligated to obtain a new Sidwell number for the Premises and shall obtain lot split combination approval from the City of Kalamazoo's Assessor to separate the Premises from its larger parent parcel (Sidwell No: 39-06-15-187-010), all as confirmed by the Survey required in Paragraph 2, at or prior to Closing.

7. If this Offer is accepted by Seller and if Title can be conveyed in the condition required within this Offer, Purchaser agrees to complete the sale and close within ten (10) days of the later of the satisfaction of the conditions listed in Paragraph 6 of this Offer or delivery of the title Commitment to Purchaser (the "Closing"). By the execution of this instrument the Purchaser acknowledges the receipt of a copy of this Offer. The Closing of this sale shall take place at the office of Title Company, or as otherwise agreed to by the parties.

8. Purchaser shall indemnify, defend and hold Seller including its Board of Education (in their official and individual capacities), administrators, employees and agents, harmless from any claims, suits, damages, costs, injuries, losses, and any expenses resulting and arising from and out of Purchaser's or its officers, directors, Representatives, agents and/or employees' occupancy, possession, use, evaluations and ownership of the Premises herein during the time this Offer is in existence.

9. Seller and Purchaser each acknowledge that that no broker or real estate agency is involved in the negotiation or consummation of this transaction. Each party warrants and represents to the other that it is not obligated to pay any fee or commission to any broker or real estate agency in the negotiation or consummation of this transaction. To the extent permitted by law, each party agrees to indemnify and defend the other and hold the other harmless from any expense, claim or cause of action arising out of the breach of the foregoing warranty. This hold harmless provision shall not be construed as a waiver of any governmental immunity by the Seller or any of their agencies, or employees, as provided by statute or modified by court decisions.

10. From and after the Date of this Offer, Purchaser shall not initiate a zoning change or other proceeding affecting the Premises or do anything else which may tend to jeopardize or lessen Seller's interest in or the condition of the Premises without first obtaining prior written consent from Seller. If Seller approves of any such zoning change or proceeding affecting the Premises, Purchaser shall keep Seller informed of the progress of any such zoning change or proceeding and supply Seller with copies of any and all relevant approvals and documents applicable to such zoning change and/or proceeding.

11. For the purposes of the transaction contemplated by this Offer, the "Date of this Offer" is the date of acknowledgment of the signature of the last party to sign this Offer. Once the Seller accepts Purchaser's Offer, this Offer To Purchase Real Estate shall hereinafter be referred to as the "Offer."

12. Whenever in this Offer it is provided that notice must be given or an act performed or payment made on a certain date, and if such date falls on a Saturday, Sunday or holiday, the date of the notice of performance or payment shall be the next following business day.

13. No waiver of any of the provisions of this Offer shall be deemed or shall constitute a waiver of any other provisions, whether or not similar, nor shall any waiver be a continuing waiver. No waiver shall be binding unless executed in writing by the party making the waiver.

14. This Offer shall be governed by and construed in accordance with the laws of the State of Michigan regardless of whether any party may or hereafter become domiciled in another state. Venue shall be Kalamazoo County, Michigan.

15. Purchaser shall not assign its rights or obligations under this Offer, without Seller's advance written consent, which consent is discretionary in Seller solely.

16. This Offer may be executed in one or more counterparts, all of which together will for all purposes constitute one agreement binding upon the parties.

17. This Offer along with all attachments constitutes the entire agreement of the parties regarding the subject matter herein and supersedes and terminates any and all prior or contemporaneous agreements, representations, understandings or dealings between the parties, either oral or written. This Offer may be amended only by a writing signed by the parties.

PURCHASER:
ECUMENICAL SENIOR CENTER

By: _____

Its: _____

Date: _____

SELLER:

KALAMAZOO PUBLIC SCHOOLS, formerly
known as the School District of the City of Kalamazoo

By: _____
Dr. Darrin Slade

Its: Superintendent

Date: _____

EXHIBIT A

LEGAL DESCRIPTION

(See Depiction of the Premises attached hereto)

Land situated in the City of Kalamazoo, Kalamazoo County, Michigan, described as follows:

THAT PART OF LOT 3 OF "T.C. SHELDON'S ADDITION TO THE CITY OF KALAMAZOO", BEING A SUBDIVISION IN THE NORTHWEST QUARTER OF SECTION 15, TOWNSHIP 3 SOUTH, RANGE 11 WEST, CITY OF KALAMAZOO, KALAMAZOO COUNTY, MICHIGAN, AS RECORDED IN LIBER 3 OF PLATS ON PAGE 16, KALAMAZOO COUNTY RECORDS, DESCRIBED AS: COMMENCING AT A FOUND MAG NAIL STAMPED 71316 AT THE SOUTHWEST CORNER OF LOT 12, BLOCK 44, OF SAID PLAT, THENCE NORTH 89° 22' 15" EAST ON THE SOUTH LINE OF SAID BLOCK 44 A DISTANCE OF 200.06 FEET TO A FOUND REBAR STAMPED 65181 AT THE SOUTHEAST CORNER OF LOT 10 OF SAID BLOCK; THENCE NORTH 00° 47' 47" WEST ON THE EAST LINE OF SAID LOT 10 A DISTANCE OF 164.99 FEET TO A SET REBAR STAMPED 65181 AT THE SOUTHEAST CORNER OF SAID LOT 3 AND THE POINT OF BEGINNING OF THE LAND HEREIN DESCRIBED; THENCE SOUTH 89° 20' 58" WEST ON THE SOUTH LINE OF SAID LOT 3 A DISTANCE OF 66.17 FEET TO A SET MAG NAIL STAMPED 65181 AT THE SOUTHWEST CORNER OF SAID LOT 3; THENCE NORTH 00° 59' 26" WEST ON THE WEST LINE OF SAID LOT 3 A DISTANCE OF 25.00 FEET TO A FOUND REBAR STAMPED 65181; THENCE NORTH 89° 20' 58" EAST PARALLEL WITH SAID SOUTH LOT LINE 66.25 FEET TO A FOUND REBAR STAMPED 65181 ON THE EAST LINE OF SAID LOT 3; THENCE SOUTH 00° 47' 47" EAST ON SAID EAST LOT LINE 25.00 FEET TO THE POINT OF BEGINNING.
CONTAINING 0.038 OF AN ACRE MORE OR LESS

Sidwell No: A portion of 39-06-15-187-010

EXHIBIT B

COVENANT DEED

This Indenture made the ____ day of _____, 20____ between KALAMAZOO PUBLIC SCHOOLS, formerly known as the School District of the City of Kalamazoo (hereinafter called the "Grantor"), whose address is 1220 Howard Street, Kalamazoo, Michigan 49008, and the ECUMENICAL SENIOR CENTER (hereinafter called Grantee"), whose address is 702 N Burdick Street, Kalamazoo, Michigan 49007. The Grantor hereby conveys and transfers to the Grantee the following described premises situated in the City of Kalamazoo, Kalamazoo County, Michigan, described as:

0.038 +/- acres of vacant land, being a portion of Sidwell Number 39-06-15-187-010,
more particularly described and depicted on **Exhibit A** attached hereto.

together with all tenements, hereditaments, appurtenances and improvements thereunto belonging or in any way appertaining for the sum of One Thousand and 00/100 (\$1,000.00) Dollars paid to the Grantor.

Grantor, for itself and its successors and assigns, covenants, grants bargains and agrees with Grantee, that, subject to existing building and use restrictions and easements, if any, zoning ordinances and other applicable governmental regulations pertaining to the Premises, Grantor has not heretofore done, committed or wittingly or willingly suffered to be done or committed, any act, matter or thing whatsoever whereby the Premises or any part thereof is or shall be charged or encumbered in title, estate or otherwise howsoever and, except for the Permitted Exceptions, Grantor does hereby bind Grantor and its successors and assigns to forever defend the Premises hereby granted unto Grantee and Grantee's successors and assigns, against every person whosoever lawfully claims the same or any part thereof solely by, through or under Grantor, but not anyone else or otherwise.

This property may be located within the vicinity of farmland or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors and other associated conditions may be used and are protected by the Michigan Right to Farm Act.

IN WITNESS WHEREOF, the Grantor has hereunto set his hand the day and year first above written.

GRANTOR:

KALAMAZOO PUBLIC SCHOOLS, formerly
known as the School District of the City of Kalamazoo

By: _____

Its: Superintendent

STATE OF MICHIGAN)
)SS
COUNTY OF KALAMAZOO)

On ____ day of _____, 20__, before me, the undersigned notary public in and for said County, personally appeared _____, _____ of Kalamazoo Public Schools, formerly known as the School District of the City of Kalamazoo, to me known to be the same person who executed the within instrument on behalf of Kalamazoo Public Schools, formerly known as the School District of the City of Kalamazoo, and who acknowledges the same to be the free act and deed of Kalamazoo Public Schools, formerly known as the School District of the City of Kalamazoo.

_____, Notary Public
County, Michigan
Acting in _____ County
My commission expires:

This Instrument Drafted By:

Dana L. Abrahams, Esq.
CLARK HILL PLC
220 Park Street, Suite 200
Birmingham, MI 48009

When Recorded Return to:

Grantee

Recording Fee: _____

Transfer Tax: *Exempt pursuant to MCLA 207.505(h)(i) and 207.526(h)(i)*

A portion of Sidwell No: 39-06-15-187-010

EXHIBIT C

RELEASE AND HOLD HARMLESS

The undersigned, in consideration of the permission of KALAMAZOO PUBLIC SCHOOLS (“Owner”) to enter upon the Premises owned by the Owner for purposes of inspecting the subject Premises in the furtherance of the undersigned’s relationship with any prospective purchaser of real property of the Owner, does hereby release and hold the Owner harmless from any and all damages, losses, liabilities, expenses, costs (including attorney fees) and claims incurred by the undersigned resulting in any way from the undersigned’s entering upon and inspecting any real property owned by the Owner except as may arise from the acts or omissions of Owner or Owner’s agents or employees.

WITNESSES:

KALAMAZOO PUBLIC SCHOOLS

Professional Development Request

(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

11/3/25

Request Date

NSBA Advocacy and Equity Institute

Name of Event

2/2/26 - 2/4/26

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 2026 Advocacy Institute and Leadership Seminar

LODGING INFORMATION

Lodging required? ☒ Yes ☐ No Check-in and check-out dates? 2/1/26 - 2/5/26

Conference hotel name Marriott Marquis Washington, DC

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

Professional Development Request

(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

11/3/2025

Request Date

MASB Winter Institute

Name of Event

2/6/26 - 2/7/26

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 294: Civility—A Tool for Conflict Management

CBA 226: Exercising Political Judgment

CBA 278: Dealing with Difficult People

CBA 304: Empowering Education

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

Professional Development Request

(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

11/3/25

Request Date

NSBA Advocacy and Equity Institute

Name of Event

2/2/26 - 2/4/26

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 2026 Advocacy Institute and Leadership Seminar

LODGING INFORMATION

Lodging required? ☒ Yes ☐ No Check-in and check-out dates? 2/1/26 - 2/5/26

Conference hotel name Marriott Marquis Washington, DC

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

Professional Development Request

(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

11/12/25

Request Date

MASB Winter Institute

Name of Event

2/6/26 - 2/7/26

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 363: Leveraging Feedback

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 _____