

**MINUTES  
SPECIAL BOARD MEETING  
BOARD OF EDUCATION  
WARREN WOODS PUBLIC SCHOOLS  
August 18, 2025**

**Call to Order**

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

**Roll Call**

Members present: Zannetti, Hiller, Fitzpatrick, Garcia, Nitz, Spicer and Schulte. Also present were Superintendent Stacey Denewith-Fici, Deputy Superintendent Neil Cassabon, Curriculum Director Michelle Voelker and Director of Facilities and Transportation Don Ball, Enterprise Coordinator Tim Baldwin, Accounting Supervisor Linda Renno and Executive Assistant Jackie Miracle.

**Pledge of Allegiance**

**Agenda Approval**

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

**Minutes**

It was moved by Fitzpatrick supported by Zannetti to approve the Minutes of the Special Meeting of July 28, 2025 and the Closed Meeting Minutes of July 28, 2025 as presented. The motion carried 4 – 0 – 3 with Schulte, Hiller and Nitz abstaining due to absence.

**Correspondence**

None

**Payment of the Bills**

It was moved by Hiller supported by Fitzpatrick to pay the following bills as presented:

|                            |                 |
|----------------------------|-----------------|
| General Fund               | \$ 1,652,772.81 |
| Food Service Fund          | 175,148.92      |
| Child Care Fund            | 4,839.46        |
| Bond 2020 Series I         | 292,291.91      |
| 2025 Capital Projects Fund | 6,172.73        |

The motion carried 7 – 0.

Mr. Garcia asked for clarification on the Property/Casualty increase from last year. Mr. Cassabon replied the increase was 7.65% which was less than what we originally projected.

Next, Mr. Garcia asked if the Flex Credit License was a virtual learning platform and who it was available to. Superintendent Denewith-Fici replied that those are licenses for Enterprise students completing credit recovery.

**Payment of the Bills** (continued)

Trustee Garcia asked about a payment to KnowB4 and specifically what KnowB4 was. Deputy Superintendent Cassabon replied that it is cybersecurity safety and awareness training for staff, in addition to notifications to make us aware of unusual activity.

Mr. Garcia referenced the significant increase in the cost for the School Resource Officer and asked if there was any chance of negotiating the cost with the City of Warren Mayor or WPD. Superintendent Denewith-Fici replied that she has not heard back from the requests made by the four Warren districts.

Mr. Garcia referenced the recent payment to NEOLA, along with the notice that MASB has transitioned to Thrun Law for policy management, and inquired whether WWPS might consider making a similar change. Superintendent Denewith-Fici responded that the district will continue working with NEOLA due to the comprehensive nature of their services, noting that law firms tend to provide more general guidance.

Lastly, Mr. Garcia noted a food service payment to Sea Level Social and asked for clarification. Superintendent Denewith-Fici stated that they manage all social media for the Food Service Department including postings and menus.

**Old Business**

None.

**New Business**  
**Reports**

Student Achievement

Curriculum Director Michelle Voelker reported that today marked the first day of New Teacher Orientation, which will continue tomorrow. The orientation focused on general onboarding information for new teaching staff. She noted that district-wide professional development is scheduled for Wednesday and Thursday, during which the new CKLA materials will be launched. Ms. Voelker thanked the Board for their support in expediting shipping, which allowed the district to distribute 12,000 pounds of materials to buildings and into the hands of teachers before the start of the school year. Additionally, she provided an update on the \$35m Grant that funded the purchase of the CKLA materials. She shared that the original allocation was \$44 per pupil, which has since increased to \$89 per pupil.

**Rental Rates 2025-2026**

Deputy Superintendent Cassabon presented the 2025-26 rental rates effective August 19, 2025, noting an increase in rates to cover the cost of pool operations, AFSME salaries and supplies.

It was moved by Fitzpatrick supported by Nitz to approve the **Rental Rates 2025-2026** as presented. The motion carried 7 – 0.

Trustee Spicer asked if the five-dollar hourly increase was sufficient to cover pool operation costs at WWT and Mr. Cassabon confirmed that it was.

President Schulte inquired whether the District generates a profit from facility rentals. Mr. Cassabon responded that while a slight profit is made, the program is not primarily intended to be a revenue-generating venture.

**New Business** (continued)

**Change Order:** Bid Package #2 Summer 2025 Renovations

Deputy Superintendent Cassabon presented the Change Order which included the cost to freeze the pipes at Westwood and Briarwood to facilitate the installation of new VUV valves. Also included is the cost to remove and replace one door opening in the nurse's office at WWT ensuring consistency with the other doors in the hallway. Finally, this Change Order included the cost to relocate three pieces of playground equipment at Westwood to accommodate the fall zone for a new structure.

It was moved by Fitzpatrick supported by Hiller that the Board approve the **Change Order: Bid Package #2 Summer 2025 Renovations** as presented. The motion carried 7 – 0.

**Superintendent Contract**

Superintendent Denewith-Fici presented recommendations from district legal counsel based on recent developments with the Batista Case involving the Office of Retirement Services. She noted that the suggested revisions were in line with the administrator contracts recently approved by the Board last month.

It was moved by Fitzpatrick supported by Nitz to approve the **Superintendent Contract** as presented. **ROLL CALL VOTE: Ayes:** Zannetti, Hiller, Fitzpatrick, Garcia, Nitz, Spicer and Schulte **Nays:** None. The motion carried 7 – 0.

Vice President Zannetti requested clarification on whether Item #18 had been omitted and incorporated into Item #2. Superintendent Denewith-Fici confirmed that this was correct.

**Appointment:** Pupil Accounting Supervisor

Superintendent Denewith-Fici presented the recommendation to appoint Mrs. Julia Yokel to the position of Pupil Accounting Supervisor. She noted that Mrs. Yokel has been an employee of the District for five years working as the APA to the assistant principal at WWMS and comes highly recommended by both colleagues and administrators with whom she has worked.

It was moved by Fitzpatrick supported by Hiller that the Board approve the **Appointment:** Pupil Accounting Supervisor as presented. **ROLL CALL VOTE: Ayes:** Zannetti, Hiller, Fitzpatrick, Garcia, Nitz, Spicer and Schulte. **Nays:** None. The motion carried 7 – 0.

**Personnel Items**

**Leaves:**

None

**New Hires:**

**Claire Bowman** – English Teacher - Enterprise – date of hire 8/14/25.

**Andrew Lobsinger** – Substitute Teacher - date of hire 8/25/25.

**Scott Mudd** – GSRP Preschool Assistant – ECC – date of hire 8/20/25.

**Sherri Richardson** – Transportation Clerk - date of hire 8/20/25.

### **Personnel Items**

**New Hires:** (continued)

**Shannon Southerland** – SACC and Childcare Assistant – date of rehire 8/6/25.

**Sophia Starna** – Substitute Secretary and Substitute Paraprofessional – date of hire 8/6/25.

**Charles Thomas** – Secondary At-Risk Intervention Assistant – Enterprise – date of hire 8/25/25.

**Gloria Tilley** – Comprehensive Guidance Counselor - Enterprise – date of hire 8/6/25.

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

Enterprise Coordinator Tim Baldwin expressed his pleasure in welcoming Gloria Tilley and Claire Bowman, both of whom were in attendance, to the EHS staff. He stated they have already been at the building working and have hit the ground running!

### **Public Expression**

Trustee Spicer announced that Ms. Durso was hosting a garden party at Westwood tonight for anyone interested in volunteering to help beautify the grounds around the school.

Next, Ms. Spicer commented on some of the concrete work at WWT noting some damage and asked if there would be a final inspection. Mr. Cassabon stated that the final walk-thru with the architects and engineers is scheduled for tomorrow and any issues will be addressed at that time. He added that not all sections of concrete were included in the scope.

Mr. Fitzpatrick stated that he noticed some water issues at WWT. Mr. Cassabon stated those “ponding” areas would be addressed with new concrete collars and approved at the final walk-through.

Mr. Garcia commented on the the playground at Pinewood and noted the improvement of adding mulch in place of pea gravel.

Next, Mr. Garcia expressed his appreciation to the Board and Administration for supporting his recent attendance at MASB training in Lansing. He also shared his gratitude for the collegial atmosphere of the Board, attributing it to the quality of information provided by administration, which enables members to make well-informed decisions.

Mr. Garcia reported that the lack of a finalized State budget was discussed informally during the training. He noted that it is hopeful a budget will be in place by mid-October. He then inquired whether the District would be impacted if the budget is not passed by that time, specifically asking if any programs would be at risk. Mr. Cassabon responded that the District is currently developing a contingency plan to ensure resources remain available and liquid. He also affirmed that the District is moving forward with free meals for the 2025–26 school year, expressing confidence that we will be able to provide them throughout the entire year, regardless of the timing of the State budget.

Trustee Garcia inquired about the Spalding Dedecker traffic study and if any changes would be implemented at the beginning of the school year as a result. Superintendent Denewith-Fici stated that she has reached out to the County and requested that the timing of the lights be adjusted as recommended by the traffic study. She is still awaiting a reply.

**Public Expression**

Trustee Nitz shared that she had recently returned from a trip to England and Scotland with some of the middle school students. She stated the kids were great and the staff was fantastic and added it was a great opportunity to gain insight as to what our teachers do and how much they care about kids.

President Schulte commented on the budget information shared by Mr. Garcia and noted how it speaks volumes to having a healthy fund balance. He stated how important legislative advocacy was and reminded everyone to reach out to their legislators.

Lisa Grzywacz, Pinewood Resource Room Teacher, extended her appreciation for the continuation of free meals and stated kids can't learn when they are hungry.

**Adjournment**

It was moved by Fitzpatrick supported by Spicer to adjourn the meeting at 6:38 PM. The motion carried 7 – 0.

Respectfully submitted,

Scott Hiller  
Secretary