

Board of Education Mary Gebara President, 2023-2024	Okemos Public Schools <a href="mailto:board@okemosk12.net">board@okemosk12.net</a> <a href="http://okemosk12.net">http://okemosk12.net</a>	4406 Okemos Road Okemos, Michigan 48864 Phone: 517-706-5010
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*This agenda is for general informational purposes only. Based on board policy, the board of education may revise this agenda and may take up other issues at the meeting.*

**7:00 PM**

**MEETING AGENDA  
Monday, October 28, 2024**

**Community Conference Rm**

**CALL TO ORDER**

Tom Buffett, Katie Cavanaugh, Shulawn Doxie, Mary Gebara, Melanie Lynn, Andrew Phelps and Jayme Taylor

**WELCOME AND MEETING FORMAT (2 Min)**

Welcome to this regular meeting of the Okemos Board of Education held in public for the purpose of conducting the business of the school board.

There are two opportunities for public comment: Citizens who wish to address agenda or non-agenda items will have an opportunity at the beginning of the meeting, as well as near the end of the meeting. In-person individuals who wish to address the board must complete a blue form, located with the agendas near the room entrance, and present it to the board’s secretary prior to the start of the agenda item. Virtual participants must submit their name and address in a message through the chat box located in Zoom’s meeting controls prior to the start of the agenda item.

At the appropriate point in the agenda, the board president will call upon individuals who have submitted a blue card or chat message and that individual’s microphone will be un-muted for their comments.

**DISCUSSION MOVED FORWARD: Bond Update**

Representatives from Veridas, TowerPinkster and Christman will provide an update regarding the 2022 bond, including bid packages #3, #4 and #8.

**PRESENTATION - Assessment Data (30 Min)**

Assistant Superintendent Stacy Bailey, and DEI Director Lara Slee will provide an overview of district benchmark assessment results, along with key initiatives that will be utilized to address students' needs during the 2024-2025 school year.

**SUPERINTENDENT REPORTS/REQUESTS (10 Min)**

The superintendent will highlight events and issues of interest and take questions from the board.

**CITIZENS ADDRESS AGENDA AND NON-AGENDA ITEMS**

At this time in the meeting, citizens have an opportunity to address the board regarding items of interest that may or may not be part of the evening’s agenda. Citizens are required to limit comments to three minutes, except when this requirement is waived by the board president during the meeting. A designated timekeeper will communicate to the individual who is addressing the board at three minutes. The board highly values public comment and input; however, the board meeting format is designed to facilitate the evening’s agenda and, therefore, restricts board members from engaging in conversation with speakers or immediately responding to questions. Questions and concerns may be addressed by the board later in the agenda and may be assigned for follow-up by the board or superintendent at a later date.

**HIGH SCHOOL STUDENT REPORTS/REQUESTS (5 Min)**

The high school student representative will highlight events and issues of interest and take questions from the board.

**BOARD REPORTS/REQUESTS (10 Min)**

The board will acknowledge receipt of correspondence.

Individual board members may highlight other events and issues of interest and request follow-up on other matters of concern.

### **ACTION ITEMS**

Within Action Items, there is a Consent Agenda to expedite the business of the board which groups a number of items together to be dealt with by one action of the board. However, items in the consent agenda may be extracted by individual board member request for further discussion or clarification.

### **CONSENT AGENDA (5 Min)**

*In an effort to expedite the business of the board of education, but in no way meant to diminish the importance of each item, a Consent Agenda has been developed.*

That the board approve items 1 and 2 for immediate implementation and appropriate action. Item 1: Approval of the Minutes of the Regular Meeting of October 14, 2024; and Item 2: Approval of the Minutes of the Executive Session Meeting of October 14, 2024.

### **OTHER ACTION ITEMS**

The Other Action Items require additional discussion prior to board action.

### **Emergency Facilities Purchases**

Operations Director Brian Lieber provided an update regarding OHS bathroom repairs including budget, and timelines at the October 14th meeting. Superintendent Hood authorized these projects to begin as part of the emergency clause in board policy 3301.

that the board authorize the superintendent to proceed with the high school bathroom repair and renovation projects funded by the building and site sinking fund, 2022 bond and insurance in an amount not to exceed \$605,000 (Roll Call).

### **Board Policy First Reading**

As part of the Thrun Law Policy Service, updated and new policies were provided. The policy committee is submitting several policies that have been reviewed and/or revised: 2201 Board Powers/General Powers, 2303 Violation of Board Code of Ethics, 2401 Board Member Elections, 2405 Board Officers, 2501 Meetings, and 2504 Public Participation at Board Meetings.

Policies given first reading by the board are posted on the district website for thirty days for public review. Policies not given first reading are returned to the committee for further review and editing.

That the board waive the reading and adopt first reading of board policies 2201 Board Powers/General Powers, 2303 Violation of Board Code of Ethics, 2401 Board Member Elections, 2405 Board Officers, 2501 Meetings, and 2504 Public Participation at Board Meetings.

### **DISCUSSION ITEMS**

Discussion items are intended to provide an opportunity for review of material and interaction concerning the individual items. Action is not taken during the board meeting. Discussion items may be acted upon by the Board of Education at a later date. The board president may move a discussion item forward in the meeting agenda to facilitate timely discussion and/or community input on that discussion item.

### **Board Operating Procedures**

The board will review and discuss the proposed board operating procedures.

### **Board Book Study**

The board will discuss the next chapters of The Human Side of School Change as part of their book study.

## **COMMENTS FROM THE PUBLIC**

At this time in the meeting, citizens have an opportunity to address the board regarding any item(s) of interest. Individual comments at this time will be limited to three minutes but may be extended at the discretion of the board president. A designated timekeeper will communicate to the individual who is addressing the board at three minutes. The board highly values public comment; however, our meeting format does not allow the board to engage in conversation with speakers. Questions or concerns may be assigned for follow-up by the board or the administration at a later date.

## **OTHER MATTERS (5 Min)**

### **ADJOURN TO EXECUTIVE SESSION –Superintendent’s Evaluation**

Pursuant to Section 8(a) of the Open Meetings Act, the board of education may adjourn to Executive Session for the purpose of discussing the superintendent evaluation.

That the board adjourn to Executive Session pursuant to Section 8(a) of the Open Meetings Act for the purpose of discussing the superintendent evaluation (Roll Call).

## **RECONVENE**

Tom Buffett, Katie Cavanaugh, Shulawn Doxie, Mary Gebara, Melanie Lynn, Andy Phelps, Jayme Taylor

## **ADJOURN**

# OKEMOS PUBLIC SCHOOLS

## 2022 Bond Program Update

October 28, 2024

TowerPinkster  
Architecture · Engineering · Interiors

**CHRISTMAN**  
BUILDING SINCE 1894

 **VERIDUS**  
GROUP



## Agenda

- Introductions
- BOE Roles and Responsibilities
- Design Updates
- Construction Updates
- Next Updates





## Veridus Group

- Allison Duncan - Project Executive

## Tower Pinkster

- Ed Talaga - Senior Project Manager

## The Christman Company

- Rob Crowe - Vice President
- Shane Lounsberry - Project Manager



BOARD OF EDUCATION

INFORMATIONAL UPDATES

- Bond Draw Schedule
- Design Milestone Updates
- Bid Results
- Construction Updates
- Communication Plans

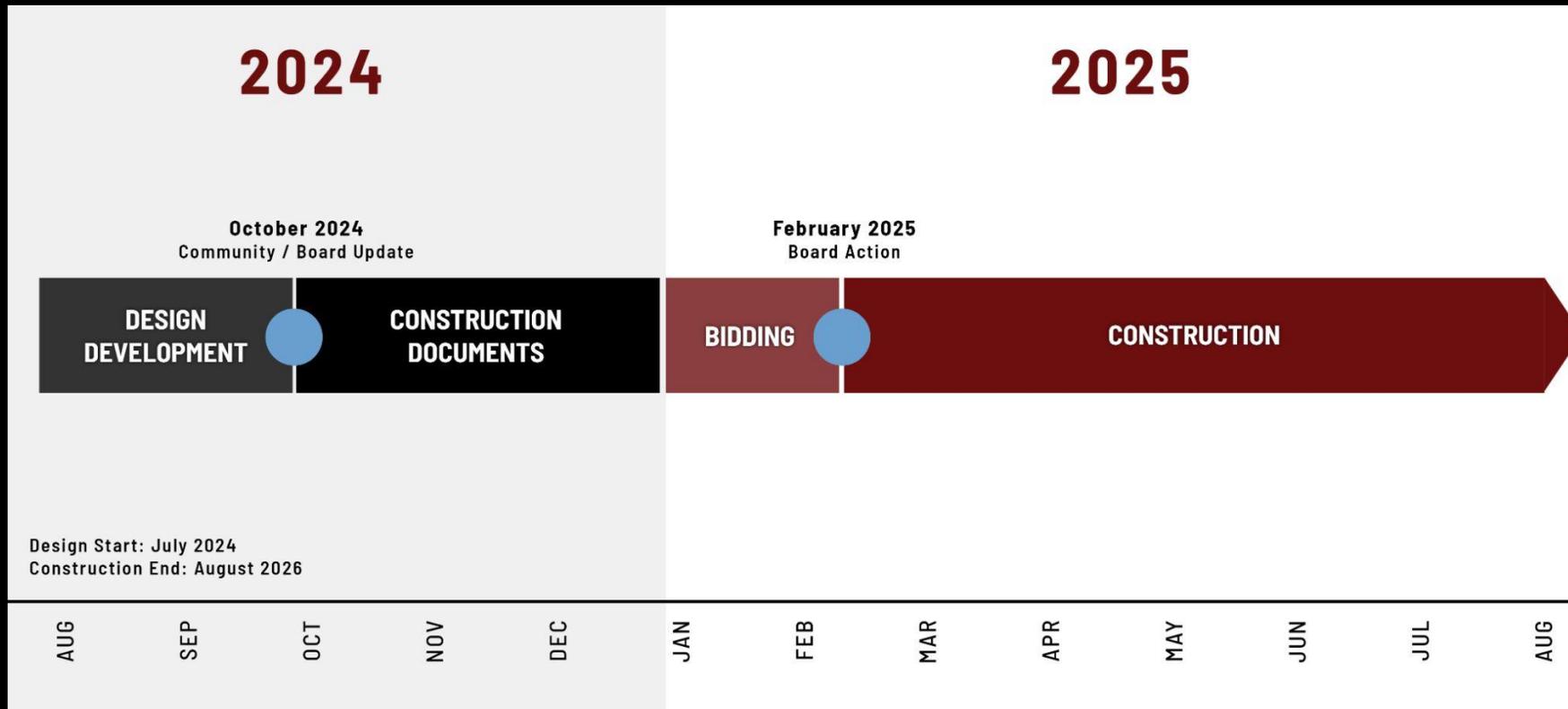
BOARD ACTIONS

- District Guiding Principles
- 2022 Bond Program
- Permit & Inspection Services
- Bond Sales, 4 Series
- Approve Bids > \$29,000



# Bid Package 8: High School Pressing Needs

- High School - Music Expansion & Kitchen Improvements





# HIGH SCHOOL MUSIC EXPANSION



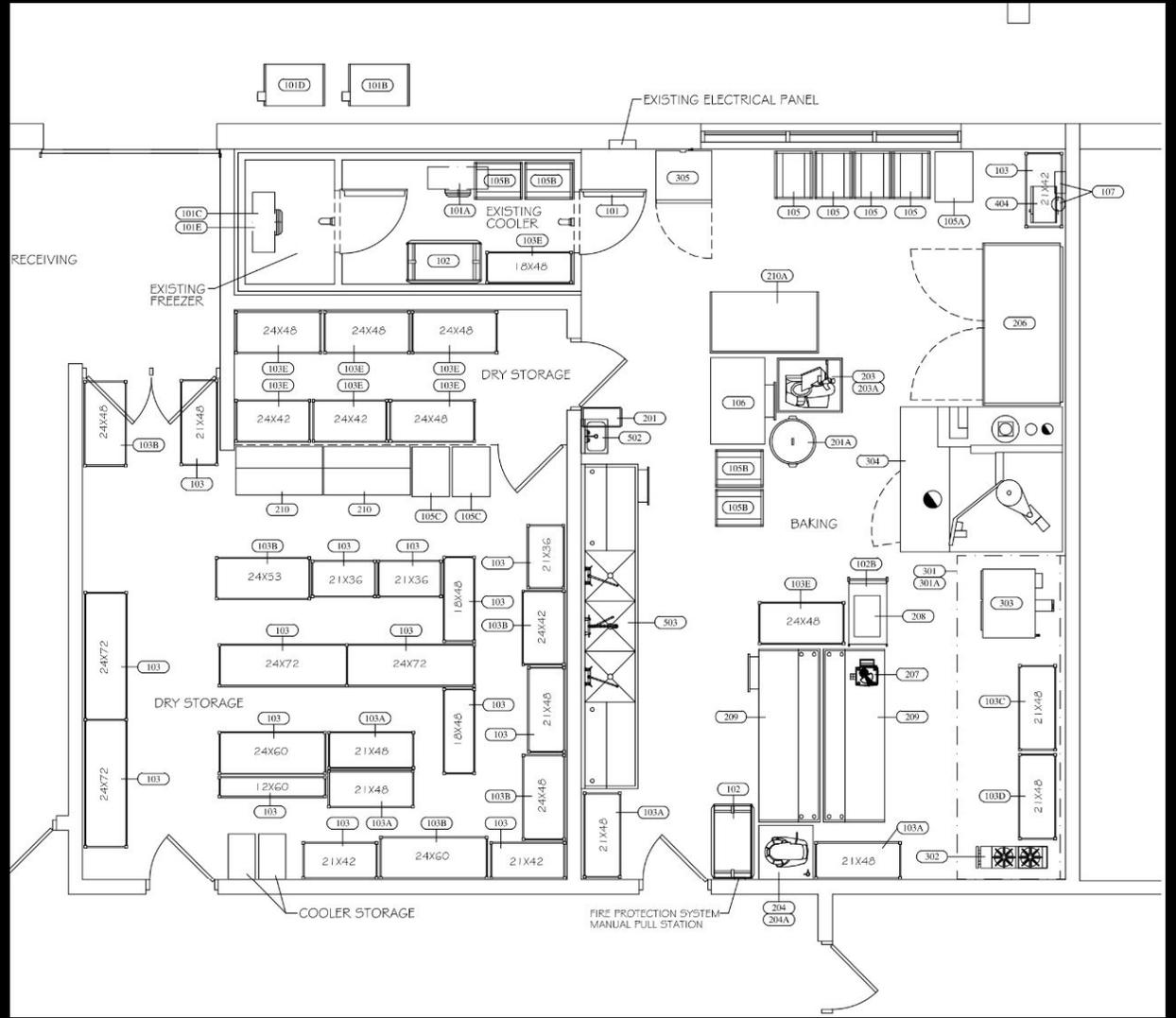
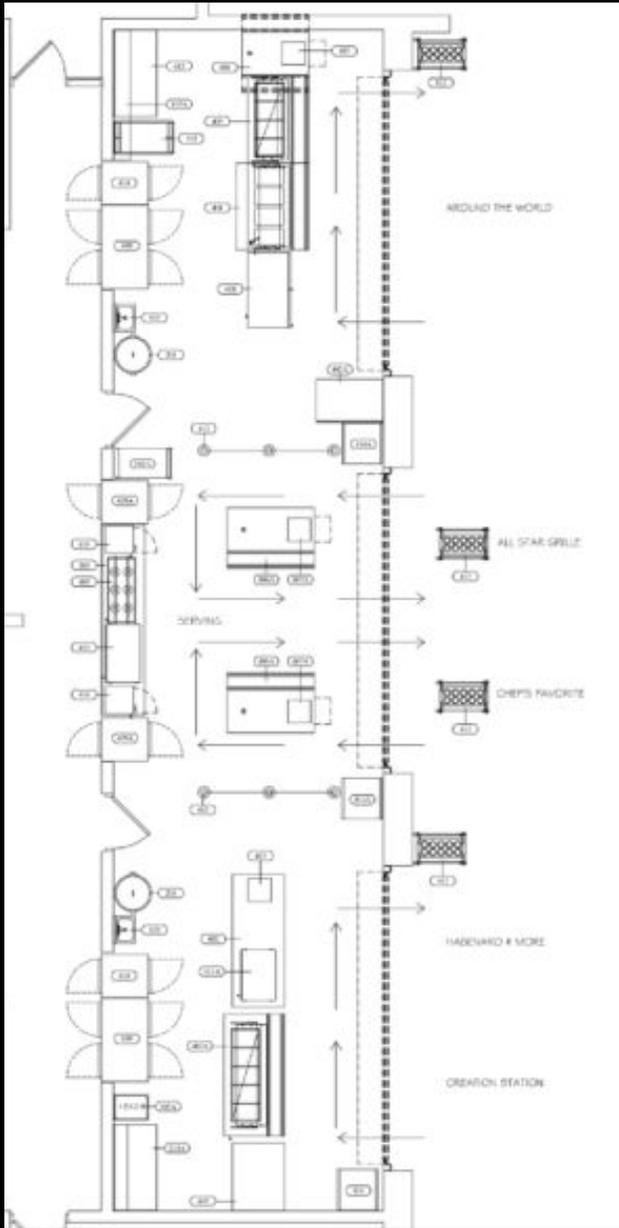


# HIGH SCHOOL MUSIC EXPANSION





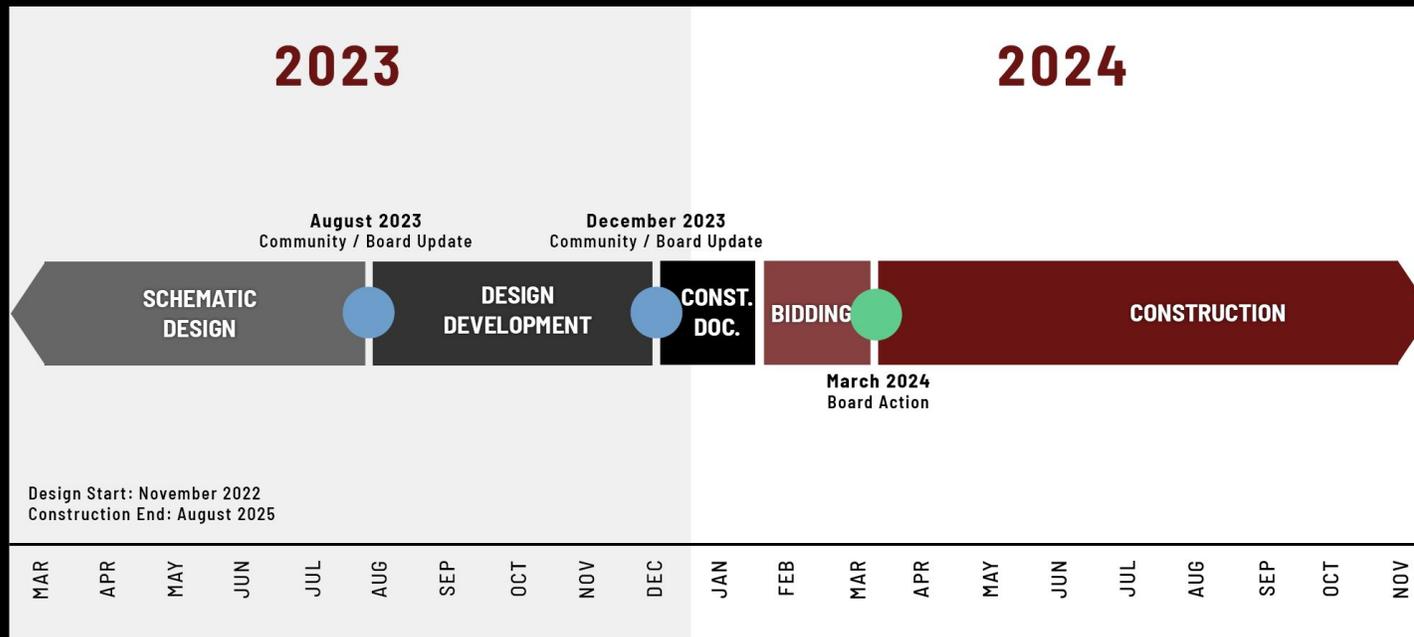
# HIGH SCHOOL KITCHEN & SERVERY





## Bid Package 4: Secure Vestibules, Pressing Needs

- Hiawatha - Secure Vestibule
- High School - Secure Vestibule/Main Office, Pool HVAC
- Central Montessori Mechanical Improvements





# Hiawatha Elementary





# CONSTRUCTION UPDATE

## High School



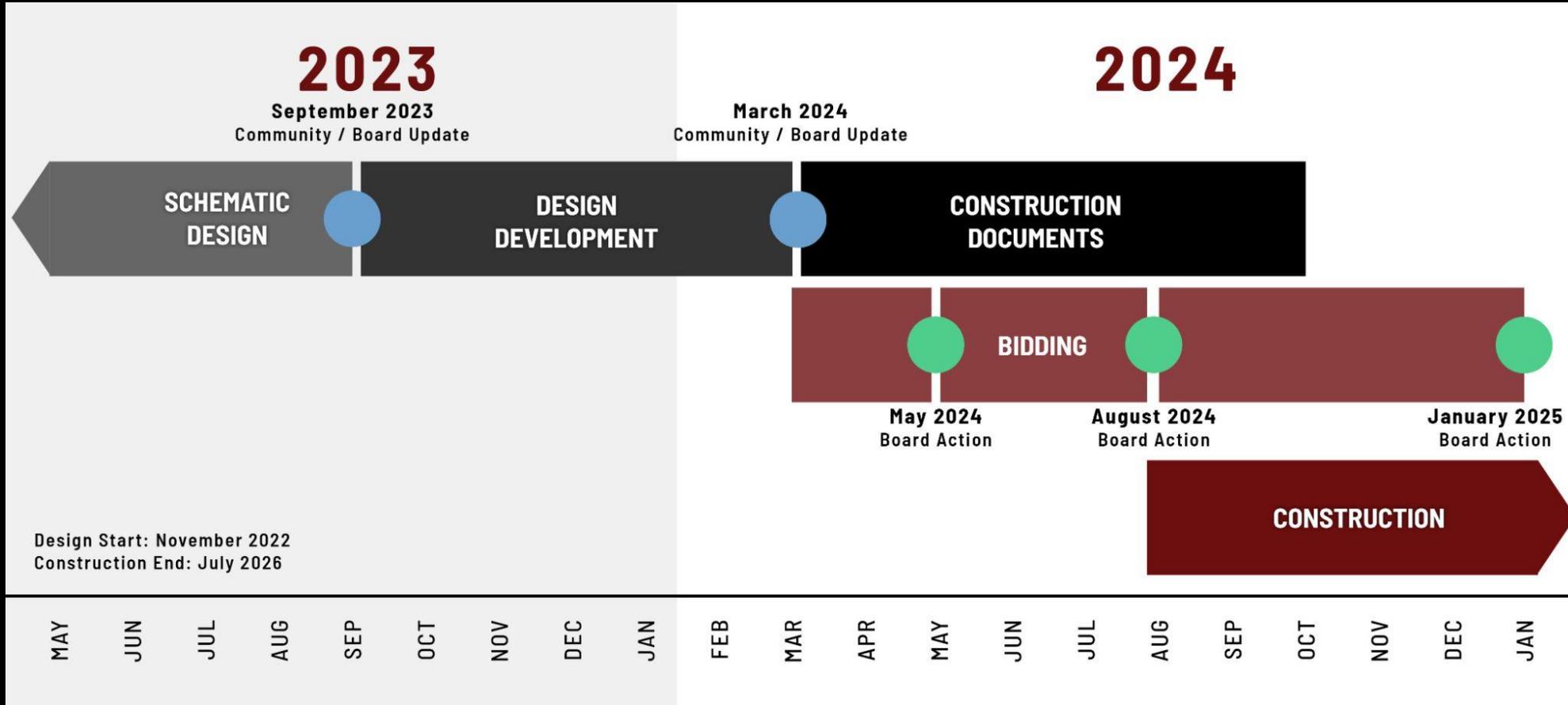


# Okemos Public Montessori





## Bid Package 3: New Chippewa Middle School



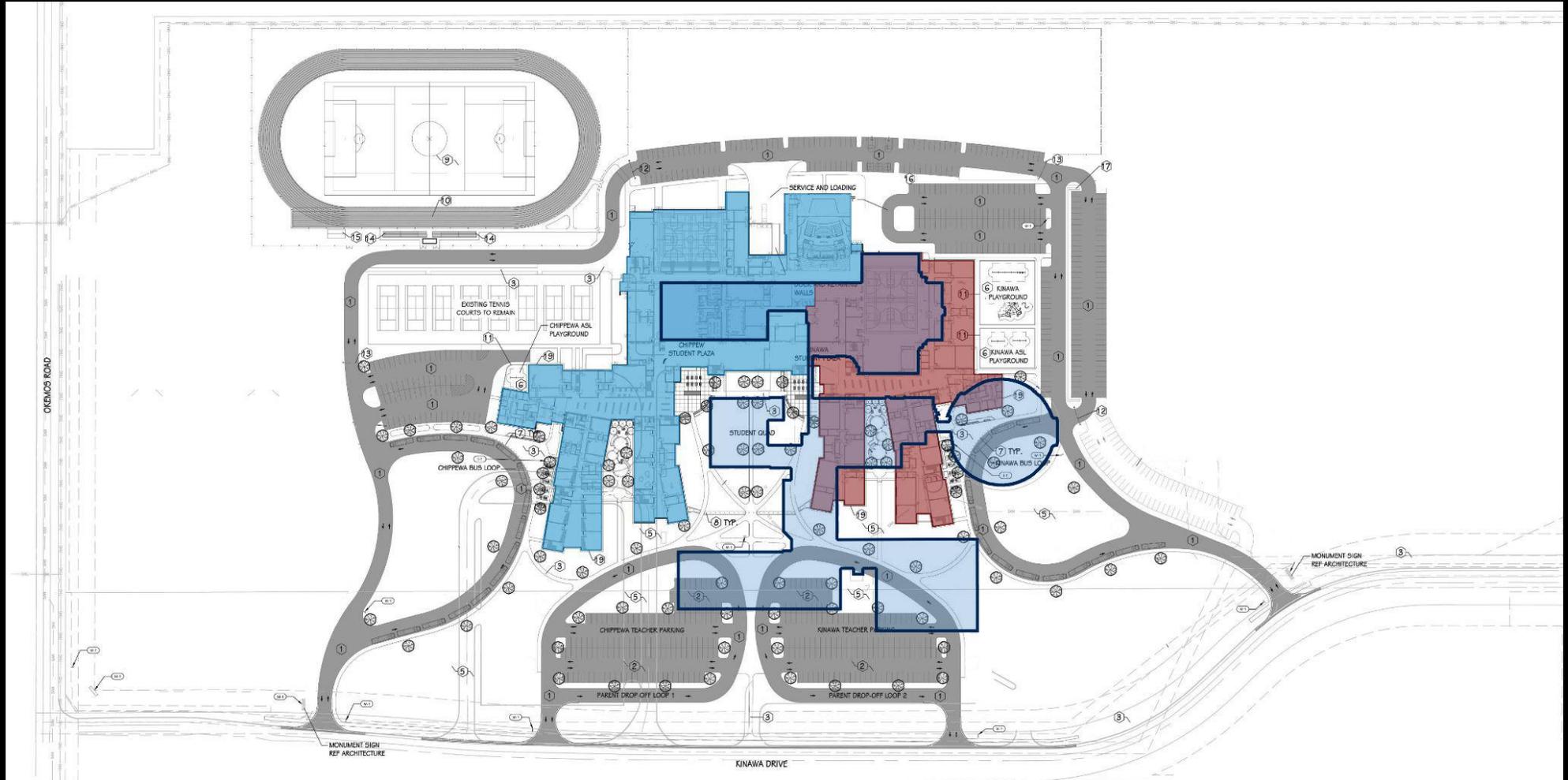


# Chippewa Middle School





# CHIPPEWA SITE OVERVIEW





**OKEMOS PUBLIC SCHOOLS**  
**BOND CONSTRUCTION**  
AT A GLANCE

**NEW CHIPPEWA MIDDLE SCHOOL**  
Construction begins: **Summer 2024**  
Construction complete: **Summer 2026**

**TEMPORARY CORNELL ELEMENTARY**  
Students/Staff relocate to existing Chippewa Middle School:  
**Summer 2026**

**NEW CORNELL ELEMENTARY**  
Demolish existing Cornell: **Summer 2026**  
Construction complete: **Summer 2028**  
Cornell students start in new school: **August 2028**

**NEW KINAWA MIDDLE SCHOOL**  
Demolish existing Chippewa: **Summer 2028**  
Construction Complete: **Summer 2030**  
Kinawa students start in new school: **August 2030**

**UNDER CONSTRUCTION**

STAY UP TO DATE WITH CONSTRUCTION PROJECTS AT [OKEMOSBOND.NET](http://OKEMOSBOND.NET)

# BOND MILESTONE DATES

## 2022 BOND PROGRAM UPDATES

[okemosbond.net](http://okemosbond.net)



## 2024/5 BOE Projected Bond Update Schedule

Month	Date	Bid Package	BOE Agenda
November	11/25/24	FFE	Furniture Process and Quote Review
December	12/9/24	FFE	Approve Furniture Quotes - <b>BOARD ACTION</b>
January	1/6/25	BP3c	Approve Bids - <b>BOARD ACTION</b>
March	3/10/25	BP8	Approve Bids - <b>BOARD ACTION</b>
March	3/10/25	BP7	Design Update - New Cornell Elementary
June	TBD	BP8	Construction Update
August	TBD	BP7	Design Update - New Cornell Elementary



QUESTIONS

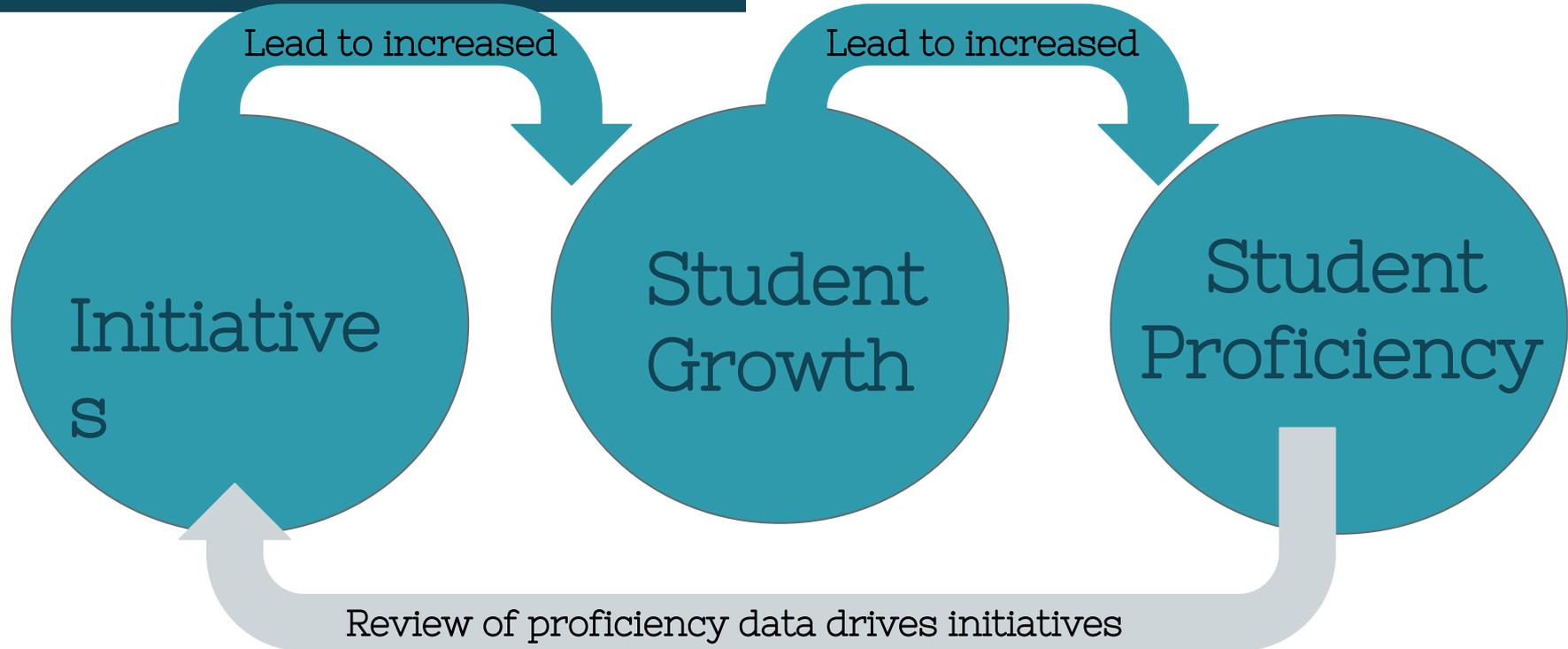
# QUESTIONS



# Okemos Public Schools District Data Review

*October 2024*

# District Goal Setting Process



# Fall

- MAP Reading Fluency (K, 1)
- MAP Growth Reading (2-10)
- MAP Growth Math (K-10)
- BASC-3 BESS (3-12)



- Present Spring State Data & Set Achievement Goals
- Present District Benchmark Data & Set Growth Goals

# Winter

- MAP Reading Fluency (K, 1)
- MAP Growth Reading (K-10)
- MAP Growth Math (K-10)
- BASC-3 BESS (3-12)



- Present Benchmark Data & Monitor Growth Goals
- Monitor Progress of District Initiatives

# Spring

- MAP Reading Fluency (K, 1)
- MAP Growth Reading (K-10)
- MAP Growth Math (K-10)
- BASC-3 BESS (3-12)



- Present Benchmark Data & Evaluate Growth Goals
- Evaluate Success of District Initiatives

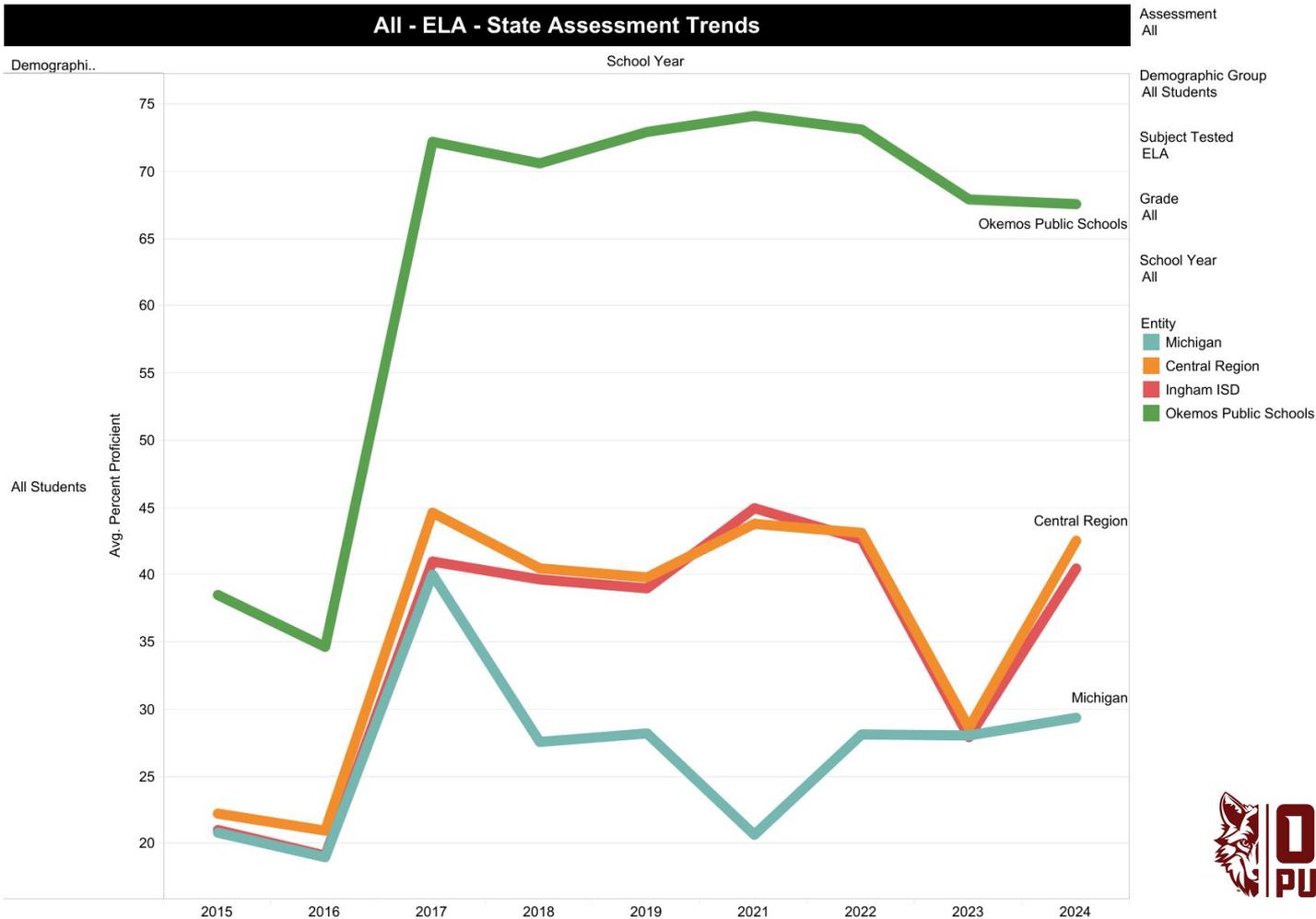
# Achievement

## State Assessment Data

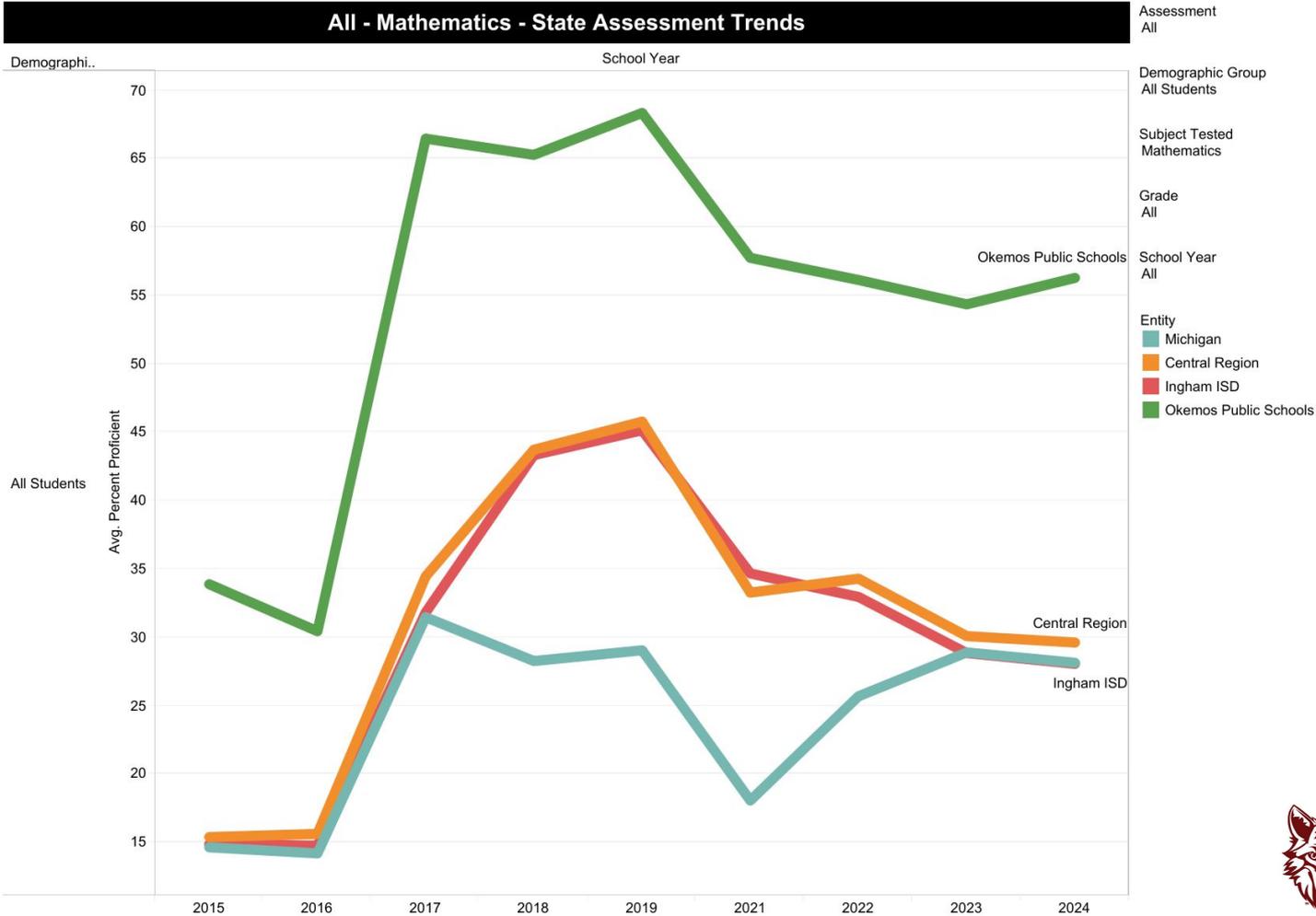
M-STEP, Mi-ACCESS, PSAT 8/9-8th, PSAT 8/9- 9th, PSAT 10, SAT

- Level of knowledge & skills a student has acquired *at a specific point in time*
- Often measured through exams, assessments, other measures
- What a student knows and can do at a given moment

# All - ELA - State Assessment Trends

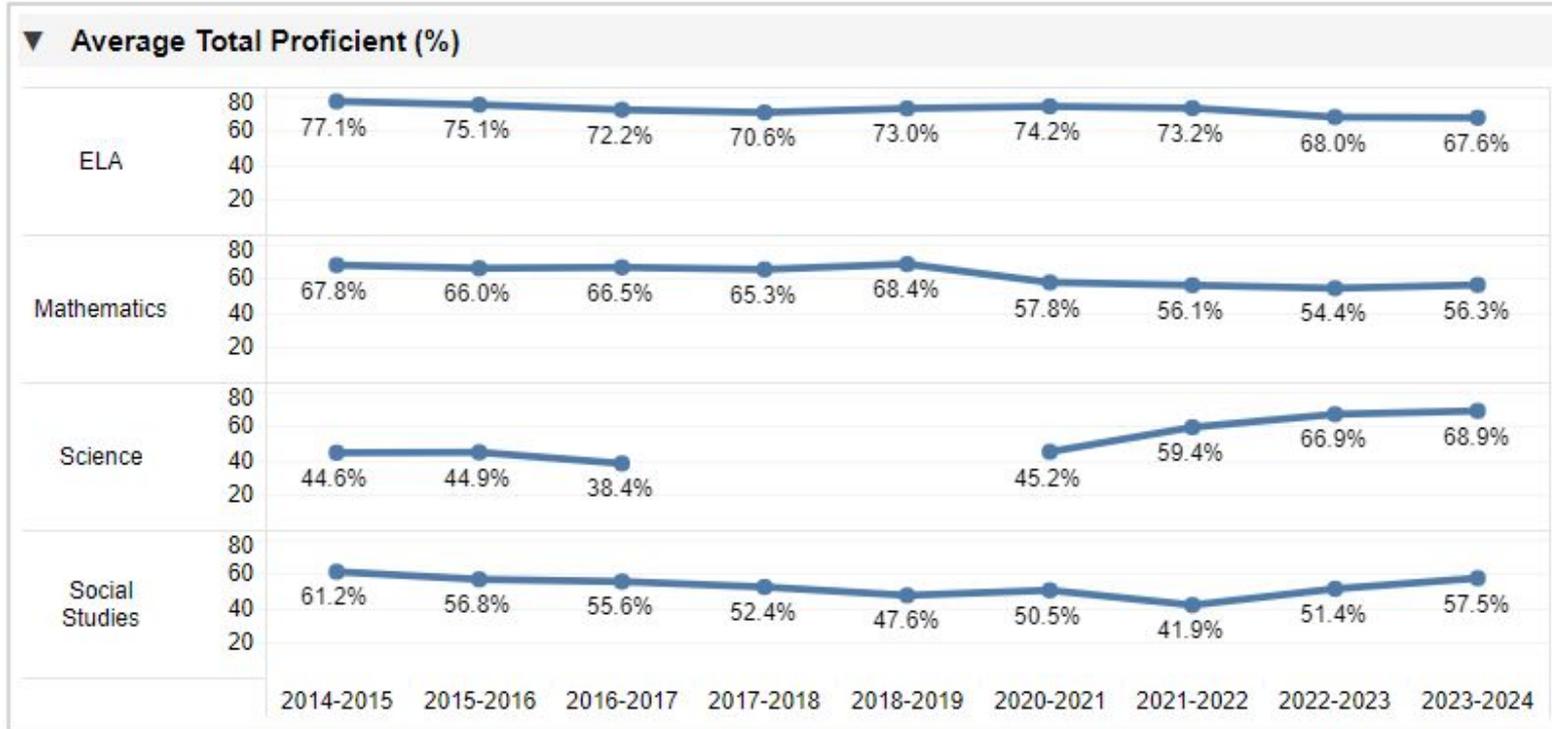


# All - Mathematics - State Assessment Trends



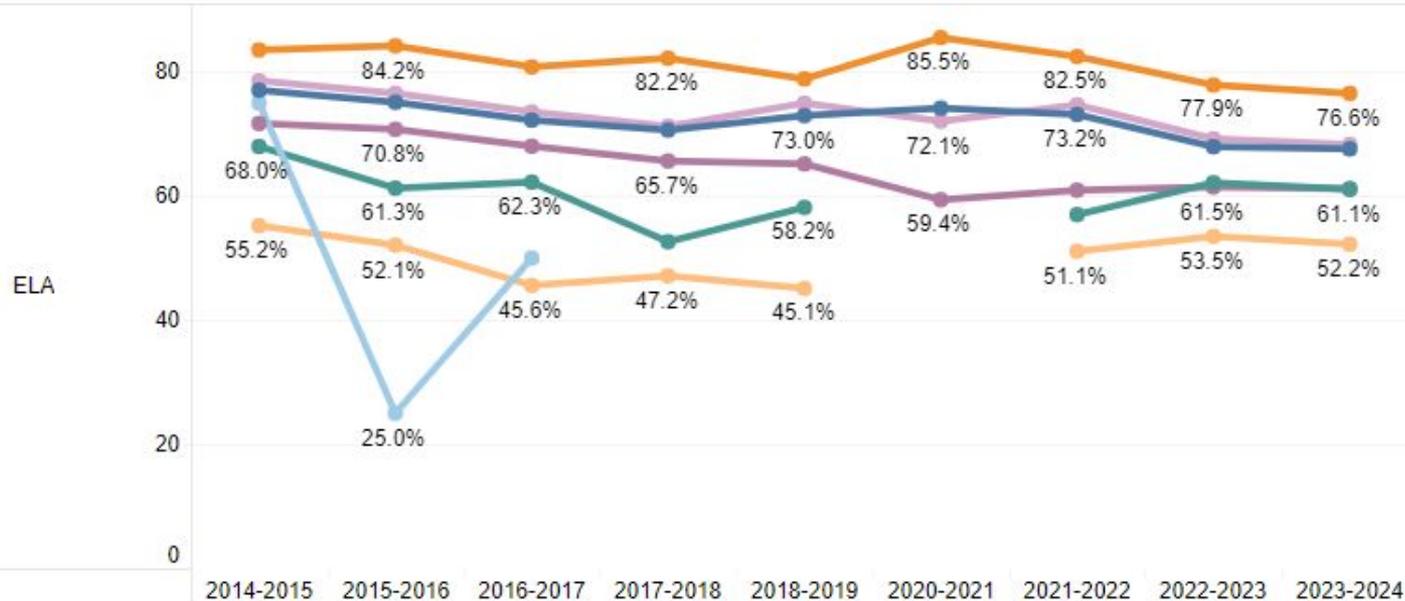
# M-STEP Proficiency Level (Grades 3-11)

## State Aggregated Demographic Trends - Subject(s): ELA, Mathematics, Science and 1 more



# M-STEP Proficiency Level- ELA (Student Ethnicity)

▼ Average Total Proficient (%)

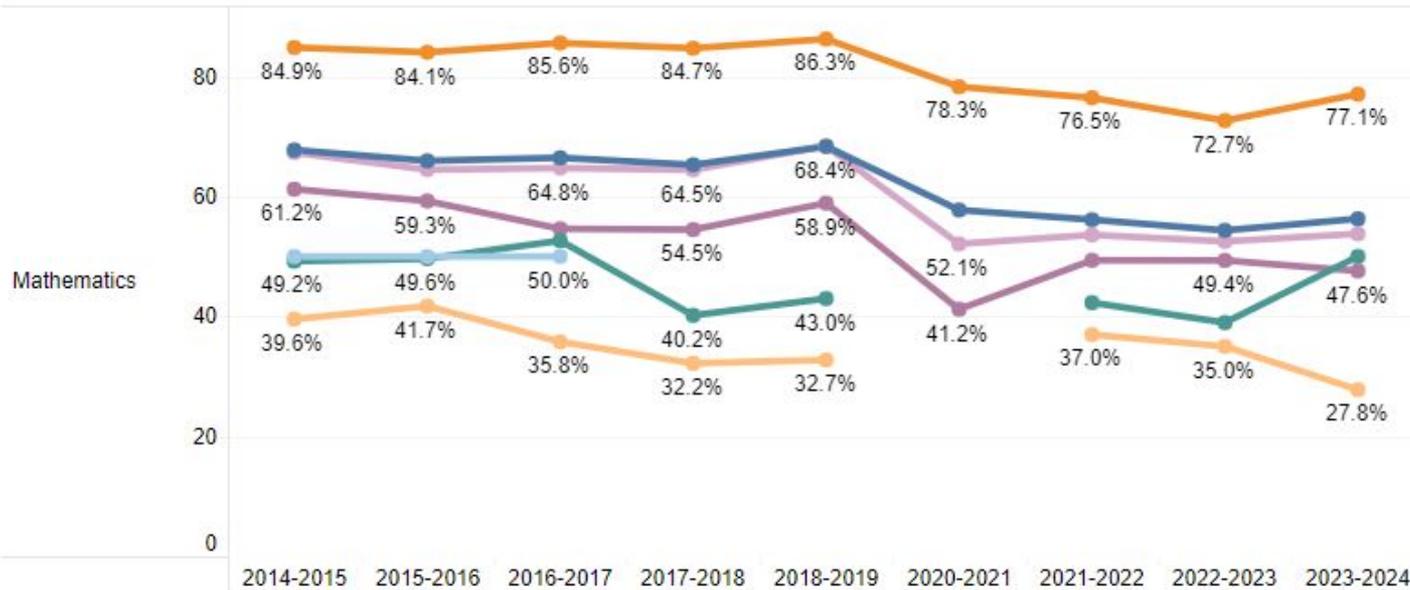


- Demographic Group
- All Students
  - White
  - American Indian or Alaska Na...
  - Asian
  - Black or African American
  - Hispanic of Any Race
  - Native Hawaiian or Other Paci...
  - Two or More Races

# M-STEP Proficiency Level- Math (Student Ethnicity)

## State Aggregated Demographic Trends - Subject(s): Mathematics

### ▼ Average Total Proficient (%)



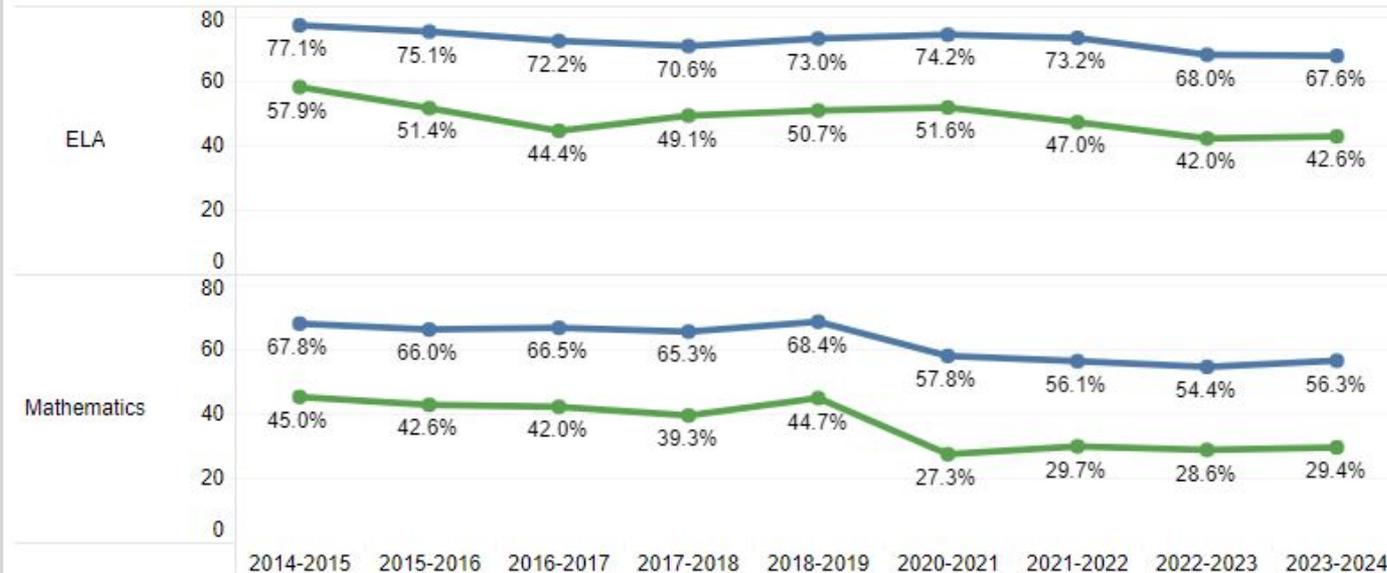
### Demographic Group

- All Students
- White
- American Indian or Alaska Na...
- Asian
- Black or African American
- Hispanic of Any Race
- Native Hawaiian or Other Paci...
- Two or More Races

# M-STEP Proficiency Level (Economically Disadvantaged)

## State Aggregated Demographic Trends - Subject(s): ELA & Mathematics

### ▼ Average Total Proficient (%)



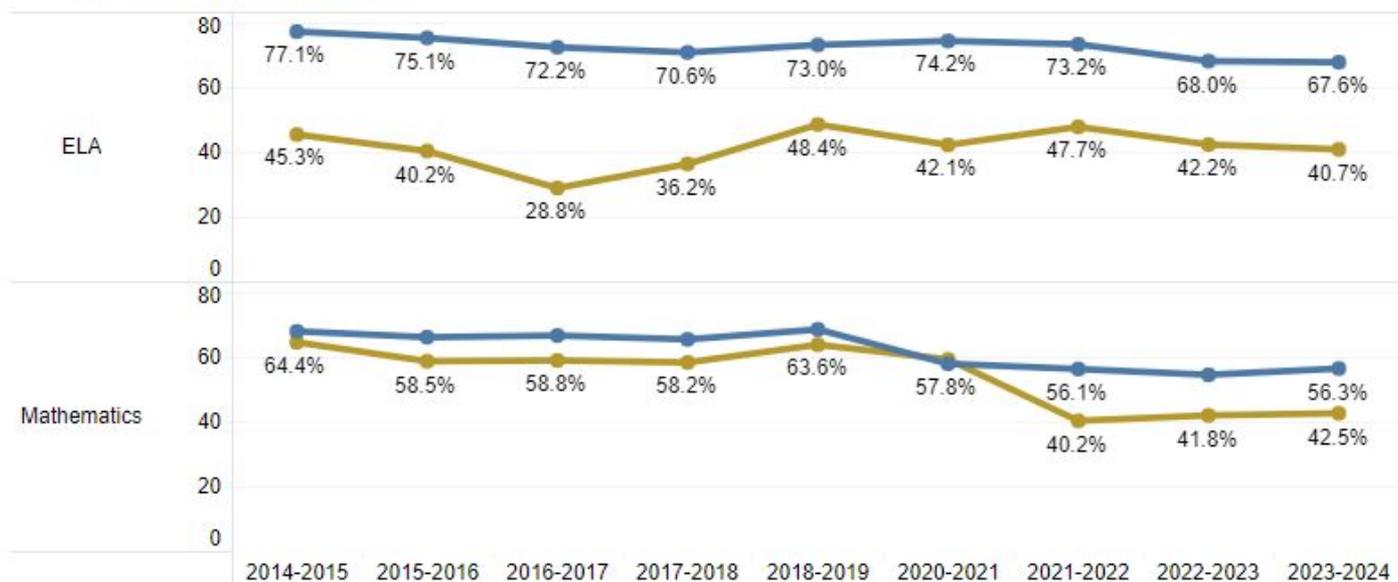
Demographic Group

- All Students
- Economically Disadvantaged

# M-STEP Performance Level (Multilingual Learners, formerly EL)

State Aggregated Demographic Trends - Subject(s): ELA & Mathematics

▼ Average Total Proficient (%)



# Achievement Goals

	M-STEP				PSAT/SAT			
	Actual Spring 22-23	Goal Spring 23-24	Actual Spring 23-24	Goal Spring 24-25	Actual Spring 22-23	Goal Spring 23-24	Actual Spring 23-24	Goal Spring 24-25
Proficiency in ELA	65%	68%	63.8%	66.8%	83.7%	86.7%	86.3%	89.3%
Proficiency in Math	54.2%	57.2%	54.7%	57.7%	67.3%	70.3%	61.8%	64.8%
Proficiency in Science	60.8%	63.8%	68.9%	71.9%				
Proficiency in Social Studies	51.1%	54.1%	57.5%	60.5%				

# Growth

## Benchmark Assessment Data

NWEA Reading Fluency

NWEA MAP Growth- Reading & Math

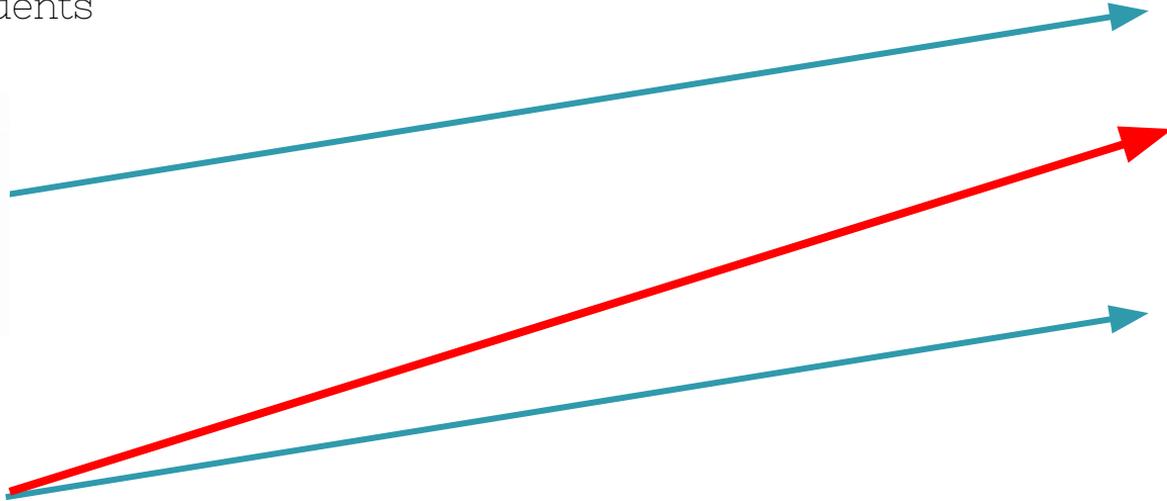
## What is Projected Growth?

- The average growth of students who were in the same grade and began the same term at a similar score based on the most recent norm study.
- Growth measures student progress *over a period of time*
- Considers the advancement or improvement in a student's skills, knowledge, and abilities
- How a student has evolved over the course of their educational journey
- Examples: NWEA, marathon training, student height changes
- It is NOT “years of growth”

## Projected Growth

Projected Growth based  
on average 50th  
percentile

3rd Grade Students



To close the opportunity gap, students need to consistently exceed their projected growth.

# Growth Data & Goals- NWEA

If students have an increase in expected growth on NWEA, then it will lead to an increase in student proficiency on M-STEP.

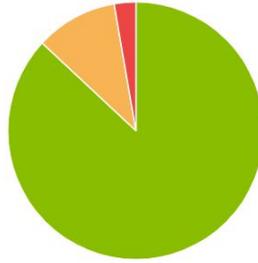
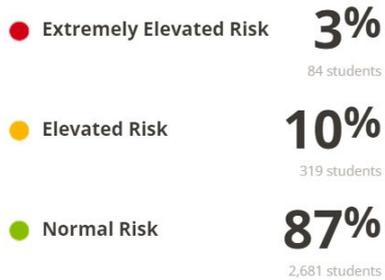
	Fall-Spring 22-23 Actual Data	Fall-Spring 23-24 Goal	Fall-Spring 23-24 Actual Data	Fall-Spring 24-25 Goal
K-9th grade students that met their expected <b>growth in literacy</b>	<b>43.4%</b>	<b>53.4%</b>	<b>54.5%</b>	<b>62.5%</b>
K-9th grade students that met their expected <b>growth in math</b>	<b>36.3%</b>	<b>50%</b>	<b>58.5%</b>	<b>66.5%</b>

We will be adding 10th grade students in the 2024-2025 school year.

Fall-Spring 23-24 Actual Data	Literacy % Met Expected Growth	Math % Met Expected Growth
All	54.5%	58.5%
Economically Disadvantaged	Coming soon	Coming soon
Multilingual Learner	Coming soon	Coming soon
Special Education	Coming soon	Coming soon
Asian	48.7%	62.9%
Black or African American	40.6%	54.9%
Hispanic	44.9%	49.9%
White	51.3%	58.7%

## Behavioral and Emotional Risk Index

BESS-3 (Student)



# Social Emotional Learning

### Risk Distribution by Gender

Gender	Normal Risk	Elevated Risk	Extremely Elevated Risk
Female 1,518 students	87% 1,315	10% 157	3% 46
Male 1,566 students	87% 1,366	10% 162	2% 38

### Risk Distribution by Ethnicity

#### Ethnicity



#### All Students

Hispanic/Latino 221 students	83% 183	10% 23	7% 15
Two or More Races 2,863 students	87% 2,498	10% 296	2% 69

## Initiatives that have worked/are working

### Students

Provide Learning Supports:

- Woof Pack
- New furniture
- Updated social studies curriculum
- Updated science curriculum



### Educators

Improve & Enhance Instruction:

- OG training
- LETRS training
- Standards based grading practices
- Increase in multilingual teachers
- Department learning days



### Organization

Systemic & Aligned Support:

- Multi-Tier System of Support (MTSS) District Committee
- District Computer Science committee
- OHS Testing Center

# Current/Continued Supports & Initiatives

## Students

Provide Learning Supports:

- Universal accommodations
- K-4 SEL Curriculum
- After school tutoring
- Summer school & tutoring



## Educators

Improve & Enhance Instruction:

- Universal Design for Learning through Assessments
- PreK-5th Literacy PD
- Multilingual learning PD
- K-4 Social Studies Review
- 5-6 Standards Based Grading

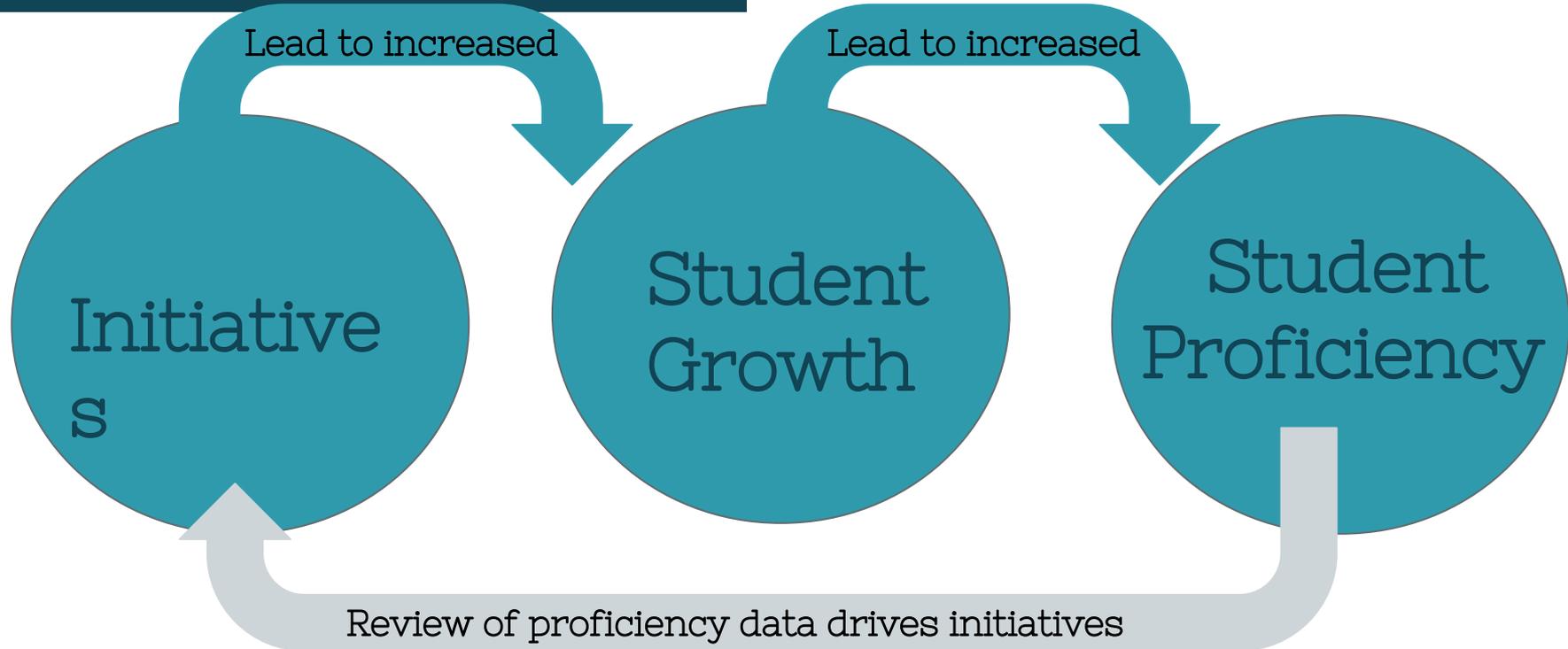


## Organization

Systemic & Aligned Support:

- Instructional coaching model
- Homework alignment
- 5th-12th department vertical alignment
- Intervention analysis
- OHS Academic Growth Day
- Multilingual Learners Committee

# District Goal Setting Process



## Series 3000: Operations, Finance, and Property

### 2 3300 Facilities, Real, and Personal Property

#### 3301 Purchasing and Procurement

This Policy applies to all purchases of materials, supplies, and equipment. Purchases acquired through lease financing are governed by this Policy, but true leases (i.e., rental agreements) are not.

##### A. Responsibility for Purchasing

The District's administration, under then Superintendent's supervision, may purchase items for the District, subject to any parameters deestablished by the Board.

##### B. When Competitive Bidding is Required

1. The District must competitively bid the purchase of an item or group of items costing an amount equal to or greater than the then-current state bid threshold published annually by MDE.
2. The District does not need to competitively bid a purchase in an emergency if competitive bidding is not required by law. Superintendent or designee shall review funding source to ensure compliance and must notify the Board of the expenditure and rationale.
3. The District will not artificially segregate purchases into smaller orders to avoid the bid threshold.

##### C. Bidding Procedure

1. The District may competitively bid a purchase using 1 or more of the following methods:
  - a. Requesting written price quotations from at least 3 known and practical vendors of an item;
  - b. Distributing a request for proposals to at least 3 known and practical vendors of an item;
  - c. Posting a request for proposals on the District's website or any other website that regularly informs vendors of bid opportunities;
  - d. Selecting a contract awarded to a winning bidder under a bid process operated by a reputable bid cooperative if the District determines, after reasonable due diligence, that the bid procedure used by the bid cooperative was fair and open, resulted in a bid award to the lowest responsible bidder, and the contract price is comparable to current market rates for the purchased item; or

- e. Any other process, in the Superintendent's or designee's discretion, that is likely to result in at least 3 known vendors providing bids for the item sought, regardless of whether at least 3 bids are actually received.
  2. Each bidder responding to a request for proposals must certify that it is not an Iran-linked business as defined by MCL 129.312.
  3. Awarding Bids
    - a. If competitive bidding is required by law, any contract must be awarded by the Board to the lowest responsible bidder.
    - b. In determining bidder responsibility, the District may take 1 or more of the following into account:
      - The District's experience with the bidder;
      - Others' experience with the bidder;
      - The bidder's history of satisfactory performance or questionable litigation, protests, or disputes;
      - The bidder's capitalization and solvency;
      - The length of time the bidder has been engaged in its business;
      - The recommendation of the District's professional consultants; and
      - Any other factor consistently and lawfully applied.
    - c. In any bid procedure, the District reserves the right to reject any or all bids or waive any informalities or irregularities in the bid process.
  4. Michigan-Based Business Preference
    - a. The District may give up to a 10% preference to a bidder that is a Michigan-based business as defined by MCL 18.1268.
    - b. The Michigan-based business preference will not apply if federal funds are used for the purchase.

#### D. Purchases Using State Aid Act Funds

1. The District will not use state aid to purchase foreign goods or services if American goods or services are available, competitively priced, and of comparable quality.

2. The District will give a preference to goods or services manufactured or provided by Michigan businesses if competitively priced and of comparable quality.
3. The District will give a preference to goods or services manufactured or provided by Michigan businesses owned and operated by veterans if competitively priced and of comparable quality.

#### E. Purchases Using Federal Funds

Purchases made with federal funds and subject to the federal Uniform Grant Guidance are also governed by Policy 3301A.

Legal authority: 2 CFR 200.1 et seq.; MCL 129.311 et seq.; MCL 380.1274; MCL 388.1764c

Date adopted: July 1, 2024

Date revised:

## Series 2000: Bylaws

### 2200 Board Powers

#### 2201 Board Powers/General Powers

The Board exercises powers that are expressly conferred upon the Board by Michigan Constitution or statute, and that are necessarily implied or incidental to expressly conferred powers. Except as otherwise provided by law, the Board may exercise a power incidental or appropriate to the performance of a function related to the operation of a public school and the provision of public education services in the interests of public elementary and secondary education in the District.

#### A. Expressly Conferred Powers

1. The Board will establish and maintain the grades, schools, programs, and departments it deems necessary, which may include grades Pre-K through 12, and may provide lifelong education, adult education, community education, training, enrichment, and recreation programs.
  - a. The Board may educate persons by:
    - i. directly operating 1 or more public schools as defined in Revised School Code Section 5(6); and/or
    - ii. causing public education services to be provided for students through an agreement, contract, or other cooperative agreement with another public entity.
  - b. The Board will:
    - i. ensure that each public school within the District is accredited or certified by the State Superintendent as having met or exceeded established standards;
    - ii. ensure that the requirements of Revised School Code Sections 1204a (annual reports), 1277a (disaggregation of data by gender for school improvement planning purposes), 1278 (core academic curriculum), and 1280 (accreditation) are met for any consortium program in which the District participates;
    - iii. ensure each student in grades 8-12 is provided with information on college-level equivalent courses;
    - iv. determine the length of the school year;
    - v. select, approve, and purchase textbooks as defined under Revised School Code Section 1421;
    - vi. administer state-required standardized tests;

- vii. adopt a Parent involvement plan; and
  - viii. adopt, implement, and annually make available to MDE a copy of a 3 to 5-year school improvement plan and continuing school improvement process for each school in the District in compliance with Revised School Code Section 1277.
2. The Board will provide for the safety and welfare of students while at school or a school-sponsored activity or event, and while traveling to or from school or a school-sponsored activity or event, as required by law.
  3. The Board may acquire, construct, maintain, repair, renovate, dispose of, or convey school property, facilities, equipment, technology, or furnishings as it deems appropriate, within applicable legal parameters.
  4. The Board may hire, contract with, schedule, supervise, or terminate employees, independent contractors, and other persons or entities to carry out District powers. The Board may defend and indemnify its employees and Board members to the extent authorized by law.
  5. The Board may receive, account for, invest, or expend public school money; borrow money and pledge public school funds for repayment; and qualify for state school aid and other public or private money from local, regional, state, or federal sources.
  6. The Board delegates to the Superintendent the authority to take action in circumstances not authorized by Board action or Policy when required to effectively maintain the District's day-to-day operations. The Superintendent should (a) promptly inform the Board of the action taken and the need for taking expedited action; and (b) report the action to the Board at the Board's first meeting after the Superintendent takes such action.

#### B. Limitations on Powers

1. The Board will not use money received from any source to unlawfully aid or maintain any private, denominational, or other nonpublic, pre-elementary, elementary, or secondary school. The Board may provide transportation, auxiliary services, and nonessential elective classes for students attending nonpublic schools to the extent permitted by law.
2. The Board will use public funds, including state school aid allocations, tax revenue, and bond proceeds only for designated purposes.
3. The Board will not permit a fraternity, sorority, or other secret society to operate in the District. See Policy 5511.
4. The Board will not award a high school diploma to a student unless the student meets the requirements of Revised School Code Sections 1278a and 1278b.

### C. Authority

1. Consistent with Policy 2101, the general powers reside within the Board as a whole, not individual Board members. The Board speaks only through its minutes and resolutions.
2. Consistent with Policy 2503, Board action is not valid unless approved by a majority vote in a lawfully convened meeting.

Legal Authority: Const 1963, art 8, §2; MCL 380.5(6), 380.11a, 380.1146, 380.1153, 380.1216, 380.1217, 380.1277, 380.1278a, 380.1278b, 380.1280, 380.1280a, 380.1282, 380.1284, 380.1294, 380.1321, 380.1322, 380.1421, 380.1422, 380.1472, 380.1804, 380.1807, 380.1816; MCL 388.1766b; MCL 691.1408; Mich Admin Code R 340.281, 340.282 (transportation services for nonpublic school children), 340.291-.295 (auxiliary services for nonpublic school children); *Tavener v Elk Rapids Rural Agric Sch Dist*, 341 Mich 244 (1954)

Date adopted: July 1, 2024

Date revised:

## Series 2000: Bylaws

### 2300 Board Member Conduct

#### 2303 *Violation of Board Code of Ethics*

The Board is responsible for enforcing the Code of Ethics (Policy 2302) for its members.

- A. If it is suspected or alleged that a Board member has violated the Code of Ethics, the following may occur:
1. The President (or Vice President, if the President is the focus of the inquiry) may confer with that Board member to determine whether the suspected or alleged violation is disputed.
    - a. If the suspected or alleged violation is not disputed, the President/Board may propose how the member may remedy the violation; or
    - b. If the suspected or alleged violation is disputed, the Board may initiate an investigation by an affirmative vote of a majority of the members elected or appointed to and serving on the Board.
  2. The Board may discuss the alleged violation as an agenda item at a Board meeting. At the affected Board member's request, the Board may convene in a closed session under the Open Meetings Act to consider complaint(s) or charge(s) brought against the Board member.
- B. If the violation is admitted or the Board determines that a disputed violation has been established by at least a preponderance of the evidence, the Board may consider:
1. whether to publicly censure the Board member, which action may include adopting a formal Board resolution reprimanding the Board member;
  2. whether to remove the Board member from committee assignments;
  3. whether to remove the Board member from any Board office or position (e.g., Vice President, Secretary);
  4. whether the violation rises to the level of gross neglect of duty or corrupt conduct in office, or other misfeasance or malfeasance, warranting referral to the Governor pursuant to Michigan Constitution, Article V, §10 for possible suspension or removal from public office;
  5. whether the violation may constitute a criminal violation of the Revised School Code, the Michigan Penal Code, or other applicable Michigan law, warranting referral to local law enforcement; and
  6. any other act authorized by law.

Legal Authority: Const 1963, art 5, §10, Const 1963, art 11, §1; MCL 380.619, 380.1107,  
380.1804, 380.1815, 380.1816, 380.1230, 380.1230a, 380.1230b

Date adopted: July 1, 2024

Date revised:

## **Series 2000: Bylaws**

### **2400 Board Membership and Duties**

#### ***2401 Board Member Elections***

Board members are elected by the District's electors at the District's regular election, which is held on the first Tuesday after the first Monday in November of even-numbered years.

At least 1 Board office must be on the ballot for each regular election of the District.

The Michigan Election Law governs the District's election procedures.

The District's elections are conducted by the District's election coordinator, as that term is defined by the Michigan Election Law.

Legal authority: MCL 168.301, 168.302, 168.641, 168.642c; MCL 380.1206

Date adopted: July 1, 2024

Date revised:

## Series 2000: Bylaws

### 2400 Board Membership and Duties

#### 2405 Board Officers

Board officers will consist of a President, Vice President, Treasurer, and Secretary. Board officers must be Board members.

##### A. Election of Board Officers

1. The Board must elect a President and Vice President. The Board may also elect a Treasurer and Secretary.
2. Board officer elections will take place at an organizational meeting of the Board.
3. A candidate for a Board officer position must receive a majority vote of the Board members then serving on the Board.
  - a. If no person receives a majority vote in an initial vote, the candidates for a second vote will consist of:
    - i. the 2 persons who received the most votes; or
    - ii. if more than 2 persons are tied for the most votes received, all persons tied for most votes received; or
    - iii. if 1 person received the most votes and there is a tie for second place, the person who received the most votes and the persons tied for the second place.
  - b. The process for narrowing candidates will be repeated in subsequent voting rounds.
4. Elected Board officers will serve in that capacity until the following year's organizational meeting at which board officers are elected, unless a Board member resigns from the officer position or a Board majority votes to remove that Board member from the officer position.

B. If the Board does not elect a Secretary, the President must appoint a Board member to the vacant office. If the Board does not elect a Treasurer, the President must appoint a Board member to the vacant office.

##### C. Removal of Board Officers

The Board, by a majority vote of the members then serving, may remove a Board officer from the officer position, with or without cause.

##### D. Board Officer Vacancies

1. If the office of President becomes vacant, the Vice President will succeed to the office of President for the balance of that office's term.
2. If the office of Vice President or Secretary becomes vacant, the Board must promptly elect a Board member to fill that vacancy.
3. If the office of Treasurer becomes vacant, the Board must promptly elect a Board member to fill that vacancy.
4. A person elected or appointed to a vacant Board office will serve in that office for the balance of that office's term.

E. Assistants to the Secretary and Treasurer

1. The Board may appoint an assistant to the Secretary and an assistant to the Treasurer who are not required to be Board members.
2. The Board may remove an assistant to the Secretary or an assistant to the Treasurer by majority vote. After a removal, the Board may appoint a person to fill the vacant position.

Legal authority: MCL 380.11a

Date adopted:

Date revised:

## Series 2000: Bylaws

### 2500 Board Meetings and Open Meetings Act Compliance

#### 2501 Meetings

Board meetings must be conducted in accordance with the Open Meetings Act.

##### A. Notice

1. The Board must publicly post its regular meeting schedule within 10 calendar days after the Board's first meeting in each calendar or fiscal year. The notice must include the dates, times, and places of the regular meetings. If the regular meeting schedule is changed, the Board must publicly post the revised regular meeting schedule within 3 calendar days after the Board meeting at which the change was made.
2. Special meeting and rescheduled regular meeting notices must be posted at least 18 hours in advance of a special or rescheduled regular meeting.
3. Regular, rescheduled regular, and special meeting notices must be posted at the Board's principal offices. The notice, or a prominent and conspicuous link to the notice, also must be posted on the District website's homepage as required by the Open Meetings Act, if the District's website is updated at least monthly with meeting agendas or minutes.
4. Meeting notices must contain:
  - a. the name, address, and telephone number of the Board;
  - b. the time, date, and place of the meeting;
  - c. a statement where official minutes are stored and available for inspection; and
  - d. a disability accessibility notice.
5. Emergency meetings may be held without complying with the above-described notice requirements in the event of a severe and imminent threat to the health, safety, or welfare of the public, and two-thirds of the Board members elected or appointed to and serving on the Board determine that delay would be detrimental to efforts to lessen or respond to the threat. The Board will provide notice of an emergency meeting in compliance with the Open Meetings Act.
6. Public hearing notices must contain a description of the purpose(s) for which the public hearing will be conducted to the extent required by law.
7. The notice for an electronic Board meeting must comply with Policy 2501A.

## B. Quorum

1. A quorum of the Board means a majority of the Board members elected or appointed to and serving on the Board, unless different quorum and voting rules are otherwise provided by law.
2. All deliberations of a quorum of the Board must take place at a meeting that is open to the public, unless closed session deliberations are permitted by law.
3. All decisions made by the Board constituting a quorum of its members must take place at a meeting that is open to the public, except as otherwise provided by the Open Meetings Act.

## C. Meeting Types

1. The Board will hold its regular meetings at the dates, times, and locations specified in the District's annual notice published pursuant to the Open Meetings Act. If the notice is amended, then meetings will be held according to the amended notice.
2. Special, rescheduled regular, or emergency meetings may be called by the President, the Superintendent, or two Board members. Notice of such meetings will be provided in accordance with the Open Meetings Act.
3. The Board may, in compliance with the Open Meetings Act, hold work sessions and retreats to provide Board members and administrators with the opportunity to plan, research, and engage in discussion.
4. The Board may meet as a committee of the whole. See Policy 2505(C).

## D. Closed Session

1. The Board may meet and deliberate in closed session only for 1 or more purposes authorized by the Open Meetings Act.
2. Depending on the closed session purpose(s), the Open Meetings Act may require a two-thirds roll call vote for the Board to meet in closed session. A vote to enter closed session must be made in open session.
3. Closed session meeting minutes must be kept confidential. Board members must keep matters discussed and documents received confidential unless otherwise authorized by the Board or law. See Section G, below.
4. All discussions in closed session are limited to the purpose(s) identified in the motion calling the closed session.
5. The Board will determine the non-member attendees for a closed session unless attendance is required by Policy or law.
6. No decisions will be made during a closed session.

#### E. Meeting Cancellation

The Board is legally required to hold at least 1 public meeting each month. The President or designee may cancel a Board meeting if the President or designee determines that a quorum of the Board will not be present for the meeting, there is no business for the Board to conduct at the meeting, or it would be unreasonable or dangerous for Board members or the public to attend the meeting (e.g., inclement weather). The President or designee will ensure that a District staff member posts notice of the cancellation on the District's website on the same day as the cancellation. If necessary, a cancelled meeting will be rescheduled.

#### F. Electronic Board Meetings and Remote Participation

Electronic Board meetings may be held, and a Board member may participate in a Board meeting remotely, as authorized by Policy 2501A.

#### G. Minutes

The Board will keep minutes of each Board meeting in accordance with the following:

1. The Secretary will record and maintain meeting minutes.
2. The Secretary, or an acting Secretary in the absence of the Secretary, will sign meeting minutes.
3. Meeting minutes must comply with the Open Meetings Act.
  - a. Open session meeting minutes.
    - i. Minutes for a meeting open to the public will include at least the following information:
      - A) the meeting date, time, and location;
      - B) the Board members present for or otherwise participating in the meeting;
      - C) the Board members absent from the meeting;
      - D) Board decisions;
      - E) the purpose(s) for which any closed session meeting was held and the specific provision(s) of the Open Meetings Act that permitted the closed session;
      - F) any roll call votes conducted by the Board; and
      - G) corrections, if any.

- ii. The Board must make proposed open session meeting minutes available for public inspection within 8 business days after the applicable Board meeting.
  - iii. The Board must make approved open session meeting minutes available for public inspection within 5 business days after the meeting at which the Board approved the minutes.
- b. Closed session meeting minutes
- i. Closed session meeting minutes must be prepared and maintained separately from open session meeting minutes.
  - ii. Closed session meeting minutes will not be made available to, or be disclosed to, the public, except as required by court order.
  - iii. Closed session meeting minutes may be destroyed by the District 1 year and 1 calendar day after the approval of the minutes of the regular meeting at which the closed session minutes were approved, or any time thereafter.
  - iv. Closed session meeting minutes must include at least the following information:
    - A) the meeting date, time, and, location;
    - B) the Board members present for or otherwise participating in the meeting;
    - C) the Board members absent from the meeting; and
    - D) the purpose(s) for which the closed session meeting was held and the specific Open Meetings Act provision(s) that permitted the closed session.
- c. Open session Board meeting minutes may be published on the District's website.

#### H. Accommodating Board Members and Other Individuals with Disabilities

Any Board member or other individual with a disability who requires reasonable accommodations to participate in, or attend, a Board meeting must contact the Superintendent's office in advance of the meeting to request an accommodation.

- I. Board meetings will be conducted consistent with the parliamentary authority provided in Robert's Rules of Order, provided the procedure is consistent with Board Policy and the law.

#### J. Recess

A Board meeting may be recessed. A Board meeting that is recessed for more than 36 hours may only be reconvened once the notice requirements for the meeting, as described in this Policy, have been satisfied, including special meeting or rescheduled regular meeting notice requirements, if applicable.

Legal authority: MCL 15.263, 15.263a, 15.265, 15.267, 15.269; MCL 380.1201

Date adopted: July 1, 2024

Date revised:

## Series 2000: Bylaws

### 2500 Board Meetings and Open Meetings Act Compliance

#### 2504 Public Participation at Board Meetings

Public participation and open lines of communication are vital to a successful educational environment. The public shall have the opportunity to address the board in accordance with the Open Meetings Act. Any member of the public may address the Board at a Board meeting, subject to the following rules:

- A. Except during a public participation portion of a Board meeting, no member of the public or other person may address the Board during a public meeting without the express permission of the President or other presiding officer.
- B. The Board will follow public participation rules that balance the District's interest in an orderly public meeting with the public's First Amendment rights. A copy of these rules and any additional public participation rules adopted by the Board will be made available at Board meetings and on the district's website.. The Board's public participation rules include, but are not limited to, the following:
  1. before addressing the Board, a member of the public will state their name and address;
  2. each person's public comments are limited to three minutes per public participation period. This time limit may be adjusted by the President or other presiding officer to facilitate public participation at Board meetings;
  3. persons who are part of a group or organization or who share similar viewpoints are encouraged to designate a spokesperson to address the Board;
  4. public comments of a personal nature are prohibited when: (a) the comments are unrelated to the manner in which a Board member or District employee performs that person's duties, and (b) the comments cause a substantial disruption to the meeting;
  5. any public comment not protected by the First Amendment of the U.S. Constitution is prohibited;
  6. Board members may ask questions of the speakers but are not required to answer questions or make statements in response to a public comment;
  7. written statements and documents presented to the Board by a public participant or group are public records and must be given to the Secretary or designee; and
  8. any audio recording, video recording, broadcasting, or telecasting must be performed from the seating area designated for the public or in the area

otherwise designated by the President, Superintendent, or designee, and must not disrupt the meeting.

- C. Once the President or other presiding officer has determined that each member of the public requesting to do so has had a reasonable opportunity to address the Board during a public participation portion of a Board meeting, the President or other presiding officer will announce that the public participation portion of the meeting has ended.
- D. If the President or other presiding officer determines that a member of the public has violated 1 or more of the above rules and refuses to come into compliance with those rules, the member of the public will lose the right to speak during public comment at that meeting. A person who persistently engages in disorderly conduct or otherwise breaches the peace at a Board meeting, after notice from the President or other presiding officer, may be removed.

Legal authority: U.S. Const, amend. I; MCL 15.263(1), 15.263(5); MCL 380.1808

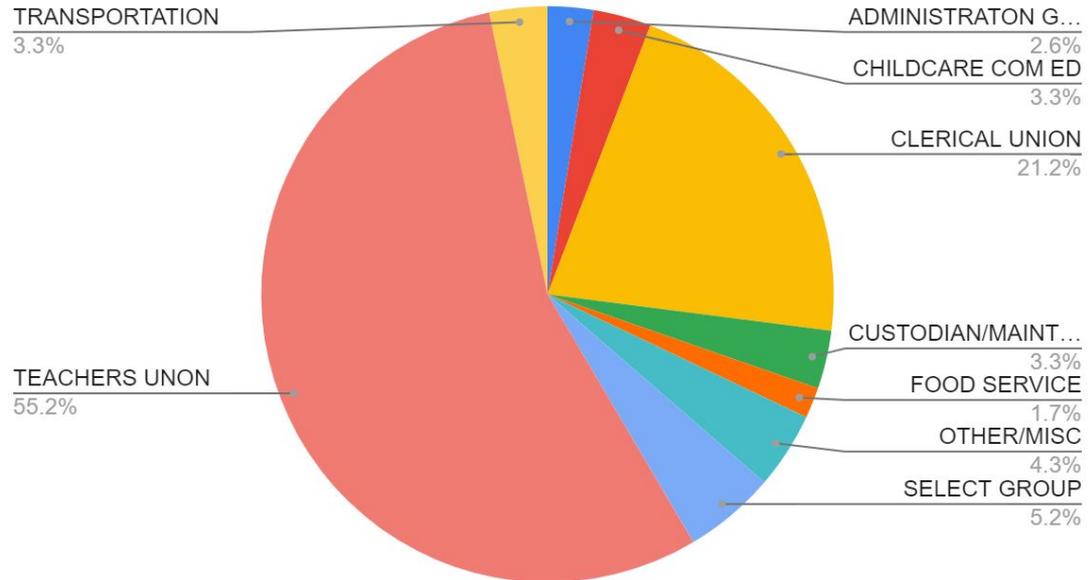
Date adopted: July 1, 2024

Date revised:

# Active Staff Demographics

Work Group	Total Count
ADMINISTRATION GROUP	15
CHILDCARE COMM ED	19
CLERICAL UNION	123
CUSTODIAN/MAINT UNION	19
FOOD SERVICE	10
OTHER/MISC	25
SELECT GROUP	30
TEACHERS UNION	321
TRANSPORTATION	19
<b>Grand Total</b>	<b>581</b>

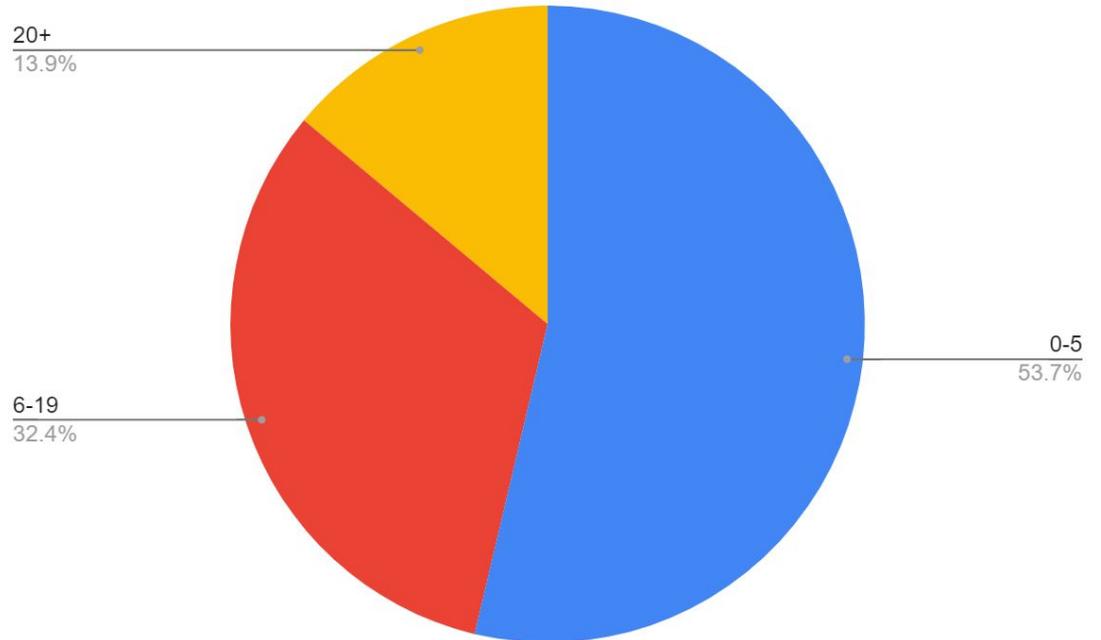
Count of Work Group - Active Staff



Note: Active OPS employees. Numbers do not include EduStaff/third party.

# Active Staff Demographics

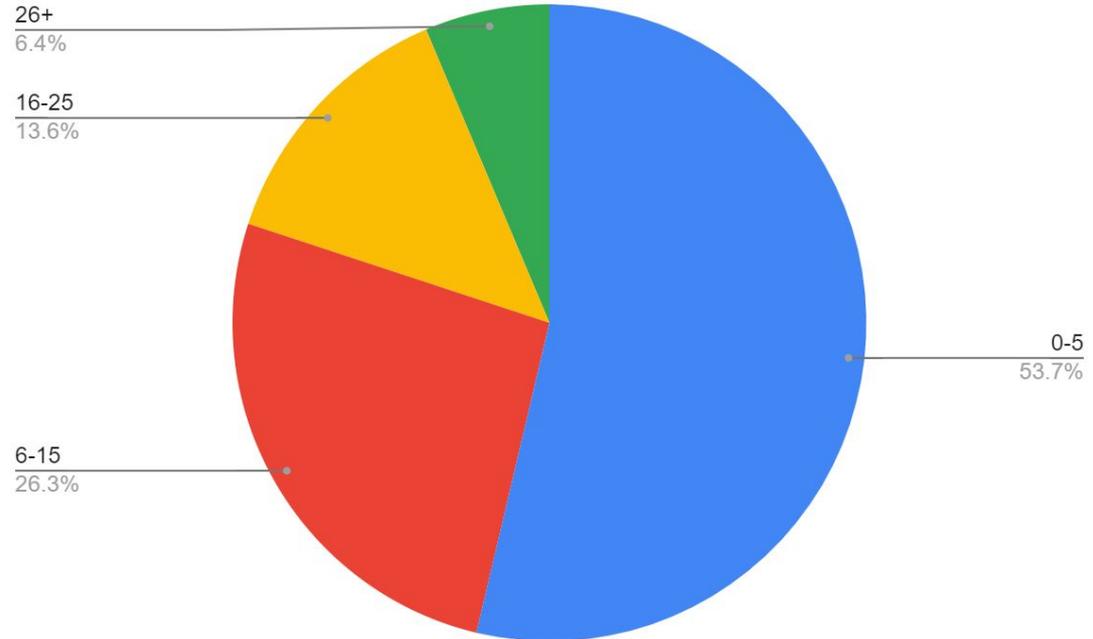
Number of Staff by Years of Service Group			
0-5	6-19	20+	Grand Total
312	188	81	581



# Active Staff Demographics

Number of Staff by Years of Service Group

0-5	6-15	16-25	26+	Grand Total
312	153	79	37	581



**Human Side of School Change**  
*Chapter 6 Discussion Questions*

1. The author clearly believes the quote at the top of page 91. Do you? Why or why not? If you do (believe it), to what extent do you think it's true? Please explain.
2. Evans describes the cohort effect of the teachers who came of age in the '60s (first cohort to teach as a career, higher proportion of male teachers, low satisfaction because of incongruence between individual characteristics and work environment). What is characteristic of teachers who came of age in the '80s and '90s? How do you think this influences teachers' relationship with change?
3. What surprised you, reaffirmed what you already know, or do you question?