



## ADRIAN PUBLIC SCHOOLS

*Tradition of Opportunities*  
Future of Possibilities

### **Agenda**

Regular Meeting

Monday, November 13, 2023

6:00 p.m.

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

1. Pledge of Allegiance
2. Approval of Agenda
3. Mission Statement
4. Good News Reports
  - a. AHS Marching Band
  - b. Outstanding Citizens
5. Communications
  - a. Resignation of Danielle Grisham, Food Service
  - b. Resignation of Janee Garza, Paraprofessional
  - c. Resignation of DeeDrea McClain, Paraprofessional
  - d. Resignation of Paige Cremeans, Head Start
  - e. Resignation of Raelyn Pummel, Nurse

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

1. Consent Agenda
  - a. Approval of October 23, 2023, Regular Minutes
  - b. Approval of Closed Session Minutes, October 23, 2023 (handout)
  - c. New Hires-
    - i. Patricia Steuwe, Paraprofessional
    - ii. Kayla Moore, Head Start Teacher Assistant

#### Business Requiring Board Action

- a. Approval of Employee Termination
- b. Approval of summer tax resolution
- c. Approval to appoint Rehmann Robson to perform district audit services
- d. Acceptance of Donations

#### 2. Business Requiring Future Board Action

- a. First reading to review the Family Medical Center agreement

**C. Reports from Superintendent and Staff**

Fall Sports Update

**D. Future Meetings and Business**

1. Board Committee Reports, Finance, Curriculum
2. Board Member Comments
3. Meeting Dates and Upcoming Events

AHS Play, 11-17-19, 2023, 7:30 & 2:30(Sunday), PAC

Thanksgiving Break, Nov. 23-24, 2023

BOE Meeting, 11-27, Lincoln, 6:00

The Lesson Plan, 11-29, 5:30, B100

Michener Musical, November 30, 6:30, PAC

Parent Information Meeting, 11-30, 6:00, AHS Cafeteria

**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**

**G. Adjournment**

**In partnership with families and our community, Adrian Public Schools provides a quality education, challenging students to excel academically and inspiring them to become contributing citizens within our diverse, ever-changing society.**

# EXECUTIVE SUMMARY

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**DATE:** November 13, 2023

**CONTACT PERSON:** Nate Parker

**PURPOSE:**

The resignation of Danielle Grisham.

**EXPLANATION:**

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

**RECOMMENDATION:**

The Superintendent recommends that the Adrian Board of Education acknowledge the resignation of Danielle Grishman effective November 3, 2023.

# EXECUTIVE SUMMARY

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**DATE:** November 13, 2023

**CONTACT PERSON:** Nate Parker

**PURPOSE:**

The resignation of Janee Garza.

**EXPLANATION:**

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

**RECOMMENDATION:**

The Superintendent recommends that the Adrian Board of Education acknowledge the resignation of Janee Garza effective November 10, 2023.

# EXECUTIVE SUMMARY

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**DATE:** November 13, 2023

**CONTACT PERSON:** Nate Parker

**PURPOSE:**

The resignation of DeeDrea McClain.

**EXPLANATION:**

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

**RECOMMENDATION:**

The Superintendent recommends that the Adrian Board of Education acknowledge the resignation of DeeDrea McClain effective November 17, 2023.

# EXECUTIVE SUMMARY

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**DATE:** November 13, 2023

**CONTACT PERSON:** Nate Parker

**PURPOSE:**

The resignation of Paige Cremeans.

**EXPLANATION:**

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

**RECOMMENDATION:**

The Superintendent recommends that the Adrian Board of Education acknowledge the resignation of Paige Cremeans effective October 30, 2023.

# EXECUTIVE SUMMARY

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**DATE:** September 14, 2023

**CONTACT PERSON:** Nate Parker

**PURPOSE:**

The resignation of Raelyn Pummell.

**EXPLANATION:**

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

**RECOMMENDATION:**

The Superintendent recommends that the Adrian Board of Education acknowledge the resignation of Raelyn Pummell effective December 8, 2023.

MINUTES OF THE REGULAR MEETING OF THE ADRIAN BOARD OF  
EDUCATION, OCTOBER 23, 2023, ADRIAN HIGH SCHOOL, B100

**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: Ballard, Baucher, Buku, Marks, Solis-Gautz, and  
President Ferguson

ABSENT: Trustee Henagan

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

**AGENDA APPROVED**

Motion carried.

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

**MISSION STATEMENT**

Kristen Howard, Music Boosters President, gave a presentation about how  
boosters support music at Adrian Public Schools. The funds they raise help  
with band camp scholarships, band camp, uniform repairs, shirts, clinicians,  
music programs, flowers, banners, and music enrichment opportunities. The  
boosters' primary income sources are football concession stands, Raise Right,  
Amazon Smile, apple pie, poinsettia, mattress sales, concert programs,  
donations, and grants. Each music student has an account, and money is kept  
to be used for anything music-related. For more information about all the  
boosters offer, visit their website at <https://adrianmusicboosters.weebly.com>.

**COMMUNICATIONS**

Jed Engle, Maple Fans Club President, gave the Annual Report. The club's  
purpose is "to promote athletics for Adrian Public Schools. Funds raised  
through membership and fundraising are shared with athletic teams  
associated with high school club and varsity teams, middle school teams, and  
the APS recreational program, stated Engle." Fundraising is primarily through  
memberships, The Maples Blue Blast, and the annual gold outing. In 2022-23,  
the Maple Fans Club gave out \$27,505 in requests to support athletics at  
Adrian Public Schools.

Shanan Henline, Alexander Elementary Principal, talked about the activities  
that students have participated in this year. The included Book Bingo,  
Homecoming, Hispanic Heritage Month, celebration of the school's 68<sup>th</sup>  
birthday, Unity Day, walk, bike, or roll to school, attendance initiatives, and  
climate and culture lessons.

Daniel Clark, the District's auditor, presented the 2022-23 financial audit and  
its findings. The District received an unmodified opinion on the 6/30/23  
financial statements. One new accounting pronouncement was adopted in  
FY2023. The accounting estimates by management were assessed and  
deemed reasonable. No difficulties were encountered during the audit. No  
material misstatements were noted. One uncorrected immaterial misstatement  
was noted, and no material weaknesses were noted. The fund balance had a



slight increase. Mr. Clark stated that the District has about two months of expenses in the fund balance. He recommends three months at least.

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

**CONSENT AGENDA**

The consent agenda included the following items:

- a. Approval of October 9, 2023, Regular Minutes
- b. Treasurer's Report ending September 30, 2023, with a balance of \$1,377,528.95
- c. New Hires- Isaiah Espinoza, Graduation Coach  
Destiny Hartz, Paraprofessional  
Tisha Smith, Paraprofessional

Motion carried.

Moved by Baucher, supported by Marks, that the Adrian Board of Education approve the 2022-23 audit report.

**AUDIT REPORT**

Motion carried.

Moved by Solis-Gautz, supported by Buku, that the board approve Adam's Property Service for snow removal.

**SNOW REMOVAL**

Motion carried.

Moved by Ballard, supported by Solis-Gautz, that the board approve a waiver for the bus monitor requirement for Head Start students transported on LISD buses.

**TRANSPORTATION WAIVER**

Motion carried.

Moved by Buku, supported by Baucher, that the board approve the updated Head Start Personnel Policies and Code of Conduct.

**HEAD START PERSONNEL  
POLICIES**

Motion carried.

Moved by Baucher, supported by Marks, that the board approve a resolution for a settlement from Altria Group, Inc.

**ALTRIA GROUP, INC.**

Motion carried.

Moved by Ballard, supported by Buku, that the board accept a donation from Jim Driskell.

**DONATION**

Motion carried.

Superintendent Parker gave an update on the initiatives the District is working on this year. Each month, the District has offered a parent information night. Upcoming topics are November: Human trafficking: What

**REPORTS FROM THE  
SUPERINTENDENT AND STAFF**

parents need to know to keep their kids safe. December: Cultural Awareness

Mr. Parker shared that District facilities continue to be assessed. The District is working on prioritizing the needs.

Vice President Baucher shared that the Finance Committee met and discussed the audit and items to be covered in closed session. "Mr. Clark did a great job reviewing the audit results with us. There were words of praise for Mr. Pena, Ms. Westfall, and the business office," commented Baucher.

**FINANCE  
COMMITTEE**

Moved by Buku, supported by Ballard, that the Adrian Board of Education convene to a closed session at 7:20 p.m. under the Open Meetings Act 8(1)(c) for collective bargaining.

**CLOSED SESSION**

President Ferguson called the meeting back into Open Session at 7:24 p.m.

Moved by Baucher, supported by Marks, that the meeting be adjourned at 7:25 p.m.

Motion carried.

**ADJOURNMENT**

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Beth Ferguson, President

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Mike Buku, Secretary

## **EXECUTIVE SUMMARY**

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**DATE:** November 13, 2023

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend hiring a paraprofessional for Prairie Elementary School.

### **EXPLANATION:**

Deb Agnew and her interview team recommend Patricia Steuwe as a special education paraprofessional for Prairie Elementary School. Patricia has a Bachelor of Science degree from Eastern Michigan University and a Master of Science in Research Administration from Central Michigan University.

### **RECOMMENDATION:**

The HR Director recommends that Patricia Steuwe be hired as the paraprofessional at Prairie Elementary School, effective October 25, 2023

## **EXECUTIVE SUMMARY**

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**DATE:** November 13, 2023

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend hiring a Teacher's Assistant for Drager Early Education Center.

### **EXPLANATION:**

Mary Bruggenwirth and her interview team recommend Kayla Moore as a Head Start Teacher's Assistant. Kayla has over five (5) years of customer service experience.

### **RECOMMENDATION:**

The HR Director recommends hiring Kayla Moore as a Teacher's Assistant for Drager Early Education Center, effective November 2, 2023.

# EXECUTIVE SUMMARY

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**DATE:** November 13, 2023

**CONTACT PERSON:** Nikki Culley

**PURPOSE:**

To approve the termination of Jennifer Burger.

**EXPLANATION:**

Per the Adrian Educational Support Personnel Association (AESPA) collective bargaining agreement, if at any time during the employee's probationary period, the employee's work performance is unsatisfactory, the employee may be dismissed by the Board without appeal/cause. Due to excessive absences and no communication to Human Resources, we request termination for Jennifer Burger.

**RECOMMENDATION:**

The HR Director recommends that the Adrian Board of Education approve the termination of Jennifer Burger.

## **EXECUTIVE SUMMARY**

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**DATE:** November 13, 2023

**CONTACT PERSON:** Dan Peña

**PURPOSE:**

Board adoption of the attached summer tax collection resolution.

**EXPLANATION:**

On August 16, 1983, the Board of Education adopted a resolution to collect 50% of its property taxes during the summer starting in 1984 and continuing annually. Summer tax collection gave rise to several lawsuits by townships that were opposed to summer tax levies. On October 21, 1985, the Michigan Court of Appeals issued a decision in the case of Harper Creek School District vs. Leroy Township Supervisor. One of the rules issued in the case is stated as follows:

Where a school Board has adopted an ongoing resolution establishing summer tax collection, the Board is required each year before January 1 to take official action invoking the previously adopted resolution to collect the summer tax levy by requesting each township and city to collect. The ongoing resolution eliminates the yearly need to publish notice of a public meeting to institute a summer tax levy.

Consequently, the District must adopt a resolution annually to impose a summer property tax levy. Attached is a copy of the resolution that must be adopted by the Board prior to January 1, 2024, and a copy of the original ongoing resolution adopted in August of 1983 for the Board's review.

**RECOMMENDATION:**

The Business Manager recommends that the Adrian Board of Education adopt the attached resolution for the collection of summer tax.

## **EXECUTIVE SUMMARY**

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**DATE:** November 13, 2023

**CONTACT PERSON:** Dan Peña

### **PURPOSE**

To appoint Rehmann Robson to perform the District's audit services for the June 30, 2024 audit.

### **EXPLANATION:**

The 2012-13 audit was the last one covered under the quotes received in response to the RFP in April 2009. Since then, we have had a three-year extension covering the period through the 2016 audit and a second extension covering audits through 2021. The District received a proposal that includes the option for a five-year renewal. The prices included in the five-year extension are still lower than all other bidders from the original RFP in 2009. The audit for June 30, 2024, will be \$25,500.

The Finance Committee agreed with the five-year extension, citing the good working relationship with the firm.

### **RECOMMENDATION:**

The Business Manager recommends that the Adrian Board of Education appoint Rehmann Robson to perform the District's audit services for the June 30, 2024 audit and that the Business Manager be authorized to sign the engagement letter for 2024 on behalf of Adrian Public Schools.

# EXECUTIVE SUMMARY

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**DATE:** November 13, 2023

**CONTACT PERSON:** Nate Parker

**PURPOSE:**

To accept donations from Community Members.

**EXPLANATION:**

Douglas Nelson donated \$500 to the Families in Transition Program.  
Sally Dickson donated \$200 to the Families in Transition Program.  
Can-AM RX Inc. donated \$200 to the Michener soccer club.

**RECOMMENDATION:**

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



## **EXECUTIVE SUMMARY**

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**DATE:** November 13, 2023

**CONTACT PERSON:** Dan Peña

### **PURPOSE:**

To review the Family Medical Center School Based Health Center Lease Agreement.

### **EXPLANATION:**

Superintendent Parker delivered a presentation at the May 22, 2023 Board of Education meeting regarding a proposed Child and Adolescent Health Center (CAHC) at Springbrook Middle School.

A CAHC's purpose is to provide primary care, preventative care, health and needs assessments, screenings, medication, immunizations, health education, mental health care, and individual/group/family therapy.

The District's legal counsel, Thrun Law Firm, has reviewed the lease agreement.

### **RECOMMENDATION:**

The Business Manager recommends that the Adrian Board of Education review the Family Medical Center School Based Health Center Lease Agreement for approval at the next scheduled Board meeting.