

**LUDINGTON BOARD OF EDUCATION - LUDINGTON AREA SCHOOL DISTRICT**  
**809 E. Tinkham Avenue, Ludington, Michigan 49431 – Phone 231-845-7303**

*This is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated on the agenda.*

Mission: The Ludington Area Schools, in partnership with the community, will achieve excellence in a positive environment where motivation and quality instruction ensure learning and equip students for success in society.

**MEETING: Regular Meeting**  
**DATE: April 15, 2024**  
**TIME: 6:00 p.m.**  
**PLACE: Administration Office, 809 East Tinkham Avenue, Ludington, MI 49431**

**REGULAR MEETING**

1. CALL TO ORDER & ROLL CALL  
     \_ Dr. Bret Autrey \_ Steve Carlson \_ Mike Nagle \_ Stephanie Reed \_ Sarah Lowman \_ Leona Ashley \_ Scott Foster
2. PLEDGE OF ALLEGIANCE
3. AGENDA MODIFICATION
4. SPECIAL PRESENTATION
  - a. Winter All-State Athletes
  - b. Business Professionals of America
  - c. Ludington Elementary School Principals' Report ~ Katie Eisinger
5. CITIZEN PARTICIPATION
6. CONSENT AGENDA
  - a. Ratification of Bill Payment - Per Summary Dated: April 15, 2024
  - b. Approval of Minutes Dated: March 18, 2024
  - c. Hiring Approvals, Resignation Acceptances & Retirement Acceptances
7. BOARD COMMITTEE REPORTS
  - a. Personnel/Policy Committee Report
  - b. Finance Committee Report
  - c. Building/Site Committee Report
8. SUPERINTENDENT'S REPORT & COMMENTS
  - a. Soaring Oriole Award Recipient
9. DISCUSSION ITEMS
  - a. Bond Project Application and Certificate for Payment #48
  - b. BPA National Leadership Conference (\*Business Professionals of America)
  - c. 2025 Band Trip to Washington, D.C. for the National Festival of the States
  - d. WSESD 2024-2025 General Fund Operating Budget Resolution
10. ACTION ITEMS
  - a. Bond Project Application and Certificate for Payment #48
  - b. BPA National Leadership Conference in Chicago
  - c. 2025 LHS Band Trip to Washington, D.C. for the National Festival of the States
  - d. WSESD 2024-2025 General Fund Operating Budget Resolution
11. OTHER ITEMS OF BUSINESS & ANNOUNCEMENTS
12. ADJOURNMENT

Official minutes of the Ludington Board of Education are available for public inspection during normal business hours at the Board of Education's Central Business Office, 809 E. Tinkham Avenue, Ludington, Michigan. The Ludington Area School District is an equal opportunity employer and provider. If you are an individual with a disability who is in need of special accommodations to attend or participate in a public meeting please contact Superintendent at 231-845-7303 at least 24 hours prior to the meeting or as soon as possible.

# Memorandum - Office of the Superintendent

TO: Board of Education  
FROM: Dr. Kyle Corlett, Superintendent  
RE: Regular Meeting Agenda Notes

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## CITIZEN PARTICIPATION

### Review Board Policy 0167.3: Public Participation at Board Meetings

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on District matters.

To permit fair and orderly public expression, the Board shall provide a period for public participation at every regular meeting of the Board and publish rules to govern such participation in Board meetings. The rules shall be administered and enforced by the presiding officer of the meeting.

The presiding officer shall be guided by the following rules:

- A. Public participation shall be permitted as indicated on the order of business, or at the discretion of the presiding officer.
- B. Participants must be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name, address, and group affiliation, if and when appropriate.
- C. Each statement made by a participant shall be limited to three (3) minutes duration.
- D. No participant may speak more than once.
- E. Participants shall direct all comments to the Board and not to staff or other participants.
- F. The presiding officer may:
  1. interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant;
  2. request any individual to leave the meeting when that person does not observe reasonable decorum;
  3. request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
  4. call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action;
  5. waive these rules with the approval of the Board when necessary for the protection of privacy or the administration of the Board's business.
- G. The portion of the meeting during which the participation of the public is invited shall be limited to thirty (30) minutes, but the timeframe will be extended, if necessary, so that no one's right to address the Board will be denied.
- H. Tape or video recordings are permitted. The person operating the recorder should contact the Superintendent prior to the Board meeting to review possible placement of the equipment, and agrees to abide by the following conditions:
  1. No obstructions are created between the Board and the audience.
  2. No interviews are conducted in the meeting room while the Board is in session.
  3. No commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience while the Board is in session.
- I. Each Board agenda will include the following statement, "Public participation shall be permitted only as indicated on the order of business."

**Revised:** January 21, 2019

Legal: M.C.L.A. 15.263(4)(5)(6), 380.1808

## Regular Meeting

### CONSENT AGENDA

- Hiring Approvals
  - Amy Dudek - Student Aide
  - Andrea Overholt - Student Aide
  - Ben Walunas - At-Risk Coordinator (LHS)
- Resignation Acceptances
  - Matthew Leslie - Teacher
  - Steve Nimcheski - Teacher
- Retirement Acceptances
  - None

### SUPERINTENDENT REPORT

Soaring Oriole Award for the month will be presented.

### DISCUSSION ITEMS

#### **Bond Project Application and Certificate for Payment #48**

We will need an action item at the Board meeting to approve the certificate for payment on the school bond project and to authorize the District to pay \$1,234,325.11 as certified by the architect and construction manager, and as outlined in the Certificate for Payment. The certified pay application has been shared with the Board.

#### **BPA National Competition Trip to Chicago**

The board needs to approve BPA's trip to Chicago from 5/10/24-5/14/24 for their national competition. Three students and the advisor Melanie Tomaski will be attending. The trip was paid for by an anonymous donor.

#### **2025 LHS Band Trip to Washington, D.C. for the National Festival of the States**

The LHS band will represent Michigan at the 2025 National Festival of the States in Washington, D.C.

#### **WSESD 2024 - 2025 General Fund Budget Resolution**

We will discuss the WSESD General Fund Budget Resolution and will ask the Board to take action to approve the resolution, as presented. An overview of the presentation that was provided to districts by WSESD will be reviewed with the Board prior to taking action on the budget resolution.

### ACTION ITEMS

#### **Bond Project Application and Certificate for Payment #48**

**Board President:** *We will need a motion to approve the certificate for payment on the school bond project and to authorize the District to pay the certificate for payment in the amount of \$1,234,325.11 as certified by the architect and construction manager, and as outlined in the Certificate for Payment.*

**Motion by Member \_\_\_\_\_,** *to approve the certificate for payment on the school bond project and to authorize the District to pay the certificate for payment in the amount of \$1,234,325.11 as certified by the architect and construction manager, and as outlined in the Certificate for Payment.*

**Support by Member \_\_\_\_\_.**

VOTE: (Y/N) Bret Autrey (Y/N) Steve Carlson (Y/N) Mike Nagle (Y/N) Stephanie Reed (Y/N) Leona Ashley (Y/N) Scott Foster (Y/N) Sarah Lowman. AYES: \_\_\_\_ NAYES: \_\_\_\_ MOTION: Passes / Fails.

**BPA National Competition Trip to Chicago**

**Board President:** We will need a motion to approve the BPA's National Competition Trip to Chicago from 5/10/24-5/14/24.

**Motion by Member \_\_\_\_\_,** to approve the BPA's National Competition Trip.

**Support by Member \_\_\_\_\_.**

VOTE: (Y/N) Steve Carlson (Y/N) Dr. Bret Autrey (Y/N) Mike Nagle (Y/N) Stephanie Reed (Y/N) Leona Ashley (Y/N) Scott Foster (Y/N) Sarah Lowman. AYES: \_\_\_\_ NAYES: \_\_\_\_ MOTION: Passes / Fails.

**2025 LHS Band Trip to Washington, D.C. for the National Festival of the States**

**Board President:** We will need a motion to approve the 2025 LHS Band Trip to Washington, D.C. for the National Festival of the States.

**Motion by Member \_\_\_\_\_,** to approve the 2025 LHS Band Trip to Washington, D.C.

**Support by Member \_\_\_\_\_.**

VOTE: (Y/N) Steve Carlson (Y/N) Dr. Bret Autrey (Y/N) Mike Nagle (Y/N) Stephanie Reed (Y/N) Leona Ashley (Y/N) Scott Foster (Y/N) Sarah Lowman. AYES: \_\_\_\_ NAYES: \_\_\_\_ MOTION: Passes / Fails.

**WSESD 2024-2025 General Fund Operating Budget Resolution**

**Board President:** We will need a motion to approve the West Shore Educational Service District 2024-2025 General Fund Operating Budget Resolution, as presented.

**Motion by Member \_\_\_\_\_,** to approve the West Shore Educational Service District 2024-2025 General Fund Operating Budget Resolution, as presented.

**Support by Member \_\_\_\_\_.**

VOTE: (Y/N) Steve Carlson (Y/N) Dr. Bret Autrey (Y/N) Mike Nagle (Y/N) Stephanie Reed (Y/N) Leona Ashley (Y/N) Scott Foster (Y/N) Sarah Lowman. AYES: \_\_\_\_ NAYES: \_\_\_\_ MOTION: Passes / Fails.

Ludington Area Schools  
Board of Education  
Minutes of Regular Meeting

March 18, 2024

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- I. Call to Order & Roll Call ~ The meeting was held in the Administration Office, 809 East Tinkham Avenue, Ludington, Michigan, 49431. The meeting was called to order by Board President Autrey at six o'clock p.m.  
Members Present: Dr. Bret Autrey, Steve Carlson, Mike Nagle, Stephanie Reed, Leona Ashley, Scott Foster, Sarah Lowman  
Members Absent: None
- II. Pledge of Allegiance
- III. Agenda Modification ~ An agenda modification was requested to add the topic of repaving the parking lot at Oriole Field.
- IV. Special Presentation
- A. Student Government Update ~ No report.
- B. OJ DeJonge Middle School Principals' Report ~ Mike Hart, Principal, OJ DeJonge Middle School presented an update on events and news at the middle school. Included was a presentation by Alison Helminski, PE teacher, with an update on the use of and benefits of technology in the instruction of physical education. The date for this year's Water and Wheels Safety Day was shared, that being June 1st from 11 a.m. to 2 p.m.
- C. Citizen Participation ~ No comments were heard.
- V. Consent Agenda
- A. Ratification of Bill Payment Per Summary Dated March 18, 2024 was approved by consent.
- B. Approval of Minutes Dated: February 19, 2024 were approved by consent.
- C. Hiring approvals were approved by consent for the following positions:
- Tiffany Coughlan - Student Aide
  - Jacquelyne Burdo - Student Aide
- D. Resignation acceptance was approved by consent for:
- Evan Kroeze - Teacher
  - Kirk Walden - LHS At-Risk Coordinator
- E. Retirement acceptance was approved by consent for:
- Judy Bussey - Teacher
  - Deb Follrath - Teacher
  - Kristin Pomorski - Teacher
  - Debora Roberts - Food Service
  - Thad Shank - Teacher
- VI. Board Committee Reports
- A. Mike Nagle presented the Personnel/Policy Committee report.
- B. Stephanie Reed presented the Finance Committee report.
- C. Scott Foster presented the Building/Site Committee report.
- Motion by Carlson, supported by Reed, to approve the consent agenda as written and presented. Vote: Ayes: Autrey, Carlson, Nagle, Reed, Lowman, Foster and Ashley. Nays: None. Motion: Carries 7-0.
- VII. Superintendent's Report and Comments
- A. Superintendent Dr. Kyle Corlett presented the monthly Soaring Oriole Award to Steve Hull.

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VIII. Discussion Items

- A. The Bond Project Application and Certification for Payment #47 in the amount of \$900,444.49 was presented.
- B. A request for a district representative to attend the upcoming West Shore Educational Service District's budget hearing was heard.
- C. A request to accept the bid from Floor Care Concepts in the amount of \$31,071 to refurbish the floor in Hawley Gym was presented.
- D. A request to approve a bid from Solid Platforms in the amount of \$97,650 was presented.
- E. A request to approve three purchases for furniture for the current phase and Phase 4 of the construction project. Two purchases from Custer for \$69,999.71 and \$27,984.25 and one from Interphase for \$17,365.77.
- F. A request to approve the purchase of weight room equipment from Rogers in the amount of \$205,043 was presented.
- G. A request to repave a section of the parking lot and driveway at Oriole Field was presented. The request is for the Board to consider pre-approval of up to \$200,000 for the scope of work in order to expedite the bid process.

IX. Action Items

- A. Motion by Nagle, supported by Foster, to approve the certificate for payment on the school bond project and to authorize the District to pay the certificate for payment in the amount of \$900,444.49 as certified by the architect and construction manager, and as outlined in the Certificate for Payment #47. Vote: Ayes: Autrey, Carlson, Nagle, Reed, Lowman, Ashley and Foster. Nays: None. Motion: Carries 7-0.
- B. Motion by Foster, supported by Carlson, to approve the designation of Mike Nagle as the district's representative to attend the West Shore ESD budget hearing on April 9, 2024. Vote: Ayes: Autrey, Carlson, Nagle, Reed, Lowman, Ashley and Foster. Nays: None. Motion: Carries 7-0.
- C. Motion by Ashley, supported by Reed, to approve the bid from Floor Care Concepts in the amount of \$31,071 to refurbish the floor in Hawley Gym. Vote: Ayes: Autrey, Carlson, Nagle, Reed, Lowman, Ashley and Foster. Nays: None. Motion: Carries 7-0.
- D. Motion by Carlson, supported by Nagle, to approve the bid from Solid Platforms in the amount of \$97,650 for scaffolding to assist with the work being done in the pool area. Vote: Ayes: Autrey, Carlson, Nagle, Reed, Lowman, Ashley, and Foster. Nays: None. Motion: Carries 7-0.
- E. Motion by Reed, supported by Lowman, to purchase furniture for the current phase and Phase 4 of construction. The bids include Custer for \$69,999.71 and \$27,984.25 and Interphase for \$17,365.77. Vote: Ayes: Autrey, Carlson, Nagle, Reed, Lowman, Ashley, and Foster. Nays: None. Motion: Carries 7-0.
- F. Motion by Foster, supported by Nagle, to approve the purchase of weight room equipment from Rogers for \$205,043. Vote: Ayes: Autrey, Carlson, Nagle, Reed, Lowman, Ashley, Foster. Nays: None. Motion: Carries 7-0.
- G. Motion by Lowman, supported by Ashley, to expedite the bid process by pre-approving up to \$200,000 for repaving sections of the parking lot and driveway at

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Oriole Field. Vote: Ayes: Autrey, Carlson, Nagle, Reed, Lowman, Ashley, Foster. Nays: None. Motion: Carries 7-0.

- IX. Other Items of Business & Announcements ~ Mike Nagle shared his impressions of the wonderful presentation by our students in Fiddler on the Roof. There was a brief sharing of appreciation for the talents of our staff and students from the Board members.
- X. Adjournment ~ Motion by Carlson, supported by Reed, to adjourn the meeting at 6:45 p.m. Vote: Ayes: Autrey, Carlson, Nagle, Reed, Lowman, Ashley, and Foster. Nays: None. Motion: Carries 7-0.

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Michael W. Nagle, Secretary, Board of Education

Approved on \_\_\_\_\_

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March-24  
Ludington Schools

Pay App #48

Project Description

Current Payment  
Due

Construction Management	<b>Christman</b>	\$	111,659.52
PS-Elementary School 19003-100	<b>Trades</b>		
PS-Middle/High School Additions 19003-300		\$	1,080,598.39
PS-Pool Equipment Upgrades 19003-350			
PS Athletic Field Improvements S2 19003-450		\$	42,067.20

Trade Contractors/CM Fee Current Amount Due 1,234,325.11



# APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: 218430-47

**To Owner:**  
Ludington Area School District

**Project:** 218430- Ludington School District

**Application No. :** 47

**Distribution to :**

<input type="checkbox"/>	Owner
<input type="checkbox"/>	Architect
<input type="checkbox"/>	Contractor
<input type="checkbox"/>	
<input type="checkbox"/>	

**Period From:** 3/1/2024

**Period To:** 3/31/2024

**From Contractor:**  
The Christman Company  
801 Broadway Avenue NW, Suite 300  
Grand Rapids, MI 49504-4463

**Via (Architect):**

**Contract For:**

**Contract Date:**

**Arch Project No. :**

## CONTRACTOR'S APPLICATION FOR PAYMENT

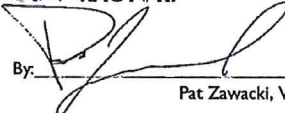
Application is made for payment, as shown below, in connection with the Contact. Continuation Sheet is attached.

1. Original Contract Sum .....	\$5,675,416.00
2. Net Change By Change Order .....	\$713,813.00
3. Contract Sum To Date .....	\$6,389,229.00
4. Total Completed and Stored To Date .....	\$5,223,219.35
5. Retainage :	
a. 0.00% of Completed Work	\$0.00
c. 0.00% of Stored Material	\$0.00
Total Retainage .....	\$0.00
6. Total Earned Less Retainage .....	\$5,223,219.35
7. Less Previous Certificates For Payments .....	\$5,111,559.83
8. Current Payment Due .....	\$111,659.52
9. Balance To Finish, Plus Retainage .....	\$1,166,009.65

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$1,083,182.00	\$369,369.00
Total Approved this Month	\$0.00	\$0.00
<b>TOTALS</b>	\$1,083,182.00	\$369,369.00
Net Changes By Change Order	<b>\$713,813.00</b>	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

**CONTRACTOR:** The Christman Company

By: 

Pat Zawacki, Vice President

Date: 4/2/2024

State of: Michigan County of Allegan, Acting in Kent

Subscribed and sworn to before me this 2nd day of April, 2024.

Notary Public:   
Nancy Slabbekoorn

My Commission expires: 05/10/2028

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

**AMOUNT CERTIFIED** \$111,659.52

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

**ARCHITECT:**

By: \_\_\_\_\_ Date: \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



WEST SHORE EDUCATIONAL SERVICE DISTRICT  
GENERAL FUND

DETAIL BUDGET PROJECTION  
FOR THE FISCAL YEAR ENDING JUNE 30, 2025

	<b>Actual 2022/2023</b>	<b>Proposed April 2023/2024</b>	<b>Proposed 2024/2025</b>
<b>REVENUES</b>			
Local Sources	\$ 1,595,805	\$ 1,680,838	\$ 1,691,159
State Sources	5,707,210	6,365,824	6,199,156
Federal Sources	393,911	466,327	698,955
<b>TOTAL REVENUES</b>	<b>\$ 7,696,926</b>	<b>\$ 8,512,989</b>	<b>\$ 8,589,270</b>
Incoming Transfers / Transactions	-	-	-
<b>TOTAL REVENUES &amp; INCOMING TRANSFERS / TRANSACTIONS</b>	<b>\$ 7,696,926</b>	<b>\$ 8,512,989</b>	<b>\$ 8,589,270</b>
<b>EXPENDITURES</b>			
<b>INSTRUCTION</b>			
Basic Programs	\$ 1,425,530	\$ 1,604,850	\$ 1,596,106
Added Needs	-	-	-
<b>SUPPORT SERVICES</b>			
Pupil	883,851	1,030,449	1,083,829
Instructional Staff	1,962,383	2,072,436	2,207,199
General Administration	368,902	377,096	385,278
School Administration	177,399	162,647	171,405
Business	491,403	634,516	696,637
Operation / Maintenance	56,881	85,500	133,700
Pupil Transportation	2,355	6,500	6,000
Central	329,769	378,501	370,259
Other Support Services	3,000	3,000.00	3,000.00
<b>COMMUNITY SERVICES</b>	<b>222,719</b>	<b>274,336</b>	<b>268,688</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,924,192</b>	<b>\$ 6,629,831</b>	<b>\$ 6,922,101</b>
Outgoing Transfers / Other Transactions	1,398,466	1,740,252	1,787,983
<b>TOTAL APPROPRIATED</b>	<b>\$ 7,322,658</b>	<b>\$ 8,370,083</b>	<b>\$ 8,710,084</b>
<b>EXCESS REVENUES (APPROPRIATIONS)</b>	<b>\$ 374,268</b>	<b>\$ 142,906</b>	<b>\$ (120,814)</b>
<b>BEGINNING FUND BALANCE ACTUAL</b>			
NON-SPENDABLE	\$ 28,160	\$ 5,536	\$ -
FUND BALANCE MINIMUM	1,556,739	1,830,665	2,092,521
RESTRICTED	-	-	-
COMMITTED	1,300,000	1,300,000	1,164,283
ASSIGNED	62,369	274,634	100,000
UNASSIGNED	677,908	588,610	785,546
<b>TOTAL</b>	<b>\$ 3,625,176</b>	<b>\$ 3,999,444</b>	<b>\$ 4,142,350</b>
<b>ENDING FUND BALANCE</b>			
NON-SPENDABLE	\$ 5,536	\$ -	\$ -
FUND BALANCE MINIMUM	1,830,665	2,092,521	2,177,521
RESTRICTED	-	-	-
COMMITTED	1,300,000	1,164,283	1,034,283
ASSIGNED	274,634	100,000	100,000
UNASSIGNED	588,610	785,546	709,732
<b>TOTAL</b>	<b>\$ 3,999,444</b>	<b>\$ 4,142,350</b>	<b>\$ 4,021,536</b>

The 2023/2024 and 2024/2025 budget is based on the levying of .2750 mills on all property located in the West Shore Educational Service District.



## General Fund Budget April 2024

### Michigan Revised School Code annually requires:

- ISDs to prepare a general fund operating budget by April 1
- To review it with local school districts by May 1
- School districts to adopt a resolution to approve or disapprove the GF budget by June 1

The general fund operating budget is sourced from local property tax, grants, and state aid. It supports the work of the Instructional Services Department.

### Agenda:

- WSESD 6-Point Plan
- Instructional Services Department accomplishments for 2023-24
- Key initiatives for 2024-25
- General Fund Budget
- Questions

### Instructional Services Update

#### Early Childhood Services-2023-2024 Highlights

- For the second year, offered Child Development Associate (CDA) certification class free of charge to local Great Start Readiness Program (GSRP) Employees
- Expanded locations of and increased participation in Early Childhood "Play & Learn" groups in all 3 counties
- Developed new Great Start Collaborative (GSC) community partnerships
- Over 1,000 children have participated in Book Walks in the past year
- Implemented top-of-the-salary structure payments for WSESD GSRP employees

#### Early Childhood Services-What's Ahead for 2024-2025

- Implementation of electronic MiECC, an Early Childhood database
- 5-day programming to be piloted at four GSRP sites
- Continuation and expansion of the Early Child MTSS work with implementation at three program sites
- Increase in support and coaching to our local GSRP programs with the reinstatement of an Early Childhood Specialist position
- Continue to implement, promote & support the "Help Me Grow", "Talking is Teaching", inspiREading, Math Moments, Book Walks, Playgroups, Literacy Corners, Parent Cafes' and Book Bus initiatives

### **Academic Support Services-2023-2024 Highlights**

- Hired four New Teacher Coaches who provided coaching and support to 63 of 72 new teachers in our region
- Expanded the Coaching Collaborative model in eight of our local districts through the development of in-district literacy and math coaches
- Expanded “inspiREading” and “Math Moments” Family & Community Engagement Initiatives in all three counties
- Offered over 47 different Professional Learning opportunities
- Offered a combination of In-Person and Virtual Principals’ Meetings each month
- Offered an Instructional Rounds opportunity where 27 administrators were able to visit another school in the area

### **Academic Support Services-What’s Ahead for 2024-2025**

- Increase New Teacher professional learning sessions from five to eight
- Support three schools in local districts in the High Impact Leadership (HIL) Grant in affiliation with Western Michigan University
- Support local districts in their implementation of Literacy (35j) and Math (23h) grants
- Addition of an Educational Math Specialist position
- Continuation of literacy support through the WSESD “Book Bus” at numerous family engagement and community events in all three counties

### **Social-Emotional Behavioral Health Services-2023-2024 Highlights**

- Hired one additional General Education Social Worker, bringing the total to seven, through the 31n Grant to expand our services and work with local districts to provide interventions, treatment, and support to general education students that exhibit mild to moderate mental health issues
- Expansion of additional evidence-based therapy services, such as EMDR, sand tray therapy, and therapy dog services
- Facilitated nine professional learning opportunities for local educators
- Supported the implementation of Caring School Community, an evidence-based social-emotional learning curriculum, in six of nine local districts
- Provided over 2,200 individual therapy sessions to over 220 students in the WSESD region

### **Social-Emotional Behavioral Health Services-What’s Ahead for 2024-2025**

- Continue to support SEL curriculum implementation in local districts
- Continuation and expansion of professional development opportunities
- Continue to strengthen evidence-based clinical practices to best meet the needs of students in our region

### **Additional Support/Funding Secured in 2023-2024**

- General Education Social Workers/Mental Health Providers
- Shared Literacy/Math District Coaches
- New Teacher Coaches focused on providing support and guidance to 1st-4th year teachers
- Full-time Great Start Collaborative Parent Liaison and other support to retain, support, and grow various initiatives

### **Additional Support/Funding Secured for 2024-25**

- Additional Math Support/Coaching
- District Differentiated Professional Learning Reimbursement

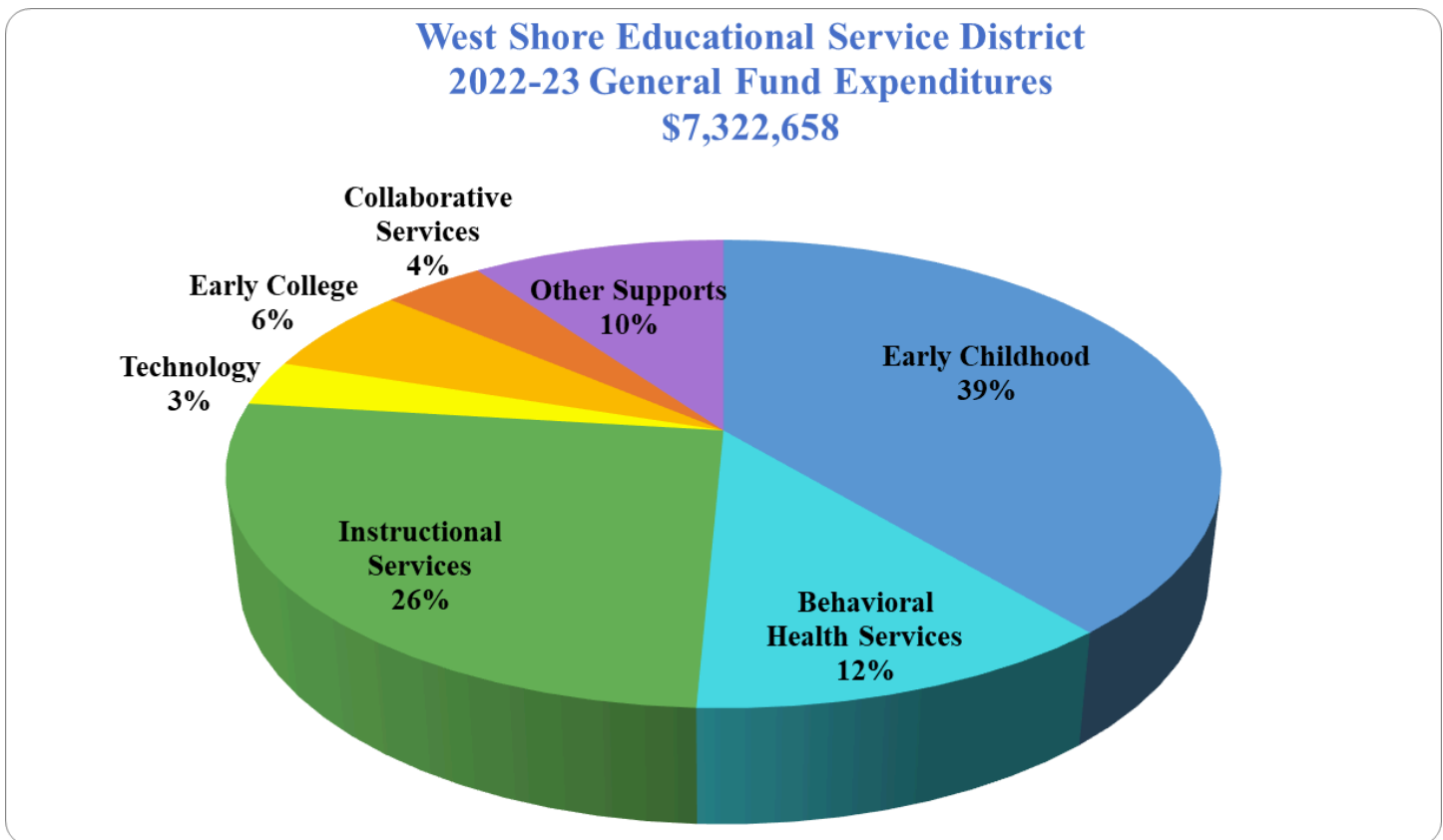
- Early Childhood Specialist for Great Start Readiness Program
- Support for Interconnected Systems Framework (ISF) initiatives in all three counties

**Quotes from Local Administrators:**

“How has the Instructional Services Team made a positive impact on you, your school, and/or your district this year?”

- “The Instructional Services Team is always on top of the latest research, requirements, and practices in education. I can count on them for timely information and productive learning. You support our school from students to Superintendents to everyone in between.”
- “The ESD Instructional Services team has been instrumental in providing principals law updates, trainings for staff and principals, and support for us while we go through so many changes in education. Thank you for all you do!”
- “It is very helpful when we have questions or need support that we can lean on ESD personnel. Things such as guidance and compliance along with resources are always found and shared.”

**General Fund Budget**



During the 2022-23 fiscal year, **\$7,322,658** was spent on programs and services directly impacting the local school districts and the communities we serve. The General Fund is our primary operating fund used to account for all financial resources, except those required to be accounted for in another fund such as the Special Education Fund and the Career and Technical Education Fund.

**Early Childhood Services** represent 39% of WSESD expenditures and are fully grant-funded by State and Federal sources, include:

- Great Start Readiness Program (funded for 238 preschoolers in 18 classrooms within 8 locations)
- Great Start Collaborative services to Lake, Mason, and Oceana Counties

WSESD's **Early College** program, ASM Tech, operates collaboratively with West Shore Community College to offer college opportunities to 72 students within our region and represents 6% of expenditures.

**Instructional Services** encompass 26% of General Fund expenditures and approximately 52% funded by State and Federal grant resources. Both direct and regional professional development, among other services, are offered to local school districts in a variety of content areas as outlined in the above **Instructional Services Update**. **Behavioral Health Services** includes newly expanded and fully state funded mental health and behavioral support services for local school district general education students and comprises 12% of expenditures, a 3% increase from the prior year.

Technology and Collaborative Services each represent 3% and 4% of expenditures respectively. **Technology supports** consist of instructional support, data systems and services, and technology infrastructure such as regional Wide Area Network and related servers. **Collaborative Services** are direct business services provided to 5 local school districts.

**Other Supports and Services** represent 10% percent of expenditures and include all other expenditures similar to local school district General Fund centralized supports such as Board of Education, Office of the Superintendent, Business Services, Human Resources, Pupil Auditing Services, and Operations and Maintenance.

Without the passage of a State School Aid Act for next school year, we have developed a conservative **General Fund Budget for the 2024-2025 fiscal year** utilizing the following assumptions:

- Property tax revenue increase of 5%
- Projected increased revenue:
  - 31n Social Emotional \$92,000 (State)
  - High Impact Leadership \$40,000 (Federal)
  - TRAILS Social Emotional Curriculum \$357,000 (Federal)
  - Other State Grants \$24,000
  - Other Federal Grants \$3,000
- Known reductions in grant revenue sources:
  - Great Start Readiness Program \$84,000 (State)
  - Great Start Trusted Advisor \$34,000 (Federal)
  - Math/Science \$22,000 (State)
  - MiStem \$177,000 (State)
  - Title I RAG \$133,000 (Federal)
- Flat revenues for all other funding sources
- Current contracted annual pay adjustments, including retirement and health insurance
  - Union contracts expire June 2026

As a result, we are projecting the General Fund Balance to be reduced by approximately \$121,000 at the end of the 2024-2025 fiscal year. Throughout the next school year, we will continue partnering with our local school district leaders to make budgetary decisions that align with our strategic initiatives.