



NOVI COMMUNITY SCHOOL DISTRICT
DEVELOPING EACH STUDENT'S POTENTIAL WITH A WORLD-CLASS EDUCATION

Board of Education 2020 Agenda

Dr. Danielle Ruskin
President

Mr. Tom Smith
Vice President

Mr. Willy Mena
Secretary

Mrs. Kathy Hood
Treasurer

Mr. Paul Cook
Trustee

Mrs. Bobbie Murphy
Trustee

Meeting Date: November 19, 2020
Virtual via Zoom

Mrs. Mary Ann Roney
Trustee



NOVI BOARD OF EDUCATION
Regular Meeting – November 19, 2020
Virtual via Zoom
7:00 PM

AGENDA

- I. CALL TO ORDER/WELCOME**
- II. PLEDGE OF ALLEGIANCE**
- III. APPROVAL OF THE AGENDA**
- IV. PUBLIC HEARING: REPRODUCTIVE HEALTH CURRICULUM UPDATE**
- V. COMMENTS FROM THE AUDIENCE RELATED TO AGENDA ITEMS**
- VI. CONSENT ITEMS**
 - A. Approval of Minutes
 - B. Approval of Field Trip(s)
- VII. ACTION ITEMS**
 - A. Personnel Report
 - B. Extended COVID-19 Learning Plan Reconfirmation
 - C. NESPA Contract Approval
 - D. Land Purchase
- VIII. INFORMATION AND DISCUSSION**
 - A. Winter Tax Levy
 - B. Health Curriculum Textbook Purchase
 - C. Bid Package #2: Orchard Hills and Village Oaks Additions and Remodeling
- IX. COMMENTS FROM THE AUDIENCE**
- X. SUPERINTENDENT’S REPORT**
- XI. ADMINISTRATIVE REPORTS**
- XII. BOARD COMMUNICATION**
- XIII. ADJOURNMENT**

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN**

November 19, 2020

ASSISTANT SUPERINTENDENT FOR ACADEMIC SERVICES

TOPIC: Reproductive Health Curriculum

Novi Community School District's is in the process of reviewing our Reproductive Health Curriculum to better meet the needs of students as well as the standards of the community. Curricula materials and methods used as part of HIV/STI or sex education instruction, offered by a school district, must go through the formal approval process including two (2) public hearings and school board approval.

To help us plan, a NCSD Parent Reproductive Health Survey was sent out to all K-12 families on Monday, November 9, 2020.

Tonight, is our first public hearing.

**APPROVED AND RECOMMENDED FOR
PUBLIC HEARING**


Steve Matthews, Superintendent

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
November 19, 2020**

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 November 5, 2020
 - b. Closed Session Meeting Minutes of November 5, 2020
- B. Approval of Field Trip(s)
 - a. Washington D.C. Trip

RECOMMENDATION:

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

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**



Steve Matthews, Superintendent



Minutes of Regular Meeting, November 5, 2020
Novi Community School District
Board of Education

A Regular Meeting of the Board of Trustees of Novi Community School District was held on Thursday, November 5, 2020, beginning at 7:02 PM in the Novi Middle School, Auditorium.

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

Absent:

PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE AGENDA

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

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

Nays: 0

MOTION CARRIED

COMMENTS FROM THE AUDIENCE RELATED TO AGENDA ITEMS

There were no comments from the audience.

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 October 15, 2020

B. Approval of Bills

- a. Board Report
- b. Check Register for September 2020
- c. Purchase Card Report from August 1, 2020 through August 31, 2020

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

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

Nays: 0

MOTION CARRIED

ACTION ITEMS

Personnel Report

Gary Kinzer, Assistant Superintendent of Human Resources, presents for your consideration the following

personnel changes:

A. New Hires

<u>Name</u>	<u>Bldg.</u>	<u>Assignment</u>	<u>Reason</u>	<u>Rate</u>	<u>Effective</u>
Brasil, Sandra	ESB	Exec. Asst.-Business Office	Position Chg.		11-09-20

B. Retirements and Resignations

<u>Name</u>	<u>Bldg.</u>	<u>Assignment</u>	<u>Reason</u>	<u>Effective</u>
Diatikar, Christine	ESB	Exec. Asst.-Business Office	Resigned	TBD
Gleesing, Donald	Maint.	Semi-skilled Maint. Worker	Retired	11-25-20

A. Leaves of Absence

<u>Name</u>	<u>Bldg.</u>	<u>Assignment</u>	<u>Reason</u>	<u>Effective</u>
-------------	--------------	-------------------	---------------	------------------

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

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

Nays: 0

MOTION CARRIED

Middle Cities Resolution

The Novi Community School District has been a member of the Middle Cities Risk Management Trust since 1993. This Trust provides property, general liability, auto liability, and errors and omissions insurance for the District.

There are 32 member school districts and other entities in this Trust and each member has a designated Trustee, Alternate Trustee and Risk Management Coordinator. With the departure of Jill Minnick who was Novi's designated Trustee, the District is required to appoint new individuals to fill these roles.

The proposed Resolution was submitted to the Board of Education for information and discussion, and comes back for approval tonight.

It was moved by Mrs. Murphy and supported by Mr. Cook that the Novi Board of Education approve the appointment of Gregory McIntyre and Deanna Wheeler as trustee and alternate trustee to the Middle Cities Risk Management Trust.

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

Nays:

MOTION CARRIED

Bargaining Unit Contracts

A tentative agreement has been reached with the Novi Education Association (NEA), Novi Transportation Association (NTA), and the International Union of Operating Engineers (IUOE). The administration recommends the contract agreements be approved.

It was moved by Mrs. Hood and supported by Mrs. Roney that the Novi Board of Education approve the tentative agreements reached with the Novi Education Association (NEA), Novi Transportation Association (NTA), and the International Union of Operating Engineers (IUOE).

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

Nays:

MOTION CARRIED

COMMITTEE REPORTS

Finance Committee

Mrs. Hood, Board Treasurer and Chair of the Finance Committee, reported on the committee meeting that took place on October 19, 2020.

Capital Projects Committee

Mr. Mena, Board Secretary and Chair of the Capital Projects Committee, reported on the committee meeting that took place on October 28, 2020.

COMMENTS FROM THE AUDIENCE

Mr. Hollman commented on five (5) days of school.

SUPERINTENDENT'S REPORT

Dr. Steve Matthews, Superintendent of Schools, reminded the Board that there was a closed session this evening for the purpose of a possible purchase or lease of a property. He reported that today is November 5th and is the ninth week of school. Dr. Matthews stated that when we started on September 8th, we were unsure what the year would bring, but was confident that our staff, teachers, administrators, bus drivers, food service workers, secretaries, tech staff, and child care staff would find ways to connect with our students and continue providing a high quality educational experience for our students. He said that he was not disappointed.

Dr. Matthews mentioned that there have been missteps, mistakes, and struggles along the way, but our staff has been wonderful. He reported that they have been tested, but have found ways to make connections and have learned new skills, tried new experiences for both themselves and their students. Dr. Matthews stated that we continue to make progress on providing a high quality experience. He asked, can we do better? Certainly, but he is proud of our staff. Dr. Matthews said that he has seen them teach and heard their stories and this unpredictable and unusual year continues. He mentioned that we continue to teach and the students continue to learn.

Dr. Matthews reported that on November 19, we will again discuss our Return to School Plan that we are required by law to bring to the Board, and ask the Board to help us think through and think about where we should head.

ADMINISTRATIVE REPORTS

Mr. McIntyre, Assistant Superintendent of Business and Operations, reported that the business office is revising the 2021 budget. He stated that they will be presenting it to the Board at a December Board Meeting.

Dr. RJ Webber, Assistant Superintendent for Academic Services, said that one of his favorite quotes is "you do not have to be sick to get better," author, Michael Josephson. He reported that after the last Board meeting, he got the impression from many of our teachers and administrators that what they are doing was failing the hybrid model. Dr. Webber contended that having the pleasure of being six buildings, in their classrooms and seeing them that it is quite far from the truth.

Dr. Webber complimented and expressed his gratitude to the Novi Community Coalition for providing 650 copies of *The Deepest Well*, which was read by the Novi Mental Health Alliance. He stated that there was a three-part book study on this book, which is about childhood trauma and how do we attend to it. Dr. Webber said that in light of what I going on in the pandemic, it is critically important.

He performed a show and tell with a couple of the fifth grade science kits to give parents an idea of what

our hybrid and virtual students are getting. Dr. Webber reported that these kits help the students to have a better understanding of science and a hands on experience. He stated that from a K-12 educational standpoint, our students have that opportunity. Dr. Webber said that he checked his Twitter handle and observed a fifth grade classroom where students were making predictions on what was going to happen. He thanked the Board for the commitment six years ago that made this funding possible. Dr. Webber reported that our K-12 science program is on of the very best in the state.

He thanked and complimented the Board on the decision that was made on August 6, to have the two (2) modalities launched. Dr. Webber expressed his appreciation to Dr. Matthews for being the COVID data “hound” that played hugely on what our District is doing.

BOARD COMMUNICATION

Mrs. Murphy, Board Trustee, piggybacked on what Dr. Webber mentioned around *The Deepest Well*, book discussion. She stated that it was a huge testament to the diversity of staff who were interested. Mrs. Murphy reported that we had a bus driver who participated and wanted to better understand how to help students. She stated that this was a fantastic group of people who participated. Mrs. Murphy expressed her gratitude to the coalition for the books and to Dr. Webber.

Mrs. Hood, Board Treasurer, reported that last night she attended the Oakland Schools Government Relations Committee meeting. She stated that she is the Board liaison to that committee. Mrs. Hood said there were a couple of things on the agenda; the elections results, finalizing Ellen Lipton as the new member of the State Board of Education. She mentioned that Ms. Lipton was a former House member from Huntington Woods and is a public education ally and advocate, which is good for all kids in Michigan. Mrs. Hood reported that Kelly Breen has replaced Kathy Crawford as the new Michigan House Representative. She stated that Ms. Breen has been on the Novi City Council for the past few years. Mrs. Hood said that there was a lot of turnover in some districts for Board members. She congratulated the three (3), Mr. Cook, Dr. Ruskin, and Mr. Mena, who were re-elected.

Mrs. Hood mentioned that they had a long discussion on COVID and schools that decided to come back full time. She reported that they are now coming back virtual and/or hybrid. Mrs. Hood reported that there are several, based on the newest Michigan cases being up, that are delaying this. These districts (Berkley, Walled Lake) are receiving more comments from their parents who are very concerned about their kids being in any school. She stated that these conversations are taking place all over Oakland County.

Mr. Mena, Board Secretary, reported that tomorrow morning he was heading out to watch our cross country runner compete in states. He stated that this should be pretty exciting. Mr. Mena said that the KLAA West Conference is the best division in the entire State of Michigan and is a very competitive division. He mentioned that the big football game is tomorrow against Detroit Catholic Central. Mr. Mena reported that we have played them five (5) or six (6) times and have not fared well, but our time is coming.

He piggybacked on what Dr. Webber mentioned and wanted to be clear that the folks he has spoken with do not feel our teachers are failing. Mr. Mena stated that they are just concerned about the implementation of the hybrid model. He said that he knows our administration has promised to make some improvement in hybrid. Mr. Mena mentioned that he would take some time between this meeting and the next to talk to some stakeholders and get a feeling of how things are really going. He reported that the comments came from the teachers themselves, so he would be talking to some teachers. Mr. Mena stated that if he finds it worthwhile, he will share his findings.

Mr. Cook, Board Trustee, said to follow what Mr. Mena said regarding the return to school plan, the Board will be voting next week and the tutoring, some common activities for K-6, one of the things he asked for was making sure we are driving those combo classes down to option one. He stated that he would like to see how that is going. Mr. Cook reported that his company is partnering with Sylvan Learning Centers for parents to get tutors with free drop in, at certain times. He asked how our tutoring, that we started, was going. Mr. Cook stated that the work needs to get out. He said that it is not that the teachers are not doing their job, it is the kids need to be engaged when they are at home and it falls on the parents. Mr. Cook mentioned those are the areas he was hoping to see some improvement.

Mrs. Roney, Board Trustee, congratulated a Novi Cross Country runner, Elizabeth Babcock for being named the Heisman High School Scholarship winner for the state of Michigan. She also gave big kudos to our teachers, who have been working hard. Mrs. Roney reported that we are working hard to find a solution that makes parents and staff happy. She stated just give us some time.

Dr. Ruskin, Board President, reported that Volleyball District finals were tonight and they won, so they are off to regionals. She stated there is a big football game tomorrow and it would be very exciting to have our guys move on from Brighton. Mr. Smith said that every day our kids get to participate in athletics or extracurricular, based on what we see happening throughout the county and as things progress, people are pulling the plug on these kids. She mentioned that every morning she is excited when she sees that they can continue to do these things in a safe manner, so good luck teams that are still playing in the playoffs, representing Novi. Dr. Ruskin reported that is what it is all about, having our kids engaged with education being the priority, but having socialization. She stated that we are holding steady and there is always work to be done.

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 to consider the purchase or lease of real property.

It was moved by Mrs. Murphy and supported by Mrs. Hood that the Novi Community Schools Board of Education move into a Closed Session to consider the purchase or lease of real property.

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

Nays:

MOTION CARRIED

ADJOURNMENT

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

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

Nays:

MOTION CARRIED

The meeting adjourned at 10:00 p.m. The next regular meeting of the Board is scheduled for November 19, 2020 at 7:00 p.m.

Willy Mena, Secretary

An online recording of this meeting is available on YouTube and on the District Website: novi.k12.mi.us



Minutes of a Closed Session, November 5, 2020
Novi Community School District
Board of Education

A Closed Session of the Board of Trustees of Novi Community School District was held Thursday, November 5, 2020, beginning at 8:36 PM in the Novi Middle School, auditorium.

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

Absent:

Others Present: Dr. Steve Matthew, Dr. RJ Webber, Mr. Gregory McIntyre, and Dr. Kinzer

TOPIC(S) DISCUSSED

Land rental/purchase

The Closed Session adjourned at 10:99 PM. The next regular meeting of the Board is scheduled for November 19, 2020 at 7:00 p.m., at the Novi Middle School.

Willy Mena, Secretary

An online recording of this meeting is available on YouTube and on the District Website: novi.k12.mi.us

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
November 19, 2020**

ASSISTANT SUPERINTENDENT FOR ACADEMIC SERVICES

TOPIC: 8th Grade Trip to Washington D.C., November 2, 2021 through November 5, 2021

In November of 2021, Novi Middle School 8th graders may have the opportunity to travel by Blue Lakes Motorcoaches 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 2, 2021 from Novi Middle School at 10:00 p.m. and return on November 5, 2021, missing three (3) days of school. The total cost for each student is \$839. There will be approximately 400 students participating in this trip.

RECOMMENDATION:

That the Novi Community Schools Board of Education approve the 8th Grade Trip to Washington D.C. November 2, 2021 through November 5, 2021.

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**



Steve Matthews, Superintendent

BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN

Out of State/Overnight Field Trip Approval Form

Field Trip Title: Novi Middle School

Dates of Trip: November 2, 2021 through November 5, 2021

Group: All Eighth Graders

Sponsor: Kenny Fenchel

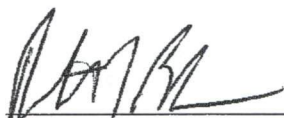
Summary:

The Novi Middle School 8th grade students, accompanied by their core teachers, will travel by Blue Lakes Motorcoaches to Washington D.C. between the dates of November 2, 2021 and November 5, 2021. This trip allows students to interact with their core U.S. history curriculum. Students will be expected to pay \$839 for this trip to cover the cost of the shirt, sweatshirt, backpack, all meals, lodging, transportation, chaperone stipend, admission fees, administrative costs, tips, and taxes.

We hope to have approximately 400 students participating in this trip. All parent volunteers will undergo a background check before attending the event.

This is an annual field trip.

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



Robert Baker,
Novi Middle School Principal



RJ Webber, Ed.D.
Assistant Superintendent for
Academic Services

11/10/2020

Nov 2-5, 2021

Date of Request (3 weeks prior to trip)

Date of Trip

NOVI MIDDLE SCHOOL FIELD TRIP REQUEST FORM

TRIP INFORMATION

Teacher Name: **Kenny Fenchel** Other Sponsors: _____
Destination: **Washington D.C.** Class & Hours: **8th Grade U.S. History**
Departure Time: **Evening Nov. 2nd 2021** Return Time: **Nov. 5th Evening 2021**
of Students: **TBD** # of Students Remaining: **TBD**
Guest Teacher Needed For: **1 2 3 4 5 A20 6**
Submit guest teacher request

TRANSPORTATION

Method of Transportation (circle): **School Bus** **Charter Bus** **Private Car** **Walking** **Other**

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

Charter Bus: Company: Blue Lakes Motorcoach Contact Number: (800) 282-4287

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

Cost Per Student: \$8³⁹ **Funded By (circle):** **Student** Other: _____

CURRICULUM

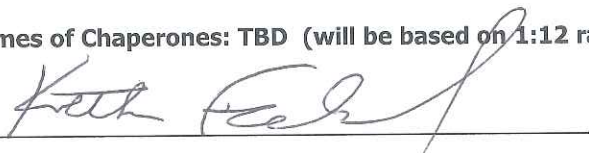
Complete the following questions if the trip is curricular.

1. What are the class objectives that tie into the proposed trip?
_____ 8th grade Civics and History Curriculum _____
2. Describe the class activities prior to the field trip that will integrate the field trip with the curriculum.
_____ American Revolution and Civics units _____
3. Why is the field trip the best way to achieve/reinforce the class objectives?
_____ Provides students with first-hand experience of government in action; chance to view documents, buildings, and artifacts studied in class. _____
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?
_____ Students will continue with the study of Civics, Early Presidents, and the Civil War, relating to material learned and places visited in DC. _____

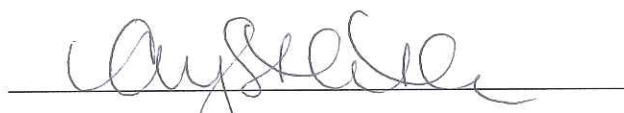
CHAPERONES

If a chaperone is not a district employee, please complete the Volunteer Background Check Authorization Form and submit with your request.

Names of Chaperones: TBD (will be based on 1:12 ratio)



Teacher's Signature



Assistant Principal's Signature

Field Trip Pre -Planning Sheet: Overnight/Out of State/Out of Country

Please use the Field Trip Planning Sheet instructions as reference.

1. Title of Field Trip/Formal Name of the Activity or Event: 8th Grade Washington D.C. Trip
2. Organization/Club/Course Name: 8th Grade U.S. History
3. Field Trip Coordinator – Staff Member: Kenny Fenchel
4. Date(s) of Trip: Nov. 2-5, 2021
 - Students will miss the following school dates: Nov. 3-5, 2021, assuming November 2 is off for Election Day.
5. Field Trip Destination City, State: Washington D.C.
6. Trip cost to the student: \$839 before January 31, 2021. \$889 after that date.
 - Items included in cost: Shirt, sweatshirt, backpack, all meals, lodging, transportation, chaperone stipend, admission fees, administrative costs, tips, and taxes.
7. Transportation Details: Blue Lakes Motorcoaches
8. Lodging name and contact number in emergency: Key Bridge Marriott, Arlington, VA
Worldstrides 24-hour Tour Central: 703-933-6143
9. Number of students attending: TBD by 1/31/21 (approx. 400 based on recent years)
10. Number of chaperones: TBD (will be based on 1:12 ratio)
11. The following may be provided if necessary:
 - Trip Itinerary – Departure, Arrival, Special events/ performances/competitions
 - Criminal Conviction History Form Volunteers* (overnight only)
 - Required for those not employed by the district
 - Policies/Procedures/Rules as given by event or competition*
 - Rooming List*
 - Parent Information Packet*
12. Health Form/ Emergency Treatment Authorization
 - collected and in possession of Coordinator

*Can be provided to the Board when it becomes available to the sponsor.

*****Covid precautions will be followed by Worldstrides and Novi Middle School, as determined by the CDC, the Student & Youth Travel Association, the school district, and all locations to which the group will travel.**

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
November 19, 2020**

ASSISTANT SUPERINTENDENT OF HUMAN RESOURCES

TOPIC: Personnel Recommendations

Gary Kinzer, Assistant Superintendent of Human Resources, presents for your consideration the following personnel changes:

A. New Hires

<u>Name</u>	<u>Bldg.</u>	<u>Assignment</u>	<u>Reason</u>	<u>Rate</u>	<u>Effective</u>
Roberts-Levi, Sasha	Career Prep	Art Teacher	11-09-20	Hourly	02-01-21

B. Retirements and Resignations

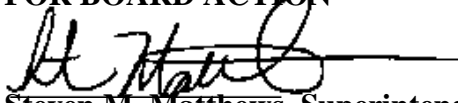
<u>Name</u>	<u>Bldg.</u>	<u>Assignment</u>	<u>Reason</u>	<u>Effective</u>
-------------	--------------	-------------------	---------------	------------------

C. Leaves of Absence

<u>Name</u>	<u>Bldg.</u>	<u>Assignment</u>	<u>Reason</u>	<u>Effective</u>
Lorenz, Katrina	HS	Social Worker	LOA #1-LTD	11-23-20 to 06-11-21
Orr, Heydie	NM	Social Worker	LOA #1-Child Care	11-25-20 to 06-11-21

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

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**


Steven M. Matthews, Superintendent

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
November 19, 2020**

SUPERINTENDENT OF SCHOOLS

TOPIC: Return to School Planning: Considerations for shifting school modes

On March 12, 2020, Governor Whitmer temporarily suspended K-12 instruction and encouraged schools to provide the best alternative means of instruction.

On April 1, 2020, the Governor closed schools for the rest of the 2019-2020 school year and required schools to develop a Continuity of Learning Plan.

On June 30, 2020, Governor Whitmer published her Return to School Roadmap and Executive Order 2020-142 was issued to guide schools as they prepared for fall 2020 return to school.

On July 7, 2020, the Novi Community School District published its ROAR (Responsive Organizational and Academic Return) Plan. This plan was in response to the requirements of Executive Order 2020-142.

On July 16 and July 30, the Novi Community School District Board of Education discussed Return to School planning and preparation.

On August 6, 2020, the Board approved a Return to School recommendation. The recommendation stated:

That the Novi community School District Board of Education approve the following options for our fall 2020 return to school:

- *In-person: A hybrid blend of in-person and virtual instruction with strict adherence to clear safety protocols. The board directs the administration in concert with the teachers to identify the best possible hybrid option.*
- *Virtual online instruction: An online, virtual learning program for students*
- *The Board of Education commits to these options through November 6, 2020.*

After the August 6 vote, parents were sent a commitment form for the start of the school year.

After commitments were made, our administrative staff spent hours planning and preparing for the upcoming school year. Schedules were created trying to balance hybrid and virtual class loads, class requests at the middle and high school, and the needs of students and staff.

School started on September 8. Approximately 55% of parents chose the virtual option and 45% of parents chose the hybrid option.

On August 20, 2020, Public Act 149 was signed into law that required an Extended COVID-19 Learning Plan. The Novi Community School District Board of Education approved the extended learning plan on September 24, 2020.

The Extended COVID-19 Learning Plan requires that the Board of Education each month reconfirm how instruction is going to be delivered during the 2020-2021 school year.

On September 24, 2020, the board approved the Extended COVID-19 Learning Plan.

On October 15, 2020, the Board voted again and extended the current hybrid/virtual learning plan until at least January 22, 2021.

Tonight the following will be reviewed with the Board of Education:

- COVID-19 numbers as required by law
- Continued improvements made since October 15

The Board will once again be asked to identify how instruction will be given.

RECOMMENDATION: That the Novi Community School District Board of Education,

In order to provide certainty for our students, parents, and teachers, the Novi Community School District Board of Education reconfirm the following options:

Recommendation One

- *Through at least January 22, 2021, the end of the first semester:*
 - *In-person: A hybrid blend of in-person and virtual instruction with strict adherence to clear safety protocols. Students will attend in-person school two days a week, virtual experience on Wednesday, and be provided at-home experiences two days a week.*
 - *Virtual online instruction: An online, virtual learning program for students.*
 - *Continued focus on improving both our hybrid and our virtual programming.*

Recommendation Two

If, because of quarantine, classrooms cannot be appropriately staffed individual classrooms or individual schools could go virtual until appropriate staffing levels can be maintained. Without our teachers, the human capital, schools cannot operate effectively.

Recommendation Three

Parents will be asked again to recommit for second semester by December 4 to either virtual or hybrid in-person learning for second semester beginning January 25.

The hybrid in-person plan would continue as two days in-person, two at-home days, and one all virtual day until the county moved into Level B of the Oakland County Health Division Guidance for In-person Instruction Scale.

When the county moves to Level B on the Oakland County Health Division Guidance for In-person Instruction Scale, the hybrid would become a 5 day a week experience for students.

Hybrid students would stay hybrid for the entire second semester.

Virtual students would stay virtual for the entire second semester.

Any changes in plan to second semester will potentially result in changes in teachers or schedules for all students. We will work to avoid changes as much as possible but it is inevitable that changes in both teacher and schedules will occur for some students.

Recommendation Four

We will examine the district from a preschool special education, K-6 and 7-12, NATC lens. Decisions may differ for these groups based on the risk level, the difficulty of creating changes, and the opportunities presented by our physical facilities.

The Extended COVID-19 Return to School Plan will be reviewed again in December.

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**



Steve Matthews, Superintendent

Extended COVID-19 Learning Plan Monthly Confirmation

November 19, 2020

Our joint goal, the Board of Education and the administration and staff of the district, is to create an opportunity for students to return full time to our classrooms.

How did we get here?

- March 12, 2020, Governor Whitmer temporarily suspended K-12 instruction
- April 1, 2020, the Governor closed schools for the rest of the 2019-2020 school year
- Executive order 2020-142 identifying the provisions for schools to return for the 2020-2021 school year
 - June 30, 2020, Governor Whitmer published her Return to School Roadmap
- July 7, 2020, the Novi Community School District published its ROAR (Responsive Organizational and Academic Return) Plan
- July 16 and July 30, the Novi Community School District Board of Education discussed Return to School planning and preparation
- August 6, 2020, the Board approved a Return to School recommendation

Board Action: Return to School

- August 6, 2020
 - That the Novi community School District Board of Education approve the following options for our fall 2020 return to school:
 - In-person: A hybrid blend of in-person and virtual instruction with strict adherence to clear safety protocols. The board directs the administration in concert with the teachers to identify the best possible hybrid option.
 - Virtual online instruction: An online, virtual learning program for students
 - The Board of Education commits to these options through November 6, 2020

New requirements

- August 20, 2020, Governor Whitmer signed PA 149 which required an Extended COVID-19 Learning Plan
- Administration presented the Extended COVID-19 Learning Plan to the Board on September 10
- The Board approved the Extended COVID-19 Learning Plan on September 24
 - Required to reconfirm every calendar month

Board Action: Return to School

- October 15, 2020
 - *In order to provide certainty for our students, parents, and teachers, the Novi Community School District Board of Education reconfirm the following options through January 22, 2021, the end of the first semester:*
 - *In-person: A hybrid blend of in-person and virtual instruction with strict adherence to clear safety protocols. Students will attend in-person school two days a week, virtual experience on Wednesday, and be provided at-home experiences two days a week.*
 - *Virtual online instruction: An online, virtual learning program for students*
 - *We will continue to focus on improving both our hybrid and our virtual programming.*
 - *The Return to School Plan will be reviewed again in November.*

November 2020: Key issues

Return to School Experience

- Our teachers have created engaging virtual and hybrid classrooms
 - Positive parent feedback at conferences
 - Found ways to engage students
 - Used technology effectively
 - Worked extremely hard to support our students
- Tech department has provided a high level of support
 - Distributed devices to students
 - Provided support to teachers
- Food Service
 - Created safe meal distribution
 - Distributes meals weekly
 - Over 67,000 meals distributed

Return to school experience

- District provided furniture
- Every student with a whiteboard
- Elementary hands-on science kits for elementary students
- Students have been able to remain in their home schools
- Pacing has not become a significant issue
 - Teachers report that pacing has been fairly constant between hybrid and virtual groups
- After school tutoring in grades 5-12
- Instructional coaches supporting students, teachers, and classrooms
- Additional support for K-4 in reading and math

Return to School Experience

- There have been struggles
 - State testing at the high school level took several days away from instruction
 - Technology tools at times has been an issue
 - Both the hybrid and virtual experiences have been challenging
 - Hybrid challenges
 - Navigating two groups of students who are not together has created pacing challenges
 - The at home days have been a work in progress
 - Virtual challenges
 - Engaging students
 - Assessment
 - Positive COVID-19 cases

At home days

1st hour ELA 7

Link takes students
to Schoology

ELA 7 End of Quarter Self-Evaluation - November 2020

Directions: Reflect on your learning and work so far in ELA this quarter. Answer the following questions and prompts to share with your teacher and parents about your progress in ELA 7.
Use Page 2 for a list of Learning Goals and Directions on how to hyperlink docs.

Discuss your effort in this class. Have you put forth your best effort? Why or why not?
→

What I do well in this class - my strengths as a learner:
→

What I need to improve in this class and my plan to improve:
→

Two LEARNING GOALS I have mastered in this class and why I think they are important:
→

I've chosen two pieces of my work that represent my success in this class because:
→

Title of Doc
Hyperlinked here

Title of Doc
Hyperlinked here

I've chosen one piece of work that represents my need for improvement because:
→

Title of Doc
Hyperlinked here

and
on

Quarter 1 Learning Goals

Unit 0: Building ELA Community	Unit 1: A Study in Habits	Unit 1: A Study in Active Reading
<ul style="list-style-type: none">I can introduce myself to my classmates.I can manage my time in a self-paced activity.I can explain what it means to be a good digital citizen.I can help create community standards.I can explain how to use a Criteria for Success.I can reflect on my literacy history in a Literacy Self-Portrait.I can set up my digital notebook, ELANLE by following the Set-up Checklist.I can identify 3 ways to use the NMS Media Center this year and find 3 books I would like to read from the card catalogue.	<ul style="list-style-type: none">I can define "just-right" book.I can evaluate a text for "just-right" book qualities.I can reflect on my independent reading habits.I can list 20 or more Writing Territories in my ELANLE.I can discuss a text using academic language.I can write a flash draft and use "Write More and Better Strategies" to fill a page.I can conference about my independent reading in a conference and discussion board post.I can read to increase my stamina.I can prepare and present a book talk.	<ul style="list-style-type: none">I can define active reading.I can explain and apply before reading strategies to a text.I can explain and apply the FAB 4 reading strategies to a text: Predict, Clarify, Question, Summarize.I can explain the Levels of Understanding.I can make accurate Level 1 (On-the-Line) observations.I can make logical Level 2 (Between-the-Lines) inferences of a text.I can make Level 3 (Beyond the Lines) connections to a text.

How To Hyperlink Docs

Here's a How-To Video to Help you Hyperlink

Step-by-Step Directions:

- Open the Document you want to share.
- Click [Link](#)
- Click GET LINK. Change the Settings to ANYONE WITH THE LINK.
- Click COPY LINK.
- Change the "Title of Doc Hyperlinked here" to the Assignment name.
- Highlight the assignment name and click the hyperlink button.
- Paste the link to your document where it says "LINK" then click "APPLY"
- Test your link by clicking on the Blue Underlined Text to make sure it goes to the correct document.

Link talks through
what criteria are
required and how
to submit along

ELA
FRIDAY, NOV. 6

Group A: (at-home)

Learning Goal: I can reflect on my progress toward ELA learning goals.

Tasks: Finish Assessment and click "submit assignment" End of Quarter Self-Evaluation due Fri. Nov. 6.

Create a book talk and post it to Flipgrid!

Group B: (in-person)

Learning Goal: I can reflect on my progress toward ELA learning goals. I can share my independent reading selections in a book talk.

Tasks: End of Quarter Self-Evaluation due Fri. Nov. 6.

Create a book talk and post it to Flipgrid!

2nd hour Science 7

Screencast of
teacher talking and
showing students
what to do

Activity 6: Energy Transfer Challenge
Guiding Question: How can you increase or decrease the rate of thermal energy transfer?

Key Words: conduction, thermal conductors, insulators.

Measuring From	Volume of Water (mL)
Melting challenge	
Preserving challenge	
Control	

Analysis:
1. What did your group do to maximize or minimize the rate at which your ice melted? Describe the techniques used and why they worked. Use as much relevant scientific vocabulary as you can, such as conduction, convection, and insulation.

2. List all of the variables that affected how fast ice melts. Choose one of these variables, and design an investigation to find out how changing this variable affects the melting speed.

3. Which among the techniques used by you or your classmates seemed to transfer
a. the most energy?
b. the least energy?

4. Describe, including sketches where appropriate, how you could improve your techniques for preserving ice, and explain why these changes would help decrease thermal energy transfer.



A-
B-
C-
D-

Takes students to
Flipgrid with more
instructions and
examples

friday

11-6

hyBRId a(at home)

Plan:


Directions

→ Working on lab plan and creating a flipgrid video to show experiment

Need:

→ E. Act 10 Experiment Write up

→ Flipgrid code:
<https://flipgrid.com/1ac395ec>



hyBRId b (at SCHOOL)

- Wrapping up act 10 lesson
- AQs (E. Act 10 Activity Sheet)

3rd hour Math 7

Ms. Kang - Math 7
Friday
11/6/20

SAS Inv 2.1 & 2.2 Check In

Create your new character by scaling Mug. Take a screenshot of Mug and your new character and upload the picture in your discussion post along with your answers to the following questions:

1. How does the length of the top of Mug's head compare to the length of the top of your new character's head?
2. Is your new character similar to Mug? Why or why not?
3. **Extra Credit (2 pt):** What is your new character's name?

Posted Mon Nov 2, 2020 at 8:31 pm

[Link for creating your scaled character](#)

Write a comment

After they completed the 2.1&2.2 assignments, the students had to add to the discussion board and respond to 3 questions.

Adam Wed Nov 4, 2020 at 8:55 am
Its stubbier than mugs head it is not similar because mine is very small and stubby my name is fug
Like · Reply

Rachel Kang Wed Nov 4, 2020 at 11:06 am
Hey Adam, you need to attach the screenshot! You also need to make sure to answer all 3 questions. You answered #2 and #3
Like · Reply

Smit Wed Nov 4, 2020 at 8:56 am
The length of the top of Mug's head compares to my new characters head by being 1/2 the length of my new character's head.
My new character is similar to Mug because he has the same angle measurements and keeps the same shape as Mug, except my new character is just bigger.
My new character's name is Snug
Like · 1 · Reply

Luke Wed Nov 4, 2020 at 8:57 am
My character is different because the side lengths are different than mugs side lengths. Mine is taller but not wider and my guys name is chug
Like · Reply

A Group

Learning Goal: I can...

- ✓ Find the scale factor between 2 figures
- ✓ Determine if figures are similar by identifying the scale factor between corresponding side lengths

- Finish Inv 2.3

• **Complete before Monday**

- Complete [Inv 2.1 & 2.2 Check In](#) if you didn't on Wed

Inv 2 Quiz Wed 11/11

B Group

Learning Goal: I can...

- ✓ Find the scale factor between 2 figures
- ✓ Determine if figures are similar by identifying the scale factor between corresponding side lengths

- Finish Inv 2.3 + Take Notes

- Complete [Inv 2.1 & 2.2 Check In](#) if you didn't on Wed

Inv 2 Quiz Wed 11/11

Investigation 2.3 - Scale Factors

A. Use the rectangles on Page 34 or the page your teacher provides you.

1. Find all the pairs of rectangles that are similar. Calculate the scale factor as well as the perimeter and area of each pair. The first pair has been started for you.

Rectangle 1	Rectangle 2	Scale Factor	Perimeter Rectangle 1	Perimeter Rectangle 2	Area Rectangle 1	Area Rectangle 2
L	J	2				

2. Describe the relationship between the perimeters of two similar rectangles and the scale factor.

3. Describe the relationship between the areas of two similar rectangles and the scale factor.

B. Use the triangles on page 34.

1. Find all pairs of triangles that are similar. Calculate the scale factor as well as the area of each pair. The first pair has been started for you.

Triangle 1	Triangle 2	Scale Factor	Area Triangle 1	Area Triangle 2
O	R	2		

4th hour World History

Friday, November 6th

Today we will learn...

- Goal 2: I can locate the River Valley Civilizations on a map, and name the rivers associated with them.
- Goal 3: I can describe how the geography of river valleys and the availability of resources influenced the development of permanent settlements and early civilizations.

Check-in: What is the best tool for determining if you can trust a document: sourcing, corroboration, or close reading?

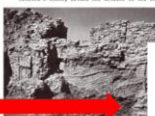
You are to analyze two documents and decide which theory sounds more probable to you.

Answer the SCC questions for each document and then **EXPLAIN** in the bottom section why you believe the theory you selected.

The documents can be found on the following slides as well as linked on the agenda slide for today.

Document 1: Flooding

- Some historians believe that the Indus Valley civilization disappeared due to flooding. Floods were a problem in the area and evidence shows that in some times the civilization lived in areas near water.
- The archaeologist Dr. F. Lal, who excavated at Mohenjo-daro in 1922, was convinced that the Indus Valley civilization was destroyed by a flood. He wrote a book about it, and his theory was widely accepted.



Document: Flood damage at Mohenjo-daro is evidence that the Indus Valley civilization was destroyed by a flood. This is the theory of Dr. F. Lal.

Evaluate the data: Read each theory "Can we trust this document?" Record

Document 1

Sourcing: Does the source/author seem reliable? Explain.

Close reading: What is the document's claim?

Evidence: What is the document's evidence?

Conclusion: Is the evidence for this theory convincing? Why or why not?

What happened to the Indus Valley Civilization?

Document 1

Sourcing: Does the source/author seem reliable? Explain.

Close reading: What is the document's claim?

Evidence: What is the document's evidence?

Conclusion: Is the evidence for this theory convincing? Why or why not?

Conclusion: Is the evidence for this theory convincing? Why or why not?

Conclusion: Is the evidence for this theory convincing? Why or why not?

Conclusion: Is the evidence for this theory convincing? Why or why not?

Conclusion: Is the evidence for this theory convincing? Why or why not?

Conclusion: Is the evidence for this theory convincing? Why or why not?

World History Friday 11/06/20

Group A

Learning Goal: I can locate the River Valley Civilizations on a map describe how the geography of river valleys and the availability of resources influenced the development of permanent settlements and early civilizations.

- Go through the [slide show](#) explaining the Indus Valley Investigation
- Complete "What Happened to the Indus Valley?" Civilizations?" [Investigation Activity](#)*** - due Monday

***Please complete your hard copy from class; if you lost it, then make a Google copy of the one above

Group B

Learning Goal: I can locate the River Valley Civilizations on a map describe how the geography of river valleys and the availability of resources influenced the development of permanent settlements and early civilizations.

- Complete SPICE Notes for [The Indus Valley Geography](#)
- Update parts of #1, #2, and #3 on your [Study Guide](#)

5th hour Spanish 7

(I picked a different Friday since 11/6 was the last of the quarter so not very representative)

Nombre: _____

Ungraded Practice

LOS NÚMEROS Y LA HORA LISTENING PRACTICE

Directions: Click [HERE](#) to listen to the audio. You have lost your dog. So you have put up signs in your neighborhood asking your neighbors to call you if they see him. You will hear six messages on your answering machine from neighbors who have seen your dog. You WILL NOT understand everything they say, but listen carefully to find out their house number and what time they called so you can track down your dog. Write down each house number and time on the lines below. You will hear each message twice.

House #	Time: (Include A.M./P.M. if given)
EX: 53	10:25 A.M.
1.	
2.	
3.	
4.	
5.	
6.	

Click [HERE](#) to check your answers AFTER you have attempted this activity.

A listening activity on time with answers to check their work.

Schoology assignment to practice and check their work before upcoming test

Spanish 7: Friday 10/23/20

Group A

Learning Goal: I can count from 1-100. I can ask for and tell the time in Spanish.

- ⦿ Time Games
 - [Review Game Zone](#) Games (many)
 - [Weebly Site](#) w/ many activities/games
- ⦿ [#s & Time Listening Activity](#)
- ⦿ Finish yesterday's work if you haven't yet
- ⦿ Look over [Unit 4-5 Study Guide](#):
- ⦿ Take the Time Practice Assessment on Schoology
- ⦿ [Unit 4-5 Quiz next Friday](#)

Group B

Learning Goal: I can count from 1-100. I can ask for and tell the time in Spanish.

- ⦿ [Watch Screencast](#): Review AM & PM, Military Time
- ⦿ [Digital board game](#):
 - [Group 1](#) , [Group 2](#)
 - [Group 3](#), [Group 4](#)
 - [Dice Roller](#)
- ⦿ Look over [Unit 4-5 Study Guide](#):
- ⦿ Finish HW from yesterday if you didn't
- ⦿ If time left, choose activities from the following:
 - [Review Game Zone](#) Games (many)
 - [Weebly Site](#) w/ many activities/games

6th hour Health 7

(I picked a different Friday since 11/6 was the last of the quarter so not very representative)

HeALTH

FRIDAY

Date: **Oct. 23**

This week, students will use their learning to;

1. Understand how tobacco & alcohol use impacts the user and others.
2. Be aware of dangers associated with various tobacco & alcohol products towards all types of health.
3. Recognize signs of addiction.
4. Consider ways alcoholic beverages are marketed to younger people.

Group A

- Promote your own physical health: get enough sleep, drink water, enjoy fresh air, eat all the food groups, try to get 60 minutes of physical activity.


Group B

- Alcohol Advertising and Youth
- Begin the Reproductive Health Unit

8th Grade Student Hybrid A Student

1st hour 8th grade US History

2 page article with read aloud options followed by some analyzation questions.



US History – Mrs. Schulze

Friday, 11/6

Group A

Learning goal: Students will understand that the Founders were influenced by a variety of ideas and people

- Locke & Montesquieu Assignment
 - Read the article about John Locke
 - Answer the questions about John Locke
 - STOP - You will do the Montesquieu half of the assignment on your next "at home" day

Syllabus

Group B

Learning goal: Students will understand that the Founders were influenced by a variety of ideas and people

- Discussion/Notes
 - Republic
 - European Enlightenment
 - Locke & Montesquieu

Contact Mrs. Schulze

2nd hour 8th grade ELA

Option 2:

This jam already has the terms color coded.

Your goal is to put these terms into categories, like we did in class with the grocery foods.

See if you can find connections between similarly colored words and add category labels by either drawing them or adding a text box.

If you don't know a word, you can look up a friendly definition here: https://docs.google.com/document/d/1q5Tph2qjQ2nyB_com0E2vUEt-fMuZjsXocjNJ6EPnw/edit?usp=sharing



Activity with multiple means and options of completion and links for assistance.

Hybrid ELA 8

Friday 11/6/20

Group A

Learning Goal: I can watch the book club fair video and explore the narrative terms more!

Today's tasks:

- Watch this [book fair video](#)!
 - Book fair next Thursday! :)
- [Complete this jamboard word sort](#) with our narrative terms.
- [Narrative terms with definitions](#)
- Here's a video that explains how to do the jamboard and share with me!

Group B

Learning Goal: I can understand the purpose of this unit & see some new terms that will be used in the unit.

Today's tasks:

- Silent Reading
- [Big Ideas and Vocabulary Lesson](#)

3rd hour Science 8

Interactive slide deck with audio reading and video components.
Areas to input answers to questions.

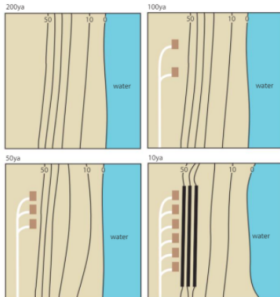
Land, Water and Human Interactions
SEPUP • Issues and Earth Science – Third Edition

Analysis 6

Look at the map to the right of a cliff 10, 50, 100, and 200 years ago.

a. Describe what processes have changed the shape of the cliff and how.

b. What human activities have likely had an impact on the cliff?



Activity 13: Weathering, Erosion, and Deposition

Science 8

DATE: FRIDAY 11/6/2020

A GROUP

Learning Goal: I can describe different geologic processes and explain how they work on Earth's surface over varying time and spatial scales.

Task:

- Continue [Activity 13: Weathering, Erosion, and Deposition](#)
- Finish reading, reading guide, and "Stop to Think" questions (in assignment)
- Work on AQs
- Whatever you don't finish from the assignment today is homework

Reminder: Unit test next week on Thursday

B GROUP

Learning Goal: I can describe different geologic processes and explain how they work on Earth's surface over varying time and spatial scales.

Task:

- [Jamboard](#) attendance question
- Discuss retakes
- Continue [Activity 13: Weathering, Erosion, and Deposition](#)
- Finish reading, reading guide, and "Stop to Think" questions (in assignment)
- Work on AQs
- Whatever you don't finish from the assignment today is homework

Reminder: Unit test next week on Friday

4th hour Health 8 (Last day of class)

HeALTH 8

FRIDAY
Date: **November 6th**

This week, students will use their learning to;

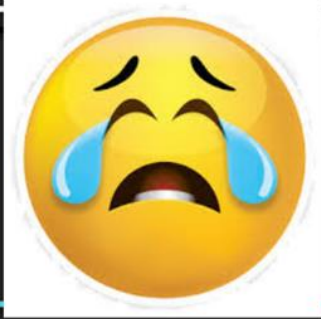
1. Continue Reproductive Health
2. **Our last day!!!**

Group A (home today)

- Turn in all assignments to Schoology that are not graded yet. **MAKE A COPY FIRST!!!!**
- Finish Lesson 6

Group B (class today)

- Turn in all assignments to Schoology that are not graded yet. **MAKE A COPY FIRST!!!!**
- Talk about Lesson 5 Video
- Finish Lesson 6




5th hour - Spanish 1

Review quiz with
key to check
answers

Video with
questions

Español 1

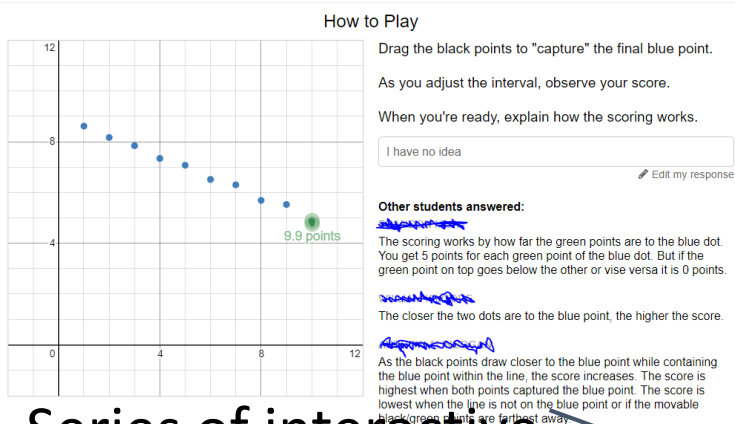
Hoy es viernes, el 6 de noviembre.

 **Learning Target:** Students will describe personalities using adjectives.

Group A (Virtual)	Group B (In person)
<ol style="list-style-type: none">1. Check your vocabulary quiz grade - reassessment will be Monday. Make sure <u>all</u> of your homework is complete if you want to reassess.2. Review adjectives in Spanish by completing this review3. Edpuzzle - Click on the Edpuzzle link and join the class. Then click on your hour to watch the video and from 1b and complete the questions along the way.<div>1st hour 3rd hour 4th hour 5th hour 6th hour</div>4. Homework: yo puedo <p>Unit 1b test - next Thursday</p>	<ol style="list-style-type: none">1. 5 minutes to review vocabulary before quiz2. Vocabulary quiz 1b3. Notes - make a copy and save to your 1b folder. We will fill in from slide show.4. Escuchar - actividad 55. Listen to this Song and try to fill in the lyrics <p>Homework: yo puedo</p> <p>Unit 1b test - next Friday</p>

Ordering lunch? Order [here!](#)

6th hour Algebra 1



Series of interactive problem solving questions where student have to explain their thinking. After they submit they can see other students' answers and thinking and adjust or keep their own.

HONORS ALGEBRA 1 FRIDAY, NOVEMBER 6TH

A Group (At Home)

Learning Goal: I can determine patterns in scatter plots

Agenda:

(1) Complete Desmos Activity: Scatter Plot Capture

- ✗ [CLICK HERE](#) for link
- ✗ Try your best! This is an introduction to Ch. 5

(2) Finish any missing Ch. 4 Homework

- ✗ If you finish missing work, email pictures to Ms. Brenner **OR** bring to class Monday

B Group (In Class)

Learning Goal: I can show my understanding of Chapter 4 Learning Goals

Agenda:

- (1) CH. 4 TEST - PART 2
- (2) Finish any missing Ch. 4 Homework
- (3) Desmos Activity: Coin Capture: Lines
 - ✗ [CLICK HERE](#) for link

Continued reflection Continued improvements

- Additional support
 - K-4
 - Additional staff for individual and small group support in reading and math
 - K-6
 - Clear expectations for hybrid work
 - 7-12
 - After school tutoring support

Legislation requirements

- Update the Board and community on:
 - COVID trends
 - Percent of positive cases
 - Cases

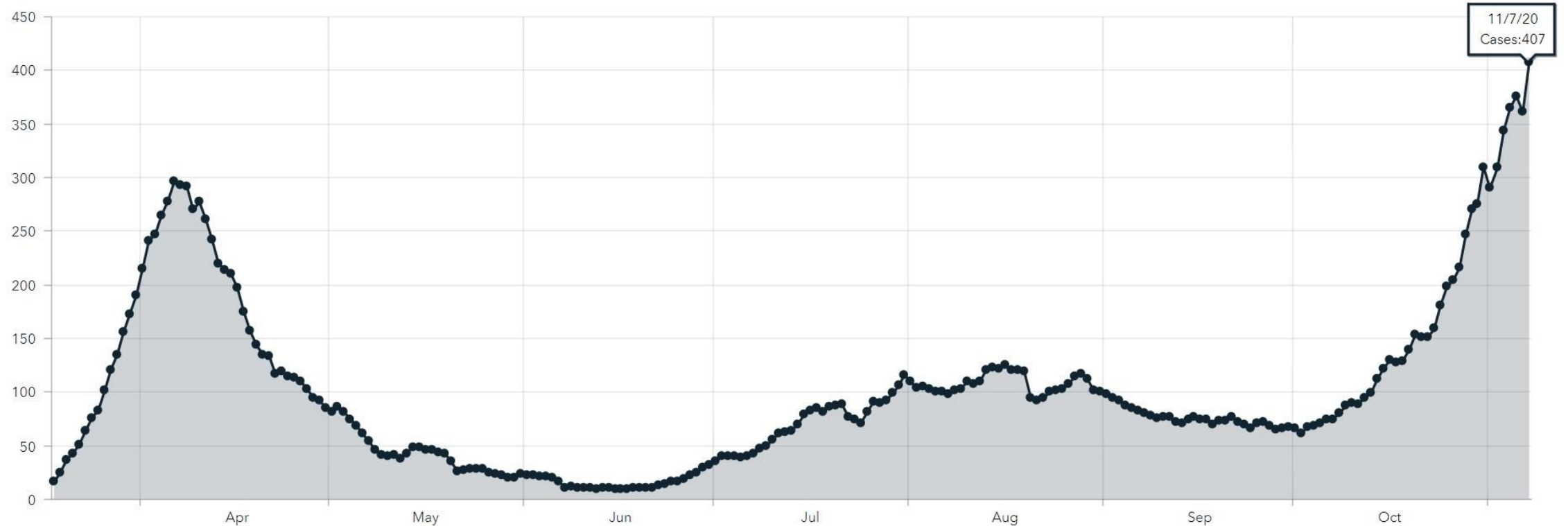
COVID Increases



COVID-19 Summary for Oakland County



7 Day Average of Daily Cases



7 Day Case Average

7 Day Death Average

Total Confirmed Cases



COVID-19 Summary for Oakland County

Counts by Day*

Date	Cases	Deaths
10-Nov	264	
09-Nov	433	
08-Nov	542	1
07-Nov	638	
06-Nov	384	
05-Nov	497	2
04-Nov	544	1
03-Nov	378	2
02-Nov	421	1
01-Nov	328	3

COVID Increases

Current cases per 10,000 residents			
10/29 - 11/11			
10/22 - 11/4	28.6		
10/15 - 10/28	24.3		
10/8 - 10/21	16.7		
10/1 - 10/14	7.3		
9/24 - 10/7	4.9		
9/17 - 9/30	8.8		
9/10 - 9/23	15.2		
9/3 - 9/16	12.2		
8/27 - 9/9	8.8		
8/20 - 9/2	9.1		
8/13 - 8/26	6.7		
8/6 - 8/19	4.3		

Combination classes

Classes	Novi High School	Novi Middle School
Option One	29	0
Option Two	12	8
Option Three	7	3

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
November 19, 2020**

ASSISTANT SUPERINTENDENT OF HUMAN RESOURCES

TOPIC: NESPA Contract

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

RECOMMENDATION: That the Novi Community School District Board of Education approve the tentative agreement reached with the Novi Educational Support Personnel Association (NESPA).

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**



Steven M. Matthews, Superintendent

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
November 19, 2020**

SUPERINTENDENT OF SCHOOLS

TOPIC: Land Purchase

The 2019 Bond approved by the voters of the Novi Community School District identified a variety of projects throughout the district that would improve opportunities and educational experiences for our students. One project was to reconfigure the Novi Meadows building and create a new configuration for Meadows 5/6 students. This plan would redesign the 5/6 building using a significant portion of the 5th grade house. This would also create opportunities to repurpose the 6th grade house for other programs.

This project will require that two programs relocate for up to two full academic years. Novi Career Prep/Alternative Education/Adult Education and the Novi Adult Transition Center will need to find temporary quarters for the 2021/22 and the 2022/23 academic years.

Instead of renting space, an opportunity to buy the Walsh College – Novi campus has become a possibility. This campus could house these two programs for the 2021/2022 and 2022/2023 academic years, provide potential COVID relief space, and offer opportunities to expand virtual learning.

During the next two years, the property could also begin to be repurposed as the permanent home for these programs or for other district purposes. Repurposing this property could be done for much less than building new.

A purchase agreement with a refundable deposit is being proposed that would allow the district to review possibilities for 60 days. Before the 60-day window closes the district would need to decide whether to move forward with the purchase or cancel the agreement and receive the deposit back in full.

If the decision would take longer than the 60-day refundable deposit window, the district could extend the time with a minimal non-refundable deposit.

This comes to the Board this evening after being discussed in closed session. Discussing purchasing real property is an acceptable use of closed session under the Open Meetings Act.

The administration recommends approving this purchase agreement and moving forward with a 60-day review of the Walsh college – Novi campus. This review would include a thorough vetting of the building, an examination of funding options, and a clear vision of how the building could support programming in the Novi Community School District both in the immediate future and for long-term growth.

RECOMMENDATION: That the Novi Community School District Board of Education approve the purchase agreement for the Walsh College – Novi Campus building and land.

APPROVED AND RECOMMENDED
FOR BOARD ACTION

A handwritten signature in black ink, appearing to read "H M Matthews", is written over a horizontal line.

Steven M. Matthews, Superintendent

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
November 19, 2020**

ASSISTANT SUPERINTENDENT OF BUSINESS AND OPERATIONS

TOPIC: Certification of 2020 Winter Tax Levy

At the June 4, 2020 regular Board meeting, the Novi Board of Education formally certified the 2020-21 tax levies as listed below:

HOMESTEAD	<u>Mills</u>
<u>Levy Description</u>	
General Operating Mills (Hold Harmless-Supp.)	2.4800
Sinking Fund Mills	0.4713
Recreational Mills	0.9365
Debt Mills	<u>6.7500</u>
Total	10.6378
 INDUSTRIAL-PERSONAL	
<u>Levy Description</u>	
General Operating Mills (Hold Harmless-Supp.)	2.4800
Sinking Fund Mills	0.4713
Recreational Mills	0.9365
Debt Mills	<u>6.7500</u>
Total	10.6378
 COMMERCIAL-PERSONAL	
<u>Levy Description</u>	
General Operating Mills	5.2784
General Operating Mills (Hold Harmless-Supp.)	2.4800
Sinking Fund Mills	0.4713
Recreational Mills	0.9365
Debt Mills	<u>6.7500</u>
Total	15.9162
 NON-HOMESTEAD	
<u>Levy Description</u>	
General Operating Mills	17.2784
Sinking Fund Mills	0.4713
Recreational Mills	0.9365
Debt Mills	<u>6.7500</u>
Total	25.4362

50% of the taxes in the summer and 50% in the winter. Thus, the 2020 winter tax levy is:

HOMESTEAD	<u>Mills</u>
<u>Levy Description</u>	
General Operating Mills (Hold Harmless-Supp.)	1.2400
Sinking Fund Mills	0.2356
Recreational Mills	0.4682
Debt Mills	<u>3.3750</u>
Total	5.3188

INDUSTRIAL-PERSONAL	
<u>Levy Description</u>	
General Operating Mills (Hold Harmless-Supp.)	1.2400
Sinking Fund Mills	0.2356
Recreational Mills	0.4682
Debt Mills	<u>3.3750</u>
Total	5.3188

COMMERCIAL-PERSONAL	
<u>Levy Description</u>	
General Operating Mills (Hold Harmless)	2.6390
General Operating Mills (Hold Harmless-Supp.)	1.2400
Sinking Fund Mills	0.2356
Recreational Mills	0.4682
Debt Mills	<u>3.3750</u>
Total	7.9578

NON-HOMESTEAD	
<u>Levy Description</u>	
General Operating Mills (Hold Harmless)	8.6392
Sinking Fund Mills	0.2356
Recreational Mills	0.4682
Debt Mills	<u>3.3750</u>
Total	12.7708

This report is presented for Information and Discussion. It is recommended for approval at the next board meeting.

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



Steve Matthews, Superintendent

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN**

November 19, 2020

ASSISTANT SUPERINTENDENT FOR ACADEMIC SERVICES

TOPIC: Reproductive Health Textbook Proposal

Sheila Ebel, a Health teacher at Novi High School, would like to propose that Novi High School offer a health textbook beginning in the fall of 2016, at Novi High School. The current textbook for this curriculum is fifteen years old. After reviewing four (4) different textbooks, Ms. Ebel would like to introduce *The Comprehensive Health Skills* textbook, by Catherine A. Sanderson, PhD and Mark Zelman, PhD.

This book is based on national standards, which align with the Michigan standards that we currently use in Novi and it ties closest to our learning targets that we use in Health class. This is a required credit course for graduation. It helps make learning meaningful with up to date research points and statistics and, because of the layout, can be used as a quick reference guide as well.

The textbook is available to view at the Educational Service Building.

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



Steve Matthews, Superintendent

I. Proposal

The Comprehensive Health Textbook -G-W Publisher is proposed for the Health class(es) for the 2021-2022 academic year.

II. Rationale

The current curriculum was developed in 2007 and adopted for classes when the new state standards were implemented in 2007. Therefore the curriculum that is currently being presented to students is almost 13 years old.

III. State Standards

[Health MMC 178846 7.pdf](#)

IV. Staff Development Needs

There are no staff development needs for supportive implementation of adopting a new textbook.

V. Review Process and Evaluation

The process of determining an appropriate textbook for the Reproductive Health Curriculum began in the fall of 2016. I obtained several textbooks from publishers to review. After receiving the textbooks from the various publishers, I compared 4 comprehensive text books with Chandra Madaffer to determine the best fit for Novi Community Schools health program. The book that fit best was G-W Publishing, Comprehensive Health.

In addition to the recommended textbook, the textbooks I reviewed were:

Glencoe Health, Pearson Health and Lifetime Health

We also reviewed the Michigan Model curriculum which we felt works better as a filler, not a replacement for a textbook.

After reviewing the textbooks and receiving recommendations, I have decided to recommend: G-W Publishers Comprehensive Health

Please see attached textbook evaluation instrument.

[Textbook Evaluation Instrument 3.16.16 updated 11.9.2020](#)

VI. Cost Analysis



[Bundles.pdf](#)
[Online.pdf](#)

Textbook Evaluation Instrument

Directions: Please complete all parts of this document and return to RJ Webber at ESB.

PLEASE NOTE: *This form is to be submitted to the building principal for a signature.*

Teacher Reviewer(s) Name(s). (Include content area, literacy specialists and special education teachers): Sheila Ebel, Chandra Madafferi

Student Reviewer(s) Name(s). (Include representative students): _____

School(s): Novi High School

Part 1: General Information for Text Being Evaluated

Title: Comprehensive Health	Copyright date: 2021 ISBN: 978-1-64564-839-0
Author(s): Sanderson, Zelman	Cost (student edition): Quote attached
Publisher(s): Goodheart-Wilcox Publisher	Subject/Grade level: Health 9-12 Multiple Year Course? Yes No

This text is recommended for:

Health (name of course)

This text will serve as:

x the course's primary text used by all teachers who teach the course

 a secondary text for the course; a resource

Notes/Comments:

Directions:

This checklist is designed to help you evaluate the appropriateness and readability of the text(s) you are evaluating for adoption. Your goal is to analyze the text(s) for various components. Please rank the statements below using the following rating system:

3 = Excellent

2 = Acceptable

1 = Poor

NA = Not Applicable

NF = Not Found

Part 2: Organization/Format

Overall Structure Organizational Features	3 Excellent	2 Acceptable	1 Poor	Provide Page Numbers for Examples	NA Not Applicable	NF Not Found
Information is accurate & current	x					
Textbook provides a useful table of contents, glossary & index	x					
Layout is consistent and chapters are arranged logically	x					
Chapters contain clear and comprehensive introductions and summaries	x					
Textbook contains references, bibliography and resources	x					
Reading level is at age/grade level				Flesch Kincaid Reading level 9.2		
Size and format of print is appropriate	x					
Format is visually appealing & interesting (balanced)	x					
Teacher editions are easy to use, clearly formatted, and provide instructional methods & activities to meet the needs of all students	x					
Supplemental materials are available & stress the concepts presented in the text	x			Online resources		
Content is updated throughout school year by company technologically as changes occur	x					
Other (please specify):				Answer key is in front of the book		

Notes/Comments:

Our old health book came with a set of reproducible student handouts. We know there are disposable work books, but we are not interested in purchasing these as it would be a yearly expense. We are interested in purchasing any online resources that are available as well as any reproducible material. The bundle gives us access to those types of reproducibles.

Part 3: Alignment with State Standards and District Instruction and Assessment Expectations

Standards/Skills/Assessment Criteria	3 Excellent	2 Acceptable	1 Poor	Provide Page Numbers for Examples	NA Not Applicable	NF Not Found
Textbook content correlates to the Michigan Curriculum Content Standards	x					
Textbook content correlates to Michigan Teaching and Learning Standards	x					
Textbook content correlates to the Michigan Assessment Standards	x					
Textbook content correlates to the Michigan Technology Standards	x			mobile access for vocabulary p. 256		
Textbook content correlates to the Michigan Career and Employability Standards	x					
Textbook supports local unit and pre/post assessments in this discipline					X	
Other (please specify):						

Notes/Comments:

This book is based on national standards which align with the Michigan standards that we use in Novi. Of all the books we have reviewed, this book is the one that ties closest to our learning targets that we use in Health class.

Part 4: Content

Content & Organization Criteria	3 Excellent	2 Acceptable	1 Poor	Provide Page Numbers for Examples	NA Not Applicable	NF Not Found
New concepts are explicitly linked to a student's prior knowledge & experiential background	X			The unit on physical fitness is just one example that makes learning real. It begins on page 160. It connects fitness to depression and disease.		
Instruction & activities help students make connections between prior knowledge/experiences and new information presented in the text	X					
Activities include guiding (Big Idea) questions which encourage the development of higher-level thinking skills across and beyond the text	X			Wellness is the big idea that is used across the text book. This is a lifelong goal that everyone should strive for to achieve optimal health.		
Instruction guides students from concrete to abstract & general to specific	X					
Activities apply to a diversity of student abilities, interests and learning styles	X					
Real-life applications are given	X			pg 163		
Information and directions are clearly written and explained	x			pg 182-183		
The author's writing style provides students with aids that guide them through the text. (Some of these include: marginal notes, glossing, pre-reading plus purpose setting, introductions, guided reading questions, summary questions/statements, extended reading activities, study techniques, writing activities, through level questions, others.)		x				
Materials contain affective objectives						
Activities are developmentally appropriate	x					
Instruction gradually releases independence for learning to student	x			In the fitness chapter as well as many others, it teaches students about what they need and hopefully creates a lifelong interest that will encourage them to maintain their		

				necessary level of fitness. The nutrition chapter has the same approach - with the overall theme of lifelong wellness.		
--	--	--	--	--	--	--

Part 4: Content (continued)

Content & Organization Criteria (continued)	3 Excellent	2 Acceptable	1 Poor	Provide Page Numbers for Examples	NA Not Applicable	NF Not Found
Non-text content (maps, graphs, pictures) is accurate and well integrated into the text	x					
Non-text content (illustrations, graphs, maps, charts, etc.,) enhance the understanding of text & clarity or relate to key concepts	x					
Lessons/activities are interdisciplinary	x					
Other (please specify):						

Notes/Comments:

The Comprehensive Health book is filled with pages of wonderful pictures that connect the reading to the learner and helps them to better understand the depth and breadth of the content. It also helps make learning more meaningful with up to date research points and statistics that will help students to think related to their health. The pictures, charts and other illustrations will also help with struggling students who have difficulty with decoding or reading comprehension whether it is from a disability or they are learning the English language.

The layout and overall unit organization is another strong strength of this book. We love the way the topics are laid out and connected with key vocabulary and pictures. The layout of the book will help students learn important information, but can also be used as a quick reference guide when they need specific information.

Part 5: Inclusion/Equity/Diversity Issues

Bias* Criteria Inclusion/Equity/Diversity	3 Excellent	2 Acceptable	1 Poor	Provide Page Numbers for Examples	NA Not Applicable	NF Not Found
Women and minorities are featured in important roles	x			p. 138, p. 382 p. 440 p. 504		
Subject matter covers a spectrum of accomplishments and contributions by all sexes, races and physical conditions	x					
All groups are presented in broad scope	x			p. 536		
Pronouns and descriptors of both sexes are used equally	x					
Nouns, adjectives, terms and illustrations are non-stereotypical and non-prejudicial	x					
Children of both sexes and various cultures and physical conditions will use the materials without feeling excluded, estranged or diminished	x					
References and timelines feature events throughout various parts of the world	x			Multiple chapters have a section about "Local and Global Health" p. 138, 117, p. 275		
Other (please specify):						

*Types of bias: Invisibility, stereotyping, imbalance and selectivity, unreality, fragmentation and isolation, linguistic, and cosmetic. See Bias document in Curriculum Council folder on G Drive within District Approved Curriculum and Assessment Resources

Notes/Comments:

The overall book seems to be very sensitive to all races and genders. Pictures and texts use a variety of names and genders throughout.

Part 6: Assessment

Assessment Criteria	3 Excellent	2 Acceptable	1 Poor	Provide Page Numbers for Examples	NA Not Applicable	NF Not Found
Assessment is centered on knowledge of the main ideas, concepts, and skills	X					
Student's knowledge of content is assessed in a variety of ways from information taken at all levels of cognitive & affective thinking	X			Online quizzes can be used as a formative check for understanding. Weekly or daily.		
Assessments incorporate knowledge from prior chapters/units	X					
Assessments require students to apply their basic knowledge to the Big Ideas beyond the content of the chapter/unit	X					
Questions and activities draw attention to the organizational patterns of the text and other learning strategies	X					
Assessment centers on the student's understanding of the process as well as the product	X					
Other (please specify):						

Notes/Comments:

We have given the rating excellent to this category due to the in text assessments they have which are formative as well as scripted summative tests that come with the material. We have aligned and common tests in our department that are well written, however with this new material we will have access to different test questions that may measure the same thing and can help us to provide better assessments throughout the course.

Part 7: Teacher's Edition/Supplementary Materials

Teacher's Edition / Supplementary Materials Criteria	3 Excellent	2 Acceptable	1 Poor	Provide Page Numbers for Examples	NA Not Applicable	NF Not Found
Textbook provides a separate teacher's edition with resource package	x			Digidallly too		
Teacher's edition is comprehensive, organized and easy to use	x					
References are readily available to the specific Michigan Curriculum Expectations and skills addressed in each activity	x					
Supplementary materials listed below are well organized, of high quality, and are useful in enhancing instruction (rate all that apply:)	x					
<i>Transparencies</i>					x	
<i>Manipulatives</i>					x	
<i>Prepared Kits</i>					x	
<i>Student practice/workbook</i>	x			Digital and print student workbooks available.		
<i>Assessment materials</i>	x					
<i>Videos</i>	x			There are many online resources.		
<i>Software (CD-Roms, DVDs, Laserdiscs, etc.)</i>					x	
<i>Other (please specify):</i>				Have a bundle that includes online and print textbooks. Better access for the kids.		

Notes/Comments:

We have been looking for a new Health textbook for over three years. Our current textbook is 15 years old. This is a newly published book that is not only full of great up to date content, it is laid out in a way that is easy to read and hopefully will encourage interest in the subject of Health.

Creating an appreciation for their own health and a desire to be healthy throughout their life is one of the main goals of our course. We believe that this book will meet the needs of all students in our class while providing teachers with the much needed resources to be more effective teachers.

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
March 19, 2020**

ASSISTANT SUPERINTENDENT OF BUSINESS AND OPERATIONS

TOPIC: NCSD 2019 Bond Program – Bid Package #2: Orchard Hills and Village Oaks Additions and Remodeling

On Tuesday, November 10, 2020, sealed bids were received and publicly opened for the Orchard Hills and Village Oaks additions and remodeling. In attendance for the bid opening were representatives from the Novi Community School District, Plante Moran Cresa, TMP Architecture, McCarthy & Smith, Inc. and interested bidders. Bids were opened, recorded, and tabulated through a Zoom meeting.

The project team conducted post bid interviews with 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 for contract award:

Bid Division 101: Sitework

Mr. Daniel Cortis
Cortis Brothers*
TOTAL \$ 627,500.00

Bid Division 102: Asphalt Paving / Site Concrete

Mr. Rob Nagle
Nagle Paving Company
TOTAL \$ 97,875.00

Bid Division 103: Selective Demolition

Mr. Scott Krall
Blue Star, Inc.
TOTAL \$ 110,920.00

Bid Division 104: Concrete Footings & Foundations

Mr. David Glowski
North Channel Construction
TOTAL \$ 183,328.00

Bid Division 105: Interior Concrete Flatwork

Mr. Dave Reece
Clark Contracting Services
TOTAL \$ 154,396.00

Bid Division 106: Masonry

Mr. Steve Dudek
Navetta Mason Contractors, Inc.
TOTAL \$ 799,837.00

Bid Division 107: Steel

Mr. Michael Kirby
Kirby Steel, Inc.
TOTAL \$ 281,800.00

Bid Division 108: General Trades / Carpentry

Mr. Dave Reece
Clark Contracting Services
TOTAL \$ 530,960.00

Bid Division 109: Roofing / Sheetmetal

Mr. Steve Eskelinen
Esko Roofing & Sheet Metal*
TOTAL \$ 287,840.00

Bid Division 114: Aluminum Entrances / Storefront / Glass / Glazing

Mr. Richard M. Sayles
Advantage Glass And Metal
TOTAL \$ 457,200.00

Bid Division 115: Metal Studs / GPDW / EIFS

Mr. Dave Reece
Clark Contracting Services
TOTAL \$ 632,200.00

Bid Division 116: Hard Tile

Mr. Franko Sallaku
Continental Contracting Co., LLC
TOTAL \$ 136,600.00

Bid Division 118: Carpet / Resilient Flooring

Mr. Richard P. Krupske
Continental Interiors, Inc.
TOTAL \$ 129,280.00

Bid Division 120: Painting
Mr. Aldo Foto
R&G Painting Home Improvement LLC
TOTAL \$ 41,800.00

Bid Division 128: Casework
Mr. Terry Edewaard
Architectural Systems Group LLC
TOTAL \$ 77,900.00

Bid Division 137: Food Service Equipment
Ms. Kathy Peake
Great Lakes Hotel Supply Company*
TOTAL \$ 182,880.00

Bid Division 140: Plumbing
Mr. Jim Jagodzinski
Tempco Mechanical Contractors, Inc.
TOTAL \$ 314,000.00

Bid Division 142: HVAC
Mr. Paul Bowers
Contrast Mechanical, Inc.
TOTAL \$ 824,140.00

Bid Division 143: Electrical
Mr. Ryan Howard
Advance Contracting And Electrical Service
TOTAL \$ 753,600.00

Total Award Recommendation Amount: \$6,624,056.00

This comes before the Board for information and discussion at tonight's Regular Board Meeting and will be recommended for award at the December 3, 2020, Regular Board Meeting.

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

A handwritten signature in black ink, appearing to read "Steve Matthews", written over a horizontal line.

Steve Matthews, Superintendent



November 18, 2020

Gregory McIntyre, Assistant Superintendent of Business and Operations
Novi Community School District
25345 Taft Road
Novi, MI 48374

RE: Novi Community School District 2019 Bond Program
**Bid Package #2 – Orchard Hills Elementary School & Village Oaks Elementary School
Additions and Remodeling**

SUBJ: Contract Award Recommendation

Dear Mr. McIntyre,

On Tuesday, November 10th, 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 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 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 Novi Community School District for contract award:

Bid Division 101: Sitework

Mr. Daniel Cortis

Cortis Brothers*

6052 Starville Road

Marine City, MI 48039

Base Bid		\$	668,250.00
VA#1: Grout Existing Sanitary Line	DEDUCT	\$	(50,000.00)
VA#2: Drainage for Retaining Wall	ADD	\$	2,500.00
PLM Bond (Merchants Bonding Company)		\$	6,750.00
	TOTAL	\$	627,500.00

*2nd Low Bidder, with the acceptance of Voluntary Alternate #1 Cortis Brothers becomes the apparent low bidder.

Bid Division 102: Asphalt Paving / Site Concrete

Mr. Rob Nagle

Nagle Paving Company

39525 West 13 Mile Road

Novi, MI 48377

Base Bid \$ 97,275.00

PLM Bond (Western Surety) \$ 600.00

TOTAL \$ 97,875.00

Bid Division 103: Selective Demolition

Mr. Scott Krall

Blue Star, Inc.

21950 Hoover Road

Warren, MI 48089

Base Bid \$ 109,600.00

PLM Bond (Hudson Insurance Co (AXV)) \$ 1,320.00

TOTAL \$ 110,920.00

Bid Division 104: Concrete Footings & Foundations

Mr. David Glowski

North Channel Construction

6137 Lakeshore Road

Lexington, MI 48450

Base Bid \$ 179,633.00

PLM Bond (VTC Insurance Group) \$ 3,695.00

TOTAL \$ 183,328.00

Bid Division 105: Interior Concrete Flatwork

Mr. Dave Reece

Clark Contracting Services

2660 Superior Court

Auburn Hills, MI 48326

Base Bid \$ 152,867.00

PLM Bond (Federal Insurance Company) \$ 1,529.00

TOTAL \$ 154,396.00

Bid Division 106: Masonry

Mr. Steve Dudek

Navetta Mason Contractors, Inc.

12264 Emerson Drive

Brighton, MI 48116

Base Bid \$ 792,700.00

PLM Bond (Merchants Bonding Company) \$ 7,137.00

TOTAL \$ 799,837.00

Bid Division 107: Steel

Mr. Michael Kirby
Kirby Steel, Inc.
 4072 Flint Asphalt Drive
 Burton, MI 48529

Base Bid		\$	266,500.00
Misc. Allowance	ADD	\$	10,000.00
PLM Bond (Great American Insurance Company)		\$	5,300.00
TOTAL		\$	281,800.00

Bid Division 108: General Trades / Carpentry

Mr. Dave Reece
Clark Contracting Services
 2660 Superior Court
 Auburn Hills, MI 48326

Base Bid		\$	458,200.00
Moveable Partition	ADD	\$	71,630.00
Scope Duplicate (wood blocking)	DEDUCT	\$	(9,100.00)
Allowance: Plastic Laminate Color	ADD	\$	5,000.00
PLM Bond (Federal Insurance Company)		\$	5,230.00
TOTAL		\$	530,960.00

Bid Division 109: Roofing / Sheetmetal

Mr. Steve Eskelinen
Esko Roofing & Sheet Metal*
 14000 Simone Drive
 Shelby Charter Township, MI 48315

Base Bid		\$	283,580.00
PLM Bond (Westfield Insurance Company)		\$	4,260.00
TOTAL		\$	287,840.00

*2nd Low Bidder. Apparent low bidder had a gross error in their bid and respectfully requested to have their bid withdrawn from consideration.

Bid Division 114: Aluminum Entrances / Storefront / Glass / Glazing

Mr. Richard M. Sayles
Advantage Glass And Metal
 10800 Plaza Drive
 Township of Hamburg, MI 48189

Base Bid		\$	397,200.00
Alternate #1: School Guard Glazing	ADD	\$	48,000.00
PLM Bond (Liberty Mutual Insurance)		\$	12,000.00
TOTAL		\$	457,200.00

Bid Division 115: Metal Studs / GPDW / EIFS

Mr. Dave Reece
Clark Contracting Services
 2660 Superior Court
 Auburn Hills, MI 48326

Base Bid		\$	612,100.00
Ceilings in Cafeteria & Classrooms	ADD	\$	14,000.00
PLM Bond (Federal Insurance Company)		\$	6,100.00
TOTAL		\$	632,200.00

Bid Division 116: Hard Tile

Mr. Franko Sallaku

Continental Contracting Co., LLC

23450 Telegraph Road

Southfield, MI 48033

Base Bid \$ 133,300.00

PLM Bond (Granite Re., Inc.) \$ 3,300.00

TOTAL \$ 136,600.00

Bid Division 118: Carpet / Resilient Flooring

Mr. Richard P. Krupske

Continental Interiors, Inc.

23450 Telegraph Road

Southfield, MI 48033

Base Bid \$ 128,000.00

PLM Bond (Westfield Insurance Company) \$ 1,280.00

TOTAL \$ 129,280.00

Bid Division 120: Painting

Mr. Aldo Foto

R&G Painting Home Improvement LLC

28221 Beck Road STE A15

Wixom, MI 48393

Base Bid \$ 41,800.00

PLM Bond (Not Required) \$ 0.00

TOTAL \$ 41,800.00

Bid Division 128: Casework

Mr. Terry Edewaard

Architectural Systems Group LLC

92 Veterans Drive

Holland, MI 49423

Base Bid \$ 72,500.00

Allowance: Plastic Laminate Color **ADD** \$ 5,000.00

PLM Bond (The Ohio Casualty Insurance Company) \$ 400.00

TOTAL \$ 77,900.00

Bid Division 137: Food Service Equipment

Ms. Kathy Peake

Great Lakes Hotel Supply Company*

1961 Grand River Avenue

Detroit, MI 48226

Base Bid \$ 185,434.00

Alternate #3: Food Services Equip. Upgrade **DEDUCT** \$ (3,574.00)

PLM Bond (North American Specialty Insurance Company) \$ 1,020.00

TOTAL \$ 182,880.00

*2nd Low Bidder. Apparent low bidder had a gross error in their bid and respectfully requested to have their bid withdrawn from consideration.

Bid Division 140: Plumbing

Mr. Jim Jagodzinski

Tempco Mechanical Contractors, Inc.

24383 Indoplex Circle

Farmington Hills, MI 48335

Base Bid \$ 308,000.00

PLM Bond (Merchants Bonding Co.) \$ 6,000.00

TOTAL \$ 314,000.00

Bid Division 142: HVAC

Mr. Paul Bowers

Contrast Mechanical, Inc.

15825 Leone Dr

Macomb, MI 48042

Base Bid \$ 783,000.00

VA#1 :Equipment Upgrade \$ 35,140.00

PLM Bond (Travelers Insurance Co.) \$ 6,000.00

TOTAL \$ 824,140.00

Bid Division 143: Electrical

Mr. Ryan Howard

Advance Contracting And Electrical Service

5249 Dania Street

Flint, MI 48532

Base Bid \$ 744,660.00

PLM Bond (EMC Insurance Company) \$ 8,940.00

TOTAL \$ 753,600.00

*2nd Low Bidder. Apparent low bidder respectfully requested to have their bid withdrawn from consideration.

AWARD RECOMMENDATION AMOUNT: \$6,624,056.00

I trust the above recommendation meets the approval of the administration and the Board of Education. I will attend the November 19, 2020 and December 3, 2020 board of education meeting to address any questions or concerns that may arise.

Please feel free to contact me with any questions.

Sincerely,

Agnes Arbuckle

Agnes Arbuckle

Sr. Project Manager

cc: Mike Dragoo, Novi Community School District
Sandra Brasil, Novi Community School District
Kevin Donnelly, Plante Moran Cresa
Svetlana Vrubel, TMP Architecture, Inc.
Bill McCarthy, McCarthy and Smith, Inc.
Sarah McCollough, McCarthy & Smith, Inc.
Carolyn Whiting, McCarthy and Smith, Inc.

Novi Community School District 2019 Bond Issue
 BP#2 Orchard Hills & Village Oaks - Secure Entry & Additions
 Prepared by McCarthy & Smith, Inc. Bids Received on November 10, 2020
 Project Location: Novi, MI, United States of America
 Date : 11/18/2020

	Final Total Award Recommendation w/ Bond				
BID PACKAGES	Company	Total Cost w/Bond & Scope Adjustments	Base Bid	PLM Bond	# of Bids Received
BD 101: Sitework	Cortis Brothers Trucking & Excavating	\$627,500	\$668,250	\$6,750	4
BD 102: Asphalt Paving / Site Concrete	Nagle Paving Company	\$97,875	\$97,275	\$600	2
BD 103: Selective Demolition	Blue Star, Inc.	\$110,920	\$109,600	\$1,320	6
BD 104: Concrete Footings & Foundations	North Channel Construction	\$183,328	\$179,633	\$3,695	10
BD 105: Interior Concrete Flatwork	Clark Contracting Services	\$154,396	\$152,867	\$1,529	8
BD 106: Masonry	Navetta Mason Contractors, Inc.	\$799,837	\$792,700	\$7,137	8
BD 107: Steel	Kirby Steel, Inc.	\$281,800	\$266,500	\$5,300	6
BD 108: General Trades / Carpentry	Clark Contracting Services	\$530,960	\$458,200	\$5,230	6
BD 109: Roofing / Sheetmetal	Esko Roofing & Sheet Metal	\$287,840	\$283,580	\$4,260	3
BD 114: Aluminum Entrances / Storefront / Glass / Glazing	Advantage Glass And Metal	\$457,200	\$397,200	\$12,000	5
BD 115: Metal Studs / GPDW / EIFS	Clark Contracting Services	\$632,200	\$612,100	\$6,100	3
BD 116: Hard Tile	Continental Contracting Co., LLC	\$136,600	\$133,300	\$3,300	3
BD 118: Carpet / Resilient Flooring	Continental Interiors, Inc.	\$129,280	\$128,000	\$1,280	3
BD 120: Painting	R&G Painting Home Improvement LLC	\$41,800	\$41,800	\$0	8
BD 128: Casework	Architectural Systems Group LLC	\$77,900	\$72,500	\$400	4
BD 137: Food Service Equipment	Great Lakes Hotel Supply Company	\$182,880	\$185,434	\$1,020	3
BD 140: Plumbing	Tempco Mechanical Contractors, inc.	\$314,000	\$308,000	\$6,000	3
BD 142: HVAC	Contrast Mechanical, Inc.	\$824,140	\$783,000	\$6,000	6
BD 143: Electrical	Advance Contracting And Electrical Service	\$753,600	\$744,660	\$8,940	6
Total Bids with Bond		\$6,624,056	\$6,414,599	\$80,861	97
Total Bond Budget for Village Oaks and Orchard Hills		\$6,896,426			
VARIANCE		\$272,370	UNDER BUDGET (With All Alternates Accepted)		