



**REGULAR MEETING
OF THE BOARD OF EDUCATION
Virtual via Webex
Tuesday, September 8, 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	5
V. PUBLIC COMMENTS	
VI. DISTRICT UPDATES	8
A. Canvas Update	9
VII. REPORTS FROM BOARD COMMITTEES	
A. Finance/Facilities Committee	
B. Academic Excellence/Strategic Planning/Communications Committee	
VIII. DISCUSSION ITEMS	14
A. Extended COVID-19 Learning Plan Timeline and Information	15
IX. ACTION ITEMS	23
A. Recommendation for Approval of Assistant Superintendent for Diversity, Equity and Inclusion	24
B. Recommendation for Approval of OCSBA Proposal to Amend the Bylaws	26
C. Recommendation for Approval of Policy Updates	45
X. CONSENT AGENDA	57
A. Approval of Minutes	
1. August 11, 2020 Regular Meeting	58
2. August 17, 2020 Board Workshop	64
XI. SUPERINTENDENT ANNOUNCEMENTS	
XII. RECOMMENDATIONS FOR FUTURE AGENDA ITEMS	
XIII. GOOD AND WELFARE	
XIV. 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.

September 8, 2020

Regular Meeting of the Board of Education

III. ITEMS FROM THE SECRETARY.

The Board has received communications regarding the return to school plans, athletic field use and the proclamation. 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. A. Schiffman: Moving Forward Newsletter
2. S. Black: No Second Interview
3. J. Smith: NFHS Marching Band Practice
4. M. Bushey: Plan
5. M. Souchuk: Virtual Concerns
6. L. Winkelman: FPS Survey Results
7. M. Souchuk: FPS Start of School in September
8. C. Flynn: School Year 2020-21 Secondary
9. B. Lubaway: FPS Divisive Racial Proclamation
10. K. McMahon: Day 2 of Remote Learning – What a Nightmare
11. B. Rose: FPS Return to School Plan
12. J. Rose: FPS Return to School Plan
13. B. Lubaway: Additional Comments on Proclamation on Racism



KIM BUCKLEY <kim.buckley@fpsk12.net>

MASB's News From the Capitol

1 message

Jennifer Smith & Jeff Cobb <MASBgov@masb.org>

Fri, Sep 4, 2020 at 9:01 AM

Reply-To: masbgov@masb.org

To: kim.buckley@fpsk12.net



NEWS FROM THE CAPITOL

Brought to you by: [Collins & Blaha P.C. Attorneys at Law](#)

Sept. 4, 2020

- **Governor Issues Executive Order Regarding Gyms and Sports**
- **Last Month for Census 2020 Collection**
- **Michigan Department of Education Creates Return to Learn Webinars**
- **House Education Takes Testimony on School Liaison Program**
- **Join Us for a Special Views From the Capitol**

Governor Issues Executive Order Regarding Gyms and Sports

Yesterday, [Gov. Gretchen Whitmer announced](#) that she would issue orders to open gyms and pools and to allow organized sports.

[Executive Order 176](#) allows indoor gymnasiums, fitness centers, recreation centers, sports facilities, exercise facilities and pools to open on Sept. 9, 2020, but they are required to follow social distancing guidelines and the workplace safety requirements outlined in EO 2020-175. It also allows organized sports and competitions to resume with strict safety measures, including the use of masks and social distancing. Sports organizers and coaches should follow the [guidance of the Michigan Department of Health and Human Services](#) regarding whether or not a sport can be played safely and how to do it.

For indoor sport competitions, the live audience is limited to two guests for each athlete. For outdoor sports competitions, the live audience is limited to two guests for each participant or up to 100 people (including all participants (athletes, coaches, staff, etc.)). Spectators from different households must maintain six feet of distance from others at both indoor and outdoor events and wear masks while attending indoor competitions.

[EO 175](#) outlines strict workplace safety measures that sports and exercise facilities, gyms and pools must follow to protect people from the spread of COVID-19. Indoor facilities must limit occupancy to 25% of the maximum capacity and follow specific cleaning and disinfecting

guidelines. Outdoor pools must limit occupancy to 50% and indoor pools to 25%. Pool deck capacity also must be limited to ensure that people from different households maintain six feet of distance between them. For these facilities, social distancing and mask wearing (except while swimming) are required as well.

These orders go into effect immediately, but note that the opening of facilities doesn't begin until Sept. 9, 2020.

Last Month for Census 2020 Collection

The 2020 Census is nearing its final stage as efforts continue to ensure all residents are counted. Unfortunately, the state has one less month to complete the count than previously planned.

Despite some setbacks due to COVID-19, Michigan currently ranks fifth in the nation with more than 70% of residents having completed the form. But that's not enough! An accurate census count is important because it impacts the federal funds that communities receive each year for critical programs, including special education, Head Start, afterschool programs, classroom technology, free and reduced school lunches, and maternal and child health programs.

There are still ways for you and your district to help make sure everyone is counted. The first is by including articles and links on the importance of filling out the survey on the district website, in your emails, newsletters and social media communications. Statistics in Schools has a number of resources [available on its website](#), including webinars, handouts and other materials.

Additionally, for those districts offering in-person instruction, you could provide sanitized laptop stations for teachers and/or parents to use for filling out the form. Some districts are using their food distribution efforts to inform parents on the importance of completing the Census. For those wishing to get personally involved, there are [phone banking opportunities](#) still available.

Michigan Department of Education Creates Return to Learn Webinars

On Aug. 27, 2020, MDE [announced a series of technical support webinars](#) related to the Return to Learn legislation that was signed into law on Aug. 20, 2020. The intent of the webinars is to provide information and answer questions around three important areas-Read by Grade Three requirements during learning at a distance, benchmark assessments meeting the Return to Learn law and pupil accounting for the 2020-2021 academic year. The webinars will also be recorded; the presentations and question-and-answer follow-ups will be [available on the MDE website](#).

House Education Takes Testimony on School Liaison Program

This week, the House Education Committee began testimony on [HBs 5833-5834](#). HB 5833 would require a teacher from every school building in a district to be elected by staff to serve as a liaison to the Department of Education. MDE would manage the program. HB 5834 would encourage school liaisons to attend professional development conferences to share ideas. The sponsors said the bill package aims to create a network for teachers and education professionals to be involved in the decisionmaking process at MDE.

MASB opposes these bills because they could also increase costs for districts if substitutes were needed to cover for the teachers or the cost of the conference was required by the district. There is also concern about mixed messages coming out of a district if each liaison did not agree with each other or overall district goals. The committee did not vote on these bills and further discussion is expected.

Join Us for a Special Views From the Capitol

Mark your calendars for a special edition of Views From the Capitol. While we can't hold our usual fall Behind the Scenes at the Capitol in-person event, we are moving part of the day's agenda online.

[Views From the Capitol - Advocacy Edition will be held on Sept. 15, 2020 at noon](#). We expect it to last about 90 minutes with a legislative update, including any information we have on

the budget, a Grassroots Advocacy Program presentation, and breakout rooms to share ideas and best practices related to advocacy between board members.

We hope this event will allow members to get the most up-to-date legislative information, as well as some good ideas and the confidence to enact them through advocating on behalf of your district with your state elected officials.

[Register today!](#)

Unsubscribe



September 8, 2020

Regular Meeting of the Board of Education

VI. DISTRICT UPDATES

A. CANVAS UPDATE.

Presenters: Kelly Coffin, assistant superintendent-innovation and strategic initiatives; Margaret Hendrickson, director-curriculum, instruction and assessment

Getting Started with Canvas Update

FPS Board of Education
September 8, 2020



Overall



Some Notables:

1. Established Week 1 and Week 2 Expectations as well Step-Up Expectations.
2. 19 LMS Leads supporting at the building level and progress monitoring implementation.
3. 4 District Coordinators supporting Canvas.
4. Ongoing Canvas Staff FAQ
 - a. Curated and FPS created mini-videos.
5. 8 Scheduled Live Canvas Coaching Sessions (District)

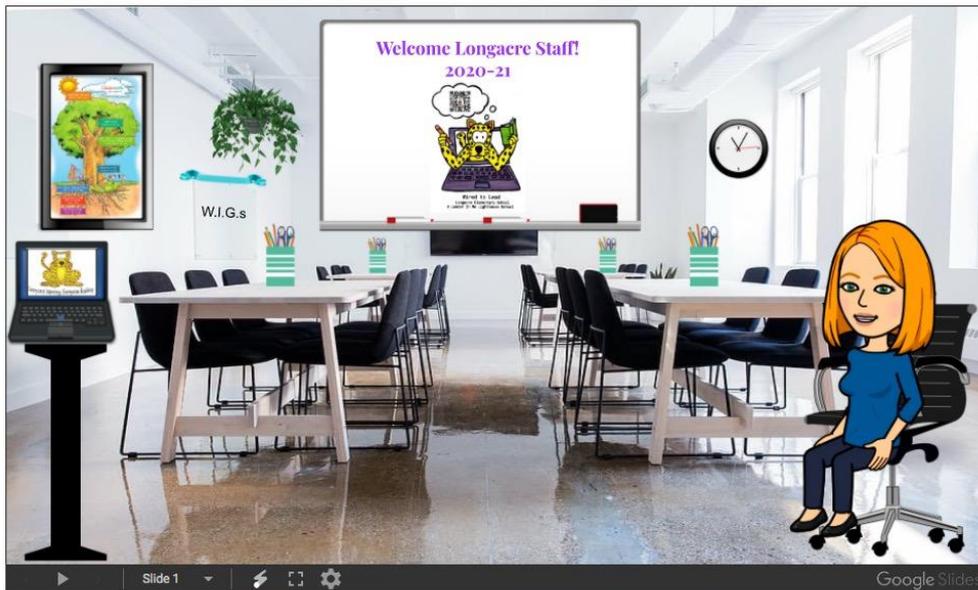
Canvas Tiered System of Support

Please use this chart to support you as you seek answers to your questions.

Canvas Question Types	Contact	Method
Schedule/Roster Issues in Canvas	Step 1: Check with Building Scheduler to ensure MiStar is Accurate. <ol style="list-style-type: none"> a. If accurate, move to step 2. b. If inaccurate, the building fixes and waits 24 hours for Canvas to update. 	Email
	Step 2: If MiStar is accurate, be patient we are working with Canvas on the MiStar integration glitches.	
Pushing desired APPS into Canvas	Instructional Technology	OS Service Desk _ Tech Ticket (Found in FPS Bookmarks in Chrome Browser) (For deleted courses, be sure to include deleted course ID to support reinstating the course.)
Login Issues for Staff		
Course gets Deleted		
Tier 1 Support		
Canvas Features How to?	Canvas FAQ	Google Doc (Found in FPS Bookmarks in Chrome Browser linked in Technology FAQ and in FPS Focus)
	Building LMS Lead	Email Scheduled Virtual Canvas Building Level Coaching Sessions Building Canvas Site (if one exists)
	Tier 2 Support	
	LMS Coordinators	Email Ninette Soares, Jim White, Amy Garback Virtual Coaching Sessions
Support for Building LMS Leads	Canvas 24/7 Support - Live Chat	Help Button in Global Navigation
	FPS Building LMS Canvas Site	Course shared with you in Canvas
	LMS Coordinators	Email Ninette Soares, Jim White, Amy Garback (Special Education)
	Canvas 24/7 Support - Live Chat	Help Button in Global Navigation

While Margaret Hendrickson wants to help all of us, she is not your point of contact for support.

A Building Administrators Entree into using Canvas



Welcome to our 2020-21 Staff Page!

Your access to all things Longacre!

11



A Building Administrator's Entree into using Canvas



A Teachers Entree into using Canvas

2020/2021 - Hillside Eleme...

Home

Announcements

Discussions

Assignments

Modules

*Gundle-White > 3rd Grade - 2020/2021



Welcome! I am so glad you are here!

Click [here](#) for a greeting from Mrs. Gundle-White.

This is our Home Page for our Canvas course.

Our Canvas course will change how it looks as we discover new things in Canvas.

We are learning together!

We will meet as a class at 9:00 each day of the week!

To join the MEET, go to [meet.google.com](#). (Remember the bookmarks we made!)

The current code for all our whole class MEETS is **hilldgw3**.



September 8, 2020

Regular Meeting of the Board of Education

VIII. DISCUSSION ITEMS

A. EXTENDED COVID-19 LEARNING PLAN TIMELINE AND INFORMATION.

Presenters: Kelly Coffin, assistant superintendent-innovation and strategic initiatives; Margaret Hendrickson, director-curriculum, instruction and assessment

COVID Extended Plan: Goal Setting Update

September 15, 2020 Deadline

FPS Board of Education
September 8, 2020



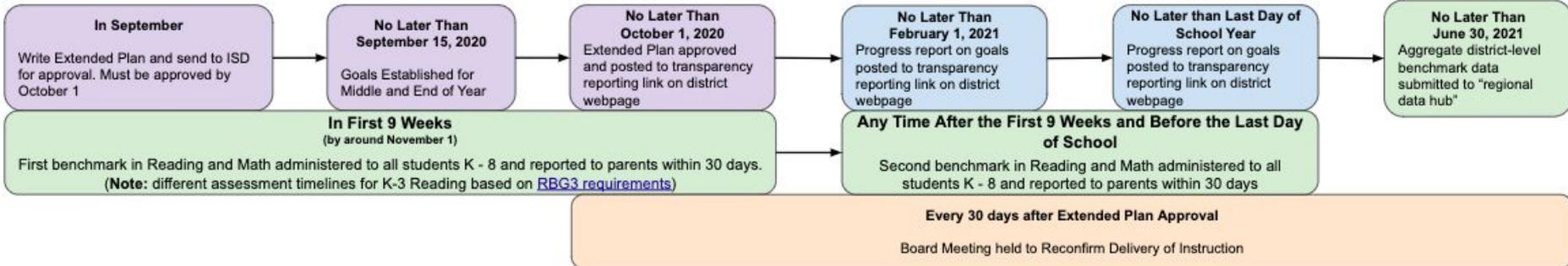
COVID Extended Learning Plan Timeline

Extended Learning Plan Timeline



Reporting Timeline and Information for Extended COVID-19 Learning Plan Implementation

[Please Read This First](#)



Extended COVID-19 Learning Plan

- Educational goals that will be included in plan must be established by September 15, 2020
- Must be approved by ISD and posted to transparency reporting link on district webpage by October 1, 2020
- Must contain *achievement* or *growth* goals that will be measured by benchmark testing in reading and math for the middle of the year and the end of the year

Recommended: [Plan Template](#)

Benchmark Testing

- Reading and math must be administered to all students K - 8 two times throughout the year
- Results must be reported to parents within 30 days
- First benchmark: first 9 weeks. Second benchmark: any time outside of the first 9 weeks
- Approved Providers and Assessments:
 - NWEA - MAP
 - Curriculum Associates - iReady
 - Renaissance Learning - STAR
 - Data Recognition Corp. - Smarter Balanced and MDE K-2 Early Literacy Assessments (free option)
 - "Local Benchmark Assessments"
- **Approved Assessment Providers:** Data submitted to regional data hub by June 30, 2021
- **Local Benchmark Assessments:** Do not submit data, but additional reporting required to CEPI

16

Progress Reports

- Two required: By February 1, 2021 and "before the last day of the 20/21 school year"
- Must be posted to transparency reporting link on the district webpage
- Must report progress on benchmark assessments using *achievement* or *growth* for K-8 in reading and math in the aggregate and for all subgroups

Recommended: [Progress Report Template](#)

Reconfirmation Meeting

- Held every 30 days with school board after approval of the Extended Plan
- Reconfirm how instruction is going to be delivered during the 20/21 school year
- Solicit public comment on how instruction is going to be delivered
- Publicly announce weekly 2-way interaction rates at the meeting and post to transparency reporting link

Recommended: [Reconfirmation Meeting Template](#)

2020-21 Extended Learning Plan Performance Goals



Required to be set by September 15, 2020

Goal 1: Students will meet or exceed expected growth from Fall to Winter and Fall to Spring as measured by the benchmark assessment in the area of **literacy**.

Goal 2: Students will meet or exceed expected growth from Fall to Winter and Fall to Spring as measured by the benchmark assessment in the area of **mathematics**.

(Growth expectations will be determined by expected and normative growth expectations set by the benchmark assessment.)

Benchmark Assessment:

- NWEA Growth Grades 1-9 (Reading only in Grade 9)
- Easy CBM Grade K

NWEA: A Benchmark Assessment



Why NWEA?

1. Existing Benchmarks Assessment within FPS and is approved by MDE.
2. Assessment spans multiple grade levels and both subjects.
3. Aligned to Literacy and Mathematics standards and complements state summative assessments.
4. Nationally normed and sets growth expectations by grade level and content.
5. Allows for historical data comparisons for district, building, grade level, and parent/guardians.
6. Data transferable to Data Hub and aggregated at the district level as required (Illuminate and Eidex).

PA 149 Benchmark Assessment Requirements



NWEA also checks the boxes for PA 149 Requirements.

- (a) Be 1 of the most commonly administered benchmark assessments in this state.
- (b) Be aligned to the content standards of this state.
- (c) Complement the state's summative assessment system.
- (d) Be internet-delivered and include a standards-based assessment using a computer-adaptive model to target the instructional level of each pupil.
- (e) Provide information on pupil achievement with regard to learning content required in a given year or grade span.
- (f) Provide immediate feedback to pupils and teachers.
- (g) Be nationally normed.
- (h) Provide multiple measures of growth and provide for multiple testing opportunities.

[PA 149](#)

NWEA as part of an Assessment System



- NWEA is ONE existing assessment within our assessment system.
- Teachers also make use of
 - Embedded assessments (formative and summative assessment that are part of an adopted set of instructional materials or are teacher designed)
 - Non-embedded assessments (assessments tools independent of the core instructional process)
 - For example,
 - Fountas and Pinnell Reading Benchmark Assessments (K-5)
 - Core Phonics Survey (K-2)
 - Writing Pathways (k-5)
 - etc

Communicating Performance to Families



Elementary students will receive **report card markings** each trimester in all subject areas: Math, Science, Social Studies, Reading, Writing, PE, Art, and Music.

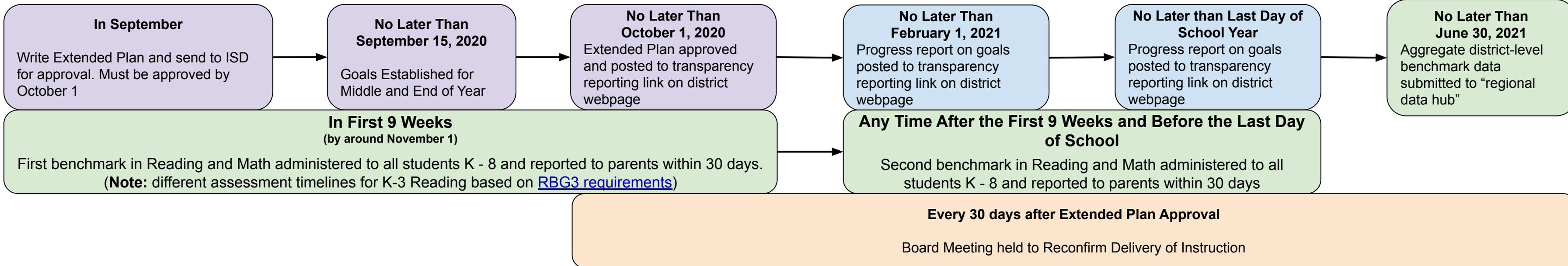
- The report cards are made available to families at the end of each trimester.

Secondary students will receive **formative and summative grades** representing their progress toward meeting the course's expectations.

- These grades are visible within MI Star for parent and student access throughout each semester.
- Progress reports and overall grades²¹ are reported out midway and at the end of each semester.

Reporting Timeline and Information for Extended COVID-19 Learning Plan Implementation

[Please Read This First](#)



Extended COVID-19 Learning Plan

- Educational goals that will be included in plan must be established by September 15, 2020
- Must be approved by ISD and posted to transparency reporting link on district webpage by October 1, 2020
- Must contain *achievement* or *growth* goals that will be measured by benchmark testing in reading and math for the middle of the year and the end of the year

Recommended: [Plan Template](#)

Benchmark Testing

- Reading and math must be administered to all students K - 8 two times throughout the year
- Results must be reported to parents within 30 days
- First benchmark: first 9 weeks. Second benchmark: any time outside of the first 9 weeks
- Approved Providers and Assessments:
 - NWEA - MAP
 - Curriculum Associates - iReady
 - Renaissance Learning - STAR
 - Data Recognition Corp. - Smarter Balanced and MDE K-2 Early Literacy Assessments (free option)
 - "Local Benchmark Assessments"
- **Approved Assessment Providers:** Data submitted to regional data hub by June 30, 2021
- **Local Benchmark Assessments:** Do not submit data, but additional reporting required to CEPI

Progress Reports

- Two required: By February 1, 2021 and "before the last day of the 20/21 school year"
- Must be posted to transparency reporting link on the district webpage
- Must report progress on benchmark assessments using *achievement* or *growth* for K-8 in reading and math in the aggregate and for all subgroups

Recommended: [Progress Report Template](#)

Reconfirmation Meeting

- Held every 30 days with school board after approval of the Extended Plan
- Reconfirm how instruction is going to be delivered during the 20/21 school year
- Solicit public comment on how instruction is going to be delivered
- Publicly announce weekly 2-way interaction rates at the meeting and post to transparency reporting link

Recommended: [Reconfirmation Meeting Template](#)

IX. ACTION ITEMS

A. RECOMMENDATION FOR APPROVAL OF ASSISTANT SUPERINTENDENT FOR DIVERSITY, EQUITY AND INCLUSION.

Presenter: Jeff Danziger, director-human resources

MOTION: I move that the Board of Education approve the appointment of Dr. Bobbie Hayes Goodrum as the Assistant Superintendent for Diversity, Equity, and Inclusion.

B. RECOMMENDATION FOR APPROVAL OF OCSBA PROPOSAL TO AMEND THE BYLAWS.

Presenters: Zach Rich, policy/board governance chair

MOTION: I move that the Board of Education approve the OCSBA proposal to amend the bylaws, as presented.

C. RECOMMENDATION FOR APPROVAL OF POLICY UPDATES.

Presenter: Zach Rich, policy/board governance chair

MOTION: I move that the Board of Education approve the policy updates for policies 1001, 1002, 2002, 2006, 2007, 4002, 5003, and the addition of a stormwater discharge policy, as presented.



DATE: August 26, 2020
CONTACT: Diane Bauman
248.489.3349
FOR RELEASE: IMMEDIATE

District selects Dr. Bobbie Hayes Goodrum as the new Assistant Superintendent for Diversity, Equity, and Inclusion

Farmington, MI -- Pending Board approval on Tuesday, September 8, the District has selected Dr. Bobbie Hayes Goodrum as the new Assistant Superintendent for Diversity, Equity, and Inclusion.

In this role, Dr. Goodrum will plan, organize, and direct the overall activities and operations of Diversity, Equity, and Inclusion, and assigned programs for the District. In addition, she will formulate and develop educational systems, policies, standards, and procedures in compliance with a variety of District, county, federal, state, and local laws, policies, rules, and regulations. One of the first tasks will be to coordinate and facilitate the preparation of the District's Equity Audit in collaboration with internal and external stakeholders and partners. Dr. Goodrum will also work with schools to lead District equity and achievement initiatives to close opportunity gaps. This is just a sampling of the work of this position.

Two interview teams, one composed of District staff and one composed of community stakeholders, interviewed six candidates for the position. Based on those teams' feedback, two finalists were invited back for second-round interviews, and Dr. Goodrum was the recommended selection of the second-round interview committee, composed of members drawn from the first-round interview teams, and additional participants.

Dr. Goodrum earned her B.S. in Health Science from Howard University, her MA.T. in Special Education from Trinity College, her Sp.A. in Educational Leadership from Eastern Michigan University, and her Ph. D. in Educational Leadership from Oakland University.

Since 2007, Bobbie has been a part of Farmington Public Schools serving as the Principal of Visions Unlimited and Special Education Supervisor. Visions Unlimited is the District's post-secondary educational program for young adults, ages 18-26, who have physical and developmental disabilities. Bobbie also supervised programs for students with severe multiple disabilities throughout the District.

"I am honored to have been selected for this position, not for the title, but because of the work it entails. I have always been passionate about equity and am truly committed to all students, families, and the community," commented Dr. Goodrum. "I look forward to continuing this very difficult, but rewarding work."

"While we will miss her leadership at Visions and in special education, we are excited to have Bobbie lead this important work in our district," stated Bob Herrera, Superintendent of Farmington Public Schools.



DATE: August 26, 2020
CONTACT: Diane Bauman
248.489.3349
FOR RELEASE: IMMEDIATE

To learn more about Farmington Public Schools, visit www.farmington.k12.mi.us.

Adopted by Board of Directors: 11/15/2017
Adopted by General Membership: 01/24/2018
Adopted by General Membership: 10/18/2018

BYLAWS
OF THE
OAKLAND COUNTY SCHOOL BOARDS ASSOCIATION

ARTICLE I
OFFICES

Section 1: Principal Office. The principal office of the Oakland County School Boards Association (the “Association”) in the State of Michigan will be located at 2111 Pontiac Lake Road, Waterford Township, County of Oakland. The Association may have such other offices, either within or without the State of Michigan, as the Board of Directors of the Association may determine or as the affairs of the Association may require from time to time.

Section 2: Registered Office. The Association will have and continuously maintain a registered office and a registered agent whose office is identical with the registered office. The registered office may be, but need not be, identical with the principal office, and the address of the registered office may be changed from time to time by the Board of Directors of the Association.

ARTICLE II
PURPOSE

Section 1: Purpose. The purpose of the Association shall be:

- (a) To advance the quality of public education in Oakland County through the cooperative efforts of locally-elected boards of education.
- (b) To promote high standards in providing educational programs and services to meet the needs of all students.
- (c) To make available to school board members information concerning educational issues.
- (d) To conduct and sponsor meetings and programs about various aspects of education in partnership with Oakland Schools.

- (e) To promote public understanding about the role of school boards in our educational system and the need for citizen involvement in maintaining and improving our schools.
- (f) To enhance cooperation and communication among boards of education in Oakland County.
- (g) To present a strong force representing the views of school boards in Oakland County to the political representatives serving the area.
- (h) To advocate for county, state, and national legislation and governance that promotes and supports public education serviced by locally elected boards of education.

ARTICLE III MEMBERSHIP

Section 1: Members. The Association shall be organized upon a membership basis. Any publicly elected Board of Education member of a school district located in Oakland County or any elected Oakland ISD Board of Education member (referred to herein as “Member School Districts”), that is also a member in good standing in the Michigan Association of School Boards (“MASB”), is an eligible general member of this Association (referred to herein as a “Member” or collectively the “Members”).

Section 2: Voting Rights. Each Member is entitled to one vote on each matter submitted to a vote of the Members, with specific exceptions as outlined in this section. All rights to vote on business or election before the Members will be done in person.

Exceptions: Each Member School District shall have one (1) vote on any proposal to select a committee chair or vote on resolutions (as outlined in Article IX) or to amend these Bylaws (as outlined in Article XVI). Member School District votes shall be recorded upon receipt of the completed resolution or ballot indicating the vote of the Member School District’s Trustees. Member School District votes must be received prior to the deadline indicated on the ballot or resolution. Results of such Member School District voting shall be provided to all Member Districts not later than the next general membership meeting.

Section 3: Electronic Voting - Electronic voting rights are granted to the Board of Directors only to conduct emergency business. All Electronic Vote(s) will be reaffirmed at the next meeting of the Board of Directors.

Section 4: Transfer of Membership. Membership in this Association is not transferable or assignable.

ARTICLE IV – DUES

The Association shall be financed by an annual MASB grant to its County Area School Boards Association (CASBA) members, Intermediate School District membership dues in an amount not to exceed the MASB CASBA grant, and by contributions and gifts accepted by the Association.

ARTICLE V MEETING OF MEMBERS

Section 1: Annual and Regular Meetings. There shall be an annual meeting of the Members and not less than three additional, regular membership meetings each year for the purpose of appointing the Board of Directors and for the transaction of such other business as may come before the meeting. The annual meeting shall be the first Regular Meeting after July 1. The date, time, and place of all meetings shall be determined by the Board of Directors.

Section 2: Special Meetings. Special meetings of the ~~Board or~~ Members may be called by voice or email by the President or by two or more members of the Board of Directors with 30 days' notice.

Section 3: Place of Meeting. The Board of Directors may designate the place of meeting for any annual or regular meeting or for any special meeting. If no designation is made, or if a special meeting is otherwise called, the place of the meeting will be the registered office of the Association; but if all of the Members meet at any time and place and consent to the holding of a meeting, such meeting will be valid without call or notice, and at such meeting any corporate action may be taken.

Section 4: Notice of Meetings. Written notice stating the place, day and hour of any meeting of Members will be delivered, either personally or by email, to each Member entitled to vote at such meeting, not less than ten nor more than fifty days before the date of the meeting by the Secretary. In case of a special meeting, or when required by statute or by these Bylaws, the purpose or purposes for which the meeting is called will be stated in the notice. If mailed, the notice of a meeting will be deemed to be delivered when deposited in the United States mail addressed to the Member at his or her address as it appears on the records of the Association, with postage thereon prepaid.

Section 5: Informal Action by Members. Any action required by law to be taken at a meeting of the Members, or any action which may be taken at a meeting of the Members, may be taken without a meeting if a consent in writing, setting forth

the action so taken, will be signed by all of the Members entitled to vote with respect to the subject matter thereof.

Section 6: Quorum. The presence of at least one Member from twenty-five (25%) percent of the Member School Districts will constitute a quorum at such meeting. If a quorum is not present at any meeting of Members, a majority of the Members present may adjourn the meeting without further notice.

Section 7: Involvement of Member School District Administrators. Superintendents and Administrators of Member School Districts are encouraged to participate in the Member meetings and other Association activities.

ARTICLE VI ELECTION OF BOARD OF DIRECTORS

Section 1: Eligibility. Any Member is eligible to be elected to the Association's Board of Directors. Only one Member from each Member School District is allowed to serve on the Board at any given time.

Section 2: Term. The term of office for each Director shall be for three (3) years and shall continue until his or her successor has been elected and qualified.

Section 3: Board Nominations/Election. By May 1st yearly, the Board shall ~~create~~ ~~convene~~ an Election Committee ~~comprised of the three most recently elected Members of the Board of Directors from different Member School Districts.~~ The Election Committee shall seek candidates who will create a Board with a geographical balance from throughout Oakland County. Board ~~Nomination Candidate Application~~ Forms will also be sent to all Member School Districts to be delivered to their board members for self-nominating. ~~Additional nominations may be made from the floor at the Member's June meeting.~~ ~~Candidates must submit a completed application to the Election Committee prior the deadline specified on the form. Nominations cannot be made from the floor during the meeting at which the election occurs.~~ Election of candidates from Member School Districts shall take place at the June meeting. If there are more ~~Board nominations candidates~~ than ~~offices vacancies~~ to be filled, the Member vote shall be by written ballot. ~~If there are less candidates than vacancies to be filled, the Board of Directors shall appoint a member to fill the vacancy at its next meeting. The appointee shall serve until the next scheduled election. At the next election, the Election Committee will seek candidates to fill the remainder of the three year term.~~

Section 4: Resignation/Removal. Any Director may resign by written notice to the Association. Any Director may be removed by the Members or the Board at any meeting of the Members or the Board, ~~either with or without cause,~~ by the affirmative vote of a majority of the Members or the Directors then in office (excluding the Director who is the subject of such action).

Section 5: Vacancy. If a vacancy shall occur among the Board of Directors as a result of death, resignation, removal or otherwise, the President will notify the Members of the vacancy and each Member School District shall be sent a Board **Nomination Candidate Application** Form. The Board of Directors shall appoint a member to fill the vacancy at its next meeting. The appointee shall serve for the remainder of the vacated term.

Section 6: Attendance. Failure to attend three (3) consecutive Board meetings shall constitute a resignation; however, a Director be granted an excused absence by action of the Board.

ARTICLE VII BOARD OF DIRECTORS

Section 1: General Powers. It shall be the responsibility of the Board of Directors to carry out the purposes of the Association as specified in Article II of the Articles of Incorporation.

Section 2: Regular Meetings. A regular annual meeting of the Board of Directors will be held without other notice than these Bylaws. The date and time of the annual meeting shall be determined by the Board of Directors. The Board of Directors may provide by resolution the time and place for holding of additional regular meetings of the Board without other notice than such resolution.

Section 3: Special Meetings. Special meetings of the Board of Directors may be called by or at the request of the President or any two Directors. The person or persons authorized to call special meetings of the Board may fix any place as the place for holding any special meeting of the Board called by them.

Section 4: Notice. Notice of any special meeting of the Board of Directors will be given at least two days by written notice delivered personally, phone, fax or E-mail to each Director's contact information as shown by the records of the Association or five days' notice by mail. If mailed, such notice will be deemed to be delivered when deposited in the United States mail in a sealed envelope so addressed, with postage thereon prepaid. Any Director may waive notice of any meeting. The attendance of a Director at any meeting will constitute a waiver of notice of such meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. Neither the business to be transacted at, nor the purpose of, any regular or special meeting of the Board need be specified in the notice or waiver of notice of such meeting, unless specifically required by law or by these Bylaws.

Section 5: Quorum. A majority of the Board of Directors will constitute a quorum for the transaction of business at any meeting of the Board; but if less than

a majority of the Directors are present at said meeting, a majority of the Directors present may adjourn the meeting without further notice.

Section 6: Manner of Acting. The act of a majority of the Directors present serving (whether elected or appointed), at a meeting at which a quorum is present will be the act of the Board of Directors, unless the act of a greater number is required by law or by these Bylaws.

Section 7: Compensation. Directors as such will not receive any stated salaries for their services, but by resolution of the Board of Directors a fixed sum and expenses of attendance, if any, may be allowed for attendance at each regular or special meeting of the Board; but nothing herein contained will be construed to preclude any Director from serving the Association in any other capacity and receiving compensation therefor.

Section 8: Informal Action by Directors. Any action required by law to be taken at a meeting of Directors, or any action which may be taken at a meeting of Directors, may be taken without a meeting if a consent in writing, setting forth the action so taken, is signed by all the Directors.

Section 9: Confidentiality. The records and business of all Board of Directors proceedings shall be confidential and shall not be subject to disclosure without the Board of Directors' authorization in advance of disclosure.

ARTICLE VIII OFFICERS

Section 1: Election or Appointment. The Board of Directors, as soon as may be practical after the annual appointment of Directors in each year, shall elect from the current Board of Directors, a President, a Vice-President, a Secretary and a Treasurer of the Association.

Section 2: Term of Office. The term of office of all officers shall commence upon their election or appointment and shall continue until the next annual meeting of the Association and thereafter until their respective successors are chosen or until their resignation or removal. Any officer may be removed from office at any meeting of the Directors, with or without cause, by the affirmative vote of a majority of the Directors, whenever in their judgment the best interests of the Association will be served thereby. An officer may resign by written notice to the Association. The resignation shall be effective upon its receipt by the Association or at a subsequent time specified in the notice of resignation. The Directors shall have power to fill any vacancies in any offices occurring for whatever reason.

Section 3: Compensation. Officers as such will not receive any stated salaries for their services, but by resolution of the Board of Directors a fixed sum and expenses

of attendance, if any, may be allowed for attendance at each regular or special meeting of the Board; but nothing herein contained will be construed to preclude any Officer from serving the Association in any other capacity and receiving compensation therefor.

Section 4: The President. The President shall be the Chief Executive Officer of the Association and shall have general and active management of the activities of the Association and shall see that all orders and resolutions of the Board of Directors are carried into effect. He or she shall execute all authorized conveyances, contracts or other obligations in the name of the Association, except where required by law to be otherwise signed and executed, and except where the signing and execution thereof shall be expressly delegated by the Directors to some other officer or agent of the Association. He or she shall preside at all meetings of the Directors. ~~In his or her absence, the Directors present thereat shall designate another presiding officer.~~

Section 5: Vice-President. The Vice-President in the order designated by the Board of Directors or, lacking such designation, by the President shall, in the absence or disability of the President, perform the duties and exercise the powers of the President and shall perform such other duties as the Board of Directors shall prescribe.

~~In the absence of both the President and Vice President, the Directors present thereat shall designate another presiding officer.~~

Section 6: The Secretary. The Secretary shall attend all meetings of the Board of Directors and record all votes and the minutes of all proceedings in a book to be kept for that purpose. He or she shall give, or cause to be given, notice of all meetings of the Directors for which notice may be required, and shall perform such other duties as may be prescribed by the Directors. He or she shall have the authority to execute with the President all authorized conveyances, contracts or other obligations in the name of the Association, except as otherwise directed by the Directors.

Section 7: The Treasurer. The Treasurer shall have custody of the funds and securities of the Association and shall keep full and accurate accounts of receipts and disbursements in books belonging to the Association and shall deposit all moneys and other valuable effects in the name and to the credit of the Association in such depositories as may be designated by the Directors. He or she shall disburse the funds of the Association as may be ordered by the Directors, taking proper vouchers for such disbursements, and shall render to the President and Directors, at the regular meetings of the Directors, or whenever they may require it, an account of all his or her transactions as Treasurer and of the financial condition of the Association. If required by the Directors, he or she shall give the Association a bond in such sum and with such surety or sureties as shall be satisfactory to the Directors for the faithful performance of the duties of his or her office and for the restoration to the Association (in case of his or her death, resignation or removal from office) of all

books, papers, vouchers, money and other property of whatever kind in his or her possession or under his or her control belonging to the Association.

Section 8: Bonding of Officers. All officers of the Association, if required to do so by the Board of Directors, shall furnish bonds to the Association for the faithful performance of their duties, in such amounts and with such conditions and security as the Board shall require. The Association shall assume the cost of providing any bond required hereunder.

ARTICLE IX COMMITTEES

Section 1: General. The Board of Directors may designate standing **and ad hoc** committees with such duties and powers as it may provide in order to carry out the program and purposes of the Association.

Section 2: The Government Relations Committee. The Government Relations Committee shall be a standing committee. The committee's purpose is to receive information on legislative matters for the purpose of sharing said information with the Member School Districts to advocate for, and increase awareness of, issues facing public education. The committee will meet at least 6 times per year.

Committee Membership/Leadership. At each Member School District's annual organizational meeting, a Member should be appointed to represent their Member School District at the Government Relations Committee.

A Committee Chairperson will be elected annually from the appointed Members at the first committee meeting after January 31st. Each Member School District in attendance shall have one (1) vote, which shall be cast by the Member School District's appointed representative.

Legislative Priorities. The Government Relations Committee will review/revise their Legislative Priorities annually. Revised Legislative Priorities will be submitted to the Board of Directors for approval by June 15th. Once approved by the Board, Legislative priorities will be provided to the Resolutions and Bylaws Committee and Member School Districts.

Section 3: Resolutions and Bylaws Committee. The Resolutions and Bylaws Committee shall be a standing committee and shall exercise the powers prescribed in this section. The committee's purpose is to develop and manage the resolutions and bylaws process. The committee shall meet at least **twice once** per year.

Committee Membership/Leadership. **At least three** Committee members will be appointed by the Board of Directors annually **in June**. Committee members may be reappointed for additional terms. The appointed Committee members

will elect a Committee Chairperson at the first committee meeting after appointment.

Initiation of Resolutions and Bylaws Revisions. Resolutions or bylaws revisions may be initiated by a Member School District Board, the Board of Directors, the Government Relations Committee or the Resolutions and Bylaws Committee. Once approved by the OCSBA Board of Directors, the Legislative Priorities shall be included in the resolutions drafted by the Resolutions and Bylaws Committee. All proposed resolutions and/or bylaws revisions shall be submitted in writing to the Board of Directors or Resolutions and Bylaws Committee and shall be addressed by the Resolutions and Bylaws Committee at their next meeting.

Submission to Vote. The Board of Directors shall review all proposed resolutions and bylaws amendments prior to submission to the Member School Districts.

Once reviewed by the Board of Directors, proposed resolutions and bylaws amendments shall be sent to the Member School Districts for voting. Member School Districts will be asked to vote at their next meeting. The window for Member School District voting shall be at least forty (40) calendar days and the voting deadline shall be specified on the ballot or resolution.

Resolution Adoption. Resolutions that are approved by at least nineteen (19) Member School Districts shall be the official position of the Association as interpreted and pursued by its Board of Directors.

ARTICLE X DISSOLUTION

Section 1: General. In the event of dissolution of the Association, all of the Association's assets, real and personal, shall be distributed as provided in Article VIII of the Association's Articles of Incorporation

Section 2: No Inurement. No part of the net earnings of the Association shall be distributed to or inure to the benefit of any Member, Director or Officer of the Association, as prohibited by Section 501(c)(4) of the Internal Revenue Code of 1986, as amended (or corresponding provisions of subsequent federal tax laws), or the Michigan General Sales Tax Act or the Michigan Use Tax Act.

ARTICLE XI FIDUCIARY AND FINANCIAL RESPONSIBILITIES

Section 1: Financial Expenditures. All financial expenditures of the Association shall not exceed those within the parameters of the approved annual budget. No committee has the power to create any financial liability for the Association, unless specifically authorized by the majority of the Members. The Board of Directors approval and signatory by both the President and Treasurer are required for any expenditure exceeding \$2,500. Expenditures up to \$2,500 must be approved by either the Board President or the Treasurer. **In the event that the President and/or Treasurer are absent or disabled, the Vice President may approve expenditures.**

Section 2: Financial Reports. The Treasurer shall maintain all financial statements, reports, and budgets as follows:

- (a) Reports shall be completed on a timely basis and distributed to all Board members on a quarterly basis or upon request.
- (b) The Treasurer shall present for approval by the Board of Directors an annual budget (July 1 to June 30) by June 30th along with an annual actual income and expense report by August 30th following the end of the fiscal year.
- (c) The approved budget and annual report of income and expenditures will be presented at the first fall Member Meeting.
- (d) Annually the accounting records of the Association will be closed in preparation for any necessary IRS filings.

Section 3: Review of Financial Records.

- (a) Internal – Board of Directors. **Annually, the Association shall perform certain agreed upon procedures related to the financial records of the Association.** The year-end report and supporting documentation shall be available for review by the Board of Directors prior to the annual Board of Directors and Member meetings.
- (b) External. ~~Annually, the Association shall engage a third party to perform certain agreed upon procedures related to the financial records of the Association.~~ An audit will only be conducted in place of the agreed upon procedures if required by law or a third party.

Section 4: Fiduciary Agreement. The Board of Directors may enter into an Administrative and Financial Services Agreement with Oakland Schools to support

management of the Association. The Treasurer shall monitor the work performed by Oakland Schools under this agreement.

ARTICLE XII
INDEMNIFICATION OF OFFICERS,
DIRECTORS, EMPLOYEES AND AGENTS

Section 1: Indemnification of Directors and Officers: Claims Brought by Third Parties. The Association shall, to the fullest extent authorized or permitted by the Michigan Nonprofit Association Act or other applicable law, as the same presently exists or may hereafter be amended (the "Act"), indemnify a director or officer (the "Indemnitee") who was or is a party or is threatened to be made a party to a threatened, pending, or completed action, suit, or proceeding, whether civil, criminal, administrative, or investigative and whether formal or informal, other than an action by or in the right of the Association, by reason of the fact that he or she is or was a director, officer, employee or agent of the Association, or is or was serving at the request of the Association as a director, officer, partner, trustee, employee or agent of another foreign or domestic Association, business Association, partnership, joint venture, trust, or other enterprise, whether for profit or not for profit, against expenses, including attorneys' fees, judgments, penalties, fines, and amounts paid in settlement actually and reasonably incurred by the Indemnitee in connection with the action, suit, or proceeding, if the Indemnitee acted in good faith and in a manner the Indemnitee reasonably believed to be in or not opposed to the best interests of the Association, and with respect to any criminal action or proceeding, if the Indemnitee had no reasonable cause to believe the conduct was unlawful. The termination of any action, suit or proceeding by judgment, order, settlement, conviction, or upon a plea of nolo contendere or its equivalent, does not, of itself, create a presumption that the Indemnitee did not act in good faith and in a manner which the Indemnitee reasonably believed to be in or not opposed to the best interests of the Association, and, with respect to any criminal action or proceeding, had reasonable cause to believe that the conduct was unlawful.

Section 2: Indemnification of Directors and Officers: Claims Brought by or in the Right of the Association. The Association shall, to the fullest extent authorized or permitted by the Act or other applicable law, as the same presently exists or may hereafter be amended, indemnify a director or officer who was or is a party to or is threatened to be made a party to a threatened, pending, or completed action or suit by or in the right of the Association to procure a judgment in its favor by reason of the fact that the Indemnitee is or was a director, officer, employee or agent of the Association, or is or was serving at the request of the Association as a director, officer, partner, trustee, employee or agent of another foreign or domestic Association, business Association, partnership, joint venture, trust, or other enterprise, whether for profit or not, against expenses, including actual and reasonable attorneys' fees, and amounts paid in settlement incurred by the person in connection with the action of suit, if the Indemnitee acted in good faith and in a manner the Indemnitee

reasonably believed to be in or not opposed to the best interests of the Association. However, indemnification under this Section shall not be made for a claim, issue, or matter in which the Indemnatee has been found liable to the Association unless and only to the extent that the court in which the action or suit was brought has determined upon application that, despite the adjudication of liability but in view of all circumstances of the case, the Indemnatee is fairly and reasonably entitled to indemnification for the expenses which the court considers proper.

Section 3: Actions Brought by the Indemnatee. Notwithstanding the provisions of Sections 1 and 2 of this Article, the Association shall not indemnify an Indemnatee in connection with any action, suit, proceeding or claim (or part thereof) brought or made by such Indemnatee; unless such action, suit, proceeding or claim (or part thereof) (i) was authorized by the Board of Directors of the Association, or (ii) was brought or made to enforce this Article and such Indemnatee has been successful in such action, suit, proceeding or claim (or part thereof).

Section 4: Approval of Indemnification. An indemnification under Sections 1 or 3 of this Article, unless ordered by a court, shall be made by the Association only as authorized in the specific case upon a determination that indemnification of the Indemnatee is proper in the circumstances because the Indemnatee has met the applicable standard of conduct set forth in Sections 1 and 3 of this Article. This determination shall be made promptly in any of the following ways:

- (a) By a majority vote of a quorum of the Board consisting of directors who were not parties to the action, suit, or proceeding.
- (b) If the quorum described in subdivision (A) is not obtainable, then by a majority vote of a committee of directors who are not parties to the action. The committee shall consist of not less than two (2) disinterested directors.
- (c) By independent legal counsel in a written opinion.

Section 5: Advancement of Expenses. Expenses incurred in defending a civil or criminal action, suit, or proceeding described in Sections 1 or 3 of this Article shall be paid promptly by the Association in advance of the final disposition of the action, suit, or proceeding upon receipt of any undertaking by or on behalf of the Indemnatee to repay the expenses if it is ultimately determined that the Indemnatee is not entitled to be indemnified by the Association. The undertaking shall be by unlimited general obligation of the person on whose behalf advances are made but need not be secured.

Section 6: Partial Indemnification. If an Indemnatee is entitled to indemnification under Sections 1 or 3 of this Article for a portion of expenses including attorneys' fees, judgments, penalties, fines, and amounts paid in settlement, but not for the total amount thereof, the Association shall indemnify the

Indemnatee for the portion of the expenses, judgments, penalties, fines, or amounts paid in settlement for which the Indemnatee is entitled to be indemnified.

Section 7: Indemnification of Employees and Agents. Any person who is not covered by the foregoing provisions of this Article and who is or was an employee or agent of the Association, or is or was serving at the request of the Association as a director, officer, employee or agent of another foreign or domestic Association, business Association, partnership, joint venture, trust, or other enterprise, whether for profit or not for profit, may be indemnified to the fullest extent authorized or permitted by the Act or other applicable law, as the same exist or may hereafter be amended, but in the case of any such amendment, only to the extent such amendment permits the Association to provide broader indemnification rights than before such amendment, but in any event only to the extent authorized at any time or from time to time by the Board of Directors.

Section 8: Other Rights of Indemnification. The indemnification or advancement of expenses provided under Sections 1 to 7 of this Article is not exclusive of other rights to which a person seeking indemnification or advancement of expenses may be entitled under the articles of incorporation, bylaws, or a contractual agreement. However, the total amount of expenses advanced or indemnified from all sources combined shall not exceed the amount of actual expenses incurred by the person seeking indemnification or advancement or expenses. The indemnification provided for in Sections 1 to 5 of this Article continues as to a person who ceases to be a director, officer, employee, or agent and shall inure to the benefit of the heirs, executors, and administrators of the person.

Section 9: Liability Insurance. The Association shall have the power to purchase and maintain insurance on behalf of any person who is or was a director, officer, employee or agent of the Association, or is or was serving at the request of the Association as a director, officer, employee or agent of another Association, business Association, partnership, joint venture, trust or other enterprise against any liability asserted against the person and incurred by the person in any such capacity or arising out of the person's status as such, whether or not the Association would have the power to indemnify the person against such liability under the provisions of the Act.

Section 10: Severability. Each and every paragraph, sentence, term and provision of this Article shall be considered severable in that, in the event a court finds any paragraph, sentence, term or provision to be invalid or unenforceable, the validity and enforceability, operation, or effect of the remaining paragraphs, sentences, terms, or provisions shall not be affected, and this Article shall be construed in all respects as if the invalid or unenforceable matter had been omitted.

Section 11: Definitions. "Other enterprises" shall include employee benefit plans; "fines" shall include any excise taxes assessed on a person with respect to an employee benefit plan; and "serving at the request of the Association" shall include

any service as a director, officer, employee, or agent of the Association which imposes duties on, or involves services by, the director, officer, employee, or agent with respect to an employee benefit plan, its participants or beneficiaries; and a person who acted in good faith and in a manner he or she reasonably believed to be in the interest of the participants and beneficiaries of an employee benefit plan shall be considered to have acted in a manner "not opposed to the best interests of the Association as referred to in Sections 1 and 2."

ARTICLE XIII FISCAL YEAR

Section 1: Fiscal Year. The fiscal year of the Association shall be determined by the Board of Directors.

ARTICLE XIV CONFLICTS

Section 1: Statement of Policy. It is the policy of the Association that all officers, directors, committee members and employees of the Association shall avoid any conflict between their own respective individual interests and the interests of the Association, in any and all actions taken by them on behalf of the Association in their respective capacities.

Section 2: Dealing with the Association. A contract or other transaction between the Association and one or more of its directors or officers, or between the Association and a domestic or foreign corporation, firm or association of any type or kind in which one or more of the Association's directors or officers are trustees or officers, or are otherwise interested, is not void or voidable solely because of such common trusteeship, officership or interest, or solely because such directors are present at the meeting of the Board of Directors or committee thereof at which such contract or transaction is acted upon, or solely because their votes are counted for such purpose, if any of the following conditions is satisfied:

- (a) The contract or other transaction is fair and reasonable to the Association when it is authorized, approved or ratified;
or
- (b) The material facts as to such trustee's relationship or interest and as to the contract or transaction are disclosed or known to the Board of Directors or committee thereof and the Board of Directors or committee thereof authorizes, approves or ratifies the contract or transaction by a vote sufficient for the purpose without counting the vote of any common or interested director.

Section 3: Procedure in Event of Potential Conflict of Interest. In the event that any officer, trustee, committee member or employee of the Association shall have any direct or indirect interest in, or relationship with, any individual or organization which proposes to enter into any transaction with the Association, such officer, director, committee member or employee shall give the Board of Directors notice of such interest or relationship and shall thereafter refrain from voting or otherwise attempting to exert any influence on the Association, its Board of Directors, or its committees, to affect its decision to participate or not to participate in such transaction.

Section 4: Special Voting Rules. Any member of the Board of Directors who has a conflict of interest on any matter involving the Association shall not be counted in determining the quorum for the meeting at which the matter is to be acted upon, even when permitted by law. The minutes of the meeting shall reflect that a disclosure was made, the abstention from voting, and the quorum situation.

ARTICLE XV MISCELLANEOUS PROVISIONS

Section 1: Contracts, Conveyances, Etc. All conveyances, contracts and instruments of transfer and assignment shall be approved as provided by a resolution of the Board of Directors.

Section 2: Execution of Instruments. Except as otherwise provided for herein, all Association instruments and documents, including, but not limited to, checks, drafts, bills or exchange, acceptances, notes or other obligations or orders for the payment of money, shall be signed as provided by a resolution of the Board of Directors.

Section 3: Borrowing. Loans and renewals of loans shall be contracted on behalf of the Association as provided by a resolution of the Board of Directors.

Section 4: Adjourned Meetings. A majority of the Directors present, whether or not a quorum, may adjourn any meeting to another time and place. Notice of such adjourned meeting shall be given even though the time and place thereof are announced at the meeting at which the adjournment is taken.

Section 5: Method of Giving Notices. Any notice required by statute or by these Bylaws to be given to the directors, or to any officers of the Association unless otherwise provided herein or in any statute, shall be given by mailing to such director or officer at his or her last address as the same appears on the records of the Association, and such notice shall be deemed to have been given at the time of such mailing.

Section 6: Action By Written Consent. Action required or permitted to be taken pursuant to authorized vote at any meeting of the Board of Directors or a committee thereof, may be taken without a meeting if, before or after the action, all Members of the Board of Directors or the committee consent thereto in writing. Written consent shall be filed with the minutes of the proceedings of the Board or committee. Such consent shall have the same effect as the vote of the Board or committee for all purposes.

Section 7: Participation in Meeting by Telephone. By oral or written permission of a majority of the Board of Directors, a Member of the Board of Directors or of a committee designated by the Board may participate in a meeting by means of conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each other. Participation in a meeting pursuant to this Section 7 constitutes presence in person at the meeting.

Section 8: Corporate Seal. If the Association has a corporate seal, it shall have inscribed thereon the name of the Association and the words "Corporate Seal" and "Michigan." The seal may be used by causing it or a facsimile to be affixed, impressed or reproduced in any other manner.

ARTICLE XVI AMENDMENTS AND ADDITIONS

Section 1: Amendments. These Bylaws may be altered or amended by the vote of the Member School Districts. The Board of Directors will provide written ballot with the proposed amendment(s) to each Member School District giving at least a forty (40) day period in which to vote. Each Member School District will have one vote.

Section 2: Rules and Regulations. The Board of Directors may adopt additional rules and regulations, general or specific, for the conduct of their meetings, and additional rules and regulations, general or specific, for the conduct of the affairs of the Association; provided, however, **unless a local, state or national emergency has been declared**, no such additional rule or regulation shall be inconsistent with or in contravention of any provision of the Articles of Incorporation or these Bylaws.

Section 3: Rules and Regulations During a Declared Emergency In the event of a declared local, state or national emergency, the Board of Directors may set aside rules and regulations within these bylaws, general or specific, regarding the conduct of their meetings and election and to conduct of the affairs of the Association.

SUMMARY OF THE PROPOSED 2020 BYLAWS AMENDMENTS

As Recommended by the Resolutions and Bylaws Committee and Board of Directors



Article	Section	Page	Proposed Revision	Rationale
V	2	3	Remove “Board or”	Special meetings of the Board are addressed elsewhere (see Article VII Board of Directors Section 3).
VI	3	4	<ol style="list-style-type: none"> 1. Remove all language about nominations; change “nomination” forms to “candidate application” forms. 2. Describe members of the Election Committee as the three (3) most recently BOD members. 3. Remove nominations from the floor. 4. Add a process to fill open seats if there are fewer candidates than vacancies. 	<ol style="list-style-type: none"> 1. Candidates are not nominated, they apply and run for a seat on the Board of Directors (BOD). 2. The three most recently elected BOD members always serve on the Election Committee. 3. Interested candidates have adequate time to apply before the deadline. Not accepting nominations from the floor during an election will eliminate need to create paper ballots (solely to address floor nominations) that have never been used. Added due to COVID-19 The need for a paper ballot was a concern during online election conducted during the pandemic. 4. Board should seek candidates and appoint for one year if there are fewer candidates than vacancies.
VI	4	4	Remove “either” and “or without”	Once a member of the BOD has been elected by the members, there should be cause to remove them.
VI	5	5	Change “Nomination” to “Candidate Application” Form	Consistent language throughout document
VI	6	5	Add: ...a Director may request that an absence be excused by action of the Board. Such a request shall be made in writing to the Board President within thirty (30) days of the missed meeting.	Describe the process to seek an excused absence (previously undefined). Place responsibility on the absent BOD member.
VII	6	6	Change “present” to “serving (whether elected or appointed)”	Actions of the BOD should require a majority of the whole BOD (i.e. 5 of 9 BOD members) - the same as school boards – rather than a majority of BOD members present (i.e. 5 BOD members are needed for quorum, so as few as 3 BOD members if only 5 are present).
VIII	2	6	Remove “or without”	Once elected, officers should only be removed for cause.
VIII	4	7	Remove last sentence (In his or her absence, the Directors present thereat shall designate another presiding officer.)	The last sentence conflicts with Section 5. In the absence of the President, the Vice President assumes the duties of the President
VIII	5	7	Add 2 nd Paragraph: In the absence of both the President and VP, the Directors present thereat shall designate another presiding officer.	Describes an appropriate chain of command.

SUMMARY OF THE PROPOSED 2020 BYLAWS AMENDMENTS

As Recommended by the Resolutions and Bylaws Committee and Board of Directors



Article	Section	Page	Proposed Revision	Rationale
IX	1	8	Add “and ad hoc”	Specifically address ad hoc committees, which are not Currently described in the bylaws language.
IX	3	8	Change “twice” to “once”. Remove “At least three” and “in June”	Least restrictive language.
XI	1	10	Add 3 rd signatory “In the event that the President and/or Treasurer are absent or disabled, the Vice President may serve as signatory and approve expenditures.”	Added due to COVID-19. The organization needs a 3 rd person that can sign documents/checks, in the event that President and/or Treasurer are absent or disabled.
XI	3a 3b	10	Revise as follows: (a) Internal – Board of Directors. Annually, the association shall perform certain agreed upon procedures related to the financial records of the Association. The year-end report and supporting documentation shall be available for review by the Board of Directors prior to the annual Board of Directors and Member meetings. (b) External. An audit will only be conducted in place of the agreed upon procedures if required by law or a third party.	Accurately describe that we perform an internal financial review annually. We do not use a 3 rd party; our review is conducted by the Association Vice President, Oakland Schools Controller, and the OCSBA Treasurers (incoming and outgoing).
XVI	2	16	Add: “unless a local, state or national emergency has been declared”	Added due to COVID-19
XVI	3	16	Add “ <u>Section 3: Rules and Regulations During a Declared Emergency</u> . In the event of a declared local, state or national emergency, the Board of Directors may set aside rules and regulations within these bylaws, general or specific, regarding the conduct of their meetings and election and to conduct of the affairs of the Association.”	Added due to COVID-19 Due to specific language in our current bylaws, we were required to hold a 4 th meeting and an election (via Zoom) in June during the pandemic. The Association should have flexibility to set aside certain rules and regulations during a declared emergency.

**Member District Ballot
Proposal to Amend the Bylaws**



INTRODUCTION: The Oakland County School Boards Association (OCSBA) Resolutions and Bylaws Committee reviews and recommends amendments to the Association’s bylaws annually. The OCSBA Board of Directors has reviewed the proposed changes and recommends approval of all bylaws amendments as presented. Every Member District Board of Education has been provided with the proposed amendments and the rationale for each change.

ELIGIBILITY TO VOTE: Each Member District receives one (1) vote on proposed changes to the bylaws.

VOTING PERIOD: The designated voting period opens on August 1, 2020 and closes at 5:00 PM on Friday, September 11, 2020.

**DOES THE BOARD OF EDUCATION APPROVE ALL PROPOSED
AMENDMENTS TO THE OCSBA BYLAWS AS PRESENTED?**

The vote of the _____ School District
Insert District Name

Board of Education on _____, 2020
Insert Meeting Date

- (check one) **YES. The Board approves all bylaws amendments as presented.**
- NO. The Board does not approve all bylaws amendments as presented.**

I **HEREBY CERTIFY** that the foregoing is a true and correct record of a vote of the Board of Education.

Printed Name

Secretary, Board of Education

Signature

**Ballots must be received by OSCBA Resolutions & Bylaws Committee Chair
Marc Katz no later than 5:00 PM on Friday, September 11, 2020
Email completed & signed ballot to: marcgoBLUE1@gmail.com**



TO: LA Policy Service Clients
FROM: LA School Policy Services
DATE: May 1, 2020
RE: Policy Manual and Administrative Regulations Manual Updates – May 2020

Thank you for choosing LA School Policy Services for your school policy needs. This memo contains recommended updates/modifications to all LA School Policy Services policy manuals and administrative regulation manuals completed prior to May 1, 2020. Proposed revisions are presented by section, with a specific update number, for ease of reference.

As each district policy manual and administrative regulations manual is unique, modified consistent with school district priority and prerogative, recommended modifications may already be contained in your completed manuals. If you have any questions regarding the suggested revisions outlined herein and how they may/may not fit with your existing manuals, please contact Bob Lusk, Kevin Sutton, or Anya Lusk.

INTRODUCTION

There are no recommended updates for this section.

BYLAWS

Update 8.01 (Policy)

We recommend the following underlined changes to expand the definition of “relative,” typically found under subpolicy “Conflict of Interest” in Section 1001/1000.01:

Conflict of Interest If a ~~member of the immediate family~~ relative (father, mother, ~~husband, wife, son, daughter, sister, brother, or spouse;~~ father-in-law, mother-in-law, son-in-law, daughter-in-law, sister-in-law, brother-in-law; ~~or step-family members~~ father, step-mother, step-son, step-daughter; step- or half-brother; step- or half-sister; or, any other persons who reside at the same location as a Board member) of a Board member is already an employee of the School District, such Board member shall abstain from voting on any matter affecting the employment status of the employee.



Update 8.02 (Policy)

We recommend the following underlined change to Section 1002/1000.02, to ensure compliance with Michigan’s Open Meetings Act, 15.261, *et seq.*:

Special Meetings Special meetings of the Board may be called by the President or any three (3) Board members by providing not less than 2418 hours’ notice to all Board members. The notice to Board members and the public shall be consistent in manner and form with the requirements of the OMA.

Update 8.03 (Policy)

Many of our clients have expressed interest in amending their Board of Education’s bylaws to permit Board members to participate in meetings remotely if they are unable to attend in-person. Additionally, the Open Meetings Act requires inclusion of a “Remote Participation” policy for Board members on active military duty. If your district is similarly interested, we recommend addition of the following underlined language to “Meetings of the Board of Education,” typically noted under subpolicy “Meeting Procedures” in Section 1002/1000.02:

Meeting Procedures

Quorum. Unless otherwise required or permitted by law, a majority of the serving members will constitute a quorum.

Voting. Unless otherwise required or permitted by law, the affirmative vote of a majority of the serving Board members is required to exercise the Board’s authority.

Remote Participation. Board members, including those who are absent due to military duty, may participate in Board meetings remotely on the following conditions: at least a quorum of Board members are present for the Board meeting; any absent Board member discloses the reason for his or her absence and the location from which he or she is participating; the absent Board member may hear and be heard by other Board members and those in attendance at the Board meeting; the absent Board member notifies the Board President of his or her anticipated absence at least 3 business days before the meeting, so the Board President may make arrangements to notify the general public of the means by which it may contact the Board member prior to the meeting; and, the Board President takes steps to ensure the general public is aware of the manner any absent Board member voted on any and all matters brought before the Board for a vote, such as requiring roll call voting.



[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

- [REDACTED]

- [REDACTED]

- [REDACTED]

- [REDACTED]

[REDACTED]

[REDACTED]

Update 8.05 (Policy and Administrative Regulation)

Reference to the process by which districts develop and implement their curriculum is referenced twice in the policy manual, typically under Sections 2002/2000.02 (under subpolicy “Curriculum”) and 3001/3000.01. These policies’ corresponding administrative regulations are also referenced twice, typically under Sections 2002-AR/2000.02-AR and 3001-AR/3000.01-AR. To avoid unnecessary redundancy, we recommend removing the “Curriculum” subpolicy



and subregulation under 2002/2000.02 and 2002-AR/2000.02-AR and leaving in place 3001/3000.01 and 3001-AR/3000.01-AR.

Update 8.06 (Policy)

Many of our clients have expressed interest in a more comprehensive Attendance policy, typically found under Section 2006/2000.06-AR. To that end, we recommend the following underlined changes:

Attendance and Truancy ~~Regular school attendance is expected of all students. The Superintendent shall develop and implement regulations to promote regular school attendance.~~—The School District requires its students to attend school every day school is in session, except when excused by the School District. The School District’s [position] is responsible for enforcing this policy. In cases where the School District’s [position] concludes a parent is failing to comply with Michigan’s compulsory school attendance law, MCL 380.1561, s/he may refer the matter to Child Protective Services or the appropriate police agency or prosecutor’s office.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



[REDACTED]

Update 8.08 (Policy and Administrative Regulation)

The Revised School Code has recently removed all reference to the use and maintenance of opioid antagonists within school districts. To reflect this change, we recommend the following underlined changes to “Epinephrine Auto-Injectors (Epi-Pens) and Opioid Antagonists,” typically noted under Section 2007/2000.07:

~~Epinephrine Auto-Injectors (Epi-Pens) and Opioid Antagonists~~ The School District will acquire or purchase and maintain at least two functioning epinephrine auto-injectors (epi-pens) ~~and at least one functioning opioid antagonist~~ for and at each school building it operates. Properly trained School District personnel or authorized contractors will administer ~~an opioid antagonist to any individual on school grounds who is believed to be having an opioid-related overdose,~~ an epi-pen injection to any individual on school grounds who is believed to be having an anaphylactic reaction, or ~~an epi-pen injection~~ to any student who has a prescription on file at the school. The District will notify the parent(s) or legal guardian of any student to whom the District administers an epi-pen injection ~~or opioid antagonist~~ on school grounds or at a school-related activity.

~~In the case of a believed opioid-related overdose for a student, the School District will also encourage the parent(s) or legal guardian(s) to seek treatment for the student from a substance use disorder services program licensed under part 62 of the Public Health Code, 1978 PA 368. The School District will also call 911 when a student is believed to be having an opioid-related overdose.~~

The purpose of this policy is to comply with sections ~~1178, and 1179, and 1179b~~ of the Revised School Code. This policy is not intended, and should not be construed, to create or grant any rights or remedies to any person. The Superintendent will promulgate administrative regulations for implementing this policy consistent with the requirements of the Revised School Code, which regulations will incorporate, by reference, the Michigan Department of Education’s Medication Administration Guidelines.

[REDACTED]



PERSONNEL

Update 8.09 (Policy)

We recommend the following underlined changes to expand the definition of “relative,” typically found under subpolicy “Nepotism” in Section 4002/4000.02:

Nepotism It is the intent of the Board to avoid favoritism as well as the appearance of favoritism towards relatives in all matters concerning employment in the School District. The Board adopts the following standards:

- No Board member or employee shall participate in any personnel action, including a recommendation for appointment, employment, promotion, or evaluation, concerning an applicant or employee to whom she or he is related.
- No Board member or employee may directly supervise or evaluate an employee to whom that person is related. If a person is hired or transferred into a position the person will immediately report that fact to the Superintendent, who will consult with the Board of Education concerning the proper disposition of the matter.

This policy should not, except as expressly provided, be interpreted to prohibit the employment of relatives of Board members or relatives of School District employees. For purposes of this policy, the terms “related” or “relative” refer to the following relationships: father, mother, son, daughter, brother, sister, or spouse; father-in-law, mother-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law; step-father, step-mother, step-son, step-daughter; step- or half-brother, step- or half-sister; or, any other persons who reside at the same location as the Board member or employee.

[REDACTED]

[REDACTED]

[REDACTED]



[REDACTED]

BUSINESS

Update 8.11 (Policy)

We recommend the following change to the “Purchasing” policy, typically noted as Section 5003/5000.03 for clarity and precision:

Purchasing.

~~The Board authorizes the Superintendent to purchase and/or supervise the purchase of all materials, equipment, supplies, and services necessary for the operation of the School District. It is the intent of the Board that the School District purchase competitively, without prejudice or favoritism, and seek maximum value for all expenditures. Competitive pricing is to be pursued by following legally required processes, as well as through such methods as cooperative purchasing, formal or informal bidding, requests for quotations from multiple vendors, and negotiation. The Board authorizes the Superintendent to make purchases not to exceed [insert\$] per individual item purchase. Purchases in excess of that amount shall be brought to the Board for approval.—The Board authorizes the Superintendent to purchase or supervise the purchase of all materials, equipment, supplies, and services necessary for the operation of the School District. The Board expects the Superintendent to seek maximum value for all expenditures. The Superintendent is authorized to promulgate administrative regulations necessary to implement this policy.~~

The Superintendent will use competitive bidding when and in the manner required by law. In cases where competitive bidding is not required by law, the Superintendent may use competitive bidding or take advantage of cooperative pricing when, in his or her opinion, these procedures serve the School District’s interest.



FACILITIES AND OPERATIONS

Update 8.12 (Policy and Administrative Regulation)

Amendments to the Federal Clean Water Act require the United States Environmental Protection Agency to develop and enforce regulations to address the discharges of pollutants from “Non-Point Sources.” These regulations, known as the National Pollutant Discharge Elimination System (NPDES), regulate discharges of stormwater from specific entities, including school districts located in highly urbanized areas. To comply with these regulations, we recommend addition of the following stand-alone policy to the very end of the 6000 Series:

Stormwater Discharge.

The Superintendent will promulgate administrative regulations applicable to the discharge of stormwater.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



TO: LA Policy Service Clients

FROM: LA School Policy Services

DATE: May 1, 2020

RE: Effect of the Families First Coronavirus Response Act (FFCRA) and Coronavirus Aid, Relief, and Economic Security Act (CARES Act) on School District Policies and Administrative Regulations

OVERVIEW

The recent coronavirus (COVID-19) outbreak has caused significant disruption to both individual members of the public and to a majority of private and public enterprises. In an effort to stop the spread of the virus, Governor Whitmer has signed a number of executive orders (EO) over the past month. On March 13, 2020, she signed EO 2020-05 closing all K-12 schools and, a few days later, EO 2020-21 ordering all Michigan residents to stay at home and prohibiting the continued operation of non-essential businesses. On April 2, 2020, EO 2020-35¹ was issued which, among other things, suspended all in-person K-12 education for the remainder of the 2019-2020 school year.

In an effort to address the increased need for more comprehensive laws addressing employee family and sick leave, legislatures recently passed the Families First Coronavirus Response Act (FFCRA) and the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). The FFCRA contains two sections of particular relevance to school districts as public employers: (1) the Emergency Family and Medical Leave Expansion Act (EFMLEA), which amends certain provisions of the Family Medical Leave Act (FMLA); and (2) the Emergency Paid Sick Leave Act (EPSLA). The CARES Act clarifies and slightly amends certain provisions of the FFCRA.

THE EFMLEA AND CARES ACT

Generally, the EFMLEA provides up to 12 weeks of leave for an eligible employee who is unable to work or telework to take care of a son or daughter under the age of 18 because the child's school or child care facility has been closed or is otherwise unavailable due to a public health emergency caused by COVID-19. The following table highlights the most significant differences between the EFMLEA/CARES Act and the FMLA:

¹ On April 30, 2020, EO 2020-35 was replaced by EO 2020-65. In part, the new EO upheld the suspension of K-12 in-person instruction for the remainder of the 2019-2020 school year.



Subject Matter	FMLA	EFMLEA/CARES Act
Which employees are eligible for leave?	Employees employed for 12 months and 1,250 hours over the past 12 months	<ul style="list-style-type: none"> • Employees included on employer’s payroll over the past 30 calendar days immediately before leave begins • Employees laid off on or after March 1, 2020 and subsequently rehired, so long as employee was employed for at least 30 of the last 60 calendar days prior to layoff
For what reasons may an employee take leave?	<ul style="list-style-type: none"> • To care for a spouse, child, or parent with a serious health condition; • Inability to work due to own serious health condition; • Certain military entitlements; • Birth or adoption of a new child 	<ul style="list-style-type: none"> • All reasons permitted under the FMLA; • Inability to work or telework to care for son/daughter when the child’s school or child care facility is unavailable due to a public health emergency related COVID-19
How much leave may an eligible employee take?	Up to 12 weeks (regardless of whether leave is taken under FMLA, EFMLEA, or both)	Up to 12 weeks (regardless of whether leave is taken under FMLA, EFMLEA, or both)
Is leave paid or unpaid?	Unpaid	<ul style="list-style-type: none"> • First 10 days are unpaid (employee may elect to be paid under the EPSLA); remaining time paid at 2/3 of employee’s regular rate of pay • Pay may be capped at \$200/day, \$10,000 in the aggregate (\$12,000 in the aggregate if combined with pay under the EPSLA) • Employees on leave for reasons under both FMLA and EFMLEA, only time dedicated to COVID-19-related child care is paid
May employees take intermittent leave?	Yes	Yes, if employer agrees
Is the employee entitled to job reinstatement?	Yes, generally	Yes, generally
May employers discriminate/retaliate against employee who requested/took leave?	No	No



THE EPSLA

The EPSLA provides employees with up to 10 days of emergency paid sick leave (EPSL) if the employee is unable to work (or telework) for the following reasons:

1. The employee is subject to a quarantine or isolation order due to COVID-19;
2. The employee has been advised by a healthcare professional to self-quarantine due to concerns related to COVID-19;
3. The employee is experiencing symptoms of COVID-19 and is seeking a medical diagnosis;
4. The employee is caring for an individual who is subject to an order described in paragraph 1 or has been advised to self-quarantine under paragraph 2;
5. The employee is caring for a son or daughter if the child's school or place of care has been closed due to COVID-19 precautions; or
6. The employee is experiencing a substantially similar condition specified by the Secretary of Health and Human Services in consultation with the Secretary of the Treasury and the Secretary of Labor.

Full-time employees are entitled to 80 hours of EPSL and part-time employees are entitled to the number of hours he or she typically works in a two-week period. The specific amount of an employee's EPSL is calculated as follows:

- For employees who use EPSL for the reasons stated in paragraphs 1-3, above, a school district is required to pay the employee's regular rate of pay. At the school district's discretion, pay may be capped at \$511 per day and \$5,110 in the aggregate.
- For employees who use EPSL for the reasons stated in paragraphs 4-6, school districts are required to pay two-thirds of the employee's regular rate of pay, which may be capped, at the school district's discretion, at \$200 per day and \$2,000 in the aggregate.
 - For paragraph 5, the aggregate amount is increased to \$12,000 if the employee is also entitled to and takes leave under the EFMLEA.

There are a number of important and unique characteristics of the EPSLA we recommend school districts take particular note of:

- EPSL is available to employees for immediate use.



- Employees are not required to have been employed with a school district for any specific period of time or worked any specific number of hours over the past calendar year or school year to be entitled to EPSL.
- Only employees for whom a school district has work available but who are unable to work, either in person or at home, are entitled to EPSL.
- Employees may take intermittent EPSL while teleworking, with the school district's permission.
- Employees are still required to provide school districts with documentation identifying the reason they are taking EPSL.
- While an employee may elect to use other paid leave before or concurrent with leave under the EPSLA, school districts are prohibited from requiring employees to do so.
- Employees unable to work because they are caring for their son or daughter as a result of the child's school or child care facility being closed due to COVID-19 may substitute the first 10 unpaid sick leave days used under the EFMLEA with paid leave under the EPSLA.
- EPSL does not carryover from one year to the next.
- School districts are prohibited from discriminating or retaliating against employees who request or use sick leave under the EPSLA.

SCHOOL DISTRICT POLICIES AND ADMINISTRATIVE REGULATIONS

The FFCRA and CARES Act do not require school districts to update or amend their policies or regulations. The FFCRA does, however, require employers to post a notification poster in a conspicuous location. A sample poster can be found at the following U.S. Department of Labor link: https://www.dol.gov/sites/dolgov/files/WHD/posters/FFCRA_Poster_WH1422_Non-Federal.pdf

The FFCRA is only in effect for a limited period of time, between April 1, 2020 and December 31, 2020. For that reason, and so long as school districts follow the requirements of the FFCRA and CARES Act over the next six months, we do not recommend that school districts update their policy or administrative regulation manuals.

September 8, 2020

Regular Meeting of the Board of Education

XI. CONSENT AGENDA. I move that the Board of Education approve the September 8, 2020 Consent Agenda, as follows:

- A. Approval of Minutes
 - 1. August 11, 2020 Regular Meeting
 - 2. August 17, 2020 Workshop

REPRESENTATIVE/LIAISON APPOINTMENTS

Head Start.....	Terri Weems
Legislative (State and County).....	Zach Rich
Oakland County School Boards Association	Angie Smith
FAAPN	Angie Smith
PTA Council	TBD
Student Round Table	Pam Green

5. **CORRESPONDENCE.** Ms. Smith reported on correspondence that was received during this period.

The Board received multiple communications from staff, parents, and community members regarding the return to school plans. Additional correspondence was received regarding public comment, fall athletics, and Graduation Alliance. A list of correspondents can be found in the Board packet.

6. **LEGISLATIVE UPDATE.** None.

7. **PUBLIC COMMENTS.** Public comments were read aloud. No action taken.

Board consensus was reached to take a five-minute recess at 8:54 pm. The regular meeting resumed at 9:01 pm.

7. **DISTRICT UPDATES.** None.

8. **REPORTS FROM BOARD COMMITTEES.**

Academic Excellence/Strategic Planning/Communications Committee: Chair Cummings reported that the committee and central office staff met July 22, 28 and August 10 to receive updates and discuss: District work, equity work, strategic planning, and the Preparedness Plan.

Finance/Facilities Committee: Chair Weems reported that the committee and central office staff met July 30 to receive updates and discuss: various learning plan options and implications on staffing and the budget, the state budget unknowns, the Eagle ROFR, the Owner's and Architect's contracts, the status of the Farmington Early Childhood Center construction, and GRBS custodial services.

Human Resources Committee: Chair Johnson reported that the committee and central office staff met August 4 to receive updates and discuss: virtual staffing for support units, staff redeployment, layoffs (ESP), Title IX training, status of the assistant superintendent position, and the partnership with the Midwest & Plains Equity Assistance Center.

Policy/Board Governance Committee: Chair Rich reported that the committee and superintendent met August 5 to receive updates and discuss: Title IX, FPS Proclamation, public comment, OCSBA proposed bylaw amendments, Lusk Albertson proposed policy updates, and the partnership with the Midwest & Plains Equity Assistance Center.

9. OCSBA DEI AD HOC COMMITTEE - FPS BOE DESIGNEES.

Presenter: Angie Smith, board secretary

Secretary Smith reported that she has been appointed co-chair of the OCSBA ad hoc committee on Diversity, Equity and Inclusion. Richard Mukamal and Terri Weems volunteered as the two District Board designees.

10. OCSBA PROPOSAL TO AMEND THE BYLAWS.

Presenter: Zach Rich, policy/board governance committee chair

Trustee Rich presented the OCSBA proposal to amend the bylaws, which needs to be approved by member districts. A summary and rationale were provided for Board review. Comments and questions can be submitted to the Policy/Board Governance committee. This item will be submitted for action at the September 8 regular meeting.

11. POLICY UPDATES – FIRST READING.

Presenter: Zach Rich, policy/board governance committee chair

Trustee Rich presented various policy updates provided by our service provider, Lusk Albertson, many of which are required by law. Comments and questions can be submitted to the Policy/Board Governance committee. This item will be submitted for action at the September 8 regular meeting.

12. RECOMMENDATION FOR APPROVAL OF THE EMERGENCY OPERATIONS PLAN (EOP).

Presenter: Tyrone Weeks, director-state/federal programs, school improvement and school safety

MOTION: It was moved by Cummings and supported by Mukamal that the Board of Education approve the Emergency Operations Plan and associated management guide, as presented.

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

MOTION UNANIMOUSLY APPROVED.

13. RECOMMENDATION FOR APPROVAL OF POLICIES 4002 & 8008 (TITLE IX) REVISIONS.

Presenter: Zach Rich, policy/board governance chair

MOTION: It was moved by Mukamal and supported by Smith that the Board of Education approve the revisions to policies 4002 & 8008, as presented.

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

Vice president Johnson experienced connection issues and was unable to participate in the vote.

MOTION PASSED 6-0.

14. RECOMMENDATION FOR APPROVAL OF FPS COVID-19 PREPAREDNESS AND RESPONSE PLAN.

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

MOTION: It was moved by Cummings and supported by Rich that the Board of Education approve the FPS COVID-19 Preparedness and Response Plan starting in Learning at a Distance (fully remote) and phasing in face-to-face after October 30, 2020, depending on community spread data at that time, as presented.

Various District staff presented information to the Board detailing current research on the health impact and transmission of COVID-19 and Preparedness and Response Plan components. The plan presentation included guiding principles for creating the plan and recommendation; an overview of the Preparedness Plan requirements; the instructional planning process; a summary of committee, BOE and community involvement; survey data from staff and community; instructional approach considerations and challenges; the current District readiness level; a summary of system challenges leading to the recommendation; details of the instructional framework and LAD components; sample LAD days for elementary/secondary; SEL priorities, delivery model and resources; roles and responsibilities for various staff groups; safety considerations; and current known information regarding early childhood, Y-Care, athletics, fine/performing arts, and extracurriculars.

Board discussion occurred.

ROLL CALL VOTE: **Ayes:** Rich, Smith, Green, Cummings, Mukamal
 Nays: Johnson, Weems

MOTION PASSED 5-2.

15. RECOMMENDATION FOR APPROVAL OF FPS PROCLAMATION.

Presenter: Zach Rich, policy/board governance chair

MOTION: It was moved by Rich and supported by Mukamal that the Board of Education approve the FPS Proclamation, as presented, and waive the reading of the resolution.

Board discussion occurred.

ROLL CALL VOTE: **Ayes:** Rich, Smith, Weems, Green, Cummings, Mukamal
 Nays: Johnson

Vice president Johnson had connection issues and voted by point of order upon returning to the meeting.

MOTION PASSED 6-1.

16. RECOMMENDATION FOR APPROVAL OF NOTICE OF LAYOFF LIST (ESP).

Presenter: Jeff Danziger, director-human resources

MOTION: With regret, it was moved by Green and supported by Rich that the Board of Education authorize the ESP notice of layoff list, as presented in the August 11, 2020 memo from Jeff Danziger, Director of Human Resources.

Board discussion occurred.

ROLL CALL VOTE: **Ayes:** Rich, Smith, Johnson, Green, Cummings
 Nays: Mukamal, Weems

MOTION PASSED 5-2.

17. EXPENDITURES. It was moved by Weems and supported by Smith that the Board of Education approve the expenditures as outlined in the expenditure printout dated August 11, 2020, as follows:

General Fund	\$16,985,155
General Fund - Athletics	\$61,051
Debt Fund	\$1,500
Capital Projects – 2018 Bond Fund	\$1,215,691
Capital Projects – 2020 Bond Fund	\$202,483
Nutrition Services Fund	\$253,761
Benefit Stabilization Fund	\$1,829,450
TOTAL	\$20,549,091

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

MOTION UNANIMOUSLY PASSED.

18. CONSENT AGENDA. It was moved by Mukamal and supported by Johnson that the Board of Education approve the Consent Agenda dated August 11, 2020.

- A. Approval of Minutes
 - 1. July 21, 2020 Special Meeting
- B. Personnel Items

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

MOTION UNANIMOUSLY PASSED.

19. SUPERINTENDENT’S ANNOUNCEMENTS.

Dr. Herrera thanked District staff, the Academic Excellence/Strategic Planning/Communications committee and Board members for their time, effort, feedback, discussions and decision making surrounding the Preparedness and Response Plan.

20. RECOMMENDATIONS FOR FUTURE ADGENDA ITEMS. None.

21. GOOD AND WELFARE. Board members spoke on the following topics:

Farmington Early Childhood Center tour (Felicia Venable); high school graduations; 2020 class president graduation speeches; TV-10 staff; Sterling Sharp (2013 NFHS graduate - major league baseball debut)

- 22. ADJOURNMENT.** The Board of Education August 11, 2020 regular meeting was adjourned at 12:26 am.

Angie F. Smith
Farmington Board of Education
Secretary

19. **ADJOURNMENT.** The Board of Education August 17, 2020 workshop was adjourned at 7:44 pm.

Angie F. Smith
Farmington Board of Education
Secretary