



NOVI COMMUNITY SCHOOL DISTRICT

PROVIDE IMPACTFUL OPPORTUNITIES FOR ALL TO CULTIVATE LIFELONG LEARNING.

Board of Education 2022 Agenda

Dr. Danielle Ruskin
President

Mr. Paul Cook
Vice President

Mrs. Bobbie Murphy
Secretary

Mrs. Kathy Hood
Treasurer

Mr. Tom Smith
Trustee

Mr. Willy Mena
Trustee

Mrs. Mary Ann Roney
Trustee

Meeting Date: December 15, 2022
Educational Services Building
25345 Taft Road
Novi, MI 48374



Community School District
NOVI BOARD OF EDUCATION
Regular Meeting: December 15, 2022
7:00 PM
AGENDA

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. APPROVAL OF THE AGENDA**
- IV. REPORT TO THE BOARD**
 - A. Fall Bond Update**
- V. CELEBRATIONS**
- VI. CONSENT AGENDA**
 - A. Approval of Minutes**
 - B. Approval of Field Trip(s)**
- VII. COMMENTS FROM THE AUDIENCE**

The board respectfully requests that any individual wishing to speak to the board provide their name, address, any organization they represent, keep their comments to the allotted time, and refrain from directing comments to individual members of the board, district employees, or members of the audience.
- VIII. ACTION ITEMS**
 - A. Personnel Report**
 - B. Bid Package #10B – Novi Middle School**
 - C. Security Camera Refresh and Expansion**
- IX. COMMITTEE REPORTS**
 - A. Governance and Policy Committee**
 - B. Capital Projects Committee**
 - C. DEI Committee of the Whole**
- X. SUPERINTENDENT’S REPORT**
- XI. ADMINISTRATIVE REPORTS**
- XII. BOARD COMMUNICATION**
- XIII. CLOSED SESSION FOR SUPERINTENDENT EVALUATION**

For the purposes of an evaluation [OMA Sect. 8(1)(a)]
- XIV. APPROVAL OF SUPERINTENDENT PROFESSIONAL PRACTICE RATING**
- XV. ADJOURNMENT**

PROVIDE IMPACTFUL OPPORTUNITIES FOR ALL TO CULTIVATE LIFELONG LEARNING

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
December 15, 2022**

ASSISTANT SUPERINTENDENT OF BUSINESS AND OPERATIONS

TOPIC: Fall Bond Program Update

The Capital Projects Committee met on Monday, December 5, 2022, in the afternoon to go over and discuss key activities and progress update of the design team and the construction team.

Tonight, the Plante Moran CRESA team, the District's Owner's Representative, will present an update on the Fall Bond Program.

**APPROVED AND RECOMMENDED
AS A REPORT TO THE BOARD**


Ben Mainka, Superintendent



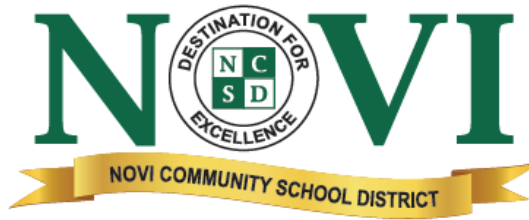
NOVI COMMUNITY SCHOOL DISTRICT

2019 BOND PROGRAM UPDATE

December 15, 2022

AGENDA:

- ☐ Bond Program Progress Update December 2022
- ☐ 2023-2024 Bond Projects Update / Program Milestones
- ☐ Financial Update December 2022
- ☐ Master Planning 2019 Bond Program
- ☐ Land Swap Update / Finalization



Where Have We Been?

What are the main goals of the bond program?



Educational Facilities / Program Enhancements

Improve and expand facilities and programs to support a culture of academic excellence and success for all students



Infrastructure & Equipment

Improvements to address identified infrastructure issues at all facilities



New Learning Opportunities

Create spaces that offer new opportunities for students and the Novi community



Safety & Security

Create safe and secure entrances and welcome centers at all school buildings



21st Century Tech

Upgrade technology devices and infrastructure to respond to the District's vision for 21st century learning

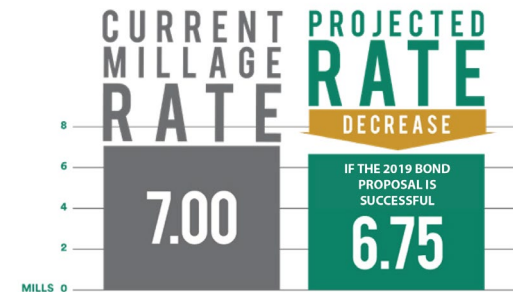
November 5 Ballot Proposals

1

\$185 million Bond Proposal

2

Renewal of the current Sinking Fund Millage



VOTE Tuesday, November 5!

Successful Bond Vote – Congratulations!

2019 Bond Program Ballot-Legal Language

NOVI COMMUNITY SCHOOL DISTRICT BONDING PROPOSAL

Shall Novi Community School District, Oakland County, Michigan, borrow the sum of not to exceed One Hundred Eighty-Five Million Dollars (\$185,000,000) and issue its general obligation unlimited tax bonds therefor, in one or more series for the purpose of:

•erecting additions to, remodeling, installing security measures for, equipping and re-equipping and furnishing and refurnishing school buildings, facilities and a natatorium; erecting, furnishing and equipping a new activity center and school support buildings; acquiring and installing instructional technology and instructional technology equipment for school buildings; purchasing school buses; and developing and improving playgrounds, play fields, athletic fields and facilities, parking areas and sites?

The following is for informational purposes only:

The estimated millage that will be levied for the proposed bonds in 2020 is 1.41 mills (\$1.41 on each \$1,000 of taxable valuation) for a net 0.25 mill decrease from the prior year's levy. The maximum number of years the bonds may be outstanding for any single series, exclusive of any refunding, is twenty-five (25) years. The estimated simple average annual millage anticipated to be required to retire this bond debt is 3.00 mills (\$3.00 on each \$1,000 of taxable valuation). (Pursuant to State law, expenditure of bond proceeds must be audited, and the proceeds cannot be used for repair or maintenance costs, teacher, administrator or employee salaries, or other operating expenses.)

The District would sell bonds totaling \$185 million.

- To improve and expand facilities and program spaces to address equity and support a culture of academic excellence and success for all students
- To create safe and secure entrances & welcome centers at all school buildings
- To create spaces that offer new opportunities for students and the Novi community
- To upgrade technology devices and infrastructure to respond to the District's vision of 21st century teaching and learning
- To improve and address identified infrastructure issues at all facilities

With successful passage of the Bond proposal, voters will see a millage rate decrease of .25 mills

2019 Sinking Fund Renewal - Legal Language

NOVI COMMUNITY SCHOOL DISTRICT SINKING FUND MILLAGE RENEWAL PROPOSAL

This proposal will allow the school district to continue to levy the building and site sinking fund millage that expires with the 2020 tax levy.

Shall the currently authorized millage rate of 0.4731 mill (\$0.4731 on each \$1,000 of taxable valuation) which may be assessed against all property in Novi Community School District, Oakland County, Michigan, be renewed for a period of 10 years, 2021 to 2030, inclusive, to continue to provide for a sinking fund for the repair of school buildings and all other purposes authorized by law; the estimate of the revenue the school district will collect if the millage is approved and levied in 2021 is approximately \$1,183,565 (this is a renewal of millage that will expire with the 2020 tax levy)?

The current sinking fund millage rate of .4731 has been in place since 2001. The proceeds from this millage will continue to be used to fund smaller building improvements. No debt or interest payments are incurred with a sinking fund.

The District would renew the existing Sinking Fund millage rate of .4731

With successful passage of the sinking Fund proposal, voter will not see an increase in the millage rate they are currently paying



Bond Program Progress Update – December 2022

Design and Programming

- Completed Design for Maintenance Bldg.
- Programming and Design for Elementary Playgrounds
- Outdoor Learning Spaces Design
- Master Planning Balance of 2019 Bond

New Community School District
Proposed Program Schedule
12/17/2019

2019 Bond Program

Project	Start	End	2019 Bond Program
2019 Bond Program	12/17/2019	12/17/2019	2019 Bond Program

New Community School District
2019 Bond Program Water Budget

Project	Start	End	2019 Bond Program
2019 Bond Program	12/17/2019	12/17/2019	2019 Bond Program

New Community School District
2019 Bond Program

Project	Start	End	2019 Bond Program
2019 Bond Program	12/17/2019	12/17/2019	2019 Bond Program

April 30, 2020

Mrs. Jill Minnick
Assistant Superintendent of Business and Ops
New Community School District
25345 Tull Road
New, MI 48174

RE: New Community Schools 2019 Bond
Contract Award Recommendation R

Dear Mrs. Minnick:

This letter transmits an update from Planit & advise New Community School District (Athletics Project).

On April 24, 2020 the NCD received bid improvements at the Middle School in Replacement, and selective bleacher repair.

NCD received two bids for the track repair bids for selective bleacher repairs. On April with the apparent low bidder for the track post bid review was conducted with the scorecard and sound systems.

Goldberg Coatings base bid is \$9,800.00 and PNC has developed the attached over repairs will be rebid.

PNC recommends the District Administrator and Director pending final negotiation by.

Attached for reference is Forensic Design's Forensic Design are available at your convenience for award.

2020 Northwestern Highway, Southfield, MI

March 27, 2020

McCarthy Construction Services

Jill Minnick, Assistant Superintendent of Business and Operations
New Community Schools
25345 Tull Road
New, MI 48174

RE: New Public Schools Bid 2019
Bid Package #1 - Bid Package 1 - Security System Upgrade for Deerfield Elementary, New Woods Elementary and Parkview Elementary

SUB: Contract Award Recommendation

Dear Mrs. Minnick,

On Friday, March 20, 2020 at 1:00 PM, sealed bids were received and publicly opened for the above referenced project. In attendance for the bid opening were representatives from New Community Schools, TMP Architecture Inc., McCarthy & Smith, Inc. and interested bidders. Bids were opened, recorded, and tabulated.

The project team conducted post bid interviews with the 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 New Community Schools for contract award:

Bid Division 100: Selective Demolition
Mr. Freddy Facub
D&I International Inc.
6775 Daly Rd Ste. 101
West Bloomfield, MI 48322

Base Bid	\$ 39,900.00
PUM Bond (Not Required)	\$ 0.00
TOTAL	\$ 39,900.00

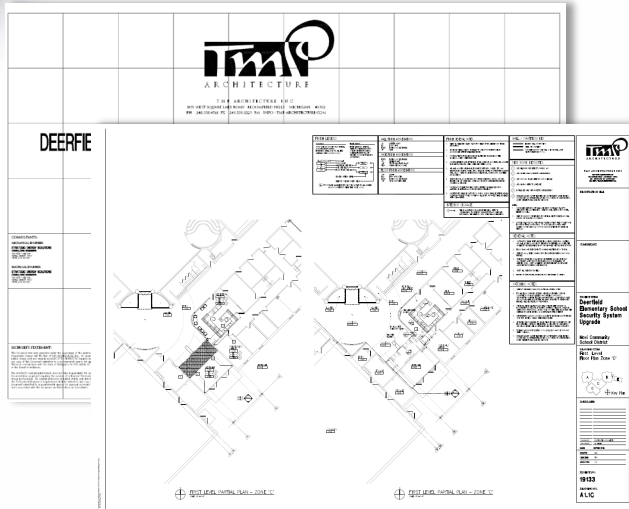
Bid Division 100: Carpentry / General Trades / Ceiling and Partitions
Mr. Dave Seronin
Allied Building Services Company of Detroit Inc.
1901 Howard St
Detroit, MI 48215

Base Bid	\$ 318,600.00
PUM Bond (Hudson Insurance Co.)	\$ 3,250.00
TOTAL	\$ 321,850.00

Bidding and Procurement

- Bid and Award of R.O.A.R. Phase II
- Bid and Award of Access Control Systems
- Bid and Award of High School Phase II
- Bid and Award of Maintenance Storage Bldg.

Bond Program Progress Update – December 2022



Key Planning Activities

- 2019 Bond Completion Planning
- Finalization of Land Swap w/ City
- Districtwide Master Planning
- 2025 Bond Planning Program Development

Construction Planning and Coordination

- Logistics Planning and Coordination
- Subcontractor Planning and Coordination
- Move Management Planning
- Permitting and Approvals





NOVI COMMUNITY SCHOOL DISTRICT

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2023-2024 Bond Projects Update

Recently Completed Bond Projects 2022

➤ High School East Entry Addition	November 2022
➤ Village Oaks Playground	September 2022
➤ Districtwide Parking Lot Replacements	September 2022
➤ High School Scoreboard Replacements	September 2022
➤ Districtwide Technology Improvements	Ongoing

2023 – 2024 Bond Projects and Schedule

	Start	Finish
➤ Meadow's 5 th / 6 th Grade Addition	Mar – 2022	Aug – 2024
➤ High School Phase II (CTE and Athletic Gateway)	Nov – 2022	Oct – 2023
➤ R.O.A.R. Phase II Renovations	Dec – 2022	Feb – 2023
➤ Maintenance Storage Building	Feb – 2023	Jun – 2023
➤ Elementary Playground Equipment	Jun – 2023	Sep – 2023
➤ Districtwide Access Controls – Multiple Locations	Jan – 2023	Sep – 2023
➤ Outdoor Learning Spaces – MS and Elementary	May – 2023	Sep – 2023
➤ Districtwide Technology Improvements	Ongoing	

Future Bond Scope Milestones

** Part of Master Planning **

Future Bond Projects 2024 and Beyond

	Start	Finish
➤ Meadow's 6 th Grade House Renovations	2024	2024
➤ R.O.A.R. Phase III Renovations	2024	2025
➤ High School Phase III Interior Renovations	2024	2025
➤ High School Activity Center and Pool Deck Expansion	2026	2027
➤ Early Childhood Center Addition	2026	2027
➤ Critical Infrastructure (HVAC)	2025	2027
➤ Technology Improvements	2025	2027
➤ Furniture, Fixtures, Equipment	2025	2027



Novi Meadows Progress Photos



Aerial Photo May 2022



Aerial Photo November 2022



Steel Framing / Fireproofing



Exterior Metal Stud Framing

Novi Meadows Progress Photos



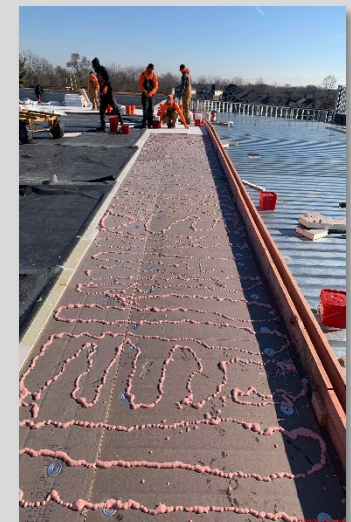
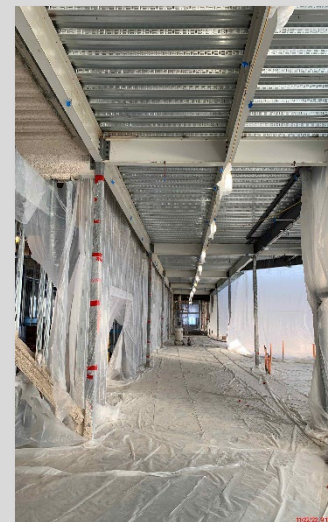
Exterior Wall Framing



Membrane Roofing Installations



Temporary Heating Units



Fireproofing and Roofing

High School East Entry Addition



East Entrance Front Entry



East Entrance Donor Bench



East Entrance Bench



East Entrance Canopy

High School East Addition



Welcome Center



Assistant Principal Office



Workroom



Assistant Principal Office

Village Oaks Playground



Play Structures / Outdoor Activities



New Play Structure



New Play Structures



Turf Play Surface

Village Oaks Playground



Slides and Turf Prep



Mulch Play Surfacing



New Basketball Hoops



Site Restoration Fall 2022

Districtwide Parking Lot Replacements



New Parking Lots and Sidewalks #01



New Parking Lots and Sidewalks #02



New Parking Lots and Sidewalks #03



New Parking Lots and Sidewalks #04

Meadow's 5th and 6th Building





Lobby















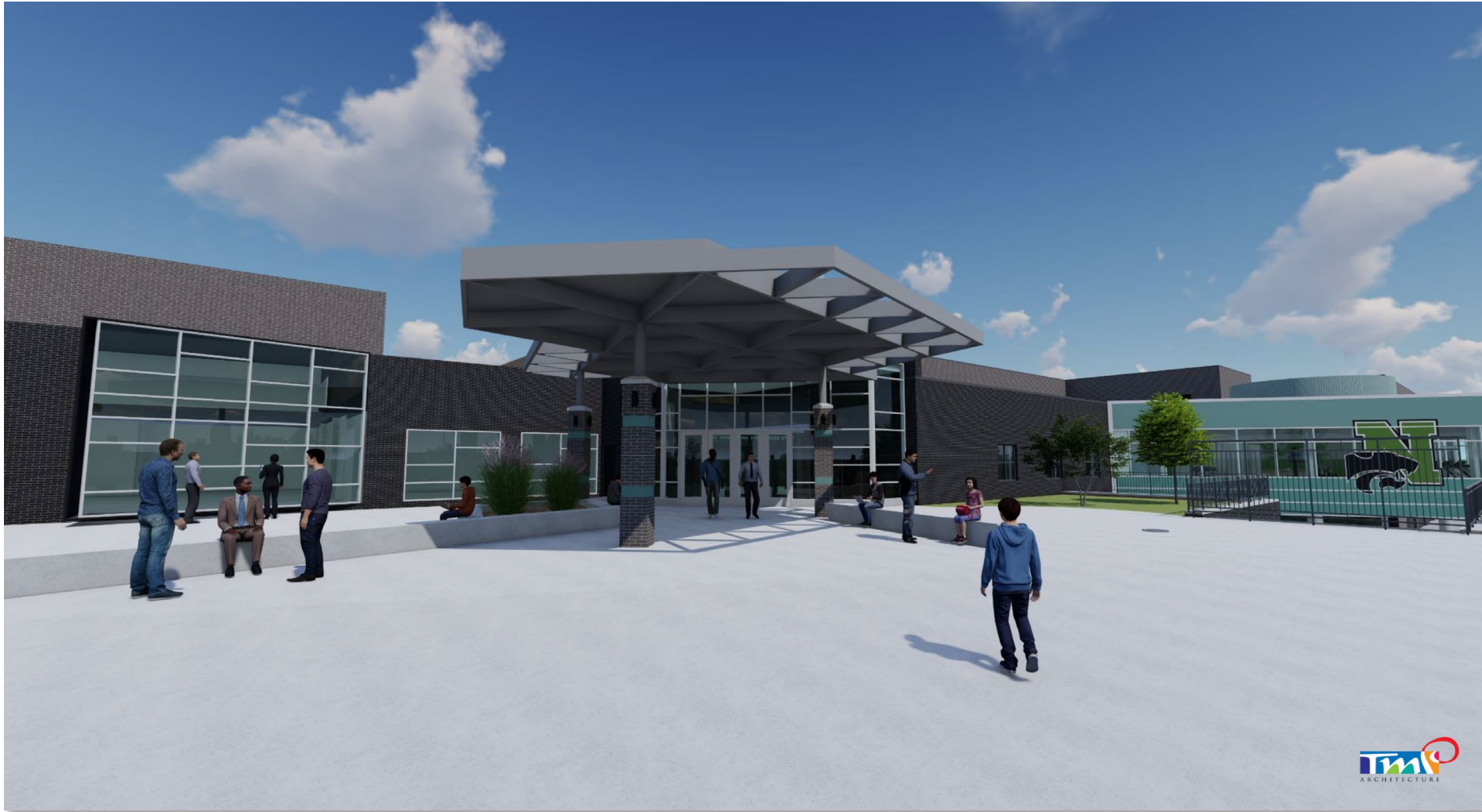


High School Athletics Gateway



High School Athletics Gateway







High School Athletics Gateway





NOVI COMMUNITY SCHOOL DISTRICT

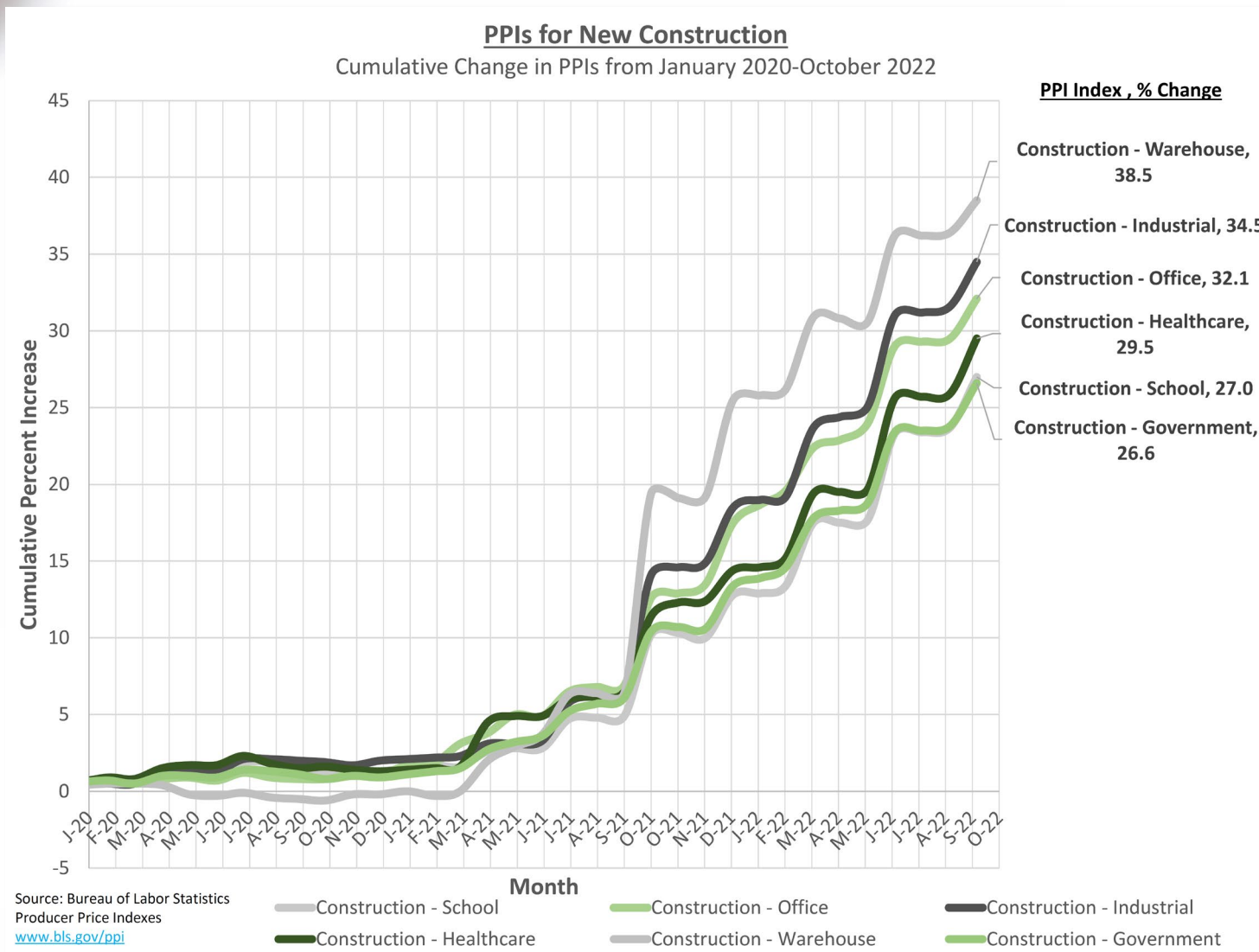
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Construction Market Update 2022-2023



Construction Market Update 2022-2023

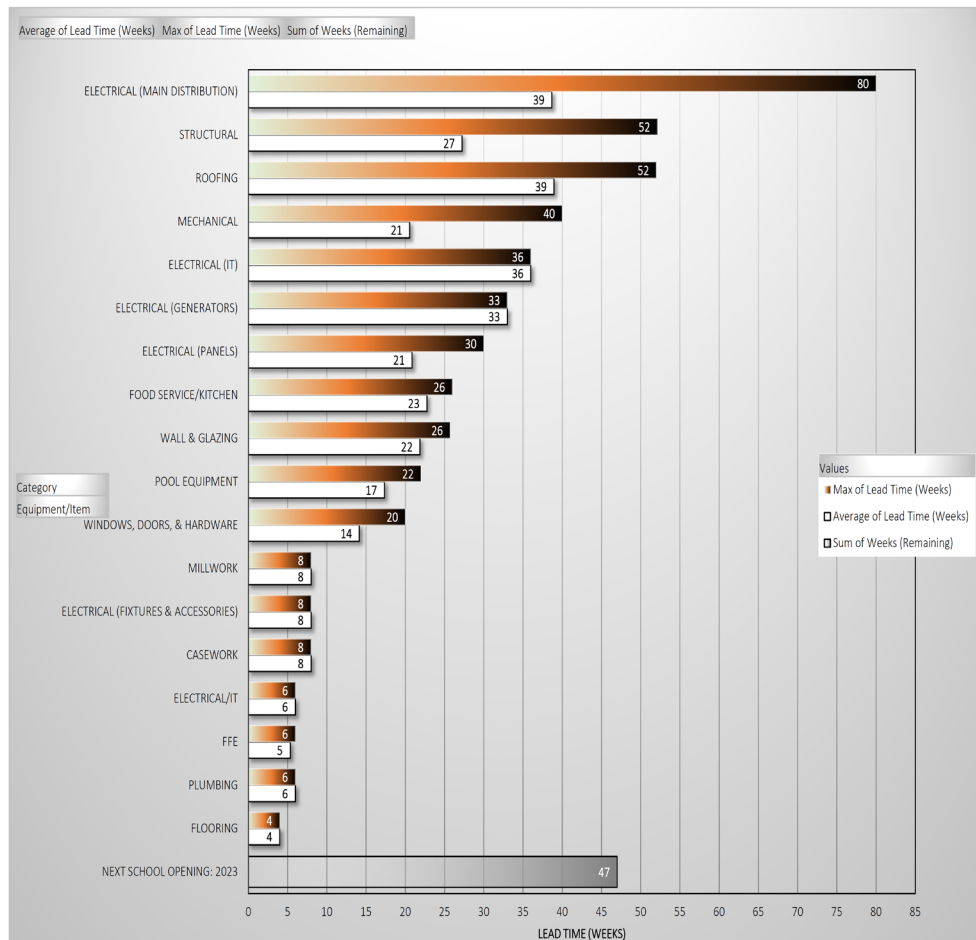


Equipment and Material Lead Time Tracker - Q3 2022

FOR INTERNAL USE ONLY

Estimated Lead Time >25 Weeks

Row Labels	Max of Lead Time (Weeks)
Electrical (Main Distribution)	80
Electrical Panels	40
Main Switchgear	52
Switch Gear	32
Electrical Switchgear	61
Switchboards	80
Meter Stacks	68
Meter Packs	32
Meter Mains	69
Structural	52
Steel Joists and deck	26
Steel Joists	52
Roofing	52
Roof Insulation	52
Roofing Membrane	52
Mechanical	40
Air Handling Units	40
Rooftop Units (RTU's)	40
Split Systems	30
Vertical Unit Ventilators	34
Electrical (IT)	36
AV Equipment	36
Projectors	36
Electrical (Generators)	33
Generator	33
Electrical (Panels)	30
120V Transformer	25
Panelboards	30
480V Transformer	25
Food Service/Kitchen	26
Walk-in Cold Storage	26
Freezer	25
Wall & Glazing	26
Wall Panels	26



Budget Challenges / Recommendations

Problem Statement:

Budgets for the NCSD 2019 Bond Program were developed prior to the pandemic and included normal escalation over the life of the program. Since the pandemic, escalation continues to increase at unprecedented rates well beyond normal market conditions. Series I budgets are contained, but future Series II and III need to be re-balanced (scope and budget) to reflect today's market conditions.

Budget Overages on Commitments to Date of \$110M

• Meadow's 5 th / 6 th Addition – Renovations	\$ 7M Over Budget	<i>Contained within Owner Savings and Contingency</i>
• Village Oaks Resource Room and Playground	\$1.5M Over Budget	
• R.O.A.R. Renovations Phases I and II	\$1.5M Added Scope	
• High School Athletics Gateway and Career Tech, Secured Entries	\$	3,000,000
• Access Control Systems	\$	1,000,000

Projected Overage on Uncommitted Balance of ~\$82M

• Bond Uncommitted Balance ~\$82M X 35%)	\$	28,700,000
• Enhanced Activity Center	\$	10,000,000

Total Projected Budget Shortfall (Committed Overage + Uncommitted Balance X 35% Inflation) ~\$ **42,700,000**

Recommended Solution / Strategy:

The Project Team consisting of District Administration, PMC, TMP Architects, and McCarthy & Smith Construction conducted multiple meetings to review and discuss budget realignment strategies. The Project Team recommends the following approach to rebalance scope and budget:

Realigned Program Scope Recommendation: Uncommitted Program Balance ~ \$82M

- | | |
|---|---|
| <ul style="list-style-type: none"> • Furniture, Fixtures, and Equipment • Realigned Technology Budget and Program • Districtwide Access Control Systems • High School Interior Renovations and Pool Deck Expansion • Enhanced Experience Activity Center • Meadow's 6th Grade House Renovations ▪ R.O.A.R. Building – Phase III | <ul style="list-style-type: none"> ▪ Early Childhood Center Addition ▪ Maintenance Storage Building ▪ Balance of Playgrounds Districtwide ▪ Critical Infrastructure Allowance (HVAC, Electrical, Sinking Fund) ▪ Owner and Construction Contingency ▪ Defer Elementary / MS Scope 2025 Bond |
|---|---|

Proposed Budget and Scope Realignment

2019 Bond Program Funding	\$185,000,000
2014 Balance, Sinking, Rec. Funding	\$ 7,300,000
Total Program Budget	\$192,300,000
Program Commitments as of October 31, 2022 - (Bond, Sinking, Rec.) PMC / District Verified	\$110,939,614
Program / Uncommitted Balance as of October 31, 2022 - PMC / District Verified	\$ 81,360,386

Realigned Scope and Balance of 2019 Bond Projects

- ☐ Program Soft Costs
- ☐ Furniture, Fixtures, Equipment (FFE)
- ☐ Realigned Technology Scope
- ☐ High School Phase II Revisions
- ☐ High School Phase III Interior Renovations
- ☐ High School Activity Center and Expanded Pool Deck
- ☐ R.O.A.R. Center Phase III
- ☐ Meadow's 6th Grade House Renovations
- ☐ Elementary Playgrounds
- ☐ Early Childhood Center Addition
- ☐ Districtwide Access Control Systems
- ☐ Owner and Project Contingency



Master Planning Process

Total Budget for Realigned Program

\$ 81,360,386



NOVI COMMUNITY SCHOOL DISTRICT

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Master Planning 2019



2019 Bond Completion Master Planning | I. PROCESS OVERVIEW

Goals and Objectives

- Develop a revised program and plan to align with remaining 2019 Bond Program funds, specifically for the Series III Projects.
- Plan the remaining projects within the HS (Phase II, Phase III, Activity Center, and Future 2025 HS Bond Projects) in a cohesive, wholistic, and coordinated manner with a 10 yr. plan.
- Plan and program the 6th Grade House, R.O.A.R. Phase III, Educational Services Building, and Early Childhood Center.

Subcommittee Members

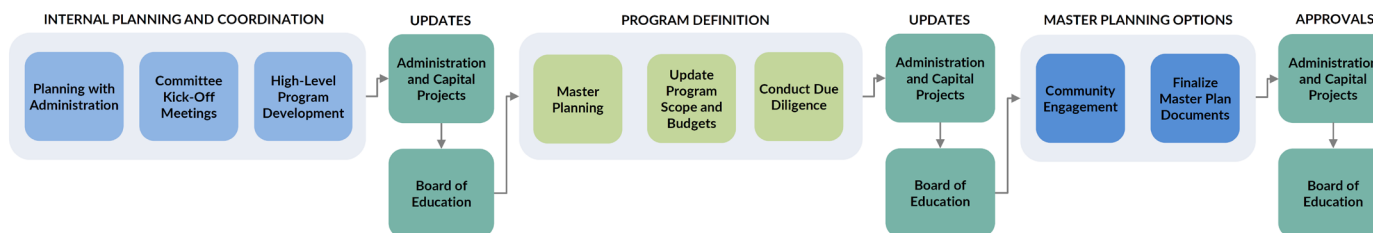
- Ben Mainka
- Michael Drago
- John Castellana
- Stewart Reich
- Bill McCarthy
- Justin Bott
- Greg VanKirk
- Kevin Donnelly

Master Committee Members

- Subcommittee Members
- Tom Smith
- Willy Mena
- Paul Cook
- Specialty Stakeholders
 - Athletics
 - Career Tech / Robotics
 - Technology
 - Security Team
 - Food Service
 - Maintenance and Facilities
 - Transportation



Process Overview



Schedule Overview – Suggested Meeting Cadence

- | | | | |
|--|-------------------|---|--------------|
| • Internal Planning and Coordination | Nov-Dec 2022 | • Master Committee Meeting #03 | March 2023 |
| • Subcommittee Kick-Off Meeting | December 09, 2022 | • Schematic Design Series III – Phase II Projects | Apr-Jun 2023 |
| • Board Update / Master Planning #01 | December 15, 2022 | • Board Update / Master Planning #03 | April 2023 |
| • Subcommittee Meeting #02 | January 13, 2023 | • Master Committee Meeting #04 | April 2023 |
| • Master Committee Kick Off Meeting | January 27, 2023 | • Master Committee Meeting #05 | May 2023 |
| • Schematic Design Series III – Phase I Projects | Feb-Apr 2023 | • Master Committee Meeting #06 | June 2023 |
| • Master Committee Meeting #02 | February 24, 2022 | • Board Update / Master Planning #04 | June 2023 |
| • Board Update / Master Planning #02 | February 2023 | • 2019 Bond Program Master Planning Complete | July 2023 |



Master Planning 2019

2019 Bond Master Plan Flowchart | I. PROCESS OVERVIEW



8-12
WEEKS

Internal Planning and Coordination

- Develop schedule for Master Planning effort with administration
- Prepare and present plan to Capital Projects for approval
- Present plan for Board of Education

Kick-Off w/ District Leadership

- Develop schedule, goals & objectives, and committees with administration
 - Kick Off process with subcommittee and master planning committee
 - Discuss and Identify best use for 6th Grade House, R.O.A.R., ECC, and ESB
- Develop (High Level) (10) yr. Capital Plan for HS including remaining 2019 Bond Scope and 2025 Bond Planning

6-10
WEEKS

Program Definition

- Update program scope and budget 2019 Bond Program
- For HS and other Series 3 Projects
 - TMP-PMC, MC, to conduct facility Tours to update and document refined program
 - Conduct due diligence to support design (survey, geotech, etc.)
 - Define and document updated program scope recommendation
 - Update all scope documents and define initial budgets, etc.
 - Committee and board meetings and updates

16-20
WEEKS

Master Planning Options

- Committee and board meetings to explore and finalize options. Team participates with developing guiding principles
- Professional team to develop options for needs and seek feedback
- Refinements made and costs developed. Team prioritizes and provides feedback
- Team reviews implementation of Master Plan forms consensus

Community Engagement

- Administration and committee determine appropriate form For community input
 - Options Include
 - Hold community engagement sessions
 - District surveys
- Team analyzes community responses prepares data and concepts for final committee approval

Finalize Master Plan Documents

- Overlay Master Plan with community feedback
- Team reviews community feedback and forms consensus for plan direction
- Finalize Master Plan documentation
- Board of Education approves Master Plan
- Team commences / finalizes Phase I and Phase II project plans





NOVI COMMUNITY SCHOOL DISTRICT

2019 BOND PROGRAM UPDATE

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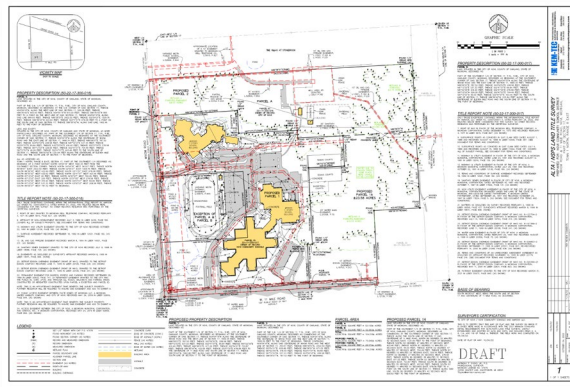
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Land Swap Finalization and Update

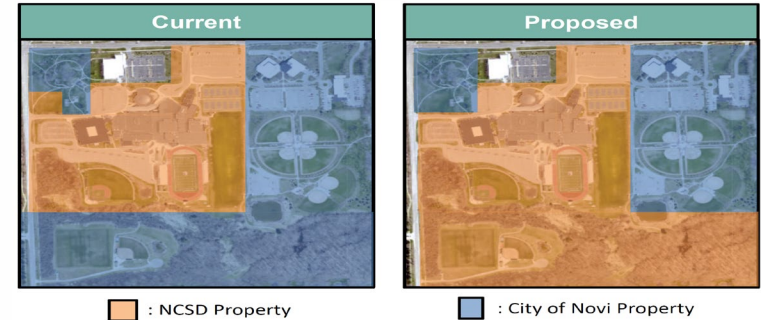


Progress Update

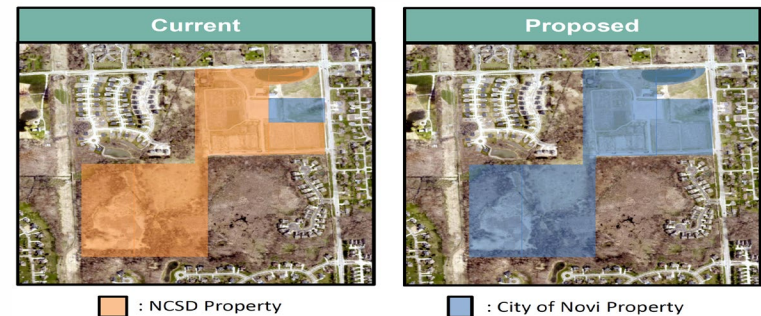
- District approved the land swap transaction in October 2022 contingent upon finalization of all title work, due diligence, purchase agreement details between parties.
- City and District legal continue to finalize purchase agreement details.
- Majority of due diligence work is complete including Wetland Surveys, ALTA Surveys, and geotechnical investigations. Updated Phase I Environmental reports were ordered on 11/29/22. Title clean-up in progress between legal counsel.
- Anticipate closing January / February 2023



Novi High School



Bosco Fields



Novi Middle School





NOVI COMMUNITY SCHOOL DISTRICT

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**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
December 15, 2022**

SUPERINTENDENT OF SCHOOLS

TOPIC: Consent Items

Items included in the Consent Items are those which have previously been considered by the Board in committee or at a prior meeting, or of such a routine nature, that discussion is not required. Board members may request that any items be removed from Consent Items for further discussion, if additional information is needed or available.

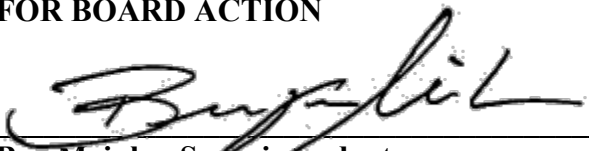
CONSENT ITEMS

- A. Approval of Minutes
 - a. Regular Meeting Minutes of December 1, 2022
 - b. Special Meeting Minutes of December 9, 2022
 - c. Closed Session Minutes of December 9, 2022
 - d. Work Session Minutes of December 13, 2022
 - e. Committee of the Whole Meeting Minutes of December 15, 2022
- B. Approval of Field Trip(s)
 - a. Washington D.C. Field Trip November 2023
 - b. MASC/MASH State Conference February 2023

RECOMMENDATION:

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

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**



Ben Mainka, Superintendent



Minutes of a Regular Board Meeting, December 1, 2022
Novi Community School District
Board of Education

A Regular Meeting of the Board of Trustees of Novi Community School District was held Thursday, December 1, 2022, beginning at 7:03 PM.

Present: Dr. Ruskin, Mrs. Hood, Mrs. Murphy, Mr. Mena, Mr. Smith, and Mrs. Roney
Absent: Mr. Cook by Roll Call Vote

PLEDGE OF ALLEGIANCE

Members of the audience joined with the Board in the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Motion to Amend the Agenda

It was moved by Mr. Cook and supported by Mr. Mena that the agenda be amended and move the field trip to and action item.

Ayes: 7 Dr. Ruskin, Mr. Cook, Mrs. Hood, Mrs. Murphy, Mr. Mena, Mr. Smith, and Mrs. Roney
Nays: 0

MOTION CARRIED

Motion to Approve the Amended Agenda

It was moved by Mr. Cook and supported by Mrs. Roney that the Novi Community School Board of Education approve the agenda as amended.

Ayes: 7 Dr. Ruskin, Mr. Cook, Mrs. Hood, Mrs. Murphy, Mr. Mena, Mr. Smith, and Mrs. Roney
Nays: 0

MOTION CARRIED

CELEBRATIONS

Mr. Benjamin Mainka announced that he participated in presenting the NEF Grant Awards to several of the teachers. He stated that it was just like Christmas and everyone was very grateful. He reported that the two (2) things that he took away from this experience was the innovation of our teachers, the thoughtfulness they put into their grant requests, and the generosity of the NEF.

Board members celebrated our wonderful Brian Langley, who is always an example of exemplary leadership in our teacher ranks with his Thriving Educators Podcasts. They mentioned that he has had several guest speakers including Hattie McGuire, Amber Loney, and so many other teacher contributors.

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.

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

Ayes: 7 Dr. Ruskin, Mr. Cook, Mrs. Hood, Mrs. Murphy, Mr. Mena, Mr. Smith, and Mrs. Roney
Nays: 0

MOTION CARRIED

COMMENTS FROM THE AUDIENCE

There were two (2) comments from the audience.

DONATIONS

There were no donations.

CLOSED SESSION

The Board of Education will move into a closed session for the following reasons:

A public body may meet in a closed session only for one or more purposes as specified in the Open Meetings Act. Tonight, the Board will move into a closed session for the purposes of contract Negotiations [OMA Sect.8(2)].

It was moved by Mr. Cook and supported by Mr. Mena that the Novi Community School District Board of Education move in a closed session for the purposes of negotiations.

Ayes: 7 Dr. Ruskin, Mr. Cook, Mrs. Hood, Mrs. Murphy, Mr. Mena, Mr. Smith, and Mrs. Roney
Nays: 0

MOTION CARRIED

The Board went into a Closed Session at 7:14 PM.

The Board returned from the Closed Session at 7:22 PM.

ACTION ITEMS

Personnel Report

Laura Carino, Assistant Superintendent of Human Resources, presented for the Board's consideration the personnel changes.

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

Ayes: 7 Dr. Ruskin, Mr. Cook, Mrs. Hood, Mrs. Murphy, Mr. Mena, Mr. Smith, and Mrs. Roney
Nays: 0

MOTION CARRIED

Telecommunications Infrastructure: Phone System Upgrade

In the 2019 Bond, there is an allocation for the replacement of the telecommunications infrastructure to support the safety and operations of the District. This upgrade will route calls through Oakland Schools One Network using fiber optics versus the old copper lines. This upgrade should result in a net monthly profit of approximately \$1,000 for the District.

It is the recommendation of the administration that the Novi Board of Education award the Telecommunications Phone System Upgrade Project to Logicalis, Inc. in the amount \$218,872.42 with an additional \$32,830.87 will be budgeted and managed by the District as a project contingency.

The total project cost is \$251,703.29.

It was moved by Mrs. Murphy and supported by Mrs. Roney that the Novi Community School District

Board of Education award the Telecommunications Phone System Upgrade Project to Logicalis, Inc. for a total project cost of \$251,703.29 and authorize the Assistant Superintendent of Business and Operations to expend the funds from the 2019 Bond Fund.

Ayes: 7 Dr. Ruskin, Mr. Cook, Mrs. Hood, Mrs. Murphy, Mr. Mena, Mr. Smith, and Mrs. Roney
Nays: 0

MOTION CARRIED

Bid Package #12 – Novi Storage Addition to Maintenance Campus

On Tuesday, October 25th 2022 at 1:00 PM and Wednesday November 2nd at 1:00 PM, sealed bids were received and publicly opened for the above referenced project. In attendance for the bid opening were representatives from Novi Community School District, Plante Moran Cresa, TMP Architecture Inc., McCarthy & Smith, Inc. and interested bidders.

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 attached recommendations for a total award of \$1,134,769.

This comes before the Board tonight for information and discussion and will come back for approval at the December 1, 2022 meeting.

It was moved by Mrs. Murphy and supported by Mrs. Roney the Novi Community School District Board of Education award the contracts as listed for a total award of \$1,134,769 and authorize the Assistant Superintendent of Business and Operations to expend the funds from the 2019 Bond Fund.

Ayes: 7 Dr. Ruskin, Mr. Cook, Mrs. Hood, Mrs. Murphy, Mr. Mena, Mr. Smith, and Mrs. Roney
Nays: 0

MOTION CARRIED

Visitor Policy

The Governance and Policy Committee met on November 6, 2022 to review a Policy for Visitors and Volunteers. The sub-policy adds new language to policy 2002, as stated below. It comes tonight for Board information and discussion.

Policy 7010 - Volunteers

The Board encourages the use of volunteers to support the School District. Because the safety of the School District's students is of paramount importance, every individual volunteer is required to undergo a criminal background check through the Michigan State Police Internet Criminal History Access Tool (ICHAT) before s/he is permitted to volunteer, regardless of whether or not the volunteer will work directly with students. ICHAT criminal background checks will be performed annually for each volunteer.

No individual will be permitted to volunteer if s/he has been convicted of a misdemeanor described in, or a felony that is a "listed offense" as defined in, MCL [380.1535a](#) or MCL [380.1539b](#). If an individual has been convicted of a felony that is not a listed offense, as defined in MCL [380.1535a](#) or MCL [380.1539b](#), the individual may only be permitted to volunteer if the Board and the Superintendent both approve the volunteer assignment in writing. This policy does not grant any individual who passes an ICHAT background check with the right to be approved as a volunteer.

New Proposed Language:

Volunteers and visitors, when desiring to be present when students are in attendance during the school day, are required to produce a driver's license or state-issued identification card before being permitted around students that day. The driver's license or state-issued identification card will be used to determine whether the prospective volunteer/visitor appears on the Michigan Sex Offender Registry or a comparable registry in another state. An individual who is identified as appearing on a state registry will not be permitted to volunteer/visit that day. The Assistant Superintendent of Human Resources will review the specific circumstances surrounding the individual's inclusion on the list and may determine eligibility for a parent/guardian who wants to visit the school for future events. In cases where large numbers of visitors may be present (i.e. holiday concert), exceptions to this practice may be made assuming that the building administrator ensures extensive staff supervision.

A volunteer is an individual serving in an unpaid position who has direct volunteer contact with students, including direct interaction or guidance of one or more children. A volunteer must be acting under the direct supervision of a staff member. Volunteers are not permitted to be alone with students at a location without a staff supervisor present. A visitor is an individual whose actions do not rise to the level of a volunteer and may include a parent, guardian, close relative, or community member who visits a school for a reason such as meeting with a staff member, dropping off or picking up a student or materials, acting in an observational capacity such as an audience member observing a performance, or someone who will not be directly interacting with or supervising students.

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

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

Nays: 0

MOTION CARRIED

Novi Educational Support Personnel Association (NESPA) Contract

On Thursday, October 27, 2022, the Novi Educational Support Personnel Association (NESPA) team met to discuss a wage reopener for their members.

On the negotiation teams were:

NCSD:

Mr. Ben Mainka, Superintendent

Dr. Laura Carino, Assistant Superintendent of Human Resources

NESPA:

Grat Dalton, MEA Executive Director

Mary Abraham, NESPA President

Ashley Bootz, NESPA Vice President

A tentative agreement has been reached with the Novi Educational Support Personnel Association (NESPA). The administration recommends the contract agreement be approved.

It was moved by Mrs. Murphy and supported by Mrs. Roney that the Novi Community School District Board of Education approve the contract agreement with the Novi Educational Support Personnel Association (NESPA).

Ayes: 7 Dr. Ruskin, Mr. Cook, Mrs. Hood, Mrs. Murphy, Mr. Mena, Mr. Smith, and Mrs. Roney
Nays: 0 **MOTION CARRIED**

Michigan Thespian Festival Field Trip

Heather McKaig, the Novi High School play director, is requesting to have students of the High School Drama Club participate in a unique opportunity for them to grow as thespians by attending the Michigan Thespian Festival held in Lansing, Michigan. She led a group to the same event last year. The event includes workshops that improve technical and performance skills and numerous performances by other high school theatre companies. All students will have the ability to compete and seniors will have the opportunity to compete for a collegiate scholarship.

Students will be asked to pay \$210 to attend the event and bring money for food. They will be spending the night on December 9th, at the Radisson Hotel Lansing, at the Capitol.

It was moved by Mr. Smith and supported by Mrs. Murphy that the Novi Community School District Board of Education approve the Michigan Thespian Festival in Lansing, December 9, 2022 through December 10, 2022.

Ayes: 7 Dr. Ruskin, Mr. Cook, Mrs. Hood, Mrs. Murphy, Mr. Mena, Mr. Smith, and Mrs. Roney
Nays: 0 **MOTION CARRIED**

INFORMATION AND DISCUSSION

Bid Package #10B – Novi Middle School

On Thursday, July 7 2022, the Novi Community School District Board of Education awarded the NCSD District Wide Card Access system contract to LaForge, LLC. The intent of the pricing was to apply to the interiors of the District Buildings.

The project team and LaForce, LLC had developed a project scope with the Novi Middle School for the retrofit existing interior doors. The project team has conducted a cost review of the scope of work and based up that review, they are proposing a contract amendment to be presented tonight and return for approval at the December 15, 2022 Board meeting.

Amend the contract incorporating added scope for buildings listed below, utilizing contracted unit pricing applied to access doors at the following buildings, per the attached cost quotations:

1. Novi Middle School	<u>\$560,348.00</u>
-----------------------	---------------------

Total this Amendment	\$560,348.00
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Original Contract Amount	\$ 291,722
Previous Amendments	\$1,495,672
Current Amendment	<u>\$ 560,348</u>
Amended Contract Amount	\$2,347,742

AMENDMENT RECOMMENDATION AMOUNT \$ 560,348

This comes before the Board tonight for information and discussion and will return for approval at the December 15, 2022 Board meeting.

COMMITTEE REPORTS

Curriculum Committee

Mrs. Murphy, Board Secretary and Chair of the Board DEI Committee, reported that the committee had their first Financial Literacy Requirement Overview for the high school and a cursory understanding of how that would be rolled out into some of the existing classes. She stated that that had a grant review, which was the first time this was part of a discussion about grants in general. Mrs. Murphy said that there are several grants that the curriculum department has applied for. She mentioned that some have been received and they are waiting on others

Mrs. Murphy reported that some can be used for things we are doing from a mental health perspective, but eventually this money goes away and how do you keep good programs in place. She stated that it will be good to hear more about this as we move forward. Mrs. Murphy said that there was one grant that the Board discussed around the School Safe Walk to Schools grant that we partnered with the city for.

Mrs. Murphy reported that there was discussion around the curriculum processes and approvals. She stated that they reviewed an administrative draft of a program or a plan to communicate and have a better understanding of the process and the responsibilities of the curriculum approval process. Mrs. Murphy said that the document was a good look and a good grasp of where the responsibilities lie, who approves it, and how they all work together to really help our kids through the curriculum. She mentioned that helps our community, our teachers, and everyone to understand.

SUPERINTENDENT'S REPORT

Mr. Benjamin Mainka, Superintendent of Schools, reported that he had a few items to update the Board on and a couple of items that he needed the Board's input on. He stated that it has been great to see people a little refreshed after the break, but when he was in one of the buildings this morning they mentioned that it was not quite long enough. Mr. Mainka said that this is the longest stretch of the school year without a break and the Thanksgiving break will get them through to the winter break and this is the first time, that he could remember, that winter break is a full two (2) weeks, which is a unique thing. He mentioned that there is a lot of research, lately, about the science that students and staff need an opportunity to have some separation from each other and this will be a good opportunity for that during this upcoming break.

Mr. Mainka reported that Dr. Carino did her dissertation on therapy dogs in the educational setting. He stated that one of the things they have been talking about is systems and protocols on how we do this. Mr. Mainka said we have some great therapy animals in the District that get that training, but the problem is that they are essentially they are people's personal pets and we would like to have therapy animals that receive the training and stay with the District. He mentioned that when someone retires, the animal will transfer to another employee, so the District needs to create a system to ensure that we have equity across all of our buildings.

Mr. Mainka reported that the District would actually own the animals and it would run like the K-9 unit in the police force. He stated that the dogs will be bred by a breeder that focuses on this work, they will be trained from birth, to assimilation into the staff, and then into the school. Mr. Mainka said that the process has been well thought out and the staff would decide if they would like to be a handler and bring the dog to the building every day. He mentioned that the District would provide the veterinary necessities, the food and these types of things. Mr. Mainka stated that this is an eight (8) to ten-month process and that we are targeting this for the fall of 2023 for implementation.

Mr. Mainka reported that he wanted to get Board input on, first, the committee agendas. He stated that there is a cabinet member assigned to each of the five (5) Board committees. Mr. Mainka said that whether we talk about the administrative committees or committee of the whole, Dr. Carino will be working with the Policy Committee, Mr. Giromini will be working with the DEI and Curriculum Committees, Mr. Kling will be working with the Finance and Capital Projects Committees, and he will be working with the DEI and Capital Projects Committees. He mentioned that there is a Board member who is the chair of each committee.

Mr. Mainka reported that his hope is that we can develop a process where the committee chair and the cabinet member, who is overseeing that particular committee, will work together to get an agenda out to you a week before that committee meeting. He stated that if it is a committee of the whole and you have items that you would like placed on the agenda, please give them four (4) days' notice and send it either to the committee chair, the cabinet member, or both, then the agenda can be published in a timely fashion. He mentioned that he would like to know if anyone has an issue with this process or if they have a different way they would like to do it. Mr. Mainka stated that any feedback, comments, or questions, please send it over via email.

Mr. Mainka reported that the other thing was that he has had the real privilege of being able to meet with students and that they have established Superintendent Student Advisory Teams. He stated that he met with the Meadows and the high school teams this week and will meet with the middle school team next week. Mr. Mainka said that it has been a great process and as we move from that level of student voice to the next level, the final evolution, we hope that we would be able to create Board roundtables, where Board members would be able to meet with the kids as well. He mentioned that we will build toward that.

Mr. Mainka reported that during COVID it has been difficult for Board members to get into buildings. He stated that in his previous district, they instilled a process called Board tours where they would pick a few buildings, pick a chunk of time during the school day, post it as a meeting, and go see the amazing things that students and staff are doing. Mr. Mainka said that if there is an interest, he will get this off the ground and move forward. He mentioned that he knows Board members are assigned to buildings but if there is an interest, he would be happy to move forward with the Board tours. He mentioned that if there is an interest to please email him or if no one is opposed, then he could set it up.

Mr. Mainka reported that the Board members should continue to do what they are doing now and that this was just an opportunity to have a more formalized approach to go as a group and observe what the buildings are doing, the different programs, other than their assignment. He stated that it would have a little more structure and to email him any feedback. Mr. Mainka said that, for some staff, it creates

some concern and anxiety if a Board member shows up because there is a process, your work with your assigned building's principal to schedule a tour, which is fine. He mentioned that this is just another opportunity for you to watch and talk to staff. Mr. Mainka reported that they can talk about the logistics of this as it pertains to the Open Meetings Act, posting it as a meeting, potentially having the public present, and so on.

ADMINISTRATIVE REPORTS

Dr. Laura Carino, Assistant Superintendent of Human Resources, reported that she attended the Behavioral Threat Assessment and Management Training along with Nicole Carter, Rob Baker, Darby Hoppenstedt, and Detective Warren. She stated that it was a great, full day of training for our threat protocols and was helpful for them to see how far we actually are in comparison to the other districts.

Dr. Carino said they received samples of other documentation that they will use to tweak the District's current process and improve it. She mentioned that they undertook different scenario-based situational practice with regards to if this situation occurred, how would we run the protocol in our own building or District. Dr. Carino reported that this is something they will be bringing back to our administrators at their regular monthly meeting, so that we can continue to improve our practices, both at the District level and at the building level.

Dr. Carino reported that for the past two (2) days she has been in Lansing attending the MASPA (Michigan Association of School Personnel Administrators) Conference. She stated that it was a wonderful opportunity to work with other HR folks about the legal aspects and just network.

Dr. Carino reported that after our last Board meeting, we received some very sad news of the passing of Lisa Braun. She stated that Lisa had been a science teacher at the middle school, since 1995. Dr. Carino took the opportunity to publicly honor her memory.

Mr. Mike Giromini, Assistant Superintendent of Academic Services, acknowledged Mrs. Murphy for doing an amazing job of summarizing the committee meeting. He stated that he has one update for the Board. Mr. Giromini said that they have scheduled the first Sex Education Advisory Board meeting for late December. He mentioned that it has been communicated to the members and they have all confirmed whether they can attend or not.

Mr. Giromini acknowledged that their original goal was for the end of November, but combined with the element they dealt with earlier and so many applications, it took longer than anticipated and pushed everything back. He reported that looking at the calendars and setting a date, this was the best opportunity for them. Mr. Giromini stated that he looks forward to giving the Board updates from that committee in the future.

BOARD COMMUNICATION

A Board member expressed his gratitude to the teachers who took the time to come out and visit the Board this evening. He stated that he wished they could be introduced because this would be a great time for that.

A Board member reported that last night was the Light Up Oxford support. She stated that kids took home a bag and showed their support on the anniversary of that. The Board member said that it was

wonderful to see the neighborhood lit up at the end of the streets showing their community support and that we stand behind them as a District. She acknowledged Jason Smith, former executive Director of the NEF and PTO at Parkview, who will be making announcements in the future regarding a grant. The Board member mentioned that he has raised over two (2) million dollars that directly benefitted our kids and teachers. She wished him a happy birthday and expressed her gratitude.

A Board member reported that when she goes to a building for a visit, she always takes a tray of candy or donuts. She stated that the principal announces that it was donated by her, the Board Trustee.

A Board member expressed his gratitude for everyone who came out this evening. She stated that she hoped everyone had a lovely Thanksgiving with your families.

ADJOURNMENT

It was moved by Mr. Mena and supported by Mrs. Roney that the Novi Community School District Board of Education 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. Cook, Mrs. Hood, Mrs. Murphy, Mr. Mena, Mr. Smith, and Mrs. Roney

Nays: 0

MOTION CARRIED

The meeting adjourned at 8:19 p.m. The next regular meeting of the Board is scheduled for December 15, 2022 at 7:00 p.m., at the Educational Services Building.

Bobbie Murphy, Secretary



**Minutes of Special Meeting, December 9, 2022
Novi Community School District
Board of Education**

A Special Meeting of the Board of Trustees of the Novi Community School District was held Friday, December 9, 2022, beginning at 7:40 AM in the Educational Services Building.

CALL TO ORDER/WELCOME/ROLL CALL

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

Absent: Mrs. Murphy

It was moved by Mr. Smith, supported by Mr. Mena that the Board move to Closed Session.

Ayes: 6 (Dr. Ruskin, Mr. Cook, Mrs. Hood, Mrs. Roney, Mr. Smith, and Mr. Mena)
by Roll Call Vote

Nays: 0

MOTION CARRIED

CLOSED SESSION

The Board moved to Closed Session at 7:42 a.m.

TOPIC: The Board moved into a closed session for the purposes of student discipline (OMA Sect. 8(1)].

The Board came out of Closed Session at 9:05 a.m.

OPEN SESSION

It was moved by Mr. Smith, supported by Mrs. Roney that the Novi Community School District Board of Education expel student (FA826-894-2827).

Ayes: 6 (Dr. Ruskin, Mr. Cook, Mrs. Hood, Mrs. Roney, Mr. Smith, and Mr. Mena)
by Roll Call Vote

Nays: 0

ADJOURNMENT

It was moved by Mrs. Hood, supported by Mr. Smith that the meeting be adjourned.

The meeting adjourned at 9:06 a.m.

Ayes: 6 (Dr. Ruskin, Mr. Cook, Mrs. Hood, Mrs. Roney, Mr. Smith, and Mr. Mena)
by Roll Call Vote

Nays: 0

The next regular meeting of the Board is scheduled for December 15, 2022, 7:00 p.m., at the Educational Services Building.

Bobbie Murphy, Secretary



Minutes of a Closed Session, December 9, 2022
Novi Community School District
Board of Education

A Closed Session of the Board of Trustees of Novi Community School District was held Thursday, December 9, 2022, beginning at 7:42 AM.

Present: Dr. Ruskin, Mr. Smith, Mrs. Hood, Mr. Mena, Mr. Cook, and Mrs. Roney
by Roll Call

Absent: Mr. Murphy

TOPIC(S) DISCUSSED

A public body may meet in a closed session only for one or more purposes as specified in the Open Meetings Act.

The Board moved into a closed session for purposes of student discipline [OMA Sect. 8(1)].

No action was taken by the Board at these meetings.

The Closed Session ended at 9:06 AM. The next regular meeting of the Board is scheduled for December 15, 2022 at 7:00 PM, at the Educational Service Building.

Bobbie Murphy, Secretary



Minutes of a Work Session, December 13, 2022
Novi Community School District
Board of Education

A Work Session of the Board of Trustees of Novi Community School District was held Thursday, December 13, 2022, beginning at 5:03 PM.

Present: Dr. Ruskin, Mr. Smith, Mrs. Hood, Mr. Mena, Mrs. Murphy, Mr. Cook, and Mrs. Roney
by Roll Call Vote

Absent:

Others Present: Mr. Benjamin Mainka, Betsy Beaudoin, and Jason Michener

TOPIC(S) DISCUSSED

The Board discussed committee assignments and officers for the 2023 year.

No action was taken by the Board at this meeting.

The Work Session adjourned at 6:31 PM. The next regular meeting of the Board is scheduled for December 15, 2022 at 7:00 PM, at the Educational Service Building.

Bobbie Murphy, Secretary

An online recording of this meeting is available on YouTube and on the District Website: novi.k12.mi.us
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Minutes of the Committee of the Whole, December 15, 2022
Novi Community School District
Board of Education

A DEI Committee of the Whole of the Board of Trustees of Novi Community School District was held Thursday, December 15, 2022, beginning at 7:35 AM.

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

by Roll Call Vote

Absent: Mr. Smith, Mr. Cook, and Mrs. Roney

Others Present: Mr. Benjamin Mainka, and Mr. Michael Giromini

TOPIC(S) DISCUSSED

- A. MICIP DEI Goals, Potential Future Revisions
- B. Equity: Lens vs. Activity
- C. Strategies to Address Gaps

No action was taken by the Board at this meeting.

The Work Session adjourned at 8:55 AM. The next regular meeting of the Board is scheduled for December 15, 2022 at 7:00 PM, at the Educational Service Building.

Bobbie Murphy, Secretary

An online recording of this meeting is available on YouTube and on the District Website: novi.k12.mi.us
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**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
December 15, 2022**

ASSISTANT SUPERINTENDENT FOR ACADEMIC SERVICES

TOPIC: 8th Grade Trip to Washington D.C., November 8, 2023 through November 11, 2023

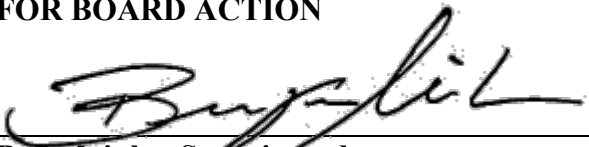
In November of 2023, Novi Middle School 8th graders may have the opportunity to travel by Barons Bus Company to Washington D.C. This exciting annual trip affords our 8th grade students the opportunity to be immersed in the history and culture of our great nation and supports the U.S. History curriculum taught at this level. During the trip, students will visit the nation's capital and tour numerous monuments and memorials, including Arlington National Cemetery. Students will be exposed to the various components of our nation's capital.

The students would leave November 8, 2023 from Novi Middle School at 5:30 a.m. and return on November 11, 2023, missing three (3) days of school. The total cost for each student is \$954.

RECOMMENDATION:

That the Novi Community Schools Board of Education approve the 8th Grade Trip to Washington D.C. November 8, 2023 through November 11, 2023.

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**



Ben Mainka, Superintendent

December 6, 2022

November 8 - 11, 2023

Date of Request (at least 12 weeks prior to trip)

Date of Trip

OVERNIGHT, OUT OF STATE OR OUT OF COUNTRY FIELD TRIP REQUEST FORM

Field Trip Coordinator: Meghan Barnauskas Other Staff Members Attending: TBD

Have you coordinated this trip in previous years?: Yes If yes, when? Nov. 2022

◊ If not, what is the most recent overnight trip you have coordinated? (List the group, date and trip description)

◊ If you have never coordinated an overnight trip, which chaperone accompanying your group has overnight trip experience?

It is required that one chaperone has previously coordinated an overnight trip

TRIP INFORMATION

Title of Field Trip:	<u>8th Grade Washington D.C. Trip</u>	Organization/Club/Course Name:	<u>8th Grade</u>
Date(s) of Trip:	<u>Nov. 8 - 11, 2023</u>	School Days Missed (by students):	<u>Nov. 8-11, 2023</u>
Field Trip Destination:	<u>Washington D.C.</u>	City/State:	<u>Washington D.C.</u>
Departure Time:	<u>Nov. 8 - 5:30 am</u>	Departure Location:	<u>Novi Middle School</u>
Arrival Time:	<u>Nov. 8 - approx. 4:00 pm</u>	Arrival Location:	<u>Washington D.C.</u>
Cost per Student:	<u>\$954 by 1/30/23 \$1029 after 1/30/23</u>	Items included in cost:	<u>shirt, sweatshirt, all meals, lodging transportation, chaperone stipend, admission fees, administrative costs, tips, and taxes</u>
Trip Funded By:	<u>student</u>		

LODGING

Lodging name: Hilton Mark Center, Alexandria Contact Number: (703) 845-1010

Number of students attending: TBD Number of Chaperones: TBD (based on 1:12 ratio)

Cost Per Student: included in trip cost Funded By (circle): Student Other: _____

CHAPERONES

If a chaperone is not a district employee, please complete the Volunteer Background Check Authorization Form and submit with your request. IBe sure to include enough chaperones to support your group size.

Names of Chaperones: TBD (based on 1:12 ratio) - all district employees

TRANSPORTATION

Method of Transportation (select one): Charter Bus

School Bus: Tentative school bus confirmation made by _____ on _____
name date

Charter Bus: Company Barons Bus Company Contact Number 1-888-378-3823

Private Car: Please complete the **Volunteer Background Authorization Form** for each driver and submit with the field trip request. A copy of each driver's license, insurance and registration will also be required.

Cost Per Student: included in trip cost Funded By (select one): student

Address of Destination _____ Pickup Location _____

Group _____ Pickup Building _____

Of Adults _____ # Of Students _____ Parking Facilities _____

Departure Time _____ Are Drivers' Meals, Tickets, or Fees Included? No

Approx. Arrival Time _____ Special Equipment Needed _____

Time Leaving Destination _____ Does the Bus Need to Stay with the Group? No

Approx. Return Time _____

Deadlines: This form must be in the Transportation Department office by Tuesday prior to the week of the trip. **Please get approval before purchasing non-refundable tickets.**

FIELD TRIP FEES

(A) START TIME _____ END TIME _____ TOTAL # OF HOURS _____ x Hourly Rate Below = _____

(B) # OF MILES TO DESTINATION _____ x 2 = _____ TOTAL MILES x \$3.00 _____
(MILEAGE BEGINS AT 45505 11 MILE)

(A + B) x # OF BUSES = TRIP TOTAL _____

Hourly Rate: Monday-Friday = \$30/hr Saturday = \$45/hr Sunday = \$60/hr

CURRICULUM

Complete the following questions if the trip is curricular.

1. What are the class objectives that tie into the proposed trip?

This trip will bring history alive for students, increasing their appreciation and understanding of American history and government.

2. Describe the class activities prior to the field trip that will integrate the field trip with the curriculum.

In 8th grade US History, prior to the trip, students learn about the formation of the US government - reading and analyzing documents such as the Declaration of Independence and the Constitution and discussing the formation of the structures of the government.

3. Why is the field trip the best way to achieve/reinforce the class objectives?

When they are on the trip, students will be able to fully immerse themselves in American government and history. A trip to the National Archives allows students to view foundational documents and further learn about their significance. They are able to visit locations such as the Capitol, the White House, and the Supreme Court to learn about their significance in the government to further reinforce the lessons learned in class. Additionally, visiting various museums will allow students to extend their learning beyond course content as they explore exhibits related to US history and government.

4. What follow-up activities will be used in the classroom/curriculum to assist the students in applying the knowledge they gained on this trip?

As students progress through the rest of the year in US History, they continue to explore the compromises involved in setting up the structure of our government. They also learn about George Washington, Thomas Jefferson, and other early presidencies, which allows them to draw back on their experiences and learning visiting various monuments, memorials, and Mount Vernon. Later in the year, students continue their learning about slavery and the causes of the Civil War and can draw on connections to learning at the Lincoln Monument and various museums.

Summary of Trip to Present to the Board of Education for Approval:

The 8th Grade Washington D.C. field trip is an annual trip that allows our eighth graders the opportunity to explore our nation's capital and make connections to the topics they cover throughout the year in their U.S. History class.

Students travel via charter bus to D.C. While in D.C., they explore a number of museums including the Smithsonian Museum of American History, the Smithsonian Museum of Natural History, the Smithsonian Museum of African American History and Culture, and the International Spy Museum. They also stop at a number of buildings that are cornerstones of our nation's government including the White House, the Capitol, the Supreme Court, and the National Archives. They also visit a number of memorials and monuments including the Lincoln Memorial, the Washington Monument, the Jefferson Memorial, the MLK Memorial, the Vietnam Memorial, the Korean Memorial, the World War II Memorial, and the MLK Memorial, which allows students to contemplate the impact that important Americans and noteworthy conflicts had on our history. The trip also includes stops at Mount Vernon and a historical ghost tour in Alexandria, Virginia.

For this trip, we work with WorldStrides, an educational travel company that helps us make the most of the trip. They provide Course Leaders who travel to the different sites with students, offering insightful information and thought-provoking questions for students to consider throughout the trip. They also assist in coordinating our itinerary so that we are able to visit as many sites as possible, provide night security in the hotel, and operate an emergency line that parents can contact throughout the trip.

This trip brings history alive for our students, as it gives them the opportunity to immerse themselves in our nation's history and government. As the majority of the eighth grade class attends the trip, the trip also builds a sense of unity among students as they experience this trip together.

A specific trip itinerary, rooming list, parent information packet, and policies/procedures/rules can be provided when it becomes available to the sponsor.

APPROVAL



Sponsor's Signature



Administrator's Signature

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
December 15, 2022**

ASSISTANT SUPERINTENDENT FOR ACADEMIC SERVICES

TOPIC: MASC/MAHS (Michigan Association of Student Council) Leadership Conference, February 25-27, 2023, Grand Rapids, MI

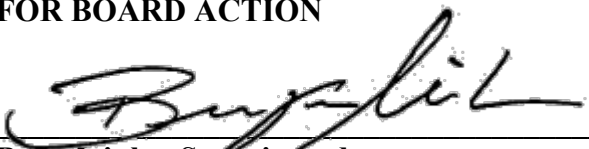
Ms. Rachel Schypinski, teacher and Student Council Sponsor, is requesting that the Novi High School Student Council participate in the 2023 Michigan Association of Student Council (MASC) Leadership Conference, from February 25-27, 2023. This is the largest gathering of student leaders in the state. These twenty (20) students will be inspired by motivational speakers in various breakout sessions where they will gain insight and tools to enhance their current leadership efforts. They will also build relationships with other students from across the state and be challenged to go beyond the status quo in promoting pride, unity, and spirit within Novi High School.

Administration has submitted a request for students to travel by charter bus and will be asked to pay \$250.00 to cover the costs of registration (conference materials, admissions to all events, a portion of the food and a portion of the transportation fee). Students will miss school on Monday, February 27, the last day of the conference. There will be three (3) chaperones accompanying the students on this trip. Thank you for your consideration.

RECOMMENDATION:

That the Novi Community Schools Board of Education approves the (MASC) Michigan Association of Student Council Leadership Conference, February 25-27, 2023, in Grand Rapids, Michigan.

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**



Ben Mainka, Superintendent

BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN

Out of State/Overnight Field Trip Approval Form

Field Trip Title: Student Council States

Dates of Trip: February 25-27, 2023

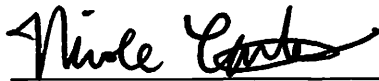
Group: Student Council

Sponsor: Rachel Schypinski

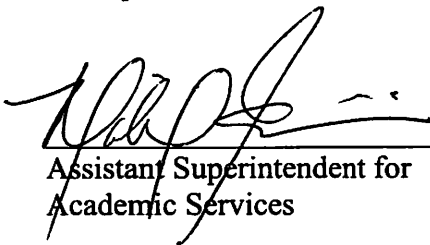
Summary:

Our student council will be traveling to Grand Rapids this year for the MASC/MAHS Student Council State Conference. At the state conference students will attend breakout sessions to learn from what other student councils are doing from different schools around Michigan. They will be able to network and brainstorm with their own council and start planning for the upcoming year. Students will also have the opportunity to listen to various speakers encouraging them to be a leader in and out of their schools.

The attached Field Trip form has been reviewed and approved by:



Principal



Assistant Superintendent for
Academic Services

Nov 28th, 2022

Feb 25-27, 2023

Date of Request (at least 12 weeks prior to trip)

Date of Trip

OVERNIGHT, OUT OF STATE OR OUT OF COUNTRY FIELD TRIP REQUEST FORM

Field Trip Coordinator: Rachel Schypinski Other Staff Members Attending: Nicole Carter, Ron Kane

Have you coordinated this trip in previous years?: yes If yes, when? 2018, 2019

◊ If not, what is the most recent overnight trip you have coordinated? (List the group, date and trip description)

◊ If you have never coordinated an overnight trip, which chaperone accompanying your group has overnight trip experience?

It is required that one chaperone has previously coordinated an overnight trip _____

TRIP INFORMATION

Title of Field Trip: Student Council State Conference 2023

Organization/Club/Course Name: Student Council

Date(s) of Trip: February 25-27 2023

School Days Missed (by students): Monday 2/27

Field Trip Destination: Amway Grand Plaza and DeVos Place

City/State: Grand Rapids, Michigan

Departure Time: Saturday 2/25 around 1:00 PM

Departure Location: Novi High School

Arrival Time: _____

Arrival Location: _____

Cost per Student: \$250

Items included in cost: Conference fee, hotel, snacks/food, transportation

Trip Funded By: Student and student council funds

LODGING

Lodging name: Amway Grand Plaza Hotel Contact Number: N/A

Number of students attending: 20 Number of Chaperones: 3

Cost Per Student: \$ 250 Funded By (circle): Student Other: _____

CHAPERONES

If a chaperone is not a district employee, please complete the Volunteer Background Check Authorization Form and submit with your request. IBe sure to include enough chaperones to support your group size.

Names of Chaperones: Nicole Carter, Ron Kane

TRANSPORTATION

Method of Transportation (select one): School Bus *

School Bus: Tentative school bus confirmation made by _____ on _____
name date

Charter Bus: Company _____ Contact Number _____

Private Car: Please complete the **Volunteer Background Authorization Form** for each driver and submit with the field trip request. A copy of each driver's license, insurance and registration will also be required.

Cost Per Student: _____ Funded By (select one): _____

Address of Destination _____ Pickup Location _____

Group _____ Pickup Building _____

Of Adults _____ # Of Students _____ Parking Facilities _____

Departure Time _____ Are Drivers' Meals, Tickets, or Fees Included? No

Approx. Arrival Time _____ Special Equipment Needed _____

Time Leaving Destination _____ Does the Bus Need to Stay with the Group? No

Approx. Return Time _____

Deadlines: This form must be in the Transportation Department office by Tuesday prior to the week of the trip. **Please get approval before purchasing non-refundable tickets.**

FIELD TRIP FEES

(A) START TIME _____ END TIME _____ TOTAL # OF HOURS _____ x Hourly Rate Below = _____

(B) # OF MILES TO DESTINATION _____ x 2 = _____ TOTAL MILES x \$3.00 _____
(MILEAGE BEGINS AT 45505 11 MILE)

(A + B) x # OF BUSES = TRIP TOTAL _____

Hourly Rate: Monday-Friday = \$30/hr Saturday = \$45/hr Sunday = \$60/hr

* REQUEST SUBMITTED. POTENTIALLY SHARING A CHARTER BUS
WITH JOHN GLENN HS AND WAYNE MEMORIAL HS.

CURRICULUM

Complete the following questions if the trip is curricular.

1. What are the class objectives that tie into the proposed trip?
2. Describe the class activities prior to the field trip that will integrate the field trip with the curriculum.
3. Why is the field trip the best way to achieve/reinforce the class objectives?
4. What follow-up activities will be used in the classroom/curriculum to assist the students in applying the knowledge they gained on this trip?

Summary of Trip to Present to the Board of Education for Approval:

APPROVAL



Sponsor's Signature



Administrator's Signature



STUDENT VOICE



AWARDS

ROCK^{THE} LOVE

2023 STATE LEADERSHIP CONFERENCE



KEYNOTE SPEAKERS



ACTIVITIES

ABOUT THE CONFERENCE

AMWAY GRAND PLAZA HOTEL, GRAND RAPIDS

FEBRUARY 25-27

The State Leadership Conference is MASC/MAHS largest, most dedicated student program of the year. This three-day event features Student Showcase presentations, Michigan Student Voice competitions, structured activities, awards, powerful keynote speakers, student mixers, celebrations and more! Don't let your students miss out on this premier leadership event.

STUDENT VOICE

SHOWCASE PRESENTATIONS

Student Showcases present topics, programs and ideas that are being implemented throughout the state. Topics range from peer mentor groups, anti-bullying programs, community service projects and much more. Each Showcase contains detailed information on the actions student leaders took to create change in their school and the steps needed for others to put these ideas to work in their own buildings.

MICHIGAN STUDENT VOICE

Welcome to the future of student voice. A voice that needs to be heard, harnessed and echoed across the state. Michigan Student Voice is a program designed to give our leaders the opportunity to present meaningful topics in a fast paced TED Talk presentation style on the main stage of our State Conference.

CHARITY OF THE YEAR

THE NEW DAY FOUNDATION

New Day works in partnership with Michigan hospitals/cancer centers to help families alleviate financial toxicity, a harmful side effect that creates significant barriers to treatment and healing. The Foundation provides financial and emotional resources to improve quality of life and treatment outcomes.

AGENDA AT A GLANCE

SATURDAY, FEBRUARY 25

4:00 PM | Conference Registration Opens
4:00-6:45 PM | Mixers
6:15-6:45 PM | Adviser Welcome
7:00-7:45 PM | Opening Ceremony
8:00-10:00 PM | General Session
10:00-10:15 PM | Tranquility
10:15-10:30 PM | Return to Rooms
11:00 PM | Lights Out

SUNDAY, FEBRUARY 26

8:00-8:30 AM | Breakfast
8:30-8:45 AM | Announcements
8:45-9:45 AM | Keynote Speaker #1
9:45-10:45 AM | Structured Activity #1
11:00-12:05 PM | Student Showcase Presentations
12:15-1:10 PM | Lunch
1:15-2:15 PM | Keynote Speaker #2
2:20-3:10 PM | Structured Activity #2
3:25-4:30 PM | Student Showcase Presentations
4:45-5:20 PM | School Reflection Time
5:30-6:30 PM | Break
6:45-7:30 PM | Dinner
7:30-8:30 PM | Awards Presentation
8:30-9:15 PM | Break
9:15-10:35 PM | Student Celebration
10:35-10:45 PM | Tranquility
10:45-11:00 PM | Return to Rooms
11:20 PM | Lights Out

MONDAY, FEBRUARY 27

8:00-8:30 AM | Breakfast
8:30-8:45 AM | Announcements
8:45-9:45 AM | School Reflection Time
9:45-10:45 AM | Keynote Speaker #3
10:45-11:15 AM | Closing Ceremony

LEARN MORE ➤

Registration Opens 12/1

www.mascmahs.org

info@mascmahs.org



**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
December 15, 2022**

ASSISTANT SUPERINTENDENT OF HUMAN RESOURCES

TOPIC: Personnel Recommendations

Laura Carino, Assistant Superintendent of Human Resources, presents for your consideration the following personnel changes:

A. New Hires

<u><i>Name</i></u>	<u><i>Bldg.</i></u>	<u><i>Assignment</i></u>	<u><i>Reason</i></u>	<u><i>Rate</i></u>	<u><i>Effective</i></u>
Forte, Maria	PV	CARE Leader	New Hire	Level B	12-20-22
Landau, Denise	ESB	Executive Asst. HR	Position Chg.	Salary	12-19-22
Villanueva, Jennifer	NW	Special Ed Para	Position Chg.	Level B	01-13-23

B. Retirements and Resignations

<u><i>Name</i></u>	<u><i>Bldg.</i></u>	<u><i>Assignment</i></u>	<u><i>Reason</i></u>	<u><i>Effective</i></u>
Gilchrist, Bethany	NW	Social Worker	Resigned	12-23-22
McIntosh, Juliana	VO	Special Ed Teacher	Resigned	12-01-22
Morse, Melissa	OH	Kindergarten Teacher	Resigned	12-23-22
McDonnell, Sheila	ESB	Benefits Manager	Retired	01-06-23

C. Leaves of Absence

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

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**



**Benjamin Mainka
Superintendent**

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
December 15, 2022**

SUPERINTENDENT OF SCHOOLS

TOPIC: Bid Package #10B – Novi Middle School

On Thursday, July 7 2022, the Novi Community School District Board of Education awarded the NCSD District Wide Card Access system contract to LaForce, LLC. The intent of the pricing was to apply to the interiors of the District Buildings.

The project team and LaForce, LLC had developed a project scope with the Novi Middle School for the retrofit existing interior doors. The project team has conducted a cost review of the scope of work and based up that review, they are proposing a contract amendment to be presented December 1, 2022 and return for approval at the December 15, 2022 Board meeting.

Amend the contract incorporating added scope for buildings listed below, utilizing contracted unit pricing applied to access doors at the following buildings, per the attached cost quotations:

1. Novi Middle School	<u>\$560,348.00</u>
-----------------------	---------------------

Total this Amendment	\$560,348.00
-----------------------------	---------------------

Original Contract Amount	\$ 291,722
Previous Amendments	\$1,495,672
Current Amendment	<u>\$ 560,348</u>
Amended Contract Amount	\$2,347,742


AMENDMENT RECOMMENDATION AMOUNT	\$ 560,348
--	-------------------

This comes before the Board tonight for approval.

RECOMMENDATION:

That the Novi Community School District Board of Education award the contract as listed for a total award of \$560,348 and authorize the Assistant Superintendent of Business and Operations to expend the funds from the 2019 Bond Fund.

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**



Benjamin Mainka, Superintendent



November 23, 2022

Mr. Benjamin Mainka
Superintendent
Novi Community School District
25345 Taft Road
Novi, MI 48374

RE: Novi Community School District 2019 Bond Program
Bid Package #10B – Novi Middle School

SUBJ: Change Amendment Recommendation

Dear Mr. Mainka,

Novi Community School District awarded the contract for the District Wide Card Access System to Laforce, LLC on July 7, 2022. The contract base scope included conversion of selected exterior doors to the HS4 Access System to all District Buildings. Unit Pricing was also included as part of the contract. The intent of this unit pricing is to apply to developed scope for the interiors of District Buildings. The contract would be amended accordingly for this added scope.

The project team and Laforce, LLC developed a project scope for the Novi Middle School for the retrofit of the existing interior doors. The scope of work was surveyed and priced in accordance with the districts security door hardware replacement initiative established by representatives from Novi Community School District, Secure Ed, Plante Moran Cresa, The Eisen Group, McCarthy & Smith, Inc.

The project team has conducted a cost review of the scope of work outlined in the proposal. During the cost review, the project team examined the scope of work, project schedule, manpower requirements, and specified materials with LaForce. Based upon the project team's review of Laforce's proposal, we propose the following recommendation to Novi Community School District for attached Contract Amendment to be approved.

Please feel free to contact me with any questions.

Sincerely,

Justin Bott

Justin Bott
Sr. Project Manager

cc: Mike Dragoo, Novi Community School District
Sandra Brasil, Novi Community School District
Kevin Donnelly, Plante Moran Cresa

Bill McCarthy, McCarthy and Smith, Inc.
Carolyn Whiting, McCarthy and Smith, Inc.
Stewart Reich, TMP Architecture, Inc.

Contract Amendment No. 3

Date: December 17, 2022

Owner: Novi Community School District
25345 Taft Road
Novi, MI 48374

Contractor: Laforce, LLC.
289 Robbins Drive
Troy, MI 48083

Project: Novi Community School District 2019 Bond Program
Bid Package 10B-NCSD District Wide Exterior Card Access HS4

Contract: AIA Document A132 – 2019
Standard Form of Agreement Between Owner and Contractor – Dated: July 7, 2022

Amend the contract incorporating added scope for buildings listed below, utilizing contracted unit pricing applied to access doors at the following buildings, per the attached cost quotations:

1. Novi Middle School	<u>\$560,348.00</u>
Total this Amendment	\$560,348.00

Original Contract Amount	\$ 291,722.00
Previous Amendments	\$1,495,672.00
Current Amendment	\$560,348.00
Amended Contract Amount	\$2,347,742

Dr. Benjamin Mainka Date
Novi Community School District

Andrew Neigh Date
LaForce, LLC

QUOTE

26225 Sherwood Avenue
Warren, MI 48091
Questions: 248-928-6597

QUOTE NUMBER	464909QU
QUOTE DATE	11/21/2022
CUSTOMER REQUISITION	
MODE OF DELIVERY	Security Integrations install
CUSTOMER	204204
CONTACT	JUSTIN BOTT

SOLD TO	NOVI COMMUNITY SCHOOL DISTRICT 25345 TAFT RD NOVI, MI 48374 USA
----------------	--

SHIP TO	NOVI MIDDLE SCHOOL 49000 W. 11 MILE ROAD NOVI, MI 48374 USA
----------------	--

JOB *** NOVI MIDDLE SCHOOL INTERIOR RETROFIT

LINE	QTY	ITEM	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1.000	1	START	GATEWAYS & NODES INSTALLED (PARTS PROVIDED FROM THE HIGH SCHOOL ORDER)	45,650.0000	45,650.00
2.000		HDW	HAGER HS4 GATEWAY GATEWAYW3CUS (PARTS PRICED IN HIGH SCHOOL JOB - 7 TOTAL)		
3.000		HDW	HAGER HS4 NODE RFNODE300 (PARTS PRICED IN HIGH SCHOOL JOB - 28 TOTAL)		
4.000		WIRE	CAT6PL		
5.000	35	MHDW	MISCELLANEOUS MOUNTING HARDWARE, WIRE MOLD, ETC		
6.000	1	REFERENCE	LABOR: CABLE PULL INSTALL & PROGRAMMING		
7.000		ELINSTALL	SI INSTALLATION OF MATERIAL		
8.000	1	END	END		
9.000	1	START	LOCKDOWN BUTTONS	100,123.0000	100,123.00
10.000	73	HDW	LOCKDOWN BUTTON STI SS2025LD-EN		
10.500	8	HDW	HAGER HS4 INPUT/OUTPUT MODULE CU4EB8TUS		
11.000		WIRE	22-2PL		
12.000	73	MHDW	MISCELLANEOUS MOUNTING HARDWARE, WIRE MOLD, ETC		
13.000	1	REFERENCE	LABOR: CABLE PULL INSTALL & PROGRAMMING		
14.000		ELINSTALL	SI INSTALLATION OF MATERIAL		
15.000	1	END	END		

QUOTE

LINE	QTY	ITEM	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
16.000	1	START	WIRELESS LOCKS ONLINE & OFFLINE	413,775.0000	413,775.00
17.000	145	HDW	HAGER HS4 ENTRANCE MORTISE LOCK HE38M32DBBW23M		
18.000	5	HDW	HAGER HS4 EXIT DEVICE TRIM HF45M32DBBW0300R		
18.500	28	HDW	HAGER HS4 EXIT DEVICE TRIM HF99M32DBBW0300R		
19.000	116	HDW	HAGER HS4 WIRELESS MODULE SPACE-OPT-0033		
20.000	55	HDW	HAGER HS4 STOREFRONT LOCK HT38M32DBBW23M		
20.500	229	MHDW	MISCELLANEOUS MOUNTING HARDWARE, HARDWARE, BATTERIES, ETC		
21.000		ELINSTALL	SI INSTALLATION OF MATERIAL - ONLINE & OFFLINE LOCKS		
22.000	1	END	END		
23.000	1	START	SONITROL INTEGRATION	800.0000	800.00
24.000		INSTALL	INSTALLATION OF MATERIAL		
25.000	1	END	END		

RECEIPT REQUIRED FOR REFUNDS OR EXCHANGES.

<p>Stock materials are subject to 45% restocking fee. Special order materials are not returnable. No returns after 90 days.</p> <p>A transaction fee of 3% will be charged on all payments made via credit card, which is not greater than our cost of acceptance.</p> <p>This quotation is subject to the Terms and Conditions found at http://laforceinc.com/terms-conditions/, which are incorporated in full by this reference. The Terms and Conditions will be sent by mail to the Buyer upon request. LaForce, Inc. limits acceptance to the Terms and Conditions, and objects to any other additional or different terms in the Buyer's purchase order or acceptance.</p>	FREIGHT	\$0.00
	SUBTOTAL	\$560,348.00
	SALES TAX	\$0.00
	TOTAL	\$560,348.00
PAY TERMS: NET 30		

QUALIFICATIONS

- Covid-19 note: quoted leadtimes subject to delays/impacts arising out of pandemic.
- Quote is valid for 30 days from date of quotation unless otherwise stated herein.
- Past due accounts are subject to a service charge of 1.5% per month on the unpaid balance.
- This offer is conditioned upon approval of credit by LaForce on the purchaser.
- No sales, use or other taxes included unless otherwise stated herein in writing.
- See attached qualifications and terms for this project.
- Federal project note: Federal Contractor vaccine mandate compliance not available.
- All work to be performed after hours or on Saturdays.
- All existing door hardware assumed to be in good working condition.
- No warranty on existing or re-used door hardware.
- NCSD to provide & configure network switch.
- All cable pulls & programming for alarm integration to be performed by Sonitrol.

Thank you for this opportunity to quote your needs. Please sign and return this quote and attached qualifications or send a written purchase order, and we will proceed with your order. LaForce, Inc. is not able to accept verbal purchase authorizations at this time. We look forward to working with you. If you have any questions, or need further information, please give me a call.

Thank you for your order!

We appreciate your business!

ANDY NEIGH
Email: Andy.Neigh@laforceinc.com
Phone: 248-928-6597

Quote Number: 464909QU

Authorized By: _____

Company: _____

Date: _____

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
December 15, 2022**

ASSISTANT SUPERINTENDENT OF BUSINESS AND OPERATIONS

TOPIC: Security Camera Refresh and Expansion

The District has scheduled a security camera refresh and expansion. The 332 existing cameras will be refreshed and an additional 238 cameras will be installed across the District. CBTS has prepared a solution with Hanwha cameras and mounts, industry leading camera and video management systems. Professional Cabling Solutions (PCS), who partner with CBTS, will be leading the installation.

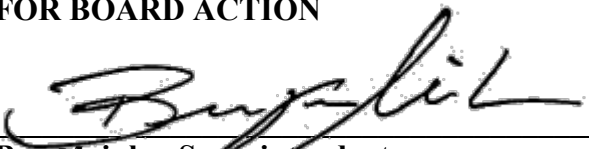
The project scope of 570 cameras will cost \$550,890.30 (five hundred fifty thousand, eight hundred and ninety dollars and thirty cents) with a contingency of 10% bringing the total cost to \$605,979.33 (six hundred five thousand, nine hundred seventy-nine dollars and thirty-three cents). This pricing is based on the Lapeer Community Schools cooperative purchasing agreement.

This comes tonight for action due to the expected price increase in January.

RECOMMENDATION:

That the Novi Community School District Board of Education approve the security camera refresh and expansion in the total amount of \$605,979.33.

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**



Ben Mainka, Superintendent



Novi Community School District

Department of Technology

25345 Taft Road • Novi, Michigan 48374 (248) 449-1200 • Fax (248) 449-1219

MEMO

TO: Ben Mainka, Superintendent

FROM: Jeff Mozdierz, Director of Technology- Field Services

CC: Dr. Laura Carino, Assistant Superintendent
Mike Giromromini, Assistant Superintendent
Anthony Locricchio, Senior Technology Coordinator

DATE: December 8, 2022

SUBJECT: Security Camera Refresh and Expansion Project

As part of the 2019 Bond, the District has scheduled a refresh and expansion of the district security cameras. As part of the project, 332 cameras will be refreshed and 238 additional cameras will be installed across the District. The expansion will cover areas that were deficient based upon the district security audit, conversations with building administration, and input from NCSD police liaison officers. A majority of the security camera additions are at the elementary buildings and the new Novi Meadows building.

Due to some manufacturer quality issues we experienced during the 2017 security camera deployment, we have switched preferred manufacturers since 2019. This project will utilize Hanwa Techwin security cameras, a division of Samsung. These cameras have proven to be reliable, well designed, and cost effective across several of the Oakland Schools Field Service districts since 2019.

The project scope of 570 cameras will cost \$550,890.30 (five hundred fifty thousand, eight hundred and ninety dollars and thirty cents).

It is recommended include a project contingency of 10% which will be managed by the District. The total project cost is \$605,979.33 (six hundred five thousand, nine hundred seventy-nine dollars and thirty-three cents).

The pricing for this project is based upon the Lapeer Community Schools cooperative purchasing agreement with extended pricing to through the Oakland Schools Technology Services - Field Services.

The camera refresh and expansion, along with the Board approved server refresh in August, 2022 are within the 2019 bond budget allocation for district security cameras.

Please reach out if you have any questions regarding this project. The technology department is requesting the Novi Board of Education consider this project for discussion and action at the December 15, 2022 meeting. This will allow the project to begin with the vendor in early 2023.

Thank you for your time and consideration.



Novi Community School District

Security Camera Refresh

CBTS Response Submittal Cover Letter

In response to Novi Community School Districts request for security camera refresh and additions quote, CBTS has prepared a solution featuring industry leading camera and video management systems. CBTS has extensive experience with K-12 installations that mirror this request for Novi Community School District.

The solution provided in this response includes CommScope and Panduit cable components, Hanwha cameras and mounts and Milestone device licenses and co-terminus care support. The Milestone care will co-term with existing contract for Novi Community Schools which runs through April 29th, 2023.

CBTS partner Professional Cabling Solutions (PCS) will be the installation lead for this proposal. PCS has a management and installation team that is familiar with Oakland Schools ISD and Novi Community School District. The pricing model for this proposal is tied to the Lapeer Community Schools Security Project Modernization RFP 2021-2022. Total amount of this proposal is \$550,890.30.

The installation of cable components will follow industry BiSci standards, with full certified cabling results delivered upon completion of project. Installation of security cameras will be completed using manufacturer specifications and will include proper anchoring of exterior/wall mounted cameras. This proposal also includes the removal and disposal of existing cameras based on drawings provided by IDS. This proposal includes a lift allowance for both cable and camera installation.

Included in this proposal is five-year product warranty for new Hanwha cameras, which begins at project acceptance. This proposal also includes a fifteen-year product defect warranty on all infrastructure cabling provided in this response. This proposal includes a one-year workmanship warranty on all installed product covered in this proposal. All warranties are void in relation to acts of god instances.

Tentative Project Timeline (weather permitting)

- Project Acceptance Dec. 2022
- Equipment procurement 6 weeks
- Onsite engagement (interior) January 2023
- Exterior work March 2023
- Project completion June 2023

Pricing Breakdown:

Cameras & Mounts:

Hanwha QND-6082R	Qty. 307
Hanwha PNM-9084RQZ	Qty. 55
Hanwha corner mount	Qty. 53
Hanwha PNM-9022V	Qty. 123
Hanwha QNV-8080R	Qty. 83
Hanwha XNV-6123R	Qty. 2
Milestone XPPPLUSDL	Qty. 238

	Material	Labor	Total		Cable Materials	Cable Labor	Cable Totals
ESB	852.03	592.46	1,444.49		109.11	191.71	300.82
Deerfield	24,681.47	9,862.59	34,544.06		2,509.53	4,409.33	6,918.86
Novi Woods	20,965.96	7,624.62	28,590.58		1,527.54	2,683.94	4,211.48
Orchard Hills	23,647.45	10,167.51	33,814.96		1,745.76	3,067.36	4,813.12
Parkview	24,282.31	8,849.11	33,131.42		2,073.09	3,642.49	5,715.58
Village Oaks	26,281.99	10,584.53	36,866.52		2,509.53	4,409.33	6,918.86
ITC	4,790.43	3,181.70	7,972.13		-	-	-
Meadows 6	19,261.77	8,830.46	28,092.23		1,527.54	2,683.94	4,211.48
Meadows New	41,286.69	11,155.20	52,441.89		4,909.95	8,626.95	13,536.90
Novi Middle	49,473.68	22,590.78	72,064.46		2,618.64	4,601.04	7,219.68
Novi High	82,660.98	40,926.94	123,587.92		5,346.39	9,393.79	14,740.18
ECEC	12,663.51	5,018.31	17,681.82		1,091.10	1,917.10	3,008.20
Maint/Trans	5,985.75	3,076.89	9,062.64		-	-	-
	336,834.02	142,461.12	479,295.14		25,968.18	45,626.98	71,595.16

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
December 15, 2022**

SUPERINTENDENT OF SCHOOLS

TOPIC: Moving to a Closed Session

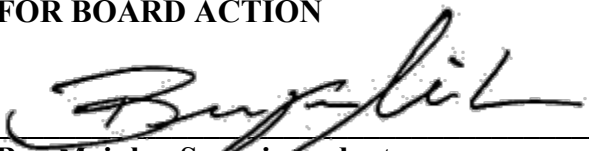
The Board of Education will move into a closed session for the following reasons:

- A public body may meet in a closed session only for one or more purposes as specified in the Open Meetings Act. Tonight, the Board will move into a closed session for the purposes of an evaluation OMA Sect. 8(1)(a).

RECOMMENDATION:

That the Novi Community Schools Board of Education move into a Closed Session for the purposes of an evaluation.

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**



Ben Mainka, Superintendent

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
December 15, 2022**

SUPERINTENDENT OF SCHOOLS

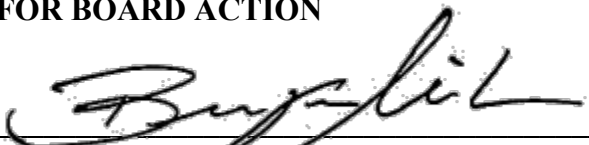
TOPIC: Superintendent Professional Practice Rating

The Novi Community School District Board of Education met with Mr. Mainka to review his self-reflection and come to a consensus on the Professional Practice Rating presented in the self-reflection.

RECOMMENDATION:

That the Novi Community School District Board of Education approves the Superintendent Professional Practice Rating of _____.

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**



Ben Mainka, Superintendent