



## ADRIAN PUBLIC SCHOOLS

*Tradition of Opportunities*  
Future of Possibilities

### Agenda

Regular Meeting  
Monday, August 8, 2022  
6:00 p.m. B100

#### **A. Call to Order**

1. Pledge of Allegiance
2. Approval of Agenda
3. Mission Statement
4. Good News Reports
5. Communications
  - a. Fine Arts position
  - b. Resignation of Kyla Buie, Paraprofessional

#### **B. Recommended Action**

1. Consent Agenda
  - a. Approval of July 25, 2022, Regular Minutes
  - b. New Hires-
    - Emily Gifford-Theater Coordinator/District sub
    - Veronica Stetten- Paraprofessional
    - Molly St. Claire- Paraprofessional
2. Business Requiring Board Action
  - a. Approval of updates to board policies
    - i. 2401 Board Member Elections
    - ii. 2405 Board Officers
    - iii. 2501 Meetings
    - iv. 3105 Visitors and Volunteers
    - v. 3109 Non-Service Animals
    - vi. 3118 Title IX Sexual Harassment
    - vii. 3301 Purchasing and Procurement
    - viii. 3304 Use of District Property
    - ix. 3305 Sale or Lease of District Property
    - x. 3306 Construction Bidding
    - xi. 3308 Distribution of Printed Material and Advertising in School
    - xii. 4101 Non-Discrimination
    - xiii. 4102 Anti-Harassment, Including Sexual Harassment
    - xiv. 4103 Whistleblower's' Protection
    - xv. 4105 Workplace Accommodations for Employees and Applicants with Disabilities
    - xvi. 4108 Union Activity and Representation
    - xvii. 4111 Professional Development
    - xviii. 4201 Employee Ethics and Standards
    - xix. 4202 Children's Protective Services
    - xx. 4205 Hiring and Background Checks
    - xxi. 4210 Drug and Alcohol-Free Workplace
    - xxii. 4213 Anti-Nepotism

- xxiii. 4217 Social Media
- xxiv. 4218 Employee Dress and Appearance
- xxv. 4222 Unauthorized Work Stoppage and Strikes
- xxvi. 4303 Compensatory Time
- xxvii. 4304 Timekeeping and Payroll Information
- xxviii. 4306 Assignment and Transfer
- xxix. 4308 Reduction and Recall of Non-Exempt Staff
- xxx. 4309 Discipline and Termination
- xxxi. 4401 Professional Staff
- xxxii. 4403 Performance Evaluation
- xxxiii. 4405 Reduction in Force and Recall
- xxxiv. 4406 Professional Improvement Sabbaticals
- xxxv. 4407 Discipline
- xxxvi. 4503 Performance Evaluation
- xxxvii. 4504 Performance Based Compensation
- xxxviii. 4506 Discipline
- xxxix. 4601 Superintendent General
  - xl. 4602 Superintendent Hiring
- xli. 5101 Student Expression
- xlii. 5305 Schools of Choice
- xliii. 5506 Field Trips
- xliv. 5710 Student Suicide Prevention
- xlv. 5711 Toilet Training

- b. Approval of new board policies
  - i. 3301A Purchasing and Procurement with Federal Funds
- c. Approval to purchase Chromebooks
- d. Approval of course offerings

3. Business Requiring Future Board Action

**C. Reports from Superintendent and Staff**

- a. College and Career work group

**D. Future Meetings and Business**

- 1. Board Committee Reports, Finance
- 2. Board Member Comments
- 3. Meeting Dates and Upcoming Events
  - August 22, 2022, BOE Meeting, 6:00 p.m. B100
  - August 25, 2022, K-8 Open Houses
  - August 29, 2022, First Day of School

**E. Public Comment**

**F. Closed Session**

**G. Adjournment**

# EXECUTIVE SUMMARY

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**DATE:** August 8, 2022

**CONTACT PERSON:** Nate Parker

## **PURPOSE:**

The resignation of Kyla Buie.

## **EXPLANATION:**

Under Board Policy 4223, the Superintendent is authorized to accept employee resignations or retirements on behalf of the Adrian Board of Education. Kyla has submitted her resignation from Adrian Public Schools effective July 28, 2022.

## **RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education acknowledge the resignation of Kyla Buie effective July 28, 2022.

MINUTES OF THE REGULAR MEETING OF THE ADRIAN BOARD OF EDUCATION, JULY 25, 2022, ADRIAN HIGH SCHOOL B100.

**MEETING CALLED TO ORDER**

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

Pledge of Allegiance was recited.

**PLEDGE RECITED**

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

**ABSENT:** Trustees: Ballard and Flores

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

**AGENDA APPROVED**

Motion carried by a 5-0 vote.

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

**MISSION STATEMENT**

The District recognized the resignations of Tiffany Robinson, Heather Tokarz, and Kaysie Burnside.

**COMMUNICATIONS**

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

**CONSENT AGENDA**

The consent agenda included the following items:

- a. Approval of Minutes from June 27, 2022, Regular Meeting
- b. Approval of New Hires, Toby Ernst, Amanda Armstrong, Aaron Benard, Christina Nieto, Andrea Webb, Scott Leake, Kristina Cox, Wayne Meads, and Sixta Pearson.

Motion carried by a 5-0 vote.

Moved by Trustee Henagan, supported by Trustee Marks, that the Adrian Board of Education approve the purchase of Inspire Physical Science Earth textbooks from McGraw-Hill.

**SCIENCE TEXTBOOKS**

Motion carried by a 5-0 vote.

Moved by Vice President Baucher, supported by Trustee Henagan, that the Adrian Board of Education approve NWEA MAP Growth K-12 assessments.

**NWEA MAP GROWTH ASSESSMENTS**

Motion carried by a 5-0 vote.

Moved by Vice President Baucher, supported by Trustee Marks, that the Adrian Board of Education approve the Aramark contract amendment. This was reviewed by the Finance Committee and comes with the recommendation for approval.

**ARAMARK**

Motion carried by a 5-0 vote.

Motion carried by a 5-0 vote.

The meeting adjourned at 6:43 p.m.

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Beth Ferguson, President

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Mike Buku, Secretary

## **EXECUTIVE SUMMARY**

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**DATE:** August 8, 2022    **CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend the hiring of a Theater Coordinator.

### **EXPLANATION:**

Superintendent Parker and his interview team recommend Emily Gifford. Emily has directed, coordinated, and designed plays and musicals for Adrian Public Schools. Emily has a Bachelor of Arts in Theater and Speech Communication from Siena Heights University.

### **RECOMMENDATION:**

It is the recommendation of the Director of Human Resources that Emily Gifford be hired as the Theater Coordinator, effective for the 2022-23 school year.

## **EXECUTIVE SUMMARY**

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**DATE:** August 8, 2022

**CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend the hiring of a Paraprofessional at Lincoln Elementary.

### **EXPLANATION:**

Deb Agnew and her interview team recommend Veronica Stetten as a paraprofessional. Veronica has a background working in daycares.

### **RECOMMENDATION:**

It is the recommendation of the Director of Human Resources that Veronica Stetten be hired as a full-time paraprofessional, effective for the 2022-23 school year.

## **EXECUTIVE SUMMARY**

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**DATE:** August 8, 2022    **CONTACT PERSON:** Nikki Culley

### **PURPOSE:**

To recommend the hiring of a Paraprofessional at Prairie Elementary.

### **EXPLANATION:**

Deb Agnew and her interview team recommend Molly St. Claire as a paraprofessional. Molly has a background in Special Education.

### **RECOMMENDATION:**

It is the recommendation of the Director of Human Resources that Molly St. Claire be hired as a full-time paraprofessional, effective for the 2022-23 school year.



## **EXECUTIVE SUMMARY**

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**DATE:** August 8, 2022    **CONTACT PERSON:** Nate Parker

### **PURPOSE:**

To approve changes to existing policies at the request of Thrun Policy Services.

### **EXPLANATION:**

As part of our service with Thrun Policy Services, they would provide updates as needed to their policies. Attached are the policies with recommended updates

### **RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education approve updates to these policies.

## **EXECUTIVE SUMMARY**

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**DATE:** August 8, 2022    **CONTACT PERSON:** Nate Parker

### **PURPOSE:**

To approve a new board policy recommended by Thrun.

### **EXPLANATION:**

Policy 3301A was part of policy 3301. Thrun has decided to make it a stand-alone. policy

### **RECOMMENDATION:**

It is the recommendation of the Superintendent that the Adrian Board of Education approve new board policy 3301A.

# EXECUTIVE SUMMARY

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**DATE:** August 8, 2022

**CONTACT PERSON:** Kathy Westfall  
Ryan Skeels

**PURPOSE:**

To approve the purchase of Chromebooks.

**EXPLANATION:**

The current Dell Chromebook 3180s and Samsung 3s are no longer able to receive critical updates. This will cause issues with standardized testing and will not provide necessary security vulnerability patches. It is recommended that 750 Chromebooks be replaced for the 1:1 student program at Springbrook Middle School for the upcoming school year.

The current REMC Spot Purchasing Program rate is \$237,585 for both devices and licensing. The District will source the purchase at the lowest possible rate if there is another vendor that can provide this quantity at a lower price. Per board policy 3301 Purchasing and Procurement, the District is able to use cooperative purchasing.

The Assistant Superintendent of Curriculum and Instruction has received permission to use ESSER grant funds to cover part of the purchase. These grant funds will be used in addition to the capital project and technology funds and/or bond funds.

**RECOMMENDATION:**

It is the recommendation of the Assistant Superintendent for Administrative Services that the Adrian Board of Education approve the purchase of Chromebooks in an amount not to exceed \$237,585.

## **EXECUTIVE SUMMARY**

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**DATE:** August 8, 2022

**CONTACT PERSON:** Curriculum Derrick Richards  
Superintendent Nate Parker

### **PURPOSE:**

To approve the course offerings for all District K-12 schools.

### **EXPLANATION:**

The course listings (elementary) and course books (secondary) represent the academic offerings at Alexander Elementary, Lincoln Elementary, Michener, Elementary, Prairie Elementary, Springbrook Middle School, High School, and Adrian Community High School. Having courses approved on an annual basis is suggested by our local auditor as a best practice.

### **RECOMMENDATION:**

It is the recommendation of the Superintendent Nate Parker and the Assistant Superintendent of Curriculum and Instruction Derrick Richards, that the Adrian Board of Education approve the course offerings.