



NOVI COMMUNITY SCHOOL DISTRICT
PROVIDE IMPACTFUL OPPORTUNITIES FOR ALL TO CULTIVATE LIFELONG LEARNING.

Board of Education 2022 Agenda

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Mr. Paul Cook
Vice President

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Trustee

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Trustee

Meeting Date: January 13, 2022
Educational Services Building
25345 Taft Road
Novi, MI 48374



NOVI BOARD OF EDUCATION
Workshop Meeting: January 13, 2022
7:00 PM
AGENDA

- I. CALL TO ORDER**
- II. PLEDGE OF ALLIANCE**
- III. WORKSHOP TOPICS**
 - a. Guest Teacher Crisis
 - b. Proposed Courses
 - i. Yoga
 - ii. Study Skills
 - c. Designation of a law firm to represent the Board
 - d. Committee protocols, key items, and schedule
 - i. Capital Projects
 - ii. Curriculum
 - iii. Finance
 - iv. Governance and Policy
 - v. Diversity, Equity, and Inclusion – go to G&P for refined description
 - vi. Legislative - go to G&P for refined description
 - vii. Ad Hoc – time bound – go to G & P for further definition
 - e. FOIA, FERPA, OMA Review
 - f. Other
- IV. COMMENTS FROM THE AUDIENCE**
 - *Individuals who wish to address the Board must identify themselves, their address, and any organization they may represent*
 - *The Board and individual Board members will not directly respond to comments or questions that arise during the public participation portion of the meeting*
 - *Individuals who wish to address the Board shall direct their comments to the entire Board and not to individual Board members, the Superintendent, other School District employees or members of the audience.*
 - *Behavior that is intemperate, abusive, defamatory or discourteous or that otherwise interferes with the orderly conduct and timely completion of the Board meeting is strictly prohibited.*

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
January 13, 2022**

ASSISTANT SUPERINTENDENT FOR ACADEMIC SERVICES

TOPIC: Yoga and Mat Course Proposal

Ms. Leanne Molnar, physical education teacher at Novi High School, would like to propose the addition of an Elective Course, Yoga and Mat Fitness. This course is designed for any level of yogi and will empower students to take control of their mental and physical health.

Yoga helps student to regulate emotions, behaviors, and thoughts in many environments and provides an opportunity for reflection, mindfulness, grounding, and a space to relieve anxiety. This course will also fill a physical education course requirement.

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



Steve Matthews, Superintendent

Novi Community Schools

New Course Proposal Form

Proposal Date: 9/29/21 Building: High School

Course Offering and Textbook Proposal for: Yoga and Mat Fitness

Proposed by: Leanne Molnar

*Subject / GPA Req: Fitness Department: Physical Education

of Terms (typically 1): 1 semester # of Periods: (typically 1): 1 hour

Effective date (typically start of school year or term): beginning of 22/23 school year

Grade level low to high: 9 to 12

Course Classification: Academic Elective Other

Part I. Proposal:

This course is designed for any level of yogi (beginner to advance). Classes will empower students to take control of their mental and physical health through a variety of mat classes that incorporate stress reducing techniques and journaling to encourage mindful practice in an inclusive atmosphere.

Part II. Rationale:

With the increased focus on incorporating SEL experiences in the classrooms, yoga in itself teaches its students how to regulate emotions, behaviors, and thoughts in the many environments they may find themselves in. Yoga provides an opportunity for reflection, mindfulness, grounding, and time and space to relieve anxiety and the outcome of this type of class can reach beyond physical and mental well-being. It would also be beneficial to provide "alternative" physical education course to the Novi student population. Students will enter an inclusive and welcoming environment so that they can take time for their minds to rest. They will have the opportunity to better themselves through movement, and to reflect through journaling. Mindfulness and grounding will be taught through breathwork and various movement concepts. These are essential yoga principles are tremendous for students' mental health. This class will provide an appropriate space, so students can have a positive and full experience.

Part III. Michigan Framework Implementation:

https://www.michigan.gov/documents/mde/K_12_PE_Standards_Aug_17_ADA_compliance9-18_601116_7.pdf

- *Demonstrates competency in 2 or more specialized skills in health-related fitness activities. (S1.3.L2):* Students will learn various poses and studio etiquette in order to feel confident to enter into their community studio.
- *Analyzes and applies technology and social media as tools for supporting a healthy, active lifestyle. (S3.2.L2):* Students will have the opportunity to explore various ways to access yoga on various virtual platforms.

- *Applies rates of perceived exertion and pacing. (S3.3.L2):* Students will understand and apply how to pace themselves to stay active for the entirety of the class. Students will also learn how to be intuitive when it comes to exertion or what they feel their body needs.
- *Evaluates – according to their benefits, social support network, and participation requirements – activities that can be pursued in the local environment. (S3.4.L1):* Students will be assigned to find yoga studios in their community, research the cost of classes, what classes are offered, and what package would work best with their budget and time constraints.
- *Analyzes the impact of life choices, economics, motivation, and accessibility on exercise adherence and participation in physical activity in college or career settings. (S3.5.L2):* Through journaling, students will take time to reflect on how health choices they've made in the past will affect the health in their futures.
- *Develops and maintains a fitness portfolio (e.g. assessment scores, goals for improvement, plan of activities for improvement, log of activities being done to reach goals, timeline for improvement). (S3.11.L2):* In their journals, students will keep notes of goals they have set for themselves in yoga, overall fitness, and in other areas of their lives (school, work, future goals).
- *Applies stress-management strategies (e.g. mental imagery, relaxation techniques, deep breathing, aerobic exercise, and meditation) to reduce stress. (S3.14.L2):* Students will learn mindfulness strategies such as breathwork to aid in managing anxiety or stress.
- *Accepts others' ideas, cultural diversity, and body types by engaging in cooperative and collaborative movement projects. (S4.4.L2):* Students will learn to appreciate the diversity that yoga allows.
- *Analyzes the health benefits of a self-selected physical activity. (S5.1.L1):* Students will recognize and analyze health benefits of yoga.
- *Evaluates the opportunity for social interaction and social support in a self-selected physical activity or dance. (S5.4.L2):* Throughout the semester, students will understand how taking a fitness class can be social by experiencing the class first hand as it will be designed to replicate a yoga studio atmosphere and class structure.

Part IV. Staff Development Needs:

N/A

Part V. Review Process and Evaluation:

(Include the Curriculum Instruction and/or Assessment Study Initiation Proposal Form, the Textbook Evaluation Instrument, and (if needed) the Software Evaluation Instrument)

- 1 week:
 - Yoga studio etiquette, syllabus, intro to yoga philosophy and brief history
- 15 weeks:
 - Beginner yoga poses 10-15
 - Breathing techniques: Alternate Nostril Breath, Pranayama, and Pumping Breath
 - Intermediate Yoga Poses
 - Vocabulary
 - Journaling
 - Independent Practice
- 2 weeks:
 - Students become facilitators as they begin their final project of creating a flow and teaching in small groups

Part VI: In addition to the recommended textbook, the other textbooks that were reviewed are:

N/A

Part VII. Cost Analysis:

I have written a grant for equipment to be used for this class. If awarded, I will not need any additional materials at this time. If not, it would be beneficial to have the following in class in order to provide the tools needed to create and enhance an appropriate space, so students can have a positive and a full experience.

Material total including tax (free shipping on all items): \$1156.87

Cost breakdown:

Pilates Balls: 6.99 for 2, order 20 total. https://www.amazon.com/Exercise-Inflatable-Stability-Training-Physical/dp/B07YQJ23ZJ/ref=asc_df_B07YQJ23ZJ/?tag=hyprod-20&linkCode=df0&hvadid=507637578939&hvpos=&hvetnetw=g&hvrnd=13051696031980592904&hvpon=&hvptwo=&hvqmt=&hvdev=c&hvdvcmd=&hvllocint=&hvllocphy=9017001&hvtagid=pla-1259052774427&psc=1

Hand weights: 17.00 for a set of two, order 30 total sets. (price not including current amazon 10% off coupon)
https://www.amazon.com/RBX-Neoprene-Hand-Weights-Non-Slip/dp/B087SKWLDL/ref=sr_1_18?dchild=1&keywords=pilates+hand+weights&qid=1632324637&s=sporting-goods&sr=1-18

Hand weight storage: 48.99, order 1
https://www.amazon.com/Marcy-Compact-Dumbbell-Weight-DBR-56/dp/B00245PTPU/ref=sr_1_8?dchild=1&keywords=locked+dumbbell+rack&qid=1632405588&sr=8-8

Floor Sliders: 6.99 each, order 30.
https://www.amazon.com/TruCore-2020-Upgrade-Premium-Sliders/dp/B08BFFBH8P/ref=sr_1_20?dchild=1&keywords=sliders&qid=1632324757&s=sporting-goods&sr=1-20

Yoga Blocks: 11.99 for set of 2, order 15. https://www.amazon.com/Trideer-Yoga-Blocks-Pack-Lightweight/dp/B08LV6LQQ1/ref=sr_1_2_sspa?dchild=1&keywords=yoga+blocks&qid=1632324834&s=sporting-goods&sr=1-2-spons&psc=1&spLa=ZW5jcnlwdGVkUXVhbGlmaWVyYPUeYm1JIUjNlSkpMMTdSJMvUyY3J5cHRlZElkPUEwMzcyNDQxM1A2RlIKV0lZU0YyVUZlbnNyeXB0ZWRRBZEikPUEwNzQ0NDY4MVJVMU5FVUJOSTdaNSZ3aWRnZXROYW1lPXNwX2F0ZiZlZyY3Rpb249Y2xpY2tSZWVpbnVjZCZkb05vdExvZ0NsaWNRPXRydWU=

Resistance Band Roll: 37.45, order 1
https://www.amazon.com/Body-Sport-Exercise-Bands-Resistance/dp/B00CV4Y4OQ/ref=sr_1_1_sspa?dchild=1&keywords=resistance+band+roll&qid=1632324961&s=sporting-goods&sr=1-1-spons&psc=1&spLa=ZW5jcnlwdGVkUXVhbGlmaWVyYPUeYm1JIUjNlSkpMMTdSJMvUyY3J5cHRlZElkPUEwNjg3NzU3M0NHHTTJOQjVlS0l3VSZlbnNyeXB0ZWRRBZEikPUEwOTI5ODUzRjc4Q0k2N0JKT0w4JndpZGldE5hbWU9c3BfYXRmJmFjdGlvbj1jbGlja1JlZGlyZWNOJmRvTm90TG9nQ2xpY2s9dHJlZQ==

Part VIII. Additional Course Directory Set Up Questions:

1. Attendance Taking Course – YES
2. Assigning grades – YES
3. Post to History (do grades need to show on a Transcript) – YES
4. Conflict OK (is it OK to schedule this class w/ other classes @ same time) – NO
5. Grad Credits = .5 (typically 0.5 credits)
6. GPA Credits = .5 (typically 0.5 credits)
7. GPA Level = 0 (0 for traditional class, 1 for AP/IB class)
8. Mark Set (circle one): HIGH SCHOOL LETTER MARKS
9. Work Level (circle one): 01 – reg
10. CIP/SCED Code: 08049 Physical Education- Other (to be reviewed by OOA) initial here LM

1. **Principal/Director's Signature:** _____ **Date:** _____

2. **Assistant Superintendent for OAA Signature:** _____ **Date:** _____

3. **Date Board Reviewed:** _____ 4. **Date Board Approved:** _____

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
January 13, 2022**

ASSISTANT SUPERINTENDENT FOR ACADEMIC SERVICES

TOPIC: Study Skills Course Proposal

Ms. Emily Pohlonski, principal of Novi Virtual, would like to propose the addition of two Elective Courses, High School Study Skills and Middle School Study Skills. These courses will not replace any existing courses. It will be in addition to the courses that are already offered at Novi High School and Novi Middle School.

These courses will provide students in grades 7 – 12 with the opportunity to strengthen their skills in the following areas:

- Note-taking
- Executive Functioning
- Time Management
- Everyday math with real world application
- Effective Communication
- Presentation Skills
- Comprehension Techniques
- Goal setting
- Personal Reflection

These courses fill a need for students who need an elective credit or a senior math credit and students will have the opportunity to apply the content to the courses that they are taking concurrently. Students can take this course more than once as needed to support their learning.

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



Steve Matthews, Superintendent

Novi Community Schools

New Course Proposal Form

Proposal Date: 12-15-2021

Building: NHS

Course Offering and Textbook Proposal for: Novi High School

Proposed by: Emily Pohlonski

***Subject / GPA Req:** 9-12 ***Department:** Elective Course

of Terms (typically 1): Students can take for 1 or 2 semesters **# of Periods:** 1

Effective date (typically start of school year or term): September 2022

Grade level low to high: 9 to 12

Course Classification: Academic Elective Other

Part I. Proposal:

Study Skills is an elective course that will be offered in both virtual and in person modalities. It will provide students with an opportunity to strengthen their skills in the following areas:

- Note-taking
- Executive Functioning
- Time Management
- Everyday math with real world application
- Effective Communication
- Presentation Skills
- Comprehension Techniques
- Goal setting
- Personal Reflection

Part II. Rationale:

This course fills a need for our students who need an elective credit or a senior math credit. Students will have an opportunity to apply the content to the courses they are taking concurrently. This will help create a more balanced schedule to meet the demands of a rigorous secondary curriculum. A teacher will help guide and mentor students through strategies that will be useful both in and outside of the classroom. Students will regularly set goals and engage in personal reflection as a means to promote a growth mindset. Students could take this class more than once as needed to support their learning.

Part III. Michigan Framework Implementation:

The *Michigan Curriculum Framework* presents a content and a process for developing curriculum that enables schools to realize Michigan’s vision for K-12 education:

Michigan’s K-12 education will ensure that all students will develop their potential in order to lead productive and satisfying lives. All students will engage in challenging and purposeful learning that blends their experiences with content knowledge and real-world applications in preparation for their adult roles, which include becoming:

- literate individuals
- healthy and fit people
- responsible family members
- productive workers
- involved citizens
- self-directed, lifelong learners

All of our Novi Community Schools courses combine to help students meet this vision. In addition to helping students in their other courses, the Study Skills Course will provide targeted support to help students become self-directed, lifelong learners.

Part IV. Staff Development Needs:

None

Part V. Review Process and Evaluation:

(include the Curriculum Instruction and/or Assessment Study Initiation Proposal Form, the Textbook Evaluation Instrument, and (if needed) the Software Evaluation Instrument)

See the attached Curriculum Instruction and/or Assessment Study Initiation Proposal Form

Part VI: In addition to the recommended textbook, the other textbooks that were reviewed are:

No textbooks are needed to run this course.

Part VII. Cost Analysis:


No additional costs are needed to run this course.

Part VIII. Additional Course Directory Set Up Questions:

1. Attendance Taking Course – **YES** or NO (circle one)
If NO, please explain rationale WHY _____
2. Assigning grades – **YES** or NO (circle one)
If NO, please explain rationale WHY _____
3. Post to History (do grades need to show on a Transcript) – **YES** or NO (circle one)
4. Conflict OK (is it OK to schedule this class w/ other classes @ same time) – **YES** or NO (circle one)
5. Grad Credits = .5 credits
6. GPA Credits = .5 credits
7. GPA Level = 0 (0 for traditional class, 1 for AP/IB class)
8. Mark Set (circle one):

ELEMENTARY MARKS	HIGH SCHOOL SEMINAR MARKS
ELEMENTARY BEHAVIOR	HIGH SCHOOL STANDARDS
MIDDLE SCHOOL LETTER MARKS	SPECIAL ED BEHAVIOR
HIGH SCHOOL LETTER MARKS	SPECIAL ED STANDARDS
9. Work Level (circle one):

01 – reg	05 - IB
02 – honors	06 – not applicable
03 – pre-advanced	07 – Dual Enrollment
04 – AP	<i>64B option Y or N</i>
10. CIP/SCED Code: _____ (to be reviewed by OOA) initial here _____

Principal/Director's Signature: _____  _____
Date: 12/17/21

Assistant Superintendent for OAA Signature: _____
Date: _____

Novi Community Schools

New Course Proposal Form

Proposal Date: 12-15-2021

Building: NMS

Course Offering and Textbook Proposal for: Novi Middle School

Proposed by: Emily Pohlonski

***Subject / GPA Req:** 9-12 ***Department:** Elective Course

of Terms (typically 1): Students can take for 1 or 2 semesters **# of Periods:** 1

Effective date (typically start of school year or term): September 2022

Grade level low to high: 7 to 8

Course Classification: Academic Elective Other

Part I. Proposal:

Study Skills is an elective course that will be offered in both virtual and in person modalities. It will provide students with an opportunity to strengthen their skills in the following areas:

- Note-taking
- Executive Functioning
- Time Management
- Everyday math with real world application
- Effective Communication
- Presentation Skills
- Comprehension Techniques
- Goal setting
- Personal Reflection

Part II. Rationale:

This course fills a need for our students who need an elective credit or a senior math credit. Students will have an opportunity to apply the content to the courses they are taking concurrently. This will help create a more balanced schedule to meet the demands of a rigorous secondary curriculum. A teacher will help guide and mentor students through strategies that will be useful both in and outside of the classroom. Students will regularly set goals and engage in personal reflection as a means to promote a growth mindset. Students could take this class more than once as needed to support their learning.

Part III. Michigan Framework Implementation:

The *Michigan Curriculum Framework* presents a content and a process for developing curriculum that enables schools to realize Michigan’s vision for K-12 education:

Michigan’s K-12 education will ensure that all students will develop their potential in order to lead productive and satisfying lives. All students will engage in challenging and purposeful learning that blends their experiences with content knowledge and real-world applications in preparation for their adult roles, which include becoming:

- literate individuals
- healthy and fit people
- responsible family members
- productive workers
- involved citizens
- self-directed, lifelong learners

All of our Novi Community Schools courses combine to help students meet this vision. In addition to helping students in their other courses, the Study Skills Course will provide targeted support to help students become self-directed, lifelong learners.

Part IV. Staff Development Needs:

None

Part V. Review Process and Evaluation:

(include the Curriculum Instruction and/or Assessment Study Initiation Proposal Form, the Textbook Evaluation Instrument, and (if needed) the Software Evaluation Instrument)

See the attached Curriculum Instruction and/or Assessment Study Initiation Proposal Form

Part VI: In addition to the recommended textbook, the other textbooks that were reviewed are:

No textbooks are needed to run this course.

Part VII. Cost Analysis:


No additional costs are needed to run this course.

Part VIII. Additional Course Directory Set Up Questions:

1. Attendance Taking Course – **YES** or NO (circle one)
If NO, please explain rationale WHY _____
2. Assigning grades – **YES** or NO (circle one)
If NO, please explain rationale WHY _____
3. Post to History (do grades need to show on a Transcript) – **YES** or NO (circle one)
4. Conflict OK (is it OK to schedule this class w/ other classes @ same time) – **YES** or NO (circle one)
5. Grad Credits = .5 credits
6. GPA Credits = .5 credits
7. GPA Level = 0 (0 for traditional class, 1 for AP/IB class)
8. Mark Set (circle one):

ELEMENTARY MARKS	HIGH SCHOOL SEMINAR MARKS
ELEMENTARY BEHAVIOR	HIGH SCHOOL STANDARDS
MIDDLE SCHOOL LETTER MARKS	SPECIAL ED BEHAVIOR
HIGH SCHOOL LETTER MARKS	SPECIAL ED STANDARDS
9. Work Level (circle one):

01 – reg	05 - IB
02 – honors	06 – not applicable
03 – pre-advanced	07 – Dual Enrollment
04 – AP	<i>64B option Y or N</i>
10. CIP/SCED Code: _____ (to be reviewed by OOA) initial here _____

Principal/Director's Signature: _____  _____

Date: 12/17/21

Assistant Superintendent for OAA Signature: _____

Date: _____

**NOVI COMMUNITY SCHOOL DISTRICT
CURRICULUM, INSTRUCTION AND/OR ASSESSMENT
STUDY INITIATION PROPOSAL**

Principal: This form shall be used prior to initiating any study or revision of the Novi Community Schools' curriculum, instruction and/or assessment processes.

You are required to complete this form and submit it the Office of Academics. The form may be submitted at any time of the school year. After the proposal is reviewed by the Office of Academics, it will be forwarded to Cabinet and then to the Board of Education.

As part of the critique of the _____ (subject) discipline, administration and staff at
_Novi Virtual_____ (school) are proposing to initiate a study in the following area(s):

- _____ 1. Developing subject area scope and sequence - Michigan Curriculum Frameworks content standards and benchmarks
- _____ 2. Clarifying support structures for a scope and sequence and support materials for these
- _____ 3. Applying Teaching and Learning Standards
- _____ 4. Integrating other content areas:
 - a) Technology Standards
 - b) Career and Employability Standards
 - c) Other
- _____ 5. Establishing common assessments or performance assessments - Assessment Standards
- _____ 6. Establishing or altering reporting systems - report cards or progress reports
- _____ 7. Adopting materials: textbook, workbook, handbooks, resources, or novel selection
- _____ 8. Adopting electronic resource(s) for course
- _____ 10. Adopting differentiation resource(s) for course
- _____ 11. Revising a scope and sequence
- _____ 12. Evaluating a previously implemented program
- _x_____ 13. Other:

Brief description of reason(s) for the above study:

Our in person and virtual students have a need for a more balanced schedule to meet the demands of a rigorous secondary curriculum. We are exploring a study skills course for our MS and HS students who need an elective credit or a senior math credit.

Study completion date: _12/17/21_____ Principal/administrator signature: 

Submit form to Office of Academics (RJ Webber) DATE submitted __12/17/21_____

Curriculum Council review date: _____

Disposition of Curriculum Council:

(1) Returned for improvement YES/NO Date: _____ or (2) forwarded to Cabinet and Board of Education: YES/NO Date: _____

Comments:

Approved by Cabinet on _____ Superintendent's signature: _____