

ADRIAN PUBLIC SCHOOLS

Tradition of Opportunities
Future of Possibilities

Agenda

Regular Meeting
Monday, April 22, 2024
Michener, 6:00 p.m.

A. Call to Order

1. Pledge of Allegiance
2. Approval of Agenda
3. Mission Statement
4. Good News Reports
 - a. Student Leadership Club-Aaron Benard
5. Communications
 - a. Michener Presentation

B. Recommended Action

1. Consent Agenda
 - a. Approval of April 8, 2024, Regular Minutes
 - b. New Hires
 1. Billy Kennedy-Maintenance
 2. Chris Harlan- Paraprofessional
2. Business Requiring Board Action
 - a. Approval of ESS contract renewal
 - b. Approval of First student contract renewal
 - c. Approval of K-1 touch screens
 - d. Acceptance of Donations
3. Business Requiring Future Board Action
 - a. First reading of ISD budget
 - b. First reading of the Prairie and Alexander Refresh
 - c. First reading of the Athletico renewal
 - d. First reading for safety film
 - e. First reading for walk-in freezer
 - f. First reading for naming of the Springbrook Medical Center
 - g. First reading for milk pricing

C. Reports from Superintendent and Staff

- a. Teacher appreciation
- b. Safety Grant

c. Head Start monthly report

D. Future Meetings and Business

1. Board Committee Reports- Finance, Personnel
2. Board Member Comments
3. Meeting Dates and Upcoming Events
 - a. The Lesson Plan, April 25, B-100, 5:30
 - b. Lincoln Science Day, April 30
 - c. All City Strings, May 6
 - d. High School Awards Night, May 8, PAC, 7:00 p.m.
 - e. NHS Awards Night, May 14th, PAC, 6:00 p.m.
 - f. SMS Honors Night, May 15th, PAC, 6:00 p.m.
 - g. I.B. Award Night, May 16, AHS Courtyard, 7:00 p.m.
 - h. BOE Meeting, May 20th, AHS cafeteria, 6:00

E. Public Comment ('Request to Participate Form' must be filled out and given to Angie Schaffer before Section D (Future Meetings and Business) on the agenda

F. Closed Session

1. AEA Negotiations
2. AESPA Negotiations

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.

MINUTES OF THE REGULAR MEETING OF THE ADRIAN BOARD OF EDUCATION, APRIL 8, 2024, ADRIAN HIGH SCHOOL, B100

MEETING CALLED TO ORDER

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

The Pledge of Allegiance was recited.

PLEDGE RECITED

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

ABSENT: Baucher and Henagan

Ballard moved, supported by Marks, that the Adrian Board of Education approve the agenda.

AGENDA APPROVED

Motion carried.

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

MISSION STATEMENT

Superintendent Parker recognized the Outstanding Citizens for April. They were Briar Ptaszynski from Alexander, Paisley Schuler from Michener, Ellie Wolf from Lincoln, Austin Rivier from Prairie, Gabe Smaw from Springbrook, and Hector Simon from the high school.

GOOD NEWS REPORT

Trustee Henagan entered at 6:07 p.m.

Tracy Pickle has been awarded the Adrian Women's Club Teacher of the Year Award. Mr. Paker spoke of Ms. Pickle's dedication, involvement, flexibility, compassion, collaboration, patience, knowledge, and kindness. He mentioned that his children had benefitted by having her as a teacher.

COMMUNICATIONS

The District recognized the resignations of Jennifer Marlatt and Alisha Bates and the retirement of Doug Ruesink.

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

The consent agenda included the following items:

CONSENT AGENDA

- a. Approval of March 11, 2024, Regular Minutes
- b. Treasurer's Report ending February 29, 2024, with a balance of \$1,494,533.80.
- c. New Hires- Riley Brown, Arianna Callahan, Karlee Coats, Ashley Swank, Jaleel Brown and Spring Coaches

Motion carried.

Buku moved, supported by Ballard, that the Adrian Board of Education approve Trustee Marks and Trustee Buku as the representatives and alternates to the LISD annual budget meeting.

LISD ANNUAL BUDGET MEETING

Motion carried.

Ballard moved, supported by Solis-Gautz, that the Adrian Board of Education approve the purchase of an updated Dell PowerStore and PowerEdge Array to replace the current Dell Unity and Hypervisor Array. It will be paid for out of the general budget.

VIRTUAL SERVERS

Ballard moved, supported by Solis-Gautz, that the Adrian Board of Education approve a leave of absence extension requested by Kate Steele.

LEAVE OF ABSENCE

Motion carried with Trustee Henagan abstaining.

Buku moved, supported by Marks, that the Adrian Board of Education accept donations from the Kiwanis Club, TLC, Maple Fans Club, American Heart Association, Jeff Ing, Jeremiah Davies, Dr. Ballard, Jeff Cochran, Sam and Sally Skeels, and the Holy Family Women's Guild.

DONATIONS

Motion carried.

The board reviewed the ESS Midwest Agreement for Human Resource Staffing Services.

ESS SERVICES

The board reviewed the renewal of the First Student contract. It is a five-year contract with increases in years one, four and five.

FIRST STUDENT

The board reviewed a quote for the K-1 Chromebook Touchscreen purchase. This is part of the ongoing technology upgrade plan. The Department of Curriculum, the Technology Department, teacher committees, and surveys indicate several advantages to using this technology.

K-1 CHROMEBOOK

Superintendent Parker shared pictures of the kindergarten round-up and the Arts and Athletic Expo. The District is encouraged by the number of participants.

**SUPERINTENDENT
AND STAFF REPORTS**

Athletic Director Chad O'Brien gave a Winter Sports recap. This winter, Adrian Athletics won 1 SEC White Championship, 3 SEC White Coach of the Year honors, Multiple invite Championships, Multiple All-SEC Athletics, Multiple All-State athletes, 2 Academic All-State Teams, Multiple Academic All-State Athletes, and 1 team finished in the top 10 in the State. There were 218 high school participants.

Trustee Ballard reported that the Curriculum Committee had met and discussed graduation requirements, the course book offerings, K-1 technology, and an Elementary curriculum committee update.

**CURRICULUM
COMMITTEE**

Trustee Solis-Gautz reported that the Personnel Committee had met and discussed staffing, upcoming interviews, AEA negotiations, and Individual contracts.

**PERSONNEL
COMMITTEE**

Trustee Marks reported that the Finance Committee had met and discussed K-1 technology, transportation renewal, Athletico renewal, enrollment projects, Individual contracts, Community Projects Grants, and negotiations.

Moved by Buku, supported by Ballard, that the Adrian Board of Education convene to a closed session at 6:48 p.m. under the Open Meetings Act 8(1)(c) for collective bargaining.

**FINANCE
COMMITTEE**

ROLL CALL VOTE:

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

**BOARD MEMBER
COMMENT**

Motion carried.

President Ferguson declared the meeting back in open session at 7:34 p.m.

PUBLIC COMMENT

Henagan moved, supported by Solis-Gautz, that the meeting be adjourned at 7:35 p.m.

Motion carried.

Beth Ferguson, President

Mike Buku, Secretary

ADJOURNMENT

EXECUTIVE SUMMARY

DATE: April 22, 2024

CONTACT PERSON: Nikki Culley

PURPOSE:

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

EXPLANATION:

Brandon Garland and his interview team recommend Billy Kidney for a full-time maintenance position for Adrian Public Schools. Billy has extensive knowledge in maintenance and technology and over ten (10) years of experience.

RECOMMENDATION:

The Director of Human Resources recommends that Billy Kidney be hired as a full-time maintenance employee effective April 29, 2024.

EXECUTIVE SUMMARY

DATE: April 22, 2024

CONTACT PERSON: Nikki Culley

PURPOSE:

To recommend the hiring of a Paraprofessional for Michener Elementary.

EXPLANATION:

Deb Agnew and her interview team recommend Christopher Harlan as a Paraprofessional. Christopher has experience as a noon-hour supervisor and enjoys being a team player.

RECOMMENDATION:

The Director of Human Resources recommends that Christopher Harlan be hired as a full-time Paraprofessional, effective for the 2023-24 school year.

EXECUTIVE SUMMARY

DATE: April 22, 2024

CONTACT PERSON: Nikki Culley

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 2023-2024. For the 2024-2025 fiscal year, the District will keep the same pricing as the previous year.

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

RECOMMENDATION:

The HR Director recommends that the Adrian Board of Education approve the ESS Midwest Agreement renewal for Human Resource Staffing Services.

ADDENDUM TO EXTEND AGREEMENT

This is an Addendum to an Agreement between **ESS Midwest, Inc.**, (the “Company”) located at 212 Kent St., Suite 12, P.O. Box 516, Portland, MI 48875 and the **Adrian Public Schools** (hereinafter referred to as “LEA” for Local Education Agency).

Whereas, the LEA and the Company entered into an Agreement whereby Company is to provide staffing to fill positions at the request of the District for a period ending June 30, 2024;

Whereas, LEA and Company are desirous of extending the term of the Agreement through June 30, 2025 with the provisions set forth below;

Now, Therefore, be it agreed between the parties, as follows:

1. The Term of the Agreement is hereby extended from July 1, 2024 through June 30, 2025;
2. This Agreement will automatically renew for additional one (1) year periods unless either party provides written notice of termination at least ninety days prior to the end of the fiscal school year.
3. Except as specifically and explicitly set forth herein, all other terms of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first set forth below.

Adrian Public Schools

ESS Midwest, Inc.

By: _____

By: _____

Title: _____

Title: Executive V.P., ESS Midwest, Inc.

Date: _____

Date: _____

EXECUTIVE SUMMARY

DATE: April 22, 2024

CONTACT PERSON: Dan Peña

PURPOSE:

To approve the proposed contract extension with First Student for transportation.

EXPLANATION:

The District contracted with First Student in July of 2009, after obtaining bids for privatizing transportation. The first year of the renewal represents a 22% increase for route charges, monitors, and trips. Years two and three will see no increase. New rates for years four and five will be negotiated in year three. The increase is due to increases in bus driver wages and insurance costs for First Student.

This agreement includes replacement of six buses over the five year agreement.

The Finance Committee has discussed the renewal rates.

RECOMMENDATION:

It is the recommendation of the Business Manager that the Adrian Board of Education approve the proposed contract extension with First Student.

EXECUTIVE SUMMARY

DATE: April 22, 2024
Dan Peña

CONTACT PERSONS:

Ryan Skeels

PURPOSE:

To approve the quote for the K-1 Chromebook Touchscreen purchase.

EXPLANATION:

As part of the ongoing technology upgrade plan, the District seeks approval to acquire touchscreen Chromebooks to replace the currently used aging iPads. This decision has been made following consultations with the Department of Curriculum and Instruction, the Technology Department, teacher committees, and through surveys. The transition offers several advantages, including unifying all student devices onto a single technology platform from kindergarten to 12th grade, eliminating the need for an Apple Management System, and providing K-1 students with earlier access to keyboards while maintaining the touch screen capabilities.

The Director of Technology has obtained three quotes, with the low quote coming from People Driven Technology.

This purchase is for the following items:

- Dell Chromebooks 3110 Touch 8/64
- Google Chrome Licenses

The total cost of purchasing Chromebooks will be \$176,499.26, fully covered by the American Rescue Act (ESSER III) District funds.

RECOMMENDATION:

The Business Manager and the Technology Director recommend that the Adrian Board of Education approve the purchase of Dell Chromebooks and Google Chrome Licenses totaling \$176,499.26 from People Driven Technology.

EXECUTIVE SUMMARY

DATE: April 22, 2024

CONTACT PERSON: Nate Parker

PURPOSE:

To accept donations from Community Members.

EXPLANATION:

Peter and Judy Hayes donated \$200 for the baseball/softball seating project.
Matt and Jen Eichorn with The Talor Agency donated \$1,500 for the baseball/softball seating project.

RECOMMENDATION:

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

EXECUTIVE SUMMARY

DATE: April 22

CONTACT PERSON: Nate Parker

PURPOSE

To review the resolution for the 2024-25 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 review the resolution for the Lenawee Intermediate School District 2024-25 budget.

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 _____, 2024, 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, 2024.
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 _____, 2024, 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 _____, 2024, 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 _____, 2024, 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 22, 2024

CONTACT PERSON: Ryan Skeels
Dan Peña

PURPOSE:

To review the quote for the purchase of Desktop computers for Alexander Elementary and Prairie Elementary.

EXPLANATION:

The current staff and office computing devices at Alexander Elementary and Prairie Elementary are reaching end-of-life (over five years old). It is recommended that we replace these devices with current-generation devices. The District is planning to purchase 65 devices, all Dell Desktops.

- 65x OptiPlex 7010 Small Form Factor (Staff and Office Devices)

The district is purchasing the devices through [REMC](#), a cooperative purchasing program. Bidding is done through the cooperative, which follows [Board Policy 3301, \(C\), \(1\), \(D\)](#).

RECOMMENDATION:

The Technology Director and the Business Manager recommend that the Adrian Board of Education review the purchase of Desktops totaling \$37,212.50 from Presidio, to be paid from the Capital Projects and Technology Fund, at the next scheduled Board meeting.

EXECUTIVE SUMMARY

DATE: April 22, 2024

CONTACT PERSON: Dan Peña

PURPOSE

Review of the Athletico Physical Therapy Athletic Training Services Agreement.

EXPLANATION:

Athletico has been providing athletic training services to the District since August of 2013, originally under Accelerated Rehabilitation Centers, Ltd. The District has been pleased with the services we have received.

This agreement is for three years with a 5% increase on current pricing for year 1. Years 2 and 3 have no projected increase to the District. The annual cost to the District is \$44,232 for each of the three years.

Initially, the trainers were hired for 35 hours per week. Over time, the need has grown to at least 40 hours per week. This agreement provides for 40 hours per week for the fall, winter, and spring seasons. In addition, it will include additional athletic training coverage for middle school events at \$35/hour.

RECOMMENDATION:

It is the recommendation of the Business Manager that the Adrian Board of Education review the Athletico Physical Therapy Athletic Training Services Agreement for approval at the next scheduled Board meeting.

EXECUTIVE SUMMARY

DATE: April 22, 2024

CONTACT PERSON: Dan Peña

PURPOSE: To review the bid for bullet-resistant safety window film to be installed on the second floor of Adrian High School and Lincoln Elementary. In addition, bullet-resistant safety window film is planned to be installed in other high-visibility areas in District buildings.

EXPLANATION:

The District has received Section 31aa Mental Health & Safety Funds as part of the State School Aid Act for 2023-2024. The District would like to install this bullet-resistant film in addition to the current safety film installed in the summer of 2023 throughout the District. The installation of the bullet-resistant safety film is planned for the 2nd floor of Adrian High School and Lincoln Elementary, where our students and staff cannot escape the building in the event of an active shooter. The bullet-resistant film is also 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 (D).

The district intends to split the 31aa funds evenly between mental health services and safety initiatives. The amount allocated for safety initiatives for 2023-2024 is \$265,156.

RECOMMENDATION:

The business Manager recommends that the Adrian Board of Education review the purchase and installation of bullet-resistant film within the District for approval at the next scheduled Board meeting. The purchase and installation will not exceed the \$265,156 in 31aa funds allocated for District safety expenditures in 2023-2024.

EXECUTIVE SUMMARY

DATE: April 22, 2024

CONTACT PERSON: Dan Peña

PURPOSE:

To review the request to purchase a new walk-in freezer for the Adrian High School cafeteria.

EXPLANATION:

The current walk-in freezer at Adrian High School is over 30 years old and nearing its end of life. The District has obtained three quotes for the purchase and installation listed below and would like to move forward with this purchase and 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.

- Adrian Mechanical Services-\$45,340
- Cascade Refrigeration-\$52,250
- Refrigeration Service Plus-\$68,875

RECOMMENDATION:

The Business Manager recommends that the Adrian Board of Education review the request to purchase a new walk-in freezer from Adrian Mechanical Services for the Adrian High School cafeteria at the next board meeting. The purchase will be paid out of the District's Non-profit Food Service Account.

EXECUTIVE SUMMARY

DATE: April 22, 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 that 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 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 a two (2) month period. 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 feedback of the local community.
- 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 consider naming the health center "The Maples Health Center" for approval at a future board meeting.

EXECUTIVE SUMMARY

DATE: April 22, 2024

CONTACT PERSON: Dan Peña

PURPOSE:

To review the HPS purchasing consortium milk pricing for Food Service.

EXPLANATION:

Per board policy 3301 Purchasing and Procurement, the District can use cooperative purchasing instead of formally obtaining pricing. The District belongs to HPS, a purchasing consortium that competitively bids products on behalf of school districts. Our current vendor, Toft Dairy, is one of the vendors HPS awarded contracts. The recommendation is to continue to use Toft's Dairy for the 2024-25 school year under the HPS contract. The District has spent, on average, \$137,000 per year on milk over the last three school years.

RECOMMENDATION:

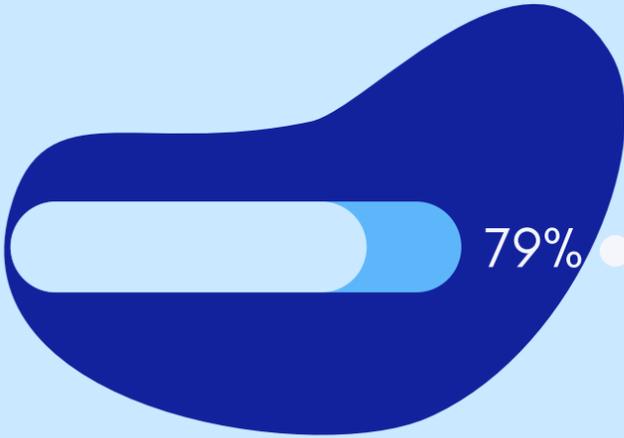
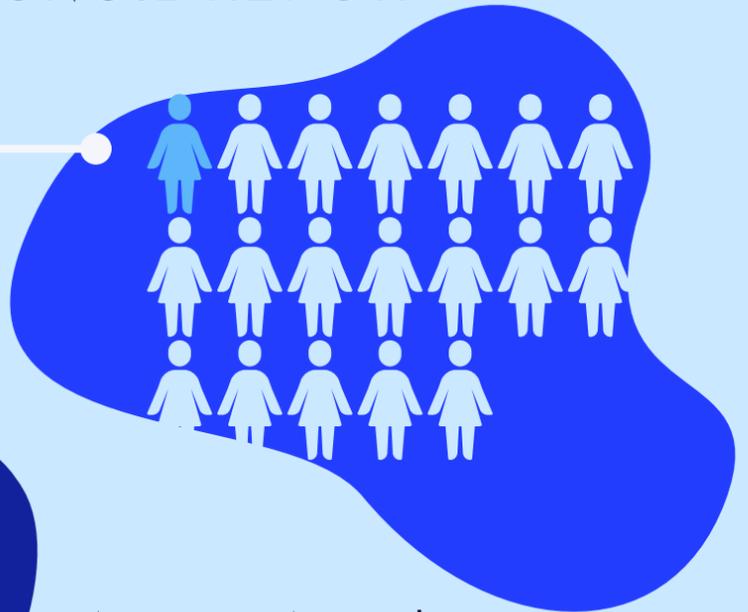
The business Manager recommends that the Adrian Board of Education review the milk vendor for the 2024-25 school year, with Toft Dairy continuing as the District's supplier through the HPS purchasing consortium for approval at the meeting.

Adrian Public Schools Head Start

APRIL 2024 BOARD OF EDUCATION & POLICY COUNCIL REPORT

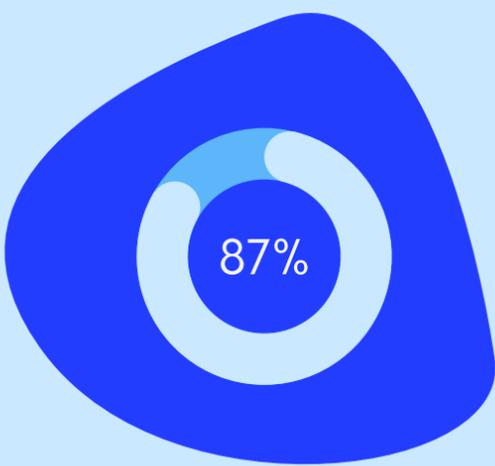
STAFF VACANCIES

1 Lead Teacher

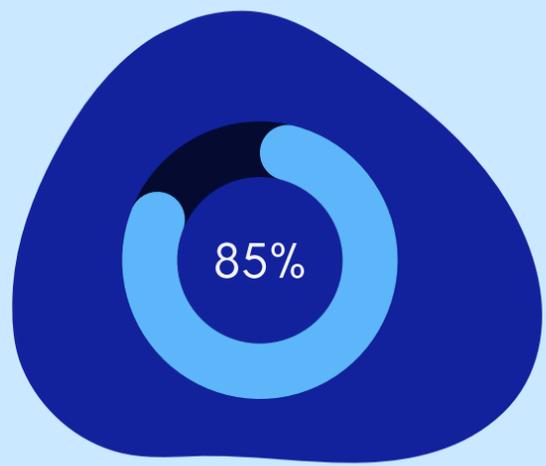


Average Attendance

Attendance trends: Illness, appointment, family issues, no transportation



EHS Enrollment
56/64 enrolled.



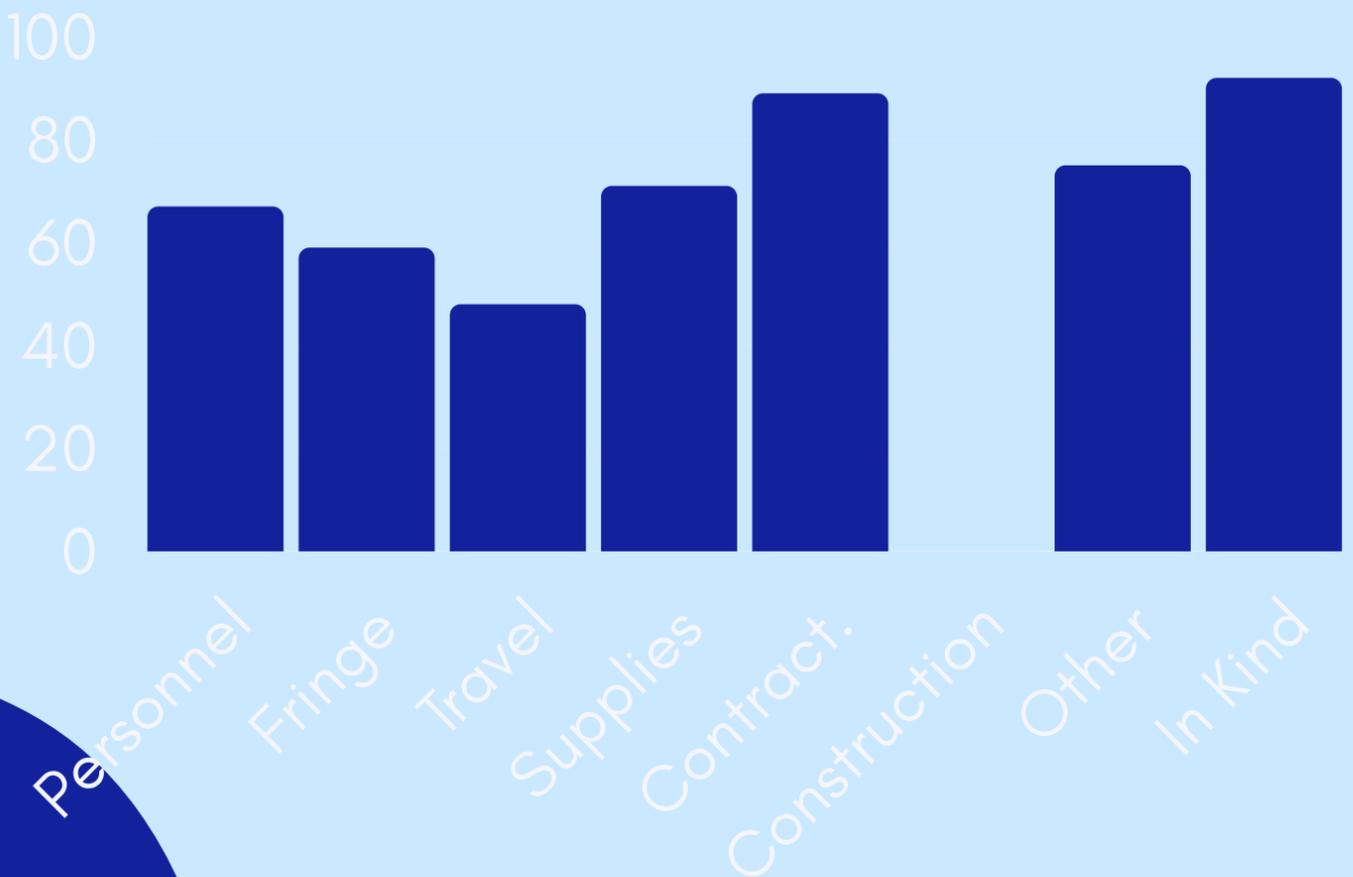
HS Enrollment
158/185 enrolled.

Recruitment Activities:

Open application dates, community partnerships, Kindergarten Round-Up advertising and recruitment table, Community Event planned for May 18th.

BUDGET REPORTS

Non-federal share (In Kind) goal is well within reach! There will not be an In-Kind waiver needed this year.



Head Start Report

April 2024

Facility Management and Human Resources

- Facilities
 - No updates
- Human Resources:
 - Vacancies:
 - Michener Lead Teacher
 - Hiring recommendations for:
 - N/A

Fiscal Monitoring

- The March budget report is attached; no concerns at this time.
- In Kind goal is well within reach!
- CACFP March reimbursement = \$3,696.83

Education and School Readiness

- Next Starting Points for new staff 4/12
- Coaching
 - EHS HB: 2
 - EHS CB: 4
 - HS CB: 17
 - 23Total
- Final round of CLASS observations begin week of 4/1, completed by Early Learning Manager
- Early Learning Assistant attending NHSA conference week of 4/15
- Director and Early Learning Manager attending CPI Trainer Training 4/30-5/2

Disability Services and Mental Health

- Disability Enrollment:
 - Total: 22.5%
 - HS: 15.7%
 - EHS: 6.8%
- Mental Health:
 - Child Consultation: 9 events in 6 classrooms.
 - Staff Wellness Consultation: 12 events.

Family Engagement

- Parent Committee Meeting

- Next meeting is April 15th, 2024
- Two sessions will be provided and include Conscious Discipline information
- Community Resource Fair
 - Save the date May 18th, 2024
- Food boxes provided to identified families
- Weekend food bags are available for families in need
- Emergency funds
- Application for 2024 - 2025 will start April 15th, 2024

Early Head Start Home-Based

- Socialization Schedule
 - April 4
 - April 18

Eligibility, Recruitment, Selection, Enrollment and Attendance

Eligibility:

- Staff were trained in February for the annual ERSEA training

Recruitment:

- Community networking and connections
- Radio Station Ads
- Facebook postings
- Application days

Selection:

- Placement meetings are held weekly

Enrollment:

March 2024

| EHS Home Base | Enrolled | Accepted | Vacancies |
|----------------------|-----------------|-----------------|------------------|
| A (12) | 3 | 0 | 9 |
| D (12) | 12 | 0 | 0 |
| Total (24) | 14 | 0 | 9 |

- As of 4/9/2024: Total enrollment is 17

| EHS Center Base | Enrolled | Accepted | Vacancies |
|------------------------|-----------------|-----------------|------------------|
|------------------------|-----------------|-----------------|------------------|

| | | | |
|-----------------------|----|---|---|
| Drager 100 (8) | 8 | 0 | 0 |
| Drager 101 (8) | 7 | 1 | 0 |
| Drager 102 (8) | 7 | 1 | 0 |
| Drager 103 (8) | 8 | 0 | 0 |
| Drager 104 (8) | 4 | 1 | 4 |
| Total (40) | 34 | 3 | 4 |

- As of 4/9/2024: Total enrollment is 39

| Head Start | Enrolled | Accepted | Vacancies |
|------------------------|-----------------|-----------------|------------------|
| Addison (18) | 15 | 0 | 3 |
| Drager 200 (16) | 16 | 0 | 0 |
| Drager 201 (16) | 15 | 1 | 0 |
| Drager 202 (16) | 12 | 1 | 3 |
| Drager 203 (16) | 14 | 2 | 0 |
| Drager 204 (16) | 11 | 2 | 3 |
| Drager 206 (16) | 13 | 0 | 3 |
| Drager 210 (17) | 17 | 0 | 0 |
| Hudson (18) | 14 | 0 | 4 |
| Michener (18) | 14 | 1 | 3 |
| Prairie (18) | 14 | 1 | 3 |
| Total (185) | 155 | 8 | 22 |

- As of 4/9/2024: Total enrollment is 158

Attendance:

March 2024

| | Average Daily Attendance (ADA) | Absence Reasons |
|------------------------|---------------------------------------|---|
| EHS Home Base | 85% (75% previous month) | Illness, at co-parents house, eye doctor appointment, family schedule conflict |
| EHS Center Base | 76% (75% previous month) | Doctor appointment, illness, family issues, parent kept child home, no transportation |
| Head Start | 75% (81% previous month) | Illness, doctor appointments, not able to complete virtual activity, dentist appointment, parent kept child home, dentist appointments, no transportation, family issues |
| Total ADA | 79% (77% previous month) | Plan: FSW's will continue to contact families encourage and support families if needed, Remind families the importance of attendance, will be sending home information regarding the benefits of attendance |

Health Services

- Upcoming SOW visiting all sites in April for all sites/classrooms for 6 month dental assessments
- Health Services Advisory Committee (HSAC) meets on April 19th

EHS

- Hearing: Center based-83%; Home Based-100%
- Vision: Center based-89%; Home Based-100%
- WBC/Physicals: Center based-71%; Home Based-54%
- Dental Exams: Center based- 59% Home Based- 17% (>1 year of age and/or 1st tooth eruption).
- Medical Home: Center based-100%; Home Based-100%
- Dental Home: Center based-83%; Home Based-85%
- Growth Assessment: Center based-81%; Home Based-33% (those children that are >2 years old).
- Lead Screening: Center based-100%; Home Based-100% (mix of results: readings from physicals and the questionnaire completed). Lead screening questionnaire completed at

IHV. Children that are at risk are monitored by the HNM/HA and under the care of their PCP.

- Hgb/Hct Screening: Center based-100%; Home Based-100% (mix of results: from readings, WBC and the questionnaire completed)
- Immunizations (as of: 3/1/24): Center based--Drager-92% (combo of EHS/HS); Home Based-73%

HS

- Hearing:-70%
- Vision:-73%
- Physicals:-78%
- Dental Exams:-46%
- Medical Home:-97%
- Dental Home:-76%
- Growth Assessment:-92%
- Lead Screening:-100%
- Hgb/Hct Screening:-100%
- Immunizations (as of: 3/1/24): Addison-100%, Drager-92%, Hudson-97%, Michener-97%, and Prairie-100%

Nutrition Services

- Veggie Mobile still unable to come to the Drager building due to the truck being in the shop for unplanned maintenance/repair

Program Management

- Grant application submitted March 15, 2024
- Waiting on notice of COLA funding opportunity
- Full Enrollment Initiative ends April 24, 2024. Enrollment information is submitted monthly. OHS will review enrollment information submitted June 1, 2024 to determine status of the FEI.
- Upcoming Important Dates:
 - HSAC Meeting: April 19th
 - May Policy Council: May 20th
 - Program Closed (Memorial Day Holiday) May 24th - May 27th
 - Last day of program year for Head Start classrooms: May 29th
 - Head Start Final Home Visits: May 30th -June 3rd
 - Early Head Start Final Home Visits: May 30th - May 31st
 - June Policy Council: June 17th
 - Last day of program year for Early Head Start classrooms: June 21st

HEAD START and EARLY HEAD START BUDGET REPORT AS OF 3/31/2024

| Approved Budget Category | Basic Grant | Training | Total | Expenditures | % Expended | % of Year | Difference |
|----------------------------|-----------------|--------------|-----------------|-----------------|------------|-----------|------------|
| 1 - Personnel | \$ 2,186,138.00 | \$ - | \$ 2,186,138.00 | \$ 1,457,907.66 | 67% | 75% | -8% |
| 2 - Fringe Benefits | \$ 1,659,650.00 | \$ - | \$ 1,659,650.00 | \$ 976,769.53 | 59% | 75% | -16% |
| 3 - Travel | \$ - | \$ 17,800.00 | \$ 17,800.00 | \$ 8,480.17 | 48% | 75% | -27% |
| 4 - Equipment | \$ - | \$ - | \$ - | \$ - | | | |
| 5 - Supplies | \$ 139,566.00 | \$ - | \$ 139,566.00 | \$ 99,125.64 | 71% | 75% | -4% |
| 6 - Contractual | \$ 190,854.00 | \$ - | \$ 190,854.00 | \$ 170,704.32 | 89% | 75% | 14% |
| 7 - Construction | \$ - | | \$ - | \$ - | | | |
| 8 - Other | \$ 249,984.00 | \$ 36,977.00 | \$ 286,961.00 | \$ 213,839.18 | 75% | 75% | 0% |
| Indirect Cost | \$ 16,462.00 | \$ - | \$ 16,462.00 | \$ - | | | |
| Total | \$ 4,442,654.00 | \$ 54,777.00 | \$ 4,497,431.00 | \$ 2,926,826.50 | 65% | 75% | -10% |
| Inkind | \$ 1,040,990.00 | | \$ 1,040,990.00 | \$ 956,508.69 | 92% | 75% | 17% |
| Max. Allowable Admin. Cost | \$ 822,547.00 | \$ 8,217.00 | \$ 830,764.00 | \$ 350,356.33 | 42% | | |



**Head
Start**

COMMUNITY RESOURCE FAIR



***Come check out some of our
community's free resources!***

Families can apply for Head Start and Early Head Start while learning what our community has to offer! Our program is free and offers services to pregnant moms and children 0-5 years old.



SATURDAY,
MAY 18, 2024



10:00 AM TO
2:00 PM



340 E CHURCH ST.
ADRIAN, MI

Come meet Miss Rachel!

Follow us on Facebook!



APS Head Start
Early Childhood Programs

