



## ADRIAN PUBLIC SCHOOLS

*Tradition of Opportunities*  
Future of Possibilities

### **Agenda**

Regular Meeting  
Monday, August 26, 2024  
AHS, 6:00 p.m.

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

1. Pledge of Allegiance
2. Approval of Agenda
3. Mission Statement
4. Good News Reports
  - a. Nikki Culley- MSBO Certification
5. Communications
  - a. Resignation of Mary Brown, Paraprofessional
  - b. Resignation of Esther Grisham, Food Service
  - c. Resignation of Amethyst Muck, Paraprofessional
  - d. Resignation of Jazmin Bailey, Paraprofessional
  - e. Resignation of Rana Kanafani, Head Start
  - f. Update to the recommendation for the naming of the Superintendent's Conference room
  - g. Music Boosters
  - h. Maple Fans Club

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

1. Consent Agenda
  - a. Approval of August 12, 2024, Regular Minutes
  - b. New Hire
    1. Rosemary Orozco, Paraprofessional
    2. Nicole Griffith-Lorenz, Paraprofessional
    3. Samantha Onisko, Paraprofessional
    4. Deanne Miller, Paraprofessional
    5. Jenicy Villegas, Head start
    6. Inessa Aranda, Head Start
    7. Deborah Callahan, Head Start
    8. Anthony Aiken, Teacher
    9. Amanda Burgermeister, Paraprofessional
    10. Kallea Siemik, Food Service
    11. Jovita Torres, Paraprofessional
    12. Alisia Hayes, Paraprofessional
    13. Maria Arellano, Teacher
    14. Doug Ruesink, Teacher
2. Business Requiring Board Action
  - a.
3. Business Requiring Future Board Action
  - a. First reading to review merit pay for BAA

- b. First reading to review merit pay for Non-Union Employees
- c. First reading to review playground repairs
- d. First reading to review Elementary riser purchase
- e. First reading to review Driver's Education Contract

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

- a. District Goals

**D. Future Meetings and Business**

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

**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. 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:** August 26, 2024

**CONTACT PERSON:** Nate Parker

**PURPOSE:**

The resignation of Mary Brown.

**EXPLANATION:**

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

**RECOMMENDATION:**

The Superintendent recommends that the Adrian Board of Education acknowledge Mary Brown's resignation effective August 13, 2024.

# EXECUTIVE SUMMARY

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**DATE:** August 26, 2024

**CONTACT PERSON:** Nate Parker

**PURPOSE:**

The resignation of Esther Grisham

**EXPLANATION:**

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

**RECOMMENDATION:**

The Superintendent recommends that the Adrian Board of Education acknowledge Esther Grisham's resignation effective October 4, 2024.

# EXECUTIVE SUMMARY

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**DATE:** August 26, 2024

**CONTACT PERSON:** Nate Parker

**PURPOSE:**

The resignation of Amethyst Muck.

**EXPLANATION:**

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

**RECOMMENDATION:**

The Superintendent recommends that the Adrian Board of Education acknowledge Amethyst Muck's resignation effective August 4, 2024.

# EXECUTIVE SUMMARY

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**DATE:** August 26, 2024

**CONTACT PERSON:** Nate Parker

**PURPOSE:**

The resignation of Jazmin Bailey.

**EXPLANATION:**

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

**RECOMMENDATION:**

The Superintendent recommends that the Adrian Board of Education acknowledge Jazmin Bailey's resignation effective August 12, 2024.

# EXECUTIVE SUMMARY

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**DATE:** August 12, 2024

**CONTACT PERSON:** Nate Parker

**PURPOSE:**

The resignation of Rana Kanafani.

**EXPLANATION:**

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

**RECOMMENDATION:**

The Superintendent recommends that the Adrian Board of Education acknowledge Rana Kanafani's resignation effective September 13, 2024.

MINUTES OF THE REGULAR MEETING OF THE ADRIAN BOARD OF EDUCATION, August 12, 2024, ADRIAN HIGH SCHOOL, B100

**MEETING CALLED TO ORDER**

President Ferguson called the Adrian Board of Education meeting to order at 6:00 pm.

The Pledge of Allegiance was recited.

**PLEDGE RECITED**

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

ABSENT: Ballard

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

**AGENDA APPROVED**

The motion carried by a 6-0 vote.

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

**MISSION STATEMENT**

The District recognized Carol Wahl's resignation.

**COMMUNICATIONS**

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

The consent agenda included the following items:

- a. Minutes from July 22, 2024, Regular Meeting
- b. Treasurer's Report ending July 31, 2024, with a balance of \$1,124,985.15
- c. New Hire: Scott Reincke

**CONSENT AGENDA**

Motion carried.

Moved by Solis-Gautz, supported by Buku, that the board approve course books for Adrian Elementary, Middle, High, and Community High School. Mr. Richards reminded the board that the local auditor suggests that course offerings be approved annually.

**COURSE BOOKS**

Motion carried.

Moved by Baucher, supported by Buku, that the board accept donations from The First Presbyterian Church.

**DONATIONS**

Motion carried.

The first reading was held to review changes to existing board policies. The board asked questions about a few revisions, and Superintendent Parker is consulting with Thrun Law Services.

**REVISIONS TO BOARD POLICIES**

The first reading was held to review new board policies.

**NEW BOARD POLICIES**

Superintendent Parker shared the schedule for the beginning of the year. He reviewed with the board district initiatives and the progress the committees have made to implement them.

**REPORTS FROM THE SUPERINTENDENT AND STAFF**



Trustee Marks reported that the Finance Committee had met and discussed state funding, the budget, potential playground updates, and stage risers.

There being no further business, Baucher moved, supported by Marks, that the meeting be adjourned.

**ADJOURNMENT**

The motion carried by a 6-0 vote.

The meeting adjourned at 6:39 pm.

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Beth Ferguson, President

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Mike Buku, Secretary

## **EXECUTIVE SUMMARY**

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**DATE:** August 26, 2024

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend hiring a special education paraprofessional for Adrian High School.

### **EXPLANATION:**

Deb Agnew and her interview team recommend Rosemary Orozco as a paraprofessional for Adrian High School. Rosemary has worked in the District for several years supporting students.

### **RECOMMENDATION:**

The HR Director recommends that Rosemary Orozco be hired as a paraprofessional at Adrian High School, effective for the 2024-2025 school year.

## **EXECUTIVE SUMMARY**

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**DATE:** August 26, 2024

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend hiring a special education paraprofessional for Lincoln Elementary.

### **EXPLANATION:**

Deb Agnew and her interview team recommend Nicole Griffith-Lorenz as a paraprofessional for Lincoln Elementary. Nicole has experience working with children at Maurice Speer Campus and a Bachelor of Arts in Criminal Justice from Adrian College.

### **RECOMMENDATION:**

The HR Director recommends that Nicole Griffith-Lorenz be hired as a paraprofessional at Adrian High School, effective for the 2024-2025 school year.

## **EXECUTIVE SUMMARY**

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**DATE:** August 26, 2024

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend hiring a special education paraprofessional for Lincoln Elementary.

### **EXPLANATION:**

Deb Agnew and her interview team recommend Samantha Onisko as a paraprofessional for Lincoln Elementary. Samantha has experience working within our District as a Noon-Hour Supervisor.

### **RECOMMENDATION:**

The HR Director recommends that Samantha Onisko be hired as a paraprofessional at Lincoln Elementary, effective for the 2024-2025 school year.

## **EXECUTIVE SUMMARY**

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**DATE:** August 26, 2024

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend hiring a special education paraprofessional for Prairie Elementary.

### **EXPLANATION:**

Deb Agnew and her interview team recommend Deanne Miller as a paraprofessional for Prairie Elementary. Deanne has experience working in our District as a Noon-Hour Supervisor.

### **RECOMMENDATION:**

The HR Director recommends that Deanne Miller be hired as a paraprofessional at Adrian High School, effective for the 2024-2025 school year.

## **EXECUTIVE SUMMARY**

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**DATE:** August 26, 2024

**CONTACT PERSON:** Nikki Culley

### **PURPOSE**

To recommend hiring a Head Start teacher at Drager Early Education Center.

### **EXPLANATION:**

Mary Bruggenwirth and her interview team recommend Jenicy Villegas as a Head Start teacher. Jenicy has one (1) year of experience working with young children.

### **RECOMMENDATION:**

The HR Director recommends that Jenicy Villegas be hired as a teacher for Head Start, effective for the 2024-2025 school year.

## **EXECUTIVE SUMMARY**

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**DATE:** August 26, 2024

**CONTACT PERSON:** Nikki Culley

### **PURPOSE**

To recommend hiring a Head Start Teacher Assistant at Drager Early Education Center.

### **EXPLANATION:**

Mary Bruggenwirth and her interview team recommend Inessa Aranda for a Head Start Teacher Assistant position. Inessa has two (2) years of customer service experience.

### **RECOMMENDATION:**

The HR Director recommends hiring Inessa Aranda as a teacher assistant for Head Start, effective for the 2024-2025 school year.

## **EXECUTIVE SUMMARY**

---

**DATE:** August 26, 2024

**CONTACT PERSON:** Nikki Culley

### **PURPOSE**

To recommend hiring a Head Start Teacher Assistant at Drager Early Education Center.

### **EXPLANATION:**

Mary Bruggenwirth and her interview team recommend Deborah Callahan as a Head Start Teacher Assistant. Deborah has six (6) years of experience working in a school District.

### **RECOMMENDATION:**

The HR Director recommends hiring Deborah Callahan as a teacher assistant for Head Start, effective for the 2024-2025 school year.



## **EXECUTIVE SUMMARY**

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**DATE:** August 26, 2024

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend hiring a full-time (1.0 FTE) secondary math teacher at Adrian Public Schools.

### **EXPLANATION:**

The interview team recommends Anthony Aiken as a full-time secondary math teacher. Anthony has thirty-two (32) years of teaching experience and a Bachelor's degree in Mathematics from Siena Heights.

### **RECOMMENDATION:**

The HR Director recommends hiring Anthony Aikens as a full-time secondary math teacher, effective for the 2024-2025 school year.

## **EXECUTIVE SUMMARY**

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**DATE:** August 26, 2024

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend hiring a paraprofessional for Alexander Elementary.

### **EXPLANATION:**

Deb Agnew and her interview team recommend Amanda Burgermeister as a special education paraprofessional for Alexander Elementary. Amanda has over two (2) years of related experience as a noon-hour supervisor and teacher substitute.

### **RECOMMENDATION:**

The HR Director recommends that Amanda Burgermeister be hired as the paraprofessional at Alexander Elementary, effective for the 2024-2025 school year.

## **EXECUTIVE SUMMARY**

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**DATE:** August 26, 2024

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend hiring a food service van driver.

### **EXPLANATION:**

Shelley Miller and her interview team recommend Kallea Siemik as a food service driver. Kallea has several years of experience working in customer service.

### **RECOMMENDATION:**

The HR Director recommends that Kallea Siemik be hired as a food service van driver for the 2024-2025 school year.

## **EXECUTIVE SUMMARY**

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**DATE:** August 26, 2024

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend hiring a special education paraprofessional for Springbrook Middle School.

### **EXPLANATION:**

Deb Agnew and her interview team recommend Jovita Torres as a paraprofessional for Springbrook Middle School. Samantha has experience working in our District as a Noon-Hour Supervisor.

### **RECOMMENDATION:**

The HR Director recommends that Jovita Torres be hired as a paraprofessional at Springbrook Middle School, effective for the 2024-2025 school year.

## **EXECUTIVE SUMMARY**

---

**DATE:** August 26, 2024

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend hiring a special education paraprofessional for Prairie Elementary.

### **EXPLANATION:**

Deb Agnew and her interview team recommend Alisia Hayes as a paraprofessional for Prairie Elementary. Alisia has several years of experience working with children.

### **RECOMMENDATION:**

The HR Director recommends hiring Alisia Hayes as a paraprofessional at Prairie Elementary, effective for the 2024-2025 school year.

## **EXECUTIVE SUMMARY**

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**DATE:** August 26, 2024

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend hiring a part-time ESL teacher (.415 FTE) at Michener Elementary.

### **EXPLANATION:**

Derrick Richards and his interview team recommend Maria Arellano as a part-time ESL teacher. Maria is a retired Adrian Public Schools teacher with many years of experience, and we welcome her back to assist in our classrooms.

### **RECOMMENDATION:**

The HR Director recommends hiring Maria Arellano as a part-time ESL teacher, effective for the 2024-2025 school year.

## **EXECUTIVE SUMMARY**

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**DATE:** August 26, 2024

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend hiring a part-time Adult Education and Alternative Education Teacher at Adrian Community Education Center.

### **EXPLANATION:**

Derrick Richards and his interview team recommend Doug Ruesink as a part-time adult and alternative teacher. Doug is a retired Adrian Public Schools teacher with many years of experience, and we welcome him back to assist in our classrooms.

### **RECOMMENDATION:**

The HR Director recommends hiring Doug Ruesink as a part-time adult and alternative teacher, effective for the 2024-2025 school year.

## EXECUTIVE SUMMARY

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**DATE:** August 26, 2024

**CONTACT PERSON:** Dan Peña

**PURPOSE:** To review the resolution for merit pay for (BAA) Building Administrative Assistant employees for 2024-25.

### EXPLANATION:

As stated in the attached resolution, "Section 1250 of the Revised School Code, as amended, requires the District to implement and maintain a method of compensation for its teachers and administrators that includes job performance and job accomplishments as a significant factor in determining compensation and additional compensation for District administrators and teachers." While merit pay is not required for Administrative Assistants, the board still has the option to approve this pay for this group and may do so through a resolution.

Merit pay for BAA-Building Administrative Assistant employees will be paid based on individuals meeting the following criteria for 2024-25:

- Effective or highly effective overall evaluation rating with no sub-categories as ineffective in 2024-25 or the prior year if the evaluation cycle is once every two years
- Successful completion of goals, one that is District and one that is Building based
- Maximum payout, or cap, per person of up to \$500
- Employed as of October 1, 2024, and June 1, 2025

### RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education review the BAA-Building Administrative Assistants merit pay resolution for 2024-25 and approve it at the next board meeting.



## **EXECUTIVE SUMMARY**

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**DATE:** August 26, 2024

**CONTACT PERSON:** Dan Peña

**PURPOSE:** To review the resolution for merit pay for non-union employees for 2024-25.

### **EXPLANATION:**

As stated in the attached resolution, “Section 1250 of the Revised School Code, as amended, requires the District to implement and maintain a method of compensation for its teachers and administrators that includes job performance and job accomplishments as a significant factor in determining compensation and additional compensation for District administrators and teachers.” For employees with individual contracts, the board can approve merit pay through a resolution.

Merit pay for non-union employees will be paid based on individuals meeting the following criteria for 2024-25:

- Effective or highly effective overall evaluation rating with no sub-categories as ineffective in 2024-25 or the prior year if the evaluation cycle is once every two years
- Successful completion of goals where applicable
- Maximum payout, or cap, per person of up to \$500
- Employed as of October 1, 2024, and June 1, 2025

### **RECOMMENDATION:**

The Business Manager recommends that the Adrian Board of Education review the non-union merit pay resolution for 2024-25 and approve it at the next board meeting.

## EXECUTIVE SUMMARY

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**DATE:** August 26, 2024

**CONTACT PERSON:** Dan Peña

**PURPOSE:** To review the quote for the replacement and repair of slides at the Lincoln Elementary playground structure known as “Big Red.”

### **EXPLANATION:**

The main playground structure at Lincoln Elementary, known as “Big Red,” needs its slides replaced and repaired. The District has extensively researched replacement slides for the structure without success until recently.

Play Environments Design, located in Holland, MI, has been able to provide a quote for replacement slides and repair to current slides on the structure.

Play Environments Design is a member of the [Omnia Cooperative](#) purchasing program. Bidding is completed through the cooperative, which follows [Board Policy 3301, \(C\), \(1\), \(D\)](#). The quote provided is also under the current State of Michigan bidding threshold.

### **RECOMMENDATION:**

The Business Manager recommends that the Adrian Board of Education review the quote of \$19,027.91 for the replacement and repair of slides on the “Big Red” playground structure at Lincoln Elementary for approval at the next scheduled board meeting. The replacement and repair of these slides will be paid for through the Capital Projects Fund.

## **EXECUTIVE SUMMARY**

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**DATE:** August 26, 2024

**CONTACT PERSON:** Dan Peña

**PURPOSE:** To review the quotes for the replacement of the elementary stage risers.

### **EXPLANATION:**

Alexander, Lincoln, and Michener elementary schools currently use antiquated 3-step risers that are deteriorating, cumbersome to move and store, not designed with safety rails, and do not provide adequate space for all students to be on stage for larger/combined class performances. Each building does 5-6 curricular performances throughout the year.

Prairie Elementary has steps built up to its stage that are currently used for grade-level performances. Due to limited storage, a purchase of risers is not recommended at this time.

The District has received three quotes listed below:

- Wenger Corporation-\$34,878.23
- Schools In-\$49,415.52
- School Outfitters-\$50,399.88

### **RECOMMENDATION:**

The Business Manager recommends that the Adrian Board of Education review the quote of \$34,878.23 for replacing the elementary stage risers. \$20,000 from the Capital Projects Fund will pay for this replacement, with the remainder through grant funding secured by the APS Fine Arts team.

## **EXECUTIVE SUMMARY**

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**DATE:** August 26, 2024

**CONTACT PERSON:** Dan Peña

### **PURPOSE**

To review of the Quality Driver Training Services Agreement.

### **EXPLANATION:**

The District's current vendor of driver training services is retiring. The District has discussed with Quality Driver Training about providing driver's education courses at Adrian High School. A draft of the agreement has been shared with the Board for review. Per the terms of the agreement, Quality Driver Training will be granted access to the use of a classroom at Adrian High School for administering its driver's education courses. Currently, enrolled APS students will receive segment two of the course at no cost.

### **RECOMMENDATION:**

The Business Manager recommends that the Adrian Board of Education review the Quality Driver Training Services Agreement and approve it at the next scheduled board meeting.