

ADRIAN PUBLIC SCHOOLS  
AGENDA AND PROCEDURE  
FOR THE ANNUAL ORGANIZATIONAL MEETING  
January 2023

1. Meeting called to order by Superintendent or Designee
2. Pledge of Allegiance

3. **NOMINATIONS FOR PRESIDENT -**

\_\_\_\_\_ by \_\_\_\_\_ (No support required)

\_\_\_\_\_ by \_\_\_\_\_ (No support required)

**If only one nomination:** It is the recommendation that nominations be closed and that a unanimous ballot for Trustee \_\_\_\_\_ to act as President of the Board for 2023 be approved. **(Ask for motion and support after reading)**  
**Discussion, Vote**

**If more than one nomination:** It is the recommendation that nominations be closed. **(Ask for a motion and support after reading and Roll call vote is taken on the candidates in the order they were nominated**). **(Board majority required)**  
**Discussion, Vote**

**President \_\_\_\_\_ assumes the Chair at this point.**

4. **NOMINATIONS FOR VICE PRESIDENT -**

\_\_\_\_\_ by \_\_\_\_\_ (No support required)

\_\_\_\_\_ by \_\_\_\_\_ (No support required)

**If only one nomination:** It is the recommendation that nominations be closed and that a unanimous ballot for Trustee \_\_\_\_\_, to act as Vice President of the Board for 2023 be approved. **(Ask for a motion and support after reading)**  
**Discussion, Vote**

**If more than one nomination:** It is the recommendation that nominations be closed. **(Ask for a motion and support after reading and Roll call vote is taken on the candidates in the**

order they were nominated). (Board majority required)  
**Discussion, Vote**

Trustee \_\_\_\_\_ appointed Vice President for 2023.

5. **NOMINATIONS FOR SECRETARY**

\_\_\_\_\_ by \_\_\_\_\_ (No support required)

\_\_\_\_\_ by \_\_\_\_\_ (No support required)

**If only one nomination:** It is the recommendation that nominations be closed and a unanimous ballot for Trustee \_\_\_\_\_ to act as Secretary of the Board for 2023 be approved. **(Ask for a motion and support after reading)**  
**Discussion, Vote**

**If more than one nomination:** Recommendation that nominations be closed. **(Ask for a motion and support after reading and Roll call vote is taken on the candidates in the order they were nominated). (Board majority required).**  
**Discussion, Vote**

Trustee \_\_\_\_\_ appointed Secretary for 2023.

6. **Ask for a motion and support to name a Trustee to act as Temporary Secretary in the absence of the secretary for 2023.**  
**Discussion, Vote**

7. It is the recommendation of the Assistant Superintendent that the Board of Education adopt the following resolution:

“WHEREAS, school boards are required by Sections 1221, 1222 and 1223 of the School Code of 1976, as amended, the School Board of Adrian Public Schools, 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 its Treasurer, also known as the “Investment Officer”, to deposit all public monies as determined at the Annual Organizational Meeting or as modified at a subsequent meeting. **(Ask for a motion and support after reading)**  
**Discussion, Vote**

8. It is the recommendation of the Assistant Superintendent that the Board of Education approve the attached listed accounts to be established for the 2023 calendar year, and that those named be authorized to sign the checks for the accounts indicated, and that The Michigan Class Pool, Huntington Bank, Premier Bank, and Michigan Liquid Asset Fund Plus be named depositories for all district money. **(Ask for a motion and support after reading)** Discussion, Vote
9. It is the recommendation of Administration that the Assistant Superintendent of Curriculum and Instruction and/or the Superintendent be authorized to apply for grants on behalf of the district. **(Ask for a motion and support after reading)** Discussion, Vote
10. It is the recommendation that the Superintendent, and/or the Assistant Superintendent of Curriculum and Instruction be authorized to sign Federal Project Applications and reports. **(Ask for a motion and support after reading)** Discussion, Vote
11. It is the recommendation of Administration that the Thrun Law Firm, of East Lansing, Michigan, be retained as legal counsel for the 2023 calendar year and that a retainer fee be paid. **(Ask for a motion and support after reading)** Discussion, Vote
12. It is the recommendation 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.

Regular meetings shall be held at 785 Riverside Avenue, Room B-100, Adrian Michigan, at 6:00 p.m. or such time or place as designated by the President of the Board of Education. **(Ask for a motion and support after reading)** Discussion, Vote

13. I, **President** \_\_\_\_\_ make the following appointments to Standing Board Committees in accordance with Board Policy 2505:

### **Finance Committee**

Trustee \_\_\_\_\_  
Trustee \_\_\_\_\_

### **Curriculum Committee**

Trustee \_\_\_\_\_  
Trustee \_\_\_\_\_

### **Personnel Committee**

Trustee \_\_\_\_\_  
Trustee \_\_\_\_\_

It is the recommendation of the Board President that the Board of Education approve the Standing Board Committees as recommended. **(Ask for a motion and support after reading)**  
**Discussion, Vote**

14. I, President \_\_\_\_\_ make the following appointments to Lenawee County Association of School Boards

Trustee \_\_\_\_\_

### **Head Start Policy Council**

Trustee \_\_\_\_\_ or rotation

It is the recommendation of the Board President that the Board of Education approve the special committee appointments as recommended. **(Ask for a motion and support after reading)**  
**Discussion, Vote**

15. It is the recommendation that the 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. **(Ask for a motion and support after reading)** **Discussion, Vote**

16. Adjournment (Ask for a motion and support) Discussion,  
**Vote**

Have board members fill out volunteer background checks.

Have any new board members sign acceptable use policy 3116.

### ***Michigan Class Pool***

Withdrawals, Transfers (wire)	Nathan Parker, Kathy Westfall
Commercial Paper and Checks	

### ***Huntington Bank***

Withdrawals, Transfers (wire)	Nathan Parker, Kathy Westfall
Commercial Paper and Checks	

### ***Premier***

Withdrawals, Transfers (wire)	Nathan Parker, Kathy Westfall
Commercial Paper and Checks	

Adrian Public Schools Funds Account- checking	Nathan Parker, Kathy Westfall
High School Activity Account- checking	Nathan Parker, Kathy Westfall

### **Michigan Liquid Asset Fund Plus**

Withdrawals, Transfer (wire)	Nathan Parker, Kathy Westfall
Commercial Paper and Checks	



### **2023 Board of Education Meeting Dates**

**Meetings are proposed to be held in Room B100 at Adrian High School at 6:00 p.m. unless otherwise indicated. Meetings would be the second and fourth Mondays of the month. 517-264-6640**

January 9, 2023  
January 23, 2023

February 13, 2023, AHS Cafeteria  
February 27, 2023, Prairie

March 13, 2023, AHS Cafeteria

April 10, 2023, AHS Cafeteria  
April 24, 2023, Michener

May 8, 2023, AHS Cafeteria  
May 22, 2023, Springbrook

June 12, 2023  
June 26, 2023

July 24, 2023

August 14, 2023  
August 28, 2023

September 11, 2023  
September 25, 2023

October 9, 2023  
October 23, 2023, Alexander

November 13, 2023  
November 27, 2023, Lincoln

December 11, 2023



## ADRIAN PUBLIC SCHOOLS

*Tradition of Opportunities*  
Future of Possibilities

### **Agenda**

Regular Meeting

Monday, January 9, 2023

6:15 p.m. B100

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

1. Pledge of Allegiance
2. Approval of Agenda
3. Mission Statement
4. Good News Reports
  - a. Swearing in of new board member Anna Solis-Gautz
5. Communications
  - a. Resignation of Amanda Desentz, Head Start
  - b. Resignation of Lily Walsh, Paraprofessional
  - c. Retirement of Peggy Sloan, Head Start
  - d. Building Safety Assessment

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

1. Consent Agenda
  - a. Approval of December 12, 2022, Regular Minutes
  - b. Treasurer's Report ending December 31, 2022
  - c. New Hires
    - i. Taurina Flores- Prairie Paraprofessional
    - ii. Mercedes Swisher- Head Start
2. Business Requiring Board Action
  - a. Acceptance of Donations
3. Business Requiring Future Board Action

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

- a. Benchmark Assessment Report
- b. Game Plan Update

#### **D. Future Meetings and Business**

1. Board Committee Reports- Finance Committee
2. Board Member Comments
3. Meeting Dates and Upcoming Events
  - January 16, 2023, No school
  - January 18-19, 2023, Parent Teacher Conferences
  - January 23, 2023, BOE Meeting, 6:00, B100



**E. Public Comment**

**F. 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:** January 9, 2023

**CONTACT PERSON:** Nate Parker

## **PURPOSE:**

The resignation of Amanda Desentz.

## **EXPLANATION:**

Under Board Policy 4223, the Superintendent is authorized to accept employee resignations or retirements on behalf of the Adrian Board of Education. Amanda has submitted her resignation from Adrian Head Start effective December 9, 2022.

## **RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education acknowledge the resignation of Amanda Desentz effective December 9, 2022.

# EXECUTIVE SUMMARY

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**DATE:** January 9, 2023

**CONTACT PERSON:** Nate Parker

## **PURPOSE:**

The resignation of Lily Walsh.

## **EXPLANATION:**

Under Board Policy 4223, the Superintendent is authorized to accept employee resignations or retirements on behalf of the Adrian Board of Education. Lily has submitted her resignation from Adrian Public Schools effective January 3, 2023.

## **RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education acknowledge the resignation of Lily Walsh effective January 3, 2023.

# EXECUTIVE SUMMARY

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**DATE:** January 9, 2022

**CONTACT PERSON:** Nate Parker

## **PURPOSE:**

The retirement of Peggy Sloan.

## **EXPLANATION:**

Under Board Policy 4223, the Superintendent is authorized to accept employee resignations or retirements on behalf of the Adrian Board of Education. Peggy has submitted her retirement from Adrian Head Start.

## **RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education acknowledge the retirement of Peggy Sloan effective December 5, 2022.

MINUTES OF THE REGULAR MEETING OF THE ADRIAN BOARD OF  
EDUCATION, DECEMBER 12, 2022, ADRIAN HIGH SCHOOL

**MEETING CALLED TO  
ORDER**

The meeting of the Adrian Board of Education was called to order by President Ferguson at 6:01 p.m.

Pledge of Allegiance was recited.

**PLEDGE RECITED**

PRESENT: Trustees: Baucher, Ballard, Buku, Flores, Henagan, Marks, and President Ferguson

ABSENT: None

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

**AGENDA APPROVED**

Motion carried by a 7-0 vote.

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

**MISSION  
STATEMENT**

Superintendent Parker recognized the Outstanding Citizens for December. The trait was Integrity. They were Gabriella Frederick from Alexander, Olivia Hutchison from Lincoln, Maysie Morgan from Michener, Jazmin Barradas-Garcia from Prairie, Carter Howard from Springbrook, and Eden Palmani from AHS.

**GOOD NEWS  
REPORT**

The District recognized the resignation of Veronica Stetten and Scott Kelley.

**COMMUNICATIONS**

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

The consent agenda included the following items:

**CONSENT AGENDA**

- a. Approval of Minutes from November 28, 2022, Regular Meeting
- b. Approval of Minutes from November 28, 2022, Closed Session (hand out)
- c. Treasurer's Report ending November 30, 2022, with a balance of \$1,288,819.30
- d. Approval of New Hires, Grace Halliwill, Sarah Thomas, and Dan Pena

Motion carried by a 7-0 vote.

Moved by Vice President Baucher, supported by Trustee Henagan, that the Adrian Board of Education accept donations from the Adrian College Football team, TLC Credit Union, Maple Fans Club, and Adrian Rotary Club.

**DONATIONS**

Motion carried by a 7-0 vote.

Michelle Force gave an update on the Arts Playbill. Everything in the 30-60-90 plan, that was presented at the September board meeting, has been

**REPORTS FROM THE  
SUPERINTENDENT  
AND STAFF**

accomplished. The Fine Arts Exploration Camp was a huge success. At the last session parents/guardians were invited to participate. There was extremely positive feedback on the parent survey regarding this opportunity. Other opportunities have included vocals, instruments, and drama. The focus for Spring is pre-k recruitment, workshops, piano/keyboarding exploration, and drama camps. "We are excited about the Activity bus and the opportunities it will provide," commented Force.

Superintendent Parker shared with the board that on January 20<sup>th</sup> a facilitator will come to begin the process of updating lesson plans. The first phase is a Design Spring. In this phase, District personnel will discuss, determine, and look at possible solutions that will focus on student engagement. This will help develop the District's strategic plan.

On January 9<sup>th</sup> there is a training on the superintendent evaluation tool. Mr. Parker and Anna Solis-Gautz will both be participating. Mr. Parker extended the invitation to any board member that would like to brush up on the tool.

The Head Start Monthly report was included in the board packet.

President Ferguson read a farewell resolution to outgoing Trustee Flores. The resolution referenced his commitment and dedication to the mission of the District. It extended utmost appreciation for his service and what he has done to make education an exciting and joyous experience for students in the District. The resolution wished him all the best in his future endeavors. Cookies, punch, and pictures were enjoyed in honor of Trustee Flores. Superintendent Parker commented, "Rudy has been a huge supporter of our District. He has been a sounding board for me. He has helped me get involved in groups/activities that I might not have participated in. He has been recognized by our governor as a 'Michigan Hero.' Thank you, Rudy, for all you have done."

Trustee Ballard reported that Friday, December 16<sup>th</sup> is the semi-annual Legislative Breakfast.

**BOARD MEMBER  
COMMENTS**

Trustee Buku attended the Murder on the 518 at Adrian High School over the weekend. "It was so much fun. I was so impressed with our students. The maturity, devotion, and commitment that the students demonstrated was phenomenal," praised Buku.

Trustee Buku shared, "I am going to miss you, Rudy. You walk the talk. I appreciate what you have done. I will always remember this lesson you shared. There is a difference between invited and included. Thanks for being my friend."

President Ferguson thanked Mrs. Force for having students sing the National Anthem at an event. "It was so meaningful. It is great to see music and athletics being integrated. This is something that we have asked to happen and I am so appreciative that it did," said Ferguson.

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

Motion carried by a 7-0 vote.

The meeting adjourned at 6:35 p.m.

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Beth Ferguson, President

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Mike Buku, Secretary

**ADJOURNMENT**

**ADRIAN PUBLIC SCHOOLS  
FINANCIAL REPORT  
FOR THE YEAR TO DATE PERIOD  
DECEMBER 31, 2022  
STATEMENT OF REVENUES, EXPENDITURES AND  
CURRENT BUDGET POSITION**

<b>REVENUES</b>		<b>BUDGET ADOPTED 11/28/2022</b>	<b>Y.T.D. ACTUAL</b>	<b>CURRENT BUDGET POSITION</b>
100	Local Sources	\$ 5,116,731	\$ 2,696,205	\$ 5,116,731
300	State Sources	27,367,922	7,705,318	27,367,922
400	Federal Sources	11,069,861	1,292,081	11,069,861
500	Incoming Transfers	1,815,014	588,695	1,815,014
	<b>TOTAL</b>	<b>\$ 45,369,528</b>	<b>\$ 12,282,299</b>	<b>\$ 45,369,528</b>
<b>EXPENDITURES</b>				
INSTRUCTION				
110	Basic Program	\$ 17,814,256	\$ 6,328,990	\$ 17,814,256
120	Added Needs	5,731,005	1,944,400	5,731,005
130	Adult & Continuing Education	166,666	58,935	166,666
SUPPORT SERVICES				
210	Pupil	3,385,817	1,239,717	3,385,817
220	Instructional Staff	2,022,704	923,240	2,022,704
230	General Administration	842,604	427,607	842,604
240	School Administration	2,241,717	1,073,866	2,241,717
250	Business	1,284,469	430,120	1,284,469
260	Plant & Operations	3,776,578	1,656,944	3,776,578
270	Pupil Transportation	1,254,962	509,915	1,254,962
280	Central Services	708,986	444,397	708,986
290	Other	1,228,493	4,860	1,228,493
300	Community Services	342,641	121,667	342,641
450	Prior Year Adj/Facilities Improvements	4,218,128	1,817,619	4,218,128
600	Outgoing Transfers	300,000	300,000	300,000
	<b>TOTAL</b>	<b>\$ 45,319,026</b>	<b>\$ 17,282,277</b>	<b>\$ 45,319,026</b>
	Excess Revenues over Expenditures	<b>\$ 50,502</b>	-4,999,978	<b>\$ 50,502</b>
	Beginning Fund Balance		8,114,703	
	Ending Fund Balance		<b>\$ 3,114,725</b>	



## **EXECUTIVE SUMMARY**

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**DATE:** January 9, 2023

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend the hiring of a paraprofessional for Prairie Elementary School.

### **EXPLANATION:**

Deb Agnew and her interview team recommend Taurina Flores as a paraprofessional. She has four (4) years of experience working in customer service and management.

### **RECOMMENDATION:**

It is the recommendation of the HR Director that Taurina Flores be hired as a paraprofessional effective, January 3, 2023.

## **EXECUTIVE SUMMARY**

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**DATE:** January 9, 2023

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend the hiring of a Teacher's Assistant for Drager Early Education Center.

### **EXPLANATION:**

Mary Bruggenwirth and her interview team recommend Mercedes Swisher as a Head Start Teacher's Assistant. Mercedes has (2) two years of experience working as a teacher assistant and a family support specialist.

### **RECOMMENDATION:**

It is the recommendation of the HR Director that Mercedes Swisher be hired as a part-time Teacher's Assistant for Drager Early Education Center effective, January 3, 2023.

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# EXECUTIVE SUMMARY

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**DATE:** January 9, 2023      **CONTACT PERSON:** Nate Parker

**PURPOSE:**

To accept donations from Community Members.

**EXPLANATION:**

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

Maple Fans Club donated \$300  
Lenco Credit Union donated \$400  
Adrian Electric donated \$500  
Maple City Chiropractic donated \$1,500  
Carter Jones Companies donated \$1,500  
Bell Automotive donated \$1,500  
Clift Buick-GMC donated \$1,500  
Phillip Cappelletty donated \$200  
Mary Kemerer donated \$400  
Diane Skeels donated \$200  
Amy Griffin donated \$200  
Jewel Threet donated \$500  
Frank Espinoza donated \$200  
Jeff Fraser donated \$400  
Jason Skeels donated \$400  
Tayla Johnson donated \$200  
Jennifer Bruggeman donated \$400

Aramark donated a John Deere Gator with an approximate value of \$8,500.

**RECOMMENDATION:**

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