

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Minutes**  
**December 11, 2017**  
**Report 17-72**

President Jenc called the meeting of the Board of Education to order at 7:01 pm. The meeting was held in the media center located at Owosso High School, 765 E. North Street, Owosso, Michigan.

Present: Jenc, Keyes, Krauss, Mowen, Ochodnicki, Paez, Webster  
Absent: No one

**Pledge of Allegiance**

President Jenc informed the Board of Education that the meeting's agenda has been amended to include the addition of a report for the recommendation of a New Hire-Administrative Staff and the Superintendent's Evaluation that should include contract extension.

**Building Reports**

As part of the Celebrate Kids! segment of the meeting, Superintendent Tuttle welcomed Owosso Middle School Principal Mr. Rich Collins. Mr. Collins commented that representatives from his building were in attendance to speak about the middle school's Peer 2 Peer program that was initiated during the 2016-2017 school year. Mr. Collins introduced Peer 2 Peer facilitators Rachel Knox, Social Worker and Guadalupe Bryan, Language Arts Teacher. Ms. Knox informed the Board that Peer 2 Peer is a state-wide program that gives students the opportunity to support their peers. Owosso Middle School students have the choice of participating in an academic or social section of the program. The academic section of Peer 2 Peer is a class that students can take and is taught by Ms. Bryan. Students in this class are paired with another student and practice positive role modeling, assist with classroom expectations, and help their peer stay focused. The Peer 2 Peer academic class has grown from three students in 2016-2017 to 15 students this year. In addition, 45 students are involved in the social piece of Peer to Peer and meet once a month during lunch for social inclusion activities and team building to help students feel connected. There is also an informal lunch group that has lunch with their peers throughout the month in the cafeteria. Ms. Bryan explained that students in her Peer to Peer class were assigned an IB lesson on Autism Awareness. Students were given a pretest to see what they knew about autism spectrum disorder (ASD), who is effected, and how it effects people differently. A student created video about Peer 2 Peer which provides information about the program and its benefits for people who have ASD/autism was presented. Ms. Bryan asked her students that were in attendance at the meeting to share what they like about Peer to Peer with the Board. Seventh grader Peyton Sink explained that one of his peers is Emma Reed and she helps him with his homework when he is having a rough day. His peers also help him with his social skills. Emma Reed stated that she likes the Peer to Peer class because students can be themselves and not worry about what others think of you. Peer Kendall Anderson is paired with Cameron Rowlison and she remarked that she likes the program because it helps other students feel better about themselves.

Mr. Collins commented that Peer to Peer is a great program. He praised Ms. Knox and Ms. Bryan for their hard work and sharing the various techniques from their trainings with middle school staff members. Peyton Sink's mother commented that she loves the program because it helps her son in his general education classes. Lori Young-Rowlison stated that she likes the program because her son always knows that his peer is his wingman.

Superintendent Tuttle stated that although Peer 2 Peer has been implemented statewide, she applauded Ms. Knox and Ms. Bryan for embracing the program and taking it to the degree that they have.

Athletic Director Dallas Lintner recognized the Owosso High School Girls' Varsity Volleyball team for being named Academic All-State by the Michigan Interscholastic Volleyball Coaches Association (MIVCA). The team had an outstanding aggregate grade point average of 3.67 during their season. Head Volleyball Coach Marley Apsey received the award on behalf of the team. In addition, OHS seniors Brooke Edington and Josephine Hufnagel were named Academic All-State by MIVCA. Mr. Linter commented that both girls are great athletes and in the top 20 of their graduating class.

Board of Education Student Representative Lucy Popovitch informed the Board that Andrew Pond and Dustin Taphouse were unable to attend the meeting. She reported that the high school is currently in the midst of the annual canned food drive. Students have been organizing fundraising events in support of the can drive. Spirit week will be held throughout the week of December 11 with a different theme every day. The ABC Channel 12 early morning pep assembly is scheduled for Friday, December 15<sup>th</sup> at 5 am in the high school gym. A variety of activities and raffles will be held during the assembly to encourage student participation. Members of the E-Board are representing grade levels at the high school and competing against each other to see which class can raise the most money for the food drive. Some members of Student Council are on the Can Court this year to increase student participation and involvement in high school activities.

### **Board Correspondence**

Superintendent Tuttle reported that the District conducted a very extensive interview process for the Curriculum Director position. The interview committee consisted of 24 people and included Board members, teacher leaders, and administrators. Five viable candidates were interviewed after it was determined that they met the qualifications of the position and provided a short video about themselves. After a very thorough process, the candidates were narrowed down to two, but only one candidate overwhelmingly stood out and will be presented during the meeting for approval by the Board.

Superintendent Tuttle explained that staff is continuing to work on their IB units in preparation for the Middle Years International Baccalaureate reauthorization visit.

Superintendent Tuttle stated that the District continues to actively seek additional funding sources through various grant opportunities. She announced that the District is in the running for a \$750,000 grant that would cover equipment needs in five qualifying CTE classes. She thanked Mr. Nick Krueger for writing the grant. The District was awarded the Title V-Rural Education grant in the amount of \$53,000 and will be used to support the on-going one-to-one technology initiative. The county collectively wrote an AgriScience grant and if awarded, each school district in the county will receive a \$100,000 tractor as agreed upon by the instructors. Central Elementary Principal Bridgit Spielman and CFO Julie Omer were praised by Superintendent Tuttle for their work on a Project Lead the Way (PLTW) grant, which will provide \$100,000 for materials, professional development in grades K-5, and integration into the middle school if awarded.

Superintendent Tuttle remarked that she is very proud of the students, staff, and parents of Owosso Public Schools for their ongoing generosity and giving to those in need. Emerson Elementary Principal Terry Sedlar challenged his students and staff to try and fill five boxes for the Toys for Tots program and 25 boxes for the Owosso Cares Food Drive.

The Board was invited to attend the ABC 12 School Spirit Cup challenge early morning pep assembly on December 15 to help combat hunger in Owosso. Superintendent Tuttle reiterated that Owosso does not send food to the Eastern Michigan Food Bank and all donations collected are given to Owosso food pantries. All monetary donations go to the Owosso Cares Food Backpack Program. Mrs. Jessica Thompson was recognized by Superintendent Tuttle for organizing the Owosso Cares Food Drive and Backpack program.

Superintendent Tuttle commented that during the November 27<sup>th</sup> Board meeting Kayla Manning and Megan Jodway presented information on their Big Box Out project to raise money and awareness about homelessness in the area with all donations going towards the Shiawassee Hope organization. Marlene Webster reported that the girls raised just over \$3,000 and a portion of these funds have already been utilized to assist a former Lincoln High School student and community members facing possible eviction from their homes. Superintendent Tuttle stated that she was overwhelmed with the support that Kayla Manning and Megan Jodway received with their fundraising efforts from Board members, OPS staff, local businesses, and community members.

Superintendent Tuttle reported that over 40 individuals participated in a Painting for Peer to Peer event for the high school's Peer to Peer program. Over \$400 was raised for students to attend a Lugnuts baseball game in the spring.

Superintendent Tuttle informed the Board that Bryant Elementary has 6,000 cans of food that have been donated for the Owosso Cares Food Drive.

Superintendent Tuttle reported that students in Mrs. Dame's class at Central Elementary School collected five carts full of vital supplies for the Shiawassee County Humane Society after hearing that they were facing a critical shortage of needed supplies. The students visited the Humane Society to deliver their donations of pet food, blankets, toys, and treats for the animals.

Superintendent Tuttle stated that sixth graders from Owosso Middle School held bake sales and hosted a movie night to raise funds for 25 middle school students that they adopted over the holidays. She praised the students of Owosso Public Schools for their character and ability to give to those in need.

Superintendent Tuttle announced that Bentley Bright Beginnings recently hosted a Holiday Bash for their students and families. Over 75 parents attended the bash and students participated in arts and crafts activities and were treated to a visit by Santa Claus.

Superintendent Tuttle reported that the middle school hosted PSAT testing on December 2. The testing is a requirement for acceptance into the Shiawassee Scholars program. Mr. Lance Little, teacher at OMS was recognized for his assistance in organizing the assessment.

Superintendent Tuttle explained that all of the CTE Advisory Boards have met. She thanked President Jenc for his participation on the Engineering Board as a business partner.

Superintendent Tuttle informed the Board that this is the second year of Lincoln High Schools participation in the Michigan College Access Network (MCAN), which is instrumental in getting students eligible for tuition incentive programs and completing college applications. Teachers at LHS also assist students in completing their Educational Development Plans (EDP). It was noted that the high school also participates in these programs.

Superintendent Tuttle praised the middle school and high school bands for their outstanding holiday concerts. Choral concerts are scheduled to be held at the middle school and high school during the week of December 11.

Superintendent Tuttle stated that the Senior Citizen Breakfast was held on December 8. She thanked Vice President Rick Mowen, Secretary Shelly Ochodnick, and Trustee Sara Keyes for attending and welcoming the 350 participants. She also expressed her gratitude towards the staff and students that worked hard to make the event successful. The high school jazz band, symphonic band, and Madrigal singers were also praised for their impressive performances.

Superintendent Tuttle explained that coaches have been asked to periodically visit the elementary buildings and help students become more aware of athletic opportunities at the secondary level. She reported that Varsity Football Coach Devin Pringle has been visiting the elementary schools, reading books to the students, and demonstrating that academics comes first.

Superintendent Tuttle reminded the Board of the ABC Channel 12 early morning pep assembly on December 15. The Board was also invited to holiday breakfast that will be held in the Superintendent's office following the pep assembly from 7:30 – 9:30 am.

Superintendent Tuttle reported that each Board member and the Student Representatives have been presented with a variety of gifts that were produced by OPS students along with a tray of cookies from the Food Service Department as a small token of gratitude for their service to the District.

### **Public Participation**

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

There were no comments from the public.

### **For Action**

- Moved by Ochodnický, supported by Mowen to approve the November 27, 2017 regular meeting minutes, November 27, 2017 closed session minutes, current bills, and financials as presented. Motion carried unanimously.
- Moved by Mowen, supported by Ochodnický to adopt as their second readings: New Policy 1421, Revised Policies 3121, 4121, 8142 – Criminal History Record Check: Administration, Professional, support Staff and Part time/Contractual arrangements. Motion carried unanimously.
- Moved by Mowen, supported by Keyes to adopt as their second readings: New Policy 1439, Revised Policies 3139 and 4139 – Discipline: Administration, Professional, and Support Staff. Motion carried unanimously.
- Moved by Mowen, supported by Ochodnický to adopt as their second readings: New Policy 2410 – Prohibition of Referral or Assistance and Revised Policy 2414 – Reproductive Health and Family Planning. Motion carried unanimously.
- Moved by Mowen, supported by Keyes to adopt as their second reading: New Policy 2418 – Sex Education. Ayes: Jenc, Mowen, Ochodnický, Webster, Keyes, and Krauss. Nays: Paez. Motion carried.
- Moved by Ochodnický, supported by Keyes to adopt as their second readings: Revised Policies 7540.03 and 7540.04 – Acceptable Use and Safety: Students and Staff, Revised Policy 7540.05 and New Policy 7540.06 – District Issued Email Accounts: Staff and Students. Motion carried unanimously.
- Moved by Mowen, supported by Keyes to adopt as their second reading Revised Policy 8321 – Criminal Justice Information Security (Non-Criminal Justice Agency). Motion carried unanimously.
- Moved by Mowen, supported by Krauss to adopt the completed year-end evaluation and contract extension for Superintendent Dr. Andrea Tuttle. President Jenc reported that the Board of Education met on November 27, 2017 in closed session to complete the year-end consensus based evaluation for Superintendent Dr. Andrea Tuttle. The Board collectively completed the summative evaluation after reviewing Superintendent Dr. Tuttle's performance in seven domain areas. The areas evaluated were Governance & Board Relations, Community Relations, Staff Relations, Business and Finance, Instructional Leadership, Student Growth, and Progress Toward District-Wide Goals. Based on the

summative evaluation, Superintendent Tuttle earned a cumulative score of 93.25 points and received an overall highly effective evaluation. The Board of Education collectively agreed to extend Superintendent Tuttle's contract of employment through June 30, 2021. Motion carried unanimously.

- Moved by Keyes, supported by Krauss to approve the course listings as presented for the Middle School, High School and Lincoln High School for the 2017-2018 school year. Motion carried unanimously.
- Moved by Mowen, supported by Keyes to approve the hiring of Mr. Steve Brooks as the Curriculum Director. Superintendent Tuttle stated that as she indicated in her Superintendent's Report, a very thorough and extensive interview process was conducted for the Curriculum Director's position. She stated that with pure confidence and overwhelming support from the interview committee and without any reservations, she recommends Mr. Steve Brooks for the position. Mr. Brooks has proven himself as a professional and a community member. Secretary Ochodnický commented that she was involved in the hiring process for the Curriculum Director and it was a very rigorous process. She stated that the key points that kept coming up at the conclusion of the interviews were relationships and communication, which are strong characteristics of Mr. Brooks. Trustee Keyes remarked that she was also part of the interview committee and believes that several of the candidates would have done great, but the relationships that Mr. Brooks has already built in the District was to his advantage. Additionally, she has the upmost trust in Mr. Brooks and can't wait to see where he takes the District. Motion carried unanimously.

### **For Future Action**

- The Board of Education will be asked to authorize the Superintendent to sign the agreement with Kingscott & Associates for Architectural and Engineering Services for the bond passed in November 2017. Superintendent Tuttle praised CFO Julie Omer for her extensive work on the architectural and construction services agreements. After a very thorough interview process in 2007, the Board of Education authorized the Superintendent at the time to proceed with a bond exploration process. Both Kingscott and Clark Construction have stood by and provided their services pro bono through the District's attempts to pass a bond and therefore it is recommended that the Board move forward with formalizing these relationships. Superintendent Tuttle explained that the documents presented are draft proposals. She encouraged the Board to review the proposals thoroughly and become immersed in the architectural and construction contracts. Superintendent Tuttle also drew the Board's attention to the Board Report on page 89 of the packet, specifically the second paragraph under the Facts & Statistics section of the report.
- The Board of Education will be asked to authorize the Superintendent to sign the agreement with Clark Construction for construction management services for the bond passed in November 2017.
- The Board of Education will be asked to authorize the Superintendent to sign off on the amended temporary easement to the property located by and inclusive of the south driveway alongside of the Owosso Middle School at 219 N. Water Street to the Kincaid Henry Building Group, Inc. and the Shiawassee Regional Chamber of Commerce.

### **Public Participation**

There were no comments from the public.

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

President Tim Jenc thanked everyone for the Christmas gifts and expressed how much he enjoys receiving the gifts every year. He commented that his mother-in-law, Nancy Nickolas attended the Senior Citizen Breakfast and has for the past several years. On behalf of Mrs. Nickolas, Mr. Jenc stated that this is one of her favorite events and she wanted to thank everyone who contributes to making the breakfast a success.

Vice-President Rick Mowen commented on the greatness of Owosso Public Schools as demonstrated during the meeting by the Peer to Peer presentation, athletic achievements, and the annual Senior Citizen Breakfast. He acknowledged the Food Service Department and Culinary Arts students for making the breakfast an enjoyable event that people look forward to attending every year. Mr. Mowen offered a special thank you to the students of the District for their thoughtful handmade Christmas gifts to the Board. Mr. Mowen commented that he did not participate in the Curriculum Director interviews, but was very impressed to learn that Mr. Steve Brooks was chosen for approval by the Board based on his work and performance at Bryant Elementary. Mr. Mowen wished everyone a very Merry Christmas and a Happy New Year.

Secretary Shelly Ochodnický remarked that she thinks that it's great when the District promotes from within. Mr. Steve Brooks is a dedicated employee who has been employed with Owosso Public Schools for 25 years and moved up the ranks from an elementary teacher to his new position. Mrs. Ochodnický stated that Superintendent Tuttle could have appointed Mr. Brooks as Curriculum Director, but she honored the interview process and the overwhelming selection of the committee.

Treasurer Cheryl Paez stated that she had an opportunity to attend the high band concert. It was wonderful like always and a great way to start the holiday season. Mrs. Paez thanked everyone for the Christmas baskets and cookies and stated they it's always fun to open the gifts. She congratulated Mr. Brooks on his new position and remarked that he was her children's principal when they attended Emerson Elementary. Mrs. Paez wished everyone a Merry Christmas.

Trustee Marlene Webster thanked everyone for the Christmas gifts. She stated that she attended the Owosso Middle School band concert and observed how vigilant administrators were about watching people as they entered and existed the building and auditorium. She applauded the administrators for keeping students safe in today's environment without drawing attention to themselves. Mrs. Webster wished everyone a Merry Christmas and Happy Holidays.

Trustee Ty Krauss thanked everyone for the wonderful Christmas gifts. He congratulated Mr. Steve Brooks on his new position and wished him the best as he moves forward. Mr. Krauss commented that he is wrapping up his first year as a member of the Owosso Public Schools Board of Education and is very thankful for the opportunity to serve with the Board and the community. He stated that he has had a wonderful year and looks forward to making things happen with the bond. Mr. Krauss wished everyone a Merry Christmas and a Happy New Year and stated that he will see everyone in 2018.

Trustee Sara Keyes commented that she sincerely appreciates all of the giving that goes on in the District. She stated that she attended the second grade holiday program at Emerson and was impressed with the number of people that were bringing in items for Toys for Tots and the Owosso Cares Food Drive in spite of this being a low socio-economic community. Mrs. Keyes remarked that she is very excited for Mr. Brooks and his new position; however, the person that replaces him at Bryant Elementary will have some big shoes to fill. She stated that she is looking forward to 2018.

**Upcoming Board Meeting Dates:**

January 8: Board Subcommittee Meetings 5 and 6 pm

January 22: Regular Board Meeting, 7 pm

**Important Upcoming Dates:**

December 12: Exchange Student Luncheon, OHS Room 306 at 11 am

December 12: OMS Holiday Choir Concert at 7 pm

December 13: OHS Choir Concert at 7 pm

December 14: Second grade Holiday Program, Central Elementary at 7 pm

December 15: ABC Channel 12 Early Morning Pep Assembly, OHS at 5 am

December 15: 10<sup>th</sup> Annual Owosso Cares Food Drive Concludes

December 18: LHS ME Day  
December 19: LHS Community Breakfast at 7:45 am  
December 19: Emerson Elementary All School Sing-a-Long at 3 pm  
December 20-January 2: No School-Holiday Recess  
January 3: School Resumes  
January 15: No School-Martin Luther King, Jr. Day  
January 19: LHS Community Breakfast at 7:45 am  
January 19: Half Day for All Students, Teacher Workday, End of First Semester  
January 20: Snow Globe Classic at OHS, 9 am – 4 pm  
January 22: No School-Teacher Work Day

**Adjournment**

Moved by Mowen, supported by Ochodnicky to adjourn at 8:13 pm. Motion carried unanimously.

Minutes recorded by Clara Pitt

Respectfully submitted,

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Shelly Ochodnicky, Secretary