



**Minutes of a Regular Meeting, December 3, 2020  
Novi Community School District  
Board of Education**

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A Regular Meeting of the Board of Trustees of Novi Community School District was held on Tuesday, December 3, 2020, beginning at 7:01 PM via Zoom.

Present: Dr. Ruskin, Mr. Smith, Mrs. Hood, Mr. Mena, Mrs. Murphy, Mr. Cook, and Mrs. Roney  
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 Mrs. Hood and supported by Mrs. Roney that the Novi Board of Education approve the agenda as presented.

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's 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.

The first public hearing was held at the Regular meeting of the Board on November 19, 2020. Tonight is the second public hearing.

**COMMENTS FROM THE AUDIENCE RELATED TO AGENDA ITEMS**

There were 7 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 19, 2020
  - b. Regular Meeting Minutes of November 23, 2020
  - c. Regular Meeting Minutes of December 1, 2020

B. Approval of Bills

- a. Board Report
- b. Check Register for October 2020
- c. Purchase Card Report for September 1, 2020 through September 30, 2020

It was moved by Mr. Cook and supported by Mr. Mena that the Novi Board of Education approves the consent item(s) as presented.

Ayes: 7 Dr. Ruskin, Mr. Mena, Mr. Smith, 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>
Popour, Jerry	Maint.	Semi-skilled Maint. Worker	New Hire	Hourly	TBD

**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>
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It was moved by Mr. Cook 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**

Administrative Contracts Renewal

The administrative contracts of the listed administrators expire on June 30, 2021. Based on their evaluations and their job performance, it is recommended that the Superintendent be authorized to extend the following administrative contracts through June 30, 2022.

- Assistant Superintendent of Academics
  - Dr. RJ Webber
- Assistant Superintendent of Human Resources
  - Dr. Gary Kinzer
- High School Principal
  - Nicole Carter
- High School Assistant Principals (3)
  - Katy Dinkelman
- Dr. Melissa Eades
- Ron Kane
- Middle School Principal
  - Robert Baker
- Middle School Assistant Principal
  - Andrew Comb
- Middle School Dean of Students
  - Angie Southworth
- Meadows Principals (2)

- John Brickey
- Lisa Fenchel
- Elementary Principals (3)
  - David Ascher
  - Julie Bedford
  - Dr. Alex Ofili
  - Laura Carino
- Director of Finance
  - Deanna Wheeler
- Director of Maintenance
  - Mike Drago
- Assistant Director of Maintenance/Operations
  - Jacob McDermott
- Director of Athletics
  - Brian Gordon
- Director of Early Childhood Education and Community Programs
  - Ann Hansen
- Director of Student Services
  - Shailee Patel
- Special Education Supervisor
  - Stacey Theophelis
- Director of Student Growth and Accountability
  - Jeff Dinkelmann
- Director of Student Support Services
  - Darby Hoppenstedt
- ESL Supervisor
  - Adva Ringle
- Director of Transportation
  - Cynthia Valentine
- Director of Adult and Alternative Education
  - Linda Cianferra
- Marketing and Public Relations Specialist
  - George Sipple

In addition, along with the Superintendent of Schools Dr. Steve Matthews, the aforementioned administrators will receive a 1.5% salary increase.

It was moved by Mrs. Murphy and supported by Mrs. Hood that the Novi Board of Education authorize the contract extensions and salary increases as noted.

Ayes: 4 Dr. Ruskin, Mr. Smith, Mrs. Murphy, and Mrs. Hood

Nays: 3 Mr. Mena, Mr. Cook, and Mrs. Roney

**MOTION CARRIED**

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:

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

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

**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:

<b>HOMESTEAD</b>	<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.

It was moved by Mr. Mena and supported by Mr. Cook that the Novi Community School District Board of Education, in the best interest of the school district, authorize the winter (December 2020) tax levy as listed above.

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

Nays: 0

**MOTION CARRIED**

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.

It was moved by Mrs. Roney and supported by Mrs. Murphy that the Novi Community School District Board of Education approve *The Comprehensive Health Skills* textbook for the Fall of 2021, at the Novi High School.

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

Nays: 0

**MOTION CARRIED**

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

TOTAL \$ 97,875.00

Bid Division 102: Asphalt Paving / Site Concrete  
Mr. Rob Nagle  
Nagle Paving Company

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

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

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

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

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

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

Bid Division 115: Metal Studs / GPDW / EIFS  
Mr. Dave Reece  
Clark Contracting Services  
TOTAL \$ 632,200.00  
TOTAL \$ 753,600.00

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

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

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

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

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

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

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

Bid Division 143: Electrical  
Mr. Ryan Howard  
Advance Contracting and Electrical Service

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

This came before the Board for information and discussion on November 19, 2020 and comes back tonight for approval.

It was moved by Mrs. Murphy and supported by Mr. Mena that the Novi Community School District Board of Education approve the contract awards as recommended above in the amount of \$6,624,056.00.

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

Nays: 0

**MOTION CARRIED**

## **INFORMATION AND DISCUSSION**

### **2020-2021 General Fund Budget**

The State requires that all school districts adopt a budget for the upcoming fiscal year by June 30 of each year. The public hearing was held on Thursday, June 18, 2020, at 7:30 p.m. at the regular meeting of the Board of Education. The notice appeared in the local newspaper on Thursday, June 4, 2020, and the budget document was available for public inspection at the Educational Services Building beginning Friday, June 5, 2020.

The preliminary budget document was adopted by the Board at the June 18, 2020 regular meeting of the Board. The revised budget was presented to the Finance Committee on December 1, 2020 for review and is being presented to the board tonight for information and discussion.

### **Bid Package #3: Novi Middle School Additions and Remodeling**

On Tuesday, November 10, 2020, sealed bids were received and publicly opened for the Novi Middle School 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. Aaron Pietila  
Eagle Excavation Inc.  
TOTAL \$ 257,500.00

Bid Division 106: Masonry  
Mr. Paul Rosati  
Rosati Mason Contractors  
TOTAL \$ 427,777.00

Bid Division 102: Asphalt Paving / Site Concrete  
Mr. Rob Nagle  
Nagle Paving Company  
TOTAL \$ 49,350.00

Bid Division 107: Steel  
Mr. Ron Pawlak  
Judd Industrial Contracting, Inc.  
TOTAL \$ 131,797.00

Bid Division 103: Selective Demolition  
Mr. Freddy Yacoub  
DKI International, Inc.  
TOTAL \$ 59,600.00

Bid Division 108: General Trades /  
Carpentry  
Mr. Seth Helfman  
City Contracting Services  
TOTAL \$ 248,484.00

Bid Division 104: Concrete Footings & Foundations  
Mr. Marc Messina  
CI Contracting, Inc.  
TOTAL \$ 59,680.00

Bid Division 109: Roofing/Sheetmetal  
Mr. Steve Eskelinen  
Esko Roofing & Sheet Metal  
TOTAL: 92,190

Bid Division 105: Interior Concrete Flatwork  
Mr. Victor Ferrini  
DSP Constructors  
TOTAL \$ 63,816.00

Bid Division 114: Aluminum Entrances / Storefront  
/ Glass / Glazing  
Mr. Ken  
VanBuskirk

Daniels Glass Inc.  
TOTAL \$  
340,508.00

Bid Division 115: Metal Studs / GPDW /  
EIFS  
Mr. Brandon Jennings  
BJ Construction Services  
TOTAL \$ 458,125.00

Bid Division 116: Hard Tile  
Ms. Tonya Elzay  
Regal Floor  
Covering  
TOTAL \$ 24,973.00

Bid Division 118: Carpet / Resilient Flooring  
Mr. Lucas Beiswanger  
Cohn's Commercial Floor Covering,  
Inc.  
TOTAL \$ 94,965.00

Bid Division 120: Painting  
Ms. Tracy Zappella  
Bella Paint Design,  
Inc.  
TOTAL \$ 25,485.00

Bid Division 128: Casework  
Mr. Terry Edewaard  
Architectural Systems Group LLC  
TOTAL \$ 91,900.00

Bid Division 140: Plumbing  
Mr. Larry Harnden  
Ecker Mechanical Contractors, Inc.  
TOTAL \$81,485.00

Bid Division 141: Fire Suspension  
Mr. Joseph Boedeker  
Johnson Controls  
TOTAL 46,199.00

Bid Division 142: HVAC  
Mr. Mike Miemczycki  
Systemp Corp.  
TOTAL \$ 369,300.00

Bid Division 143: Electrical  
Mr. Jonas Ramonaitis  
Amcomm Telecommunications Inc.  
TOTAL \$ 322,901.00



Total Award Recommendation Amount: \$3,244,035.00

This comes before the Board for information and discussion and will come back for approval at the December 17, 2020 regular Board meeting.

COVID-19 Metrics to Change Learning Modalities

Returning students to school five days a week is a common goal of our Novi Community School District parents, Board of Education, teachers, and administrators. In order to do so, the conditions in our schools and communities need to be safe.

Since August 6, 2020, when school began we have seen a significant increase in most COVID related metrics.

<b>By zip code daily case per 10,000 residents</b>			
	48374	48375	48377
8-Sep	22.5	13.6	22.7
8-Oct	16.0	19.8	20.3
8-Nov	44.3	38.6	65.1
30-Oct	21.8	27.7	37.5
31-Oct	23.7	27.7	41.2
2-Nov	32.1	32.1	51.6
28-Nov	112.9	94.8	154.2
30-Nov	111.6	95.3	153.0

	<b>7 day average of daily cases</b>	<b>Counts by day</b>
1-Jul	35	51
1-Aug	110	95
2-Sep	82	111
8-Sep	76	70
1-Oct	58	60
2-Nov	337	343
29-Nov	644	486

	<b>Positivity Rate Oakland County</b>
2-Sep	4.44%
3-Oct	4.00%
4-Nov	11.80%
27-Nov	12.20%

<b>By district, cases per 10,000</b>	
8/6 - 8/19	4.3
8/13 - 8/20	6.7
8/13 - 8/26	6.7
8/20 - 9/2	9.1
8/27 - 9/9	8.8
9/3 - 9/16	12.2
9/10 - 9/23	15.2
9/17 - 9/30	8.8
9/24 - 10/7	4.9
10/1 - 10/14	7.3
10/8 - 10/21	16.7
10/15 - 10/28	24.3
10/22 - 11/4	28.6
10/29 - 11/11	37.4
11/5 - 11/18	51.6
11/12 - 11/25	60.2

The Oakland County Health Division, using Michigan Department of Health and Human Services guidelines, created a scale for in-person instruction. The scale focuses on two indicators: cases per million and percent positivity on COVID-19 tests. This scale measures county indicators.

- Low risk: <7 cases per million; <3% percent positivity
- Level A: 7 to <20 cases per million; 3 to <7% percent positivity
- Level B: 20 to <40 cases per million; 7 to <10% percent positivity
- Level C: 40 to <70 cases per million; 10 to <15% percent positivity
- Level D: 70 to <150 cases per million; 15 to <20% percent positivity
- Level E: 150 or greater cases per million; 20 or greater percent positivity

Earlier in the school year the county risk level rose to B, tended to be in C until the middle of October, then dropped to E where it remains.

The dilemma with the Oakland County Health Division scale is that the scale relies on the lowest possible indicator. For example, the seven-day positivity rate on the last county report was 13.18% which is a Level C rating. But the seven-day cases per million average was 628 which is a Level E rating. The scale applies the lowest rating which is why the county is at Level E.

I have examined whether attendance data for teachers and students could be used. One concern with teacher data is that because only half of our teachers are teaching in person a metric that seems reasonable in a non-pandemic time might not be applicable in this setting. For example, if 30% of our teachers were out in a building that could be cause for alarm. But at Meadows 5 we only have 10 in-person teachers right now. If three of them are absent because of COVID, or other reasons like the flu, we can still staff the building. So placing a hard stop on teacher absences could lead to unnecessary closure.

Student attendance could be a measure because if 20% of our students are gone throughout the district that could indicate that there is a significant health issue.

We do not test for COVID-19. We rely on staff and students through their parents completing a health screener. We rely on self-reports of positive tests from staff and families. As a result, there is no reliable way for us to identify how many cases are in a building or the district per day.

We need to discuss and reach agreement on which metrics we will examine and use to determine if it is safe for our hybrid students to return from two days a week to five days a week.

So what measures will we use?

I would like to propose the following:

Hybrid will move to five days a week of in-person instruction when the following four factors are achieved:

- a. Oakland County Cases seven day cases per day per million residents is at or under 70 (Level C) for two reporting periods in a row
- b. Oakland County Percent positive on tests is at or under 10% (Level B) for two reporting periods in a row
- c. Cases per 10,000 residents in the Novi Community School District has declined for two consecutive reporting periods and is at or below 40 cases per 10,000 residents
- d. Student weekly average attendance is 80% or higher for two weeks in a row
- e. All four indicators must be present before moving to five days a week in-person learning.
- f. In-person five day a week instruction could continue unless three of these factors turn negative:
  - i. Oakland County Cases per million residents rises to 100 or more (mid-range of Level D) for two reporting periods in a row
  - ii. Oakland County Percent positive on tests rises to 15% or above for two reporting periods (Level D) for two reporting periods in a row
  - iii. Cases per 10,000 in the Novi Community School District move above 50 cases per 10,000 residents
  - iv. Student attendance is below 80% over two consecutive five-day periods

Metric	11-25 Report	Outcome	Decision
Oakland County Cases per million	11-25 – 628 11-18 - 534	Hybrid	Hybrid
Oakland County percent positive	11-25 – 13.18% 11-18 – 13.85%	Hybrid	
Cases per 10,000 in NCSD	11-25 – 60.2 11-18 – 51.6	Hybrid	

Student attendance on weekly average	11-16 – 11-9 -	In-person	
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In this proposal we use two county measures – cases per million residents and percent positive on tests. The proposal uses two district specific metrics – cases per 10,000 residents in our school district and student attendance on weekly average. Currently, we are meet the threshold for five-day instruction on one metric – student attendance

COMMITTEE REPORTS

Finance Committee

Kathy Hood, Board Treasurer and Chair of the Finance Committee, reported that the committee reviewed the 2020-21 Budget revision that was presented to the Board tonight.

COMMENTS FROM THE AUDIENCE

There were no comments from the audience tonight.

SUPERINTENDENT’S REPORT

Dr. Steve Matthews, Superintendent of Schools, reported that he visited the middle School and stepped into several classrooms. He stated that he continued to see meaningful teaching and learning. Dr. Matthews said there were virtual teachers engaging students and hybrid teachers having meaningful interactions with their students. He mentioned that he continues to be proud of the things that we have accomplished in our district this school year.

Dr. Matthews reported that the plan we put in place on September 8<sup>th</sup> is still the plan that we have on December 3<sup>rd</sup>. He stated that no many districts around us can say that. Dr. Matthews said that it take a team to be successful and we have a great team here in Novi; from the Board of Education to the administrative team to our teachers to our secretaries, bus driver, food service workers, custodians, tech people, and our Para pros, we have done a great work this school year. H mentioned that we will continue to do great work for our students and help them learn meaningful things and help them engage in school in meaningful ways.

ADMINISTRATIVE REPORTS

Dr. Gary Kinzer, Assistant Superintendent of Human Resources, reported that our third mentor/mentee Monday will take place next Monday. He stated that it will be part two of our evaluation series where we will introduce our new teachers to the Marzano Evaluation Model. Dr. Kinzer said that the Novi Middle School assistant principal, Andy Comb, will join him and conduct session for our 7-12 tier one mentees. He mentioned, then our K-6 will follow.

Dr. RJ Webber, Assistant Superintendent for Academic Services, prepared a few slides and shared his screen via Zoom to show the Board and attendees what has been happening around the District. He showed the steady progress towards supporting our students. Dr. Webber took a moment and acknowledged the 3,100 families who, according to Johns Hopkins, lost someone yesterday to COVID. He also acknowledged the staff members and community members who have lost loved ones and who are struggling because of COVID.

Dr. Webber shared, in his PowerPoint, the survey results, the two learning modalities (hybrid and virtual), the building and implementing of the District support system for students (instructional Coaching, MTSS, interventionists, EL support, Everyday math, digital guided reading, schoology, and tech integration). He spoke about how exceptionally proud he was of our teachers and administrators for coming in and doing these types of things to support our students. Dr. Webber reported on the professional development provided to all teachers on instructional strategies to support student learning during at-home learning days and shared a few examples of this. He stated that every Wednesday is material pick-up day and that they send worksheet packets, home math and literacy intervention resources for hybrid and virtual students. Dr. Webber said that Dr. Matthews spearheaded the after-school tutoring, hiring retired teachers to provide additional support for students. He mentioned that the District contacted Easter Seals to provide an additional layer of mental health services, on top of what we already have in place.

Dr. Webber shared a video on the furniture loan program and reported about the whiteboard distribution. He stated that we here in Novi are providing things for families that no other school district are doing. He thanked Roop Raj, of for having him and Dr. Walker for being a

#### BOARD COMMUNICATION

Mrs. Hood, Board Treasurer, reported that she attended a Government Relations Committee meeting, virtually. She stated that the Oakland County legislative liaison was there and the liaison said that they are going into the lame duck session where outgoing legislators tend to do crazy stuff. Mrs. Hood said that there are a few bills that have been introduced to allow anyone with a high school diploma to be a substitute teacher. She mentioned that this would help some districts get through the pandemic and staffing issues.

Mrs. Hood reported that there is also a property tax cut moving through the senate. She stated that there could be a potential for Federal funding for schools for COVID costs. Mrs. Hood encouraged us to contact our legislators to have them support our schools.

Mrs. Hood said that they had a round robin session where they discussed what districts were doing around instruction. She mentioned that most of the are staying all virtual. Mrs. Hood reported that some came back face to face, but due to quarantines and staff issues, they went back to remote. She stated that they are all having a very difficult time helping their special education population. Mrs. Hood said that one of the benefits in Novi is our slow and steady approach and that with our hybrid we have been able to extend as much help as we can to our special education population. She mentioned that this is very beneficial to those students.

#### 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**

Minutes of Regular Meeting, December 1, 2016

The meeting adjourned at 8:51 p.m. The next regular meeting of the Board is scheduled for December 17, 2020 at 7:00 p.m.

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Willy Mena, Secretary

An online recording of this meeting is available on YouTube and on the District Website: [novi.k12.mi.us](https://www.novi.k12.mi.us)