



**Minutes of a Regular Meeting, April 7, 2022  
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, April 7, 2022, beginning at 7:00 PM.

Present: Dr. Ruskin (arriving at 8:02 PM), Mr. Mena, Mr. Cook, Mrs. Roney, Mrs. Murphy, and Mrs. Hood

Absent: Mr. Smith

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. Murphy and supported Mr. Mena that the Novi Board of Education approve the agenda as presented.

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

Nays: 0

**MOTION CARRIED**

REPORT TO THE BOARD

iReady Report

On September 9, 2021, the Office of Academics presented a report on the district assessment of K-6 students using iReady. Students were assessed three times over the course of the 2020-2021 school year; Fall, Winter, and Spring.

Tonight, Dr. RJ Webber, the Assistant Superintendent of Academics, and Darby Hoppenstedt, Director of Student Services, reviewed the latest data with the Board of Education.

COMMENTS FROM THE AUDIENCE RELATED TO AGENDA ITEMS

There were two (2) comments from the audience. One (1) was regarding the minutes and personnel report and one (1) was regarding the closed session.

CONSENT AGENDA 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 March 17, 2022
  - b. Special Meeting of April 5, 2022
  - c. Closed Session of April 5, 2022

B. Approval of Bills

- a. Board Report
- b. Check Register for February 2022
- c. Purchase Card Report for January 1, 2022 through January 31, 2022

C. Approval of Field Trips(s)

- a. Grand Haven Volleyball Tournament
- b. First Robotics World Championship Competition

It was moved by Mrs. Murphy and supported by Mr. Mena that the Novi Community Schools Board of Education approve the Consent Agenda Items as presented.

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

Nays: 0

**MOTION CARRIED**

ACTION ITEMS

Personnel Report A

Dr. 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>
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**B. Retirements and Resignations**

<u>Name</u>	<u>Bldg.</u>	<u>Assignment</u>	<u>Reason</u>	<u>Effective</u>
Ferrari, Emily	MS	Special Ed Teacher	Resigned	06-10-22
Gray, Kaitlin	MS	ELA/Theater Teacher	Resigned	06-10-22
Haas, Justin	VO	3 <sup>rd</sup> Grade Teacher	Resigned	06-10-22
Hoffman, Rhonda	NV	4 <sup>th</sup> Grade Teacher	Retired	06-10-22
King, Marianne	OH	Special Ed Teacher	Retired	04-04-22
Kulman, Charlotte	ECEC	Special Ed Teacher	Retired	06-10-22
Milliken, Katrina	HS	Student Support Specialist	Resigned	06-10-22
Mimbs, Danielle	NW	2 <sup>nd</sup> Grade Teacher	Resigned	06-10-22
Orr, Heydie	NM	Social Worker	Resigned	06-10-22

**C. Leaves of Absence**

<u>Name</u>	<u>Bldg.</u>	<u>Assignment</u>	<u>Reason</u>	<u>Effective</u>
Armstrong, Christina	PV	Kinder. Teacher	LOA #2-Child Care	2022-2023 School Year
Capatina, Natalie	PV	2 <sup>nd</sup> Grade Teacher	LOA #2-Personal	2022-2023 School Year
Furlow, Seth	HS	Science Teacher	LOA #2-Association Office	2022-2025 School Year
Mis, Kathleen	NW	Math Intervent.	LOA #2-Child Care	2022-2023 School Year
Zebrowski, Lana	NM	Math Teacher	LOA #2-Personal	2022-2023 School Year

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

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

Nays: 0

**MOTION CARRIED**

Personnel Report B

Dr. Gary Kinzer, Assistant Superintendent of Human Resources, presents for your consideration the following administrative hire:

- Name:** Mr. Larry Massolia
- Building:** District
- Assignment:** Security Systems Coordinator
- Effective date:** 4-11-2022

The District is in the process of a large-scale security enhancement project as part of the 2019 Bond Initiative. This project includes the replacement and expansion of our decade-old access control system. The new system will be implemented on a majority of the doors in the district to replace the traditional key lock system with a more robust electronic access control system. The new system is currently being implemented at the ROAR building and will be phased in across the district over the next few years.

In working with our Security Consultant, it was identified that the complexity and growth of district security would require a staff member to manage and support the district commitment toward enhanced security. The Security Systems Coordinator position was designed to manage the implementation and maintenance of current and future systems. Systems include access control, visitor management, video surveillance, state and federal security preparation compliance, and documentation for all systems. This vital position will coordinate with administration, law enforcement, security consultants, facility, technology and building staff to ensure Novi security systems are running at optimal levels.

The District posted this position in February and received 21 applications. A team of district and Oakland Schools administrators, led by Dr. Kinzer, interviewed the top three candidates. One of these candidates was invited back for a second interview. After that conversation, the position was offered to Mr. Larry Massolia. Mr. Massolia worked as a Computer Support Specialist and later a Technical Support Specialist in the Farmington Public Schools. He worked in Farmington for 23 years. For the past two years, he has worked as a Senior Technical Support Specialist for Oakland Schools, serving the Southfield Public Schools.

Mr. Massolia demonstrated a strong understanding of technical and security systems and possesses outstanding interpersonal skills. His references spoke of his ability to problem solve and to work effectively with all members of the school community. It is our recommendation that the Board approve Mr. Larry Massolia as the Novi Community School District’s first Security Systems Coordinator.

It was moved by Mrs. Hood and supported by Mrs. Roney that the Novi Community Schools Board of Education approve Larry Massolia as the Security Systems Coordinator.

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

Nays: 0

**MOTION CARRIED**

INFORMATION AND DISCUSSION

Policy Updates and Revisions

The Governance and Policy Committee met on March 14, 2022 to review a sub-policy for Policy 2002, Learning and Achievement. This recommendation comes from Miller Johnson, the

District's policy provider. The sub-policy adds new language to the end of policy 2002, as stated below.

### ***Child find***

*The School District will attempt to identify and locate every student residing in the School District who may be a student with a disability under the [Individuals with Disabilities in Education Act](#) and/or [Section 504 of the Rehabilitation Act of 1973](#), regardless of whether they are currently receiving a public education.*

*The School District may seek to notify parents of its child find obligations by advertising, posting notices in places likely to be visited by qualified students with disabilities and their parents, by including notices in School District publications – including its web site – and by directly contacting parents of students the School District believes may be eligible.*

*The School District will also ensure that the information in its notices is written in a manner that would reasonably be easily understandable to a parent. The notices will contain the name and contact information for the School District's Section 504 Coordinator and [\[Director of Special Education\]](#), as follows:*

#### **Section 504 Coordinator:**

[\[Darby Hoppenstedt\]](#)

[\[248-449-1418\]](#)

[\[darby.hoppenstedt@novik12.org\]](mailto:darby.hoppenstedt@novik12.org)

#### **[\[Director of Special Education\]:](#)**

[\[Shailee Patel\]](#)

[\[248-449-1413\]](#)

[\[shailee.patel@novik12.org\]](mailto:shailee.patel@novik12.org)

This proposed policy update is submitted to the Board of Education tonight for information and discussion with approval at the next meeting of the Board of Education on April 21, 2022.

### **EnviroClean Contract**

Enviro-Clean is a family-owned business headquartered in Holland, Michigan and has been in business since 1975. Enviro-Clean employs over 1,400 cleaning staff and clean over 35,000,000 square feet of commercial facilities daily.

Enviro-clean started partnering with the District to clean our facilities in the summer of 2013. They currently clean 1.55 million square feet of office/building space. The scope of service was increased with the addition of the ROAR Center, additional spaces as a result of the renovation, and Novi Meadows once it is completed.

Enviro-Clean's performance has improved and they have responded to labor issues by increasing their starting wage to \$15.00 an hour. Their current three-year contract expires on June 30, 2022. The Business Office has been working to finalize a contract extension to retain the services of Enviro-clean, while also developing a strategy to address and improve performance.

The District will continue to contribute towards their health care and be responsible for consumables.

The Business Office recommends renewing the Enviro-Clean contract for the 2022-2023 school year after negotiating acceptable financial terms.

The recommendation for custodial services is presented tonight for information and discussion

with awarding of the contract at the April 21, 2022 Board meeting,

### COMMITTEE REPORTS

#### Governance and Policy Committee

Mr. Cook, Board Vice-President and Committee Member, reported for Mr. Smith that the committee addressed a social media policy. He stated that members took great care to work through this. Mr. Cook said the members began to address the instructional materials policy and to get the language correct in that policy. He mentioned that those policies would come before the Board for information and discussion at the April 21<sup>st</sup> meeting.

#### DEI Committee

Mrs. Murphy, Board Trustee and Committee Chair, reported that the committee is a relatively new committee this year and that she was fortunate enough to have been appointed the chair. She stated that they received an update on the MiCIP goal number 4. Mrs. Murphy said that Dr. Webber and Ms. Hoppenstedt covered a presentation that was also presented here tonight. She mentioned that this was born out of the work that we did in the past.

Mrs. Murphy read the goal: Novi Community School District will infuse a focus on diversity, equity and inclusion into existing school improvement teams that are built upon a structure that engages staff, students, and families, by June of 2023. She reported that it is a three (3) year plan. Mrs. Murphy stated that they got an update from each of our schools. She said that Dr. Webber and Ms. Hoppenstedt presented the highlights of what every school is doing around this goal.

Mrs. Murphy mentioned that several administrators were there and chimed in on some of the work and clarified some of the additional things that they are doing at their schools. She reported that the buildings had some different lessons and do multicultural days and different ways that we can celebrate the very different diversity in our district. Mrs. Murphy stated that she was throwing out, to the entire Board, if they have ideas for a future discussion, please send them her way. She said they talked about recruiting diverse staff and that some student survey results will be coming in, in June, to a survey that will go out in April.

### COMMENTS FROM THE AUDIENCE

There were 17 comments from the audience. 16 were in regards to the replacement/hiring of the superintendent and one (1) was in regards to parental support for the Board.

### SUPERINTENDENT REPORT

Dr. Steve Matthews, Superintendent of Schools, reported that he had been offered the superintendent position in the Rockford Public Schools. He stated that they are currently working through the contract, which he expects to be completed by next week. Dr. Matthews said that once that is complete, he will offer a formal resignation to the Board. He mentioned that you do not quit until you have everything finalized.

Dr. Matthews reported that he is excited about the new opportunity, but he realizes that he owes a great debt to this district and he will continue his professional responsibilities until the end of the school year. He stated that superintendent job offers come at awkward times and this is not an exception. Dr. Matthews apologized that this has created so much drama for this board and the community. He said that was not his intent. Dr. Matthews reported that we have three (3) exceptionally talented assistant

superintendents sitting before us, two (2) of whom have expressed desires to be a superintendent and have applied for jobs in other districts.

Dr. Matthews stated that he has worked with Dr. Webber the longest, finishing their 11<sup>th</sup> year together. He said that Dr. Webber is exceptionally talented and ready to be a superintendent. Dr. Matthews mentioned that Dr. Webber is moving through the process with Northville. He reported that He had worked with Dr. Kinzer for over four (4) years and that he, too, is a candidate that has skills districts are looking for. Dr. Matthews stated that Dr. Kinzer has opportunities before him.

Dr. Matthews said that as he stated, his job offer comes at an awkward time and meaning no disrespect to Dr. Kinzer, but given his long history with Dr. Webber, he would like to see Dr. Webber stay in Novi. He mentioned that he understands that this is a Board decision and he is confident that our Board will listen to our community because the Board has a long history of listening and being transparent.

Dr. Matthews reported that the Board was elected because the community has confidence in their collective ability to make good decisions for our community and just because this current circumstance is unusual and awkward, it should not mean that we abandon our confidence in the Board. He stated that he believes this Board has made good decisions and eleven years ago they made a good one.

Dr. Matthews said that this does not mean they always agree, but he believes that the Board does want what is best for our students and, as Mr. Kowalski said, our students are the true focus of all of our efforts. He mentioned that ultimately, the Board must determine the right speed to move and he has confidence that they will.

Dr. Matthews reported that there will come a time when he will thank this community for all that they have done for him, but before that times comes, he will continue to work through June to support the transition and ensure that we will move ahead. He stated that most of you are wondering how he would ever thank the community when he can barely get the words out tonight, but he will find a way.

#### ADMINISTRATIVE REPORTS

Mr. Greg McIntyre, Assistant Superintendent of Business and Operations, informed the Board that the District released our bonds for sale last Friday, at 9:30 and it went through 11:00 AM. He reported that we successfully released 55 million dollars for the series II of the 2019 bond.

Mr. McIntyre stated that we refinanced the 2014 bonds, saving the community more than two (2) million. He said the managers of the project were Stifel, Fifth Third, and JP Morgan securities. Mr. McIntyre mentioned that he was happy to say that the City of Novi also participated and purchased 480 thousand dollars' worth.

Dr. Gary Kinzer, Assistant Superintendent of Human Resources, stated that as Mr. Woods said earlier, he had a great day, today, at Wayne State University; meeting with faculty and exploring the potential for how we can collaborate to better support our teachers and students. He reported that, next week, we will be participating in the University of Michigan's educator job fair.

Dr. Kinzer said that this will be our third job fair of the season and the University of Michigan's job fair is different. He mentioned that Michigan has a program call their MAC Program. Dr. Kinzer reported that it is a Master of Arts plus Certification, so the candidates that we will meet with are

often people who have degrees in other things, then go on to get a Master's Degree in Education, and then get their certification. He stated that this really diversifies and broadens our pool of candidates and they look forward to meeting with some of those candidates next week.

Dr. Kinzer said that he wanted to jump on the band wagon and congratulate Dr. Webber, our office of Academics team, our principals, and most importantly our teachers for the incredible work they have done in the last two (2) years and that the data the Board saw tonight.

Dr. Kinzer reported that he was an elementary principal for a long time and you do not see that data when there has been a pandemic. He stated that to see that kind of data after a pandemic is a focused effort by a team with excellent leadership and tremendous teachers. Dr. Kinzer said that we are blessed to have that in this District.

Dr. RJ Webber, Assistant Superintendent for Academic Services, reported that there is a woman in Sevier County, Tennessee. He stated that some of you may have heard of her before. Dr. Webber said that she is kind of special and her name is Dolly Parton. He mentioned that she once said, "if you want a rainbow, you got to put up with the rain."

Dr. Webber reported that these past two (2) weeks, the amount of love, support, and courage shown by people has been overwhelming to him. To say the least. He stated that he just wanted to simply say thank you. Dr. Webber said that Albert Einstein once said, "there are only two (2) ways to live your life. One is though nothing is a miracle and the other is as though everything is a miracle." He mentioned that he was grateful for each of you in the community and for the opportunity to serve your families and your children in the past 12 years. Dr. Webber reported that it has been a blast.

Dr. Webber stated that he loves coming to work, although he does not call it work. He said that he always tells his family that he is going to school today, which is kind of weird for a 51-year-old man. Dr. Webber expressed his gratitude and to what Dr. Kinzer said regarding the iReady data presentation is truly a testament to our community because it really does takes a community. He said, to the staff, he hopes the people in the room heard the parents come up and say how much they love being in your schools.

Dr. Webber stated, teachers and administrators because he is here and Steve is here, they come to your buildings every day and create a small miracle and that is opening a building from anywhere from 400 to 2,000 kids. He reported that you keep them safe, you get them there on the bus with our transportation; maintenance takes care of everything; and by the way, you educate them to get those numbers.

Dr. Webber said that every day that happens and for the people who have never done it or been a part of it or have had that responsibility, it is astounding. He stated that with all due respect, you are not opening a door for a business and perhaps selling widgets, then closing the door at 5:00 and going home to your family. Dr. Webber reported that it is a different game. He said that it is a game you play with ferocity and passion and love. Dr. Webber mentioned that he hopes that is what you heard tonight, that it is about you all because it *is* about you all.

#### BOARD COMMUNICATION

Mrs. Hood, Board Treasurer, reported that she has been sad for a couple of days, but had one (1) question for Dr. Matthews. She stated that on March 3<sup>rd</sup>, the Board authorized a third part attorney to

conduct an investigation. Mrs. Hood said that we have not heard anything and she wondered if he had a time frame for that.

Dr. Matthews responded that they had been in touch and the third party indicated they believe their investigation would be complete either by tomorrow or Monday. He reported that they will forward their results of that investigation to the Board's attorney. Dr. Matthews stated that the Board's attorney and the third party attorney have been scheduled to come and address the Board next Thursday in a closed session. He said that next Thursday's meeting was supposed to be a work session, but will now be a regular meeting, so the Board will have an opportunity to meet with those attorneys in closed session.

Mrs. Hood expressed her gratitude to everyone that contributed to our amazing iReady results, the parents, the teachers, and our administrators, thank you.

Dr. Ruskin, Board President, thanked Mr. Cook for stepping in for her twice today, so that she could experience being around kids this afternoon to acknowledge some student athletes.

Mr. Cook, Board Vice-President, reported that this is Autism Awareness Month. He stated that it is a month of acknowledgement and acceptance. Mr. Cook said that the District does a lot for our kids with IEPs and a lot of those are autistic and on the spectrum; ASD either high functioning, low functioning, and non-verbal. He mentioned that we have the whole spectrum in this District and our teachers and administrators do everything, above and beyond, to make the kids feel welcome. Mr. Cook reported that they educate them and go to the moon and back to make sure that they are in the general education and not put off in a room. He stated that he is greatly appreciative of that.

Mr. Cook reported that there is some misinformation being spread out there regarding the closed session and our lawyer sent a letter. He read the letter to help clarify for the rest of the community some of this stuff. Mr. Cook stated that as Dr. Matthews said early, he has not formally resigned and we still have a superintendent. He said that he hopes this clarifies some of the question that people may have. Mr. Cook mentioned that it states very matter-or-factly of why we went in and that no decisions were made.

Mrs. Murphy, Board Trustee, reported that there is a webinar about the warning signs, My Child Needs Help. She stated that it is sponsored by several different organizations and will be held April 21<sup>st</sup>, from 7:00 to 8:00, via Zoom. Mrs. Murphy said that it is sponsored by Easter Seals, Optimus International, and several other affiliated healthcare providers. She mentioned that she was going to send it out to our mental health.

Dr. Webber asked if Mrs. Murphy could send it to him and he will send it on to Sarah Lephart for the Novi Mental Health Alliance.

Mrs. Murphy reported that on May 3<sup>rd</sup>, the author is coming in as well to speak, so we want to make sure that we get that out there around those issues. She stated that Easter Seals is a great organization and she has a meeting with one (1) of their heads, Ms. Hopkinston, next week to hopefully provide more services to our kids. Mrs. Murphy said that the moderator of the panel is the chief medical officer of Easter Seals. She mentioned that that there was just a big article in the New Yorker about the mystifying rise of child suicide. Mrs. Murphy reported that there is a lot of good information that parents might find helpful.



ADJOURNMENT

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

Ayes: 6 Dr. Ruskin, Mr. Mena, Mr. Cook, Mrs. Roney, Mrs. Murphy, and Mrs. Hood

Nays: 0

**MOTION CARRIED**

The meeting adjourned at 9:28 p.m. The next regular meeting of the Board is scheduled for April 14, 2022 at 5:00 p.m., at the Educational Services Building.

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Willy Mena, Secretary

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