



ADRIAN PUBLIC SCHOOLS

Tradition of Opportunities
Future of Possibilities

Agenda

Regular Meeting

Monday, November 14, 2022

6:00 p.m. AHS Cafeteria

A. Call to Order

1. Pledge of Allegiance
2. Approval of Agenda
3. Mission Statement
4. Good News Reports
 - a. Julia Ely- Career Fair
 - b. Outstanding Citizen
5. Communications
 - a. Resignation of Jasmine Frederick, Paraprofessional

B. Recommended Action

1. Consent Agenda
 - a. Approval of October 24, 2022, Regular Minutes
 - b. Treasurer's Report ending October 31, 2022
 - c. New Hires
 - i. Amanda Desentz, Head Start
 - ii. Julia Serop, Head Start
 - iii. Linda Tripp, Head Start
 - iv. Rachel Whitaker, Head Start
 - v. Amy Moore, Head Start
 - vi. Chloe Griesinger, Head Start
 - vii. Autumn Wellman, Head Start
 - viii. Mary Stark, Food Service
 - ix. Cole Publiski, Maintenance
 - x. Winter Coaches
2. Business Requiring Board Action
 - a. Approval of board policy 4205-AG-1, Criminal Justice Information Security
 - b. Approval of summer tax collection
 - c. Approval to appoint Rehmann Robson to perform District audit services
 - d. Approval/reconfirmation of the LEA plan for ESSER III and mode of instruction
 - i. Public Comment
3. Business Requiring Future Board Action
 - a. First reading for IT storage array

C. Reports from Superintendent and Staff

- a. PBIS Bus Initiative
- b. Safety Grant Process
- c. Million Word Club

D. Future Meetings and Business

1. Board Committee Reports, Curriculum, Personnel
2. Board Member Comments
3. Meeting Dates and Upcoming Events
 - Michener Musical, Nov. 17th, 6:30
 - Pie Sale, Nov. 19th
 - BOE Meeting, Nov. 28th, Alexander Elementary, 6:00

E. Public Comment

F. Closed Session- Negotiation updates

- a. IOUE Administrative Assistants
- b. AESPA
- c. AAA

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

DATE: November 14, 2022

CONTACT PERSON: Nate Parker

PURPOSE:

The resignation of Jasmine Frederick.

EXPLANATION:

Under Board Policy 4223, the Superintendent is authorized to accept employee resignations or retirements on behalf of the Adrian Board of Education. Jasmine has submitted her resignation from Adrian Public Schools effective November 11, 2022.

RECOMMENDATION:

It is the recommendation of the Superintendent that the Adrian Board of Education acknowledge the resignation of Jasmine Frederick effective November 11, 2022.

MINUTES OF THE REGULAR MEETING OF THE ADRIAN BOARD OF
EDUCATION, OCTOBER 24, 2022, LINCOLN ELEMENTARY SCHOOL

**MEETING CALLED TO
ORDER**

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

Pledge of Allegiance was recited.

PLEDGE RECITED

PRESENT: Trustees: Baucher, Ballard, Buku, Henagan, Marks, and President Ferguson

ABSENT: Trustee Flores

Moved by Vice President Baucher, supported by Trustee Ballard, that the Adrian Board of Education approve the agenda.

AGENDA APPROVED

Motion carried by a 6-0 vote.

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

**MISSION
STATEMENT**

Trustee Flores enters at 6:02 p.m.

Daniel Clark from Rehmann gave a presentation on the 2021-22 financial audit. The District received an unmodified opinion. There were no material weaknesses or significant deficiencies noted. The single audit showed about a 5% decrease in liabilities. This decrease is due to pension and post-employment returns. The District has seen a net income increase over the last four years. The District has about two and a quarter months' worth of expenses in the fund balance. Mr. Clark commented that the benchmark for a fund balance is 3-4 months. He assured the board that Adrian's fund balance is healthy.

COMMUNICATIONS

Lincoln Elementary Honors Choir students performed a couple of songs for the board. Tiffany Yatzek, Jill Roberts, and Mari Alvarez shared about Lincoln Elementary. This year the driving question at Lincoln is, "What do students need, and how will we meet those needs?" The three areas that the school is targeting are academic, emotional, and social needs. Examples of each area were shared.

**GOOD NEWS
REPORT**

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

CONSENT AGENDA

The consent agenda included the following items:

- a. Approval of Minutes from October 10, 2022, Regular Meeting
- b. Approval of Minutes from October 10, 2022, Closed Session (handout)
- c. Approval of New Hires, Zakeya Tompkins and Amethyst Muck

Motion carried by a 7-0 vote.

Moved by Vice President Baucher, supported by Trustee Marks that the Adrian Board of Education approve the audit for the 2021-22 fiscal year.	AUDIT
Motion carried by a 7-0 vote.	
Moved by Vice President Baucher, supported by Trustee Buku, that the Adrian Board of Education approve VanErt's amendment for snow removal services.	VANERT'S
Motion carried by a 7-0 vote.	
Moved by Trustee Ballard, supported by Trustee Buku, that the Adrian Board of Education approve the additional teaching resources for the health curriculum. Trustee Ballard commented, "This was reviewed by the Curriculum Committee and comes with our support."	HEALTH CURRICULUM
Motion carried by a 7-0 vote.	
Moved by Trustee Ballard, supported by Trustee Buku, that the Adrian Board of Education approve the Head Start 2020-21 Self-Assessment Response.	H.S. 2021-22 SELF- ASSESSMENT RESPONSE
Motion carried by a 7-0 vote.	
Moved by Trustee Flores, supported by Trustee Ballard, that the Adrian Board of Education approve the Head Start 2021-22 Self-Assessment plan.	H.S. 2021-22 SELF- ASSESSMENT PLAN
Motion carried by a 7-0 vote.	
Moved by Trustee Ballard, supported by Trustee Marks, that the Adrian Board of Education approve the Head Start Personnel Policies and Code of Conduct.	H.S. PERSONNEL POLICIES AND CODE OF CONDUCT
Motion carried by a 7-0 vote.	
First reading to review board policy 4205-AG-1, Criminal Justice Information Security, was held. Thrun Policy Services recommended that an administrative guideline be established for the maintenance of criminal background checks and compliance with federal regulations following Michigan State Police guidelines.	BOARD POLICY
Derrick Richards reported on the Benchmark Assessment K-8 requirement and how to meet the state goal. Mr. Richards also reported on the 98c Learning Loss Grant. Adrian Public Schools' estimated allocation is \$109,000. The purpose of the funds is to address learning loss among students of the LEA'S, including low-income students, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and children and youth in foster care. Requirements for the grant, how to address the loss, and funding were also covered.	REPORTS FROM THE SUPERINTENDENT AND STAFF
	FINANCE COMMITTEE

Vice President Baucher reported that the Finance Committee had met and reviewed the audit presentation and electronic storage for the network. "Mr. Ryan Skeels did a nice job of putting together information and getting it to us so that we have what we need to make an informed decision. It was a great presentation," said Baucher.

**BOARD MEMBER
COMMENTS**

Trustee Henagan asked, "With the delayed start of some of the Head Start sites, how will this impact In-Kind?" Mary Brugggenwirth responded, "The Office of Head Start has stated that all staff and volunteers be vaccinated for COVID. This mandate has not allowed us to put volunteers in our classrooms. We do not have the means to keep the volunteer's medical information confidential. Our teachers have been creative in ways to achieve In-Kind. At this time, I do not have a lot of concerns about meeting In-Kind."

Trustee Henagan told the board, "I was able to attend the NAACP banquet. There was a trendy DJ from the District. It was nice to see our students represented there and Dr. Pugh gave a nice presentation."

Trustee Flores gave kuddos to Superintendent Parker for bringing students to the NAACP banquet and for attending himself. "There was good information shared and great fellowship. Thank you, Nate," said Flores.

Trustee Marks commented, "It has been a great couple of weeks to be a Maple. Our athletics are doing well. The Arts have had some great opportunities, and as we saw in tonight's presentation academics are getting better as attendance is improving. This is all very encouraging."

Vice President Baucher mentioned, "Wow, I am always impressed when we come to the schools. Principal Yatzek and her team did an outstanding job tonight. I missed being in the schools. There is nothing like it. You can see the energy of our professionals."

Trustee Buku said, "It is very encouraging to hear that student attendance is increasing. It was great that they shared and showed us the positive curve."

Trustee Ballard shared, "We will not have another board meeting before Veterans Day. I would like to recognize my fellow Veterans and the sacrifice they had to make and now it is our American responsibility to vote."

ADJOURNMENT

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

Motion carried by a 7-0 vote.

The meeting adjourned at 6:56 p.m.

Beth Ferguson, President

Mike Buku, Secretary

**ADRIAN PUBLIC SCHOOLS
FINANCIAL REPORT
FOR THE YEAR TO DATE PERIOD
OCTOBER 31, 2022
STATEMENT OF REVENUES, EXPENDITURES AND
CURRENT BUDGET POSITION**

		BUDGET ADOPTED 6/27/2022	Y.T.D. ACTUAL	CURRENT BUDGET POSITION
REVENUES				
100	Local Sources	\$ 4,828,512	\$ 2,336,501	\$ 4,828,512
300	State Sources	25,647,267	2,349,728	25,647,267
400	Federal Sources	11,844,752	1,003,976	11,844,752
500	Incoming Transfers	1,802,300	24,688	1,802,300
	TOTAL	\$ 44,122,831	\$ 5,714,893	\$ 44,122,831
EXPENDITURES				
INSTRUCTION				
110	Basic Program	\$ 17,104,580	\$ 3,614,069	\$ 17,104,580
120	Added Needs	6,288,432	1,046,789	6,288,432
130	Adult & Continuing Education	122,652	32,287	122,652
SUPPORT SERVICES				
210	Pupil	2,916,606	768,724	2,916,606
220	Instructional Staff	2,058,891	612,040	2,058,891
230	General Administration	832,100	315,616	832,100
240	School Administration	2,249,818	724,787	2,249,818
250	Business	1,179,677	350,983	1,179,677
260	Plant & Operations	3,343,920	1,168,742	3,343,920
270	Pupil Transportation	1,351,353	182,169	1,351,353
280	Central Services	681,220	349,183	681,220
290	Other	1,252,331	2,517	1,252,331
300	Community Services	293,186	78,381	293,186
450	Prior Year Adj/Facilities Improvements	4,202,629	1,736,497	4,202,629
600	Outgoing Transfers	200,000	200,000	200,000
	TOTAL	\$ 44,077,395	\$ 11,182,782	\$ 44,077,395
	Excess Revenues over Expenditures	\$ 45,436	-5,467,890	\$ 45,436
	Beginning Fund Balance		8,114,703	
	Ending Fund Balance		<u>\$ 2,646,813</u>	

EXECUTIVE SUMMARY

DATE: November 14, 2022

CONTACT PERSON: Nikki Culley

PURPOSE:

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

EXPLANATION:

Mary Bruggenwirth and her interview team recommend Amanda Desentz as a Head Start Teacher's Assistant. Amanda has experience working as a day care assistant.

RECOMMENDATION:

It is the recommendation of the HR Director that Amanda Desentz be hired as a full time Teacher's Assistant for Drager Early Education Center effective, November 11, 2022

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EXECUTIVE SUMMARY

DATE: November 14, 2022

CONTACT PERSON: Nikki Culley

PURPOSE:

To recommend the hiring of a part-time Teacher's Assistant for Drager Early Education Center.

EXPLANATION:

Mary Bruggenwirth and her interview team recommend Julia Serop as a part-time Head Start Teacher's Assistant. Julia has experience working in customer service. She has a Bachelor's degree in accounting.

RECOMMENDATION:

It is the recommendation of the HR Director that Julia Serop be hired as a part-time Teacher's Assistant for Drager Early Education Center effective, November 11, 2022.

EXECUTIVE SUMMARY

DATE: November 14, 2022

CONTACT PERSON: Nikki Culley

PURPOSE:

To recommend the hiring of a paraprofessional for Lincoln Elementary School.

EXPLANATION:

Deb Agnew and her interview team recommend Linda Tripp as a paraprofessional. She has four (4) years of experience working as a care taker.

RECOMMENDATION:

It is the recommendation of the HR Director that Linda Tripp be hired as a paraprofessional effective, November 4, 2022.

EXECUTIVE SUMMARY

DATE: November 14, 2022

CONTACT PERSON: Nikki Culley

PURPOSE:

To recommend the hiring of a Teacher for Drager Early Education Center.

EXPLANATION:

Mary Bruggenwirth and her interview team recommend Rachel Whitaker as a Head Start Teacher. Rachel has a year of experience working in child care.

RECOMMENDATION:

It is the recommendation of the HR Director that Rachel Whitaker be hired as a Teacher for Drager Early Education Center, effective for the 2022-2023 school year.

EXECUTIVE SUMMARY

DATE: November 14, 2022

CONTACT PERSON: Nikki Culley

PURPOSE:

To recommend the hiring of a part-time Teacher's Assistant for Drager Early Education Center.

EXPLANATION:

Mary Bruggenwirth and her interview team recommend Amy Moore as a part-time Head Start Teacher's Assistant. Amy has ten (10) years of experience working in child care.

RECOMMENDATION:

It is the recommendation of the HR Director that Amy Moore be hired as a part-time Teacher's Assistant for Drager Early Education Center, effective for the 2022-2023 school year.

EXECUTIVE SUMMARY

DATE: November 14, 2022

CONTACT PERSON: Nikki Culley

PURPOSE:

To recommend the hiring of a part-time Teacher's Assistant for Drager Early Education Center.

EXPLANATION:

Mary Bruggenwirth and her interview team recommend Chloe Griesinger as a part-time Head Start Teacher's Assistant. Chloe has two (2) years of experience working as a paraprofessional.

RECOMMENDATION:

It is the recommendation of the HR Director that Chloe Griesinger be hired as a part-time Teacher's Assistant for Drager Early Education Center effective November 14, 2022.

EXECUTIVE SUMMARY

DATE: November 14, 2022

CONTACT PERSON: Nikki Culley

PURPOSE:

To recommend the hiring of a part-time Teacher's Assistant for Drager Early Education Center.

EXPLANATION:

Mary Bruggenwirth and her interview team recommend Autumn Wellman as a part-time Head Start Teacher's Assistant. Autumn has two (2) years of experience working in health care.

RECOMMENDATION:

It is the recommendation of the HR Director that Autumn Wellman be hired as a part-time Teacher's Assistant for Drager Early Education Center, effective for the 2022-2023 school year.

EXECUTIVE SUMMARY

DATE: November 14, 2022

CONTACT PERSON: Nikki Culley

PURPOSE:

To recommend the hiring of a Food Service Server at Springbrook Middle School.

EXPLANATION:

Shelley Miller and her interview team recommend Mary Stark as a Food Service Server. Mary is a team player and takes on leadership roles.

RECOMMENDATION:

It is the recommendation of the HR Director that Mary Stark be hired as a cashier effective, November 04, 2022.

EXECUTIVE SUMMARY

DATE: November 11, 2022

CONTACT PERSON: Kathy Westfall

PURPOSE:

To recommend the hiring of a full-time maintenance employee for Adrian Public Schools.

EXPLANATION:

Dave Gough and his interview team recommend Cole Publiski for a full-time maintenance position for Adrian Public Schools. Cole has extensive knowledge in maintenance and technology and over six (6) years of experience.

RECOMMENDATION:

It is the recommendation of the Assistant Superintendent that Cole Publiski be hired as a full-time maintenance employee effective, November 4, 2022.



ADRIAN PUBLIC SCHOOLS

Tradition of Opportunities

Future of Possibilities

2022-2023 Winter Coaching Recommendations

Adrian High School

Head Boys Basketball
Varsity Asst. Boys Basketball
JV Boys Basketball
Frosh Boys Basketball
Head Girls Basketball
JV Girls Basketball
Frosh Girls Basketball
Head Boys Swim
Asst. Boys Swim
Asst Boys Swim/Dive
Head Wrestling
JV Wrestling
Head Girls Gymnastics
Asst. Girls Gymnastics
Competitive Head Cheerleading
Winter Asst. Cheerleading
Varsity Boys Bowling
Varsity Girls Bowling
Powerlifting Girls (split)
Powerlifting Girls (split)
Powerlifting Boys

Jordan Kelly
Joe Francis
Jacob Cousino
Todd Barrus
Steve Moore
Hayden Seegert
Vacant
Robert Petkus
Jacob McKenzie
Vacant
Nick Conklin
Kevin Connors
Ashton Azelton
Mindy Fetzter
Samantha Bailey
Vacant
Frank Kirkendall
Dale Phillips
Jaleel Brown
Morgan Gilliam
Chris Gilliam

Springbrook Middle School

Girls Basketball – 7
Girls Basketball – 8
Boys Basketball – 8
Boys Basketball – 7
Wrestling
Wrestling
Swimming
Swimming
Swimming/Dive

Aaron Benard
Laura Metdepenningen
Mike Sarabia
Jay Roback
Brandon Frederick – Reed
Connor Krueger
Ashlyn Clewis
Jacob McKenzie
Joshina Betz

EXECUTIVE SUMMARY

DATE: November 14, 2022

CONTACT PERSON: Nate Parker

PURPOSE:

To approve board policy 4205 AG-1, Criminal Justice Information Security

EXPLANATION:

The Michigan State Police frequently review board policies that address the maintenance of criminal background checks and compliance with federal regulations. This administrative guideline details a school's responsibilities related to its Local Agency Security Officer, personnel security, media protection, and incident handling procedure. Adopting these guidelines ensure that we will be compliant should an audit of our records take place.

RECOMMENDATION:

It is the recommendation of the Superintendent that the Adrian Board of Education approve board policy 4205 AG-1, Criminal Justice Information Security.

Series 4000: District Employment

4200 Employee Conduct and Ethics

4205-AG-1 Criminal Justice Information Security (Non-Criminal Justice Agency)

The District will conduct background checks, consistent with Policy 4205(C) and Administrative Guidance 4205-AG, and will have the Michigan State Police (“MSP”) obtain criminal history record information (“CHRI”) from both the state and Federal Bureau of Investigation (“FBI”) for all District employees, contractors, volunteers, and vendors and their employees who regularly and continuously work under contract as provided in Policy 4205(C)(2). Employees who fail to follow these procedures will be subject to discipline subject to the Superintendent’s review and written approval of any corrective action.

A. Local Agency Security Officer (“LASO”)

The District will appoint Nikki Culley as its LASO who is responsible for the adoption of this guidance along with data/system security.

1. The LASO is responsible for ensuring:
 - a. compliance with these regulations and laws;
 - b. personnel security screening procedures are followed under this administrative guideline;
 - c. approved and appropriate security measures are in place and functioning properly to protect CHRI;
 - d. only approved District employees have access to and are using the information in compliance with the law;
 - e. compliance with this administrative guideline; and
 - f. that the MSP is promptly informed of any security breach(es).
2. The LASO is also responsible for identifying and documenting, to the extent applicable:
 - a. how District equipment is connected to the MSP; and
 - b. who is using the MSP-approved equipment.
3. When a new LASO is established, the District will complete and deliver a LASO appointment form to the MSP and will keep a copy of the appointment form on file indefinitely. The LASO will make all MSP fingerprint account changes.

B. Personnel (Authorized User) Security

Only authorized users will have access to CHRI. An authorized user must be vetted through the national fingerprint background check and be given CHRI access by the LASO to evaluate potential employees, contractors, or volunteers for employment or assignment. If the District maintains digital CHRI, the LASO will assign authorized users unique passwords compliant to 4205-AG-1 (C)(3) to access it. Those who are not authorized users but who, by the function of their job, will be close to CHRI or computer systems with access to CHRI will be supervised by an authorized user. Employees who do not comply with state or federal laws or District policies or administrative guidelines will be subject to discipline, up to discharge.

1. Security with Separated Authorized Users

After an authorized user is separated from the District, that individual's access to CHRI will be terminated within twenty-four (24) hours. This includes, but is not limited to, returning keys, access cards, and ceasing access to digital CHRI.

2. Security with Transferred Authorized Users

When an authorized user is transferred or reassigned, the LASO will take steps necessary to block that individual's access to CHRI within twenty-four (24) hours, unless the LASO determines that the individual must retain access.

C. Media Protection

Authorized users may only access CHRI on authorized devices, which does not include a personally owned mobile device, cell phone, computer, or other technology, unless the personally owned devices are approved, consistent with specific terms and conditions, for access. All CHRI (including digital media) will be maintained in a physically secure location or controlled area. A physically secure location or controlled area will be (1) locked whenever an authorized user is not present or supervising and (2) limit access to unauthorized users. An authorized user accessing CHRI must position the media to prevent unauthorized users from accessing or viewing CHRI. Physical CHRI will be stored in a locked filing cabinet, safe, or vault. Digital CHRI will be encrypted consistent with FBI CJIS Security Policy. If digital CHRI is stored on a storage device without encryption, it must be stored like physical CHRI.

1. Media Transport

The LASO must approve all CHRI media transportation and will not grant approval unless transportation is reasonably justified. CHRI must be secured during transport. Physical CHRI must be transported in a sealed, locked, or secured medium and digital CHRI must be encrypted, and if not, secured in the same fashion as physical CHRI.

2. Media Disposal/Sanitization

CHRI media will be stored and retained for the duration required by law. Disposal must be made with the written approval of the LASO and the Superintendent. Only authorized users may dispose of CHRI media. Physical media will be cross-cut shredded or incinerated. Digital media must either be overwritten at least three (3) times or degaussed, passing a strong magnet over the media, before disposal or reuse. The LASO will keep written records (date and authorized user's signature) of CHRI media destroyed and the process for destroying or sanitizing CHRI media for ten (10) years.

3. Passwords

When the LASO assigns a unique password to an authorized user, it must have the following attributes:

- a. at least eight (8) characters;
- b. not consisting of only a proper noun or word found in a dictionary;
- c. not similar or identical to the username;
- d. not be displayed while entered or transmitted outside of the physically secure location or controlled area;
- e. expires every ninety (90) days; and
- f. cannot be the same as the previous ten (10) passwords.

4. Security Awareness Training

The District will provide all authorized users with security awareness training, following the template provided on the MSP website, within six (6) months of authorization and every two (2) years thereafter. The LASO will keep a current record of all users who have completed the training.

5. CHRI Dissemination

The District must maintain a record of any CHRI dissemination to another authorized agency, consistent with the Revised School Code, which must include (1) date of release, (2) records released, (3) means of sharing, (4) District personnel who disseminated the CHRI, (5) whether authorization to disseminate was obtained, and (6) the agency to whom the CHRI was disseminated and the recipient's name.

D. Incident Handling

1. In General

The District has established operational incident handling procedures for instances of an information security breach. CHRI security breach incidents will be tracked using the report the MSP provides on its website https://www.michigan.gov/msp/0,4643,7-123-72297_24055-332662--,00.html.

The District has provided specific handling capabilities for CHRI, consistent with the following table:

Capabilities shall be handled according to the following description:	Physical – Hard Copy CHRI	Digital – Digitally Accessed/Saved CHRI
Preparation	The CHRI container will be locked at all times in the office in which it is stored. When office staff is not present, the office must be locked	Firewalls, anti-virus protection, and anti-malware/spyware protection will be maintained.
Detection	Physical intrusions to the building will be monitored. A building alarm or video surveillance will monitor for physical or unauthorized intrusions. The building must be locked at night.	Electronic intrusions will be monitored by the virus and malware/spyware detection.
Analysis	The LASO will work with police authorities to determine how the incident occurred and what data was affected.	The IT department will determine what systems or data were affected and compromised.
Containment	The LASO will lock uncompromised CHRI in a secure container or transport CHRI to a secure area.	The IT department will stop the spread of any intrusion and prevent further damage.
Eradication	The LASO will work with local law enforcement to remove any threats that compromise CHRI data.	The IT department will remove the intrusion before restoring the system. All steps necessary to prevent recurrence will be taken before restoring the system
Recovery	Local law enforcement will handle and oversee the recovery of stolen CHRI media. The LASO may contact MSP for assistance in re-fingerprinting, if necessary.	The IT department will restore the agency information system and media to a safe environment.

When a CHRI security breach incident occurs, the following will apply:

- a. the LASO will be notified immediately;

- b. the LASO or appointed authorized user will stop any unauthorized access, secure the media, and shut down the systems necessary to avoid further unauthorized exposure;
- c. the LASO or appointed authorized user will record all necessary information regarding the breach, the District's response to the breach, and who was involved in taking response measures;
- d. the LASO will file the incident report with the MSP; and
- e. when such incident results in legal action (either civil or criminal) against a person or the District, evidence shall be collected, retained, and presented according to the evidentiary rules of the appropriate jurisdiction(s).

2. Mobile Device Incident Handling

The District will, in addition to the handling procedure in the table above, establish and implement additional procedures for mobile devices to reduce the risk of unauthorized access to CHRI.

When a device is lost, the District will document and indicate how long the device has been lost. For a lost device, the District will report if the owner believed the device was locked, unlocked, or could not verify the device's locked state. For a total loss of a device (unrecoverable), the District will report if CHRI was stored on the device, whether it was locked or unlocked, and whether the District can track or wipe the device remotely. The District will report any compromise of a device while still in the owner's possession and any compromise outside of the United States.

Adoption date:

Revised date:

EXECUTIVE SUMMARY

DATE: November 14, 2022

CONTACT PERSON: Kathy Westfall

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, it is necessary for the district to 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, 2023, and a copy of the original ongoing resolution adopted in August of 1983 for the Board's review.

RECOMMENDATION:

It is the recommendation of the Assistant Superintendent that the Adrian Board of Education adopt the attached resolution for the collection of summer tax.

ANNUAL SUMMER TAX RESOLUTION

Adrian Public Schools

A regular meeting of the Board of Education of Adrian Public Schools was held in the Adrian High School Cafeteria on the 14th day of November, 2022, at 6:00 o'clock p.m.

The meeting was called to order at 6:00 p.m. o'clock, p.m. by President _____.

Present: Members _____

Absent:

The following preamble and resolution were offered by Member _____ and supported by Member _____.

WHEREAS:

1. This Board of Education previously adopted a resolution to impose a summer property tax levy to collect one-half of school property taxes, including debt services, upon property located within the school district and continuing from year to year until specifically revoked by this Board of Education; and

2. The Revised School Code, as amended, requires formal action of the Board of Education prior to January 1 every year to continue the summer tax levy.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. This Board of Education, pursuant to the Revised School Code, as amended, hereby invokes for 2023 its previously adopted ongoing resolution imposing a summer tax levy of one-half of school property taxes, including debt service, and continuing from year to year until specifically revoked by this Board of Education, and requests each city and/or township in which this district is located to collect those summer taxes.

2. The Superintendent, school business official, or his/her designee, is authorized and directed to forward to the governing body of each city and/or township in which this district is located a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2023 in the amount specified in this resolution. Said resolutions and the request to collect the summer tax levy shall be forwarded so that they are received by the appropriate governing bodies before January 1, 2023.

3. The Superintendent, school business official, or his/her designee, is authorized and directed to negotiate on behalf of this District with the governing body of each city and/or township in which the District is located for the reasonable expenses for collection of the District's summer tax levy that the city and/or township may bill under MCL 380.1611 or MCL 380.1612. Any such

proposed agreement shall be brought before this Board of Education for its approval or disapproval.

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

Ayes: Members _____.

Nays: Members: _____

Resolution declared adopted.

Secretary, Board of Education

The undersigned, duly qualified and acting Secretary of the Board of Education of Adrian Public Schools, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by said Board of Education at a regular meeting held on November 14, 2022 the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (1976 PA 267, as amended).

Secretary, Board of Education

RESOLUTION FOR COLLECTION OF SUMMER TAXES

Lenawee County, Adrian, Michigan.

A regular meeting of the Board of Education of said school district was held at Springbrook Middle School in said district on the 16th day of August, 1983, at 7:30 o'clock, p. m.

The meeting was called to order by Kenneth Gonser, President.

Present: Members Gonser, Hayes, Kapnick, Manders, MontBlanc, Oram, and Walker.

Absent: Members None

The following preamble and resolution were offered by Member MontBlanc

 and supported by Member Kapnick;

WHEREAS, Act 333, Public Acts of Michigan, 1982, provides that a school district or intermediate school district may determine by resolution to impose a summer tax levy, of one-half or all of its annual school property taxes, including debt service, which resolution shall be applicable until revoked by the Board of Education; and

WHEREAS, for each year such a resolution applies the school district or intermediate school district must request, before February 1, 1983 or before January 1, in any year thereafter, each city and township in which it is located to agree to collect the summer tax levy in that year of either the total or one-half (1/2) of school property taxes, including debt service; and

WHEREAS, this Board of Education has determined that it would be in the best interest of this school district to impose a summer property tax levy to collect one-half of school property taxes, including debt service; and

WHEREAS, said Act 333 provides for certain procedural steps to be taken by this Board of Education in connection with the imposition of a summer property tax levy and also provides for the manner in which such summer tax levy shall be collected:

NOW, THEREFORE BE IT RESOLVED THAT:

1. This Board of Education pursuant to 1982 P A 333, hereby imposes a summer property tax levy of one-half of school property taxes, including debt service upon property located within the school district, beginning with 1984 and continuing from year to year until specifically revoked by this Board of Education.

2. The Secretary of this Board of Education is authorized and directed to annually forward a copy of this resolution to the governing body of each city and/or township in which this district is located together with this Board of Education's request that each such city and/or township agree to collect the summer tax levy for the ensuing year in the amount as specified in this resolution. Such annual forwarding of this resolution and the request to collect the summer tax levy shall be sent so that they are received by the appropriate governing bodies before February 1, 1983 and before January 1, of each year thereafter.

3. The Secretary of this Board of Education is authorized and directed to negotiate on behalf of this district with the governing body of each city and/or township in which the district is located for the reasonable expenses for collection of the district's summer property tax levy that the city and/or township may bill under MCLA 280.1611 or MCLA 280.1612. Any such proposed agreement shall be brought before this Board for its approval or disapproval.

4. If no agreement can be reached between this Board and any city or township within the time limits set forth in said Act 333, this Board shall then take such further action as is required and/or permitted under said Act 333.

Ayes: Members Gonser, Hayes, Kapnick, Manders, MontBlanc,
 Dram, and Walker

Nays: Members None

Resolution declared adopted



Secretary, Board of Education

EXECUTIVE SUMMARY

DATE: November 14, 2022

CONTACT PERSON: Kathy Westfall

PURPOSE

To appoint Rehmann Robson to perform the district's audit services for the June 30, 2023 audit.

EXPLANATION:

The 2012-13 audit was the last one covered under the quotes received in response to the RFP during April of 2009. Since that time, 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, 2023, will be \$25,100.

The finance committee was in agreement with the five year extension, citing the good working relationship with the firm.

RECOMMENDATION:

It is the recommendation of the Assistant Superintendent that the Adrian Board of Education appoint Rehmann Robson to perform the district's audit services for the June 30, 2023 audit, and that the Assistant Superintendent be authorized to sign the engagement letter for 2023 on behalf of Adrian Public Schools.

EXECUTIVE SUMMARY

DATE: November 14, 2022

CONTACT PERSON: Derrick Richards

PURPOSE:

To approve/reaffirm the 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 the use of ARP ESSER Funds developed with meaningful consultation with stakeholders and public comment.

A federal requirement is that the mode of instruction and plan is reaffirmed every six months with a public comment. The mode of instruction of APS is face-to-face with virtual options following Michigan Department of Education 21f pupil accounting rules and procedures.

RECOMMENDATION:

It is the recommendation of Superintendent Nate Parker and the Assistant Superintendent of Curriculum and Instruction Derrick Richards, that the Adrian Board of Education approve the Plan to Safe Return to In-Person Instruction and use of ARP ESSER III funds.



Elementary and Secondary School Emergency Relief III (ESSER III)

Updated November 14, 2022



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Federal Requirement: Safe Return to In-Person Instruction and Continuity of Services within 30 days of receipt of LEA allocation.

The Safe Return to In-Person Instruction (Michigan requirement was COVID-19 Preparedness and Response Plan) located below, was approved by the Adrian Public Schools Board of Education on the following dates. Since this plan was approved and allowed open comment since the passage of the ARP, this requirement has been met.

- August 10, 2020
- September 14, 2020
- October 12, 2020
- November 9, 2020
- December 14, 2020
- January 11, 2021
- February 8, 2021
- March 8, 2021
- April 12, 2021
- May 10, 2021
- June 14, 2021



Federal Requirement: Safe Return to In-Person Instruction and Continuity of Services must be updated within six months.

Adrian Public Schools Safe Return to In-Person Instruction Plan

Updated November 14, 2022

Name of District: Adrian Public Schools

Address of District: 785 Riverside Ave, Suite #1

District Code Number: 46010

Web Address of the District: www.adrianmaples.org

Name of Intermediate School District: Lenawee Intermediate School District

Adrian Public Schools (APS) operates educational programs and provides educational services on behalf of, Head Start, Great Start Readiness Program, K-12, and Adult Education. APS operated programs will support student engagement and learning through a variety of educational opportunities on the availability of equipment, materials, and internet service, as well as the individual skills and abilities of the student. Each APS program/classroom will develop a program/classroom specific learning plan (course overview) that provides and allows for both electronic and non-electronic means of instruction, learning, and engagement.

The program/classroom specific course overviews will include and describe at least the following items: learning goals and student expectations; curriculum outline; online or other resources recommended or required; learning management systems utilized; and student engagement, assessment, and feedback strategies. The plan will also lay out a proposed schedule of how students will be expected to participate in group and/or individual learning activities. Program/classroom specific learning plans will be subject to change as needed at the discretion of the teacher and school administration.

For those students who have access to an internet-capable device and internet service, student learning and engagement will occur through the use of instructional videos, video conferencing, online lesson delivery, and online assignments and assessments. Connected students will be provided with educational activities through online learning management systems (Google Classroom, Michigan Virtual, and Lincoln Learning), which will provide students with targeted learning. Students will also be encouraged to participate in project-based learning activities that allow for independence, while still making progress toward program and individual learning objectives.



APS will make reasonable efforts to provide an internet-capable device and/or internet service hotspot to those students who do not have such. The device and/or internet hotspot will be made available on a temporary basis at no cost to the student/family for their use during periods of remote instruction/learning. Priority will be given to Free Lunch eligible, Reduced Lunch eligible, Disabled Students, and then General Education Students.

APS will provide Chromebooks to all students in Grades 6-12. Chromebooks will be provided to students based on need in Grades K-5.

For those students who do not have access to internet service, and for whom APS was unable to provide internet service due to such not being feasible under the circumstances, student learning and engagement will occur through the provision of written instructional materials, written assignments, and follow-up telephone calls between the student and teacher or school personnel. Written instructional materials will be distributed to parents/guardians either via mail or another delivery service, dropped off on the student's porch, or made available for pick-up utilizing proper social distancing measures.

APS staff will maintain frequent communication with APS students through both digital and written means (when a student does not have access to a device and/or internet service). These may include email, learning management systems, Google's Education Suite tools, video conferencing, and telephone. A priority has been placed on student engagement and connection with APS personnel as well as other students with a goal of supporting the whole-child through these challenging times.

APS will provide pencils, pens, crayons, markers, paper, and similar supplies to those students who do not have the materials that are necessary to actively participate in their program/classroom's learning plan.

APS's individual course overviews will be provided to each student and family in their home language. Parents and students will be provided with opportunities to provide both formal and informal feedback to teachers as well as school administrators throughout the course of the school year through surveys or other input opportunities. Feedback provided to the District will be used to further shape and refine the classroom/program course overview to ensure maximum effectiveness for all students.

APS will rely on the Michigan Department of Education and other external organizations and entities for the provision of high-quality digital and other resources that can aid in delivering remote learning to students. APS will also maintain regular contact with and monitor the actions of other school districts within the region and state to collect information and ideas about instructional and student engagement and feedback best practices that could be incorporated into APS's classroom/program learning plans.



Face coverings Protocols

APS will support staff and student's discretion on whether to wear a face covering and those who choose not to, with the exception of staff and or students that test positive with COVID-19. APS will follow all MDHHS Requirements.

Hygiene Protocols

APS will place hand sanitizing devices at the main entry points to all APS buildings, and all individuals will be strongly encouraged to apply hand sanitizer (with at least 60% alcohol) upon entering the building. Hand sanitizer will also be made available in each classroom, laboratory, meeting room, and office at APS. Furthermore, hand sanitizer will be made available on each APS school bus and must be applied to each student, family member, staff member, and contracted service provider upon entering the school bus. Restrooms and classrooms with sinks will be locations where students should wash their hands.

APS students and staff will be strongly encouraged to engage in frequent handwashing with soap and water. All students will receive training on how to properly wash their hands following the United States Centers for Disease Control and Prevention (CDC) guidelines and signage will be placed throughout APS buildings encouraging frequent handwashing. All APS building restrooms will display signage that strongly encourages handwashing with soap and water and for at least 20 seconds pursuant to CDC guidance.

Cleaning Protocols

APS custodial department will develop a schedule that requires custodial staff to engage in regular cleaning and disinfecting of frequently touched surfaces within APS buildings. These include, but are not limited to, light switches, doors, benches, and bathrooms. Cleaning and disinfecting of these areas will occur at least once every four hours using an EPA-approved disinfectant.

APS staff members and contracted service providers will be encouraged to engage in frequent cleaning and disinfecting of their work areas using an EPA-approved disinfectant.

All APS employees performing cleaning will be issued proper personal protective equipment (PPE), such as vinyl gloves, facemasks, and/or face shields as may be recommended by the CDC. Trash in district buildings will be collected daily and disposed of properly by someone wearing vinyl gloves.

Libraries, computer labs, and laboratories in which hands-on-learning occurs will undergo cleaning after each class period using an EPA-approved disinfectant.

Student desks will be wiped down with an EPA-approved disinfectant on a regular basis.

Playground and other common-use equipment will undergo regular and routine cleaning.



Each APS classroom, meeting room, and school bus will be provided with a cleaning kit upon request that can be stored in a safe location that is not accessible to children that will include cleaning and disinfecting materials such as EPA-approved cleaning/disinfecting sprays and disposable wipes/paper towels.

Athletics

APS will align Athletic programs to the approved Michigan High School Athletic Association (MHSAA) guidelines.

Screening Protocols

APS will provide educational materials to all students and parents/guardians regarding COVID-19 common symptoms and the importance of self-monitoring and consulting a healthcare provider at the first sign of any symptoms. Parents/guardians will also be asked to sign a COVID-19 Screening Agreement that was developed in partnership with the Lenawee County Health Department indicating that they will conduct a daily COVID-19 screening and that they will not send their child to school if the screening process detects any possibility that the child may have COVID-19 and/or that the child may have been exposed to COVID-19. COVID-19 symptoms include, but are not necessarily limited to, fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea. Parents/guardians and/or students (depending on age and appropriateness) will be asked to inquire of their children as to how they are feeling and also to take their temperature prior to sending them to school each day. Any child who has a temperature of 100.4 degrees or higher, or who reports any other symptom(s) of COVID-19, must be kept home from school and medical attention should be sought. Parents/guardians should report to the school that the student will not be attending school due to the presence of COVID-19 symptoms and should share those symptoms with the school.

APS students, staff members and contracted service providers must self-monitor for signs and symptoms of COVID-19 if they suspect possible exposure. Pursuant to CDC guidelines, students, staff members, or contracted service providers who show symptoms of COVID-19 while at school or work will immediately be separated from other individuals (quarantined), and sent home.. APS has identified locations in each of its buildings/schools where a student and/or staff member can be quarantined temporarily until they are able to leave the campus if they are demonstrating any symptoms of COVID-19. The District has also identified individuals in each building/school who can care for a COVID-19 symptomatic student or staff member until that individual is able to leave the campus.

APS will follow all MDHHS Requirements.



Testing Protocols

If a student, staff member, or contracted service provider tests positive for COVID-19, APS will work with the Lenawee County Health Department to provide notice to all individuals with whom the COVID-19 positive individual may have interacted from two days prior to when the COVID-19 positive person became symptomatic.

APS will follow all MDHHS Requirements.

When Students will be Sent Home

Students and staff should not go to school or any school related activities or sports if they are having symptoms of COVID-19 OR if they are waiting for their COVID-19 test results. If students have the following symptoms at school, they will be sent home.

Symptoms that exclude child from school:

- Fever of 100.4 or greater
- New onset cough/worsening cough
- Loss of taste or smell
- Extreme fatigue (feeling tired/weakness)
- Student is waiting for their COVID-19 Test Results

These symptoms are subject to change

Students and staff who test positive for COVID-19 and/or displays COVID-19 symptoms (without an alternate diagnosis or negative COVID-19 test) should isolate regardless of vaccination status:

- Isolate at home for the first 5 days (starting with the day after symptoms began or day after test was taken for those without symptoms); and
- If symptoms have improved or no symptoms developed, return to normal activities, with the recommendation of wearing a well-fitted mask, for the next 5 days to protect others. AND
- If an individual has a fever, stay home until fever free for a period of 24 hours without the use of fever reducing medications before returning to normal activities while wearing a well fitted mask, until the 10-day period is complete. OR • Isolate at home for 10 days if unwilling/unable to wear a mask.

APS will follow all MDHHS Requirements.



Link to the approved Plan posted on the District/PSA/nonpublic school website:
<https://www.adrianmaples.org/district/transparency-reporting.php>

Requirement: LEA Plan for Use of ARP ESSER III Funds

LEA Plan of Use Narrative Questions

Please describe the extent to which and how the funds will be used to implement prevention and mitigation strategies that are, to the greatest extent practicable, consistent with the most recent CDC guidance on reopening schools, in order to continuously and safely open and operate schools for in-person learning:

The District plans to continue funding a Nurse position to help implement necessary mitigation and prevention strategies across the District. Additionally, the District will continue to support the purchase of COVID testing materials, PPE, cleaning solution, and stipends if necessary to increase cleaning and screening across the District.

The District will continue to have programming for students for face-to-face education. In the 2020-2021 school year, the district had over 1,000 students that participated in virtual education rather than face-to-face education. Currently, in the 2021-2022 school year, the District has an estimated 25 students that are participating in virtual education rather than face to face. To provide learning opportunities for face-to-face education, the District continued to screen students, put in place additional cleaning, and follow CDC guidelines on quarantining students.

In connection with the CDC reopening schools, the District continues to communicate the value of vaccines, mask-wearing, distancing students staff, screening students daily, and improving ventilation across the district,

The District also has allocated funds to provide additional desks needed in classrooms to create more spacing between students.

Please describe how the LEA will use the funds it reserves under section 2001(e)(1) of the ARP Act (see below) to address the academic impact of lost instructional time through the implementation of evidence-based interventions, such as summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year:

The District will reserve funds to implement a summer school program for students in grades K-12, after school tutoring, and or enrichment programs.

Summer School programs will take place during the summer of 2022 and 2023 following the conclusion of the school year. The summer school program will generally run an estimated 3-4 weeks of time. Staffing and student need will ultimately drive the size and scope of the summer school program.



Tutoring programs will take place across all levels with an emphasis at Springbrook and the High School multiple days per week. During the afterschool tutoring programming, students will be able to be supported in receiving homework help and instructional support.

Evidence-based interventions will also be put in place K-12 with the implementation of interventionists in the area of Mathematics and ELA/Reading. This will include staff members providing Tier II and Tier III instruction in small groups at the elementary level and at the Secondary Level, this will include courses such as Math 180, Read 180, and or Foundational English and Foundational Mathematics. Students will receive instruction at their level supported by the NWEA assessment in planning for instruction and support.

Please describe how the LEA will spend its remaining ARP ESSER funds consistent with section 2001(e)(2) of the ARP Act.

The district will spend the remaining funds by updating the HVAC systems at Alexander Elementary, Lincoln Elementary, and Adrian High School. Additional supports will be put in place for students experiencing homelessness by continuing the increase in Homeless Liaison support which was initially increased for 2021-2022 through the use of ESSER II funds. The District will also increase Mental Health supports by 1 FTE. In addition, the District will implement an ESL Graduation Coach to provide additional support for students that qualify for ESL. The District will also allocate funds to continue the K-12 1 to 1 initiative to ensure that all students have access to technology in school as well as outside of school. The District will also partially fund a full-time nurse out of the ESSER III funds to continue to help test students, educate teachers and the community, and work closely with the local Health Department.

Please describe how the LEA will ensure that the interventions it implements, including but not limited to the interventions implemented under section 2001(e)(1) of the ARP Act (see below) to address the academic impact of lost instructional time, will respond to the academic, social, emotional, and mental health needs of all students, and particularly those students disproportionately impacted by the COVID-19 pandemic, including students from low-income families, students of color, English learners, children with disabilities, students experiencing homelessness, children in foster care, and migratory students.

Interventions that are put in place will be targeted to students who were disproportionately impacted by the COVID-19 pandemic including students from low-income, ESL learners, students with disabilities, students experiencing homelessness, children in foster care, and migratory students. When interventionists create their caseloads for providing Tier II and Tier III interventions, the building will be asked to rank students from highest need to provide interventions to students that need it the most. This will also include students who were virtual for a period of time while the other students were receiving face-to-face instruction. In addition, the ESL teachers and Homeless/Foster Liaison will work with the interventionist and building principal to ensure they know which students in their caseload need additional support. In addition to academic support, the District will support mental health therapists to students K-12 through the use of ESSER funds and 31a at-risk funds that are supported at the state level.



Program Description Questions

How will the use of ESSER III Funds “prevent, prepare for, and respond to Coronavirus”?

The ESSER III Funds will be used to provide a Nurse to help guide the District in the response to COVID 19. The Nurse has led the district in the quarantining procedures, making classroom adjustments, on-demand testing to reduce the spread, and working with building principals to limit the COVID 19 exposure. In addition, the funds will be used to purchase PPE, testing materials, and additional cleaning and screening.

How will the use of ESSER III Funds promote equity?

The ESSER funds will promote equity by improving air quality across the district by updating the HVAC systems in three buildings all of which are Title I eligible schools. Additionally, there will be focus on ensuring students have a personal computer device, access to interventionist across K-12, and a focus on our ESL and Homeless populations.

Please indicate how evidence-based programs will specifically address the disproportionate impact of COVID-19 on the following groups of students:

- Students from low-income families,
- Students from each racial or ethnic group (e.g., identifying disparities and focusing on underserved student groups by race or ethnicity),
- Gender (e.g., identifying disparities and focusing on underserved student groups by gender),
- English learners,
- Children with disabilities (including infants, toddlers, children, and youth with disabilities eligible under the Individuals with Disabilities Education Act (“IDEA”)),
- Students experiencing homelessness,
- Children and youth in foster care,
- Migratory students



The ESSER III funds will be used to provide interventions to students from low-income families, English Language Learners, and students experiencing homeless/foster care. Each building examine its student population that was disproportionately impacted by COVID-19, whether that is due to being virtual or other environmental circumstances. Increase emphasis will be to enroll these students in Tier II and Tier III supports.

Federal Requirement: Meaningful Consultation with Stakeholders

Meeting Schedule through Zoom or Google Meet

- November 9 at 4:00 P.M. - Association Presidents
- November 16 at 5:00 P.M. - ESL and Special Education
- November 16 at 6:00 P.M. - Community Members
- November 22 at 2:00 P.M - Homeless Meeting

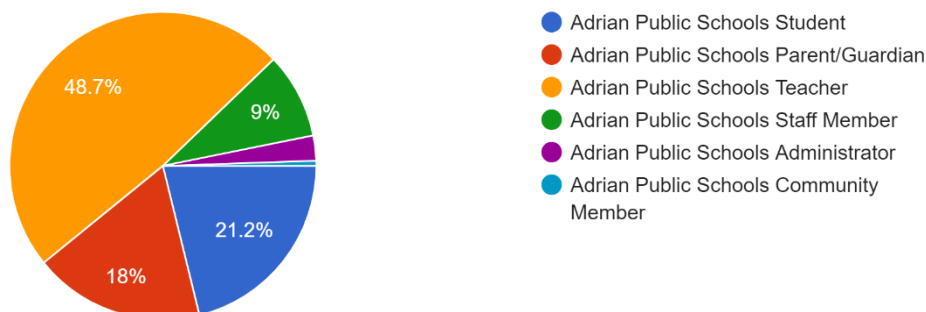
Video Presentation with Survey

- November 2 sent to all teachers and staff in the District
- November 5 sent to the full community
- Nov-Dec shared in staff meetings, through teacher's classroom social media and other outlets.
- November 11 sent to students

Total of 189 Survey Responses as of December 1, 2021

Please Identify your stakeholder group

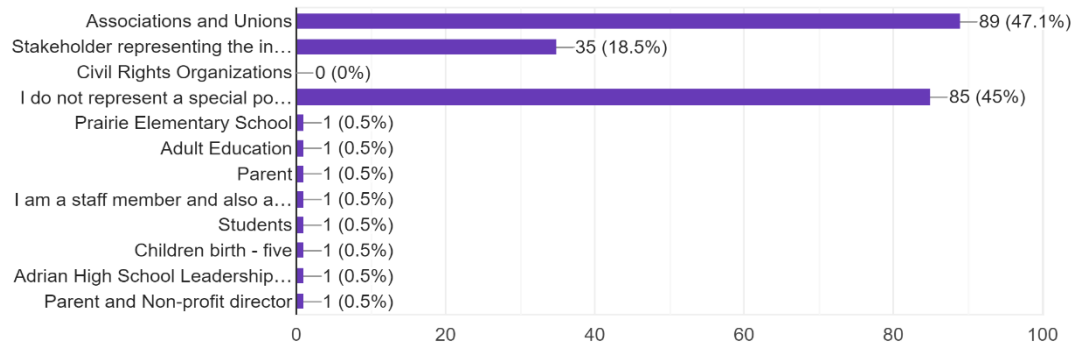
189 responses





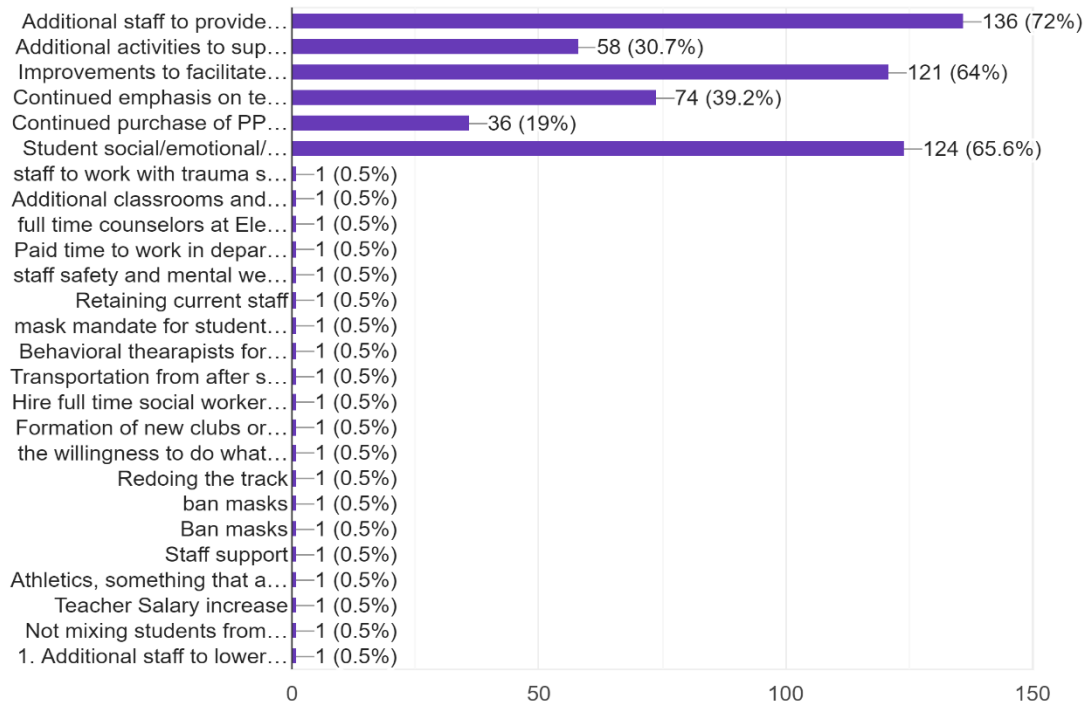
Select all of the following populations that you may represent or have connections to. * Please select at least 1 option.

189 responses



Please select 3 areas below that you believe are the most important priorities as the district responds to the impact of the COVID-19 pandemic. *Please select 3 options

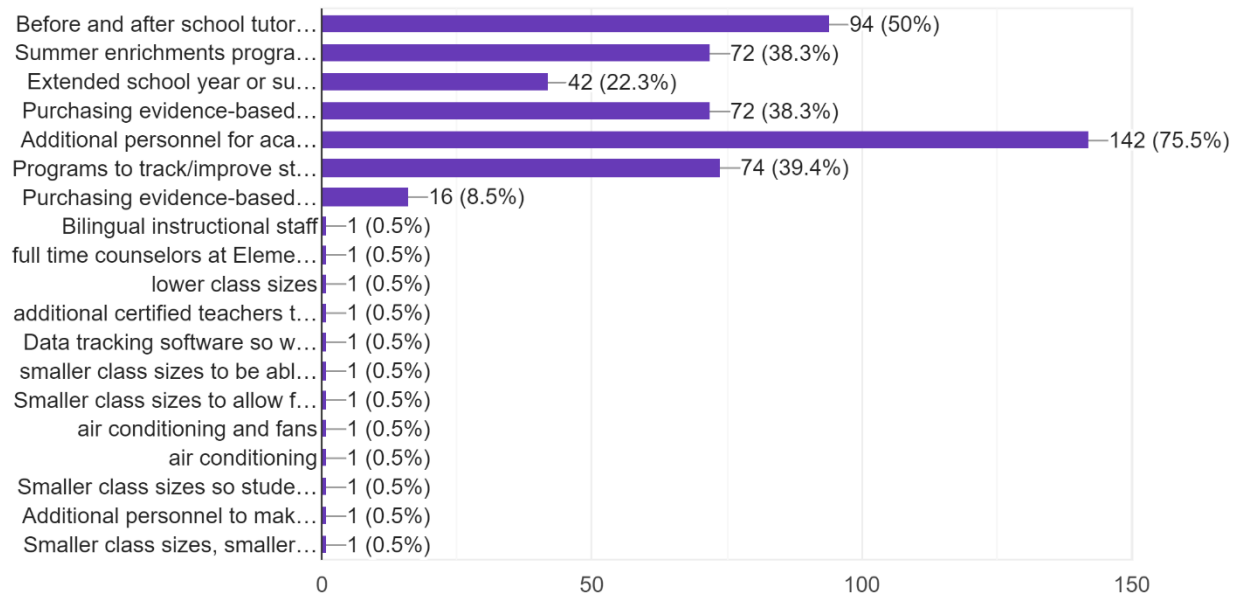
189 responses





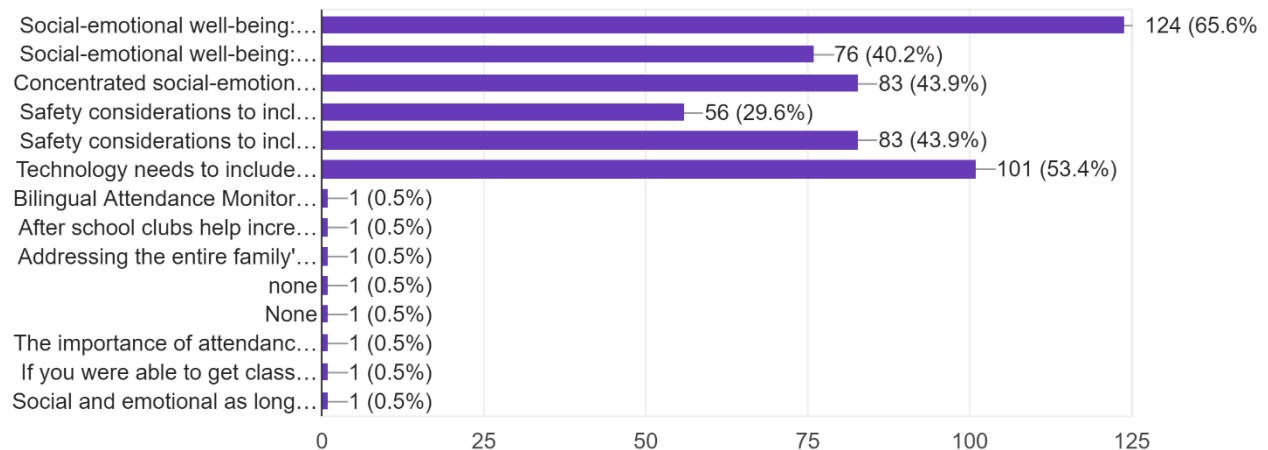
A minimum of 20% of ESSER III funding is required to be used to address academic learning loss.
Which interventions below do you believe will be...he Unique Needs of Low-Income Children/Students

188 responses



In addition to addressing academic learning loss, which areas below do you believe will best address our students' needs as they resume in-person instruction? *Please select up to 3 options.

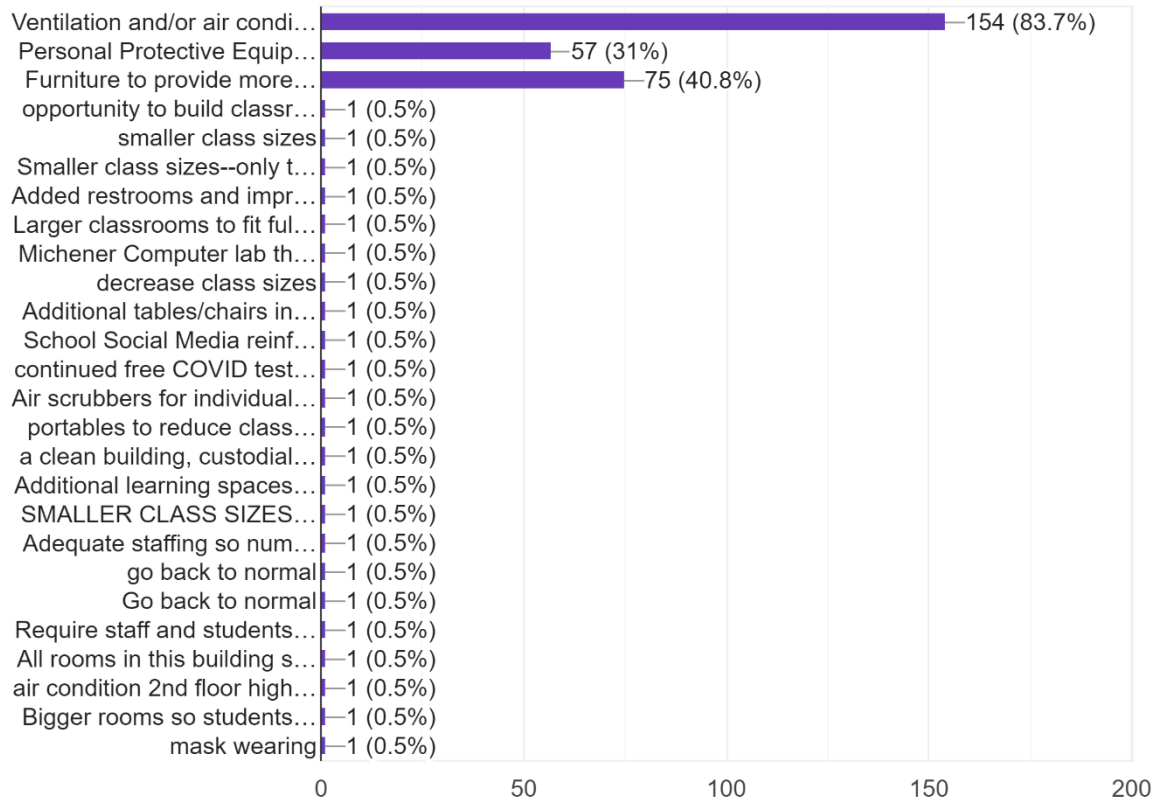
189 responses





Please select any school facility repairs and/or improvements as well as other strategies that you deem necessary to reduce the risk of COVID-19 viru... including the improvement of indoor air quality.

184 responses



34 Total Additional Narrative Responses were also submitted.



ARP/ESSER III Input Form

Adrian Public Schools is applying to receive American Rescue Plan (ARP) Elementary and Secondary School Emergency Relief (ESSER III) Funds to address student learning recovery and to mitigate the impact of COVID-19 on our school communities. These funds are designated for one-time or short-term expenditures to address the ongoing impact of the pandemic. All funds must be expended by September 2024.

APS is seeking feedback from all district and community stakeholders to help determine how the district should best utilize these resources to address unfinished learning and ongoing COVID-19 recovery. Your responses will help us to finalize the major areas of need for which we will use "ESSER III" funding.

Please submit your feedback no later than November 21.. Our ability to submit a comprehensive plan depends to a significant degree on the information you provide through this survey. Thank you!

drichards@adrian.k12.mi.us [Switch account](#)



* Required

Email *

Your email

Last Name *

Your answer

First Name *

Your answer



Please Identify your stakeholder group *

- ☐ Adrian Public Schools Student
- ☐ Adrian Public Schools Parent/Guardian
- ☐ Adrian Public Schools Teacher
- ☐ Adrian Public Schools Staff Member
- ☐ Adrian Public Schools Administrator
- ☐ Adrian Public Schools Community Member

Select all of the following populations that you may represent or have connections to. * Please select at least 1 option. *

- ☐ Associations and Unions
- ☐ Stakeholder representing the interests of students with disabilities, English learners, migrant students, students experiencing homelessness, foster care placement, or incarceration
- ☐ Civil Rights Organizations
- ☐ I do not represent a special population, group, or organization
- ☐ Other: _____



Please select 3 areas below that you believe are the most important priorities as the district responds to the impact of the COVID-19 pandemic. *Please select 3 options *

- ☐ Additional staff to provide support for academic learning loss
- ☐ Additional activities to support special populations such as students with disabilities, English Learners, and others
- ☐ Improvements to facilities to improve safety, such as heating/cooling systems and ventilation
- ☐ Continued emphasis on technology equipment and access
- ☐ Continued purchase of PPE and other safety practices
- ☐ Student social/emotional/mental well-being
- ☐ Other: _____

A minimum of 20% of ESSER III funding is required to be used to address academic learning loss. Which interventions below do you believe will best address this area? *Please select up to 3 options. Activity to Address the Unique Needs of Low-Income Children/Students

- ☐ Before and after school tutoring programs
- ☐ Summer enrichments programs
- ☐ Extended school year or summer credit recovery programs
- ☐ Purchasing evidence-based instructional materials to aid in intervention efforts
- ☐ Additional personnel for academic interventions
- ☐ Programs to track/improve student attendance
- ☐ Other: _____



In addition to addressing academic learning loss, which areas below do you believe will best address our students' needs as they resume in-person instruction? *Please select up to 3 options.

- ☐ Social-emotional well-being: Counseling and social work activities for students
- ☐ Social-emotional well-being: Professional development for faculty and staff
- ☐ Concentrated social-emotional well-being activities for students at risk of dropping out of school and other special populations
- ☐ Safety considerations to include continued access to personal protective equipment and other daily safety practices
- ☐ Safety considerations to include upgrades to district facilities
- ☐ Technology needs to include device upgrades, software programs, and hotspot access
- ☐ Other: _____

Please select any school facility repairs and/or improvements as well as other strategies that you deem necessary to reduce the risk of COVID-19 virus transmission and exposure to environmental health hazards, including the improvement of indoor air quality.

- ☐ Ventilation and/or air conditioning (HVAC)
- ☐ Personal Protective Equipment (PPE)
- ☐ Furniture to provide more student distancing
- ☐ Other: _____



If you have any other ideas not mentioned in the questions above, please feel free to comment here.

Your answer

Submit

Clear form

Presentation Materials



ESSER III Input Session

*Derrick Richards Director of Curriculum and Instruction
State and Federal Programs*



ESSER III

APS State and Federal Programs

Agenda

- Provide overview of ESSER III funding, guidelines, and requirements.
- Share Adrian Public Schools proposed planning process for spending funds.
- Gather input from stakeholders.



ESSER III

State and Federal Programs

Overview of Stimulus Funding Elementary and Secondary School Emergency Relief (ESSER)

Coronavirus Aid, Relief and Economics Security Act (CARES)

ESSER I

\$727,420

Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA)

ESSER II

\$2,642,620

American Rescue Plan Act (ARP)

ESSER III

Estimated
\$5,939,171



ESSER III

State and Federal Programs

ESSER III Overview

APS is allocated an estimated \$5,939,171 in funding to use through September 2024. At least 20% of those funds must be used to address learning loss.

Allocation: \$5,939,171

- Two Thirds (2.9) now
- Additional third when U.S Dept of Education approves MDE plan.
- One Time Funds

Timeline

- 3/13/20 to 9/30/24
- Supplanting allowed with restrictions.
- Application is due December 15, 2021. Can be delayed as well as amended after.

Use: 20% on Learning Loss

- Evidence-based interventions (extended day/year, summer learning)
- Address academic and social-emotional impact on pandemic on specific populations.



ESSER III

State and Federal Programs

ESSER III Requirements

Written Plan

- Use of Funds Plan (contained within the grant application)
- An LEA that receives ARP ESSER funds must, within 30 days of receiving the funds, make publicly available on its website a plan for the safe return to in-person instruction and continuity of services. Before making the plan publicly available, the LEA must seek public comment on the plan.

Community Consultation

- Meaningful input from a wide variety of stakeholders.
 - Conduct meetings and provide surveys.



ESSER III

State and Federal Programs

ESSER III Allowable Activities

Below are some of the examples of the types of interventions and supports ESSER funds may be used for.

Academic Supports

- Summer Learning, after school and online learning.
- Assessments and curricular materials
- Educational Technology
- Support for student groups disproportionately impacted by COVID

Social-Emotional Supports

- Mental health services
- Family Engagement



ESSER III

State and Federal Programs

ESSER III Allowable Activities

Below are some of the examples of the types of interventions and supports ESSER funds may be used for.

Health and Safety

- Campus preparedness to mitigate COVID spread (PPE, Ventilation).
- Coordination with other agencies to prevent and respond to COVID.

Continuity of Services

- Maintain district services, including to employ existing staff.

For additional information of allowable activities please go to the following link:
https://oese.ed.gov/files/2021/03/FINAL_ARP-ESSER-FACT-SHEET.pdf



ESSER III State and Federal Programs

ESSER III Planning Process

Working Group

- Provide input and review and initial application
- Hold regular meetings throughout the entire grant period
- Members may include:
 - Business: Purchasing, Facilities, Human Resources, Technology
 - Instruction: Curriculum, administration, Counseling, Homeless Liaison, Special Education, ESL, and Facilities.

Stakeholder Input

- Surveys
- Meetings with community, teachers, organizations
- Website for ongoing transparency and additional community input



ESSER III State and Federal Programs

ESSER III Budget Items in Consideration

General Areas	Examples	Guided Principals
Address Learning Loss	<ul style="list-style-type: none"> • Elementary and Secondary Math and English Language Arts Interventionist. 	<ul style="list-style-type: none"> • Students get the support that they need. • Student support to remediate and accelerate learning. • Improve equitable access to technology and learning tools.
Additional Learning Time	<ul style="list-style-type: none"> • Before/After School Tutoring and Summer School Learning 	
Student Supports	<ul style="list-style-type: none"> • Homeless Liaison • Nurse • Technology Specialist • Virtual Mentor 	
Technology Supports	<ul style="list-style-type: none"> • Chromebook/Hotspots, Google Suite, additional software to support distance learning. 	
Improvement of HVAC/Ventilation	<ul style="list-style-type: none"> • Improve HVAC at Alexander, Michener, and Adrian High School 	<ul style="list-style-type: none"> • Improve air quality
Health and Safety	<ul style="list-style-type: none"> • Nurse, PPE, Testing Materials, 	<ul style="list-style-type: none"> • Covid response and preparedness



Federal Requirement: Allocation of Funds

Initial Allocation Budget \$3,956,633

Function Codes	Function Titles	Salaries 1000	Benefits 2000	Purchased Services 3000, 4000	Supplies & Materials 5000	Capital Outlay 6000	Other Expenditures 7000	Total
110	Basic Programs	\$60,350	\$27,926					\$88,276
120	Instruction - Added Needs	\$701,702	\$486,952	\$18,353				\$1,207,007
130	Adult Continuing Education							\$0
210	Pupil Support Services	\$30,906	\$20,292	\$60,211				\$111,409
220	Instructional Staff Services	\$31,389	\$30,144		\$20,000			\$81,533
230	Support Services – General Administration							\$0
240	Office of the Principal							\$0
250	Business Support Services							\$0
260	Operations and Maintenance				\$5,000			\$5,000
270	Pupil Transportation Services							\$0
280	Central Support Services							\$0
290	Support Services – Other							\$0
310	Community Services – Direction							\$0
320	Community Recreation							\$0
330	Community Activities							\$0
340	Public Library							\$0
350	Custody and Care of Children							\$0
360	Welfare Activities							\$0
370	Non-Public School Pupils							\$0
390	Other Community Services							\$0
	SUBTOTAL	\$824,347	\$565,314	\$78,564	\$25,000			\$1,493,225
450	Facilities Acquisition, Construction, and Improvements				\$21,734	\$2,441,660		\$2,463,394
	Indirect Costs \$ <input type="text" value="14.00"/>						\$14	\$14
	Enter dollar amount only, do not enter %. Restricted Rate (Max allowed: 2.39%)							
	TOTAL	\$824,347	\$565,314	\$78,564	\$46,734	\$2,441,660	\$14	\$3,956,633
	Total Allocation Amount (Estimated)							\$3,956,633



Full Allocation Budget of \$5,939,171

Function Codes	Function Titles	Salaries 1000	Benefits 2000	Purchased Services 3000, 4000	Supplies & Materials 5000	Capital Outlay 6000	Other Expenditures 7000	Total
110	Basic Programs	\$60,350	\$27,926	\$87,389				\$175,665
120	Instruction - Added Needs	\$772,040	\$544,789	\$18,353				\$1,335,182
130	Adult Continuing Education							\$0
210	Pupil Support Services	\$30,906	\$20,292	\$81,550				\$132,748
220	Instructional Staff Services	\$31,389	\$30,144		\$20,000			\$81,533
230	Support Services – General Administration							\$0
240	Office of the Principal							\$0
250	Business Support Services							\$0
260	Operations and Maintenance				\$5,000			\$5,000
270	Pupil Transportation Services							\$0
280	Central Support Services							\$0
290	Support Services – Other							\$0
310	Community Services – Direction							\$0
320	Community Recreation							\$0
330	Community Activities							\$0
340	Public Library							\$0
350	Custody and Care of Children							\$0
360	Welfare Activities							\$0
370	Non-Public School Pupils							\$0
390	Other Community Services							\$0
	SUBTOTAL	\$894,685	\$623,151	\$187,292	\$25,000			\$1,730,128
450	Facilities Acquisition, Construction, and Improvements				\$21,734	\$4,145,950		\$4,167,684
	Indirect Costs \$ <input type="text" value="41,359.00"/>						\$41,359	\$41,359
	Enter dollar amount only, do not enter %. Restricted Rate (Max allowed: 2.39%)							
	TOTAL	\$894,685	\$623,151	\$187,292	\$46,734	\$4,145,950	\$41,359	\$5,939,171
	Total Allocation Amount							\$5,939,171

Amended Budget of \$5,939, 171



Function Codes	Function Titles	Salaries 1000	Benefits 2000	Purchased Services 3000, 4000	Supplies & Materials 5000	Capital Outlay 6000	Other Expenditures 7000	Total
110	Basic Programs	\$51,915	\$20,658	\$87,508				\$160,081
120	Instruction - Added Needs	\$772,040	\$544,789	\$18,353				\$1,335,182
130	Adult Continuing Education							\$0
210	Pupil Support Services	\$75,906	\$65,363					\$141,269
220	Instructional Staff Services	\$39,968	\$37,149		\$20,000			\$97,117
230	Support Services – General Administration							\$0
240	Office of the Principal							\$0
250	Business Support Services							\$0
260	Operations and Maintenance				\$5,000			\$5,000
270	Pupil Transportation Services							\$0
280	Central Support Services							\$0
290	Support Services – Other							\$0
310	Community Services – Direction							\$0
320	Community Recreation							\$0
330	Community Activities							\$0
340	Public Library							\$0
350	Custody and Care of Children							\$0
360	Welfare Activities							\$0
370	Non-Public School Pupils							\$0
390	Other Community Services							\$0
	SUBTOTAL	\$939,829	\$667,959	\$105,861	\$25,000			\$1,738,649
450	Facilities Acquisition, Construction, and Improvements				\$13,213	\$4,145,950		\$4,159,163
	Indirect Costs \$ <input type="text" value="41,359.00"/>						\$41,359	\$41,359
	Enter dollar amount only, do not enter %. Restricted Rate (Max allowed: 2.39%)							
	TOTAL	\$939,829	\$667,959	\$105,861	\$38,213	\$4,145,950	\$41,359	\$5,939,171
	Total Allocation Amount							\$5,939,171

EXECUTIVE SUMMARY

DATE: Nov 14, 2022

CONTACT PERSON: Kathy Westfall
Ryan Skeels

PURPOSE:

To review the demand usage solution for an updated Dell EMC Isilon Storage Array.

EXPLANATION:

Our current Dell EMC Isilon Storage Array is nearing its hardware end of life, in addition to reaching the end of Dell support. To continue to provide a reliable updated storage array that is utilized for the day-to-day operations for all buildings and departments across the District, a new storage solution will need to be put in place.

Administration looked at three options for replacing the array. The first option was to purchase new hardware, as was done over five years ago for the current array. This would have been a capital outlay of \$250,132. Option 2 was to lease the new equipment, which would have cost in excess of \$250k over the same five-year period.

The third option was to utilize the APEX Flex on Demand Solution. The current Isilon storage array is at 50% utilization. With Dell's APEX Flex on Demand Solution, Adrian Public Schools would commit to a baseline monthly cost that would increase if our storage needs were ever to increase. The minimum is \$2,589/month for 60 months.

The District will purchase the Demand Solution through the Midwestern Higher Education Compact (MHEC), which is a cooperative purchasing program.

RECOMMENDATION:

It is the recommendation of the Assistant Superintendent that the Adrian Board of Education review the quote for the Dell EMC Isilon Storage replacement using the APEX Flex on Demand Solution from Presidio, in the amount of \$2,589/month for 60 months, to be paid out of General Fund, for approval at the next board meeting.