



## ADRIAN PUBLIC SCHOOLS

*Tradition of Opportunities*  
Future of Possibilities

### **Agenda**

Regular Meeting  
Monday, June 13, 2022  
6:00 p.m. B100

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

1. Pledge of Allegiance
2. Approval of Agenda
3. Mission Statement
4. Good News Reports
  - a. Jonah Shananaquet
  - b. Katelyn Iott
  - c. Equations team
5. Communications
  - a. Retirement of Marc Comstock, Teacher
  - b. Retirement of Betty Bundy, Paraprofessional
  - c. Resignation of Andrea Gallatin, Teacher
  - d. Resignation of Amanda Perry-Rienstra, Head Start
  - e. Resignation of Nolan Peterson, Teacher
6. 2022-2023 Budget Hearing and Property tax

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

1. Consent Agenda
  - a. Approval of May 23, 2022, Regular Minutes
  - b. Approval of May 23, 2022, Closed Minutes (hand out)
  - c. New Hire-
    - i. Josh Marcum, Teacher
    - ii. Jody Lawrence, Teacher
    - iii. Rana Kanafani, Head Start
2. Business Requiring Board Action
  - a. Approval to transfer money from the general fund to the capital projects and technology fund for an athletic van
  - b. Approval of membership into the MHSAA
  - c. Approval of resolution for merit pay for Head Start
  - d. Approval of recommendation from Insurance company
  - e. Approval of EduStaff contract
  - f. Approval of a resolution establishing the number of board member terms for upcoming November election
  - g. Approval of Lincoln Principal
  - h. Acceptance of Donations

3. Business Requiring Future Board Action
  - a. First reading to renew MASB membership
  - b. First reading to transfer money from capital projects and technology fund for Head Start work
  - c. First reading to review Superintendent goals for 2022-23

**C. Reports from Superintendent and Staff**

- a. Athletic Game Plan update
- b. Playbill update

**D. Future Meetings and Business**

1. Board Committee Reports- Finance, Personnel
2. Board Member Comments
3. Meeting Dates and Upcoming Events  
BOE Meeting, June 27, 2022

**E. Public Comment**

**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 13, 2022

**CONTACT PERSON:** Nate Parker

## **PURPOSE:**

The retirement of Marc Comstock.

## **EXPLANATION:**

Under Board Policy 4223, the Superintendent is authorized to accept employee resignations or retirements on behalf of the Adrian Board of Education. Marc has submitted his retirement from Adrian Public Schools effective June 3, 2022.

## **RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education acknowledge the resignation of Marc Comstock effective June 3, 2022.

# EXECUTIVE SUMMARY

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**DATE:** June 13, 2022

**CONTACT PERSON:** Nate Parker

## **PURPOSE:**

The retirement of Elizabeth Bundy.

## **EXPLANATION:**

Under Board Policy 4223, the Superintendent is authorized to accept employee resignations or retirements on behalf of the Adrian Board of Education. Betty has submitted her retirement from Adrian Public Schools effective July 1, 2022.

## **RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education acknowledge the resignation of Elizabeth Bundy effective July 1, 2022.

# EXECUTIVE SUMMARY

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**DATE:** June 27, 2022

**CONTACT PERSON:** Nate Parker

## **PURPOSE:**

The resignation of Andrea Gallatin.

## **EXPLANATION:**

Under Board Policy 4223, the Superintendent is authorized to accept employee resignations or retirements on behalf of the Adrian Board of Education. Andrea has submitted her resignation from Adrian Public Schools effective June 3, 2022.

## **RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education acknowledge the resignation of Andrea Gallatin effective June 3, 2022.

# EXECUTIVE SUMMARY

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**DATE:** June 13, 2022

**CONTACT PERSON:** Nate Parker

## **PURPOSE:**

The resignation of Amanda Perr-Rienstra.

## **EXPLANATION:**

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

## **RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education acknowledge the resignation of Amanda Perry-Rienstra effective June 9, 2022.

# EXECUTIVE SUMMARY

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**DATE:** June 13, 2022

**CONTACT PERSON:** Nate Parker

## **PURPOSE:**

The resignation of Nolan Peterson.

## **EXPLANATION:**

Under Board Policy 4223, the Superintendent is authorized to accept employee resignations or retirements on behalf of the Adrian Board of Education. Nolan has submitted his resignation from Adrian Public Schools effective June 3, 2022.

## **RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education acknowledge the resignation of Nolan Peterson effective June 3, 2022.

## **EXECUTIVE SUMMARY**

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**DATE:** June 13, 2022

**CONTACT PERSON:** Kathy Westfall

**PURPOSE:**

To hold a public hearing for the 2022-2023 budget, with adoption to be recommended to the Board of Education at the June 27, 2022 meeting.

**EXPLANATION:**

A budget hearing must be held for the 2022-2023 proposed budget, which must include the supporting tax levy. The 2022-2023 budget includes an increase in fund balance of \$157,291. The School Aid budget includes an estimated increase of \$400 per pupil, as the state has yet to finalize the budget.

Final 2021-22 budget amendments will be presented at the next meeting.

**RECOMMENDATION:**

It is the recommendation of the Assistant Superintendent that the Adrian Board of Education hold a public hearing on the 2022-2023 proposed general fund budget as presented for adoption at the June 27, 2022 meeting.



MINUTES OF THE REGULAR MEETING OF THE ADRIAN BOARD OF  
EDUCATION, MAY 23, 2022, ADRIAN HIGH SCHOOL CAFETERIA.

**MEETING CALLED TO  
ORDER**

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

Pledge of Allegiance was recited.

**PLEDGE RECITED**

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

ABSENT: Trustees: Henagan and Flores

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

**AGENDA APPROVED**

Motion carried by a 5-0 vote.

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

**MISSION  
STATEMENT**

Trustee Flores entered at 6:02 p.m.

**GOOD NEWS  
REPORTS**

Superintendent Parker recognized 14 retiring staff members. They are:

Janet Frank, High School Counselor, 32 years  
Sherrie Wiedyk, Instructional Coach, 25.5 years  
Jackie Torres, Paraprofessional, 13 years  
Janet Melton, Paraprofessional, 12 years  
Carla Barricklow, Teacher, 30 years  
Phyllis Detwiler, Teacher, 28 years  
Jeff Condon, Teacher, 27 years  
Mary Kemerer, Teacher, 25 years  
Jill Walsh, Teacher, 25 years  
Linda Ballard, Head Start Clerk, 18 years  
Pamela Winter, Head Start Manager, 28 years  
Denise DeCatur, Administrative Assistant, 8 years  
Bob Behnke, Superintendent, 8 years  
Mike Perez, Principal, 33 years

Hadyn Gould was recognized as an MHSAA All State swimmer. Hadyn is a  
sophomore and Coach Robert said, "I expect a lot of good things to come from  
Haydn."

The following students were recognized for receiving a superior or excellent  
rating at the District 8 Band and Orchestra festival; Claire Judson, Aleidys  
Gonzalez-Rodriguez, Nancy Gordon, Trinity Rodriguez, Lily Wells, Izabella  
Vitale, JoAnna Koons, Colton Case, Yoari Morales, Caden Moyer, Zoey Wells,  
Chance Allen, Noah Judson, Noah Mykeloff, Jackie Vetitoe, Josie McCaulley,  
Noble Wilt, Jesus Garces, Joshua Walper, Alexis Marks, Brandi Darr, Nathan  
Leonard, and Nathaniel Johnson.

Lily Meyers, Grace Smart, Emily Rodocker, Lily Baalman, and Ella Marlatt were recognized for their dedication and commitment to editing the yearbook. Jostens (the company) that publishes the yearbook gave them a recognition.

Superintendent Parker recognized the Outstanding Citizens for May. The following students were recognized: Samantha Espinoza from Alexander, Masen Stites from Lincoln, Ariana Valenzuela Gutierrez from Michener, Willow Barden from Prairie, Spencer Prew from Springbrook, and Sean Leonard from Adrian High School.

The District recognized the resignation of Lauren Blakely, Mackenzie Fisette, Brittany Burgess, and the retirement of Carla Barricklow.

#### **COMMUNICATIONS**

Moved by Trustee Flores, supported by Trustee Marks, that the Adrian Board of Education approved the consent agenda.

The consent agenda included the following items:

#### **CONSENT AGENDA**

- a. Approval of Minutes from May 9, 2022, Regular Meeting
- b. Treasurer's Report ending April 30, 2022, with a balance of \$1,162,755.77
- c. Approval of Hire- Sara Benard and Alyssa Asani, Teachers

Motion carried by a 6-0 vote.

Moved by Vice President Baucher, supported by Trustee Buku, that the Adrian Board of Education approve Adam Benschoter as the Springbrook Middle School principal. Mr. Benschoter said, "Thank you for this opportunity. I look forward to this new role and the ability to work with great staff and administration. I am enjoying it. Thank you."

#### **PRINCIPAL APPROVAL**

Motion carried by a 6-0 vote.

Moved by Trustee Ballard, supported by Trustee Marks, that the Adrian Board of Education approve the letter submitted by Adams Property Services, LLC, offering a three-year contract extension for lawn moving services.

#### **ADAMS PROPERTY SERVICES**

Motion carried by a 6-0 vote.

Moved by Vice President Baucher, supported by Trustee Buku, that the Adrian Board of Education approve the request to transfer \$226,854 to the capital projects and technology fund for the Michener Athletic Complex Lighting project.

#### **TRANSFER MONEY**

Motion carried by a 6-0 vote.

Moved by Trustee Ballard, supported by Trustee Buku, that the Adrian Board of Education approve the milk vendor for the 2022-23 school year, with Toft Dairy continuing as the district's supplier through the HPS purchasing consortium.

#### **MILK VENDOR**

Motion carried by a 6-0 vote.

Moved by Trustee Marks, supported by Trustee Buku, that the Adrian Board of Education approve the amendment to the pupil transportation and services contract with First Student.

**PUPIL  
TRANSPORTATION**

Motion carried by a 6-0 vote.

Moved by Trustee Ballard, supported by Trustee Flores, that the Adrian Board of Education approve the individual contract list for non-union administrators, supervisors, and support personnel for the 2022-23 school year.

**INDIVIDUAL  
CONTRACTS**

Motion carried by a 6-0 vote.

Moved by Trustee Ballard, supported by Trustee Buku, that the Adrian Board of Education approve the individual contract list for non-union Head Start Personnel for the 2022-23 school year.

**HEAD START  
INDIVIDUAL  
CONTRACTS**

Motion carried by a 6-0 vote.

Moved by Trustee Marks, supported by Vice President Baucher, that the Adrian Board of Education approve the 2022 tax levies of 18 mills for operations, 3.5 for the 2017 debt service, and 2.2 for the 2016 debt service, and authorize its president and secretary to sign the required tax certification.

**PROPERTY TAXES**

Motion carried by a 6-0 vote.

Moved by Trustee Ballard, supported by Trustee Buku, that the Adrian Board of Education approve the request for a reduction of \$154,370 in the amount of required Non-Federal share for the 2021-22 program year.

**IN KIND**

Motion carried by a 6-0 vote.

Moved by Trustee Ballard, supported by Trustee Buku, that the Adrian Board of Education approve the Early Head Start and Head Start supplemental grant application for the 2022-23 program year, for approval at the next board meeting. It was pointed out that there was an error in the recommendation and Trustee Ballard moved and it was supported by Trustee Buku that the motion be amended. The new motion was to remove the phrase "approval at the next board meeting" so that the recommendation was approved at this meeting.

**HEAD START GRANT**

Motion carried by a 6-0 vote.

Moved by Vice President Baucher, supported by Trustee Marks, that the Adrian Board of Education accept a donation from Brian Holly and thank him for his support of Adrian Public Schools.

**DONATION**

Motion carried by a 6-0 vote.

First reading to review the request to transfer \$30,323 from the general fund to the capital projects and technology fund for the athletic van, was held.

Kathy Westfall explained that the board had approved the purchase of a new van in June of 2021. To date, there is still no build date set for this vehicle. The administration is asking to move the funds for when the vehicle arrives. Trustee Marks asked, "Do we have a build date yet?" Ms. Westfall said, "We do not."

**TRANSFER MONEY**

First reading to review membership in the Michigan High School Athletic Association, was held. Each year the Board of Education has to authorize the District's membership by approving the membership.

**MHSAA**

First reading to review the EduStaff three year contract extension, was held. Kathy Westfall informed the board that there is no price increase over the life of this agreement. EduStaff provides our substitute teacher services.

**EDUSTAFF**

Superintendent Parker reviewed A.S.P.I.R.E. (Adrian Schools Project Inspire Resilience and Excellence). The main five areas of this plan are Climate and Culture, Literacy, Community/Communication/School of Choice, College and Careers, and After School Programming. Mr. Parker reviewed his objective in each category. "Vice President Baucher commented, "This is exactly what Mr. Parker has been talking about since his first interview. He is driving down to action steps now and sharing it with us."

**REPORTS FROM  
SUPERINTENDENT  
AND STAFF**

The monthly Head Start report was reviewed.

The Finance Committee met and Vice President Baucher informed the board that they had discussed the Head Start manager wage adjustment, the possibility of some new positions, Derrick's title change, a solar power presentation, and Superintendent Parker's goals.

**FINANCE  
COMMITTEE**

Trustee Buku told the board that the curriculum committee had met and discussed the next year's course offerings. There will be no changes for the 2022-23 school year. The purchase of some new Science Textbooks, Derrick's title change, and the superintendent's goals were discussed.

**CURRICULUM  
COMMITTEE**

President Ferguson told the board that the Personnel Committee had met and reviewed Mr. Richards' job description and his title change. They also discussed the possibility of adding some new positions.

**PERSONNEL  
COMMITTEE**

Trustee Marks commented, "It was nice to see all the kids here tonight. We need to tell this story more. The story of how great our students are."

Trustee Ballard commented, "I went to the Legislative Breakfast and it was planning for next year's budget. What monies are becoming available and how to use them. They also discussed the percentage of student growth for evaluations 25% vs. 40%. Nothing more has been decided, but it is still being talked about. Personally, I am going to miss Bronna Kahle. She has done a great job and has listened to concerns. Tuesday and Wednesday this week we will be interviewing for the elementary principal position.

**BOARD MEMBER  
COMMENTS**

Trustee Buku said, "I am joking, kind of, but it would be nice to have a calendar with all the senior events listed on it. There is so much going on and it is easy to miss something."

Moved by Trustee Buku, supported by Trustee Ballard, that the Adrian Board of Education convene in closed session at 7:05 p.m. under the Open Meetings Act 8 (1)(c) for the purpose of collective bargaining and 8(1)(e) for the purpose of pending litigation strategies.

*ROLL CALL VOTE:*

**CLOSED SESSION**

YEAS: Trustees Ballard, Baucher, Buku, Flores, Marks, and President Ferguson

NAYS: None

Motion carried by a 6-0 vote.

The board returned to open session at 7:25.

Moved by Vice President Baucher, supported by Trustee Flores, that the Adrian Board of Education approve the tentative agreement with the American Federation of State, County, and Municipal Employees (AFSCME). Kathy Westfall explained that all members would receive a 2.28% COLA increase, one step, elimination of the bottom four steps for the clerk position, increase in the hard cap, addition of District paid dental insurance, language changes to adjust to current practice, increase in leave day payout upon retirement, removal of paid site closure days with adjustment to working remotely onsite closure days, and change to automatically increase the wage schedule by the COLA amount, this will eliminate the need for economic reopeners, and a three-year contract.

**OPEN SESSION**

**AFSCME**

Motion carried by a 6-0 vote.

Moved by Vice President Baucher, supported by Trustee Buku, that the Adrian Board of Education approve the 2022-23 economic reopener- tentative agreement with the IUOE-Maintenance. Kathy Westfall explained that this is a 2% wage increase and an increase in the health insurance hard cap.

Motion carried by a 6-0 vote.

**IOUE  
MAINTENANCE**

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 6-0 vote.

The meeting adjourned at 7:28 p.m.

**ADJOURNMENT**

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Beth Ferguson, President

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Mike Buku, Secretary

## **EXECUTIVE SUMMARY**

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**DATE:** June 13, 2022

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

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

### **EXPLANATION:**

Carl Lewandowski and his interview team recommend Josh Marcum as a full-time physical education teacher at Prairie Elementary. Josh has a Bachelor's of Art in Physical Education from Adrian University.

### **RECOMMENDATION:**

It is the recommendation of the HR Director that Josh Marcum be hired as a full-time teacher, effective for the 2022-2023 school year.

## **EXECUTIVE SUMMARY**

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**DATE:** June 13, 2022

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

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

### **EXPLANATION:**

Shanan Henline and her interview team recommend Jody Lawrence as a full-time physical education at Alexander Elementary. Jody has twelve (12) years of teaching experience. She has a Bachelor of Science degree in Elementary Education from Western Michigan University.

### **RECOMMENDATION:**

It is the recommendation of the Human Resources Director to hire Jody Lawrence as a full-time elementary teacher, effective for the 2022-2023 school year.

## **EXECUTIVE SUMMARY**

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**DATE:** June 13, 2022

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend the hiring of a Family Engagement Manager for Drager Early Education Center.

### **EXPLANATION:**

Mary Bruggenwirth and her interview team recommend Rana Kanafani as the Family Engagement Manager at Drager Early Education Center. Rana has five (5) years of social work experience with Head Start families. She has a Bachelor of Arts in Social Work from the University of Toledo.

### **RECOMMENDATION:**

It is the recommendation of the Director of Human Resources that Rana Kanafani be hired as the Family Engagement Manager effective for the 2022-2023 school year.



## **EXECUTIVE SUMMARY**

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**DATE:** June 13, 2022

**CONTACT PERSON:** Kathy Westfall

### **PURPOSE**

To approve the request to transfer \$30,323 from the general fund to the capital projects and technology fund for the athletic van.

### **EXPLANATION:**

The board approved the purchase of a new van for athletics in June of 2021, when they became available to order. The District ordered one in October of 2021. To date, there is still not a set build date for this vehicle. As it is budgeted in the 2021-22 school year, administration would like to move these funds to the capital projects and technology fund, for when the vehicle arrives.

### **RECOMMENDATION:**

It is the recommendation of the Assistant Superintendent that the Adrian Board of Education approve the request to transfer \$30,323 to the capital projects and technology fund.

# EXECUTIVE SUMMARY

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**DATE:** June 13, 2022

**CONTACT PERSON:** Nate Parker

## **PURPOSE:**

To approve 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 2022-23.

## **EXECUTIVE SUMMARY**

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**DATE:** June 13, 2022

**CONTACT PERSON:** Mary Bruggenwirth

**PURPOSE:** To approve the resolution for merit pay for Head Start employees for 2021-22.

### **EXPLANATION:**

Merit pay for Head Start employees will be paid based on individuals meeting the following criteria, for 2021-22:

- Effective or highly effective overall evaluation rating with no sub-categories as ineffective in 2021-22, or the prior year if the evaluation cycle is once every two years
- Successful completion of goals where applicable
- Maximum payout, or cap, per person of up to \$500
- Employed as of October 1, 2021 and June 1, 2022

### **RECOMMENDATION:**

It is the recommendation of the Head Start Director that the Adrian Board of Education approve the Head Start merit pay resolution for 2021-22.

## HEAD START EMPLOYEE MERIT PAY FOR 2021-22

Adrian Public Schools (the "District").

A regular meeting of the Board of Education of Adrian Public Schools was held at Adrian High School, Room B100::

on the 13<sup>th</sup> day of June, 2022, at 6:00 o'clock p.m.

The meeting was called to order by \_\_\_\_\_.

Present: Members, \_\_\_\_\_

Absent: Members, \_\_\_\_\_

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_

### WHEREAS:

1. Merit pay shall be awarded for such Head Start employees listed below, meeting the following criteria for 2021-22:
  - a. Criteria for earning merit pay:
    - i. "Effective" or "highly effective" overall evaluation rating with no sub-categories as "ineffective" in 2021-22, or for those employees evaluated every other year, in 2020-21
    - ii. Employee must be employed as of October 1, 2021 and June 1, 2022
  - b. Each employee shall be paid \$500, paid out by the last pay in June, 2022.
  - c. Employee classifications included are: all Head Start employees.

### NOW, THEREFORE BE IT RESOLVED THAT:

1. The board of education has reviewed the proposed merit pay in accordance with Section 1250 of the Revised School Code, as amended, and by the adoption of this resolution, approves the criteria and amount identified for merit pay for the 2021-22 school year.
2. All resolutions and parts of resolutions insofar as they conflict with the procedures of this resolution be and the same are hereby rescinded.

Ayes: Members, Trustees \_\_\_\_\_

Nays: Members \_\_\_\_\_

Resolution declared adopted.

\_\_\_\_\_  
Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of the Adrian Public School District, Michigan, hereby certifies that the foregoing is a true and complete copy of the a resolution adopted by the Board of Education at a regular meeting held on June 13, 2022, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

\_\_\_\_\_  
Secretary, Board of Education

# EXECUTIVE SUMMARY

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**DATE:** June 13, 2022

**CONTACT PERSON:** Nate Parker

**PURPOSE:** To approve the recommendation of Hanover Insurance Group.

**EXPLANATION:** Hanover Insurance Group has recommended that we move forward with the attorney's recommendation.

**RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education approve the recommendation of the Hanover Insurance Group.

## **EXECUTIVE SUMMARY**

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**DATE:** June 13, 2022

**CONTACT PERSON:** Kathy Westfall

### **PURPOSE**

To approve the EduStaff three year contract extension.

### **EXPLANATION:**

The District contracted with EduStaff in April of 2016 for our substitute teacher services. The original contract was for just over three years. The 1<sup>st</sup> Agreement to Extend expires June 30, 2022. This 2<sup>nd</sup> Amendment would be for three years, with no price increases over the life of the agreement.

### **RECOMMENDATION:**

It is the recommendation of the Assistant Superintendent that the Adrian Board of Education approve the EduStaff Agreement to Extend the Current Master Agreement .

## **EXECUTIVE SUMMARY**

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**DATE:** June 13, 2022     **CONTACT PERSON:** Nate Parker

### **PURPOSE:**

To approve a resolution establishing the number of board member terms to be placed on the ballot for the November election.

### **EXPLANATION:**

Thrun Law Firm recommended that a resolution be adopted establishing that there are 2 open seats for the Board of Education. The open seats are for full terms of six years ending in 2028. The election is Tuesday, November 8, 2022.

### **RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education approve the resolution establishing open seats to the Adrian Board of Education for the November 8, 2022 election.

## **EXECUTIVE SUMMARY**

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**DATE:** June 13, 2022

**CONTACT PERSON:** Nate Parker

### **PURPOSE:**

To recommend the hiring of a principal at Lincoln Elementary School.

### **EXPLANATION:**

An interview team consisting of a Board Member, Community Member, Teachers, and Central Office Administrators met over multiple weeks to review nine (9) applicants for the position of Principal of Lincoln Elementary School. Interviews were conducted, narrowing the field to two. The interview process consisted of a presentation and an in-depth interview. The interview team deliberated and recommended Tiffany Yatzek for Principal at Lincoln Elementary.

Yatzek is currently a Special Education Teacher at Milan Area Schools. While at Milan, Yatzek has served on numerous leadership teams and committees such as the Positive Behavior and Intervention and Supports (PBIS) Building Leadership Team, school improvement committees, and numerous curricula improvement committees. Also, during her time in Milan, Yatzek served as the Interim Principal of the K-2 elementary.

Mrs. Yatzek has a Bachelor of Science in Education from Grand Valley State University and a Masters of Education of Administration and Supervision from the University of Toledo.

### **RECOMMENDATION:**

It is the recommendation of the Superintendent that Tiffany Yatzek be hired as the Lincoln Elementary School Principal effective for the 2022-2023 school year.



# EXECUTIVE SUMMARY

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**DATE:** June 13, 2022

**CONTACT PERSON:** Nate Parker

**PURPOSE:**

To accept donations from Community Members.

**EXPLANATION:**

The following donations were given:

Amer1can Credit Union donated \$250 to the Atheltic Department  
Rising & Associates, LLC donated \$250 to Lincoln Spring into Fitness  
Lenawee Community Foundation donated \$5,000 to the Bridleman Scholarship fund  
James and Joy Marvin donated \$2,500 to the Marvin Scholarship fund

**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

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**DATE:** June 13, 2022

**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 2022-23 fee will be \$5,722.

**RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education review membership to MASB for the 2022-23 school year.

## **EXECUTIVE SUMMARY**

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**DATE:** June 13, 2022

**CONTACT PERSON:** Kathy Westfall

### **PURPOSE**

To review the request to transfer up to \$100,000 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 and the portable classroom in Hudson:

- Remodel of Drager 314 (former media center) to function as a multi-purpose training room, including an elevated presentation area and technology upgrades.
- Remodel of Drager 210 (formerly used by BGC) to meet requirements of a Head Start classroom, including the addition of a restroom and repainting.
- Sealcoat and restripe Drager parking lot and repair broken concrete curbs.
- Repairs and updates needed for the portable Head Start classroom at Hudson Elementary, including flooring, kitchen & bathroom components, and entry doors.

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 Assistant Superintendent that the Adrian Board of Education review the request to transfer up to \$100,000 to the capital projects and technology fund on behalf of Head Start, for approval at the next meeting.

# EXECUTIVE SUMMARY

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**DATE:** June 13, 2022

**CONTACT PERSON:** Beth Ferguson

**PURPOSE:**

To review the Superintendent Goals areas for 2022-23.

**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 2022-23 school year. Goals will be paid out at a maximum of \$10,800.

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

**RECOMMENDATION:**

It is the recommendation of the Board President that the Superintendent be assigned the attached 6 goals for the 2022-23 school year for approval at the next board meeting.