



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

Mrs. Mary Ann Roney
Trustee

Meeting Date: September 24, 2020
Educational Services Building
Board Room



NOVI BOARD OF EDUCATION
Regular Meeting - September 24, 2020
Educational Services Building
7:00 PM

AGENDA

- I. CALL TO ORDER/WELCOME**
- II. PLEDGE OF ALLEGIANCE**
- III. APPROVAL OF THE AGENDA**
- IV. COMMENTS FROM THE AUDIENCE RELATED TO AGENDA ITEMS**
- V. CONSENT ITEMS**
- V. ACTION ITEMS**
 - A. Personnel Report
 - B. Extended Learning Plan
- VI. INFORMATION AND DISCUSSION**
 - A. School Nurse
 - B. Coronavirus Screening Update
- VII. COMMENTS FROM THE AUDIENCE**
- VIII. COMMITTEE REPORTS**
 - A. Curriculum
- VIII. SUPERINTENDENT'S REPORT**
- IX. ADMINISTRATIVE REPORTS**
- X. BOARD COMMUNICATION**
- VII ADJOURNMENT**

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
September 24, 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 September 10, 2020

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, September 10, 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, September 10, 2020, beginning at 7:01 PM in the Educational Services Building virtually via Zoom.

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

PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE AGENDA

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

Ayes: 6 Dr. Ruskin (in person), Mrs. Murphy, Mr. Mena, Mrs. Hood, Mr. Cook, and
Mrs. Roney (via Zoom) (by Roll Call)
Nays: 0 **MOTION CARRIED**

COMMENTS FROM THE AUDIENCE RELATED TO AGENDA ITEMS

There were no comments from the audience this evening.

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 August 20, 2020
- b. Regular Meeting Minutes of September 3, 2020

B. Approval of Bills

- a. Board Report
- b. Check Register for July 2020
- c. Purchase Card Report for May 30, 2020 through June 30, 2020

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

Ayes: 6 Dr. Ruskin (in person), Mrs. Murphy, Mr. Mena, Mrs. Hood, Mr. Cook, and
Mrs. Roney (via Zoom) (by Roll Call)
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> |
|-------------|--------------|-------------------|---------------|-------------|------------------|
|-------------|--------------|-------------------|---------------|-------------|------------------|

B. Retirements and Resignations

| <u>Name</u> | <u>Bldg.</u> | <u>Assignment</u> | <u>Reason</u> | <u>Effective</u> |
|------------------|--------------|-------------------|---------------|------------------|
| Janke, Janice | TRAN | Bus Driver | Position Chg. | 09-01-20 |
| Jodoin, Samantha | HS | Special Ed Para | Resigned | 08-28-20 |

C. Leaves of Absence

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

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

Ayes: 6 Dr. Ruskin (in person), Mrs. Murphy, Mr. Mena, Mrs. Hood, Mr. Cook, and
Mrs. Roney (via Zoom) (by Roll Call)

Nays: 0

MOTION CARRIED

OCSBA Resolutions and Bylaws Recommendations

Each year, the OCSBA Resolutions and Bylaws Committee reviews our bylaws and recommends amendments to the Board of Directors and Member Districts. This year, OCSBA found that our bylaws placed restrictions the way that we conducted our business during the pandemic. Several of the proposed amendments address those restrictions during any declared local, state or national emergency.

The Board of Directors has reviewed the proposed amendments, and approves moving these recommendations forward for a vote of our Member Districts. In accordance with our bylaws, each Member District Board of Education has one (1) vote to approve the recommended amendments.

The voting period is designated as August 1, 2020 to Friday, September 11, 2020 at 5:00 PM. Results of the voting will be announced at our September 16, 2020 membership meeting.

There are three attachments to this message:

1. A ballot
2. A summary of the changes and rationale for each recommendation
3. A highlighted bylaws document showing all of the proposed changes.

It was moved by Mrs. Murphy and supported by Mr. Mena that the Novi Board of Education approves all bylaws amendments as presented.

Ayes: 6 Dr. Ruskin (in person), Mrs. Murphy, Mr. Mena, Mrs. Hood, Mr. Cook, and
Mrs. Roney (via Zoom) (by Roll Call)

Nays: 0

MOTION CARRIED

INFORMATION AND DISCUSSION

Extended Learning Plan

On August 20, 2020 Governor Whitmer signed into law Public Act Public Act 149. Section 98a states that in

order to receive state aid for 2020-2021, districts must provide for instruction under an extended COVID-19 Learning Plan (“Plan”) that has been approved by an intermediate district or authorizing body. The Plan does not replace the District’s COVID-19 Preparedness and Response Plan, it is an additional plan.

The “Extended COVID-19 Learning Plan” has the following set of assurances that the district must agree to as part of the plan.

Assurances:

1. The District will make their ISD/Authorizing Body approved Extended COVID-19 Learning Plan accessible through the transparency reporting link located on the District’s website no later than October 1, 2020.
2. The District/PSA will create and make available on its transparency reporting link located on the District/PSA’s website, a report concerning the progress made in meeting the educational goals contained in its Extended COVID-19 Learning Plan not later than February 1, 2021, for goals its expected would be achieved by the middle of the school year and not later than the last day of school of the 2020-2021 school year for goals the District/PSA expected would be achieved by the end of the school year.
3. Benchmark Assessments: The District will
 - a. Select a benchmark assessment or benchmark assessments that is/are aligned to state standards.
 - b. Administer the approved benchmark assessment, or local benchmark assessment, or any combination thereof, to all pupils in grades K to 8 to measure proficiency in reading and mathematics within the first nine weeks of the 2020-2021 school year and again not later than the last day of the of the 2020-2021 school year.
4. If delivering pupil instruction virtually, the District will
 - a. Provide pupils with equitable access to technology and the internet necessary to participate in instruction, and
 - b. Expose each pupil to the academic standards that apply for each pupil’s grade level or courses in the same scope and sequence as the District/PSA had planned for that exposure to occur for in-person instruction.
5. The District, in consultation with a local health department will develop guidelines concerning appropriate methods for delivering pupil instruction for the 2020-2021 school year that are based on local data that are based on key metrics. Note: A determination concerning the method for delivering pupil instruction shall remain at the District Board’s discretion. Key metrics that the District will consider shall include at least all of the following:
 - a. COVID-19 Cases or Positive COVID-19 tests
 - b. Hospitalizations due to COVID-19
 - c. Number of deaths resulting from COVID-19 over a 14-day period
 - d. COVID-19 cases for each day for each 1 million individuals
 - e. The percentage of positive COVID-19 tests over a 4-week period
 - f. Health capacity strength
 - g. Testing, tracing, and containment infrastructure with regard to COVID-19
6. If the District determines that it is safe to provide in-person instruction to pupils, the District will prioritize providing in-person instruction to pupils in grades K to 5 who are enrolled in the District.
7. The District assures that
 - a. Instruction will be delivered as described in this plan and re-confirmed by the District Board,
 - b. The description of instructional delivery in this plan matches the delivery of instruction to be delivered during the 2020-2021 school year,

- c. The District/PSA will re-confirm how instruction will be delivered during the 2020-2021 school year thirty days after ISD approval of the plan, and every 30 days thereafter at a meeting of the Board, and
 - d. Public comment will be solicited from the parents or legal guardians of the pupils enrolled in the District/PSA during a public meeting described in PA-149.
- 8. The District will ensure that students with disabilities will be provided with equitable access to instruction and accommodation in accordance with applicable state and federal laws, rules and regulations.
 - 9. The District will ensure that two (2), 2-way interactions occur between a pupil enrolled in the District and the pupil's teacher or at least one (1) of the pupil's teachers during each week of the school year for at least 75% of the pupils enrolled in the District. The District will publicly announce its weekly interaction rates at each District Board meeting where it re-confirms how instruction is being delivered. The District will make those rates available through the transparency reporting link located on the District website each month for the 2020-2021 school year.

This comes before the Board tonight as information and discussion. The Board will be asked to approve the plan on September 24, 2020, in order to comply with the requirement to have the plan approved by the ISD no later than October 1, 2020.

COMMENTS FROM THE AUDIENCE

There were no comments from the audience this evening.

SUPERINTENDENT'S REPORT

Dr. Steve Matthews, Superintendent of Schools, took the opportunity to express his gratitude to a wide variety of people. He thanked our parents and students for the great start to this most unusual school year, whether students are hybrid or virtual, we have had a great start to the school year. Dr. Matthews reported that parents prepared their children well. He stated that students are being very responsible wearing masks and following protocols both in person and virtually. Dr. Matthews said that most importantly learning is occurring. He also thanked the teachers who have done a tremendous job of preparing for the school year.

Dr. Matthews mentioned that he saw lessons being taught and that he is aware of the time and effort it took to create and develop the strategies needed to help our students be successful. He reported that he visited every building this week and popped into classrooms and had a conversation with a kindergarten teacher who said she had just spent an hour with her kindergarten students. Dr. Matthews stated that they were on a break, so he was able to chat with her for a minute and the students had introduced themselves. He said that the students had counted, they sang songs, and the teacher said that things were going very well. Dr. Matthews mentioned that he walked into another classroom and it was about 10:15. He reported that they had been going at it for about an hour and 15 minutes and the teacher the students had gone off to their specials. He stated that the teacher looked at him and she was exhausted. Dr. Matthew said the teacher mentioned teaching this way is hard work, but she was doing the job and she was excited that students were learning.

He reported that he also saw classrooms with 10, 12, 15 students in them who were all appropriately social distanced, all with their masks all having wiped their desks with disinfectant wipes and learning was occurring in those classrooms. Dr. Matthews stated that students were excited to be there, to see each other, to talk to each other, to interact with the teachers, so he thanked the teachers for all the things that they have done to make this school year start so well.

Dr. Matthews said that the administrative team spent a great deal of time preparing for the school year, whether it was creating schedules many, many, many, many schedules, planning protocols, and managing student and parental expectations our administrative team really has stepped up and done a tremendous job.

He mentioned that our Oakland Schools collaborative, that we have in our tech department, has paid huge dividends. Dr. Matthews reported that we distributed over 6 000 devices to our community members. He stated that students have access and he had seen the devices at school. Dr. Matthews said that it was a huge undertaking and it is going to make a tremendous difference.

He mentioned that the food service has also been working hard. Dr. Matthews reported that Evol Gazzarato and her team are not only serving our students in school, they are also preparing and serving students on the days they are not in school. He stated that at the high school this week, he saw cars lined up to get food from our food service department to take home to their families.

Dr. Matthews said transportation, on Tuesday morning, got there early and they were out in the pouring rain getting their buses ready for the first day of school. He mentioned that there was not one word of complaint amongst all of those drivers. Dr. Matthews reported that the drivers told him they were excited to go see there and, they used that word, their kids because they had not seen them since March.

He stated the maintenance department was focused on preparing our buildings, so that they were safe and they did a tremendous job. Dr. Matthew said that our protocols are very strong. He mentioned that the board of education really did push us to move forward and provide great opportunities for our students and that push for us was greatly appreciated. He reported that he believes that we really have come together as a district and met the challenge that is before us.

Dr. Matthews stated, are there some bumps? Yes. there are. He said are things we need to improve? Yes, there are but we have had a solid start to the school year thanks to our community, students, parents, and staff.

Dr. Matthews mentioned that finally we had a community member wonder about the revised minutes of the July 16th board meeting. He reported that those minutes are now posted on the board meeting schedule page, at the bottom of the page, and so if anybody is interested in those, they can find them there.

ADMINISTRATIVE REPORTS

Mr. McIntyre, Assistant Superintendent of Business and Operations, reported he wanted to bring the Board up to date on some financial issues. He stated that we sold five of our old buses for thirty three thousand, five hundred dollars via the auction. Mr. McIntyre said that our compliance testing was done on the sinking fund and the capital project sign. He mentioned that we passed both compliance tests.

Mr. McIntyre reported that he received updated information from the Consensus Revenue Estimated Congress Conference back on august 24th and we have some great news. He stated that it appears the school aid fund is a lot healthier than we first thought it would be, so not to getting ahead of myself, but it looks like we have some great news coming there. Mr. McIntyre said the wild card is still how they (the State) are going to handle the flint water settlement. He mentioned that if it comes into play, it is going to hurt us a little bit. Mr. McIntyre reported that we do not know if it is going to come into play for sure.

He stated he has been here for almost two months and is very happy to be with the school district. Mr. McIntyre said that he feels so energized because he works with the greatest team. He mentioned that every day he comes in and is looking how we are going to rebound and keep the success going here. Mr. McIntyre stated that he is happy to be a part of it, so thank you for letting me share and be a part of this wonderful district moving forward.

Dr. Gary Kinzer, Assistant Superintendent of Human Resources, reported that he had the opportunity today to spend some time in school buildings. He stated that he wanted to share with the Board what he saw. Dr. Kinzer said that his comments would be familiar because they are very similar to comments made by both Dr. Webber and Dr. Matthews. He mentioned that he visited three of our buildings, Novi Woods, Novi Meadows, and Deerfield where he observed a lot of things. Dr. Kinzer reported that he saw a lot of student engagement; students were all masked and appropriately social distanced. He stated there was engaged interaction in classrooms and he saw students on the playground having a great time.

Dr. Kinzer said that he saw sixth grade students on the sidewalk and that each student had his or her own concrete block square that they were decorating. He mentioned that he observed students in lunchrooms, two to a round table. He reported that it was a little eerie because he spent a lot of lunch hours in cafeterias and these were the quietest cafeterias that he had ever been in, but students were having a great time.

Dr. Kinzer stated that he talked to teachers, both hybrid and virtual, who shared the joy of being back with their students as well as the challenges they face planning both virtual and hybrid instruction. He said he talked to administrators who were sharing that these modalities of instruction are providing them unique opportunities to interact on a more personal level with students because of the numbers they have in their buildings. Dr. Kinzer mentioned that all in all it was really a wonderful three hours that he was able to spend in buildings, for the first time since March with students in them. He reported that his culminating message is similar to one the Board had heard already and he expressed his gratitude to the board and to Dr. Matthews and Dr. Webber for their leadership and for the decision to make an in-person option for our community. Dr. Kinzer stated that the proof today was there that this is the right decision for many of our students and the virtual option is also a great option for many of our students as well. He said that he saw evidence that really high quality instruction is happening in week one and Novi thank you.

Dr. RJ Webber, Assistant Superintendent for Academic Services, reported that Wednesday, September 16th, will be a half day. He stated that it is a virtual day for everybody, but we want to give our staff the opportunity to have a good three and a half hours to talk about that first week and see what we can do to make adjustments.

Dr. Webber said the biggest issues we have right now is that we are hybrid/virtual at the high school meaning that we actually have 49 teachers at the high school or teaching classes that are both hybrid and virtual because they are what we call singleton classes or combo classes and that's because we are offering everything. He mentioned that to make it work we have to find out how to do this and what instructional modalities we need. Dr. Webber reported that we need a little bit of time to figure that out in a way that makes sense for every teacher and child.

He stated that the Novi Community Coalition partnered to deliver 500 copies of *The Deepest Well*, by Dr. Nadine Burke Harris, a gift to our staff for them to read. Dr. Webber said that it is a wonderful book and we'll get some copies for the Board as well. He mentioned that for people who have not read it, so

that focus is there.

Dr. Webber reported that he has in a few classrooms and assured our students that we will also be attending to racial justice issues. He stated that since the death of George Floyd our nation has seen something that in his 50 years he has not seen with this duration. Dr. Webber said that this is important and he personally and sincerely believes that this is going to be a movement and not a moment. He mentioned for us not to have conversations with our students and staff about these issues or the issues of the pandemic, would be a huge mistake and is not one that we are going to make.

Dr. Webber reported that first we need to get launched and we need to get moving, but those are things we are going to attend to. He stated the bottom line here, in his mind, our customers are the kids. Dr. Webber said that he wants our staff to always think about is how are we serving the children in front of us and that it is right and if we are keeping that as our north star, that the decisions that we are making are to serve our students not necessarily the convenience of a parent, but the needs of the student then we are going to be golden.

He mentioned that the teachers who have spent so much time and so much love that he is concerned because he thinks they are pushing themselves to have some expectations of service and they need them to pace themselves. Dr. Webber reported that from a student and a staff standpoint, from the technical aspects of the 16th, which will be communicated with parents as well as what we're doing at the high school middle school to work on those singleton classes. He expressed his gratitude to everyone, the board, the community and this is truly, truly a great place and, if he did not say it two other times, it is really neat to have other school board members and do the work we are doing so thank you.

BOARD COMMUNICATION

Mrs. Bobbie Murphy, Board Trustee, reported that, just as a follow-up, having walked pretty regularly in my neighborhood she has run into many of her neighbors whose kids have started school, She stated that resoundingly they are feeling really good about it whether they're virtual or hybrid, so she just want to say kudos to you. Mrs. Murphy said that one mom said she could not believe it, her son came home and said it was the best day ever and she said he is not very demonstrative, but said they were doing some really great things. She mentioned that our teachers are attending to kids, are making connections she said she could not get him to stop talking about the good things.

Mrs. Murphy reported that it takes a village and certainly Dr. Matthews' leadership, so lots of kudos to him too for the back to school video, which was just phenomenal being shared everywhere, all over social media. She stated that she appreciated that it was sent out to everyone this time. Mr. Murphy said she thought we should do that every time because it is an inspirational welcome back to get us in the right frame of mind.

She mentioned that it is unfortunate that there are parents who are not as grace-filled but, a lot of that is a kind of anxiety that is going on in everybody's lives, that it just is infecting so many things, so let us all take care of ourselves including you and make sure that, like Dr. Webber said, the focus is always just on the kids and what we can do to make this the best for them because this is certainly going to shape many things for years to come. Mrs. Murphy stated things that we do not even know in terms of the changes that it will make to education and everything else. She expressed her gratitude to all and said she is really looking forward to when we can actually get together.

Mr. Mena, Board Secretary, stated that besides all of those great things happening on the academic side, it is really cool and nice to see athletics actually kicking off at the schools as well. He reported that he stopped on by the high school right before our first high school home event tonight, field hockey.

Mr. Mena said the girls were actually there competing now as we speak. He mentioned that the athletic department and the athletic boosters were really pushing hard on offering discount subscriptions for our NFHS Network, so that parents and family who cannot attend the parents because there is a limit to the number of folks who can attend those games, they will be able to watch.

Mr. Mena reported that it was great that the athletic department had things pretty organized. He stated that they had a list of the parents who were able to enter and it seemed to be running pretty well. Mr. Mena said that he was just really excited to see that and also excited to see football come back which kind of happened last minute. He mentioned that he had kind of checked out with football because he really didn't think we were going to see anything with that until spring and he was going to start working on doing some stuff with cross country, but now it looks like he will be working two events this fall.

Mr. Mena report that with regards to cross country, this has kind of been a dream of our coaching staff for cross country to actually have a course right on the Novi High School property. He stated that he thought September 19th was their first home event and that they are planning on having it right here on the high school property, so that is going to be really exciting. Mr. Mena said that a lot of the athletes and their parents came out recently to do some cleanup of the trail, so that's something still in progress, but a lot of great stuff going on.

He mentioned that not just on the athletics, but on the academic side we are just doing a lot of great things there and a lot of feedback that he has received has been great. Mr. Mena reported that with this extracurricular side now and it is really nice to start seeing some of that coming back to me and adding some sort of normal to what has been going on.

Mrs. Roney, Board Trustee, reported that she receives the communications from the First Robotics and that one of our robotic students and his parent were featured in a GM commercial with our little robot. She stated that is awesome.

She expressed kudos out to all of the administrators and Dr. Matthews for that wonderful video. She stated that she had not had a chance to watch it before the meeting that the Board had on the third, but it was just awesome. She said that on Tuesday she heard the little school bus go by it was just wonderful. Mrs. Roney expressed kudos. She stated that everyone is doing a great job and I know we will continue.

Dr. Ruskin, Board President, reported that she heard loud and clear that this has really taken a toll on our staff and administrators. She expressed her appreciation to the board and all of them putting their baby toe in and then jumping right in. Dr. Ruskin stated she has heard from other parents in other districts other board members and other districts other teachers in other districts how they wish that potentially they would have maybe taken the risk and worked through that logistics prior to because now they are ready and they are in, but maybe there is not enough time there and they know the work that needs to be done to make it happen. She said that they have run into some really serious complexities that potentially we avoided by you trusting and working with your team to see what you could do to give our parents a choice is really what it boils down. Dr. Ruskin stated whether they have in-person learning for their students or virtual, so we hear what you are saying and we gratefully appreciate you all.

ADJOURNMENT

It was moved by Mr. Cook and supported by Mrs. Murphy that the Regular Board meeting be adjourned.

Ayes: 6 Dr. Ruskin (in person), Mrs. Murphy, Mr. Mena, Mrs. Hood, Mr. Cook, and
Mrs. Roney (via Zoom) (by Roll Call)

Nays: 0

MOTION CARRIED

The meeting adjourned at 8:01 p.m. The next regular meeting of the Board is scheduled for September 24, 2020 at 7:00 p.m., virtually via Zoom.

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
September 24, 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> |
|-----------------|--------------|-------------------|---------------|-------------|------------------|
| Shefferly, Tara | HS/NM | Social Worker | New Hire | MA+30 | 10-01-20 |

B. Retirements and Resignations

| <u>Name</u> | <u>Bldg.</u> | <u>Assignment</u> | <u>Reason</u> | <u>Effective</u> |
|-------------------|--------------|-------------------------------|---------------|------------------|
| Plant, Renee | NM | 5 th Grade Teacher | Retirement | 01-22-21 |
| Whiteside, Wendy | MS | P.E. Teacher | Retirement | 01-22-21 |
| Fegert, Catherine | HS | Attendance Secretary | Retirement | 09-11-20 |

C. Leaves of Absence

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

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
September 24, 2020**

SUPERINTENDENT OF SCHOOLS

TOPIC: Extended Learning Plan

On August 20, 2020 Governor Whitmer signed into law Public Act Public Act 149. Section 98a states that in order to receive state aid for 2020-2021, districts must provide for instruction under an extended COVID-19 Learning Plan (“Plan”) that has been approved by an intermediate district or authorizing body. The Plan does not replace the District’s COVID-19 Preparedness and Response Plan, it is an additional plan.

The “Extended COVID-19 Learning Plan” was discussed at the September 10, 2020, Board of Education meeting. It requires district’s to confirm a set of assurances and to provide additional detail on the following items:

- Education goals
- Instructional delivery and exposure to core content
- Grading and reporting
- Equitable access for all students
- Equitable access for students with disabilities
- Vulnerable students access – including students with 504s and English Language Learners

RECOMMENDATION: That the Novi Community School District Board of Education approve the Extended COVID-19 Learning plan as presented.

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


Steve M. Matthews, Superintendent



Extended COVID-19 Learning Plan ***as Described in Public Act 149, Section 98a***

August 27, 2020

On August 20, 2020 Governor Whitmer signed House Bill 5913 into law as Public Act 149. Section 98a states that in order to receive state aid for 2020-2021, districts must provide for instruction under an extended COVID-19 Learning Plan (“Plan”) that has been approved by an intermediate district or authorizing body. The Plan does not replace the District’s COVID-19 Preparedness and Response Plan, it is an additional plan that includes new assurances and sections on educational goals, instructional delivery, grading, and equitable access.

District educational goals must be established no later than September 15, 2020 and submitted in their Plan to the ISD or Authorizing Body, as applicable, no later than October 1, 2020 for approval. ISDs will transmit the approved plan to the superintendent of public instruction and the state treasurer.

District Extended COVID-19 Learning Plans should be submitted to the ISD or Authorizing Body as a PDF file.

Novi Community School District Extended COVID-19 Learning Plan

Address of School District/PSA: 25345 Taft Rd. Novi, MI 48374

District Code Number: 63100

District Website Address: www.novi.k12.mi.us

District Contact and Title: Dr. Steve Matthews, Superintendent

Sheila Holly, Assistant to the Superintendent

District Contact Email Address: steven.matthews@novik12.org

sheila.holly@novik12.org

Name of Intermediate School District: Oakland Schools

Date of Adoption by Board of Education:

Assurances

1. The District will make their board approved Extended COVID-19 Learning Plan accessible through the transparency reporting link located on the District's website no later than October 1, 2020.
2. The District will create and make available on its transparency reporting link located on the District website, a report concerning the progress made in meeting the educational goals contained in its Extended COVID-19 Learning Plan not later than February 1, 2021, for goals its expected would be achieved by the middle of the school year and not later than the last day of school of the 2020-2021 school year for goals the District/PSA expected would be achieved by the end of the school year.
3. Benchmark Assessments: The District will
 - Select a benchmark assessment or benchmark assessments that is/are aligned to state standards.
 - Administer the approved benchmark assessment, or local benchmark assessment, or any combination thereof, to all pupils in grades K to 8 to measure proficiency in reading and mathematics within the first nine weeks of the 2020-2021 school year and again not later than the last day of the of the 2020-2021 school year.
4. If delivering pupil instruction virtually, the District will
 - Provide pupils with equitable access to technology and the internet necessary to participate in instruction, and
 - Expose each pupil to the academic standards that apply for each pupil's grade level or courses in the same scope and sequence as the District/PSA had planned for that exposure to occur for in-person instruction.
5. The District, in consultation with a local health department will develop guidelines concerning appropriate methods for delivering pupil instruction for the 2020-2021 school year that are based on local data that are based on key metrics. *Note: A determination concerning the method for delivering pupil instruction shall remain at the District Board's discretion.* Key metrics that the District will consider shall include at least all of the following:
 - COVID-19 Cases or Positive COVID-19 tests
 - Hospitalizations due to COVID-19
 - Number of deaths resulting from COVID-19 over a 14-day period
 - COVID-19 cases for each day for each 1 million individuals
 - The percentage of positive COVID-19 tests over a 4-week period
 - Health capacity strength
 - Testing, tracing, and containment infrastructure with regard to COVID-19

6. If the District determines that it is safe to provide in-person instruction to pupils, the District will prioritize providing in-person instruction to pupils in grades K to 5 who are enrolled in the District.
7. The District/PSA assures that
 - Instruction will be delivered as described in this plan and approved by the District Board,
 - The description of instructional delivery in this plan matches the delivery of instruction to be delivered during the 2020-2021 school year,
 - The District will re-confirm how instruction will be delivered during the 2020-2021 school year thirty days after the approval of the plan, and every 30 days thereafter at a meeting of the Board, and
 - Public comment will be solicited from the parents or legal guardians of the pupils enrolled in the District/PSA during a public meeting described in PA-149.
8. The District will ensure that students with disabilities will be provided with equitable access to instruction and accommodation in accordance with applicable state and federal laws, rules and regulations.
9. The District will ensure that two (2), 2-way interactions occur between a pupil enrolled in the District and the pupil's teacher or at least one (1) of the pupil's teachers during each week of the school year for at least 75% of the pupils enrolled in the District. The District will publicly announce its weekly interaction rates at each District Board meeting where it re-confirms how instruction is being delivered. The District will make those rates available through the transparency reporting link located on the District website each month for the 2020-2021 school year.

President of the Board of Education

Date

Learning Plan Narrative

Opening Statement

- Please provide a statement indicating why an Extended COVID-19 Learning Plan is necessary to increase pupil engagement and achievement for the 2020-2021 school year.

The COVID-19 global pandemic is impacting our school community in a number of ways:

- The closure of our schools since March 16 was traumatic for our students, families, and staff.
- Complete online learning was provided from March 16, 2020, through June 12, 2020, we anticipate that many students may have significant gaps in their learning.
- The COVID-19 pandemic has exacerbated issues related to equity of learning opportunity among our students.

As we return to school in the fall, our first priority will be to ensure the well-being of all members of our school community. Both student and staff mental health will be a priority as we return to school this fall in both a hybrid and virtual format.

The Novi Community School District will have a robust approach to attending to Mental & Social and Emotional Health in an effort to support the needs of students and develop community within the classroom and school environment. As educators, we know that relationships are key to learning and developing our school community is vital. We will have a focus on Social Emotional Learning as we return to school and will continue this work throughout the year. Teachers and certified mental health professionals will build upon structures and evidence-based practices that have been an instrumental component of education in Novi. We will continue with more intentionality to issues that are relevant to our current health, social and educational climate. Some of the structures we will be building upon are Restorative Practices, Leader in Me, Positive Behavioral Intervention Supports, Second Step, Playworks and Trauma Informed approaches. We will also implement new supports as needed.

We recognize some students will require more intensive support. We will use our Multi-Tiered System of Support to provide support that is varied and appropriate to the needs of our students. We also recognize the needs of our staff. We will attend to their emotional and instructional needs as we return to school and throughout the year. We will continue to use the Employee Assistance Program (EAP) as an opportunity for support for our staff and their families.

Key Points

- Proactive approach to focus on the Mental & Social-Emotional Health of students and staff
- Provide time and space for staff and students to intentionally focus on building relationships and foster a strong classroom community of learners
- Leverage structures and practices already in place while adding new strategies to support the needs of students across each level
- Utilize our Multi-Tiered System of Supports (MTSS) to provide interventions in varying degrees of intensity to attend to the needs of each student

Because of the wide range of experiences students had during the remote learning portion of the 2019-2020 school year, we anticipate that students will come to school in the fall of 2020 with a wider than usual range of competencies. We expect that many students will be behind and will need opportunities to catch up.

In addition, teachers will need opportunities to collaborate with each other as they examine student work and determine what comes next in the learning for each student.

As the Novi Community School District plans to begin the school year providing families with a choice of either hybrid or virtual learning, we will need to ensure that there are structures in place to ensure student engagement and achievement for all. This plan will focus on teaching and learning with an emphasis on equity for all learners and the well-being of students and staff.

Educational Goals

- **Please outline and describe** the educational goals expected to be achieved for the 2020-2021 school year. The District/PSA must establish all of its goals no later than September 15, 2020.
- **Specify** which goals are expected to be achieved by the middle of the school year and which goals are expected to be achieved by the end of the school year.
- **Ensure** that all of the following apply to the educational goals described in this section: (a) The goals include increased pupil achievement or, if growth can be validly and reliably measured using a benchmark assessment or benchmark assessments, growth on a benchmark assessment in the aggregate and for all subgroups of pupils; (b) The District/PSA benchmark assessment(s) are aligned to state standards and will be administered to all pupils K-8 at least once within the first 9 weeks of the 2020-2021 school year and not later than the last day of the 2020-2021 school year to determine whether pupils are making meaningful progress toward mastery of these standards; and (c) the District's/PSA's educational goals are measurable through a benchmark assessment or benchmark assessments.
- To the extent practicable, the District/PSA will administer the same benchmark assessment or benchmark assessments that it administered to pupils in previous years.

The educational goals for this year can be divided into two areas.

Curricular, subject specific goals

In our online curriculum warehouse – [Atlas Rubicon](#) – curricular, subject specific goals are listed. An example, can be found in [3rd grade math](#). The curriculum map provides the overarching question, the essential/focus questions, the target standards and content expectations, and the key concepts.

These curricular, subject specific goals remain the same for the 2020-2021 school year. Regardless of the modality – hybrid learning or virtual learning – the expectation is that teachers will teach to these goals.

Within the unit abstract contained in each curriculum map, a target goal is identified. For example, in 3rd grade math Unit 2 it states: *Progression of Fact Fluency*: By the end of Unit 2, students should be able to use strategies to **fluently multiply all products of one-digit numbers and 1, 2, 5, and 10**. Again, these facts will become useful "helper facts" for other strategies taught in later units.

The core of our curricular approach is rooted in Understanding By Design (UBD), including robust professional development to attend to curricular design/implementation.

Benchmark Assessments

Benchmark assessments in reading and mathematics will be administered twice to students in grades K-12. NCSD will utilize iReady K-6/NWEA 7-10/DRC 11-12. These assessments will be administered once in the first nine weeks of the school year, and again prior to the last day of school. Formative assessments will provide information to inform our progress toward our goals over the course of the year. Student performance will be reported to parents in the fall and the spring.

As a means of continuous improvement in teaching and learning, all teachers have received professional development in, and commit to the use of, the formative assessment process.

Additionally, we will continue to engage stakeholders in the district's balanced assessment system, including publicly sharing aggregate and student subgroup performance reports.

Goal 1 - All students (K-8) will improve benchmark assessment performance in Reading/ELA from Fall to Spring.

- All teachers will use the formative assessment process to support adjustment to teaching and learning, to support meaningful student progress towards mastery of Reading/ELA academic standards.
- Results from Reading/ELA benchmark assessments, local Reading/ELA summative assessments, and formative assessment will be continuously discussed and analyzed by staff.

Goal 2 - All students (K-8) will improve benchmark assessment performance in Mathematics from Fall to Spring.

- All teachers will use the formative assessment process to support adjustment to teaching & learning, to support meaningful student progress towards mastery of Math academic standards.
- Results from Math benchmark assessments, local Math summative assessments, and formative assessment will be continuously discussed and analyzed by staff.

Instructional Delivery & Exposure to Core Content

- **Please describe** how and where instruction will be delivered during the 2020-2021 school year. (e.g. instruction may be delivered at school or a different location, in-person, online, digitally, by other remote means, in a synchronous or asynchronous format, or any combination thereof).

The Novi Community School District instructional plan is described in detail in our [COVID-19 Preparedness and Response Plan](#) that was created in response to the Governor's Executive Order 2020-142.

Novi Community School District students will have two options for learning this fall.

Option One

- Hybrid learning with at-home learning experiences
 - This option provides two days of in-person instruction with small class sizes that will provide for the ability to social distance.
 - Students will come either Monday/Thursday or Tuesday/Friday.
 - At home learning experiences will be provided on the other three days.
 - One day a week all hybrid students in a class will meet for a virtual classroom experience
 - Teachers will provide in-person learning for students in a normal classroom setting
 - With low class sizes there will be an opportunity for more individual and personalized attention to students
 - Instruction will be done in classrooms

Option Two

- Complete virtual learning
- Novi teachers will provide virtual learning using Schoology as a learning management system
 - Other technology options that teachers will utilize include Zoom, Google classroom, and SeeSaw
- Students will follow the traditional school day
- Teachers will provide instruction to the whole class, in small groups, and individually to students.

In both formats students will receive both synchronous and asynchronous instruction from the teacher.

- **Please describe** how instruction for core academic areas will expose each pupil to the academic standards that apply for each pupil's grade level or course in the same scope and sequence as the District/PSA had planned for that exposure to occur for in-person instruction.

The Novi Community School District has its curriculum available to students and parents online. An introduction is provided on our district website [here](#). Detailed information on content standards and expectations can be found on Novi's [Atlas Rubicon](#) site.

These online resources have guided our teacher leaders over the summer as they have prepared instructional units for this fall. The goal is the same – provide high quality instructional programs that teach our content standards and expectations.

The Novi Community School District Office of Academics and our Content Area Leaders have provided guidance to our teachers and administrators on how to make both hybrid and virtual instruction successful. The focus has been on ensuring that we continue to teach the content standards and expectations in meaningful and engaging ways.

Additional guidance for [online and virtual instruction](#) has been provided by Oakland Schools. These toolkits will guide teachers to implement instructional approaches to meet the range of student needs as they return to school in the fall, identify assessment ideas that allow students to demonstrate understanding in a variety of ways, assess and provide instruction in the content areas in face-to-face, virtual, and blended classroom environments, and incorporate well-being and SEL/trauma-informed practices into instruction.

- **Please describe** how pupil progress toward mastery of the standards described within this section will be graded or otherwise reported to the pupil and the pupil's parent or legal guardian.

Our teachers will provide assessments and grades throughout the fall.

The NCSD will continue to utilize our prior grading and reporting practices. MiStar will be the vehicle for delivery of student progress. We will also utilize Schoology and Seesaw to provide ongoing feedback.

Equitable Access

- If delivering pupil instruction virtually, please **describe** how the District/PSA will provide pupils with equitable access to technology and the internet necessary to participate in instruction.

The Novi Community School District distributed 6025 technology devices – iPads and Chromebooks in August. The district's plan is to ensure that every student has a district device or that the student has their own device to use throughout the course of this year. The district communicated with every family and provided them with multiple opportunities to receive a district device for their student to use during the course of the 2020-2021 school year. During the first week of school teachers will monitor so that if a student does not have a device one can be supplied to him/her. NCSD is also providing wireless hotspots to families who lack regular internet access.

- **Please describe** how the District will ensure that students with disabilities will be provided with equitable access to instruction and accommodation in accordance with applicable state and federal laws, rules and regulations.

The NCSD Special Education Department is dedicated to providing free and appropriate educational opportunities for students with disabilities and will align with Oakland County Health Division recommendations. Our special education staff will continue working with families to collaboratively identify the most essential services for each student that can be provided both directly and indirectly in virtual or hybrid learning environments. Student plans will be adjusted, as needed, in coordination with families. We recognize that each student will have an individual plan based on the learning model selected by a student's family.

NCSD will continue to support our students with IFSPs and IEPs in the following programs:

- Birth to 3/Early On
- Early Childhood/Pre-K Special Education Programs & Services
- K-12
- Novi Adult Transition Center (NATC)
- Career Prep
- Novi students who attend Center-Based Programs in Oakland County

The Special Education Department will follow MARSE and IDEA policies and procedures for students with disabilities. This includes following child find requirements, evaluations, eligibility, and providing accommodations, aids and related services to students who are eligible under MARSE criteria for disabilities. The District will adhere to health guidelines during evaluations and when providing accommodations, aids, and related services.

NCSD will continue to identify, locate, and evaluate students suspected of having a disability and needing special education and related services. At the same time, NCSD will be mindful that students have had changes to their typical learning environment when initiating the referral process. Some evaluation procedures can be completed in virtual learning situations and other evaluations require in person contact with students or observations of students in school settings. NCSD will conduct evaluations and in-person while adhering to public health guidelines for the safety of students and staff.

NCSD is committed to providing families an opportunity to have meaningful participation in the special education process. We will continue to conduct virtual IEP meetings.

- **Optional Considerations for District/PSA Extended COVID-19 Learning Plans:**
- In addition to the students with disabilities noted above, please describe how the District/PSA will ensure that the needs of other vulnerable student populations are met.

The Student Services Department will follow all district and federal Section 504 policies and procedures for compliance under Section 504. This includes:

- Adhering to child find requirements, evaluations, eligibility, and providing accommodations, aids and related services to students who are eligible under Section 504.
- Following required social distancing protocols during evaluations and when providing accommodations, aids, and related services.

The Student Services Department will:

- Support students with Section 504 Accommodation Plans
- Demonstrate good faith effort to provide accommodations and related services to students with 504 Plans
- Provide services in the areas of: Social Worker, Occupational Therapy, Physical Therapy, Speech and Language Services, and Oakland Schools Consultant support, as stated on student's 504 plans. NCSD will provide these supports using several methods, which may include Zoom, Google Meets, or other platforms.
- Will work to ensure accessibility, including accommodations to their general education learning, as well as individual student needs
- If we in good faith cannot provide services on the 504 plan, the District will provide a Notice document to families.

NCSD will continue to identify, locate, and evaluate students suspected of having a qualifying disability under Section 504. NCSD will conduct evaluations remotely and in-person, while adhering to public health guidelines for the safety of students and staff.

- In-person learning: All federal and district policies and procedures will be adhered to in order to meet compliance under Section 504
- Remote learning: Individual needs will be reviewed to determine how to best support and provide accommodations, aids, and services so students identified under Section 504 can access curriculum

The English Language Development (ELD) program will continue living into the vision of providing every English Learner access to equitable high-quality content and language instruction, delivering an impactful and inclusive educational experience. The English Language Development program will continue to support English Learners, whether in-person or virtually, focusing on the four components of language development: Speaking, Listening, Reading, and Writing. The ELD team will follow the district plans for in-person or virtual learning. The ELD program will continue to follow best practices and guidance provided by the Michigan Department of Education.

- During In-Person instruction
 - English Language Development Teachers will continue teaching language development along with teaching core content
 - English Learners will continue to be identified for appropriate levels of English Development support based on multiple data points, such as the latest WIDA ACCESS 2.0 For ELLs proficiency scores
 - English Language Development interventions will continue to provide intensive language-based instruction to English Learners who are struggling with language development
 - English Language Development teachers will begin the year by collecting further proficiency data to ensure they are able to meet students' needs using the WIDA Model assessment, and other local assessments such as i-Ready
- During virtual instruction
 - English Language Development teachers will also continue to teach language and content, with further emphasis on developing oral language skills
 - The English Language Development program will continue to provide English Language Development intervention to select students who are identified as in need of additional support to further develop their language skills
 - English Language Development teachers will continue to collaborate with core teachers and the special education team to support English Learners in their 7 classes, whether online or in person



**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
September 24, 2020**

SUPERINTENDENT OF SCHOOLS

TOPIC: School Nurse

Cathy Farris is a licensed registered nurse with 24 years of Pediatric ICU experience at both Children's Hospital of Michigan and Mott Children's Hospital, in Ann Arbor, in the Neonatal unit, where she continues to work full time. She graduated from Madonna University with a Bachelor of Science in Nursing degree in 1996 and is a certified Pediatric Nurse, a member of Michigan Nurses Association (MNA) and Vice President of the Michigan Association of School Nurses (MASN). She also is the region leader for all school nurses in Oakland County.

Cathy Farris was hired part time in November of 2010 to work for the Novi Community School District. In December of 2010, Ms. Farris' employment was converted to a third party contract at an hourly rate. She also is a proud Novi parent and involved community member.

Cathy Farris has been a valued employee. She regularly meets with our state nurse consultant and collaborates often with the counties surrounding Novi to enhance our practices, policies and procedures. Ms. Farris reviews each and every medical plan that is submitted and has revamped all of our medical forms to conform to the medical community. She is on call if needed for medical advice in a building or if a medical emergency should arise. Ms. Farris has provided training to our staff with regards to insulin, epi-pen, AED, CPR, and so much more. She has been instrumental in keeping our information up-to-date and moving us forward through the COVID learning process.

Pre-COVID we were planning to propose to the board, in our budget for 2020-2021, that we wanted to make our school nurse a salaried NCSD employee. Now, through a combination of CARES Act and county money, we have the ability to make Ms. Farris our full time school nurse for this year.

We plan to build Ms. Farris' position into our 2021-22 budget to ensure her continued employment in the district.

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



Steve Matthews, Superintendent

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
September 24, 2020**

SUPERINTENDENT OF SCHOOLS

TOPIC: Coronavirus Screening Update

The Novi Community School District COVID-19 Learning Plan provides two options for parents. One option is the in-person hybrid option. The second option is the complete virtual option.

These options were developed because the administrative team felt it was safe and important to provide our parents with a choice for the fall. The administrative team made the decision to return based, in part, on the numbers that we reviewed of cases.

One of the assurances that we committed to with the Extended COVID-19 Learning Plan was to review key metrics. For much of the summer and into the start of the school year, Novi was left to analyze numbers by ourselves. The State of Michigan Department of Health and Human Services Oakland County Health Division had not supplied any metric. However, on September 16, the state and Oakland County Health presented "Guidance for In-Person Instruction." The CDC has also released guidance for decision making.

Tonight, we will discuss the metrics that have guided our administrative team as we have moved through this pandemic.

1. NCSD numbers
2. Oakland County Weekly Report
3. State guidance for in-person instruction
4. CDC Indicators for Dynamic School Decision Making

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


Steve Matthews, Superintendent

| | A | B | C | D | E | F | G | H | I |
|----|---|-------|-------|-------|------------------------------|---------------|----------------------------------|---|---|
| 1 | By zip code daily case per 10,000 residents | | | | 7 day average of daily cases | Counts by day | Current cases by school district | | |
| 2 | | 48374 | 48375 | 48377 | | | | | |
| 3 | 1-Jul | | | | 35 | 51 | | | |
| 4 | 2-Jul | | | | 40 | 56 | | | |
| 5 | 3-Jul | | | | 40 | 34 | | | |
| 6 | 4-Jul | | | | 39 | 33 | | | |
| 7 | 5-Jul | | | | 39 | 26 | | | |
| 8 | 6-Jul | | | | 40 | 40 | | | |
| 9 | 7-Jul | | | | 42 | 56 | | | |
| 10 | 8-Jul | | | | 47 | 86 | | | |
| 11 | 9-Jul | | | | 50 | 76 | | | |
| 12 | 10-Jul | | | | 55 | 69 | | | |
| 13 | 11-Jul | | | | 62 | 79 | | | |
| 14 | 12-Jul | | | | 63 | 35 | | | |
| 15 | 13-Jul | | | | 64 | 49 | | | |
| 16 | 14-Jul | | | | 70 | 97 | | | |
| 17 | 15-Jul | | | | 79 | 149 | | | |
| 18 | 16-Jul | | | | 83 | 101 | | | |
| 19 | 17-Jul | | | | 85 | 86 | | | |
| 20 | 18-Jul | | | | 82 | 60 | | | |
| 21 | 19-Jul | | | | 86 | 61 | | | |
| 22 | 20-Jul | | | | 87 | 56 | | | |
| 23 | 21-Jul | | | | 88 | 104 | | | |
| 24 | 22-Jul | | | | 77 | 72 | | | |
| 25 | 23-Jul | | | | 75 | 87 | | | |
| 26 | 24-Jul | | | | 71 | 56 | | | |
| 27 | 25-Jul | | | | 82 | 136 | | | |
| 28 | 26-Jul | | | | 91 | 123 | | | |
| 29 | 27-Jul | | | | 90 | 55 | | | |
| 30 | 28-Jul | | | | 92 | 116 | | | |
| 31 | 29-Jul | | | | 99 | 120 | | | |
| 32 | 30-Jul | | | | 106 | 133 | | | |

| | A | B | C | D | E | F | G | H | I |
|----|---|------|------|------|------------------------------|---------------|----------------------------------|-----|---|
| 1 | By zip code daily case per 10,000 residents | | | | 7 day average of daily cases | Counts by day | Current cases by school district | | |
| 33 | 31-Jul | | | | 116 | 131 | | | |
| 34 | 1-Aug | | | | 110 | 95 | | | |
| 35 | 2-Aug | | | | 104 | 75 | | | |
| 36 | 3-Aug | | | | 105 | 63 | | | |
| 37 | 4-Aug | | | | 103 | 106 | | | |
| 38 | 5-Aug | | | | 100 | 97 | | | |
| 39 | 6-Aug | | | | 100 | 136 | 8/6 - 8/19 | 4.3 | |
| 40 | 7-Aug | | | | 99 | 118 | 8/13 - 8/20 | 6.7 | |
| 41 | 8-Aug | | | | 103 | 123 | | | |
| 42 | 9-Aug | 10.9 | 18.9 | 15.4 | 104 | 81 | | | |
| 43 | 10-Aug | 10.9 | 18.4 | 16.0 | 110 | 111 | | | |
| 44 | 11-Aug | 10.9 | 18.0 | 16.6 | 107 | 89 | | | |
| 45 | 12-Aug | 14.8 | 9.7 | 7.4 | 109 | 116 | | | |
| 46 | 13-Aug | 14.8 | 9.7 | 7.4 | 117 | 209 | 8/13 - 8/26 | 6.7 | |
| 47 | 14-Aug | | | | 116 | 135 | | 6.7 | |
| 48 | 15-Aug | | | | 115 | 114 | | 6.7 | |
| 49 | 16-Aug | | | | 116 | 100 | | | |
| 50 | 17-Aug | 11.5 | 19.3 | 20.3 | 107 | 75 | | | |
| 51 | 18-Aug | 11.5 | 19.3 | 20.3 | 111 | 90 | | 6.7 | |
| 52 | 19-Aug | 12.8 | 18.4 | 20.3 | 112 | 110 | | | |
| 53 | 20-Aug | 11.5 | 18.4 | 20.3 | 88 | 40 | 8/20 - 9/2 | 9.1 | |
| 54 | 21-Aug | 10.9 | 17.6 | 19.7 | 85 | 112 | | | |
| 55 | 22-Aug | | | | 86 | 127 | | | |
| 56 | 23-Aug | 10.9 | 16.2 | 20.3 | 93 | 141 | | | |
| 57 | 24-Aug | 10.9 | 16.2 | 20.3 | 94 | 85 | | | |
| 58 | 25-Aug | 14.1 | 13.6 | 20.3 | 96 | 104 | | | |
| 59 | 26-Aug | | | | 98 | 137 | | | |
| 60 | 27-Aug | 15.4 | 13.6 | 20.9 | 107 | 100 | | | |
| 61 | 28-Aug | 16.7 | 13.6 | 22.1 | 109 | 123 | | | |
| 62 | 29-Aug | | | | 105 | 94 | | | |
| 63 | 30-Aug | 19.2 | 14.1 | 22.1 | 90 | 66 | | | |

[illegible]

| | J | K | L | M | N |
|----|--------|---------------------------------------|---|---|---|
| 1 | | Positivity Rate Oakland County | | | |
| 2 | 16-Mar | 14.29% | | | |
| 3 | 16-Apr | 25.30% | | | |
| 4 | 16-May | 3.66% | | | |
| 5 | 16-Jun | 1.21% | | | |
| 6 | | | | | |
| 7 | | | | | |
| 8 | | | | | |
| 9 | | | | | |
| 10 | | | | | |
| 11 | | | | | |
| 12 | 10-Jul | 4.04% | | | |
| 13 | 11-Jul | 3.71% | | | |
| 14 | 12-Jul | 3.24% | | | |
| 15 | 13-Jul | 3.69% | | | |
| 16 | 14-Jul | 2.26% | | | |
| 17 | 15-Jul | 6.29% | | | |
| 18 | 16-Jul | 4.21% | | | |
| 19 | 17-Jul | 3.22% | | | |
| 20 | 18-Jul | 3.17% | | | |
| 21 | 19-Jul | 3.53% | | | |
| 22 | 20-Jul | 3.26% | | | |
| 23 | 21-Jul | 4.08% | | | |
| 24 | 22-Jul | 3.78% | | | |
| 25 | 23-Jul | 3.68% | | | |
| 26 | 24-Jul | 4.36% | | | |
| 27 | 25-Jul | 4.12% | | | |
| 28 | 26-Jul | 5.22% | | | |
| 29 | 27-Jul | 3.09% | | | |
| 30 | 28-Jul | 4.12% | | | |
| 31 | 29-Jul | 5.26% | | | |
| 32 | 30-Jul | 4.30% | | | |

| | J | K | L | M | N |
|----|--------|---------------------------------------|---|---|---|
| 1 | | Positivity Rate Oakland County | | | |
| 33 | 31-Jul | 4.96% | | | |
| 34 | 1-Aug | 4.32% | | | |
| 35 | 2-Aug | 4.75% | | | |
| 36 | 3-Aug | 3.89% | | | |
| 37 | 4-Aug | 4.51% | | | |
| 38 | 5-Aug | 3.75% | | | |
| 39 | 6-Aug | 5.35% | | | |
| 40 | 7-Aug | 4.46% | | | |
| 41 | 8-Aug | 4.71% | | | |
| 42 | 9-Aug | 4.16% | | | |
| 43 | 10-Aug | 4.13% | | | |
| 44 | 11-Aug | 4.02% | | | |
| 45 | 12-Aug | 3.83% | | | |
| 46 | 13-Aug | 5.53% | | | |
| 47 | 14-Aug | 4.85% | | | |
| 48 | 15-Aug | 4.66% | | | |
| 49 | 16-Aug | 6.01% | | | |
| 50 | 17-Aug | 3.43% | | | |
| 51 | 18-Aug | 4.02% | | | |
| 52 | 19-Aug | 4.80% | | | |
| 53 | 20-Aug | 3.81% | | | |
| 54 | 21-Aug | 4.36% | | | |
| 55 | 22-Aug | 3.85% | | | |
| 56 | 23-Aug | 4.02% | | | |
| 57 | 24-Aug | 4.98% | | | |
| 58 | 25-Aug | 3.58% | | | |
| 59 | 26-Aug | 5.45% | | | |
| 60 | 27-Aug | 4.79% | | | |
| 61 | 28-Aug | 5.15% | | | |
| 62 | 29-Aug | 3.81% | | | |
| 63 | 30-Aug | 3.97% | | | |

| | J | K | L | M | N |
|----|--------|---------------------------------------|---|---|---|
| 1 | | Positivity Rate Oakland County | | | |
| 64 | 31-Aug | 4.52% | | | |
| 65 | 1-Sep | 3.94% | | | |
| 66 | 2-Sep | 4.44% | | | |
| 67 | 3-Sep | 4.11% | | | |
| 68 | 4-Sep | 4.75% | | | |
| 69 | 5-Sep | 4.94% | | | |
| 70 | 6-Sep | 4.62% | | | |
| 71 | 7-Sep | 5.18% | | | |
| 72 | 8-Sep | 5.65% | | | |
| 73 | 9-Sep | 4.93% | | | |
| 74 | 10-Sep | 7.49% | | | |
| 75 | 11-Sep | 4.93% | | | |
| 76 | 12-Sep | 3.93% | | | |
| 77 | 13-Sep | 3.71% | | | |
| 78 | 14-Sep | 3.67% | | | |
| 79 | 15-Sep | 4.57% | | | |
| 80 | 16-Sep | 4.00% | | | |
| 81 | | | | | |
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Weekly COVID-19 Report

Oakland County Schools



In accordance with the State of Michigan's 2020-21 Return to School Roadmap, Oakland County Health Division will provide the following report on a weekly basis to Oakland County Schools.

Reporting period: September 3 – September 16

| METRIC | RESULT | Trend | DEFINITION |
|--|---|-------|--|
| Total "Confirmed and Probable" COVID-19 Cases Reported in Oakland County in the last 14 days | 1115 66 cases/day per 1 million population | | "Confirmed" COVID-19 case: case has a laboratory-confirmed positive molecular viral test. "Probable" COVID-19 case: case has a rapid-antigen positive viral test. |
| 14-Day Average Daily Case Counts | 79 | | The average number of cases per day reported over the last 14 days of the reporting period. |
| 14-Day Average Daily Death Counts | 0.43 | | The average number of deaths per day reported over the last 14 days of the reporting period. |
| 14-Day Average Tests Per Day | 3193 | | The average number of diagnostic tests administered to Oakland County residents over the last 14 days of the reporting period. |
| Percentage of Confirmed/Probable Cases Hospitalized in the Last 14 Days | 2.9% | | The percentage of cases (confirmed and probable) that reported being hospitalized over the last 14 days. |
| Percent Positivity | 4.65% | | Percentage of reported positive tests over the last 28 days (August 13 – September 9) |
| Healthcare Capacity Strength | STRONG | | Assessment of bed availability and hospital capacity |
| Testing, Tracing, Containment Infrastructure | STRONG | | Assessment of testing availability and OCHD contact tracing capability |

Total Oakland County Cases Reported by Age Group

| Age Group | Total Cases | Trend | Age Group | Total Cases | Trend |
|-----------|-------------|-------|-----------|-------------|-------|
| 0-4 | 12 | | 50-59 | 124 | |
| 5-9 | 30 | | 60-69 | 98 | |
| 10-13 | 35 | | 70-79 | 42 | |
| 14-18 | 126 | | 80-89 | 25 | |
| 19-29 | 364 | | 90+ | 13 | |
| 30-39 | 142 | | Unknown | 3 | |
| 40-49 | 109 | | | | |



GUIDANCE FOR IN-PERSON INSTRUCTION

Updated 9/16/20

This guidance is to help schools understand the COVID-19 public health risk to make decisions about opening/reopening schools and is subject to change at any time based on the latest information.

Epidemiologic risk is determined at the county level based on the MISafeMap (cases per million people, case rate trends, percent of positive tests, and trends in percent positivity). OCHD also reviews local healthcare capacity strengths and community testing capacity when determining risk. Visit oakgov.com/covid/schools for a weekly update of COVID-19 data.

OCHD will work with each school district to determine their place within the chart on page 2. OCHD uses case investigation and contact tracing data to assess if schools have known cases among staff or students in the past 14 days and if the building has evidence of ongoing transmission (i.e., continued spread between students and staff at the school who live in different households).

HELPFUL DEFINITIONS

- Ongoing transmission in a building: defined as multiple cases (3 or more) in students or staff occurring within a 14-day period that do not have a known source outside the school building. Schools should be tracking how and where students and staff are moving throughout the building and who they are interacting with. Consideration to whether cases within the school building that occur within 14 days of each other actually had contact with one another should be given.
- Mitigation measures: include required and strongly recommended measures in MI Safe School's Return to School Roadmap. Other innovative approaches to risk reduction may be considered from sources such as the Centers for Disease Control and Prevention or Resolve to Save Lives.
- Reduce density: hybrid instruction approach of some in person and some remote learning to ensure social distancing and learning are both possible.
- At high level of community transmission, individual buildings become early indicators of future spread and their status impacts the rest of the district.

WORKING DRAFT



GUIDANCE FOR IN-PERSON INSTRUCTION

SCHOOL BUILDING SPREAD INDICATORS

COUNTY LEVEL RISK DETERMINATION

| | No cases in school building | Building(s) with known cases in staff or students but no ongoing transmission | Building(s) with evidence of ongoing transmission |
|------------------|---|--|--|
| LOW RISK | In person allowed with mitigation measures | In person allowed with strict mitigation measures after cleaning/contact tracing | In person allowed with strict mitigation in affected buildings with cases after an appropriate pause |
| MEDIUM RISK | In person allowed with strict mitigation measures | In person allowed with strict mitigation measures after cleaning/contact tracing | In person allowed with strict mitigation in affected buildings with cases after an appropriate pause |
| MEDIUM HIGH RISK | In person allowed with strict mitigation measures | In person allowed with strict mitigation measures after cleaning/contact tracing | Consider reduced density in affected buildings with cases after an appropriate pause |
| HIGH RISK | In person allowed with strict mitigation measures | Consider reduced density in affected buildings after cleaning/contact tracing | Consider reduced density in affected buildings with cases after an appropriate pause |
| VERY HIGH RISK | Consider reduced density allowed with strict mitigation measures | Consider reduced density affected buildings after cleaning/contact tracing | Consider remote instruction in the affected building for 28 days |
| HIGHEST RISK | Consider pausing (14 days) in person instruction in entire district to discuss protection strategies including but not limited to testing | Consider remote instruction in entire district | Consider remote instruction in entire district |

<7 cases per million;
<3% percent positivity

7 to <20 cases per million;
3 to <7% percent positivity

20 to <40 cases per million;
7 to <10% percent positivity

40 to <70 cases per million;
10 to <15% percent positivity

70 to <150 cases per million;
15 to <20% percent positivity

150 or greater cases per million;
20 or greater percent positivity

CDC Indicators for Dynamic School Decision-Making

| INDICATORS | Lowest Risk of Transmission in Schools | Lower Risk of Transmission in Schools | Moderate Risk of Transmission in Schools | Higher Risk of Transmission in Schools | Highest Risk of Transmission in Schools |
|---|--|--|--|--|---|
| Number of new cases per 100,000 persons within the last 14 days* | <5 | 5 to <20 | 20 to <50 | 50 to ≤ 200 | >200 |
| Percentage of RT-PCR tests that are positive during the last 14 days** | <3% | 3% to <5% | 5% to <8% | 8% to ≤ 10% | >10% |
| Ability of the school to implement 5 key mitigation strategies: <ul style="list-style-type: none"> • Consistent and correct use of masks • Social distancing to the largest extent possible • Hand hygiene and respiratory etiquette • Cleaning and disinfection • Contact tracing in collaboration with local health department | Implemented <u>all 5</u> strategies correctly and consistently | Implemented <u>all 5</u> strategies correctly but inconsistently | Implemented <u>3-4</u> strategies correctly and consistently | Implemented <u>1-2</u> strategies correctly and consistently | Implemented <u>no</u> strategies |

*Number of new cases per 100,000 persons within the last 14 days is calculated by adding the number of new cases in the county (or other community type) in the last 14 days divided by the population in the county (or other community type) and multiplying by 100,000.

**Percentage of RT-PCR tests in the community (e.g., county) that are positive during the last 14 days is calculated by dividing the number of positive tests over the last 14 days by the total number of tests resulted over the last 14 days. Diagnostic tests are viral (RT-PCR) diagnostic and screening laboratory tests (excludes antibody testing and PT-PCR testing for surveillance purposes). Learn more: <https://www.cdc.gov/coronavirus/2019-ncov/lab/resources/calculating-percent-positivity.html>