

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

October 10, 2023

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

A regular meeting of the Board of Education of the Kalamazoo Public Schools will be held on Thursday, October 12, 2023 at 7:00 p.m. in the Board Room of the Administration Building, 1220 Howard Street, Kalamazoo, MI 49008. The meeting will be live streamed on Public Media Network on the Live TV Channel PMN 5: <https://www.publicmedianet.org/pmn-discover-live>.

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

Karla Murphy, 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**  
**1220 Howard Street**  
**October 12, 2023 – 7:00 P.M.**  
**AGENDA**

- 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**
    - September 28, 2023 Regular Meeting Minutes
  - B. Business and Financial Reports**
    - Purchase Requests 2024-08 and 2024-09
  - C. Personnel Matters**
    - Personnel Changes
  - D. Other**
- IX. Reports and Recommendations**
  - A. Superintendent's Update
- X. Persons Requesting to Address the Board (3-minute individual limit)**
- XI. Other Business**
- XII. Comments by Trustees/Superintendent**
- XIII. Closed Session (if needed)**
- XIV. Next Board of Education Meeting: Thursday, October 26, 2023 at 7:00 p.m.**

KPS Board of Education  
Correspondence Log  
September 27, 2023 – October 10, 2023

U.S. Mail Correspondence					
Date Rec'd	Date of Corres.	From	Subject	Disposition	Date of final disposition
			No correspondence received.		
E-Mailed, Faxed, or Hand-Delivered Correspondence					
9/27/23		Sciance Johnson	Title 9 violation		
9/29/23		Brian S. Horvitz	Protect our children from Kalamazoo air pollution		
Status of Past Correspondence					
			No correspondence received.		

KALAMAZOO PUBLIC SCHOOLS  
Board of Education  
1220 Howard Street  
September 28, 2023 – Regular Meeting

**I. Call to Order**

President Harrison called the September 28, 2023 regular Board of Education meeting to order at 7: 00 p.m. in the Board Room of the Administration Building, 1220 Howard Street.

**II. Pledge of Allegiance**

The Pledge of Allegiance was recited.

**III. Acceptance of Agenda**

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

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

**IV. Attendance**

Board members present: Tianna Harrison, Jermaine Jackson, Jennie Hill, Karla Murphy, Patti Sholler-Barber, Maricela Alcala, and Takisha Johnson. Superintendent Dr. Darrin Slade was also present.

**V. Board Recognitions**

Dr. Slade recognized Mrs. Terri Aman, Director of Transportation. He further stated he was happy to say that Transportation is fully staffed right now and they have not had to cancel any buses up to this point. He thanked the board and stated that the reason they are fully staffed is that the board voted to pass the increase in pay. He also thanked Mrs. Sheila Dorsey-Smith. Bus drivers are the unsung heroes in the district, and they are the first people that our students see and the last ones they see.

**VI. Committee Reports/School Reports:**

Trustee Sholler-Barber reported that the Academic Excellence Committee met on September 18, 2023. Dr. Slade introduced possible focus areas for the academic year's work for the committee. Each committee member gave insights and opinions on the areas of work the committee needs to address. The committee discussed the options with the idea of putting a calendar of action topics together at the October meeting.

Trustee Jackson reported that the Community Relations Committee had recently met, and Trustee Johnson had recently joined the committee. They shared that one of the things they talked about was how to add the committee minutes to the KPS website under the Board of Trustee column. He shared that the first school visit is at Milwood Magnet. He then spoke about the ombudsman position. He shared that after creating a little of the description, there was a unanimous decision within the committee that the position would be given back to the district to handle and that would be the responsibility of Dr. Slade. He further stated that recently there were some public comments to create more options for public comments. After considering various options, the committee concluded that with the process currently in place, that there are a significant number of avenues to communicate with board members.

Trustee Alcala reported that Operations and Financial Affairs met on September 26, 2023. She stated that Mrs. Kayser provided a year to date financial report. She stated that she will have meeting minutes that she will send out to everyone on the board and there will be an agenda for the next meeting.

President Harrison reported that the Superintendent Evaluation and Support Committee met on September 26, 2023. She stated that they discussed the evaluation process understanding that we just hired the Superintendent in July. There is going to be board discussions on the possibility of a partial evaluation. They will also have conversations about the possibility of doing a non traditional evaluation. She stated that in November, the committee will start building the timeline so that the board will know how they will go forward with evaluation process.

Trustee Sholler-Barber reported that she attended the CIS meeting. She stated that it was important that the community understand that CIS is a community organization. There was a long discussion on the priorities, and what they are going to do going forward.

## **VII. Correspondence**

Secretary Murphy reviewed the correspondence received for the period of September 13, 2023 through September 26, 2023. File #6

## **VIII. Consent Calendar**

President Harrison presented the Consent Calendar items: VIII.A.1., September 14, 2023, Regular Meeting Minutes, VIII.B. Purchase Recommendations 2024-07, and VIII.C. Personnel Changes, and VIII.D. Other

Purchase recommendations were as follows:

- 2024-07 in the amount of \$68,464.00 from MDE Section 97 Safety Grant to purchase Community Education Center – Access Control

### **Board discussion:**

Trustee Murphy requested a modification on the last page of minutes in the signature block, be changed from Kathy Murphy to Karla Murphy.

Trustee Sholler-Barber made note of the number of paraprofessionals on the personnel report.

Trustee Murphy wanted to clarify that the Community Education Center is Chenery.

**MOTION:** Implied motion with the understanding of the update to approve the Consent Calendar.

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

## **IX. Reports and Recommendations**

### **A. Superintendent's Update**

Dr. Slade stated that it is very important that parents be able to monitor the ongoing progress of their students. This includes grades, attendance and receive ongoing information about how their students are doing in school. He stated that Mrs. Caycee Sledge, Executive Director of Instructional and Information Technology, and Mr. Ian Haight, Director of Technology System and Services, are going to do a presentation on the Parent Portal in PowerSchool.

## Parent Portal

### What is the PowerSchool Parent Portal?

PowerSchool Parent Portal is an online resource that gives parents/guardian access to their students:

- Grades and Attendance
- Test Results
- Report Cards
- Unofficial Transcripts
- Attendance History
- Email/Push Notifications for Grades and Attendance
- Acceptable Use Agreement
- Student Information Updates

### How can I access the Parent Portal

#### Phone:

Search for PowerSchool in your phones' application store

- Enter district code
- Select "I'm a Parent"
- Username is your email
- Click "Forgot Username or Password?" if you need a reset

Initial Dashboard information was presented

#### Turn on Notifications

- Push notifications pop up like a text message for attendance or grade changes
- Set up more detailed email notifications for each student (Frequency can be set at Never, Daily, Weekly, Every Two Weeks or Monthly)

#### Fill Out School Forms

- KPS Acceptable Use Policy
- KPS Student Information Update
- Forms are available in Spanish and Arabic

Year to date: 4,850 Student Information Forms completed online

Schools have shared directions on how to access the portal and fill out forms. We are using a tool called "Smore" that allows families to translate the document to many different languages.

Web version - link is on our website

#### Web and App

Add additional people to email notifications

#### Current School Usage

- 65% of High School Students
- 33% of Middle School Students
- 25% of Elementary School Students
- 52,658 total students Student logins

- 87% of High School Students
- Over 90% of Middle School Students

Help?!

- Visit our website
- Reach out to your school office

Questions?

Trustee Alcala thanked Mrs. Sledge for the presentation.

Trustee Murphy stated that Smore is not able to read Pdfs. She went back into her emails and tried to translate a Pdf and was unable to. She asked what can be done to get over this hill. She further stated that is it the same with community agencies that are trying to get information out to families, is it the same for those documents?

Trustee Sholler-Barber stated that the presentation was impressive, and wanted to make sure that they are not feeling marginalized and that there are no barriers to get the information easily.

Trustee Hill stated that she thinks it is great that we have all these tools, and that one good thing that came from Covid is technology. She asked if there was a way to print from PowerSchool.

Trustee Johnson asked if there is a difference between the information a parent has access to and the student has access to?

President Harrison asked, "What is the district code?" (KXRB)

Dr. Slade thanked Mrs. Sledge and Mr. Haight. He reminded parents that if they utilize this resource, it plays a major role in your child's academic performance. When student's know that you are checking their grades and attendance everyday, it makes a big difference in how they perform when they go to school. He further stated, please utilize this resource not just the first couple months but the entire year.

Graduation Rate Data Accuracy

- Counselors, Deans and School Administrators will ensure that students are schooled in our student information system correctly
- Deans, counselors and identified staff will review senior transcript after every trimester
- One on one meetings will be held with every senior during each trimester to discuss grades and graduation progress
- Senior "On Trac" Status meetings will occur on a trimester basis with school and central office staff
- Staff development will occur on grading practices, expectations and KPS graduation requirements
  - Increase the number of people signing off on final senior credits
  - Counselors
  - Principals
  - Deans
  - Director of Secondary Education
  - Director of Title I, School Improvement and Assessments

Dr. Slade stated that over the summer, the first week of July, the district was contacted by the State of Michigan that there were some anomalies in the graduations at one of the schools. The board acted fast and conducted an investigation on this school. The investigation did find out that there was a significant number of students in this school who did not meet all state or all district graduation requirements. He



further stated that the district met with the families and students and gave them the opportunity to to make up the grades if they wanted to do that. He shared that any student that was issued a diploma will not be held harmless and their diploma will still stand. These items are being put in place so it does not happen again.

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

Public comments/audience participation. No actions taken.

**XI. Other Business:**

A. Board Expense Approval – Takisha Johnson

**MOTION:** Trustee Murphy, supported by Trustee Alcala, made a motion to approve the Board expense approval for Takisha Johnson.

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

**XII. Comments by Trustees/Superintendent**

Trustee Murphy stated that she wants to make sure that anyone that comes to the mic feels seen and heard. She stated that as far as the number of educators in the classrooms, that is not something the board has direct control over. However, what the board does have control over is wages when we ratify contracts. She further shared that the entire school calendar is on the website and it is downloadable. She stated that there is a community open house at Edison Academy on October 17, 2023.

Trustee Sholler-Barber stated that Terri Aman has been with the district for over forty years and she wears many hats and she is an amazing woman. She further stated that she applauded the board for the conversation they are in. She would love to have a sports calendar on paper. She shared that there was a correction from the last meeting and it was Jane Haystack who was behind all the sports pictures. She further shared she attended Jammin Kalamazoo and one of the main stars was Edward Calahan, who's father is Shawn Hollins, who was a former KPS student. She sent condolences to former superintendent Dr. Janice Brown over the loss of her husband. She shared that conferences are coming up.

Trustee Hill gave a shout out to Terri Aman in that she has been the glue for the district and also works for Purchasing and wears many hats for the district.

Trustee Alcala shared that from conversation this week from public comment, she wanted to encourage the board to have more intentional conversations around anti-racist work, diversity, equity and inclusion.

Trustee Johnson lifted up Young Kings and Queens, and all the organizations that are at the event for the CAPS (Community Advocates for Parents and Students). She shared that she has taken a few MASB courses.

Vice President Jackson shared that several schools and several community entities had to go into lockdown due to continued violence. He asked for continued support for our students and families that are suffering from trauma. He further shared that he believes in leading with race in mind. He shared that there will be a celebration of Henrietta Lacks Day on October 4, 2023. He further shared that there is a

traveling exhibit that will be free this day at the Radisson from 11:00-5:00 and the play will be Sunday, October 1, 2023 at the Kalamazoo Valley Museum.

President Harrison stated that the board is working diligently to move the district forward. She wasn't here at the last meeting due to attending a conference in Chicago. She stated that because she has a desire to be a high performing school board and because she is supporting her fellow board members in being high performing leaders, she has a desire to make sure that they are a well educated and well informed board. She shared some information on the National School Board Association. She also shared the dates of several upcoming conferences, both on the federal and state levels.

Dr. Slade shared that the best part of the job is visiting schools. He shared that he has visited Woodward, Loy Norrix, Maple Street. He also recognized the staff and campus safety staff at Hillside. He visited the medical school downtown, they offer a Saturday camp and they want to promote the medical field to our students. He further thanked everyone that came to the mic and shared, that's how we learn information. He further thanked the board and staff members at the meeting.

**XIII. Closed Session (if needed):**

**XIII. Next Board of Education Meeting**

President Harrison announced the next Board of Education meeting date: Regular Board of Education Meeting, Thursday, October 12, 2023 at 7:00 p.m.

**MOTION:** Trustee Johnson, supported by Trustee Sholler-Barber, made a motion to adjourn the meeting.

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

Respectfully submitted,

Mindi Miller, Recording Secretary,  
on behalf of Karla Murphy,  
Secretary, Board of Education

**KALAMAZOO PUBLIC SCHOOLS**  
**Office of the Superintendent**

TO: Board of Trustees

FROM: Dr. Darrin Slade, Superintendent

DATE: October 12, 2023

SUBJECT: Approval of the Attached Purchase Recommendation

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

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

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

**KALAMAZOO PUBLIC SCHOOLS**  
**PURCHASE RECOMMENDATION DATA SHEET**

**Board Meeting Date:** October 12, 2023  
**Request Number:** 2024-08  
**Amount:** \$52,260.69

**Item:** Demolition of Portables at Chime School

**Cost Center:** 2022 Bond

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

**Description of Need:**

There are 3 portable classrooms and a portable cafeteria that will be demolished this fall. All four portable buildings are in serious disrepair and need to be removed. Demolition of all buildings on this site is a project in the 2022 bond. The remaining school building will be demolished in Summer 2024.

**Vendor:** Jones & Sons Excavating  
Battle Creek, MI

**Number of Proposals Requested:** 13      **Received:** 3

**Low Bid Accepted?** Yes

**Additional Information:**

Bid Amount:	\$47,260.69
Contingency	<u>5,000.00</u>
Total	\$52,260.69

**KALAMAZOO PUBLIC SCHOOLS**  
**PURCHASE RECOMMENDATION DATA SHEET**

**Board Meeting Date:** October 12, 2023  
**Request Number:** 2024-09  
**Amount:** \$66,710.00

**Item:** Snow Removal Services for Kalamazoo Central High School and Loy Norrix High school

**Cost Center:** Facilities Management

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

**Description of Need:**

This purchase recommendation is for a one-year contract for snow removal services at Kalamazoo Central High School and Loy Norrix High School. These services were previously performed by the former custodial company for these two buildings. The pricing is good for the 2023/2024 snow plowing season only. The entire district will be rebid next year for a 3-year contract.

**Vendor:** S & T Lawn Service  
Kalamazoo, MI

**Number of Proposals Requested:** 45      **Received:** 6

**Low Bid Accepted?** Yes

**Additional Information:**

KALAMAZOO PUBLIC SCHOOL  
Office of the Superintendent

TO: Board of Trustees  
FROM: Dr. Darrin Slade, Superintendent  
DATE: 10/02/2023  
SUBJECT: Personnel Changes

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

- I. Employment
  - A. Professional/Management  
**Kimber H Cremeans**, Clinical Social Worker, Student Services, 10/05/2023  
**James Russell**, Science Teacher, Linden Grove Middle School, 10/16/2023
  - B. Classified
- II. Promotions/Key Transfers
  - A. Professional/Management
  - B. Classified
- III. Leaves of Absence
  - A. Professional/Management
  - B. Classified
- IV. Terminations
  - A. Professional/Management  
**Timothy C Brau**, Science Teacher, Hillside Middle School, Resignation, 10/13/2023  
(Accepted position outside of education)
  - B. Classified
- 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