



**Minutes of Regular Meeting, November 19, 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, November 19, 2020, beginning at 7:00 PM in the Novi Middle School, Auditorium.

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

Absent:

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. Mena and supported by Mr. Cook that the Novi Board of Education approve the agenda as amended.

Ayes: 7 Dr. Ruskin, Mr. Mena, Mrs. Murphy, Mrs. Hood, Mr. Cook, Mr. Smith, and Mrs. Roney

Nays: 0

MOTION CARRIED

PUBLIC HEARING: REPRODUCTIVE HEALTH CURRICULUM UPDATE

Novi Community School District is in the process of reviewing our Reproductive Health Curriculum to better meet the needs of students as well as the standards of the community. Curricula materials and methods used as part of HIV/STI or sex education instruction, offered by a school district, must go through the formal approval process including two (2) public hearings and school board approval.

To help us plan, a NCSD Parent Reproductive Health Survey was sent out to all K-12 families on Monday, November 9, 2020.

Tonight is our first public hearing.

COMMENTS FROM THE AUDIENCE RELATED TO AGENDA ITEMS

There were 4 comments from the audience regarding the extended learning plan.

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 November 5, 2020
 - b. Closed Session Meeting Minutes of November 5, 2020

- B. Approval of Field Trip(s)
 - a. Washington D.C. Trip

It was moved by Mrs. Murphy and supported by Mrs. Hood that the Novi Board of Education approve the agenda as presented.

Ayes: 7 Dr. Ruskin, Mr. Smith, Mr. Mena, Mrs. Murphy, Mrs. Hood, Mr. Cook, and Mrs. Roney

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>
Roberts-Levi, Sasha	Career Prep	Art Teacher	11-09-20	Hourly	02-01-21

B. Retirements and Resignations

<u>Name</u>	<u>Bldg.</u>	<u>Assignment</u>	<u>Reason</u>	<u>Effective</u>
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A. Leaves of Absence

<u>Name</u>	<u>Bldg.</u>	<u>Assignment</u>	<u>Reason</u>	<u>Effective</u>
Lorenz, Katrina	HS	Social Worker	LOA #1-LTD	11-23-20 to 06-11-21
Orr, Heydie	NM	Social Worker	LOA #1-Child Care	11-25-20 to 06-11-21

It was moved by Mr. Mena and supported by Mrs. Roney that the Novi Board of Education adopts the personnel report recommendations as presented.

Ayes: 7 Dr. Ruskin, Mr. Mena, Mr. Smith, Mrs. Murphy, Mrs. Hood, Mr. Cook, and Mrs. Roney

Nays: 0

MOTION CARRIED

Extended COVID-19 Learning Plan Reconfirmation

On March 12, 2020, Governor Whitmer temporarily suspended K-12 instruction and encouraged schools to provide the best alternative means of instruction.

On April 1, 2020, the Governor closed schools for the rest of the 2019-2020 school year and required schools to develop a Continuity of Learning Plan.

On June 30, 2020, Governor Whitmer published her Return to School Roadmap and Executive Order 2020-142 was issued to guide schools as they prepared for fall 2020 return to school.

On July 7, 2020, the Novi Community School District published its ROAR (Responsive Organizational and Academic Return) Plan. This plan was in response to the requirements of Executive Order 2020-142.

On July 16 and July 30, the Novi Community School District Board of Education discussed Return to School planning and preparation.

On August 6, 2020, the Board approved a Return to School recommendation. The recommendation stated:

That the Novi community School District Board of Education approve the following

options for our fall 2020 return to school:

- *In-person: A hybrid blend of in-person and virtual instruction with strict adherence to clear safety protocols. The board directs the administration in concert with the teachers to identify the best possible hybrid option.*
- *Virtual online instruction: An online, virtual learning program for students*
- *The Board of Education commits to these options through November 6, 2020.*

After the August 6 vote, parents were sent a commitment form for the start of the school year.

After commitments were made, our administrative staff spent hours planning and preparing for the upcoming school year. Schedules were created trying to balance hybrid and virtual class loads, class requests at the middle and high school, and the needs of students and staff.

School started on September 8. Approximately 55% of parents chose the virtual option and 45% of parents chose the hybrid option.

On August 20, 2020, Public Act 149 was signed into law that required an Extended COVID-19 Learning Plan. The Novi Community School District Board of Education approved the extended learning plan on September 24, 2020.

The Extended COVID-19 Learning Plan requires that the Board of Education each month reconfirm how instruction is going to be delivered during the 2020-2021 school year.

On September 24, 2020, the board approved the Extended COVID-19 Learning Plan.

On October 15, 2020, the Board voted again and extended the current hybrid/virtual learning plan until at least January 22, 2021.

Tonight the following will be reviewed with the Board of Education:

- COVID-19 numbers as required by law
- Continued improvements made since October 15

The Board will once again be asked to identify how instruction will be given.

RECOMMENDATION: That the Novi Community School District Board of Education,

In order to provide certainty for our students, parents, and teachers, the Novi Community School District Board of Education reconfirm the following options:

Recommendation One

- *Through at least January 22, 2021, the end of the first semester:*
 - *In-person: A hybrid blend of in-person and virtual instruction with strict adherence to clear safety protocols. Students will attend in-person school two days a week, virtual experience on Wednesday, and be provided at-home experiences two days a week.*
 - *Virtual online instruction: An online, virtual learning program for students.*
 - *Continued focus on improving both our hybrid and our virtual*

programming.

Recommendation Two

If, because of quarantine, classrooms cannot be appropriately staffed individual classrooms or individual schools could go virtual until appropriate staffing levels can be maintained. Without our teachers, the human capital, schools cannot operate effectively.

Recommendation Three

Parents will be asked again to recommit for second semester by December 4 to either virtual or hybrid in-person learning for second semester beginning January 25.

The hybrid in-person plan would continue as two days in-person, two at-home days, and one all virtual day until the county moved into Level B of the Oakland County Health Division Guidance for In-person Instruction Scale.

When the county moves to Level B on the Oakland County Health Division Guidance for In-person Instruction Scale, the hybrid would become a 5 day a week experience for students.

Hybrid students would stay hybrid for the entire second semester.

Virtual students would stay virtual for the entire second semester.

Any changes in plan to second semester will potentially result in changes in teachers or schedules for all students. We will work to avoid changes as much as possible but it is inevitable that changes in both teacher and schedules will occur for some students.

Recommendation Four

We will examine the district from a preschool special education, K-6 and 7-12, NATC lens. Decisions may differ for these groups based on the risk level, the difficulty of creating changes, and the opportunities presented by our physical facilities.

The Extended COVID-19 Return to School Plan will be reviewed again in December.

Recommendation 1: It was moved by Mr. Mena and supported by Mrs. Roney that the Novi Board of Education reconfirm, continuing Semester one as is, through January 22, 2020 with hybrid and virtual.

Ayes: 5 Dr. Ruskin, Mr. Mena, Mrs. Murphy, Mrs. Hood, and Mrs. Roney

Nays: 2 Mr. Smith, Mr. Cook,

MOTION CARRIED

Recommendation 2: It was moved by Mrs. Murphy and supported by Mrs. Hood that the Novi Board of Education, in the event of quarantine and classrooms or schools cannot be appropriately staffed, authorize the administrators to close classrooms or schools and allow them to go virtual.

Ayes: 7 Dr. Ruskin, Mr. Mena, Mrs. Murphy, Mrs. Hood, Mr. Smith, Mr. Cook, and Mrs. Roney

Nays: 0

MOTION CARRIED

NESPA Contract Approval

A tentative agreement has been reached with the Novi Educational Support Personnel Association (NESPA). The administration recommends the contract agreement be approved.

It was moved by Mrs. Hood and supported by Mr. Cook that the Novi Board of Education the tentative agreement reached with the Novi Educational Support Personnel Association (NESPA).

Ayes: 7 Dr. Ruskin, Mr. Smith, Mr. Mena, Mrs. Murphy, Mrs. Hood, Mr. Cook,
and Mrs. Roney

Nays:

MOTION CARRIED

Land Purchase

The 2019 Bond approved by the voters of the Novi Community School District identified a variety of projects throughout the district that would improve opportunities and educational experiences for our students. One project was to reconfigure the Novi Meadows building and create a new configuration for Meadows 5/6 students. This plan would redesign the 5/6 building using a significant portion of the 5th grade house. This would also create opportunities to repurpose the 6th grade house for other programs.

This project will require that two programs relocate for up to two full academic years. Novi Career Prep/Alternative Education/Adult Education and the Novi Adult Transition Center will need to find temporary quarters for the 2021/22 and the 2022/23 academic years.

Instead of renting space, an opportunity to buy the Walsh College – Novi campus has become a possibility. This campus could house these two programs for the 2021/2022 and 2022/2023 academic years, provide potential COVID relief space, and offer opportunities to expand virtual learning.

During the next two years, the property could also begin to be repurposed as the permanent home for these programs or for other district purposes. Repurposing this property could be done for much less than building new.

A purchase agreement with a refundable deposit is being proposed that would allow the district to review possibilities for 60 days. Before the 60-day window closes the district would need to decide whether to move forward with the purchase or cancel the agreement and receive the deposit back in full.

If the decision would take longer than the 60-day refundable deposit window, the district could extend the time with a minimal non-refundable deposit.

This comes to the Board this evening after being discussed in closed session. Discussing purchasing real property is an acceptable use of closed session under the Open Meetings Act.

The administration recommends approving this purchase agreement and moving forward with a 60-day review of the Walsh College – Novi campus. This review would include a thorough vetting of the building, an examination of funding options, and a clear vision of how the building could support programming in the Novi Community School District both in the immediate future and for long-term growth.

It was moved by Mrs. Murphy and supported by Mrs. Roney that the Novi Board of Education approve the purchase agreement for the Walsh College – Novi Campus building and land.

Ayes: 7 Dr. Ruskin, Mr. Smith, Mr. Mena, Mrs. Murphy, Mrs. Hood, Mr. Cook,
and Mrs. Roney

Nays:

MOTION CARRIED

INFORMATION AND DISCUSSION

2020 Winter Tax Levy

At the June 4, 2020 regular Board meeting, the Novi Board of Education formally certified the 2020-21 tax levies as listed below:

HOMESTEAD	<u>Mills</u>
<u>Levy Description</u>	
General Operating Mills (Hold Harmless-Supp.)	2.4800
Sinking Fund Mills	0.4713
Recreational Mills	0.9365
Debt Mills	<u>6.7500</u>
Total	10.6378

INDUSTRIAL-PERSONAL	
<u>Levy Description</u>	
General Operating Mills (Hold Harmless-Supp.)	2.4800
Sinking Fund Mills	0.4713
Recreational Mills	0.9365
Debt Mills	<u>6.7500</u>
Total	10.6378

COMMERCIAL-PERSONAL	
<u>Levy Description</u>	
General Operating Mills	5.2784
General Operating Mills (Hold Harmless-Supp.)	2.4800
Sinking Fund Mills	0.4713
Recreational Mills	0.9365
Debt Mills	<u>6.7500</u>
Total	15.9162

NON-HOMESTEAD	
<u>Levy Description</u>	
General Operating Mills	17.2784
Sinking Fund Mills	0.4713
Recreational Mills	0.9365
Debt Mills	<u>6.7500</u>
Total	25.4362

50% of the taxes in the summer and 50% in the winter. Thus, the 2020 winter tax levy is:

HOMESTEAD	<u>Mills</u>
<u>Levy Description</u>	
General Operating Mills (Hold Harmless-Supp.)	1.2400
Sinking Fund Mills	0.2356
Recreational Mills	0.4682
Debt Mills	<u>3.3750</u>
Total	5.3188

INDUSTRIAL-PERSONAL	
<u>Levy Description</u>	
General Operating Mills (Hold Harmless-Supp.)	1.2400
Sinking Fund Mills	0.2356
Recreational Mills	0.4682
Debt Mills	<u>3.3750</u>

Total 5.3188

COMMERCIAL-PERSONAL

<u>Levy Description</u>	
General Operating Mills (Hold Harmless)	2.6390
General Operating Mills (Hold Harmless-Supp.)	1.2400
Sinking Fund Mills	0.2356
Recreational Mills	0.4682
Debt Mills	<u>3.3750</u>
Total	7.9578

NON-HOMESTEAD

<u>Levy Description</u>	
General Operating Mills (Hold Harmless)	8.6392
Sinking Fund Mills	0.2356
Recreational Mills	0.4682
Debt Mills	<u>3.3750</u>
Total	12.7708

This report is presented for Information and Discussion. It is recommended for approval at the next board meeting.

Health Curriculum Textbook Purchase

Sheila Ebel, a Health teacher at Novi High School, would like to propose that Novi High School offer a health textbook beginning in the fall of 2021, at Novi High School. The current textbook for this curriculum is fifteen years old. After reviewing four (4) different textbooks, Ms. Ebel would like to introduce *The Comprehensive Health Skills* textbook, by Catherine A. Sanderson, PhD and Mark Zelman, PhD.

This book is based on national standards, which align with the Michigan standards that we currently use in Novi and it ties closest to our learning targets that we use in Health class. This is a required credit course for graduation. It helps make learning meaningful with up to date research points and statistics and, because of the layout, can be used as a quick reference guide as well.

Bid Package #2: Orchard Hills and Village Oaks Additions and Remodeling

On Tuesday, November 10, 2020, sealed bids were received and publicly opened for the Orchard Hills and Village Oaks additions and remodeling. In attendance for the bid opening were representatives from the Novi Community School District, Plante Moran Cresa, TMP Architecture, McCarthy & Smith, Inc. and interested bidders. Bids were opened, recorded, and tabulated through a Zoom meeting.

The project team conducted post bid interviews with each of the following, qualified bidders, for each bid division of work. During the post bid interview, the project team reviewed the scope of work, project schedule, manpower requirements, and specified materials with each of the contractors. Based upon the project team's review of the proposals and bidders, we propose the following recommendations for contract award:

Bid Division 101: Sitework
Mr. Daniel Cortis
Cortis Brothers*
TOTAL \$ 627,500.00

Mr. Rob Nagle
Nagle Paving Company
TOTAL \$ 97,875.00

Bid Division 102: Asphalt Paving / Site Concrete

Bid Division 103: Selective Demolition
Mr. Scott Krall

Blue Star, Inc.
TOTAL \$ 110,920.00
Bid Division 104: Concrete Footings & Foundations
Mr. David Glowski
North Channel Construction
TOTAL \$ 183,328.00

Bid Division 116: Hard Tile
Mr. Franko Sallaku
Continental Contracting Co., LLC
TOTAL \$ 136,600.00

Bid Division 105: Interior Concrete Flatwork
Mr. Dave Reece
Clark Contracting Services
TOTAL \$ 154,396.00

Bid Division 118: Carpet / Resilient Flooring
Mr. Richard P. Krupske
Continental Interiors, Inc.
TOTAL \$ 129,280.00

Bid Division 106: Masonry
Mr. Steve Dudek
Navetta Mason Contractors, Inc.
TOTAL \$ 799,837.00

Bid Division 120: Painting
Mr. Aldo Foto
R&G Painting Home Improvement LLC
TOTAL \$ 41,800.00

Bid Division 107: Steel
Mr. Michael Kirby
Kirby Steel, Inc.
TOTAL \$ 281,800.00

Bid Division 128: Casework
Mr. Terry Edewaard
Architectural Systems Group LLC
TOTAL \$ 77,900.00

Bid Division 108: General Trades / Carpentry
Mr. Dave Reece
Clark Contracting Services
TOTAL \$ 530,960.00

Bid Division 137: Food Service Equipment
Ms. Kathy Peake
Great Lakes Hotel Supply Company*
TOTAL \$ 182,880.00

Bid Division 109: Roofing / Sheetmetal
Mr. Steve Eskelinen
Esko Roofing & Sheet Metal*
TOTAL \$ 287,840.00

Bid Division 140: Plumbing
Mr. Jim Jagodzinski
Tempco Mechanical Contractors, Inc.
TOTAL \$ 314,000.00

Bid Division 114: Aluminum Entrances / Storefront /
Glass / Glazing
Mr. Richard M. Sayles
Advantage Glass And Metal
TOTAL \$ 457,200.00

Bid Division 142: HVAC
Mr. Paul Bowers
Contrast Mechanical, Inc.
TOTAL \$ 824,140.00

Bid Division 115: Metal Studs / GPDW / EIFS
Mr. Dave Reece
Clark Contracting Services
TOTAL \$ 632,200.00

Bid Division 143: Electrical
Mr. Ryan Howard
Advance Contracting and Electrical Service
TOTAL \$ 753,600.00

Total Award Recommendation Amount: \$6,624,056.00

This comes before the Board for information and discussion at tonight's Regular Board Meeting and will be recommended for award at the December 3, 2020, Regular Board Meeting.

COMMENTS FROM THE AUDIENCE

There was one (1) comment from the audience regarding the extended learning plan.

SUPERINTENDENT'S REPORT

Dr. Steve Matthews, Superintendent of Schools, expressed his appreciation to the Novi Educational Foundation for providing funds to grant recipients throughout the district. He reported that they continue to be a great partner for the District, helping us to recognize some creative teachers and projects that enhance the educational opportunities that we are providing students. Dr. Matthews thanked Mr. Jason Smith, the Director of the Novi Educational Foundation, and Tom Smith, the President of the foundation,

for all of the work that they have done.

ADMINISTRATIVE REPORTS

Mr. McIntyre, Assistant Superintendent of Business and Operations, reported that the District has three (3) contracts that will be expiring at the end of this year. He stated that the first is our food service contract with Chartwells, the custodial contract with EnviroClean, and the auditing contract with Plante Moran. Mr. McIntyre said that he will be making a recommendation for those three (3) contracts.

Dr. Gary Kinzer, Assistant Superintendent of Human Resources, expressed his gratitude to Sheila McDonnell, our Benefits Coordinator, who just finished up a very successful open enrollment period where all employees made their health care and other benefits selections for the 2021 year. He reported that it was very well organized and had a great, seamless execution.

Dr. Kinzer also expressed his gratitude to the Bond team. He stated that they are sharing lots of great information behind the scenes in a number of successful meetings every week to move our bond projects forward. Dr. Kinzer said that it is very impressive and we are fortunate to have vendors like Plante Moran Cresa and McCarthy and Smith.

Dr. RJ Webber, Assistant Superintendent for Academic Services, reported that innovation cannot sleep. He stated that this is especially important during this time for our kids and our parents that we aspire to come through this pandemic actually better in so many ways.

Dr. Webber said that towards the end of last December we had a stem equity piece where we brought in Kathy Giori who worked with our students for two (2) days with something called micro bits. He demonstrated something that he received in the mail from Kathy called a micro bet that every fifth grader, hybrid and virtual, is going to receive in an effort to help teach the language of coding. Dr. Webber mentioned that he will be meeting with Mr. McIntyre tomorrow to discuss funding. He expressed his gratitude to everyone who was a part of this exceptionally gratifying opportunity and hoped that it would bring deep smiles to all Board members, current and past, who helped to make this happen.

Dr. Webber reported that when COVID hit, we thought hard about how do we support and help our families during this very difficult time. He stated that they thought about the great idea of giving furniture to families that was the students own in their schools. Dr. Webber said that from an emotional standpoint, it connects the kids to their schools that they came from, sitting in the furniture from the previous year and using their laptop. He mentioned that it was their own space to do the work in and how that affects our minds and our learning.

BOARD COMMUNICATION

Mrs. Murphy, Board Trustee, expressed her gratitude to the Novi Mental Health Alliance who met last week. She reported that they are going to send out a survey, provide training, and have a speaker come in. Mrs. Murphy stated that she participated in the MASB legislative priorities. She said that there is a potential to align the calendars with all of the schools and legislators.

Mrs. Roney, Board Trustee, encouraged everyone to see the new health textbook. She reported that it is very well written, very current, and much needed to the curriculum.

Dr. Ruskin, Board President, reported that she had the opportunity to participate in a Novi student led student voice with the legislators, educators, and the police. She stated that it was inspiring. Dr. Ruskin said that Chief Molloy explained the why behind this.

ADJOURNMENT

It was moved by Mrs. Murphy and supported by Mr. Cook that the Novi Board of Education Regular Board meeting be adjourned

Ayes: 7 Dr. Ruskin, Mr. Smith, Mr. Mena, Mrs. Murphy, Mrs. Hood, Mr. Cook, and Mrs. Roney

Nays:

MOTION CARRIED

The meeting adjourned at 10:00 p.m. The next regular meeting of the Board is scheduled for November 19, 2020 at 7:00 p.m.

Willy Mena, Secretary

An online recording of this meeting is available on YouTube and on the District Website: novi.k12.mi.us