



ADRIAN PUBLIC SCHOOLS

Tradition of Opportunities
Future of Possibilities

Agenda

Regular Meeting
Monday, June 24, 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
5. Communications
 - a. Resignation of Amanda Burgermeister

B. Recommended Action

1. Consent Agenda
 - a. Approval of June 10, 2024, Regular Minutes
 - b. Approval of June 10, 2024, Closed Session Minutes-handout
 - c. New Hires
 1. Denver Bowman, Teacher
 2. Crissany Grayer, Teacher

2. Business Requiring Board Action
 - a. Approval of the 2023-24 budget amendments
 - b. Approval of the 2024-25 budget
 - c. Approval of membership into MHSAA
 - d. Approval to transfer money on behalf of Head Start to the Capital Project and Technology Fund
 - e. Approval to transfer money from the General Fund to the Capital Projects and Technology fund
 - f. Approval to purchase of Lincoln cafeteria tables
 - g. Approval of addendum for Boys and Girls Club room rental
 - h. Approval of the AESPA tentative agreement
 - i. Approval of annual goals for Superintendent
 - j. Approval of the Superintendent's contract
 - k. Approval to renew NWEA MAP growth K-12 Assessments
 - l. Approval to purchase of Social Studies material
 - m. Approval of membership into MASB
 - n. Approval of the 2024 graduates
 - o. Approval to name Springbrook Health Center
 - p. Acceptance of Donations

3. Business Requiring Future Board Action

- a. First reading to review the purchase of food service equipment

C. Reports from Superintendent and Staff

- a. Athletic Update

D. Future Meetings and Business

1. Board Committee Reports
2. Board Member Comments
3. Meeting Dates and Upcoming Events
July 22, 2024, BOE Meeting, 6:00 p.m.

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: June 24, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

The resignation of Amanda Burgermeister.

EXPLANATION:

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

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education acknowledge Amanda Burgermeister's resignation effective June 17, 2024.

MINUTES OF THE REGULAR MEETING OF THE ADRIAN BOARD OF EDUCATION, JUNE 10, 2024, ADRIAN HIGH SCHOOL, ADRIAN MI.

MEETING CALLED TO ORDER

President Ferguson called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was recited.

PLEDGE RECITED

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

ABSENT: Ballard and Henagan

AGENDA APPROVED

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

Motion carried.

MISSION STATEMENT

Vice President Baucher recited the District's mission statement as a reminder of its purpose and direction.

Once a week, for 12 weeks, Adrian Steel inspired 5th-grade students at Michener Elementary to explore careers in science, technology, engineering, and math. The initiative was part of the S.A.E. International's A World in Motion Jet Toy Competition. Adrian Steel received a Certificate of Appreciation from Superintendent Parker.

GOOD NEWS REPORT

The board recognized Matelyn Yarrow, Rebecca Jones, and Andrew Jackson's resignations, as well as Steve Carroll and Jacqueline McCary's retirements.

COMMUNICATIONS

The board reviewed a list of grants received for the 2023-2024 school year. In addition to the grants received from the ASEF, 15 additional grants were awarded to individuals. The list also included grants secured by Mr. Richards.

Dan Peña shared that the State requires a public meeting to be held, the tax levy must be a part of the presentation, and the District can not legally adopt a deficit budget. Funding is uncertain because the State has not finalized the 2024-25 school year budget. Revenue factors are the foundation grant allowance, local taxes, and enrollment. Expenditure factors are pay increases for settled contracts, increases in transportation costs, and decreases in expenditures needed to address facility repairs and maintenance.

2023-24 BUDGET HEARING AND PROPERTY TAX

Moved by Buku, supported by Solis-Gautz, that the board approve the consent agenda. The consent agenda included

CONSENT AGENDA

- a. May 20, 2024, Regular Minutes
- b. May 20, 2024, Closed Session Minutes (handout)
- c. May Treasurer's report with a balance ending \$1,470,621.89.
- d. New Hires- Wendy Robinson, Dominik Kisor, Stephanie Gonzalez Sotomayor, Eli Ruesink, Makayla Gardner

Motion carried.

Moved by Baucher, supported by Marks, that the board approve Superintendent Parker's merit pay. Superintendent Parker achieved the following goals: First draft of the Lesson Plan, creating a process for the District's long-term facilities plan, reviewing anti-bullying initiatives and updating the approach to include parental awareness, seeking out and offering informational opportunities on cultural awareness topics, and increase the School of Choice students over the previous year.

MERIT PAY

Motion carried.

Moved by Solis-Gautz, supported by Buku, that the board accept donations from Meredith Francis, The Marvin Family, Lisa Jackson, Derrick Richards, and The First Presbyterian Church.

DONATIONS

Motion carried.

The board reviewed a resolution for Michigan High School Athletic Association membership.

MHSAA

The board reviewed MASB annual membership dues.

MASB

The board reviewed a request to transfer \$100,000 from the Head Start General Fund to the Capital Project and Technology Fund. Mr. Peña noted that several projects must be completed at the Drager Early Education Center and will not be completed by June 30, 2024.

**HEAD START
TRANSFER**

The board reviewed a request to transfer \$223,00 from the General Fund to the Capital Projects and Technology Fund. The District is preparing for a vehicle purchase and future facility repairs.

**GENERAL FUND
TRANSFER**

The board reviewed a request to purchase new lunch tables for the Lincoln Elementary cafeteria. The tables will be paid for from the District's Non-Profit Food service account.

LINCOLN TABLES

The board reviewed an amendment to the Boys and Girls Club lease. The Boys and Girls Club expressed interest in renting additional space on Drager's fourth floor. The Finance Committee met and decided on an annual rate.

**BOYS AND GIRLS
CLUB LEASE**

The board reviewed a proposal to renew NWEA MAP Growth K-12 assessments. The materials will be paid from the District Curriculum budget.

NWEA

The board reviewed a request to purchase 3rd-5th grade Social Studies materials from Savvas Learning Company. The recommendation comes with support from the K-5 Elementary Curriculum Committee. The materials will be paid from the District Curriculum budget.

**SOCIAL STUDIES
CURRICULUM**

Superintendent Parker shared a graph with the board with the components of A.S.P.I.R.E (Adrian Schools Project Inspire Resilience and Excellence). He reminded them that Portrait of a Graduate, Diploma Plus, The Lesson Plan, and the Facilities Plan are all part of A.S.P.I.R.E.

**SUPERINTENDENT
& STAFF
REPORT**

Trustee Marks informed the board that the Finance Committee had met and discussed the 2024-25 Superintendent goals, merit pay, contract language, and the budget.

**FINANCE
COMMITTEE**

Vice Baucher informed the board that the Personnel Committee had met and discussed staffing, negotiations, and the Superintendent's merit pay, contract, and goals.

**PERSONNEL
COMMITTEE**

President Ferguson informed the board that the Curriculum Committee had met and discussed high school graduation requirements, course books, and the Social Studies curriculum.

**CURRICULUM
COMMITTEE**

Trustee Marks commented, "I attended the baseball regional game. The steal at home plate will be a play I remember. Although the record showed a loss, those kids played with heart and dedication. It was fun to watch them play."

**BOARD MEMBER
COMMENT**

Vice President Baucher expressed, "I appreciate the teamwork and collaboration with the AEA during the negotiation process. There was no commotion and no hard feelings during the process. From the board's standpoint, it went very smoothly."

President Ferguson shared, "The board received a service award from Morning Rotary. The story behind this award starts with Matt Baucher and the creation of the Weekend Snack Sacks. It was an honor to receive the award, but even more fulfilling to know that a need in the community is still being met after 10+ years."

Moved by Buku, supported by Baucher, that the Adrian Board of Education convene to a closed session at 6:50 p.m. under the Open Meetings Act 8(1)(c) for collective bargaining.

CLOSED SESSION

ROLL CALL VOTE:

Yeas: Baucher, Buku, Marks, Solis-Gautz, and Ferguson

Nays: none

Motion carried.

President Ferguson declared the meeting back in open session at 7:14 p.m.

OPEN SESSION

Moved by Baucher, supported by Buku, that the board approve the tentative agreement with the Adrian Education Association. Highlights of the agreement include a three-year contract, removal of half steps, the District's ability to hire teachers up to step 16, increase in sick pay, calendars, clear and transparent process for vacancies, layoffs, and recall, additional staff

AEA CONTRACT

meetings, MERC added to the grievance process, student growth percentage changed, extra duty increases and an increase in the hard cap.

Motion carried.

Moved by Solis-Gautz, supported by Marks, that the board approve a letter of agreement with the Adrian Education Association regarding a classroom stipend. The agreement provides a one-time classroom supply stipend of \$500 to each teacher no later than June 30, 2024.

**AEA CLASSROOM
STIPEND**

Motion carried.

Moved by Baucher, supported by Marks, that the board approve the tentative agreement with the International Union of Operating Engineers. Highlights of the economic reopener are a 3% increase and an increase in the hard cap.

**IUOE
MAINTENANCE**

Motion carried.

Moved by Baucher, supported by Marks, that the meeting be adjourned at 7:22 p.m.

ADJOURNMENT

Motion carried.

Beth Ferguson, President

Mike Buku, Secretary

EXECUTIVE SUMMARY

DATE: June 24, 2024

CONTACT PERSON: Nikki Culley

PURPOSE:

To recommend hiring a full-time (1.0 FTE) secondary science teacher at Adrian Public Schools.

EXPLANATION:

Sam Skeels and his interview team recommend Denver Bowman for a full-time secondary science teacher position. Denver has a Bachelor of Science in Biology from Florida Atlantic University.

RECOMMENDATION:

The Human Resources Director recommends hiring Denver Bowman as a full-time secondary science school teacher, effective for the 2024-2025 school year.

EXECUTIVE SUMMARY

DATE: June 24, 2024

CONTACT PERSON: Nikki Culley

PURPOSE:

To recommend hiring a full-time (1.0 FTE) elementary special education teacher at Adrian Public Schools.

EXPLANATION:

Deb Agnew and her interview team recommend Crissany Grayer as a full-time elementary special education teacher. Crissany has ten (10) years of teaching experience. She has a Bachelor of Arts in Special Education from Siena Heights University.

RECOMMENDATION:

The Human Resource Director recommends hiring Crissany Grayer as a full-time elementary special education teacher, effective for the 2024-2025 school year.

EXECUTIVE SUMMARY

DATE: June 24, 2024

CONTACT PERSON: Dan Pena

PURPOSE: To approve the 2023-2024 General Fund Budget amendments.

EXPLANATION:

Public Act 621, the Uniform Budgeting and Accounting Act, requires that when the Administration becomes aware of revenue or expenditure changes that would significantly increase the total approved budget or any of the line items within the approved budget, a resolution for amendment reflecting those increases and decreases must be taken to its Board for adoption.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education approve the amended budget as presented and adopt the attached resolution.

EXECUTIVE SUMMARY

DATE: June 24, 2024

CONTACT PERSON: Dan Peña

PURPOSE:

To approve the 2024-2025 budget.

EXPLANATION:

A budget hearing was held for the 2024-2025 proposed budget on June 10, 2024. The 2024-2025 budget includes a decrease in fund balance. The state has not finalized the School Aid Budget; at this time, the budget includes an increase of \$217 per pupil.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education approve the 2024-2025 budget resolutions.

EXECUTIVE SUMMARY

DATE: June 24, 2024

CONTACT PERSON: Dan Peña

PURPOSE:

To approve membership in the Michigan High School Athletic Association.

EXPLANATION:

The Board of Education must approve the attached resolution each year to authorize the District's Michigan High School Athletic Association membership.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education approve the authorization of the District's membership in the Michigan High School Athletic Association for 2024-25.

EXECUTIVE SUMMARY

DATE: June 24, 2024

CONTACT PERSON: Dan Peña

PURPOSE

To approve the request to transfer \$100,000 from the Head Start General Fund to the Capital Projects and Technology Fund for Head Start projects.

EXPLANATION:

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

- New flooring in the Drager vestibule and main office spaces
- Mini-splits in two classrooms at Drager to replace window units
- Heating Unit for the main stairway at Drager
- Concrete pad on Drager playground
- Replace flammable cork boards in Drager classrooms
- Parking lot drainage repairs

These projects won't be completed by June 30, 2024. The recommendation is to transfer the funds to the Capital Projects and Technology Fund, for completion of needed improvements over the next several months.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education approve the request to transfer \$100,000 to the Capital Projects and Technology Fund on behalf of Head Start.

EXECUTIVE SUMMARY

DATE: June 24, 2024

CONTACT PERSON: Dan Peña

PURPOSE

To approve the request to transfer \$723,000 from the General Fund to the Capital Projects & Technology Fund.

EXPLANATION:

This request transfers funds from the General Fund to the Capital Projects and Technology fund. The District is preparing for a vehicle purchase and future facility repairs.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education approve the request to transfer \$723,000 to the Capital Projects & Technology Fund.

EXECUTIVE SUMMARY

DATE: June 24, 2024

CONTACT PERSON: Dan Peña

PURPOSE:

To approve the request to purchase new lunch tables for the Lincoln Elementary cafeteria.

EXPLANATION:

The current cafeteria tables at Lincoln Elementary are near their end of life. The District has obtained three quotes for purchase and installation listed below, and would like to move forward with this purchase for installation prior to the beginning of the 2024-2025 school year. This purchase will be funded through the District's Non-profit Food Service Account.

- Folding Equipment Company, LLC-\$35,100
- Shiffler Equipment Sales-\$75,329.17
- HPS-\$77,374.82

Folding Equipment, LLC's quote is much lower on their quote due to the fact that they were the vendor the last time the District replaced cafeteria tables at Lincoln. The tables at Lincoln are stored in wooden pockets that were built on the walls. Folding Equipment, LLC installed these pockets previously and would not need to replace them. Shiffler Equipment Sales and HPS would both need to replace the wall pockets, and this increased their quotes.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education approve the request to purchase new cafeteria tables from Folding Equipment Company, LLC for \$35,100. This will be paid out of the District's Non-profit Food Service Account.

EXECUTIVE SUMMARY

DATE: June 24, 2024

CONTACT PERSON: Dan Peña

PURPOSE

To approve the 2nd Amendment to the Boys and Girls Club lease.

EXPLANATION:

Currently, the Boys and Girls Club leases space at Drager for \$1 per year in exchange for renovations they completed in 2010. The current lease is for 25 years, with the option to renew for 10 years. The Boys and Girls Club has expressed interest in renting an additional fourth-floor room, which is currently vacant.

The Finance Committee met and decided on an annual rate of \$6 per square foot. This equates to a new annual lease amount of \$20,280.

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education approve the 2nd Amendment to the Boys and Girls Club Lease.

EXECUTIVE SUMMARY

DATE: June 24, 2024

CONTACT PERSON: Nikki Culley

PURPOSE:

To recommend approving a tentative agreement with the Adrian Educational Support Personnel Association (AESPA). The AESPA ratified on June 18, 2024.

EXPLANATION:

The Tentative Agreement includes:

- 3-year contract 2024-2027
- In year one, K-12 paraprofessionals are placed on a new scale, Food service 2% increase, Head Start COLA
- In year two, K-12 paraprofessionals move up a step; Head Start COLA
- Wages - 2026-2027, Economic Reopener
- Insurance Hard Cap Increase Year 1
- Longevity payment built-in for 6th year and 15th year (.25 increase in year 6 and then another .25 in year 15) Total cost in two years \$4556
- Miscellaneous Language Changes

RECOMMENDATION:

The Human Resources Director recommends that the Board approve the Tentative Agreement with the Adrian Educational Support Personnel Association (AESPA).

EXECUTIVE SUMMARY

DATE: June 24, 2024

CONTACT PERSON: Beth Ferguson

PURPOSE:

To approve the Superintendent's Goals for 2024-25.

EXPLANATION:

As part of the Superintendent's contract, there is an expectation that they will complete various school year goals designed to advance the District. These goals will be evaluated at the end of the 2024-25 school year. Goals will be paid out at a maximum of \$10,400.

The Superintendent will provide a written self-evaluation and attach supporting evidence for the completion of each goal area.

RECOMMENDATION:

The Board President recommends that the Superintendent be assigned the attached six goals for the 2024-25 school year.

EXECUTIVE SUMMARY

DATE: June 24, 2024

CONTACT PERSON: Beth Ferguson

PURPOSE:

To update and extend the Superintendent's Contract.

EXPLANATION:

In consultation with the Superintendent, minor language changes were made to the existing contract to match the new school code requirements. Given that the Superintendent does not have a "step" system, the recommended increase is 3% for the 2024/25 school year, 2% for the 25/26 school year, and an economic reopener for the 26/27 school year. Extending his contract through June 30, 2027, is also being recommended.

RECOMMENDATION:

The President of the Board of Education recommends updating the Superintendent's Contract, along with Attachments 1(salary) and 2(merit goal schedule).

EXECUTIVE SUMMARY

DATE: June 24, 2024

CONTACT PERSON: Derrick Richards
Nate Parker

PURPOSE:

To approve the proposal to renew NWEA MAP Growth K-12 assessments.

EXPLANATION:

This proposal is to renew with NWEA to provide the MAP Growth K-12 Assessment that the District has been using since the 2010-2011 school year to measure academic growth in Mathematics and English Language Arts. The data from this assessment is used to do the following but not limited to:

- Plan Tier I instruction for all students in a classroom.
- Place students in advanced enrichment courses as well as intervention courses.
- Provide a learning plan for students to specific standards to reach academic goals.
- Provide growth data for teacher evaluations.

The total cost for the materials is \$32,387.50 and is budgeted in the 2024-2025 District Curriculum budget. In the 2023-2024 purchase of NWEA, \$22,900 was paid by the 104i Benchmark Assessment Grant.

RECOMMENDATION:

The Assistant Superintendent of Curriculum and Instruction and the Superintendent recommend that the Adrian Board of Education approve the purchase of NWEA MAP Growth K-12 Assessments.

EXECUTIVE SUMMARY

DATE: June 24, 2024

CONTACT PERSON: Derrick Richards
Nate Parker

PURPOSE:

To approve the purchase of Elementary Social Studies Materials from Savvas Learning Company (formerly Pearson)

EXPLANATION:

This proposal requests to purchase 3rd-5th grade Social Studies materials from Savvas Learning.

This recommendation comes with unanimous support from the K-5 Elementary Curriculum Committee, which started reviewing Social Studies materials in the 2022-2023 school year and continued into the 2023-2024 school year. During the 2022-2023 school year, it was noted that teachers felt there were not enough materials to engage the students.

The plan is to adopt the materials for 3rd grade and select 4th and 5th grade teachers who were part of the curriculum committee for the 2024-2025 school year. The remaining 4th and 5th grade teachers will adopt the 2025-2026 school year materials. This phased approach will allow teachers and the Curriculum Department to gain familiarity with the materials for a smoother implementation.

The total cost for the 2024-2025 school year materials is \$18,862.80 and will be funded by the Curriculum Department's general budget.

RECOMMENDATION:

The Superintendent and the Assistant Superintendent of Curriculum recommend that the Adrian Board of Education approve the purchase of Savvas Learning Company for \$18,862.80 to be paid from the Curriculum Department's general fund.

EXECUTIVE SUMMARY

DATE: June 24, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

To approve the annual membership dues for MASB.

EXPLANATION:

Each year, the Board needs to approve participation in the Michigan Association of School Boards and authorize the payment of membership dues. These dues are calculated based on the district's fall count, which includes adult education students. For the 2024-25 school year, the fee will be \$6,047.14.

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education approve MASB membership for the 2024-25 school year.

EXECUTIVE SUMMARY

DATE: June 24, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

Approval of the 2024 graduates from Adrian High School and Adrian Community Education Center.

EXPLANATION:

Each year, the Adrian Board of Education approves the list of graduates who have met district and state requirements so that a formal listing may be kept with the board minutes for future reference.

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education approve the 2024 Graduating Class.

EXECUTIVE SUMMARY

DATE: June 24, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

To recommend naming the new Health Center at Springbrook "The Maples Health Center."

EXPLANATION:

A committee of community members, parents, staff, and students has been working on the logistics of the new health center to meet the grant's requirements. This committee recommends the health center be named "The Maples Health Center."

3300 [Facilities, Real, and Personal Property](#)

3302.01 [Naming Facilities](#)

- A. The Board retains sole authority to name District facilities. For purposes of this Policy, a "facility" includes any portion of a facility that may be separately named (e.g., library, cafeteria, building wing). For purposes of this Policy, "naming" also includes renaming an existing facility.
- B. The Board must review and discuss a recommendation or nomination to name a facility in at least two (2) open meetings over two (2) months. The Board will not act immediately on a request to name or rename a facility.
- C. In naming a facility, the Board will generally (but is not required to) solicit the local community's feedback.
- D. The Board will name facilities after the following people, whether current or former or alive or deceased: employees, Board members, District students, community members, a donor who gives a substantial donation to the District, or others who, by their contributions in effort, interest, devotion, exemplary life, attainment, or other factors deemed relevant by the Board have furthered the interest of the District.
- E. In deciding whether to name a facility after a donor, the Board will consider the donation amount, whether the donated amount is for a particular facility, and the connection between the donor and the District or the community.
- F. The Board may sell naming rights to a particular facility.
 1. The Superintendent or designee may negotiate a contract to sell naming rights, subject to final Board approval.
 2. The proceeds of such a sale may be used at the Board's sole discretion.

RECOMMENDATION:

The Superintendent recommends that the Adrian Board of Education name the health center "The Maples Health Center."

EXECUTIVE SUMMARY

DATE: June 24, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

To accept donations from Community members.

EXPLANATION:

The Lenawee Community Foundation donated \$24,000 to the Florence Bridleman Scholarship fund.

Tau Delta Sorority donated \$500 to the Community Recreation program.

JBS Design Services donated \$1,500 to the baseball/softball stadium seating project.

RECOMMENDATION:

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

EXECUTIVE SUMMARY

DATE: June 24, 2024

CONTACT PERSON: Dan Peña

PURPOSE:

To review a request to purchase new food service equipment for the Adrian High School cafeteria.

EXPLANATION:

Food service items in the Adrian High School cafeteria are reaching their end of life and need to be replaced. These items include a dishwashing machine, hot carts, and prep tables.

The Food Services Director has obtained four quotes, which are as follows:

Great Lakes Hotel Supply: \$123,557

Boelter Foodservice: \$139,048

Gold Star Products: \$144,102.10

Stafford-Smith, Inc: \$145,561

RECOMMENDATION:

The Business Manager recommends the Adrian Board of Education review the request to purchase new food service equipment for the Adrian High School cafeteria from Great Lakes Hotel Supply for \$123,557 at the next board meeting. This will be paid out of the District's Non-profit Food Service Account.