



**REGULAR MEETING
OF THE BOARD OF EDUCATION
Virtual via Webex
Tuesday, November 10, 2020
6:00 PM**

AGENDA

| | |
|--|-----------|
| I. CALL TO ORDER | |
| A. Roll Call | |
| B. Pledge of Allegiance | |
| II. ITEMS FROM THE PRESIDENT | |
| A. Approval of the Agenda | |
| B. Announcements | |
| III. ITEMS FROM THE SECRETARY | 3 |
| A. Correspondence | 4 |
| IV. LEGISLATIVE UPDATE | |
| V. DISTRICT UPDATES | 6 |
| A. Strategic Plan Update | 7 |
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| VII. DISCUSSION ITEMS | 12 |
| A. Summer Tax Collection Resolution | 13 |
| B. Uninterruptible Power Supplies (UPS) Bid | 17 |
| C. Return to School Mitigation Plan | |
| VIII. PUBLIC COMMENTS | |
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| A. Board of Education Organizational Meeting | |
| X. CONSENT AGENDA | 21 |
| A. Approval of Minutes | |
| 1. October 20, 2020 Regular Meeting | 22 |
| XI. REPORTS FROM BOARD REPRESENTATIVES | |
| XII. SUPERINTENDENT ANNOUNCEMENTS | |
| XIII. RECOMMENDATIONS FOR FUTURE AGENDA ITEMS | |
| XIV. GOOD AND WELFARE | |
| XV. ADJOURNMENT | |

**PUBLIC COMMENTS is intended to provide individuals an opportunity to address the Board of Education. Those who wish to do so are asked to complete a Public Comment Card, available at the back of the room. In the interest of fairness, the Board requests each speaker to limit his or her comments up to three (3) minutes.*

ANY PERSON with a disability who needs accommodation for participation in this meeting should contact the Superintendent's office at 248-489-3338 at least three (3) business days in advance of the meeting to request assistance.

ALL MEETINGS, with the exception of closed sessions, are open to the public. Regular Board of Education meetings and most premeetings of the Board of Education are cablecast live on TV10.

The official minutes of the Board of Education are stored and available for inspection in the Lewis Schulman Administration Building of the Farmington Public School District.

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III. ITEMS FROM THE SECRETARY.

The Board has received communications regarding the return to school plans at the elementary and secondary levels, the Plante Moran final audit, and honors math. Communications are acknowledged and, when appropriate, a response is provided. A list of correspondents can be found in the Board packet, which is available on the FPS website.

III. ITEMS FROM THE SECRETARY.

A. Correspondence.

1. Hermann: Return to Face to Face
2. Bates: Secondary Return
3. Butler: News Articles
4. Karpiuk: Return to In-Person Instruction
5. Williams: In Person Learning Concerns K-5 Half Days
6. Clare: Questions Pertaining to Return to Learn 6-12
7. Bushey: Questions Regarding Plans
8. Brown: Concerns Regarding K-5 Return to School
9. Koganti: Elementary In-Person
10. Aben: Return to Learn
11. Otremba: FPS Return to School
12. DeYonke: Plante Moran Final Audit
13. Wiercinski: School Starting
14. Gwinn: In-Class
15. Eagle: Return to School
16. Cohen: Input
17. Debulois: Return to School Secondary Level
18. Flynn: Recommendations
19. Giannini: Tuesday Vote
20. A. Cohen: Secondary Return to In-Person
21. Huyck: Students Deserve Better
22. Rose: Return
23. Montanheiro: Return to School Secondary
24. Lajoie: Enrichment Plan
25. M. Brown: Return to School
26. Ronald: Return to School Plan
27. Kowalski: Secondary Return to In-Person Learning
28. Justice: Face-to-Face Learning
29. Shea: Consideration for Tonight's Vote
30. Ilich: Return to School Concerns
31. Scott: Honors Math
32. Montanheiro: Secondary Education
33. Danko: Return to School
34. Hedo: F2F Jan 25th
35. Wiland-Harkenrider: Concern Regarding Return to Learn
36. O'Neil: Return to School Question
37. Bushey: Enrichment on Fridays
38. Novara: Return to In Person Learning

39. Mirkes: Elementary Return Concerns
40. Walsh: Thank You
41. Appel: Hybrid Start Date

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V. DISTRICT UPDATES

A. STRATEGIC PLAN UPDATE.

Presenter: Kelly Coffin, assistant superintendent-innovation and strategic initiatives

B. MONITORING LEARNING UPDATE.

Presenter: Kelly Coffin, assistant superintendent-innovation and strategic initiatives



To: Dr. Robert Herrera

Cc: Board of Education

From: Dr. Kelly Coffin, Assistant Superintendent for Innovation and Strategic Initiatives

Re: Strategic Planning Update

Date: November 10, 2020

Background:

The District continues to move forward in the planning process to develop a Strategic Plan based on past strategic planning efforts.

Summary:

Farmington Public Schools has been working on strategic initiatives that include a focus on culture, instruction, community relations, and resource management and productivity. The Board of Education has since set District Priorities to include developing 21st century skills, assessing the impact of programming efforts on student achievement, fostering a positive climate and culture, recruiting high quality staff that reflects diversity, and ensuring equitable practices.

During this school year, we have revisited past strategic planning efforts, gathering feedback on what has worked in the past and suggestions for improvement in a process moving forward. In addition, the District Priorities, as well as information on systemic reform, have informed the conversations across the District. Through this work, the District has developed eight potential goal areas that encompass past work while including current District Priorities:

- Creating a Culture for Equity and Innovation
- Leadership that Supports Equity and Innovation
- Organizational Effectiveness
- Teaching & Learning
- Futures Committee
- Creating a System for Equity & Innovation
- Effective Management of District Resources
- Community Relations

The District has compiled information that identifies the current state and the importance of each potential goal area listed above.

Our next step is to begin a process for implementation, including the following:

- Provide joint communication from the Association and District to announce the strategic planning process and ask for participants for committees and leadership interest for each of the eight goal areas.
- Work with the Association and Cabinet to identify goal area leaders (three co-leaders from each level--elementary, middle school and high school)
- Hold initial meetings with goal area leaders to review goal area and develop objectives, strategies and activities, and potential key performance indicators to be monitored by goal area work.
- Begin to develop goal committees, which will include internal and external stakeholders.

Additional information can be found in the packet from the November 3, 2020 Academic Excellence meeting in BoardBook.

Recommendation:

As part of the process, it will be important to identify measurable key performance indicators. These indicators of success will be attached to one or more goal areas and will assist in the monitoring of the work of each goal committee.

It is the recommendation of administration that the FPS Board of Education determine a date for a workshop in the near future to review the proposed Strategic Plan and processes and identify reporting metrics for District Key Performance Indicators.

Contact for Item:

Dr. Kelly Coffin, Assistant Superintendent for Innovation and Strategic Initiatives
Email: kelly.coffin@fpsk12.net

Supporting Documents/Attachments:

Additional information can be found in BoardBook under the November 3, 2020 Academic Excellence meeting.

Moving Forward: Monitoring Learning

District Dashboard: Fall 2020

Academic Performance

Fall 2020

Percentage of Kindergarten Students at each Performance Level

Letter Names



More than 92% of Kindergarten students are at Low Risk/No Risk

Letter Sounds



More than 92% of Kindergarten students are at Low Risk/No Risk

Phoneme Segmenting



One hundred percent of Kindergarten students are at Low Risk/No Risk

Mathematics



Ninety percent of Kindergarten students are at Low Risk/No Risk

Middle School Performance Data

80.5%

Average Passing A, B, or C

2.86

Average GPA

Comprehensive High School Performance Data

74.5%

Average Passing A, B, or C

2.5

Average GPA

NWEA MAP Fall 2019 to Fall 2020

Fall 2019
Fall 2020

Mathematics Grades 1 - 2



Reading Grades 1 - 2



Mathematics Grades 6 - 9

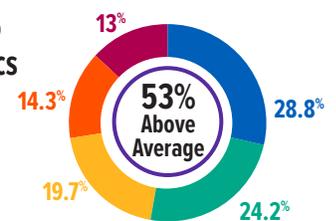


Reading Grades 6 - 9

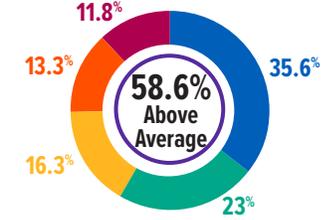


Fall 2020 NWEA MAP Percentile Range Distribution

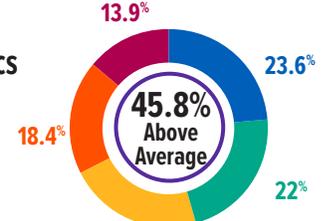
Grades 1 - 5 Mathematics



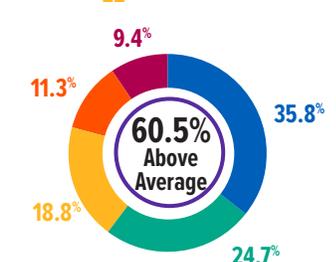
Grades 1-5 Reading



Grades 6-9 Mathematics



Grades 6-9 Reading



● 81 - 99
● 61 - 80
● 41 - 60
● 21 - 40
● 1 - 20

Canvas Check-in Survey

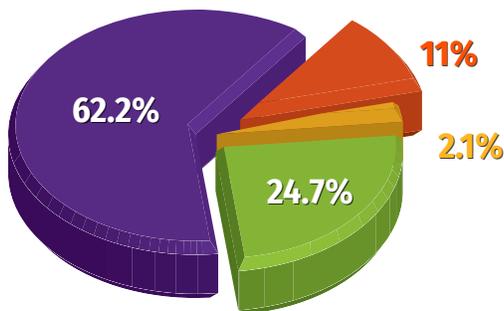
Fall 2020

Canvas by the Numbers

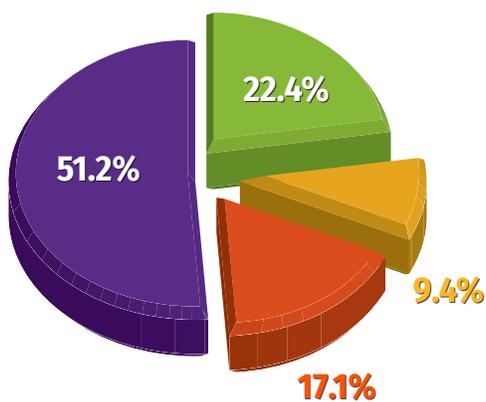
| | Observer Accounts Parents | Number of Assignments | Number of Discussion Items | Number of Apps/ Integrations/ Add-Ons |
|------------------|---------------------------|-----------------------|----------------------------|---------------------------------------|
| Elementary K-5) | 2,970 | 10,158 | 2,395 | 16 |
| K-8 | | 760 | 419 | |
| Secondary (6-12) | | 20,882 | 13,341 | |

Teacher Feedback

What is your comfort level with the structure of your homepage?



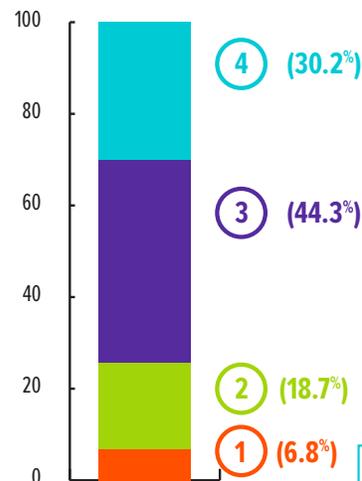
What is your comfort level with using Modules and/or Pages to share your learning plans and assignments?



- I am exceeding expectations.
- I am meeting expectations.
- I am not there yet.
- I haven't started.

Student Feedback

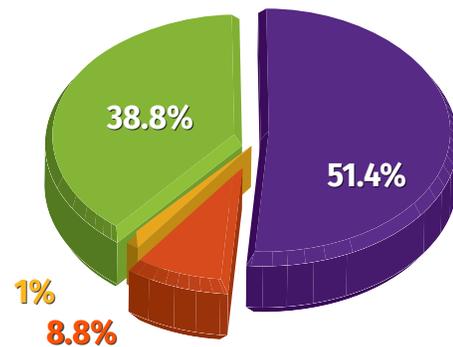
Overall, how comfortable are you with Canvas? (2,427 Responses)



74.5% of teachers said they are comfortable with Canvas.

1 = Not Well, 4 = Very Well

Which of the following best describes your use of Canvas? (2,427 Responses)



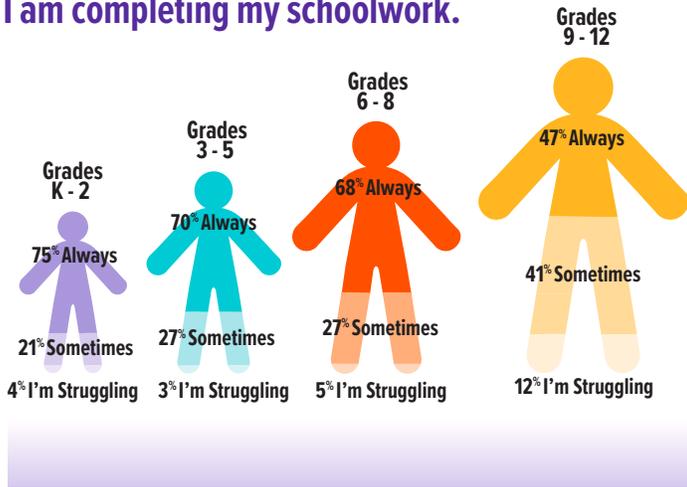
- I picked it up quickly and have no problems using Canvas.
- It has taken me some time, but I now have little to no problems using Canvas.
- I am still trying to understand how to use Canvas and need a little help.
- I am lost on how to use Canvas and need a lot of help.

Student Voice Survey

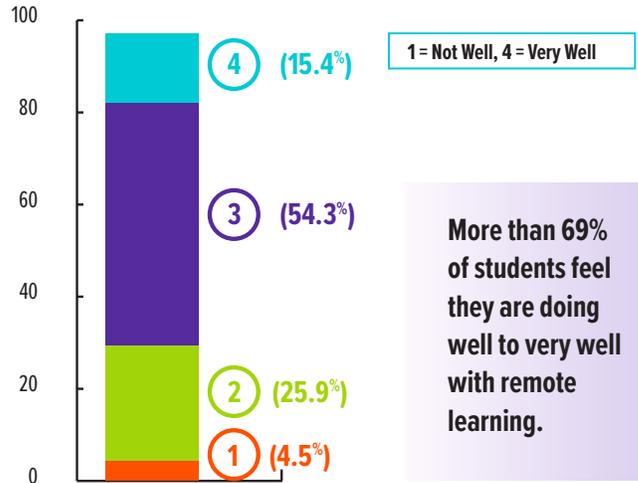
*K-2 is completed by the parent for the child.
Post Secondary completed with staff/guardian support.

Fall 2020

I am completing my schoolwork.

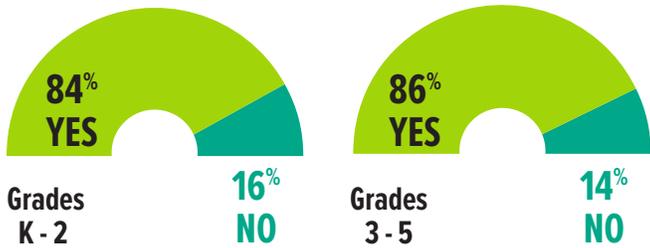


How would you describe your engagement/ participation during remote learning?

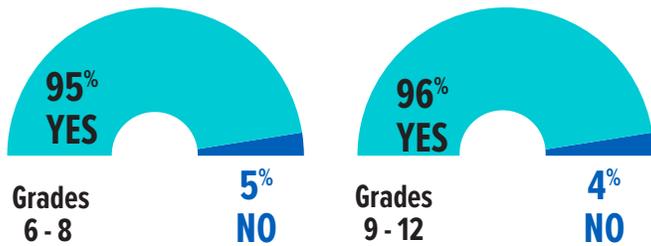


More than 69% of students feel they are doing well to very well with remote learning.

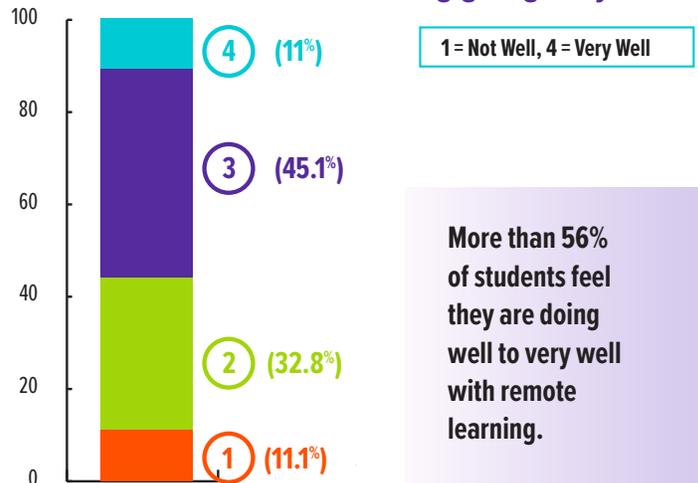
Elementary: My teachers ask how I am doing.



Secondary: My teachers know how I am doing?

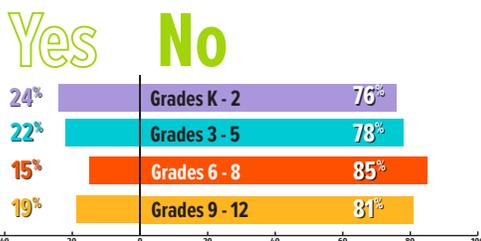


Overall, how is remote learning going for you?

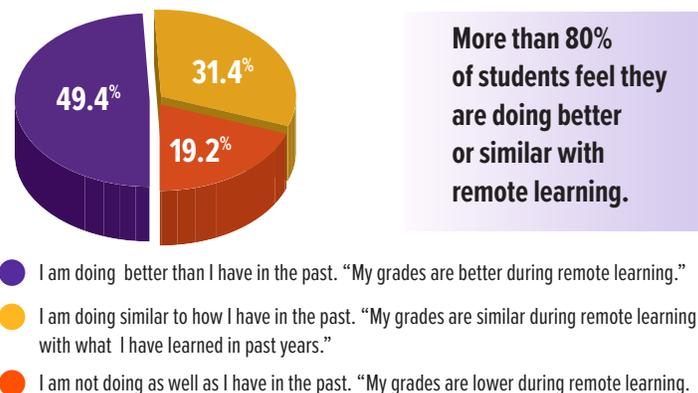


More than 56% of students feel they are doing well to very well with remote learning.

Do you need support?



How would you describe your overall level of academic performance in remote learning?



More than 80% of students feel they are doing better or similar with remote learning.

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VII. DISCUSSION ITEMS

A. SUMMER TAX COLLECTION RESOLUTION.

Presenter: Jennifer Kaminski, assistant superintendent-business services

B. UNINTERRUPTIBLE POWER SUPPLIES (UPS) BID REVIEW.

Presenter: Jennifer Kaminski, assistant superintendent-business services

C. RETURN TO SCHOOL MITIGATION PLAN.

Presenters: Robert Herrera, superintendent and Kelly Coffin, assistant superintendent-innovation and strategic initiatives

**FARMINGTON PUBLIC SCHOOL DISTRICT
MEMORANDUM**

TO: Board of Education

FROM: Jennifer Kaminski, Assistant Superintendent, Business Services

SUBJECT: Summer Tax Collection Resolution

DATE: November 10, 2020

On an annual basis, the Board of Education is presented with a resolution regarding the collection of property taxes. We have continued in our practice of a 50/50 collection of summer and winter taxes, largely due to the financial impact it would have on the local taxpayers with a shift to 100% summer collection.

The timing of the collection does not impact the total dollars to the District; however, it does impact cash flow. With a 100% summer collection, we would collect our cash from property taxes at the beginning of the fiscal year which helps ensure that we could weather tough financial times as well as reduce or eliminate the need to borrow cash. By moving to a 100% summer tax collection, it would also move up the timing for payment of taxes for our community members. The impact would be felt by those who pay their taxes directly as they are accustomed to paying it in two increments. For those who pay their taxes through escrow arrangements (typically as part of their mortgage payments), it is possible that the impact would be less evident as it is spread throughout the year through their monthly mortgage payment. The Cities do not have the information regarding what percent of the homestead taxes are collected through mortgages versus direct payment.

For the upcoming year I am recommending that we stay with a collection of 50% in the summer and 50% in the winter. The board may want to consider moving to a 100% summer collection in the future but we would need time to help the community understand the impact. We also added to fund balance for the June 30, 2019 fiscal year and we have been in a position of not having to borrow for cash flow purposes for the last four years.

Michigan Public Act 333 of 1982 requires that a school district determine by resolution their intent to levy a summer tax and that each taxing municipality be notified of such action prior to January 1st. In keeping with our twice-a-year collection of prior years, we will need to take action before December 31, 2020.

Therefore, **IT IS RECOMMENDED THAT THE BOARD APPROVE THE SUMMER TAX COLLECTION RESOLUTION** at the November 24th meeting and waive the reading of the resolution.

If you have any questions or require additional information, please feel free to contact me.

cc: Robert Herrera, Superintendent

JFK:cln



A regularly scheduled meeting of the Board of Education of the Farmington Public School District was held at the Lewis Schulman Administrative Center, 32500 Shiawassee, Farmington, Michigan on the 24th day of November, 2020, at 6:00 p.m.

The meeting was called to order by _____.

Present: _____

Absent: _____

The following resolution was offered by Member _____ and supported by Member _____.

WHEREAS, ACT 333, Public Acts of Michigan, 1982, provides that a school district may determine by resolution to impose summer property tax levy of one-half (1/2) or all of its annual school property taxes, including debt service, which resolution shall be applicable until revoked by the Board of Education; and

WHEREAS, for each year such a resolution applies the school district must request, before February 1, 1983 or before January 1st, in any year thereafter, each city and township in which it is located to agree to collect the summer tax levy in that year of either the total or one-half (1/2) of school property taxes, including debt service; and

WHEREAS, this Board of Education has determined that it would be in the best interest of the Farmington Public School District to impose a summer property tax levy to collect one-half (1/2) of school property taxes, including debt service; and

WHEREAS, said ACT 333 provides for certain procedural steps to be taken by this Board of Education in connection with the imposition of a summer property tax levy and also provides for the manner in which summer property tax levy shall be collected.

NOW, THEREFORE, BE IT RESOLVED that pursuant to the authority granted it in P.A. 333 of 1982, the School District impose a summer property tax levy equal to one-half (1/2) of the annual taxes due for the 2021-2022 school year.

BE IT FURTHER RESOLVED that the Secretary of the Board of Education is directed to send a copy of this Resolution to the Treasurer of each municipality.

AYES: _____

NAYS: _____

Resolution declared adopted this 24th day of November, 2020.

Angie F. Smith, Secretary
Farmington Board of Education

***FARMINGTON PUBLIC SCHOOLS
MEMORANDUM***

TO: Board of Education

FROM: Jennifer F. Kaminski, Assistant Superintendent, Business Services

SUBJECT: Uninterruptible Power Supplies (UPS)

DATE: November 10, 2020

Enclosed you will find a memo from Wes Prescott, Director of Technology at Oakland Schools, which explains the need for UPSs (Uninterruptible Power Supplies) and the bid process that took place on behalf of several Oakland County Districts. Also included is a summary of the bid results from the four vendors.

After review of all of the bids by Oakland Schools, the collaborative is recommending that Coast to Coast be awarded the bid for the project with a total cost of \$49,290.66.

We are recommending that the Board of Education approve the purchase of the UPSs based upon the information provided, with funds to come from the **Capital Projects (Building & Site 2018) Fund**.

Memorandum

To: Jennifer F. Kaminski, Assistant Superintendent for Business Services
From: Wes Prescott - Director of Technology - Oakland Schools
Date: October 26, 2020
Subject: Uninterruptible Power Supplies (UPS)

Currently, Farmington Public Schools has three (3) stand alone UPSs in the datacenter and no UPSs in most other network closets throughout the District.

In 2019, Oakland Schools facilitated an RFP process for the procurement of Uninterruptible Power Supplies (UPSs). There were four (4) vendors that officially responded to the RFP. Upon evaluation of the responses, Coast to Coast provided the lowest, per unit, cost solution. The total cost for this project is \$49,290.66.

The turnkey solution will provide UPSs in the District datacenter as well as every network closet in the District. These devices will provide protection for the District's network electronics from power surges, brown-outs, etc. and will provide notifications to the team when there is a power outage.

If approved the devices will be ordered and installed asap.

CC: Farmington Board of Education

November 10, 2020

Regular Meeting of the Board of Education

IX. ACTION ITEMS

A. BOARD OF EDUCATION ORGANIZATIONAL MEETING.

Presenter: Zach Rich, trustee and Policy/Board Governance chair

At the October 20, 2020 regular meeting, Mr. Rich opened a discussion to move parts of the organizational meeting from June to January in order to allow new Board members the opportunity to participate in the election of officers.

MOTION: I move that the Board of Education move the election of officers from June to January, moving forward.

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X. CONSENT AGENDA. I move that the Board of Education approve the November 10, 2020 Consent Agenda, as follows:

- A. Approval of Minutes
 - 1. October 20, 2020 Regular Meeting

7. RECOGNITION: OBSERVANCE OF PRINCIPALS' MONTH.

Presenter: Diane Bauman, director-school/community relations

Diane Bauman, Superintendent Herrera and the Board of Education expressed thanks and gratitude to the District's school principals.

8. REPORTS FROM BOARD COMMITTEES.

Policy/Board Governance: Trustee Rich reported that the committee and central office staff met October 13 to receive updates and discuss: moving forward with virtual versus in-person Board meetings, how to handle questions issued through public comment, determine depth of public disclosure of resolution of public complaints, and next steps for Board protocols and Board goals.

Board discussion occurred.

9. RECOGNITION: HILLSIDE ELEMENTARY – JAN HARP DOMENE DIVERSITY AND INCLUSION AWARD.

Presenter: Diane Bauman, director-school/community relations

Hillside Elementary School and its PTA were honored with the Jan Harp Domene Diversity and Inclusion National PTA Award. Together, parent Triman Jagdev and PTA President, Kristen Aspinall, applied for the award. Principal Kauffman and current PTA president, Katie Rusak, were present to provide additional information.

Board members expressed thanks and gratitude for the work of the Hillside staff and community.

10. REPORTS FROM BOARD COMMITTEES (continued).

Finance/Facilities Committee: Chair Weems reported that the committee and central office staff met October 14 to receive updates and discuss: Oakland County Interlocal Agreement RE: CARES Act funds, air purifiers, GRBS hiring status, 2020 bond update, and the Secondary Return to In-Person Instruction Plan.

Academic Excellence/Strategic Planning/Communications: Chair Cummings reported that the committee and central office staff met October 14 to receive updates and discuss: Secondary Return to In-Person Instruction Planning.

11. BOARD OF EDUCATION ORGANIZATIONAL MEETING.

Presenter: Zach Rich, trustee and Policy/Board Governance chair

Mr. Rich presented a proposal to move the Board organizational meeting from June to January to allow for new Board members to participate in the selection of new officers.

Board discussion occurred. This item will be brought for action on November 10.

12. PUBLIC COMMENTS. Public comments were read aloud and given virtually. No action taken.

13. ACCEPTANCE OF PLANTE MORAN ANNUAL AUDIT REVIEW.

Presenter: Jennifer Kaminski, assistant superintendent-business services

At the October 6, 2020 regular meeting, Plante Moran presented a formal review of the 2019-2020 Financial Audit Report and findings. Board action to accept the report, as presented, was requested.

MOTION: It was moved by Weems and supported by Cummings that the Board of Education accept the District's Comprehensive Annual Financial Report dated June 30, 2020, and the accompanying Report to the Board and Federal Awards Supplemental Information.

ROLL CALL VOTE: **Ayes:** Rich, Smith, Weems, Cummings, Mukamal, Green
 Nays: None

MOTION PASSED 6-0.

14. OAKLAND COUNTY CARES ACT DISTRIBUTION AGREEMENT.

Presenter: Jennifer Kaminski, assistant superintendent-business services

MOTION: It was moved by Weems and supported by Mukamal that the Board of Education approve the Oakland County CARES Act Distribution Agreement, as presented.

ROLL CALL VOTE: **Ayes:** Rich, Smith, Weems, Cummings, Mukamal, Green
 Nays: None

MOTION PASSED 6-0.

15. OCTOBER 6, 2020 CLOSED SESSION MINUTES.

Presenter: Angie Smith, Board secretary

MOTION: It was moved by Rich and supported by Smith that the Board of Education approve the October 6, 2020 closed session minutes, as presented.

ROLL CALL VOTE: **Ayes:** Rich, Smith, Weems, Cummings, Mukamal, Green
 Nays: None

MOTION PASSED 6-0.

16. SECONDARY RETURN TO IN-PERSON INSTRUCTION.

Presenter: Bobbie Goodrum, assistant superintendent-diversity, equity, and inclusion

Dr. Herrera reminded the Board of their previous decision to remain remote until October 30. Administration proposed three options for the Board: 1) remain remote, 2) AB Hybrid, or 3) remote with interventions/enrichments. Dr. Goodrum presented the plan for a secondary return to in-person instruction. Parent survey data was presented. Open end responses were categorized and samples provided. A summary of teacher input was also presented. A second survey of teachers received a low response rate. The primary factors affecting plan development were considerations that must be taken into account when selecting the start date for phase-in as student schedules are already in place for first semester and how to balance instructional integrity, safety and parent concerns. Opportunities and challenges were presented for November 30 and January 25 start dates. A Supplemental Plan for remaining remote until 1/25/2021 was added that includes opportunities for interventions and enrichments that could begin as soon as November 16.

Board discussion occurred.

MOTION: It was moved by Rich and supported by Smith that the Board of Education approve that secondary students continue with the current Learning at a Distance Plan until January 25, 2021.

Board discussion occurred.

ROLL CALL VOTE: **Ayes:** Rich, Smith, Weems, Cummings, Mukamal, Green
 Nays: None

MOTION PASSED 6-0.

17. RECONFIRMATION OF INSTRUCTIONAL DELIVERY PLAN (EXTENDED COVID19 LEARNING PLAN).

Presenter: Kelly Coffin, assistant superintendent-innovation and strategic initiatives

MOTION: It was moved by Mukamal and supported by Cummings that the Board of Education reconfirm the Instructional Delivery Plan (FPS Extended COVID19 Learning Plan), as presented.

Board discussion occurred.

ROLL CALL VOTE: **Ayes:** Rich, Smith, Weems, Cummings, Mukamal, Green
 Nays: None

MOTION PASSED 6-0.

18. EXPENDITURES. It was moved by Weems and supported by Cummings that the Board of Education approve the expenditures as outlined in the expenditure printout dated October 20, 2020, as follows:

| | |
|-----------------------------------|---------------------|
| General Fund | \$7,945,757 |
| General Fund - Athletics | \$106,326 |
| Debt Fund | -0- |
| Capital Projects – 2018 Bond Fund | \$1,914,036 |
| Capital Projects – 2020 Bond Fund | \$6,084 |
| Nutrition Services Fund | \$130,531 |
| Benefit Stabilization Fund | \$1,180,340 |
| TOTAL | \$11,283,074 |

ROLL CALL VOTE: **Ayes:** Rich, Smith, Weems, Cummings, Mukamal, Green
 Nays: None

MOTION PASSED 6-0.

18. CONSENT AGENDA. It was moved by Mukamal and supported by Cummings that the Board of Education approve the Consent Agenda dated October 20, 2020.

- A. Approval of Minutes
 - 1. October 6, 2020 Special Meeting/Closed Session

- 2. October 6, 2020 Regular Meeting
- B. Personnel Items
- C. Head Start Director's Monthly Report

ROLL CALL VOTE: **Ayes:** Rich, Smith, Cummings, Mukamal, Weems, Green
 Nays: None

MOTION PASSED 6-0.

19. REPORTS FROM BOARD REPRESENTATIVES.

Head Start: Treasurer Weems reported on current enrollment for in-person instruction at the Farmington Early Childhood Center, grant funding, and CARES Act distribution.

20. SUPERINTENDENT'S ANNOUNCEMENTS. None.

21. RECOMMENDATIONS FOR FUTURE ADGENDA ITEMS. Data on student progress.

22. GOOD AND WELFARE. Board members spoke on topics of personal interest.

23. ADJOURNMENT. The Board of Education October 20, 2020 regular meeting was adjourned at 11:24 pm.

Angie F. Smith
Farmington Board of Education
Acting Secretary