



NOVI COMMUNITY SCHOOL DISTRICT
DEVELOPING EACH STUDENT'S POTENTIAL WITH A WORLD-CLASS EDUCATION

Board of Education 2020 Agenda

Dr. Danielle Ruskin
President

Mr. Tom Smith
Vice President

Mr. Willy Mena
Secretary

Mrs. Kathy Hood
Treasurer

Mr. Paul Cook
Trustee

Mrs. Bobbie Murphy
Trustee

Meeting Date: December 17, 2020
Virtual via Zoom

Mrs. Mary Ann Roney
Trustee



NOVI BOARD OF EDUCATION
Regular Meeting – December 17, 2020
Virtual via Zoom
7:00 PM

AGENDA

- I. CALL TO ORDER/WELCOME**
- II. PLEDGE OF ALLEGIANCE**
- III. APPROVAL OF THE AGENDA**
- IV. COMMENTS FROM THE AUDIENCE RELATED TO AGENDA ITEMS**
- V. CONSENT ITEMS**
 - A. Approval of Minutes
- VI. ACTION ITEMS**
 - A. Personnel Report
 - B. 2020-2021 General Fund Budget
 - C. Extended COVID-19 Reconfirmation
 - D. Bid Package #3: Novi Middle School Additions and Remodeling
- VII. INFORMATION AND DISCUSSION**
 - A. COVID Metrics to Change Learning Modalities
 - B. Bid Package #4: Novi High School Secure Additions
 - C. Technology: Student Device Purchase
- VIII. COMMITTEE REPORTS**
 - A. Capital Projects Committee
- IX. COMMENTS FROM THE AUDIENCE**
- X. SUPERINTENDENT’S REPORT**
- XI. ADMINISTRATIVE REPORTS**
- XII. BOARD COMMUNICATION**
- XIII. ADJOURNMENT**

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
December 17, 2020**

SUPERINTENDENT OF SCHOOLS

TOPIC: 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 December 3, 2020

RECOMMENDATION:

That the Novi Community Schools Board of Education approve the Consent Item(s) as presented.

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**



Steve Matthews, Superintendent



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

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 Dinkelmann
- 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 Dragoo
- 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:

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-PERSONALLevy Description

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-HOMESTEADLevy Description

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:

HOMESTEADMillsLevy Description

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-PERSONALLevy Description

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-PERSONALLevy Description

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-HOMESTEADLevy Description

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 102: Asphalt Paving / Site Concrete

Mr. Rob Nagle
Nagle Paving Company
TOTAL \$ 49,350.00

Bid Division 103: Selective Demolition

Mr. Freddy Yacoub
DKI International, Inc.
TOTAL \$ 59,600.00

Bid Division 104: Concrete Footings & Foundations

Mr. Marc Messina
CI Contracting, Inc.
TOTAL \$ 59,680.00

Bid Division 105: Interior Concrete Flatwork

Mr. Victor Ferrini
DSP Constructors
TOTAL \$ 63,816.00

Bid Division 106: Masonry

Mr. Paul Rosati
Rosati Mason Contractors
TOTAL \$ 427,777.00

Bid Division 107: Steel

Mr. Ron Pawlak
Judd Industrial Contracting, Inc.
TOTAL \$ 131,797.00

Bid Division 108: General Trades / Carpentry

Mr. Seth Helfman
City Contracting Services
TOTAL \$ 248,484.00

Bid Division 109: Roofing/Sheetmetal

Mr. Steve Eskelinen
Esko Roofing & Sheet Metal
TOTAL: 92,190

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 Suspenssion
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.

By zip code daily case per 10,000 residents			
	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

	7 day average of daily cases	Counts by day
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

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

By district, cases per 10,000	
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 8th is still the plan that we have on December 3rd. 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.

Willy Mena, Secretary

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

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
December 17, 2020**

ASSISTANT SUPERINTENDENT OF HUMAN RESOURCES

TOPIC: Personnel Recommendations

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>
Dalzochio, Michelle	NM	6 th Grade Social Studies	New Hire	BA+15	01-25-21

B. Retirements and Resignations


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

<u>Name</u>	<u>Bldg.</u>	<u>Assignment</u>	<u>Reason</u>	<u>Effective</u>
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RECOMMENDATION: That the Novi Community School District Board of Education adopts the personnel report recommendations as presented.

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**


Steven M. Matthews, Superintendent

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
December 17, 2020**

ASSISTANT SUPERINTENDENT OF BUSINESS AND OPERATIONS

TOPIC: 2020-2021 Revised 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 was presented to the Board for information and discussion at the December 3, 2020 regular meeting.

It comes back to night for Board approval.

RECOMMENDATION

That the 2020-21 Budget revision , as presented, be approved by the Novi Community School District Board of Education, per the attached resolution.

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**



Steve Matthews, Superintendent

General Appropriations Resolution
Resolution for Revised Budget by the Board of Education
General Fund Budget - December 17, 2020

RESOLVED, that this resolution shall be the general appropriations of the Novi Community School District for the fiscal year 2020-2021: A resolution to make appropriations; and to provide for the disposition of all income received by the Novi Community School District.

BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance be available for appropriations in the **GENERAL FUND** of the Novi Community School District for the fiscal year 2020-2021 as follows:

REVENUE:

Local Revenue	\$ 24,936,845
State Revenue	50,617,401
Federal Revenue	1,777,022
Incoming Transfers & Other Transactions	<u>4,028,451</u>
 TOTAL REVENUE AND INCOMING TRANSFERS	 81,359,719
 FUND BALANCE AS OF JULY 3, 2020	 <u>11,097,682</u>
 TOTAL AMOUNT AVAILABLE TO APPROPRIATE	 <u><u>\$ 92,457,401</u></u>

BE IT FURTHER RESOLVED, that \$81,159,625 of the total available to appropriate in the **GENERAL FUND** is thereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES:

Basic Programs	\$ 43,609,744
Added Needs	9,388,100
Adult Education	123,306
Pupil Services	5,539,672
Instructional Support Services	5,359,201
General Administration	526,559
School Administration	4,094,961
Business Services	894,033
Maintenance/Operations & Security	4,920,498
Transportation	2,141,373
Central Services	1,938,529
Athletics	1,045,205
Community Services	1,578,444
 TOTAL EXPENDITURES	 81,159,625
 TOTAL APPROPRIATED	 <u>81,159,625</u>
 FUND BALANCE AS OF JUNE 30, 2021	 <u><u>\$ 11,297,776</u></u>



Vision

*Students who are
passionate, empowered, and prepared
for their future.*

2020-2021 General Fund Revised Budget

Presented for Information and Discussion – December 3, 2020

2020-2021 General Fund Revised Budget Summary

	2020-21 Original Budget	2020-21 Revised Budget	Increase (Decrease)
Revenues	\$74,847,291	\$81,359,719	\$6,512,428
Expenditures	\$76,889,207	\$81,159,625	\$4,270,418
Incr (Decr) to Fund Balance	(\$ 2,041,916)	\$200,094	
Beginning Fund Balance	\$ 9,710,044 projected	\$ 11,097,682 projected	
Ending Fund Balance	\$ 7,668,128	\$ 11,297,776	
Ending Fund Balance, % of Expenditures	9.97%	13.92%	

2020-2021 General Fund Revised Budget Resolution

Novi Community School District
General Appropriations Resolution
Resolution for Revised Budget by the Board of Education
General Fund Budget - December 3, 2020

RESOLVED, that this resolution shall be the general appropriations of the Novi Community School District for the fiscal year 2020-2021: A resolution to make appropriations; and to provide for the disposition of all income received by the Novi Community School District.

BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance be available for appropriations in the **GENERAL FUND** of the Novi Community School District for the fiscal year 2020-21 as follows:

REVENUE:	
Local	\$24,936,845
State	50,617,401
Federal	1,777,022
Incoming Transfers & Other Transactions	<u>4,028,451</u>
TOTAL REVENUE AND INCOMING TRANSFERS	\$81,359,719
FUND BALANCE AS OF JULY 1, 2020	<u>11,097,682</u>
TOTAL AMOUNT AVAILABLE TO APPROPRIATE	<u>\$92,457,401</u>

BE IT FURTHER RESOLVED, that \$81,159,625 of the total available to appropriate in the **GENERAL FUND** is thereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES:	
Basic Programs	\$43,609,744
Added Needs	9,388,100
Adult Education	123,306
Pupil Services	5,539,672
Instructional Support Services	5,359,201
General Administration	526,559
School Administration	4,094,961
Business Services	894,033
Maintenance/Operations & Security	4,920,498
Transportation	2,141,373
Central Services	1,938,529
Athletics	1,045,205
Community Services	<u>1,578,444</u>
TOTAL EXPENDITURES	\$81,159,625
TOTAL APPROPRIATED	<u>\$81,159,625</u>
FUND BALANCE AS OF JUNE 30, 2021	<u>\$11,297,776</u>

2020-2021 Budget Millage Rates

	General Operating Mills	Hold Harmless Mills	Recreational Mills	Sinking Fund Mills	Debt Mills
Homesteads:					
Current Authorized	0.0000	5.4900	0.9800	0.4932	6.7500
Headlee Deduct	0.0000	-0.2233	-0.0435	-0.0219	N/A
Hold Harmless Deduct	N/A	2.7867	N/A	N/A	N/A
MBT Exemption	0.0000	0.0000	N/A	N/A	N/A
2020-21 Millage Rate	0.0000	2.4800	0.9365	0.4713	6.7500
Industrial Personal Property					
Current Authorized	18.0000	5.4900	0.9800	0.4932	6.7500
Headlee Deduct	0.0000	-0.2233	-0.0435	-0.0219	N/A
Hold Harmless Deduct	N/A	2.7867	N/A	N/A	N/A
MBT Exemption	18.0000	0.0000	N/A	N/A	N/A
2020-21 Millage Rate	0.0000	2.4800	0.9365	0.4713	6.7500
Commercial Personal Property					
Current Authorized	18.0000	5.4900	0.9800	0.4932	6.7500
Headlee Deduct	-0.7216	0.0000	-0.0435	-0.0219	N/A
Hold Harmless Deduct	N/A	2.7867	N/A	N/A	N/A
MBT Exemption	12.0000	0.0000	N/A	N/A	N/A
2020-21 Millage Rate	5.2784	2.4800	0.9365	0.4713	6.7500
Non-Homesteads:					
Current Authorized	18.0000	N/A	0.9800	0.4932	6.7500
Headlee Deduct	-0.7216	N/A	-0.0435	-0.0219	N/A
Hold Harmless Deduct	N/A	N/A	N/A	N/A	N/A
MBT Exemption	0.0000	N/A	N/A	N/A	N/A
2020-21 Millage Rate	17.2784	N/A	0.9365	0.4713	6.7500
Debt Series					
2012 Debt (Refunded portion of 2002 Bonds)					0.6678
2014 Debt					1.6765
2016 Debt (Refunded portion of 2007 Bonds)					0.6198
2016 Debt					0.2088
2017 Debt (Refunded portion of 2001 Bonds)					1.8949
2017 Debt					0.3902
2020 Debt					1.2919
2020-21 Millage Rate					6.7500

2020-2021 General Fund Revised Budget Revenues

Revenue Assumptions:

- Reduction of facility rental, CARE and Pay to Play fees

	2020-21 Original Budget	2020-21 Revised Budget	Increase (Decrease)
Local Revenues	\$25,619,342	\$24,936,845	\$(682,497)
State Revenues	\$43,679,034	\$50,617,401	\$6,938,367
Federal Revenues	\$1,535,539	\$1,777,022	\$241,483
Incoming Transfers, Other	\$4,013,376	\$4,028,451	\$15,075
Total Revenues	\$74,847,291	\$81,359,719	\$ 6,512,428

2020-2021 General Fund Revised Budget Expenditures

Expenditure Assumptions:

- 1.5% - 3.0% salary increases
- 10% cut in most non-salary related expenses

	2020-21 Original Budget	2020-21 Revised Budget	Increase (Decrease)
Basic Programs	41,079,872	43,609,744	2,529,872
Added Needs	8,984,806	9,388,100	403,294
Adult Education	379,064	123,306	(255,758)
Total Instruction Services	\$ 50,443,742	\$ 53,121,150	\$ 2,677,408
Pupil Support Services	5,087,551	5,539,672	452,121
Instructional Support Services	5,174,384	5,359,201	184,817
Total Pupil and Inst Support Services	\$ 10,261,935	\$ 10,898,873	\$ 636,938
General Administration	551,480	526,559	(24,921)
School Administration	3,900,450	4,094,961	194,511
Business Services	913,532	894,033	(19,499)
Operations & Maintenance, Security	4,013,205	4,920,498	907,293
Transportation	2,312,038	2,141,373	(170,665)
Central Services	1,827,811	1,938,529	110,718
Athletics and Other Support Services	1,040,374	1,045,205	4,831
Community Services	1,624,640	1,578,444	(46,196)
Total Other Support Services	\$ 16,183,530	\$ 17,139,602	\$ 956,072
Total Expenditures	\$ 76,889,207	\$ 81,159,625	\$ 4,270,418

2020-21 General Fund Revised Budget Next Steps

- Monitor State Budgets for 2021-2022 Fiscal Year
- Explore revenue streams
- Be prepared to pivot based on COVID 19 conditions

2020-2021 Food Service Revised Budget Resolution

General Appropriations Resolution		
Resolution for Revised Budget by the Board of Education		
Novi Community School District		
Food Service Budget as of June 20, 2020		
RESOLVED, that this resolution shall be the general appropriations of the Novi Community School District for the fiscal year 2020-21: A resolution to make appropriations; and to provide for the disposition of all income received by the Novi Community School District.		
BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance be available for appropriations in the FOOD SERVICE FUND of the Novi Community School District for the fiscal year 2020-21 as follows:		
REVENUE:		
Local Revenue	\$	815,505
State Revenue		104,530
Federal Revenue		651,132
TOTAL REVENUE AND INCOMING TRANSFERS		1,571,167
FUND BALANCE AS OF JULY 1, 2020		789,824
TOTAL AMOUNT AVAILABLE TO APPROPRIATE	\$	2,360,991
BE IT FURTHER RESOLVED, that \$2,360,991 of the total available to appropriate in the FOOD SERVICE FUND is thereby appropriated in the amounts and for the purposes set forth below:		
EXPENDITURES:		
Non-Instruction:		
Food Service	\$	2,088,709
TOTAL EXPENDITURES		2,088,709
TOTAL APPROPRIATED		2,088,709
FUND BALANCE AS OF JUNE 30, 2021	\$	272,282

2020-2021 Rec Fund Revised Budget Resolution

General Appropriations Resolution		
Resolution for Revised Budget by the Board of Education		
Novi Community School District		
Recreation Fund Budget as of June 20, 2020		
RESOLVED, that this resolution shall be the general appropriations of the Novi Community School District for the fiscal year 2020-21: A resolution to make appropriations; and to provide for the disposition of all income received by the Novi Community School District.		
BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance be available for appropriations in the RECREATION FUND of the Novi Community School District for the fiscal year 2020-21 as follows:		
REVENUE:		
Local Revenues		\$ 2,272,404
TOTAL REVENUE		2,272,404
FUND BALANCE AS OF JULY 1, 2020		1,084,202
TOTAL AMOUNT AVAILABLE TO APPROPRIATE		\$ 3,356,606
BE IT FURTHER RESOLVED, that \$3,356,606 of the total available to appropriate in the RECREATION FUND is thereby appropriated in the amounts and for the purposes set forth below:		
EXPENDITURES:		
Maintenance/Operations & Security		1,167,063
Central Services		25,103
Community Services		479,645
Capital Outlay		242,302
Transfer to General Fund		133,172
TOTAL EXPENDITURES		2,047,285
TOTAL APPROPRIATED		2,047,285
FUND BALANCE AS OF JUNE 30, 2021		\$ 1,309,321

2020-2021 Student Activity Revised Budget Resolution

General Appropriations Resolution		
Resolution for Revised Budget by the Board of Education		
Novi Community School District		
School Activity Fund Budget as of June 20, 2020		
RESOLVED, that this resolution shall be the general appropriations of the Novi Community School District for the fiscal year 2020-21: A resolution to make appropriations; and to provide for the disposition of all income received by the Novi Community School District.		
BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance be available for appropriations in the SCHOOL ACTIVITY FUND of the Novi Community School District for the fiscal year 2020-21 as follows:		
REVENUE:		
Other School Activity Income	\$	1,846,967
TOTAL REVENUE		1,846,967
FUND BALANCE AS OF JULY 1, 2020		1,240,136
TOTAL AMOUNT AVAILABLE TO APPROPRIATE	\$	3,087,103
BE IT FURTHER RESOLVED, that \$1,846,967 of the total available to appropriate in the RECREATION FUND is thereby appropriated in the amounts and for the purposes set forth below:		
EXPENDITURES:		
Other School Activity Expenditures		1,846,967
TOTAL EXPENDITURES		1,846,967
TOTAL APPROPRIATED		1,846,967
FUND BALANCE AS OF JUNE 30, 2021	\$	1,240,136

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
December 17, 2020**

SUPERINTENDENT OF SCHOOLS

TOPIC: Extended COVID-19 Learning Plan Reconfirmation

The Novi Community School District Board of Education met on the following dates to consider the Extended COVID-19 Learning Plan:

- September 24, 2020
- October 15, 2020
- November 19, 2020
- November 23, 2020
- December 1, 2020

The legislation requires that the district report out on key metrics. The key metrics are reported by the Oakland County Health Division each week. Among the key indicators reported are the following:

The 7-day average of daily cases and the counts per day have risen since school began on September 8, 2020:

	7 day average of daily cases	Counts by day
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
8-Dec	615	518

The daily cases per zip code numbers have also continued to increase since September 8.

By zip code daily case per 10,000 residents			
	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
8-Dec	109.1	115.9	159.1

The Oakland County Health Division also tracks data by school district boundary. They report the data as cases in the district per 10,000 residents. Here is the data for the Novi Community School District.

By district, cases per 10,000	
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
11/19 - 12/2	61.7

Also reported is the percent positive on COVID-19 tests:

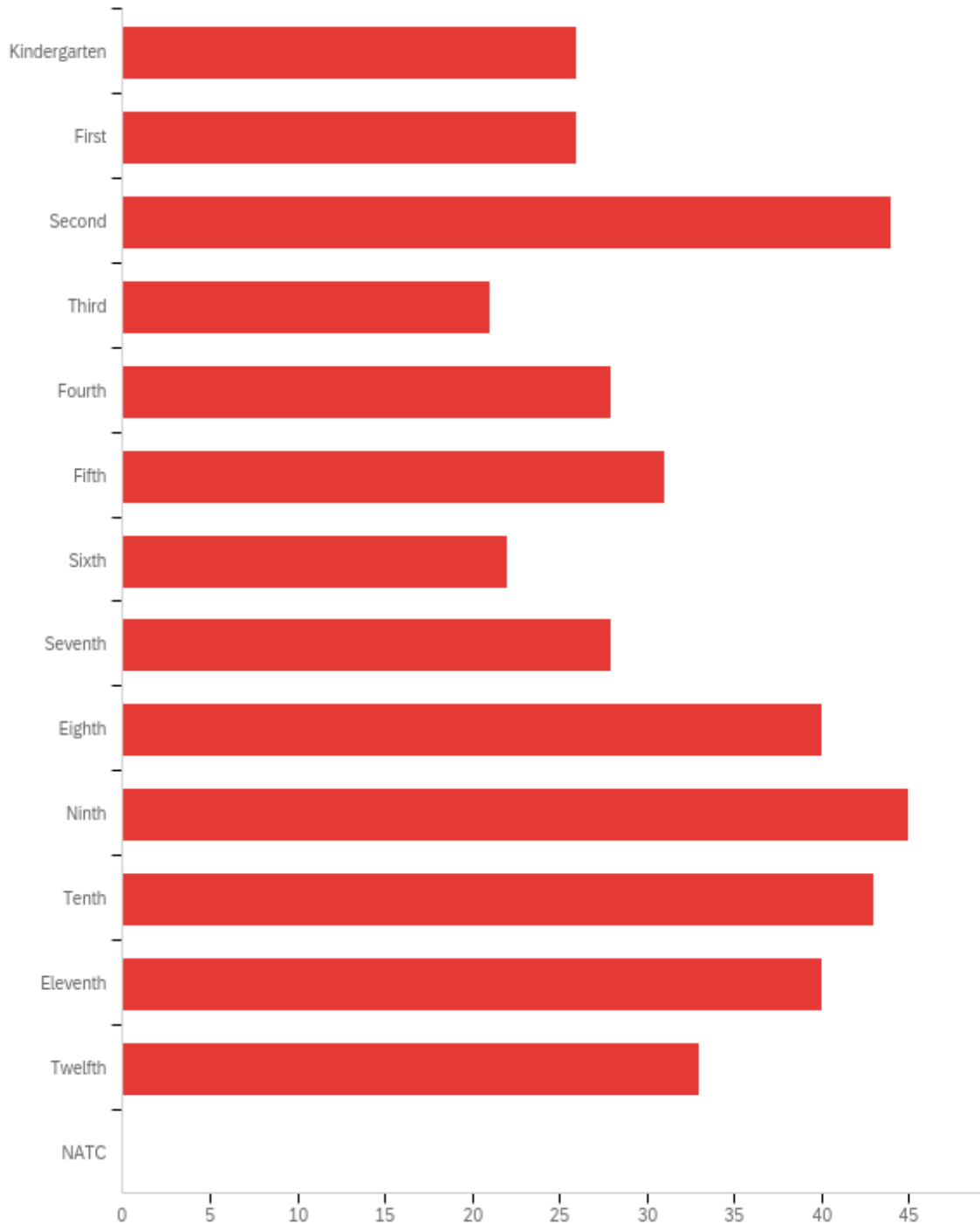
	Positivity Rate Oakland County
2-Sep	4.44%
3-Oct	4.00%
4-Nov	11.80%
27-Nov	12.20%
8-Dec	11.04%

The Oakland County Guidance for In-Person Instruction document lists the county at level E – the lowest rating based on cases per million residents and percent positivity.

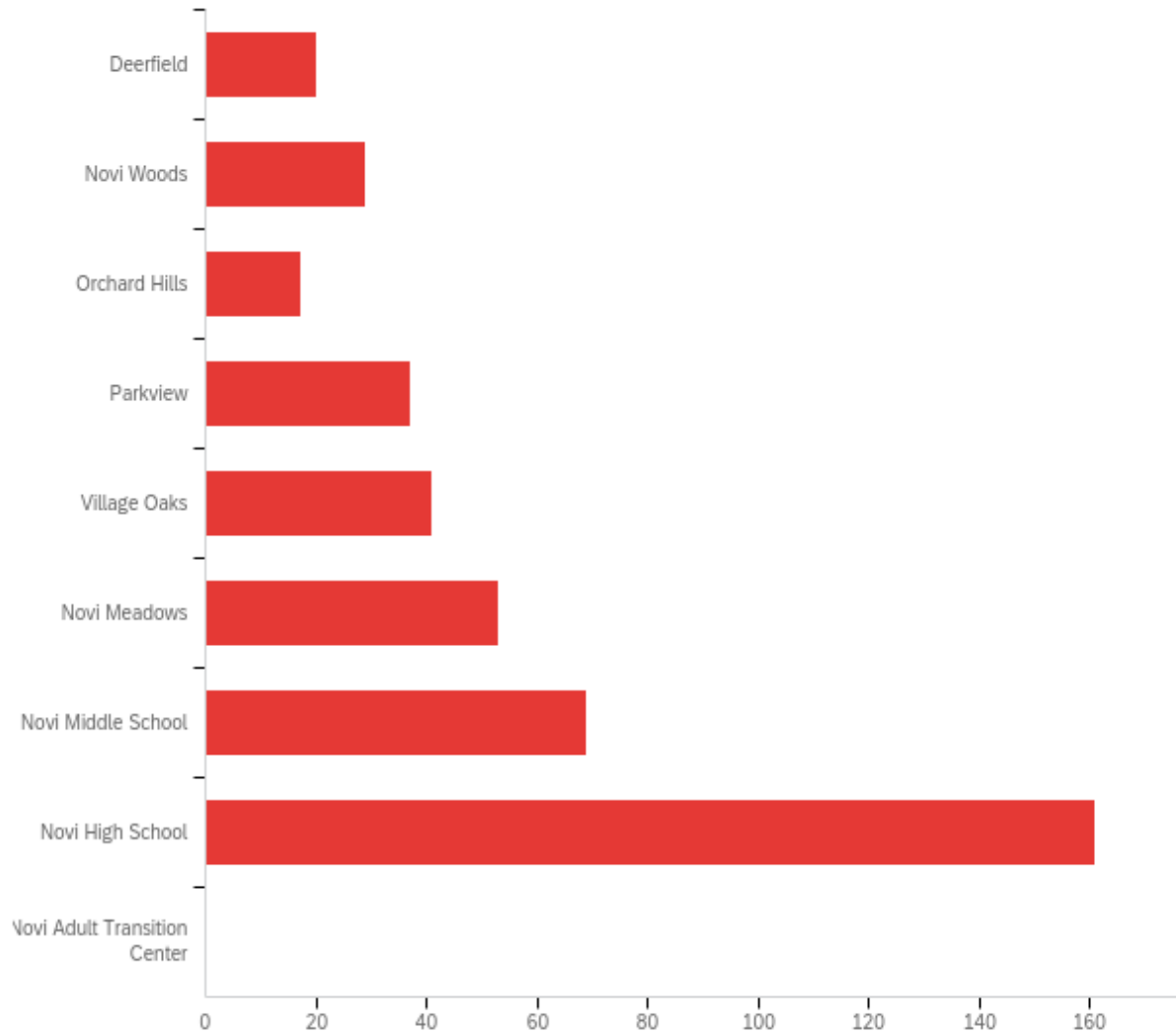
After the December 1, 2020, Board of Education vote, a commitment survey was sent to parents. This would allow them to confirm the learning modality for their children beginning second semester. If parents did not want to change they did not need to complete the survey. If parents

wanted a change for their children they could complete the survey. As of December 11, when the survey closed, 427 parents had requested a switch in learning modality. 224 selected to move from hybrid to virtual and 203 had requested to move from virtual to hybrid. All grades were represented.

Grades requesting a change:



Requests by school:



Remember, as perspective Novi High School has over 2000 students and 161 requested a change or 7.8%. At Novi High School 101 requested go from hybrid to virtual and 60 requested to go from virtual to hybrid.

On November 23, 2020, and December 1, 2020, the Novi Community School District Board of Education approved the following Extended COVID-19 Learning Plan recommendations:

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.*

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.

Beginning January 25, 2020:

Virtual:

- *A continuation of the virtual plan that has been in effect since September 8, 2020. Students attend school remotely five days a week following the regular school schedule. Wednesdays will continue to have a modified schedule to allow teachers 90 minutes of collaborative time.*

In-person beginning as hybrid:

1. *In-person instruction would continue in a hybrid format to ensure safety measures including the use of social distance.*
 - a. *Hybrid would utilize a variety of instructional strategies such as in-person instruction, at-home lessons, or virtual instruction.*
 - b. *Work would continue to look for opportunities to improve the hybrid experience.*
 - i. *Improvements that individual teachers discover and utilize would be shared with all teachers.*
 - ii. *Hybrid classes may take on a variety of forms as certain disciplines utilize formats that work in a subject area.*
 1. *For example, if a science class could find a way to make Zooming in during at home days' work then that could be utilized by all similar science classes.*
 - c. *It is anticipated that the current structure of two days in-person – either Hybrid A - Monday/Thursday or Hybrid B - Tuesday/Friday, a Wednesday virtual day with a modified schedule, and at-home assignments and activities for at-home days would continue.*
 - d. *But it might be possible that the structure could change if other beneficial approaches could be implemented.*
2. *Hybrid could move to five days in-person if certain conditions are met that improve safety for both students and staff.*
3. *At-risk students will continue to be provided with additional support as determined by our district team in consultation with parents.*
4. *Choices made for second semester will continue for the entire second semester, through June 2021, to provide continuity in the learning experience for both students and teachers.*
 - a. *Virtual students would stay virtual for the entire second semester.*
 - b. *In-person students would stay in-person for the entire second semester.*
5. *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.

6. *Parents will be asked again to recommit for second semester by December 11 to either virtual or in-person learning for second semester beginning January 25.*

RECOMMENDATION: That the Novi Community School District Board of Education reconfirm the recommendations approved on November 23, 2020, and December 1, 2020.

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**

A handwritten signature in black ink, appearing to read "Steve Matthews", written over a horizontal line.

Steve Matthews, Superintendent

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
December 17, 2020**

ASSISTANT SUPERINTENDENT OF BUSINESS AND OPERATIONS

TOPIC: NCSD 2019 Bond Program – 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 108: General Trades / Carpentry
Mr. Seth Helfman
City Contracting Services
TOTAL \$ 248,484.00

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

Bid Division 109: Roofing/Sheetmetal
Mr. Steve Eskelinen
Esko Roofing & Sheet Metal
TOTAL: \$ 92,190.00

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

Bid Division 114: Aluminum Entrances / Storefront / Glass / Glazing
Mr. Ken VanBuskirk
Daniels Glass Inc.
TOTAL \$ 340,508.00

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

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

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

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

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

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

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

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 came before the Board for information and discussion at the December 3, 2020 regular Board meeting and comes back for approval tonight.

RECOMMENDATION: That the Novi Community School District Board of Education approve the contract awards as recommended above in the amount of \$3,244,035.00.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

A handwritten signature in black ink, appearing to read "Steve Matthews", written over a horizontal line.

Steve Matthews, Superintendent



December 1, 2020

Gregory McIntyre, Assistant Superintendent of Business and Operations
Novi Community School District
25345 Taft Road
Novi, MI 48374

RE: Novi Community School District 2019 Bond Program
Bid Package #3 – Novi Middle School Additions & Remodeling

SUBJ: Contract Award Recommendation

Dear Mr. McIntyre,

On Thursday, November 19th, 2020 at 1:00 PM, sealed bids were received and publicly opened for the above referenced project. In attendance for the bid opening were representatives from Novi Community School District, Plante Moran Cresa, TMP Architecture Inc., 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 to Novi Community School District for contract award:

Bid Division 101: Sitework

Mr. Aaron Pietila
Eagle Excavation Inc.
4295 Holiday Drive
Flint, MI 48507

Base Bid	\$	255,000.00
PLM Bond (Merchants Bonding Company)	\$	2,500.00

TOTAL	\$	257,500.00
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Bid Division 102: Asphalt Paving / Site Concrete

Mr. Rob Nagle
Nagle Paving Company
39525 West 13 Mile Road
Novi, MI 48377

Base Bid	\$	48,875.00
PLM Bond (Western Surety Company)	\$	475.00

TOTAL	\$	49,350.00
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Bid Division 103: Selective Demolition

Mr. Freddy Yacoub

Bid Division 103: Selective Demolition

Mr. Freddy Yacoub

DKI International, Inc.

6775 Daly Road, Suite 101

West Bloomfield, MI 48322

Base Bid		\$	56,600.00
MA#2: Remove Music Casework	ADD	\$	2,000.00
PLM Bond (Employers Mutual Casualty Company)		\$	1,000.00
TOTAL		\$	59,600.00

Bid Division 104: Concrete Footings & Foundations

Mr. Marc Messina

CI Contracting, Inc.

7135 Dan Mc Guire Drive, Suite B

Brighton, MI 48116

Base Bid		\$	46,780.00
Allowance Misc.	ADD	\$	10,000.00
PLM Bond (Hudson Insurance Company)		\$	900.00
TOTAL		\$	57,680.00

Bid Division 105: Interior Concrete Flatwork

Mr. Victor Ferrini

DSP Constructors

45500 Grand River Ave

Novi, MI 48374

Base Bid		\$	62,770.00
PLM Bond (Liberty Mutual Insurance Company)		\$	1,046.00
TOTAL		\$	63,816.00

Bid Division 106: Masonry

Mr. Paul Rosati

Rosati Mason Contractors

11724 Wormer

Redford, MI, 48239-2421

Base Bid		\$	419,477.00
PLM Bond (Western Surety Company)		\$	8,300.00
TOTAL		\$	427,777.00

Bid Division 107: Steel

Mr. Ron Pawlak

Judd Industrial Contracting, Inc.

17900 Ryan Road

Detroit, MI 48212

Base Bid		\$	129,850.00
PLM Bond (Merchants National Bonding, Inc.)		\$	1,947.00
TOTAL		\$	131,797.00

Bid Division 108: General Trades / Carpentry

Mr. Seth Helfman

City Contracting Services

132 N. Old Woodward Ave.

Birmingham, Michigan 48009

Base Bid	\$	243,576.00
PLM Bond (The Cincinnati Insurance Company)	\$	4,908.00
TOTAL	\$	248,484.00

Bid Division 109: Roofing / Sheetmetal

Mr. Steve Eskelinen

Esko Roofing & Sheet Metal

14000 Simone Drive

Shelby Charter Township, MI 48315

Base Bid	\$	107,620.00
VA#1: DensDeck at Roof Not Required	DEDUCT	\$ (17,000.00)
PLM Bond (Westfield Insurance Company)	\$	1,570.00
TOTAL	\$	92,190.00

Bid Division 114: Aluminum Entrances / Storefront / Glass / Glazing

Mr. Ken VanBuskirk

Daniels Glass Inc.

21250 W. Seven Mile Road

Detroit, MI 48219

Base Bid	\$	298,621.00
MA #1: School Guard Glazing	ADD	\$ 26,810.00
VA #1: Add third layer of finish	ADD	\$ 9,100.00
PLM Bond (Merchants National Bonding, Inc.)	\$	5,977.00
TOTAL	\$	340,508.00

Bid Division 115: Metal Studs / GPDW / EIFS

Mr. Brandon Jennings

BJ Construction Services*

46385 Continental Drive

Chesterfield, MI 48047

Base Bid	\$	451,750.00
PLM Bond (Old Republic Ins Co)	\$	6,375.00
TOTAL	\$	458,125.00

*2nd Low Bidder. Apparent low bidder respectfully requested to have their bid withdrawn from consideration.

Bid Division 116: Hard Tile

Ms. Tonya Elzay

Regal Floor Covering

5242 Exchange Drive Suite 2

Flint, MI 48507

Base Bid	\$	24,973.00
PLM Bond (Not Required)	\$	0.00
TOTAL	\$	24,973.00

Bid Division 118: Carpet / Resilient Flooring

Mr. Lucas Beiswanger
Cohn's Commercial Floor Covering, Inc.
 47641 Avante Drive
 Wixom, MI 48393

Base Bid	\$	93,965.00
PLM Bond (North American Specialty Insurance Company)	\$	<u>1,000.00</u>
TOTAL	\$	94,965.00

Bid Division 120: Painting

Ms. Tracy Zappella
Bella Paint Design, Inc.
 4905 Carrington Drive
 Rochester Hills, MI 48306

Base Bid	\$	25,485.00
PLM Bond (Not Required)	\$	<u>0.00</u>
TOTAL	\$	25,485.00

Bid Division 128: Casework

Mr. Terry Edewaard
Architectural Systems Group LLC
 92 Veterans Drive
 Holland, MI 49423

Base Bid	\$	43,600.00
MA #2 Music Room Casework	ADD	\$ 47,750.00
PLM Bond (The Ohio Casualty Insurance Company)	\$	<u>550.00</u>
TOTAL	\$	91,900.00

Bid Division 140: Plumbing

Mr. Larry Harnden
Ecker Mechanical Contractors, Inc.
 3149 E Maple Ave
 Burton, MI 48529

Base Bid	\$	77,325.00
Thickened Slab Installation	ADD	\$ 3,000.00
PLM Bond (Westfield Insurance Company)	\$	<u>1,160.00</u>
TOTAL	\$	81,485.00

Bid Division 141: Fire Suppression

Mr. Joseph Boedeker
Johnson Controls
 24755 Halsted Road
 Farmington Hills, MI 48335

Base Bid	\$	41,199.00
Allowance Misc.	ADD	5,000.00
PLM Bond (Not Required)	\$	<u>0.00</u>
TOTAL	\$	46,199.00

Bid Division 142: HVAC

Mr. Mike Niemczycki
Systemp Corp
3909 Industrial Drive
Rochester Hills, MI 48309

Base Bid		\$	355,000.00
VA#1 Equipment Upgrade	ADD	\$	8,000.00
PLM Bond (Liberty Mutual Insurance Company)		\$	6,300.00
TOTAL		\$	369,300.00

Bid Division 143: Electrical

Mr. Jonas Ramonaitis
Amcomm Telecommunications Inc.
12482 Emerson Drive
Brighton, MI 48116

Base Bid		\$	316,570.00
PLM Bond (The Cincinnati Insurance Company)		\$	6,331.00
TOTAL		\$	322,901.00

AWARD RECOMMENDATION AMOUNT: \$3,244,035.00

I trust the above recommendation meets the approval of the administration and the Board of Education. I will attend the December 3, 2020 and December 17, 2020 board of education meeting to address any questions or concerns that may arise.

Please feel free to contact me with any questions.

Sincerely,

Agnes Arbuckle

Agnes Arbuckle
Sr. Project Manager

cc: Mike Drago, Novi Community School District
Sandra Brasil, Novi Community School District
Kevin Donnelly, Plante Moran Cresa
Svetlana Vrubel, TMP Architecture, Inc.
Bill McCarthy, McCarthy and Smith, Inc.
Sarah McCollough, McCarthy & Smith, Inc.
Carolyn Whiting, McCarthy and Smith, Inc.

Novi Community School District 2019 Bond Issue

BP#3 Novi Middle School Additions and Remodeling

Prepared by McCarthy & Smith, Inc. Bids Received on November 19, 2020

Project Location: Novi, MI, United States of America

Date : 12/03/2020

BID PACKAGES	Final Total Award Recommendation w/ Bond		Base Bid	PLM Bond	# of Bids Received
	Company	Total Cost w/Bond & Scope Adjustments			
BD 101: Sitework	Eagle Excavation, Inc.	\$257,500	\$255,000	\$2,500	2
BD 102: Asphalt Paving / Site Concrete	Nagle Paving Company	\$49,350	\$48,875	\$475	2
BD 103: Selective Demolition	DKI, International Inc.	\$59,600	\$56,600	\$1,000	6
BD 104: Concrete Footings & Foundations	CI Contracting, Inc.	\$57,680	\$46,780	\$900	6
BD 105: Interior Concrete Flatwork	DSP Constructors	\$63,816	\$62,770	\$1,046	6
BD 106: Masonry	Rosati Mason Contractors	\$427,777	\$419,477	\$8,300	8
BD 107: Steel	Judd Industrial Contracting, Inc.	\$131,797	\$129,850	\$1,947	8
BD 108: General Trades / Carpentry	City Contracting Services	\$248,484	\$243,576	\$4,908	10
BD 109: Roofing / Sheetmetal	Esko Roofing & Sheet Metal	\$92,190	\$107,620	\$1,570	3
BD 114: Aluminum Entrances / Storefront / Glass / Glazing	Daniels Glass Inc.	\$340,508	\$298,621	\$5,977	7
BD 115: Metal Studs / GPDW / EIFS	BJ Construction Services	\$458,125	\$451,750	\$6,375	7
BD 116: Hard Tile	Regal Floor Covering	\$24,973	\$24,973	\$0	3
BD 118: Carpet / Resilient Flooring	Cohn's Commercial Floor Covering, Inc.	\$94,965	\$93,965	\$1,000	7
BD 120: Painting	Bella Paint Design, Inc.	\$25,485	\$25,485	\$850	8
BD 128: Casework	Architectural Systems Group LLC	\$91,900	\$43,600	\$550	3
BD 140: Plumbing	Ecker Mechanical Contractors, Inc.	\$81,485	\$77,325	\$1,160	4
BD 141: Fire Suppression	Johnson Controls	\$46,199	\$40,699	\$0	4
BD 142: HVAC	Systemp Corp	\$369,300	\$355,000	\$6,300	6
BD 143: Electrical	Amcomm Telecommunications Inc.	\$322,901	\$316,570	\$6,331	3
Total Bids with Bond		\$3,244,035	\$3,098,536	\$51,189	103
Total Bond Budget for Middle School Additions and Renovations		\$3,866,171			
VARIANCE		\$622,136	UNDER BUDGET (With All Alternates Accepted)		

Novi Community School District 2019 Bond Issue
BP#3 Novi Middle School Additions and Remodeling

Prepared by McCarthy & Smith, Inc. Bids Received on November 19, 2020

Project Location: Novi, MI, United States of America

Date : 12/03/2020

BID PACKAGES	Final Total Award Recommendation w/ Bond		Base Bid	PLM Bond	# of Bids Received	Bid Range		Apparent High Address
	Company	Total Cost w/Bond & Scope Adjustments				Low	High	
BD 101: Sitework	Eagle Excavation, Inc.	\$257,500	\$255,000	\$2,500	2	\$257,500	\$329,000	Fessler & Bowman, Inc. 4099 Eagles Nest Ct, Flushing, MI 48433
BD 102: Asphalt Paving / Site Concrete	Nagle Paving Company	\$49,350	\$48,875	\$475	2	\$49,350	\$64,550	Asphalt Specialists, Inc. 1780 East Highwood, Pontiac, MI 48340
BD 103: Selective Demolition	DKI, International Inc.	\$59,600	\$56,600	\$1,000	6	\$57,600	\$102,949	Great Lakes Environmental & Demolition Services Inc. 405 E 5 Mile Rd, Whitmore Lake, MI 48189
BD 104: Concrete Footings & Foundations	CI Contracting, Inc.	\$57,680	\$46,780	\$900	6	\$47,480	\$128,000	Clark Contracting Services 2660 Superior Ct, Auburn Hills, MI 48326
BD 105: Interior Concrete Flatwork	DSP Constructors	\$63,816	\$62,770	\$1,046	6	\$63,816	\$91,448	Clark Contracting Services 2660 Superior Ct, Auburn Hills, MI 48326
BD 106: Masonry	Rosati Mason Contractors	\$427,777	\$419,477	\$8,300	8	\$427,777	\$563,100	BNE 33050 Industrial Rd, Livonia, MI 48150
BD 107: Steel	Judd Industrial Contracting, Inc.	\$131,797	\$129,850	\$1,947	8	\$131,797	\$275,600	Commercial Contracting Corporation 4260 North Atlantic Boulevard, Auburn Hills, MI 48326
BD 108: General Trades / Carpentry	City Contracting Services	\$248,484	\$243,576	\$4,908	10	\$248,484	\$630,000	ANM Construction Co. Inc. 55331 Lyon Industrial Drive, Lyon charter Township, MI 48165
BD 109: Roofing / Sheetmetal	Esko Roofing & Sheet Metal	\$92,190	\$107,620	\$1,570	3	\$109,190	\$164,633	Summit Roofing 31720 Stephenson Highway, Madison Heights, MI 48071
BD 114: Aluminum Entrances / Storefront / Glass / Glazing	Daniels Glass Inc.	\$340,508	\$298,621	\$5,977	7	\$304,598	\$356,000	B&B Glass 3885 Industrial Dr, Rochester Hills, MI 48309
BD 115: Metal Studs / GPDW / EIFS	BJ Construction Services	\$458,125	\$451,750	\$6,375	7	\$312,110	\$637,800	Clark Contracting Services 2660 Superior Ct, Auburn Hills, MI 48326
BD 116: Hard Tile	Regal Floor Covering	\$24,973	\$24,973	\$0	3	\$25,660	\$31,363	Shamrock Floorcovering Services, Inc. 4454 Concourse Dr, Ann Arbor, MI 48108
BD 118: Carpet / Resilient Flooring	Cohn's Commercial Floor Covering, Inc.	\$94,965	\$93,965	\$1,000	7	\$94,965	\$156,450	Continental Interiors, Inc. 1210 East Maple Road, Troy, MI 48063
BD 120: Painting	Bella Paint Design, Inc.	\$25,485	\$25,485	\$850	8	\$26,335	\$44,864	TD Painting and Wall Covering 49236 Gratiot Avenue, Chesterfield, MI 48051
BD 128: Casework	Architectural Systems Group LLC	\$91,900	\$43,600	\$550	3	\$43,900	\$73,784	Stonecreek Interior Systems LLC 7603 Green Meadows Drive, Lewis Center, OH 43035
BD 140: Plumbing	Ecker Mechanical Contractors, Inc.	\$81,485	\$77,325	\$1,160	4	\$78,485	\$480,000	Contrast Mechanical, Inc. 15825 Leone Dr, Macomb, MI 48042
BD 141: Fire Suppression	Johnson Controls	\$46,199	\$40,699	\$0	4	\$41,699	\$79,292	Wolverine Fire Protection 8067 N Dort Hwy, Mt Morris, MI 48458
BD 142: HVAC	Systemp Corp	\$369,300	\$355,000	\$6,300	6	\$361,300	\$480,700	Miller-Boldt, Inc. 42826 Mound Road, Sterling Heights, MI 48314
BD 143: Electrical	Amcomm Telecommunications Inc.	\$322,901	\$316,570	\$6,331	3	\$215,225	\$385,873	A. F. Smith Electric, Inc. 624 South Mansfield Street, Ypsilanti, MI 48197
Total Bids with Bond		\$3,244,035	\$3,098,536	\$51,189	103	\$2,897,271	\$5,075,405	
Total Bond Budget for Middle School Additions and Renovations		\$3,866,171						
VARIANCE		\$622,136	UNDER BUDGET (With All Alternates Accepted)					

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
December 17, 2020**

SUPERINTENDENT OF SCHOOLS

TOPIC: COVID Metrics to return hybrid to five-day in-person classes

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.

The Oakland County Health Division provided numbers to help us determine the level of severity of the COVID-19 contagion. The question is what to do with all the numbers.

For example, the Oakland County Health Division provides daily case average per 10,000 residents for both our Novi zip codes and for the Novi Community School District.

The daily case average for the zip codes in Novi is considerably higher than for the daily case average just for the district.

By zip code daily case per 10,000 residents			
	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
9-Dec	110.3	120.3	162.8

By district, cases per 10,000	
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
11/19 - 12/9	57.4

The Oakland County Health Division epidemiologist explains this difference by noting that:

“ . . . there are people that live in what is considered a Novi zip code, but are not in the Novi School District. For example, my apartment complex is on the corner of Beck and Pontiac Trail,

which is Novi, 48377. However, our school district is Walled Lake. My complex is rather large, so any COVID cases would count for zip code 48377 (Novi) but appear in the district data for Walled Lake.

Similarly, a large chunk of southern Novi is Northville Schools, which would go into the Northville District data, but the Novi zip code data. Same goes for the small area that is Novi, but South Lyon schools.”

As a result, the most relevant data to use would be the Novi Community School District cases per 10,000 data from the Oakland County Health Division.

The Board also needs to think through using county level data. The Oakland County Health Division *Guidance on In-person Instruction* document identifies two county level indicators – cases per million and positivity rate. These give a global picture of the risk within the county but do not give a granular picture of the risk within the district.

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

How important are these indicators?

From the perspective of identifying the risk level within the county these numbers are very important.

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 December 9 county report was 12.66% which is a Level C rating. But the seven-day cases per million average was 480 which is a Level E rating. The scale applies the lowest rating which is why the county is at Level E.

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.

I would encourage the Board to adopt ranges for these county level indicators but to separate them and look at them individually.

Cases per million - Oakland County	
23-Sep	47
30-Sep	31
7-Oct	41
14-Oct	46
21-Oct	110
28-Oct	150
4-Nov	261

11-Nov	470
18-Nov	534
25-Nov	628
2-Dec	525
9-Dec	480

Percent Positive - Oakland County	
23-Sep	3.92%
30-Sep	3.32%
7-Oct	3.17%
14-Oct	3.77%
21-Oct	4.71%
28-Oct	6.68%
4-Nov	8.57%
11-Nov	12.10%
18-Nov	13.85%
25-Nov	13.18%
2-Dec	13.32%
9-Dec	12.66%

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.

I originally proposed using student attendance. But I have rethought this option. In a “normal” school year we need at least 75% of our students in attendance to count it as a school day for state pupil accounting purposes. But with the distribution of technology to all students and with the ability of teachers to connect through technology teachers can still connect with students each day. Additionally, only 25% of our students are physically present each day. Half of our students are virtual and half are hybrid. Of the half that are hybrid only half of them come on any given day.

Also we are monitoring illness much more closely and students are encouraged to stay home and stay connected if they have symptoms.

So student attendance is more about teachers engaging students each day – whether in the classroom or at home.

The students who physically come need that connection. If there was a serious outbreak in one school, I am not sure that it could be used to justify closing the district.

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 have received limited feedback from parents on the metric issue.

Here was one suggestion:

For Hybrid students returning to 5 day a week I would suggest 2 weeks in a row of

Cases per Million 20-40 for Oakland county

Less than 5% positivity rate for Oakland county

Cases Per 10,000 average over the 3 area codes is at or below 20

Number of positive Covid-19 cases of staff and students in the schools of less than 10 per week across the district and no individual school having more than 5 cases.

We would also like to see the mask requirement maintained even after return to school is implemented at least through the end of the year. First, to prevent bullying of students who choose to wear them, and second, to prevent outbreaks from stray pockets.

Here was a second suggestion:

- Positivity rate of 3% or less
- 10 to <25 cases per day
- Continued social distance and wearing masks

Here was a third suggestion:

- I think the case positivity rate being below 10% and student/staff attendance above 80% seem like reasonable metrics.

There is no perfect measure.

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?

After thinking through options, proposing one idea on December 3, I have now revised my suggestion. I would suggest that the Board focus on these measures:

- Oakland County Cases per million
- Oakland County test positivity
- Novi Community School District cases per 10,000 residents

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

- 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

- Oakland County Percent positive on tests is at or under 10% (Level B) for two reporting periods in a row
- 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

Each indicator would need to meet the threshold before we could move to five-day per week in-person instruction.

If things began to turn negative again, I would look at the same three indicators and suggest the following:

- Oakland County Cases per million residents rises to 100 or more (mid-range of Level D) for two reporting periods in a row
- Oakland County Percent positive on tests rises to 15% or above for two reporting periods (Level D) for two reporting periods in a row
- Cases per 10,000 in the Novi Community School District move above 50 cases per 10,000 residents for two reporting periods in a row

Metric	11-25 Report	Outcome	Decision
Oakland County Cases per million	12-9 - 480 12-2 - 525 11-25 - 628 11-18 - 534	Hybrid	Hybrid
Oakland County percent positive	12-9 - 12.66% 12-2 - 13.32% 11-25 - 13.18% 11-18 - 13.85%	Hybrid	
Cases per 10,000 in NCSD	12-9 - 57.4 12-2 - 61.7 11-25 - 60.2 11-18 - 51.6	Hybrid	

There is no right answer. We must use our collective best judgment to create conditions where students can learn and where they are safe.

I would ask that the Board continue to consider these options and make a decision on January 7.

**APPROVED AND RECOMMENDED FOR
BOARD INFORMATION AND DISCUSSION**



Steve Matthews, Superintendent

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
December 17, 2020**

ASSISTANT SUPERINTENDENT OF BUSINESS AND OPERATIONS

TOPIC: NCSD 2019 Bond Program – Bid Package #4: Novi High School Security Entry Additions

On Thursday, November 24, 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. Daniel Cortis
Cortis Brothers
TOTAL \$ 435,800.00

Bid Division 108: General Trades / Carpentry
Mr. Seth Helfman
City Contracting Services
TOTAL \$ 270,637.00

Bid Division 102: Asphalt Paving / Site Concrete
Mr. Tim Baugher
Asphalt Specialists, Inc.
TOTAL \$ 49,350.00

Bid Division 109: Roofing/Sheetmetal
Mr. Steve Eskelinen
Esko Roofing & Sheet Metal
TOTAL: \$ 259,400.00

Bid Division 103: Selective Demolition
Mr. Scott Krall
Blue Star, Inc.
TOTAL \$ 20,950.00

Bid Division 114: Aluminum Entrances / Storefront /
Glass / Glazing
Mr. Howard Beindit
Preferred Glass Inc.
TOTAL \$ 607,950.00

Bid Division 104: Concrete Footings & Foundations
Mr. David Glowinski
North Channel Construction
TOTAL \$ 89,900.00

Bid Division 115: Metal Studs / GPDW / EIFS
Mr. Seth Helfman
City Contracting Services
TOTAL \$ 329,291.00

Bid Division 105: Interior Concrete Flatwork
Mr. Dave Reece
Clark Contracting Services
TOTAL \$ 76,551.00

Bid Division 116: Hard Tile
Mr. Franko Sallaku
Continental Contracting Co., LLC
TOTAL \$ 55,200.00

Bid Division 106: Masonry
Mr. Howard Hicks
HMC Mason Contractors
TOTAL \$ 217,550.00

Bid Division 118: Carpet / Resilient Flooring
Mr. Richard Krupske
Continental Interiors, Inc.
TOTAL \$ 35,000.00

Bid Division 107: Steel
Mr. Ron Pawlak
Judd Industrial Contracting, Inc.
TOTAL \$ 700,200.00

Bid Division 120: Painting
Mr. Xhuliano Pjetrushi
Continental Contracting Co., LLC
TOTAL \$ 33,000.00

Bid Division 128: Casework
Mr. Scott Farnell
FCI Group LLC
TOTAL \$ 29,500.00

Bid Division 140: Plumbing
Mr. Paul Bowers
Contrast Mechanical, Inc.
TOTAL \$149,000.00

Bid Division 141: Fire Suspension
Mr. William Case

Professional Sprinkler, Inc.
TOTAL \$ 32,980.00

Bid Division 143: Electrical
Mr. John Ramonaitis
Amcomm Telecommunications Inc.
TOTAL \$ 328,368.00

Total Award Recommendation Amount: \$3,738,777.00

This comes before the Board tonight for information and discussion and will come back for approval at the January 7, 2021 regular Board meeting.

**APPROVED AND RECOMMENDED FOR
INFORMATION AND DISCUSSION**

A handwritten signature in black ink, appearing to read "Steve Matthews", written over a horizontal line.

Steve Matthews, Superintendent



December 15, 2020

Gregory McIntyre, Assistant Superintendent of Business and Operations
Novi Community School District
25345 Taft Road
Novi, MI 48374

RE: Novi Community School District 2019 Bond Program
Bid Package #4 – Novi High School Secure Entry Additions

SUBJ: Contract Award Recommendation

Dear Mr. McIntyre,

On Thursday, November 24th and December 9th 2020 at 1:00 PM, sealed bids were received and publicly opened for the above referenced project. In attendance for the bid opening were representatives from Novi Community School District, Plante Moran Cresa, TMP Architecture Inc., 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 to Novi Community School District for contract award:

Bid Division 101: Sitework

Mr. Daniel Cortis

Cortis Brothers*

6052 Starville Road

Marine City, MI 48039

Base Bid		\$	376,200.00
MA#1 Donor Bench	ADD	\$	55,800.00
PLM Bond (Merchants Bonding Company)		\$	3,800.00
TOTAL		\$	435,800.00

*2nd Low Bidder. Eagle Excavation, Inc. (low bidder) did not have complete scope (did not include Mandatory Alternate #1 – Donor Benches).

Bid Division 102: Asphalt Paving / Site Concrete

Mr. Tim Baugher
Asphalt Specialists, Inc.
1780 E. Highwood
Pontiac, MI 48340

Base Bid	\$	67,000.00
PLM Bond (Hudson Insurance Company)	\$	<u>500.00</u>
TOTAL	\$	67,500.00

Bid Division 103: Selective Demolition

Mr. Scott Krall
Blue Star Inc.
21950 Hoover
Warren, MI 48089

Base Bid	\$	20,950.00
PLM Bond (Not Required)	\$	<u>0.00</u>
TOTAL	\$	20,950.00

Bid Division 104: Concrete Footings & Foundations

Mr. David Glowski
North Channel Construction
6137 Lakeshore Road
Lexington, MI 48450

Base Bid	\$	87,700.00
PLM Bond (Merchants Bonding Company)	\$	<u>2,200.00</u>
TOTAL	\$	89,900.00

Bid Division 105: Interior Concrete Flatwork

Mr. Dave Reece
Clark Contracting Services *
3535 Moores River Drive,
Lansing, MI 48911

Base Bid	\$	75,793.00
PLM Bond (Federal Insurance Company)	\$	<u>758.00</u>
TOTAL	\$	76,551.00

*2nd Low bidder. Apparent low bidder, McCarthy Construction Company respectfully requested to have their bid withdrawn from consideration.

Bid Division 106: Masonry

Mr. Howard Hicks
HMC Mason Contractors
14314 Industrial Center Dr
Shelby Charter Township, MI 48314

Base Bid	\$	214,700.00
PLM Bond (Selective Insurance Company of America)	\$	<u>2,850.00</u>
TOTAL	\$	217,550.00

Bid Division 107: Steel

Mr. Ron Pawlak
Judd Industrial Contracting, Inc.*
 17900 Ryan Road
 Detroit, MI 48212

Base Bid		\$	680,000.00
Allowance Miscellaneous	ADD	\$	10,000.00
PLM Bond (Merchants National Bonding, Inc.)		\$	10,200.00
TOTAL		\$	700,200.00

*4th Low bidder. Zak Welding (low bid) respectfully requested to have their bid withdrawn from consideration. Nelson Iron Works (2nd low bid) has not completed comparable complex structural work projects. Howard Steel (3rd low bid) scope incomplete, cost to complete exceeds Judd Industrial Contracting.

Bid Division 108: General Trades / Carpentry

Mr. Seth Helfman
City Contracting Services
 132 N. Old Woodward Ave.
 Birmingham, Michigan 48009

Base Bid		\$	262,115.00
VA#1 – Small Lockers	ADD	\$	6,000.00
PLM Bond (The Cincinnati Insurance Company)		\$	2,522.00
TOTAL		\$	270,637.00

Bid Division 109: Roofing / Sheetmetal

Mr. Steve Eskelinen
Esko Roofing & Sheet Metal
 14000 Simone Drive
 Shelby Charter Township, MI 48315

Base Bid		\$	255,600.00
PLM Bond (Westfield Insurance Company)		\$	3,800.00
TOTAL		\$	259,400.00

Bid Division 114: Aluminum Entrances / Storefront / Glass / Glazing

Mr. Howard Beindit
Preferred Glass Inc.
 6215 King Rd
 Marine City, MI 48039

Base Bid		\$	588,425.00
MA #1: School Guard Glazing	ADD	\$	11,550.00
PLM Bond (Hudson Insurance Company)		\$	7,975.00
TOTAL		\$	607,950.00

Bid Division 115: Metal Studs / GPDW / EIFS

Mr. Seth Helfman
City Contracting Services
 132 N. Old Woodward Ave.
 Birmingham, Michigan 48009

Base Bid		\$	326,002.00
PLM Bond (The Cincinnati Insurance Company)		\$	3,289.00
TOTAL		\$	329,291.00

Bid Division 116: Hard Tile

Mr. Franko Sallaku
Continental Contracting Co., LLC
 23450 Telegraph Road
 Southfield, MI 48033

Base Bid		\$	49,000.00
Allowance for Terrazzo Floor Removal	ADD	\$	5,000.00
PLM Bond (Granite Re, Inc.)		\$	1,200.00
TOTAL		\$	55,200.00

Bid Division 118: Carpet / Resilient Flooring

Mr. Richard P. Krupske
Continental Interiors, Inc. *
 1210 East Maple Road
 Troy, Michigan 48083

Base Bid		\$	35,000.00
PLM Bond (Not Required)		\$	0.00
TOTAL		\$	35,000.00

*2nd Low bidder. Apparent low bidder, Continental Contracting Company respectfully requested to have their bid withdrawn from consideration.

Bid Division 120: Painting

Mr. Xhuliano Pjetrushu
Continental Contracting Co., LLC *
 23450 Telegraph Road
 Southfield, MI 48033

Base Bid		\$	27,000.00
Wallcoverings Panel	ADD	\$	6,000.00
PLM Bond (Not Required)		\$	0.00
TOTAL		\$	33,000.00

*2nd Low bidder. Apparent low bidder, R & G Painting did not have complete scope and respectfully requested to have their bid withdrawn from consideration.

Bid Division 128: Casework

Mr. Scott Farnell
FCI Group LLC
 3355 Lahring Road
 Linden MI 48451

Base Bid		\$	29,500.00
PLM Bond (Not Required)		\$	0.00
TOTAL		\$	29,500.00

Bid Division 140: Plumbing

Mr. Paul Bowers
Contrast Mechanical, Inc.
15825 Leone Drive
Macomb, MI 48042

Base Bid	\$	147,000.00
PLM Bond (Travelers Casualty and Surety Company of America)	\$	<u>2,000.00</u>
TOTAL	\$	149,000.00

Bid Division 141: Fire Suppression

Mr. William Case
Professional Sprinkler, Inc.
28214 Beck Road
Wixom, MI 48393

Base Bid	\$	32,980.00
PLM Bond (Not Required)	\$	<u>0.00</u>
TOTAL	\$	32,980.00

Bid Division 142: HVAC – Post Bid Addendum has been issued to provide pricing for three snow melt system options.

Bid Division 143: Electrical

Mr. John Ramonaitis
Amcomm Telecommunications Inc.
12482 Emerson Drive
Brighton, MI 48116

Base Bid	\$	321,930.00
PLM Bond (The Cincinnati Insurance Company)	\$	<u>6,438.00</u>
TOTAL	\$	328,368.00

AWARD RECOMMENDATION AMOUNT: \$3,738,777.00

I trust the above recommendation meets the approval of the administration and the Board of Education. I will attend the December 17, 2020 and January 7, 2020 board of education meeting to address any questions or concerns that may arise.

Please feel free to contact me with any questions.

Sincerely,

Agnes Arbuckle

Agnes Arbuckle
Sr. Project Manager

cc: Mike Dragoo, Novi Community School District	Bill McCarthy, McCarthy and Smith, Inc.
Sandra Brasil, Novi Community School District	Sarah McCullough, McCarthy & Smith, Inc.
Kevin Donnelly, Plante Moran Cresa	Carolyn Whiting, McCarthy and Smith, Inc.
Svetlana Vruble, TMP Architecture, Inc.	

Novi Community School District 2019 Bond Issue

BP#4 High School Secure Entry Additions

Prepared by McCarthy & Smith, Inc. Bids Received on November 24, 2020 and December 9, 2020

Project Location: Novi, MI, United States of America

Date : 12/15/2020

BID PACKAGES	Final Total Award Recommendation w/ Bond		Base Bid	PLM Bond	# of Bids Received	Bid Range		Apparent High Address
	Company	Total Cost w/Bond & Scope Adjustments				Low	High	
BD 101: Sitework	Cortis Brothers Trucking & Excavating	\$435,800	\$376,200	\$3,800	3	\$311,000	\$396,587	Simone Contracting Corporation 6816 19 1/2 Mile Road, Sterling Heights, MI 48314
BD 102: Asphalt Paving / Site Concrete	Asphalt Specialists, Inc.	\$67,500	\$67,000	\$500	2	\$67,500	\$79,440	Nagle Paving Company 39525 West 13 Mile Road, Novi, MI 48377
BD 103: Selective Demolition	Blue Star, Inc.	\$20,950	\$20,950	\$0	2	\$21,205	\$59,600	DKI, International Inc. 6775 Daly Rd, 101, West Bloomfield Township, MI 48322
BD 104: Concrete Footings & Foundations	North Channel Construction	\$89,900	\$87,700	\$2,200	5	\$89,900	\$293,432	Clark Contracting Services 2660 Superior Court, Auburn Hills, MI 48326
BD 105: Interior Concrete Flatwork	Clark Contracting Services	\$76,551	\$75,793	\$758	5	\$38,827	\$112,792	Midtown Group, LLC 5650 West Jefferson Avenue, Detroit, MI 48209
BD 106: Masonry	HMC Mason Contractors	\$217,550	\$214,700	\$2,850	6	\$217,550	\$343,500	R C Nowak Company 5848 Hubbard St, Garden City, MI 48135
BD 107: Steel	Judd Industrial Contracting	\$700,200	\$680,000	\$10,200	4	\$409,500	\$690,200	Judd Industrial Contracting, Inc. 17900 Ryan Rd, Detroit, MI 48212
BD 108: General Trades / Carpentry	City Contracting Services	\$270,637	\$262,115	\$2,522	7	\$264,637	\$364,200	Clark Contracting Services 2660 Superior Court, Auburn Hills, MI 48326
BD 109: Roofing / Sheetmetal	Esko Roofing & Sheet Metal	\$259,400	\$255,600	\$3,800	2	\$259,400	\$269,596	Quality Roofing 10800 Plaza Drive, Township of Hamburg, MI 48189
BD 114: Aluminum Entrances / Storefront / Glass / Glazing	Preferred Glass Inc	\$607,950	\$588,425	\$7,975	3	\$596,400	\$758,400	Advantage Glass And Metal 15103 Spanich Court, Livonia, MI 48154
BD 115: Metal Studs / GPDW / EIFS	City Contracting Services	\$329,291	\$326,002	\$3,289	5	\$329,291	\$466,000	Clark Contracting Services 2660 Superior Court, Auburn Hills, MI 48326
BD 116: Hard Tile / Terrazzo	Continental Contracting Co., LLC	\$55,200	\$49,000	\$1,200	2	\$50,200	\$67,200	Michielutti Brothers Inc. 15033 East 9 Mile Road, Eastpointe
BD 118: Carpet / Resilient Flooring	Continental Interiors, Inc.	\$35,000	\$35,000	\$0	4	\$30,750	\$54,665	Cohns Commercial Floor Covering, Inc. 47641 Avante Dr, Wixom, MI 48393
BD 120: Painting	Continental Contracting Co., LLC	\$33,000	\$27,000	\$0	6	\$23,950	\$39,260	Seven Brothers Painting 50805 Rizzo Drive, Shelby charter Township, MI 48315
BD 128: Casework	FCI Group LLC	\$29,500	\$29,500	\$0	2	\$29,795	\$30,000	BJ Construction 35440 Forton Ct, Charter Twp of Clinton, MI 48035
BD 140: Plumbing	Contrast Mechanical, Inc.	\$149,000	\$147,000	\$2,000	3	\$149,000	\$173,500	Tempco Mechanical Contractors, inc. 24383 Indoplex Cir, Farmington Hills, MI 48335
BD 141: Fire Suppression	Professional Sprinkler, Inc.	\$32,980	\$32,980	\$0	4	\$33,930	\$57,131	Wolverine Fire Protection 8067 N Dort Hwy, Mt Morris, MI 48458
BD 142: HVAC	ESTIMATE - Mandatory Alternate Re-Bid	\$550,000	TBD	TBD	6	\$375,618	\$610,000	Tempco Mechanical Contractors, inc. 24383 Indoplex Cir, Farmington Hills, MI 48335
BD 143: Electrical	Amcomm Telecommunications Inc.	\$328,368	\$321,930	\$6,438	2	\$328,368	\$367,637	A. F. Smith Electric, Inc. 624 South Mansfield Street, Ypsilanti, MI 48197
Total Bids with Bond and BD 142 Estimate		\$4,288,777	\$3,596,895	\$47,532	73	\$3,626,821	\$5,233,140	
Total Letter of Recommendation Dated 12/15/2020		\$3,738,777						
Total Bond Budget for High School Secure Entry Additions		\$5,216,449						
VARIANCE		\$927,672	UNDER BUDGET (With All Alternates Accepted and BD 142 Estimate)					

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
December 17, 2020**

ASSISTANT SUPERINTENDENT OF BUSINESS AND OPERATIONS

TOPIC: Technology: Student Device Purchase for 2021-2022

The Instructional Technology Department is requesting that the Novi Board of Education to approve the purchase of 2200 Dell Chromebooks. This purchase is a part of the District's technology commitment, which includes continuing to refresh student devices. 2079 Chromebooks will be at their end-of-life on September 1, 2020. Due to the worldwide pandemic, there are significant delays in shipping, anywhere from three to six months. The new Chromebooks will be used during the 2021-2022 academic to continue with the District's 1:1 learning environment. The existing 2079 devices will be recycled or reprovisioned (loaner pool, spare parts for repairs, etc.) due to Google no longer supporting those devices (i.e. not able to be used for District/State testing).

The administration is recommending the Novi Board of Education approve the following purchases from the **Technology Capital Projects (Bond) 2019 fund** in the total amount of **\$820,600.00**. The device purchasing is part of the REMC Educational Cooperative Bid. The specifications of the device being purchased are:

- Dell Chromebook 3100 2-in-1 convertible, 8GB Ram, 32 GB storage, up to 13 hr. battery, dual camera (world-facing camera), educational-designed rubberized trim and rounded corners, 1-year warranty. Google management license for life of device

The award would go to Presidio Networked Solutions Group, LLC the amount of **\$820,600.00** (eight hundred twenty thousand six hundred dollars) for the purchase of 2200 - Dell 2-in-1 Touchscreen Chromebooks and the necessary Google Chrome management licenses and would be funded out of the 2019 School Bond Fund.

Recommendation:

That in the best interest of the Novi Community School District, the Board of Education Award to Presidio Networked Solutions Group, LLC the amount of **\$820,600.00** (eight hundred twenty thousand six hundred dollars) for the purchase of 2200 - Dell 2-in-1 Touchscreen Chromebooks and the necessary Google Chrome management licenses, to be paid out of the 2019 Bond Fund.

**APPROVED AND RECOMMENDED FOR
BOARD INFORMATION AND DISCUSSION**


Steve Matthews, Superintendent



Department of Technology
25345 Taft Road, Novi, Michigan 48374
(248) 449-1260 • Fax (248) 449-1269

December 17, 2020

Dr. RJ Webber,
Assistant Superintendent for Academic Services
Novi Community School District
Educational Services Building
25345 Taft Road, Novi, MI 48374

Re: Purchase 2200 Chromebooks for 2021-2022

Dear Dr. Webber,

The Instructional Technology Department is requesting that the Novi Board of Education approve the purchase of 2200 Dell Chromebooks. This purchase is a part of the District's technology commitment, which includes continuing to refresh student devices. 2079 Chromebooks will be at their end-of-life on September 1, 2020. Due to the worldwide pandemic, there are significant delays in shipping, anywhere from three to six months. The new Chromebooks will be used during the 2021-2022 academic to continue with the District's 1:1 learning environment. The existing 2079 devices will be recycled or reprovisioned (loaner pool, spare parts for repairs, etc.) due to Google no longer supporting those devices (i.e. not able to be used for District/State testing).

The administration is recommending the Novi Board of Education approve the following purchases from the **Technology Capital Projects (Bond) 2019 fund** in the total amount of **\$820,600.00**. The device purchasing is part of the REMC Educational Cooperative Bid. The specifications of the device being purchased are:

- Dell Chromebook 3100 2-in-1 convertible, 8GB Ram, 32 GB storage, up to 13 hr. battery, dual camera (world-facing camera), educational-designed rubberized trim and rounded corners, 1-year warranty. Google management license for life of device

The purchase recommendation is as follows:

Award to Presidio Networked Solutions Group, LLC the amount of **\$820,600.00** (eight hundred twenty thousand six hundred dollars) for the of purchase 2200 - Dell 2-in-1 Touchscreen Chromebooks and the necessary Google Chrome management licenses. Funding Source is the 2019 School Bond Fund.

Sincerely,

Jeffrey Mozdierz Director of Technology- Field Services, Oakland Schools
Anthony Locricchio Senior Technology Coordinator - Field Services, Oakland Schools

Students who are passionate, empowered, and prepared for their world and their future.

Anthony Locricchio, Senior Technology Coordinator – Field Services, Oakland Schools • anthony.locricchio@oakland.k12.mi.us