

Novi Board of Education Regular Meeting

Thursday, October 19, 2023 7:00 PM

Educational Services Building, 25345 Taft Road, Novi, MI 48374

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE AGENDA

IV. CELEBRATIONS

IV.a. National Merit Semi Finalists

IV.b. October - Principal Recognition Month
Resolution

V. COMMENTS FROM THE AUDIENCE

VI. CONSENT AGENDA

VI.a. Approval of Minutes

VI.b. Approval of Field Trip(s)

VII. DONATIONS

VII.a. Suburban Collection Showplace-Therapy Dog

VII.b. Novi Educational Foundation-Fellowship Grants

VIII. ACTION ITEMS

VIII.a. Personnel Report A

VIII.b. Personnel Report B - Administration

VIII.c. Professional Recommendation Forms

VIII.d. Middle Cities Resolution

VIII.e. Go-Bucket Purchase

VIII.f. MASSP Women's Summit

IX. INFORMATION AND DISCUSSION

IX.a. Raptor Emergency Management Suite
Purchase

IX.b. Board Meeting Times Discussion

IX.c. Baseball Trip to Florida - Spring Break
2024

X. COMMITTEE REPORTS

X.a. DEI Committee

XI. SUPERINTENDENT REPORT

XII. ADMINISTRATIVE REPORTS

XIII. BOARD COMMUNICATION

XIV. ADJOURNMENT

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
October 19, 2023**

ASSISTANT SUPERINTENDENT FOR ACADEMICS

TOPIC: National Merit Scholarship Semi-Finalists Recognition

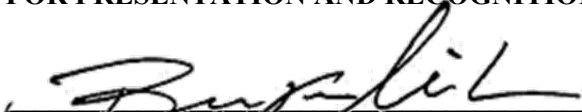
Novi High School Principal, Nicole Carter, will present the 33 seniors from the Class of 2023 that have been named National Merit Scholarship Program semifinalists. Last spring, 1.5 million high school juniors entered the National Merit Scholarship program by taking a qualifying test (PSAT/National Merit Scholarship Qualifying Test), which serves as the initial screening of program entrants. For 2023, only 16,000 of the students become qualified as Semifinalists. Our 33 seniors are among the highest-scoring entrants in the state of Michigan.

Ms. Carter will present the students who are in attendance for recognition and provide additional biographic information including their varied scholastic endeavors, their participation in athletics and fine arts; and for a large number of the students, their volunteer commitments and philanthropic efforts.

Agiwal, Shreyansh	Nelakuditi, Srikar
Bajpai, Aishani	Pan, Ruichen
Chung, Judy D	Pantra, Yashwant
George, Vivian A	Patel, Preya K
Gunturi, Abhinav	Raj, Shivaji
Guo, Xuanlang	Raju, Aarav R
Hahm, Shua	
Han, Rachel	Ranjan, Aryaman
Kakarla, Abbay	Rao, Navneeth V
Kanginaya Madhuchandra, Aditya	Soisaleumsack, Preston T
Kantejeva, Valeria S	Takahashi, Fuga
Kemmerer, Kyle C	Tangutur, Sriya
Ko, Ethan H	Thurman, Milan E
La, Joshua M	Udupa, Sanjith
Li, Andrew B	Wou, Grace S
Ma, Eric	Xiang, Elvis
Muchanthla, Jaanvi Reddy	Yoon, Jacob Y

We applaud these students for their tenacious work ethic and outstanding academic achievement and present them to the Novi Board of Education this evening for recognition as the exemplification of the very best of Novi High School.

**APPROVED AND RECOMMENDED
FOR PRESENTATION AND RECOGNITION**


Ben Mainka, Superintendent

**RESOLUTION OF THE NOVI COMMUNITY SCHOOL DISTRICT
BOARD OF EDUCATION**

October 19, 2023

Recognizing the month of October 2023 as “National Principals Month”.
Expressing support for the national designation of October as National Principals Month.

Whereas the National Association of Secondary School Principals, the National Association of Elementary School Principals, and the American Federation of School Administrators have declared the month of October National Principals Month;

Whereas principals and assistant principals are expected to be educational visionaries, instructional leaders, assessment experts, disciplinarians, community builders, public relations experts, budget analysts, facility managers, special programs administrators, and guardians of various legal, contractual, and policy mandates and initiatives as well as being entrusted with young people, the most valuable resource;

Whereas principals set the academic tone for their schools and work collaboratively with teachers and teacher leaders to develop and maintain high curriculum standards, develop mission statements, and set performance goals and objectives;

Whereas the vision, dedication, and determination of a principal provides the mobilizing force behind any school reform effort;

Whereas leadership is second only to classroom instruction among all school-related factors that contribute to what students learn at school, according to research conducted by the Wallace Foundation;

Whereas the NAESP National Distinguished Principals program honors exemplary elementary and middle level public, private, and independent school leaders as well as leaders from the United States Department of Defense Schools and the United States Department of State Overseas Schools, for outstanding leadership for student learning and the profession;

Whereas the NASSP National Principal of the Year program began in 1993 as a means to recognize outstanding middle level and high school principals who have succeeded in providing high-quality learning opportunities for students as well as their exemplary contributions to the profession;

Whereas the American Federation of School Administrators (AFSA) promotes the professional and occupational interests of public school principals, administrators, and supervisors across the Nation;

Whereas the celebration of National Principals Month would honor elementary, middle level, and high school principals and recognize the importance of school leadership in ensuring that every child has access to a high-quality education; and

Whereas the month of October would be an appropriate month to designate as National Principals Month: Now, therefore, be it resolved

That the House of Representatives—

- (1) honors and recognizes the contribution of school principals and assistant principals to the success of students in the Nation’s elementary, middle, and high schools; and
- (2) encourages the people of the United States to observe National Principals Month with appropriate ceremonies and activities that promote awareness of school leadership in ensuring that every child has access to a high-quality education.

NOW, THEREFORE BE IT RESOLVED THAT:

the Novi Community School District Board of Education:

- (1) recognizes the month of October as National Principals Month; and
- (2) honors the contribution of Novi Community School District principals and assistant principals:
 - a) Alice Kazee, Novi Woods Elementary
 - b) Ryan Francis, Deerfield Elementary
 - c) Jennifer Murphy, Parkview Elementary
 - d) Joi Danforth, Orchard Hills Elementary
 - e) Katy Dinkelman, Village Oaks Elementary
 - f) Lisa Fenchel, Novi Meadows Elementary
 - g) John Brickey, Novi Meadows Elementary
 - h) Robert Baker, Novi Middle School
 - i) Angie Southworth, Novi Middle School
 - j) David Sinopoli-Smith, Novi Middle School
 - k) Nicole Carter, Novi High School
 - l) Ronald Kane, Novi High School
 - m) Sarah Lephart, Novi High School
 - n) Michelle Debrincat, Novi High School
 - o) Jacqueline Smith, Novi High School

Ayes: Danielle Ruskin, Tom Smith, Willy Mena, Paul Cook, Mary Ann Roney,
Jason Michener, and Betsy Beaudoin

Nays:

Resolution declared adopted.

Willy Mena, Secretary,
Board of Education

The undersigned duly qualified and acting Secretary of the Novi Community School District Board of Education of Novi, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board of Education at a Regular meeting held on October 19, 2023, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

Willy Mena, Secretary,
Board of Education



Minutes of a Regular Board Meeting, September 21, 2023
Novi Community School District
Board of Education

A Regular Meeting of the Board of Trustees of Novi Community School District was held Thursday, September 21, 2023, beginning at 7:01 PM.

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

PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE AGENDA

Approve the Agenda

It was moved by Mr. Smith and supported by Mrs. Roney that the Novi Community School Board of Education approve the agenda adding a closed session just before the action times.

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

MOTION CARRIED

STUDENT BOARD MEMBER REPORT

Jennifer Rajesh, Novi High School Senior and Board Student Representative, reported on the following items:

- With school back in session, each Novi School is working hard to ease their new students and re-welcoming returning students.
- Events around the community
 - September 15th- Tastefest
 - Everyone wore Neon
 - Food Trucks
 - Novi Marching and Dance Program performed at Half-Time
 - Homecoming Details
 - Homecoming Parade
 - Homecoming Dance- September 30th
 - Hallway Decorating Theme: 4 seasons
 - Seniors- Winter
 - Juniors- Summer
 - Sophomores- Fall
 - Freshman- Spring

Next Step for student representative:

- Main issue- Connecting the students with the board & having voices heard
- How to receive feedback from students?
 - Similar to Mr. Mainka's Advisory Board in the High School, having a specific group (advisory board) where we can communicate with a select amount of students for more direct feedback and to create an inclusive environment to foster youth voices.

- Next Wednesday, I will be talking with the elementary school principals regarding having an advisory board in each school to connect with the 3rd & 4th-grade students.
- What feedback would we collect?
 - How connected do you feel with the other schools?
 - What are some events in Novi that you enjoy going to?
 - What are some things that you would like to see changed in your school or others?
- Promoting the backward bicycle in the high school
- Attend Strategic Planning meetings & giving feedback

REPORTS TO THE BOARD

Spring 2023 i-Ready Data Report

The district assesses K-6 students using i-Ready every spring and fall. Tonight, Andrew Comb, Director of Assessment and Instruction, will review the Spring 2023 i-Ready data with the Board of Education.

CELEBRATIONS

There were no celebrations this evening.

COMMENTS FROM THE AUDIENCE

There were no comments from the audience.

CONSENT AGENDA

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

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

Ayes: 5 Dr. Ruskin, Mr. Smith, Mr. Mena, Mrs. Roney, and Mr. Cook

Nays: 0

MOTION CARRIED

Personnel Report A

Dr. Laura Carino, Assistant Superintendent of Talent Management and Development, presented for the Board’s consideration the personnel changes.

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

Ayes: 5 Dr. Ruskin, Mr. Smith, Mr. Mena, Mrs. Roney, and Mr. Cook

Nays: 0

MOTION CARRIED

Personnel Report B – Administrative Contracts

D, Superintendent, presents for your consideration the following administrative hires.

It was moved by Mrs. Roney and supported by Mr. Smith the Novi Community School District Board of Education approve the above hires, and in addition, approve their 2023-2025 Administrative Contracts.

Ayes: 5 Dr. Ruskin, Mr. Smith, Mr. Mena, Mrs. Roney, and Mr. Cook

Nays: 0

MOTION CARRIED

MASB Call for Delegates

MASB's 2023 Delegate Assembly will begin Thursday, November 9, 2023, at 7:00 p.m. at the Lansing Center in Lansing. Delegates selected by boards of education across the state will decide MASB's positions on a wide variety of issues affecting education.

All delegates and alternates must be school board members. Only delegates and alternates named by your board may offer motions and vote on issues. However, all school board members may speak on the issues and participate in the debate. Your 2023-2024 MASB dues must be paid in order for a district to participate in the Delegate Assembly.

All delegates must be certified by Friday, October 27, 2023. A link to certify the official voting delegates and alternates who will represent your board of education has been sent to the superintendent secretary.

It was moved by Mr. Cook and supported by Mr. Mena the Novi Community School District Board of Education approve The following MASB delegates: Tom Smith, Paul Cook, and Willy Mena and further approve the following MASB alternates: Mary Ann Roney, Danielle Ruskin, Betsy Beaudoin, and Jason Michener.

Ayes: 5 Dr. Ruskin, Mr. Smith, Mr. Mena, Mrs. Roney, and Mr. Cook

Nays: 0

MOTION CARRIED

Plow Truck Purchase

The maintenance vehicle fleet has greatly improved through replacement of vehicles over the past several years. As part of our original replacement plan, we need to replace both 2009 plow trucks that we rely on heavily. This purchase has been budgeted for in the 2023-2024 budget.

The best price for the F-350 trucks is available through the State of Michigan cooperative bid (Contract #071B7700180) using Lunghamer Ford as the dealer. The vehicles will take approximately 30 weeks to build from the time of approval. The cost of each vehicle is \$52,618.

Hoekstra Equipment can provide and install the 8'- 6" Western MVP3 snow plows, controls, roof mounted and tail light strobes through the Sourcewell Contract # 062222-DDY-2 for \$10,414 for each vehicle. They will need approximately 2 weeks to outfit the vehicles after they receive them.

The trucks will be ready for delivery to the Novi Community School District approximately 32 weeks from the time of approval. Total expenditure for both vehicles is **\$126,024**.

It was moved by Mrs. Roney and supported by Mr. Cook that the Novi Community School District Board of Education approves the purchase of two (2) new 2024 F-350 plow trucks with a snowplow and all necessary plow flasher lighting is needed in the amount of \$126,024, as presented.

Ayes: 5 Dr. Ruskin , Mr. Smith, Mr. Mena, Mrs. Roney, and Mr. Cook

Nays: 0

MOTION CARRIED

Thrun Policy 2501 and 2502 Approval

The Governance and Policy Advisory Committee and Committee of the Whole have met several times over the past few months to review and discuss Thrun Law's Policies. Policies 2501 and 2502 came to the Board for further discussion on August 24, 2023 committee of the whole meeting.

It was moved by Mr. Mena and supported by Mrs. Beaudoin the Novi Community School District Board of Education adopt Thurn Law Policies 2501 and 2502 as presented.

Ayes: 5 Dr. Ruskin , Mr. Smith, Mr. Mena, Mrs. Roney, and Mr. Cook

Nays: 0

MOTION CARRIED

INFORMATION AND DISCUSSION

Middle Cities Resolution

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

There are 32-member school districts and other entities in this Trust and each member has a designated Trustee, Alternate Trustee and Risk Management Coordinator. The District is required to appoint individuals to fill these roles.

The proposed Resolution is being submitted to the Board of Education tonight for information and discussion. It will come back to the Board for adoption at the October 19, 2023 Board Meeting.

Strategic Planning – Next Steps

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

On April 11, 2019, after several meetings with all stakeholders, the Board approved a strategic plan. In order to stay current and in touch with their stakeholders, a Board should review and update their strategic plan every five (5) years.

On July 13, 2023, the Board held its' annual July Work Session and discussed building a Strategic Planning Committee that would include Board member, administration, staff, parents, students, and community members.

Tonight, the Board will discuss the next steps and dates and times for the committee to meet and build a new five (5) year plan.

October – Principal Recognition Month

The National Association of Secondary School Principals, the National Association of Elementary School Principals, and the American Federation of School Administrators have declared the month of October National Principals Month.

The Novi Community School District Board of Education recognizes the month of October as National Principals Month; and honors the contribution of Novi Community School District principals and assistant principals:

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- k) Nicole Carter, Novi High School
- l) Ronald Kane, Novi High School
- m) Sarah Lephart, Novi High School
- n) Michelle Debrincat, Novi High School
- o) Jacqueline Smith, Novi High School

The resolution comes tonight for information and will return at the October 19, 2023 Board meeting for adoption.

Go Bucket Purchase

The District has been participating in the A.L.I.C.E Training since 2016. This has been a mandatory training program for all staff and students. Together with our Novi Police Department and SROs, the district practices this training with regular ALICE drills.

The Go Bucket would not only compliment this training, but be a necessary tool in every classroom. During prolonged lockdowns, staff and students would not be able to access any of the amenities that are outside of the classroom. These 5-gallon buckets would ensure their safety and well-being and contain items such as first aid kits, list of classroom students, non-perishable food, water, sanitation wipes and supplies, rope, duct tape, flashlights, batteries or alternative power supply, whistle, blanket, etc.

Administration is requesting the purchase of enough Go Buckets for every classroom in the District, as outlined in the attached report.

This comes tonight for information and discussion and will come back for approval at the October 19, 2023 Board meeting.

COMMITTEE REPORTS

Capital Projects Committee

Mr. Smith, Committee Chair and Board Vice-President, reported that this committee of the whole met on Monday, at 4:30 PM. He stated that it was open to the public and all Board members. Mr. Smith said that they went through the whole agenda and Betsy and Jason asked some good questions. He mentioned they addressed the construction projects update for the biggest part of the meeting. Mr. Smith reported that a lot of attention was on the Athletic Gateway timing with regards to that being more operational for homecoming and then by the October game as well as that Novi would host a playoff game in November. He stated that they talked about Master Planning that would encompass school year 2024-2025 and beyond, as plan for the bond that would take place in 2025.

DEI Committee

Dr. Danielle Ruskin, Committee Chair and Board President, reported that the administrative committee met today at 4:30 PM led by Mr. Giromini. She stated that Ms. Pohlonski was there and they recapped the 2022-2023 school year and some of the foundations that have been laid, some really good things, and how that is going to move things forward systematically. Dr. Ruskin said that Emily shared summer programming success stories. She mentioned they had some tutoring options that were funded by grants and some were provided in collaboration with our Novi Community Education partners. Dr. Ruskin reported that they had some great, positive feedback data that is being used to make tutoring experiences and opportunities even better for our kids next summer.

Dr. Ruskin stated they reviewed the Cultural Calendar that was launched last year and made some tweaks. She said that their next committee of the whole meeting is October 12th and there will be a work session on October 2. Dr. Ruskin mentioned that they went through some continuous improvement plan goals and then an overview of the library audit that was done about a year ago. She acknowledged the work that Mr. Giromini and his team have done, working directly with the District DEI Committees in each of the individual buildings.

SUPERINTENDENT'S REPORT

Mr. Mainka, Superintendent of Schools, reported that he had the pleasure of attending the NEF pancake breakfast. He stated that it was very well attended this year and they hosted the second annual parent Camp, which is a partnership with the Novi Mental Health Alliance, the Novi Community Coalition, as well as some of our other partner organizations. Mr. Mainka said that we heard from Hunter Clark Fields, a best-selling author, and had the opportunity to actually get her on a podcast, that will be released early next week on the Courageous Curiosity Podcast about how to stop yelling at your kids.

Mr. Mainka reported that we have an exciting initiative launched this year with our staff. He stated that we had one of the best kickoffs that he has ever had in his career. Mr. Mainka said that people are positive, they are smiling, and feeling there is a lot of hope in the atmosphere. He mentioned that he is visiting classrooms and buildings. Mr. Mainka reported that the kids are excited to see their friends again and to be back into a routine. He stated that the staff have just been excellent with building relationships in every classroom. Mr. Mainka mentioned that we are very fortunate to have really, really great people.

Mr. Mainka reported that we have implemented a new instructional Framework this year. He stated that one of the things that we are looking at is how to give teachers feedback in a meaningful way. Mr. Mainka said they are starting a process about learning how to set goals, which is thinking differently about their practice in a reflective way. He mentioned, how do we help instructional coaches and other leaders, and even teachers, provide feedback to each other that will help them grow.

Mr. Mainka expressed his appreciation for Kim Osmonson, the president of the NEA. He reported that they have been working collaboratively with her, teachers, and everyone to build something that honors the teaching profession. Mr. Mainka said they are finding ways to be less punitive and more supportive in terms of helping teachers grow their practice. He mentioned that it is an exciting endeavor this year.

Mr. Mainka stated that he is throwing something out there that is a little unique. In February, the American Association of Superintendents and Administrators (AASA) will host the National

Conference on Education. He reported that it is one of the largest education conferences in the country. Mr. Mainka said that last year, what struck him was another superintendent brought a couple of board members and some of his leadership. He mentioned that he was throwing it out there in case Board members were interested, but we cannot have a quorum.

ADMINISTRATIVE REPORTS

Mr. Devin Kling, Assistant Superintendent of Business and Operations, stated that a funny thing about the bike; once you use it, you cannot go back to a regular bike. He reported that it is a busy time of year. Mr. Kling said he is back meeting with administrators and some new administrators on budgets, trying to get them ready for the new year. Mr. Kling stated that it is never too early to talk about budgets.

Mr. Kling reported that we just hired a new Director of Finance. He stated that the last two (2) weeks, Plante Moran has been in our conference room. Mr. Kling said we are in the throes of wrapping up the audit, making sure that we are ready for the school year.

Dr. Laura Carino, Assistant Superintendent of Talent Management and Development, reported that they had their first mentee Monday session where their new staff were able to come together and learn about a professional development topic. She stated that in this session they discussed technological resources that we have for our students and our staff. Dr. Carino said that Novi's Great Tech team was there and showcased all of the programs that we have available.

Dr. Carino reported that they introduced two of our three therapy dogs to our buildings. She stated that Cooper is at Orchard Hills and Teddy is at Novi middle school. Dr. Carino said that the dogs began last week in the buildings and it's been exciting to see the students' reaction to them, as well as the staff. She expressed her gratitude to three different organizations that donated to Novi's therapy dog program: Preferred Pets, in South Lyon, has offered grooming services for each of our dogs; Meadowbrook and Breckenridge have become our veterinarians of the Novi Community School District therapy dog program. Dr. Carino mentioned that the NEF bought the Middle School's dog. She expressed her gratitude to them and for their support.

Dr. Carino reported that they have been reviewing Novi's hiring practices. She stated that they have now gone through a cycle of hiring. Dr. Carino mentioned that they have done quite a lot this summer, so they will be debriefing with our administrators next month at one of their meetings about how the process has gone, where we think we can still continue to improve, and what tweaks might need to be made.

Dr. Carino reported that they have a great partnership between her department and the teaching and learning Department. She stated that our directors, in particular, Jeff Dinkelmann and Emily Polonski have done just a fabulous job of preparing our staff for this rollout of our new instructional framework. Dr. Carino said that they have done an incredible amount of work behind the scenes to make sure that our administrators and our teachers are prepared to make this shift. She wanted to publicly thanked the team.

Mr. Mike Giromini, Assistant Superintendent of Teaching and Learning, echoed Dr. Carino's gratitude to our teams for their work. He reported that, this might sound a little overconfident, but he believes that this is probably the best implementation of this framework ever. He stated that it is really intentional, it

is thoughtful, and it is making sure that people have time to adjust to the change in a meaningful way, and support their practice. Mr. Giromini said that he is proud of their work and exceedingly proud of the professional learning week that we provided in August. He mentioned that he is not here taking credit for it because a lot of the team really did the hard work, the organization, the quality, and the engagement of our staff. Mr. Giromini reported that they collected and received a ton of feedback, most of it positive which is of course very rewarding, but we're also able to use that feedback.

Mr. Giromini stated that they are actively planning the October and November professional development sessions and really taking that feedback into account, so I'm excited to see what comes.

BOARD COMMUNICATION

A Board member thanked DeJuan and Chris, audience members, for being consistent in their support and attendance at the meetings. He thanked the NEF for the pancake breakfast and the great work they do. He, also thanked the Mental Health Alliance and Novi Coalition for the work that they do. The Board member stated that as you are aware, September is suicide Awareness Month and he wanted to remind everybody.

The Board member reported that there will be at least one float in the homecoming parade, that is being sponsored by the Friends of Novi schools. He stated that the theme of the float is the Four Seasons but because we are playing Plymouth, the Wildcats versus the Wildcats, the theme of this float might have something to do with the wildcat. The Board member said that he would reach out to Sarah to get some people that support the aspect of mental health and some of the high school students who are involved in that, for them to feel comfortable riding on the float. He mentioned that the homecoming parade is on Friday the 29th.

The Board member congratulated Ms. McKaig who has kicked off the theater program for 2023-2024. He reported that she has not announced what the spring musical will be, but it is his understanding it is down to Singing in the Rain versus Once Upon a Mattress.

A Board member reported that last week Novi hosted our first of two cross-country meets. He stated that this the third or fourth season, since the beginning of time. The Board member said that Novi has been running all their home Meats out in Heinz Park, so it is nice to actually be able to formally partner with the city. He mentioned that now we own most of the property that the cross country trail goes through except for some parts around the city field.

The Board member reported that Novi hosted CLM in Heartland and that was certainly a successful event. He stated that he and trustee cook hosted Macomb representative from Macomb Dakota High School, last Friday. The Board member said both the Macomb Dakota and Chip Valley had invested in a lot of the similar equipment that we have at our high school including the Daktronic Board and it was nice they came out and recognized us as the leaders in using that technology.

A Board member thanked the Tastefest volunteers. She reported that it takes a village to put together an event like that and, as Jennifer pointed out, even though she could not attend her friends thought it was a fun event. The Board member stated it is always great to have the community together in one space to just celebrate and be proud.

ADJOURNMENT

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

Ayes: 5 Dr. Ruskin, Mr. Smith, Mr. Mena, Mrs. Roney, and Mr. Cook

Nays: 0

MOTION CARRIED

The meeting adjourned at 8:16 p.m. The next regular meeting of the Board is scheduled for October 19, 2023 at 7:00 p.m., at the Educational Services Building.

Willy Mena, Board of Education Secretary



Minutes of the Board Work Session, October 2, 2023
Novi Community School District
Board of Education

A Board Work Session of the Board of Trustees of Novi Community School District was held Monday, October 2, 2023, beginning at 6:10 PM.

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

Absent:

Others Present: Mr. Benjamin Mainka, Sheila Holly

TOPIC(S) DISCUSSED

I. Review Strategic Planning Timeline

The Board review the strategic planning timeline and will be responsible for making the content.

- a. The following 2 work session, November 9, December 7, and December 8, the Board will work on solidifying the Vision, Mission, Value statements, and Goals.
- b. Staff will develop preliminary measures of success (MOS) and Action Steps (AS).
- c. We will prepare the preliminary documents of the Strategic Plan.
- d. At the January Board meetings, the Board will build out the Strategic Planning documents.
 - i. At the Organizational Board Meetings in January, the Board will review the documents
 - ii. At the Regular Board Meeting in January, the Board will approve the final Strategic Planning documents.

II. Discuss Stakeholder Input Techniques and Opportunities

- a. Mr. Mainka presented the Stakeholder survey for Board members to review and provide input.
- b. The projected date is October 1 for the survey to go out to the public, so Mr. Mainka would like all Board input and ideas before then.
- c. Cabinet will review the Staff, Student, and Community Survey data for the Board to review at the November 9th Work Session.

III. Graduate Profile Examples + Homework

- a. Mr. Mainka presented and reviewed four (4) profiles of a graduate with the Board members: Saline Area Schools, Gresham-Barlow School District, Sonoma County, and Panorama Education.
- b. The Board would like to come up with a graphic similar to the Saline Area Schools, but with 6 points.
- c. Ask students, what do you want to be? What is your passion? Then, help them to

exceed and excel.

- d. Survey businesses and companies and ask them what they are looking for in a graduate.
- e. Homework: What kind of traits should a Novi grad have?
 - i. The Board was given an extensive list of graduate traits. Their charge is to narrow down the list and select the traits that they believe Novi graduates should have and submit them to Mr. Mainka.
 - ii. Key Focus Areas for the next three (3) to five (5) years – Do you hate, like, or want to add something?

IV. Graduate skills/competencies Sheets – Changes/Additions

- a. Add – Advocate for others: be an up stander not a bystander
- b. Add – *Collaborates* and cooperates within the group and across groups
- c. Add – Sets and maintains, *appropriately*, high performance standards
- d. Add – Expresses ideas *and emotions* effectively
- e. Add – Advocates for self appropriately
- f. Add – Budgeting – Financial literacy
- g. Add – Adulting 101
- h. Add - Writing a resume
- i. Add – Interviewing effectively

V. Key Areas of Focus – next three (3) to five (5) years

- a. Add – Certification Courses
- b. Add - CTE – encompass in the District and OTC
- c. Add - Cultural Competency – DEI
- d. Add – Special Ed and center-based and ESL
- e. Add - Languages – unique offerings
- f. Add – Centering Individual Student Success; *Closing the Achievement Gap*
- g. Add – Community Service *and Coop* Opportunities
- h.** Add – Dual Enrollment Opportunities with Colleges/Universities *and Attain an Associates Degree*
- i. Add – Art, Music, performing Arts
- j. Add - Robotics and Engineering Training *and Mechatronics*
- k. Add - Help students figure out what they like to do, so they do not flounder in college and go from major to major. Figure out what their passion is early on.
- l. Add – Counseling team to help the kiddos plan to their career.
 - i. What do they want to do?
 - ii. Then tell them this is the path you should take.
- m. Add - Action Steps –Opportunity to have more electives
- n. Add - How do we instill in our students that the courses they are taking eventually funnel into everyday careers and everyday life.

VI. Vision and Mission

- a. At the July 13, 2023 board Work Session, Board members review an extensive list of

value traits and narrowed it down.

- b. Once we have the data from the stakeholder groups, Ben will write up the values based off of the data.
- c. The Vision and Mission statements will encompass those values.
- d. The Visions, Mission, and Value Statements should all align.
 - i. The Board will replace the belief statements with value statements.

VII. Q & A/Comments - from the Board

- a. Will there be a soft roll out?
 - i. Yes. We have to plan and build our budget around it.
- b. Implement the plan and work towards it; build into it
- c. It needs to be easily understood by staff.
- d. The Board will vote on it, but there needs to be the “boots on the ground,” the staff. The staff will shine on this.
- e. Then we will work towards it and hold people accountable.
- f. Will this feed into the MICIP?
 - i. Yes, this will become the MICIP. It will be tied into the DEI and MICIP.
- g. When this is done, what will we see?
 - i. We will have the Mission, Vision, Goals, Graduate Profile, and the Strategic Plan. It will be one document and graphic that ties it all together.
- h. Will we review the goals annually?
 - i. Yes, we will review them annually and do a deep dive every three (3) to five (5) years.
 - i. Are the goals tied into the superintendent evaluation?
 - i. Ideally, yes.

VIII. Public Comment

There were no comments from the audience.

IX. Adjournment

No action was taken by the Board at this meeting.

The Board Work Session Meeting adjourned at 7:53 PM. The next regular meeting of the Board is scheduled for October 19, 2023 at 7:00 PM, at the Educational Service Building.

Willy Mena, Board Secretary

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



**COMMUNITY SCHOOL DISTRICT
NOVI BOARD OF EDUCATION**

DEI Board Committee of the Whole: October 12, 2023

4:30 PM

AGENDA

In Attendance: Betsy Beaudoin, Jason Michener, Willy Mena, and Mary Ann.

Others in attendance: Mike Giromini, Laura Carino, Emily Pohlonski, Sarah David, and Casy Jilian

Call to Order

Review of Staff Demographic Data

- Dr. Carino presented information on staff demographics. The data indicates that we have made incremental improvements towards our goal of diversifying our staff. We have been using Spark Hire instead of HumanX as the screener. The screener is a much quicker process and admin are able to do it in an asynchronous way. This is allowing many more candidates to be screened and helping to prevent qualified candidates from slipping through the cracks. While we all agree we are moving in a positive direction, there is still a lot of work to do in this area and Dr. Carino is committed to this work..
- We briefly discussed creating a path for NHS students to become educators and promoting that path to our students. We have a diverse student body and “Novi grown” teachers would likely be a more diverse group.

Student Sub-Group i-Ready Data

- We reviewed i-Ready data on specific student subgroups to monitor progress. We are seeing positive trends throughout the previous school year. We still have a lot of work to do in this area as well.

Update on District DEI Activities

- Two members from the district's DEI team shared some of what they have been working on.
 - Diversity Calendar
 - Short presentations at staff meetings (same content in each building)
 - Building staff newsletter content
 - Collaboration with PTO/volunteers
 - Committee members function as teacher leaders in this area

Summer Programming Update and Ongoing Intervention–

- This information review was shared to the attendants over email due to time constraints.

Comments from the Audience

- *None*

Adjournment

Respectfully submitted by:

Betsy Beaudoin, Board DEI Committee Chair

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
October 19, 2023**

ASSISTANT SUPERINTENDENT FOR ACADEMIC SERVICES

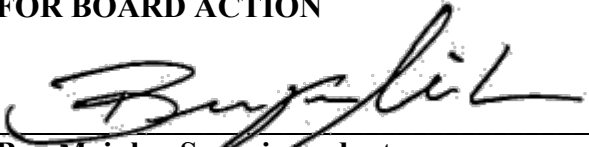
TOPIC: Fall 2023 MHSAA Tournaments and Overnight Field Trips

The Novi Athletics Department is requesting approval for the Prospective MHSAA State Tournaments and possible overnight Field Trips as listed on the following document. All of these events are contingent on the progression of the teams as they move forward.

RECOMMENDATION:

That the Novi Community Schools Board of Education approve the Fall 2023 MHSAA Tournaments and Overnight Field Trips as presented.

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**



Ben Mainka, Superintendent

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

Out of State/Overnight Field Trip Approval Form

Novi Fall 2023 MHSAA Tournaments (possible Overnight Field Trips)

Field Trip Title: See below **Dates of Trip:** See below
Group: See below **Sponsor:** Novi Athletic Department


Summary:

Novi Athletics would like to bring to your attention the prospective MHSAA state tournament dates and sites below for our Fall sports. If we continue to move on during tournament play, we may require overnight trips.

Sport	Head Coach & Asst. Coach/s	Regionals/ Semifinals Date/s	Regionals/ Semifinal Location	Finals Date/s	Finals Location
Cross Country- Boys	Brad Moore	Oct 27/28	Local	Nov 4	Michigan International Speedway, Brooklyn, MI
Cross Country- Girls	Garret Zuk	Oct 27/28	Local	Nov 4	Michigan International Speedway, Brooklyn, MI
Golf- Girls	Rob Armstrong	Oct 9-14	Local	Oct 20-21	Forest Akers West East Lansing, MI
Soccer- Boys	Todd Pheiffer	Oct 24-28	Local	Nov 1 & 4	Grand Ledge HS Grand Ledge, MI
Swim & Dive- Girls	Ken Stark Don Mason	N/A	N/A	Nov 17-18	Eastern Michigan U Ypsilanti, MI
Tennis- Boys	Dan Lowes	Oct 11-14	Local	Oct 20-21	Midland Area (Tennis Center & Midland HS) Midland, MI
Volleyball	Kacy Byron	Nov 7 & 9	TBD	Nov 16-17	Kellogg Arena Battle Creek, MI

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

Don Watchowski- Athletic Director Date: 9-27-23
Principal Designee

 _____ Date 10-3-23
Michael Giromini

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

October 19, 2023

SUPERINTENDENT OF SCHOOLS

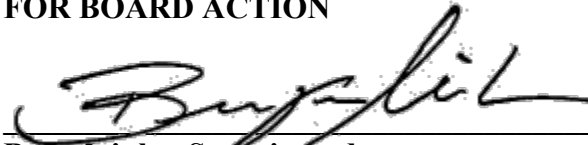
TOPIC: Gifts to the District

The District is in receipt of a generous donation from the Suburban Collection Showplace. This generous donation is in the amount of \$ 5,000.00. They would like to dedicate these funds for the purchase of the District Therapy Dogs.

RECOMMENDATION:

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

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**

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

Ben Mainka, Superintendent

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
November 17, 2022**

SUPERINTENDENT OF SCHOOLS

TOPIC: NEF Grants and Donations

The Novi Educational Foundation (NEF) is launching a new fellows grant program this year. They will donate \$250 to a teacher who will be attending a local conference or \$500 to a teacher who is attending a national conference. The NEF has budgeted \$5,000 total for these conference grants.

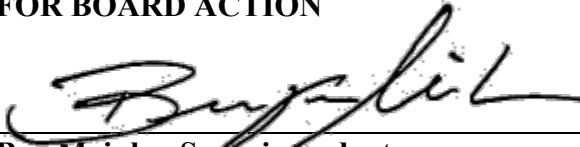
The Committee members include:

- Brian Langley, NHS High School Teacher and District Teacher Mentor Coordinator
- Mike Giromini, NCSD Asst Superintendent of Teaching and Learning
- Sue Collins, NEF Executive Director
- Punita Thurman, NEF Trustee

RECOMMENDATION:

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

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**



Ben Mainka, Superintendent

NEF Educator Fellows Program - 2023

DRAFT FOR DISCUSSION

Overview

The NEF and NCSD are collaborating this year to pilot the launch of a new effort to support NCSD educators by providing funding resources to support a cohort of educators to pursue additional, external professional development opportunities. NCSD educators are driven to continually increase their knowledge, skills and networks in service of increasing their capacity to better serve the students of Novi. Beyond what is offered and supported directly by the district, some educators seek out additional opportunities that often must be paid for out of their own personal funds for conferences and/or the travel associated with them.

The NEF Educator Fellows program is a grant program being launched in a pilot form for the 2023-24 school year and will provide a small oversight committee the opportunity to learn and explore how to best implement an on-going Educator Fellows program. Currently members of the oversight committee include:

- Brian Langley, NHS High School Teacher and District Teacher Mentor Coordinator
- Mike Giromini, NCSD Asst Superintendent of Teaching and Learning
- Sue Collins, NEF Executive Director
- Punita Thurman, NEF Trustee

Other members from the NEF and NCSD may join this oversight committee at a future date.

The goals of the NEF Educator Fellows pilot program include:

- Providing small grants to a cohort of NEF Educator Fellows to relieve some of the financial burden to attend special conferences and learning opportunities
- To test the program (timing, amount, selection, etc.) and learn about the level of impact (is it valued by educators and are the amount settings of value) and the level of effort to administer (is it overly burdensome and are there ways to make the process more useful for all)
- To deepen the NEF and NCSD partnership in service of supporting NCSD educators beyond the classroom innovation grants program.

\$5000 has been budgeted for the 2023-24 school year (pending budget approval at the June NEF trustee meeting). Awards will be made for up to \$250 for local conferences and up to \$500 for national conferences as sought by NEF Educator Fellow candidates. The program will be formally launched in August 2023 and applications will be sought and awarded in the fall. Awardees will join a learning community that will be convened in the fall to build connections and share learning goals. Awardees will commit to share their learnings with building staff at a staff meeting and will promote the support provided by the NEF to extend their learning opportunities.

Design Highlights

- Two levels of awards: up to \$250 for local conferences; up to \$500 for national conferences
- Awards will be conferred by the NEF to the district who will disburse funds to building accounts; educators will submit for reimbursements (this will maximize awards and not interfere with personal taxation on the disbursement)
- Program launches formally at the back to school district wide professional development (August 2023) and applications will be reviewed by building principals, and a small oversight committee. Approvals will rely on review by NCSD staff (Brian and Mike) based on

alignment of professional development opportunity to district needs and priorities and educator candidate capacity to leverage learning for NCSD students

- Awardees will be convened in the fall 2023 as a full cohort. Each will share information about the supported learning opportunity and personal learning goals. This will create visibility and connection across the cohort.
- Awardees will be asked to create a written page of record of their learnings and share resources that might be of value within 60 days of the conference. They will work with the building administrator to find an opportunity to share out at a staff meeting and to promote the NEF Educator Fellow program.
- Awardees may also consider other ways to share and promote their learning (district blog, social media, podcast opportunities, etc)
- The NEF / NCSD oversight committee will convene to review NEF Educator Fellow applications and confirm how budget awards will be made based on applications received. The NEF/NCSD committee will re-convene in spring 2024 to share learnings and confirm design and budget capacity for following school years.
- The NEF will be invited, but not required, to join the cohort learning community kick off and will be copied on the page of record and resources for reference. Mike and Brian, as NCSD coordinators, will be the primary audience and reviewer of the page of record resources.

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
October 19, 2023**

ASSISTANT SUPERINTENDENT OF TALENT MANAGEMENT AND DEVELOPMENT

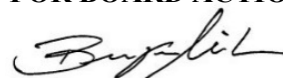
TOPIC: Personnel Recommendations

Dr. Laura Carino, Assistant Superintendent of Talent Management and Development, presents for your consideration the following personnel changes:

<u>Name</u>	<u>Bldg.</u>	<u>Assignment</u>	<u>Reason</u>	<u>Rate</u>	<u>Effective</u>
A. New Hires					
NEA:					
Kessel, Thomas	HS	PE/Health Teacher	New Hire	BA	10-16-23
Rose, Marilyn	VO	ELD Teacher	New Hire	MA	10-26-23
NESPA:					
Bramhane, Rakhi	PV	Special Ed Para	New Hire	Hourly	10-16-23
Goodman, Natasha	NM	General Ed Para	New Hire	Hourly	10-19-23
NTA:					
*Brighton, Scott	Trans.	Bus Driver	New Hire	Hourly	TBD
Coolman, Susan	Trans.	Bus Driver	Position Chg.	Hourly	09-22-23
Hadzialijagic, Erol	Trans.	Bus Driver	New Hire	Hourly	10-16-23
Kramer, Pinhas	Trans.	Bus Driver	New Hire	Hourly	TBD
Swain, Scott	Trans.	Bus Driver	New Hire	Hourly	10-05-23
Non-Bargaining:					
Munce, James	ROAR	Adult Ed ESL Teacher	New Hire	Hourly	TBD
B. Retirements and Resignations					
NEA:					
Cianferra, Linda	ROAR	Director of Adult & Alternative Education	Retire		11-30-23
NEA:					
Henderson, Melissa	MS	French Teacher	Retire		01-26-24
NESPA:					
Keller, Lauren	HS	Attendance Off. Secretary	Resign		10-13-23
*Pending fingerprint results					

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

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**



Benjamin Mainka, Superintendent

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
October 19, 2023**

SUPERINTENDENT OF SCHOOLS

TOPIC: Administrative Hire

Mr. Ben Mainka, Superintendent, presents for your consideration the following administrative hire:

Name: Sarah Kraemer
Building: ROAR Center
Assignment: Supervisor of Adult and Alternative Education
Reason: New position
Effective date: October 11, 2023

RECOMMENDATION: That the Novi Community School District Board of Education approve the above hire, and in addition, approve her 2023-2025 Administrative Contract.

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**



Ben Mainka, Superintendent

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
October 19, 2023**

ASSISTANT SUPERINTENDENT OF BUSINESS AND OPERATIONS

TOPIC: Middle Cities Risk Management Trust

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

There are 32-member school districts and other entities in this Trust and each member has a designated Trustee, Alternate Trustee and Risk Management Coordinator. The District is required to appoint individuals to fill these roles.

RECOMMENDATION:

That the Novi Community School District Board of Education adopt the Middle Cities Resolution as presented.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**



Ben Mainka, Superintendent

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT**

**RESOLUTION OF INSTITUTION APPOINTMENT OF A TRUSTEE, ALTERNATE
TRUSTEE, AND RISK MANAGEMENT COORDINATOR TO THE
MIDDLE CITIES RISK MANAGEMENT TRUST**

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

A regular meeting of the Board of Education of the Novi Community School District, Oakland County, Michigan was held in the Educational Services Building, in the District, on the 19th day of October, 2023, at 7 o'clock in the evening.

The meeting was called to order at 7:00 PM o'clock by Danielle Ruskin, Board President.

Present: Danielle Ruskin, Tom Smith, Willy Mena, Paul Cook, Mary Ann Roney,
Jason Michener, and Betsy Beaudoin

Absent:

WHEREAS: **Novi Community Schools** is a member of the Middle Cities Risk Management Trust, having duly executed the membership Inter-Local Agreement and Declaration of Trust as of **July 1, 1993**; and,

WHEREAS: Bylaws of the Trust require the appointment of a designated Trustee as the institution's representative to the Trust's Board of Trustees.

NOW THEREFORE, IT IS RESOLVED THAT:

The Assistant Superintendent of Business and Operations is appointed as the institution's designated Trustee representative to the Middle Cities Risk Management Trust's Board of Directors and is authorized to cast the institution's vote on all matters which come before the Board. He shall serve as Trustee until replaced by this Board in its absolute discretion.

Also, **the Director of Finance** is appointed as the institution's Alternate Trustee and shall function in the capacity of the Trustee in their absence. She shall serve as an Alternate Trustee until replaced by this Board in its absolute discretion.

Furthermore, **the Assistant Superintendent of Business and Operations** is appointed as Risk Management Coordinator for the institution as provided in paragraph 8 of the Interlocal Agreement. He shall serve as Risk Management Coordinator until replaced by this Board in its absolute discretion.

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

Ayes: Danielle Ruskin, Tom Smith, Willy Mena, Paul Cook, Mary Ann Roney,
Jason Michener, and Betsy Beaudoin

Nays: Members

Resolution declared adopted.

Willy Mena, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Novi Community School District, Oakland County, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board at a regular meeting held on October 19, 2023, the original of which is a part of the Board's minutes and further certifies that notice of the meeting was given to the public pursuant to the provisions of the Open Meetings Act, 1976 PA 267, as amended.

Willy Mena, Board of Education

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
October 19, 2023**

SUPERINTENDENT OF SCHOOLS

TOPIC: Go Bucket Purchase

The District has been participating in the A.L.I.C.E Training since 2016. This has been a mandatory training program and all staff and students. Together with our Novi Police Department and SROs, the district practices this training with regular ALICE drills.

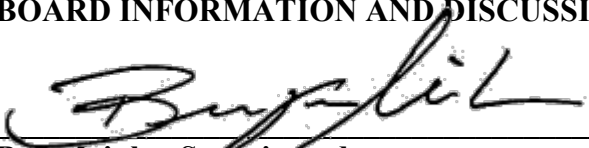
The Go Bucket would not only compliment this training, but be a necessary tool in every classroom. During prolonged lockdowns, staff and students would not be able to access any of the amenities that are outside of the classroom. These 5-gallon buckets would ensure their safety and well-being and contain items such as first aid kits, list of classroom students, non-perishable food, water, sanitation wipes and supplies, rope, duct tape, flashlights, batteries or alternative power supply, whistle, blanket, etc.

Administration is requesting the purchase of enough Go Buckets for every classroom in the District, as outlined in the attached report.

RECOMMENDATION:

That the Novi Community School District Board or Education approve the purchase of 500 Go-Buckets in the total amount of \$36,630

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



Ben Mainka, Superintendent



PURCHASE REQUEST

CLASSROOM LOCKDOWN KIT



Prepared By:
DENNIS HUISMAN

SUPERVISOR OF SAFETY &
SECURITY

Purchase Request and Narrative

PURPOSE

This purchase request's primary objective is to allocate funds for acquiring classroom lockdown kits. These kits will enhance preparedness and empower teachers and students to react appropriately during lockdown situations, ensuring the safety and well-being of everyone within Novi Community School District.

During prolonged lockdowns, students and teachers cannot access any amenities outside of their classrooms. These lockdown kits will provide necessities that are needed during a lockdown of a school building.

KEY PERSONNEL

Novi Community School District Supervisor of Safety & Security Dennis Huisman, is responsible for coordinating the ordering and distribution of the Classroom Lockdown Kits for the Novi Community School District.

OTHER PERSONNEL

Novi Police Department School Resource Officers Detective Sarah Moulik and Julie Warren will assist Dennis Huisman with distributing and inventorying the Classroom Lockdown Kits.

PERSONNEL

There are no personnel costs associated with this project.

FRINGE BENEFITS

There are no fringe benefit costs associated with this project.

TRAVEL

There are no travel costs associated with this project.

EQUIPMENT

The More Prepared Company offers a Premium Classroom Lockdown Kit. The Premium Classroom Lockdown Kit provides a comprehensive emergency preparedness solution for classrooms. Each kit contains food, water, blankets, lighting and communication items, and sanitation supplies so students can use the bathroom without leaving the class during a lockdown. The classroom lockdown kit is packed in a sturdy 5-gallon pail that conveniently doubles as a toilet when needed, complete with a snap-on seat. Listed below is a detailed list of everything the Premium Classroom Lockdown Kit includes:

Purchase Request and Narrative

- Toilet Seat and Lid (1)
- Toilet Paper Roll (1)
- Biohazard Bags (6)
- Toilet Deodorant (1)
- Vinyl Gloves (2)
- Moist Towelettes (30)
- Five Gallon Red Pail (1)
- 5'x7' Blue Vinyl Tarp (1)
- Duct Tape-10yd (1)
- Help/OK Placard (1)
- 2400 Calorie Food Bars (5)
- Water Pouches- 4.2oz (30)
- Emergency Thermal Blanket (1)
- Pump LED Flashlight (1)
- Safety Whistle (1)

The Premium Classroom Lockdown Kit from More Prepared costs **\$67.67** per unit. To equip 500 classrooms, the total cost would be **\$33,835**. Shipping of 500 Premium Classroom Lockdown Kits would cost **\$2,795**. The shipping company requires a forklift to be on-site at delivery time. The total cost for 500 Premium Classroom Lockdown Kits is **\$36,630**. The More Prepared Company provided an estimate attached to this proposal (Q-9235).

MATERIALS AND SUPPLIES

There are no materials and supplies costs associated with this project.

CONTRACTUAL

There are no contractual costs associated with this project.

CONSTRUCTION

There are no construction costs associated with this project.

OTHER COSTS

There are no additional costs associated with this project.

Purchase Request and Narrative

BUDGET NARRATIVE

Premium Lockdown Kit- More Prepared	Amount
Personnel	
There are no personnel costs associated with this purchase.	\$0
Total Personnel	\$0
Fringe Benefits	
There are no fringe benefit costs associated with this purchase.	\$0
Total Fringe Benefits	\$0
Travel	
There are no travel costs associated with this purchase.	\$0
Total Travel	\$0
Equipment	
Equipment cost includes 500 Premium Classroom Lockdown Kits from More Prepared. Cost of the Lockdown kits is \$33,835. The shipping cost for 500 buckets is \$2,795.	\$36,630
Total Equipment	\$36,630
Materials and Supplies	
There are no material and supply costs associated with this purchase.	\$0
Total Materials and Supplies	\$0
Contractual	
There are no contractual costs associated with this purchase	\$0
Total Contractual	\$0

Purchase Request and Narrative

Construction	
There are no construction costs associated with this purchase.	\$0
Total Construction	\$0
Other Costs	
There are no other costs associated with this purchase.	
Total Other Costs	\$0
Total Costs	\$36,630



Purchase Request and Narrative



More Prepared LLC
 635 Hawaii Avenue
 Torrance, CA 90503
 310.676.3155
 info@moreprepared.com

ESTIMATE

DATE **NUMBER**
 9/5/2023 Q-9235

BILL TO
 Novi Community School District
 49000 West 11 Mile
 Novi MI 48374

SHIP TO
 Novi Community School District
 25549 Taft Rd
 Novi MI 48374

QUOTE BY
 MA

FOB
 Destination

248.449.1606
 Julie.Warren@novik12.org

Description	Quantity	Price	Amount	Tax
KS-05-07G				
GSA - Classroom Lockdown Kit - Premium with Seat	500	67.67	33,835.00	Tax
Shipping - Pallet Delivery (S)				
Pallet Delivery by Truck (S)	1	2,795.00	2,795.00	Non

This pricing includes shipping only. It does not include: Inside Delivery, White Glove Service, Additional Insurance Requirements or any special delivery circumstances. Should you require these extra services, please let us know and we will provide a quote. Any unexpected additional services requested at the point of delivery will be billed in addition to this pricing.

	Subtotal	\$36,630.00
Quote is valid for 30 days unless otherwise stated.	Out of State	0.00
	Total	\$36,630.00

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
October 19, 2023**

ASSISTANT SUPERINTENDENT FOR ACADEMIC SERVICES

TOPIC: MASSP Women’s Summit – November 6-7, 2023, Grand Rapids, MI

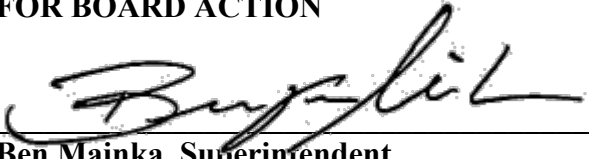
Ms. Rachel Schypinski, teacher and Student Council Sponsor, Ms. Katherine James and Ms. Nicole Carter are requesting that ten to twelve female students participate in the 2023 MASSP Women’s Summit, from November 6-7, 2023. Student leaders will address the most important issues facing women today.

Administration has submitted a request for students to travel by Novi school bus and will be asked to pay \$100.00 to cover the costs. Students will miss school on Monday, November 6, and Tuesday, November 7, the last day of the conference. There will be three (3) chaperones accompanying the students on this trip. Thank you for your consideration.

RECOMMENDATION:

That the Novi Community Schools Board of Education approves the MASSP Woman’s Summit – November 6-7, 2023, in Grand Rapids, Michigan.

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**



Ben Mainka, Superintendent

BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN

Out of State/Overnight Field Trip Approval Form

Field Trip Title: Student Council Women's Summit

Dates of Trip: November 6th - 7th

Group: Student Council (Female Members)


Sponsor: Schypinski and James

Summary:

Ms. Rachel Schypinski and Ms. Katherine James, along with Ms. Nicole Carter, would like to take 10 - 12 female students to the MASSP Woman's Summit in Grand Rapids. The Summit offers professional school and student leaders from across the state a platform to address the most important issues facing women leaders today. Through the lens of Inspire, Connect and Empower, this two day summit will feature widely-respected thought leaders, exhibits, networking, and breakout sessions.

While Ms. Schypinski and Ms. James have sponsored many student council trips over the last few years, this is the first time this trip has been offered to our female population. The summit is designed to empower and inspire women from all over the state of Michigan to positively influence and change the world around them. Our very own Ms. Nicole Carter, the region 12 representative for MASSP, will present at the conference this year.

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



Principal



Assistant Superintendent for
Academic Services

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

Date of Trip

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

Field Trip Coordinator: _____ Other Staff Members Attending: _____

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

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

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

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

TRIP INFORMATION

Title of Field Trip: _____ Organization/Club/Course Name: _____

Date(s) of Trip: _____ School Days Missed (by students): _____

Field Trip Destination: _____ City/State: _____

Departure Time: _____ Departure Location: _____

Arrival Time: _____ Arrival Location: _____

Total Cost per Student: _____ Items included in cost: _____

Trip Funded By: _____

LODGING

Lodging name: _____ Contact Number: _____

Number of students attending: _____ Number of Chaperones: _____

Lodging Cost Per Student: _____ Funded By (circle): Student Other: _____

CHAPERONES

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

Names of Teacher Chaperones:

Names of Volunteer Chaperones:

TRANSPORTATION

Method of Transportation (select one): _____

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

Charter Bus: Company _____ Contact Number _____

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

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

Address of Destination _____ Pickup Location _____

Group _____ Pickup Building _____

Of Adults _____ # Of Students _____ Parking Facilities _____

Departure Time _____ Are Drivers' Meals, Tickets, or Fees Included? _____

Approx. Arrival Time _____ Special Equipment Needed _____

Time Leaving Destination _____ Does the Bus Need to Stay with the Group? _____

Approx. Return Time _____

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

FIELD TRIP FEES

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

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

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

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

Complete the following questions if the trip is curricular.

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

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

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

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

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

APPROVAL

Sponsor's Signature

M. DeBencat

Administrator's Signature

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
October 19, 2023**

SUPERINTENDENT OF SCHOOLS

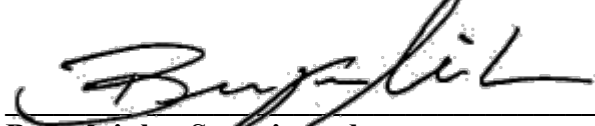
TOPIC: Raptor Emergency Management Suite + CSP Purchase

In September of 2020, the District purchase, with 2019 Bond funds, and installed the Raptor Visitor Management System in all of the District's school buildings' secure entries. This has proven to be a very useful safety feature.

Tonight, administration is requesting the purchase of the Raptor Emergency Management Suite. With the introduction of this technology, the District would be able to notify staff and first responder quickly in an emergency situation.

This comes tonight for information and discussion. It will comeback before the Board for approval at the November 2023 Board meeting.

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

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

Ben Mainka, Superintendent



PURCHASE REQUEST

RAPTOR EMERGENCY MANAGEMENT
SUITE + CSP TRAINING



Prepared By:
DENNIS HUISMAN

SUPERVISOR OF SAFETY &
SECURITY

Purchase Request and Narrative

PURPOSE

This budget narrative outlines the financial requirements for implementing Raptor Technologies Emergency Management Suite with Novi Community School District. The Emergency Management Suite builds off Raptor Technologies Visitor Management Software that the Novi Community School District already utilizes.

Raptor Emergency Management offers the Novi Community School District the technology needed to notify staff and first responders of an emergency quickly. After notification is made through the Raptor mobile app, staff can take attendance and account for students through the app. The app allows Staff to account for present, missing, and injured students. Raptor integrates seamlessly with PowerSchool, allowing for accurate student accountability. If students are in another part of the school, the staff member present can account for that student, and their teacher will be notified. If reunification is required, Raptor Emergency Management allows staff to check students in on the mobile app as they board bussing and arrive at the reunification site. The Emergency Management app was developed with the "I Love U Guys" Foundation's Standard Reunification Method. This allows for expedited and seamless reunification. Guardian check-in is done through the mobile app, and guardians are verified through PowerSchool integration. Student information is immediately sent to a reunification team, and students can be brought to their guardian, where identification is verified a second time and a guardian signature is obtained.

All Raptor Emergency Management Suite aspects can be operated and observed in real-time through the Raptor Dashboard. Detailed reports can also be obtained after an incident.

The Emergency Management Suite provides Drill Manager, Raptor Alert, Accountability, and Reunification software for the Novi Community School District.

Drill Manager: *A school drill management system that automates scheduling, conducting, and reporting on drills. This is key to analyzing drill performance, maintaining compliance, and creating muscle memory for a real-life emergency. District-level and school-level reports show drill status and crucial insights to help schools improve with each drill.*

Raptor Alert: *Raptor Alert is a silent panic alert system that works on the devices schools use daily, such as phones, tablets, and personal computers. Raptor Alert expedites and streamlines emergency response by allowing users to initiate an alert through 911 and provide critical information to first responders, law enforcement, and campus personnel. Alerts are also sent to staff that may be outside of the building during an emergency as well.*

Accountability: *Connected with Power School, Raptor enables teachers and staff to account for themselves, students, and visitors directly in the Raptor mobile app while providing real-time status and location information. Teachers can notify first responders in the Raptor mobile app of missing or injured subjects. Critical Incident Maps are integrated into the Raptor system, and*

Purchase Request and Narrative

locations of injured subjects can be easily located. The mobile app's accountability portion also allows staff to check students into buses and reunification locations once they arrive.

Reunification: *Raptor Reunification software includes a patented reunification workflow aligned with and officially licensed by The "I Love U Guys" Foundation. Raptor Reunification allows for the expedited reunification of students and families. Raptor Reunification takes place using personal computers, mobile phones, and tablets. Guardians can be verified easily through the mobile app by a greeter, and the student information is immediately sent to the reunification team for an expedited reunification process. Every reunification is electronically documented for after-action reporting and accountability.*

This proposal is for implementing the Raptor Emergency Management Suite and one year of training and assistance with the Raptor Emergency Management Suite. Raptor Technologies completes on-site training and helps the school district implement the Emergency Management Suite at 2-3 schools in person. Any issues and bugs are worked out on-site by Raptor Technologies staff. After successfully implementing the Emergency Management Software, Raptor will remotely implement all the other buildings in the district. Raptor Technologies also completes in-person reunification training and scenarios while implementing the Emergency Management Suite.

Raptor Technologies integrates with PowerSchool for student accountability, CRG mapping for broadcasting student locations to first responders during an emergency, and integration with electronic access control systems such as Salto for automatically locking all doors during a lockdown.

KEY PERSONNEL

Novi Community School District Supervisor of Safety & Security Dennis Huisman is responsible for coordinating and implementing Raptor's Emergency Management Suite for the Novi Community School District.

Oakland Schools Senior Technology Coordinator Anthony Locricchio is responsible for implementing Raptor's Emergency Management Suite for the Novi Community School District.

OTHER PERSONNEL

Novi Police Department School Resource Officers Detective Sarah Moulik and Detective Julie Warren will assist with scheduling training and coordinating with building principals.

PERSONNEL

There are no personnel costs associated with this project.

FRINGE BENEFITS

There are no fringe benefit costs associated with this project.

Purchase Request and Narrative

TRAVEL

There are no travel costs associated with this project.

EQUIPMENT

There are no equipment costs associated with this project.

MATERIALS AND SUPPLIES

There are no materials and supplies costs associated with this project.

CONTRACTUAL

Raptor Technologies offers the Emergency Management Suite for an annual cost of **\$1,980** per building. The total yearly cost to outfit eleven educational facilities will be **\$21,780**.

Raptor Technologies offers onsite training to help launch three schools (High School, Middle School, and Elementary) in person, provide “train the trainer” training, and assist with establishing the remaining schools over Zoom. Raptor technicians will ensure that the Emergency Management Suite is customized to NCSD’s needs and help establish each program (schedule drills, ensure integration with other apps, etc.). Onsite training also includes reunification training with the Raptor Emergency Management app. The cost for this training is **\$35,097**.

CONSTRUCTION

There are no construction costs associated with this project.

OTHER COSTS

There are no other costs associated with this project.

Purchase Request and Narrative

Raptor Emergency Management Budget Narrative	Amount
Personnel	
There are no personnel costs associated with this purchase.	\$0
Total Personnel	\$0
Fringe Benefits	
There are no fringe benefit costs associated with this purchase.	\$0
Total Fringe Benefits	\$0
Travel	
There are no travel costs associated with this purchase.	\$0
Total Travel	\$0
Equipment	
There are no equipment costs associated with this purchase	\$0
Total Equipment	\$0
Materials and Supplies	
There are no material and supply costs associated with this purchase.	\$0
Total Materials and Supplies	\$0

Purchase Request and Narrative

Contractual	
The Raptor Emergency Management Suite has a building cost of \$1,980 per year. Novi Community School District would need to have eleven buildings covered by the Emergency Management Suite.	\$21,780
Training and implementation of Raptor Emergency Management Suite and reunification training with Raptor Technologies.	\$35,097
Total Contractual	\$56,877
Construction	
There are no construction costs associated with this purchase.	\$0
Total Construction	\$0
Other Costs	
There are no other costs associated with this purchase.	
Total Other Costs	\$0
Total Costs (First Year)	\$56,877
Second Year Costs	\$21,780
Third Year Costs	\$21,780

Purchase Request and Narrative



PURCHASE AND SUBSCRIPTION SERVICES AGREEMENT
EFFECTIVE DATE: 9/18/2023
INITIAL TERM: 12 months

This Purchase and Subscription Services Agreement (the “Subscription Agreement”) is made effective as of the Effective Date set forth above and is by and between Raptor Technologies, LLC, having offices at 2900 North Loop W, Suite 900, Houston, Texas 77092 (“Raptor”), and Novi Community School District, having office at 25345 Taft Rd, Novi, MI 48374 (“Customer”). This Subscription Agreement, the Terms (defined below), all Invoices and all other exhibits, schedules and terms and conditions referenced by or in this Subscription Agreement and the Terms together constitute the “Agreement” and govern the relationship between the Parties with respect to any Raptor Services. Each of Raptor and Customer are referred to as a “Party” and collectively as the “Parties.” In consideration of the mutual covenants and conditions set forth below, Raptor and Customer agree as follows:

“**Terms**” means the Raptor Technologies, LLC Purchase and Subscription Services Agreement Terms and Conditions in effect as of the time of execution of this Subscription Agreement, a copy of which can be found at <https://raptortech.com/wp-content/uploads/2022/05/Raptor-Online-Terms-and-Conditions-Form-May-2022.pdf>.

Access Grant to Raptor Services. Subject to Customer’s compliance with the terms and conditions contained in this Agreement, Raptor grants to Customer a non-exclusive, non-transferable, non-sublicenseable, revocable right to allow Customer to access and use the Raptor Platform and Annual Subscription Services during the Term (as defined in Section 5.2 (Renewal Terms) of the Terms) as set forth in the attached quote.

Fees. Customer will pay to Raptor the fees which may include the Annual Software Access Fee and Annual Subscription Services Fees (“Annual Subscription Fees”) and one-time purchases of equipment, supplies and services as set forth in the attached Quote and on an invoice during the Term. For an annual subscription billing during the Term, the Annual Subscription Fee may be increased from the previous annual period by the higher of the change in the CPI Index for the preceding 12 months or five percent (5%).

Payment Terms. Fees are due and payable within 30 (thirty) days of Customer’s receipt of the applicable Invoice. All amounts payable by Customer to Raptor hereunder are exclusive of any sales, use and other taxes or duties, however designated (collectively “Taxes”). Customer will be solely responsible for payment of any Taxes, except for those taxes based on the income of Raptor. Customer will provide Raptor its state-issued Direct Pay Exemption Certificate (or equivalent certificate), if applicable, upon execution of this Agreement. In the event an applicable taxing authority, as a result of an audit or otherwise, assesses additional Taxes at any time, Customer and not Raptor will be solely responsible for payment of such additional Taxes and all costs associated with such assessment, including without limitation, interest, penalties and attorney’s fees. Customer will not withhold any Taxes from any amounts due Raptor. Should Customer be required under any applicable law or regulation, to withhold or deduct any portion of the payments due to Raptor hereunder, then the sum due to Raptor will be increased by the amount necessary to yield to Raptor an amount equal to the sum Raptor would have received had no withholdings or deductions been made.

Client acknowledges and agrees that it has had the opportunity to review the Agreement, including without limitation, the Terms, prior to the execution of this Subscription Agreement. Unless otherwise specified, capitalized terms in this Subscription Agreement have the same meaning as those in the Terms.

BY SIGNING BELOW, EACH PARTY REPRESENTS IT HAS READ AND AGREES TO BE BOUND BY THESE TERMS AND CONDITIONS.

RAPTOR TECHNOLOGIES, LLC **Novi Community School District**

Signed: _____ Signed: _____

Name: _____ Name: _____

Title: _____ Title: _____

Date: _____ Date: _____

Purchase Request and Narrative



Quote #: Q-83756-1
Date: 9/18/2023 11:56 AM
Expires On: 10/18/2023
Federal Tax ID #: 45-4914152

To:
 Novi Community School District
 25345 Taft Rd
 Novi, MI 48374
 United States

From:
 Drew Smith
 dsmith@raptortech.com
 (713) 880-8902

Subscription Term: 12 Months **Billing Frequency:** Annual

PRODUCT	DESCRIPTION	UNIT PRICE	QTY	TOTAL
Raptor Emergency Management	Raptor Emergency Management Suite Annual Access Fee (per site license). Includes Raptor Alert, Raptor Link, Drill Manager, Accountability and Reunification. Renewal Fee is due on the anniversary month of purchase. Raptor technical support is included.	USD 1,980.00	11	USD 21,780.00
Raptor Connect	Allows configuration for external systems to connect to Raptor Alert through a bi-directional API.	USD 0.00	1	USD 0.00
Compliance and Success Package - Raptor Emergency Management	Professional services to support the implementation, adoption and usage of the Raptor Emergency Management Suite.	USD 35,097.00	1	USD 35,097.00
SUBTOTAL:				USD 56,877.00
TOTAL:				USD 56,877.00

RECURRING COSTS IN THIS QUOTE: USD 56,877.00

Quote Notes:

You may sign electronically; or you may print, sign and scan all pages of the document and email to dsmith@raptortech.com or fax to 713-880-2577.

Issuing a purchase order for payment? Please email to dsmith@raptortech.com.

Remit check payments to: Dept. 141, P.O. Box 4458, Houston, TX 77210-4458.

For any other questions, email accounting@raptortech.com.

To order additional or replacement equipment and supplies with a credit card, visit <http://www.shop.raptortech.com>.

Purchase Request and Narrative



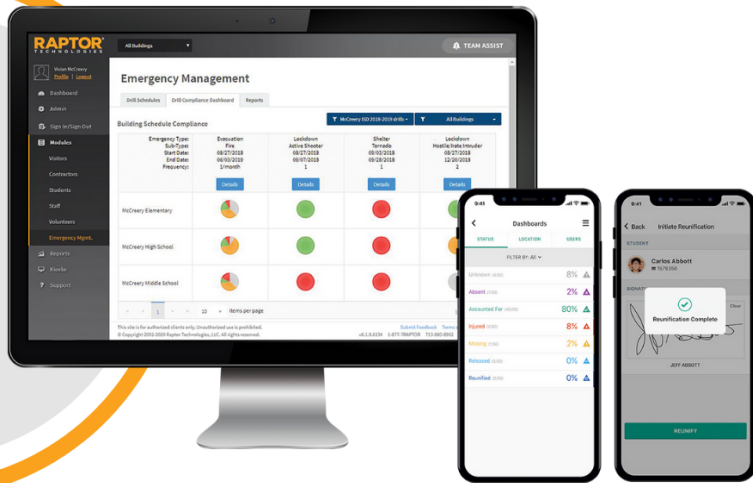
Raptor® Emergency Management

Emergency preparation, response, and recovery

RAPTOR
TECHNOLOGIES
THE **GOLD STANDARD** IN SCHOOL SAFETY

Be Ready for Any Emergency

Protect your students and staff and be in complete control during drills, active incidents, and reunifications.



Relay Accurate Information to Public Safety Answering Points

Integrate directly with 9-1-1 and provide enriched data to first responders, including building maps, emergency protocols, and student, staff, and visitor information.

Sync with Student Information Systems (SIS)

Ensure you have critical student, staff, and guardian data necessary to accurately account for everyone on campus and reunify students with only approved guardians.

Comply with Panic Button Mandates

Comply with legislation, like Alyssa's Law, that requires schools to have silent panic alert systems linked directly to first responder and law enforcement agencies.



"We chose Raptor Emergency Management because it's one solution that encompasses all aspects of incident management and integrates with our student information system. The data integration with Raptor is phenomenal."

Bay City ISD, TX

Customizable to Your Policies

Be confident teachers, staff, and first responders are aligned and following your safety response procedures during drills and emergencies. Raptor is also 100% aligned with The "I Love U Guys" Foundation® protocols.

Accessible and User-Friendly

Raptor is cloud-based, meaning it can be accessed from wherever you are and on any web-enabled device. The intuitive interface and simple navigation make it easy to use even in the most stressful situations.

Streamlined Configuration

New users are guided through an educational welcome tour to ensure that settings are accurately configured on their device. This process is bypassed in an active emergency.

Manage and Track Drills

Track all your drills and eliminate compliance risks with Raptor Drill Manager®.



Easily Schedule

Quickly schedule drills and track compliance based on district requirements. District administrators receive alerts when schools are out of compliance.

Conduct and Manage

Receive automatic notifications to remind you of upcoming drills and initiate drills from any mobile or web-enabled device.

Track and Report

Monitor drill status for every building and drill type and produce accurate status reports for individual schools or the entire district.

Learn and Improve

Analyze reports to see what is working and where you need to improve performance.

“It’s one thing to say you conducted a drill; it’s another to prove it with documentation and to have that documentation at your fingertips.”

Duval County Public Schools, FL

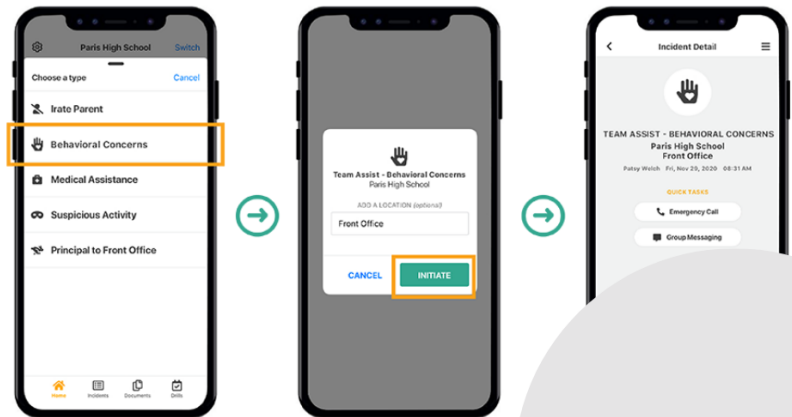


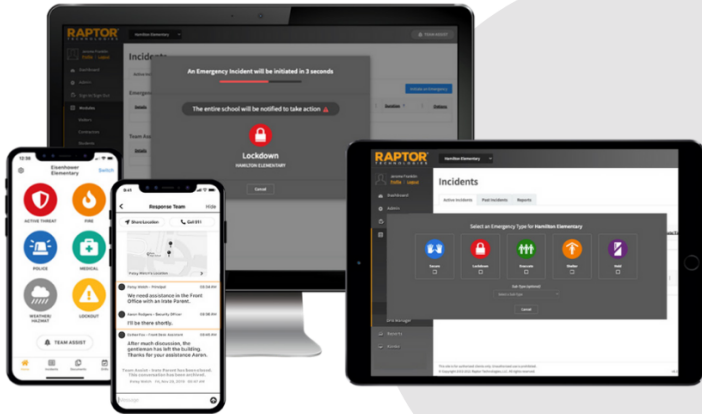
Get Help for Everyday Incidents

Summon help for incidents, such as fights or medical assistance, with Team Assist.

Efficiently Manage Incidents

Users can quickly send situation-specific details, share their location on an interactive map, communicate through group messaging, and connect with 9-1-1. Districts can customize the list of Team Assist situations, notifications, and alert recipients.





Connect to First Responders

Initiate a mobile panic alert to instantly request help with Raptor Alert®.

Quickly Summon Help

Request the right help for any-sized incident—large or small, in a single building or across the entire district—from wherever you are.

Instantly Notify Others

Automatically send detailed, situation-specific alerts so everyone knows how to respond. Alerts provide the type, location, time, and who initiated the emergency and can be sent across text message, computer desktop alert, email, voice call, and push notification. Push notifications can play an audible alarm even when the device is in silent or do-not-disturb mode.

Connect with 9-1-1 and Communicate with Group Messaging

Text or call 9-1-1 directly and stay in touch with all users through real-time group messaging. Give first responders and school staff 24/7 access to your building maps and emergency protocols.

Send Alerts Based on Location

Seamlessly switch between campuses without worrying about reconfiguring your panic button. Raptor sends mass notifications based on your geolocation within the campus. Location data is only accessed during an active emergency.



Raptor Alert® is PSAP Friendly and RapidSOS Ready

Quickly Summon Help

Raptor Alert, coupled with the RapidSOS emergency response data platform, delivers critical, real-time data to a Public Safety Answering Point (PSAP) for smarter and faster emergency response. Raptor Alert connects the caller to 9-1-1, which instantly shares additional information with the dispatcher, including:

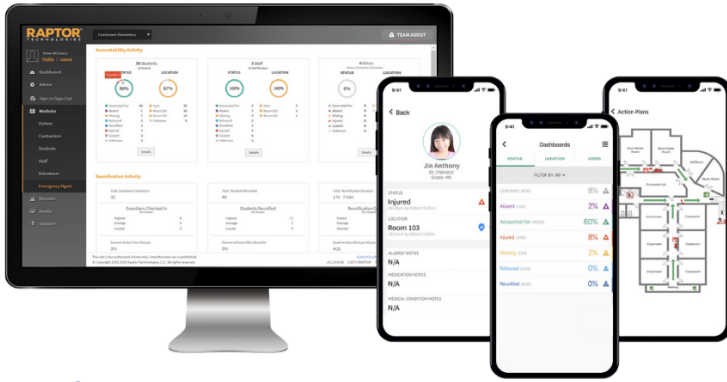
- Caller name and number, precise campus location, and additional information (job title, etc.)
- Dispatchable address and school name
- Emergency type (lockdown, active shooter, etc.)

“Raptor has given us the unique opportunity to save lives by letting us quickly notify authorities and get the right help immediately.”

Toms River Regional School District, NJ

Account for the Location and Status of Everyone

Maintain clear, real-time line of sight with Raptor Accountability®.



13

Account for Everyone

Teachers and staff confirm the status and location of themselves, students, and if using Raptor® Visitor Management, visitors on campus.

Stay Updated in Real Time

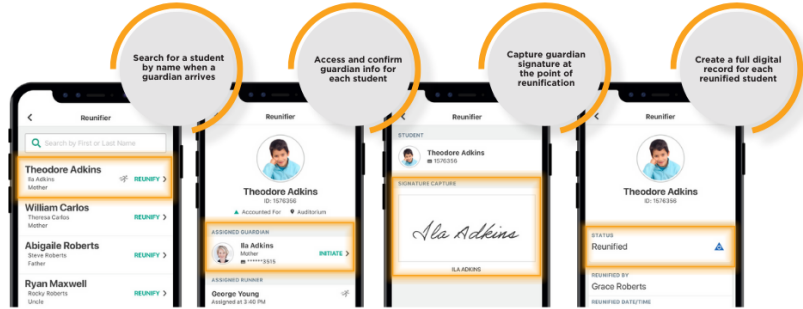
First responders, incident commanders, and other authorized users know each student, staff, and visitor's condition and location during an emergency.

Assist Injured Persons Faster

Enable first responders to know where they're needed most by giving them access to the location, details, and medical conditions for all individuals.

"Simultaneous communications and the ability to give multiple incident leaders real-time status reports in an instant . . . plus the accountability: we knew where resources were needed . . . And of course, the command center could see it all."

Brighton Schools, MI



Safely Reunify Students with Their Guardians

Increase your speed and accuracy with Raptor Reunification®.

Document Every Individual's Status

Track every individual's status change and generate a detailed history of events for post- incident reporting.

Eliminate Inaccuracy and Reduce Liability

Ensure students are only reunified with approved guardians by screening guardian ID to check for sex offender status or custodial restrictions. Record guardian signature and timestamp for each reunification.

"Raptor really is priceless. Honestly, it has given us freedom, peace of mind, and the ability to communicate more accurately with one another. Raptor is part of our everyday operations."

West Aurora School District 129, IL

Raptor® is 100% Aligned with the Standard Reunification Method™ from The “I Love U Guys” Foundation®

Raptor reduces reunification time by substituting handwritten, paper-based elements with instant mobile communications and record-keeping, safely reunifying students with authorized guardians up to four times faster.



Greeting, Check-in, and ID Verification

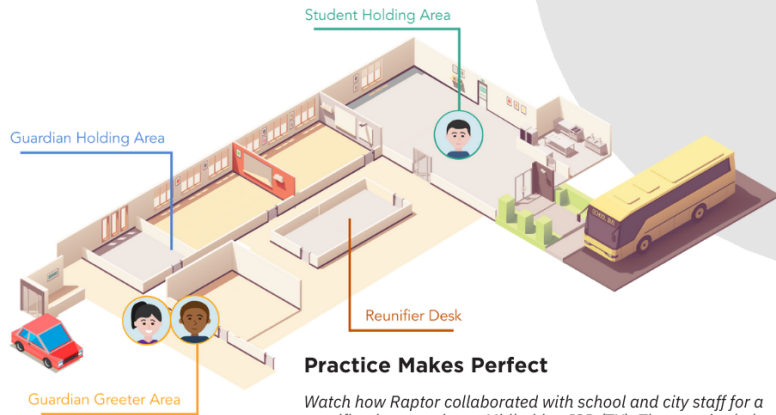
Verify the guardian’s ID and custody rights.

Reunification Communication

Send automatic notifications to runners when a guardian is cleared, so that the runner can quickly retrieve the right student.

Accurate Reunification

Verify the guardian’s ID and record their signature. This instantly sends a text message notifying the student’s other guardians that the student was safely reunified.



Practice Makes Perfect

Watch how Raptor collaborated with school and city staff for a reunification exercise at Midlothian ISD (TX). The exercise helped the district understand what resources are available and how to improve emergency preparedness, response, and recovery.

[Watch their case study video here.](#)

ABOUT RAPTOR®

Create Safety and Peace of Mind

Raptor software was built to help schools manage every stage of safety and protect every child, every school, every day.

Trusted Safety Partner

Raptor is a trusted safety advocate and partner to over 35,000 K-12 U.S. schools and maintains a 98% annual customer retention rate. Raptor works with everyone from single school buildings, to private and charter schools, to the nation’s largest school districts.

Focused on Customer Success

Our implementation experts build customized implementation plans and thoroughly train your staff, public safety officials, and end users. Our live support, Customer Success teams, and detailed online resources keep your programs running and your team updated on best practices.

Safety is the Priority

Raptor is driven by our mission to **protect every child, every school, every day**. Our team is passionate about school safety and staying on the cutting edge of innovative school safety software. Together, we can create the ultimate benefit: safety and peace of mind for everyone in your community.



Purchase Request and Narrative



The Raptor School Safety Suite

Fully Protect Your Schools

Integrated school safety software that enables schools to screen visitors, track volunteers, report on drills, respond to emergencies, and reunite families.



Want to Learn More?

Schedule a Demo

at raptortech.com/request

Learn More Online

at raptortech.com/EM

Call Us [877-772-7867](tel:877-772-7867)

RAPTOR
TECHNOLOGIES

THE **GOLD STANDARD** IN SCHOOL SAFETY

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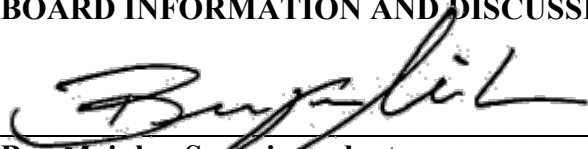
**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
October 19, 2023**

SUPERINTENDENT OF SCHOOLS

TOPIC: Board of Education Meeting Start Times

At the October 2, 2023 Board Work Session, the topic of changing the Board meeting start times from 7:00 PM to 5:30 PM, 6:00 PM, or 6:30 PM was brought up. This comes tonight for further discussion.

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



Ben Mainka, Superintendent

**BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
October 19, 2023**

ASSISTANT SUPERINTENDENT FOR ACADEMIC SERVICES

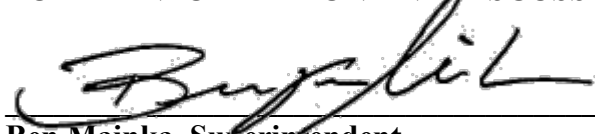
TOPIC: Novi Baseball Trip to MLB Dodger Spring Training Complex in Florida

The Novi Athletics Department is requesting approval for the Novi Baseball team to travel to Vera Beach Florida, so that they can attend the MLB Dodger Spring Training during Spring Break 2024. The Novi team will be able to participate in four (4) scrimmages and practices along with other team building events.

The team will leave for Florida at the end of the school day on Friday, March 22, and return on Saturday, March 30, 2024.

This comes tonight for information and discussion. It will come back before the Board for approval at the November 9, 2023.

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

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

Ben Mainka, Superintendent

Oct 19, 2023

March 22 - 30, 2024

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

Date of Trip

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

Field Trip Coordinator: Rick Green Other Staff Members Attending: Charlie Richter

Have you coordinated this trip in previous years?: No If yes, when? _____

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

Novi Baseball State Championship in Lansing, June 16, 2023

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

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

TRIP INFORMATION

Title of Field Trip:	<u>Baseball Spring Break Trip</u>	Organization/Club/Course Name:	<u>Novi HS Baseball</u>
Date(s) of Trip:	<u>March 22 - 30, 2024</u>	School Days Missed (by students):	<u>0</u>
Field Trip Destination:	<u>MLB Dodger Spring Training Complex</u>	City/State:	<u>Vero Beach, FL</u>
Departure Time:	<u>4pm</u>	Departure Location:	<u>Novi, MI</u>
Arrival Time:	<u>12pm</u>	Arrival Location:	<u>Vero Beach, FL</u>
Total Cost per Student:	<u>\$1500</u>	Items included in cost:	<u>Lodging/Food/Transport/Baseball</u>
Trip Funded By:	<u>Parents</u>		

LODGING

Lodging name: MLB Dodger Spring Training Complex Contact Number: 866-244-2291

Number of students attending: 15 Number of Chaperones: 5

Lodging Cost Per Student: \$1500 Funded By (circle): Student Other: _____

CHAPERONES

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

Names of Teacher Chaperones: Charlie Richter

Names of Volunteer Chaperones: Rick Green, Garrett Green, Kevin Zak, Zach Byron

TRANSPORTATION

Method of Transportation (select one): Charter Bus

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

Charter Bus: Company TBD Contact Number _____

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

Cost Per Student: Included in \$1500 Funded By (select one): Parent

Address of Destination 3901 26th St, Vero Beach, FL 32960 Pickup Location Novi HS

Group Novi HS Baseball Team Pickup Building HS

Of Adults 5 # Of Students 15 Parking Facilities HS Athletic Bldg

Departure Time 4pm Are Drivers' Meals, Tickets, or Fees Included? No

Approx. Arrival Time 12pm Special Equipment Needed n/a

Time Leaving Destination 5pm Does the Bus Need to Stay with the Group? No

Approx. Return Time 1pm

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

FIELD TRIP FEES

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

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

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

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

Complete the following questions if the trip is curricular.

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

The Novi HS Varsity Baseball team will participate in scrimmages and practices along with team building events in order to prepare for the upcoming season so that the team can build on the success of the previous season and have continued success in 2024.

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

4 man training sessions are currently taking place and will continue throughout the winter. Tryouts will occur right before the trip.

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

The unpredictable weather in Michigan does not always allow for outdoor practices prior to the start of the season.

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

The first game is 2 days after returning from the trip.

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

The Novi HS Baseball team will leave at the end of the school day on Friday, March 22nd and spend Spring Break in Florida, returning on Saturday, March 30th.

During their stay in Florida, they will practice and participate in 4 scrimmages.

They will also participate in team building events such as attending Major League Spring Training games, team dinners, beach volleyball and more.

It is anticipated that by spending Spring Break in Florida together, the team will come back focused, trained and ready for their season.

APPROVAL

Sponsor's Signature



Administrator's Signature