

**MINUTES
REGULAR BOARD MEETING
BOARD OF EDUCATION
WARREN WOODS PUBLIC SCHOOLS
DECEMBER 2, 2024**

Call to Order

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

Roll Call

Members present: Walsh, Fitzpatrick, Hiller, Garcia, Nitz and Zannetti. Absent with notice: Schulte. Also present were Superintendent Stacey Denewith-Fici, Deputy Superintendent Neil Cassabon, Curriculum Director Michelle Voelker, Special Services Director Stacie Sward, Technology Director Kevin Hustek, Director of Facilities and Transportation Don Ball, Student Representatives Nataly Chang and Valorie Lee, Metro Technologies representative Ken Wosik and Executive Assistant Jackie Miracle.

Pledge of Allegiance

Agenda Approval

It was moved by Walsh, supported by Fitzpatrick to approve the Agenda as Amended with the following change: **Change Item 9. C. Bid Award:** Enterprise VUV Equipment and Installation to **Bid Rejection:** Enterprise VUV Equipment and Installation. The motion carried 6 – 0.

Minutes

It was moved by Fitzpatrick supported by Hiller to approve the Minutes of the Regular Meeting of November 11, 2024 as presented. The motion carried 6 – 0.

Correspondence

Email from WWMS Occupational Therapist

Superintendent Denewith-Fici presented the email received through the online portal from WWMS Occupational Therapist Brianna Dines

It was moved by Hiller supported by Walsh to receive and file the correspondence as presented. The motion carried 6 – 0.

Treasurer's Report

Deputy Superintendent Cassabon presented the Treasurer's Report for October 2024. He began with General Fund Local Revenue consisting of Summer tax collections which he noted are beginning to fall off, in addition to earnings on investments, athletic gate receipts and Adult Ed tuition. State revenue reflected the first State aid payment for the year in addition to payment from the Wayne County RESA and a review of Federal revenue included reimbursement for Special Education IDEA and ESSER III grants. Finally, a review of Incoming Transfers included an Enhancement Millage payment from the ISD.

Mr. Cassabon reviewed Food Service funds beginning with Local revenue which consisted of investment earnings, a la carte sales and catering revenue, in addition to State aid for meal reimbursement, and Federal revenue which reflected breakfast and lunch claims reimbursement. Finally, the ISD Centers Program reflected a State aid payment in addition to a payment from the MISD.

Treasurer's Report (continued)

Trustee Hiller inquired about payment received under Section 107 Wayne RESA and if it was considered State revenue. Deputy Superintendent Cassabon stated that the State tries to consolidate by allowing larger ISD's to act as the fiscal agent for Adult Education funding, similar to how the MISD acts as fiscal agent for GSRP.

Vice President Zannetti inquired about the Food Service funds with regard to an overage and asked if there were many outstanding invoices left over from work done over the summer. Deputy Superintendent Cassabon stated that most invoices have been paid and there are still some outstanding bids for new equipment that is more than eight years old. In addition, funds will be used to remodel the "Titan Express" to make it what we need. Next, Mr. Zannetti asked if the backup generator had been installed at WWMS yet and Mr. Cassabon replied that he was notified it was expected to ship this week.

Payment of the Bills

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

General Fund	\$	815,303.81
Center Programs		11,253.82
Food Service Fund		150,044.88
Child Care Fund		821.15
Campus Corner		6,844.58
2020 Bond Series I		1,317.31
2023 Energy Bond		14,296.61

It was moved by Walsh supported by Hiller to approve the **Payment of the Bills** as presented. The motion carried 6 – 0.

Trustee Garcia inquired about a payment to Nova Environmental and if they were a third-party vendor. Deputy Superintendent stated that this charge was for a reinspection at WWT. Next, Mr. Garcia asked about a payment to Republic Services for hand sanitizer disposal and asked if this included all district buildings. Mr. Cassabon replied that the hand sanitizer leftover from COVID had expired and was considered hazardous waste and it was required to be disposed of accordingly.

Vice President Zannetti noted the energy payment and asked as new energy efficiency efforts were being implemented if Ameresco would provide a comparison. Deputy Superintendent Cassabon stated that they would provide a comparison and noted we should start seeing an impact along with the addition of the solar panels once the panels are energized by DTE Energy.

Old Business

None.

New Business

Reports

Student Representatives

Superintendent Denewith-Fici introduced Student Representatives Nataly Chang and Valorie Lee and invited them to report on activities at WWT.

Nataly began by announcing that NHS recently inducted 19 new members, including both she and Valorie. In addition, HOSA had seven qualifiers at Regionals who will head on to State competition in Grand Rapids. Finally, the Boat Regatta was held at WWT on Tuesday, November 26 with a total of 15 boats competing, five advancing to the finals and three overall winners.

Next, Valorie announced that Interact Club is hosting their annual food drive in conjunction with Gleaners with a goal of 1,000 cans. She added classes will be competing against each other with the winning class receiving donuts. Next, she stated that DECA Districts will be held on December 14 at Lake Orion High School, and finally, the Marketing Class is creating Warren Woods winter gear customized clothing.

Enrollment Update

Deputy Superintendent Cassabon stated tonight's presentation would provide an update on the unaudited numbers from the October-2024 count. He began with a history of statewide pupil membership and noted the State as a whole continues to see a decline in enrollment, with no anticipated change to the trend. He noted preliminary numbers budgeted for an approximate decrease of 37 FTE, however unaudited numbers indicate an additional decrease of 34 FTE for a total decrease of approximately 71 FTE. Next, Mr. Cassabon reviewed enrollment trends compared to other county districts, most of which are also seeing a decrease in enrollment. Mr. Cassabon noted that trend perspectives indicate elementary numbers remaining consistent with high school trending downward for two more years.

In conclusion, Mr. Cassabon summarized School of Choice data noting a net loss of 85 FTE to Warren Consolidated; however, he noted there are more students coming to WWPS via SOC rather than leaving the district. He stated the Business Office was currently in the process of working through the budget update which would be presented to the Finance Committee prior to the December 16 Board Meeting.

Vice President Zannetti thanked Deputy Superintendent Cassabon for the update noting that this is a problem at the state level and the importance of a plan moving forward.

Purchase: School Bus

Deputy Superintendent Cassabon presented the recommendation to purchase a new International 77-passenger school bus. He noted that the quote was secured through the MSBO Aggregate School Bus Purchasing Program from Midwest Transport. It was moved by Walsh supported by Fitzpatrick to approve the **Purchase: School Bus** as presented. The motion carried 6 – 0.

Trustee Hiller asked if there were any buses on order and Mr. Cassabon replied this would be the only outstanding order.

New Business (continued)

Bid Rejection: Enterprise VUV Equipment and Installation

Deputy Superintendent Cassabon presented the recommendation to reject Bid Package #10 for the Enterprise VUV Equipment and Installation. He noted the bid package was not well-responded to and the recommendation from Ameresco was to include it with the geo-thermal bid package to get a larger scope with better pricing. It was moved by Fitzpatrick supported by Nitz to approve the **Bid Rejection** as presented. The motion carried 6 – 0.

Vice President Zannetti asked if the district has done business with S & D Mechanical previously. Mr. Cassabon replied that S & D did complete the WWMS and Westwood boiler replacement projects, but no other bids were received and reiterated that this seemed the best opportunity to get a larger scope with better pricing.

Bid Award: Summer 2025 Technology

Deputy Superintendent Cassabon presented the recommendation to award the bid for Summer 2025 Technology Components to Presidio utilizing the Michigan REMC SAVE Network and Security contract. It was moved by Hiller supported by Nitz to approve the **Bid Award:** Summer 2025 Technology as presented. The motion carried 6 -0.

Trustee Garcia inquired about the terms and conditions with regard to the schedule of work and Technology Director Kevin Hustek stated it was a standard one year warranty for labor and the hardware varies from three to five years.

Canvass of Votes Cast: November 5, 2024

Vice President Zannetti presented the **Canvass of Votes Cast** from the November 5, 2024 election. It is recommended the Board accept and approve and accept the **Canvass of Votes Cast** as presented. It was moved by Fitzpatrick supported by Walsh to approve and accept **Canvass of Votes Cast:** November 5, 2024 as presented. **ROLL CALL VOTE: Ayes:** Walsh, Zannetti, Fitzpatrick, Hiller, Garcia, and Nitz **Nays:** None. The motion carried 6 – 0.

Personnel Items

Leaves:

As presented

It was moved by Fitzpatrick supported by Walsh to approve the **Leaves** as presented. The motion carried 6 – 0.

New Hires:

Kynnedee Cowles – Substitute Teacher – date of hire 11/11/24.

Tricia Dickens – Substitute Teacher – date of hire 12/2/24.

Amanda Glidewell – Special Education Paraprofessional – CI – Briarwood – date of hire 11/18/24.

Jennifer Knost – Special Education Paraprofessional – POHI+ - WWT – date of rehire 11/20/24.

Personnel Items

New Hires: (continued)

Alyssa Lawrence – Cheer Coach – WWMS – date of rehire 11/25/24.

Chantale Moore – Freshman Girl's Basketball Coach – WWT – date of hire 11/8/24.

Brittany Sefton – Substitute Special Education Paraprofessional – date of hire 12/2/24.

It was moved by Fitzpatrick supported by Nitz to approve the **New Hires** as presented. The motion carried 6 – 0.

Public Expression

Trustee Nitz asked if there was a Girls' Freshmen Basketball Team this year and Superintendent Denewith-Fici stated it varies from year to year depending on the number of students interested.

Superintendent Denewith-Fici noted the new design of the District website and thanked Technology Director Kevin Hustek for his work.

Trustee Hiller stated the Booster Club Craft Show was a success and well organized and well attended and Mr. Zannetti noted there were many new crafters this year.

Mr. Zannetti asked if the substitute teachers that were hired were permanent and Superintendent Denewith-Fici replied that they are daily use substitute teachers.

Curriculum Director Michelle Voelker shared some recent celebrations. She stated that our district recently hosted a workshop lead by Elementary Math Coach Kathy Hribar and the MISD math coaches on Math Learning Labs and received very complimentary feedback. In addition, we will be hosting a Math Summit on Tuesday, December 6 with math educators from all around the tri-county area. And finally, WWPS was chosen to host RoboFest this Spring.

Mr. Garcia noted that last week's DSAT meeting was very informative with the team taking a deep dive into data with a focus on improvement.

Mr. Zannetti asked when the Band Concert was and Mr. Hiller replied it was scheduled for December 12 and Superintendent Denewith-Fici added that the Choir and Jazz Concert was scheduled for December 17.

Adjournment

It was moved by Walsh supported by Hiller to adjourn the meeting at 6:44 PM. The motion carried 6 – 0.

Respectfully submitted,

Kay F. Walsh
Secretary