Novi Board of Education Organizational Work Session

Thursday, December 18, 2025 6:00 PM
Educational Services Building, 25425 Taft Road, Novi, MI 48374

I. **CALL TO ORDER**

II. **APPROVAL OF AGENDA**

III. **INFORMATION AND DISCUSSION**

III.a. Board Goal Discussion - MASB Level 1 Coursework

III.b. 31aa Discussion

III.c. Anxious Generation Discussion and Idea Sharing

IV. **ORGANIZATION MEETING PREPERATION**

IV.a. Discussion of Officers

IV.b. Discussion of Committee Assignments

IV.c. Discussion of Board Meeting Schedule

V. **COMMENTS FROM THE AUDIENCE**

VI. **CLOSED SESSION**

VII. **ADJOURNMENT**

BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
December 18, 2025

ASSISTANT SUPERINTENDENT OF BUSINESS OPERATIONS

TOPIC: Board Goal – MASB Level 1 Coursework

At the December 11, 2025, Regular Board meeting, it was discussed that we bring the MASB Level – 1 Coursework for discussion on where the Board stands with its goal.

This comes tonight for information and discussion.

APPROVED AND RECOMMENDED
FOR BOARD ACTION

Benjamin Mainka, Superintendent

BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
December 18, 2025

ASSISTANT SUPERINTENDENT OF BUSINESS OPERATIONS

TOPIC: 31aa

To be eligible to receive 31aa funds for the 2025-2026 fiscal year, the District had to opt in by December 4, 2025. However, per the stipulated order entered by the Court of Claims, an opt-in submitted by the deadline may be rescinded by 11:59 p.m. on December 30, 2025.

Section 31aa of the State School Aid Act allocates a total of $321,000,000.00 to all districts throughout the state, and districts are required to "opt-in" if they want to be eligible to receive their share of the amount of funds allocated under Section 31aa; and Section 31aa provides certain conditions that school districts must agree to receive funding.

The District can rescind opt-in if neither the Court of Claims nor the United States District Court for the Eastern District of Michigan has ruled that the waiver requirement is unlawful or unenforceable.

This was brought to the Board as information and discussion during the December 11th, 2025, Regular Board Meeting, and comes tonight for continued discussion.

APPROVED AND RECOMMENDED
FOR BOARD ACTION

Benjamin Mainka, Superintendent

BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
December 18, 2025

ASSISTANT SUPERINTENDENT OF BUSINESS OPERATIONS

TOPIC: Anxious Generation Discussion and Idea Sharing

Two years ago, the district purchased copies of the Anxious Generation for the entire board and NCSD staff. Today, we would like to discuss the status of these initiatives and ideas for the future.

This comes tonight for information and discussion.

APPROVED AND RECOMMENDED
FOR BOARD ACTION

Benjamin Mainka, Superintendent

Board Policy Manual
2405 – Board Officers

2405 Board Officers

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

A. Election of Board Officers
   1. The Board must elect a President and Vice President. The Board may also elect a Treasurer and Secretary.

   2. Board officer elections will take place at the Board's annual organizational meeting in January.

   3. A nominating committee of the whole will meet in December prior to the January election of officers.

      a. A Board member who is nominated for an officer position may, by simple announcement, remove himself or herself from consideration.

   4. A candidate for a Board officer position must receive a majority vote of the Board members then serving on the Board. Each Board office shall be voted on separately by the Board.

      a. If no person receives a majority vote in an initial vote, the candidates for a second vote will consist of:

         i. the 2 persons who received the most votes; or
         ii. if more than 2 persons are tied for the most votes received, all persons tied for most votes received; or

         iii. if 1 person received the most votes and there is a tie for second place, the person who received the most votes and the persons tied for the second place.

      b. The process for narrowing candidates will be repeated in subsequent voting rounds.

   5. Elected Board officers will serve in that capacity until the next annual organizational meeting, unless a Board member resigns from the officer position or a Board majority votes to remove that Board member from the officer position.

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

BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
December 18, 2025

BOARD OF EDUCATION

TOPIC: Election of School Board Officers – WORK SHEET

The Board of Education elects its officers annually, not earlier than January 1st, immediately following an election held on a November regular election date, and not later than the first meeting in January.

- President _____
- Vice President _____
- Secretary _____
- Treasurer _____

2500 Board Meetings and Open Meetings Act Compliance

2505 Board Committees

Committees can be a practical way to structure and manage the board's work. Sometimes a smaller group can be more focused and efficient in dealing with issues than the full board. A committee is created to provide counseling and advice for the board or to handle a task on the board's agenda. Any recommendations made by a committee needs to be approved by the board, but remember, the board is not obligated to go with committee recommendations or suggestions. Committees are more effective when their charter and scope of work is clearly defined by the board. It is understood that no action will be taken at any committee meeting.

A. General

1. The Board may establish standing, advisory, and ad hoc committees as it deems necessary and advisable. An ad hoc committee will be time-limited, and will meet on an as needed basis.

2. The President determines a committee's membership, chairperson, and, except as otherwise provided in this Policy, the committee's purpose, duties, and authority.

3. A committee's membership must include at least 1 Board member.

4. A committee must be composed of fewer Board members than would constitute a quorum of the Board.

5. The Superintendent or designee may serve as an ex officio member of any committee.

6. The following committees are hereby established:

   a. Finance, which is responsible for reviewing the annual district budget, budget amendments and audit report.

   b. Governance and Policy, which is responsible for reviewing and recommending revisions to Board policies and Board Operating Procedures.

   c. Diversity, Equity, and Inclusion, which is responsible for promoting and ensuring a sense of belonging for all students within the District.

   d. Capital Projects, which is responsible for reviewing and recommending proposed construction projects and updates and maintenance projects to existing facilities.

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e. Curriculum, which is responsible for reviewing and recommending proposed new or revised curriculum and resources.

7. Any committee that is authorized to deliberate, narrow options, eliminate options, or otherwise make decisions on the Board's behalf must conduct its meetings in compliance with the Open Meetings Act, Policy 2501, and, if applicable, Policy 2501A, including notice requirements, recording minutes, and allowing for public participation.

8. Meeting notices as required by the Open Meetings Act, Policy 2501, and, if applicable, Policy 2501A, will be posted for any committee of the whole meeting and any committee meeting at which more than a quorum of the Board may be present.

9. When required by the Open Meetings Act, a committee will keep minutes of its meetings. In addition, the Board may direct that a committee keep minutes of its meetings, even if not required by the Open Meetings Act.

10. Committee meetings will be convened by the committee's chairperson or designee.

B. Types of Committee Meetings

1. Administrative Board Committee Meetings

a. An administrative board committee meeting must involve 3 Board members or less.

b. Administrative board committee meetings will not be open to the public, unless otherwise determined by the chairperson.

c. Administrative board committee meetings will be scheduled for dates and times that are most convenient for committee members, as well as when various experts within the District will be able to attend.

2. Committee of the Whole Meetings

a. The Board may meet as a committee of the whole. A committee of the whole meeting must be conducted in compliance with the Open Meetings Act, Policy 2501 and, if applicable, Policy 2501A. The provisions of this Policy do not otherwise apply to Board committee of the whole meetings.

b. Committee of the whole meetings will be scheduled for dates and times that are most convenient for committee members.

Legal authority: MCL 15.261 et seq.; *Schmiedicke v Clare Sch Bd*, 228 Mich App 259 (1998)

Date adopted: 07/13/2023

Date revised:

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2025 Assignments for Committees/Representative/Liaison Positions

Liaisons:
Community Education: Jason Michener

Novi Educational Foundation: Betsy Beaudoin

OCSBA Government Relations: Mary Ann Roney

Interschool Council: Jamie Kliebert

Standing Committees:
Governance and Policy:
1. Willy Mena- Chair
2. Paul Cook
3. Jason Michener

Finance:
1. Mary Roney- Chair
2. Jason Michener
3. Jamie Kliebert

Capital Projects:
1. Betsy Beudoin - Chair
2. Paul Cook
3. Willy Mena

Curriculum:
1. Dr. Danielle Ruskin- Chair
2. Mary Ann Roney
3. Betsy Beaudoin

Diversity, Equity, and Inclusion:
1. Dr. Danielle Ruskin - Chair
2. Jason Michener
3. Jamie Kliebert

Ad Hoc Committee:
Master Planning:
1. Paul Cook- Chair
2. Dr. Danielle Ruskin
3. Jamie Kliebert

2026 Assignments for Committees/Representative/Liaison Positions

Liaisons:
Community Education:_____

Novi Educational Foundation:_____

OCSBA Government Relations: _____

Standing Committees:
Governance and Policy:
1. _____ - Chair
2. _____
3. _____

Finance:
1. _____- Chair
2. _____
3. _____

Capital Projects:
1. _____- Chair
2. _____
3. _____

Curriculum:
1. _____- Chair
2. _____
3. _____

Diversity, Equity, and Inclusion:
1. _____- Chair
2. _____
3. _____

Ad Hoc Committee:
Master Planning:
1. _____ - Chair
2. _____
3. _____

BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
December 18, 2025

SUPERINTENDENT OF SCHOOLS

TOPIC: 2026-2027 Board of Education Meeting Schedule

A tentative 2026-2027 Board of Education Meeting schedule is presented tonight for review and discussion. These meetings will be held at the Educational Services Building, located at 25425 Taft Road, Novi, Michigan 48374. The tentative schedule includes proposed dates for the Board Workshops.

RECOMMENDATION:
That the Board of Education approve the 2026-2027 Board of Education Meeting calendar as presented.

APPROVED AND RECOMMENDED
FOR BOARD ACTION

Benjamin Mainka, Superintendent

Novi Community School District

25425 Taft Rd., Novi, MI 48374 Phone: (248) 449-1204

2026-2027 Regular Board of Education Meetings

Meeting Location: Board Room - Educational Services Building (ESB)

January 8, 2026 (Organizational Meeting)	Thursday	6:00 PM	ESB
January 22, 2026	Thursday	6:00 PM	ESB
February 19, 2026	Thursday	6:00 PM	ESB
March 19, 2026	Thursday	6:00 PM	ESB
April 23, 2026	Thursday	6:00 PM	ESB
May 14, 2026	Thursday	6:00 PM	ESB
June 11, 2026 (Career Prep Graduation 6:00 p.m.)	Thursday	7:30 PM	ESB
July 16, 2026 (Work Session/Board Self-Assessment)	Thursday	6:00 PM	ESB
August 13, 2026	Thursday	6:00 PM	ESB
September 17, 2026	Thursday	6:00 PM	ESB
October 15, 2026	Thursday	6:00 PM	ESB
November 12, 2026	Thursday	6:00 PM	ESB
December 10, 2026	Thursday	6:00 PM	ESB
December 17, 2026 (Organizational Work Session/Evaluation)	Thursday	6:00 PM	ESB
January 14, 2027 (Organizational Meeting)	Thursday	6:00 PM	ESB
February 18, 2027	Thursday	6:00 PM	ESB
March 18, 2027	Thursday	6:00 PM	ESB
April 22, 2027	Thursday	6:00 PM	ESB
May 13, 2027	Thursday	6:00 PM	ESB
June 10, 2027 (Career Prep Graduation 6:00 p.m.)	Thursday	7:30 PM	ESB
July 15, 2027 (Work Session/Board Self-Assessment)	Thursday	6:00 PM	ESB

Novi Community School District

25425 Taft Rd., Novi, MI 48374 Phone: (248) 449-1204

2026 Committee of the Whole Meetings

Meeting Location: Board Room - Educational Services Building (ESB)

Committee Name	Date	Day	Time
Governance & Policy Committee	January 12, 2026	Monday	4:00 PM
Capital Projects Committee	January 12, 2026	Monday	5:00 PM
Capital Projects Committee	March 5, 2026	Thursday	4:00 PM
Joint DEI & Curriculum Committees	March 9, 2026	Monday	4:00 PM
Curriculum Committee	June 1, 2026	Monday	4:00 PM
Joint Finance & Capital Projects Committees	June 9, 2026	Tuesday	4:00 PM
Governance & Policy Committee	August 17, 2026	Monday	4:00 PM
Joint DEI & Curriculum Committees	September 14, 2026	Monday	4:00 PM
Joint Finance & Capital Projects Committees	November 9, 2026	Monday	4:00 PM
Governance & Policy Committee	January 11, 2027	Monday	4:00 PM
Capital Projects Committee	January 11, 2027	Monday	4:00 PM

BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
NOVI, MICHIGAN
December 18, 2025

SUPERINTENDENT OF SCHOOLS

TOPIC: Moving to a Closed Session

The Board of Education will move into a closed session for the following reasons:

- A public body may meet in a closed session only for one or more purposes as specified in the Open Meetings Act. Tonight, the Board will enter into a closed session for an evaluation [OMA Sect. 8(1)(a)].

RECOMMENDATION:
That the Novi Community Schools Board of Education move into a Closed Session for the purpose of engaging in negotiations as permitted under section 8(1)(a) of the Open Meetings Act.

APPROVED AND RECOMMENDED
FOR BOARD ACTION

Benjamin Mainka, Superintendent

BOARD OF EDUCATION
NOVI COMMUNITY SCHOOL DISTRICT
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SUPERINTENDENT OF SCHOOLS

TOPIC: Superintendent Professional Practice Rating

The Novi Community School District Board of Education met with Superintendent Mainka to review his self-reflection and come to a consensus on the Professional Practice Rating presented in the self-reflection.

RECOMMENDATION:
That the Novi Community School District Board of Education approves the Superintendent Professional Practice Rating of _____.

APPROVED AND RECOMMENDED
FOR BOARD ACTION

_____
Benjamin Mainka, Superintendent