



ADRIAN PUBLIC SCHOOLS

Tradition of Opportunities
Future of Possibilities

Agenda

Regular Meeting

Monday, January 23, 2023

6:00 p.m. B100

A. Call to Order

1. Pledge of Allegiance
2. Approval of Agenda
3. Mission Statement
4. Good News Reports
 - a. School Board Recognition
 - b. Jalen Nieto-Smith
 - c. The Brook Report
 - d. High School presentation
5. Communications
 - a. Resignation of Lindsey Keene

B. Recommended Action

1. Consent Agenda
 - a. Approval of January 9, 2023, Special Minutes
 - b. Approval of January 9, 2023, Regular Minutes
 - c. Approval of January 9, 2023, Organizational Minutes
 - d. Change Order
 - e. Leave of Absence
2. Business Requiring Board Action
 - a. Approval of Professional Development Advisory Committee
 - b. Acceptance of Donations
3. Business Requiring Future Board Action

C. Reports from Superintendent and Staff

- a. Head Start Month Report

D. Future Meetings and Business

1. Board Committee Reports- Curriculum
2. Board Member Comments
3. Meeting Dates and Upcoming Events
 - District Spelling Bee, 1-25-23, 5:00, PAC
 - Jazz Festival, 2-7-23, all day event
 - AHS Choir Concert, 2-9-23, 7:30
 - IB/Dual Enrollment Night, 2-9-23, 6:00

6th grade Band/Orchestra Concert, 2-17-23, 6:30
7-12 grade Orchestra Concert, 2-20-23, 7:00
7-12 grade Band Concert, 2-21-23, 7:30
Maple Blues Blast, 2-25-23, 7:00
BOE Meeting, 2-27-23, 6:00, Prairie Elementary

E. Public Comment

F. Closed Session

1. Superintendent Mid-Year Evaluation

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

DATE: January 23, 2023

CONTACT PERSON: Nate Parker

PURPOSE:

The resignation of Lindsey Keene.

EXPLANATION:

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

RECOMMENDATION:

It is the recommendation of the Superintendent that the Adrian Board of Education acknowledge the resignation of Lindsey Keene effective January 18, 2023.

MINUTES OF THE SPECIAL MEETING OF THE ADRIAN BOARD OF EDUCATION,
MONDAY, JANUARY 9, 2023, ADRIAN HIGH SCHOOL

The meeting of the Adrian Board of Education was called to order by President Ferguson at 4:30 p.m.

**MEETING CALLED TO
ORDER**

PRESENT: President Ferguson, Trustees: Ballard, Baucher, Solis-Gautz

ABSENT: none

Pledge of Allegiance was recited.

PLEDGE RECITED

Moved by Vice President Baucher, supported by Trustee Ballard, that the Adrian Board of Education approve the agenda.

AGENDA APPROVED

Motion carried by a 4-0 vote.

Trustee Solis-Gautz recited the District's mission statement as a reminder of the purpose and direction of the District.

**MISSION
STATEMENT**

Jay Bennett from MASB provided training handouts on the superintendent's evaluation tool. He reviewed the legal requirements. These include evaluation annually, a timeline for the evaluation, the same student growth for teachers must be used for administrators and the superintendent, and posting on the website. Student/Parent feedback is not about the superintendent's performance rather it is about the District. Mr. Bennett recommended the evaluation be facilitated.

A review and discussion of the Performance categories ensued. The categories are Governance & Board Relations, Community Relations, Staff Relations, Business & Finance, and Instructional Leadership.

Student Growth, the importance of providing evidence, and the evaluation cycle were also discussed.

There being no further business, a motion was made by Vice President Baucher, supported by Trustee Ballard, that the meeting be adjourned.

ADJOURNMENT

Motion carried by a 4-0 vote.

The meeting adjourned at 5:56 p.m.

Beth Ferguson, President

Mike Ballard, Secretary Pro-Tem

MINUTES OF THE ORGANIZATIONAL MEETING OF THE ADRIAN BOARD OF EDUCATION, MONDAY, JANUARY 9, 2023, ADRIAN HIGH SCHOOL, B100, 785 RIVERSIDE AVENUE, ADRIAN, MI 49221

The organizational meeting of the Adrian Board of Education was called to order by Kathy Westfall at 6:00 p.m.

**MEETING CALLED
TO ORDER**

PRESENT: Trustees, Ballard, Baucher, Ferguson, Marks, Solis-Gautz

ABSENT: Buku and Henagan

The Pledge of Allegiance was recited.

PLEDGE RECITED

Trustee Baucher nominated Trustee Ferguson to act as President of the Board for 2023. Moved by Trustee Ballard, supported by Trustee Marks, that the nominations be closed and that a unanimous ballot for Trustee Ferguson to act as President of the Board for 2023 be approved. Motion carried by a 5-0 vote.

**TRUSTEE
FERGUSON
APPOINTED
PRESIDENT FOR
2023**

Trustee Ferguson was named President of the Board of Education for 2023 and she assumes the chair.

Trustee Ballard nominated Trustee Baucher to act as Vice President of the Board for 2023. Moved by Trustee Ballard, supported by Trustee Marks, that nominations be closed and that a unanimous ballot for Trustee Baucher to act as Vice President of the Board for 2023 be approved. Motion carried by a 5-0 vote.

**TRUSTEE
BAUCHER
APPOINTED
VICE PRESIDENT
FOR 2023**

Trustee Baucher was named Vice President of the Board of Education for 2023.

Trustee Ballard nominated Trustee Buku to act as Secretary of the Board for 2023. Moved by Trustee Ballard, supported by Vice President Baucher, that nominations be closed and that a unanimous ballot for Trustee Buku to act as Secretary of the Board for 2023 be approved. Motion carried by a 5-0 vote.

**TRUSTEE BUKU
APPOINTED AS
SECRETARY FOR
2023**

Trustee Buku was named Secretary of the Board of Education for 2023.

Moved by Vice President Baucher, supported by Trustee Marks, that Trustee Ballard be named the Temporary Secretary in the absence of the secretary for 2023. Motion carried by a 5-0 vote.

**TRUSTEE
BALLARD
APPOINTED AS
TEMPORARY
SECRETARY**

Moved by Trustee Ballard, supported by Trustee Makrs, that the Adrian Board of Education adopt the following resolution:

WHEREAS school boards are required by Sections 1221, 1222, and 1223 of the School Code of 1986, as amended, Adrian Public Schools, City of Adrian, Lenawee County, Michigan, does hereby designate Huntington Bank, Premier Bank, The Michigan Class Pool, and Michigan Liquid Asset Fund Plus as the depositories for all public monies, including taxes collected, subject to the provisions of law. The Board of Education directs

**ADOPTION OF
RESOLUTION**

its Treasurer to deposit all public monies as determined at the Annual Organizational Meeting or as modified at a subsequent meeting. Motion carried by a 5-0 vote.

Moved by Trustee Marks, supported by Trustee Ballard, that the Adrian Board of Education approve the attached listed accounts to be established for the 2023 calendar year, that those named be authorized to sign the checks for the accounts indicated, and that The Michigan Class Pool, Huntington Bank, Premier, and Michigan Liquid Asset Fund Plus be named depositories for all District money. Motion carried by a 5-0 vote.

**APPROVAL OF
BANK
ACCOUNTS**

Moved by Vice President Baucher, supported by Trustee Ballard, that the Assistant Superintendent of Curriculum and Instruction and/or the Superintendent be authorized to apply for grants on behalf of the District. Motion carried by a 5-0 vote.

**APPROVAL TO
APPLY FOR
GRANTS**

Moved by Trustee Marks, supported by Vice President Baucher that the Superintendent, and/or the Assistant Superintendent of Curriculum and Instruction be authorized to sign Federal Project Applications and reports. Motion carried by a 5-0 vote.

**APPROVAL TO
SIGN FEDERAL
APPLICATIONS &
REPORTS**

Moved by Vice President Baucher, supported by Trustee Ballard, that Thrun Law Firm, of East Lansing, Michigan, be retained as legal counsel for the 2023 calendar year and that a retainer fee be paid. Motion carried by a 5-0 vote.

**APPT. OF
ATTORNEYS**

Moved by Trustee Marks, supported by Trustee Ballard, that the regular meetings of the Board of Education of Adrian Public Schools, Lenawee County, Michigan, be held on the second and fourth Monday of each month with dates for 2023 as attached. No further formal notice of such meetings shall be required to be given to the members of said Board.

**SETTING OF
MEETING DATES**

Regular meetings shall be held at 785 Riverside Avenue, Adrian, Michigan, at 6:00 p.m. or at such time or place as designated by the President of the Board of Education. Motion carried by a 5-0 vote.

President Ferguson made the following appointments to Standing Board Committees in accordance with Board Policy 2505:

Finance Committee: Vice President Baucher and Trustee Marks
Curriculum Committee: Trustees Ballard and Solis-Gautz
Personnel Committee: Trustees Buku and Henagan

**APPROVAL OF
STANDING
COMMITTEES**

It is the understanding of the Board, that the Standing Board Committees may change with the appointment of a new board member.

Moved by Trustee Ballard, supported by Trustee Marks, that the Standing Board Committees be approved as recommended. Motion carried by a 5-0 vote.

Moved by Vice President Baucher, supported by Trustee Marks, that Trustee Ballard be named as the representative to the Lenawee

County Association of School Boards and the Head Start Policy Council.
Motion carried by a 5-0 vote.

**APPROVAL OF
LCASB AND HS
REPRESENTATIVES**

Moved by Trustee Ballard, supported by Trustee Marks, that the Adrian Board of Education direct its secretary to publish the resolution establishing the date, time, and place of regular monthly Board meetings and the Board of Education telephone number. Motion carried by a 5-0 vote.

**PUBLICATION OF
MEETING DATES**

There being no further business, a motion was made by Trustee Ballard, supported by Vice President Baucher, that the meeting be adjourned.

Motion carried by a 5-0 vote.

**MEETING
ADJOURNED**

The meeting adjourned at 6:08 p.m.

Beth Ferguson, President

Michael Ballard, SecretaryPro-Tem

MINUTES OF THE REGULAR MEETING OF THE ADRIAN BOARD OF EDUCATION, JANUARY 9, 2023, ADRIAN HIGH SCHOOL, B100

MEETING CALLED TO ORDER

The meeting of the Adrian Board of Education was called to order by President Ferguson at 6:08 p.m.

Pledge of Allegiance was recited.

PLEDGE RECITED

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

ABSENT: Buku and Henagan

Moved by Trustee Ballard, supported by Vice President Baucher, that the Adrian Board of Education approve the agenda.

AGENDA APPROVED

Motion carried by a 5-0 vote.

Trustee Solis-Gautz recited the District's mission statement as a reminder of the purpose and direction of the District.

MISSION STATEMENT

Vice President Baucher led the ceremonial swearing-in of new board member Anna Solis-Gautz and returning board member Beth Ferguson.

COMMUNICATIONS

The District recognized the resignation of Amanda Desentz and Lily Walsh and the retirement of Peggy Sloan. Superintendent Parker told the board that the District Safety Committee was meeting to assess how best to use grant money the District received for safety upgrades.

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

CONSENT AGENDA

The consent agenda included the following items:

- a. Approval of Minutes from December 12, 2022, Regular Meeting
- b. Treasurer's Report ending December 31, 2022, with a balance of \$1,109,491.80
- c. Approval of New Hires, Taurina Flores and Mercedes Swisher

Motion carried by a 5-0 vote.

DONATIONS

Moved by Trustee Ballard, supported by Trustee Marks, that the Adrian Board of Education accept donations from John Roberts, Lenco Credit Union, AEG, Maple City Chiropractic, Carter Jones Companies, Bell Automotive, Clift Buick-GMC, Phillip Cappelletty, Mary Kemerer, Diane Skeels, Amy Griffin, Jewel Threet, Frank Espinoza, Jeff Fraser, Jason Skeels, Tayla Johnson, and Jennifer Bruggeman.

REPORTS FROM THE SUPERINTENDENT AND STAFF

Motion carried by a 5-0 vote.

Derrick Richards gave a mid-year update on the Benchmark Assessment K-8 as required by law. Reading and Math testing may be administered to all students two times throughout the year. Mr. Richards provided the timeline for when each Benchmark would occur. The District participates in the MiData hub agreement. The goal submitted is 60% of all students will meet the growth goal as measured by NWEA from Fall to Spring. The District will continue to focus on providing a rigorous curriculum to all students, provide academic interventions to students that are below grade level, and focus on attendance.

Chad O'Brien, Athletic Director, provided the board members with the game plan update. A new committee was established on December 19, 2022, due to some members wanting to be removed from the committee and additional people wanting to be added. The next meeting is on March 13, 2023. Mr. O'Brien showed the board a document that highlighted what has been accomplished, what is in progress, what is coming in the future, and what items need to be deleted. Vice President Baucher asked Mr. O'Brien, "What is one thing you want?" O'Brien responded, "Facilities. Fall and Spring sports are not too bad, but winter sports are tough. We have limited space for all the events that occur during the winter months." President Ferguson questioned, "How does the leadership program dovetail with PBIS?" "I haven't looked that closely at how they align. PBIS works on character traits and the leadership program is focusing on character building," stated O'Brien.

**FINANCE
COMMITTEE**

Vice President Baucher reported that the Finance Committee had met and discussed roofs, boilers, long-term feasibility of systems, enrollment numbers, and a first look at the 2023-24 budget.

Trustee Marks thanked Brad Heineman for running an article in the Telegram regarding the Arts PlayBill. "Sam Skeels, in his weekly update, highlighted a young lady about her experience at AHS. This was great to see and I appreciate all the positive things we are hearing," commented Marks.

**BOARD MEMBER
COMMENTS**

Trustee Ballard told the board that he had attended the legislative breakfast at the LISD. "We used to have two representatives from Lenawee County and now we have four. This will be a nice addition," said Ballard.

There being no further business, a motion was made by Trustee Ballard, supported by Trustee Solis-Gautz, that the meeting be adjourned.

Motion carried by a 5-0 vote.

The meeting adjourned at 6:33 p.m.

ADJOURNMENT

Beth Ferguson, President

Mike Ballard, Secretary Pro-Tem

EXECUTIVE SUMMARY

DATE: January 23, 2023

CONTACT PERSON: Kathy Westfall

PURPOSE

To report an upcoming change order for the Head Start HVAC project.

EXPLANATION:

The following change order is pending:

- Brint & PTG – HVAC updates for Drager 3rd Floor, amount not to exceed \$243,750

Head Start has American Rescue Plan funds that need to be spent by March 31, 2023. Head Start is planning to install new HVAC units in each of the rooms they occupy on the third floor of Drager. Brint and PTG are the contractors that were used in the most recent HVAC project. Due to time constraints, lead times, and equipment availability, as well as timing of the next board meeting, Administration is asking for approval of the upcoming change order.

RECOMMENDATION:

It is the recommendation of the Assistant Superintendent that the upcoming change order in an amount not to exceed \$243,750 be included and reported on the consent agenda, for approval by the Adrian Board of Education.

EXECUTIVE SUMMARY

DATE: January 23, 2023

CONTACT PERSON: Nikki Culley

PURPOSE:

Approval of a leave of absence request.

EXPLANATION:

Per the Adrian Education Support Personnel Association (AESPA) collective bargaining agreement, employees desiring an unpaid leave of absence shall make a written request at least six (6) weeks in advance, if possible, of the administration stating the reason for leave, begin date, and end date. Extenuating circumstances will be handled individually. All available leave time must be exhausted when applying for unpaid leave. Unpaid leave of absences shall not exceed one hundred eighty (180) school calendar days. Unpaid Leaves shall be subject to renewal at the discretion of the Board.

Linda Tripp, a paraprofessional, has requested a leave of absence for 39 school calendar days. Her leave request is for the period beginning Monday, January 6, 2023, through Monday, March 6, 2023.

RECOMMENDATION:

It is the recommendation of the HR Director that the Adrian Board of Education approve the leave of absence request.

EXECUTIVE SUMMARY

DATE: January 23, 2023

CONTACT PERSON: Curriculum Derrick Richards
Superintendent Nate Parker

PURPOSE:

To approve the appointment of the following staff members to a District-wide professional development advisory committee.

EXPLANATION:

Due to a scheduling conflict with Adrian High School students attending Hudson High School's CTE program, the District is requesting from the Michigan Department of Education that 8.25 hours of professional development be counted as instructional time. A district is eligible to do so under section 1010(10) of the State School Aid Act.

To meet the requirements set forth, the Board of Education must appoint an advisory committee to provide input and feedback in the planning of the professional development that will be counted as instructional time. The professional development will take place on February 10, March 3, and May 26.

The Assistant Superintendent of Curriculum and Instruction is requesting the following staff members be appointed to the committee. Each of the teachers stated below is also a curriculum committee member of their represented areas.

Elementary Teachers: Tracey DeMeritt, Nicole Sissen, Meghan Thompson, Dani Beschoter, Melissa Moser, Lora Wallich, Sarah Holtz, Ryan Neesum, and Stacy Arnold.

Secondary Teachers: Adam Wilson, Kelly Truax, Dawn Jackson, Angie Frank, Alyssa Asani, Elaine Kaiser, Tracy Pickle, Sheri Powers, and Eric Emmendorfer.

Administration: Shanan Henline, Ann Lacasse, Carl Lewandowski, Tiffany Yatzek, Adam Beschoter, Sam Skeels, Deb Agnew, and Derrick Richards.

Special Education: Kayla Wilson and Melanie Nightingale

Other Staff and Parents: Kelly Judson, Kathleen Duval, and Amber Pena

RECOMMENDATION:

It is the recommendation of Superintendent Nate Parker and the Assistant Superintendent of Curriculum and Instruction Derrick Richards, that the Adrian Board of Education approve the appointments to the professional development advisory committee.

EXECUTIVE SUMMARY

DATE: January 23, 2023

CONTACT PERSON: Nate Parker

PURPOSE:

To accept donations from Community Members.

EXPLANATION:

The following donations were given to the baseball/softball seating project:

Jerry and Patricia Gallatin donated \$500.
W. Johnson Service Inc. donated \$400
Kapnick & company donated \$1,500
Kristen Cochran donated \$1,000

RECOMMENDATION:

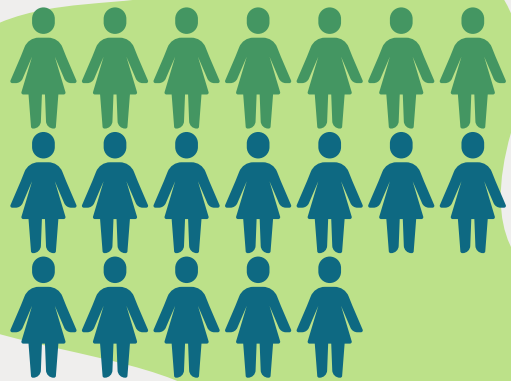
It is the recommendation of the Superintendent that the Adrian Board of Education accept these donations and thank our donors for their support.

Adrian Public Schools Head Start

*January 2022 Board of Education & Policy
Council Report*

Staff Vacancies

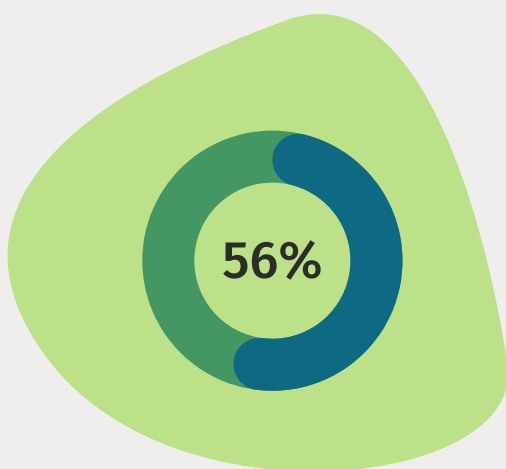
4 Teachers
3 Teacher Assistants



Average Attendance

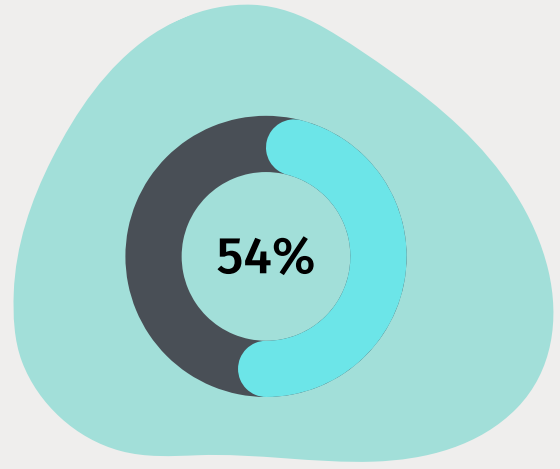


Average daily attendance continues to rise.
Attendance plans in place for chronic absenteeism.



EHS Enrollment

End of Dec: 45/80 enrolled. Additional 1 accepted student.



HS Enrollment

End of Dec: 133/246. Additional 8 accepted students.

Enrollment Details

EHS Home Based: 35 openings
Center Based: 0 openings
Head Start: 113 openings.

Budget Reports

Early Head Start and Head Start Budget Report.

