



**Minutes of a Regular Meeting, January 21, 2021  
Novi Community School District  
Board of Education**

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A Regular Meeting of the Board of Trustees of Novi Community School District was held on Thursday, January 21, 2021, beginning at 7:01 PM via Zoom.

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

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

Nays: 0

**MOTION CARRIED**

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

There were 17 comments from the audience regarding returning to school full-time, in person.

**CONSENT AGENDA A 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 January 7, 2020
  - b. Work Session Meeting Minutes of January 14, 2021

It was moved by Mrs. Murphy and supported by Mrs. Roney that the Novi Board of Education approves the consent item(s) as presented.

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

<b>A.</b>						<b>New Hires</b>
<u>Name</u>	<u>Bldg.</u>	<u>Assignment</u>	<u>Reason</u>	<u>Rate</u>	<u>Effective</u>	
Bazini, Emily	K-4	Academic Interventionist	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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**A. Leaves of Absence**

<u>Name</u>	<u>Bldg.</u>	<u>Assignment</u>	<u>Reason</u>	<u>Effective</u>
Stotler, Timothy	HS	Special Ed Para	LOA #1-Health	01-22-21

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

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

Nays: 0

**MOTION CARRIED**

Professional Auditing Services

On November 12, 2020 we received a proposal for a contract extension with Plante Moran.

The agreement is to provide external, independent auditing services beginning with an audit of the financial statements for the fiscal years ending June 30, 2021, 2022 and 2023. The estimate fee-for-service for basic financial statement and federal program audits is \$46,250 per year, which represents a 4.0% increase and will remain fixed for the duration of the extension. Their current contract expired at the conclusion of the June 30, 2020 audit.

Plante Moran has performed auditing services for the district since 2012. It is recommended that Plante Moran be awarded a three-year extension for professional audit services.

Plante Moran is a regional accounting firm headquartered in Southfield, Michigan with a total of 21 U.S. offices.

- Serves over 200 school districts, more than any other CPA firm in Michigan
- Clients include 13 of the 15 largest school districts in Michigan
- 150 staff members that receive specialize school district training
- Received a “Pass” Rating on most recent Peer Review
- Affiliations with MSBO, ASBO, MICPA, MASB, MASA, MDE

This comes before the Board tonight for information and discussion. It will come back before the Board on January 23, 2021 with the recommendation that the Professional Audit Services be awarded to Plante Moran in the amount of \$46,250 annually for the fiscal years ending June

30, 2021, 2022 and 2023.

It was moved by Mr. Mena and supported by Mrs. Roney that in the best interest of the Novi Community School District, the extension for Professional Audit Services be awarded to Plante Moran in the amount of \$46,250 annually for the fiscal years ending June 30, 2021, 2022 and 2023.

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

Nays: 0

**MOTION CARRIED**

Walsh College Property Purchase

As part of the new Meadows construction, two important district programs need to be relocated for up to two school years. The Novi Adult Transition Center (NATC), which provides service to students aged 18-26 who are still working on their Individual Educational Plan (IEP) goals, and the Novi Career Prep Alternative Education and Adult Education program, which provides an alternative high school experience for traditionally aged students, adult high school completion and GED programs, and adult English as a Second Language (ESL), both need to be relocated because of the new Meadows construction.

Renting space for them is not an allowable bond expense so that cost would come from the general fund. A second, bondable option, of bringing portable buildings on site would cost approximately one million dollars.

A third option presented itself to the district when Plante Moran Cresa identified that Walsh College was for sale and could be purchased and repurposed for district programs, including temporary or permanent homes for the Novi Adult Transition Program and Novi Career Prep Alternative Education and Adult Education.

A closed session, permitted by law to discuss real estate purchases, occurred at the Board Meeting on November 19<sup>th</sup>. After that meeting, the District entered into a (60) day due diligence period for the Walsh College property purchase. District administration, the Capital Projects Committee, PMC, and the project team have been working closely in developing potential program and space utilization options for the Walsh Building, 6<sup>th</sup> grade house, and the high school.

At an open work session on January 14, 2021, the Novi Community School District Board of Education discussed the presentation deck prepared by the project team that outlines our recommendations to date. This comes back before the Board tonight for approval.

It was moved by Mr. Mena and supported by Mrs. Roney that the Novi Community School District Board of Education approves the purchase and repurposing of Walsh College property for district programs, including temporary or permanent homes for the Novi Adult Transition Program and Novi Career Prep Alternative Education and Adult Education and delegates to the Superintendent or his designee the authority to execute the appropriate contracts and legal documents.

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

Nays: 0

**MOTION CARRIED**

Extended COVID-19 Learning Plan Reconfirmation

Each month the Novi Community School District Board of Education is required to reconfirm our Extended COVID-19 Learning Plan.

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 since school began on September 8, 2020:

	<b>7 day average of daily cases</b>	<b>Counts by day</b>
1-Jul	35	51
1-Aug	110	95
2-Sep	82	111
8-Sep	76	70
1-Oct	58	60
2-Nov	337	343
29-Nov	644	486
8-Dec	615	518
4-Jan	192	158
14-Jan	236	

The daily cases per zip code numbers since September 8.

<b>By zip code daily case per 10,000 residents</b>			
	48374	48375	48377
8-Sep	22.5	13.6	22.7
8-Oct	16.0	19.8	20.3
8-Nov	44.3	38.6	65.1
30-Oct	21.8	27.7	37.5
31-Oct	23.7	27.7	41.2
2-Nov	32.1	32.1	51.6
28-Nov	112.9	94.8	154.2
30-Nov	111.6	95.3	153.0
8-Dec	109.1	115.9	159.1
4-Jan	62.2	53.1	91.6
14-Jan	40.4	32.1	49.2

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.

<b>By district, cases per 10,000</b>	
8/6 - 8/19	4.3

8/13 - 8/20	6.7
8/13 - 8/26	6.7
8/20 - 9/2	9.1
8/27 - 9/9	8.8
9/3 - 9/16	12.2
9/10 - 9/23	15.2
9/17 - 9/30	8.8
9/24 - 10/7	4.9
10/1 - 10/14	7.3
10/8 - 10/21	16.7
10/15 - 10/28	24.3
10/22 - 11/4	28.6
10/29 - 11/11	37.4
11/5 - 11/18	51.6
11/12 - 11/25	60.2
11/19 - 12/2	61.7
12/3 - 12/16	48.3
12/17-12/30	35.5
12/24 - 1/6	29.5
12/31 - 1/14	30.4

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

	<b>Positivity Rate Oakland County</b>
2-Sep	4.44%
3-Oct	4.00%
4-Nov	11.80%
27-Nov	12.20%
8-Dec	11.04%
4-Jan	9.26%

On December 17, 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.*

On January 13, 2021, the Michigan Department of Health and Human Services issued new guidance. The document entitled, “State of Michigan Guidelines for Operating Schools Safely,” has a section safety protocols. The Michigan Department of Health and Human Services states on spacing and movement:

Maintain six feet of distance at all times.

In instructional settings, space desks six feet apart, making creative use of all school spaces (e.g., gymnasiums, cafeterias, multi-purpose rooms).

It goes on to say, if physical distancing of six feet cannot be maintained in instructional settings with an all in-person approach, schools should consider alternative strategies to reduce student density. This may include the use of a hybrid schedule that allows students to maintain six feet of distancing and attend in-person school for at least half-time.

Finally, it says, if a school district nonetheless proceeds with in-person learning, at a minimum it should:

- Maintain minimum seated distance of three feet in classrooms
- Consider the feasibility of installing barriers/partitions for additional risk mitigation
- Ensure that when students are eating at lunch with masks off, they maintain six feet of physical distance to the extent feasible
- Class sizes should be kept to the level afforded by the spacing guidance listed above.

We have maintained spacing this year and at the beginning of second semester will continue to do that.

In December 2020, parents were given a survey and those parents who wanted a change were asked to make a commitment for second semester. Those commitments have been used to create our second semester schedule.

That schedule will be implemented on Monday, January 25, 2021.

Tonight, the administration would recommend that the Board of Education reconfirm the decision made in December to start second semester with the hybrid and the virtual options.

As we continue to examine metrics, it is anticipated that we would find a way to bring our hybrid students back to school fulltime. It may be wise to separate the K-4 or K-6 groups from the 7-12 students.

It was moved by Mrs. Hood and supported by Mrs. Murphy that the Novi Community School District Board of Education reconfirm that the Novi Community School District will start second semester, beginning January 25, 2021, with both a hybrid and a virtual option for parents and that we continue to examine how to bring back hybrid students to a five-day in-person school week.

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

Nays: 2      Mr. Mena, Mr. Smith

**MOTION CARRIED**

### **INFORMATION AND DISCUSSION**

#### **Bid Package #4: HS-HVAC**

On Tuesday, November 24, 2020 and Thursday, December 17, 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 to the Novi Community School District for contract award:

Bid Division 142: HVAC  
Mr. Jeff Vadasz  
Goyette Mechanical Co., Inc.  
TOTAL \$ 535,118.00

Award Recommendation Amount: \$ 535,118.00

This comes before the Board tonight for information and discussion. It will come back before the Board for approval at the February 4, 2021.

#### Secure Entry and Classroom/Office Technology

IDS worked with the district technology staff, TMP Architecture, Inc, McCarthy & Smith, Inc., and Plante Moran, PLLC to determine the needs in coordination with the design and construction plans

for the secure entry renovations at Novi High School, Novi Middle School, Orchard Hills Elementary, and Village Oaks Elementary. The systems acquired and installed will be an expansion of the existing district secure access systems and include providing card access readers, control systems for controllable door hardware, intercom systems, and all programming necessary to interface new hardware with the existing access control, fire, and ADA systems.

IDS, also, worked with the district technology staff, TMP Architecture, Inc, McCarthy & Smith, Inc., and Plante Moran, PLLC to determine the needs in coordination with the design and construction plans for the classroom and office renovations and additions at Novi High School, Novi Middle School, Orchard Hills Elementary, and Village Oaks Elementary. The systems acquired and installed will be an expansion of the existing district data network and audio-visual systems. They include providing data network drops, wireless access points, flat panel displays, sound reinforcement and presentation systems, and all programming necessary for operation and interfacing the new hardware with existing data and audio-visual systems.

On Thursday, December 17, 2020, at 3:00 PM, sealed bids were received and publicly opened. Bids were opened, recorded.

Three firms submitted bids for the secure access systems and include providing card access readers, control systems for controllable door hardware, intercom systems, and all programming necessary to interface new hardware with the existing access control, fire, and ADA systems: Security Designs, Gemellaro Systems Integration, and Security 101.



<b>Bidder's Name</b>	<b>Bid Bond</b>	<b>Familial Disclosure</b>	<b>Affidavit of Compliance</b>	<b>Base Bid</b>
Security Designs	Yes	Yes	Yes	\$75,188.00
Gemellaro Systems Integration	Yes	Yes	Yes	\$136,094.73
Security 101	Yes	Yes	Yes	\$71,316.61

Received base bids were as follows:

IDS recommends award of the secure entry renovation technology project to Security 101 in the amount of \$71,316.61. IDS also recommends a district managed contingency of \$7,132.

Four firms submitted bids for the classroom and office renovations that would include providing data network drops, wireless access points, flat panel displays, sound reinforcement and presentation systems, and all programming necessary for operation and interfacing the new hardware with existing data and audio-visual systems.: Security Designs, Gemellaro Systems Integration, Inc., Digital Age Technologies, Inc., and Advanced Lighting and Sound.

Received base bids were as follows:

<b>Bidder's Name</b>	<b>Bid Bond</b>	<b>Familial Disclosure</b>	<b>Affidavit of Compliance</b>	<b>Base Bid</b>
Security Designs	Yes	Yes	Yes	\$102,870.00
Gemellaro Systems Integration	Yes	Yes	Yes	\$113,054.14
Digital Age Technologies	Yes	Yes	Yes	\$255,641.00
Advanced Lighting and Sound	Yes	Yes	Yes	\$317,620.00

IDS recommends award of the classroom and office renovation technology project to Digital Age Technologies in the amount of \$255,641.00. IDS also recommends a district managed contingency of \$25,564.

This comes before the Board tonight for information and discussion and will come back for Board approval at the February 4, 2021 meeting

#### IB CP Report

Alaina Brown, teacher and IB coordinator at Novi High School, and Sarah Lephart, counselor at Novi High School, would like to propose that Novi High School offer an International Baccalaureate Career Program. In light of the Michigan Department of Education's Career Readiness initiative and student interest, the addition of this program would complement the existing DP program and give more IB opportunities to all students at the high school.

#### Diversity, Equity, and Inclusion (DEI) Report

Our district has shown a long commitment to diversity, equity, and inclusion. Beginning in 2010 the district has taken a number of steps to promote and support efforts at diversity, equity, and inclusion:

- Staff participate in Social Justice Capacity building workshops led by the University of Michigan

- Over 100 staff members have participated since 2010
- The Office of Academics includes social justice as a foundational principle of their work
- Students participate in Student Dialogues on Race and Ethnicity summer workshops led by the University of Michigan
- Staff participate in 4 day Culturally Responsive Teaching training
- Staff participate in four day Courageous Conversations about Race training
- Restorative Practice becomes a central focus at the middle and high school in working with students
- Oakland Schools Facilitator Dr. Jay Marks works with buildings on culturally responsive teaching practices and issues related to race and ethnicity
- Play Works is brought to the district to develop student skills in respect, inclusion, and healthy community
- Develop a district wide multi-tiered system of support (MTSS) to support all students
- Teacher led diversity, equity, and inclusion team was formed to emphasize the importance of this work

Even with this work we recognize that diversity, equity, and inclusion is an ongoing priority for the district. To continue to support this work two new efforts have begun this year.

First, two board members – Mrs. Roney and Dr. Ruskin – are participating in an Oakland Schools diversity, equity, and inclusion (DEI) committee.

Second, we are including diversity, equity, and inclusion in our district school improvement plan.

As a district we will continue to embed diversity, equity, and inclusion as a primary focus of building an inclusive and welcoming community

#### COVID 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.

There have been no clear metrics based on case counts or positivity rates given by the state of Michigan or the Oakland County Health Division. As a result, you have seen a wide variety of responses by school district.

In September 2020, the Novi Community School District was one of the few school districts in our region that offered an in-person option for students. That decision was based on our ability to create space for social distancing and follow safety protocols. We have offered an in-person option since September 8 and have had a consistent schedule by and large, since school began.

Some districts returned without social distancing and were quickly forced to return to all virtual because of outbreaks among both teachers and students.

The state of Michigan and the Oakland County Health Division originally developed an in-

person guidance document. That document had a scale based on case counts per million and positivity rates. The rates in November and early December went well past that guidance provided in the document and yet, in Novi, we were still able to safely have students in school.

The Michigan Department of Health and Human Services abandoned the original document and created a new guidance document, *State of Michigan Guidelines for Operating Schools Safely*. Included is a section on Safety Protocols. It identifies six recommendations.

1. Designated COVID-19 point of contact
  - a. In our district our point of contact is our school nurse
2. Cohorting
  - a. We have a modified cohorting system in grades K-6
  - b. Students stay with a designated group of students – their cohort – for the day
    - i. Recess, lunch, specials are with their classroom only
3. Personal protective equipment
  - a. We have provided masks and face shields to all staff
4. Hand hygiene
  - a. We have hand sanitizer available in all classrooms and common areas of buildings.
5. Spacing and movement
  - a. The recommendations are:
    - i. Maintain six feet of distance at all times.
    - ii. In instructional settings, space desks six feet apart, making creative use of all school spaces (e.g., gymnasiums, cafeterias, multi-purpose rooms).
    - iii. If physical distancing of six feet cannot be maintained in instructional settings with an all in-person approach, schools should consider alternative strategies to reduce student density. This may include the use of a hybrid schedule that allows students to maintain six feet of distancing and attend in-person school for at least half-time.
    - iv. If a school district nonetheless proceeds with in-person learning, at a minimum it should:
      1. Maintain minimum seated distance of three feet in classrooms
      2. Consider the feasibility of installing barriers/partitions for additional risk mitigation
      3. Ensure that when students are eating at lunch with masks off, they maintain six feet of physical distance to the extent feasible
      4. Class sizes should be kept to the level afforded by the spacing guidance listed above

In our district with our hybrid option, we have met and can meet these recommendations. As previously mentioned, we began this approach on September 8 and have had success throughout the first four months of the school year.

In December, we asked our parents to recommit for second semester. At the time of the survey we indicated that the commitment made for second semester would last all of second semester. We also indicated that it might be possible for us to bring our hybrid students back to school

five-days a week if the numbers indicated that we could do so safely.

The question is what do the numbers say?

In September, the Oakland County Health Division began providing weekly reports. As part of these reports, COVID-19 cases were reported by age.

Week	5-9 Ages	10-13 Ages	14-18 Ages	Total cases	% of 5-9 cases	% of 10-13 cases	% of 14-18 cases
23-Sep	30	35	133	198	15.15%	17.68%	67.17%
30-Sep	24	37	75	136	17.65%	27.21%	55.15%
7-Oct	20	27	63	110	18.18%	24.55%	57.27%
14-Oct	31	33	80	144	21.53%	22.92%	55.56%
21-Oct	35	35	128	198	17.68%	17.68%	64.65%
28-Oct	56	55	190	301	18.60%	18.27%	63.12%
4-Nov	74	87	256	417	17.75%	20.86%	61.39%
11-Nov	116	129	376	621	18.68%	20.77%	60.55%
18-Nov	172	169	465	806	21.34%	20.97%	57.69%
25-Nov	179	177	485	841	21.28%	21.05%	57.67%
2-Dec	116	174	431	721	16.09%	24.13%	59.78%
9-Dec	130	151	424	705	18.44%	21.42%	60.14%
16-Dec	126	133	375	634	19.87%	20.98%	59.15%
23-Dec	95	101	244	440	21.59%	22.95%	55.45%
30-Dec	61	75	151	287	21.25%	26.13%	52.61%
6-Jan	51	78	196	325	15.69%	24.00%	60.31%
13-Jan	82	114	281	477	17.19%	23.90%	58.91%

These numbers seem to suggest that students age 5-9 and 10-13 are less likely to be infected or spread the virus. These would be our students in grades K-6. However, in saying that we would be eliminating social distance. We would work to create as much distance as possible but in many instances that would be limited.

Oakland County Health Division does provide us with case counts and positive test information. We can separate it by county, zip code, and district.

The most relevant data point is the case count by district.

<b>By district, cases per 10,000</b>	
8/6 - 8/19	4.3
8/13 - 8/20	6.7
8/13 - 8/26	6.7
8/20 - 9/2	9.1
8/27 - 9/9	8.8
9/3 - 9/16	12.2
9/10 - 9/23	15.2

9/17 - 9/30	8.8
9/24 - 10/7	4.9
10/1 - 10/14	7.3
10/8 - 10/21	16.7
10/15 - 10/28	24.3
10/22 - 11/4	28.6
10/29 - 11/11	37.4
11/5 - 11/18	51.6
11/12 - 11/25	60.2
11/19 - 12/2	61.7
12/3 - 12/16	48.3
12/17-12/30	35.5
12/24 - 1/6	29.5
12/31 - 1/14	30.4
1/7 - 1/20	34.0

The second data point, case counts by zip code, give us data on our local environment.

<b>By zip code daily case per 10,000 residents</b>				
	48374	48375	48377	Average
8-Sep	22.5	13.6	22.7	19.6
8-Oct	16	19.8	20.3	18.7
8-Nov	44.3	38.6	65.1	49.3
30-Oct	21.8	27.7	37.5	29.0
31-Oct	23.7	27.7	41.2	30.9
2-Nov	32.1	32.1	51.6	38.6
28-Nov	112.9	94.8	154.2	120.6
30-Nov	111.6	95.3	153	120.0
8-Dec	109.1	115.9	159.1	128.0
17-Dec	93	111.5	150.5	118.3
4-Jan	62.2	53.1	91.6	69.0
11-Jan	60.3	51.4	80.5	64.1
18-Jan	59	40.8	58.4	52.7
21-Jan	60.9	46.1	65.1	57.3

The third relevant data point is county data.

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

8-Dec	615	518
18-Dec	380	379
4-Jan	318	327
11-Jan	334	363
18-Jan	205	133
21-Jan	165	

The final data point to consider is test positivity:

	<b>Positivity Rate Oakland County</b>
2-Sep	4.44%
3-Oct	4.00%
4-Nov	11.80%
27-Nov	12.20%
8-Dec	11.04%
18-Dec	8.09%
4-Jan	9.32%
11-Jan	7.63%
17-Jan	6.39%
20-Jan	5.04%

Given all of this data, I reach the following conclusions:

1. Numbers are higher across the board than when we started school in September
2. The age group data suggests that younger students are less likely to be impacted
3. There is no “safe standard” given by any health department to guide us in our decision making

As we consider our schools, Novi’s K-4 and Meadows schools have fewer students than our middle and high school.

	Virtual		Hybrid		<b>2021 Overall (Jan. 21)</b>	
Novi High School	51%	1053	49%	1005	100%	2058
Novi Middle School	56%	618	44%	493	100%	1111
Meadows 6	59%	298	41%	204	100%	502
Meadows 5	52%	246	48%	226	100%	472
Deerfield	51%	231	49%	219	100%	450
Novi Woods	57%	227	43%	171	100%	398
Orchard Hills	55%	202	45%	166	100%	368
Parkview	53%	287	47%	253	100%	540
Village Oaks	59%	356	41%	252	100%	608

Given what we know about age group impact, bringing back K-6 students might be an option if numbers continue to track at the current level or below.

Given what we know at this time, I would recommend the following.

1. Track COVID-19 numbers by the following:
  - a. Case count per 10,000 residents in the Novi Community School District
  - b. Case count per 10,000 residents average in Novi related zip codes – 48374, 48375, 48377
    - i. All three zip codes would be combined to create an average
  - c. Case counts in Oakland County
  - d. Positivity rates in Oakland County
2. K-6 hybrid students could return to school five days a week if:
  - a. Case counts per 10,000 residents in the Novi Community School District were at or below 30 for three consecutive weeks.
  - b. Case count average of the three Novi zip codes – 48374, 48375, 48377 – is at or below 55 for three consecutive weeks
  - c. Case counts in Oakland County are below 200 for three consecutive weeks
3. K-6 hybrid students would stay in five-day a week school unless numbers began to trend in the wrong direction.
  - a. Case counts per 10,000 residents in the Novi Community School District were at or above 45 for three consecutive weeks.
  - b. Case count average of the three Novi zip codes – 48374, 48375, 48377 – is at or below 75 for three consecutive weeks
  - c. Case counts in Oakland County are below 275 for three consecutive weeks
4. 7-12 students would stay in virtual because of their size for the rest of the semester
  - a. With an option for the board to revisit and possibly bring hybrid students back after spring break

I am suggesting we wait until February 17 before we bring our K-6 hybrid students to five-day a week in-person instruction. We would have several weeks of additional data. We would be able to plan effectively.

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 will report back to the Board on February 4, and if the numbers are trending in the right direction I would recommend that we bring back our K-6 hybrid students to five-day a week school starting February 17.

### COMMITTEE REPORTS

#### Curriculum Committee

Mrs. Roney, Board Trustee and Chair of the Curriculum Committee, reported that the presentation that was presented covered a lot of what was talked about tonight. She stated that it is a wonderful opportunity for the District.

### COMMENTS FROM THE AUDIENCE

There were six (6) additional comments from the audience this evening regarding the return to school plan and the District's DEI initiatives.

## SUPERINTENDENT'S REPORT

Dr. Steve Matthews, Superintendent of Schools, had no report this evening.

### ADMINISTRATIVE REPORTS

Mr. Greg McIntyre, Assistant Superintendent of Business and Operations, thanked the Board for approving the Plante Moran contract. He stated that he attended the Consensus Revenue Estimating Conference last Friday. Mr. McIntyre said that some of the experts and one economist, that were online, had mixed views, but Novi was propped up by Federal Funds last year and we can expect the same thing this fiscal year. He mentioned that we do expect a small increase in the foundation allowance for the next school year, so that is some positive news.

Mr. McIntyre reported that he always keeps his eye on the vehicle sales market and the housing market. He stated that when the market starts picking up, then we can expect good things out of the economy although we are still going to be propped up Federal Funds coming into the state and the District as well.

Dr. Gary Kinzer, Assistant Superintendent of Human Resources, reported that the fourth session of our Mentee Monday series, professional development for new teachers, will be held on February 1. He stated that Darby Hoppenstedt, our MTSS coordinator, will present our MTSS program for our traditional times as well as with modifications to meet the needs of our students this year. Dr. Kinzer said that this will be held virtually in the afternoon.

Dr. Kinzer expressed his gratitude to the bargaining group leadership, in all of our bargaining groups, for the collaborative relationships that we have, which has served us well over time but in particular, are serving us well this year. He mentioned that with the ability to have meaningful and regular conversations with Grat Dalton, our MEA Union Director, as well as our bargaining group leadership across the district is critical and is what is allowing us to function effectively as we deal with these very challenging times. Dr. Kinzer reported that it is important to recognize other efforts.

Dr. RJ Webber, Assistant Superintendent for Academic Services, shared that January 27 is Holocaust remembrance day and that it is the 76<sup>th</sup> anniversary of the liberation of Auschwitz. He stated we have talked about DEI and these pieces and we have talked about humanity this evening throughout the Board meeting, it is important to never ever forget what has happened to people in the past and whatever we can do to help prevent that from happening in the future. Dr. Webber reported that it is critically important to take a stand and advocate for everyone in this world because happiness is a birthright and it does not matter who you are or where you are born, so that is Holocaust remembrance day.

He said that it is important to him to list a few people who have been integral in the day-to-day and will be meeting tomorrow. Dr. Webber reported that they include administrators as well as the technology team: Anthony Locricchio, Luke Edwards, Grayson Thomas, Jeff Maz, Priscilla Miller, Lisa Whiteside, Adva Ringle, Jeff Dinkelman, Darby Hoppenstedt, Shailee Patel, Stacy Theophelis, Andrew Comb, Dr. Alex Ofili, Pam Quitiquit, David Ascher, Laura Carino, Julie Bedford, John Brickey, Lisa Fenchel, Robert Baker, Angie Southworth, Nicole Carter, Katy Dinkelman, Ron Kane, Dr. Melissa Jordan, Brian Gordon, Melanie Rutkowski, Cathy Loeffler-



Park are all of the people who will help Dr. Matthews with his decision. He expressed his gratitude.

Dr. Webber mentioned that he just lost his father-in-law this week and in the age of COVID, saying goodbye is very difficult. He stated that he is very grateful for all of the names he just mentioned that for all of those he left off of the list. Dr. Webber also mentioned that he is grateful for the people who have shown his family love and respect.

### BOARD COMMUNICATION

Mr. Mena, Board Secretary, reported that he had the privilege of working a couple of football games. He stated that there were a couple of eight-man football championship games, run by MHSAA. Mr. Mena said they were at the Brighton Legacy Sports Complex, which is a fantastic complex and we should probably start to plan our athletic complex and spend some time taking a look at those facilities.

He mentioned that he is looking forward to Basketball season. Mr. Mena reported that, if nothing changes, we should be hosting our first basketball games on Saturday, February 8<sup>th</sup>, at home. He stated that he believes the first is against Salem and that we plan on broadcasting every one of our games that are home games, over the NFHS network and our high school radio station whenever possible.

Mr. Mena said that he met up with our track coaches, so that we could start planning for this upcoming season. He mentioned specifically we are looking at ways to use our video board to enhance what we do for track.

Mr. Mena reported that we hired a new football coach and he met him on Monday. He stated that he believes finding coaches is not an easy thing to do especially someone who has been coaching for 19 years at another school is a rarity. Mr. Mena inquired about the possibility of getting an underwater pixalot camera for the pool and our swim team.

Dr. Ruskin, Board President, stated that she though he NFHS live stream that we watched over the weekend and last week were probably the best TV out there. She said that she loved watching it with her kids and it was like watching the super bowl a little bit. Dr. Ruskin reported that it was great to see our athletes back out there. She gave a big shut out to our two (2) school nurses, Ashley Bootz, Paige, and Mr. Gordon who worked extremely hard over the last couple weeks with the pilot program of testing our fall athletes that was mandated as a program by MHSAA, so they could finish their fall seasons and participate in the state championships. She expressed her gratitude for their time and energy to facilitate that and make that happen.

Mr. Smith, Board Trustee, gave a shout out to Jason Smith, the Novi Educational Foundation's Executive Director, for the work he has been doing to raise funds during these challenging time in 2020-2021. He reported that their main fundraiser every year has been the Green Gala, held in March, and they were not able to hold it in 2020 or 2021, yet they still have teachers returning grant requests, student who need scholarships. Mr. Smith thanked Jason for all of the great work that he has done in keeping the NEF close to their targets and for being extremely innovative in some of the fundraising ideas. He encouraged everyone to visit the NEF website and give a little

bit, whatever you can afford. Mr. Smith stated that we cannot do even the little things that we used to do, so every little bit helps and Janson has been rocking it.

ADJOURNMENT

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

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

Nays: 0

**MOTION CARRIED**

The meeting adjourned at 10:24 p.m. The next regular meeting of the Board is scheduled for February 4, 2021 at 7:00 p.m.

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Willy Mena, Secretary

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