

Kalamazoo Regional Educational Service Agency (RESA)

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A. General Information

ISDs serve as a central support system for all public, charter and non-public schools that operate within their district. There are 57 Intermediate School Districts (ISDs) or Regional Education Service Agencies (RESAs) in the state of Michigan. No two are exactly alike. Each bases its work on the specific needs of its constituent public school districts. All offer leadership, programs, and services in the areas of instruction, career and technical education, special education, technology, and business related functions.

| | FY 2018-2019 | | |
|--|----------------|--|--|
| Total Budget | \$ 103,862,875 | (note: excludes capital projects fund) | |
| Pupil FTEs | 35,829.10 | | |
| ISD Employees | 1,019 | | |
| Constituent Districts, PSAs, Nonpublic Schools | 32 | | |

B. Travel Information

As ISDs seek to provide leadership, programs and services to their constituents, staff seek out best practices, gain state and national educational perspectives, gather knowledge and skill levels that reflect the latest trends, innovations, and challenges. This requires more travel to conferences and trainings than you would typically experience in a K-12 school district.

| Thomas Zahrt, Assistant Superintendent | | | | | |
|--|--|----------------------|---|-------------|--|
| <i>Dates</i> | <i>Purposes</i> | <i>Locations</i> | | | |
| 8/6/18 - 8/7/18 | Equity, Opportunity & Inclusive Training | Ann Arbor, MI | 2018-2019 Total cost of air fare | \$ 835.40 | |
| 11/28/18 - 12/1/18 | AESA Conference | Colorado Springs, CO | 2018-2019 Total cost of overnight lodging | \$ 3,369.15 | |
| 10/1/18 - 10/2/18 | MSBO Facilities Conference | Thompsonville, MI | 2018-2019 Total cost of car rental | \$ 110.50 | |
| 06/16/18 - 06/19/18 | Society for HR Management Conference | Chicago, IL | 2018-2019 Total cost of meals | \$ 528.00 | |
| 6/22/19 - 6/26/19 | Society for HR Management Conference | Las Vegas, NV | | | |
| Rachel Roberts, Head Start Principal | | | | | |
| <i>Dates</i> | <i>Purposes</i> | <i>Locations</i> | | | |
| 1/9/19 - 1/11/19 | MI Head Start Assoc (MHSA) Winter Assent | Livonia, MI | 2018-2019 Total cost of air fare | \$ 998.01 | |
| 3/7/19 - 3/8/19 | 28th Annual EC Training Conf | Ann Arbor, MI | 2018-2019 Total cost of overnight lodging | \$ 2,412.96 | |
| 10/28/18 - 10/29/18 | Indispensable Admin Assistant Training | Detroit, MI | 2018-2019 Total cost of car rental | \$ - | |
| 9/19/18 - 9/21/18 | MHSA Fall Assembly | Mackinac Island, MI | 2018-2019 Total cost of meals | \$ 688.81 | |
| 6/2/19 - 6/5/19 | NAEYC 2019 Professional Learning Inst. | Long Beach, CA | | | |
| 3/6/19 - 3/8/19 | MHSA Spring Assembly | Ann Arbor, MI | | | |
| Deb Miller, Assistant Superintendent | | | | | |
| <i>Dates</i> | <i>Purposes</i> | <i>Locations</i> | | | |
| 7/1/18 - 7/3/18 | MI Educational Careers Assoc Training | Auburn Hills, MI | 2018-2019 Total cost of air fare | \$ 440.69 | |
| 8/6/18 - 8/10/18 | CEPD Summer Leadership Conference | Boyer, MI | 2018-2019 Total cost of overnight lodging | \$ 3,777.33 | |
| 10/30/18 - 10/31/18 | OCTE & CEPD Council | Lansing, MI | 2018-2019 Total cost of car rental | \$ - | |
| 1/14/19 - 1/16/19 | OCTE Grant Dissemination Workshop | East Lansing, MI | 2018-2019 Total cost of meals | \$ 470.00 | |
| 1/24/19 - 1/31/19 | MI Career Ed Conference | Grand Rapids, MI | | | |
| 5/7/19 - 5/10/19 | Brusteen Spring Forum | Washington DC | | | |
| 2/14/19 - 2/15/19 | Added Cost/Perkins Conference | Lansing, MI | | | |

C. Contract Information

ISDs occasionally enter into contracts with vendors to perform specific services that would not be cost effective or reasonable for the ISD to provide on its own. ISDs must follow state requirements for seeking competitive bids on some purchases. Below are the contracts required to be reported under this section.

| Subject Matter | | Cost | Bid? | Signed by | Position |
|---------------------------------|--|---------------|------|-----------------|-------------------------------------|
| iEval | Continuous Improvement Evaluation | \$ 35,525.00 | No | David Campbell | Superintendent |
| Epic MRA | Voter Telephone Survey for November 2019 Ballot | \$ 26,335.00 | No | David Campbell | Superintendent |
| MIDeal Printer | Purchase of Ricoh C7200SL Color Copier | \$ 70,546.00 | Yes | Tom Zahrt | Asst. Superintendent for HR/Maint |
| SET SEG | Property/Casualty/Fleet Insurance Effective July 1, 2019 | \$ 69,412.00 | Yes | Scott Thomas | Asst. Superintendent for Business |
| Presidio Network Solutions | Cisco Network Equipment (Core Network Switch, shared with several districts) | \$ 168,449.26 | Yes | Brian Schupbach | Asst. Superintendent for Technology |
| Channing Bete | Purchase CPR Items for EFE Health Science Program | \$ 28,824.90 | Yes | Deb Miller | Asst. Supt. for Secondary Programs |
| MiDeal Vehicle Purchase Program | Purchase of 2019 Ford F150 for Maintenance Department | \$ 25,786.00 | Yes | Tom Zahrt | Asst. Superintendent for HR/Maint |
| Presidio Network Solutions | Purchase of Replacement Network Switches at Woodsedge, West Campus & YCS | \$ 106,604.00 | Yes | Brian Schupbach | Asst. Superintendent for Technology |
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D. Contract Modification Information

Any contract modifications in excess of \$25,000 for the 2018-19 school year are detailed below.

| Modification Description | | Additional Amount | Revised Total | Bid? | Signed by | Position |
|-----------------------------|--|-------------------|---------------|------|--------------|----------------------------------|
| Western Michigan University | Graduate Assistants for Early Education Cl | \$ 7,471.00 | \$ 153,076.00 | No | Mindy Miller | Asst. Superintendent for Spec Ed |
| | | | | | | |

E. Salary, Expense Account, & Supplemental Compensation Information

ISD employees are typically categorized by classification. All classifications are normally established according to demands of the position, level of responsibility, job functions performed, credentials and skills required, etc. Each classification falls into at least one established salary schedule, which takes into account such factors as seniority in position or in similar positions, comparison to similar jobs elsewhere in the community, cost of living factors, etc. In addition, some classifications require travel inside and outside of the ISD, attendance at meetings, and attendance at workshops and conferences. Expenses for these activities are strictly limited in a budget approved annually by the ISD Board of Education.

| Employee | | Salary | Exp. Acct. | Reimb. Exp. | Suppl. Comp. |
|----------------|--|------------|------------|-------------|--------------|
| Superintendent | | \$ 208,731 | \$ 7,200 | \$ 1,000 | \$ 6,262 |
| Asst Super | | \$ 137,414 | \$ 7,200 | \$ 1,000 | \$ 8,336 |
| Asst Super | | \$ 137,414 | \$ 7,200 | \$ 1,000 | \$ 8,336 |
| Asst Super | | \$ 131,497 | \$ 7,200 | \$ 1,000 | \$ 8,235 |
| Asst Super | | \$ 125,834 | \$ 7,200 | \$ 1,000 | \$ 8,139 |
| Asst Super | | \$ 125,834 | \$ 7,200 | \$ 1,000 | \$ 8,139 |
| Director | | \$ 123,175 | \$ 3,300 | \$ 1,000 | \$ 3,695 |
| Director | | \$ 123,175 | \$ 3,300 | \$ 1,000 | \$ 3,695 |
| Director | | \$ 123,175 | \$ 3,300 | \$ - | \$ - |
| Consultant | | \$ 117,680 | \$ - | \$ - | \$ 2,942 |
| Director | | \$ 107,937 | \$ 3,300 | \$ 1,000 | \$ 3,238 |
| Director | | \$ 103,289 | \$ 3,300 | \$ 1,000 | \$ 3,099 |
| Principal | | \$ 107,297 | \$ - | \$ 1,000 | \$ - |
| Administrator | | \$ 104,326 | \$ - | \$ 1,000 | \$ - |
| Administrator | | \$ 102,677 | \$ - | \$ 1,000 | \$ - |
| Administrator | | \$ 101,103 | \$ - | \$ 1,000 | \$ - |
| Administrator | | \$ 101,103 | \$ - | \$ 1,000 | \$ - |
| Administrator | | \$ 102,094 | \$ - | \$ - | \$ - |
| Administrator | | \$ 102,094 | \$ - | \$ - | \$ - |
| Principal | | \$ 98,256 | \$ - | \$ - | \$ - |

F. Fiber Optic/Cable Equipment & Operating System Software for Fiber Optic/Cable Equipment Networks

Many ISDs utilize fiber networks which benefit students and the community. These high capacity broadband networks interconnect districts, improve the delivery of Internet, instructional, and administrative resources while reducing over-all costs. Through partnerships, ISDs, local schools, county and other governmental units, and Central Police Dispatch (911), have access to fiber wide-area networks that are more affordable for all partners.

| Fund Source | Vendor | Expenditures for Fiber Optic or Cable Equip. or OS Software | | | |
|---|--------|---|--|--|--|
| No expenditures in 2018/19 for fiber optic or cable equipment or operating system software for fiber optic or cable equipment networks. | | | | | |

G. Public Relations, Polling, Lobbying, and Legal Services

The 57 intermediate school districts (ISDs) or regional educational service agencies (RESAs) were created by the legislature in 1962 to bring about quality and equitable educational opportunities to students and schools throughout the state. Because public education is funded and regulated by the state and federal government, it is necessary for ISDs to use some resources to fund activities that promote public accountability, research, and government communications. The guiding principle for all activities of this nature is to advocate for the children we serve.

| Vendor | Services | Amount | | | |
|---|----------------|----------|--|--|--|
| Karoub Associates | Lobbying | \$13,800 | | | |
| Clark Hill PLC | Legal Services | \$12,901 | | | |
| Dykema Gossett PLLC | Legal Services | \$488 | | | |
| Miller, Canfield, Paddock | Legal Services | \$30,274 | | | |
| Secrest Wardle Lynch Hampton Truex & Morley | Legal Services | \$551 | | | |
| Thrun Law Firm PC | Legal Services | \$10,042 | | | |
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| | | | | | |

H. IRS Tax Form 1099s in Excess of \$25,000

Cost savings can often be realized by contracting with individuals for limited, specialized projects. For the fiscal year 2018-2019, the following projects and services were accomplished under contracts that exceeded \$25,000:

| Name | Amount | Project(s) | Services |
|--|--------------|-----------------------------------|-----------------------|
| Edustaff, LLC (Partnership) | \$564,350.19 | Substitutes | Teachers/Parapros |
| Controlnet, LLC | \$43,280.00 | HVAC Heating & Cooling | Repairs |
| iEVAL (Tackett, Wendy) | \$61,500.00 | Evaluation Technical Assistance | Departmental Training |
| Frontline Technologies Group | \$29,595 | Professional Development Coaching | Trainings |
| Powerschool Group LLC (Severin Intermediate) | \$33,970.05 | Special Education Consulting | Renewal |
| Q3 Technologies (Quakenbush, Troy) | \$66,941.00 | Fiber Optics | Installation Labor |
| Rendall, Philip | \$54,300 | MiSuite Software Development | Programming |
| Smart Planet Software | \$30,000 | Safety Application | Development |

I. Certain ISD Expenditures

Every organization requires leadership. ISDs within the State of Michigan have been charged by the Governor and the Michigan Department of Education to communicate, train, support, and lead educational initiatives defined by the state and federal government. Most recently these include, but are not limited to, the following: No Child Left Behind, newly enacted high school graduation requirements, the Michigan School Improvement Framework, and the new Grade Level Content Expectations for the core subjects. ISDs are required by law to meet the individual and specialized needs of students within our region including the areas of Title I, Special Education, and Career and Technical Education.

| | \$ Amount | % of Budget | |
|---|--------------|-------------|---|
| Administrative costs | \$ 1,221,090 | 1.18% | |
| Public Relations, surveys, polling, lobbying legal fees | \$ 315,492 | 0.30% | (Includes \$68,057 also reported in G. above) |

J. Motor Vehicle Information

Because ISDs serve numerous districts, sometimes covering large geographic areas, certain vehicles might be provided for specific transportation needs.

| Motor Vehicles | | | Purpose | | | |
|-----------------------------------|--|--|---------------------------|--|--|--|
| 1998 Chevy Van | | | Maintenance | | | |
| 2000 GMC Van | | | Maintenance | | | |
| 2002 GMC Van | | | Maintenance | | | |
| 2002 Dodge Truck | | | Maintenance | | | |
| 2016 Ford Transit Van | | | Maintenance | | | |
| 2019 Ford F150 Truck | | | Maintenance | | | |
| 2001 GMC Truck G2500 Van (Diesel) | | | REMC Delivery Van | | | |
| 2012 Ford Transit Connect Van | | | REMC Delivery Van | | | |
| 2014 GMC Savanna Van | | | Print Center Delivery Van | | | |