



## ADRIAN PUBLIC SCHOOLS

*Tradition of Opportunities*  
Future of Possibilities

### **Agenda**

Regular Meeting  
Monday, April 28, 2025  
Michener Elementary  
6:00 p.m.

#### **A. Call to Order**

1. Pledge of Allegiance
2. Approval of Agenda
3. Mission Statement
4. Good News Reports
  - a. Women's Guild
  - b. Teacher appreciation
5. Communications
  - a. Resignation of Dayna Riesner, Head Start
  - b. Resignation of Morgan Harris, Head Start
  - c. Resignation of Mercedes Lorichon, Head Start
  - b. Michener Presentation

#### **B. Recommended Action**

1. Consent Agenda
  - a. Approval of April 14, 2025, Regular Minutes
  - b. Approval of April 14, 2025, Closed Session
2. Business Requiring Board Action
  - a. Approval of the Head Start Enrollment Reduction Request
  - b. Approval of revisions to board policy 5413, Senior Recognition
  - c. Approval of the Adams Property contract extension
  - d. Approval for 2025 milk pricing
  - e. Approval of Childcare Leave- Stephanie Mullinex
  - f. Approval of childcare leave- Elizabeth Ogren
3. Business Requiring Future Board Action
  - a. First reading to purchase food service equipment
  - b. First reading of LISD Budget
  - c. First reading for Head Start Teacher waiver

#### **C. Reports from the Superintendent and Staff**

- a. APS Pre-School Programming
- b. Head Start Monthly Report

**D. Future Meetings and Business**

1. Board Committee Reports, Finance
2. Board Member Comments
3. Meeting Dates and Upcoming Events

IB Art Display, April 1<sup>st</sup>- May 31<sup>st</sup>

Confessional Cabaret, April 30, 2025, 6:30 p.m.

Music Booster Quarter Mania, May 1<sup>st</sup>, 4:30 p.m. AHS Cafeteria

Parent Dual Enrollment Information Night, May 1 & 6, 2025, 6:00 p.m.

Prairie Musical, May 9<sup>th</sup>, 6:30 p.m.

Mattress Sale, May 10<sup>th</sup>, 8:00-6:00

**E. Public Comment** ('Request to Participate Form' must be filled out and given to Angie Schaffer before Section D (Future Meetings and Business) on the agenda

**F. Closed Session**

- a. Discipline Hearing for student #2024-2

**G. Tentative Action from Closed Session**

**H. Adjournment**

**In partnership with families and our community, Adrian Public Schools provides a quality education, challenging students to excel academically and inspiring them to become contributing citizens within our diverse, ever-changing society.**

# EXECUTIVE SUMMARY

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**DATE:** April 28, 2025

**CONTACT PERSON:** Nate Parker

**PURPOSE:**

The resignation of Dayna Riesner, Head Start.

**EXPLANATION:**

Under Board Policy 4223, the Superintendent is authorized to accept employee resignations or retirements on behalf of the Adrian Board of Education. Dayna has submitted her resignation from Adrian Public Schools.

**RECOMMENDATION:**

The Superintendent recommends that the Adrian Board of Education acknowledge Dayna Riesner resignation, effective April 8, 2025.

# EXECUTIVE SUMMARY

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**DATE:** April 28, 2025

**CONTACT PERSON:** Nate Parker

**PURPOSE:**

The resignation of Morgan Harris, Head Start.

**EXPLANATION:**

Under Board Policy 4223, the Superintendent is authorized to accept employee resignations or retirements on behalf of the Adrian Board of Education. Morgan has submitted her resignation from Adrian Public Schools.

**RECOMMENDATION:**

The Superintendent recommends that the Adrian Board of Education acknowledge Morgan Harris' resignation, effective April 11, 2025.

# EXECUTIVE SUMMARY

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**DATE:** April 28, 2025

**CONTACT PERSON:** Nate Parker

**PURPOSE:**

The resignation of Mercedes Lorchon, Head Start.

**EXPLANATION:**

Under Board Policy 4223, the Superintendent is authorized to accept employee resignations or retirements on behalf of the Adrian Board of Education. Mercedes has submitted her resignation from Adrian Public Schools.

**RECOMMENDATION:**

The Superintendent recommends that the Adrian Board of Education acknowledge Mercedes Lorchon's resignation, effective April 24, 2025.

MINUTES OF THE REGULAR MEETING OF THE ADRIAN BOARD OF  
EDUCATION, APRIL 14, 2025, ADRIAN HIGH SCHOOL, B100

**MEETING CALLED TO  
ORDER**

President Ferguson called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was recited.

**PLEDGE RECITED**

PRESENT: Trustees: Baucher, Buku, Dunn, Lewis, Marks, Solis-Gautz, and  
President Ferguson

ABSENT: None

Moved by Lewis, supported by Marks, that the Adrian Board of Education  
approve the agenda.

**AGENDA APPROVED**

Motion carried.

**MISSION  
STATEMENT**

Trustee Buku recited the District's mission statement as a reminder of its  
purpose and direction.

Superintendent Parker recognized the Outstanding Citizens for April. They  
were Maya Stiverson from Alexander, Adalyn Baker from Lincoln, Vanze  
Sharp from Michener, Caroline Letson from Prairie, Kenley Burgermeister  
from Springbrook, and Jay-Sean Rembert from the high school.

**GOOD NEWS  
REPORT**

The board recognized the resignations of Arianna Callahan, Karen Maloney,  
Jenicy Villegas, Jovita Torres, Kelsey Seegert, Kate Steele, and the  
retirements of Camila DePietro, Tracy Pickle, James Rubley, and Barb Snead.

**COMMUNICATIONS**

Baucher moved, supported by Marks, that the Adrian Board of Education  
approve the consent agenda.

The consent agenda included the following items:

**CONSENT AGENDA**

Consent Agenda

- a. Approval of March 10, 2025, Regular Minutes
- b. New Hire- Rosie Vasquez
- c. Treasurer's Report ending March 31, 2025, with a  
balance of \$1,231,435.92

Motion carried.

Baucher moved, supported by Dunn, that the board approve revisions to board  
policy 4113 ESTA. Thrun Policy Services recommended that we adopt the  
policy in February. After adoption, Governor Whitmer made some changes.

**BOARD POLICY**

Motion carried.

Solis-Gautz moved, Dunn supported, that the board approve the purchase of  
Social Studies material from Savvas Learning Company for 4<sup>th</sup> and 5<sup>th</sup> graders  
for the 2025-26 school year. The Curriculum Department's general budget will  
pay for the purchase.

**SOCIAL STUDIES  
CURRICULUM**

Motion carried.

Buku moved, supported by Solis-Gautz, that the board appoint Trustee Marks and President Ferguson as representatives and alternates to the LISD budget review meeting.

**LISD BUDGET  
MEETING**

Motion carried.

Marks moved, supported by Solis-Gautz, that the board accept donations from James Mulchay III, the Faver Foundation, and Dr. Mouli.

**DONATIONS**

Motion carried.

The board reviewed a request for a Head Start enrollment reduction to begin in August 2025. Head Start Director Mary Bruggenwirth explained to the board the data that went into the decision. It included serving an increased percentage of children with disabilities, which led to additional support needed in classrooms, frequent classroom closures related to staff shortages, and an inability to fill allocated GSRP slots. Ms. Bruggenwirth shared with the board that no current employees will lose their jobs due to the enrollment reduction request.

**ENROLLMENT  
REDUCTION  
REQUEST FOR HEAD  
START**

The board reviewed the proposed revisions to Board Policy 5413, Senior Recognition. Mr. Richards explained that the request is to change the Dual Enrollment class from a 5-point scale to a 4-point scale. However, some Dual Enrollment classes may be considered for a 5-point scale.

**BOARD POLICY**

The board reviewed a request for a contract extension with Adams Property Services, LLC. The contract is for an additional 3 years at the current rate. An additional surcharge would apply if gasoline prices increase above \$4.25 per gallon.

**ADAMS CONTRACT**

The board reviewed milk pricing for Food Service. Toft Dairy is the District's current vendor. The District is pleased with Toft and would like Toft to continue as the District's supplier for the 2025-26 school year.

**MILK PRICING**

Superintendent Parker told the board that kindergarten registration numbers look promising. After registration, the numbers are higher this year than last year.

**REPORTS FROM  
SUPERINTENDENT  
AND STAFF**

Assistant Superintendent Richards gave a reading update. The debate in reading has been whole language versus phonics (Science of Reading). Mr. Richards shared the focus, method, activities, and advocates for both programs. Mr. Richards also shared some changes in the law impacting literacy and the District's requirements for the 2027-28 school year.

Trustee Solis-Gautz reported that the Curriculum Committee had met and discussed PTLW, the Reading Update, Dual Enrollment, and GSRP.

**CURRICULUM  
COMMITTEE**

Trustee Marks reported that the Finance Committee had met and discussed enrollment projections and budget scenarios. They reviewed the milk pricing, Adam's contract, and potential salary increases.

**FINANCE  
COMMITTEE**

Vice President Baucher reported that the Personnel Committee had met and discussed Head Start employee shortages and upcoming negotiations.

**PERSONNEL  
COMMITTEE**

Trustee Buku reminded and encouraged everyone to attend the Foundation reception on April 24th, before the Opening Night of the high school musical.

**BOARD MEMBER  
COMMENTS**

President Ferguson thanked Superintendent Parker for all he does and recognized that he is completing three years in this position. Ferguson commented, "It was great to see so many APS people supporting the Rotary event on Saturday. The list of retirees is big this year. There are many long-time employees on the list, and we will miss them."

Moved by Buku, supported by Baucher, that the Adrian Board of Education convene to a closed session at 6:55 p.m. under the Open Meetings Act 8(1) (c) for collective bargaining.

***ROLL CALL VOTE:***

**ADJOURNMENT**

Yeas: Baucher, Buku, Dunn, Lewis, Marks, Solis-Gautz, and Ferguson  
Nays: none

Motion carried.

President Ferguson declared the meeting back in open session at 7:28 p.m.

Moved by Baucher, supported by Marks, that the meeting be adjourned at 7:29 p.m.

Motion carried.

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Beth Ferguson, President

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Mike Buku, Secretary



## EXECUTIVE SUMMARY

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**DATE:** April 28, 2025

**CONTACT PERSON:** Nate Parker  
Mary Bruggenwirth

**PURPOSE:**

To approve a Head Start Enrollment Reduction Request.

**EXPLANATION:**

The Head Start program is writing a Change in Scope application to submit to the Office of Head Start in May 2025. A change in scope application is for either a slot conversion, an enrollment reduction, or both. The program is requesting an enrollment reduction to begin August 2025.

Data and information that went into this decision:

- Serving an increased percentage of children with disabilities in Head Start leads to additional support needed in classrooms. In addition, there is an increased number of children exhibiting behaviors who are not qualifying to disability services.
- Frequent classroom closures related to staffing and subbing shortages.
- Unable to fill allocated GSRP slots, resulting in a budget reduction for the last two years.
- While on the Full Enrollment Initiative, the program was able to meet 97% enrolled in Early Head Start, but not in Head Start. This is partially due to Governor Whitmer's Pre-K for all, which has added additional free pre-k options in our county.

**Current Funding:**

<i>Program</i>	<i>Program Operations</i>	<i>Funded Enrollment</i>
Head Start	\$3,081,838	185*
Early Head Start	\$1,465,218	64 (40 CB/ 24 HB)
Total	\$4,601,833	249

\*includes 84 ½ day GSRP slots

**After Reduction:**

<i>Program</i>	<i>Program Operations</i>	<i>Funded Enrollment</i>
Head Start	\$3,081,838	144**
Early Head Start	\$1,465,218	64 (40 CB/ 24 HB)
Total	\$4,601,833	208

\*includes 84 ½ day GSRP slots

\*\*includes 60 ½ day GSRP slots, which is a reduction of 24

No current staff or children are being displaced as a result of the reduction. The proposed reduction will take place in August 2025 and considers the students who will be transitioning to Kindergarten and not returning to Head Start.

The following quality improvements will be made as a result of this enrollment reduction:

- 3 full-time teachers in every Head Start classroom
  - Close the Michener, Prairie, and Drager 200 classroom and reallocate the full-time teachers from those classrooms into other Head Start classrooms
  - Two part-time teacher assistants at Addison and Hudson will become full-time teachers.
- Three part-time teacher assistants from Michener, Prairie, and Drager 210 become part-time Drager building floaters
- One part-time Drager Head Start nutrition position becomes a Drager building floater, and the other remains in nutrition
- Two Drager full-time floaters remain the same
- Elimination of Family Engagement Assistant (currently vacant)
  - Director and Family Engagement Manager absorbing the duties of the Family Engagement Assistant.
- Classroom ratios will be reduced from 1:8 to 1:6
- 6 total built-in building floaters (Head Start and Early Head Start)
  - 2 full-time
  - 4 part-time
- Early Head Start will remain the same.

The program plans to implement the quality improvements and enrollment reduction beginning in August 2025, contingent on approval from the Office of Head Start.

The Head Start Policy Council reviewed and approved the enrollment reduction on March 17, 2025.

### **RECOMMENDATION:**

The Superintendent and the Head Start Director recommend that the Adrian Board of Education review and approve the Head Start enrollment reduction.

## EXECUTIVE SUMMARY

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**DATE:** April 28, 2025

**CONTACT PERSON:** Derrick Richards  
Nate Parker

**PURPOSE:** To review proposed changes to Policy 5413 Senior Recognition.

**EXPLANATION:**

The District Leadership Team and the High School Administration are recommending a change to the weighting of Dual Enrollment courses from an automatic 5-point weighted GPA scale to a standard 4-point GPA scale. However, a process will be established that allows specific Dual Enrollment courses to be requested, reviewed, and potentially approved to retain the 5-point scale based on course rigor.

The process for requesting a Dual Enrollment course to be considered for 5-point scale eligibility will be outlined in the High School Program of Studies and included in the Dual Enrollment information provided to students and families.

**Rationale for the Recommendation:**

- Inconsistent rigor across Dual Enrollment courses compared to other advanced coursework, such as International Baccalaureate (IB) and Advanced Placement (AP).
- Varying degrees of rigor across Dual Enrollment classes

**RECOMMENDATION:**

The Superintendent and Assistant Superintendent of Curriculum and Instruction recommend that the Adrian Board of Education approve the proposed changes to Policy 5413, Senior Recognition.

## Series 5000: Students, Curriculum, and Academic Matters

### 5400 Curriculum, Instruction, and Parent/Guardian Involvement

#### ***5413 Senior Recognition***

The District will recognize the outstanding achievement of its graduating seniors in the following manner:

VALEDICTORIAN/ SALUTATORIAN/ HONOR GRADUATE RECOGNITION: Adrian High School will recognize our Valedictorian(s) as the graduate(s) with the highest grade point average in the senior class. The Salutatorian(s) will be defined as the graduate(s) with the second-highest grade point average. Academically qualified students will be recognized with the following three honor designations; Summa Cum Laude (4.0+ GPA), Magna Cum Laude (3.8 – 3.99 GPA), and Cum Laude (3.5 – 3.79 GPA). Subject to change per Board Policy.

#### GRADING SCALE FOR DETERMINING CUMULATIVE GPA:

- 1) All IB class grades will be computed on a 5 point scale,
- 2) All AP class grades will be computed on a 5 point scale,
- 3) All other online class grades will be computed on a 4 point scale and all Credit Recovery Classes will be graded on a Pass/Fail basis.
- 4) All Dual Enrollment classes will be computed on a 5 4 point scale. **However, an exception will apply to a designated list of Dual Enrollment courses that will be computed on a 5 point scale. This list will be determined annually by the Superintendent or their designee and published in the High School Course Book no later than August 1 of each school year.**

Date adopted: September 13, 2021

Date revised:

## **EXECUTIVE SUMMARY**

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**DATE:** April 28, 2025

**CONTACT PERSON:** Dan Peña

### **PURPOSE**

To approve the Adams Property Services, LLC, contract extension.

### **EXPLANATION:**

The District issued a “Request for Bid for Lawn Mowing & Snow Removal Services” on May 16, 2016, for the 2016-17 school year. The proposal covered three school years, ending June 30, 2019. Adams was the low bidder at the time for lawn mowing services. In June 2019, Adams extended its current pricing for an additional three years and again in June 2022.

Attached is a letter from Josh Adams, owner of Adams Property Services, LLC. This letter provides another three-year extension at the 2016 rates, except for a fuel surcharge if gasoline prices rise above \$4.25 per gallon. This would cost \$43.65 per cut, covering all buildings.

The District has been pleased with the company's responsiveness to any issues we have had. In addition, they have been willing to provide any extra one-time services requested and have done so in a timely fashion.

The original agreement includes a termination clause if the District becomes dissatisfied with the services provided at any point.

The Operations Director and Business Manager support the three-year renewal. Other renewals we have seen over the past year have included moderate to steep price increases. A renewal that continues with 2016 pricing is favorable for the District.

### **RECOMMENDATION:**

The Business Manager recommends that the Adrian Board of Education approve the letter submitted by Adams Property Services, LLC, offering a three-year contract extension for lawn mowing services.

## **EXECUTIVE SUMMARY**

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**DATE:** April 28, 2025

**CONTACT PERSON:** Dan Peña

### **PURPOSE:**

To approve the HPS Purchasing Consortium milk pricing for Food Service.

### **EXPLANATION:**

Per [Board Policy 3301](#) Purchasing and Procurement, the District can use cooperative purchasing as a bidding procedure. The District belongs to HPS, a purchasing consortium that competitively bids for products on behalf of school districts. Our current vendor, Toft Dairy, is one of the vendors in the HPS Purchasing Consortium.

### **RECOMMENDATION:**

The Business Manager recommends that the Adrian Board of Education approve the milk vendor for the 2025-26 school year. Toft Dairy will continue as the District's supplier through the HPS Purchasing Consortium.

## **EXECUTIVE SUMMARY**

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**DATE:** April 28, 2025

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

Approval of leave of absence request for the 2025-2026 school year.

### **EXPLANATION:**

The following teacher has requested a leave of absence for the 2025-2026 school year, This will be Stephanie's second year. Per the AEA Bargaining agreement, a max of two years, renewable yearly at the discretion of the Board

Stephanie Mullinix - Child Care Leave

### **RECOMMENDATION:**

The HR Director recommends that the requested leave of absence be approved for the 2025-2026 school year.

## **EXECUTIVE SUMMARY**

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**DATE:** April 28, 2025

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

Approval of leave of absence request for the 2025-2026 school year.

### **EXPLANATION:**

The following teacher has requested a leave of absence for the 2025-2026 school year. This will be Elizabeth's first request for child care leave.

Elizabeth Ogren - Child Care Leave

### **RECOMMENDATION:**

The HR Director recommends that the requested leave of absence be approved for the 2025-2026 school year.



## **EXECUTIVE SUMMARY**

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**DATE:** April 28, 2025

**CONTACT PERSON:** Dan Peña

**PURPOSE:**

To review the request to purchase a new outside walk-in freezer for the Adrian High School cafeteria.

**EXPLANATION:**

The current outside walk-in freezer at Adrian High School is nearing its end of life. The District has obtained three quotes for purchase and installation listed below, and would like to move forward with this purchase for installation prior to the beginning of the 2025-2026 school year. This purchase will be funded through the District's Non-profit Food Service Account.

- Adrian Mechanical Services-\$53,560
- Cascade Refrigeration-\$55,750
- Great Lakes Hotel Supply-\$45,980

**RECOMMENDATION:**

The Business Manager recommends that the Adrian Board of Education review the request to purchase a new walk-in freezer for the Adrian High School cafeteria and award the bid to Adrian Mechanical Services as the lowest responsible bidder at the next scheduled Board meeting.

## **EXECUTIVE SUMMARY**

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**DATE:** April 28, 2025

**CONTACT PERSON:** Nate Parker

### **PURPOSE**

To review the resolution for the 2025-26 Lenawee Intermediate School District Budget.

### **EXPLANATION:**

As required by law, local school districts must review the proposed ISD budget and adopt a resolution expressing approval or disapproval of it by June 1st. If the budget is not approved, the local board must submit objections and proposed changes to the ISD board.

### **RECOMMENDATION:**

The Superintendent recommends that the Adrian Board of Education review the resolution for the Lenawee Intermediate School District 2025-26 budget.

## **EXECUTIVE SUMMARY**

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**DATE:** April 28, 2025

**CONTACT PERSON:** Nate Parker  
Mary Bruggenwirth

**PURPOSE:**

First reading of the Head Start Teacher Waiver request.

**EXPLANATION:**

Per Head Start Performance Standard 1302.102, programs must submit a request for a teacher waiver when a teacher is hired without required qualifications. The program currently has two teachers who are completing an Associate Degree (AA) or a Bachelor's Degree (BA), which is the qualification for a lead teacher position. The program requests a teacher waiver for both teachers from the Office of Head Start.

The Head Start Policy Council reviewed and approved the Teacher Waiver request at their April 22, 2025, meeting.

**RECOMMENDATION:**

The Superintendent and the Head Start Director recommend that the Adrian Board of Education review and approve the request for a Head Start Teacher Waiver at the next Board meeting.