



## ADRIAN PUBLIC SCHOOLS

*Tradition of Opportunities*  
Future of Possibilities

### **Agenda**

Special Meeting  
Monday, June 12, 2023  
4:30 p.m.

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

1. Pledge of Allegiance
2. Approval of Agenda
3. Mission Statement
4. Good News Reports
5. Communications

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

1. Consent Agenda

##### Business Requiring Board Action

2. Business Requiring Future Board Action
  - a. First reading to review recognizing the Building Administrative Assistants as a self-represented bargaining group.
  - b. First reading to review the baseball/softball stadium seating project bid.

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

- a. Board Workshop

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

1. Board Committee Reports
2. Board Member Comments
3. Meeting Dates and Upcoming Events
  - June 22, 2023, 5:30, Portrait of a Graduate, GLC
  - June 26, 2023, 6:00, BOE Meeting, B100
  - July 24, 2023, 6:00, BOE Meeting, B100

#### **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**

#### **G. 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:** June 12, 2023

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To review the request of the Building Administrative Assistants (BAA) group to be recognized as a self-represented bargaining group.

### **EXPLANATION:**

The Operating Engineers 324, representing the IUOE Adrian Public Schools Administrative Assistants bargaining unit, disclaims interest in representing the group. This was effective May 16, 2023. Our administrative assistants have voted in favor of self-representation. The administration is in agreement with this request.

### **RECOMMENDATION:**

It is the recommendation of the Director of Human Resources that the Adrian Board of Education review the request for Building Administrative Assistants (BAA) to be a self-represented bargaining group with approval at the next board meeting.

## **EXECUTIVE SUMMARY**

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**DATE:** June 12, 2023

**CONTACT PERSON:** Dan Peña

### **PURPOSE**

To review the bids for the baseball and softball stadium seating projects.

### **EXPLANATION:**

The District requested bids for the baseball and softball stadium seating projects. The RFP for bids was shared locally, and published on the public bid opening site, BidNet, which has taken over the previous site, Bid4Michigan. A public bid opening was held on May 10, 2023, at 10 AM, in the APS Central Office. Two valid bids were obtained. A third vendor planned to submit a bid but did not meet the bid submission deadline of 10 AM, May 10, 2023.

The bids were split between the two companies that bid on the projects.

- Baseball
  - Spieker Company-\$169,200
  - Vanston O'Brien-\$215,044
- Softball
  - Vanston O'Brien-\$122,864
  - Spieker Company-\$140,300

These projects will be funded through donations and the Capital Projects and Technology Fund.

### **RECOMMENDATION:**

It is the recommendation of the Business Manager that the Adrian Board of Education approve the bids for the baseball and softball stadium seating projects and award the project of \$169,200 for baseball to (Spieker Company) and the \$122,864 bid for softball to (Vanston O'Brien) as required by board policy 3301 Purchasing and Procurement, at the next Board meeting.



## ADRIAN PUBLIC SCHOOLS

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### **Agenda**

Regular Meeting

Monday, June 12, 2023

6:00 p.m.

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

1. Pledge of Allegiance
2. Approval of Agenda
3. Mission Statement
4. Good News Reports
  - a. Stacy Arnold
  - b. Eric Emmenderfer
  - c. Officer Perry
5. Communications
  - a. Resignation of Patricia Davies, Food Service
  - b. Resignation of Vincent Williams, Food Service
  - c. Retirement of Lorri Wittenkeller, Teacher
6. 2022-23 Budget Hearing and Property Tax

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

1. Consent Agenda
  - a. Approval of May 22, 2023, Closed Session Minutes (handout)
  - b. Approval of May 22, 2023, Regular Minutes
  - c. Approval of May 22, 2023, Special Meeting
  - d. New Hires
    - i. Scott Bross, Maintenance
    - ii. Stephanie Mullinix, Teacher
    - iii. Amy O'Brien, Teacher
    - iv. Krya Tapp, Head Start

#### Business Requiring Board Action

- a. Approval to transfer money on behalf of Head Start to the Capital Projects and Technology Fund
- b. Approval of Superintendent Merit pay
- c. Approval of the Superintendent's contract
- d. Approval to recognize the Building Administrative Assistants as a self-represented bargaining group
- e. Approval of baseball/softball seating project
- f. Acceptance of Donations

2. Business Requiring Future Board Action
  - a. First reading to renew membership into the MHSAA
  - b. First reading to renew membership to MASB
  - c. First reading to review the request to purchase a minivan
  - d. First reading for Desktop replacements at AHS and the BOE
  - e. First reading of superintendent goals for 2023-24
  - f. First reading to review bids for Zero Eyes weapon detection technology
  - g. First reading to review ExacqVision camera server quote

**C. Reports from Superintendent and Staff**

- a. End-of-Year Return to Learn/Benchmark Assessment Goal Reporting

**D. Future Meetings and Business**

1. Board Committee Reports- Curriculum, Personnel, Finance
2. Board Member Comments
3. Meeting Dates and Upcoming Events
  - June 22, 2023, 5:30, Portrait of a Graduate, GLC
  - June 26, 2023, 6:00, BOE Meeting, B100
  - July 24, 2023, 6:00, BOE Meeting, B100

**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. AFSCME Negotiations
2. Building Administrative Assistant Negotiations
3. AESPA Negotiations

**G. 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:** June 12, 2023

**CONTACT PERSON:** Nate Parker

**PURPOSE:**

The resignation of Patricia Davies, Food Service

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**EXPLANATION:**

Under Board Policy 4223, the Superintendent is authorized to accept employee resignations or retirements on behalf of the Adrian Board of Education. Patricia 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 Patricia Davies effective May 24, 2023.

# EXECUTIVE SUMMARY

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**DATE:** June 12, 2023

**CONTACT PERSON:** Nate Parker

**PURPOSE:**

The resignation of Vincent Williams, Food Service

**EXPLANATION:**

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

**RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education acknowledge the resignation of Vincent Williams effective June 9, 2023.

# EXECUTIVE SUMMARY

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**DATE:** June 12, 2023

**CONTACT PERSON:** Nate Parker

**PURPOSE:**

The retirement of Lorri Wittenkeller.

**EXPLANATION:**

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

**RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education acknowledge the retirement of Lorri Wittenkeller effective August 1, 2023.



## **EXECUTIVE SUMMARY**

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**DATE:** June 12, 2023

**CONTACT PERSON:** Dan Peña

### **PURPOSE:**

To hold a public hearing for the 2023-2024 budget, with adoption to be recommended to the Board of Education at the June 26, 2023 meeting.

### **EXPLANATION:**

A budget hearing must be held for the 2023-2024 proposed budget, which must include the supporting tax levy. The 2023-2024 budget includes an increase in fund balance of \$31,135. The School Aid budget includes an estimated increase of \$366 per pupil, as the state has yet to finalize the budget.

Final 2022-23 budget amendments will be presented at the next meeting.

### **RECOMMENDATION:**

It is the recommendation of the Business Manager that the Adrian Board of Education hold a public hearing on the 2023-2024 proposed general fund budget for approval at the next board meeting.



**ADRIAN PUBLIC SCHOOLS**

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# Budget Hearing 2023-24

# Budget Hearing Agenda

- Budgeting Process overview
- State Requirements:
  - 1) Must hold a public meeting
  - 2) Make the tax levy a part of presentation
  - 3) Cannot legally adopt a deficit budget

*(Can adopt a budget with an operational deficit as long as it doesn't create a negative fund balance position)*

- Summarize the 2023-2024 proposed budget
- 2023 Tax Certification

# Unknowns Built Into This Budget

- With the State not having a final budget for the 2023-24 school year, funding is uncertain
- These figures do not include an adjusted beginning fund balance, as that will not be factored in until the final budget amendment for 2022-23 is completed June 26, 2023

# Budgeting Factors for 2023-24

## Revenues:

- Foundation Grant - \$9,516 per pupil (Governor's proposal \$458, House \$366, Senate \$550; went with \$366)
- Local Taxes, Non-Homestead (in mills) – 18
- Enrollment (Blended Count) – 2,715 (Reduction of 40)

# Budgeting Factors for 2023-24

## Expenditures:

- Pay increases for settled contracts: AEA, AAA, IUOE  
Maintenance & Admin. Assts.
- Medical insurance – contractual hard caps budgeted for all employees & purchase of benefits through Consortium
- Increase of two teachers
- Transportation Rate Increase

# 2023 Tax Levy

Tax Levy for 2023-2024					
Taxing Unit	Operating		Debt		
	6 Mills on Comm PP	18 Mills on Non - homestead	3.3 Tax Value	2.1 Tax Value	
Adrian Township	\$ 21,771	\$ 843,522	\$ 851,426	\$ 541,816	
Dover Township	-	75,279	52,522	33,423	
Franklin Township	-	99	228	145	
Madison Township	1,890	256,229	194,191	123,576	
Palmyra Township	183	155,226	142,343	90,582	
Raisin Township	688	178,104	248,798	158,326	
Rome Township	-	2,885	3,528	2,245	
City of Adrian	61,515	3,204,251	1,221,471	777,299	
<b>TOTAL</b>	<b>\$ 86,047</b>	<b>\$ 4,715,595</b>	<b>\$ 2,714,507</b>	<b>\$ 1,727,412</b>	



# 2023-24 Proposed Budget

	2021-22	2022-23	2023-24	
	Actual	Amended	Proposed	
		Budget	Budget	Change
Total Revenues	40,258,270	49,305,600	47,255,635	(2,049,965)
Total Expenditures	39,713,622	49,253,358	47,224,500	(2,028,858)
Excess Revenues/Expenditures	544,648	52,242	31,135	(21,107)
Beginning Fund Balance July 1	7,570,055	8,114,703	8,166,945	52,242
Ending Fund Balance June 30	\$ 8,114,703	\$ 8,166,945	\$ 8,198,080	\$ 31,135

***The 2022-23 budget will be amended one final time on June 26, 2023.***



# 2023-2024 Revenue Recap by Source

Local:				
Taxes	\$ 4,801,643		10.2%	
Other Transactions	393,361		0.8%	
Total Local Revenues		\$ 5,195,004	11.0%	
* State:				
Foundation Grant	\$ 21,042,319		44.5%	
Categorical	8,336,433		17.6%	
Total State Revenues		\$ 29,378,752	62.2%	
Total Federal		\$ 10,895,504	23.1%	
Other Transactions:				
Special Education Reimbursements	\$ 1,464,723		3.1%	
Other	321,652		0.7%	
Total Other Transactions		\$ 1,786,375	3.8%	
Total Revenues		<u>\$ 47,255,635</u>	<u>100.0%</u>	
* State funding uncertain at this time				

## Two Year Categorical Comparison

	2022-23		2023-24		
	Amended		Proposed		Change
Description	Budget	%	Budget	%	%
Salaries - Total	\$ 18,773,794	38.1%	\$ 19,755,405	41.8%	5.23%
Benefits - Total	16,055,341	32.6%	14,778,981	31.3%	-7.95%
Teaching Supplies	666,054	1.4%	495,427	1.0%	-25.62%
Office Supplies	85,971	0.2%	83,717	0.2%	-2.62%
Other Expenditures	1,857,288	3.8%	1,606,882	3.4%	-13.48%
Utilities	754,910	1.5%	708,910	1.5%	-6.09%
Telephone	34,062	0.1%	34,062	0.1%	0.00%
Equipment & Furniture	693,797	1.4%	177,480	0.4%	-74.42%
Insurance	212,180	0.4%	209,431	0.4%	-1.30%
Contracted Services (Aramark Contract included)	1,900,794	3.9%	1,537,530	3.3%	-19.11%
Contracted Serv - Other	1,360,359	2.8%	1,202,494	2.5%	-11.60%
Travel & Conference, In-Service (Predominantly Grant Funded)	226,132	0.5%	221,143	0.5%	-2.21%
Transportation	1,300,377	2.6%	1,327,052	2.8%	2.05%
Operations	752,693	1.5%	680,190	1.4%	-9.63%
Contracted Early Retirement	83,980	0.2%	62,970	0.1%	-25.02%
Technology	189,676	0.4%	196,876	0.4%	3.80%
Building Renovations	4,305,950	8.7%	4,145,950	8.8%	-0.03716
<b>TOTAL</b>	<b>\$ 49,253,358</b>	<b>100%</b>	<b>\$ 47,224,500</b>	<b>100%</b>	<b>-4.12%</b>

# SUMMARY

## Budget Decision Making Factors

1. Requirement: Required compliance with State or Federal Program (i.e. Special Ed Staffing, Comprehensive needs assessment)
2. Safety: Needed fix/upgrade as a result of a safety factor (sidewalks, parking lots, doors)
3. Infrastructure Failure: Required fix/replacement as a result of a failure of capital equipment (boiler or roof)
4. Program Improvements: Optional improvements to enhance current programming options (Chromebook purchases, Professional Development, support of musical instrument replacements, athletic facilities)

**RESOLUTION FOR ADOPTION**  
**BY THE BOARD OF EDUCATION OF ADRIAN PUBLIC SCHOOLS**  
**2023-2024 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, 2023

RESOLUTION FOR ADOPTION  
BY THE BOARD OF EDUCATION OF ADRIAN PUBLIC SCHOOLS  
2023-2024 BUDGETS

**RESOLVED**, that this resolution shall be the general appropriations of Adrian Public Schools for the Fiscal Year 2023-2024; 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 2023-2024 is as follows:

	Estimated 2023-24
REVENUES	
Local Sources	\$ 5,133,580
State Sources	30,960,914
Federal Sources	11,344,173
Incoming Transfers & Other Transactions	<u>1,866,933</u>
TOTAL REVENUES	\$ 49,305,600
FUND BALANCE July 1	<u>8,114,703</u>
TOTAL REVENUES AND FUND BALANCE AVAILABLE TO APPROPRIATE	<u>\$ 57,420,303</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 2023-24
EXPENDITURES	
Instruction	
110 Basic Programs	\$ 19,644,792
120 Added Needs	6,477,848
130 Adult and Continuing Education	192,094
Support Services	
210 Pupil	3,548,493
220 Instructional Staff	2,208,414
230 General Administration	810,742
240 School Administration	2,255,932
250 Business	1,252,332
260 Operations & Maintenance	4,072,359
270 Transportation	1,309,777
280 Central	776,612
290 Other	1,229,311
300 Community Services	440,023
Prior Period Adjustments/Facility Improvements	4,431,110
Debt Services	3,519
Transfers	<u>600,000</u>
TOTAL APPROPRIATED	<u>\$ 49,253,358</u>
Estimated Ending Fund Balance, June 30th	<u>\$ 8,166,945</u>

Adopted by the Board June 26, 2023

RESOLUTION FOR ADOPTION  
BY THE BOARD OF EDUCATION OF ADRIAN PUBLIC SCHOOLS  
2023-2024 BUDGETS

**RESOLVED**, that this resolution shall be the general appropriations of Adrian Public Schools for the Fiscal Year 2023-2024; 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 2023-2024 is as follows:

	Actual 2021-22	Estimated 2022-23	Estimated 2023-24
REVENUES			
Local Sources	\$ 4,896,166	\$ 5,133,580	\$ 5,195,004
State Sources	25,549,362	30,960,914	29,378,752
Federal Sources	7,634,348	11,344,173	10,895,504
Incoming Transfers & Other Transactions	2,178,394	1,866,933	1,786,375
TOTAL REVENUES	40,258,270	49,305,600	47,255,635
FUND BALANCE July 1	7,570,055	8,114,703	8,166,945
TOTAL REVENUES AND FUND BALANCE AVAILABLE TO APPROPRIATE	<u>\$ 47,828,325</u>	<u>\$ 57,420,303</u>	<u>\$ 55,422,580</u>

**BE IT FURTHER RESOLVED**, THAT the \$55,422,580 of the total available to appropriate in the GENERAL FUND is hereby appropriated in the amounts and for purposes set forth below:

	Actual 2021-22	Estimated 2022-23	Estimated 2023-24
EXPENDITURES			
Instruction			
110 Basic Programs	\$ 17,066,833	\$ 19,644,792	\$ 18,215,453
120 Added Needs	5,459,018	6,477,848	6,267,391
130 Adult and Continuing Education	144,758	192,094	221,397
Support Services			
210 Pupil	2,849,018	3,548,493	3,619,145
220 Instructional Staff	1,801,475	2,208,414	2,206,260
230 General Administration	851,006	810,742	685,875
240 School Administration	2,266,743	2,255,932	2,366,325
250 Business	777,058	1,252,332	1,278,424
260 Operations & Maintenance	3,199,519	4,072,359	3,994,244
270 Transportation	1,240,602	1,309,777	1,336,476
280 Central	641,962	776,612	842,511
290 Other	1,042,053	1,229,311	1,281,014
300 Community Services	298,535	440,023	335,939
Prior Period Adjustments/Facility Improvements	1,407,901	4,431,110	4,159,163
Debt Services		3,519	14,883
Transfers	667,141	600,000	400,000
TOTAL APPROPRIATED	<u>\$ 39,713,622</u>	<u>\$ 49,253,358</u>	<u>\$ 47,224,500</u>
Estimated Fund Balance, June 30th			<u>8,198,080</u>

Adopted June 26, 2023

**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 2023-24 is as follows:

REVENUES	
Revenue	<u>\$        15,000</u>
TOTAL REVENUES	15,000
ESTIMATED FUND BALANCE July 1	<u>15,248</u>
TOTAL AVAILABLE TO APPROPRIATE	<u><u>\$        30,248</u></u>

**BE IT FURTHER RESOLVED**, that the \$30,248 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>\$        9,600</u>
TOTAL APPROPRIATED	<u>\$        9,600</u>
FUND BALANCE JUNE 30	<u><u>\$      20,648</u></u>

Adopted June 26, 2023

**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 2023-24 is as follows:

REVENUES	
Revenue	<u>\$        6,100</u>
TOTAL REVENUES	6,100
ESTIMATED FUND BALANCE July 1	<u>19,942</u>
TOTAL AVAILABLE TO APPROPRIATE	<u><u>\$      26,042</u></u>

**BE IT FURTHER RESOLVED**, that the \$26,042 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>\$      12,000</u>
TOTAL APPROPRIATED	<u>\$      12,000</u>
FUND BALANCE JUNE 30	<u><u>\$      14,042</u></u>

Adopted June 26, 2023



**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 2023-24 is as follows:

REVENUES	
Fundraiser Revenue	<u>\$    429,446</u>
TOTAL REVENUES	429,446
ESTIMATED FUND BALANCE July 1	<u>337,826</u>
TOTAL AVAILABLE TO APPROPRIATE	<u><u>\$    767,272</u></u>

**BE IT FURTHER RESOLVED**, that the \$767,272 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>\$    376,504</u>
TOTAL APPROPRIATED	<u>\$    376,504</u>
FUND BALANCE JUNE 30	<u><u>\$    390,768</u></u>

Adopted June 26, 2023

**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 2023-24 is as follows:

REVENUES	
Food Sales	\$ 43,250
Interest	25,000
Government Aid	1,930,000
Miscellaneous	-
	<hr/>
TOTAL REVENUES	1,998,250
ESTIMATED FUND BALANCE July 1	1,105,000
	<hr/>
TOTAL AVAILABLE TO APPROPRIATE	<u>\$ 3,103,250</u>

**BE IT FURTHER RESOLVED**, that the \$3,103,250 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	\$ 527,448
Benefits	381,384
Contracted Services	34,048
Supplies/Other	992,560
Equipment	212,000
Other Transfers	100,000
	<hr/>
TOTAL APPROPRIATED	<u>\$ 2,247,440</u>
FUND BALANCE JUNE 30	<u>\$ 855,810</u>

Adopted June 26, 2023

**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 2023-24 is as follows:

**REVENUES**

Small Taxpayer Loss - State	\$ 149,818
Taxes	<u>2,714,507</u>
Total Revenues	2,864,325
Estimated Fund Balance July 1st	<u>426,710</u>
<b>TOTAL AVAILABLE TO APPROPRIATE</b>	<u><u>\$ 3,291,035</u></u>

**BE IT FURTHER RESOLVED**, that the \$3,291,035 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>\$ 3,029,750</u>
<b>TOTAL APPROPRIATED</b>	<u><u>\$ 3,029,750</u></u>

Adopted June 26. 2023

**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 2023-24 is as follows:

**REVENUES**

Taxes	<u>1,727,413</u>
Total Revenues	1,727,413
Estimated Fund Balance July 1st	<u>177,206</u>
<b>TOTAL AVAILABLE TO APPROPRIATE</b>	<u><u>\$ 1,904,619</u></u>

**BE IT FURTHER RESOLVED**, that the \$1,904,619 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>\$ 1,707,250</u>
<b>TOTAL APPROPRIATED</b>	<u><u>\$ 1,707,250</u></u>

Adopted June 26, 2023

**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 2023-24 is as follows:

**REVENUES**

Interest	40,000
Transfers In - General Fund - Technology & Facilities Sustainability	400,000

<b>TOTAL REVENUE</b>	<b>440,000</b>
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<b>ESTIMATED FUND BALANCE JULY 1</b>	<b>1,914,443</b>
--------------------------------------	------------------

<b>TOTAL AVAILABLE TO APPROPRIATE</b>	<b>\$ 2,354,443</b>
---------------------------------------	---------------------

**BE IT FURTHER RESOLVED**, that the \$2,354,443 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	120,000

<b>TOTAL APPROPRIATED</b>	<b>620,000</b>
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**FUND BALANCE**

Assigned Fund Balance - Facilities	781,149
Assigned Fund Balance - Technology	985,990
Assigned Fund Balance - Drager	135,355
Unassigned Fund Balance	11,949
Net Revenue through June 30	-180,000

<b>FUND BALANCE JUNE 30</b>	<b>\$ 1,734,443</b>
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Adopted June 26, 2023

**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 2023-24 is as follows:

REVENUES	
Catering	\$ 18,000
Interest	1,500
	<hr/>
TOTAL REVENUES	19,500
ESTIMATED FUND BALANCE July 1	55,815
	<hr/>
TOTAL AVAILABLE TO APPROPRIATE	75,315
	<hr/> <hr/>

**BE IT FURTHER RESOLVED**, that the \$75,315 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	\$ 1,000
Benefits	537
Supplies/Other	8,700
Equipment	-
	<hr/>
TOTAL APPROPRIATED	\$ 10,237
	<hr/>
FUND BALANCE JUNE 30	65,078
	<hr/> <hr/>

Adopted June 26, 2023

MINUTES OF THE REGULAR MEETING OF THE ADRIAN BOARD OF EDUCATION, MAY 22, 2023, SPRINGBROOK MEDIA CENTER

**MEETING CALLED TO ORDER**

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

The Pledge of Allegiance was recited.

**PLEDGE RECITED**

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

ABSENT: Trustees: Buku and Henagan

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

**AGENDA APPROVED**

Motion carried by a 5-0 vote.

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

**MISSION STATEMENT**

Adrian Public Schools was pleased to recognize retirees who combined had over 169 years of service to the District. Those honored were Kris Griewahn, Peggy Sloan, Nancy Roback, Ivy Hutchison, Ann van Stavern, Jill Roberts, and Jeff Petterson.

**GOOD NEWS REPORT**

Nina Kilby and Kaylee Borton played a flute duet, and Anastasia Alcorta-Dickerson and Shayla Zajac played a string duet for the audience.

Springbrook Principal, Adam Benschoter, updated the board on all the academic and extracurricular opportunities this year. Attendance was a primary focus this year, and the staff at Springbrook took a new approach to getting students to school. A part of that focus was that each teacher was assigned five students and made daily contact with the student. Mr. Benschoter also shared that 78% of the students receive additional support through counseling, intervention, graduation coaches, and outside services.

**COMMUNICATIONS**

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

**CONSENT AGENDA**

The consent agenda included the following items:

- a. Approval of Minutes from May 8, 2023, Regular Meeting
- b. Approval of Minutes from May 8, 2023, Closed Session (hand out)

Moved by Trustee Ballard, supported by Vice President Baucher, that the Adrian Board of Education approve the proposal from Building Mapping to provide the District with critical incident maps.

**CRITICAL INCIDENT SITE MAPPING**

Motion carried by a 5-0 vote.

Moved by Vice President Baucher, supported by Trustee Marks, that the Adrian Board of Education approve Toft Dairy as the milk vendor for the 2023-24 school year.

**MILK PRICING**

Motion carried by a 5-0 vote.

Moved by Vice President Baucher, supported by Trustee Solis-Gautz, that the Adrian Board of Education approve the request to purchase a new food service delivery truck in the amount not exceed \$65,000. This will be paid out of the Food Service account.

**FOODSERVICE  
VEHICLE**

Motion carried by a 5-0 vote.

Moved by Trustee Marks, supported by Vice President Baucher, that the Adrian Board of Education approve the Athletico Physical Therapy Agreement for the 2023-24 school year.

**ATHLETICO**

Motion carried by a 5-0 vote.

Moved by Vice President Baucher, supported by Trustee Marks, that the Adrian Board of Education approve the 2023 tax levies of 18 mils for operations, 3.3 mils for the 2017 debt services, and 2.1 mils for 2016 debt services.

**TAX CERTIFICATION**

Motion carried by a 5-0 vote.

Moved by Trustee Ballard, supported by Trustee Marks, that the Adrian Board of Education approve the attached resolution appointing Trustee Ballard and/or Vice President Baucher to represent the District at the LISD elections and to cast a vote for David Pray and Paula Holtz.

**LISD ELECTION**

Motion carried by a 5-0 vote.

Moved by Trustee Ballard, supported by Trustee Marks, that the Adrian Board of Education rank Superintendent Parker with an overall rating of effective.

**SUPERINTENDENT  
EVALUATION**

Vice President Baucher explained that the Board of Education has one employee, the superintendent. The community has elected the board to represent them at school. The Board of Education takes this job very seriously. The superintendent is evaluated in the following categories: Governance and Board Relations, Community Relations, Staff Relations, Business and Finance, Instructional Leadership, Student Growth, and Progress Towards District Goals. "As part of the process, Superintendent Parker must conduct a self-evaluation. With the self-evaluation, he provides evidence for his rating. Superintendent Parker did an excellent job with the evidence he provided us. If the board could evaluate the superintendent on the question, 'How well is Mr. Parker doing his job?' The board would rate him as highly effective. But the board must use the tool provided, and one element of the tool is student growth. This element is weighted as 40% of his evaluation. This is the reason that his overall rating is effective. The board is very pleased with the performance of Superintendent Parker," stated Vice President Baucher.

Motion carried by a 5-0 vote.

Moved by Trustee Marks, supported by Trustee Solis-Gautz, that the Adrian Board of Education accept donations from Mark Fetzer, Greg Jackson, J.R. Hayden, Richard and Kathryn Wynn, Stacy Parker, and Ed and Jenny Engle.

**DONATIONS**

Motion carried by a 5-0 vote.

The board reviewed a request to transfer \$120,000 from the Head Start general fund to the Capital Projects and Technology fund. Dan Peña informed the board that the projects at Drager would not be completed by June 30<sup>th</sup>.

**TRANSFER MONEY**



Superintendent Parker shared with the board that the Head Start monthly report was in the board packet. In addition, Superintendent Parker reminded the board about the partnership with Lenawee Medical.

Core components of the Child Adolescent Health Center were discussed. Travis Swieringa told the board this was a grant without cost to the District. The goal is to have the space ready by January 1, 2024. Vice President Baucher asked, "Why did you choose Springbrook Middle School as a location?" Travis responded, "We already partnered with the school for behavioral health needs." Trustee Marks inquired, "Will this be open year around? What happens during the summer and when the schools are on a break?" Mr. Seieringa said, "This is a year around program, and we will make it available to the students." Trustee Ballard shared concern about medication being at school. Mr. Swieringa said that physical medicine would not be present. It will only be the prescription to get the medication. They would still need to go to a pharmacy.

**REPORTS FROM THE  
SUPERINTENDENT  
AND STAFF**

Vice President Baucher shared that the Finance Committee had met and discussed the property tax certification, the Head Start transfer, the baseball/softball seating project, the safety grant, a potential vehicle purchase, and drainage concerns at Michener.

**FINANCE  
COMMITTEE**

President Ferguson complimented Superintendent Parker on the thoroughness of the evidence presented for his evaluation. "It was the most thorough we have seen in the last six years. I commend you for your work. It was valuable. Superintendent Parker has continued, modified, and finished many of the initiatives from the past. He has also brought new initiatives. Thank you, Dr. Ballard and Vice President Baucher, for your assistance tonight during the evaluation. You make the evaluation process smooth and efficient and ensure every board member is heard," commented President Ferguson.

**BOARD MEMBER  
COMMENTS**

There being no further business, moved by Vice President Baucher, supported by Trustee Ballard, that the meeting be adjourned.

Motion carried by a 5-0 vote.

The meeting adjourned at 7:19 p.m.

**ADJOURNMENT**

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Beth Ferguson, President

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Mike Ballard, Secretary Pro Tem

MINUTES OF THE SPECIAL MEETING OF THE ADRIAN BOARD OF  
EDUCATION, MAY 22, 2023, SPRINGBROOK MIDDLE SCHOOL

**MEETING CALLED TO  
ORDER**

The meeting of the Adrian Board of Education was called to order by President  
Ferguson at 5:00 p.m.

Pledge of Allegiance was recited.

**PLEDGE RECITED**

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

ABSENT: Henagan

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

**AGENDA APPROVED**

Motion carried by a 6-0 vote.

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

**MISSION  
STATEMENT**

Moved by Trustee Buku, supported by Vice President Baucher, that the  
Adrian Board of Education convene to a closed session at 5:01 p.m. under  
the Open Meetings Act 8(1)(a) for a periodic personnel evaluation of the  
Superintendent.

**CLOSED SESSION**

*ROLL CALL VOTE:*

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

Motion carried by a 6-0 vote

President Ferguson declared the meeting back in open session at 5:51.

**OPEN SESSION**

Moved by Vice President Baucher, supported by Trustee Marks, that the  
Adrian Board of Education assign the following rank in each category:

**EVALUATION**

- a. Governance and Board relations 3.83/4
- b. Community relations 4/4
- c. Staff relations 3.86/4
- d. Business/Finance 3.80/4
- e. Instructional leadership 3.9/4
- f. Student Growth 3/4
- 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 effective.

Motion carried by a 5-0 vote. Trustee Buku left at 5:30 p.m. before the vote.

# **ADJOURNMENT**

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

Motion carried by a 5-0 vote.

The meeting adjourned at 5:53 p.m.

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Beth Ferguson, President

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Mike Ballard, Secretary Pro-Tem

## **EXECUTIVE SUMMARY**

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**DATE:** June 12, 2023

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend the hiring of a full-time maintenance employee for Adrian Public Schools.

### **EXPLANATION:**

Brandon Garland and his interview team recommend Scott Bross for a full-time maintenance position for Adrian Public Schools. Scott has extensive knowledge of maintenance and technology and over ten (10) years of experience.

### **RECOMMENDATION:**

It is the recommendation of the Director of Human Resources that Scott Bross be hired as a full-time maintenance employee effective June 5, 2023.

## **EXECUTIVE SUMMARY**

---

**DATE:** June 12, 2023

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend the hiring of a full-time (1.0 FTE) elementary teacher at Lincoln Elementary School.

### **EXPLANATION:**

Tiffany Yatzek and her interview team recommend Stephanie Mulnix as a full-time elementary teacher at Lincoln Elementary School. Stephanie has nine (9) years of teaching experience. She has a Bachelor's Degree in Elementary Education from Spring Arbor University and a Master of Education from Northern Arizona University.

### **RECOMMENDATION:**

It is the recommendation of the Human Resources Director to hire Stephanie Mullinix as a full-time elementary school teacher, effective for the 2023-2024 school year.

## **EXECUTIVE SUMMARY**

---

**DATE:** June 12, 2023

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend hiring a full-time (1.0 FTE) elementary teacher at Praire Elementary School.

### **EXPLANATION:**

Nikki Culley and her interview team recommend Amy O'Brien as a full-time elementary teacher at Prairie Elementary School. Amy has twenty (20) years of teaching experience. She has a Bachelor's Degree in Elementary Education from Calvin College.

### **RECOMMENDATION:**

It is the recommendation of the Human Resources Director to hire Amy O'Brien as a full-time elementary school teacher, effective for the 2023-2024 school year.

## **EXECUTIVE SUMMARY**

---

**DATE:** June 13, 2022

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend hiring an Assistant Family Engagement Manager for Drager Early Education Center.

### **EXPLANATION:**

Mary Bruggenwirth and her interview team recommend Kyra Tapp as the Assistant Family Engagement Manager at Drager Early Education Center. Kyra has three (3) years of management experience. She has a Bachelor of Music in Vocal Performance from Adrian College.

### **RECOMMENDATION:**

It is the recommendation of the Director of Human Resources that Krya Tapp be hired as the Assistant Family Engagement Manager, effective June 19, 2023.

## **EXECUTIVE SUMMARY**

---

**DATE:** June 12, 2023

**CONTACT PERSON:** Dan Peña

### **PURPOSE:**

To approve the request to transfer \$120,000 from the 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:

- New flooring in the Professional Development Center (previously the media center)
- New flooring and painting in the staff workroom
- Safety improvements to the Head Start-Drager playground
- New computers for all classrooms
- Security improvements as recommended for Drager (cameras, network upgrades, and a wall installation)
- Drager parking lot and curb repairs

These projects won't be completed by June 30<sup>th</sup>. The recommendation is to transfer the funds to the Capital Projects and Technology Fund for completion over the next several months.

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### **RECOMMENDATION:**

It is the recommendation of the Business Manager that the Adrian Board of Education approve the request to transfer \$120,000 to the Capital Projects and Technology fund on behalf of Head Start.



## **EXECUTIVE SUMMARY**

---

**DATE:** June 12, 2023

**CONTACT PERSON:** Nate Parker

### **PURPOSE:**

During the 2022-2023 school year, the following goals were established for the Superintendent's Merit Pay. The summary below lists the goal, the progress made, and an indication if the goals was achieved.

### **EXPLANATION:**

Update the Athletic Game Plan.

I have completed this goal, and Chad O'Brien updated us at a January board meeting.

### **RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education approve the following:

Self Evaluation: Achieved

Merit Pay: \$800

## **EXECUTIVE SUMMARY**

---

**DATE:** June 12, 2023

**CONTACT PERSON:** Nate Parker

### **PURPOSE:**

During the 2022-2023 school year, the following goals were established for the Superintendent's Merit Pay. The summary below lists the goal, the progress made, and an indication if the goal was achieved.

### **EXPLANATION:**

Update the Art's Play Bill.

I have completed this goal, and Michelle Force gave an update at a January board meeting.

### **RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education approve the following:

Self Evaluation: Achieved

Merit Pay: \$800

## EXECUTIVE SUMMARY

---

**DATE:** June 12, 2023

**CONTACT PERSON:** Nate Parker

### **PURPOSE:**

During the 2022-2023 school year, the following goals were established for the Superintendent's Merit Pay. The summary below lists the goal, the progress made, and an indication if the goal was achieved.

### **EXPLANATION:**

Determine a tool/process to answer the question, "Can our kids read?"

A letter to the community was drafted and sent detailing how APS is determining how our kids can read and informing the community of all of the activities taking place in our classroom to assess reading levels and address gaps and deficiencies. This communication included how we are providing systematic instruction and opportunities for all of our kids to be able to read. A press release was also sent with the goal of ensuring our community knows that APS is fully implementing and supporting the states read by grade 3 law and the successes we are seeing from this. In addition, the Superintendent and Assistant Superintendent visited every 3<sup>rd</sup>-grade classroom in the building to listen to kids read.

### **RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education approve the following:

Self Evaluation: Achieved

Merit Pay: \$2,400

## EXECUTIVE SUMMARY

---

**DATE:** Jund 12, 2023

**CONTACT PERSON:** Nate Parker

### **PURPOSE:**

During the 2022-2023 school year, the following goals were established for the Superintendent's Merit Pay. The summary below lists the goal, the progress made, and an indication if the goal was achieved..

### **EXPLANATION:**

#### Launch an Academic "Lesson Plan"

The first step in the Design Sprint launch occurred on January 20<sup>th</sup>; the next session occurred Friday, February 10<sup>th</sup>. After these meetings, we determined the next steps, and that the next step in the process was to create a Portrait of a Graduate. We have a schedule and process to meet with stakeholder groups and complete the Portrait of a Graduate, which will guide the continued development of our Districts "Lesson Plan."

### **RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education approve the following:

Self Evaluation: Achieved

Merit Pay: \$800

## **EXECUTIVE SUMMARY**

---

**DATE:** June 12, 2023

**CONTACT PERSON:** Beth Ferguson

**PURPOSE:**

To update and extend the Superintendent's Contract.

**EXPLANATION:**

As part of the annual budgeting process, the Board of Education reviews the salary and contract of the Superintendent. In consultation with the Superintendent, there are minor changes to the existing contract between Adrian Public Schools and the Superintendent, along with a customary extension of the contract. The contract shall be extended through June 30, 2026.

Given that the Superintendent does not have a "step" system in place of his contract, the recommended increase for the 2023-24 school year is 2%.

**RECOMMENDATION:**

It is the recommendation of the President of the Board of Education to update the Superintendent's Contract along with Attachment 1 (salary) and Attachment 2 (merit goal schedule).

## **EXECUTIVE SUMMARY**

---

**DATE:** June 12, 2023

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To approve the recognition of the Building Administrative Assistants (BAA) group as a self-represented bargaining group.

### **EXPLANATION:**

The Operating Engineers 324, representing the IUOE Adrian Public Schools Administrative Assistants bargaining unit, disclaims interest in representing the group. This was effective May 16, 2023. Our administrative assistants have voted in favor of self-representation. The administration is in agreement to recognize the Building Administrative Assistants (BAA) as a self-represented group.

### **RECOMMENDATION:**

It is the recommendation of the Director of Human Resources that the Adrian Board of Education approve the request of the Building Administrative Assistants (BAA) to be a self-represented bargaining group.

## **EXECUTIVE SUMMARY**

---

**DATE:** June 12, 2023

**CONTACT PERSON:** Dan Peña

### **PURPOSE**

To approve the bids for the baseball and softball stadium seating projects.

### **EXPLANATION:**

The District requested bids for the baseball and softball stadium seating projects. The RFP for bids was shared locally, and published on the public bid opening site, BidNet, which has taken over the previous site, Bid4Michigan. A public bid opening was held on May 10, 2023, at 10 AM, in the APS Central Office. Two valid bids were obtained. A third vendor planned to submit a bid but did not meet the bid submission deadline of 10 AM, May 10, 2023.

The bids were split between the two companies that bid on the projects.

- Baseball
  - Spieker Company-\$169,200
  - Vanston O'Brien-\$215,044
- Softball
  - Vanston O'Brien-\$122,864
  - Spieker Company-\$140,300

These projects will be funded through donations and the Capital Projects and Technology Fund.

### **RECOMMENDATION:**

It is the recommendation of the Business Manager that the Adrian Board of Education approve the bids for the baseball and softball stadium seating projects and award the project of 169,200 for baseball to (Spieker Company) and the \$122,864 bid for softball to (Vanston O'Brien), as required by board policy 3301 Purchasing and Procurement.

# EXECUTIVE SUMMARY

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**DATE:** June 12, 2023

**CONTACT PERSON:** Nate Parker

**PURPOSE:**

To accept donations from Community Members.

**EXPLANATION:**

The following donations are to the baseball/softball seating project:

- Lisa Fisher donated \$200
- James Mulchay III donated \$200
- Michelle Lansdell donated \$200
- Peggy Molter donated \$200
- Rita Kinnell donated \$200
- Jan and Cheryl Peters donated \$400
- The Lynn Stubberfield Foundation donated \$1,000

- Morning Fresh Bakeries donated \$1,795 to the football program
- An anonymous donation of \$5,000 to the football program
- Adrian Steel donated \$5,000 to the football program
- Joy Marvin donated \$624 to the Marvin Scholarship fund
- Maple Fans Club donated \$3,500 to the Powerlifting program
- Sam Skeels donated \$798 to Adrian High School
- James Mulchay III donated \$250 to the baseball program

**RECOMMENDATION:**

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



# EXECUTIVE SUMMARY

---

**DATE:** June 12, 2023

**CONTACT PERSON:** Nate Parker

## **PURPOSE:**

To review membership in the Michigan High School Athletic Association.

## **EXPLANATION:**

Each year the Board of Education needs to authorize the District's membership in the Michigan High School Athletic Association by approving the attached resolution.

## **RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education authorize the District's membership in the Michigan High School Athletic Association for 2023-24 at the next school board meeting.

The Michigan High School Athletic Association is a voluntary, nonprofit corporation comprised of public, private and parochial junior high/ middle and senior high schools whose Boards of Education/Governing Bodies have voluntarily applied for and received membership for and on behalf of their secondary schools. The association sponsors statewide tournaments and makes eligibility rules with respect to participation in such Michigan High School Athletic Association sponsored tournaments in the various sports. Each Board of Education/Governing Body that wishes to host or participate in such meets and tournaments must join the MHSAA and agree to abide by and enforce the MHSAA rules, regulations and qualifications concerning eligibility, game rules and tournament policies, procedures and schedules. **It is a condition for participation in any MHSAA postseason tournaments that high schools adhere to at least the minimum standards of Regulation I and the maximum limitations of Regulation II in ALL MHSAA Tournament sports.**

Michigan High School Athletic Association tournaments are the collective property of the MHSAA and not of any individual member school. The MHSAA reserves the right to promote and advance the membership's interests with publication information; exclusive arrangements to create recognition and exposure for school-sponsored activities; restrictive policies prohibiting exploitation and commercialization of MHSAA-sponsored tournaments; appropriate proprietary interests, and the use of images or transmissions identifying contest officials, spectators and member schools' students, personnel and marks.

To obtain membership, it is necessary for the Board of Education/Governing Body to adopt the following resolution for its junior high/middle and senior high schools. This resolution must be formally ratified by your Board of Education/Governing Body and properly signed. Please return one signed copy for our files and retain one copy for your files. Resolutions that are modified in any way or are supplemented with letters placing additional conditions on MHSAA membership or tournament participation shall be rejected.

## MEMBERSHIP RESOLUTION

For the year August 1, 2023 — through July 31, 2024

### LIST ON BACK

\_\_\_\_\_ the School(s) which are under the direction of this Board of Education/Governing Body.

*(Junior high/middle and senior high schools of your school system which are to be listed as MHSAA members and receive MHSAA mailings during 2023-24 must be listed on the back of this form)*

Adrian Public Schools City/Township of Adrian

County of Lenawee, of State of Michigan, are hereby:

- (A) enrolled as members of the Michigan High School Athletic Association, Inc., a nonprofit association, and
- (B) are further enrolled to participate in the approved interschool athletic activities sponsored by said association.

The Board of Education/Governing Body hereby delegates to the Superintendent or his/her designee(s) the responsibility for the supervision and control of said activities, and hereby accepts the Constitution and By-Laws of said association and adopts as its own the rules, regulations and interpretations (as minimum standards), as published in the current **HANDBOOK** as the governing code under which the said school(s) shall conduct its program of interscholastic athletics and agrees to primary enforcement of said rules, regulations, interpretations and qualifications. In addition, it is hereby agreed that schools which host or participate in the association's meets and tournaments shall follow and enforce all tournament policies, procedures and schedules.

This authorization shall be effective from August 1, 2023 and shall remain effective until July 31, 2024, during which the authorization may not be revoked.

### RECORD OF ADOPTION

The above resolution was adopted by the Board of Education/Governing Body of the

Adrian Public Schools School(s), on the June day of June, 2023,  
and is so recorded in the minutes of the meeting of the said Board/Governing Body.

Adrian Public Schools  
(Governing Body Name)

785 Riverside Ave St. 1  
(Address)

Adrian, MI 49221  
(City & Zip Code)

aschaffera@adrian.k12.mi.us  
(Contact E-mail)

Board Secretary Signature  
or Designee

☐ Check if Designee



# Schools Which Are To Be MHSAA Members During 2023-24

**NOTE:** Pursuant to the MHSAA Constitution, all high schools, junior high/middle schools, or other schools of Michigan doing a grade of work corresponding to such schools, may become members of this organization provided (a) the school building has enrollment and onsite attendance of at least 15 students, whether for grades 6 through 8 or 9, grades 7 through 8 or 9, or grades 9 or 10 through 12; and (b) if a nonpublic school, the school qualifies for federal income tax exemption as a not-for-profit organization. To reach the 15-student minimum for middle school membership, schools may join the MHSAA at the 6th-grade level whether or not 6th-grade students participate in athletics.

- A. This Section does not require school districts to become member schools at the junior high/middle school level and does not require school districts to sponsor any interscholastic athletics for 6th-grade students.
- B. If a school district's MHSAA Membership Resolution lists a junior high/middle school as an MHSAA member school, and if the school sponsors a 6th-grade team in any sport or permits a 6th-grade student to participate with 7th- and/or 8th-grade students in any sport, then all of Regulations III and IV apply to all 6th-graders in all sports involving 6th-graders on teams sponsored by that school. If the school does not allow any 6th-graders to participate in a sport, MHSAA rules do not apply in that sport.

## Name the Member High School(s)

List separately from JH/MS even if all grades are housed in the same building.

1. Adrian High School
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_
12. \_\_\_\_\_
13. \_\_\_\_\_
14. \_\_\_\_\_
15. \_\_\_\_\_

If necessary, list additional schools for either column on a separate sheet.

## Name the Member Junior High /Middle School(s)

(member 6th, 7th and 8th-grade buildings)

List separately from HS even if all grades are housed in the same building.

1. Springbrook Middle School  
 Name of Member School  
 Configuration of grades in building (e.g. K-6, 6-8, 7-8, 7-9): 6-8  
 Provide anticipated 2023-24 7th and 8th-grade enrollment 424  
 Provide anticipated 2023-24 6th-grade enrollment 208  
 Grade levels for membership: 6 ☒ 7 ☒ 8 ☒  
 1. Yes or No (circle one) 6th-graders will be participating in at least one sport with 7th and 8th graders. If yes, and not housed in the same building, add the name of the building that houses 6th-graders on the line below.  
 \_\_\_\_\_
2. \_\_\_\_\_  
 Name of Member School  
 Configuration of grades in building (e.g. K-6, 6-8, 7-8, 7-9): \_\_\_\_\_  
 Provide anticipated 2023-24 7th and 8th-grade enrollment \_\_\_\_\_  
 Provide anticipated 2023-24 6th-grade enrollment \_\_\_\_\_  
 Grade levels for membership: 6 ☐ 7 ☐ 8 ☐  
 1. Yes or No (circle one) 6th-graders will be participating in at least one sport with 7th and 8th graders. If yes, and not housed in the same building, add the name of the building that houses 6th-graders on the line below.  
 \_\_\_\_\_
3. \_\_\_\_\_  
 Name of Member School  
 Configuration of grades in building (e.g. K-6, 6-8, 7-8, 7-9): \_\_\_\_\_  
 Provide anticipated 2023-24 7th and 8th-grade enrollment \_\_\_\_\_  
 Provide anticipated 2023-24 6th-grade enrollment \_\_\_\_\_  
 Grade levels for membership: 6 ☐ 7 ☐ 8 ☐  
 1. Yes or No (circle one) 6th-graders will be participating in at least one sport with 7th and 8th graders. If yes, and not housed in the same building, add the name of the building that houses 6th-graders on the line below.  
 \_\_\_\_\_

# EXECUTIVE SUMMARY

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**DATE:** June 12, 2023

**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. Dues are based on the district's fall count (including adult education students). The 2023-24 fee will be \$5,972.88.

**RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education renew the membership to MASB for the 2023-24 school year.



2021-2022

# ANNUAL REPORT



## MEMBER PARTICIPATION



**274** In-District Workshops

**27** Strategic Plans

**190** Superintendent Evaluation Training Registrations

**530**

2021 Annual Leadership Conference Attendees

## BOARD MEMBER CERTIFICATION (CBA) CLASSES

**151** CBA Classes Offered

**2,859** Self-Led and In-Person/Virtual CBA Registrations

## LEGAL SERVICES AND LABOR RELATIONS

**250** Emails Responded to Monthly

**200** Phone Calls Answered Monthly

**471** Hours CBA Class Time

**ERiN**

**20** School Districts Assisted With Labor Relations

**3** Legal Seminars Offered

**155**  
Districts Using ERiN

District Info From  
**606**  
Locals and ISDs in ERiN

**\$10,000**

Total Legal Trust Fund Grants Authorized

## SUPERINTENDENT SEARCH AND AREA REPRESENTATIVES

**32**

Superintendent Searches Conducted

**114** Districts Visited by Area Representatives

**30%** Of Visits Resulted in a Follow-Up Request



## COMMUNICATIONS, PR AND MARKETING

252,208  
PAGEVIEWS

### TOP WEB PAGES

Home Page  
Annual Leadership Conference  
Your Local School Board  
Search Results  
Calendar

## AFFILIATE PROGRAMS AND SERVICES

### DATA REPRESENTED IN NUMBER OF DISTRICTS

Michigan Liquid Asset Fund

411

Michigan School Purchasing Card

\$93,000 in rebates

216

MASB/SET SEG Property Casualty Pool

\$160.7 million

530

MASB/SET SEG Workers' Compensation Pool

\$290 million

521

BoardBook

154

Payschools

37

Michigan School Energy Cooperative

209  
Natural Gas

156  
Electric



4,357

Twitter Followers

3.5%



3,141

Facebook Followers

5.7%



314

YouTube Subscribers

24.1%

## GOVERNMENT RELATIONS

NSBA Advocacy Institute Attendees

16 In-Person 39 Virtual

Behind the Scenes at the Capitol Attendees

45 In the Fall 37 In the Spring

## ISSUES WE ADVOCATED ON

- ☒ Funding for mental health supports
- ☒ Flexibility and funding for school safety
- ☒ Protecting our election dates
- ☒ Initiatives to grow and retain the education workforce

41

Calls-to-Action

30

Legislative Updates

## EXECUTIVE SUMMARY

---

**DATE:** June 12, 2023

**CONTACT PERSON:** Derrick Richards  
Nate Parker

**PURPOSE:** To review the request to purchase a minivan for the Families in Transition Program (Homeless) not to exceed 45,000.

### EXPLANATION:

Due to purchasing constraints and lead times, the District is seeking pre-approval to purchase a 2023 Chrysler Pacifica Minivan with a maximum cost of \$45,000. The primary purpose of this van will be to support the Families in Transition Program (Homeless) by providing essential transportation in situations where barriers arise. These may include picking up students on an emergency basis, taking students to the laundry mat, and addressing other transportation challenges.

To contribute to the purchase of the van, the District will provide 20% of the cost up to \$10,000. This contribution will allow the District to utilize the van for other purposes in proportion to its contribution. The McKinney-Vento American Rescue Plan Homeless II funds will cover the remaining costs for the van. The District recently applied for these funds and received final approval from the Michigan Department of Education.

The District requested quotes to obtain pricing information, and only two companies responded to the inquiry. The quotes received are as follows:

- CR Motors of Adrian: \$43,354.62
- LaFountain: \$45,278

Once approved, the District will conduct a formal bidding process for the van.

### RECOMMENDATION:

It is the recommendation of the Superintendent and Assistant Superintendent of Curriculum and Instruction that the Adrian Board of Education approves the proposal to purchase a minivan at the next scheduled board meeting.

# EXECUTIVE SUMMARY

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**DATE:** June 12, 2023

**CONTACT PERSON:** Ryan Skeels  
Dan Peña

**PURPOSE:**

To review the quote for the purchase of Desktop computers.

**EXPLANATION:**

The current staff, admin, and PLTW computing devices that are in place at Adrian High School and Board of Education Offices are reaching the end of life (over five years old). It is the recommendation that the District replace these devices with current-generation devices. The District is planning to purchase a total of 163 devices. The purchase will be Dell Desktops.

- 105x OptiPlex Small Form Factor (Plus 7010) (Staff Devices)
- 25x OptiPlex Small Form Factor, Non-Vpro (7010) (Student Devices)
- 33x Dell Precision 3460 SFF Tower (PLTW Computers)

The District is purchasing the devices through REMC, a cooperative purchasing program. Bidding is done through the cooperative, which follows board policy 3301 Purchasing and Procurement.

**RECOMMENDATION:**

It is the recommendation of the Director of Technology and the Business Manager that the Adrian Board of Education approve the purchase of Desktops totaling \$151,657.91 from Presidio and CDWG, to be paid from the Capital Projects and Technology Fund at the next scheduled Board meeting.



# EXECUTIVE SUMMARY

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**DATE:** June 12, 2023

**CONTACT PERSON:** Beth Ferguson

## **PURPOSE:**

To review the Superintendent's Goals for 2023-24.

## **EXPLANATION:**

As part of the Superintendent's contract, there is an expectation that they will complete various school year goals designed to advance the District. These goals will be evaluated at the end of the 2023-24 school year. Goals will be paid out at a maximum of \$10,400.

The Superintendent will provide a written self-evaluation and attach supporting evidence for the completion of each goal area.

## **RECOMMENDATION:**

The Board President recommends that the Superintendent be assigned the attached six goals for the 2023-24 school year and be approved at the next board meeting.

## EXECUTIVE SUMMARY

---

**DATE:** June 12, 2023

**CONTACT PERSON:** Ryan Skeels  
Dan Peña

**PURPOSE:** To review bids for installing weapons detection technology to help identify individuals carrying a weapon while approaching District buildings.

### **EXPLANATION:**

The District has received Section 97 Safety Funds for addressing safety infrastructure as part of the State School Aid Act for 2022-2023. Weapons detection technology, which, when installed through our current camera system, will enable the District to identify someone carrying a weapon in the parking lot or other outside areas before attempting to enter a District building. This will allow APS to proactively alert staff and local law enforcement of a person with a weapon approaching a District building.

The District has contacted five vendors and received five bids for installing weapons detection technology. The District requested bids for 100, 75, or 50 cameras. Bids were received from 5 vendors, with only one vendor, Zero Eyes, providing bids with an option for 100, 75, and 50 cameras. The low bid required by board policy 3301, Purchasing and Procurement, was Zero Eyes. The summary of the bids for 100 cameras is as follows:

- Zero Eyes-\$32,000 annually with a \$5000 setup fee in the first year
- SparkCognition-\$35,000 annually with a \$27,800 one-time deployment fee
- Law Enforcement Network-\$42,000 annually with a \$8500 one-time setup fee
- Scylla-\$50,000 annually with a \$7500 setup fee
- Actuate-\$54,000 annually

### **RECOMMENDATION:**

It is the recommendation of the Director of Technology and the Business Manager that the Adrian Board of Education review the bids for the installation of weapons detection technology for approval at the next scheduled Board meeting. This project will be paid out of the District's Section 97 Safety Funds.

# EXECUTIVE SUMMARY

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**DATE:** June 12, 2023

**CONTACT PERSON:** Ryan Skeels  
Dan Peña

**PURPOSE:**

To review the quote for the purchase of ExacqVision camera servers and camera licenses.

**EXPLANATION:**

With the District's initiative to improve campus security District-wide, new camera servers need to be purchased to support the increased coverage and quality needs. This upgrade will allow advanced weapons detection software to function effectively and add another layer of security District-wide.

Presidio has provided Adrian Public Schools with a quote for 6 ExacqVision servers and License renewals at a purchase price of \$125,447.41.

The planned purchase of these devices is through the [TIPS](#) (The Interlocal Purchasing System) cooperative, which follows board policy 3301 Purchasing and Procurement. This purchase will be funded through the District's Section 97 Safety Funds for addressing safety infrastructure as part of the State School Aid Act for 2022-2023.

**RECOMMENDATION:**

It is the recommendation of the Director of Technology and the Business Manager that the Adrian Board of Education review the quote for ExacqVision Servers and licenses in the amount of \$125,447.41 for approval at the next scheduled Board meeting. This purchase will be paid from the District's Section 97 Safety Funds.