



## ADRIAN PUBLIC SCHOOLS

*Tradition of Opportunities*  
Future of Possibilities

### Agenda

Regular Meeting  
Monday, May 22, 2023  
6:00 p.m. Springbrook

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

1. Pledge of Allegiance
2. Approval of Agenda
3. Mission Statement
4. Good News Reports
  - a. Retiree Recognition
  - b. Springbrook Band & Orchestra
5. Communications
  - a. Springbrook Presentation

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

1. Consent Agenda
  - a. Approval of May 8, 2023, Closed Session Minutes (handout)
  - b. Approval of May 8, 2023, Regular Minutes

##### Business Requiring Board Action

- a. Approval of critical mapping
- b. Approval of milk pricing for food services
- c. Approval of the purchase of a food service vehicle
- d. Approval of Athletico contract renewal
- e. Approval of the 2023 Property Tax certification
- f. Approval of the resolution to approve a representative for the LISD Elections
- g. Approval of Superintendent Evaluation
- h. Approval of Donations

##### 2. Business Requiring Future Board Action

- a. First reading to transfer money on behalf of Head Start to the Capital Projects and Technology Fund

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

- a. Lenawee Medical
- b. Head Start Monthly Report

**D. Future Meetings and Business**

1. Board Committee Reports- Finance
2. Board Member Comments
3. Meeting Dates and Upcoming Events
  - May 23, 2023, Senior Honors Night, 7:00
  - May 24, 2023, IB Awards Night, 7:00
  - May 24, 2023, Adrian Community Education Center Graduation, 7:00
  - May 28, 2023, Adrian High School Graduation, 2:00
  - June 12, 2023, Board workshop, B100, 4:30
  - June 12, 2023, BOE Meeting, B100, 6:00

**E. Public Comment** (Request to Participate Form must be filled out and given to Angie Schaffer prior to Section D (Future Meetings and Business) on the agenda)

**F. Closed Session**

1. AFSCME

**G. Tentative Action**

1. AFSCME

**H. 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, MAY 8, 2023, AHS CAFETERIA

**MEETING CALLED TO ORDER**

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

The Pledge of Allegiance was recited.

**PLEDGE RECITED**

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

ABSENT: Vice President Baucher

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

**AGENDA APPROVED**

Motion carried by a 6-0 vote.

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

**MISSION STATEMENT**

Superintendent Parker acknowledged Teacher appreciation week. "Nothing is more important in a school district than what occurs between teachers and their students daily. Our kids, community, and school are lucky to have passionate, kind, and dedicated teachers," commented Superintendent Parker. President Ferguson read a Proclamation for Teacher Appreciation.

**GOOD NEWS REPORT**

Mr. Lucius and several students attended the board meeting and were recognized for their achievements at the Saginaw Valley State University Math Olympics. In addition, Mr. Lucius thanked the Adrian School Education Foundation for their continued financial support for this event.

**COMMUNICATIONS**

The board recognized the resignation of Kim Rose, Stefanie Forche, Zakeya Tompkins, and Kristina Cox.

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

**CONSENT AGENDA**

The consent agenda included the following items:

- a. Approval of Minutes from April 24, 2023, Regular Meeting
- b. Approval of Minutes from April 24, 2023, Closed Session
- c. Treasurer's Report ending April 30, 2023, with a balance of \$1,219,863.39.
- d. Approval of New Hire, Brandon Garland, Facilities Director

Motion carried by a 6-0 vote.

**LISD BUDGET**

Moved by Trustee Marks, supported by Trustee Solis-Gautz, that the Adrian Board of Education approve the L.I.S.D. 2023-24 budget.

Motion carried by a 6-0 vote.

Moved by Trustee Ballard, supported by Trustee Henagan, that the Adrian Board of Education approve the request for a reduction of \$327,000 of the required Head Start Non-Federal Share for the 2022-23 program year.

**H.S. IN-KIND  
WAIVER REQUEST**

Motion carried by a 6-0 vote.

Moved by Trustee Ballard, supported by Trustee Marks, that the Adrian Board of Education approve the amended Plan to Safe Return to In-Person Instruction. Trustee Marks asked, "How long do you think you will need to bring this to the board?" Derrick Richards responded, "I think this will be the last time." There was no public comment.

**LEA PALN FOR ESSER  
III**

Motion carried by a 6-0 vote.

Moved by Trustee Buku, supported by Trustee Ballard, that the Adrian Board of Education accept donations from Jane Dempsey, The Lynn Stubberfield Foundation, Doug Nelson, Adrian Steel, and Sophia's Book Stand.

**DONATIONS**

Motion carried by a 6-0 vote.

The board reviewed the proposal for Critical Incident Site Mapping for all buildings. The District has received safety funds and will use these funds for building floor plans with specific labeling of halls, doors, stairwells, and other areas. The maps will provide law enforcement and other officials with important information during a critical incident. Trustee Marks asked, "If there are structural changes to a building or if we add a building, who is responsible for the associated charges?" Mr. Richards responded, "It is not included in the quote."

**CRITICAL INCIDENT  
SITE MAPPING**

The board reviewed milk pricing for the 2023-24 school year. The District uses cooperative bidding for the purchase of milk. We are happy with our current vendor, Toft Dairy, and would like to continue to have them be the District's supplier.

**MILK PRICING**

The board reviewed the request to purchase a food service delivery truck. Due to long lead times, the District would like to obtain pricing and move forward with purchasing using a "not to exceed" model approved by the board. The truck will be paid through the Excess Fund Balance in the Non-profit Food Service account.

**FOODSERVICE  
VEHICLE**

The board reviewed the Athletico Physical Therapy agreement. Athletico has been providing athletic training services to the District since 2013. It is a one-year agreement.

**ATHLETICO**

The board reviewed the resolution appointing an Adrian Board of Education representative to cast the District's vote for the L.I.S.D. Biennial election.

**LISD ELECTION**

Superintendent Parker gave an update on the Adrian Public Schools Project Inspire Resilience and Excellence (A.S.P.I.R.E.) initiative. In each of the eight categories, Mr. Parker reviewed work done in 2022-23 and then told what the next steps would be.

**REPORTS FROM THE  
SUPERINTENDENT  
AND STAFF**

Mary Bruggenwirth shared, "Tonight, you approved the waiver for the In-Kind reduction. Last year we had to file the same waiver, and we did not need it. We had our Focus area one review, and there were no findings."

Trustee Marks shared that the Finance Committee had met and discussed budget projections, milk pricing, food service delivery vehicle, Athletico renewal, and weapons detection software.

**FINANCE  
COMMITTEE**

Trustee Buku reported that the Personnel Committee had met and discussed hiring, open positions, and a draft of the Superintendent goals for 2023-24.

**PERSONNEL  
COMMITTEE**

Trustee Buku said, "The spring musical was excellent. It was a very impressive performance. They did a great job, and it was entertaining."

**BOARD MEMBER  
COMMENTS**

Trustee Ballard reminded the board, "Superintendent Parker's evaluation will be held on May 22<sup>nd</sup>. He will be sharing his self-evaluation and the rubric with us. So please look over it before the meeting."

Moved by Trustee Buku, supported by Trustee Ballard, that the Adrian Board of Education convene to a closed session at 6:55 p.m. under the Open Meetings Act 8(c) for collective bargaining.

**CLOSED SESSION**

**ROLL CALL VOTE:**

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

Motion carried by a 6-0 vote

President Ferguson called the meeting back into open session at 6:56 p.m.

**OPEN SESSION**

Moved by Trustee Ballard, supported by Trustee Buku, that the Adrian Board of Education approve the tentative agreement with A.F.S.C.M.E. The agreement included a one-time step, effective July 1, 2023, due to a Quality Improvement money award to Head Start.

**AFSCME**

Motion carried by a 6-0 vote.

There being no further business, moved by Trustee Marks supported by Trustee Henagan that the meeting be adjourned.

Motion carried by a 6-0 vote.

**ADJOURNMENT**

The meeting adjourned at 6:57 p.m.

---

Beth Ferguson, President

---

Mike Buku, Secretary

# EXECUTIVE SUMMARY

---

**DATE:** May 22, 2023

**CONTACT PERSON:** Derrick Richards

**PURPOSE:**

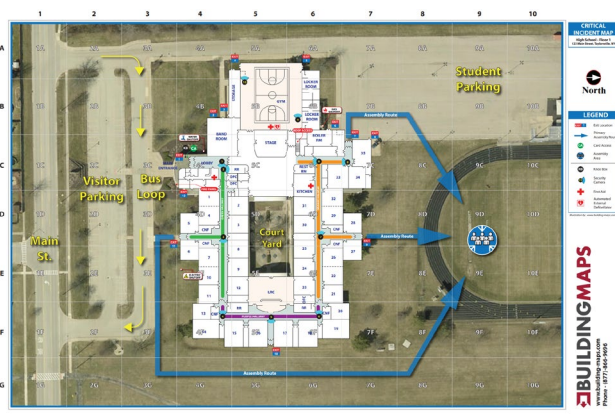
To approve the proposal from Building Maps to conduct a Critical Incident Site Mapping for all site buildings.

**EXPLANATION:**

The District has received Section 97d Safety Funds of \$31,505 for Critical Incident Site Mapping. Critical Incident Maps are a tool that provides building floor plans, building specific labeling of rooms, hallways, doors, stairwells, and other specific features. This provides law enforcement and other officials with important building-related information during a critical incident.

Building Maps will provide the District with all required features set by the legislature and the Michigan Department of Education. This proposal will cover all K-12 school buildings and Drager Early Learning Center.

The amount of the proposal is \$28,500.



**RECOMMENDATION:**

It is the recommendation of the Superintendent and Assistant Superintendent of Curriculum and Instruction that the Adrian Board of Education approves the proposal from Building Maps.

## **EXECUTIVE SUMMARY**

---

**DATE:** May 22, 2023

**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 that has awarded contracts. The recommendation is to continue to use Toft's Dairy for the 2023-24 school year under the HPS contract. The District spends, on average, \$120,000 per year on milk.

### **RECOMMENDATION:**

It is the recommendation of the Business Manager that the Adrian Board of Education approve the milk vendor for the 2023-24 school year, with Toft Dairy continuing as the District's supplier through the HPS purchasing consortium.

## **EXECUTIVE SUMMARY**

---

**DATE:** May 22, 2023

**CONTACT PERSON:** Dan Peña

### **PURPOSE:**

To approve the request to purchase a food service delivery box truck when available, not exceeding \$65,000. This will replace the current 12' box truck used by food service.

### **EXPLANATION:**

Due to tight purchasing constraints and long lead times, the District would like to obtain pricing on the 2023 and 2024 models and move forward with purchasing, using a “not to exceed” purchasing model approved by the Board for the purchase of a food service delivery truck. The truck we will replace is a 2006 Ford E350 with 86,766 miles on it. This purchase will be funded through the Excess Fund Balance in the District’s Non-profit Food Service Account.

### **RECOMMENDATION:**

It is the recommendation of the Business Manager that the Adrian Board of Education approve the request to purchase a new food service delivery box truck, in an amount not to exceed \$65,000, once the 2023 or 2024 models become available. This will be paid out of the Excess Fund Balance in the District’s Non-profit Food Service Account.



## **EXECUTIVE SUMMARY**

---

**DATE:** May 22, 2023

**CONTACT PERSON:** Dan Peña

### **PURPOSE**

To approve the Athletico Physical Therapy Athletic Training Services Agreement.

### **EXPLANATION:**

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

This agreement is for one year. Originally, 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 for 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 \$30/hour.

### **RECOMMENDATION:**

It is the recommendation of the Business Manager that the Adrian Board of Education approve the Athletico Physical Therapy Athletic Training Services Agreement for the 2023-2024 school year.

# EXECUTIVE SUMMARY

---

**DATE:** May 22, 2023

**CONTACT PERSON:** Dan Peña

## **PURPOSE**

To approve the 2023 tax certification for operations and the bond debt service.

## **EXPLANATION:**

Below are the proposed 2023 operating and debt service levies with the related yields. The tax certification for summer tax collection must occur before the beginning of June 2023. 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 2014, the electors approved a 10-year extension on the current operating levy.

On May 10, 2004, the District's electors approved a \$49.75 million bond proposal, and on the 20<sup>th</sup> of March 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	\$546,193,316
Commercial Personal Property	14,341,215
Non-Homestead Taxable Value	<u>261,977,545</u>
Total Property Value	\$822,512,076

Collection for Operating:	
Non-Homestead Taxable Value	\$261,977,545
Mills	<u>0.018</u>
<b>Total Tax for Non-Homestead</b>	<b><u>\$ 4,715,596</u></b>

Collection for Commercial Personal Property:	
Taxable Value	\$14,341,215
Mills	<u>0.006</u>
<b>Total Tax for Commercial PP</b>	<b><u>\$ 86,047</u></b>

<b>Total Tax for Operating</b>	<b><u>\$ 4,801,643</u></b>
--------------------------------	----------------------------

Collection for Debt, 2017 Refunding:	
Taxable Value	\$822,577,754
Mills	<u>0.0033</u>
<b>Total for Debt Collection – 2017</b>	<b><u>\$ 2,714,507</u></b>

Collection for Debt, 2016 Bond:	
Taxable Value	\$822,577,754
Mills	<u>0.0021</u>
<b>Total for Debt Collection – 2016</b>	<b><u>\$ 1,727,413</u></b>

**RECOMMENDATION:**

It is the recommendation of the Business Manager that the Adrian Board of Education approve the 2023 tax levies of 18 mills for operations, 3.3 for the 2017 debt service, and 2.1 for the 2016 debt service, and authorizes its president and secretary or secretary pro-tem to sign the required tax certification.

# EXECUTIVE SUMMARY

---

**DATE:** May 22, 2023

**CONTACT PERSON:** Nate Parker

## **PURPOSE:**

To approve who will represent the Adrian Board of Education at the LISD Biennial Election.

## **EXPLANATION:**

Districts are required to pass a resolution appointing a representative and alternate from the Board who will cast the district's vote in the June LISD Biennial Election. The designated Board member will need to attend the LISD Biennial Election scheduled for June 5, 2023 at 5:30 p.m. at the LISD Tech Center to cast the district's ballot.

This process requires school districts to consider this resolution at two meetings, one to consider and one to adopt.

David Pray- Clinton Community Schools  
Barbara Korican-Tecumseh Public Schools  
Paula Holtz- Tecumseh Public Schools

## **RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education approve the resolution appointing a representative and an alternate to represent the Board at the June 5, 2023, LISD Elections and to cast a vote on behalf of Adrian Public Schools.

## RESOLUTION OF THE ADRIAN BOARD OF EDUCATION

WHEREAS, the biennial election of the Board of Education of the Lenawee Intermediate School District will be held on Monday, June 5, 2023, at a meeting of individuals designated by the board of education of each constituent school district, and

WHEREAS, Section 614(2) of the Revised School Code requires a constituent school board to designate its representative and identify the intermediate school board candidates the constituent district board supports for each position to be filled on the intermediate school district board by a resolution adopted not earlier than 21 days prior to the date of the election,  
[Note- May 15, 2023 is the earliest date that a constituent school board may designate its representative and identify the candidates that the Board supports] and

WHEREAS, Section 614(2) of the Revised School Code prescribes the method for adoption of a resolution including the requirement that the resolution be considered at not less than one public meeting before the board adopts the resolution, and

WHEREAS, the board previously considered this resolution at an open meeting conducted in accordance with the requirements of the Open Meetings Act on May 8, 2023.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board designates \_\_\_\_\_ as its representative to serve on the 2023 electoral body responsible for electing members to the Lenawee Intermediate School District Board of Education and \_\_\_\_\_ as alternate representative in the event the designated representative is unable to attend the election.
2. The Board supports candidate(s) \_\_\_\_\_ [insert two candidate names, which is equal to the number of vacancies] for a position on the Lenawee Intermediate School District Board of Education for a full-term of six years beginning on July 1, 2023.
3. The Board directs its representative, \_\_\_\_\_, to cast the Board's vote for candidate(s) \_\_\_\_\_ [insert two candidate names, which is equal to the number of vacancies] at least on the first ballot taken at the June 5, 2023, election.
4. The Board authorizes and directs its secretary to file this resolution with the secretary of the Lenawee Intermediate School District Board of Education.

Ayes: Members

Nays: Members

Resolved this 22nd day of May 2023.

Signature:

---

Secretary, Board of Education

## EXECUTIVE SUMMARY

---

**DATE:** May 22, 2023      **CONTACT PERSON:** Beth Ferguson

**PURPOSE:**

To evaluate the Superintendent

**EXPLANATION:**

Each year the Board of Education is to evaluate the Superintendent according to one of two approved evaluation measures 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:

Governance and Board Relations, Community Relations, Staff Relations, Business and Finance, Instructional Leadership, Student Growth, and 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 \_\_\_\_\_.

# EXECUTIVE SUMMARY

---

**DATE:** May 22, 2023

**CONTACT PERSON:** Nate Parker

**PURPOSE:**

To accept donations from Community Members.

**EXPLANATION:**

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

Mark Fetzer donated \$200

Greg Jackson donated \$200

J.R. Hayden donated \$600

G. Richard and Kathryn Wynn donated \$5,000

Nathan and Stacy Parker donated \$1,200

Ed and Jenny Engle donated \$500

First Student planted a tree on behalf of Adrian Public Schools for Earth Day.

**RECOMMENDATION:**

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

## **EXECUTIVE SUMMARY**

---

**DATE:** May 22, 2023

**CONTACT PERSON:** Dan Peña

### **PURPOSE**

To review the request to transfer \$120,000 from the general fund to the capital projects and technology fund for Head Start projects.

### **EXPLANATION:**

There are several projects that Head Start needs to complete at the Drager Early Education Center:

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

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

### **RECOMMENDATION:**

It is the recommendation of the Business Manager that the Adrian Board of Education review the request to transfer \$120,000 to the capital projects and technology fund on behalf of Head Start for approval at the next Board meeting.



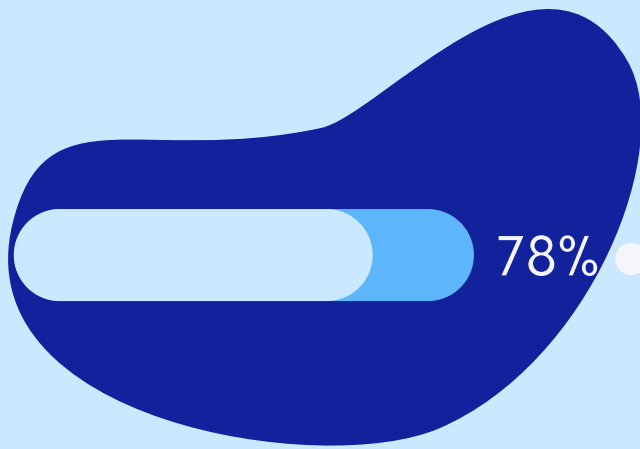
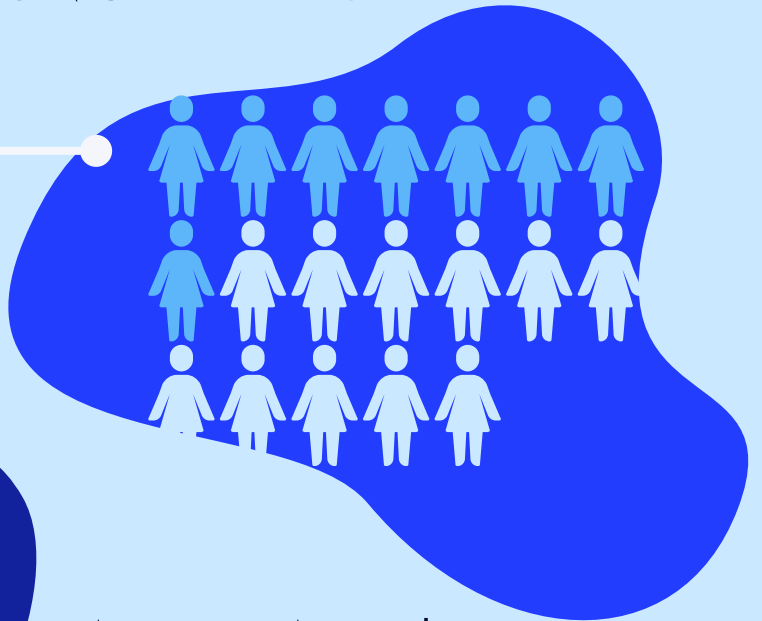
# Adrian Public Schools

## Head Start

### MAY 2023 BOARD OF EDUCATION & POLICY COUNCIL REPORT

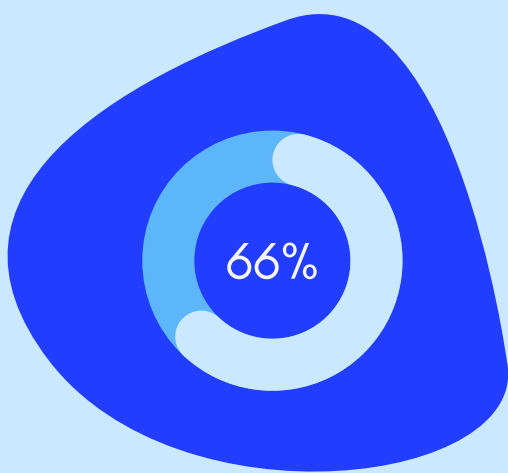
#### STAFF VACANCIES

- 4 Teachers
- 3 Teacher Assistants
- 1 Family Engagement Assistant

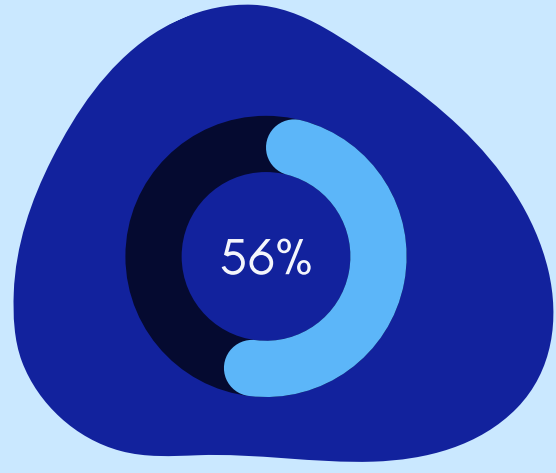


#### Average Attendance

Attendance trends: Illness, WIC or doctor appointment, death in family.



EHS Enrollment  
53/80 enrolled.  
Additional 2 accepted students.



HS Enrollment  
140/246.

#### Enrollment Details

EHS Home Based: 26 openings  
Center Based: 0 openings  
Head Start: 106 openings.

#### BUDGET REPORTS

Early Head Start and Head Start Budget Report.

