

GRAND HAVEN AREA PUBLIC SCHOOLS  
AGENDA ITEM FOR BOARD MEETING

DATE: June 16, 2025

Agenda Topic: Big Ideas Renewal Purchase

Presented by: Mary Jane Evink, Executive Director of Instructional Services

Summary of Issue:

The Teaching and Learning Committee supports the purchase to renew the digital resource for the 6th, 7th, and 8th grade math program. This is a continuation of an adoption from 2019. Three additional quotes were collected, however, none of them were specifically for Big Ideas because only one publisher sells this resource. The quote is for a four year renewal for \$77,664.84 from the general fund textbook budget.

Administrative Recommendation:

Motion to approve the renewal purchase of Big Ideas as presented.

GRAND HAVEN AREA PUBLIC SCHOOLS  
AGENDA ITEM FOR BOARD MEETING

DATE: June 16, 2025

Agenda Topic: Cornell University Training Services Purchase

Presented by: Mary Jane Evink, Executive Director of Instructional Services

Summary of Issue:

The Teaching and Learning Committee is recommending the contract to Cornell University be brought to the full Board of Education for training services. Staff from Cornell will train 20 GHAPS staff members to be trainers in Therapeutic Crisis Intervention Training. These trainers will then train all staff on October 27 and October 8 to equip teachers how to prevent dysregulation of student behavior and maintain school ready behavior. The one time cost is \$35,500. Once GHAPS has trainers, we can train our own staff. This plan is recommended by the Professional Learning Team and supported by the District Continuous Improvement Team.

Administrative Recommendation:

Motion to approve the purchase of Cornell University Training Services as presented.

GRAND HAVEN AREA PUBLIC SCHOOLS  
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DATE: June 16, 2025

Agenda Topic: Benchmark Assessment Data

Presented by: Mary Jane Evink, Executive Director of Instructional Services

Summary of Issue:

Every year, Grand Haven Area Public Schools reports to the Board of Education and the community on our progress to reach two goals. The goals are:

1. All K-8 students will show growth in math and reading as measured by the iReady diagnostic.
2. All 9-12 students will be on track for high school graduation.

The data will be provided prior to the Board of Education meeting and highlights will be given.

Administrative Recommendation:

No action required.

GRAND HAVEN AREA PUBLIC SCHOOLS  
AGENDA ITEM FOR BOARD MEETING

DATE: June 16, 2025

Agenda Topic: Loutit Library Representative

Presented by: Mary Jane Evink, Executive Director of Instructional Services

Summary of Issue:

The Board of Education is responsible for appointing a trustee to the Loutit District Library Board for a three year term. At the spring retreat, the Board tasked the Teaching and Learning Committee to determine a process and bring a recommendation to the full Board of Education. The Teaching and Learning Committee supports the recommendation of Carol Sanchez to be the next trustee representing GHAPS. Carol is a GVSU Emeritus Professor of Management, teaching at the Seidman College of Business from 1995-2020. She also served as Director of Seidman's International Business Program, which involved organizing student study abroad and curriculum work. Additionally, she taught at Southern Illinois University's Rehn College of Business for four years while working on her doctoral degree from 1991-1995. Carol has experience working on a Board, in committees, projects, and fundraisers.

Administrative Recommendation:

Motion to approve Carol Sanchez as our Grand Haven Area Public School's representative on the Loutit Library Board of Trustees.

GRAND HAVEN AREA PUBLIC SCHOOLS  
AGENDA ITEM FOR BOARD MEETING

DATE: June 16, 2025

Agenda Topic: MHSAA Membership Resolution

Presented by: Mary Jane Evink, Executive Director of Instructional Services

Summary of Issue:

Each year the Board of Education is required to renew the District's membership in the Michigan High School Athletic Association by way of a formal resolution prepared by the MHSAA.

Administrative Recommendation: (ROLL CALL)

Motion to adopt the resolution for membership in the Michigan High School Athletic Association for the 2025-26 school year.

GRAND HAVEN AREA PUBLIC SCHOOLS  
AGENDA ITEM FOR BOARD MEETING

DATE: June 16, 2025

Agenda Topic: 2025 Tax Levies

Presented by: Michael MacDonald, Executive Director of Business Services

Summary of Issue:

Attached is Michigan Department of Treasury Form L-4029 establishing the tax levies of 18 mills for non-principal residence and 0.696 sinking fund mills. The millage will be levied 100 percent in the summer as previously adopted by the Board.

Administrative Recommendation (ROLL CALL):

Motion to adopt Michigan Department of Treasury Form L-4029 for the 2025 tax levies.

GRAND HAVEN AREA PUBLIC SCHOOLS  
AGENDA ITEM FOR BOARD MEETING

DATE: June 16, 2025

Agenda Topic: 2024-25 Final Budget Amendment

Presented by: Michael MacDonald, Executive Director of Business Services

Summary of Issue

Below is an overview of the changes in the 2024-25 budget revision resolution:

Total Revenues	\$ 91,705,100
Total Expense	\$ 92,648,800
Beginning Fund Balance – July 1, 2024	\$ 10,293,789
Projected Fund Balance – June 30, 2025	\$ 9,350,089
Fund balance as a percent of total expenditures (Revision #1 was 11.0%)	10.1%

Administrative Recommendation:

Motion to approve the 2024-25 Final Budget Amendment.

GRAND HAVEN AREA PUBLIC SCHOOLS  
AGENDA ITEMS FOR BOARD MEETING

DATE: June 16, 2025

Agenda Topic: 2025-26 Proposed Budget

Presented By: Michael MacDonald, Executive Director of Business Services

Summary of Issue:

The 2025-26 proposed budget is presented for approval.

Total Revenues	\$ 87,980,100
Total Expenditures	\$ 89,863,200

Projected Fund Balance – June 30, 2026 \$ 9,223,150

Fund balance as a percent of total expenditures 8.70%

Administrative Recommendation:

Motion to approve the proposed 2025-26 budget as presented.

GRAND HAVEN AREA PUBLIC SCHOOLS  
AGENDA ITEM FOR BOARD MEETING

DATE: June 16, 2025

Agenda Topic: Designation of 2025-26 Bank Depositories/Financial Institutions and authorized district credit cards users

Presented by: Michael MacDonald, Executive Director of Business Services

Summary of Issue:

***Listed below are the banking institutions at which we currently have accounts:***

MBIA-CLASS:

Debt Fund Investment  
Capital Projects Fund Investment  
General Fund Investment

Huntington National Bank

2020 School Building & Site  
General Fund Investment

West Michigan Community Bank

2020 School Building & Site Checking  
Common Debt Retirement Account  
Capital Projects Fund 42

Lake Michigan Credit Union

General Checking  
General Savings  
Payroll Checking  
Health Insurance Account  
AFLAC Account

***Listed below are the financial institutions where we bid investments:***

The Huntington National Bank/Huntington Capital Corp.  
LaSalle Bank, Midwest  
Comerica/Comerica Securities  
MBIA-MISC/CLASS Pool  
Talmer West Bank  
Community Shores Bank  
Flagstar Bank  
Macatawa Bank  
PFM Asset Management, LLC  
Meeder Investments  
PNC Bank  
Bank One  
Charter One Bank  
Citizens Bank  
Multi-Bank Securities  
Bank of Utah  
West Michigan Community Bank  
Lake Michigan Credit Union

Positions authorized to use district credit cards:

Superintendent

Superintendent Administrative Assistant  
Assistant Superintendent  
Executive Director Instructional Services  
Executive Director of Business Services  
Technology Director  
Director of Operations  
Director of Special Education  
Director of Early Childhood  
Principal  
Athletic Director  
Director of Safety & Security  
Assistant Director

Administrative Recommendation:

Motion to approve the above bank depositories/financial institutions and authorized district credit card users for school district funds for the 2025-26 school year.

GRAND HAVEN AREA PUBLIC SCHOOLS  
AGENDA ITEM FOR BOARD MEETING

DATE: June 16, 2025

Agenda Topic: Teacher Assistant Proposal

Presented by: Michael MacDonald, Director of Business Services

Summary of Issue:

The district issued a Request for Proposal (RFP) for teacher assistant services as part of a strategic transition to a third-party service provider for new hires only. This shift is intended to support student needs, address ongoing staffing and recruitment challenges, and reduce long-term personnel costs while maintaining service quality in classrooms.

Through a competitive bidding process, the district evaluated qualified vendors to ensure they met educational support standards and offered cost-effective, reliable staffing solutions. Based on the evaluation, a recommendation is being made to approve the provider that best aligns with the district's instructional and operational goals.

We received proposals from WMJ & ESS.

We are recommending accepting WMJ's proposal for teacher assistant services due to a more complete and comprehensive proposal. Costs were in line with each other.

Administrative Recommendation:

Motion to accept the proposal from WMJ for Teacher Assistant services as presented.

## 1. Why is GHAPS changing how it staffs Teacher Assistant positions?

We are moving to a third-party staffing model for new Teacher Assistant hires in order to:

- Support long-term financial sustainability by managing rising benefit and retirement costs
- Increase flexibility and reduce hiring delays
- Maintain support for not only today's students, but students in 5 years

*Note: This change does not affect current employees unless they choose to transition voluntarily.*

## 2. Will any current Teacher Assistants be laid off?

**No.** All current GHAPS Teacher Assistants will remain employed by the district. This change only affects new hires and those who voluntarily opt to transition.

## 3. What does the voluntary transition involve?

- Employees may choose to resign from GHAPS and be hired by the third-party provider
- Those who transition will continue working for the district
- GHAPS will coordinate with the provider to ensure a seamless transition and continuity for students

*Note: there will be a transfer form for you to sign with your intent to voluntarily transition over. That process will be defined once the company is picked.*

## 4. What are the benefits of transitioning to the third-party provider?

- **\$1/hour wage increase**
- Access to the third-party provider's benefit options (which may differ from GHAPS)

## 5. What should I consider before choosing to transition?

- You will no longer be a GHAPS employee
- You may no longer be eligible for the Michigan Public School Employees' Retirement System (MPSERS)
- Benefit plans (health, dental, vision, etc.) and paid time off policies may differ

## 6. Is the transition mandatory?

**No.** The transition is completely voluntary. You may remain a GHAPS employee under your current terms.

If you cannot attend, we will share follow-up materials via email.

## 7. The Process:

### Onboarding Process

1. GHAPS identifies that there is an open position.
2. GHAPS defines job description, including pay rate requirements and preferred attributes.
3. GHAPS posts jobs on the desired job boards.
4. GHAPS conducts interviews.
5. GHAPS extends its offer to new hire.
6. GHAPS sends third party new hire full name, best contact number, pay rate and location of school to service.
7. If existing GHAPS employee, GHAP has employee complete the Transfer Form (appendix A).
8. Third party begins the Onboarding Process.
  1. Once contact is made, third party conducts Michigan iChat and reports findings to GHAPS if new hire is a no go.
  2. Third party sends a new hire electronic onboarding link and completes all new hire compliance requirements.
  3. Third party coordinates fingerprinting with new hire and instructs new hire to drop off executed LiveScan Form and MI Waiver to GHAPS office. \*\*Not completed for GHAP transfers.
  4. Once third party receives Green Light Letter from GHAPS, new hire is activated for payroll, timekeeping purposes and compliance related requirements.
  5. Third party notifies desired contact at GHAPS that a new hire is ready to go.

# Grand Haven Area Public Schools

## Agenda Item For Board Meeting

DATE: June 16, 2025

Agenda Topic: Network Infrastructure Hardware Refresh

Presented by: Matthew Leigh, Assistant Director of Technology

### Summary of Issue:

The current network infrastructure hardware was installed in 2014 and is in need of replacement. The network infrastructure hardware consists of various network switches, wireless access points, uninterruptible power supplies, and the modules needed to interconnect all the aforementioned devices. The network infrastructure is what allows all technology to function, including essential systems such as the internet, telephones, security monitoring and control, and file storage. Replacement of these devices would complete a full network refresh that was started in 2024.

We are recommending the purchase and installation of Cisco 9500-series and 9200-series network switches, Cisco 9100-series access points, all necessary Cisco modules and controllers, licensing coverage, and Vertiv lead-acid UPS units to provide power resiliency. The district currently utilizes Cisco network hardware, which will help facilitate a smooth transition to the new hardware.

In partnership with a consulting firm, Triple-R Consulting, the Technology Department has secured \$767,806.06 in Federal E-Rate funding through the Universal Service Administrative Company, which approved GHAPS access to Universal Service Funds on April 26, 2025. A competitive bidding process was facilitated by Triple-R as part of E-Rate application requirements. Five bids were compared using a grading rubric, using cost as the highest weight factor, and from those bids Sentinel Technologies was selected. Criteria for selection was primarily based on E-rate eligible costs, service transition factors, adherence to specifications, prior experience, and an understanding of needs by the vendors.

To leverage the secured E-Rate funds, GHAPS must pay a portion of the total costs of the equipment to be purchased. This percentage is based on the level of poverty and urban/rural status of the district, which results in a 20% requirement for GHAPS. Therefore GHAPS will need to pay \$205,513.84 of the \$959,757.58 total. There is an additional \$75,686.32 in non-E-Rate eligible costs that will need to be covered, totalling \$267,637.84 needed from GHAPS. We are in the final year of a 5-year cycle for E-Rate, so this is the last opportunity to use these funds before the program resets in 2027/28.

### Administrative Recommendation:

The Board is asked to approve the purchase of the Cisco network infrastructure hardware from Sentinel Technologies at a total cost not to exceed \$267,637.84

GRAND HAVEN AREA PUBLIC SCHOOLS  
AGENDA ITEM FOR BOARD MEETING

DATE: June 16, 2025

Agenda Topic: Loutit District Library & Harbor Transit

Presented By: Michael MacDonald, Executive Director of Business Services

Summary of Issue:

**Agenda Item 15a – IT Cooperative Agreement with Harbor Transit**

Administration recommends approval of the cooperative technology services agreement between Grand Haven Area Public Schools (GHAPS) and Harbor Transit. Under this two-year agreement (July 1, 2025 – June 30, 2027), GHAPS will provide up to 16 hours per week of technology support, including help desk services, server maintenance, and strategic planning. Harbor Transit will reimburse GHAPS at a monthly rate of \$767.31 in 2025 and \$786.49 in 2026, with additional Level 2 project work billed at \$80/hour as needed.

**Agenda Item 15b – IT Cooperative Agreement with Loutit District Library**

Administration recommends approval of the cooperative technology services agreement between Grand Haven Area Public Schools (GHAPS) and Loutit District Library. This two-year agreement (July 1, 2025 – June 30, 2027) outlines shared services including Level 1 help desk and workstation support, server hosting, backup systems, and security camera maintenance. Loutit Library will reimburse GHAPS monthly at \$4,335.90 in 2025 and \$4,444.29 in 2026, with Level 2 support available upon request at a rate of \$80/hour.

Administrative Recommendation:

Motion to approve the two year contracts with Harbor Transit and Loutit District Library.

GRAND HAVEN AREA PUBLIC SCHOOLS  
AGENDA ITEM FOR BOARD MEETING

DATE: June 16, 2025

Agenda Topic: WMAAA Vended Meals Renewal

Presented by: Michael MacDonald, Executive Director of Business Services

Summary of Issue:

For your consideration is the approval of the WMAAA Vended Meals Contract renewal for the 2025-26 School year. This is the second year on the new contract. We cannot increase the fee in the first renewal per MDE.

Administrative Recommendation:

Motion to approve the contract with WMAAA for the 2025-26 school year.

GRAND HAVEN AREA PUBLIC SCHOOLS  
AGENDA ITEM FOR BOARD MEETING

DATE: June 16, 2025

Agenda Topic: Recommendations to Hire

Presented by: Jason Reinecke, Assistant Superintendent of Human Services

Summary of Issue:

An interview team met with and interviewed candidates for this position in the district. It is the recommendation of the interview team to offer an employment contract for a position within the district to the following candidate:

<b>New Hires/Teachers</b>	<b>Position</b>	<b>Building</b>	<b>Level</b>
Hannah Paulson	Teacher – Elementary Music	Robinson & Peach	BA Step 2
Jeanne Sherman	Teacher – Secondary Math	GHHS	BA Step 3

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Administrative Recommendation:

Motion to offer employment contract to the above-named candidates for the 2025-26 school year, with placement on the salary schedule as presented.

GRAND HAVEN AREA PUBLIC SCHOOLS  
AGENDA ITEM FOR BOARD MEETING

DATE: June 16, 2025

Agenda Topic: Non-Association Employee Compensation

Presented by: Jason Reinecke, Assistant Superintendent Human Services

Summary of Issue:

The administration recommends the following for all non-association employees for the 2025-26 school year:

- Step increases where applicable
- 4% increase to all wage scales

Administrative Recommendation:

Motion to approve the increase for all Non-Association employees for the 2025-26 school year as presented.

GRAND HAVEN AREA PUBLIC SCHOOLS  
AGENDA ITEM FOR BOARD MEETING

DATE: June 16, 2025

Agenda Topic: Administrator Contract Renewals

Presented by: Jason Reinecke, Assistant Superintendent of Human Resources

Summary of Issue:

The Board Personnel Committee met and recommended approval of contract extensions, through June 2026, with compensation for the 2025-26 year in accordance with the GHAPSAA bargaining agreement. Grand Haven Area Public School district administrators that are not in the bargaining agreement include: Superintendent, Assistant Superintendent and Executive Directors have volunteered to take a “wage freeze” for the 2025-26 school year, and will remain at their 2024-25 wage.

**Grand Haven Area Public Schools Administrators Association (4% wage increase defined in bargaining agreement):**

Kevin Berko, Principal, Central High School  
Trent (Douglas) Carithers, Director of Security & Safety  
Brandon Cusumano, Principal, Lakeshore Middle School  
Aaron Dean, Assistant Athletic Director  
Keegan Ferris, Assistant Principal, Grand Haven High School  
Cecil Hammond, Director Technology  
Shelly Hammond, Principal, Ferry Elementary and Voyager Schools  
Ally Harder, Assistant Special Education Director  
Alex Harsay, Principal, Griffin Elementary School  
Erica Kelly, Director of Early Learning  
Jason Lawson, Principal, Peach Plains Elementary School  
Matthew Leigh, Assistant Director of Technology  
Michael MacDonald, Executive Director of Business Services  
Jason MacKay, Director of Operations and Transportation  
Jeff Marcus, Principal, Robinson Elementary School  
Ian Overway, Principal, Lake Hills Elementary School  
Rachel Poel, Principal, Rosy Mound Elementary  
Mike Roberson, Assistant Principal, Grand Haven High School  
Gina Schmitt, Assistant Principal, Grand Haven High School  
Taylor Schriber, Director of Athletics  
Jennifer Shaughnessy, Assistant Principal, White Pines Intermediate School  
Mike Shelton, Principal, White Pines Intermediate School  
Tracy Wilson, Principal, Grand Haven High School  
TBD, Assistant Principal, Lakeshore Middle School

**District Administrators volunteering to enter a “wage freeze” for the 2025-26 school year:**

Kristin Perkowski, Superintendent  
Jason Reinecke, Assistant Superintendent of Human Services  
Mary Jane Evink, Executive Director of Instructional Services  
Cassady Krumm, Executive Director of Special Education  
Michael MacDonald, Executive Director of Business Services

Administrative Recommendation:

Motion to approve contract extensions and revisions for listed administrative staff as presented.