



ADRIAN PUBLIC SCHOOLS

Tradition of Opportunities
Future of Possibilities

Agenda

Regular Meeting
Monday, June 10, 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
5. Communications
 - a. Resignation of Matelyn Yarbrough, Teacher
 - b. Resignation of Rebecca Jones, Graduation Coach
 - c. Resignation of Andrew Jackson, HS Media
 - d. Retirement of Steve Carroll, Teacher
 - e. Retirement of Jacqueline McCary, Food Service
 - f. Grants awarded July 2023-June 2024
6. 2023-24 Budget Hearing and Property Tax

B. Recommended Action

1. Consent Agenda
 - a. Approval of May 20, 2024, Regular Minutes
 - b. Approval of May 20, 2024, Closed Session Minutes-handout
 - c. Treasurer's Report ending May 31, 2024
 - d. New Hires
 1. Wendy Robinson, Teacher
 2. Dominik Kisor, Teacher
 3. Stephanie Gonzalez Sotomayor, Food Service
 4. Eli Ruesink, Teacher
 5. Makayla Gardner, Teacher
2. Business Requiring Board Action
 - a. Approval of superintendent's merit pay
 - b. Approval of Donations
3. Business Requiring Future Board Action
 - a. First reading for membership into MHSAA
 - b. First reading for membership into MASB
 - c. First reading to transfer money on behalf of Head Start to the Capital

Project and Technology Fund

- d. First reading to transfer money from General Fund to Capital Projects and Technology fund
- e. First reading to review the purchase of Lincoln cafeteria tables
- f. First reading to review addendum for Boys and Girls Club room rental
- g. First reading to renew NWEA MAP growth K-12 Assessments
- h. First reading to review the purchase of Social Studies material

C. Reports from Superintendent and Staff

- a. A.S.P.I.R.E.
- b. Facilities update

D. Future Meetings and Business

- 1. Board Committee Reports, Curriculum, Finance, Personnel
- 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. Closed Session

- 1. AEA Negotiations
- 2. AESPA Negotiations
- 3. IUOE-Maintenance

G. Tentative Action

- 1. AEA
- 2. IUOE Maintenance

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: June 10, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

The resignation of Matelyn Yarbrough.

EXPLANATION:

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

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education acknowledge the resignation of Matelyn Yarbrough effective May 31, 2024.

EXECUTIVE SUMMARY

DATE: September 14, 2023

CONTACT PERSON: Nate Parker

PURPOSE:

The resignation of Rebecca Jones.

EXPLANATION:

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

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education acknowledge the resignation of Rebecca Jones effective May 31, 2024.

EXECUTIVE SUMMARY

DATE: September 14, 2023

CONTACT PERSON: Nate Parker

PURPOSE:

The resignation of Andrew Jackson.

EXPLANATION:

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

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education acknowledge the resignation of Andrew Jackson effective May 31, 2024.

EXECUTIVE SUMMARY

DATE: June 10, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

The retirement of Steve Carroll.

EXPLANATION:

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

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education acknowledge the retirement of Steve Carroll effective May 31, 2024.

EXECUTIVE SUMMARY

DATE: June 10, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

The retirement of Jacqueline McCary.

EXPLANATION:

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

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education acknowledge Jacqueline McCary's retirement, effective May 31, 2024.



ADRIAN PUBLIC SCHOOLS

Tradition of Opportunities
Future of Possibilities

Staff Members of Adrian Public Schools have worked hard this year to obtain grants that benefit the students of Adrian Public Schools. The following is a list of awards we have received from July 1, 2023 to June 5, 2024.

Elizabeth Ruthruff Wilson Foundation, Michelle Force	\$1,000
Elizabeth Ruthruff Wilson Foundation, Barb Schenck	\$1,733
LCEF, Barb Schenck	\$1,487
MSU, Jackie Depew	\$1,500
Donor's Choice, Rachael Kelly	\$771
Meemic Foundation, Rachael Kelly	\$1,000
Special Olympics, Melanie Nightingale	\$1,200
The Olga Lengyel Inst. for Holocaust Studies, Janet Frank	\$ 1,000
Amer1can Credit Union, Lora Wallich	\$500
Greater Toledo Community Foundation, Hepker, Pieh	\$2,000
Lincoln PTO, Dani Benschoter	\$200
Ancestry.com, Michelle Moore	\$60pp/month
Kappa Kappa Epsilon Sorority, Annie Howard	\$5,000
Kappa Kappa Epsilon Sorority, Sam Skeels	\$1,000
Kappa Kappa Epsilon Soroity, Linda Hepker	\$3,750
Fruits and Vegetables, Shelly Miller	\$31,440
ASEF Grants	\$98,000

These grants were secured by Derrick Richards, Director of Federal Programs.

MDE Early Literacy Targeted Instruction Grant	\$40,971
MDE First Robotics Grant	\$5,700
LISD Focus Fund Grant	\$50,443
LISD Career Preparation Grant	\$48,000
LISD Project Lead the Way	\$13,000
Title I Improving Basic Programs	\$956,782
Title II- Supporting Effective Instruction	\$194,382
Title III-Language Instruction for English Learners	\$14,283
Title III- Language Instruction for Immigrant Students	\$3,951
Title IV- Student Support and Academic Enrichment	\$61,738
LISD PTLW PD	\$6,000

Adult Education 107	\$280,000
Section 31-At Risk	\$2,539,071
Section 31aa Mental Health Grant	\$612,590
104i Benchmark	\$22,900
MV ARP Homeless	\$76,957
Early Student Behavior Intervention Screener	\$4,681
Section 97 Firearms Detection Software	\$32,000
Section 23g MI Kids Back on Track	\$415,550

EXECUTIVE SUMMARY

DATE: June 10, 2024

CONTACT PERSON: Dan Peña

PURPOSE:

To hold a public hearing for the 2024-2025 budget, with adoption to be recommended to the Board of Education at the June 24, 2024 meeting.

EXPLANATION:

A budget hearing must be held for the 2024-2025 proposed budget, which must include the supporting tax levy. The 2024-2025 budget includes a decrease in fund balance of \$57,528. The School Aid budget includes an estimated increase of \$217 per pupil, as the state has yet to finalize the budget.

Final 2023-24 budget amendments will be presented at the next meeting.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education hold a public hearing on the 2024-2025 proposed general fund budget, which will be presented for adoption at the June 24, 2024, meeting.

RESOLUTION FOR ADOPTION
BY THE BOARD OF EDUCATION OF ADRIAN PUBLIC SCHOOLS
2024-2025 BUDGETS

RESOLVED, that this resolution shall be the budgetary policy statement of the Board of Education of Adrian Public Schools. A resolution to define the fiscal year, name and define the powers and duties of the District's fiscal officer.

RESOLVED, that the fiscal year of the Adrian Public Schools shall begin July 1 in each year and close on the following June 30.

RESOLVED, that the Superintendent of Adrian Public Schools shall be named the District's fiscal officer and shall perform the duties of the fiscal officer enumerated in this resolution.

RESOLVED, that the fiscal officer is required by ACT 621 to prepare the required budgets and submit these to the Board of Education. It is assumed that the fiscal officer may delegate these duties to others while retaining the responsibility.

RESOLVED, that the fiscal officer shall prescribe forms to be used by Administrators in submitting their budget estimates and any regulations he may deem necessary for the guidance of the Administrators in preparing their budget estimates.

RESOLVED, that the fiscal officer shall annually provide a statement of those factors which will condition the availability of the pattern of expenditures.

BE IT FURTHER RESOLVED, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board.

BE IT FURTHER RESOLVED, that for purposes of meeting the emergency needs of the Adrian Public Schools, transfers of appropriations may be made upon the written authorization of the fiscal officer. The amount to be transferred must not exceed \$50,000 or 5% of the appropriation from which the transfer is to be made, whichever is less. When the fiscal officer makes a transfer of appropriations as permitted by this resolution, such transfer shall be presented to the Board of Education at its next regularly scheduled meeting in the form of an appropriation amendment.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the budgets adopted by the Board and shall hold the Administrators responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary Policy statement hitherto adopted by the Board.

This Appropriation Resolution is to take effect on July 1, 2024

RESOLUTION FOR ADOPTION
BY THE BOARD OF EDUCATION OF ADRIAN PUBLIC SCHOOLS
2024-2025 BUDGETS

RESOLVED, that this resolution shall be the general appropriations of Adrian Public Schools for the Fiscal Year 2024-2025; a resolution to make appropriations, and to provide for the disposition of all income received by Adrian Public Schools.

BE IT FURTHER RESOLVED, that the revenues which include a local non-homestead property tax levy of 18.0 mills and unappropriated fund balance estimated to be available for appropriations in the GENERAL FUND of the Adrian Public Schools for Fiscal Year 2024-2025 is as follows:

	Estimated 2024-25
REVENUES	
Local Sources	\$ 5,764,744
State Sources	31,493,768
Federal Sources	5,938,560
Incoming Transfers & Other Transactions	<u>1,988,062</u>
TOTAL REVENUES	\$ 45,185,134
FUND BALANCE July 1	<u>8,338,697</u>
TOTAL REVENUES AND FUND BALANCE AVAILABLE TO APPROPRIATE	<u>\$ 53,523,831</u>

BE IT FURTHER RESOLVED, That of the total available to appropriate in the GENERAL FUND is hereby appropriated in the amounts and for purposes set forth below:

	Estimated 2024-25
EXPENDITURES	
Instruction	
110 Basic Programs	\$ 18,337,745
120 Added Needs	7,335,797
130 Adult and Continuing Education	146,646
Support Services	
210 Pupil	3,582,543
220 Instructional Staff	2,476,620
230 General Administration	537,512
240 School Administration	2,458,310
250 Business	1,173,953
260 Operations & Maintenance	4,087,145
270 Transportation	1,798,248
280 Central	1,133,090
290 Other	1,364,333
300 Community Services	361,607
Prior Period Adjustments/Facility Improvements	-
Debt Services	49,113
Transfers	<u>400,000</u>
TOTAL APPROPRIATED	<u>\$ 45,242,662</u>
Estimated Ending Fund Balance, June 30th	<u>\$ 8,281,169</u>

Adopted by the Board June 24, 2024

RESOLUTION FOR ADOPTION
BY THE BOARD OF EDUCATION OF ADRIAN PUBLIC SCHOOLS
2024-2025 BUDGETS

RESOLVED, that this resolution shall be the general appropriations of Adrian Public Schools for the Fiscal Year 2024-2025; a resolution to make appropriations, and to provide for the disposition of all income received by Adrian Public Schools.

BE IT FURTHER RESOLVED, that the revenues which include a local non-homestead property tax levy of 18.0 mills and unappropriated fund balance estimated to be available for appropriations in the GENERAL FUND of the Adrian Public Schools for Fiscal Year 2024-2025 is as follows:

	Actual 2022-23	Estimated 2023-24	Estimated 2024-25
REVENUES			
Local Sources	\$ 5,014,326	\$ 5,854,565	\$ 5,764,744
State Sources	30,228,098	32,004,452	31,493,768
Federal Sources	9,281,989	7,180,640	5,938,560
Incoming Transfers & Other Transactions	2,119,359	1,993,262	1,988,062
TOTAL REVENUES	46,643,772	47,032,919	45,185,134
FUND BALANCE July 1	8,228,911	8,228,911	8,338,697
TOTAL REVENUES AND FUND BALANCE AVAILABLE TO APPROPRIATE	\$ 54,872,683	\$ 55,261,830	\$ 53,523,831

BE IT FURTHER RESOLVED, THAT the \$53,523,831 of the total available to appropriate in the GENERAL FUND is hereby appropriated in the amounts and for purposes set forth below:

	Actual 2022-23	Estimated 2023-24	Estimated 2024-25
EXPENDITURES			
Instruction			
110 Basic Programs	\$ 19,686,980	\$ 18,070,636	\$ 18,337,745
120 Added Needs	5,805,624	7,696,464	7,335,797
130 Adult and Continuing Education	175,414	193,766	146,646
Support Services			
210 Pupil	2,960,614	3,648,744	3,582,543
220 Instructional Staff	2,154,173	3,000,700	2,476,620
230 General Administration	775,662	577,571	537,512
240 School Administration	2,293,716	2,433,901	2,458,310
250 Business	683,820	1,092,483	1,173,953
260 Operations & Maintenance	4,025,979	4,834,212	4,087,145
270 Transportation	1,470,787	1,495,696	1,798,248
280 Central	759,273	1,338,553	1,133,090
290 Other	1,141,900	1,339,006	1,364,333
300 Community Services	284,306	363,725	361,607
Prior Period Adjustments/Facility Improvements	3,416,311	388,565	-
Debt Services	23,155	49,113	49,113
Transfers	871,851	400,000	400,000
TOTAL APPROPRIATED	\$ 46,529,565	\$ 46,923,135	\$ 45,242,662
 Estimated Fund Balance, June 30th			 <u>8,281,169</u>

Adopted June 24, 2024

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the COMMUNITY SERVICE FUND of the Adrian Public Schools for Fiscal Year 2024-25 is as follows:

REVENUES	
Revenue	<u>\$ 25,501</u>
TOTAL REVENUES	25,501
ESTIMATED FUND BALANCE July 1	<u>17,352</u>
TOTAL AVAILABLE TO APPROPRIATE	<u><u>\$ 42,853</u></u>

BE IT FURTHER RESOLVED, that the \$42,853 of the total available to appropriate in the CUSTODIAL FUND is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES	
Supplies/Other	<u>\$ 22,857</u>
TOTAL APPROPRIATED	<u>\$ 22,857</u>
FUND BALANCE JUNE 30	<u><u>\$ 19,996</u></u>

Adopted June 24, 2024

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the PRIVATE PURPOSE FUND of the Adrian Public Schools for Fiscal Year 2024-25 is as follows:

REVENUES	
Revenue	<u>\$ 16,957</u>
TOTAL REVENUES	16,957
ESTIMATED FUND BALANCE July 1	<u>24,033</u>
TOTAL AVAILABLE TO APPROPRIATE	<u><u>\$ 40,990</u></u>

BE IT FURTHER RESOLVED, that the \$40,990 of the total available to appropriate in the PRIVATE PURPOSE FUND is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES	
Supplies/Other	<u>\$ 17,142</u>
TOTAL APPROPRIATED	<u>\$ 17,142</u>
FUND BALANCE JUNE 30	<u><u>\$ 23,848</u></u>

Adopted June 24, 2024

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the CUSTODIAL FUND of the Adrian Public Schools for Fiscal Year 2024-25 is as follows:

REVENUES	
Fundraiser Revenue	<u>\$ 360,731</u>
TOTAL REVENUES	360,731
ESTIMATED FUND BALANCE July 1	<u>315,462</u>
TOTAL AVAILABLE TO APPROPRIATE	<u><u>\$ 676,193</u></u>

BE IT FURTHER RESOLVED, that the \$676,193 of the total available to appropriate in the CUSTODIAL FUND is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES	
Supplies/Other	<u>\$ 411,476</u>
TOTAL APPROPRIATED	<u>\$ 411,476</u>
FUND BALANCE JUNE 30	<u><u>\$ 264,717</u></u>

Adopted June 24, 2024

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the FOOD SERVICE FUND of the Adrian Public Schools for Fiscal Year 2024-25 is as follows:

REVENUES	
Food Sales	\$ 45,500
Interest	35,000
Government Aid	2,114,760
Miscellaneous	-
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TOTAL REVENUES	2,195,260
ESTIMATED FUND BALANCE July 1	987,685
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TOTAL AVAILABLE TO APPROPRIATE	<u><u>\$ 3,182,945</u></u>

BE IT FURTHER RESOLVED, that the \$3,182,945 of the total available to appropriate in the FOOD SERVICE FUND is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES	
Salaries	\$ 554,363
Benefits	381,130
Contracted Services	52,540
Supplies/Other	1,082,460
Equipment	165,000
Other Transfers	105,000
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TOTAL APPROPRIATED	<u><u>\$ 2,340,493</u></u>
FUND BALANCE JUNE 30	<u><u>\$ 842,452</u></u>

Adopted June 24, 2024

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the 2017 DEBT RETIREMENT FUND of the Adrian Public Schools for Fiscal Year 2024-25 is as follows:

REVENUES

Small Taxpayer Loss - State	\$ 89,451
Taxes	<u>2,851,590</u>
Total Revenues	2,941,041
Estimated Fund Balance July 1st	<u>383,862</u>
TOTAL AVAILABLE TO APPROPRIATE	<u><u>\$ 3,324,903</u></u>

BE IT FURTHER RESOLVED, that the \$3,324,903 of the total available to appropriate in the DEBT RETIREMENT FUND is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Principal and interest	<u>\$ 3,026,500</u>
TOTAL APPROPRIATED	<u><u>\$ 3,026,500</u></u>

Adopted June 24. 2024

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the 2016 DEBT RETIREMENT FUND of the Adrian Public Schools for Fiscal Year 2024-25 is as follows:

REVENUES

Taxes	<u>1,693,131</u>
Total Revenues	1,693,131
Estimated Fund Balance July 1st	<u>210,577</u>
TOTAL AVAILABLE TO APPROPRIATE	<u><u>\$ 1,903,708</u></u>

BE IT FURTHER RESOLVED, that the \$1,903,708 of the total available to appropriate in the DEBT RETIREMENT FUND is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Principal and interest	<u>\$ 1,709,500</u>
TOTAL APPROPRIATED	<u><u>\$ 1,709,500</u></u>

Adopted June 24, 2024

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the CAPITAL PROJECTS AND TECHNOLOGY FUND of the Adrian Public Schools for Fiscal Year 2024-25 is as follows:

REVENUES

Interest	71,627
Transfers In - General Fund - Technology & Facilities Sustainability	<u>400,000</u>

TOTAL REVENUE	<u>471,627</u>
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ESTIMATED FUND BALANCE JULY 1	<u>2,374,545</u>
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TOTAL AVAILABLE TO APPROPRIATE	<u><u>\$ 2,846,172</u></u>
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BE IT FURTHER RESOLVED, that the \$2,846,172 of the Total Available to Appropriate in the CAPITAL PROJECTS AND TECHNOLOGY FUND is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Facilities	200,000
Technology	300,000
Drager	<u>100,000</u>

TOTAL APPROPRIATED	<u>600,000</u>
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FUND BALANCE

Assigned Fund Balance - Facilities	1,031,990
Assigned Fund Balance - Technology	1,045,713
Assigned Fund Balance - Drager	160,856
Assigned Fund Balance- Athletics	65,323
Unassigned Fund Balance	<u>70,663</u>
Net Revenue through June 30	<u>-128,373</u>

FUND BALANCE JUNE 30	<u><u>\$ 2,246,172</u></u>
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Adopted June 24, 2024

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the CATERING FUND of the Adrian Public Schools for Fiscal Year 2024-25 is as follows:

REVENUES	
Catering	\$ 10,500
Interest	2,000
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TOTAL REVENUES	12,500
ESTIMATED FUND BALANCE July 1	53,579
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TOTAL AVAILABLE TO APPROPRIATE	66,079
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BE IT FURTHER RESOLVED, that the \$66,079 of the total amount available to appropriate in the CATERING FUND, it is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES	
Salaries	\$ 1,120
Benefits	594
Supplies/Other	8,000
Equipment	-
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TOTAL APPROPRIATED	\$ 9,714
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FUND BALANCE JUNE 30	56,365
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Adopted June 24, 2024

MINUTES OF THE REGULAR MEETING OF THE ADRIAN BOARD OF EDUCATION, MAY 20, 2024, ADRIAN HIGH SCHOOL, ADRIAN MI.

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

ABSENT: None

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

AGENDA APPROVED

Motion carried.

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

MISSION STATEMENT

Superintendent Parker recognized retiring staff: David Bull, Kathy Westfall, Chris Murray, Ted Hanosh, Kathy Cremeans, Kelly Armstrong, Barbara Schenck, Sarah Schuler, Maria Arellano, Robin Perez, Doug Ruesink, Carl Lewandowski, and Tammie Gramling.

GOOD NEWS REPORT

Sam Skeels, high school principal, shared with the board the progress made in accreditation. Adrian High School is celebrating its 104th year of accreditation. The process found both areas of strength and areas to focus on. Mr. Skeels then shared some highlights from the year: 9th grade Academy, Athletics and activities, and Maple Time.

COMMUNICATIONS

The board recognized the resignations of Kristen Memering, Meghan Blystone, Jesslyn McCullen, Amber Starns, and Matthew Graham and the retirements of Tammie Gramling and Renee Snyder.

Moved by Baucher, supported by Marks, that the board approve the consent agenda. The consent agenda included

CONSENT AGENDA

- a. April 22, 2024, Regular Minutes
- b. April 22, 2024, Closed Session Minutes (handout)
- c. April Treasurer's report with a balance ending \$1,053,469.20
- d. New Hires- Barb Iott, Marisa Cappelletty, Jaclyn Clark, Brooke Gorney, Kenadee Marry, Margaret Timmis, and Makenzie Simpson.

Motion carried.

ISD BUDGET

Moved by Baucher, supported by Marks, that the Adrian Board of Education approve the ISD budget.

Motion carried.

Moved by Marks, supported by Ballard, that the board approve the 2024 tax levies of 18 mills for operations, 3.2 for the 2017 debt service, and 1.9 for the 2016 debt service.

2024 PROPERTY TAX

Motion carried.

Moved by Buku, supported by Baucher, that the board approve the purchase of desktops totaling \$37,212.50 from Presidio to be paid from the Capital Projects and Technology Fund.

DESKTOPS

Motion carried.

Moved by Ballard, supported by Buku, that the board approve the the Athletico Physical Therapy Athletic Training Service agreement.

ATHLETICO

Motion carried.

Moved by Henagan, supported by Buku, that the board approve the purchase and installation of bullet-resistant film. The purchase and installation will not exceed the \$265,156 in 31aa funds allocated for District safety.

SAFETY-FILM

Motion carried.

Moved by Marks, supported by Buku, that the board approve the request to purchase a new walk-in freezer for the high school cafeteria.

WALK-IN FREEZER

Motion carried.

Moved by Baucher, supported by Buku, that the board approve the milk vendor for the 2024-25 school year. Toft Dairy will continue as the District's supplier through the HPS purchasing consortium.

MILK

Motion carried.

Moved by Solis-Gautz, supported by Baucher, that the board approve the request to purchase a new District van, not to exceed \$65,000, to be paid out of the General Fund.

VAN

Motion carried,

Moved Ballard, supported by Solis-Gautz, that the board approve the request to purchase a new District van, not to exceed \$65,000, to be paid out of the Capital Projects and Technology Fund.

VAN

Motion carried.

Moved by Buku, supported by Ballard, that the Adrian Board of Education assign the following rank in each category:

SUPERINTENDENT EVALUATION

- a. Governance and Board relations 3.83/4
- b. Community relations 4/4
- c. Staff relations 4/4
- d. Business/Finance 4/4
- e. Instructional leadership 3.9/4
- f. Student Growth 3.5/4
- g. Progress Towards District Goals 4/4

Based on the established weights of each category, the Board ranks Superintendent Parker with an overall rating of 94%, giving him a highly effective rating.

President Ferguson listed effective communication, high visibility in the District and community, and achieving all board-established goals as a few of Superintendent Parker's strengths. Opportunities for him are increased delegation of responsibilities to staff and chronic student absenteeism, even though many positive initiatives have been implemented.

Motion carried.

Moved by Ballard, supported by Henagan, that the board approve individual contracts for non-union administrators, supervisors, and support personnel for the 2024-25 school year.

INDIVIDUAL CONTRACTS

Motion carried.

Moved by Henagan, supported by Solis-Gautz, that the board approve hiring Callie Yatzek, as the Dean of Students at Prairie Elementary for the 2024-25 school year. Trustee Henagan commented, "I have worked personally with Mrs. Yatzek. She had one of my children in her class. She did not bat an eye at his behavior. She supported our family, she supported her coworkers, and she supported other students long after they had left her room. She is an excellent person for the job." Mr. Parker said, "Mrs. Yatzek has enthusiasm, a vision, and a tangible plan for the building. She was able to articulate it well."

DEAN OF STUDENTS

Motion carried.

Moved by Baucher, supported by Buku, that the board accept donations from the Kiwanis Club of Adrian, Mr. and Mrs. Holmes, James Muchay III, Robert Harris and Elizabeth Moon, the Maple Fans Club, and Adrian Fuel.

DONATIONS

Motion carried.

Superintendent Parker reminded the board about the two graduation ceremonies this week. Adrian Community Education Center is May 22nd at 7:00 p.m., and Adrian High School on May 26th at 2:00 p.m. Mr. Parker also shared core priorities 1-7 of the Lesson Plan and provided an example of action steps, and he reviewed one trait tied to Portrait of a Graduate. The

SUPERINTENDENT AND STAFF REPORTS

Head Start report was provided. There is one lead teacher vacancy, 93% enrollment at EHS, and 89% enrollment at HS, and the In-kind goal is 108%.

Trustee Marks informed the board that the Finance Committee had met and discussed the purchase of vans, the safety film, and student enrollment.

**FINANCE
COMMITTEE**

President Ferguson commented, "I can't remember ever having as many ovations as we did tonight in my time on the board. I think this reflects what we saw during Superintendent Parker's evaluation tonight."

**BOARD MEMBER
COMMENT**

Olivia Hutchison spoke to the board about Curriculum content at Springbrook Middle School. She told the board that she wished both evolution and creation were taught.

PUBLIC COMMENT

Moved by Buku, supported by Ballard, that the Adrian Board of Education convene to a closed session at 7:06 p.m. under the Open Meetings Act 8(1)(c) for collective bargaining.

CLOSED SESSION

ROLL CALL VOTE:

Yeas: Ballard, Baucher, Buku, Henagan, Marks, Solis-Gautz, and Ferguson
Nays: none

OPEN SESSION

Motion carried.

President Ferguson declared the meeting back in open session at 8:05 p.m.

Moved by Henagan, supported by Buku, that the meeting be adjourned at 8:06 p.m.

ADJOURNMENT

Motion carried.

Beth Ferguson, President

Mike Buku, Secretary

**ADRIAN PUBLIC SCHOOLS
FINANCIAL REPORT
FOR THE YEAR TO DATE PERIOD
MAY 31, 2024
STATEMENT OF REVENUES, EXPENDITURES AND
CURRENT BUDGET POSITION**

		BUDGET ADOPTED 3/11/2024	Y.T.D. ACTUAL	CURRENT BUDGET POSITION
REVENUES				
100	Local Sources	\$ 5,854,565	\$ 5,278,912	\$ 5,854,565
300	State Sources	32,004,452	24,156,779	32,004,452
400	Federal Sources	7,180,640	4,773,911	7,180,640
500	Incoming Transfers	1,993,262	1,683,927	1,993,262
	TOTAL	\$ 47,032,919	\$ 35,893,528	\$ 47,032,919
EXPENDITURES				
INSTRUCTION				
110	Basic Program	\$ 18,070,636	\$ 13,756,441	\$ 18,070,636
120	Added Needs	7,860,031	4,757,070	7,860,031
130	Adult & Continuing Education	193,766	134,264	193,766
SUPPORT SERVICES				
210	Pupil	3,485,177	2,734,750	3,485,177
220	Instructional Staff	3,000,700	2,235,864	3,000,700
230	General Administration	582,473	525,223	582,473
240	School Administration	2,433,901	2,167,079	2,433,901
250	Business	1,092,483	742,074	1,092,483
260	Plant & Operations	4,837,210	3,698,905	4,837,210
270	Pupil Transportation	1,495,696	1,261,237	1,495,696
280	Central Services	1,330,651	992,649	1,330,651
290	Other	1,339,006	33,467	1,339,006
300	Community Services	363,725	289,943	363,725
450	Prior Year Adj/Facilities Improvements	388,565	410,520	388,565
510	Debt Services	49,113	41,036	49,113
600	Outgoing Transfers	400,000	400,000	400,000
	TOTAL	\$ 46,923,133	\$ 34,180,520	\$ 46,923,133
	Excess Revenues over Expenditures	\$ 109,786	1,713,008	\$ 109,786
	Beginning Fund Balance		8,228,910	
	Ending Fund Balance		<u>\$ 9,941,918</u>	

EXECUTIVE SUMMARY

DATE: June 10, 2024

CONTACT PERSON: Nikki Culley

PURPOSE:

To recommend the hiring of a full-time (1.0 FTE) elementary music teacher at Adrian Public Schools.

EXPLANATION:

The interview team recommends Wendy Robinson as a full-time elementary music teacher. Wendy has 29 years of teaching music experience. Wendy has a Bachelor's of Music Education from Eastern Michigan University and a Masters in Music Education from Oakland University.

RECOMMENDATION:

The HR Director recommends hiring Wendy Robinson as a full-time elementary music teacher, effective for the 2024-2025 school year.

EXECUTIVE SUMMARY

DATE: June 10, 2024

CONTACT PERSON: Nikki Culley

PURPOSE:

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

EXPLANATION:

The interview team recommends Dominik Kisor as a full-time elementary PE teacher. Dominik has a Bachelor's in K-12 Physical and Health Education from Adrian College.

RECOMMENDATION:

The HR Director recommends hiring Dominik Kisor as a full-time elementary PE teacher, effective for the 2024-2025 school year.

EXECUTIVE SUMMARY

DATE: June 10, 2024

CONTACT PERSON: Nikki Culley

PURPOSE:

To recommend hiring a food service server for the Boys and Girls Club.

EXPLANATION:

Shelley Miller and her interview team recommend Stephanie Gonzalez Sotomayor as a Boys and Girls Club food service server.

RECOMMENDATION:

The HR Director recommends hiring Stephanie Gonzalez Sotomayor as a food service server at the Boys and Girls Club, effective June 3, 2024.

EXECUTIVE SUMMARY

DATE: June 10, 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 Eli Ruesink as a full-time secondary math teacher. Eli will retire from the U.S. Army as a Professor of Military Science and Leadership Department Head. He has a Masters degree in Policy Management from Georgetown University.

RECOMMENDATION:

The HR Director recommends hiring Eli Ruesink as a full-time elementary school teacher, effective for the 2024-2025 school year.

EXECUTIVE SUMMARY

DATE: June 10, 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 Makayla Gardner as a full-time secondary math teacher. Makayla has a Bachelor's in Arts in Secondary Education from Siena Heights University.

RECOMMENDATION:

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

EXECUTIVE SUMMARY

DATE: June 10, 2024

CONTACT PERSON: Beth Ferguson

PURPOSE:

To approve Superintendent Merit Pay.

EXPLANATION:

During the 2023-24 school year, the following goals were established for the superintendent's Merit Pay:

1. First Draft of Lesson Plan, \$2,000
2. Create a process for the District's long-term facilities plan, \$800
3. Review anti-bullying initiatives and update the approach to include parental awareness, \$800
4. Seek out and offer informational opportunities on cultural awareness topics, \$800
5. Increase SOC students over the previous year, \$3,000

Based on a review of the evidence presented by Superintendent Parker, these goals were achieved, and Superintendent Parker should be awarded the pay associated with each.

RECOMMENDATION:

The Board President recommends that the Adrian Board of Education approve awarding Superintendent Parker \$7,400 in recognition of goal completion.

EXECUTIVE SUMMARY

DATE: June 10, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

To accept donations from Community Members.

EXPLANATION:

Meredith Francis donated \$200 to the Girls Tennis Team.

The Marvin Family donated \$200 to the Marvin Fams Scholarship fund.

Lisa Jackson donated \$500 to the high school scholarship fund.

Derrick Richards donated \$500 to the Superintendent Scholarship fund.

The First Presbyterian Church donated \$468.40 to the Families in Transition program.

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education accept these donations and thank them for their support.

EXECUTIVE SUMMARY

DATE: June 10, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

To review membership in the Michigan High School Athletic Association.

EXPLANATION:

The Board of Education must approve the attached resolution each year to authorize the District's Michigan High School Athletic Association membership.

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education approve the authorization of the District's membership in the Michigan High School Athletic Association for 2024-25 at the next school board meeting.

EXECUTIVE SUMMARY

DATE: June 10, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

To review the annual membership dues for MASB.

EXPLANATION:

Each year, the Board needs to approve participation in the Michigan Association of School Boards and authorize the payment of membership dues. These dues are calculated based on the district's fall count, which includes adult education students. For the 2024-25 school year, the fee will be \$6,047.14.

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education review MASB membership for the 2024-25 school year.

EXECUTIVE SUMMARY

DATE: June 10, 2024

CONTACT PERSON: Dan Peña

PURPOSE

To review the request to transfer \$100,000 from the Head Start general fund to the Capital Projects and Technology fund for Head Start projects.

EXPLANATION:

There are several projects that Head Start needs to complete at the Drager Early Education Center, including:

- New flooring in the Drager vestibule and main office spaces
- Mini-splits in two classrooms at Drager to replace window units
- Heating Unit for the main stairway at Drager
- Concrete pad on Drager playground
- Replace flammable cork boards in Drager classrooms
- Parking lot drainage repairs

These projects won't be completed by June 30, 2024. The recommendation is to transfer the funds to the Capital Projects and Technology Fund, for completion of needed improvements over the next several months.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education review the request to transfer \$100,000 to the Capital Projects and Technology fund on behalf of Head Start for approval at the next board meeting.

EXECUTIVE SUMMARY

DATE: June 10, 2024

CONTACT PERSON: Dan Peña

PURPOSE

To review the request to transfer \$223,000 from the General Fund to the Capital Projects & Technology Fund.

EXPLANATION:

This request is to transfer funds from the General Fund to the Capital Projects and Technology fund. The District is preparing for a vehicle purchase and future facility repairs.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education review the request to transfer \$223,000 to the Capital Projects & Technology Fund for approval at the next board meeting.

EXECUTIVE SUMMARY

DATE: June 10, 2024

CONTACT PERSON: Dan Peña

PURPOSE:

To review a request to purchase new lunch tables for the Lincoln Elementary cafeteria.

EXPLANATION:

The current cafeteria tables at Lincoln Elementary are near their 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 before the beginning of the 2024-2025 school year. This purchase will be funded through the District's Non-profit Food Service Account.

- Folding Equipment Company, LLC-\$35,100
- Shiffler Equipment Sales-\$75,329.17
- HPS-\$77,374.82

Folding Equipment, LLC's quote is much lower on their quote since they were the vendor the last time the District replaced cafeteria tables at Lincoln. The tables at Lincoln are stored in wooden pockets built on the walls. Folding Equipment, LLC installed these pockets previously and would not need to replace them. Shiffler Equipment Sales and HPS would need to replace the wall pockets, increasing their quotes.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education review the request to purchase new cafeteria tables from Folding Equipment Company, LLC, at the next board meeting. This will be paid out of the District's Non-profit Food Service Account.

EXECUTIVE SUMMARY

DATE: June 10, 2024

CONTACT PERSON: Dan Peña

PURPOSE

To review the 2nd Amendment to the Boys and Girls Club Lease.

EXPLANATION:

Currently, the Boys and Girls Club leases space at Drager for \$1 per year in exchange for renovations they completed in 2010. The current lease is a 25-year lease, with the option to renew for 10 years. The Boys and Girls Club has expressed interest in renting an additional fourth-floor room, which is currently vacant.

The Finance Committee met and decided on an annual rate of \$6 per square foot. This equates to a new annual lease amount of \$20,280.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education review the 2nd Amendment to the Boys and Girls Club Lease for approval at the next board meeting.

EXECUTIVE SUMMARY

DATE: June 10, 2024

CONTACT PERSON: Derrick Richards
Nate Parker

PURPOSE:

To review the proposal to renew NWEA MAP Growth K-12 assessments.

EXPLANATION:

This proposal is to renew with NWEA to provide the MAP Growth K-12 Assessment that the District has been using since the 2010-2011 school year to measure academic growth in Mathematics and English Language Arts. The data from this assessment is used to do the following but not limited to:

- Plan Tier I instruction for all students in a classroom.
- Place students in advanced enrichment courses as well as intervention courses.
- Provide a learning plan for students to specific standards to reach academic goals.
- Provide growth data for teacher evaluations.

The total cost for the materials is \$32,387.50 and is budgeted in the 2024-2025 District Curriculum budget. In the 2023-2024 purchase of NWEA, \$22,900 was paid by the 104i Benchmark Assessment Grant.

RECOMMENDATION:

The Assistant Superintendent of Curriculum and Instruction and the Superintendent recommend that the Adrian Board of Education approve the purchase of NWEA MAP Growth K-12 Assessments at the next board meeting.

EXECUTIVE SUMMARY

DATE: June 10, 2024

CONTACT PERSON: Derrick Richards
Nate Parker

PURPOSE:

To review the proposal to purchase Elementary Social Studies Materials from Savvas Learning Company (formerly Pearson)

EXPLANATION:

This proposal requests to purchase 3rd-5th grade Social Studies materials from Savvas Learning.

This recommendation comes with unanimous support from the K-5 Elementary Curriculum Committee, which started reviewing Social Studies materials in the 2022-2023 school year and continued into the 2023-2024 school year. During the 2022-2023 school year, it was noted that teachers felt there were not enough materials to engage the students.

The plan is to adopt the materials for 3rd grade and select 4th and 5th grade teachers who were part of the curriculum committee for the 2024-2025 school year. The remaining 4th and 5th grade teachers will adopt the 2025-2026 school year materials. This phased approach will allow teachers and the Curriculum Department to gain familiarity with the materials for a smoother implementation.

The total cost for the 2024-2025 school year materials is \$18,862.80 and will be funded by the Curriculum Department's general budget.

RECOMMENDATION:

The Superintendent and Director of Curriculum and Instruction recommend that the Adrian Board of Education approve the purchase of Savvas Learning Company at the next board meeting.