

**MINUTES
SPECIAL BOARD MEETING
BOARD OF EDUCATION
WARREN WOODS PUBLIC SCHOOLS
FEBRUARY 12, 2024**

Call to Order

The meeting was called to order by President Schulte at 6:00 p.m. in the Board Room of the Administrative Service Center, 12900 Frazho Road, Warren, MI.

Roll Call

Members present: Walsh, Zannetti, Fitzpatrick, Hiller, Garcia, Nitz and Schulte. Also present were Superintendent Stacey Denewith-Fici, Deputy Superintendent Neil Cassbon, Curriculum Director Kara Beal, Special Services Director Stacie Sward, Director of Facilities and Transportation Matthew Dishman, Student Representative Isabella Burke and Executive Assistant Jackie Miracle.

Pledge of Allegiance

Agenda Approval

It was moved by Fitzpatrick supported by Hiller to approve the Agenda as Amended with the following change: add **Item 8. E. Policy Updates:** Second Reading. The motion carried 7 – 0.

Minutes

It was moved by Walsh supported by Zannetti to approve the Minutes of the Special Meeting of January 22, 2024 as presented. The motion carried 7 – 0.

Correspondence

Superintendent Denewith-Fici presented one item of Correspondence to the Board from WWT Special Education Teachers Jenny Weingartz and Rachel Buza offering an opportunity to support the WWT Unified Team by ordered a t-shirt. It was moved by Fitzpatrick supported by Hiller to receive and file the Correspondence as presented. The motion carried 7 – 0.

Payment of the Bills

It was moved by Walsh, supported by Zannetti to pay the following bills as presented:

General Fund	\$	751,091.85
Center Programs		6,927.09
Food Service Fund		103,915.02
Child Care Fund		790.76
Campus Corner		10,500.17
Bond 2020 Series I		233,494.11

The motion carried 7 – 0.

Payment of the Bills (continued)

Trustee Garcia inquired about a disbursement for district transportation and Deputy Superintendent Cassabon replied that the Business Office Accounting Supervisor, Linda Renno, pays up front, out of pocket to purchase gas cards, Uber cards and bus passes and submits for reimbursement.

Next, Mr. Garcia asked about payment to the Macomb County Treasurer and Mr. Cassabon stated that payment was for the Michigan Tax Tribunal and explained when people have decreased taxable values the district receives notification from the County Treasurer so that we can track reimbursement from the State. President Schulte asked if that was planned and budgeted for, and Mr. Cassabon explained that reimbursements are paid back through State Aid and prior year adjustments.

Mr. Garcia continued and inquired about a payment to Edmentum for licensing and Mr. Casasabon replied this was for Adult Education. Finally, Mr. Garcia commented on the number of payments to Pepsi-Cola from Campus Corner, stating that is a lot of Pepsi!

Mr. Zannetti inquired about an expense for waste hauling and asked if this was sent out for bid annually. Mr. Cassabon replied that this bid was procured through the State of Michigan bid contract. Next, Mr. Zannetti asked about a payment to T-Mobile for student hotspots and if they were audited for use. Mr. Cassabon replied that he tracks the location and data usage of hotspots in the district through a spreadsheet and stated they are slowly being phased out as COVID funds narrow. He noted the district will retain some to have on hand for students who need them and added the district is able to pause usage rates during the summer season. Lastly, Mr. Zannetti inquired about a payment to Arnold Sales for kitchen repair and why it was charged to the General Fund and not the Food Service Fund. Deputy Superintendent Cassabon explained that the ASN indicated it was from repairs to the CTE kitchen at Titan Terrace, which falls under the General Fund area of responsibility.

Old Business

None

New Business

Reports

Student Representatives

Superintendent Denewith-Fici welcomed Student Representative Isabella Burke and asked for an update on activities at WWT.

Bella began with sports and stated the WWT Cheer Team placed second in the MAC Gold competition last weekend. Next, she stated that students in the Marketing Class at WWT participated in a Pitch Competition last weekend with one Tower student earning a monetary award. The WWT Marketing Class will also be selling Valentine-grams next week, along with chocolate roses and balloons. CTE recently held the annual MCTEAA Recognition Awards Breakfast with two WWT students receiving CTE Student of the Year awards. Bella stated Freshman Orientation is scheduled for February 13 and representatives from NHS and StuCo will be assisting at the presentation. Finally, Bella stated Mr. Dougherty's Leadership Class and Peer2Peer are practicing to compete in the upcoming Unified Basketball Game. The group has designed t-shirts and jerseys and has sold over 100 shirts to students and staff.

Secretary Walsh asked when the game was and Bella stated the date was yet to be determined, but it would be sometime in early March.

New Business

Reports (continued)

K-12 Educational Goals Progress

Curriculum Director Kara Beal stated tonight's Mid-Year Goals Update was required by the State to review the requirements, goals progress and response efforts of the district to date. She outlined the requirements and noted areas of concentration such as attendance, providing professional development for high dosage tutoring, and the continued implementation of Kagan Cooperative Learning. Ms. Beal noted the winter testing window remains open through February 16 with the results being provided electronically to parents within 30 days.

In conclusion, Ms. Beal stated that the district remains dedicated to fostering a culture of continuous improvement and committed to continue to monitor and assess practices to ensure they support student learning.

Review Continuity of Instruction Plan

Superintendent Denewith-Fici stated that tonight's report is being reviewed as required to remain in compliance with Federal regulations. She stated there have been no changes made since Fall 2023 and the plan in its entirety is available on the transparency page of the district website. Ms. Denewith-Fici noted that she was informed at a county-wide Superintendents Meeting that the Health Department is tracking influenza numbers.

Vice President Mr. Zannetti asked what would be considered the effective date of the plan and the Superintendent replied the report was prepared on February 8, 2024 and presented February 12, 2024.

Trustee Garcia asked if the formal review of the Continuity of Instruction Plan was going to become permanent and Superintendent Denewith-Fici replied the grant funds that require this reporting must be used by the end of September 2024, so it should only be required one more time in Fall 2024.

Bid Award: WWT Roof Selection and Assignment

Deputy Superintendent Cassabon presented the recommendation stating that this bid award falls under the Ameresco contract, and the recommendation is to select and assign the bid through Ameresco to the recommended bidder, MTD Construction. Mr. Cassabon stated this would allow for replacement of the second story roof at WWT under the new solar panels and would provide a walking pad and easy access for maintenance purposes. In addition, this will include the installation of new metal flashing for the outside edges of the new roof area.

It was moved by Walsh supported by Fitzpatrick to approve the **Bid Award: WWT Roof Selection and Assignment** as presented.

Trustee Garcia asked for clarification as to who would be responsible for signing off at each phase of the project. Deputy Superintendent Cassabon replied that there is actually a project manager from Ameresco on site who is responsible for the review of each phase of the project.

Facilities and Maintenance Director Matthew Dishman added that the manufacturer also provides a warranty and will be on site during the installation process.

Vice President Zannetti asked if the district has done any previous work with the recommended firm and Mr. Dishman stated WWPS has not, however, the team did extensive background work and received all solid references. Trustee Garcia added he also did some research on the firm himself, and they appear to be very well-established.

New Business

Bid Award: WWT Roof Selection and Assignment (continued)

Treasurer Fitzpatrick asked if the metal flashing would cover the exposed chipped edge of the roof and Deputy Superintendent Cassabon replied no it would not.

Trustee Hiller asked if the cost of the project included insulation and Mr. Cassabon replied yes, it did include the cost of insulation.

Bid Award: Water Efficiency Selection and Assignment

Deputy Superintendent Cassabon presented the recommendation and stated that the process of recommendation and assignment was similar to the WWT Roof Selection and Assignment and would include water efficiency upgrades at WWT, WWMS, and Pinewood.

It was moved by Hiller, supported by Garcia to approve the **Bid Award:** Water Efficiency Selection and Assignment through Ameresco to the recommended bidder, HydraMetrics. The motion carried 7 – 0.

Vice President Zannetti noted the potential savings of \$1,900 per year and asked if the recoup was worth the cost. Deputy Superintendent Cassabon replied it would reflect a savings on district utility bills and Mr. Zannetti acknowledged Mr. Cassabon's statement and commented it was the fiscally responsible thing to do.

MASB Board of Directors Election

President Schulte presented the ballot for the MASB Board of Directors Election and stated WWPS belongs to Region 8 and the Board should select and cast a vote for one candidate. He added that Region 8 incumbent, Birgit McQuiston, was the candidate being supported by the MISD.

It was moved by Fitzpatrick supported by Walsh to name Birgit McQuiston as the Region 8 candidate for the 2024 MASB Board of Directors. The motion carried 7 – 0.

Policy Updates: Second Reading

Superintendent Denewith-Fici stated that the Policy Committee met on January 8, 2024 to review in detail the following policies being recommended for adoption: 0122, 1420, 1540, 2370.01, 3120, 3130, 3131, 3139, 3142, 3220, 7217, and 8531. She added that this is a second reading and it is recommended that the Board approve and adopt the policies.

It was moved by Walsh, supported by Hiller to approve and adopt the policies as presented. **ROLL CALL VOTE: Ayes:** Zannetti, Walsh, Fitzpatrick, Hiller, Garcia, Nitz and Schulte. **Nays:** 0. The motion carried 7 – 0.

Personnel Items

Superintendent Denewith-Fici presented the Personnel Items for Board Approval.

Leaves:

As presented.

It was moved by Zannetti, supported by Fitzpatrick to approve the **Leaves** as presented. The motion carried 7 – 0.

Personnel Items (continued)

New Hires:

Superintendent Deneewith-Fici presented the New Hires and stated that they would be presented in two separate motions to prevent a conflict of interest.

Nicole Hiller – Substitute Teacher – Date of hire 2/6/24

It was moved by Walsh, supported by Zannetti to approve the New Hire as presented. The motion carried 6 – 0 – 1 with Trustee Hiller abstaining.

New Hires:

Breasha Burnett – Childcare Assistant – ECC – Rehire 1/31/24

Elizabeth Flegal – Substitute Teacher – Date of hire 1/31/24

Amaria Heard – SACC Assistant – ECC – Date of hire 2/7/24

Alexis Roach – Special Education Paraprofessional – WWT – Date of hire 1/24/24

It was moved by Fitzpatrick supported by Hiller to approve the New Hires as presented. The motion carried 7 – 0.

Mr. Zannetti asked if the district had fulfilled all substitute positions and Mr. Cassabon replied there is no limit to the amount of substitutes the district hires. Superintendent Deneewith-Fici added that there is a building substitute position at every building and those positions are all currently filled.

Public Expression

Trustee Garcia extended his appreciation to Administration for their support in his participation in CBA classes. He added that he has completed all of the 100 level classes and is halfway through the 200's. Next, Mr. Garcia commented on district social media metrics since the launch of our concerted effort and stated they look very good and he looks forward to seeing how this plays out.

President Schulte thanked Trustee Garcia for volunteering his time and participating in the CBA classes.

Adjournment

It was moved by Zannetti supported by Walsh to adjourn the meeting at 6:40 PM. The motion carried 7 – 0.

Respectfully submitted,

Kay F. Walsh
Secretary