

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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February 17, 2026

**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, February 19, 2026, at 7:00 p.m. in the Boardroom 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

Carol McGlinn, 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
1220 Howard St. Kalamazoo, MI 49008
February 19, 2026 – 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**
February 5, 2026 Regular Meeting Minutes
 - B. Business and Financial Reports**
Purchase Recommendation 2026-27, 2026-28, 2026-29, 2026-30, 2026-31, 2026-32, and 2026-33
 - C. Personnel Items**
Personnel Changes
- IX. Reports and Recommendations**
 - A.** Superintendent's Report
 - B.** Professional Development Advisory Committee
- 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 Takisha Johnson
- XII. Comments by Trustees/Superintendent**
- XIII. Closed Session**
- XIV. Next Regular Board of Education Meeting: Thursday, March 5, 2026 – 7:00 p.m.**

KALAMAZOO PUBLIC SCHOOLS
Board of Education Meeting
1220 Howard Street
February 5, 2026 - Regular Meeting Minutes

I. Call to Order

President TiAnna 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 Takisha Johnson and Trustee Patti Sholler-Barber, supported by Secretary Carol McGlinn, 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 Takisha Johnson. Board members absent: Yvonne Payton. Dr. Darrin Slade was also present. Trustee Johnson left the meeting at 8:00 p.m.

V. Board Recognitions

Northeastern Elementary School Principal Sylvia Washington recognized students Stephan Haden, Loki Dudley, Marshall Dennis, Mason Birl, Ka'Miyah Whitfield, and Brayden Casanto.

Woods Lake Elementary School Principal Sierra Prather recognized students Ashlynn Krohn, Hitayu Patel, Rylan Stewart, Royal Thompson, and Faith West.

VI. Committee Reports/School Reports

President Harrison announced that committees have not yet met this month and are scheduled to meet next week.

VII. Correspondence

Secretary McGlinn reported the correspondence for the period of January 7 - February 3, 2026.

- Email received on January 12 from Penny Prude regarding a meeting request. Dr. Slade replied on January 13, and Secretary McGlinn replied on January 15.
- Email received on January 14 from the First Day Shoe Fund shared its newsletter. Secretary McGlinn replied on January 28.
- Emails received on January 17 and January 19 from Shona Espinoza requesting warming centers downtown Kalamazoo and sharing an article about shelters. Secretary McGlinn replied on January 19 and February 3.

- Email received on January 19 from Joel Klug requested changes to the school calendar to observe MLK Day. Secretary McGlinn replied on January 19.
- Email received on January 22 from Kharen Warfield Shelton invited the board to the rescheduled Adult Education Open House. Secretary McGlinn replied on February 3.
- Email received on January 26 from Alona Wood regarding a concern at Kalamazoo Central. Dr. Slade replied on January 26, and Secretary McGlinn replied on January 27.
- Email received on January 27 from Amanda Noll regarding snow day concerns. Secretary McGlinn replied on January 28.
- Email received on January 28 from Kara Morin requesting a district policy regarding ICE. Secretary McGlinn replied on January 29.
- Email received on January 29 from Mili Menon-Perez requesting questions to be answered for a class. Secretary McGlinn replied on February 3.

VIII. Consent Calendar

President Harrison presented the Consent Calendar items: VIII.A January 8, 2026 Regular Meeting Minutes, VIII.B.1 Purchase Recommendation 2026-26, VIII.B.2 Approval of Easement for Water Main - South Westnedge School, and VIII.C Personnel Changes.

Motion: Treasurer Murphy, supported by Vice President Hill, 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

- Thanked voters for supporting the 2022 bond.

IX. Reports and Recommendations

A. Superintendent's Update

Assistant Superintendent of Elementary Instruction and Leadership, Dr. Micole Dyson, shared information about the upcoming literacy night on February 25, which will take place at all elementary schools.

Dr. Slade announced the rescheduled Parenting in the Digital World event will be held on February 17 at Milwood Magnet School from 5-7 pm.

Dr. Slade provided the first progress monitoring update on the Strategic Plan. The Strategic Plan will be monitored by the senior leadership team four times during the school year. Progress related to the Strategic Plan will be shared twice a year with the board and community, and with the Parent Advisory Committee (PAC), Teacher Advisory Committee (TAC), and Student Advisory Committee (SAC). Additionally, two general community meetings will be held each year to discuss progress on the Strategic Plan.

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

None.

XI. Other Business

A. Professional Development Request for Carol McGlinn

B. MASB Board of Directors Vote

Trustee Sholler-Barber shared that the board is a member of the Michigan Association of School Boards, noting that each region has a representative. She announced that there is an open seat for Region 6, for which President Harrison is running.

Motion: Trustee Sholler-Barber, supported by Treasurer Murphy, moved to vote for TiAnna Harrison for the Region 6 open seat on the Michigan Association of School Boards.

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

XII. Comments by Trustees/Superintendent

Patti Sholler- Barber

- Showed appreciation to the Director of Facilities, Karen Jackson, for her hard work.
- Thanked Mrs. Jackson for the tour of the new district kitchen.
- Announced that former board member Ken Greschak was honored by Dr. Marshall Washington and Kalamazoo Valley Community College for the Martin Luther King Jr. event.
- Shoutout to Adult Education for a successful open house.
- Shoutout to KAMSC Director Heather Kortlandt for a successful open house to prospective freshmen.
- Thanked Rev. Millard Southern and all partners who brought Wynton Marsalis for the Jazz at Lincoln Center performance at Chenery Auditorium.
- Recognized Lead Art Teacher, Mandy Clearwaters, and students for artwork being recognized at Representative Rogers' office in Lansing.
- Attended the TAC meeting with Secretary McGlinn.
- Provided sports update for Loy Norrix:
 - The Kalamazoo United Hockey Team is having a solid season with a 15-9-1 record and is currently battling for the top seed in the Regional round of the state tournament, which begins February 23.
 - The men's district tournaments begin February 23, and the women's district tournament begins Monday, March 2. The brackets for men's release on February 15 and the women's on February 22.
 - Loy Norrix and Kalamazoo Central will be the last regular-season game on Friday, February 20.
 - Men's swimming remains unbeaten at 6-0. They are competing against Bridgman tonight and will face another unbeaten team, Portage Central, next Thursday.
 - Loy Norrix wrestling had some recent solid wins over Kalamazoo Central and Portage Central and has had a solid season.
 - The team wrestling district tournaments are next Wednesday.
 - Thanked the Milwood Elementary superstar artists for displaying their work at the first annual art and basketball event this week at Loy Norrix. The students' work has been displayed at the home events this week. Milwood students and

parents came to see the brilliant work and watch some good basketball during the games this week.

- Congratulated the winter athletes.
- Provided sports update for Kalamazoo Central:
 - Men's basketball is undefeated in the conference and 12-2 overall. They had a huge win on Saturday over #2 ranked Muskegon. 95-80. The most points scored against Muskegon in over 15 years. That win moved the Giants into the #9 spot on The DZone top 100 list. They will face off against #23 Warren Fitzgerald this Saturday at 1:45 at Grand Rapids Community College.
 - Women's varsity basketball is on a 6-game win streak. They are currently 7-4.
 - Both teams go against Lakeshore this Friday at home. Women tip off at 5:30, men at 7:00.
- Shoutout to all district personnel. Thanked them all for continuing to show up during cold and flu season.

Carol McGlinn

- Acknowledged the hard work on the strategic plan.
- Shoutout to the Teacher Advisory Council.
- Shared excitement for the finalized scratch kitchen.

Takisha Johnson

- Wished the community a Happy Black History Month.
- Announced the setup of several warming centers around the city and the use of emergency funds for the unhoused.
- Announced Youth Connect event date is April 1.
- Announced Young Kings and Queens Masquerade Ball is March 21.
- Announced Young Kings and Queens cooking clinics, podcasting, and boxing will begin next week and run for six weeks.

Jennie Hill

- Wished the community a Happy Black History Month.
- Recognized Dr. Cornel West for an amazing speech at Miller Auditorium.
- Toured the scratch kitchen and shared information about the district food service program.
- Attended the Adult Ed open house and KAMSC open house.
- Attended the KCSOA meeting with KRESA.
- Attended the Kalamazoo Central vs. Loy Norrix basketball game.
- Thanked Dr. Slade and the administration team for their work on the strategic plan.
- Attended the Wynton Marsalis jazz performance.

Karla Murphy

- Thanked all students who attended tonight's meeting and congratulated them on their academic performance.
- Attended the NSBA Advocacy Conference in Washington, D.C.
- Discussed funding plans for food programs in schools.

TiAnna Harrison

- Attended the NSBA Advocacy Conference in Washington, D.C.
- Announced that MASB has a virtual institute this weekend.

- Announced the annual NSBA conference will be in April.
- Announced an upcoming special education millage; more details to follow.
- Thanked Dr. Slade for the hard work on the strategic plan.

Dr. Slade

- Thanked all district staff for a successful transition to the second semester.
- Recognized Arcadia, Parkwood, and Kalamazoo Central for their exemplary work during his site visits.

XIII. Next Board of Education Meeting

The next Regular Board of Education meeting is Thursday, February 19, 2026, at 7:00 p.m.

MOTION: Treasurer Murphy, supported by Vice President Hill, made a motion to adjourn the meeting.

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

President Harrison adjourned the meeting at 8:04 p.m.

Respectfully submitted,

Nicole DeGraaf, Recording Secretary,
on behalf of Carol McGlinn,
Secretary, Board of Education

KALAMAZOO PUBLIC SCHOOLS

PURCHASE RECOMMENDATION DATA SHEET

Board Meeting Date: February 19, 2026

Request Number: 2026-27

Amount: \$797,734.00

Item: 95 Phonics Core Program

Cost Center: 35M Grant

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

Description of Need:

95 Phonics Core Program is an evidence based structured phonics program for Tier 1 whole-class instruction for students. 95 Phonics Core provides explicit, systematic, and cumulative instruction that will assist students with reading at grade level. The resources are for grades 3-5 (general education, multilingual and special education) and K-2 special education.

The 95 Phonics Core Program includes:

- Teacher's Editions with tips and scripts embedded throughout the lessons
- Easy-to-follow dialogue for teacher-directed instruction
- Student workbooks and manipulatives to provide hands-on practice
- Ready-made digital presentation files, summative assessments, and other implementation resources

Vendor: 95 Percent Group
Lincolnshire, IL

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

Low Bid Accepted: N/A

Additional Information:

95 Percent Group was selected based on the approved Tier 1 curriculum resources list from the Michigan Department of Education. Shipping costs are included in the total cost.

KALAMAZOO PUBLIC SCHOOLS

PURCHASE RECOMMENDATION DATA SHEET

Board Meeting Date: February 19, 2026

Request Number: 2026-28

Amount: \$41,800.00

Item: Cafeteria Acoustical Panels at Edison Academy and Parkwood-Upjohn Elementary

Cost Center: 2018 and 2022 Bonds

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

Description of Need:

Acoustical wall panels will be installed in the cafeterias at Edison and Parkwood-Upjohn. These panels will help with sound transfer.

Vendor: Hall Builders, LLC
Paw Paw, MI

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

Low Bid Accepted: Yes

Additional Information:

Edison Academy	\$20,500.00 funded by 2018 Bond
Parkwood-Upjohn Elementary	\$17,500.00 funded by 2022 Bond
Contingency	\$3,800.00

KALAMAZOO PUBLIC SCHOOLS

PURCHASE RECOMMENDATION DATA SHEET

Board Meeting Date: February 19, 2026

Request Number: 2026-29

Amount: \$78,780.00

Item: Replacement of Security Cameras at Five Schools

Cost Center: 2022 Bond

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

Description of Need:

This purchase recommendation is for the replacement of security cameras at two high schools and three middle schools. The existing cameras are approximately ten (10) years old and need to be upgraded. The following schools will receive cameras: Kalamazoo Central - 12; Loy Norrix - 12; Hillside - 45; Maple Street - 11; and Milwood Magnet - 15.

Vendor: Sehi Computer Products
Rochester Hills, MI

Number of Proposals Requested: 20 **Received:** 11

Low Bid Accepted: Yes

Additional Information:

KALAMAZOO PUBLIC SCHOOLS

PURCHASE RECOMMENDATION DATA SHEET

Board Meeting Date: February 19, 2026

Request Number: 2026-30

Amount: \$145,017.00

Item: Emergency Responder Communication Enhancement System (ERCES) for Kalamazoo Central and Loy Norrix High Schools

Cost Center: 2022 Bond

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

Description of Need:

An Emergency Responder Communication Enhancement System (ERCES) will be installed at Kalamazoo Central and Loy Norrix High Schools. The ERCES system is an in-building wireless network that boosts radio signals for first responders, thus allowing reliable communications during emergencies.

Vendor: Roe-Comm, Inc.
Portage, MI

Number of Proposals Requested: 22 **Received:** 6

Low Bid Accepted: Yes

Additional Information:

Kalamazoo Central	\$54,533.82
Loy Norrix	\$66,181.10
Loy Norrix Alternate	\$11,118.34
Contingency	\$13,183.74

KALAMAZOO PUBLIC SCHOOLS

PURCHASE RECOMMENDATION DATA SHEET

Board Meeting Date: February 19, 2026

Request Number: 2026-31

Amount: \$370,409.00

Item: Technology/Security Upgrades at Four Buildings

Cost Center: 2022 Bond

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

Description of Need:

This purchase recommendation is for security and technology upgrades at Kalamazoo Central High School, Loy Norrix High School, Northglade Montessori Magnet School and Lakewood / Valley Center. This work is in conjunction with the construction taking place this summer at each of these four buildings. It includes: removal and reinstallation of existing equipment at Kalamazoo Central; removal and reinstallation of existing equipment in D wing at Loy Norrix; installing new paging, card access and clock systems at Northglade along with removal and reinstallation of existing equipment at Northglade; and installation of an intercom system, card access and security cameras for the secure vestibule at Lakewood / Valley Center.

Vendor: Hi-Tech Electric
Portage, MI

Number of Proposals Requested: 21 **Received:** 1

Low Bid Accepted: N/A

Additional Information:

KALAMAZOO PUBLIC SCHOOLS

PURCHASE RECOMMENDATION DATA SHEET

Board Meeting Date: February 19, 2026

Request Number: 2026-32

Amount: \$3,136,398.00

Item: Kalamazoo Central High School Secure Vestibule and Piping Replacement

Cost Center: 2022 Bond

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

Description of Need:

This purchase recommendation is for the following 2022 bond projects at Kalamazoo Central this summer:

- Complete modernization of the gymnasium elevator
- Remodel vestibule into secure vestibule
- Replace domestic water piping in the tunnels and 3-story tower
- Replace drinking fountains with bottle filling drinking fountains
- Construct three conference rooms in the existing main office
- Replace domestic water boiler and storage tank
- Replace cabinet heaters in three stairwells

Vendor: See attached spreadsheet

Number of Proposals Requested: 174 **Received:** 13

Low Bid Accepted: Yes

Additional Information:

Budget \$2,858,487.00

Bid Amount \$2,851,271.00

Contingency 285,127.00

Total \$3,136,398.00

Under(Over) (277,911.00)

CONTRACTOR RECOMMENDATIONS

Project: KALAMAZOO CENTRAL HIGH SCHOOL Secure Vestibule and Piping Replacement

Owner: Kalamazoo Public Schools

Architect: TowerPinkster

Construction Manager: The Skillman Corporation

Bid Date: February 4, 2026

<u>BID CATEGORY</u>	<u>RECOMMENDED CONTRACTOR</u>	<u>BID AMOUNT</u>
GENERAL TRADES	Hall Builders, LLC Paw Paw, MI	\$624,209.00
DRYWALL & ACOUSTICAL CEILING	Ritsema Associates Grandville, MI	\$221,765.00
MECHANICAL	R.W. LaPine Inc. Kalamazoo, MI	\$1,362,400.00
ELECTRICAL	Shouldice Industrial Manufacturers and Contractors, Inc. Battle Creek, MI	\$443,258.00
ELEVATOR	McNally Elevator Kalamazoo, MI	\$169,650.00
FIRE PROTECTION	Shambaugh Fire Protection Kalamazoo, MI	\$29,989.00
TOTAL AMOUNT:		<u>\$2,851,271.00</u>

KALAMAZOO PUBLIC SCHOOLS

PURCHASE RECOMMENDATION DATA SHEET

Board Meeting Date: February 19, 2026

Request Number: 2026-33

Amount: \$80,000.00

Item: Flooring Replacement 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 new vinyl flooring in 14 classrooms and the staff lounge and new carpet in all corridors at South Westnedge School.

Vendor: Ritsema Associates
Grandville, MI

Number of Proposals Requested: 8 **Received:** 5

Low Bid Accepted: Yes

Additional Information:

Bid Amount \$73,399.23

Contingency 6,600.77

Total \$80,000.00

KALAMAZOO PUBLIC SCHOOL
Office of the Superintendent

TO: Board of Trustees

FROM: Dr. Darrin Slade, Superintendent

DATE: February 19, 2026

SUBJECT: Personnel Changes

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

- I. Employment
 - A. Professional/Management
 - Riley J. Ballinger**, English Teacher, Loy Norrix High School, 02/16/2026
 - Kevin P. Platte**, Science Teacher, Kalamazoo Central High School, 02/23/2026
 - B. Classified
 - Michael D. Dunfield**, Accounting Supervisor, Business and Finance Office, 02/23/2026
 - Enas W. Malhan**, Multilingual Paraprofessional, Itinerant, Prairie Ridge Elementary School (.6 FTE) and Woods Lake Elementary: A Magnet Center for the Arts (.4 FTE), 02/09/2026
- II. Promotions/Key Transfers
 - A. Professional/Management
 - B. Classified
- III. Leaves of Absence
 - A. Professional/Management
 - B. Classified
- IV. Terminations
 - A. Professional/Management
 - B. Classified
 - Sara L. Gathright**, Montessori Teaching Assistant, Northglade Montessori Magnet School, Resignation, 02/13/2026
 - Samira R. Lawrence**, Moderate Cognitive Impairment Self-Contained Paraprofessional, Spring Valley Center for Exploration, Resignation, 02/17/2026
- 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: February 19, 2026

SUBJECT: It is recommended that the Board approve the formation of a Professional Development Advisory Committee.

RATIONALE: Section 101(10) of the State School Aid Act permits school districts to count up to 38 hours of qualifying professional development (PD) for teachers as pupil instructional hours/days. This provision enables districts to acknowledge the crucial role that educator learning plays in enhancing instructional quality and student achievement. To ensure compliance, the district must document the structure, membership, and recommendations of its PD Advisory Committee and maintain accurate records of approved PD hours.

- The Professional Development Advisory Committee will be composed of:
 - A majority of teaching staff representing a range of grade levels and subject areas
 - Nonteaching staff
 - Parents
 - Administrators

The committee will be responsible for:

- Recommending at least 8 hours of professional development to be counted as instructional time.
- Maintaining and submitting meeting minutes that document discussions, recommendations, and decisions.
- Ensuring that all PD activities designated as instructional hours align with district improvement goals and state requirements

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

2/6/2026

Name

Request Date

MASB Spring Institute

5/1/2026

Name of Event

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 365: Collaborative Conversations for Effective Decisionmaking

LODGING INFORMATION

Lodging required? ☒ Yes ☐ No Check-in and check-out dates? 4/30/2026 - 5/1/2026

Conference hotel name Holiday Inn Express & Suites Lansing-Dimondale

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

2/6/2026

Name

Request Date

MASB Lunch Learning series

2/19/26 - 4/16/26

Name of Event

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.**
2026 Lunchtime Learning Series Bundle

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.

Takisha Johnson

2/6/2026

Name

Request Date

MASB Spring Institute

5/2/2026

Name of Event

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 365: Collaborative Conversations for Effective Decisionmaking

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 _____