



**Minutes of Regular Meeting, September 10, 2020
Novi Community School District
Board of Education**

A Regular Meeting of the Board of Trustees of Novi Community School District was held on Thursday, September 10, 2020, beginning at 7:01 PM in the Educational Services Building virtually via Zoom.

Present: Dr. Ruskin (in person), Mrs. Murphy, Mr. Mena, Mrs. Hood, Mr. Cook, and
Mrs. Roney (via Zoom) (by Roll Call)
Absent: Mr. Smith

PLEDGE OF ALLEGIANCE

Members of the audience joined with the Board in the Pledge of Allegiance.

APPROVAL OF THE AGENDA

It was moved by Mr. Cook and supported by Mrs. Roney that the Novi Board of Education approve the agenda as presented.

Ayes: 6 Dr. Ruskin (in person), Mrs. Murphy, Mr. Mena, Mrs. Hood, Mr. Cook, and
Mrs. Roney (via Zoom) (by Roll Call)
Nays: 0 **MOTION CARRIED**

COMMENTS FROM THE AUDIENCE RELATED TO AGENDA ITEMS

There were no comments from the audience this evening.

CONSENT ITEMS

Items included in the Consent Items are those which have previously been considered by the Board in committee or at a prior meeting, or of such a routine nature, that discussion is not required. Board members may request that any items be removed from Consent Items for further discussion, if additional information is needed or available.

CONSENT ITEMS

- A. Approval of Minutes
 - a. Regular Meeting Minutes of August 20, 2020
 - b. Regular Meeting Minutes of September 3, 2020

- B. Approval of Bills
 - a. Board Report
 - b. Check Register for July 2020
 - c. Purchase Card Report for May 30, 2020 through June 30, 2020

It was moved by Mr. Mena and supported by Mr. Cook that the Novi Board of Education approve the agenda as presented.

Ayes: 6 Dr. Ruskin (in person), Mrs. Murphy, Mr. Mena, Mrs. Hood, Mr. Cook, and
Mrs. Roney (via Zoom) (by Roll Call)
Nays: 0 **MOTION CARRIED**

ACTION ITEMS

Personnel Report

Gary Kinzer, Assistant Superintendent of Human Resources, presents for your consideration the following personnel changes:

A. New Hires

<u>Name</u>	<u>Bldg.</u>	<u>Assignment</u>	<u>Reason</u>	<u>Rate</u>	<u>Effective</u>
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B. Retirements and Resignations

<u>Name</u>	<u>Bldg.</u>	<u>Assignment</u>	<u>Reason</u>	<u>Effective</u>
Janke, Janice	TRAN	Bus Driver	Position Chg.	09-01-20
Jodoin, Samantha	HS	Special Ed Para	Resigned	08-28-20

C. Leaves of Absence

<u>Name</u>	<u>Bldg.</u>	<u>Assignment</u>	<u>Reason</u>	<u>Effective</u>
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It was moved by Mr. Cook and supported by Mrs. Murphy that the Novi Board of Education adopts the personnel report recommendations as presented.

Ayes: 6 Dr. Ruskin (in person), Mrs. Murphy, Mr. Mena, Mrs. Hood, Mr. Cook, and Mrs. Roney (via Zoom) (by Roll Call)

Nays: 0

MOTION CARRIED

OCSBA Resolutions and Bylaws Recommendations

Each year, the OCSBA Resolutions and Bylaws Committee reviews our bylaws and recommends amendments to the Board of Directors and Member Districts. This year, OCSBA found that our bylaws placed restrictions the way that we conducted our business during the pandemic. Several of the proposed amendments address those restrictions during any declared local, state or national emergency.

The Board of Directors has reviewed the proposed amendments, and approves moving these recommendations forward for a vote of our Member Districts. In accordance with our bylaws, each Member District Board of Education has one (1) vote to approve the recommended amendments.

The voting period is designated as August 1, 2020 to Friday, September 11, 2020 at 5:00 PM. Results of the voting will be announced at our September 16, 2020 membership meeting.

There are three attachments to this message:

1. A ballot
2. A summary of the changes and rationale for each recommendation
3. A highlighted bylaws document showing all of the proposed changes.

It was moved by Mrs. Murphy and supported by Mr. Mena that the Novi Board of Education approves all bylaws amendments as presented.

Ayes: 6 Dr. Ruskin (in person), Mrs. Murphy, Mr. Mena, Mrs. Hood, Mr. Cook, and Mrs. Roney (via Zoom) (by Roll Call)

Nays: 0

MOTION CARRIED

INFORMATION AND DISCUSSION

Extended Learning Plan

On August 20, 2020 Governor Whitmer signed into law Public Act Public Act 149. Section 98a states that in

order to receive state aid for 2020-2021, districts must provide for instruction under an extended COVID-19 Learning Plan (“Plan”) that has been approved by an intermediate district or authorizing body. The Plan does not replace the District’s COVID-19 Preparedness and Response Plan, it is an additional plan.

The “Extended COVID-19 Learning Plan” has the following set of assurances that the district must agree to as part of the plan.

Assurances:

1. The District will make their ISD/Authorizing Body approved Extended COVID-19 Learning Plan accessible through the transparency reporting link located on the District’s website no later than October 1, 2020.
2. The District/PSA will create and make available on its transparency reporting link located on the District/PSA’s website, a report concerning the progress made in meeting the educational goals contained in its Extended COVID-19 Learning Plan not later than February 1, 2021, for goals its expected would be achieved by the middle of the school year and not later than the last day of school of the 2020-2021 school year for goals the District/PSA expected would be achieved by the end of the school year.
3. Benchmark Assessments: The District will
 - a. Select a benchmark assessment or benchmark assessments that is/are aligned to state standards.
 - b. Administer the approved benchmark assessment, or local benchmark assessment, or any combination thereof, to all pupils in grades K to 8 to measure proficiency in reading and mathematics within the first nine weeks of the 2020-2021 school year and again not later than the last day of the of the 2020-2021 school year.
4. If delivering pupil instruction virtually, the District will
 - a. Provide pupils with equitable access to technology and the internet necessary to participate in instruction, and
 - b. Expose each pupil to the academic standards that apply for each pupil’s grade level or courses in the same scope and sequence as the District/PSA had planned for that exposure to occur for in-person instruction.
5. The District, in consultation with a local health department will develop guidelines concerning appropriate methods for delivering pupil instruction for the 2020-2021 school year that are based on local data that are based on key metrics. Note: A determination concerning the method for delivering pupil instruction shall remain at the District Board’s discretion. Key metrics that the District will consider shall include at least all of the following:
 - a. COVID-19 Cases or Positive COVID-19 tests
 - b. Hospitalizations due to COVID-19
 - c. Number of deaths resulting from COVID-19 over a 14-day period
 - d. COVID-19 cases for each day for each 1 million individuals
 - e. The percentage of positive COVID-19 tests over a 4-week period
 - f. Health capacity strength
 - g. Testing, tracing, and containment infrastructure with regard to COVID-19
6. If the District determines that it is safe to provide in-person instruction to pupils, the District will prioritize providing in-person instruction to pupils in grades K to 5 who are enrolled in the District.
7. The District assures that
 - a. Instruction will be delivered as described in this plan and re-confirmed by the District Board,
 - b. The description of instructional delivery in this plan matches the delivery of instruction to be delivered during the 2020-2021 school year,

- c. The District/PSA will re-confirm how instruction will be delivered during the 2020-2021 school year thirty days after ISD approval of the plan, and every 30 days thereafter at a meeting of the Board, and
 - d. Public comment will be solicited from the parents or legal guardians of the pupils enrolled in the District/PSA during a public meeting described in PA-149.
8. The District will ensure that students with disabilities will be provided with equitable access to instruction and accommodation in accordance with applicable state and federal laws, rules and regulations.
 9. The District will ensure that two (2), 2-way interactions occur between a pupil enrolled in the District and the pupil's teacher or at least one (1) of the pupil's teachers during each week of the school year for at least 75% of the pupils enrolled in the District. The District will publicly announce its weekly interaction rates at each District Board meeting where it re-confirms how instruction is being delivered. The District will make those rates available through the transparency reporting link located on the District website each month for the 2020-2021 school year.

This comes before the Board tonight as information and discussion. The Board will be asked to approve the plan on September 24, 2020, in order to comply with the requirement to have the plan approved by the ISD no later than October 1, 2020.

COMMENTS FROM THE AUDIENCE

There were no comments from the audience this evening.

SUPERINTENDENT'S REPORT

Dr. Steve Matthews, Superintendent of Schools, took the opportunity to express his gratitude to a wide variety of people. He thanked our parents and students for the great start to this most unusual school year, whether students are hybrid or virtual, we have had a great start to the school year. Dr. Matthews reported that parents prepared their children well. He stated that students are being very responsible wearing masks and following protocols both in person and virtually. Dr. Matthews said that most importantly learning is occurring. He also thanked the teachers who have done a tremendous job of preparing for the school year.

Dr. Matthews mentioned that he saw lessons being taught and that he is aware of the time and effort it took to create and develop the strategies needed to help our students be successful. He reported that he visited every building this week and popped into classrooms and had a conversation with a kindergarten teacher who said she had just spent an hour with her kindergarten students. Dr. Matthews stated that they were on a break, so he was able to chat with her for a minute and the students had introduced themselves. He said that the students had counted, they sang songs, and the teacher said that things were going very well. Dr. Matthews mentioned that he walked into another classroom and it was about 10:15. He reported that they had been going at it for about an hour and 15 minutes and the teacher the students had gone off to their specials. He stated that the teacher looked at him and she was exhausted. Dr. Matthew said the teacher mentioned teaching this way is hard work, but she was doing the job and she was excited that students were learning.

He reported that he also saw classrooms with 10, 12, 15 students in them who were all appropriately social distanced, all with their masks all having wiped their desks with disinfectant wipes and learning was occurring in those classrooms. Dr. Matthews stated that students were excited to be there, to see each other, to talk to each other, to interact with the teachers, so he thanked the teachers for all the things that they have done to make this school year start so well.

Dr. Matthews said that the administrative team spent a great deal of time preparing for the school year, whether it was creating schedules many, many, many, many schedules, planning protocols, and managing student and parental expectations our administrative team really has stepped up and done a tremendous job.

He mentioned that our Oakland Schools collaborative, that we have in our tech department, has paid huge dividends. Dr. Matthews reported that we distributed over 6 000 devices to our community members. He stated that students have access and he had seen the devices at school. Dr. Matthews said that it was a huge undertaking and it is going to make a tremendous difference.

He mentioned that the food service has also been working hard. Dr. Matthews reported that Evol Gazzarato and her team are not only serving our students in school, they are also preparing and serving students on the days they are not in school. He stated that at the high school this week, he saw cars lined up to get food from our food service department to take home to their families.

Dr. Matthews said transportation, on Tuesday morning, got there early and they were out in the pouring rain getting their buses ready for the first day of school. He mentioned that there was not one word of complaint amongst all of those drivers. Dr. Matthews reported that the drivers told him they were excited to go see there and, they used that word, their kids because they had not seen them since March.

He stated the maintenance department was focused on preparing our buildings, so that they were safe and they did a tremendous job. Dr. Matthew said that our protocols are very strong. He mentioned that the board of education really did push us to move forward and provide great opportunities for our students and that push for us was greatly appreciated. He reported that he believes that we really have come together as a district and met the challenge that is before us.

Dr. Matthews stated, are there some bumps? Yes. there are. He said are things we need to improve? Yes, there are but we have had a solid start to the school year thanks to our community, students, parents, and staff.

Dr. Matthews mentioned that finally we had a community member wonder about the revised minutes of the July 16th board meeting. He reported that those minutes are now posted on the board meeting schedule page, at the bottom of the page, and so if anybody is interested in those, they can find them there.

ADMINISTRATIVE REPORTS

Mr. McIntyre, Assistant Superintendent of Business and Operations, reported he wanted to bring the Board up to date on some financial issues. He stated that we sold five of our old buses for thirty three thousand, five hundred dollars via the auction. Mr. McIntyre said that our compliance testing was done on the sinking fund and the capital project sign. He mentioned that we passed both compliance tests.

Mr. McIntyre reported that he received updated information from the Consensus Revenue Estimated Congress Conference back on August 24th and we have some great news. He stated that it appears the school aid fund is a lot healthier than we first thought it would be, so not to getting ahead of myself, but it looks like we have some great news coming there. Mr. McIntyre said the wild card is still how they (the State) are going to handle the flint water settlement. He mentioned that if it comes into play, it is going to hurt us a little bit. Mr. McIntyre reported that we do not know if it is going to come into play for sure.

He stated he has been here for almost two months and is very happy to be with the school district. Mr. McIntyre said that he feels so energized because he works with the greatest team. He mentioned that every day he comes in and is looking how we are going to rebound and keep the success going here. Mr. McIntyre stated that he is happy to be a part of it, so thank you for letting me share and be a part of this wonderful district moving forward.

Dr. Gary Kinzer, Assistant Superintendent of Human Resources, reported that he had the opportunity today to spend some time in school buildings. He stated that he wanted to share with the Board what he saw. Dr. Kinzer said that his comments would be familiar because they are very similar to comments made by both Dr. Webber and Dr. Matthews. He mentioned that he visited three of our buildings, Novi Woods, Novi Meadows, and Deerfield where he observed a lot of things. Dr. Kinzer reported that he saw a lot of student engagement; students were all masked and appropriately social distanced. He stated there was engaged interaction in classrooms and he saw students on the playground having a great time.

Dr. Kinzer said that he saw sixth grade students on the sidewalk and that each student had his or her own concrete block square that they were decorating. He mentioned that he observed students in lunchrooms, two to a round table. He reported that it was a little eerie because he spent a lot of lunch hours in cafeterias and these were the quietest cafeterias that he had ever been in, but students were having a great time.

Dr. Kinzer stated that he talked to teachers, both hybrid and virtual, who shared the joy of being back with their students as well as the challenges they face planning both virtual and hybrid instruction. He said he talked to administrators who were sharing that these modalities of instruction are providing them unique opportunities to interact on a more personal level with students because of the numbers they have in their buildings. Dr. Kinzer mentioned that all in all it was really a wonderful three hours that he was able to spend in buildings, for the first time since March with students in them. He reported that his culminating message is similar to one the Board had heard already and he expressed his gratitude to the board and to Dr. Matthews and Dr. Webber for their leadership and for the decision to make an in-person option for our community. Dr. Kinzer stated that the proof today was there that this is the right decision for many of our students and the virtual option is also a great option for many of our students as well. He said that he saw evidence that really high quality instruction is happening in week one and Novi thank you.

Dr. RJ Webber, Assistant Superintendent for Academic Services, reported that Wednesday, September 16th, will be a half day. He stated that it is a virtual day for everybody, but we want to give our staff the opportunity to have a good three and a half hours to talk about that first week and see what we can do to make adjustments.

Dr. Webber said the biggest issues we have right now is that we are hybrid/virtual at the high school meaning that we actually have 49 teachers at the high school or teaching classes that are both hybrid and virtual because they are what we call singleton classes or combo classes and that's because we are offering everything. He mentioned that to make it work we have to find out how to do this and what instructional modalities we need. Dr. Webber reported that we need a little bit of time to figure that out in a way that makes sense for every teacher and child.

He stated that the Novi Community Coalition partnered to deliver 500 copies of *The Deepest Well*, by Dr. Nadine Burke Harris, a gift to our staff for them to read. Dr. Webber said that it is a wonderful book and we'll get some copies for the Board as well. He mentioned that for people who have not read it, so

that focus is there.

Dr. Webber reported that he has in a few classrooms and assured our students that we will also be attending to racial justice issues. He stated that since the death of George Floyd our nation has seen something that in his 50 years he has not seen with this duration. Dr. Webber said that this is important and he personally and sincerely believes that this is going to be a movement and not a moment. He mentioned for us not to have conversations with our students and staff about these issues or the issues of the pandemic, would be a huge mistake and is not one that we are going to make.

Dr. Webber reported that first we need to get launched and we need to get moving, but those are things we are going to attend to. He stated the bottom line here, in his mind, our customers are the kids. Dr. Webber said that he wants our staff to always think about is how are we serving the children in front of us and that it is right and if we are keeping that as our north star, that the decisions that we are making are to serve our students not necessarily the convenience of a parent, but the needs of the student then we are going to be golden.

He mentioned that the teachers who have spent so much time and so much love that he is concerned because he thinks they are pushing themselves to have some expectations of service and they need them to pace themselves. Dr. Webber reported that from a student and a staff standpoint, from the technical aspects of the 16th, which will be communicated with parents as well as what we're doing at the high school middle school to work on those singleton classes. He expressed his gratitude to everyone, the board, the community and this is truly, truly a great place and, if he did not say it two other times, it is really neat to have other school board members and do the work we are doing so thank you.

BOARD COMMUNICATION

Mrs. Bobbie Murphy, Board Trustee, reported that, just as a follow-up, having walked pretty regularly in my neighborhood she has run into many of her neighbors whose kids have started school, She stated that resoundingly they are feeling really good about it whether they're virtual or hybrid, so she just want to say kudos to you. Mrs. Murphy said that one mom said she could not believe it, her son came home and said it was the best day ever and she said he is not very demonstrative, but said they were doing some really great things. She mentioned that our teachers are attending to kids, are making connections she said she could not get him to stop talking about the good things.

Mrs. Murphy reported that it takes a village and certainly Dr. Matthews' leadership, so lots of kudos to him too for the back to school video, which was just phenomenal being shared everywhere, all over social media. She stated that she appreciated that it was sent out to everyone this time. Mr. Murphy said she thought we should do that every time because it is an inspirational welcome back to get us in the right frame of mind.

She mentioned that it is unfortunate that there are parents who are not as grace-filled but, a lot of that is a kind of anxiety that is going on in everybody's lives, that it just is infecting so many things, so let us all take care of ourselves including you and make sure that, like Dr. Webber said, the focus is always just on the kids and what we can do to make this the best for them because this is certainly going to shape many things for years to come. Mrs. Murphy stated things that we do not even know in terms of the changes that it will make to education and everything else. She expressed her gratitude to all and said she is really looking forward to when we can actually get together.

Mr. Mena, Board Secretary, stated that besides all of those great things happening on the academic side, it is really cool and nice to see athletics actually kicking off at the schools as well. He reported that he stopped on by the high school right before our first high school home event tonight, field hockey.

Mr. Mena said the girls were actually there competing now as we speak. He mentioned that the athletic department and the athletic boosters were really pushing hard on offering discount subscriptions for our NFHS Network, so that parents and family who cannot attend the games because there is a limit to the number of folks who can attend those games, they will be able to watch.

Mr. Mena reported that it was great that the athletic department had things pretty organized. He stated that they had a list of the parents who were able to enter and it seemed to be running pretty well. Mr. Mena said that he was just really excited to see that and also excited to see football come back which kind of happened last minute. He mentioned that he had kind of checked out with football because he really didn't think we were going to see anything with that until spring and he was going to start working on doing some stuff with cross country, but now it looks like he will be working two events this fall.

Mr. Mena report that with regards to cross country, this has kind of been a dream of our coaching staff for cross country to actually have a course right on the Novi High School property. He stated that he thought September 19th was their first home event and that they are planning on having it right here on the high school property, so that is going to be really exciting. Mr. Mena said that a lot of the athletes and their parents came out recently to do some cleanup of the trail, so that's something still in progress, but a lot of great stuff going on.

He mentioned that not just on the athletics, but on the academic side we are just doing a lot of great things there and a lot of feedback that he has received has been great. Mr. Mena reported that with this extracurricular side now and it is really nice to start seeing some of that coming back to me and adding some sort of normal to what has been going on.

Mrs. Roney, Board Trustee, reported that she receives the communications from the First Robotics and that one of our robotic students and his parent were featured in a GM commercial with our little robot. She stated that is awesome.

She expressed kudos out to all of the administrators and Dr. Matthews for that wonderful video. She stated that she had not had a chance to watch it before the meeting that the Board had on the third, but it was just awesome. She said that on Tuesday she heard the little school bus go by it was just wonderful. Mrs. Roney expressed kudos. She stated that everyone is doing a great job and I know we will continue.

Dr. Ruskin, Board President, reported that she heard loud and clear that this has really taken a toll on our staff and administrators. She expressed her appreciation to the board and all of them putting their baby toe in and then jumping right in. Dr. Ruskin stated she has heard from other parents in other districts other board members and other districts other teachers in other districts how they wish that potentially they would have maybe taken the risk and worked through that logistics prior to because now they are ready and they are in, but maybe there is not enough time there and they know the work that needs to be done to make it happen. She said that they have run into some really serious complexities that potentially we avoided by you trusting and working with your team to see what you could do to give our parents a choice is really what it boils down. Dr. Ruskin stated whether they have in-person learning for their students or virtual, so we hear what you are saying and we gratefully appreciate you all.

