

ADRIAN PUBLIC SCHOOLS

Tradition of Opportunities Future of Possibilities

<u>Agenda</u>

Regular Meeting Monday, May 8, 2023 6:00 p.m. AHS

A. Call to Order

- 1. Pledge of Allegiance
- 2. Approval of Agenda
- 3. Mission Statement
- 4. Good News Reports
 - a. Teacher appreciation
 - b. Stacy Arnold
 - c. Eric Emmendorfer
 - d. Math winners
- 5. Communications
 - a. Resignation of Kim Rose, Paraprofessional
 - b. Resignation of Stefanie Forche, Paraprofessional
 - c. Resignation of Zakeya Tompkins, Head Start
 - d. Resignation of Kristina Cox, Teacher

B. Recommended Action

- 1. <u>Consent Agenda</u>
 - a. Approval of April 24, 2023, Closed Session Minutes (handout)
 - b. Approval of April 24, 2023, Regular Minutes
 - c. Treasurer's report ending April 30, 2023
 - d. Approval of Hire- Brandon Garland, Maintenance Director
- 2. Business Requiring Board Action
 - a. Approval of the LISD Budget
 - b. Approval of the Head Start In-Kind waiver request
 - c. Approval/reconfirmation of the LEA plan for ESSER III and mode of instruction
 i. Public Comment
 - d. Approval of Donations
- 3. Business Requiring Future Board Action
 - a. First reading to review critical mapping
 - b. First reading to review milk pricing for food services
 - c. First reading to review the purchase of a food service vehicle
 - d. First reading to review Athletico contract renewal

e. First reading to approve the resolution to approve a representative for the LISD Elections

C Reports from Superintendent and Staff

a. A.S.P.I.R.E. update

b. Head Start Monthly Update

D. Future Meetings and Business

- 1. Board Committee Reports- Finance, Personnel
- 2. Board Member Comments
- Meeting Dates and Upcoming Events All-City Strings (6th-12th) 5/9 AHS Spring Choir Concert 5/11 Alexander Drama Club play series (2nd-5th) 5/18 Springbrook MS Choir Concert 5/16 Superintendent Evaluation, 5/22 Memorial Day Parade, featuring AHS Marching Band 5/30

E. Public Comment

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.

DATE: May 8, 2023

CONTACT PERSON: Nate Parker

PURPOSE:

The resignation of Kim Rose.

EXPLANATION:

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

RECOMMENDATION:

It is the recommendation of the Superintendent that the Adrian Board of Education acknowledge the resignation of Kim Rose effective June 2, 2023.

DATE: May 8, 2023

CONTACT PERSON: Nate Parker

PURPOSE:

The resignation of Stephanie Forche.

EXPLANATION:

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

RECOMMENDATION:

It is the recommendation of the Superintendent that the Adrian Board of Education acknowledge the resignation of Stephanie Forche effective May 2, 2023.

DATE: May 8, 2023

CONTACT PERSON: Nate Parker

PURPOSE:

The resignation of Zakeya Tompkins.

EXPLANATION:

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

RECOMMENDATION:

It is the recommendation of the Superintendent that the Adrian Board of Education acknowledge the resignation of Zakeya Tompkins effective May 1, 2023.

DATE: May 8, 2023

CONTACT PERSON: Nate Parker

PURPOSE:

The resignation of Kristina Cox.

EXPLANATION:

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

RECOMMENDATION:

It is the recommendation of the Superintendent that the Adrian Board of Education acknowledge the resignation of Kristina Cox effective May 5, 2023.

MINUTES OF THE REGULAR MEETING OF THE ADRIAN BOARD OF MEETING CALLED TO EDUCATION, APRIL 24, 2023, MICHENER ELEMENTARY ORDER

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

The Pledge of Allegiance was 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 **AGENDA APPROVED** of Education approve the agenda.

Motion carried by a 6-0 vote.

MISSION STATEMENT

PLEDGE RECITED

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

Ann Lacasse, Principal at Michener Elementary, gave an overview of her building. Mrs. Lacasse shared that there are two teachers at each grade level; they have a young five's and a Head Start room. In addition, four classrooms deliver Special Education services. In her presentation, Mrs. Lacasse shared about various activities at Michener this year. Some activities include Literacy Intervention support services, Fluency Friends, Morning meetings, PRIDE incentive trips, community game day, service projects, Astronomy Club, a Planewave visit, Plantarium experience, Science Day, a visit by author Jeffrey Chamberlain, and Transformation Days. Mrs. Lacasse shared that Mrs. Kelly's and Mrs. Wallich's classes were state champions for the Read Bowl. Aubire Guerra, from Michener, was the third-place Spelling Bee winner for the county.

The board recognized the retirements of Ann van Stavern, Jill Roberts, Jeff **COMMUNICATIONS** Petterson, and Ivy Hutchison. They also recognized the resignation of Laurie Pontius.

Moved by Trustee Marks, supported by Trustee Henagan, 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 10, 2023, Regular Meeting
- b. Approval of Minutes from April 10, 2023, Closed Session (hand out)
- c. Approval of New Hire, Laura Turner, Head Start

Motion carried by a 6-0 vote.

Moved by Trustee Ballard, supported by Trustee Marks, that the Adrian Board of Education approve the agreement from ESS Midwest for Human Resource Staffing Services. ESS MIDWEST SERVICES Motion carried by a 6-0 vote. Moved by Trustee Marks, supported by Trustee Buku, that the Adrian Board **BATHROOM WORK** of Education approve bathroom work at Springbrook Middle School. Motion carried by a 6-0 vote. Moved by Trustee Solis-Gautz, supported by Trustee Ballard, that the Adrian SAFETY WINDOWS Board of Education approve the bid to purchase and install window safety film. President Ferguson asked, "Do we have a timeline for the work?" Superintendent Parker stated, "It should start soon and be completed before school starts in the fall." Motion carried by a 6-0 vote. **FRANTZ LAW** Moved by Trustee Ballard, supported by Trustee Solis-Gautz, that the Adrian GROUP Board of Education approve a resolution from Frantz Law Group to represent the District in a class-action suit. Trustee Henagan wanted to clarify that the lawsuit would reimburse the District for property damage, loss of state aid from expelled students, and services going forward with counselors or education programs about social media and its impact on students. Motion carried by a 6-0 vote. **CONTRACTS** Moved by Trustee Henagan, supported by Trustee Solis-Gautz, that the Adrian Board of Education approve a resolution allowing the Superintendent or designee the authority to enter into contracts or agreements on behalf of the board up to the state threshold. Motion carried by a 6-0 vote. **COLA & QI GRANT** Moved by Trustee Ballard, supported by Trustee Buku, that the Adrian Board of Education approve the Early Head Start and Head Start COLA & Q.I. grant application. Motion carried by a 6-0 vote. DONATIONS Moved by Trustee Ballard, supported by Trustee Marks, that the Adrian Board of Education accept donations from the following individuals: Dan and Sheryl Pena, Kim Rychener, Lori and Steve Kellie, Thomas and Nancy McDaid, Holy Family Ladies, Sally Dickson, Kiwanis Club of Adrian, Amer1can Credit Union, Patton Wings, Inspire Brands Foundation Inc, The City of Adrian, Dr. Ballard, and the Maple Fans Club. Motion carried by a 6-0 vote. The board reviewed the proposed ISD budget and resolution. Trustee Marks LISD BUDGET commented, "The focus of the meeting was about curriculum. They are offering two new classes; law enforcement and food service. The budget is still uncertain because the state budget numbers have not been released." Superintendent Parker said, "No major changes were reported in the budget.

The LISD is still pursuing buying the Jackson College building, and there have been a few delays."

Mary Bruggenwirth reported that the Head Start Early Childhood program is submitting a request to the Office of Head Start to reduce the required Non-Federal Share. Mrs. Bruggenwirth said three primary reasons for the request are the COVID vaccine restriction, the program not fully enrolled, and no longer having the LISD partnership classroom. Trustee Henagan asked, "What has caused under-enrollment?" Mary responded, "The COVID restriction is a big part. I was on a phone call today and learned that 70% of Head Start programs nationwide are under-enrolled this year. Unfortunately, we are not the only program dealing with this."

Superintendent Parker gave a Lesson Plan update and shared the plan's next step. The District is developing what a Portrait of a Graduate will look like at Adrian Public Schools. The portrait will lead to globally competitive graduates exhibiting 21st-century skills and dispositions. Some planned items are stakeholder surveys, focus groups, and a board workshop.

Mr. Parker shared opportunities for input from students, families, staff, and community members. The District seeks to answer two key questions. "Who can our students be? What can they do?"

Trustee Ballard shared that the Curriculum Committee had met and discussed Portrait of a Graduate.

Trustee Henagan shared, "I am happy that the Mental Health services have expanded. I know of a family that had a crisis, and they could help the student. This is an excellent service. I was asked to be a lunch buddy for an elementary student six years ago. I am still in contact with that student. I want to encourage the buildings to keep having lunch buddies. In the past, a Google document was shared with the board about the numerous activities in the buildings. I would like to see that kind of resource come back."

Trustee Ballard recognized the four retirements on the agenda. "These professionals have dedicated their lives to students and their families. I remember the legacy that my teachers left on me, and these teachers have also left a legacy. I value and appreciate them," commented Ballard.

President Ferguson stated, "I was able to have dinner with one of the retirees mentioned, and she expressed her appreciation for the board."

Moved by Trustee Buku, supported by Trustee Ballard, that the Adrian Board **CLOSED SESSION** of Education convene to a closed session at 7:05 p.m. under the Open Meetings Act 8(c) for collective bargaining.

ROLL CALL VOTE:

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

Motion carried by a 6-0 vote

H.S. IN-KIND WAIVER REQUEST

REPORTS FROM THE SUPERINTENDENT AND STAFF

CURRICULUM COMMITTEE

BOARD MEMBER COMMENTS

President Ferguson called the meeting back into open session at 7:11 p.m.

Moved by Trustee Ballard, supported by Trustee Marks, that the Adrian Board AEA of Education approve the wage agreement with the AEA. Highlights of the agreement are step advancement, supply stipend, and one-time classroom stipend.

Motion carried by a 6-0 vote.

Moved by Trustee Marks, supported by Trustee Buku, that the Adrian Board **CALENDAR** of Education approve the last day of school as June 2, 2023.

Motion carried by a 6-0 vote.

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

Motion carried by a 6-0 vote.

The meeting adjourned at 7:16 p.m.

ADJOURNMENT

Beth Ferguson, President

Mike Buku, Secretary

ADRIAN PUBLIC SCHOOLS FINANCIAL REPORT FOR THE YEAR TO DATE PERIOD APRIL 30, 2023 STATEMENT OF REVENUES, EXPENDITURES AND CURRENT BUDGET POSITION

	REVENUES	_	BUDGET ADOPTED 3/13/2023	_	Y.T.D. ACTUAL		CURRENT BUDGET POSITION
100 300 400 500	Local Sources State Sources Federal Sources Incoming Transfers	\$	5,133,580 30,960,914 11,344,173 1,866,933	\$	4,711,387 19,939,954 6,166,429 1,542,656	\$	5,133,580 30,960,914 11,344,173 1,866,933
	TOTAL	\$_	49,305,600	\$_	32,360,425	\$	49,305,600
	EXPENDITURES						
	INSTRUCTION						
110 120 130	Basic Program Added Needs Adult & Continuing Education SUPPORT SERVICES	\$	19,644,792 6,477,848 192,094	\$	13,570,102 4,060,167 123,705	\$	19,644,792 6,477,848 192,094
210 220 230 250 260 270 280 290 300 450 510 600	Pupil Instructional Staff General Administration School Administration Business Plant & Operations Pupil Transportation Central Services Other Community Services Prior Year Adj/Facilities Improvements Debt Services Outgoing Transfers <i>TOTAL</i>	\$	3,548,493 2,208,414 810,742 2,255,932 1,252,332 4,072,359 1,309,777 776,612 1,229,311 440,023 4,431,110 3,519 600,000 49,253,358	\$_	2,285,528 1,600,097 669,964 1,849,657 641,137 2,932,244 1,059,133 623,259 15,699 218,173 2,802,116 2,860 600,000 33,053,841	\$	3,548,493 2,208,414 810,742 2,255,932 1,252,332 4,072,359 1,309,777 776,612 1,229,311 440,023 4,431,110 3,519 600,000 49,253,358
	Excess Revenues over Expenditures Beginning Fund Balance Ending Fund Balance	\$_	52,242	\$	-693,415 8,114,703 7,421,288	\$_	52,242

DATE: May 8, 2023

CONTACT PERSON: Nikki Culley

PURPOSE:

To recommend the hiring Director of Facilities for Adrian Public Schools.

EXPLANATION:

Dave Gough and his interview team recommend Brandon Garland as the Director of Facilities. Brandon currently works in general maintenance at Adrian Public Schools. While working for Adrian Public Schools, Brandon has shown leadership and an exemplary work ethic. He has been with the District since July 2019. Previous to his role at Adrian Public Schools, Brandon worked at Lenawee County Buildings & Grounds for fourteen (14) years

RECOMMENDATION:

It is the recommendation of the HR Director that Brandon Garland be hired as the Director of Facilities for Adrian Public Schools, effective May 8, 2023.

DATE: May 8, 2023 CONTACT PERSON: Nate Parker

PURPOSE

To approve the 2023-24 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 prosed 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 Lenawee Intermediate School District 2023-24 budget.

Support for Budget ISD BUDGET RESOLUTION

Adrian Public Schools (the "District").

A regular meeting of the board of education of the District was held at Adrian High School, in the district, on the day of May 8, 2023, at 6 o'clock p.m.

The meeting was called to order by Beth Ferguson, President.

Present:

Absent: Baucher

The following preamble and resolution were offered by Member ______ and supported by Member ______:

WHEREAS:

- 1. Section 624 of the Revised School Code, as amended, requires the intermediate school board to submit its proposed budget not later than May 1 of each year to the board of each constituent district for review; and
- 2. Not later than June 1 of each year, the board of each constituent district shall review the proposed intermediate school district budget, shall adopt a board resolution expressing its support or disapproval of the proposed intermediate school district budget, and shall submit to the intermediate school board any specific objections and proposed changes the constituent district has to the budget.

NOW, THEREFORE BE IT RESOLVED THAT:

- 1. The board of education has reviewed the proposed intermediate school district budget in accordance with Section 624 of the Revised School Code, as amended, and by the adoption of this resolution, expresses its support for the proposed intermediate school district budget.
- 2. The secretary of the board of education or his/her designee shall forward a copy of this resolution to the intermediate school board or its superintendent no later than June 1, 2023.
- 3. All resolutions and parts of resolutions insofar as they conflict with the procedures of this resolution be and the same are hereby rescinded.
- Ayes: Ballard, Buku, Henagan, Marks, Solis-Gautz, and Ferguson

Nays: none

Resolution declared adopted.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of the Adrian Public Schools, School District, Michigan, hereby certifies that the foregoing is a true and complete copy of the a resolution adopted by the Board of Education at a regular meeting held on May 8, 2023, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

Secretary, Board of Education

DATE: May 8, 2023

CONTACT PERSON:

Nate Parker Mary Bruggenwirth

PURPOSE

To approve a request to the Office of Head Start, to reduce the required Non-Federal Share (NFS) for \$327,000 for our Head Start Early Childhood Programs for the 2022-2023 program year, ending June 30.

EXPLANATION:

Due to the pandemic and restrictions in place, we have not been able to utilize classroom volunteers again this year. In addition, the program is not fully enrolled, which accounts for less out of school volunteer hours. Since parent volunteer time makes a significant contribution, this has impacted our ability to generate Non-Federal Share.

After a review of what we have generated so far this year and what we can reasonably expect to get by the end of June, we are seeking permission to request a total reduction of \$327,000 in NFS. This will lower our NFS requirement to \$686,406 for the 2022-2023 program year, ending June 30.

The following table shows the budgeted and requested amounts of NFS for Early Head Start and Head Start for the 2022-2023 program year:

Program	NFS - Budgeted	Reduction	NFS - Requested
Early Head Start	\$245,587	\$69,000	\$176,587
Head Start	\$767,819	\$258,000	\$509,819
Total	\$1,013,406	\$327,000	\$686,406

The Head Start Policy Council reviewed and approved the Non-Federal Share Reduction Request for the 2022-2023 program year at their April 17, 2023 meeting.

RECOMMENDATION:

It is the recommendation of the Superintendent and the Head Start Director that the Adrian Board of Education approve the request for a reduction of \$327,000 in the amount of required Non-Federal Share for the 2022-2023 program year.

DATE: May 8, 2023

CONTACT PERSON: Derrick Richards

PURPOSE:

To approve the amended Plan for Safe Return to In-Person Instruction and the use of ARP ESSER III funds.

EXPLANATION:

As required by the American Rescue Plan Elementary and Secondary School Emergency Relief (ARP ESSER) Fund under the American Rescue Plan (ARP) Act of 2021, Public Law 117-2, enacted on March 11, 2021, any Local Education Agency (LEA) that receives funds must meet the following requirements.

- Develop a Plan to Safe Return to In-Person Instruction within 30 days of receipt of LEA allocation and posted on the website.
- A reservation of 20% of the allocation to address the academic impact of lost instructional time.
- Ensure Maintenance of Equity for High-Poverty Schools.
- Local Education Agency plan for using ARP ESSER Funds developed with meaningful consultation with stakeholders and public comment.

The attached document provides documentation to meet each of the requirements as prescribed.

The District will continue face-to-face instruction for the remainder of the school year.

RECOMMENDATION:

It is the recommendation of the Assistant Superintendent that the Adrian Board of Education approve the amended Plan to Safe Return to In-Person Instruction.

DATE: May 8, 2023

CONTACT PERSON: Nate Parker

PURPOSE:

To accept donations from Community Members.

EXPLANATION:

The following donations are to the baseball/softball seating project: J Dempsey donated \$400 The Lynn Stubberfield Foundation donated \$1,000 Doug Nelson donated \$15,000

Adrian Steel donated \$250 to Michenery Elementary for field day events.

Michener Elementary received 65 books with an approximate value of \$350 from Sophia's Book Stand.

RECOMMENDATION:

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

DATE: May 8, 2023

CONTACT PERSON: Derrick Richards

PURPOSE:

To review 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 at the next scheduled board meeting.

DATE: May 8, 2023 CONTACT PERSON: Dan Peña

PURPOSE:

To review 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 review the milk vendor for the 2023-24 school year, with Toft Dairy continuing as the District's supplier through the HPS purchasing consortium, for approval at the next board meeting.

DATE: May 8, 2023

CONTACT PERSON: Dan Peña

PURPOSE:

To review the request to purchase a food service delivery box truck when they are 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, at the next board meeting.

DATE: May 8, 2023 CONTACT PERSON: Dan Peña

PURPOSE:

To review 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 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:

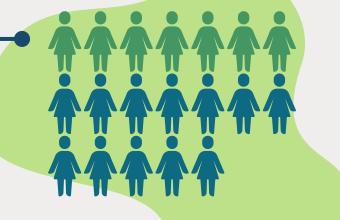
It is the recommendation of the Business Manager that the Adrian Board of Education review the Athletico Physical Therapy Athletic Training Services Agreement for approval at the next board meeting.

Adrian Public Schools Head Start

April 2023 Board of Education & Policy Council Report

Staff Vacancies

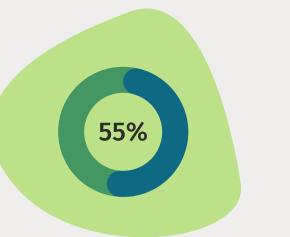
- 3 Teachers
- 4 Teacher Assistants



77%

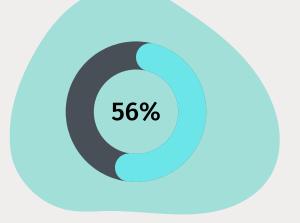
Average Attendance

Attendance trends: Illness, WIC or doctor appointment, no transportation.



EHS Enrollment

44/80 enrolled. Additional 1 accepted student.



HS Enrollment 138/246. Additional 4 accepted students.

Enrollment Details

EHS Home Based: 33 openings Center Based: 1 opening Head Start: 108 openings.

Budget Reports

Early Head Start and Head Start Budget Report.

