



ADRIAN PUBLIC SCHOOLS

Tradition of Opportunities
Future of Possibilities

Agenda

Regular Meeting
Monday, May 20, 2024
AHS, 6:00 p.m.

A. Call to Order

1. Pledge of Allegiance
2. Approval of Agenda
3. Mission Statement
4. Good News Reports
 - a. Retiree recognition
 - b. High School presentation
5. Communications
 - a. Resignation of Kristen Memering, Teacher
 - b. Resignation of Meghan Blystone, Teacher
 - c. Resignation of Jesslyn McCullen, Head Start
 - d. Resignation of Amber Starnes, Foodservice
 - e. Resignation of Matthew Graham, Paraprofessional
 - f. Retirement of Tammie Gramling, Paraprofessional
 - g. Retirement of Renee Snyder, Accounting

B. Recommended Action

1. Consent Agenda
 - a. Approval of April 22, 2024, Regular Minutes
 - b. Approval of April 22, 2024, Closed Session Minutes-handout
 - c. Treasurer's Report ending April 30, 2024
 - b. New Hires
 1. Barb Iott- Foodservice
 2. Marisa Cappelletty- Head Start
 3. Jaclyn Clark, Teacher
 4. Brooke Gorney, Teacher
 5. Kenadee Marry, Teacher
 6. Margaret Timmis, Teacher
 7. Makenzie Simpson, Teacher
2. Business Requiring Board Action
 - a. Approval of ISD budget
 - b. Approval of 2024 Property tax certification
 - c. Approval of the Prairie and Alexander Refresh
 - d. Approval of the Athletico renewal
 - e. Approval of safety film

- f. Approval of walk-in freezer
- g. Approval of milk pricing
- h. Approval of athletic van purchase
- i. Approval of Maintenance van purchase
- j. Approval of Superintendent Evaluation
- k. Approval of Individual contracts
- l. Approval of Dean of Students
- m. Approval of Donations

- 3. Business Requiring Future Board Action
 - a.

C. Reports from Superintendent and Staff

- a. Graduation
- b. Lesson Plan/ Portrait of a Graduate
- c. Head Start Monthly report

CI. Future Meetings and Business

- 1. Board Committee Reports- Finance
- 2. Board Member Comments
- 3. Meeting Dates and Upcoming Events
 - a. Senior Honor's Night, May 21st, 7:00 p.m.
 - b. Adrian Community Education Center Graduation, May 22nd, 7:00
 - c. High School Graduation, May 26th, 2:00 p.m.
 - d. BOE Meeting, June 10th, 6:00 p.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. AEA Negotiations
- 2. AESPA Negotiations
- 3. IUOE-Maintenance

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.



ADRIAN PUBLIC SCHOOLS

Tradition of Opportunities
Future of Possibilities

Invitation from the Superintendent and the Board of Education.....

At its May 20th meeting, the Adrian Public Schools Board of Education will be honored to recognize retiring Adrian Public Schools staff members, 1 Head Start, 2 Central Office, 1 Maintenance, 1 Administrator, 1 Paraprofessional, and 8 Teachers. A reception will occur before the Board meeting for the retirees, their families, and colleagues. Collectively, the following individuals have served our students, families, and community for 329.5 years:

Please RSVP by May 15th to Angie at 264-6640 ext 4018 or aschaffer@adrian.k12.mi.us.

David Bull, 29 years

Kathy Westfall, 15.5 years

Renee Snyder, 38 years

Chris Murray, 40.5 years

Ted Hanosh, 33 years

Kathy Cremeans, 30 years

Kelly Armstrong, 24.5 years

Barbara Schenck, 24 years

Sarah Schuler, 19 years

María Arellano, 18 years

Robin Perez, 14 years

Doug Ruesink, 12 years

Carl Lewandowski, 5 years

Tammie Gramling, 27 years

I sincerely thank you for the important contributions you have made over your years of dedicated service. You have furthered the excellence that exemplifies Adrian Public Schools. We recognize the wisdom and experience that you have provided to our schools and students. Thank you for the opportunity to learn from you as colleagues, students, parents, and community members. We wish you well as you complete one chapter and begin a new one.

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

The resignation of Kristen Memering.

EXPLANATION:

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

RECOMMENDATION:

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

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

The resignation of Meghan Blystone.

EXPLANATION:

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

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education acknowledge the resignation of Meghan Blystone effective June 1, 2024.

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

The resignation of Jesslyn McCullen.

EXPLANATION:

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

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education acknowledge the resignation of Jesslyn McCullen effective May 3, 2024.

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

The resignation of Amber Starnes.

EXPLANATION:

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

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education acknowledge the resignation of Amber Starnes effective May 13, 2024.

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

The resignation of Matthew Graham.

EXPLANATION:

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

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education acknowledge the resignation of Matthew Graham effective June 1, 2024.

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

The retirement of Tammie Gramling.

EXPLANATION:

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

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education acknowledge the retirement of Tammie Gramling effective December 31, 2024 .

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

The retirement of Renee Snyder.

EXPLANATION:

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

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education acknowledge the retirement of Renee Snyder effective October 31, 2024 .

MINUTES OF THE REGULAR MEETING OF THE ADRIAN BOARD OF EDUCATION, APRIL 22, 2024, MICHENER ELEMENTARY, 104 DAWES ST.

**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, Henagan, Marks, Solis-Gautz, and President Ferguson

ABSENT: Ballard

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

**AGENDA
APPROVED**

Motion carried.

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

**MISSION
STATEMENT**

Trustee Ballard entered at this time.

Mr. Aaron Benard received a certificate from Superintendent Parker congratulating him on the great work being done with the Student Leadership Club at Springbrook Middle School. "The C.R.E.W." discusses community, race, ethics, and work. The mission is to embrace and promote the importance of respect, appreciation, and acceptance of the diverse countries and cultures that comprise our school and global communities.

**GOOD NEWS
REPORT**

Michener's Principal, Ann Lacasse, provided an overview. Michener has two sections at each grade level, plus a young five's room. Four classrooms are delivering special education services. The building has three Academic Interventionist. She stated that the population in the school has high mobility. Still, they have had some significant accomplishments: An Earth Day Poster contest winner, First place at the County Science Olympiad, County Spelling Bee winner, and a Lifetime Education Achievement Award winner for Region 7 STEM Educator. Mrs. Lacasse went on to detail various activities provided for students.

COMMUNICATIONS

Moved by Henagan, supported by Buku, that the board approve the consent agenda. The consent agenda included

- a. April 8, 2024, Regular Minutes
- b. April 8, 2024, Closed Session Minutes (handout)
- c. New Hires- Billy Kidney and Chris Harlan

**CONSENT
AGENDA**

Motion carried.

Moved by Baucher, supported by Solis-Gautz, that the board approve the contract renewal with ESS Staffing. Ms. Culley told the board that rates would not be increasing.

ESS STAFFING

Motion carried.

Moved by Marks, supported by Baucher, that the board approve the contract renewal with First Student for transportation needs. Mr. Pena stated that the renewal included an increase in year one but no increases in years two and three.

FIRST STUDENT

Motion carried.

Moved by Buku, supported by Marks, that the board approve the purchase of touchscreen devices for K-1 students.

K-1 TOUCHSCREEN DEVICES

Motion carried.

Moved by Baucher, supported by Marks, that the board accept donations from The Taylor Agency and Pete and Judy Hayes.

DONATIONS

Motion carried.

The board reviewed the LISD budget. Superintendent Parker recommends approval as presented. Trustee Marks, Dan Pena, and Superintendent Parker went to a meeting regarding the budget. There is a high focus on continuing CTE's and an increase in the special education portion of the budget. These are both favorable for Adrian Public Schools.

LISD BUDGET

As part of the Technology strategic plan, the board reviewed a quote to replace 65 laptops at Alexander and Prairie Elementary. The device will be paid for out of ESSR III funds. Trustee Ballard asked, "How many Windows 10 devices will still be in the District after this replacement?" Mr. Skeels replied, "All devices can upgrade to Windows 11 after this purchase.

REFRESH FOR ALEXANDER AND PRAIRIE

The board reviewed the Athletico contract renewal. The agreement is for three years, with a price increase in year one. There are no projected increases for years 2 and 3.

ATHLETICO CONTRACT

The board reviewed a safety film quote. This bullet-resistant safety window film will be installed on the second floor of Adrian High School and Lincoln Elementary. It will be paid using 31aa funds.

SAFETY FILM PURCHASE

The board reviewed the quote for a new walk-in freezer for the high school. Mr. Pena told the board that the current freezer is 30 years old, and the District has been experiencing some concerns with its performance. The freezer will be paid for from the District's Non-Profit Food Service account.

WALK-IN FREEZER

The board reviewed a request to name the new health center at Springbrook. As part of the grant, a group of staff, students, and community members met to work on the logistics. The group decided that they would like to name it "The Maple Health Center." Following board policy, the

HEALTH CENTER NAMING

naming has to be brought to the board and then can be voted on two months later. The anticipated opening of the Health Center is at the start of the 2024-25 school year.

The board reviewed milk pricing for Food Service. The recommendation is to continue to use Toft's Dairy for the 2024-25 school year.

MILK PRICING

Teacher appreciation is the week of May 6th. Due to a schedule change, the board will not meet before then; Mr. Parker read a proclamation expressing his appreciation to the teachers. April 24th is Administrative Assistants Day. Mr. Parker acknowledged the work of these individuals with a declaration.

SUPERINTENDENT AND STAFF REPORTS

Superintendent Parker updated the board regarding the funds spent from the safety grant. He thanked MDE for the additional support. He shared that the District is reviewing the Emergency Operations Plan and hopes to revise the plan with the help of a local police officer and retired personnel. The monthly Head Start report was included in the board packet, and Trustee Ballard commented that In-Kind was funded by 92%. This is possible because Head Start can have volunteers in the building again.

Trustee Marks informed the board that the Finance Committee had met and discussed the Alexander/Prairie refresh, the Athletico contract, the safety film purchase, the walk-in freezer at the high school, milk pricing, and enrollment projections.

FINANCE COMMITTEE

Vice President Baucher informed the board that the Personnel Committee had met and discussed open positions, new hires, and negotiations.

PERSONNEL COMMITTEE

Trustee Henagan commended Mrs. Lacasse and her team for all the effort they put into helping the families at Michener. "The meetings have been productive, and the team is well-informed and communicates the students' needs. It is easy to work with the team, and I appreciate them," commented Henagan.

BOARD MEMBER COMMENT

Trustee Buku attended The Addams Family Musical over the weekend. "The set was incredible. The students did awesome. It was a fantastic and fun night. I also enjoyed my time at a baseball game. I continue to hear comments about how good the field looks and what a great facility we have," said Buku.

Trustee Solis-Gautz had the opportunity to go with Mrs. Frank to the Holocaust Museum on a field trip. "I was amazed by the student's questions and depth of knowledge about the Holocaust. One of the workers at the museum took me aside and said, 'We don't usually allow sixth-grade students to come here for a field trip, but Springbrook students are welcome because of their maturity.' I was proud of how the students represented Adrian Public Schools," commented Solis-Gautz.

"Thank you for allowing us to come to your building. Your presentation gave us a glimpse of your amazing staff. We know that this building has many students who come and go. The academic accomplishments, enrichment activities, and honors they have received are incredible," praised Baucher.

President Ferguson echoed Trustee Buku's praise regarding the set and choreography for The Addams Family. Ferguson mentioned, "What an opportunity our students have in the Arts at Adrian Public Schools. We had four of our own students participate in the orchestra for the event."

Moved by Buku, supported by Ballard, that the Adrian Board of Education convene to a closed session at 7:07 p.m. under the Open Meetings Act 8(1)(c) for collective bargaining.

ROLL CALL VOTE:

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

CLOSED SESSION

Motion carried.

Trustee Henagan left during the closed session.

President Ferguson declared the meeting back in open session at 7:58 p.m.

OPEN SESSION

Baucher moved, supported by Marks, that the meeting be adjourned at 7:59 p.m.

ADJOURNMENT

Motion carried.

Beth Ferguson, President

Mike Buku, Secretary

**ADRIAN PUBLIC SCHOOLS
FINANCIAL REPORT
FOR THE YEAR TO DATE PERIOD
APRIL 30, 2024
STATEMENT OF REVENUES, EXPENDITURES AND
CURRENT BUDGET POSITION**

		BUDGET ADOPTED 3/11/2024	Y.T.D. ACTUAL	CURRENT BUDGET POSITION
REVENUES				
100	Local Sources	\$ 5,854,565	\$ 5,219,957	\$ 5,854,565
300	State Sources	32,004,452	21,217,961	32,004,452
400	Federal Sources	7,180,640	4,062,428	7,180,640
500	Incoming Transfers	1,993,262	1,673,873	1,993,262
	TOTAL	\$ 47,032,919	\$ 32,174,219	\$ 47,032,919
EXPENDITURES				
INSTRUCTION				
110	Basic Program	\$ 18,070,636	\$ 12,187,427	\$ 18,070,636
120	Added Needs	7,860,031	4,234,583	7,860,031
130	Adult & Continuing Education	193,766	119,783	193,766
SUPPORT SERVICES				
210	Pupil	3,485,177	2,435,675	3,485,177
220	Instructional Staff	3,000,700	1,791,329	3,000,700
230	General Administration	582,473	477,102	582,473
240	School Administration	2,433,901	1,959,070	2,433,901
250	Business	1,092,483	684,189	1,092,483
260	Plant & Operations	4,837,210	3,366,559	4,837,210
270	Pupil Transportation	1,495,696	1,086,326	1,495,696
280	Central Services	1,330,651	914,072	1,330,651
290	Other	1,339,006	29,868	1,339,006
300	Community Services	363,725	254,293	363,725
450	Prior Year Adj/Facilities Improvements	388,565	410,520	388,565
510	Debt Services	49,113	37,625	49,113
600	Outgoing Transfers	400,000	0	400,000
	TOTAL	\$ 46,923,133	\$ 29,988,420	\$ 46,923,133
	Excess Revenues over Expenditures	<u>\$ 109,786</u>	2,185,799	<u>\$ 109,786</u>
	Beginning Fund Balance		8,228,910	
	Ending Fund Balance		<u>\$ 10,414,709</u>	

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Nikki Culley

PURPOSE:

To recommend hiring a food service server for Springbrook Middle School.

EXPLANATION:

Shelley Miller and her interview team recommend Barb lott as a food service cashier at Springbrook Middle School. Barb has been working with Adrian Public Schools as a food service substitute.

RECOMMENDATION:

The HR Director recommends hiring Barb lott as a food service server at Springbrook Middle School, effective for the 2023-2024 school year.

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Nikki Culley

PURPOSE

To recommend the hiring of a Head Start teacher at Michener Elementary.

EXPLANATION:

Mary Bruggenwirth and her interview team recommend Marisa Cappelletty as a Head Start teacher. Marissa is attending Siena Heights University and will have a Bachelor's in Early Education in May 2024.

RECOMMENDATION:

The HR Director recommends hiring Marisa Cappelletty as a full-time Teacher for Head Start, effective August 12, 2024.

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Nikki Culley

PURPOSE:

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

EXPLANATION:

The interview team recommends Jaclyn Clark for a full-time elementary teacher position at Prairie Elementary School. Jacklyn has a Bachelor of Science in Elementary Education from the University of Michigan.

RECOMMENDATION:

The HR Director recommends hiring Jaclyn Clark as a full-time elementary school teacher for the 2024-2025 school year.

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Nikki Culley

PURPOSE:

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

EXPLANATION:

The interview team recommends Brooke Gorney as a full-time elementary teacher at Prairie Elementary School. Brooke has a Bachelor of Science in Elementary Education from Central Michigan University.

RECOMMENDATION:

The HR Director recommends hiring Brooke Gorney as a full-time elementary school teacher for the 2024-2025 school year.

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Nikki Culley

PURPOSE:

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

EXPLANATION:

The interview team recommends Kenadee Marry as a full-time elementary teacher. Kenadee has a bachelor of arts in Elementary Education from Siena Heights University.

RECOMMENDATION:

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

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Nikki Culley

PURPOSE:

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

EXPLANATION:

The interview team recommends Margaret Timmis as a full-time secondary math teacher. Margaret has eleven (11) years of teaching experience. She has a bachelor of science in Mathematics and a Master's of Arts in Education from Michigan State University.

RECOMMENDATION:

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

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Nikki Culley

PURPOSE:

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

EXPLANATION:

The interview team recommends Makenzie Simpson as a full-time elementary teacher. Makenzie has a Bachelor of Arts in Elementary Education from Adrian College.

RECOMMENDATION:

The HR Director recommends hiring Makenzie Simpson as a full-time elementary school teacher for the 2024-2025 school year.

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

To approve the resolution for the 2024-25 Lenawee Intermediate School District Budget.

EXPLANATION:

As required by law, by June 1st, local school districts must review the proposed ISD budget and adopt a resolution expressing approval or disapproval of the proposed budget. If the budget is not approved, the local board must submit objections and proposed changes to the ISD board.

There were no issues or concerns with the budget as presented by the ISD.

RECOMMENDATION:

It is the recommendation of the Superintendent that the Adrian Board of Education approve the resolution for the Lenawee Intermediate School District 2024-25 budget.

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Dan Peña

PURPOSE

To approve the 2024 tax certification for operations and the bond debt service.

EXPLANATION:

Below are the proposed 2024 operating and debt service levies with the related yields. The tax certification for collection of summer taxes must occur prior to the beginning of June 2024. 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 ten-year extension on 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 mils; 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	\$593,805,972
Commercial Personal Property	17,891,770
Non-Homestead Taxable Value	<u>279,364,056</u>

Total Property Value	\$891,061,798
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Collection for Operating:	
Non-Homestead Taxable Value	\$279,364,056
Mills	<u>0.018</u>

Total Tax for Non-Homestead	<u>\$ 5,028,553</u>
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Collection for Commercial Personal Property:	
Taxable Value	\$17,891,770
Mills	<u>0.006</u>

Total Tax for Commercial PP	<u>\$ 107,351</u>
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Total Tax for Operating	<u>\$ 5,135,904</u>
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Collection for Debt, 2017 Refunding:	
Taxable Value	\$891,121,827
Mills	<u>0.0032</u>

Total for Debt Collection – 2017	<u>\$ 2,851,590</u>
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Collection for Debt, 2016 Bond:	
Taxable Value	\$891,121,827
Mills	<u>0.0019</u>

Total for Debt Collection – 2016	<u>\$ 1,693,131</u>
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RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education approve the 2024 tax levies of 18 mills for operations, 3.2 for the 2017 debt service, and 1.9 for the 2016 debt service and authorize its president and secretary or secretary pro-tem to sign the required tax certification.

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Ryan Skeels
Dan Peña

PURPOSE:

To approve the purchase of Desktop computers for Alexander Elementary and Prairie Elementary.

EXPLANATION:

The current staff and office computing devices at Alexander Elementary and Prairie Elementary are reaching end-of-life (over five years old). It is recommended that we replace these devices with current-generation devices. The District is planning to purchase 65 devices, all Dell Desktops.

- 65x OptiPlex 7010 Small Form Factor (Staff and Office Devices)

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

RECOMMENDATION:

The Technology Director and the Business Manager recommend that the Adrian Board of Education approve the purchase of Desktops totaling \$37,212.50 from Presidio, to be paid from the Capital Projects and Technology Fund.

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Dan Peña

PURPOSE

To approve the Athletico Physical Therapy Athletic Training Services Agreement.

EXPLANATION:

Athletico has provided athletic training services to the District since August 2013, originally under Accelerated Rehabilitation Centers, Ltd. The District has been pleased with the services we have received.

This agreement is for three years with a 5% increase on current pricing for year 1. Years 2 and 3 have no projected increase to the District. The annual cost to the District is \$44,232 for each of the three years.

Initially, the trainers were hired for 35 hours per week. Over time, the need has grown to at least 40 hours per week. This agreement provides 40 hours per week for the fall, winter, and spring seasons. In addition, it will include additional athletic training coverage for middle school events at \$35/hour.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education approve the Athletico Physical Therapy Athletic Training Services Agreement.

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Dan Peña

PURPOSE: To approve the bid for installing bullet-resistant safety window film on the second floor of Adrian High School and Lincoln Elementary. In addition, bullet-resistant safety window film will be installed in other high-visibility areas in District buildings.

EXPLANATION:

The District has received Section 31aa Mental Health & Safety Funds as part of the State School Aid Act for 2023-2024. The District would like to install this bullet-resistant film in addition to the current safety film installed in the summer of 2023 throughout the District. The installation of the bullet-resistant safety film is planned for the 2nd floor of Adrian High School and Lincoln Elementary, where our students and staff cannot escape the building in the event of an active shooter. The bullet-resistant film is also planned for areas of high visibility, such as our vestibules and school office windows.

The District has received quotes from Safe Haven Defense, a TIPS cooperative purchasing program member. Bidding is completed through the cooperative, which follows Board Policy 3301, (C), (1), and (D).

The District intends to split the 31aa funds evenly between mental health services and safety initiatives. The amount allocated for safety initiatives for 2023-2024 is \$265,156.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education approve the purchase and installation of bullet-resistant film within the District. The purchase and installation will not exceed the \$265,156 in 31aa funds allocated for District safety expenditures in 2023-2024.

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Dan Peña

PURPOSE:

To approve the request to purchase a new walk-in freezer for the Adrian High School cafeteria.

EXPLANATION:

The current walk-in freezer at Adrian High School is nearing its end of life as it is over 30 years old. The District has obtained three quotes for purchase and installation listed below, and would like to move forward with this purchase for installation prior to the beginning of the 2024-2024 school year. This purchase will be funded through the District's Non-profit Food Service Account.

- Adrian Mechanical Services-\$45,340
- Cascade Refrigeration-\$52,250
- Refrigeration Service Plus-\$68,875

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education approve the request to purchase a new walk-in freezer for the Adrian High School cafeteria.

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Dan Peña

PURPOSE:

To approve the HPS purchasing consortium milk pricing for Food Service.

EXPLANATION:

Per board policy 3301 Purchasing and Procurement, the District can use cooperative purchasing instead of formally obtaining pricing. The District belongs to HPS, a purchasing consortium that competitively bids products on behalf of school districts. Our current vendor, Toft Dairy, is one of the vendors HPS awarded contracts. The recommendation is to continue to use Toft's Dairy for the 2024-25 school year under the HPS contract. The District has spent, on average, \$137,000 per year on milk over the last three school years.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education approve the milk vendor for the 2024-25 school year. Toft Dairy will continue as the District's supplier through the HPS purchasing consortium.

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Dan Peña

PURPOSE:

To approve the request to purchase a van when it is available, not to exceed \$65,000. The maintenance department will use the van.

EXPLANATION:

Due to tight purchasing constraints and long lead times, the District would like to obtain pricing and move forward using a “not to exceed” purchasing model approved by the Board to purchase a van. The vehicle will be paid through the General Fund.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education approve the request to purchase a new District van, not to exceed \$65,000 each.

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Dan Peña

PURPOSE:

To approve the request to purchase a van, when they are available, not to exceed \$65,000. The van will be used for District athletic transportation.

EXPLANATION:

Due to tight purchasing constraints and long lead times, the District would like to obtain pricing and move forward using a “not to exceed” purchasing model approved by the Board to purchase a van. The vehicle will be paid through the Capital Projects Fund.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education approve the request to purchase a new District van, not to exceed \$65,000 each.

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Beth Ferguson

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 Board President, 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 20, 2024

CONTACT PERSON: Dan Peña

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.

RECOMMENDATION:

The Business Manager recommends that the Board approve the individual contract list for non-union administrators, supervisors, and support personnel for the 2024-25 school year.

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

To recommend the hiring of a Dean of Students for Prairie Elementary School.

EXPLANATION:

An interview team consisting of a Board Member, Community Member, Teachers, and building Central Office Administrators met to review three (3) applicants for the position of Dean of Students at Prairie Elementary School. Interviews were conducted, narrowing the field to two. The second-round interview process consisted of a presentation and an in-depth interview. The interview team deliberated and recommended Callie Yatzek as the Dean of Students at Prairie Elementary School.

Yatzek is a 3rd Grade Teacher at Prairie and has been with the District for 14 years. While at APS, 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 District Curriculum Committees.

She holds a bachelor's degree in Language Arts from Siena Heights University and a master's degree in Educational Leadership from Western Governors University.

RECOMMENDATION:

The Superintendent recommends hiring Callie Yatzek as the Dean of Students at Prairie Elementary, effective for the 2024-2025 school year.

EXECUTIVE SUMMARY

DATE: May 20, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

To accept donations from Community Members.

EXPLANATION:

Kiwanis Club of Adrian donated \$500 to Prairie Elementary for March reading month activities.

Richard and Karla Holmes donated \$610 to the Boys Volleyball team.

James Mulchay III donated \$250 to the baseball team.

Robert Harris and Elizabeth Moon donated \$250 to Lincoln Elementary 3rd grade.

Maple Fans Club donated \$3,000 to Boys Basketball for summer team camps.

Adrian Fuel donated \$500 to the Girls Volleyball team.

RECOMMENDATION:

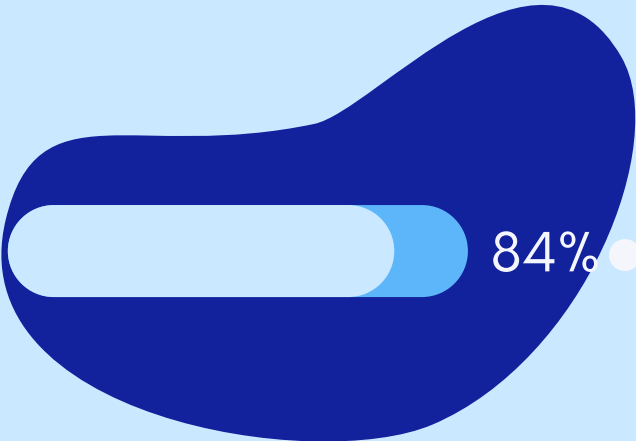
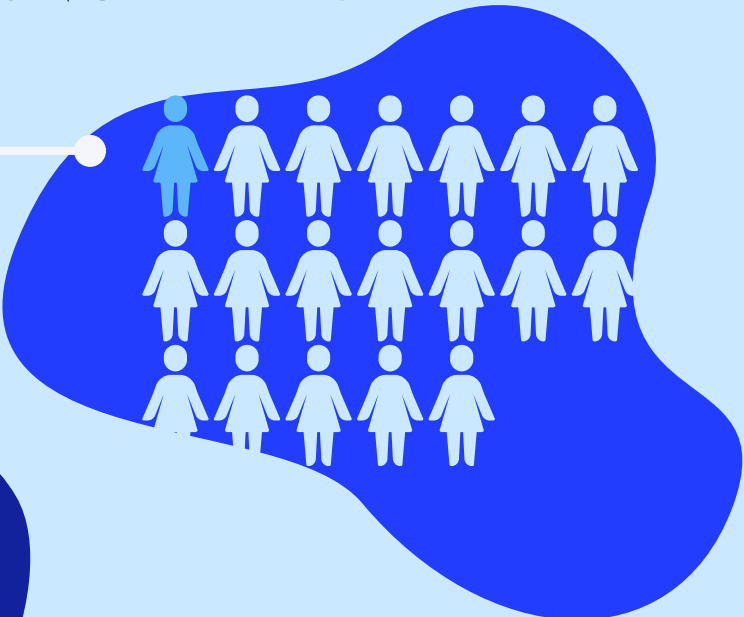
The Superintendent recommends that the Adrian Board of Education accept these donations and thank them for their support.

Adrian Public Schools
Head Start

MAY 2024 BOARD OF EDUCATION &
POLICY COUNCIL REPORT

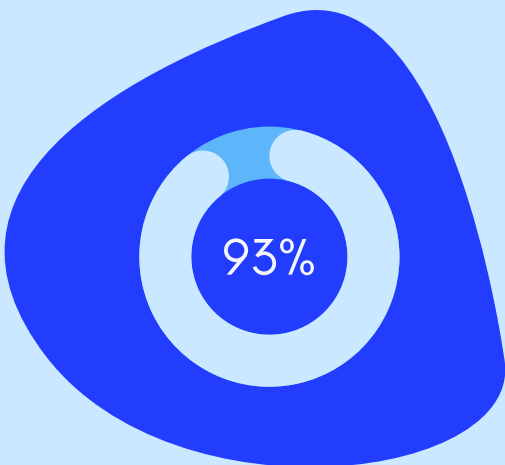
STAFF VACANCIES

1 Lead Teacher

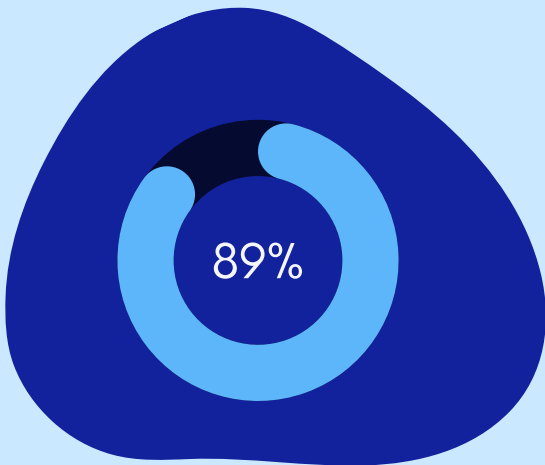


Average Attendance

Attendance trends: Illness,
appointment, parent chooses to
keep child home.



EHS Enrollment
60/64 enrolled.

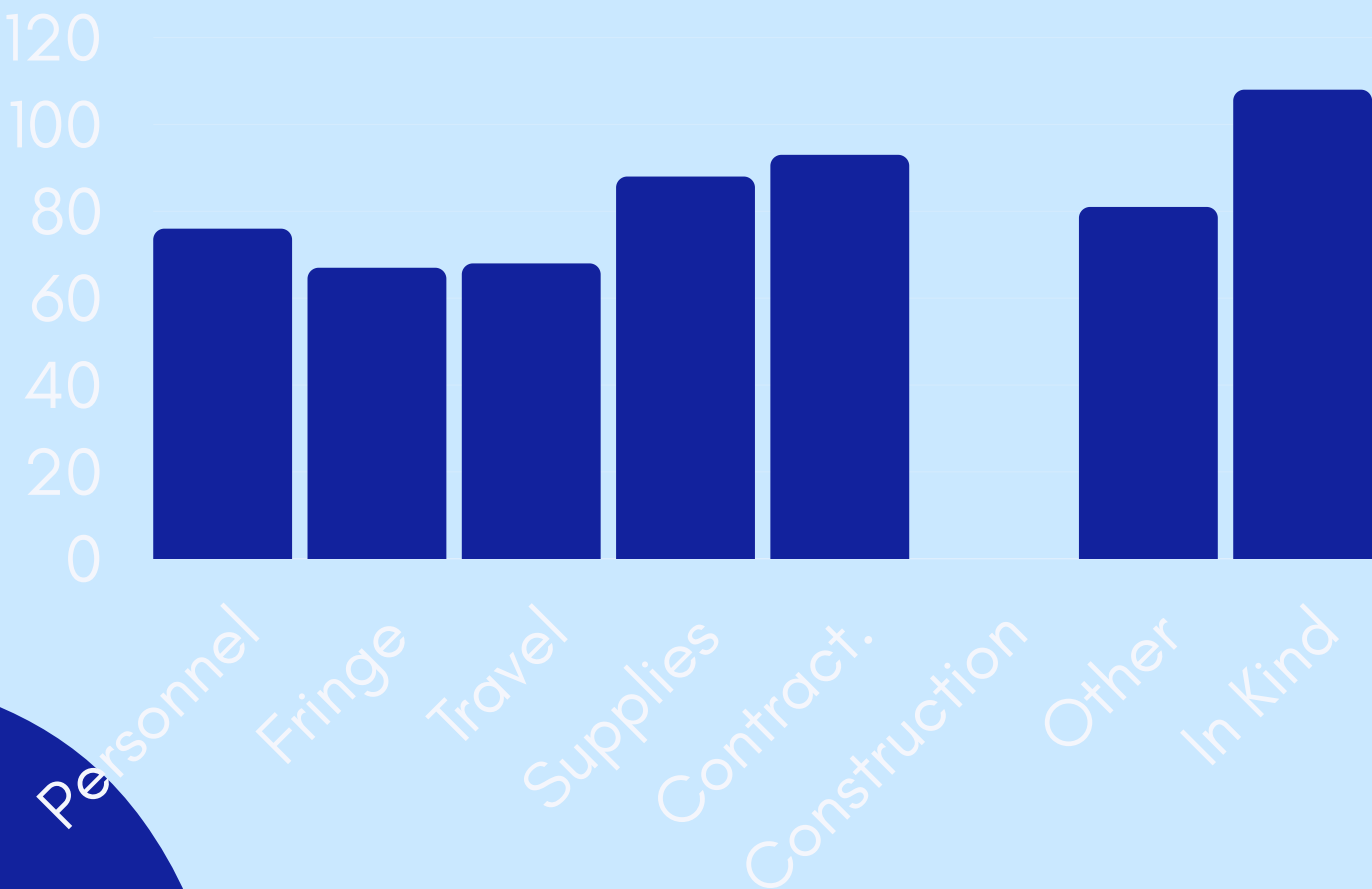


HS Enrollment
166/185 enrolled.

Recruitment Activities:
Community Event planned for May 18th. Enrollment
has started for the 2024-2025 school year!

BUDGET REPORTS

Non-federal share (In Kind) goal is at 108%! All
other budget categories are where they should
be for this time of year. Personnel and fringe
benefits are low due to staff vacancies.



HEAD START and EARLY HEAD START BUDGET REPORT AS OF 4/30/2024

Approved Budget Category	Basic Grant	Training	Total	Expenditures	% Expended	% of Year	Difference
1 - Personnel	\$ 2,134,918.00	\$ -	\$ 2,134,918.00	\$ 1,615,307.32	76%	83%	-8%
2 - Fringe Benefits	\$ 1,634,290.00	\$ -	\$ 1,634,290.00	\$ 1,090,514.11	67%	83%	-17%
3 - Travel	\$ -	\$ 17,800.00	\$ 17,800.00	\$ 12,061.69	68%	83%	-16%
4 - Equipment	\$ -	\$ -	\$ -	\$ -			
5 - Supplies	\$ 116,937.00	\$ -	\$ 116,937.00	\$ 102,873.20	88%	83%	5%
6 - Contractual	\$ 195,049.00	\$ -	\$ 195,049.00	\$ 181,457.46	93%	83%	10%
7 - Construction	\$ -		\$ -	\$ -			
8 - Other	\$ 258,360.00	\$ 36,977.00	\$ 295,337.00	\$ 238,498.40	81%	83%	-3%
Indirect Cost	\$ 103,100.00	\$ -	\$ 103,100.00	\$ -			
Total	\$ 4,442,654.00	\$ 54,777.00	\$ 4,497,431.00	\$ 3,240,712.18	72%	83%	-11%
Inkind	\$ 1,040,990.00		\$ 1,040,990.00	\$ 1,128,436.30	108%	83%	25%
Max. Allowable Admin. Cost	\$ 822,547.00	\$ 8,217.00	\$ 830,764.00	\$ 385,593.04	46%		