



## Board of Education Agenda

**October 19, 2020**

**5:30 pm Regular Meeting**

Owosso Middle School

Auditorium

219 N. Water Street

Owosso, Michigan 48867

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Building Reports:**

Tyler Hoag – Board of Education Student Representative’s Report  
 Recognition of Pam Coe, Owosso Sea Turtles Swim Club  
 National Principal’s Month – Recognition of OPS Principals

**4. Board Correspondence:**

Superintendent’s Report  
 Curriculum Director’s Report

**5. Public Participation**

**6. For Action**

<b>Consent Agenda:</b>		
September 28, 2020 Regular Board Meeting Minutes-----	Report 20-33	Page 1
October 12, 2020 Committee of the Whole Meeting Minutes-----	Report 20-34	Page 8
October 12, 2020 Closed Session Minutes-----	Report 20-35	At Place
Current Bills-----	Report 20-36	Page 12
Financials-----	Report 20-37	Page 17
Approval of the 2019-2020 Audit Report-----	Report 20-38	Page 22
Review/Reaffirmation of the Extended COVID-19 Learning Plan-----	Report 20-39	Page 23
Approval of Course Listings-----	Report 20-40	Page 47
New Teacher Hire-----	Report 20-41	At Place
OEA Tentative Agreement-----	Report 20-42	At Place
OESPA Tentative Agreement-----	Report 20-43	At Place
Administrator Tentative Agreement-----	Report 20-44	Page 49
Non-Union Personnel-----	Report 20-45	Page 50

**7. For Information**

Personnel Update-----	Report 20-46	Page 52
Buses-----	Report 20-47	Page 53

**8. Public Participation**

**9. Board Reports:** Board Member Comments/Updates

**10. Upcoming Board Meeting Dates:**

November 9: Board of Education Committee of the Whole Meeting, 5:30 pm  
 November 23: Regular Board Meeting, 5:30 pm

**Important Upcoming Dates:**

October 21: OHS Choir Concert at Owosso Secondary Campus Middle School Gym, 7 pm  
 October 22: Half Day at Home for Elementary Students Only (at Home Learning Day)  
 October 22: Elementary Parent/Teacher Conferences  
 October 23: End of Marking Period  
 October 27: Virtual Learning Day for Secondary Students Only  
 October 27: OMS and OHS Parent/Teacher Conferences  
 October 30: Half Day for All Students, Elementary In Person, Secondary Virtual Learning  
 November 3: No School; Election Day  
 November 3: Professional Development for Teachers  
 November 13: Virtual Learning Day for Secondary Students Only

**11. Adjournment**

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District’s business and is not to be considered a public community meeting. There is a time for public participation during the meeting Board Policy 0166

## BOARD GUARANTEE (Adopted May 2006)

We have been elected by the members of our community and choose to serve our fellow citizens to deliver the best possible programs and services to our children.

**Therefore, we guarantee that:**

We will serve with pride. We have been given the opportunity to make a difference in the lives of children and the quality of life in our community, and we are proud to accept that challenge.

We will treat students, parents, citizens, staff and fellow board members with dignity and respect.

We will be informed, knowledgeable and prepared before making decisions that affect the education of students. We will stay up-to-date so that our decisions will be based on the most recent information. We will model our belief that learning is a lifelong process.

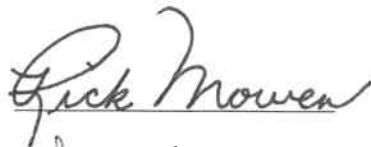
We will do our part to work as a team with administrators, teachers, support staff, parents, students and citizens so that the entire learning atmosphere of our school will be one of warmth and caring. We will do this by becoming a part of district committees such as cross-functional, professional governance council (PGC) and many more.

We will maintain the policy making role of the Board and represent this to the constituents of the district by informal communications and referral to the proper channels for consideration of concerns and suggestions.

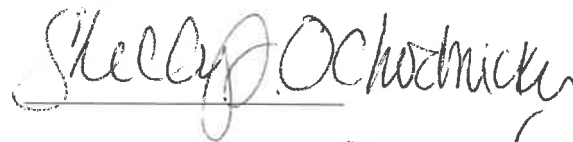
We will be enthusiastic and energetic in our support of the work in our schools by students, staff and volunteers. We will model this behavior by attending school sponsored events and working toward board certification through class work.

We will represent and reflect all segments of the community and base our decisions on sound policy and ethical principle that is in the best interest of all students. We will do this by basing our decisions on data and survey work on an annual basis. We will also take the time to have formal and informal conversations with our community.

Rick Mowen  
President



Shelly Ochoodnicky  
Vice President




Sara Keyes  
Treasurer



Marlene Webster  
Secretary



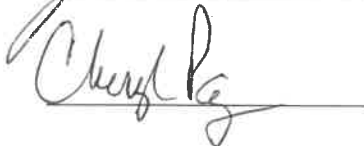
Ty Krauss  
Trustee



Olga Quick  
Trustee



Cheryl Paez  
Trustee



Board Guarantee check points will run in conjunction with the Superintendent dialogue sessions.



OWOSSO PUBLIC SCHOOLS

*Ready for the World*

# BOARD OF EDUCATION NORMS

- Open, Honest, and Timely Communication
- Prepared
- Committed
- Unified
- Disagree Without Conflict
- Punctual (notify if absent)
- Responsive (48 hour rule)
- Students First
- No Surprises



## **Public Participation at Board Meetings Statement**

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 are 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.

**For Action**

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Minutes**  
**September 28, 2020**  
**Report 20-33**

Present: Krauss, Mowen, Paez, Ochodnicky, Quick, Webster  
 Absent: Keyes

Superintendent Dr. Tuttle provided the participants with a few guidelines and procedures for the District's virtual school Board Meeting. The host of the District's virtual school Board Meeting was Curriculum Director Steve Brooks.

President Mowen called the Board of Education meeting to order at 5:33 p.m. Due to Governor Whitmer's Executive Orders 2020-154 and 2020-176, the meeting was held virtually using Zoom video conferencing from the Washington Campus, 645 Alger Street, Owosso, MI 48867.

### **Pledge of Allegiance**

President Mowen requested the meeting's agenda be amended to move "Review/Reaffirmation of the Extended COVID-19 Learning Plan" to "For Information." Mr. Mowen also requested that the meeting's agenda be amended to include the "Resolution for Emergency Powers for the Superintendent" under For Future Action items. Motion moved by Secretary Webster, supported by Trustee Krauss. Secretary Webster conducted a roll call vote. Ayes: Krauss, Paez, Mowen, Ochodnicky, Webster. Nays: Quick. Absent: Keyes. Motion carried.

### **Building Reports**

Board of Education Student Representative Tyler Hoag shared that the high school has adjusted well to the hybrid system. Student Government has an idea to celebrate Homecoming, although the traditional homecoming dance will not be occurring this fall. Mr. Hoag shared that spirit week is taking place. The students will be voting for Homecoming Court, which will be announced at the Friday, October 2, 2020 Varsity Football game against Clio Area High School. The King and Queen will be announced at the Trojan Marching Showcase on Tuesday, October 13, 2020. Student Government is hoping a school dance will occur in February but noted this is only if social distancing restrictions are lessened. Mr. Hoag commended the Music Department's adjustment to the hybrid learning system. Mr. Hoag shared that the choir will be hosting virtual concerts that are prerecorded. As mentioned, the Trojan Marching Showcase will occur at Willman Field so seniors are able to march on the field one final time. Mr. Hoag noted that school spirit is high among students. He expressed optimism for a great year ahead.

Transportation Director Renee Secor-Jenks recognized bus driver retirees Debbie Desser and Lorraine Pelikan. Debbie Desser served with the District for 12 years. Lorraine served with the District for 15 years. Ms. Secor-Jenks shared, "Lori and Debbie possess a fantastic work ethic and a wealth of knowledge. Both have built relationships with their students and their parents. They are both organized, skilled at driving, and I could count on them day in and day out. Both have been a tremendous asset to the department and OPS. I will miss them both, and I am happy for them and whatever their next adventures are. . . I will stay in touch with Lori and Debbie. We are not just coworkers at the garage. We are also friends. Good luck to them. They'll be missed."

### **Board Correspondence**

Superintendent Dr. Tuttle thanked Mr. Hoag and Ms. Secor-Jenks for their reports. Dr. Tuttle expressed well wishes and gratitude to the retirees. Dr. Tuttle shared that OPS currently has

1,724 students in person and 1,272 students completing online learning. 26 5<sup>th</sup> year seniors are working both remotely and in person at their various schools. Dr. Tuttle commended staff, the administration team, bus drivers, food service, as well as students and families for the start of a successful school year. She noted that OPS has only had one COVID-19 case. It was an asymptomatic case that was contracted outside the district. OPS has had four quarantined teachers. The teachers all tested negative for COVID-19 but had been in close contact with someone who was COVID-19 positive. There are currently no OPS staff members in isolation or quarantine.

Executive Order 2020-176 is set to expire October 9, 2020 and has precluded Board of Education meetings from occurring in person. Dr. Tuttle hopes the next Committee of the Whole meeting and regular Board of Education meeting will be held in person.

Dr. Tuttle provided an update on the OPS Bond Project, noting construction is going very well. The main building should be completed in December of 2020, and the performing arts center should be completed by May 1, 2020. Dr. Tuttle thanked high school staff for adapting to many changes.

Dr. Tuttle announced the foundation allowance remained flat this year. She shared this is very good news, as a \$500 cut was anticipated. There was also a one-time allocation of \$65/student.

Superintendent Dr. Tuttle shared the following OPS Spirit Week schedule:

Monday, September 28, 2020 – Mask-Up Monday

Tuesday, September 29, 2020 – Color Day

Wednesday, September 30, 2020 – Wacky Wednesday

Thursday, October 1, 2020 – Fandom Day

Friday, October 2, 2020 – Blue and Gold Day

Dr. Tuttle stated the Homecoming Queen and King will be announced at the Trojan Marching Showcase at Willman Field on October 13, 2020 at 7:00 pm. At this time, band students are being given two tickets each to share with family/friends for the event; however, the number of viewers allowed to attend the showcase might increase in response to guidance from a new Executive Order.

Dr. Tuttle informed participants that Executive Order 2020-185 was passed on September 25, 2020. The Executive Order requires students in grades kindergarten and up to wear face coverings and takes effect on Monday, October 5, 2020. Communication regarding the new order will be sent to district families on September 29, 2020.

Dr. Tuttle also shared that regulations on non-residential gatherings has changed. For indoor gatherings, 20% capacity seating is allowed and for outdoor gatherings, 30% capacity seating is allowed. Willman Field seats approximately 2,700 people, and 30% capacity is approximately 900 people.

Curriculum Director Steve Brooks praised teachers for their excellent work contacting in-person and online students. To date, there have been almost 10,000 documented 2-way communications between OPS staff and students. Mr. Brooks shared the District is providing digital readers at the elementary level, as well as training to elementary staff on how to best utilize these digital resources. Training will be provided by reading expert, Dr. Taylor.

Mr. Brooks informed the Board that preparations are occurring for online assessments. Teachers have started assessing students using the Developmental Reading Assessment, and OPS will be administering NWEA assessment to kindergarten - eighth grade students within the first nine

weeks of school. Seniors who missed the SAT last year had an opportunity to take the test on September 23, 2020.

### **Public Participation**

President Mowen 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.

Public comment was heard from the following individuals:

Jackie Burzmor, teacher

CJ Michalec, former student

Ann Hall, community member

Tyler Hoag, student

Kimberly Baltimore, community member

### **For Action**

- Moved by Ochodnicky, supported by Kraus to approve the August 24, 2020 Regular Board Meeting minutes, September 16, 2020 Committee of the Whole Meeting minutes, current bills and financials as presented. Motion carried unanimously.
- Moved by Quick, supported by Ochodnicky to authorize the Superintendent to sign the Head Start Purchase of Service Agreement between Capital Area Community Services (C.A.C.S) and Owosso Public Schools (OPS). Motion carried unanimously.
- Moved by Quick, supported by Krauss to approve the hiring of Alexis Stuart as a Central Elementary School K-5 Teacher and to approve the hiring of Sarah Warren as an Emerson Elementary School 2<sup>nd</sup> Grade Teacher. Trustee Quick asked Dr. Tuttle for background relative to the new hires. Dr. Tuttle shared that Alexis Stuart has been an OPS building substitute teacher and has been doing an outstanding job. Dr. Tuttle stated that Sarah Warren served as a building substitute teacher in another district and was highly recommended to OPS when a full-time position opened. Secretary Webster conducted a roll call vote. Ayes: Mowen, Ochodnicky, Webster Krauss, Quick, Paez. Nays: None. Absent: Keyes. Motion carried unanimously.
- Moved by Webster, supported by Paez to adopt Revised Policy 5200 – Attendance as a first reading. Dr. Tuttle shared that the policy was broadened to allow more flexibility from schools in response to COVID-19. Motion carried unanimously.

### **For Future Action**

- The Board of Education will be asked to approve the course listings presented for Owosso Middle School, Owosso High School, and Lincoln High School for the 2020-2021 school year. Dr. Tuttle noted that there are minor changes from last year. Astronomy was added to Edgenuity, and a litany of courses were added for 5<sup>th</sup> year students ranging from networking to AP Psychology and Microbiology.
- The Board of Education will be asked to approve the audit report for the 2019-2020 fiscal year. Maner Costerisan, P.C. is anticipated to present at the October 19, 2020 meeting an “unqualified” opinion and therefore will indicate that the financial statements present fairly the financial operations of the District.
- The Board of Education will be asked to approve the Resolution to Grant Emergency Powers to the Superintendent. Dr. Tuttle informed the Board that the resolution would



grant temporary powers to the Superintendent, outside the current scope, to address the COVID-19 emergency throughout the duration of the 2020-2021 school year or until things return to “normal.” Dr. Tuttle explained that if the Board does not choose to approve the resolution, additional Board of Education meetings may be needed throughout the year to expedite decisions relating to the COVID-19 emergency. Vice President Ochodnický asked if the Board could conduct votes via email. Dr. Tuttle responded that she is unsure but will review the policy. Mrs. Ochodnický voiced concern about the resolution but also gratitude that the Board has further time to review the resolution before making a decision.

### **For Information**

- Superintendent Dr. Tuttle reported that the Extended COVID-19 Learning Plan (the Plan) must be approved by the RESD. It will be in the agenda at each Board meeting until the district has returned to normal operations. The Board will not be asked to approve the Plan at each Board meeting, as the Plan only requires the Board’s reaffirmation. The Plan is presented at each Board meeting in order for the community to have a chance to participate in discussion on the Plan. Trustee Quick expressed belief that the Board should have more input in the Plan. Mrs. Quick expects the Board to continually review the Plan and engage in discussion on the Plan. Mrs. Quick further noted concerns about students not wearing their masks in school and not social distancing. She stated that OPS staff members are doing what they have been asked but she is concerned about the risk to their health and safety. Mrs. Quick asked the Board to adopt a COVID-19 response plan similar to that of the Durand or Ovid-Elsie school district. She asked the Board to adopt a plan that addresses not only student concerns, but also staff concerns. Dr. Tuttle responded that Durand’s and Ovid-Elsie’s plans have nuances that distinguish their plans from what Owosso can do. Dr. Tuttle shared the Plan must balance the needs of students, families, and teachers. She stated that she is not void of listening to new plans or ideas, but they must be comprehensive. Dr. Tuttle also shared that the district is looking at hiring online only teachers at the elementary level. She feels there may be assumptions that she does not care about OPS staff and stated this could not be further from the truth, but she also cares for the community and OPS students. Dr. Tuttle shared the Plan is adjusting, and she is willing to listen to new plans that factor in all elements, such as busing, childcare, and food service. Dr. Tuttle asked Trustee Quick to clarify what Durand and Ovid-Elsie are doing that she would like OPS to adopt. Trustee Quick responded that the districts are having one day a week consist of all virtual learning. Mrs. Quick recognizes OPS has shorter in-person days but believes there is a better way to accommodate the needs of teachers. Dr. Tuttle mentioned concerns about having one all virtual day per week, such as parents who cannot provide care to their younger children on all virtual days, lack of technology devices at the elementary level, and lack of Wi-Fi access for some OPS families. Mrs. Quick questioned why the Plan was moved to a “For Information” agenda item. Dr. Tuttle responded that she is following the law that the Plan needed to be approved by the RESD and reaffirmed every month. Dr. Tuttle affirmed that she will always do what is best for OPS students and has OPS staff at heart when making decisions. OPS put out a comprehensive plan that provides all-day opportunities for kindergarten – fifth grade students. Dr. Tuttle noted that some districts are providing half days, but every plan has ramifications. Dr. Tuttle is concerned about parents who cannot stay home with their children and not having enough technology devices for such a plan. She noted that the district is willing to purchase enough electronic devices, but the devices are not available. She emphasized her willingness to discuss comprehensive adjustments to the plan.

- Superintendent Dr. Tuttle reported the following personnel changes:
  - Accepted Positions
    - Danielle Deines has accepted the 52-week Secretary position at Owosso High School.
    - Maddie Krantz has accepted the Monitor position at Central Elementary.
    - Susan Reich has accepted the Paraprofessional position at Bryant Elementary.
    - Kaitlin Bockh has accepted the Paraprofessional position at Emerson Elementary.
    - Kristen Riley has accepted the Paraprofessional position at Central Elementary.
    - Olivia Arend has accepted the Paraprofessional position at Bryant Elementary.
    - Cassidy Shaydik has accepted the Paraprofessional position at Owosso Middle School.
    - Travis DeVoe has accepted the Bus Driver position.
    - James Rigoulot has accepted the Bus Driver position.
    - Dennis Tomlinson has accepted the Bus Driver and Transportation Assisted (Fueller) position.
    - Katy Voorhies has accepted the Office Secretary position at Bryant Elementary.
  - Resignations
    - Jennifer Haber, Emerson Teacher has submitted her letter of resignation effective October 2, 2020.
    - Jacqueline Hatfield, Monitor at Emerson Elementary has resigned.
    - Jeanne Peterson, Food Service Worker at Owosso Middle School has resigned.
    - Angela Rowell, Paraprofessional at Lincoln Alternative High School has submitted her letter of resignation.
    - Tammy Shurlow, Bus Driver has submitted her letter of resignation.
    - Janena Kregger, Paraprofessional at Owosso Middle School has submitted her letter of resignation.
    - Heather Bingham, Food Service Worker has submitted her letter of resignation.
    - Michele Bingham, Food Service Worker has submitted her letter of resignation.
    - Kathleen Zemcik, Paraprofessional at Bryant Elementary has submitted her letter of resignation.
    - Chelsie Mishler, Paraprofessional at Bryant Elementary has submitted her letter of resignation.
    - Carrie St. John, Paraprofessional at Bryant Elementary has submitted her letter of resignation.
    - Alicia Lonteen, Special Education Teacher at Bryant Elementary has resigned.
    - Sharry Little, Monitor at Emerson Elementary has submitted her letter of resignation.
    - Matthew Klump, Special Education teacher at Owosso High School has resigned.
    - Valerie Street, Monitor at Central Elementary has resigned.
  - Retirements
    - Debbie Desser, Bus Driver has submitted her letter of retirement after 12 years of service with the district.

- Lorraine Pelikan, Bus Driver has submitted her letter of retirement after 15 years of service with the district.

### **Public Participation**

Public comment was heard from the following individuals:

Tom Manke, community member

Kimberly Baltimore, community member

Renee Secor-Jenks, Transportation Supervisor

### **Board Member Comments/Updates**

Vice President Ochodnický shared that she has heard positive remarks from several parents and students who are happy to be back in school. She thanked OPS staff for going above and beyond, giving special recognition to Special Education Teacher Mrs. Irelan. Ochodnický thanked Dr. Tuttle, commending her leadership during these unprecedented times. She stated, “We all do truly care and look forward to hearing more positives as we are moving forward hopefully in a good way and the best that we can. I appreciate everyone and all that everyone is doing.”

Secretary Webster stressed the importance that the Board keeps a 10,000-foot view of the district and honors everyone’s roles and responsibilities during these challenging times. Teachers should express concerns to administrators, who should bring concerns to Dr. Tuttle, who in turn brings issues to the Board of Education. Mrs. Webster expressed trust in this system and asked fellow Board members to do the same.

Trustee Paez shared positive feedback she has heard from the parents of elementary students completing both in-person and online instruction. She agreed with Secretary Webster’s understanding that Board members should keep a 10,000-foot view and reminded fellow Board members that changes can be made to the Plan as needed.

Trustee Krauss congratulated the retirees and wished them the best in the future. Mr. Krauss thanked the administration, staff, and teachers for their efforts this year. He stated, “I want to touch base with those participated in the public participation piece of our meeting. You are heard. We do hear you. We do appreciate your thoughts and your opinions about what’s happening. We do consider what you have to say. It is important to us. . . When we entered into this . . . we did it with the mindset that if we needed to tweak it, we would make changes and adapt to what is happening around us. That has always been a part of the plan. That is what Andrea laid out for everybody, and that’s what’s happening. But I have to reiterate and piggyback on the other Board members. We do have to stay in our lanes. Please, if you have thoughts that you need to express, take it to the administration and they will take it to the superintendent, and she will take it to us. . . The Board serves as oversight to what is happening in the District.”

Trustee Quick stated, “Though I share the same role as you, as I do with everyone on this Board, I have different contacts, and I am not trying to undermine any of Andrea’s [Dr. Tuttle’s] work.” She noted that she respects Dr. Tuttle and thinks she is a good leader. She also explained that she will express any concerns and wants to be a part of the discussion regarding the COVID-19 Extended Learning Plan. She stated that the Board reviewed the plan, discussed it, and understood that they would have the opportunity to make suggestions and changes if needed. She does not want to move away from the Board having input in the Plan.

President Mowen noted his understanding that the extra efforts required of staff this year are frustrating and thanked all staff for the terrific job they are doing. He shared there have been comments from parents who appreciate the options they were given with the current plan, and

they appreciate the communication and efforts of teachers. Mr. Mowen stated, “My heart goes out to everyone during this time. If we all follow the rules in and out of school, in our free time as well as our work time, we can overcome this together.”

### **Upcoming Board Meeting Dates**

October 12: Board of Education Committee of the Whole Meeting, 5:30 p.m.

October 19: Regular Board Meeting, 5:30 p.m. (note date change)

### **Important Upcoming Dates**

October 06: LHS Parent/Teacher Conferences, 5:30 – 7:00 p.m.

October 13: Trojan Marching Band Showcase at Willman Field, 7:00 p.m.

October 22: Half Day for Elementary Students Only

October 22: Elementary Parent/Teacher Conferences

### **Adjournment**

Moved by Quick, supported by Ochodnicky to adjourn. Motion carried unanimously. Meeting adjourned at 6:50 p.m.

Minutes recorded by Alexa Stechschulte

Respectfully submitted,

---

Marlene Webster, Secretary

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Committee of the Whole Meeting Minutes**  
**October 12, 2020**  
**Report 20-34**

President Rick Mowen called the Board of Education Committee of the Whole Meeting to order at 5:37pm. The meeting was held at the Owosso High School, 765 E. North Street, Owosso, MI 48867.

Present:        Keys, Krauss, Mowen, Ochodnicky, Paez, Quick, Webster  
Absent:         No members were absent.

**Tour of Owosso High School**

Superintendent Dr. Tuttle gave the Board of Education a tour of the high school and the new construction that has been completed to date. After completing the tour, the Board reconvened in the Career Center.

**Technology**

Technology Coordinator Joe Watson gave a presentation to the Board on the newly installed interactive flat panels at the high school.

**Public Participation**

President Rick Mowen 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.

**Reaffirmation of the Extended COVID-19 Learning Plan**

Superintendent Dr. Tuttle explained the COVID-19 Preparedness and Response Plan that the Board passed is no longer being updated. The plan was a result of an executive order that is no longer in effect per the Michigan Supreme Court's ruling on October 2, 2020. The Extended COVID-19 Learning Plan, however, is a legislative plan that is being updated and followed. The plan must be reaffirmed each month by the Board. Dr. Tuttle shared that, at this time, there is some dispute regarding if "reaffirmation" requires approval. Until the dispute is resolved, Dr. Tuttle will move "Reaffirmation of the Extended COVID-19 Learning Plan" from "For Information" to "For Action" on future regular meeting agendas. Dr. Tuttle stated that the Board will be informed whenever there is a change to the plan.

Dr. Tuttle shared the Extended COVID-19 Learning Plan Reconfirmation Meeting document with the Board. The document showed a weekly review for each OPS building in regard to the

percentage of OPS students completing remote learning versus the percentage of OPS students completing in-person learning. During the week of October 5 – 9, 2020, 33% of OPS students were remote and 67% were in person. The document also showed weekly 2-way interaction rates for online learners and in-person learners, measuring attendance. Additionally, the document had a section dedicated to notating any modifications to the original Extended COVID-19 Learning Plan, as well any public comments on the plan.

Dr. Tuttle stated that data on COVID-19 cases in the community must be given regularly to the Board. Curriculum Director Steve Brooks shared the Reporting Timeline and Information for Extended COVID-19 Learning Plan Implementation with the Board. He highlighted a link in the timeline to the Brown School of Public Health's Pandemics Explained web page. The web page shows data on COVID-19 cases for each county in the country. Dr. Tuttle shared a COVID-19 data report from the Shiawassee County Health Department and explained that while the county is doing relatively well in regard to the number of COVID-19 cases, cases are trending upward.

Mr. Brooks also directed the Board's attention to the Owosso Public Schools Progress Report, linked in the reporting timeline. He stated that the progress report will be shared with the Board and posted on the district website by February 1, 2021, after benchmark assessments have taken place.

Vice President Shelly Ochodnicki asked if the district has been able to track the 24 students who previously were not in attendance for either online or in-person instruction. Dr. Tuttle explained that some students have left the District and moved to online schools, but students have been tracked. Mr. Brooks explained that some online schools have taken multiple weeks to process records releases. Dr. Tuttle stated that students who have moved to online schools have been difficult to track, and OPS cannot release a student's cumulative record folder unless another school requests the record release. The process in tracking some students has been delayed because online schools have taken weeks to request the record releases from OPS.

### **Teacher/Staff Member of the Year Recognition**

The Teacher/Staff Member of the Year Recognition has been rescheduled to December 14, 2020 in the Owosso Middle School Auditorium. A reception will occur from 4:00 – 5:15 pm, and the Board of Education meeting will follow.

### **Board Meeting Location**

Superintendent Dr. Tuttle shared that regular Board of Education meetings, until further notice, will be held in the Owosso Middle School Auditorium to allow for social distancing. There is a new sound system that will be ready for the October 19, 2020 meeting.

### **Budget – Audit**

Chief Financial Officer, Julie Omer, reminded the Board that Maner Costerisan, P.C. will be at the October 19, 2020 Board of Education meeting to present the audit of the District's financial statements. Mrs. Omer reviewed the final budget to actual for 2019-2020 with the Board. She explained that the District was over the budgeted revenue by 4%. Mrs. Omer shared that the largest fluctuation in revenue resulted from a predicted cut of \$600/pupil from the State ending up at only at \$175. There were also fluctuations in the expenditure, most of which were related

to the COVID-19 shut-down, resulting in the expenses coming in 4% less than budgeted. As of June 30, 2020 the actual fund balance was \$4,655,108. This leaves a 14.88% fund balance, based on 2019-20 expenditures, as of June 30, 2020. Superintendent Dr. Tuttle reminded the Board that the District is still anticipating to be down 100 students for the 2020-2021 school year, and though the budget is looking positive right now, the District needs to ensure the budget remains on track for next year (2021-2022) when the one-time COVID-19 revenues no longer apply.

### **Board Retreat**

Dr. Tuttle shared Debbie Stair is available on November 9, 2020 to lead a retreat for the Board. The Board happily agreed to a two-hour retreat on November 9, 2020 from 5:30 – 7:30 pm. Topics of the training will include establishing Board Norms, as well as discussing Board member roles and responsibilities.

### **MASB Annual Leadership Conference**

Dr. Tuttle informed the Board that the Michigan Association of School Board's Annual Leadership Conference is occurring November 5-7, 2020. The conference is free and virtual. Board members should notify Administrative Assistant Alexa Stechschulte if they would like to attend.

### **Title IX**

The new Title IX regulations require specific training for the district's Title IX coordinators, investigators, decision officers, and appeals officer. Dr. Tuttle will be assigning the new positions to district administrators who will attend a Title IX training led by Thrun Law Firm.

### **Board Questions**

Secretary Webster remarked that she is eager to hear what negotiations are presented in closed session and hopes some relief can be provided to teachers.

Trustee Krauss thanked Dr. Tuttle for the tour of the secondary campus, admiring the results of the Bond Project.

Vice President Ochodnicky noted her gratitude for being able to return to in-person meetings.

Trustee Quick echoed Mrs. Ochodnicky's remarks, stating that it was wonderful to see everyone in person.

President Mowen stated that he is happy to be face-to-face again and believes it will help the Board work cohesively. He expressed hopes that the Board will be able to continue meeting in person.

Superintendent Dr. Tuttle reported that Mike Fillinger is leaving Clark Construction. She stated that Mr. Fillinger has given his heart to the OPS Bond Project from the very beginning and has been a stable force throughout it. Dr. Tuttle admired Mr. Fillinger's wealth of knowledge and customer service. Though she is devastated to see him go, she wishes him and his family the best in this next chapter.

Dr. Tuttle also discussed the list of errors and omissions in relation to the litigation with Kingscott, the architecture and planning firm for the OPS Bond Project.

**Upcoming Board Meeting Dates.**

October 19: Board of Education Meeting, 5:30 pm (note date change)

November 9: Committee of the Whole, Board Retreat, 5:30 pm

November 23: Board of Education Meeting, 5:30 pm

**Adjournment**

Moved by Quick, supported by Ochodnický to move into closed session 6:27 pm for the purpose of discussing contract negotiations. Secretary Marlene Webster conducted a roll call vote. Ayes: Keyes, Mowen, Quick, Ochodnický, Paez, Kraus, Webster. Nays: None. Motion carried unanimously.

Moved by Mowen, supported by Paez to return to open session at 7:09 pm. Motion carried unanimously.

Moved by Ochodnický, supported by Keyes to adjourn at 7:10 pm. Motion carried unanimously

Minutes recorded by Alexa Stechschulte

Respectfully submitted,

---

Marlene Webster, Secretary



OWOSSO PUBLIC SCHOOLS  
EXPENDITURE REPORT  
9/21-10/11/2020  
REPORT 20-36

**CHECK RUN ACTIVITY BY FUND**

GENERAL FUND	\$452,700.17
SERVICE FUND	\$21,102.23
SINKING FUND	\$5,722.05
CAPITAL PROJECTS - BOND FUND	\$0.00
CAPITAL PROJECTS - COOK FAMILY FOUNDATION	\$0.00

**CHECK RUN TOTAL** \$479,524.45

**CREDIT CARD ACTIVITY BY FUND (9/05-10/05/2020 posting date)**

GENERAL FUND	\$ 26,475.83
SERVICE FUND	\$ 630.93
ORGANIZATIONAL FUND	\$ 4,425.97

**CREDIT CARD TOTAL** \$ 31,532.73

**GORDON FOOD SERVICE ACTIVITY (SERVICE FUND)**

TRANSACTION 9/25/2020	\$ 11,324.95
TRANSACTION 10/2/2020	\$ 14,250.96

**DIRECT DRAW FROM BANK ACCOUNT**

\$ 25,575.91

PAYROLL (#7) 10/2/2020	\$ 802,302.94
------------------------	---------------

\$ 802,302.94

**GRAND TOTAL**

\$ 1,338,936.03

10/14/2020 11:17 am

Owosso Schools

Page: 1

## Check Register for Bank Account ID CHEM1

From 09/21/2020 to 10/11/2020

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
102304	09/24/2020	1 Comp	Open	002724 ANDERSON, CHRIS	EM/ANDERSON/LICENSE	167.00
102305	09/24/2020	1 Comp	Cleared 09/30/2020	101605 ARGUS PRESS	ADM/THOMPSON/AD	457.79
102306	09/24/2020	1 Comp	Open	100918 BRANDON HIGH SCHOOL	HS/PHILLIPS/DUES	600.00
102307	09/24/2020	1 Comp	Cleared 09/30/2020	006202 BSN SPORTS LLC	OPER/KLAPKO/COVID SIGNAGE	4,237.80
102308	09/24/2020	1 Comp	Open	008969 CHROMEBOOKS PARTS.COM	ADM/WATSON/ADAPTERS	734.65
102309	09/24/2020	1 Comp	Cleared 09/30/2020	007465 CINTAS CORPORATION # 308	HS/COVID CLEANING CLOTHS	2,931.39
102310	09/24/2020	1 Comp	Open	100197 DESIGNS BY BEAN	HS/DIGNAN/STAFF SHIRTS	60.00
102311	09/24/2020	1 Comp	Cleared 09/30/2020	101560 EDWARDS SIGN & SCREEN PRINTING	ATH/LINTNER/PPE SIGNS	135.00
102312	09/24/2020	1 Comp	Cleared 09/30/2020	008658 ENGINEERED PROTECTION SYSTEM INC	OPER/KLAPKO/AIPHONE REPAIR	270.14
102313	09/24/2020	1 Comp	Cleared 09/30/2020	002390 GILBERT'S DO IT BEST HARDWARE	OPER/KLAPKO/SUPPLIES	1,643.73
102314	09/24/2020	1 Comp	Cleared 09/30/2020	000070 H. K. ALLEN PAPER COMPANY	OPER/KLAPKO/SPRAY BOTTLES	3,658.80
102315	09/24/2020	1 Comp	Cleared 09/30/2020	002959 INDEPENDENT NEWSPAPERS/I60 MEDIA	ALT/PARSONS/AD	1,230.00
102316	09/24/2020	1 Comp	Cleared 09/30/2020	008220 J & H OIL CO.	TRANS/SECOR/FUEL	111.68
102317	09/24/2020	1 Comp	Cleared 09/30/2020	005463 JOSTENS	ATL/PARSONS/DIPLOMAS	24.31
102318	09/24/2020	1 Comp	Cleared 09/30/2020	003246 JURHS, SARAH	MS/JURHS/VIRTUAL MATH	1,508.40
102319	09/24/2020	1 Comp	Cleared 09/30/2020	007104 KLAPKO, JOHN	ADM/KLAPKO/MILEAGE	329.48
102320	09/24/2020	1 Comp	Cleared 09/30/2020	004031 KLAPKO, SANDY	ALT/KLAPKO/TESTING	3.99
102321	09/24/2020	1 Comp	Cleared 09/30/2020	008959 KSS ENTERPRISES	OPER/KLAPKO/WIPES	224.00
102322	09/24/2020	1 Comp	Cleared 09/30/2020	003275 LAKESHORE LEARNING MATERIALS	BR/GUTE/PLAY FAMILIES SET	97.74
102323	09/24/2020	1 Comp	Cleared 09/30/2020	102408 LANSING SANITARY SUPPLY INC.	OPER/KLAPKO/CUSTODIAL SUPP	906.85
102324	09/24/2020	1 Comp	Cleared 09/30/2020	001841 LINTNER, DALLAS	ATH/LINTNER/MASKS	257.82
102325	09/24/2020	1 Comp	Cleared 09/30/2020	008964 MAKE MUSIC INC.	OMS/TOLRUD/SUBSCRIPTION	1,300.00
102326	09/24/2020	1 Comp	Cleared 09/30/2020	008965 MATH RECOVERY	EM/MEIHLS/NUMERAL CARDS	229.25
102327	09/24/2020	1 Comp	Cleared 09/30/2020	001867 MCINTYRE, MELISSA	MS/MCINTYRE/VIRTUAL LESSON	1,283.97
102328	09/24/2020	1 Comp	Open	008643 MEI TOTAL ELEVATOR SOLUTIONS	OPER/KLAPKO/ELEVATOR REPAI	408.00
102329	09/24/2020	1 Comp	Cleared 09/30/2020	100401 MEMSPA	EM/ANDERSON/DUES	555.00
102330	09/24/2020	1 Comp	Open	005928 MURRAY, ANDREW	MS/MURRAY/SUPPLIES	37.61
102331	09/24/2020	1 Comp	Cleared 09/30/2020	002766 OVID FARMERS ELEVATOR	HS/DIGNAN/SUPPLIES	135.75
102332	09/24/2020	1 Comp	Cleared 09/30/2020	004573 OWOSSO CARPET CENTER, INC.	OPER/KLAPKO/FLOOR TILE	45.00
102333	09/24/2020	1 Comp	Open	004790 PITNEY BOWES	ADM/METER RENTAL	117.00
102334	09/24/2020	1 Comp	Cleared 09/30/2020	006555 PLEUNE SERVICE COMPANY INC	OPER/KLAPKO/HVAC REPAIR	197.00
102335	09/24/2020	1 Comp	Open	003354 PRESCOTT'S CONE ZONE	HS/PHILLIPS/STAFF APPRECIATION	210.00
102336	09/24/2020	1 Comp	Open	003692 RESERVE ACCOUNT	ADM/SMITH/POSTAGE	500.00
102337	09/24/2020	1 Comp	Cleared 09/30/2020	102443 SCHOLASTIC INC.	MS/JAMES/MATH MAGAZINE	76.89
102338	09/24/2020	1 Comp	Open	100017 SET-SEG	OCT 2020 BILL/ADMIN STAFF	593.24
102339	09/24/2020	1 Comp	Open	100017 SET-SEG	OCT 2020 BILL/GF STAFF	4,684.80
102340	09/24/2020	1 Comp	Open	005600 SHERWIN-WILLIAMS COMPANY	OPER/KLAPKO/PAINT	325.05
102341	09/24/2020	1 Comp	Open	005625 SHIAWASSEE RESD	EDUSTAFF BILL 8/23-9/5/20	350.90
102342	09/24/2020	1 Comp	Open	008752 SONITROL	OPER/KLAPKO/ACCESS DOOR RE	520.00
102343	09/24/2020	1 Comp	Cleared 09/30/2020	100267 UNUM LIFE INSURANCE	OCT 2020 BILL/ADMIN	1,087.47
102344	09/24/2020	1 Comp	Cleared 09/30/2020	100267 UNUM LIFE INSURANCE	OCT 2020 BILL/GF STAFF	1,324.76
102345	09/24/2020	1 Comp	Open	007435 ZIP MEDICAL SUPPLIES LLC	ADM/WATSON/WIPES	135.31
102346	10/01/2020	1 Comp	Open	101548 AGNEW GRAPHICS SIGNS PROMO LLC	OPER/KLAPKO/ENTRANCE SIGNS	2,055.00
102347	10/01/2020	1 Comp	Open	101117 ALEXANDER, SHAW	MS/ALEXANDER/ART SUPPLIES	29.60
102348	10/01/2020	1 Comp	Open	008901 BASGALL, JAKE	ADM/BASGALL/MILEAGE	54.00
102349	10/01/2020	1 Comp	Open	007100 CENTER COLLABORATIVE CLASSROOM	ADM/BROOKS/MAKING MEANING	648.00
102350	10/01/2020	1 Comp	Open	006722 CRANDALL, CASSANDRA	BB/CRANDALL/SUPPLIES	85.38
102351	10/01/2020	1 Comp	Open	100455 D & G EQUIPMENT INC.	OPER/KLAPKO/MOWER OIL&FILT	623.72
102352	10/01/2020	1 Comp	Open	001410 DALTON ELEVATOR	OPER/KLAPKO/WELDING SUPPLI	35.00
102353	10/01/2020	1 Comp	Open	006588 DAYSTARR COMMUNICATIONS	UTIL/PHONE BILL	1,102.79
102354	10/01/2020	1 Comp	Open	008975 EAGLE NEST POULTRY, LLC	OHS/KRUEGER/AGSUPPLIES	33.75
102355	10/01/2020	1 Comp	Open	000070 H. K. ALLEN PAPER COMPANY	OPER/KLAPKO/CUSTODIAL SUPP	147.50
102356	10/01/2020	1 Comp	Open	008959 KSS ENTERPRISES	ADM/SMITH/YOUTH FACE MASKS	491.90
102357	10/01/2020	1 Comp	Open	101732 LAMPHERE PLUMBING & HEATING	OPER/KLAPKO/GARBAGE DISPOS	490.84

10/14/2020 11:17 am

Owosso Schools

Page: 2

## Check Register for Bank Account ID CHEM1

From 09/21/2020 to 10/11/2020

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
102358	10/01/2020	1 Comp	Open	102408 LANSING SANITARY SUPPLY INC.	OPER/KLAPKO/CUSTODIAL SUPP	184.26
102359	10/01/2020	1 Comp	Open	000722 MANER COSTERISAN	AUDIT SVCS FOR 2019-20	2,500.00
102360	10/01/2020	1 Comp	Open	003660 MEDLER ELECTRIC COMPANY	OPER/KLAPKO/ELECTRICAL SUP	56.43
102361	10/01/2020	1 Comp	Open	008643 MEI TOTAL ELEVATOR SOLUTIONS	OPER/KLAPKO/ELEVATOR REPAI	544.00
102362	10/01/2020	1 Comp	Open	003780 MESSA	OCT 2020 BILL/NON-UNION	13,998.91
102363	10/01/2020	1 Comp	Open	003780 MESSA	OCT 2020 BILL/TEACHERS	222,412.02
102364	10/01/2020	1 Comp	Open	003780 MESSA	OCT 2020 BILL/ADMIN	21,100.08
102365	10/01/2020	1 Comp	Open	003780 MESSA	OCT 2020 BILL/OESPA STAFF	45,906.34
102366	10/01/2020	1 Comp	Open	007158 MOMAR, INCORPORATED	OPER/KLAPKO/BOILER AGREEME	327.00
102367	10/01/2020	1 Comp	Open	004121 NAPA AUTO PARTS	OPER/KLAPKO/REPAIR PARTS	27.95
102368	10/01/2020	1 Comp	Open	100001 OFFICE DEPOT INC.	ADM/SMITH/SUPPLIES	82.90
102369	10/01/2020	1 Comp	Open	004590 OWOSSO PUB. SCH. ATHLETIC FUND	ATH/SMITH/OFFICIALS	5,000.00
102370	10/01/2020	1 Comp	Open	004652 PCMI - WEST	BB/ROWELL/STAFF PAYMENT	11,415.43
102371	10/01/2020	1 Comp	Open	008981 PDQ.COM CORPORATION	ADM/WATSON/PDQ DEPLOY	450.00
102372	10/01/2020	1 Comp	Open	102005 PIONEER MANUFACTURING COMPANY	OPER/KLAPKO/SUPPLIES	212.05
102373	10/01/2020	1 Comp	Open	100135 QUILL CORPORATION	ALT/PARSONS/INK	63.22
102374	10/01/2020	1 Comp	Open	008962 R & D SEPTIC TANK CLEANING	ATH/LINTNER/RENTAL	100.00
102375	10/01/2020	1 Comp	Open	008234 READING READING BOOKS	EM/CICALO/LEVELED READERS	627.00
102376	10/01/2020	1 Comp	Open	008914 REPUBLIC SERVICES # 237	UTIL/TRASH SVC/JULY 2020	4,743.20
102377	10/01/2020	1 Comp	Open	005420 SCHOOL SPECIALTY INC.	OMS/MCCLUNG/SUPPLIES	798.38
102378	10/01/2020	1 Comp	Open	100017 SEG WORKERS COMPENSATION FUND	2ND QUARTER WORKERS COMP	7,934.00
102379	10/01/2020	1 Comp	Open	005363 SHATTUCK SPECIALTY ADVERTISING	EM/AUE/YARD SIGNS	183.04
102380	10/01/2020	1 Comp	Open	005600 SHERWIN-WILLIAMS COMPANY	OPER/KLAPKO/PAINT&SUPPLIES	41.28
102381	10/01/2020	1 Comp	Open	005625 SHIAWASSEE RESD	9/6-9/19/20 EDUSTAFF BILL	7,221.60
102382	10/01/2020	1 Comp	Open	007620 STONE QUEST LANDSCAPE STONE	OPER/KLAPKO/DIRT	3,719.10
102383	10/01/2020	1 Comp	Open	006230 THRUN LAW FIRM, P.C.	SEPT 2020 LEGAL SERVICES	2,301.50
102384	10/01/2020	1 Comp	Open	008675 TSA CONSULTING GROUP, INC.	AUG 2020 ADMIN FEE	132.86
102385	10/01/2020	1 Comp	Open	008974 VIC BOND SALES	OPER/KLAPKO/PLUMBING SUPP	876.12
102386	10/01/2020	1 Comp	Open	007985 WATSON, JOE	ADM/WATSON/MILEAGE	271.82
102387	10/01/2020	1 Comp	Open	007435 ZIP MEDICAL SUPPLIES LLC	ATH/LINTNER/TRAINING SUPP	1,858.04
102388	10/08/2020	1 Comp	Open	101548 AGNEW GRAPHICS SIGNS PROMO LLC	OPER/KLAPKO/OWOSSO FLAGS	1,527.21
102389	10/08/2020	1 Comp	Open	101117 ALEXANDER, SHAW	MS/ALEXANDER/ART SUPPLIES	251.56
102390	10/08/2020	1 Comp	Open	008986 ALTO, JOLENE	BB/ROWELL/REFUND	38.43
102391	10/08/2020	1 Comp	Open	007694 AUE, JESSICA	EM/AUE/SUPPLIES	161.89
102392	10/08/2020	1 Comp	Open	001050 CITY OF OWOSSO	WATER&SEWER/JULY-SEPT 20	14,325.02
102393	10/08/2020	1 Comp	Open	001197 CLEVINGER, DEB	HS/CLEVINGER/GYM SUPPLIES	68.97
102394	10/08/2020	1 Comp	Open	008849 COHOON, TAMMY	OPER/COHOON/MILEAGE	10.06
102395	10/08/2020	1 Comp	Open	003881 COLORADO TIME SYSTEMS, LLC	ATH/SMITH/TIMING PAD	925.00
102396	10/08/2020	1 Comp	Open	007973 DANSVILLE HIGH SCHOOL	ATH/SMITH/10-17 VBALL ENTR	300.00
102397	10/08/2020	1 Comp	Open	101303 DAVISON HIGH SCHOOL	ATH/SMITH/10-10 CC ENTRY	200.00
102398	10/08/2020	1 Comp	Open	100197 DESIGNS BY BEAN	HS/DIGNAN/STAFF SHIRT	28.68
102399	10/08/2020	1 Comp	Open	008353 EDMENTUM	MS/HOAG/READING EGGS	600.00
102400	10/08/2020	1 Comp	Open	008658 ENGINEERED PROTECTION SYSTEM INC	OPER/KLAPKO/ALARM MONITORI	498.12
102401	10/08/2020	1 Comp	Open	008987 FLINT GOLF CLUB	ATH/SMITH/10-5 GOLF REGION	150.00
102402	10/08/2020	1 Comp	Open	004712 GOBEL, PHILLIP	HS/GOBEL/HEAT SHEETS	35.98
102403	10/08/2020	1 Comp	Open	000070 H. K. ALLEN PAPER COMPANY	ADM/SMITH/GLOVES	1,461.60
102404	10/08/2020	1 Comp	Open	008980 HEGGERTY	BR/GUTE/PHONEMIC CURRIC	175.98
102405	10/08/2020	1 Comp	Open	002810 HI-QUALITY GLASS	OPER/KLAPKO/VULKEM	7.95
102406	10/08/2020	1 Comp	Open	008220 J & H OIL CO.	TRANS/SECOR/FUEL	1,996.79
102407	10/08/2020	1 Comp	Open	003168 JAMES, VALERIE	BB/ROWELL/OVERPAYMENT	53.43
102408	10/08/2020	1 Comp	Open	008359 KINECT ENERGY INC.	OCT 2020 ENERGY MGT FEE	315.00
102409	10/08/2020	1 Comp	Open	102408 LANSING SANITARY SUPPLY INC.	OPER/KLAPKO/CUSTODIAL SUPP	881.91
102410	10/08/2020	1 Comp	Open	003600 MARSHALL MUSIC COMPANY INC.	HS/KOWALCZYK/REPAIRS	10.00
102411	10/08/2020	1 Comp	Open	003756 MICHIGAN COMPANY, INC.	OPER/KLAPKO/CUSTODIAL SUPP	489.23

Check Register for Bank Account ID CHEM1

From 09/21/2020 to 10/11/2020

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
102412	10/08/2020	1 Comp	Open	007158 MOMAR, INCORPORATED	OPER/KLAPKO/BOILER AGRBEME	327.00
102413	10/08/2020	1 Comp	Open	008988 NASH NURSERIES	HS/KRUEGER/REPELLENT	56.00
102414	10/08/2020	1 Comp	Open	008645 NWEA	ADM/BROOKS/MAP GROWTH	25,154.50
102415	10/08/2020	1 Comp	Open	007851 OREILLY AUTO PARTS	OPER/KLAPKO/SUPPLIES	108.15
102416	10/08/2020	1 Comp	Open	001856 OWENS, DAVID	HS/OWENS/TONER&PLANNER	114.94
102417	10/08/2020	1 Comp	Open	008898 PELECH, TONIA	OPER/PELECH/MILEAGE	100.01
102418	10/08/2020	1 Comp	Open	004860 POSTMASTER	HS/PILON/POSTAGE	39.40
102419	10/08/2020	1 Comp	Open	008649 SUMMIT COMPANIES	OPER/KLAPKO/INSPECTION	135.00
102420	10/08/2020	1 Comp	Open	001667 UNIVERSITY OF OREGON	ALT/IRELAN/SWIS LICENSE	1,840.00
102421	10/08/2020	1 Comp	Open	006592 VIRTUAL ENTERPRISES, INC.	HS/DIGNAN/VE MEMBERSHIP	3,000.00
102422	10/08/2020	1 Comp	Open	007788 WAKELAND OIL	OPER/KLAPKO/FUEL	848.78
102423	10/08/2020	1 Comp	Open	007110 WINDMILL PRO-PAINT	TRANS/SECOR/BUS REPAIR	1,870.00
CHECK TOTAL						452,700.17
LESS VOIDS						0.00
GRAND TOTAL						452,700.17

Check Summary

Check Status	Count	Amount	Check Type	Count	Amount
Open	93	428,436.16	Computer	120	452,700.17
Cleared	27	24,264.01	Prepaid		
Void					
Scratch					
TOTAL		120	452,700.17	TOTAL 120 452,700.17	

Check Register for Bank Account ID SERVIC

From 09/21/2020 to 10/11/2020

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
007758	09/24/2020	1 Comp	Open	000240 AMERICAN SPEEDY PRINTING CENTERS	FS/MANNS/MENUS	384.00
007759	09/24/2020	1 Comp	Open	007480 BANANA BROTHERS PRODUCE	FS/MANNS/FOOD PURCHASE	2,618.66
007760	09/24/2020	1 Comp	Open	005058 FD HAYES ELECTRIC CO.	FS/MANNS/EQUIP REPAIR	240.00
007761	09/24/2020	1 Comp	Open	007104 KLAPKO, JOHN	FS/KLAPKO/MILEAGE	329.48
007762	09/24/2020	1 Comp	Open	004354 MILLS REFRIGERATION, INC.	FS/MANNS/EQUIP REPAIR	125.00
007763	09/24/2020	1 Comp	Open	004621 PERFECTION BAKERIES INC.	FS/MANNS/FOOD PURCHASE	247.04
007764	09/24/2020	1 Comp	Open	100017 SET-SEG	OCT 2020 BILL/FS STAFF	172.15
007765	09/24/2020	1 Comp	Open	100267 UNUM LIFE INSURANCE	OCT 2020 BILL/FS STAFF	47.86
007766	09/24/2020	1 Comp	Open	008854 VAN EERDEN FOOD SERVICE COMPANY	FS/MANNS/FOOD PURCHASE	4,352.30
007767	09/24/2020	1 Comp	Open	008704 WILKINSON, JENNIFER	FS/MANNS/REFUND	28.80
007768	10/01/2020	1 Comp	Open	000240 AMERICAN SPEEDY PRINTING CENTERS	FS/MANNS/MENUS	638.00
007769	10/01/2020	1 Comp	Open	007480 BANANA BROTHERS PRODUCE	FS/MANNS/FOOD PURCHASE	2,317.30
007770	10/01/2020	1 Comp	Open	003780 MESSA	OCT 2020 BILL/FS STAFF	1,485.93
007771	10/01/2020	1 Comp	Open	004621 PERFECTION BAKERIES INC.	FS/MANNS/FOOD PURCHASE	76.08
007772	10/01/2020	1 Comp	Open	008854 VAN EERDEN FOOD SERVICE COMPANY	FS/MANNS/FOOD PURCHASE	7,105.50
007773	10/08/2020	1 Comp	Open	003807 PRAIRIE FARMS DAIRY	FS/MANNS/FOOD PURCHASE	797.40
007774	10/08/2020	1 Comp	Open	007788 WAKELAND OIL	FS/KLAPKO/FUEL	136.73
CHECK TOTAL						21,102.23
LESS VOIDS						0.00
GRAND TOTAL						21,102.23

Check Summary

Check Status	Count	Amount	Check Type	Count	Amount
Open	17	21,102.23	Computer	17	21,102.23
Cleared			Prepaid		
Void					
Scratch					
TOTAL		17	21,102.23	TOTAL 17 21,102.23	

**OWOSSO PUBLIC SCHOOLS**  
**BOARD OF EDUCATION**  
**September 30, 2020**  
**Report 20-37**

**Statement of Deposits and Investments**  
**As of 9/30/2020**  
**Unaudited**

	<u>General Fund</u>	<u>School Service</u>	<u>Building &amp; Site</u>	<u>Capital Projects Bond Fund</u>	<u>Debt Service Fund</u>	<u>Total</u>
<b>Summary of Deposits and Investments</b>						
Cash on hand	\$ 424,342	\$ 170	\$ 6,127	\$ 28,424	\$ 200,171	\$ 659,234
Investments	<u>7,625,591</u>		<u>\$ 6,270,988.06</u>	<u>10,477,443</u>	<u>1,021,743</u>	<u>\$ 25,395,765</u>
Total Deposits and Investments	<u>\$ 8,049,933</u>	<u>\$ 170</u>	<u>\$ 6,277,115</u>	<u>\$ 10,505,867</u>	<u>\$ 1,221,914</u>	<u>\$ 26,054,999</u>
 <b>Detail of Deposits and Investments</b>						
Cash on hand	\$ 424,342	\$ 170	\$ 6,127	\$ 28,424	\$ 200,171	\$ 659,234
Petty Cash on hand	-		-	-	-	
Total Cash on hand	<u>\$ 424,342</u>	<u>\$ 170</u>	<u>\$ 6,127</u>	<u>\$ 28,424</u>	<u>\$ 200,171</u>	<u>\$ 430,639</u>
Chemical Bank Savings Account	\$ 5,105	\$ -	\$ 1,769			\$ 6,874
Mich Class Investment	7,620,486	-	6,269,219	10,477,443	1,021,743	\$ 25,388,891
Total Investments	<u>\$ 7,625,591</u>	<u>\$ -</u>	<u>\$ 6,270,988</u>	<u>\$ 10,477,443</u>	<u>\$ 1,021,743</u>	<u>\$ 25,395,765</u>
Total Deposits and Investments	<u>\$ 8,049,933</u>	<u>\$ 170</u>	<u>\$ 6,277,115</u>	<u>\$ 10,505,867</u>	<u>\$ 1,221,914</u>	<u>\$ 26,054,999</u>

**OWOSSO PUBLIC SCHOOLS**  
**BOARD OF EDUCATION**  
 September 30, 2020  
 Report 20-37

**Combined Statement of Revenue, Expenditures, and Fund Balance**  
**General, School Service, and Capital Project Funds**  
 As of 9/30/2020  
 Unaudited

	General Fund			School Service Fund			Capital Projects Fund-Sinking Fund and Cook Family Foundation		
	BUDGET ORIGINAL	YTD Actual	Over (Under) Budget	BUDGET ORIGINAL	YTD Actual	Over (Under) Budget	BUDGET ORIGINAL	YTD Actual	Over (Under) Budget
<b>REVENUE</b>									
Local sources	3,738,762	90,371	(3,648,391)	141,603	294	(141,309)	1,232,473	4,148	(1,228,325)
State sources	23,764,924	-	(23,764,924)	71,714	-	(71,714)	-	-	-
Federal sources	2,661,952	1,130,441	(1,531,511)	1,609,155	49,079	(1,560,076)	-	-	-
Interdistrict sources-RESD	725,549	2,749	(722,800)	-	-	-	-	-	-
Interdistrict sources-transfers in and other sources	75,856	2,790	(73,066)	-	-	-	-	-	-
Total revenue and other sources	\$ 30,987,043	\$ 1,226,351	\$ (29,740,692)	\$ 1,822,472	\$ 49,373	\$ (1,773,099)	\$ 1,232,473	\$ 4,148	\$ (1,228,325)
<b>EXPENDITURES</b>									
<b>INSTRUCTION</b>									
<b>BASIC PROGRAMS:</b>									
ELEMENTARY	6,917,101	514,655	(6,402,446)						
MIDDLE SCHOOL	3,206,096	266,281	(2,939,815)						
HIGH SCHOOL	3,934,412	345,081	(3,589,331)						
ALTERNATIVE EDUCATION	482,545	37,340	(445,205)						
PRESCHOOL	138,706	16,676	(122,030)						
PRESCHOOL (MICHIGAN READINESS) GRANT	186,210	6,262	(179,948)						
<b>TOTAL BASIC PROGRAMS</b>	\$ 14,865,070	\$ 1,186,295	\$ (13,678,775)						
<b>ADDED NEEDS:</b>									
SPECIAL EDUCATION	3,101,004	231,364	(2,869,640)						
CHILDCARE PROGRAM	296,734	49,432	(247,302)						
TITLE I GRANT	918,280	56,480	(861,800)						
VOCATIONAL EDUCATION	579,879	36,734	(543,145)						
AT RISK GRANT	1,364,267	79,198	(1,285,069)						
ROBOTICS AND ADAPTIVE TECH GRANTS	22,740	-	(22,740)						
EARLY LITERACY GRANT/LITERACY COACH GRANT	120,707	3,125	(117,582)						
COVID COST GRANTS	-	87,119	87,119						
<b>TOTAL ADDED NEEDS</b>	\$ 6,403,611	\$ 543,452	\$ (5,742,577)						
<b>CONTINUING EDUCATION:</b>									
ADULT EDUCATION	166,725	-	(166,725)						
COMMUNITY EDUCATION	142,981	16,540	(126,441)						
<b>TOTAL CONTINUING EDUCATION</b>	\$ 309,706	\$ 16,540	\$ (293,166)						
<b>TOTAL INSTRUCTION</b>	\$ 21,578,387	\$ 1,746,287	\$ (19,714,518)						
<b>SUPPORTING SERVICES:</b>									
<b>PUPIL SERVICES:</b>									
GUIDANCE SERVICES	294,076	21,513	(272,563)						
<b>TOTAL PUPIL SERVICES</b>	\$ 294,076	\$ 21,513	\$ (272,563)						
<b>INSTRUCTIONAL STAFF:</b>									
TITLE II, PART A/RURAL EDUCATION GRANT/TITLE IV	384,611	19,341	(365,270)						
IMPROVEMENT OF INSTRUCTION	291,127	46,221	(244,906)						
MEDIA SERVICES	120,925	9,687	(111,238)						
<b>TOTAL INSTRUCTIONAL STAFF</b>	\$ 796,663	\$ 75,249	\$ (721,414)						
<b>GENERAL ADMINISTRATION:</b>									
BOARD OF EDUCATION	98,538	26,319	(72,219)						
EXECUTIVE ADMINISTRATION	323,089	88,019	(235,070)						
HUMAN RESOURCES	219,001	50,589	(168,412)						
<b>TOTAL GENERAL ADMINISTRATION</b>	\$ 639,628	\$ 164,927	\$ (474,701)						
<b>SCHOOL ADMINISTRATION:</b>									
SCHOOL ADMINISTRATION	2,391,780	445,835	(1,945,945)						

**OWOSSO PUBLIC SCHOOLS**  
**BOARD OF EDUCATION**  
 September 30, 2020  
 Report 20-37

**Combined Statement of Revenue, Expenditures, and Fund Balance**  
**General, School Service, and Capital Project Funds**  
 As of 9/30/2020  
 Unaudited

	General Fund			School Service Fund			Capital Projects Fund-Sinking Fund and Cook Family Foundation					
	BUDGET ORIGINAL	YTD Actual	Over (Under) Budget	% Rec'd/Used	BUDGET ORIGINAL	YTD Actual	Over (Under) Budget	% Rec'd/Used	BUDGET ORIGINAL	YTD Actual	Over (Under) Budget	% Rec'd/Used
<b>TOTAL SCHOOL ADMINISTRATION</b>	\$ 2,391,780	\$ 445,635	\$ (1,945,945)	19%								
<b>BUSINESS SERVICES:</b>												
FISCAL SERVICES	\$ 353,009	\$ 61,094	\$ (271,915)	23%								
TECHNOLOGY MANAGEMENT	\$ 492,776	\$ 443,252	\$ (49,524)	10%								
<b>TOTAL BUSINESS SERVICES</b>	\$ 845,785	\$ 130,618	\$ (715,167)	15%								
<b>OPERATIONS AND MAINTENANCE:</b>												
OPERATIONS AND MAINTENANCE	\$ 3,066,831	\$ 568,063	\$ (2,498,768)	19%								
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	\$ 3,066,831	\$ 568,063	\$ (2,498,768)	19%								
<b>PUPIL TRANSPORTATION SERVICES:</b>												
PUPIL TRANSPORTATION SERVICES	\$ 923,698	\$ 55,658	\$ (868,040)	6%								
<b>TOTAL PUPIL TRANSPORTATION</b>	\$ 923,698	\$ 55,658	\$ (868,040)	6%								
<b>OTHER SERVICES:</b>												
COMMUNICATION SERVICES	\$ 55,117	\$ 1,798	\$ (53,319)	3%								
ATHLETICS	\$ 412,824	\$ 3,472	\$ (409,352)	1%								
PRINTING AND OTHER SUPPORT SERVICES	\$ 45,669	\$ 7,360	\$ (38,309)	16%								
<b>TOTAL OTHER SERVICES</b>	\$ 513,610	\$ 12,630	\$ (500,980)	2%								
<b>TOTAL SUPPORTING SERVICES</b>	\$ 9,472,071	\$ 1,474,493	\$ (7,997,578)	16%								
<b>OUTGOING TRANSFERS/FUND MODIFICATIONS:</b>												
OTHER	\$ 94,000	\$ (5,779)	\$ (99,779)	-6%								
<b>TOTAL OUTGOING TRANSFERS/FUND MODIFICATIONS</b>	\$ 94,000	\$ (5,779)	\$ (99,779)	-6%								
<b>FOOD SERVICE EXPENDITURES</b>												
CAPITAL PROJECT EXPENDITURES	\$ 31,144,458	\$ 3,215,001	\$ (27,929,457)	10%								
<b>REVENUE OVER or (UNDER) EXPENDITURES</b>	\$ (177,415)	\$ (1,988,650)	\$ (1,811,235)									
<b>UNAUDITED FUND BALANCE, JULY 1, 2020</b>	\$ 4,655,108	\$ 4,655,108	\$ -									
<b>PROJECTED FUND BALANCES - June 30, 2021</b>	\$ 4,477,693	\$ 4,477,693	\$ -									



Check Register for Bank Account ID SF#1

From 09/21/2020 to 10/11/2020

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount	
600927	10/01/2020	1 Comp	Open	001274 SPICER GROUP INC.	SINKING FUND MGT	5,722.05	
						CHECK TOTAL	5,722.05
						LESS VOIDS	0.00
						GRAND TOTAL	5,722.05

Check Summary

Check Status	Count	Amount	Check Type	Count	Amount
Open	1	5,722.05	Computer	1	5,722.05
Cleared			Prepaid		
Void					
Scratch					
<b>TOTAL</b>	<b>1</b>	<b>5,722.05</b>	<b>TOTAL</b>	<b>1</b>	<b>5,722.05</b>

ACCOUNT SUMMARY

OWOSSO PUBLIC SCHOOLS • JULIE OMER • 645 ALGER ST - PO BOX 340 • OWOSSO, MI 48867-4601

\* Indicates required field

SEARCH CRITERIA

[Advanced Search](#)

Reporting Cycle:

Date Range: From: 09/05/2020

To: 10/05/2020

Date Type: Posting Date

Data available starting 10/14/2017

SEARCH RESULTS

Page 1 of 1 Page

Account Name	Account Number	Transaction Amount	Adjustment Amount	Total Transaction
EMERSON ELEMENTARY	XXXX-XXXX-██████████	661.62	0.00	
MIKE GRAHAM	XXXX-XXXX-██████████	1,262.95	0.00	
FRED LAB	XXXX-XXXX-██████████	138.02	0.00	
LINCOLN HIGH SCHOOL	XXXX-XXXX-██████████	394.76	0.00	
BRIGHT BEGINNINGS OFFICE	XXXX-XXXX-██████████	299.42	0.00	
OWOSSO SCHOOLS	XXXX-XXXX-██████████	630.93	0.00	
CTE CULINARY ARTS	XXXX-XXXX-██████████	77.44	0.00	
CTE CONSTRUCTION TRADES	XXXX-XXXX-██████████	661.55	0.00	
AL HUYCK	XXXX-XXXX-██████████	197.37	0.00	
OWOSSO PUBLIC SCHOOLS	XXXX-XXXX-██████████	0.00	(18,608.38)	(18,608.38)
BRYANT ELEMENTARY	XXXX-XXXX-██████████	1,219.00	0.00	
DAN CLARK	XXXX-XXXX-██████████	98.84	0.00	
BEN COBB	XXXX-XXXX-██████████	56.18	0.00	
OWOSSO HIGH SCHOOL	XXXX-XXXX-██████████	2,206.63	0.00	
TECHNOLOGY DEPT	XXXX-XXXX-██████████	244.96	0.00	
JOHN QUICK	XXXX-XXXX-██████████	248.45	0.00	
OWOSSO MIDDLE SCHOOL	XXXX-XXXX-██████████	2,023.21	0.00	
CENTRAL ELEMENTARY	XXXX-XXXX-██████████	655.10	0.00	
OPERATIONS DEPT	XXXX-XXXX-██████████	405.80	0.00	
CENTRAL OFFICE	XXXX-XXXX-██████████	15,456.61	0.00	15,456.61
OWOSSO HIGH SCHOOL 2	XXXX-XXXX-██████████	4,425.97	0.00	
BRIGHT BEGINNINGS	XXXX-XXXX-██████████	167.92	0.00	

31,532.73

Page 1 of 1 Page

Search Total

**OWOSSO PUBLIC SCHOOLS  
Board of Education Meeting  
October 19, 2020**

**Report 20-38**

**FOR ACTION**

Subject:

Audit Report

Recommendation:

Resolve that the Board of Education approve the audit report for the 2019-20 fiscal year

Rationale:

The audit report prepared by Maner Costerisan, P.C. indicates an “unqualified” opinion and therefore will indicate that the financial statements present fairly the financial operations of the District.

Facts/Statistics:

- Keith Pfeifle, the partner in charge of the audit engagement, has reviewed the financial statements with the Board at this meeting and has answered any questions the Board may have regarding the contents.
- The audit of the District’s financial statements is conducted on an annual basis by outside auditors, in this case, Maner Costerisan, P.C.
- The audit is conducted to verify that the financial statements prepared by the District present fairly and in accordance with Generally Accepted Auditing Principles the financial operations of the District.
- The approval of the financial statements is a matter of routine business to the District.

Motion

Seconded

Vote – Ayes

Nays

Motion

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Meeting**  
**October 19, 2020**  
**20-39**

**FOR ACTION**

Subject:

Owosso Public Schools – Extended COVID-19 Learning Plan.

Recommendation:

Resolve that the Board reaffirm the Owosso Public Schools Extended COVID-19 Learning Plan.

Rationale:

On August 20, 2020 Governor Whitmer signed House Bill 5913 into law as Public Act 149 with revisions on September 30, 2020 based on Senate Bill 927. Section 98a states that to receive state aid for 2020-2021, districts must provide for instruction under an extended COVID-19 Learning Plan (“Plan”) that has been approved by an intermediate district or authorizing body. It is an additional plan that includes new assurances and sections on educational goals, instructional delivery, grading, and equitable access. PA 149 does not apply to districts that operate as a cyber school.

District/PSA educational goals written for all students and all subgroups must be established no later than September 15, 2020 and submitted in their Plan to the ISD or Authorizing Body, as applicable, no later than October 1, 2020 for approval. A district that is a public school academy that, by agreement, provides educational services for the residents of a district that is not a public school academy and that does not directly provide public educational services to its residents that intends to provide instruction under an extended COVID-19 learning plan shall submit its extended COVID-19 learning plan described in subsection (1) to the intermediate district in which it is located not later than October 1, 2020 for approval.

The ISD or Authorizing Body will approve Extended COVID-19 Learning Plans no later than October 9, 2020 and transmit the approved plans to the state superintendent of public instruction and the state treasurer. Approved plans must be made accessible through the transparency reporting link located on the district's website by not later than October 12, 2020.

The Extended COVID-19 Learning Plan addresses specific assurances, such as posting the Plan on the Owosso Public Schools website, creating a report including professional development for teachers and training provided to parents/guardians on the use of virtual content, administering benchmark assessments, setting specific learning goals, providing access to technology, cooperating with the health department, prioritizing K-5 learners, guaranteeing students with

disabilities have equitable access to learning materials, ensuring 2-way communication occurs for attendance purposes, and outlining grading procedures.

Motion

Seconded

Vote – Ayes

Nays

Motion



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

**August 27, 2020**

**September 3, 2020 Clarifications**

**September 30, 2020 Revisions Based on SB 927**

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

District/PSA educational goals written for all students and all subgroups must be established no later than September 15, 2020 and submitted in their Plan to the ISD or Authorizing Body, as applicable, no later than October 1, 2020 for approval. **A district that is a public school academy that, by agreement, provides educational services for the residents of a district that is not a public school academy and that does not directly provide public educational services to its residents that intends to provide instruction under an extended COVID-19 learning plan shall submit its extended COVID-19 learning plan described in subsection (1) to the intermediate district in which it is located not later than October 1, 2020 for approval.**

The ISD or Authorizing Body will **approve Extended COVID-19 Learning Plans no later than October 9, 2020** and transmit the approved plans to the state superintendent of public instruction and the state treasurer. Approved plans must be made accessible through the transparency reporting link located on the district's website by not later than October 12, 2020.



## Owosso Public Schools Extended COVID-19 Learning Plan

Owosso Public Schools  
645 Alger Street  
Owosso MI 48867

District number- 78110

District Website- [www.owosso.k12.mi.us](http://www.owosso.k12.mi.us)

Superintendent-Dr. Andrea Tuttle  
[tuttle@owosso.k12.mi.us](mailto:tuttle@owosso.k12.mi.us)

Shiawassee Regional Educational School District

Date of Approval by ISD/Authorizing Body:

### Assurances

1. The Owosso Public Schools will make their Shiawassee Regional Education School District approved Extended COVID-19 Learning Plan accessible through the transparency reporting link located on the Owosso Public Schools website no later than October 12, 2020.
2. **By not later than January 15, 2021, the district shall create a report that includes information regarding both of the following and shall ensure that the report under this subdivision can be accessed through the transparency reporting link located on the district's website:**
  - a. **The amount and type of training provided during the current school year as of the date of the report to teachers of the district through professional development that focuses on how to deliver virtual content.**
  - b. **The amount and type of training provided during the current school year as of the date of the report to the parents and legal guardians of pupils and to pupils on how to access and use virtual content provided by the district.**
3. The Owosso Public Schools will create and make available on its transparency reporting link located on the Owosso Public Schools website, a report concerning the progress made in meeting the educational goals contained in its Extended COVID-19 Learning Plan not later than February 1, 2021, for goals its expected would be achieved by the middle of the school year and not later than the last day of school of the 2020-2021 school year for goals the Owosso Public Schools expected would be achieved by the end of the school year.
4. Benchmark Assessments: The Owosso Public Schools will:
  - a. select a benchmark assessment or benchmark assessments that is/are aligned to state standards.
  - b. administer the approved benchmark assessment, or local benchmark assessment, or any combination thereof, to all pupils in grades K to 8 to measure proficiency in reading and mathematics within the first nine weeks of the 2020-2021 school year and again not later than the last day of the of the 2020-2021 school year.
5. If delivering pupil instruction virtually, the Owosso Public Schools will:
  - a. provide pupils with equitable access to technology and the internet necessary to participate in instruction, and
  - b. expose each pupil to the academic standards that apply for each pupil's grade level or courses in the same scope and sequence as the Owosso Public Schools had planned for that exposure to occur for in-person instruction.
6. The Owosso Public Schools, in consultation with Shiawassee Health Department will develop guidelines concerning appropriate methods for delivering pupil instruction for the 2020-2021 school year that are based on local data that are based on key metrics. *Note: A determination concerning the method for delivering pupil instruction shall remain at the Owosso Public Schools Board's discretion.* Key metrics that the Owosso Public Schools will consider shall include at least all of the following:



- a . COVID-19 Cases or Positive COVID-19 tests
  - b . Hospitalizations due to COVID-19
  - c . Number of deaths resulting from COVID-19 over a 14-day period
  - d . COVID-19 cases for each day for each 1 million individuals
  - e . The percentage of positive COVID-19 tests over a 4-week period
  - f . Health capacity strength
  - g . Testing, tracing, and containment infrastructure with regard to COVID-19
7. If the Owosso Public Schools determine that it is safe to provide in-person instruction to pupils, the Owosso Public Schools will prioritize providing in-person instruction to pupils in grades K to 5 who are enrolled in the Owosso Public Schools.
8. The Owosso Public Schools assures that
- a . instruction will be delivered as described in this plan and re-confirmed by the Owosso Public Schools Board,
  - b . the description of instructional delivery in this plan matches the delivery of instruction to be delivered during the 2020-2021 school year,
  - c . the Owosso Public Schools will re-confirm how instruction will be delivered during the 2020-2021 school year thirty days after Shiawassee Regional Education School District approval of the plan, and **each month** thereafter at a meeting of the Board, and
  - d . **For each reconfirmation described in this subdivision, the district shall report to the center, in a form and manner prescribed by the center,**
    - i. **the instructional delivery method that was reconfirmed;**
    - ii. **how that instruction will be delivered for each grade level offered by the district, including pre-kindergarten, as applicable; and**
    - iii. **whether or not, as determined by the department in consultation with the center, the district is offering higher levels of in-person instruction for English language learners, special education students, or other special populations.**
  - e . public comment will be solicited from the parents or legal guardians of the pupils enrolled in the Owosso Public Schools during a public meeting described in PA-149.
9. The Owosso Public Schools will ensure that students with disabilities will be provided with equitable access to instruction and accommodation in accordance with applicable state and federal laws, rules and regulations.
10. The Owosso Public Schools will ensure that two (2), 2-way interactions occur between a pupil enrolled in the Owosso Public Schools and the pupil's teacher or at least one (1) of the pupil's teachers, **or another district employee who has responsibility for the pupil's learning, grade progression, or academic progress** during each week of the school year for at least 75% of the pupils enrolled in the Owosso Public Schools. The Owosso Public Schools will publicly announce its weekly interaction rates at each Owosso Public Schools Board meeting where it re-confirms how instruction is being delivered. The Owosso Public Schools will make those rates available through the

transparency reporting link located on the Owosso Public Schools website each month for the 2020-2021 school year.

**Clarification of Assurance 10:** "2-way interaction" means a communication that occurs between a pupil and the pupil's teacher or at least 1 of the pupil's teachers **or another district employee who has responsibility for the pupil's learning, grade progression, or academic progress**, where 1 party initiates communication and a response from the other party follows that communication, and that is relevant to course progress or course content for at least 1 of the courses in which the pupil is enrolled **or relevant to the pupil's overall academic progress or grade progression**. Responses, as described in this subdivision, must be to ~~the~~ communication initiated by the teacher, **by another district employee who has responsibility for the pupil's learning, grade progression, or academic progress, or by the pupil**, and not some other action taken.

---

District Superintendent or President of the Board of Education/Directors

---

Date

## Learning Plan Narrative

### Opening Statement

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

Owosso Public Schools understand that during a world-wide pandemic, it is necessary to provide learning opportunities to meet the needs of all students. In our Owosso community, we have varying degrees of parent beliefs and thoughts regarding COVID-19 which include student and staff safety.

In the conclusion of the 2019-2020 school year, Owosso Public Schools conducted a survey on the online experience of our Owosso Public School families. This information is based on a 5 point scale.

50.4% rated their quality of learning a 4 or 5 in the spring 2020.

35.4% rated communication with teachers a 4 or 5 in spring 2020.

30.5 % rated a 4 or 5 that they had enough assistance to complete work.

35.3% rated a 4 or 5 of their overall experience.

This data fueled many summer discussions with small groups of support staff, teachers, and administrators to make necessary adjustment and improvements to in-person and online options for parents. Several meetings took place during the summer to look at all options with schedule, safety, curriculum, technology, district values and beliefs, expectations, and communication.

Once several options were decided, the district conducted another survey during the summer of 2020. The July 2020 survey had almost 1700 completed responses. The results showed that 72% of parents and staff wanted some type of in-person instruction while 28% wanted online only. 53% of parents were concerned about the social and emotional wellbeing of their student. 69% of parents were not concerned about school meals at this time. 28% of parents would utilize district transportation when we return to school in the fall. The groups came back together to continue planning and adjust options.

Once the plans were finalized with administration and board approval In August 2020, the district presented all options to families with in-person and online options and results were 64% in-person and 36% online only. This survey had almost 3100 completed responses.

The survey indicated that the majority of our parents wanted in-person instruction however almost a third of our families wanted online options. Owosso Public Schools felt that it is necessary to provide options to our families to meet the needs of all learners and circumstances.

The Owosso Public Schools has well educated teachers that make incredible connections with their students each year. It was decided that Owosso teachers would teach both in-person and online students. In order to accommodate this and give teachers planning time, the in-person school day needed to be shortened to allow teachers to connect with online students each day too.

For many years, our district has placed a high value on student engagement, rigor, and relevancy. Students should be engaged and have a real-world connection of current topics while understanding the “why” we are learning. The survey results collected after the completion of the 2019-2020 school year indicated that. Parents and teachers desired more accountability for work completed, communication, and a singular platform of curriculum delivery. Procedures for taking attendance, ensuring parent/student communication, identifying work assignment and completion, etc. have all been developed and will be recorded in PowerSchool.

Owosso Public Schools understands that students will need additional support due to educational opportunities missed in the Spring 2020 and therefore established and implemented procedures to close the COVID-19 slide.

- Owosso Public Schools has focused on the K-5 elementary educational experience by providing an extended day program for an additional 2 hours and 15 minutes of instruction for almost 300 students.
- Owosso Public Schools has hired additional staff and increased hours to assist with the transition back to school for teachers, students, and families.
- Owosso Public Schools has provided over 79 technology training sessions since August that staff could take to increase technology skills.
- Owosso Public Schools has focused on learning platforms such as Google Classroom for the delivery of curriculum.

## Educational Goals

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

## Goals

The NorthWest Educational Assessment (NWEA) assessments for reading and mathematics will be administered to all students three times yearly: once in the first nine weeks of the school year, mid-year, and again prior to the last day of school. Formative assessments will provide data of the district's progress toward meeting the identified goals. Progress reports will be available on our website in February 2021 and June 2021.

As a means of continuous improvement in teaching & learning, all teachers will receive professional development in, and commit to the use of, the formative assessment process. All teachers will conduct data meetings three times annually to review, strategize, and set new targets for all learners.

Additionally, district personnel will continue to engage stakeholders in the district's balanced assessment system and will publicly share aggregate and student subgroup performance reports on the results of the NWEA assessments. These results will be available through the Illuminate Data Management System.

**Goal 1** - All students (K-8) will improve performance in Reading/ELA from Fall to Spring as measured by NWEA.

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

**Goal 2** - All students (K-8) will improve performance in Mathematics from Fall to Spring as measured by NWEA.

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

The Owosso Public Schools will use one of the MDE pre approved benchmark assessment vendors to monitor student progress. The NWEA results are also part of the teacher evaluation process as teachers monitor benchmark growth in all ELA and math sections. Teachers will administer the NWEA assessment to all students including online students within the first nine weeks of school. Administrators, Title I teachers, and SRES staff will conduct data meetings at least three times throughout the year to monitor student progress using NWEA data.

Owosso Public Schools will administer benchmark assessments in reading and mathematics within the first 9 weeks of school. The district will administer NWEA (NorthWest Educational Assessment) within the first 9 weeks of school. Owosso Public Schools has used NWEA for 3 years. Our teachers have experience using this program and using the data gleaned to guide further instruction. The district has used MAP Skills as part of the NWEA portfolio which guides teachers to address specific needs at each level and individually address areas of concern. Our assessment calendar has already been established and communicated to administrators and teacher leaders. K-5 teachers will also administer DRA (Developmental Reading Assessment) to all students three times annually. The DRA is another reading screening tool that has been used for many years within the district.

Owosso Public Schools will use the EWS (Early Warning System) approach to disaggregate the data. This process will allow us to break down the data and communicate to specific teachers based on the fall, winter, and spring results. Data meetings will be held with RESD, teachers, and administrators to review data and make adjustments throughout the year. These meetings will occur at least three times this year with all teachers to review benchmark assessment data. Schools must write goals for the Extended Continuation of Learning Plan based on the district's

progress as measured by the benchmark assessment results. These benchmarks and goals will be measured and evaluated three times annually.

Owosso Public Schools will report to the public within 30 days after the assessments are completed and will present to the Owosso Board of Education prior to Feb 1, 2021 and June 2021. The district will utilize Illuminate (Data Management System) to assist teachers with communication with parents on benchmark assessments and provide comparisons between the child's assessment data this year compared to 2019-2020. K-3 teachers will follow the district procedures for IRIP (Individual Reading Improvement Plan) to communicate with families with anyone below a certain benchmark status. This process follows the RBG3 (Read By Grade 3) reading law.

All data including DRA (Developmental Reading Assessment), NWEA (NorthWest Educational Assessment), attendance, behavioral, grades, and social emotional status are kept in the Illuminate Data Hub. This data hub is shared with the SRES and final data will be submitted to the MDE(Michigan Department of Education) by June 30, 2021.

### Instructional Delivery & Exposure to Core Content


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

### OWOSSO HIGH SCHOOL

## Owosso High School

## Teacher & Student Schedule

<p><b>Teacher Schedule: **</b></p> <p>Contract time: 7:35 a.m. -3:00 p.m.</p> <p>7:35-8:30 a.m. Planning</p> <p>8:30-9:15 a.m. Online classroom preparation</p> <p>9:15-9:45 a.m. Duty free breakfast/lunch</p> <p>9:45 -10:20 a.m. 1st period</p> <p>10:24 -10:59 a.m. 2nd period</p> <p>11:03 -11:38 a.m. 3rd period</p> <p>11:42 a.m. -12:48 p.m. 4th period including lunch</p> <p>12:52 -1:27 p.m. 5th period</p> <p>1:31 -2:06 p.m. 6th period</p> <p>2:10 -2:45 p.m. 7th period</p> <p>2:45-3:00 p.m. Planning</p> <p><i>**Special Education will differ</i></p>	<p><b>Student Schedule:</b></p> <p>9:45-2:45 Follow regular 7 hour schedule (5 hours)</p> <p>Students will be required to complete 1.5 hours of online assignments at home each school day.</p> <p>6.5 hours of instruction</p>
---	---



Online Student	In Person Student	Teacher
7:45 - 8:35 Zoom meetings with classroom teachers, office hours and online communications. <i>*See Weekly Online Morning Schedule</i>	7:45 Check all Google Classrooms and watch all instructional/informational videos or materials that are posted.	7:45 - 9:10 Zoom meetings with classroom teachers, office hours and online communications. <i>*See Weekly Online Morning Schedule</i>
8:35-9:05 Break	Students travel to school	8:35 - 9:05 Meal Break
9:05 - 9:40 Student work time	The OHS main entrance will be open daily at 9:30 am. As students arrive by bus, they will be directed to the cafeteria and will sit in socially-distanced seats until they are dismissed to their 1st hour classroom.	9:05 - 9:35 Teacher online prep and communication
9:45 - 10:20 1st hour classwork	9:45 - 10:20 1st hour	9:45 - 10:20 1st hour
10:24 - 10:59 2nd hour classwork	10:24 - 10:59 2nd hour	10:24 - 10:59 2nd hour
11:03 - 11:38 3rd hour classwork	11:03 - 11:38 3rd hour	11:03 - 11:38 3rd hour
11:42 - 12:13 Lunch	11:42 - 12:13 Lunch in 4th hour	11:42 - 12:13 Student Lunch in 4th hour
12:13 - 12:48 4th hour classwork	12:13 - 12:48 4th hour	12:13 - 12:48 4th hour
12:52 - 1:27 5th hour classwork	12:52 - 1:27 5th hour	12:52 - 1:27 5th hour
1:31 - 2:06 6th hour classwork	1:31 - 2:06 6th hour	1:31 - 2:06 6th hour
2:10 - 2:45 7th hour classwork	2:10 - 2:45 7th hour	2:10 - 2:45 7th hour



High School Teachers from 7:45-9:35					
	Mon	Tues	Wed	Thur	Fridays
7:45-8:05	1st hr Zoom	3rd hr Zoom	5th hr Zoom	7th hr Zoom	Teacher Office Hours Teachers available to Zoom or communicate with students
8:05-8:25	2nd hr Zoom	4th hr Zoom	6th hr Zoom	Teacher Office Hours	
8:25-9:05	Teacher Duty Free Meal				
9:05-9:35	Student work time/Teacher online prep and communication				

From **7:45-9:35**, online students will have the opportunity to connect with all of their individual teachers each day. Students can check all materials and directions in Google Classroom.

This time can include communication and clarification about upcoming assignments or assessments. Teachers can help with a particular part of a previous assignment or concept. Students can ask questions or connect with their teachers in ways that provide additional support and encouragement.

Teachers can structure this a variety of ways to fit the needs of their students on a given day. Encouraging students and providing supports for them should be the focus of this time.

Online Student
7:45 - 8:35 Zoom meetings with classroom teachers, office hours and online communications. *See Weekly Online Morning Schedule
8:35-9:05 Break
9:05 - 9:40 Student work time
9:45 - 10:20 1st hour classwork
10:24 - 10:59 2nd hour classwork
11:03 - 11:38 3rd hour classwork
11:42 - 12:13 Lunch
12:13 - 12:48 4th hour classwork
12:52 - 1:27 5th hour classwork
1:31 - 2:06 6th hour classwork
2:10 - 2:45 7th hour classwork

### Online Student Expectations

From **9:45-2:45**, online students are strongly encouraged to do their class work at the same time as their classmates who are in the classroom. Online students can watch all instructional/informational videos or materials that are posted in Google Classroom as they begin to work on the classwork during these times.

By doing their work during the recommended times, they can do digital activities at the same time as their classmates. Students have the opportunity to communicate and collaborate through Google Classroom and other online tools. Students who are not in the classroom can still build connections with their classmates and teachers during this time.

In Person Student
7:45 Check all Google Classrooms and watch all instructional/informational videos or materials that are posted.
Students travel to school
The OHS main entrance will be open daily at 9:30 am. As students arrive by bus, they will be directed to the cafeteria and will sit in socially-distanced seats until they are dismissed to their 1st hour classroom.
9:45 - 10:20 1st hour
10:24 - 10:59 2nd hour
11:03 - 11:38 3rd hour
11:42 - 12:13 Lunch in 4th hour
12:13 - 12:48 4th hour
12:52 - 1:27 5th hour
1:31 - 2:06 6th hour
2:10 - 2:45 7th hour

## In Person Student Expectations

Students who come to the school building will also have the responsibility to check all Google Classrooms to prepare for the upcoming lesson in school.

What is posted in Google Classrooms by teachers will often include a short instructional video. These could be introductions to key concepts, examples of questions or problems, reminders about important concepts from the previous lesson, information about an online tool or resource that will be used, or instructions to clarify an upcoming activity, assignment or project.

These Google Classroom posts will be posted by teachers after each school day. This provides students and families with the flexibility to check some or all of their Google Classrooms that afternoon/evening or the next morning before they return to the classroom.

## OWOSSO MIDDLE SCHOOL/LINCOLN HIGH SCHOOL

### Middle School Teacher & Student Schedule

#### Teacher Schedule:\*\*

Contract time: 7:35 a.m. -3:00 p.m.  
 7:35-8:30 a.m. Planning  
 8:30-9:15 a.m. Online classroom preparation  
 9:15-9:45 a.m. Duty free breakfast/lunch  
 9:45-10:26 a.m. First hour  
 10:30-11:11 a.m. Second hour  
 11:15-11:56 a.m. Third hour  
 12:00-12:30 p.m. Lunch  
 12:30-1:11 p.m. Fourth hour  
 1:15-1:56 p.m. Fifth hour  
 2:00-2:45 p.m. Sixth hour  
 2:45—3:00 p.m. Planning

\*\*Special Education will differ

#### Student Schedule:

9:45-2:45 Follow regular  
6 hour schedule

Students will be  
required to complete 1.5  
hours of online  
assignments at home  
each school day.

6.5 hours of instruction



Online Student	In Person Student	Teacher
7:45 - 8:35 Zoom meetings with classroom teachers, office hours and online communications. *See Weekly Online Morning Schedule	7:45 Check all Google Classrooms and watch all instructional/informational videos or materials that are posted.	7:45 - 8:35 Zoom meetings with classroom teachers, office hours and online communications. *See Weekly Online Morning Schedule
8:35-9:05 Break	Students travel to school	8:35 - 9:05 Meal Break
9:05 - 9:35 Student work time	As students arrive, they will report to their 1st hour to silent read and check Google Classrooms	9:05 - 9:35 Teacher online prep and communication
9:45 - 10:26 1st hour classwork	9:45 - 10:26 1st hour	9:45 - 10:26 1st hour
10:30 - 11:11 2nd hour classwork	10:30 - 11:11 2nd hour	10:30 - 11:11 2nd hour
11:15 - 11:56 3rd hour classwork	11:15 - 11:56 3rd hour	11:15 - 11:56 3rd hour
11:56 - 12:26 Lunch	11:56 - 12:26 Lunch in 3rd hour	11:56 - 12:26 Student Lunch in 3rd hour
12:30 - 1:11 4th hour classwork	12:30 - 1:11 4th hour	12:30 - 1:11 4th hour
1:15 - 1:56 5th hour classwork	1:15 - 1:56 5th hour	1:15 - 1:56 5th hour
2:00 - 2:45 6th hour classwork	2:00 - 2:45 6th hour	2:00 - 2:45 6th hour

Online Students from 7:45-9:35			
	Mon(A)/ Wed(B)	Tues(A)/ Thur(B)	Fridays
7:40-7:55	1st hr Zoom	4th hr Zoom	Teacher Office Hours Teachers available to Zoom or communicate with students
8:00-8:15	2nd hr Zoom	5th hr Zoom	
8:20-8:35	3rd hr Zoom	6th hr Zoom	
8:35-9:05	Break		
9:05-9:35	Student work time/Teacher online prep and communication		

### Online Students

From **7:45-8:35**, online students will have the opportunity to connect with their individual teachers in various ways, including Zoom meetings. Students can check all materials and directions in Google Classroom.

This time can include communication and clarification about upcoming assignments or assessments. Teachers can help with a particular part of a previous assignment or concept.

Students can ask questions or connect with their teachers in ways that provide additional support and encouragement.

Online Student
7:45 - 8:35 Zoom meetings with classroom teachers, office hours and online communications. *See Weekly Online Morning Schedule
8:35-9:05 Break
9:05 - 9:35 Student work time
9:45 - 10:26 1st hour classwork
10:30 - 11:11 2nd hour classwork
11:15 - 11:56 3rd hour classwork
11:56 - 12:26 Lunch
12:30 - 1:11 4th hour classwork
1:15 - 1:56 5th hour classwork
2:00 - 2:45 6th hour classwork

## Online Students

From **9:45-2:45**, online students are strongly encouraged to do their class work at the same time as their classmates who are in the classroom. Online students can watch all instructional/informational videos or materials that are posted in Google Classroom as they begin to work on the classwork during these times.

By doing their work during the recommended times, they can do digital activities at the same time as their classmates. Students have the opportunity to communicate and collaborate through Google Classroom and other online tools. Students who are not in the classroom can still build connections with their classmates and teachers during this time.

In Person Student
7:45 Check all Google Classrooms and watch all instructional/informational videos or materials that are posted.
Students travel to school
As students arrive, they will report to their 1st hour to silent read and check Google Classrooms
9:45 - 10:26 1st hour
10:30 - 11:11 2nd hour
11:15 - 11:56 3rd hour
11:56 - 12:26 Lunch in 3rd hour
12:30 - 1:11 4th hour
1:15 - 1:56 5th hour
2:00 - 2:45 6th hour

## In Person Students

Students who come to the school building will also have the responsibility to check all Google Classrooms to prepare for the upcoming lesson in school.


What is posted in Google Classrooms by teachers will often include a short instructional video. These could be introductions to key concepts, examples of questions or problems, reminders about important concepts from the previous lesson, information about an online tool or resource that will be used, or instructions to clarify an upcoming activity, assignment or project.

These Google Classroom posts will be posted by teachers after each school day. This provides students and families with the flexibility to check some or all of their Google Classrooms that afternoon/evening or the next morning before they return to the classroom.

**BRYANT/CENTRAL/EMERSON ELEMENTARY**

## Elementary Teacher & Student Schedule

<p><b>Teacher Schedule:**</b>                  Contract time: 8:00 a.m. - 3:25 p.m.                  8:00-8:10 a.m. Planning                  8:10-11:00 a.m. Instruction                  11:00-11:30 a.m. Lunch in classroom with students                  11:30 a.m. -1:10 p.m. Instruction                  1:10-1:40 p.m. Duty free lunch                  1:40-2:25 p.m. Online classroom preparation                  2:25-3:25 p.m. Planning                  **Encore, Title I and Special Education will differ.</p>	<p><b>Student Schedule:</b>                  8:10-1:10—In person (5 hours)                   Students will be required to complete 1.5 hours of online assignments at home or during their extended learning time (1:10-3:25 p.m.) each school day.                   6.5 hours of instruction</p>
---	--



**Elementary Hybrid Face to Face Schedule ~ Phase 4**

**In-person**

This is just a template. Teachers will be 'tweaking' for individual class recess and bathroom breaks.

Elementary Teacher Schedule: Pre K- 5th	
8:00-8:10	Teacher Planning
8:10-8:30	Breakfast / Clean up / Announcements
8:30-11:00	Session 1
	Session 2
11:00-11:30	Lunch / Clean up / Activity in classroom
11:30-1:10	Session 3
	Session 4
1:10-1:40	Duty free lunch time
1:40-2:25	Virtual Teaching (available) Making contact with students
2:25-3:25	Teacher planning/recording/uploading lessons in Google Classroom

Session times are for teachers to teach core subject areas (ELA, Math, Science, Social Studies).

Buildings will determine recess and bathroom breaks for each class. This will ensure social distancing on playground and in hallways. Schedules will adjust for these times.

## Elementary Online Schedule K-2

Kindergarten - Second Grade	
8:30-9:30	Writing
9:30-10:15	Independent Reading- Mini Phonics lesson
10:15-10:30	Snack and Move Around Break
10:30-11:00	STEAM
11:00-11:30	Lunch and recess (screentime free)
11:30-12:00	ELA
12:00-12:45	Math
12:45-1:40	Encore Classes (via Google Classroom)
1:40-2:25	Teacher contact time
2:25-3:25	Teacher planning and uploading lessons to Google Classroom

Online students will have the opportunity to view lessons in Google Classroom and do lessons independently at home during the morning and early afternoon.

Phone calls and Zoom meetings with teacher for additional support will be done from 1:40-2:25.

See individual teacher schedule for times and links

## Elementary Online Schedule 3-5

Third - Fifth Grade	
8:30-9:30	Session 1: Math Lesson on Google Classroom
9:30-10:00	Encore Classes (via Google Classroom)
10:00-10:30	Independent Reading Time
10:30-11:00	Writing
11:00-11:30	Lunch and Recess (screentime free time)
11:30-12:30	ELA Classes (via Google Classroom)
12:30-1:40	Science/Social Studies (via Google Classroom)
1:40-2:25	Teacher Contact Time
2:25-3:25	Teacher planning and uploading lessons to Google Classroom

Online students will have the opportunity to view lessons in Google Classroom and do lessons independently at home during the morning and early afternoon.

Phone calls and Zoom meetings with teacher for additional support will be done from 1:40-2:25.

See individual teacher schedule for times and links

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

The Owosso Public Schools full instructional plan can be found in the [MI Safe Schools Roadmap--Sample District Preparedness Plan](#).

### **Curriculum and Instruction: Academic Standards**

The Owosso Public Schools curriculum for core academic areas is aligned to state standards and International Baccourlettee philosophy is embedded PreK-12 grade. Course outlines and lesson plans are designed and created by (IB) International Baccourlettee district leaders along with ILC (Instructional Leadership Council) members. These units, plans, maps are reviewed annually during grade level and department meetings. This ensures all teachers are teaching to standards as well as specific units of study.

As teachers navigate the wider usual range of competencies expected this fall, they will use the SLO (Student Learning Objectives) [SLO 2020-2021 Handbook](#) process as part of the teacher evaluation cycle. This system provides guidance to help them design new (or best utilize existing)

pre-assessments to plan for differentiation of content, use results from pre-assessments to inform instruction and prioritize K-12 instructional standards for the 2020-2021 School Year. This management system will establish the range of student needs as they return to school in the fall, identify assessment ideas that allow students to demonstrate understanding in a variety of ways, assess and provide instruction in the content areas in face-to-face, virtual, and blended classroom environments, and incorporate well-being and SEL/trauma-informed practices into instruction.

All teachers should remember and embrace the following:

- Maslow hierarchy of needs
- Nurture a positive home climate for learning and parental involvement
- Establish and maintain remote classroom norms and learning routines
- Implement culturally responsive teaching practices
- Encourage student collaboration and discourse
- Create opportunities for and attend carefully to feedback
- Engage students in meaningful learning opportunities

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

The Owosso Public Schools will assess each student based on the curricula that were in place prior to the COVID-19 pandemic. Our assessment calendar has been established along with course syllabi that outlines expectations for all students PreK-12.

Owosso Public Schools uses standard based report cards for K-2 that are administered quarterly to parents to communicate progress on specific learning objectives. Students in grades 3-12 are scheduled to receive quarterly traditional report cards with assigned letter grades based on performance on classroom learning objectives and targets. These traditional grades translate into GPA (Grade Point Average) and high school credit at the high school level.

The district also communicates benchmark assessments including DRA (Developmental Reading Assessment), NWEA (NorthWest Educational Assessment) to all parents K-8. These individualized assessment results are included in quarterly traditional report cards. The district follows the IRIP (Individualized Reading Improvement Plan) which also communicates benchmark assessment results along with specific learning targets for each student that falls below specific cut lines. Growth is monitored three times per year and learning targets continue to be adjusted.

Owosso Public Schools utilizes PowerSchool which allows parents to monitor progress in grades 3-12. Parents are able to monitor progress in real time as assignments/assessments are entered into the gradebook by the assigned teacher. Parents and students are able to communicate through PowerSchool via email.

The district has established predetermined Parent/Teacher conferences that are built into the OEA (Owosso Education Association) contract. Teachers are expected to discuss assessment results along with progress toward specific course learning objectives. It is also expected that professional staff make specific recommendations for improvement to parents and students. Specific goal setting strategies will be completed at the beginning of the year. Teachers will monitor and adjust learning goals and targets after each benchmark assessment.



## Equitable Access

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

We all know that online learning is not as effective as in-person instruction, especially for elementary students. Children need the social and emotional benefits of school (routine, schedules, social interaction, consistency, etc.) and a lot of our students receive important services at school. For many of our students, school is the best and safest place for them to be. For all these reasons our goal was to give all of our students the opportunity to return five days a week.

PreK-5 grade students who selected online learning options and are in need of a technology device will receive a district ChromeBook. Procedures are in place to loan out these valuable learning tools. All 6th-12th grade students will receive a Chromebook for online or in-person instruction.

The district has extended Wi-Fi access points at three buildings including Owosso High School, Bryant and Emerson Elementary Schools. Students that do not have Wi-Fi access may use this access point so that connectivity is not an issue.

The district has also been in touch with Spectrum and Day Starr, our local Wi-Fi providers, to advocate for Owosso Public School families that may need assistance during this unprecedented time.

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

While ultimately parents/guardians have the choice and options for choosing learning options for their children, we know that for most students there is no substitute for in-person learning. Owosso Public Schools' staff, in coordination with the service providers from the Shiawassee RESD, will make the best of this situation and meet the needs of all children, including those with special needs. Special Education staff will be reviewing Individual Education Plans (IEPs), holding IEPs (when necessary), performing progress monitoring, and if additional testing is needed, a formal Review of Existing Evaluation Data (REED) meeting will be held.

The district's intention is to have IEP meetings in-person, but also understand that not all parents may be able to make it in or feel comfortable to attend in person. Therefore, the district will offer their attendance via Zoom if they so choose. Owosso Teachers and SRESD staff will contact individual parents to schedule IEP meetings.

The delivery method for services may be different depending on the option that a parent chooses and will need to be discussed and handled on an individual basis with a child's special education providers. The key to success for each child in school will be open communication between staff and parents/guardians.

All special education services will be provided through the SRESD. Case managers will be in contact with special education parents and students to establish a schedule for both in-person and online options for students to receive instruction and services. Masks may be required to be worn if in-person options are selected. Online students may receive in-person therapy sessions that are scheduled with a provider.

Owosso Public Schools has worked with the Shiawassee RESD and increased the number of social workers in the district over the past two years. Social workers will be prepared to work with all K-12 students by providing online social-emotional engagement strategies along with working directly with the district's in-person students. All IEP goals will be addressed. All students will have access to instruction and accommodation in accordance with applicable state and federal laws, rules, and regulations.

- **Optional Considerations for Owosso Public Schools Extended COVID-19 Learning Plans:**

- 1. In addition to the students with disabilities noted above, please describe how the Owosso Public Schools will ensure that the needs of other vulnerable student populations, such as but not limited to, early English Learners and Fledgling/struggling students, are met.
- 2. Please describe how the Owosso Public Schools will ensure that students will, during pandemic learning, have continued access to programs such as, but not limited to, Early Childhood, CTE, Early-Middle College, Dual Enrollment and Advanced Placement as applicable within the Owosso Public Schools.

Owosso Public Schools prides itself in meeting the needs of all learners and is prepared to meet the needs of all at-risk students. The district has a District Behavior Team that meets regularly to analyze student data and determine best supports. Programs that primarily have evolved from this team address behavioral and attendance needs. Programs that follow the MTSS (Multi-Tier Support System) include: CICO (Check-in, Check-out) and Strive for 5.

Title I and At-Risk dollars have been allocated to support academic needs of all PreK-12 grade students.

Owosso Public Schools have developed a Phase IV and V plans to ensure all programs such as CTE, Dual-Enrollment, AP, and Early Childhood programs are options for qualified students to participate. These CTE hand-on programs are very valuable to the overall high school experience. These philosophical values helped drive the scheduling and decisions that were made during the planning of the upcoming 2020-2021 school year.

Preschool options were presented to parents to ensure preschool experiences were available to all students.

Please find the complete [Owosso Public Schools MI Safe Roadmap](#). This roadmap outlines the full instructional plans that addresses all supports for our learners within our system.

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Meeting**  
**October 19, 2020**

**Report 20-40**

**FOR ACTION**

Subject:

Approval of Course listings

Recommendation:

Resolve that the Board of Education approve the course listings presented for the Middle School, High School and Lincoln High School for the 2020-21 school year.

Facts/Statistics:

Under the “Required Documentation” section of the Michigan Department of Education 2020-21 Pupil Accounting Manual is the indication of the following required documentation to be retained by the District:

“The school district's board of education shall adopt a list of approved courses. The list includes all courses offered by the district for credit or grade promotion, and is used when determining which courses may be included in membership for state aid purposes, as well as for auditing purposes when examining the membership counted for state school aid on the count days. The list of approved courses must include traditional offerings and courses offered through other means, such as experiential or online learning opportunities.”

In addition, to the Pupil Accounting Manual, the requirement for such Board approval is contained within Board Policy 2220 “Adoption of Courses of Study” in compliance with Michigan Compiled Law. In the past this was done through the approval by the Board of Education of new classes that were being offered in the upcoming school year. In order to reflect all of the changes in the courses being offered at the secondary level, including Middle School, it was considered prudent to supply the Board of Education a complete listing of all of the courses being offered during the 2020-21 school year which is accompanying this Board report. All courses being offered have gone through the appropriate review to determine alignment with curriculum standards and provide assurance that the courses enhance the ability of the District to “provide for a comprehensive instructional program to serve the educational needs of the students of this District” as outlined in Board Policy 2220.

It should be noted that “course” offerings are not applicable for the elementary level but comprehensive “new adoptions” of curriculum at the elementary level are brought before the Board for approval to satisfy the necessary requirements.

**Owosso High School:**

[OHS 9<sup>th</sup> Grade Curriculum Guide Link](#)  
[OHS 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> Grade Curriculum Guide Link](#)  
[Edgenuity Course Offerings Link](#)

**Lincoln Alternative High School:**

[LHS Course Offerings Link](#)  
[Edgenuity Course Offerings Link](#)

**Owosso Middle School:**

[OMS Course Offerings Link](#)

Motion  
Seconded  
Vote – Ayes                      Nays                      Motion

**OWOSSO PUBLIC SCHOOLS  
Board of Education Meeting  
October 19, 2020**

**Report 20-44**

**FOR ACTION**

Subject:

Ratification of Administrator's Contract

Recommendation:

Resolve that the Board of Education approve the October 19, 2020 – June 30, 2021 Tentative Agreement between Building and Central Office Administrators and the Owosso Board of Education.

Rationale:

In order for contract changes to be enacted, they must be approved by the Board.

Statement of Purpose/Issue:

The Owosso School District is fortunate to have an outstanding relationship with its administrators. The Tentative Agreement was reached after thoughtful reflection of the challenges facing the District regarding retirement, health care costs, school aid funding, the COVID-19 pandemic and in an attempt to be fiscally responsible. Ratification of this agreement confirms the foundation of trust that exists between the administrators and the Owosso School District.

District Goal Addressed:

Routine Business

Motion

Seconded

Vote – Ayes

Nays

Motion

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Meeting**  
**October 19, 2020**

**Report 20-45**

**FOR ACTION**

Subject:

Non-Union Personnel

Recommendation:

Resolve that the Board of Education approve salary adjustments for non-union personnel to reflect parity with other bargaining groups.

Rationale:

Compensation for non-union personnel generally aligns with union bargaining agreements. The proposal for adjustments covers the following positions and, generally, aligns with the Administrator's contract.

- Executive Building Secretaries
- District Office personnel with the exception of Central Office Administrators outlined in the Administrator Contract and the Superintendent
- Food Service Supervisor
- 4-Wings Staff
- Transportation Supervisor

Motion

Seconded

Vote – Ayes

Nays

Motion

## **For Information**



**OWOSSO PUBLIC SCHOOLS**  
**Board of Education**  
**October 19, 2020**  
**Report 20-46**

**FOR INFORMATION**

Subject:  
Personnel Update

**Accepted Positions**

Crystal John has accepted the 2.25-hour Food Service Worker position at Bryant Elementary.

Kimberly Wahl has accepted the 1.75 hour Food Service Worker position at Central Elementary.

Mayse Edwards has accepted the 2.75 hour Food Service Worker position at Emerson Elementary.

Leeann Adkins has accepted the 3 hour Food Service Worker position at Owosso Middle Schools

Kendra DeVoe has accepted the 5 hour Food Service Worker position at Owosso Middle School.

**Resignations**

Valerie James, Special Education Teacher at Owosso Middle School submitted her letter of resignation effective October 9, 2020.

**Retirements**

Alan Huyck, Maintenance/Grounds has submitted his letter or retirement effective November 13, 2020.

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Meeting**  
**October 19, 2020**  
**Report 20-47**

**FOR INFORMATION**

Subject:

Buses

Information:

Two buses are coming off of a three-year lease in December of 2020. Over the last month and half, District personnel have been exploring several different options in order to replace these need buses:

1. Continue to lease the current two propane buses.
  - a. The most desirable option would have been to extend the lease to the end of the year to get these buses back onto a normal school year cycle – it was determined that this option is not feasible since 6-month lease terms are not available.
  - b. Under this scenario, one other possibility is to lease these two buses for a two-year lease term (minimum option for leasing available).
2. Purchase the current two buses at the end of the lease in December for \$57,000/bus.
3. Go out for bid for new buses with the option to purchase or lease. This option has already been determined not to be feasible since delivery of the buses would not take place until, at the earliest, February with the buses needed by January.
4. Take delivery of “in-stock” buses either to purchase or lease.
5. Purchase or lease used buses.

These options are being presented to the Board as it is anticipated that a recommendation will need to come before the Board as a “For Future Action” item at the meeting in November. All options are being carefully reviewed for their pros and cons both from an operational and financial perspective.