

OWOSSO PUBLIC SCHOOLS
Board of Education Committee of the Whole Meeting Minutes
February 12, 2018
Report 17-91

President Jenc called the Board of Education Committee of the Whole Meeting to order at 5 pm. The meeting was held at the Washington Campus, 645 Alger Street, Owosso, MI 48867.

Present: Tim Jenc, Rick Mowen, Cheryl Paez, Shelly Ochodnicki, Marlene Webster, Sara Keyes,
Ty Krauss, Andrea Tuttle, Steve Brooks, Clara Pitt
Absent: All present

Pledge of Allegiance

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.

Marketing

Superintendent Tuttle proudly displayed a sample of the marketing folder that will be used for School of Choice students and as a marketing tool for the District. A letter will be included in each folder that will be adapted for the audience that it is sent to. She commented that it was a team effort to complete the folder and acknowledged Jessica Thompson and Steve Brooks for their work on the project. Superintendent Tuttle informed the Board that a billboard promoting the District will be placed across from Woodard Station.

Today's Trojan

A draft of the second edition of the Today's Trojan that will be sent out to the community in the next week or two was shared with the Board. Superintendent Tuttle explained that each building submitted a story that will be featured in the publication. The publication will have the same format as the first edition and will include the bond timeline.

Student Count

Superintendent Tuttle announced that the February pupil count was up for the first time since her tenure as Superintendent. The District's enrollment has increased in almost every grade level except grade 12, which is attributed to early graduation and Lincoln High School drop outs. In addition, several students have left the District to enroll in Ovid-Elsie's online school, but only one student has earned one credit. The online school is very difficult for students and they must be extremely disciplined to succeed in the program.

Talks with Tuttle

Superintendent Tuttle informed the Board that she plans to start meeting with 10 random students selected by their principal from each school. Her goal is to engage with the students and listen to what they are saying. The talks will include a complimentary breakfast.

Professional Development

Superintendent Tuttle reported that the District will hold a professional development for staff on the afternoon of March 14, 2018. The PD agenda was shared with the Board. Tom Mynsberge of Critical

Incident Management, Inc. will present during the meeting. The Superintendent's annual State of the District address will also take place from 2-3 pm in the high school auditorium. The Board was welcomed to attend the address.

Staffing for 2018-2019

Superintendent Tuttle informed the Board that a high school science teacher was recently hired contingent upon Board approval. There is an expected need for science and special education teachers in 2018-19. Steve Brooks, Rich Collins, and Cathy Dwyer plan to attend job fairs in the coming weeks.

Governor's Budget

Superintendent Tuttle reported that Governor Snyder's proposed budget will be in favor of the district. The Governor has proposed a foundation increase of \$312 million. Using the 2X formula to distribute this new money, this results in a \$120-\$240 increase to the foundation allowance bringing the minimum and base foundations to \$7,871 and \$8,409 respectively. Owosso Public Schools is a 2X district. Tim Jenc asked about monies from the Michigan Lottery that is supposedly garnered for schools. Superintendent Tuttle commented that schools receive the same amount of money every year from the State, regardless of how much money is profited from lottery ticket sales. She stated that she will do some research on the lottery and include her findings in one of her future Tuttle Thoughts.

Special Education/CTE County-wide Millage

Superintendent Tuttle explained that the SRES D has been in discussions about a county-wide CTE millage. All schools in the county are in favor of this because it would attract more students to their district for CTE classes. If a county-wide millage was passed it would offset a lot of our CTE cost and could possibly pay for CTE teachers. This would put more money back into the general fund. If voters were to approve the CTE millage, Owosso Public Schools would not lose any of our CTE programs; however, we would have to bus students to a school district if they have a course that we do not offer and only if spots are available after they have been filled by students in their own district. A special education non-homestead millage may be on the ballot this year to restore funds that the SRES D previously had. This millage would help the SRES D continue to offer special education services to us.

Bond

Superintendent Tuttle reported that Shelly Ochodnick y is representing the Board of Education at the bond planning meetings. Board members are welcome to attend these meetings, but should try to attend as many of the meetings as possible. As part of the initial planning phase for the upcoming bond construction, a Design Charrette for the Middle School/High School campus will be held on February 22, 2018. Community members that were instrumental in the passing of the bond will be invited to this collaborative meeting during which members of a team collaborate and sketch designs to explore and share diverse design ideas with each other and with the architects.

OPS Foundation

Shelly Ochodnick y commented that she would like to step away from the Foundation Board and have another Board of Education member consider replacing her. The Foundation Board has appointed Matt Van Epps as the President. The group recently completed strategic planning. The Foundation Board typically holds their meetings on the second Monday of each month at 12 pm. Marlene Webster stated that may be able to replace Mrs. Ochodnick y.

Board of Education Goals and District Strategic Planning Goals

Superintendent Tuttle and the Board discussed District and Board of Education goals for 2018. Superintendent Tuttle shared some potential goals and objectives that she felt were significant to the District. The Board was in agreement that bullying should be addressed in all schools and be considered as a District Goal. The proposed goals as discussed in the meeting are as follows:

**Owosso Public Schools
Proposed District Goals
2018-2019**

I. Student Achievement:

50% of student's district-wide will score at or above county and state averages on the Science M-STEP.

Action Plan

- A. Teachers will meet in grade level teams where the scope and sequence of the Science curricular using Next Generation Science standards will be commonly agreed upon.
- B. Grade level Science Curriculum will be established.
- C. Common Assessments will be created and assessment data will be analyzed and inputted into Illuminate.
- D. Dedicated time to Science will be established with Instructional Leadership Council (ILC) and grade level teams. Teachers should engage students in integrated teaching of Science for 30-60 minutes a day.
- E. Science Fitness Curriculum will focus on test-taking skill, vocabulary, interpreting information, scientific process, etc.
- F. Weekly Science lessons will be required. The documentation will indicate which Next Generation Science Standards were covered.
- G. Cross-Curricular, IB thematic lessons will focus on Next Generation Science Standards (i.e. using Making Meaning books that correlate with the Science lessons of the week).
- H. Dedicated grade level opportunities will occur under the direction of the Director of Curriculum and Instruction.
- I. Instructional Leadership Council meetings will have a Science focus and will model Science instruction.
- J. Teachers will analyze test scores and check for patterns of understanding.
- K. Director of Curriculum and Instruction will work with staff to further familiarize themselves with the Science M-STEP and the expectations for students.

II. Facilities:

Efficiently and effectivity complete the bond project.

Action Plan:

- A. Establish a timeline and communicate the timeline to district team members and community members. Provide updates on a quarterly basis.
- B. Establish design teams from MS/HS/Elementary.
- C. Establish steering committee.
- D. Communicate with architects and construction managers on at least a weekly basis.
- E. Provide updates to Board via Friday letters, subcommittees and Board meetings.
- F. Provide media updates on at least a quarterly basis.
- G. Utilize social media and print media to communicate with public.
- H. Communicate with CFO on a weekly basis regarding finances.
- I. Communicate to whole staff at opening day PD, State of District, and through email communication.
- J. Visit construction sites on at least a weekly basis.
- K. Visit other districts to observe similar projects.
- L. Research best options for our district.
- M. Communicate with experts from our district (i.e. Transportation Director about traffic flow at HS/MS facility).
- N. Communicate with the city and attempt to partner on any projects that would benefit both entities (i.e. North Street).

- O. Partnering with other organizations/community to enhance the current scope of the project (i.e. Cook Family Foundation).
- P. Work to sell the MS at a reasonable value to a reputable buyer that will utilize the building and benefit the community.

III. Facilities:

Renew a 2% Five-year Sinking Fund.

Action Plan:

- A. File/process the necessary paper work to ensure the sinking fund renewal is on the August 2018 ballot.
- B. Educate the community via newsprint (Trojan Times/Tuttle Thoughts), social media, presentations, school district communication tools (parent letters, emails, etc.), and face to face communication.
- C. Communicate effectively with the Board regarding necessary communication.
- D. Continued communication with Spicer to establish facilities appraisal document (weekly meetings).
- E. Provide recommendations to the Board for the expenditure of sinking fund money.
- F. Ask our bond team to assist in communicating and educating the public.

IV. Customer Service:

Action Plan:

- A. Meet with 10 students from every building each month for the purpose of open and honest communication regarding district areas of strengths and areas needing improvement.
- B. Send letters to students who have achieved various recognition: Student of the Month, Fine-Arts accomplishments, athletic accomplishments.
- C. Attend as many events throughout the day and during the evening and weekends to represent Owosso and be present for the district and community.

V. School Culture

Provide a positive culture

Action Plan:

- A. Understand the extent, seriousness, and dynamics of bullying by talking with students during monthly Tuttle Talks.
- B. Establish Intervention Programs for Socially-Vulnerable Students. Identify the most socially (Early Warning Signs or 40 developmental assets)-vulnerable students at the school.
- C. Check in/Check out systems of intervention
- D. Social work groups
- E. Character Counts curriculum
- F. New student buddy system
- G. Peer to Peer
- H. Student Success Meetings (referrals, attendance, discipline and academics).
- I. Approaches to Learning
- J. Anti-Bullying curriculum
- K. Talks with principals: Principals will be required to meet with randomly selected groups to discuss a variety of topics including bullying and bullying prevention.
- L. Implement restorative justice practices when reasonable to help victims confront the bullies with administrator mediation.
- M. Establish bullying reporting document consistently for district use.

**Board of Education Proposed Goals
Jan. 2018-December 2018**

Board Goal Area #1: Fiscal Responsibility: Owosso Public Schools will maintain the financial integrity of our district while providing quality programs that meet or exceed the needs of all students.

Objective: The school district seeks to maintain a minimum unassigned balance in its' general fund ranging from five (5%) to fifteen (15%) percent of the subsequent year's budgeted expenditures and outgoing transfers. Strategies recommended to support ensure highest levels of fiscal responsibility include:

1. Transparent, long range and student-centered budget planning that includes a balanced budget over three years.
2. Consolidation and co-operative use of all services/facilities.

Board Goal Area # 2: Represent the District and Community Positively: Owosso Public Schools Board of Education will hold itself to the highest standard possible out of respect to the school and community that we serve.

Objectives:

1. The members of the Board will participate in education opportunities and workshops offered to them.
2. The members of the Board will see themselves as contributing members of the education community.
3. The members of the Board will be represented at the Owosso Community Foundation meetings and will be actively involved in strengthening the Foundation.
4. The Board will develop an orientation packet that will provide information to board members about the work and expectations of board members.
 - All Board members take the CBA – 101 class.
 - Board members attend at least 80% of the meetings held each year.
 - Board members are able to communicate goals and missions of the district to the community.
 - Board meetings operate in an efficient and effective manner.
 - Board members speak with one voice.
 - Board members are encouraged to continue taking classes toward CBA certification.

Board Goal Area #3: Student Achievement:

50% of student's district-wide will score at or above county and state averages on the Science M-STEP (reflected on 2020 MSTEP data).

District Action Plan

- A. Teachers will meet in grade level teams where the scope and sequence of the Science curricular using Next Generation Science standards will be commonly agreed upon.
- B. Grade level Science Curriculum will be established.
- C. Common Assessments will be created and assessment data will be analyzed and inputted into Illuminate.
- D. Dedicated time to Science will be established with Instructional Leadership Council (ILC) and grade level teams.
- E. Science Fitness Curriculum will focus on test-taking skill, vocabulary, interpreting information, scientific process, etc.

- F. Weekly Science lessons will be required. The documentation will indicate which Next Generation Science Standards were covered.
- G. Cross-Curricular, IB thematic lessons will focus on Next Generation Science Standards (i.e. using Making Meaning books that correlate with the Science lessons of the week).
- H. Dedicated grade level opportunities will occur under the direction of the Director of Curriculum and Instruction.
- I. Instructional Leadership Council meetings will have a Science focus and will model Science instruction.

Objectives:

- 1. The members of the Board will review data including achievement data as well as attendance, demographics
- 2. The members of the Board will review 2020 Science M-STEP data to determine progress toward meeting goal.
- 3. The members of the Board will seek to support innovation and initiatives that foster innovation.
- 4. The members of the Board will support a Science curriculum.

Board Goal Area #4: To ensure the most efficient and effective facilities for providing a modern day learning environment.

Objectives:

- 1. The Board of Education will be represented on the bond steering committee and the Board representative will provide communication/feedback to other members of the Board.
- 2. The members of the Board will ensure that the community is updated regarding bond progress.
- 3. The members of the Board will ensure that construction is cost efficient and deliver the needs of the district as noted in the bond language.
- 4. The members of the Board will strive to sell the existing MS to a reputable source that will be positive for the community.
- 5. The members of the Board will work to pass a 2% 5-year sinking fund to ensure that the aging buildings provide a safe and secure environment.

Adjournment

The meeting adjourned at 7:15 pm

Minutes recorded by Clara Pitt

Respectfully submitted,

Shelly Ochodnicki, Secretary