

**MINUTES
ORGANIZATIONAL AND REGULAR BOARD MEETING
BOARD OF EDUCATION
WARREN WOODS PUBLIC SCHOOLS
JULY 15, 2024**

Appoint Acting Secretary

It was moved by Garcia supported by Hiller to appoint Fitzpatrick as Acting Secretary for the July 15, 2024 Organizational and Regular Board of Education Meeting. The motion carried 5 – 0.

Election of Temporary Chairperson

It was moved by Nitz, supported by Garcia, to appoint Vice President Zannetti temporary Chairperson for the purpose of organizing the Board. The motion carried 5 – 0.

Call to Order

The meeting was called to order by Temporary Chairperson Zannetti at 6:01 p.m. in the Board Room of the Administrative Service Center, 12900 Frazho Road, Warren, MI.

Roll Call

Members present: Fitzpatrick, Hiller, Garcia, Nitz and Zannetti. Absent with notice: Schulte and Walsh. Also present were Superintendent Stacey Denewith-Fici, Deputy Superintendent Neil Cassabon, Curriculum Director Kara Beal, Student Services Director Stacie Sward, WWT Principal Ian Fredlund, Director of Facilities and Transportation Don Ball and Executive Assistant Jackie Miracle.

Pledge of Allegiance

Organization of the Board

It was moved by Nitz, supported by Hiller, that the current Board officers continue for 2024/2025, which would have Schulte serving as President, Zannetti as Vice President, Walsh as Secretary and Fitzpatrick as Treasurer. Hearing no other nominations, the President, Vice President, Secretary and Treasurer were elected by acclamation. **ROLL CALL VOTE: Ayes:** Fitzpatrick, Hiller, Garcia, Nitz and Zannetti. **Nays:** None. The motion carried 5 – 0.

Agenda Approval

It was moved by Hiller, supported by Nitz to approve the Agenda as presented. The motion carried 5 – 0.

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Minutes

It was moved by Hiller, supported by Garcia, to approve the Minutes of the Special Meeting of June 24, 2024 and the Minutes of the Closed Session of June 24, 2024. The motion carried 5 – 0.

Correspondence

None.

Payment of Bills

It was moved by Fitzpatrick, supported by Nitz to pay the bills in the following amounts:

General Fund	\$ 1,448,809.92
Center Programs Fund	1,382.15
Food Service Fund	71,803.54
Child Care Fund	4,374.16
Campus Corner	1,163.14
Bond 2020 Series I	528,601.19
2023 Energy Bond	363,150.55

The motion carried 5 – 0.

Old Business

None.

New Business

Reports

State Budget Update

Deputy Superintendent Cassabon stated tonight’s report would provide an estimate of how the Legislative approved budget that has been sent to the Governor will impact the General Fund and noted the difference in interpretation of legislative intent vs the MDE interpretation.

He broke down a comparison of funding sources from 2023-24 to 2024-25 including cuts to the Section 31aa Mental Health and School Safety Grant and Section 20f Categorical Offset payments noting a net increase of \$152 per pupil. Lastly, Mr. Cassabon shared some challenges that have risen as a result of the cuts, again emphasizing legislative intent vs. MDE interpretation.

Vice President Zannetti commented on the past practice of reallocating funds and

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New Business **Reports**

State Budget Update (continued)

Deputy Superintendent stated again there can be a big difference between “intent vs. MDE interpretation.” Next, Mr. Zannetti asked about the Governor’s upcoming Revenue Estimating Conference and Mr. Cassabon replied current estimates from May appeared to be on target and the next one is scheduled for January.

Business Office Annual Actions

Superintendent Denewith-Fici noted that the Business Office items were annual action items for the Board.

Bank Resolution - Depository

Deputy Superintendent Cassabon commented that this Resolution names the savings and checking account banks.

It was moved by Hiller supported by Nitz, that the Board adopt the Resolution to use Michigan School District Liquid Asset Fund c/o PFM Asset Management, Flagstar Bank and Citizens Bank as depositories of savings and checking account funds of the Warren Woods Board of Education for the fiscal year 2024/2025.

ROLL CALL VOTE: Ayes: Fitzpatrick, Hiller, Garcia, Nitz and Zannetti. **Nays:** None. The motion carried 5 – 0.

Bank Resolution - Investments

Deputy Superintendent Cassabon reviewed the Resolution naming investment institutions.

It was moved by Fitzpatrick supported by Garcia, that the Board adopt the Resolution to name Citizen’s Bank, JP Morgan Securities Inc./JP Morgan Chase, MI School District Liquid Asset Fund c/o PFM Asset Management, Flagstar Bank, Huntington Bank and Comerica Bank as depositories of investment funds of the Warren Woods Board of Education for the fiscal year 2024/2025.

ROLL CALL VOTE: Ayes: Fitzpatrick, Hiller, Garcia, Nitz and Zannetti **Nays:** None. The motion carried 5 – 0.

Bank Resolution – Electronic Transactions Authorization

Mr. Cassabon reviewed this annual Resolution that allows the Deputy Superintendent to have the authority to process electronic payments. It was moved by Fitzpatrick supported by Hiller, that the Board adopt the Resolution authorizing the Deputy Superintendent to enter into ACH arrangements as the Electronic Transactions Officer for the Warren Woods Board of Education for fiscal year 2024/2025 as presented. **ROLL CALL VOTE: Ayes:** Fitzpatrick, Hiller, Garcia, Nitz and Zannetti

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New Business

Business Office Annual Actions

Bank Resolution – Electronic Transactions Authorization

(continued)

Nays: None. The motion carried 5 – 0.

Resolution – Delegating Authority to Assign Fund Balance

Deputy Superintendent Cassabon explained that this resolution is delegating authority to the Superintendent to assign fund balance under accounting procedures, GASB Statement #54. It was moved by Nitz, supported by Garcia, that the Board adopt the Resolution delegating the authority to the Superintendent to assign fund balance under GASB Statement #54 for the Warren Woods Board of Education for fiscal year 2024/2025. **ROLL CALL VOTE: Ayes:** Fitzpatrick, Hiller, Garcia, Nitz and Zannetti. **Nays:** None. The motion carried 5 – 0.

Authorization for Signatories

Deputy Superintendent Cassabon reported on this annual authorization naming the Board President and Treasurer as signatories for some funds, as well as the Superintendent or designee, for other funds.

It was moved by Fitzpatrick supported by Nitz, that the Board authorize that 1) General Fund, payroll, debt fund, building and site, trust and agency, and capital project fund checks be electronically signed by the President and Treasurer of the Warren Woods Board of Education; 2) Federal Aid applications, contracts with local/state agencies, agreements, contracts and purchase orders for goods/services (in keeping with district by-laws and policies on behalf of the Board), internal and petty cash checks, and reports to the Michigan Department of Education and other governmental units be signed by the Superintendent or her designee. **ROLL CALL VOTE: Ayes:** Fitzpatrick, Hiller, Garcia, Nitz and Zannetti. **Nays:** None. The motion carried 5 – 0.

Appoint Auditor of Record

Deputy Superintendent Cassabon recommended continuing the district's relationship with the accounting firm of Plante & Moran as Auditor of Record.

It was moved by Fitzpatrick supported by Hiller, that the Board appoint the Accounting firm of Plante & Moran as Auditor of Record to represent the Warren Woods Board of Education for year 2023/2024. **ROLL CALL VOTE: Ayes:** Fitzpatrick, Hiller, Garcia, Nitz and Zannetti. **Nays:** None. The motion carried 5 – 0.

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New Business

Business Office Annual Actions (continued)

Appoint Legal Counsel

Deputy Superintendent Cassabon recommended appointing the following firms as legal counsel: Miller, Canfield, Paddock & Stone; Clark Hill, PC; Thrun Law Firm; Collins & Blaha, PC, and Secrest Wardle to represent the Warren Woods Board of Education for year 2024/2025. It was moved by Fitzpatrick, supported by Nitz, that the Board appoint the following firms as Legal Counsel to represent the Warren Woods Board of Education for 2024/2025 Miller, Canfield, Paddock & Stone; Clark Hill, PC; Thrun Law Firm, Collins and Blaha, PC and Secrest Wardle. **ROLL CALL VOTE: Ayes:** Fitzpatrick, Hiller, Garcia, Nitz and Zannetti. **Nays:** None. The motion carried 5 – 0.

Board Finance Committee

It was noted that Walsh, Zannetti and Fitzpatrick served during the 2023/2024 school year. Garcia served as the alternate. It was moved by Fitzpatrick supported by Hiller, that the Board appoint Walsh, Zannetti and Fitzpatrick to serve as the 2024/2025 Board Finance Committee, and Garcia be appointed to serve as alternate. The motion carried 5 – 0.

Board Policy Committee

Superintendent Denewith-Fici reported that the Policy Committee for 2023/2024 was Fitzpatrick, Hiller and Garcia with Walsh as alternate. It was moved by Fitzpatrick, supported by Nitz, that the Board appoint Fitzpatrick, Hiller and Garcia to serve as the Board Policy Committee for 2024/2025, and Walsh be appointed to serve as alternate. The motion carried 5 – 0.

Expulsion Reinstatement Committee

Superintendent Denewith-Fici noted that Walsh and Hiller served on this committee for 2023/2024 with Schulte as alternate.

It was moved by Fitzpatrick, supported by Hiller, that the Board appoint Walsh and Hiller to serve as Board representatives to the Expulsion Reinstatement Committee for 2024/2025, and Schulte be appointed alternate. The motion carried 5 – 0.

Macomb County School Board Association (MCSBA) Legislative Committee Representative(s) Appointment

Superintendent Denewith-Fici noted that Schulte served in this role for 2023/2024. It was moved by Nitz, supported by Fitzpatrick, that Schulte be appointed as the 2024/2025 MCSBA Legislative Committee Representative. The motion carried 5– 0.

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New Business (continued)

Michigan Association of School Boards (MASB) – Membership Renewal

Superintendent Denewith-Fici commented that the Board has maintained membership to the Michigan Association of School Boards (MASB). The MASB provides Board Member Certification among its many services.

It was moved by Fitzpatrick supported by Hiller, that the Board approve membership with the Michigan Association of School Boards and Legal Trust Fund with payment of the 2024/2025 membership dues. The motion carried 5 – 0.

Michigan Association of School Boards (MASB) – Legislative Relations Network – Representative Appointment

Superintendent Denewith-Fici noted that Schulte served on this committee for 2023/2024, with Garcia serving as alternate. It was moved by Fitzpatrick supported by Nitz, that the Board designate Schulte as the Legislative Relations Network appointee for the 2024/2025 school year with Garcia serving as alternate. The motion carried 5 – 0.

Appointment: Professional Development Committee

Superintendent Denewith-Fici presented the recommendation to appoint members of the WWPS District Student Achievement Team to the District's Professional Development Advisory Committee in accordance with the State School Aid Act. It was moved by Fitzpatrick supported by Hiller to approve the **Appointment:** Professional Development Committee as presented. The motion carried 5 – 0.

Superintendent Contract

Vice President Zannetti presented the recommended Superintendent Contract and explained that past practice has been a five-year "evergreen" contract, meaning that as long as the Superintendent is granted an "effective" evaluation, the contract is extended to maintain five years. It was moved by Fitzpatrick supported by Hiller that the Board approve the **Superintendent Contract** as presented. **ROLL CALL VOTE:** **Ayes:** Fitzpatrick, Hiller, Garcia, Nitz and Zannetti. **Nays:** None. The motion carried 5 – 0.

Resolution: Administrative Contracts

Superintendent Denewith-Fici explained this was an annual action by the Board and the following 19 administrators were being recommended for a 2-year contract ending on or near June 30, 2026:

Kristen Allen

Coordinator – Adult & Community Education

Timothy Baldwin

Coordinator – Enterprise High School

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New Business

Resolution: Administrative Contracts (continued)

Kara Beal	Director of Curriculum
Jennifer Boggio	Assistant Principal – WWMS
Heather Brodi	Principal – Pinewood Elementary School
Neil Cassabon	Deputy Superintendent
Craig Cutshaw	Athletic Director
John Estrada	Food Services Director
Ian Fredlund	Principal – WWTHS
Colleen Gruben	Assistant Principal - WWTHS
Kevin Hustek	Director of Technology
Melissa Johnson	Principal – Westwood Elementary School
Steven Kay	Director - SMTEC
Tamara Pawloski	Special Education Supervisor
Linda Renno	Supervisor of Business Services
Stacy Santamaria	Early Childhood Coordinator
Donny Sikora	Principal – WWMS
Stacie Sward	Director of Special Services
Christine Walter	Principal – Briarwood Elementary School

and two administrators being recommended for a one-year probationary contract ending on or near June 30, 2025:

Don Ball	Director – Facilities & Transportation
Joshua Thelen	Assistant Principal – WWT

It was moved by Fitzpatrick supported by Nitz to approve the **Resolution:** Administrator Contracts as presented. **ROLL CALL VOTE: Ayes:** Fitzpatrick, Hiller, Garcia, Nitz and Zannetti. **Nays:** None. The motion carried 5 – 0.

Bid: Bread 2024-25

Deputy Superintendent Cassabon presented the bid for bread for the 2024-24 school year. Due to pricing and past experience, it was recommended the bid be awarded to Great Lakes Baking Company for the 2024-25 school year. It was moved by Fitzpatrick supported by Hiller to approve the **Bid:** Bread 2024-25 as presented. The motion carried 5 – 0.

Estimated Board Expenses

Superintendent Denewith-Fici presented the estimated expenses for Trustee Garcia to attend the MASB Summer Institute in Gaylord, MI from 8/16/24 – 8/18/24. It

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New Business

Estimated Board Expenses (continued)

was moved by Fitzpatrick supported by Nitz that the Board approve the Estimated Board Expenses as presented. The motion carried 5 – 0.

Personnel Items

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

Leaves

None

New Hires

Sherita Brownlee – Summer Social Worker – Briarwood/Enterprise – date of hire 7/8/24.

Austin Clotfelter – Childcare Assistant – ECC – date of hire 6/27/24.

Mikayla Farris – Substitute Custodian – District – date of hire 7/1/24..

James Macioce – Maintenance Specialist – District – date of hire 7/8/24.

Hannah Paul – JV Cheer Coach – WWT – date of hire 7/11/24.

It was moved by Fitzpatrick supported by Nitz that the Board approve the New Hires as presented. The motion carried 5 – 0.

Public Expression

Vice President Zannetti inquired about the summer food program and asked if meals would be provided again this year. Superintendent Denewith-Fici stated that breakfast and lunch will be provided for those ages 18 and under at Briarwood Elementary and Enterprise High School.

Negotiations (Closed Session)

I was moved by Hiller supported by Fitzpatrick that the Board move to Closed Session for discussion of Negotiations. **ROLL CALL VOTE: Ayes:** Fitzpatrick, Hiller, Garcia, Nitz and Zannetti. **Nays:** None. The motion carried 5 – 0.

The Board moved to Closed Session at 6:36 PM.

The Board returned from Closed Session at 7:40 PM.

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Adjournment

It was moved by Fitzpatrick, supported by Nitz to adjourn the meeting at 7:41 PM. The motion carried 5 – 0.

Respectfully submitted,

Kay F. Walsh
Secretary