



ADRIAN PUBLIC SCHOOLS

Tradition of Opportunities
Future of Possibilities

Agenda

Regular Meeting
Monday, October 14, 2024
AHS, 6:00 p.m.

A. Call to Order

1. Pledge of Allegiance
2. Approval of Agenda
3. Mission Statement
4. Good News Reports
 - a. Outstanding Citizen
5. Communications
 - a. Resignation of Judy Campbell, Food Service
 - b. Resignation of Denver Bowman, Teacher
 - c. Resignation of Danielle Muller, Media Paraprofessional
 - d. Presentation of the 2023-24 Financial Audit

B. Recommended Action

1. Consent Agenda
 - a. Approval of September 23, 2024, Regular Minutes
 - b. Treasurer's Report ending September 30, 2024
 - c. New Hire
 1. Socorro Tabbert, Paraprofessional
 2. Olivia Kostanko, Paraprofessional
 3. Matthew Bostick, Food Service
2. Business Requiring Board Action
 - a. Approval of 2023-24 audit report
 - b. Acceptance of Donations
2. Business Requiring Future Board Action
 - a. First reading of Alexander playground updates
 - b. First reading of Lincoln Playground updates
 - c. First reading of Section 127 Plan
 - d. First reading of window safety film

B. Reports from the Superintendent and Staff

- a. District AI strategy

D. Future Meetings and Business

1. Board Committee Reports- Finance
2. Board Member Comments
3. Meeting Dates and Upcoming Events
 - October 15, 2024, 7-12 grad Fall Orchestra Concert
 - October 16 & 17, 2024, PTC
 - October 23, 2024, AHS Fall Choral Showcase
 - October 24, 2024, 7/8 grade Band Concert
 - October 28, 2024, BOE meeting, Alexander

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. 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: October 14, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

The resignation of Judy Campbell.

EXPLANATION:

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

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education acknowledge Judy Campbell's resignation effective August 27, 2024.

EXECUTIVE SUMMARY

DATE: October 14, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

The resignation of Denver Bowman.

EXPLANATION:

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

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education acknowledge Denver Bowman's resignation effective September 26, 2024.

EXECUTIVE SUMMARY

DATE: October 14, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

The resignation of Danielle Mueller.

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 Danielle Mueller's resignation effective October 18, 2024.

MINUTES OF THE REGULAR MEETING OF THE ADRIAN BOARD OF
EDUCATION, SEPTEMBER 23, 2024, ADRIAN HIGH SCHOOL, B100

**MEETING CALLED TO
ORDER**

Vice President Baucher called the Adrian Board of Education meeting to order at 6:00 pm.

The Pledge of Allegiance was recited.

PLEDGE RECITED

PRESENT: Baucher, Buku, Henagan, and Solis-Gautz

ABSENT: Ballard, Marks, and President Ferguson

Moved by Solis-Gautz, supported by Buku, that the Adrian Board of Education approve the agenda.

AGENDA APPROVED

The motion carried by a 4-0 vote.

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

**MISSION
STATEMENT**

Superintendent Parker presented Calie Yatzek with a certificate. Prairie was named the recipient of the prestigious "National ACE Plus Adopt Collaborative Squadron and School Teams of the Year" award.

GOOD NEWS

Moved by Buku, supported by Solis-Gautz, that the Adrian Board of Education approve the consent agenda.

COMMUNICATIONS

The consent agenda included the following items:

- a. Minutes from September 9, 2024, Regular Meeting
- b. Treasurer's Report ending August 31, 2024, with a balance of \$1,091,151.33
- c. New Hires: Kendal Reese, Katie Whaley, Stephanie Roberts, and Morgan Harris

CONSENT AGENDA

Motion carried.

**CAPITALIZATION
THRESHOLD**

Moved by Buku, supported by Henagan, that the board approve the increase of the capitalization threshold of District assets from \$2,000 to \$5,000.

Motion carried.

**PROPERTY
DONATION**

Buku moved, supported by Henagan, that the board approve a resolution authorizing the Superintendent to enter into a donation agreement.

Motion carried.

FACILITY NAMING

Moved by Henagan, supported by Solis-Gautz, that the board approve naming the press box at Maple Stadium after Del Cochran.

Motion carried.

**PAY SCALE
INCREASE**

Moved by Solis-Gautz, supported by Henagan, that the board approve a pay scale adjustment for the accountant positions.

Motion carried.

The board reviewed Head Start's Personnel Policies and Code of Conduct. Director Bruggenwirth explained the revisions to the board and highlighted the new language.

**H.S PERSONNEL
POLICIES AND CODE
OF CONDUCT**

The board reviewed the Head Start 2023-24 Self-Assessment Report. Mrs. Bruggenwirth reviewed program strengths, systemic issues, and progress in meeting objectives.

**HS 23/24 SELF-
ASSESSMENT**

Director Bruggenwirth conducted ERSEA training with the board. She reviewed eligibility, recruitment, selection, enrollment, and attendance data and criteria.

**REPORTS FROM THE
SUPERINTENDENT
AND STAFF**

The board members reviewed the Head Start monthly report. Mary informed the board that the Office of Head Start will use video recordings to conduct classroom assessment scoring system reviews. The videos will need to be uploaded between October 7th and November 11th.

Trustee Buku reported that the Finance Committee had met and heard a presentation about a potential energy bond. The committee had a chance to ask the presenter questions. It is a savings proposal, and the committee would like more information on the process. The District knows that the energy bond could help achieve some future needs.

**BOARD MEMBER
COMMENTS**

Vice President Baucher reported that the Personnel Committee had met and discussed the market rate adjustment for the accounting positions, a new position the District is considering, and a personnel issue.

Without further business, Henagan moved, supported by Buku, to adjourn the meeting.

ADJOURNMENT

Motion carried.

The meeting adjourned at 6:35 pm.

Jon Baucher, Vice President

Mike Buku, Secretary

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

REVENUES		BUDGET ADOPTED 6/24/2024	Y.T.D. ACTUAL	CURRENT BUDGET POSITION
100	Local Sources	\$ 5,764,744	\$ 2,181,620	\$ 5,764,744
300	State Sources	31,493,768	1,986,327	31,493,768
400	Federal Sources	5,938,560	1,808	5,938,560
500	Incoming Transfers	1,988,062	6,150	1,988,062
TOTAL		<u>\$ 45,185,134</u>	<u>\$ 4,175,904</u>	<u>\$ 45,185,134</u>
EXPENDITURES				
INSTRUCTION				
110	Basic Program	\$ 18,337,745	\$ 1,775,839	\$ 18,337,745
120	Added Needs	7,335,797	518,955	7,335,797
130	Adult & Continuing Education	146,646	24,339	146,646
SUPPORT SERVICES				
210	Pupil	3,582,543	598,450	3,582,543
220	Instructional Staff	2,476,620	508,539	2,476,620
230	General Administration	537,512	132,532	537,512
240	School Administration	2,458,310	601,773	2,458,310
250	Business	1,173,953	293,995	1,173,953
260	Plant & Operations	4,087,145	1,232,115	4,087,145
270	Pupil Transportation	1,798,248	56,253	1,798,248
280	Central Services	1,133,090	403,927	1,133,090
290	Other	1,364,333	4,478	1,364,333
300	Community Services	361,607	61,904	361,607
450	Prior Year Adj/Facilities Improvements	0	3,402	0
510	Debt Services	49,113	18,057	49,113
600	Outgoing Transfers	400,000	0	400,000
TOTAL		<u>\$ 45,242,662</u>	<u>\$ 6,234,559</u>	<u>\$ 45,242,662</u>
Excess Revenues over Expenditures		\$ <u>(57,528)</u>	-2,058,655	\$ <u>(57,528)</u>
Beginning Fund Balance			8,762,965	
Ending Fund Balance			<u>\$ 6,704,310</u>	

EXECUTIVE SUMMARY

DATE: October 14, 2024

CONTACT PERSON: Nikki Culley

PURPOSE:

To recommend hiring a special education paraprofessional for Michener Elementary.

EXPLANATION:

Deb Agnew and her interview team recommend Socorro Tabbert as a paraprofessional for Michener Elementary. Socorro has experience working as a caretaker.

RECOMMENDATION:

The HR Director recommends that Socorro Tabbert be hired as a paraprofessional at Michener Elementary, effective for the 2024-2025 school year.

EXECUTIVE SUMMARY

DATE: October 14, 2024

CONTACT PERSON: Nikki Culley

PURPOSE:

To recommend hiring a special education paraprofessional for Alexander Elementary.

EXPLANATION:

Deb Agnew and her interview team recommend Olivia Kostanko as a paraprofessional for Alexander Elementary. Olivia has experience in customer service.

RECOMMENDATION:

The HR Director recommends that Olivia Kostanko be hired as a paraprofessional at Alexander Elementary, effective for the 2024-2025 school year.

EXECUTIVE SUMMARY

DATE: October 14, 2024

CONTACT PERSON: Nikki Culley

PURPOSE:

To recommend hiring a dishwasher for Adrian High School.

EXPLANATION:

Shelley Miller and her interview team recommend Matthew Bostick as a dishwasher for Adrian High School. Mathew is a retired teacher with several years of experience working in a school district.

RECOMMENDATION:

The HR Director recommends that Matthew Bostick be hired as a dishwasher for Adrian High School, effective for the 2024-2025 school year.

EXECUTIVE SUMMARY

DATE: October 14, 2024

CONTACT PERSON: Dan Peña

PURPOSE

To accept the 2023-24 audit report.

EXPLANATION:

Daniel Clark & Amanda Wedgwood from Rehmann Robson are presenting a 2023-24 audit summary to the Board of Education.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education accept the audit for the 2023-24 fiscal year.

EXECUTIVE SUMMARY

DATE: October 10, 2024

CONTACT PERSON: Nate Parker

PURPOSE: To accept donations.

EXPLANATION:

An anonymous donor gave \$500 to the Girls Volleyball Team.
Maple Fans Club donated \$784 to the Equestrian Team.
Maple Fans Club donated \$959.91 to the Girls Golf Team.

RECOMMENDATION:

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

EXECUTIVE SUMMARY

DATE: October 14, 2024

CONTACT PERSON: Dan Peña

PURPOSE: To review the quotes for the replacement and installation of playground equipment at Alexander Elementary.

EXPLANATION:

The upper elementary playground structure at Alexander Elementary reached its end of life and was removed near the end of the 2023-24 school year. The District has researched replacement items in consultation with the Alexander Elementary principal.

Park Vision Infinite Play, located in Muskegon, MI, has provided a quote for replacement equipment at Alexander Elementary playground.

Park Vision Infinite Play is a member of the [Omnia Cooperative](#) purchasing program. Bidding is completed through the cooperative, which follows [Board Policy 3301, \(C\), \(1\), \(D\)](#).

Park Vision Infinite Play's original quote included an installation cost of \$22,666.67. Adams Property Service has provided an installation quote of \$16,000, and the District recommends utilizing Adams' services for the installation of this equipment.

The total cost of purchase and installation is \$55,508.26.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education review the quotes totaling \$55,508.26 for replacing playground equipment at Alexander Elementary for approval at the next board meeting. This purchase will be paid through the Capital Projects & Technology Fund.

EXECUTIVE SUMMARY

DATE: October 14, 2024

CONTACT PERSON: Dan Peña

PURPOSE: To review the quotes for the replacement and installation of playground equipment at Lincoln Elementary.

EXPLANATION:

The District seeks to add equipment to the Lincoln Elementary playground. The District has researched playground equipment items in consultation with the Lincoln Elementary principal.

Park Vision Infinite Play, located in Muskegon, MI, has provided a quote for new equipment at the Lincoln Elementary playground.

Park Vision Infinite Play is a member of the [Omnia Cooperative](#) purchasing program. Bidding is completed through the cooperative, which follows [Board Policy 3301, \(C\), \(1\), \(D\)](#). The quote provided is also under the current State of Michigan bidding threshold.

Park Vision Infinite Play's quote includes an installation cost of \$5,600. Adams Property Services, LLC has provided an installation quote of \$3,500, and the District recommends utilizing Adams' services to install this equipment.

In addition, the project includes necessary site preparation in the amount of \$3,500 from Adams Property Services, LLC.

The total cost of purchase, site preparation, and installation is \$21,315.53.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education review the quotes and site preparation costs for new playground equipment at Lincoln Elementary, totaling \$21,035.53, for approval at the next board meeting. This purchase will be paid through the Capital Projects & Technology Fund.

EXECUTIVE SUMMARY

DATE: October 14, 2024

CONTACT PERSON: Dan Peña

PURPOSE

To review the proposed Section 127 Educational Assistance Program documentation provided by Thrun Law Firm.

EXPLANATION:

The District wants to implement an IRS Section 127 Educational Assistance Program for District employees. This plan will allow the District to reimburse employees for educational assistance without withholding taxes up to \$5,250 per calendar year.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education review the attached Section 127 Educational Assistance Program documentation for approval at the next board meeting.

EXECUTIVE SUMMARY

DATE: October 14, 2024

CONTACT PERSON: Dan Peña

PURPOSE: To review the quotes for the installation of bullet-resistant safety window film on windows throughout the District.

EXPLANATION:

The District has Section 31aa Mental Health & Safety Carryover Funds as part of the State School Aid Act for 2023-2024. The District would like to install additional bullet-resistant film on District buildings. The bullet-resistant film was installed throughout the district in the summer of 2024. The bullet-resistant film is planned for areas of high visibility/vulnerability, such as our vestibules and school office windows.

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

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education review the quotes for the installation of additional bullet-resistant film throughout the District for approval at the next board meeting. This purchase costs \$51,913.75 and will be paid with 31aa Mental Health and Safety Carryover funds.