



ADRIAN PUBLIC SCHOOLS

Tradition of Opportunities
Future of Possibilities

Agenda

Regular Meeting
Monday, June 9, 2025
Head Start
6:00 p.m.

A. Call to Order

1. Pledge of Allegiance
 - a. Moment of Silence
2. Approval of Agenda
3. Mission Statement
4. Good News Reports
5. Communications
 - a. Resignation of Shantelle Spencer, Head Start
 - b. Resignation of Kari Stewart, Paraprofessional
 - c. Resignation of Sarah Kendall, Head Start
 - d. Resignation of Erin Farley, Head Start
 - e. Retirement of Sue Marks, Head Start
 - f. Retirement of Rebecca Koser, Head Stat
 - g. Head Start presentation
6. 2025-26 Budget Hearing and Property Tax

B. Recommended Action

1. Consent Agenda
 - a. Approval of May 12, 2025, Regular Minutes
 - b. Approval of May 12, 2025, Closed Session (handout)
 - c. Approval of May 12, 2025, Special Meeting Minutes
 - d. Treasure's Report ending May 31, 2025
 - e. New Hires:
 - i. Rachel Teske, Teacher
 - ii. Erica Calso, Paraprofessional
 - iii. Rebeccah Klump, Paraprofessional
 - iv. Brandon Creger, Maintenance
 - v. Josh Vernier, Teacher
 - vi. Noah Driehorst, Teacher
 - vii. Michaela Gluss, Teacher
2. Business Requiring Board Action
 - a. Approval of Edustaff contract extension
 - b. Approval of Align Center lease
 - c. Approval of desktop computers for Lincoln and Michener
 - d. Approval of 2025 Property Tax certification

- e. Approval of Superintendent evaluation
- f. Approval of Individual contracts
- g. Approval of Dean of Students to Principal
- h. Acceptance of Donations

3. Business Requiring Future Board Action

- a. First reading to transfer money from the Head Start to the Capital Projects and Technology Fund
- b. First reading for PQ bond application resolution
- c. First reading for School Improvement Bond
- d. First reading to increase capital expenditure threshold
- e. First reading of an alarm service contract
- f. First reading for MHSAA membership

C. Reports from the Superintendent and Staff

- a. Community Recreational Facility Update

D. Future Meetings and Business

- 1. Board Committee Reports, Finance (2), Personnel
- 2. Board Member Comments
- 3. Meeting Dates and Upcoming Events
June 23rd, BOE Meeting, B100, 6:00p.m.

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

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

DATE: June 9, 2025

CONTACT PERSON: Nate Parker

PURPOSE:

The resignation of Shantelle Spencer.

EXPLANATION:

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

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education acknowledge Shantelle Spencer's resignation effective May 9, 2025.

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Nate Parker

PURPOSE:

The resignation of Kari Stewart.

EXPLANATION:

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

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education acknowledge Kari Stewart's resignation effective April 13, 2025.

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Nate Parker

PURPOSE:

The resignation of Sarah Kendall.

EXPLANATION:

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

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education acknowledge Sarah Kendall's resignation effective May 27, 2025.

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Nate Parker

PURPOSE:

The resignation of Erin Farley.

EXPLANATION:

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

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education acknowledge Erin Farley's resignation effective June 17, 2025.

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Nate Parker

PURPOSE:

The retirement of Sue Marks.

EXPLANATION:

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

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education acknowledge Sue Marks' retirement effective June 30, 2025.

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Nate Parker

PURPOSE:

The retirement of Rebecca Koser.

EXPLANATION:

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

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education acknowledge Rebecca Koser's retirement effective June 30, 2025.

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Dan Peña

PURPOSE:

To hold a public hearing for the 2025-2026 budget, with adoption to be recommended to the Board of Education at the June 23, 2025, meeting.

EXPLANATION:

A budget hearing must be held for the 2025-2026 proposed budget, which must include the supporting tax levy. The 2025-2026 budget includes an increase in fund balance of \$37,708. The School Aid budget includes an estimated increase of \$392 per pupil, as the State has yet to finalize the budget.

Final 2024-25 budget amendments will be presented at the next meeting.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education hold a public hearing on the proposed 2025-2026 general fund budget, as presented for adoption at the June 23, 2025, meeting.

RESOLUTION FOR ADOPTION
BY THE BOARD OF EDUCATION OF ADRIAN PUBLIC SCHOOLS
2025-2026 BUDGETS

RESOLVED, that this resolution shall be the general appropriations of Adrian Public Schools for the Fiscal Year 2025-2026; 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 2025-2026 is as follows:

	Actual 2023-24	Estimated 2024-25	Estimated 2025-26
REVENUES			
Local Sources	\$ 5,826,162	\$ 6,057,747	\$ 5,735,291
State Sources	31,092,690	32,059,314	32,293,271
Federal Sources	8,507,562	6,358,882	6,320,536
Incoming Transfers & Other Transactions	151,236	2,062,992	2,061,482
TOTAL REVENUES	45,577,650	46,538,935	46,410,580
FUND BALANCE July 1	8,762,964	8,704,079	8,704,079
TOTAL REVENUES AND FUND BALANCE AVAILABLE TO APPROPRIATE	\$ 54,340,614	\$ 55,243,014	\$ 55,114,659

BE IT FURTHER RESOLVED, THAT the \$55,114,659 of the total available to appropriate in the GENERAL FUND is hereby appropriated in the amounts and for purposes set forth below:

	Actual 2023-24	Estimated 2024-25	Estimated 2025-26
EXPENDITURES			
Instruction			
110 Basic Programs	\$ 18,168,307	\$ 18,257,548	\$ 18,268,632
120 Added Needs	6,203,901	8,102,457	8,246,183
130 Adult and Continuing Education	159,182	184,771	127,745
Support Services			
210 Pupil	3,283,766	3,744,294	3,605,206
220 Instructional Staff	2,644,566	2,744,089	2,743,239
230 General Administration	539,480	529,659	544,883
240 School Administration	2,457,836	2,381,936	2,520,521
250 Business	863,085	1,148,230	1,160,532
260 Operations & Maintenance	4,543,344	4,241,800	4,081,090
270 Transportation	1,459,741	1,825,822	1,797,223
280 Central	1,268,898	1,060,201	1,102,916
290 Other	1,250,909	1,389,583	1,415,871
300 Community Services	372,135	385,192	380,479
Prior Period Adjustments/Facility Improvements	546,108	116,879	2,838
Debt Services	57,391	85,359	75,514
Transfers	1,224,947	400,000	300,000
TOTAL APPROPRIATED	\$ 45,043,596	\$ 46,597,821	\$ 46,372,872
Estimated Fund Balance, June 30th			8,741,787

Adopted June 23, 2025

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 2025-26 is as follows:

REVENUES	
Revenue	<u>\$ 21,675</u>
TOTAL REVENUES	21,675
ESTIMATED FUND BALANCE July 1	<u>22,029</u>
TOTAL AVAILABLE TO APPROPRIATE	<u><u>\$ 43,705</u></u>

BE IT FURTHER RESOLVED, that the \$43,705 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>\$ 16,938</u>
TOTAL APPROPRIATED	<u>\$ 16,938</u>
FUND BALANCE JUNE 30	<u><u>\$ 26,766</u></u>

Adopted June 23, 2025

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 2025-26 is as follows:

REVENUES	
Food Sales	\$ 45,500
Interest	40,000
Government Aid	2,114,760
Miscellaneous	-
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TOTAL REVENUES	2,200,260
ESTIMATED FUND BALANCE July 1	884,454
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TOTAL AVAILABLE TO APPROPRIATE	<u><u>\$ 3,084,714</u></u>

BE IT FURTHER RESOLVED, that the \$3,084,714 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	\$ 539,212
Benefits	396,402
Contracted Services	52,540
Supplies/Other	1,157,460
Equipment	320,000
Other Transfers	105,000
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TOTAL APPROPRIATED	<u><u>\$ 2,570,614</u></u>
FUND BALANCE JUNE 30	<u><u>\$ 514,100</u></u>

Adopted June 23, 2025

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 2025-26 is as follows:

REVENUES	
Revenue	<u>\$ 38,906</u>
TOTAL REVENUES	38,906
ESTIMATED FUND BALANCE July 1	<u>55,607</u>
TOTAL AVAILABLE TO APPROPRIATE	<u><u>\$ 94,513</u></u>

BE IT FURTHER RESOLVED, that the \$94,513 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>\$ 31,020</u>
TOTAL APPROPRIATED	<u>\$ 31,020</u>
FUND BALANCE JUNE 30	<u><u>\$ 63,493</u></u>

Adopted June 23, 2025

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 2025-26 is as follows:

REVENUES	
Fundraiser Revenue	<u>\$ 399,983</u>
TOTAL REVENUES	399,983
ESTIMATED FUND BALANCE July 1	<u>388,646</u>
TOTAL AVAILABLE TO APPROPRIATE	<u><u>\$ 788,628</u></u>

BE IT FURTHER RESOLVED, that the \$788,628 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>\$ 356,533</u>
TOTAL APPROPRIATED	<u>\$ 356,533</u>
FUND BALANCE JUNE 30	<u><u>\$ 432,096</u></u>

Adopted June 23, 2025

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 2025-26 is as follows:

REVENUES

Small Taxpayer Loss - State	\$ 87,508
Taxes	<u>2,878,674</u>
Total Revenues	2,966,182
Estimated Fund Balance July 1st	<u>405,807</u>
TOTAL AVAILABLE TO APPROPRIATE	<u><u>\$ 3,371,989</u></u>

BE IT FURTHER RESOLVED, that the \$3,371,989 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>\$ 3,039,000</u>
TOTAL APPROPRIATED	<u><u>\$ 3,039,000</u></u>

Adopted June 23, 2025

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 2025-26 is as follows:

REVENUES

Taxes	<u>1,671,488</u>
Total Revenues	1,671,488
Estimated Fund Balance July 1st	<u>222,079</u>
TOTAL AVAILABLE TO APPROPRIATE	<u><u>\$ 1,893,567</u></u>

BE IT FURTHER RESOLVED, that the \$1,893,567 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>\$ 1,700,250</u>
TOTAL APPROPRIATED	<u><u>\$ 1,700,250</u></u>

Adopted June 23, 2025

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 2025-26 is as follows:

REVENUES

Interest	121,743
Transfers In - General Fund - Technology & Facilities Sustainability	<u>300,000</u>

TOTAL REVENUE	<u>421,743</u>
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ESTIMATED FUND BALANCE JULY 1	<u>3,126,555</u>
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TOTAL AVAILABLE TO APPROPRIATE	<u><u>\$ 3,548,297</u></u>
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BE IT FURTHER RESOLVED, that the \$3,548,297 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	200,000

TOTAL APPROPRIATED	<u>400,000</u>
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FUND BALANCE

Assigned Fund Balance - Facilities	1,141,865
Assigned Fund Balance - Technology	1,495,713
Assigned Fund Balance - Drager	108,688
Assigned Fund Balance- Athletics	0
Assigned Fund Balance-High Street	70,000
Assigned Fund Balance-STEM Labs	100,000
Unassigned Fund Balance	<u>210,289</u>
Net Revenue through June 30	<u>21,743</u>

FUND BALANCE JUNE 30	<u><u>\$ 3,148,297</u></u>
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Adopted June 23, 2025

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 2025-26 is as follows:

REVENUES	
Catering	\$ 17,000
Interest	<u>2,100</u>
TOTAL REVENUES	19,100
ESTIMATED FUND BALANCE July 1	<u>52,718</u>
TOTAL AVAILABLE TO APPROPRIATE	<u><u>71,818</u></u>

BE IT FURTHER RESOLVED, that the \$71,818 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	\$ 1,200
Benefits	644
Supplies/Other	8,000
Equipment	<u>-</u>
TOTAL APPROPRIATED	<u>\$ 9,844</u>
FUND BALANCE JUNE 30	<u><u>61,974</u></u>

Adopted June 23, 2025

MINUTES OF THE REGULAR MEETING OF THE ADRIAN BOARD OF
EDUCATION, MAY 12, 2025, ADRIAN HIGH SCHOOL, CAFETERIA

**MEETING CALLED TO
ORDER**

President Ferguson called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was recited.

PLEDGE RECITED

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

ABSENT: None

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

AGENDA APPROVED

Motion carried.

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

**MISSION
STATEMENT**

Superintendent Parker recognized Thomas Allor, Tracy Pickle, Camila
DiPietro, Terri Wagner, Barb Snead, Jim Rubley, and Esther Grisham for their
service to Adrian Public Schools. Collectively, these individuals have served
the District for over 157 years. Mr. Parker said, "I sincerely thank you for the
important contributions you have made over your years of dedicated service.
Thank you for the opportunity to learn from you as colleagues, students,
parents, and community members. You have served our students and the
community well."

**GOOD NEWS
REPORT**

Mrs. Miloser shared that the Elementary honors choir had 81 students
participate this year from Alexander, Lincoln, Michener, and Prairie. The
students met three times for one hour on Friday afternoons. The choir
performed for the board.

The board recognized the resignations of Rosemary Orozco and Marisa
Cappelletty.

COMMUNICATIONS

Mr. Skeels, the high school principal, shared about Maple Time, Success
Plans, the school store, upcoming academic offerings, the Tech Center, and
the Junior ROTC program.

**HIGH SCHOOL
PRESENTATION**

Moved by Baucher, supported by Buku, that the board approve the consent
agenda.

The consent agenda included the following items:

Consent Agenda

- a. Approval of April 28, 2025, Regular Minutes
- b. Approval of April 28, 2025, Closed Session Minutes,
Handout
- c. Treasurer's Report ending April 30, 2025, with a balance of
\$1,393,416.38

CONSENT AGENDA

Moved by Marks, supported by Lewis, that the board approve the purchase of a new walk-in freezer for the high school cafeteria. The bid will be awarded to Adrian Mechanical and will be funded through the District's Non-profit Food Service Account.

WALK IN FREEZER

Motion carried.

Moved by Marks, supported by Dunn, that the board approve the Lenawee Intermediate School District 2025-26 budget resolution.

LISD BUDGET

Motion carried.

Moved by Buku, supported by Dunn, that the board approve a request for a Head Start Teacher waiver.

**HEAD START
TEACHER WAIVER**

Motion carried.

Moved by Baucher, supported by Buku, that the board appointed Trustee Buku as a representative and Vice President Baucher as an alternate to cast a vote on behalf of Adrian Public Schools for Kevin Fry, Carrie Dillon, and Dale Wingerd.

LISD ELECTION

Motion carried.

Moved by Marks, supported by Buku, that the board accept donations from the following entities: Lincoln PTO, Kiwanis Club of Adrian, Todd Clark, Sally Dickson, The Holy Family Women's Guild, The MacNaughtons, Adrian Steel, and the Maples Fans Club.

DONATIONS

Motion carried.

The board reviewed a request to extend the Master Agreement with Edustaff. Ms. Culley informed the board that this contract would be for an additional three years and include a rate increase from 18% to 18.6%.

EDUSTAFF

The board reviewed a request for a lease agreement with Align Center of Michigan. Mr. Richards explained that the district is seeking to secure an additional classroom space for Adult Education programming. The goal is to increase visibility to individuals pursuing workforce opportunities who may also need to complete their high school graduation requirements.

ALIGN CENTER

The board reviewed a request to purchase desktop computers for Lincoln and Michener Elementary. The current devices are reaching the end of life. The purchase would be 65 Dell desktop devices, and will be paid from the Capital Projects and Technology fund.

**COMPUTER
PURCHASE**

Mr. Parker shared slides with examples of steps to take to join the military, pursue a trade, or attend college. He recognized staff for all their efforts that go above and beyond the normal day. Superintendent Parker shared the Diploma Plus graphic and items that the elementary and secondary buildings participate in. He also shared renderings of Elementary STEM and Career Labs.

**REPORTS FROM
SUPERINTENDENT
AND STAFF**

Trustee Marks shared that the Finance Committee had met and discussed the High Street remodel, the LISD budget, property tax certification, and the outlook for next year's budget.

**FINANCE
COMMITTEE**

Vice President Baucher shared that the Personnel Committee had met and discussed the items being presented in closed session, and some future promotions.

**PERSONNEL
COMMITTEE**

Moved by Buku, supported by Baucher, that the Adrian Board of Education convene in a closed session at 7:05 p.m. under the Open Meetings Act 8(1) (c) for the purpose of collective bargaining.

CLOSED SESSION

ROLL CALL VOTE:

Yeas: Baucher, Buku, Dunn, Lewis, Marks, Solis-Gautz, and Ferguson
Nays: none

Motion carried.

President Ferguson declared the meeting back in open session at 7:11 p.m.

OPEN SESSION

Moved by Baucher, supported by Marks, that the board approve the tentative agreement for an economic reopener between the Board of Education and Building Administrative Assistants. Ms. Culley shared that the tentative agreement includes a 2% increase on the salary schedule and an off-schedule stipend of \$500, which will be paid out by June 30, 2025.

BAA

Motion carried.

Moved by Lewis, supported by Buku, that the board approve the tentative agreement for an economic reopener between the Board of Education and the Adrian Administrators Association. Ms. Culley shared that the tentative agreement includes a step and a 2% increase on the salary schedule.

AAA

Motion carried.

Moved by Dunn, supported by Buku, that the board approve the tentative agreement for an economic reopener between the Board of Education and the International Union of Operating Engineers. Ms. Culley shared that the tentative agreement includes a 2% increase on the salary schedule and an off-schedule stipend of \$500, which will be paid out by June 30, 2025.

IUOE

Motion carried.

Baucher moved, supported by Marks, that the meeting be adjourned at 7:13 p.m.

ADJOURNMENT

Motion carried.

Beth Ferguson, President

Mike Buku, Secretary

MINUTES OF THE SPECIAL MEETING OF THE ADRIAN BOARD OF EDUCATION,
MAY 12, 2025, ADRIAN HIGH SCHOOL, CONFERENCE ROOM

**MEETING CALLED TO
ORDER**

President Ferguson called the meeting to order at 5:01 p.m.

The Pledge of Allegiance was recited.

PLEDGE RECITED

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

ABSENT: Trustees: Dunn and Solis-Gautz

Moved by Baucher, supported by Lewis, that the Adrian Board of Education approve the agenda.

AGENDA APPROVED

Motion carried.

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

**MISSION
STATEMENT**

Trustee Solis-Gautz entered at 5:05 p.m.

The board reviewed candidates for the LISD Biennial Election. President Ferguson stated that she knew Mr. Fry and had asked if the board members had a chance to read the letter from Mr. Porter. Trustee Buku stated that he had worked with Mr. Fry in other capacities, and he liked this choice.

LISD ELECTION

President Ferguson asked Trustee Buku if he was willing to cast the vote on behalf of the board at the June 2nd meeting. Trustee Buku responded that he was available.

Moved by Buku, supported by Lewis, that the Adrian Board of Education convene in a closed session at 5:06 p.m. under the Open Meetings Act 8(1) (a) personnel evaluation.

ROLL CALL VOTE:

CLOSED SESSION

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

Motion carried.

President Ferguson declared the meeting back in open session at 5:41 p.m.

OPEN SESSION

Without further business, Marks moved, supported by Lewis, that the meeting be adjourned at 7: 41 p.m.

ADJOURNMENT

Beth Ferguson, President

Mike Buku, Secretary

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Nikki Culley

PURPOSE:

To recommend the hiring of a full-time (1.0 FTE) science teacher at Springbrook Middle School.

EXPLANATION:

Adam Benschoter and his interview team recommend Rachel Teske as a full-time teacher at Springbrook Middle School. Rachel has a Bachelor of Arts degree in Elementary Education from Siena Heights University.

RECOMMENDATION:

It is the recommendation of the Human Resource Director to hire Rachel Teske as a full-time teacher, effective for the 2025-2026 school year.

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Nikki Culley

PURPOSE:

To recommend hiring a special education paraprofessional for Michener Elementary.

EXPLANATION:

Deb Agnew and her interview team recommend Erica Calso as a paraprofessional for Michener Elementary. Erica has five (5) years of experience working as a noon hour supervisor at Adrian Public Schools.

RECOMMENDATION:

It is the recommendation of the HR Director that Erica Calso be hired as a paraprofessional at Michener Elementary, effective for the 2025-2026 school year.

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Nikki Culley

PURPOSE:

To recommend hiring a special education paraprofessional for Alexander Elementary.

EXPLANATION:

Deb Agnew and her interview team recommend Rebekkah Klump as a paraprofessional for Alexander Elementary. Rebekkah has two (2) years of experience working as a noon hour supervisor at Adrian Public Schools.

RECOMMENDATION:

It is the recommendation of the HR Director that Rebekkah Klump be hired as a paraprofessional at Alexander Elementary, effective for the 2025-2026 school year.

EXECUTIVE SUMMARY

DATE: June 09, 2025

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 Brandon Creger for a full-time maintenance position for Adrian Public Schools. Brandon has extensive knowledge in maintenance and technology and over twenty-five (25) years of experience.

RECOMMENDATION:

It is the recommendation of the Director of Human Resources that Brandon Creger be hired as a full-time maintenance employee effective June 9, 2025.

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Nikki Culley

PURPOSE:

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

EXPLANATION:

Shanan Henline and her interview team recommend Joshua Vernier as a full-time elementary teacher. Joshua has a Bachelor of Arts degree in Elementary Education from Siena Heights University.

RECOMMENDATION:

It is the recommendation of the Human Resource Director to hire Joshua Vernier as a full-time elementary teacher, effective for the 2025-2026 school year.

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Nikki Culley

PURPOSE:

To recommend the hiring of a full-time (1.0 FTE) band teacher at Springbrook Middle School and Prairie Elementary.

EXPLANATION:

Adam Benschoter and his interview team recommend Noah Driehorst as a full-time teacher. Noah has a Bachelor of Arts degree in Music Education from University of Ohio.

RECOMMENDATION:

It is the recommendation of the Human Resource Director to hire Noah Driehorst as a full-time teacher, effective for the 2025-2026 school year.

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Nikki Culley

PURPOSE:

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

EXPLANATION:

Deb Agnew and her interview team recommend Michaela Gluss as a full-time elementary special education teacher. Michaela has five (5) years of teaching experience. She has a Bachelor of Education in Special Education from University of Toledo.

RECOMMENDATION:

It is the recommendation of the Human Resource Director to hire Michaela Gluss as a full-time elementary special education teacher, effective for the 2025-2026 school year.

**ADRIAN PUBLIC SCHOOLS
FINANCIAL REPORT
FOR THE YEAR TO DATE PERIOD
MAY 31, 2025
STATEMENT OF REVENUES, EXPENDITURES AND
CURRENT BUDGET POSITION**

REVENUES		BUDGET ADOPTED 3/10/2025	Y.T.D. ACTUAL	CURRENT BUDGET POSITION
100	Local Sources	\$ 6,057,747	\$ 5,376,950	\$ 6,057,747
300	State Sources	32,059,314	# 24,180,937	32,059,314
400	Federal Sources	6,358,882	4,407,265	6,358,882
500	Incoming Transfers	2,062,992	1,706,064	2,062,992
TOTAL		\$ 46,538,935	\$ 35,671,215	\$ 46,538,935
EXPENDITURES				
INSTRUCTION				
110	Basic Program	\$ 18,257,548	\$ 13,572,905	\$ 18,257,548
120	Added Needs	8,102,457	4,923,908	8,102,457
130	Adult & Continuing Education	184,771	110,846	184,771
SUPPORT SERVICES				
210	Pupil	3,744,294	2,682,160	3,744,294
220	Instructional Staff	2,744,089	2,015,221	2,744,089
230	General Administration	529,659	451,693	529,659
240	School Administration	2,381,936	2,134,669	2,381,936
250	Business	1,148,230	807,661	1,148,230
260	Plant & Operations	4,241,800	4,032,083	4,241,800
270	Pupil Transportation	1,825,822	1,464,238	1,825,822
280	Central Services	1,060,201	974,725	1,060,201
290	Other	1,389,583	24,157	1,389,583
300	Community Services	385,192	318,736	385,192
450	Prior Year Adj/Facilities Improvements	116,879	116,383	116,879
510	Debt Services	85,359	72,104	85,359
600	Outgoing Transfers	400,000	400,000	400,000
TOTAL		\$ 46,597,820	\$ 34,101,489	\$ 46,597,820
Excess Revenues over Expenditures		\$ (58,885)	1,569,726	\$ (58,885)
Beginning Fund Balance			8,762,965	
Ending Fund Balance			<u>\$ 10,332,691</u>	

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Nikki Culley

PURPOSE: To approve the EduStaff three-year contract extension.

EXPLANATION:

The District originally contracted with EDUStaff in April 2016 to provide substitute teacher services under a three-year agreement. Since then, the contract has been renewed for an additional three years with no increase in cost.

This proposed Third Amendment extends the contract for another three years and includes a rate increase from 18.0% to 18.6%. This represents EDUStaff's first rate increase in the last six years.

RECOMMENDATION:

It is the recommendation of the Director of Human Resources that the Adrian Board of Education approve the Edustaff Agreement to extend the Current Master Agreement.

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Derrick Richards
Nate Parker

PURPOSE: To approve the lease agreement with Align Center for Workforce Development.

EXPLANATION:

The district is seeking to enter into a lease agreement with the Align Center for Workforce Development to secure an additional classroom space for Adult Education programming. This new location would supplement the existing Adult Education services currently offered at the Adrian Community Education Center. The goal is to increase the program's visibility, particularly to individuals pursuing workforce opportunities who may also need to complete their high school graduation requirements.

The cost of the room is \$833 per month, totaling \$9,996 for a 12-month lease. The Adult Education 107 Grant will cover this expense.

RECOMMENDATION:

It is the recommendation of the Superintendent and Assistant Superintendent of Curriculum and Instruction that the Adrian Board of Education approve the proposed lease agreement.

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Ryan Skeels
Dan Peña

PURPOSE:

To approve the purchase of Desktop computers for Lincoln Elementary and Michener Elementary.

EXPLANATION:

The current staff and office computing devices at Lincoln Elementary and Michener Elementary are nearing the end of their life span (over five years old). It is recommended that we replace these devices with current-generation devices. The District plans to purchase a total of 65 Dell Desktops.

- 65x Dell Pro Slim QCS1250 (Staff and Office Devices)

The district is purchasing the devices through [MHEC](#), a cooperative purchasing program. Bidding is done through the cooperative, which follows [Board Policy 3301, \(C\), \(1\), \(D\)](#).

RECOMMENDATION:

The Technology Director recommends that the Adrian Board of Education approve the purchase of Desktops totaling \$58,306.95 from Presidio, to be paid from the Capital Projects and Technology Fund.

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Dan Peña

PURPOSE

To approve the 2025 tax certification for operations and the bond debt service.

EXPLANATION:

Below is the proposed 2025 operating and debt service levies with the related yields. The tax certification for the collection of summer taxes must occur prior to the beginning of June 2025. The estimates of taxable values are preliminary and may be amended.

Act 451 of 1976 as amended (The School Code of 1976), Section 1213 requires that the Secretary of the Board of a School District file a certified copy of a resolution of the Board certifying the mills to be levied for operating and debt retirement on the taxable property within the District as approved by the school electors of the District or the Board with each city and township clerk in which the school district is situated.

In May 2024, the electors approved a 10-year extension of the current operating levy.

On May 10, 2004, the district's electors approved a \$49.75 million bond proposal. On March 20, 2007, the bonds were refunded to save on interest costs. These bonds were again refunded on February 16, 2017.

On May 3, 2016, the electors approved a \$30.775 million bond proposal. These are unlimited general obligation bonds, which require that sufficient mills be levied to meet the debt service obligation. The district is capped at 7 mills; anything in excess of that amount will be borrowed from the State of Michigan School Loan Revolving Fund. Below is the schedule for mills needed and the calculations thereof.

Public Act 402 of 2012, as amended by PA 153 of 2013, includes a “small taxpayer” personal property exemption. This came into effect in 2014 for commercial personal property. A “small taxpayer” has combined commercial and industrial personal property owned by, leased to, or used by the taxpayer with a value of less than \$80,000. This loss of tax revenue to the debt fund is to be made up by the State.

Homestead Taxable Value	\$629,887,647
Commercial Personal Property	14,070,902
Non-Homestead Taxable Value	<u>284,645,688</u>
Total Property Value	\$928,604,366

Collection for Operating:	
Non-Homestead Taxable Value	\$284,645,688
Mills	<u>0.018</u>

Total Tax for Non-Homestead	<u>\$ 5,123,622</u>
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Collection for Commercial Personal Property:	
Taxable Value	\$14,070,902
Mills	<u>0.006</u>

Total Tax for Commercial PP	<u>\$ 84,425</u>
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Total Tax for Operating	<u>\$ 5,208,047</u>
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Collection for Debt, 2017 Refunding:	
Taxable Value	\$928,604,366
Mills	<u>0.0031</u>

Total for Debt Collection – 2017	<u>\$ 2,878,674</u>
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Collection for Debt, 2016 Bond:	
Taxable Value	\$928,604,366
Mills	<u>0.0018</u>

Total for Debt Collection – 2016	<u>\$ 1,671,488</u>
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RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education approve the 2025 tax levies of 18 mills for operations, 3.1 mills for the 2017 debt service, and 1.8 mills for the 2016 debt service, and authorizes its president and secretary or secretary pro-tem to sign the required tax certification.

2025 TAX RATE REQUEST (This form must be completed and submitted on or before September 30, 2025)
MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County LENAWEE	2025 Taxable Value of ALL Properties in the Unit as of 5-27-2025. \$927,356,261
Local Government Unit ADRIAN SCHOOL	For LOCAL School Districts: 2025 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Properties and Commercial Personal Properties if a millage is Levied Against Them. \$277,944,391

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119.
The following tax rates have been authorized for levy on the 2025 tax roll.

(1)	(2)	(3)	(4)	(5)**	(6)	(7)	(8)	(9)	(10)	(11)	(12)
Source	Purpose of Millage	Date of Election	Original Millage Authorized by Election, Charter, etc.	2024 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	2025 Current Year "Headlee" Millage Reduction Fraction	2025 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	Maximum Allowable Millage Levy	Millage Requested to be Levied July, 1	Millage Requested to be Levied Dec. 1	Expiration Date of Millage Authorized
Voted	Oper	May-24	18.2517	18.2517	1.0000	18.2517	1.0000	18.0000	9.0000	9.0000	Jun-35
Voted	Debt	May-04	unlimited	N/A	N/A		1.0000	3.1	1.55	1.55	Jun-35
Voted	Bond	May-16		n/a	n/a		1.0000	1.8	.90	.90	Jun-46

Prepared by Dan Pena	Telephone Number 517-264-6647	Title of Preparer Business Manager	Date 6/5/2025
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Type Name	Date
<input type="checkbox"/> Secretary		Mike Buku	6/24/2025
<input type="checkbox"/> Chairperson	Signature	Type Name	Date
<input type="checkbox"/> President		Beth Ferguson	6/24/2025

*Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9.
The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**** IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School Districts Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2025 for instructions on completing this section	
Total School Dist Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For PRE, Qualified Ag, Qualif. Forest & Industrial Personal	0
For Commercial Personal	6
For all Other	18

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Jon Baucher

PURPOSE:

To evaluate the Superintendent.

EXPLANATION:

Each year, the Board of Education evaluates the Superintendent according to one of two evaluation measures approved by the Michigan Department of Education. In addition, Adrian Public Schools has chosen the Michigan Association of School Boards Superintendent Evaluation Tool. Each board member has attended the required training, and the Adrian Public School board fully complies with evaluating the Superintendent using the approved tool.

The Superintendent is evaluated according to several measures and is ranked accordingly in each of the following categories and given the rating:

Governance and Board Relations _____
Community Relations _____
Staff Relations _____
Business and Finance _____
Instructional Leadership _____
Student Growth _____
Progress Towards District Goals _____

RECOMMENDATION:

It is the recommendation of the Vice President of the Adrian Board of Education, based on the established weights and rankings of each category, that the Adrian Board of Education rank Superintendent Parker with an overall rating of ____%, giving him a rating of _____.

EXECUTIVE SUMMARY

DATE: May 12, 2025

CONTACT PERSON: Nikki Culley

PURPOSE:

To approve the individual contracts for non-union administrators, supervisors, and support personnel.

EXPLANATION:

It is recommended that the District offer the salaries as outlined in the attachment, and approve a \$500 off-schedule stipend for employees on a year-round individual contract, excluding the Superintendent, which will be paid out by June 30, 2025.

RECOMMENDATION:

The Business Manager recommends that the Board approve the individual contract list for non-union administrators, supervisors, and support personnel for the 2025-26 school year.

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Nate Parker

PURPOSE: To change the classification of Dean of Students for Callie Yatzek to Principal.

EXPLANATION:

The dean of students position was created as an administrative starting point for individuals to gain experience within the District. This is seen as an entry point for taking on roles such as Assistant Principal, Principal, or Director. Over the last year, Callie has served the District well in the role of Dean of Students. As more support is needed at the building level for PBIS, students experiencing trauma, and to support teachers, and with the addition of the Great Start Readiness Program, we recommend her classification be changed to Principal. This would increase her required work days.

RECOMMENDATION:

The Superintendent recommends that Callie Yatzek be reclassified as a Building Principal.

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Nate Parker

PURPOSE:

To accept donations from the community.

EXPLANATION:

Lenco Credit Union donated \$250 to the Adrian Track and Field.
Andrew Voelker and Reka Holley donated \$250 to the Adrian Track and Field.
Derrick and Christie Richards donated \$500 to the Superintendent Scholarship.
Lightning Quick Gas-N-Go donated \$20,000 to the Michener Playground.
Lisa Jackson donated \$1,215 to high school scholarships.
Lenawee Community Foundation donated \$30,000 to the Bridleman Scholarship.
Kapnick & Company donated \$2,500 to the Adrian Boys Basketball program.
Old National donated \$1,000 to the Michener Outdoor STEM playground.
The Kiwanis Club of Adrian donated \$500 to Prairie's Reading Month.
The Maple Fans Club donated \$3,159 for record boards.
Elizabeth Ruthruff Wilson Foundation donated \$1,900 for microphones for the PAC.
Adrian Steel donated \$2,500 to the basketball program.
KKE donated \$250 to the After Prom event.

RECOMMENDATION:

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

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Dan Peña

PURPOSE

To review the request to transfer \$150,000 from the Head Start general fund to the Capital Projects and Technology Fund for projects at the Drager Early Education Center.

EXPLANATION:

The elevator system at the Drager Early Education Center needs repair and updates.

These repairs and updates won't be completed by June 30, 2025. The recommendation is to transfer the funds to the Capital Projects and Technology Fund for the completion of needed improvements in future months.

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RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education review the request to transfer \$150,000 to the Capital Projects and Technology fund from the Head Start general fund for approval at the next Board meeting.

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Dan Peña

PURPOSE: To review the resolution to approve the Preliminary Qualification Application to hold a bond election in November 2025.

EXPLANATION:

The District is seeking to bring a bond proposal at the November 2025 election. The initial requirement of this process is to complete the Preliminary Qualification Application (PQ App) with the State.

Thrun Law has drafted the PQ App in advance of the scheduled PQ meeting with the State on June 16, 2025.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education review the Preliminary Qualification Application, which will enable the District to offer a bond proposal on the November 2025 election ballot, for approval at the next Board meeting.

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Dan Peña

PURPOSE: To review the resolution to authorize the issuance of School Improvement Bonds.

EXPLANATION:

The District released a Request for Proposal (RFP) for the selection of an Energy Services Company to enter into an Energy Conservation Performance Contract.

The RFP was posted on the State website for two weeks as required, and a notice was published in the Daily Telegram on May 5, 2025. One bid was received from Trane.

Energy updates will be completed at Alexander, Springbrook, and Adrian High School. These updates will provide guaranteed energy savings by Trane, through which the District will be able to replace boiler switches at all three schools and the boiler at the high school.

This project will require the District to issue School Improvement Bonds to finance the project. These bonds are non-qualified bonds, and will not increase taxes for citizens living in the Adrian Public Schools district.

The District has worked with PFM to prepare an issuance of up to \$3.75M in non-qualified bonds to finance the project. The District's contribution will be \$1,700,000, with the guaranteed energy savings covering the payments of these bonds.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education review the proposed issuance of up to \$3.75 million in non-qualified bonds to finance the updates to the heating systems at Alexander Elementary, Springbrook Middle School, and Adrian High School for approval at the next board meeting.

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Dan Peña

PURPOSE: To review increasing the District asset capitalization threshold from \$5,000 to \$10,000.

EXPLANATION:

The District established a capitalization threshold for assets of \$5,000 or more to be reported on the District Governmental-Wide Financial Statements in September of 2024. Assets purchased by the District that exceed this threshold are recorded and depreciated.

The current capitalization threshold for federal agencies is increasing to \$10,000, which has been raised to reflect increases in costs over time and the materiality of reporting depreciable assets.

The District has contacted our auditors and received confirmation that increasing the threshold to \$10,000 is acceptable for audit purposes.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education review the proposed increase in the capitalization threshold for District assets from \$5,000 to \$10,000, effective July 1, 2025, for approval at the next board meeting.

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Dan Peña

PURPOSE:

To review the request to enter into a contract for alarm services for the District.

EXPLANATION:

The District is seeking a change to its building alarm services. The previous alarm service company has relocated out of state, making service difficult. The District has reached out to 4 vendors for quotes for alarm services, and received 2 quotes.

Guardian Alarm quoted the District alarm services at an initial investment of \$16,534.86, and annual fees of \$24,816.

EPS quoted the District alarm services at an initial investment of \$11,850, and annual fees of \$11,880.

Two other companies, Vivint and ADT declined to offer quotes.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education review the request to enter into an alarm services agreement with EPS for approval at the next Board meeting.

EXECUTIVE SUMMARY

DATE: June 9, 2025

CONTACT PERSON: Nate Parker

PURPOSE:

To review membership in the Michigan High School Athletic Association.

EXPLANATION:

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

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education review the authorization of the District's membership in the Michigan High School Athletic Association for the 2025-26 school year.