



ADRIAN PUBLIC SCHOOLS

Tradition of Opportunities
Future of Possibilities

Agenda

Regular Meeting

Monday, April 24, 2023

6:00 p.m. Michener Elementary

A. Call to Order

1. Pledge of Allegiance
2. Approval of Agenda
3. Mission Statement
4. Good News Reports
 - a. Michener Presentation
5. Communications
 - a. Retirement of Ann van Stavern, Media Specialist
 - b. Retirement of Jill Roberts, Teacher
 - c. Retirement of Jeff Petterson, Administrator
 - d. Retirement of Ivy Hutchison, Head Start
 - e. Resignation of Laurie Pontius, Paraprofessional

B. Recommended Action

1. Consent Agenda
 - a. Approval of April 10, 2023, Closed Session Minutes (handout)
 - b. Approval of April 10, 2023, Regular Minutes
 - c. Approval of Hire- Laura Turner, Head Start
2. Business Requiring Board Action
 - a. Approval of the 2023-24 Contract renewal with ESS
 - b. Approval of bathroom work at Springbrook
 - c. Approval of safety film window wraps
 - d. Approval of Social Media Proposal
 - e. Approval of a resolution to enter into contracts
 - f. Approval of the Early Head Start and Head Start COLA & QI grant application
 - g. Approval of Donations
3. Business Requiring Future Board Action
 - a. First reading to review the LISD budget
 - b. First reading to review Head Start In-Kind waiver request
 - c. First reading to review the purchase of a food service delivery truck

C Reports from Superintendent and Staff

- a. Lesson Plan Update
- b. Student Family/Community Engagement

D. Future Meetings and Business

1. Board Committee Reports
2. Board Member Comments
3. Meeting Dates and Upcoming Events
 - IB Art Show 4/10-5/26
 - AHS Musical “The Drowsy Chaperone” 5/4-7
 - Band-O-Rama (6th-12th) 5/8
 - BOE Meeting, 5/8 at 6:00 p.m. AHS cafeteria
 - All-City Strings (6th-12th) 5/9
 - AHS Spring Choir Concert 5/11
 - Alexander Drama Club play series (2nd-5th) 5/18
 - Springbrook MS Choir Concert 5/16
 - Memorial Day Parade, featuring AHS Marching Band 5/30

E. Public Comment

F. Closed Session

1. AEA Negotiations

G. Tentative Action

1. AEA

H. Adjournment

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

EXECUTIVE SUMMARY

DATE: April 24, 2023

CONTACT PERSON: Nate Parker

PURPOSE:

The retirement of Ann van Staveren.

EXPLANATION:

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

RECOMMENDATION:

It is the recommendation of the Superintendent that the Adrian Board of Education acknowledge the retirement of Ann van Staveren, effective June 3, 2023.

EXECUTIVE SUMMARY

DATE: April 24, 2023

CONTACT PERSON: Nate Parker

PURPOSE:

The retirement of Jill Roberts.

EXPLANATION:

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

RECOMMENDATION:

It is the recommendation of the Superintendent that the Adrian Board of Education acknowledge the retirement of Jill Roberts, effective June 3, 2023.

EXECUTIVE SUMMARY

DATE: April 24, 2023

CONTACT PERSON: Nate Parker

PURPOSE:

The retirement of Jeff Petterson.

EXPLANATION:

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

RECOMMENDATION:

It is the recommendation of the Superintendent that the Adrian Board of Education acknowledge the retirement of Jeff Petterson effective February 28, 2023.

EXECUTIVE SUMMARY

DATE: April 24, 2023

CONTACT PERSON: Nate Parker

PURPOSE:

The retirement of Ivy Hutchison.

EXPLANATION:

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

RECOMMENDATION:

It is the recommendation of the Superintendent that the Adrian Board of Education acknowledge the retirement of Ivy Hutchison effective June 30, 2023.

EXECUTIVE SUMMARY

DATE: April 24, 2023

CONTACT PERSON: Nate Parker

PURPOSE:

The resignation of Laurie Pontius.

EXPLANATION:

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

RECOMMENDATION:

It is the recommendation of the Superintendent that the Adrian Board of Education acknowledge the retirement of Laurie Pontius effective April 19, 2023.

MINUTES OF THE REGULAR MEETING OF THE ADRIAN BOARD OF EDUCATION, APRIL 10, 2023, ADRIAN HIGH SCHOOL

MEETING CALLED TO ORDER

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

The Pledge of Allegiance was recited.

PLEDGE RECITED

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

ABSENT: None

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

AGENDA APPROVED

Motion carried by a 7-0 vote.

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

MISSION STATEMENT

Ian Baker, Carter Fenner, Edward Hedrick, Riley Kirkpatrick, Makena Arnold, Eva Garcia, and Ally Marks were recognized by Superintendent Parker for their victory at the You by the Chemist competition.

GOOD NEWS REPORT

The Bluebotics 6150 team demonstrated how the robot worked. The team received 3rd place at the Jackson District Event and finished top in the top 10 for offense.

Superintendent Parker recognized the Outstanding Citizens for April. They were Olivia Gautz from Alexander, Lillian Hudson from Lincoln, Juliette Phipps from Michener, Amelia Smith from Prairie, Lydia Fusik from Springbrook, and Jacelyn Banks from AHS.

COMMUNICATIONS

The District recognized the resignation of Tongi Merillat. In addition, Dan Pena shared with the board information about the school picture company for next year.

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

CONSENT AGENDA

The consent agenda included the following items:

- a. Approval of Minutes from March 13, 2023, Regular Meeting
- b. Approval of Minutes from March 13, 2023, Closed Session (hand out)
- c. Treasurer's Report ending February 28, 2023, with a balance ending \$1,357,598.81 and March 30, 2023, with a balance ending \$1,342,440.73
- d. Change Orders from Clark Construction for \$264,097.07
- e. Approval of New Hires, Marquese Dunn, and the Spring Coaches

<p>Moved by Trustee Ballard, supported by Trustee Solis-Gautz, that the Adrian Board of Education approve revisions to board policy, 3116 District Technology and Acceptable Use.</p>	<p>BOARD POLICY</p>
<p>Motion carried by a 7-0 vote.</p>	<p>H. S. COST ALLOCATION PLAN</p>
<p>Moved by Trustee Ballard, supported by Trustee Buku, that the Adrian Board of Education approve the Head Start Early Childhood Program's Cost Allocation Plan.</p>	
<p>Motion carried by a 7-0 vote.</p>	<p>LISD BUDGET MEETING</p>
<p>Moved by Trustee Ballard, supported by Trustee Buku, that the Adrian Board of Education nominate President Ferguson and Trustee Marks as the representative and alternate for the LISD Budget Planning meeting.</p>	
<p>Motion carried by a 7-0 vote.</p>	<p>INDIVIDUAL CONTRACTS</p>
<p>Moved by Vice President Baucher, supported by Trustee Solis-Gautz, that the Adrian Board of Education approve the individual contract list for non-union administrators, supervisors, and support personnel for the 2023-24 school year.</p>	
<p>Motion carried by a 7-0 vote.</p>	<p>DONATIONS</p>
<p>Moved by Trustee Marks, supported by Trustee Buku, that the Adrian Board of Education accept donations from Brenton Ohrman, Scott Peshke, Kevin and Cindy Ohrman, David Hayes, Amanda Vetitoe, Jay Marks, Premier Bank, Sally Watson, Brad Watson, Patton Wings, Tim Gunn, Anderson Development, Lightning Quick Gas-N-Go, and Eric Russell.</p>	
<p>Motion carried by a 7-0 vote.</p>	<p>ESS MIDWEST SERVICES</p>
<p>The board reviewed an agreement from ESS Midwest for Human Resource Staffing Services. Dan Pena shared that the agreement is for the renewal of Human Resource staffing. The positions covered under this contract are Substitute Food Service Employees and Noon Hour Paraprofessionals. The District has contracted with ESS since 2009.</p>	
<p>The board reviewed bids for bathroom work at Springbrook Middle School. President Ferguson asked, "When will the work be completed?" Mr. Pena replied, "The work will begin in late May to early June. I am not sure how long the project will last."</p>	<p>BATHROOM WORK</p>
<p>The board reviewed the bid to purchase and install window safety film. The District received a grant to address safety infrastructure as part of the State School Aid Act. The safety film hinders building entry and provides additional time for staff to take precautionary measures.</p>	<p>SAFETY WINDOWS</p>
<p>The board reviewed a resolution from Frantz Law Group to represent the District in a class-action suit. The lawsuit is against social media platforms.</p>	

The case concerns the effects of social media and increased bullying and suicide in students. Superintendent Parker shared that Frantz Law Group is the attorney group that represented the District in the JUUL Lab lawsuit.

**FRANTZ LAW
GROUP**

The board reviewed a resolution allowing the Superintendent or designee the authority to enter into contracts or agreements on behalf of the board up to the state threshold.

CONTRACTS

The board reviewed a presentation for the Early Head Start and Head Start COLA & QI grant application. Mary Bruggenwirth explained that the program had received a letter notifying the program of a funding increase. The funding is to provide a COLA of 5.6% for all staffing positions and quality improvements.

COLA & QI GRANT

Superintendent Parker shared how the safety grant money might be used. Ideas include safety windows, a Community Safety and Prevention team, a K-9 unit, video surveillance, and Climate and Culture impact on the learning environment.

**REPORTS FROM THE
SUPERINTENDENT
AND STAFF**

Chad O'Brien gave a winter sports recap and shared statistics about spring sports. Spring sports are baseball, softball, track, boys' golf and volleyball, girls' soccer and tennis. There are currently 260 students enrolled for spring sports.

Michelle Force shared the Fine Arts update and gave a Spring preview of events. May is a busy month for the Fine Arts.

Trustee Ballard reported that the Curriculum Committee had met and discussed the process for approving novels and the math intervention program.

**CURRICULUM
COMMITTEE**

Vice President Baucher reported that the Finance Committee had met and discussed 2023-24 enrollment projections and the items listed under closed session.

**FINANCE
COMMITTEE**

Trustee Buku reported that the Personnel Committee had met and discussed the items listed under closed session.

**PERSONNEL
COMMITTEE**

Trustee Ballard informed the board about the upcoming legislative breakfast on May 19, 2023.

**BOARD MEMBER
COMMENTS**

Trustee Buku shared that the Adrian School Education Foundation Night will be on May 4, 2023.

Moved by Trustee Buku, supported by Trustee Ballard, that the Adrian Board of Education convene to a closed session at 7:27 p.m. under the Open Meetings Act 8(c) for collective bargaining.

CLOSED SESSION

ROLL CALL VOTE:

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

Motion carried by a 7-0 vote

President Ferguson called the meeting back into open session at 8:52 p.m.

OPEN SESSION

Moved by Vice President Baucher, supported by Trustee Henagan, that the Adrian Board of Education approve the tentative agreement with the Adrian Administrations Association. The highlights of the agreement include a three-year contract, a 2% wage increase plus a step for 2023-24 and the bottom step eliminated and a step added at the top, a 1% wage increase plus a step in 2024-25, and an economic reopener in 2025-26. The insurance hard cap increased in year 1, an additional longevity payment for the 20th year and beyond, and other various language changes.

AAA

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

Motion carried by a 7-0 vote.

ADJOURNMENT

The meeting adjourned at 8:55 p.m.

Beth Ferguson, President

Mike Buku, Secretary

EXECUTIVE SUMMARY

DATE: April 24, 2023

CONTACT PERSON: Nikki Culley

PURPOSE:

To recommend the hiring of a Program Assistant at Drager Early Education Center.

EXPLANATION:

Mary Bruggenwirth and her interview team recommend Laura Turner as a Head Start Program Assistant at Drager Early Education Center. She has three (3) years of experience working in the administrative field. Laura has a Bachelor's Degree in Business Administration from Eastern Michigan University.

RECOMMENDATION:

It is the recommendation of the HR Director that Laura Turner be hired as a Program Assistant at Drager Early Education, effective May 1, 2023.

EXECUTIVE SUMMARY

DATE: April 24, 2023

CONTACT PERSON: Dan Peña

PURPOSE

To approve the ESS Midwest Agreement renewal for Human Resource Staffing Services.

EXPLANATION:

The District contracted with PCMI (now ESS Midwest) beginning with the 2009-10 school year for custodial services. Since then, custodial services have been deleted from the original contract, while other services have been added. The rates charged to the District have remained the same from 2014-15 through 2022-2023. For the 2023-2024 fiscal year, the district is receiving a slight pricing increase.

Current positions covered under the contract include Substitute Food Service Workers and Noon Hour Paraprofessionals.

RECOMMENDATION:

It is the recommendation of the Business Manager that the Adrian Board of Education approve the ESS Midwest Agreement renewal for Human Resource Staffing Services.

EXECUTIVE SUMMARY

DATE: April 24, 2023

CONTACT PERSON: Dan Peña

PURPOSE: To approve the bid for the upcoming Springbrook Toilet Remodel project.

EXPLANATION:

The District put out an RFP for this project and received two bids. One vendor declined to bid due to current workloads and staffing. The bids were opened on April 5, 2023, at 10:05 AM. The cost of the winning bid was \$105,000. This will be paid out of the Capital Projects and Technology Fund.

- Vendor Bids
 - Shively-Bouma-\$108,325.00
 - Spieker Construction-\$105,000.00

RECOMMENDATION:

It is the recommendation of the Business Manager that the Adrian Board of Education approve Spieker Construction for the Springbrook Toilet Remodel Project.

EXECUTIVE SUMMARY

DATE: April 24, 2023

CONTACT PERSON: Dan Peña

PURPOSE: To approve the bid for purchase and installation of safety window film throughout all District buildings to address vulnerability of accessibility to an active shooter.

EXPLANATION:

The District has received Section 97 Safety Funds for addressing safety infrastructure as part of the State School Aid Act for 2022-2023. This safety film greatly hinders entry into buildings by gunfire on exterior building windows. This provides critical time for APS staff to move students away from an active shooter situation, and also provides law enforcement extra time to respond to an active shooter situation.

The District reached out to four vendors, one opted not to bid. Three bids for protective safety film on all windows in District buildings have been secured. Of the three only two valid bids were submitted. We have received updated bids from the two vendors that submitted valid bids to evaluate the bids with like materials listed.

The two valid bids are as follows:

- United Image Group
 - \$61,920
- Equipt Graphics Solutions of Toledo
 - \$62,500

RECOMMENDATION:

It is the recommendation of the Business Manager that the Adrian Board of Education approve the low bid from United Image Group for purchase and installation of safety window film on District windows.

EXECUTIVE SUMMARY

DATE: April 24, 2023

CONTACT PERSON: Nate Parker

PURPOSE:

To sign on to a class-action lawsuit against Facebook, Instagram, Snapchat, TikTok, and other social media platforms. Thrun has facilitated the resolution with Frantz Law Group representing schools in this litigation.

EXPLANATION:

Thrun Law Firm advised the District to consider signing onto a class-action lawsuit that is taking place by several school districts across the county against major social media platforms. The attached resolution and contract allow the Districts to sign on to the class-action suit to cover previous and future losses and damages.

RECOMMENDATION:

It is the recommendation of the Superintendent that the Adrian Board of Education approve the attached resolution to have Frantz Law Group represent the District in a class-action lawsuit against major social media platforms.

EXECUTIVE SUMMARY

DATE: April 24, 2023

CONTACT PERSON: Dan Peña

PURPOSE:

To approve the resolution for the superintendent or designee to have the authority to enter into contracts or agreements on the Board's behalf up to the annual State of Michigan's competitive bid threshold (\$28,048 in 2022-23).

EXPLANATION:

With the change to Thrun board policy (Series 2000 Bylaws, 2200 Board Powers, 2202 Authority to Enter into Contracts), the issue of contract approvals (or agreements, MOUs, etc.) needs to be addressed.

By law, the school district acts through the minutes and resolutions of its board of education – which means *the Board must approve every contract*. However, the Board doesn't have to approve every contract with a formal motion or resolution directly.

According to the policy, "The Board or designee and executed by one or more persons delegated authority to act as an authorized signatory to an agreement, contract, or other cooperative arrangement on the Board's behalf." This resolution gives the superintendent or designee the authority to enter into a contract, agreement, or MOU up to the State of Michigan purchasing threshold. This was reviewed with counsel at Thrun.

RECOMMENDATION:

It is the recommendation of the Business Manager that the Adrian Board of Education approve the resolution authorizing the superintendent or designee to enter into contracts or agreements on the Board's behalf up to the annual State of Michigan's competitive bid threshold (\$28,048 in 2022-2023).

“WHEREAS, school boards are required by Act 317 of 1968, MCL 15.321; MCL 380.11a (4) the School Board of Adrian Public Schools, Lenawee County, Michigan, may enter into agreements, contracts, or other cooperative arrangements with other entities public or private, including, but not limited to, another district or an intermediate school district, or join organizations as part of performing the functions of the school district.

WHEREAS, By law, the school district acts through the minutes and resolutions of its board of education – which means *the Board must approve every contract*. However, the Board doesn’t have to approve every contract with a formal motion or resolution directly. This can be handled through a designee. The Board of Education authorizes the Superintendent or designee to enter into agreements not to exceed the State of Michigan's annual competitive bid threshold.”

A recommendation will be made at the Annual Organizational Meeting or as modified at a subsequent meeting.

EXECUTIVE SUMMARY

DATE: April 24, 2023

CONTACT PERSON: Nate Parker
Mary Bruggenwirth

PURPOSE:

To approve the Early Head Start and Head Start COLA & QI grant application for the 2023-2024 program year.

EXPLANATION:

A Funding Guidance Letter dated March 7, 2023 notified the program of an increase in funding for the Early Head Start and Head Start programs. This funding is to provide a COLA of 5.6% for all staffing positions, in addition to Quality Improvement funding. The total amount of funds available is \$333,470 beginning with the 2023 Fiscal Year. The breakdown of funds is:

Funding Type	Head Start	Early Head Start
Cost of Living Adjustment (COLA)	\$174,697	\$55,417
Quality Improvement (QI)	\$69,623	\$33,733
Total Funding		\$ 333,470

The grant application is due April 21, 2023. These funds will be permanently added to our annual funding award.

The Head Start Policy Council reviewed and approved the supplemental grant application for the 2022-2023 program year at their March 20, 2023 meeting.

RECOMMENDATION:

It is the recommendation of the Superintendent and the Head Start Director that the Adrian Board of Education approve the Early Head Start and Head Start supplemental grant application for the 2023-2024 program year.

EXECUTIVE SUMMARY

DATE: April 24, 2023 **CONTACT PERSON:** Nate Parker

PURPOSE:

To accept donations from Community Members.

EXPLANATION:

The following donations are to the baseball/softball seating project:

- Dan and Sheryl Pena donated \$500.
- Kim Rychener donated \$200
- Lori and Steve Kellie donated \$200
- Thomas and Nancy McDaid, donated \$400

Holy Family Ladies filled 40 Easter bags with an estimated value of \$600 for the Families in Transition program

Sally Dickson donated \$300 to the Families in Transition program

Kiwanis Club of Adrian donated \$500 to Lincoln's March is Reading Month activities

Kiwanis Club of Adrian donated \$500 to Prairie's March is Reading Month activities

Amer1can Credit Union donated \$250 to the Athletic Activity Fund

Patton Wings donated \$784.62 to boys baseball team

Inspire Brands Foundation, Inc donated \$500 to the Girls Basketball Program

The City of Adrian donated \$432.50 for the Polar Plunge

Dr. Ballard donated \$2,500 to the Robotics Team

Maple Fans Club donated \$1,300 to the Boys track for pole vaults

RECOMMENDATION:

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

EXECUTIVE SUMMARY

DATE: April 24, 2023

CONTACT PERSON: Nate Parker

PURPOSE

To review the 2023-24 Lenawee Intermediate School District Budget.

EXPLANATION:

As required by law, by June 1st, local school districts must review the proposed ISD budget and adopt a resolution expressing approval or disapproval of the proposed budget. If the budget is not approved, the local board must submit objections and proposed changes to the ISD board.

There were no issues or concerns with the budget as presented by the ISD.

RECOMMENDATION:

It is the recommendation of the Superintendent that the Adrian Board of Education approve the Lenawee Intermediate School District 2023-24 budget at the next board meeting.

Support for Budget
ISD BUDGET RESOLUTION

_____ (the "District").

A _____ meeting of the board of education of the District was held in the _____ in the district, on the day of _____, 2023, at _____ o'clock __.m.

The meeting was called to order by _____, President.

Present: Members

Absent: Members

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

WHEREAS:

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

NOW, THEREFORE BE IT RESOLVED THAT:

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

Ayes: Members

Nays: Members

Resolution declared adopted.

Secretary, Board of Education

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

Secretary, Board of Education

**Disapproval of Budget
ISD BUDGET RESOLUTION**

_____ (the "District").

A _____ meeting of the board of education of the District was held in the _____ in the district, on the day of _____, 2023, at _____ o'clock __.m.

The meeting was called to order by _____, President.

Present: Members

Absent: Members

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

WHEREAS:

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

NOW, THEREFORE BE IT RESOLVED THAT:

1. The board of education has reviewed the proposed intermediate school district budget and has determined that it disapproves of certain portions of the proposed intermediate school district budget which objections, along with proposed changes, if any, are set forth on Exhibit A attached hereto and incorporated herein by reference.
2. The superintendent is hereby directed to submit a certified copy of this resolution to the intermediate school board and/or to the intermediate school district superintendent with the specific objections and proposed changes that this board has to the budget.
3. All resolutions insofar as they conflict with the procedures of this resolution be and the same 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 the _____ School District, Michigan, hereby certifies that the foregoing is a true and complete copy of the a resolution adopted by the Board of Education at a _____ meeting held on _____, 2023, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

Secretary, Board of Education

EXECUTIVE SUMMARY

DATE: April 24, 2023

CONTACT PERSON: Nate Parker
Mary Bruggenwirth

PURPOSE

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

EXPLANATION:

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

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

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

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

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

RECOMMENDATION:

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

EXECUTIVE SUMMARY

DATE: April 24, 2023

CONTACT PERSON: Dan Peña

PURPOSE:

To review the request to purchase a food service delivery box truck when they are available, in an amount not to exceed \$65,000. This will replace the current 12' box truck used by food service.

EXPLANATION:

Due to tight purchasing constraints and long lead times, the District would like to obtain pricing on the 2023 and 2024 models and move forward with purchasing, using a “not to exceed” purchasing model approved by the Board. The truck we will replace is a 2006 Ford E350 with 86,766 miles on it. This purchase will be funded through the Excess Fund Balance in the District’s Non-profit Food Service Account.

RECOMMENDATION:

It is the recommendation of the Business Manager that the Adrian Board of Education approve the request to purchase a new food service delivery box truck, in an amount not to exceed \$65,000, once the 2023 or 2024 models become available, at the next board meeting.