



**Minutes of a Regular Meeting, May 5, 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, May 5, 2022, beginning at 7:00 PM.

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

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. Smith and supported by Mrs. Murphy that the Novi Community School Board of Education approve the agenda as presented.

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

Nays:

**MOTION CARRIED**

AWARDS/RECOGNITIONS/PRESENTATIONS

School Board Member Recognition

The Novi Community School District was notified by the Michigan Association of School Boards (MASB) that Kathy Hood was recognized at the OCSBA and MASB Awards Ceremony. Don Wotruba, Executive Director for MASB recognized her the Award of Distinction.

Tonight, we would like to take the opportunity to express our deep appreciation and acknowledge her work and dedication as a Board member and we continue to share her vision and voice about the future of Novi's children in their roles as Board members, community members, and dedicated volunteers.

Staff Appreciation

In 1944, political and educational leaders began the discussion for a day to honor teachers. In 1953, Eleanor Roosevelt was successful in her argument with congress to proclaim a National Teacher's Day, in March. In 1985, the National PTA established the first week of May as Teacher Appreciation Week, with the Tuesday being National Teacher Day.

The Novi Community School District, knowing that all staff contribute to the success of all students, is recognizing, celebrating, and honoring our dedicated staff during this first week of May for all that they do every day to support our students, their families, and each other. Especially during the unprecedented times during the pandemic, they have played a critical role in educating and shaping our students. Guiding them through the challenges in a positive direction.

Tonight, we honor our staff, but the honor is ours because we have the privilege to have staff

who are exceptional. We would like to take this opportunity to express our deep appreciation and acknowledge their work and dedication as a Novi Community School District staff who continue to share the vision and support the voice about the future of Novi's children.

“A good teacher can inspire hope; ignite the imagination, and instill a love of learning.” ~ Brad Henry

#### COMMENTS FROM THE AUDIENCE

There were 18 comments from the audience regarding the investigation, the superintendent search, and policy.

#### SUPERINTENDENT'S REPORT

Dr. Steve Matthews, Superintendent of Schools, stated that he wanted to reinforce that in our District we are very thankful for the staff and the effort that they give each day to our students. He mentioned that every day he is very aware of and appreciative of the effort that all staff give to our students every day.

#### ADMINISTRATIVE REPORTS

Mr. McIntyre, Assistant Superintendent of Business and Operations, reported that the food service RFPs are due tomorrow, Friday, at 2:00 p.m. He stated that once the process is wrapped up, the business office will make a recommendation to the Board for consideration and then they will move on to the custodial contract. He mentioned that the finance committee meeting is Monday, May 23<sup>rd</sup>, at 4:00 PM.

Dr. Kinzer, Assistant Superintendent of Human Resources, reported that he was able to attend the MASA School Safety Summit in Lansing. He mentioned that the biggest takeaway for the day was affirmation for the strong systems that we have in place in our District, but also some ideas for growth and improvement. Dr. Kinzer reported that yesterday he was able to attend the Oakland County Outstanding Teacher of the Year Awards. He echoed Dr. Matthews' comments and issued a tremendous thank you to all staff.

Dr. RJ Webber, Assistant Superintendent for Academic Services, read some names of people who serve your children, our children. He mentioned that Leslie Condon has done so for 47 years with love and with grace going all the way to person that may have been hired as early as last week.

#### BOARD COMMUNICATION

Mrs. Murphy, Board Trustee, reported that Tuesday, the Novi Mental Health Alliance along with the Novi Community Coalition had Dr. Lisa Damour, a psychologist, who studies a lot of anxiety and stress issues in kids. She stated that it is a different way of looking at how to manage stress and anxiety. with is different that stress and anxiety itself.

Mrs. Murphy reported that she had the opportunity to visit Orchard Hills this week, which was fantastic. She stated that our kids are fantastic, insightful, thoughtful, and eager to be a part of the discussion and the dialogue and she thought it was great that they had an opportunity to do that. Mrs. Murphy expressed her gratitude to them and the new principal.

Mrs. Hood, Board Treasurer, reported the Band Boosters will be holding their annual bottle drive this Saturday, May 7<sup>th</sup>, from 9:00 to 2:00. She stated that she spent some time with Principal Carino, at Parkview. Mrs. Hood reported that Mr. Langley has a podcast call Thriving Educators. She stated that we are so fortunate to have leaders like that in our midst.

Mr. Cook, Board Vice-President, reported that he attended the boys' lacrosse. He mentioned that if you go to these events, then you notice that no one has the facilities that we have. Mr. Cook reported that they are outstanding due to out maintenance crew and custodial crew who are quite often get overlooked. Mr. Cook wanted to make sure that they received their accolades.

Dr. Ruskin, Board president, reported that she had the opportunity to go to the local scholarship breakfast. She stated that we had 36 to about 38 students who actually received local scholarships for their future education. She mentioned that the kids really worked hard through a challenging time and were quite deserving of the scholarship that they received.

**CONSENT AGENDA**

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 April 21, 2022

It was moved by Mr. Cook and supported by Mrs. Roney that the Novi Community Schools Board of Education approve the Consent Item(s) as presented.

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

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>
Kilgore, Kevin	HS	Counselor	New Hire	MA+15	08-18-22

**B. Retirements and Resignations**

<u>Name</u>	<u>Bldg.</u>	<u>Assignment</u>	<u>Reason</u>	<u>Effective</u>
Webber, RJ	ESB	Asst. Supt. for Academics	Resigned	06-30-22
Goldberg, Erin	NM	Social Worker	Resigned	06-10-22
Westrate, Samantha	OH	ELD Teacher Lead	Resigned	06-15-22
Geiger, Justine	Adult Ed	Student Data Assistant	Resigned	05-13-22
Rase, Kathleen	ESB	Guest Teacher Specialist	Retired	06-10-22

**C. 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 Mr. Mena that the Novi Community Schools Board of Education approve the personnel report as presented.

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

Nays: 0

**MOTION CARRIED**

Spanish Field Trip

Marci Abel, Lisa Meyer-Garbovits, and Kaitlyn West-Cardenas, Novi High School Spanish teachers, are requesting that students travel to Costa Rica, March 24-April 2, 2023. The purpose of the trip is to give students the opportunity to see, hear, and use Spanish in action, in a native setting, with all of the cultural components at work. The tour, offered by Explorica, will provide an opportunity in Costa Rica to be immersed in the rich, vibrant Latino culture and history. International travel is one of the options to meet the fifth standard of the Spanish course.

They have led groups of students to Costa Rica in 2010 and 2012. The group size would be approximately 10-25 students. The students will be chaperoned by Ms. Marci Abel, Mr. Robert Baker, NHS Assistant Principal, and two to six other Spanish teachers as needed, based on student participation. The cost of the trip is approximately \$2,995, plus incidentals and spending money. This cost covers airfare, hotels, ground transportation, taxes, tips and three meals daily.

Explorica is providing a \$200 scholarship award to each student. A set of fundraisers may be planned to help out with spending money for the trip. Students and parents are responsible for all payments.

It was moved by Mr. Mena and supported by Mrs. Murphy that the Novi Community Schools Board of Education approve Spanish Language Immersion Trip to Costa Rica, March 24-April 2, 2023.

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

Mrs. Murphy

Nays: 0

**MOTION CARRIED**

France Field Trip

Nick LeTarte, Novi High School French teacher, are requesting Board approval to travel to France, Belgium, and Switzerland his French students. This trip is a ten-day chaperoned tour with a variety of experiences and learning opportunities.

Highlights of the trip include a visit to:

- Parisian Monuments:
  - the Notre Dame Cathedral,
  - the Louvre,
  - the Eiffel Tower,
  - the Palace of Versailles,
- Brussels, Belgium
- Nice and Geneva, Switzerland, and much more.

The cost of the trip is approximately \$4,300.00 per student, plus incidentals and spending money. Mr. LeTarte and Mrs. Baker will be chaperoning this trip. All aspects of this trip will be arranged by Explorica. Before COVID-19, this basic has taken place in 2007, 2009, 2011, 2013, 2017, and

2019.

It was moved by Mrs. Hood and supported by Mr. Cook that the Novi Community School District Board of Education approve the addition to policy 2002 as presented above.

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

Nays: 0

**MOTION CARRIED**

### INFORMATION AND DISCUSSION

#### Oakland Schools 2022-2023 Budget Resolution

Per the Michigan Revised School Code, Section 380.624(2), the Oakland Schools annual budget must be presented to Oakland County's 28 school districts by May 1 each year. Oakland Schools distributed three sets of the fiscal year 2022-23 proposed budget documents: a set for the Superintendent, Business Manager, and Board Treasurer, Kathy Hood.

Per section 624(2)(b), the following actions are required by the district for compliance:

- 1) Review the Intermediate School District's General Education Fund operating budget.
- 2) Not later than June 1<sup>st</sup> adopt a board resolution expressing support for or disapproval of the proposed budget.
- 3) Submit to the ISD's board of education any specific objections and proposed changes to said budget.

Per section 624, only the general operating fund budget requires a board resolution. However, the ISD has provided all of their draft budgets: Special Education, Career Focused Education, Special Revenue-Cooperative Activities, Debt Service, Capital Projects, Enterprise and Internal Service, and Grant Funds budgets.

While not a statutory requirement, the Oakland Schools Board of Education held a remote Designates Meeting on Monday, April 25, 2022, at 6:00pm, providing local board designates and district administrative staff an opportunity to hear a presentation on the budget and ask questions prior to finalizing a board resolution on or before June 1.

Two resolutions are attached, one supporting the ISD budget and one disapproving it. They are presented to the Board tonight for information and discussion, with adoption of one at the May 19, 2022, regular meeting.

### SUPERINTENDENT SEARCH

Dr. Ruskin stated that the administration will be leaving now.

The Board took a brief two (2) minute break beginning at 8:40 p.m. The Board returned at 8:51 p.m.

### Superintendent Posting Discussion

Dr. Ruskin shared information they had received from Dr. Hagel, who facilitated the community sessions. She stated that the Board also needed to discuss the pay range and the superintendent contract.

Before going into a closed session, Mr. Mena, Board Trustee, read a statement to the Board and audience regarding the February 17, 2022 events prior to the Board meeting.

ENTER INTO A CLOSED SESSION FOR THE PURPOSES OF:

- a. First: OMA - Section 8(1)(h) to consider a written legal opinion from the Allen Law Group
- b. Second: OMA - Section 8(1)(a) to consider a complaint against a public officer
- c. Third: OMA - Section 8(1)(h) to consider a written legal opinion from the Thrun Law Firm, P.C.

It was moved by Mr. Smith and supported by Mrs. Murphy that the Novi Community School District move to a closed session

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

Nays: 0 **by Roll Call Vote MOTION CARRIED**

The Board moved into a closed session at 9:15 p.m.

BOARD RETURNS FROM CLOSED SESSION

It was moved by Mr. Cook and supported by Mrs. Murphy that the Novi Community School District Board of Education return from a closed session.

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

Nays: 0 **MOTION CARRIED**

The Board returned from a closed session at 12:57 a.m.

Board Statement

Board members had a brief discussion and then Dr. Ruskin, Board President, read a statement on behalf of the Board regarding the complaint that was made against a Board member.

As a result, the Novi Community School District Board of Education makes the following recommendation:

**Recommendation:**

The Novi Community School District Board of Education recommends that Mr. Willy Mena be removed from his position as Board secretary and any Board Committee chair positions.

In addition, Mr. Mena will not attend any Novi Community School District extracurricular activities including graduation through the 2021-2022 school year out of respect for the student’s concerns.

The District will continue to provide support services to the student until further notice.

All Board members will participate in training on legal standards moving forward.

It was moved by Mr. Cook and supported by Mrs. Murphy that the Novi Community School District Board of Education approve the recommendation as presented.

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

Abstaining: 1 Mr. Mena,

Nays: 1 Mrs. Roney **MOTION CARRIED**

ADJOURNMENT

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

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

Nays: 0

**MOTION CARRIED**

The meeting adjourned at 1:12 a.m. The next regular meeting of the Board is scheduled for May 19, 2022 at 7:00 p.m., at the Educational Services Building.

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Bobbie Murphy, Board of Education 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)