



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

Board of Education 2022 Agenda

Dr. Danielle Ruskin
President

Mr. Tom Smith
Vice President

Mr. Willy Mena
Secretary

Mrs. Mary Ann Roney
Treasurer

Mr. Paul Cook
Trustee

Mrs. Betsy Beaudoin
Trustee

Mr. Jason Michener
Trustee

Meeting Date: July 13, 2023
Educational Services Building
25345 Taft Road
Novi, MI 48374



Regular Meeting – July 13, 2023

7:30 PM

AGENDA

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. APPROVAL OF THE AGENDA**
- IV. 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.
- V. CONSENT AGENDA**
 - a. Approval of Minutes
- VI. DONATIONS**
 - a. Novi Woods PTO
- VII. ACTION ITEMS**
 - a. Personnel Report A
 - b. Personnel Report B
 - c. Approval of Policies 1000 Series, 2000 Series (Bylaws), 5202, and 5207
 - d. NMS Outdoor Learning Space Approval
- VIII. INFORMATION AND DISCUSSION**
 - a. Strategic Planning
- IX. ADJOURNMENT**

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
July 13, 2023**

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.

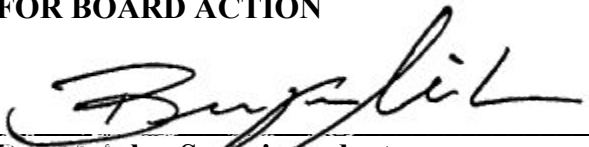
CONSENT ITEMS

- A. Approval of Minute(s)
 - a. Regular Meeting Minutes of June 15, 2023
 - b. Closed Session Minutes of June 15, 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, June 15, 2023
Novi Community School District
Board of Education

A Regular Meeting of the Board of Trustees of Novi Community School District was held Thursday, June 15, 2023, beginning at 7:00 PM.

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

Absent: by Roll Call Vote

PLEDGE OF ALLEGIANCE

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

PUBLIC HEARING – BUDGET

2022-2023 Final Budget:

On February 21, 2023 the Board of Education adopted the amendment to the 2022-2023 Budget. A final amendment to the budget reflecting all the changes known at this time has been created and is presented to the Board of Education tonight

2023-2024 Preliminary Budget:

The State requires that all school districts adopt a budget for the upcoming fiscal year by June 30 of each year. The process of adoption includes a notice for a budget public hearing, which must appear in the local newspaper at least six (6) days prior to the hearing, and that the budget document, including the proposed property tax millage rate, must be available for public inspection. The public hearing on the property tax millage rate proposed to be levied to support the proposed budget took place on Thursday, May 18, 2023.

This year, the budget report and resolution is scheduled for Thursday, June 15, 2023, at 7:30 p.m. at the regular meeting of the Board of Education. Notice of the public hearing appeared in the local newspaper and the budget document was made available for public inspection at the Educational Services Building beginning June 6, 2023.

APPROVAL OF THE AGENDA

Approve the Agenda

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

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

Nays: 0

MOTION CARRIED

CELEBRATIONS

The superintendent celebrated our Boys' Baseball game today and stated they will play for the state championship on Saturday. He expressed his gratitude to the educators, administrators, parents, and students for making it through the last few weeks of school. The superintendent congratulated all of

our graduates and expressed his pride in the work that we are doing. He also wished everyone a Happy Pride Month.

Board members celebrated the fourth grade graduates and thanked the staff and the PTO.

REPORTS TO THE BOARD

Spring 2023 Construction and Capital Projects Update Report

The Capital Projects Committee of the Whole met on Monday, June 5, 2023, in the afternoon to go over and discuss key construction activities and capital projects progress update with the design team and the construction team.

Tonight, Kevin Donnelly, the District's Owner's Representative, will present an update to the Board on the Spring Bond Program.

COMMENTS FROM THE AUDIENCE

There were no comments from the audience.

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 Mrs. Beaudoin 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. Smith, Mr. Mena, Mrs. Roney, Mr. Cook, Mrs. Beaudoin, and Mr. Michener

Nays: 0

MOTION CARRIED

DONATIONS

Orchestra Boosters

The District is in receipt of a generous donation from the Novi Orchestra Boosters. This generous donation is in the amount of \$ 2,600.00. They would like to dedicate these funds for the replacement strings on 13 District owned cellos and Novi High School. The Cost of new cello strings is approximately \$200 for each instrument.

It was moved by Mr. Cook and supported by Mr. Mena that the Novi Community Schools Board of Education accept the donation(s) as presented, with appreciation and thanks.

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

Nays: 0

MOTION CARRIED

CLOSED SESSION – FOR THE PURPOSES OF NEGOTIATIONS [OMA 8(1)(c)]

ACTION ITEMS

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(1)(c)].

It was moved by Mr. Cook and supported by Mrs. Roney that the Novi Community Schools Board of Education move into a Closed Session for the purposes of contract negotiations.

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

Nays: 0 by Roll Call Vote

MOTION CARRIED

The Board went into a closed session at 8:13 PM and returned at 8:36 PM.

NTA Contract Approval

After meeting with union leadership, administration, and the Novi Transportation Association (NTA) have reached an agreement on their contracts. The administration recommends the contract agreements be approved.

It was moved by Mrs. Roney and supported by Mr. Michener in the best interest of the Novi Community School District, the Novi Board of Education approve the NTA Contract as presented.

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

Nays: 0 by Roll Call Vote

MOTION CARRIED

NESPA Contract Approval

After meeting with union leadership, administration, and the Novi Educational Support Personnel Association (NESPA) have reached an agreement on their contract. The administration recommends the contract agreements be approved.

It was moved by Mr. Michener and supported by Mrs. Beaudoin in the best interest of the Novi Community School District, the Novi Board of Education approve the NESPA Contract as presented.

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

Nays: 0 by Roll Call Vote

MOTION CARRIED

Personnel Report A

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

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

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

Nays: 0

MOTION CARRIED

Personnel Report B – Administrative Contracts

The administrative contract renewals are being brought to you for your consideration and approval. The affected title changes are reflected in bold.

- **Director of Mental Health & Wellness**

- Darby Hoppenstedt

It was moved by Mr. Mena and supported by Mr. Cook the Novi Community School District Board of Education approve the contracts as noted above.

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

Nays: 0

MOTION CARRIED

iPad Refresh

The Technology Department is requesting an iPad refresh of 1200 one-to one iPad refresh. These iPads were originally purchase in 2017 and the life expectancy for these devices was originally believed to be four years.

Based on the REMC (Regional Educational Media Center Association of Michigan) competitive bid, the new iPad cost is \$596,739.00 to come from the Capital Projects (Bond) 2019 fund.

It was moved by Mrs. Roney and supported by Mrs. Beaudoin the Novi Community School District Board of Education award the bids to the contractors listed for a total amount of \$596,739.00 to be expended from the Capital Projects (Bond) 2019 fund.

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

Nays: 0

MOTION CARRIED

High School CAD Refresh

The Technology Department is requesting a CAD desktop refresh of 34 devices at the Novi High School. These CAD Desktops were originally purchased in 2016.

Based on the REMC (Regional Educational Media Center Association of Michigan) competitive bid, the cost is amount of \$71, 600.00 from the Capital Projects (Bond) 2019 fund.

It was moved by Mr. Mena and supported by Mr. Cook that the Novi Community School District Board of Education approve the purchase of 34 HP Zr Tower G9 700 Workstations, as outlined above, for a total amount of \$71,900.00 to be expended from the Capital Projects (Bond) 2019 fund.

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

Nays: 0

MOTION CARRIED

2022-2023 Final Budget:

On February 21, 2023, the Board of Education adopted the amendment to the 2022 - 2023 Budget. A final amendment to the budget reflecting all the changes known at that this was created and presented to the Board of Education.

It was moved by Mr. Roney and supported by Mr. Michener that the Novi Community School District Board of Education adopt the 2022 - 2023 Final Budget Resolution as presented.

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

Nays: 0

MOTION CARRIED

2023 - 2024 Preliminary Budget:

The State requires that all school districts adopt a budget for the upcoming fiscal year by June 30 of each year. The proposed budget document for the 2023-2024 fiscal year has been prepared based on projections and estimates, including student enrollment, which will be known at a later date.

The budget adoption process for an upcoming fiscal year must include a public budget hearing; a notice of such public hearing, which must appear in the local newspaper at least six (6) days prior to the hearing; a budget document, made available for public inspection including the proposed property tax millage rate; and Board adoption of the budget in the form of a 2023-2024 General Appropriations Act resolution.

Once the public budget hearing has taken place, the Board adopts the budget. The public hearing will be held Thursday, June 15, 2023, at 7:30 p.m. at the regular meeting of the Board of Education. The notice will appear in the local newspaper and the budget document will be available for public inspection at the Educational Services Building beginning Friday, June 9, 2022.

The proposed budget document is presented to the Board tonight for approval, with adoption of a 2023-2024 General Appropriations Act resolution.

It was moved by Mrs. Roney and supported by Mr. Cook that the Novi Community School District Board of Education adopts the 2023-2024 Preliminary Budget Resolution as present.

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

Nays: 0

MOTION CARRIED

NCSD Capital Projects Contingency Approval

The Project Team is requesting Board approval to transfer owner contingency funds to the High School Gateway Project (BP #08) and the Meadows' 5th/6th Grade Addition (BP #5B) construction contingencies. Both projects will require additional contingency funding for the completion of each respective project.

The Project Team is requesting:

1. Athletic Gateway Project (BP #08) \$1,500,000 contingency funds to cover design omissions and owner changes;
2. Meadows' 5th/6th Grade Addition (BP #5B) \$1,000,000 contingency funds to replenish the construction contingency

This recommendation comes before the Board for approval.

It was moved by Mrs. Beaudoin and supported by Mr. Smith that the Novi Community School District Board of Education approve the contingency funds as presented.

Ayes: 7 Dr. Ruskin, Mr. Smith, Mr. Mena, Mrs. Roney, Mrs. Beaudoin, and Mr. Michener

Nays: 1 Mr. Cook

MOTION CARRIED

Thrun Law Implementation Approval (3000, 4000, and 5000 series)

The Governance and Policy Advisory Committee and Committee of the whole have met several times over the past few months to review and discuss Thrun Law's Policies. Series 3000, 4000, and 5000 comes to the Board tonight for adoption.

It was moved by Mr. Michener and supported by Mrs. Beaudoin to amend Policy 5202.

Mr. Mena recommended that Policy 5202 be pulled for further discussion at another meeting.

Ayes: 1 Mr. Michener

Nays: 7 Dr. Ruskin, Mr. Smith, Mr. Mena, Mrs. Roney, Mr. Cook, Mrs. Beaudoin, and

MOTION FAILS

It was moved by Mr. Mena and supported by Mr. Michener to amend the first motion with the recommendation made by Mr. Mena, that Policy 5202 be removed for further discussion.

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

Nays: 0

MOTION CARRIED

It was moved by Mr. Michener and supported by Mrs. Roney that in the best interest of the Novi Community School District, the Board of Education adopt Thrun Law's Policies Series 3000, 4000, and 5000, excluding policy 5202, and replacing the current Miller Johnson Policies.

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

Nays: 0

MOTION CARRIED

Motion to Change the Previously Approved Minutes

It was moved by Mr. Michener and supported by Mr. Mena to remove Trustee Cook from the attendees of the Governance and Policy meeting on the 5th and to add Trustee Mena and Trustee Smith. Then, to add Trustee Beaudoin to the Capital Projects meeting on the 5th as an attendee.

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

Nays: 0

MOTION CARRIED

INFORMATION AND DISCUSSION

Thrun Law Policy 1000, 2000, and 5207

The Governance and Policy Advisory Committee and Committee of the whole have met several times over the past few months to review and discuss Thrun Law's Policies. The 1,000, 2,000 Series, and Policy 5207 comes to the Board tonight for continued discussion.

COMMITTEE REPORTS

Capital Projects Committee

Mr. Tom Smith, Board Vice-President and Committee Chair, reported that the slide presentation, given by Mr. Donnelly earlier, was a good recap of what the committee talked about.

Governance and Policy Committee

Dr. Ruskin, Board President and Committee Chair, reported that the committee continues to talk about the policies and she believes that the committee is in a good place.

Finance Committee

Mrs. Mary Anne Roney, Board Treasurer and Committee Chair, reported that Mr. Kling gave a great overview and the Board passed a couple of the resolutions this evening. She stated that he did a rock star job.

SUPERINTENDENT'S REPORT

Mr. Benjamin Mainka, Superintendent of Schools, thanked the staff for a whirlwind of a year. He reported there was a lot of things happening in the last month and it was amazing to see everyone working together in synergy. Mr. Mainka stated he was proud of where, not just the District was, but the board is. He said that the governance team is really strong and he appreciates the support given for our staff.

Mr. Mainka reported that he thought it was awesome that we have been able to get some support from the state with grants for school safety and mental health. He stated that a lot of that is going to be spent on staff who will directly impact our kids. Mr. Mainka said that he is really excited about the fall. He mentioned that we are going to try to taper down a bit.

Mr. Mainka reported that at the July meeting, he is going to talk about strategic planning and kicking off a process to implement a strategic plan which is prerogative of the Board to establish that direction. He stated that it will be great to work in tandem with cabinet, staff, students, and the community to bring forward a strategic plan that will lead us into the next few years.

Mr. Mainka reported that in August we are going to have our summer reading days again. He stated that we have a number of programs running for students, for support, and enrichment activities that are going on throughout the summer. Mr. Mainka said the it is a great time for our staff to have little break and he is really looking forward to an even better year, next year.

ADMINISTRATIVE REPORTS

Mr. Devin Kling, Assistant Superintendent of Business and Operations, echoed what Superintendent Mainka said. He stated that it has been a great half a year for him and it was a busy couple of months. Mr. Kling said that there was a lot of work, especially on the budget side and now we are in the process of closing our books and prepping for the audit.

Mr. Kling reported that it has been really great to be a part of such an excellent school and community; from graduations to retirement get-togethers, to elementary clap-outs, it has been an excellent experience and he is grateful to be part of it. He stated that he is excited to get a full year under the belt.

Dr. Laura Carino, Assistant Superintendent of Talent Management and Development, also echoed what the superintendent and Mr. Kling said. She reported that it has been a wonderful year of learning and collaboration. Dr. Carino recognized all of the bargaining teams. She stated that they were incredibly collaborative to work with. Dr. Carino said that it takes a lot of time to come to the table and work together in preparation for it. She expressed her appreciation for the teams on both sides.

Dr. Carino reported that they are in the middle of hiring and they anticipate that they will have an equally full agenda in July. She thanked the administrators who are serving on interview panels because it takes a lot of time.

Dr. Carino recognized David Ascher and wished him the best of luck in his retirement. She stated that he is a very good friend who she will miss as a colleague and many of us have learned from him across the District.

Dr. Carino said that she was super excited. She stated that they had their therapy dog com to Orchard Hills las week and meet the staff and students. Dr. Carino reported that they have identified what school the dogs will be coming to; Novi High School, the middle school, and Orchard Hills. She mentioned that the dog going to the middle school was purchased by the NEF and publicly thanked them for their generosity. Dr. Carino stated that the students named them before school ended, so the have Ali at the high school, Teddy at the middle school, and Cooper at Orchard Hills.

Mr. Giromini, Assistant Superintendent of Teaching and Learning, echoed his colleagues' sentiments. He acknowledged that it has been a whirlwind year, but what a wonderful year. He reported that he really enjoyed working with this team and everyone in the District. Mr. Giromini stated that the quality of work that people produce is unreal on a consistent basis.

Mr. Giromini congratulated Adva Ringle, our new Director of ELD and State and Federal Programs and her ELD staff. Mr. Giromini also congratulated the instructional coaches who conducted two (2) days of professional learning, who, along with teachers, came in on their summer time and focused on the needs of our English Learners. He reported that they also learned about the sheltered instruction observation protocol, which is a strategy that is really effective.

Mr. Giromini stated that they also had a two (2) day planning session for the District provided professional Development day for next year. He said that it was led by Emily Pohlonski, our Director of Instruction, and co-facilitated by Brittany Pearce, one of our instructional coaches. Mr. Giromini mentioned that they, along with our entire team, figured out how they could make these experiences positive in the fall, for our staff.

Mr. Giromini recognized Rob Beltz, from Village Oaks. He reported that he has received multiple notes of Rob's work, the quality of his work, and his contributions from multiple people around the county, letting him know how wonderful Rob is. Mr. Giromini stated the Rob has been selected to join the Oakland County English Learner Leadership Team. He said that they are very fortunate to have his expertise here. He expressed his gratitude to Rob.

Mr. Giromini mentioned that the report cards are going to be mailed home very soon, so watch for them. He reported that they are also available online, in PowerSchool.

BOARD COMMUNICATION

A Board member echoed what Dr. Carino said in regards to David Ascher. He said that it is going to be a big hole to fill and he will be missed. The board member mentioned that he was at a robotics competition as part of the crew and helped to organize and run it.

A Board member reported that she attended the Awkward Pause 23rd reunion. She stated that she recommends everyone makes the time to see it. The Board member said that it was a bunch of people who have already graduated and came back on stage with the high schoolers. She mentioned that they talked about the amazing community that Ms. McKaig has built and the opportunity that she has given these students to focus on how they can use their voice.

A Board member reported that she was reading the Novi Note and on the front page was an article about an author, Amanda Woody, who graduated from Novi High School. She stated that her book, They Hate Each Other, was published and that she graduated from Central Michigan with a degree in English.

A Board member said that baseball was worth mentioning again because it does not happen that often where we have a team competing for a state championship. He mentioned that the last time the baseball team reached the semifinals was in 1973.

The Board Member reported that he attended a three (3) day Daktronics High School Summit. He stated that the first day was hosted by Birmingham Seaholm High School's Athletic Director, Aaron Frank, and the following two (2) days were virtual. The Board member said that it was nice to see and learn new things and to share what we do in Novi. He mentioned that he was pretty proud of what we are able to accomplish here at Novi High School.

A Board member reported that he will do everything within his power to communicate and participate in Board matters of action, prior to all Board meetings. He stated that he strives for excellence and accuracy in everything. The Board member said that he would rather correct a mistake now than let a mistake go because he wants the Board to be the best it can be and to be deserving of our amazing staff and students.

A Board member thanked our parent partners and our kids. She stated that our kids worked really hard this year in every single classroom, in every activity, in sports, in all of the clubs, and everything that they did. The Board member said that being a student is not easy because they go through ups and downs, so every year should be a celebration. She stated that she is just really proud of all of our students for pushing through those challenges, celebrating their highs, and having all the great things happen to them.

The Board member mentioned that we have amazing opportunities for our kids. She stated that she hopes that all families have time for some self-care, self-reflection, and just enjoy summer.

ADJOURNMENT

It was moved by Mr. Cook and supported by Mrs. Beaudoin that the Novi Community School District Board of Education Regular Board meeting be adjourned.

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

Nays: 0

MOTION CARRIED

The meeting adjourned at 9:47 p.m. The next regular meeting of the Board is scheduled for July 3, 2023 at 7:00 p.m., at the Educational Services Building.

Willy Mena, Board of Education Secretary



Minutes of a Closed Session, June 15, 2023
Novi Community School District
Board of Education

A Closed Session of the Board of Trustees of Novi Community School District was held Thursday, June 15, 2023, beginning at 8:13 PM.

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

Absent:

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. Tonight, the Board will move into a closed session for the purposes of contract Negotiations.

Tonight, the Board moved into a closed session for the purpose stated above.

No action was taken by the Board at these meetings.

The Closed Session ended at 8:36 PM. The next regular meeting of the Board is scheduled for July 13, 2023 at 7:00 PM, at the Educational Service Building.

Willy Mena, Board of Education Secretary

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
July 13, 2023**

SUPERINTENDENT OF SCHOOLS

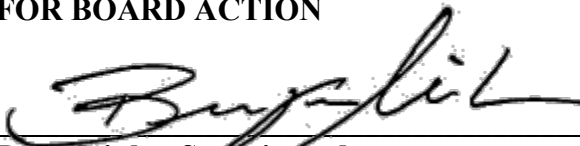
TOPIC: Gifts to the District

The District is in receipt of a generous donation from the Novi Woods PTO. This generous donation is in the amount of \$ 12,529.00. They would like to dedicate these funds for the Outdoor learning space, known as The Nest.

RECOMMENDATION:

That the Novi Community Schools Board of Education accept the donation(s) as presented, with appreciation and thanks.

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**



Ben Mainka, Superintendent

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
July 13, 2023**

SUPERINTENDENT OF SCHOOLS

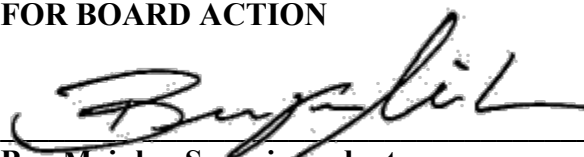
TOPIC: Moving to a Closed Session

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(1)(c)].

RECOMMENDATION:

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

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**

A handwritten signature in black ink, appearing to read "Ben Mainka", is written over a horizontal line.

Ben Mainka, Superintendent

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
July 13, 2023**

ASSISTANT SUPERINTENDENT OF TALENT MANAGEMENT AND DEVELOPMENT

TOPIC: Personnel Recommendations

Dr. Laura Carino, Assistant Superintendent of Talent Management and Development, 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>
NEA:					
Croese, Collin	MS	ELA/SS Teacher	New Hire	MA	08-28-23
Hines, Marie	HS	ELA Teacher	New Hire	BA	08-21-23
Shudo, Ritsuko	HS	Japanese Teacher	New Hire	MA	08-28-23
Williams, Sophia	MS	ELA Teacher	New Hire	BA	08-28-23

ADNU:

Boboige, Jacqueline	ESB	Administrative Assistant	Position Chg.	Salary	07-01-23
Dahring, Kayley	ECEC	Administrative Assistant, Central Enrollment	Position Chg.	Salary	07-01-23
Depotter, Mary	ESB	Administrative Assistant	Position Chg.	Salary	07-01-23
Elhage, Amal	ESB	Spec. Ed. Secretary	Position Chg.	Salary	07-01-23
Martinez, Zachary	ESB	Administrative Assistant	Position Chg.	Salary	07-01-23

NESPA:

Healy, Casey	ECEC	Community Education Assistant	New Hire	Hourly	07-11-23
--------------	------	----------------------------------	----------	--------	----------

B. Retirements and Resignations

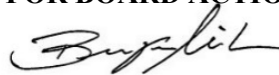
<u><i>Name</i></u>	<u><i>Bldg.</i></u>	<u><i>Assignment</i></u>	<u><i>Reason</i></u>	<u><i>Effective</i></u>
NEA:				
Carlini, Lauren	OH	Math Interventionist	Resign	08-15-23
Griesinger, Sherry	DF	2 nd Grade Teacher	Retire	08-15-23
Masserant, Kelsey	HS	Special Ed Teacher	Resign	08-15-23
Sikaitis, Jodie	HS	Special Ed Teacher	Resign	08-15-23

PSNU:

Keri Ann Storm	ECEC	Preschool Teacher	Resignation	07/21/2023
----------------	------	-------------------	-------------	------------

RECOMMENDATION: That the Novi Community School District Board of Education adopts the personnel report recommendations as presented.

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**

A handwritten signature in black ink, appearing to read "Ben Mainka", written in a cursive style.

Benjamin Mainka, Superintendent

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
July 13, 2023**

PRESIDENT OF THE BOARD

TOPIC: Superintendent Contract

On July 14, 2022, the Novi Community School District Board of Education approved a resolution entering into a contract with Mr. Ben Mainka, to engage his services as Superintendent beginning July 15, 2022.

Recently, the Novi Community School District Board of Education has assembled an ad-hoc superintendent contract subcommittee that met and reviewed Superintendent Mainka's contract. The subcommittee is recommending that our board approve an amended contract that continues Mr. Mainka's services to the district.

The Board of Education has had the opportunity to review the Superintendent contract with Mr. Mainka and tonight this comes for Board approval.

RECOMMENDATION:

That the Novi Community School District Board of Education approve the superintendent contract, of Mr. Ben Mainka, as presented, for the period from July 1, 2023 through June 30, 2027.

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**

A handwritten signature in black ink, appearing to read 'Ben Mainka', written over a horizontal line.

Ben Mainka, Superintendent

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
July 13, 2023**

SUPERINTENDENT OF SCHOOLS

TOPIC: Thrun Policy 1000, 2000, 5202, and 5207 Approval

The Governance and Policy Advisory Committee and Committee of the Whole have met several times over the past few months to review and discuss Thrun Law's Policies. The 1000, 2000 Series, Policy 5202, and Policy 5207 came to the Board for further discussion at the June 15, 2023 board meeting.

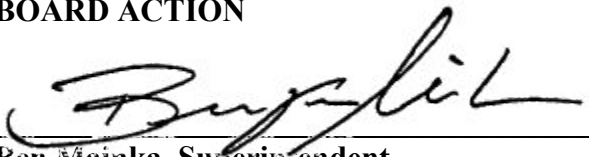
The following policies come tonight for Board Approval:

- | | | |
|--------|---------|---------|
| • 1101 | • 2203 | • 2402 |
| • 1201 | • 2301 | • 2403 |
| • 1301 | • 2302 | • 2404 |
| • 1401 | • 2302A | • 2405 |
| • 2101 | • 2303 | • 2406 |
| • 2102 | • 2304 | • 2501A |
| • 2103 | • 2305 | • 2503 |
| • 2104 | • 2306 | • 2504 |
| • 2201 | • 2307 | • 2505 |
| • 2202 | • 2401 | • 2506 |

RECOMMENDATION:

That, in the best interest of the Novi Community School District, the Board of Education adopt Thrun Law's Policy Series 1000, 5202, and 5207 replacing the current policies, and Thrun Law's Bylaw Series 2000 with the exception of 2501 and 2502, as presented.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**



Ben Mainka, Superintendent

Novi Community School District Board of Education Policy Resolution
to Repeal/Replace the Miller Johnson Policy Manual

Novi Community School District (the District")
County of Oakland, State of Michigan (the "District")

A Regular meeting of the Board of Education (the "Board") was held in the Educational Services Buildings, within the boundaries of the District, on the 13th day of July, 2023, at 7:00 o'clock in the p.m.

The meeting was called to order by Dr. Danielle Ruskin, President.

Present: Members Dr. Danielle Ruskin, Mr. Tom Smith, Mrs. Mary Ann Roney, Mr. Willy Mena, Mr. Paul Cook, Mrs. Betsy Beaudion, and Mr. Jason Michener

Absent: Members

The following preamble and resolution were offered by Member _____ and supported by Member _____

WHEREAS, the Board identified a need to review its current Board policies, bylaws, and administrative guidelines; and

WHEREAS, the District's administration ("Administration") has reviewed the Thrun Law Firm Policy Manual ("Policy Manual") and recommends the Policy Manual for consideration, in the form presented for Board review and approval, to replace the Board's existing policies and administrative guidelines; and

WHEREAS, the Administration has reviewed any and all legal settlements and resolution agreements between the District and any state or federal agency, as applicable, that address the modification or agency review of existing Board policy and the Board has considered the impact of those settlements or agreements when recommending adoption of the Policy Manual; and

WHEREAS, the Administration recommends that the Board repeal its existing policies and administrative guidelines, including the Series 1000, Series 2000 (the bylaws)(except bylaws 2501 and 2502), Policy 5202, and Policy 5207 (Anti-Bullying), concerning student bullying, and

WHEREAS, the Board has carefully reviewed, considered, and evaluated the Policy Manual collectively and as individual Board members and the Administration's recommendation.

NOW THEREFORE, BE IT RESOLVED THAT:

1. The Board accepts the Administration's recommendation to adopt the Policy Manual.

2. All existing Board policies and administrative guidelines are hereby repealed (including all policies that by their terms require a reading(s) or hearing(s) before repeal, modification, or adoption).

3. The Board hereby adopts the Policy Manual, including the Series 1000, Series 2000 (the bylaws)(except bylaws 2501 and 2502), Policy 5202, and Policy 5207 (Anti-Bullying),

Novi Community School District Board of Education Policy Resolution
to Repeal/Replace the Miller Johnson Policy Manual

concerning student bullying, in the form presented and recommended by the Administration as the Board's new policies, including those forms and administrative guidelines in the Policy Manual, for the purpose of governing the District.

4. The Administration shall promptly review District publications and forms that may reference the now-repealed Board policies and revise those publications and forms as necessary to align them with the newly adopted Policy Manual within 90 calendar days after this resolution.

5. The Board's adoption of the Policy Manual, including the Series 1000, Series 2000 (the bylaws) (except bylaws 2501 and 2502), Policy 5202, and Policy 5207 (Anti-Bullying), concerning student bullying, shall take immediate effect.

6. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members Dr. Danielle Ruskin, Mr. Tom Smith, Mrs. Mary Ann Roney, Mr. Willy Mena, Mr. Paul Cook, Mrs. Betsy Beaudion, and Mr. Jason Michener

Nays: Members

Resolution declared adopted.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of the Novi Community School District, County of Oakland, State of Michigan, certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at a Regular meeting held on June 15, 2023, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).

Secretary, Board of Education

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
July 13, 2023**

ASSISTANT SUPERINTENDENT OF BUSINESS AND OPERATION

TOPIC: Novi Middle School Outdoor Learning Space

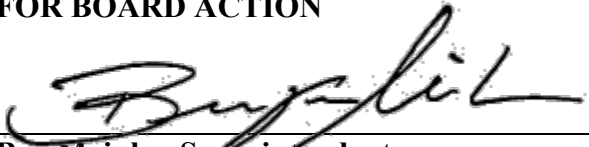
An Outdoor learning space will be developed for Novi Middle School. This space will include accessible seating, a teaching platform and natural elements for students to explore. Outdoor seating and sun shade.

The bids were opened on July 7th. The project team conducted post bid interviews of the qualified bidders. Based on their review they team is recommending that the Novi Board of Education award the attached contracts for a total amount of \$269,906 as presented.

RECOMMENDATION:

That the Novi Community School District Board of Education award the attached contracts in the total amount of \$269,906 as presented.

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**



Ben Mainka, Superintendent



July 13, 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 #13 – Novi Middle School – Outdoor Learning Space

SUBJ: Contract Award Recommendation

Dear Mr. Mainka,

On Friday, July 7th 2023 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. Bids were opened, recorded, and tabulated through a zoom meeting.

The project team conducted post bid interviews with the each of the following, qualified bidders, for each bid division of work listed below. During the post bid interviews, 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 Novi Community School District for contract award:

Bid Division 101: Sitework

Mr. Zack Williams
Dalco Services
59187 North Ave,
Ray, MI 48096

Base Bid	\$	151,601.00
PLM Bond (Western Surety)	\$	5,405.00
TOTAL	\$	157,006.00

Bid Division 104: Concrete Footings & Foundations

Ms. Nicole Tersigni
Simone Construction Services
6816 19 1/2 Mile Rd
Sterling Heights, MI 48314

Base Bid	\$	111,500
PLM Bond (Selective Insurance)	\$	1,400
TOTAL	\$	112,900

AWARD RECOMMENDATION AMOUNT: \$269,906.00

I trust the above recommendation meets the approval of the administration and the Board of Education. I will be available on July 13, 2023 to address any questions or concerns that may arise and will attend the July 13, 2022 Board of Education meeting.

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

Stewart Reich, TMP Architecture, Inc.
Kevin Donnelly, Plante Moran Cresa

Bill McCarthy, McCarthy and Smith, Inc.
Carolyn Whiting, McCarthy and Smith, Inc.

Novi Community School District 2019 Bond
 BP#13 Novi Middle School Outdoor Learning Center
 Prepared by McCarthy & Smith, Inc.
 Bid Received on July 7, 2023
 Project Location: 24062 Taft Rd, Novi, MI 48374
 Date: 7/13/2023

							Bid Range		
BID Divisions	Company	Base Bid	PLM Bond	Combine Bid Deduct	Total Bid Package	Total Award Rec	Bids Received	Low	High
BD 101: Sitework	Dalco Services	\$151,601	\$5,409		\$157,010	\$157,010	3	\$157,006	\$243,300
BD 104: Concrete Foundations	Simone Construction Services	\$111,500	\$1,400		\$112,900	\$112,900	4	\$112,900	\$251,525
Total:		\$263,101	\$6,809	\$0	\$269,910	\$269,910	7	\$269,906	\$494,825

BUDGET SUMMARY	
Budgeted Phase 2 Construction	\$ 392,000
Total Phase 2 Budget	\$ 392,000
Total Award Recommendation	\$ 269,910
VARIANCE	\$ 122,090
TOTAL ACCEPTED ALTERNATES	\$ -
Current Budget Variance	\$ 122,090

Job #1206-23: Novi Community School District - BP#13 Novi Middle School Outdoor Learning Space

Prepared by McCarthy & Smith, Inc. - 24317 Indoplex Circle, Farmington Hills, MI 48335, United States of America

Bid Package Lead: Justin Bott (jbott@mccarthysmith.com)

Project Location: Novi, MI, United States of America

BD 101: Sitework

Generated July 7, 2023

Base Bid

LINE ITEMS

Lump Sum Bid for Sitework Bid Division

Cost for Performance and Labor & Material
Payment Bonds, to be added to the Base Bid is

INCLUSIONS

Bidder has signed and uploaded the Bid Security
in the amount of five (5%) percent (Bid Bond or
Certified Check)

Bidder has signed and uploaded the Familial
Disclosure Affidavit Form.

Bidder has signed and uploaded the Iran Linked
Business Affidavit Form.

Bidder has signed and uploaded the Criminal
Background Check Affidavit Form.

Base Bid Total

Dalco Services LLC

Submitted by Zack Williams

\$157,006

Original Proposal, July 7, 2023

Unit	Unit Cost	Total Cost
		\$157,006

		\$151,601
--	--	-----------

		\$5,405
--	--	---------

	YES	
--	-----	--

	YES	
--	-----	--

	YES	
--	-----	--

	YES	
--	-----	--

		\$157,006
--	--	------------------

Cortis Brothers Trucking & Excavating

Submitted by Joseph Robinson

\$209,272

Revision #3, July 7, 2023

Unit	Unit Cost	Total Cost
		\$209,272

		\$207,200
--	--	-----------

		\$2,072
--	--	---------

	YES	
--	-----	--

	YES	
--	-----	--

	YES	
--	-----	--

	YES	
--	-----	--

		\$209,272
--	--	------------------

Simone Construction Services

Submitted by Joe Rubino

\$243,300

Revision #1, July 7, 2023

Unit	Unit Cost	Total Cost
		\$243,300

		\$240,700
--	--	-----------

		\$2,600
--	--	---------

	YES	
--	-----	--

	YES	
--	-----	--

	YES	
--	-----	--

	YES	
--	-----	--

		\$243,300
--	--	------------------

Job #1206-23: Novi Community School District - BP#13 Novi Middle School Outdoor Learning Space

Prepared by McCarthy & Smith, Inc. - 24317 Indoplex Circle, Farmington Hills, MI 48335, United States of America

Bid Package Lead: Justin Bott (jbott@mccarthysmith.com)

Project Location: Novi, MI, United States of America

BD 104: Concrete Footings & Foundations

Generated July 7, 2023

Base Bid

LINE ITEMS

Lump Sum Bid for Concrete Footings & Foundations Bid Division

Cost for Performance and Labor & Material Payment Bonds, to be added to the Base Bid

ALTERNATES

COMBINE BID DEDUCT (THE CORRESPONDING AMOUNT WILL BE DEDUCTED FROM THE TOTAL OF BASE BIDS FOR SUCH COMBINATION OF BID DIVISIONS)

Combined Bid (Enter in Bid Division and Bid Deduct)

INCLUSIONS

FOLLOWING DOCUMENTS MUST BE UPLOADED WITH BID

Bidder has uploaded the Bid Security in the amount of five (5%) percent (Bid Bond or Certified Check)

Bidder has signed and uploaded the Familial Disclosure Affidavit Form

Bidder has signed and uploaded the Iran Linked Business Affidavit Form

Bidder has signed and uploaded the Criminal Background Check Affidavit Form

Base Bid Total

Simone Construction Services

Submitted by Joe Rubino

\$112,900

Original Proposal, July 7, 2023

Unit	Unit Cost	Total Cost
		\$112,900

		\$111,500
--	--	-----------

		\$1,400
--	--	---------

		\$3,500
--	--	---------

		\$112,900
--	--	------------------

North Channel Construction

Submitted by David Glowski

\$180,905

Revision #1, July 7, 2023

Unit	Unit Cost	Total Cost
		\$180,905

		\$177,250
--	--	-----------

		\$3,655
--	--	---------

		\$0
--	--	-----

		\$180,905
--	--	------------------

CI Contracting

Submitted by Marc Messina

\$198,480

Original Proposal, July 5, 2023

Unit	Unit Cost	Total Cost
		\$198,480

		\$195,480
--	--	-----------

		\$3,000
--	--	---------

		\$0
--	--	-----

		\$198,480
--	--	------------------

DSP Constructors

Submitted by Victor Ferrini

\$251,525

Original Proposal, July 7, 2023

Unit	Unit Cost	Total Cost
		\$251,525

		\$247,808
--	--	-----------

		\$3,717
--	--	---------

		\$0
--	--	-----

		\$251,525
--	--	------------------

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
July 13, 2023**

SUPERINTENDENT OF SCHOOLS

TOPIC: Strategic Planning

On October 4, 2018, the Novi Community School District Board of Education agreed to engage in a process of strategic planning involving the Board, Novi Community School District parents, students, and community members, and Novi Community School District staff. The goal was to develop goals and objectives from that would help us as a district live into our new vision, mission, and beliefs.

On April 11, 2019, after several meetings with all stakeholders, the Board approved a strategic plan that included the following information.

Vision: Students who are passionate, empowered, and prepared for their world and their future.

Mission: Provide impactful opportunities for all to cultivate lifelong learning.

Beliefs:

- An equity of opportunity
- A culture of unity
- Fostering and inspiring a curiosity of learning
- A community of well-being

for all stake holders

In order to stay current and in touch with their stakeholders, a Board should review and update their strategic plan every five (5) years. Tonight, the Board will discuss the process for reviewing and updating their plan

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



Ben Mainka, Superintendent