

OWOSSO PUBLIC SCHOOLS
Board of Education Minutes
April 27, 2020
Report 19-233

As the host of the District's first virtual school Board Meeting, Superintendent Dr. Tuttle provided the participants with a few guidelines and procedures.

President Jenc called the meeting of the Board of Education to order at 5:33 pm. He thanked the participants and welcomed them to the first Owosso Public Schools Board of Education Zoom meeting. Due to Governor Whitmer's current Executive Order and the stay at home order, the meeting was held virtually using Zoom video conferencing from the Washington Campus, 645 Alger Street, Owosso, MI 48867.

Roll Call

Secretary Ochodnicky conducted a roll call of Board members virtually present at the meeting.

Present: Jenc, Keyes, Krauss, Mowen, Ochodnicky, Quick, Webster (all members were present through Zoom video conferencing)
Absent: No members were absent

Pledge of Allegiance

Board of Education President Tim Jenc amended the meeting's agenda to include a closed session at the conclusion of the regular meeting for the purpose of having a discussion on contract negotiations. Ochodnicky moved to amend the agenda, Keyes supported the motion. Motion carried unanimously.

Board Correspondence

Superintendent Dr. Andrea Tuttle expressed her sincere appreciation to the wonderful people in the District for feeding, educating, and providing mental and moral support to our families and friends, while also taking care of their own families during this unprecedented time. The District's priority during this pandemic is to help families and not cause any additional undo stress. Superintendent Dr. Tuttle stated that she has shared with her team that we are not responsible for this pandemic but we are responsible for offering support to our families in any way possible during this time and always.

Superintendent Dr. Tuttle recognized the Owosso Public Schools food service department, custodians, and the numerous volunteers that have been serving our families. The District has served 18,000 meals, inclusive of breakfast and lunch each week, which represents approximately 1,150 children out of the 3,000 that attend Owosso Public Schools. Food distribution occurs in front of the middle school on Tuesday's and Friday's from 10 am until 12 pm. A special thanks was extended to Board Treasurer Marlene Webster and the Shiawassee HOPE organization for the volunteers they have made available. These volunteers deliver meals to the homes of approximately 300 students on Tuesday and Friday of each week. Additionally, the staff of OPS has also stepped up to service our families. Since the closing of school, the District has served over 70,000 meals. The Shiawassee YMCA, Laura Archer (formerly Laura Burroughs), and Senior Program Director Jen Lintner were acknowledged for their efforts to distribute food during the initial phases of the pandemic.

Administrators, teachers, and para-professionals were applauded by Superintendent Dr. Tuttle for working tirelessly to provide students with a distance learning platform that offers something for everyone. Students with electronic devices and connectivity have been provided with engaging electronic learning opportunities. Middle School and Lincoln Alternative High School students that do not have a device have been provided with one. The Technology Department was thanked for providing students that do not have connectivity the option of using the District's Wi-Fi at the high school parking lot. Elementary students and anyone else that wishes, can take advantage of paper packets that are available during food service deliveries and have also been mailed to Lincoln students. Every student in the District receives a weekly communication from a teacher with the intent to simply check on their mental

well-being and offer assistance. The District team is also recognizing student birthdays and creating fun videos to let students know they are missed.

Superintendent Dr. Tuttle reported that to date, the District has distributed over 250 Chromebooks to students, in addition to paper/pencil packets. The Technology and Maintenance Departments were thanked for providing internet accessibility to students at the high school. The District continues to seek ways to assist families and students with devices and connectivity during this time.

Superintendent Dr. Tuttle thanked Cargill for donating 1,000 red oak trees to the District. Approximately 900 trees were distributed to students for Earth Day with the balance to be distributed during food distribution.

Superintendent Dr. Tuttle recognized administration office staff members for coming to work on a daily basis so employees can get paid along with additional clerical duties that must be completed. The custodial and maintenance team has been available to complete minimal job duties as needed to maintain the District. These employees are mindful of social distancing while completing their required tasks and keeping each other safe. The entire Owosso team was publicly thanked by Superintendent Dr. Tuttle for all their efforts to make OPS an amazing District. Together we are Owosso strong!

Superintendent Dr. Tuttle announced that the District has officially postponed the Lincoln High School and Owosso High School graduation ceremonies. At this time a scheduled date has not been determined based on further communication and options from Governor Gretchen Whitmer. The District is extremely saddened by the missed opportunities of its seniors. It is hoped that the end of the school year can be as special as possible for the graduating Class of 2020. In an effort to recognize the Class of 2020, Wolverine Sign has donated a billboard wrap that will be placed on a sign donated by Van Epps and Van Epps located by Wrought Iron Grill. The second edition of Today's Trojan will feature the members of the Class of 2020. This publication will be mailed to all residents of Owosso and Henderson.

Superintendent Dr. Tuttle reported that the bond construction project at the grades 6-12 campus were moving along and ahead of schedule prior to the pandemic. All construction at the secondary campus was forced to stop as a result of the pandemic on March 17th. It is unclear when construction will be able to resume. This causes a significant change of plans to the 2020-21 school year. Prior to COVID 19, the District was on target to have the incoming 6-8th graders begin the school year in the newly renovated campus. Unfortunately, this will not be a reality now because the project is currently well behind schedule. Superintendent Dr. Tuttle remarked that although this situation is very disappointing to students, parents, and staff; the situation is out of our control. She is confident that Clark Construction will resume work at full force as soon as they are allowed.

Superintendent Dr. Tuttle stated that she has received minimal information on this, but is aware that all OPS families with students of age 5-18 will be receiving an Electronic Benefit Transfer (EBT) card. Because the Owosso community falls under the eligibility provision guidelines through the District's free breakfast and lunch program, Owosso is the only school district in the county that will provide this to families. Superintendent Dr. Tuttle reiterated that this is not something that was initiated by the District so she has very little information about this benefit. A letter explaining this EBT card is forthcoming to all families.

Superintendent Dr. Tuttle remarked that this has been a very interesting time. She is extremely proud to work with the OPS team and appreciates the administrators, community members, community partnerships, teachers, paraprofessionals, custodians, and food service workers.

Curriculum Director Steve Brooks reported that he is truly impressed with the creativity and assignments that teachers have generated for their students. The online instruction is simply amazing and it says a lot about how our teachers have embraced the changes that they were asked to provide rather quickly. The analytics of online instruction is being monitored. Teachers are reaching out to students and encouraging them to engage in the online activities. Mr. Brooks remarked that he is simply amazed with the quality of the paper/pencil packets and the demand for these continues to increase each week. He stated that he is extremely impressed with the learning that is still taking place within the District. It was noted that

Owosso Public Schools initiated remote learning to its students one to two weeks ahead of any other school district in the county.

Curriculum Director Steve Brooks informed the Board that the District is looking ahead to the 2020-21 school year curriculum. He has been involved in exploring textbooks options for high school biology and general chemistry. This process began prior to the pandemic and will continue through Zoom meetings. The International Baccalaureate Primary Years Programme (PYP) unit planners is moving forward and adjustments are being made to the first grade social studies curriculum. In addition, modifications and alignment of the GSRP preschool curriculum are being made. Mr. Brooks explained that all professional development opportunities that were scheduled for the remainder of the school year have been postponed or canceled.

Public Participation

President Jenc stated that the Board of Education is a public body and recognizes the value of public comment on educational issues. Time has been included in the meeting's agenda for public participation. Members of the audience were reminded that they should announce their name and group affiliation when applicable and to limit their participation time to three minutes or less. Comments should be directed to the Board and be relevant to the business of the Board of Education. This is not an opportunity for dialogue with the Board of Education. The rules of common courtesy should also be observed.

There were no comments from the public and no one notified the District of their intent to speak during public participation prior to the start of the meeting.

For Action

- Moved by Mowen, supported by Keyes to approve the February 24, 2020 regular meeting minutes, April 13, 2020 committee of the whole minutes, current bills, and financials as presented. Secretary Ochodnicki conducted a roll call vote. Ayes: Webster, Quick, Ochodnicki, Mowen, Keyes, Krauss, Jenc. Nays: None. Motion carried unanimously.
- Moved by Mowen, supported by Webster to adopt the Resolution to Grant Emergency Powers to the Superintendent to comply with Executive Order 2020-35. The Resolution grants to the Superintendent the temporary powers authorized by this Resolution and are in effect for the duration identified in Executive Order 2020-35 and any subsequent extension of that order, unless otherwise rescinded or extended by the Board upon majority vote. Secretary Ochodnicki conducted a roll call vote. Ayes: Webster, Quick, Ochodnicki, Mowen, Keyes, Krauss, Jenc. Nays: None. Motion carried unanimously.
- Moved by Mowen, supported by Webster to adopt the 403(b) pre-approved IRS plan documents "Volume Submitter Plan Document No. 04" and "Volume Submitter 403(b) Agreement #04002" as presented and to be compliant with the provisions for plan documents outlined in the IRS code for 403(b) plans. Secretary Ochodnicki conducted a roll call vote. Ayes: Webster, Quick, Ochodnicki, Mowen, Keyes, Krauss, Jenc. Nays: None. Motion carried unanimously.
- Moved by Webster, supported by Mowen to renew the contract with Baker College for Adult Education services for the fiscal year 2020-21 and authorize the Superintendent to sign the contract on behalf of the District. Superintendent Dr. Tuttle pointed out that the District receives 6% of the total overall funding for this program. Secretary Ochodnicki conducted a roll call vote. Ayes: Webster, Quick, Ochodnicki, Mowen, Keyes, Krauss, Jenc. Nays: None. Motion carried unanimously.
- Moved by Webster, supported by Ochodnicki to adopt the addendum to the Section 125 (Cafeteria) plan for eligible medical expenses and provisions as they relate to plan payment options while participants are on FMLA leaves or EFMLEA. Adoption will assure that the District's plan documents are compliant with the provisions for plan documents outlined in the IRS code for Section 125. Secretary Ochodnicki conducted a roll call vote. Ayes: Webster, Quick, Ochodnicki, Mowen, Keyes, Krauss, Jenc. Nays: None. Motion carried unanimously.
- Moved by Keyes, supported by Mowen to authorize the Superintendent to sign a contract with LA Construction, Flushing, Michigan for miscellaneous Sinking Fund site improvement projects as identified for summer 2020 at the high school, Central Elementary, Emerson Elementary, Bus Garage, and Bentley Bright Beginnings in an amount not to exceed \$493,406.38 inclusive of

\$100,000 of discretionary allowance. Superintendent Dr. Tuttle explained the rationale behind presenting these items before the Board as an action item and not for future action.

The District identified the following site improvements that could be done during the summer of 2020 of similar trades in order to gain economies of scale and would result in the lower pricing as well as would enhance the current bond project at the high school campus:

- High school – seal cracks, seal coat and re-stripe existing high school parking lot, construct a dumpster enclosure, construct a salt storage building and enhance the lighting for existing light pole.
- Central Elementary school – seal cracks, seal coat and restripe existing parking lot, construct new 1,200 square feet of connecting sidewalk and install mulch in area.
- Emerson Elementary school – storm drainage improvements inclusive of site investigation to correct sink holes on the property, construct new 1,400 square feet of connecting sidewalk and install mulch in area.
- Bus garage – spot remove asphalt and replace in 8 locations.
- Alternate Bid #2 – Bentley – install 600 Square feet of sidewalk.

Trustee Olga Quick asked if the resurfacing of the high school parking lot will effect student accessibility to Wi-Fi? Superintendent Dr. Tuttle referred Trustee Quick’s question to Mr. John Klapko who stated that he believes this project will not commence until later in the summer. This will have to be coordinated with the current bond construction as well. Trustee Quick also asked if the spot removal of asphalt at the bus garage were inclusive of the critical areas that were identified as needing repair. Superintendent Dr. Tuttle informed Trustee Quick that these were the critical areas that were previously identified for safety and security purposes. Secretary Ochodnicky asked if there were any updates on when the road construction would begin in front of the high school.

Superintendent Dr. Tuttle stated that the updates she has received has the project slated to begin in early June. Secretary Ochodnicky conducted a roll call vote. Ayes: Webster, Quick, Ochodnicky, Mowen, Keyes, Krauss, Jenc. Nays: None. Motion carried unanimously. Tim Jenc asked if the project could be amended, specifically the dumpster enclosure at the high school because he has an idea that could potentially save the District money. Superintendent Dr. Tuttle stated that the project could be amended if the amendments cost less than the amount approved by the Board.

For Future Action

- The Board of Education will be asked to approve the 2020-2021 student handbooks for Bentley Bright Beginnings, elementary, middle and high schools as presented. Superintendent Dr. Tuttle explained that copies of the proposed handbooks were provided to the Board in a previous Friday Letter. She explained that depending on what occurs in the future, the handbooks are subject to change and may need to be amended. The middle school handbook references moving to the new location and this will need to be changed.
- The Board of Education will be asked to support/disapprove the Shiawassee Regional Education School District 2020-21 budget as presented and authorize the Superintendent to forward the resolution to the SRESB board on or before June 1, 2020.
- The Board of Education will be asked to authorize the Superintendent to sign the proposed contract with ESS Midwest (formerly PCMI/Willsub) to provide contracted services for the Athletic Department, for non-employee coaches, Bentley Bright Beginnings non-certified/non-administrative staff and for special circumstances in which specialized non-union staff are needed. Superintendent Dr. Tuttle stated that the report contains an error and fees will increase by .25% from the previous year.

For Information

Superintendent Dr. Tuttle reported that Kelly Snyder, 52-week Pupil Count Secretary at Owosso High School has submitted her letter of resignation effective March 26, 2020. Marie Anderson, Title I Teacher at Emerson Elementary has submitted her letter of retirement effective at the conclusion of the school year after 33 years of service with the District. Susan Weaver, 5th Grade Teacher at Central Elementary has submitted her letter of retirement effective at the conclusion of the school year after 26 years of

service with the District. Vickie Compton, Special Education Teacher at Bryant Elementary has submitted her letter of retirement effective at the conclusion of the school year after 17 years of service with the District. Maureen Cannon, Science Teacher at Owosso Middle School has submitted her letter of retirement effective at the conclusion of the school year after 30 years of service with the District. Patricia Coon, Owosso Middle School Teacher has submitted her letter of retirement effective at the conclusion of the school year after 24 years of service with the District. Cindy Knight, Owosso Middle School Secretary has submitted her letter of retirement effective April 30, 2020 after 26 years of service with the District.

Public Participation

There were no comments from the public.

Board Member Comments/Updates

President Tim Jenc remarked that Superintendent Dr. Tuttle reminds him of the morning DJ from 103.1 WOAP with her headset on in the meeting.

President Tim Jenc stated that he and his wife have been cooped up like everyone else during this time and decided to go for a ride recently. He remarked that his wife previously worked at Bryant Elementary. On their ride they toured the District and his wife was extremely impressed with the high school and the improvements that have occurred at all of the buildings.

President Tim Jenc personally thanked Treasurer Marlene Webster for everything she does for OPS, the county, and City of Owosso. He stated that people do not realize all that she does.

Trustee Ty Krauss thanked all of those in the community that have helped with the distribution and preparation of the meals that have gone out to students. He thanked everyone involved with the cyber learning and Chromebook distribution. The teachers and administrators of OPS were also praised for managing this unprecedented situation effectively and well.

Trustee Sara Keyes acknowledged that many of our teachers are spending more hours teaching and reaching out to their students than if school was actually in session. She praised them for reaching out to students individually if they missed Zoom meetings for various reasons and providing additional instruction.

Secretary Shelly Ochodnicki commented that there are a lot of great things still happening in the community. Many OPS staff members have reached out and offered to help out at the Shelter. She stated that the District has two senior students that have been at the Shelter since March 18 and are doing amazingly well. One of these students is a top honors student from LHS and received a scholarship to SVSU. She encouraged the Board to drive by the Shelter and witness the great things that are occurring.

Vice President Rick Mowen extended his gratitude to the retirees for their dedicated service through the years. On behalf of the Board, he wished them the best in their retirement.

Vice President Rick Mowen commented that the manner that the OPS staff has stepped up during this unprecedented time has been tremendous for the community as a whole. He stated that he has noticed some of the best in our community come forward to help others in need.

Trustee Olga Quick remarked that she is extremely impressed with the administration, teachers, and curriculum of OPS. She applauded the response time of those reaching out to others as well as taking care of their own families. She thanked Marlene Webster for assisting with the organization of the food distributions and the efforts that have been put into this.

Trustee Olga Quick echoed Mr. Mowen's remarks about the retirees and their years of service to the District.

Trustee Olga Quick thanked Superintendent Dr. Tuttle for her efforts to keep everyone sane as we progress through this difficult time.

Treasurer Marlene Webster expressed gratitude for everyone's kind words. She commented that she is only one piece to a great big puzzle. She acknowledged John Klapko, Angelina Manns and the Food Service Department for being instrumental in getting food prepared and ready for distribution two days a week. There are approximately 50 volunteers of which about 95% are teachers or administrators that deliver food to families. Mrs. Webster remarked that she is often moved to tears by how these staff members care so much about their students. The food deliveries provide the volunteers with an opportunity to check on families and ensure that they have everything they need. As a result, some families have been provided with food cards. In addition to delivering the sack lunches, they have cross referenced their delivery lists with the backpack program list and provide food to about 150 homes on Friday of each week. Mrs. Webster commented that it has been a massive operation to get 16,000-18,000 meals out each week. She thanked everyone that has stepped up to help out in any way.

Upcoming Board Meeting Dates:

May 11: Regular Board Meeting, 5:30 pm (meeting held on second Monday of the month due to Memorial Day)

Adjournment

Moved by Mowen, supported by Ochodnicky to move into closed session at 6:34 pm to discuss contract negotiations. Secretary Ochodnicky conducted a roll call vote. Ayes: Webster, Quick, Ochodnicky, Mowen, Keyes, Krauss, Jenc. Nays: None. Motion carried unanimously.

Moved by Ochodnicky, supported by Webster to return to open session at 6:49 pm. Secretary Ochodnicky conducted a roll call vote. Ayes: Webster, Quick, Ochodnicky, Mowen, Keyes, Krauss, Jenc. Nays: None. Motion carried unanimously.

Minutes recorded by Clara Pitt

Respectfully submitted,

Shelly Ochodnicky, Secretary