

Governance and Policy Committee of the Whole

Thursday, February 1, 2024 4:00 PM

Educational Services Building, 25345 Taft Road, Novi, MI 48374

I. CALL TO ORDER

II. REVIEW OF POLICIES

II.a. Policy 3303 - Gifts and Donations

II.b. Policy 4216 - Personal Communication
Devices

II.c. Policy 5409 - Academic Credits and
Graduation

III. Other Policies to be considered

IV. COMMENTS FROM THE AUDIENCE

V. ADJOURNMENT

Series 3000: Operations, Finance, and Property

3300 Facilities, Real, and Personal Property

3303 Gifts and Donations

The Board recognizes and appreciates the generosity and support it receives in the form of gifts, donations, and voluntary contributions (“Donations”) from individuals, companies, parent/guardian support groups, the community, and other donors.

The District requests that substantial Donations be accompanied by Form 3303-F Gifts and Donations. All Donations made for a particular purpose must be accompanied by Form 3303-F.

A. Accepting Donations

1. Donations must be lawful and support an educational purpose.
2. Donations accepted by the District will become public funds or public property unless an exception is provided under applicable law.
3. The Board authorizes the Superintendent or designee to accept Donations of personal property with an estimated fair market value of \$1,000 or less. The Board retains authority, in its discretion, to accept Donations of personal property exceeding \$1,000.
4. The Board must approve all Donations of real property, regardless of value.
5. Donations accepted by the District will be used for any specific purpose identified by the donor provided the purpose is lawful and consistent with the District’s interests and objectives. A donor may identify the specific purpose of the Donation and any other lawful conditions using the District 3303-F.
6. Except as required by law, the District does not have an obligation to replace a Donation that is lost, destroyed, or becomes obsolete.

B. Soliciting Donations

1. The District may solicit donations in accordance with law, which may include pursuing an exemption from registration under the Charitable Organizations and Solicitations Act.
2. Any individual wishing to solicit donations on behalf of the District must obtain prior written approval from the Superintendent or designee before representing any affiliation with the District. Unless otherwise agreed by the Superintendent or designee, the individual will be responsible for all costs and liability related to the solicitation and all received donations will become the District’s property.

C. Scholarships are governed by Policy 3207.

D. A donor is solely responsible for any tax consequences related to a Donation.

Legal authority: MCL 123.905; MCL 400.271, et seq.

Date adopted: 06/15/2023

Date revised:

Series 4000: District Employment

4200 Employee Conduct and Ethics

4216 *Personal Communication Devices*

“Personal communication devices” include employee-owned cell phones, computers, tablets, or any other device that enables an employee to access the internet or engage in communications through an application, social media, or any other communication method. Employee use of personal communication devices during the work day, including school-sponsored activities, and to conduct school-related business, is limited as follows:

- A. except in emergencies, an employee’s use of personal communication devices shall not interfere with instructional activities or work-related duties. Employees taking an authorized break may use personal communication devices in a manner that does not disrupt the District’s operations or violate the confidentiality of students or others;
- B. employees shall not use personal communication devices to access inappropriate content or engage in unlawful activities while on duty, on District property, or attending a District-related event;
- C. employees must not use personal communication devices to inappropriately communicate with other employees, students, and parents/guardians;
- D. employees must ensure that the District’s records and files, including confidential student information, are only maintained on District-provided technology and that confidentiality is maintained. District records and files must not be stored on a personal communication device;
- E. employees recognize that when a personal communication device accesses the District’s network, the employee’s use may become subject to the District’s Acceptable Use Policy;
- F. employees may not use their personal communication devices to record communications or images during the work or school day or at a school-sponsored event other than a public performance or sporting event, unless the employee has received permission from the Superintendent or designee. Dissemination of any recording is prohibited unless the Superintendent or designee approves that action in writing; or
- G. unauthorized recording of communications or images of students, parents, co-workers, or non-public meetings is prohibited and may result in discipline, including discharge.

Legal authority: MCL 380.11a(3), 380.601a

Date adopted: 06/15/2023

Date revised:

Proposed Change in Board Policy 5409:

Background:

There are two proposed changes below. The first, to 5409A, is proposed because section 380.1278a of the Revised School Code now requires Michigan students entering 8th grade in 2023 to complete a ½ credit course in personal finance that meets subject area content expectations developed by the Michigan Department of Education (MDE) and approved by the State Board of Education (SBE). The change proposed reflects this ½ credit requirement.

The second change, to 549C, relates to a course repeat policy. Historically, and currently, NHS allows students to repeat certain courses for credit. These courses are usually designed to be repeated, such as Broadcast Communications, Band and Orchestra, Peer to Peer, and Integrated Studies. If this change is adopted, NHS will specifically indicate which courses are allowed to be repeated for credit in their descriptions in the course catalog.

Current Language

Language targeted for proposed change are highlighted.

A. Graduation Requirements

A student must successfully complete all graduation requirements to earn a high school diploma. The Superintendent will ensure that the District's required credits and graduation criteria are consistent with state law and annually published in applicable student handbooks.

A total of 22 credits are required for graduation from Novi High School. Students must complete:

4 - English Credits	0.5 – Health Credit
4 – Math Credits	0.5 – Physical Education Credit
3 – Social Studies Credits	1 – Visual Performing Arts Credit
3 – Science Credits	4 – Additional Credit
2 – World Language	

C. Earning Credit

The District will grant credit to a student who successfully completes a course. Successful completion means that the student has demonstrated mastery of the state- or District-approved subject area content standards for the course by obtaining a D- or higher grade in the course based, in part, on at least 1 state or District-approved assessment.

Alternatively, the District will grant equivalent credit for a required Michigan Merit Curriculum course if the student earns a qualifying score, as determined by MDE or by the District, on a state- or District-approved assessment (i.e., “testing out”).

The District will grant equivalent credit for a course if the student demonstrates a reasonable level of mastery by achieving a C+ or better on the final examination for the course or, if there is no final examination, by demonstrating subject area content knowledge by obtaining a C+ or better on an alternative assessment, such as a portfolio, performance, paper, project, presentation, or other established means. A student who earns credit in a course by “testing out” will not earn a grade in the course, and the credit will not be considered for determining grade point average or any honors earned based on grade point average.

The District will grant a student credit toward a diploma or alternative certificate if the student successfully completes, before entering high school, a state-mandated curriculum requirement by demonstrating proficiency on the content expectations for that curriculum requirement, either through successfully completing the course or by testing out.

Once a student earns credit in a course, either by successfully completing the course or by testing out, the student may not earn additional credit for the course or for a lower level course in the same subject.

The Board will recognize credits earned at other public schools and at accredited nonpublic schools. For students transferring from a home school program, the Superintendent or designee will assess whether the home school credit reflects proficiency in state and District content expectations for each course for which the student seeks to transfer credit. If the Superintendent or designee determines that the student is proficient in the subject area content, the District will award transfer credit.

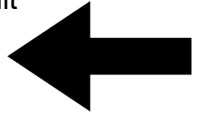
Proposed Changes:

B. Graduation Requirements

A student must successfully complete all graduation requirements to earn a high school diploma. The Superintendent will ensure that the District’s required credits and graduation criteria are consistent with state law and annually published in applicable student handbooks.

A total of 22 credits are required for graduation from Novi High School. Students must complete:

- | | |
|----------------------------|-----------------------------------|
| 4 - English Credits | 0.5 – Health Credit |
| 4 – Math Credits | 0.5 – Physical Education Credit |
| 3 – Social Studies Credits | 1 – Visual Performing Arts Credit |
| 3 – Science Credits | 0.5 – Personal Finance Credit* |
| 2 – World Language | 4.0 – Additional Credit |



*This .5 credit requirement begins with the class of 2028 and will replace a .5 credit in math, world language, or visual performing arts

D. Earning Credit

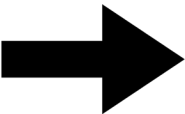
The District will grant credit to a student who successfully completes a course. Successful completion means that the student has demonstrated mastery of the state- or District-approved subject area content standards for the course by obtaining a D- or higher grade in the course based, in part, on at least 1 state or District-approved assessment.

Alternatively, the District will grant equivalent credit for a required Michigan Merit Curriculum course if the student earns a qualifying score, as determined by MDE or by the District, on a state- or District-approved assessment (i.e., “testing out”).

The District will grant equivalent credit for a course if the student demonstrates a reasonable level of mastery by achieving a C+ or better on the final examination for the course or, if there is no final examination, by demonstrating subject area content knowledge by obtaining a C+ or better on an alternative assessment, such as a portfolio, performance, paper, project, presentation, or other established means. A student who earns credit in a course by “testing out” will not earn a grade in the course, and the credit will not be considered for determining grade point average or any honors earned based on grade point average.

The District will grant a student credit toward a diploma or alternative certificate if the student successfully completes, before entering high school, a state-mandated curriculum requirement by demonstrating proficiency on the content expectations for that curriculum requirement, either through successfully completing the course or by testing out.

Once a student earns credit in a course, either by successfully completing the course or by testing out, the student may not earn additional credit for the course or for a lower level course in the same subject, except in the following circumstances. A student can repeat a course for credit if the course catalog specifically states that the course may be repeated in the course description. Any further exceptions must be approved by an administrator.



The Board will recognize credits earned at other public schools and at accredited nonpublic schools. For students transferring from a home school program, the Superintendent or designee will assess whether the home school credit reflects proficiency in state and District content expectations for each course for which the student seeks to transfer credit. If the Superintendent or designee determines that the student is proficient in the subject area content, the District will award transfer credit.