



## ADRIAN PUBLIC SCHOOLS

*Tradition of Opportunities*  
Future of Possibilities

### Agenda

Regular Meeting  
Monday, March 14, 2022  
6:00 p.m. Cafeteria

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

1. Pledge of Allegiance
2. Approval of Agenda
3. Mission Statement
4. Good News Reports
  - a. Outstanding Citizens
  - b. 2021-2022 Varsity Wrestling Team (SEC White Champions)
  - c. Connor Kreuger- MHSAA ALL-State Wrestling, 6<sup>th</sup> place
  - d. Nick Conklin- Lenawee County Coach of the Year (Wrestling)
5. Communications

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

1. Consent Agenda
  - a. Approval of February 28, 2022, Minutes
  - b. Treasurer's Report ending February 28, 2022
  - c. Approval of Hire- Brandon Cherry Paraprofessional, Samantha Hall Paraprofessional
  - d. Approval of Military Leave- Esteban Moreno
2. Business Requiring Board Action
  - a. Approval for removal of asbestos
  - b. Approval of food service equipment purchase
  - c. Approval of Athletic building carpentry and roofing repairs
  - d. Approval to add Nate Parker to the bank accounts
  - e. Acceptance of Donations
3. Business Requiring Future Board Action
  - a. First reading of Head Start grant application
  - b. First reading to nominate a representative to the LISD annual budget meeting review on April 21, 2022
  - c. First reading to review quotes for the copier lease

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

1. March is Reading Month
2. Maple Messenger Update
3. Online Student Registration
4. Lead and Learn
5. Principal Search- Middle and High School

**D. Future Meetings and Business**

1. Board Committee Reports
2. Board Member Comments
3. Meeting Dates and Upcoming Events
  - SMS Choir Pre-Festival Concert, March 15, 2022, 7:00 p.m., PAC
  - Disney Band Trip, March 15-20, 2022
  - Lincoln Drama Club Show, March 18-19, 3:00, PAC
  - DC Trip, March 21-24, 2022
  - Springbrook Musical, *The Music Man Jr.*, March 24-26, 2022, 5:30, PAC
  - Alexander Literacy Night, March 28<sup>th</sup>, 5:30, Alexander
  - BOE Meeting March 28, 2022, 6:00 p.m., B100
  - Reality Camp, March 29, 2022, 11:30 a.m. PAC
  - Spring Break, April 4-8, 2022

**E. Public Comment**

**F. Closed Session**

1. Litigation Strategies
2. AFSCME 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.

MINUTES OF THE REGULAR MEETING OF THE ADRIAN BOARD OF EDUCATION, FEBRUARY 28, 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 6:01 p.m.

PLEDGE RECITED

Pledge of Allegiance was recited.

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

ABSENT: Trustees: Baucher, Ballard

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

AGENDA APPROVED

Motion carried by a 5-0 vote.

MISSION STATEMENT

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

GOOD NEWS REPORT

The District recognized Kade Opsal, Maddox Betz, Noah Judson, London Rising, Ella Salenbien, Madison Betz, Kirsten Hess, Lexi Fox, Emma Pino, Allison Marks, Taylor Robinson, Lucas Avery, and Haylee Vore as members of the Middle School State Swim and Dive team. The team went undefeated for the past two years.

Superintendent Behnke recognized staff members Jason Skeels and Derrick Richards for completing A.L.I.C.E. training.

Superintendent Behnke recognized the Outstanding Citizens for February. The following students were recognized for their Maple determination: Scarlett Garza from Alexander, McKenna Nightingale from Lincoln, Lexi Nieto from Michener, Parker Prevo from Prairie, Kimberlin Fermin-Jacobo from Springbrook Middle School, and Elisha Page from Adrian High School.

The District recognized the resignations of Rowan Celestino, Nicole Lennard, and the retirement of Jackie Torres.

COMMUNICATIONS

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

CONSENT AGENDA

The consent agenda included the following items:

- a. Approval of Minutes from February 7, 2022, Regular Meeting
- b. Approval of Minutes from February 7, 2022, Closed Session (hand out)
- c. Treasurer's Report ending January 2022 with a balance of \$1,234,833.26
- d. Approval of Hire- Reagan Schultz, Head Start

Motion carried by a 5-0 vote.

Moved by President Ferguson, supported by Trustee Marks, that the Adrian Board of Education support Guillermo Lopez for the MASB Board of Directors. The candidates are Guillermo Lopez from Lansing School District, Susan Marlin-Zeilser from Monroe Public Schools, and Michael McVey from Saline Area Schools.

**MASB  
NOMINATIONS**

Motion carried by a 5-0 vote.

Moved by Trustee Marks, supported by Trustee Flores, that the Adrian Board of Education accept a donation from Vincent Butts. Mr. Butts donated 20 uniforms to the Adrian Middle School Wrestling program.

**DONATION**

Motion carried by a 5-0 vote.

First reading to review bids for asbestos abatement at Alexander Elementary and AHS, was held. The work is scheduled to begin in June. The prices are below the board threshold for approval, but there is an understanding that there will be some unexpected costs incurred once the project begins and everything can be seen. The project will be paid for out of bond funds.

**ASBESTOS  
ABATEMENT**

First reading to review the quotes for the purchase of kitchen equipment at Drager and Adrian High School, was held. Both of these kitchens need some equipment updates. They are the two kitchens that prepare all of the food for the buildings. The purchases will be paid for out of the Food Service fund.

**KITCHEN  
EQUIPMENT**

First reading to review the quotes for athletic building repairs District-wide, was held. Superintendent Behnke explained that numerous updates have been made in the athletic department, but we have some existing buildings that need renovations. The project includes the soccer field concession stand, press box, dugouts, the track field press box, two outbuildings at the track, and the baseball press box.

**ATHLETIC BUILDING  
REPAIRS**

Superintendent Behnke reported that we had no COVID cases reported in the District today. The CDC is changing the guidelines for masking on buses. Adrian will follow these recommendations.

**REPORTS FROM  
SUPERINTENDENT  
AND STAFF**

Derrick Richards informed the board that districts are required to administer one or more benchmark assessments within the first nine weeks of school and again before the last day of school for the 2021-22 academic year. The assessments must measure student proficiency in reading and math. Mr. Richards told the board, "The good news is that the District was already doing this. The District uses NWEA as the assessment tool. The goal set by the state is that 60% of all students will meet the growth goal as measured by NWEA from fall to spring. The District will continue to provide academic interventions to students that are below grade level."

Co-Superintendent Mr. Parker shared with the board his entry plan schedule, what he has accomplished so far, and the upcoming meetings scheduled.

**BOARD MEMBER  
COMMENTS**

Trustee Buku shared that this was the first time that the Maple Blues Blast had been held in the AHS gym. He believes it was the best venue they have

had in a while. The size was great and you could spread out. The acoustics were great and the music wasn't too loud.

Trustee Marks congratulated the swim and dive team on their accomplishments. He encouraged Mr. Parker to have other groups come to board meetings to be recognized.

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

Motion carried by a 5-0 vote.

**ADJOURNMENT**

The meeting adjourned at 6:44 p.m.

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Beth Ferguson, President

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Mike Buku, Secretary

**ADRIAN PUBLIC SCHOOLS  
FINANCIAL REPORT  
FOR THE YEAR TO DATE PERIOD  
FEBRUARY 28, 2022  
STATEMENT OF REVENUES, EXPENDITURES AND  
CURRENT BUDGET POSITION**

<b>REVENUES</b>		<b>BUDGET ADOPTED 12/13/2021</b>	<b>Y.T.D. ACTUAL</b>	<b>CURRENT BUDGET POSITION</b>
100	Local Sources	\$ 5,133,349	\$ 4,310,987	\$ 5,133,349
300	State Sources	25,300,155	11,925,383	25,300,155
400	Federal Sources	7,881,428	2,474,427	7,881,428
500	Incoming Transfers	1,921,900	1,670,293	1,921,900
<b>TOTAL</b>		<b>\$ 40,236,832</b>	<b>\$ 20,381,091</b>	<b>\$ 40,236,832</b>
<b>EXPENDITURES</b>				
<b>INSTRUCTION</b>				
110	Basic Program	\$ 17,896,028	\$ 8,744,761	\$ 17,896,028
120	Added Needs	5,499,800	2,691,183	5,499,800
130	Adult & Continuing Education	146,895	63,002	146,895
<b>SUPPORT SERVICES</b>				
210	Pupil	2,948,213	1,693,298	2,948,213
220	Instructional Staff	2,132,919	1,084,832	2,132,919
230	General Administration	850,494	559,015	850,494
240	School Administration	2,260,274	1,433,343	2,260,274
250	Business	1,019,493	520,204	1,019,493
260	Plant & Operations	3,099,382	2,044,834	3,099,382
270	Pupil Transportation	1,273,918	672,388	1,273,918
280	Central Services	674,265	417,053	674,265
290	Other	1,109,909	352,644	1,109,909
300	Community Services	371,651	183,802	371,651
450	Facilities Acquisition	586,315	582,120	586,315
490	Prior Year Adjustments	0	11,771	0
600	Outgoing Transfers	200,000	200,000	200,000
<b>TOTAL</b>		<b>\$ 40,069,556</b>	<b>\$ 21,254,250</b>	<b>\$ 40,069,556</b>
Excess Revenues over Expenditures		<b>\$ 167,276</b>	-873,159	<b>\$ 167,276</b>
Beginning Fund Balance			7,570,055	
Ending Fund Balance			<b>\$ 6,696,896</b>	

## **EXECUTIVE SUMMARY**

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**DATE:** March 14, 2022

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend the hiring of a Paraprofessional for Springbrook Middle School.

### **EXPLANATION:**

Deb Agnew and her interview team recommend Brandon Cherry as a Paraprofessional. Brandon has a background working as a team player and currently going to Jackson College for a Bachelors in Education.

### **RECOMMENDATION:**

It is the recommendation of the Director of Human Resources that Brandon Cherry be hired as a full-time Paraprofessional, effective for the 2021-22 school year.

## **EXECUTIVE SUMMARY**

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**DATE:** March 14, 2022

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend the hiring of a Paraprofessional for Prairie Elementary.

### **EXPLANATION:**

Deb Agnew and her interview team recommend Samantha Hall as a Paraprofessional. Samantha has a background working as a team player and enjoys working with children.

### **RECOMMENDATION:**

It is the recommendation of the Director of Human Resources that Samantha Hall be hired as a full-time Paraprofessional, effective for the 2021-22 school year.



## **EXECUTIVE SUMMARY**

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**DATE:** March 14, 2022

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

Approval of a leave of absence request.

### **EXPLANATION:**

Per the Adrian Education Support Personnel Association (AESPA) collective bargaining agreement, employees desiring an unpaid leave of absence shall make a written request at least six (6) weeks in advance, if possible, of the administration stating the reason for leave, begin date and end date. Extenuating circumstances will be handled individually. All available leave time must be exhausted when applying for unpaid leave. Unpaid leave of absences shall not exceed one hundred eighty (180) school calendar days. Unpaid Leaves shall be subject to renewal at the discretion of the Board.

Esteban Moreno, a paraprofessional, has requested a leave of absence for 180 school calendar days. His leave request is for the period beginning Thursday, March 17, 2022, through Tuesday, March 14, 2023.

### **RECOMMENDATION:**

It is the recommendation of the Director of Human Resources that the Adrian Board of Education approve the leave of absence request.

## **EXECUTIVE SUMMARY**

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**DATE:** March 14, 2022

**CONTACT PERSON:** Kathy Westfall

### **PURPOSE**

To approve the bids for asbestos abatement at Alexander Elementary and AHS.

### **EXPLANATION:**

The District received three bids for the asbestos abatement for the summer work taking place at Alexander Elementary and AHS. The low bidder, Midwest Environmental, Inc., is the contractor that performed the work at McKinley School and Garfield School, as well as other projects around the District.

The asbestos contractor is scheduled to begin on June 6, 2022. The prices below are for the known work. There will be unknown work, where a unit rate will be used. This is for work that is not visible until the demo starts, such as hidden fittings in the ceilings. So while the prices are below the state purchasing threshold, it is anticipated that the added costs could push the total above the amount required for board approval. This is standard when we are doing asbestos abatement.

- Midwest Environmental - \$16,500
- Global Green - \$34,700
- Total Environmental - \$18,950

This project will be paid for out of bond funds.

### **RECOMMENDATION:**

It is the recommendation of the Assistant Superintendent that the bid from Midwest Environmental be approved in the amount of \$16,500, plus any extra work that is necessary, to be paid from bond funds.

## **EXECUTIVE SUMMARY**

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**DATE:** March 14, 2022

**CONTACT PERSON:** Kathy Westfall

### **PURPOSE**

To approve the quote for the purchase of kitchen equipment at Drager and AHS.

### **EXPLANATION:**

The District has two base kitchens that prepare all of the food for the buildings, Drager and AHS. Both are in need of some equipment updates. Drager needs a new steamer and the high school needs both a steamer and an oven. These purchases will be paid for out of the Food Service Fund. The Food Service Director obtained three quotes for each project, as detailed below:

Drager:

HPS - \$36,232.43  
Stafford Smith - \$35,884  
Elliott - \$35,605

AHS:

HPS - \$58,676.63  
Stafford Smith - \$53,226  
Elliott - \$55,502.99

### **RECOMMENDATION:**

It is the recommendation of the Assistant Superintendent that the Adrian Board of Education approve the bid for food service equipment from Elliott for Drager in the amount of \$35,605 and Stafford Smith for AHS in the amount of \$53,226, to be paid from food service funds.

## **EXECUTIVE SUMMARY**

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**DATE:** March 14, 2022

**CONTACT PERSON:** Kathy Westfall

### **PURPOSE**

To approve the quote for athletic building repairs District-wide.

### **EXPLANATION:**

The District has numerous outdoor athletic buildings on the main campus and the soccer field located at Michener Elementary. Many need carpentry and general repairs as well as roof replacements. These buildings include soccer field concession stand, soccer field press box, soccer field dugouts, track press box, two buildings at the track, and the baseball press box. Three companies were contacted to bid. One stated they would not bid and the others are listed below:

James Hunt - \$37,873.70

MBS - \$32,774.00

### **RECOMMENDATION:**

It is the recommendation of the Assistant Superintendent that the Adrian Board of Education approve the bid submitted by MBS in the amount of \$32,774 for athletic building repairs and roof replacements.

## **EXECUTIVE SUMMARY**

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**DATE:** March 14, 2022

**CONTACT PERSON:** Kathy Westfall

### **PURPOSE**

To approve the authorized bank signers.

### **EXPLANATION:**

In January, at the organizational meeting, the Assistant Superintendent presented a list of bank accounts and those authorized to sign the checks for the accounts indicated. With the appointment of Superintendent Parker, this list needs to be updated. Please see attached list of accounts.

### **RECOMMENDATION:**

It is the recommendation of the Assistant Superintendent that the Adrian Board of Education approve the attached listed accounts to be established for the 2022 calendar year, and that those named be authorized to sign the checks for the accounts indicated, and that the Michigan Class Pool, Huntington Bank, Premier Bank, and Michigan Liquid Asset Fund Plus be named depositories for all district money.

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

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

### ***Huntington Bank***

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

### ***Premier***

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

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

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

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

# **EXECUTIVE SUMMARY**

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**DATE:** March 14, 2022

**CONTACT PERSON:** Bob Behnke/Nate Parker

**PURPOSE:**

To accept donations from Community Members

**EXPLANATION:**

The following donations were given:

1. Scott Westfall donated \$750 for a wrestling banner
2. Jeff and Kathleen Davis donated \$300 for a wrestling banner
3. McDonald's donated \$500 to Adrian Athletics

**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:** March 14, 2022

**CONTACT PERSON:** Bob Behnke  
Mary Bruggenwirth

### **PURPOSE:**

First reading of the Early Head Start and Head Start grant application for the 2022-2023 program year.

### **EXPLANATION:**

Every year the program must apply for the funds to operate our Head Start Early Childhood program. The application, for Early Head Start and Head Start funds, is due by April 1st. The total amount of funds available is \$4,053,623 to provide services for Adrian Public Schools and Lenawee County for the 2022-2023 program year. The breakdown of funds is:

<b>Funding Type</b>	<b>Head Start</b>	<b>Early Head Start</b>
Program Operations	\$2,618,901	\$1,379,945
Training and Technical Assistance	\$33,744	\$21,033
<b>Total Funding</b>	<b>\$ 4,053,623</b>	
<b>Program</b>	<b>Head Start</b>	<b>Early Head Start</b>
Federal Funded Enrollment	210	88

Relevant program information and community data were used to develop a program design that serves the needs of Adrian Public Schools and Lenawee County. Funding of this application will provide services for 210 Head Start preschool children and 88 Early Head Start infants, toddlers, and pregnant women.

The Head Start Policy Council reviewed and approved our grant application for the 2022-2023 program year at their February 28, 2022 meeting.

### **RECOMMENDATION:**

It is the recommendation of the Superintendent and the Head Start Director that the Adrian Board of Education review the Early Head Start and Head Start grant application for the 2022-2023 program year, for approval at the next Board meeting.



# EXECUTIVE SUMMARY

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**DATE:** March 14, 2022

**CONTACT PERSON:** Bob Behnke

## **PURPOSE:**

To review the appointment of a Board member and alternate to represent the district at the LISD Budget Planning and Review Meetings.

## **EXPLANATION:**

As part of their budgeting process, the LISD offers the opportunity for local boards of education to offer input in the early stages of development by holding a Planning Meeting. This meeting is scheduled to be held on **Thursday, April 21, 2022, at 6:00 p.m**

## **RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education discuss a representative to the LISD Budget Planning and Review meetings.

## **EXECUTIVE SUMMARY**

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**DATE:** March 14, 2022

**CONTACT PERSON:** Kathy Westfall  
Kyle Modzel

### **PURPOSE**

To review the quotes for the copier lease.

### **EXPLANATION:**

The District has 43 copiers throughout the District (excluding Head Start). The District received five quotes for new copiers, which will be leased, beginning in August of 2022. The lease will be for five years. The monthly quotes are reflected below:

MT Business Technology - \$3,487

Applied Imaging - \$7,034.31

Printer Service Plus - \$5,809.12

AOS - \$3,336.36

Perry Pro Tech - \$3,321.56

### **RECOMMENDATION:**

It is the recommendation of the Assistant Superintendent and the IT Director that the Adrian Board of Education review the bids for the copier lease for approval at the next board meeting.