

**MINUTES
SPECIAL BOARD MEETING
BOARD OF EDUCATION
WARREN WOODS PUBLIC SCHOOLS
JANUARY 22, 2024**

Election of Temporary Chairperson

It was moved by Fitzpatrick, supported by Zannetti to appoint Schulte as the temporary chairperson for the purpose of organizing the Board. The motion carried 7 – 0.

Call to Order

The meeting was called to order by Vice 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: 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, Student Representatives Isabella Burke and Natalya Bonkowski, and Executive Assistant Jackie Miracle.

Pledge of Allegiance

Reorganization of the Board

It was moved by Hiller, supported by Fitzpatrick that Mike Schulte be nominated as President, Paul Zannetti as Vice President, Kay Walsh as Secretary and Mike Fitzpatrick as Treasurer. Hearing no other nominations, the president, vice president, secretary and treasurer are elected by acclamation. **ROLL CALL VOTE: Ayes:** Walsh, Zannetti, Fitzpatrick, Hiller, Garcia, Nitz and Schulte. **Nays:** 0. The motion passed 7 – 0.

President Schulte thanked the Board for their vote of confidence.

Agenda Approval

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

Minutes

It was moved by Walsh supported by Zannetti to approve the Minutes of the Regular Meeting of the Regular Meeting of January 8, 2024 and to amend the Minutes of the Regular Meeting of October 9, 2023 to reflect the date of record for the Off-site Meeting as February 26, 2024 as presented. The motion carried 7 – 0.

Correspondence

Superintendent Denewith-Fici presented one item of Correspondence to the Board from the American Polish Center advertising an upcoming exhibition and explained that it was received through the website portal. The Superintendent also presented an item of correspondence from a WWMS parent addressing concerns regarding residency. It was moved by Fitzpatrick supported by Hiller to receive and file the Correspondence as presented. The motion carried 7 – 0. Superintendent Denewith-Fici noted WWMS Principal Mr. Sikora has reached out to the parent to discuss their concerns.

Treasurer's Report

Deputy Superintendent Cassabon presented the Treasurer's Report for December 2023. He began with General Fund Local Revenue consisting of Local tax collections and rental income, athletic gate receipts and Driver's Education revenue. State Revenue consisted of a State Aid payment, along with Wayne RESA and GSRP grant reimbursement. Federal Revenue was comprised of Perkins and ESSER III grant reimbursements. A review of Incoming Transfers reflected an Enhancement Millage payment from MISD, in addition to a Special Ed Millage payment.

Next, Mr. Cassabon presented Food Service Funds and stated Local Revenue reflected earnings on investments, a la carte food sales and a prior period adjustment from the State. State Revenue consisted of breakfast and lunch claims along with a State Aid payment, in addition to the final payment for the State Food Service Reimbursement Program, while Federal Revenue consisted of breakfast and lunch reimbursements. Deputy Superintendent Cassabon noted disbursements from the new high school cafeteria tables.

Finally, a review of ISD Centers Program consisted of a State Aid payment and MISD reimbursement.

Payment of the Bills

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

Bond 2020 Series I	\$ 73,203.62
2023 Energy Bond	86,527.12

The motion carried 7 – 0.

Mr. Zannetti noted a payment for installation of P.A. speakers and inquired about the location. Mr. Cassabon stated that the speakers were installed in the auditorium at the middle school as a safety enhancement. He explained that they were installed on a separate circuit and general announcements would not be audible, however, this would allow for announcements to be heard in the auditorium in the case of an emergency.

Old Business

None

New Business
Reports

Student Representatives

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

Bella stated that Community Outreach in Mr. Dougherty's Leadership Class recently sponsored a social awareness project and raised \$350 to be donated to students in underprivileged communities. She added that NHS is offering tutoring services tomorrow night, and February 13 is 8th Grade Orientation.

Natalia reported on Sports beginning with the in-school wrestling assembly against Mott last Friday which gave students a first-hand look at the sport. She stated that the Basketball

New Business
Reports

Student Representatives (continued)

and Swim Teams were doing well, and added that students on the bowling team were offered scholarships for college. Next, she stated the Cheer Team won their first MAC competition last Saturday and will be competing in another MAC competition again next week. In Club News, HOSA recently had 20 students compete, with two earning gold and qualifying for States and, finally, StuCo is working on fundraising ideas for February and March.

Enrollment Update

Deputy Superintendent Cassabon stated tonight's presentation would provide a preliminary update on the unaudited numbers from the October 2023 count. He began with a history of statewide pupil membership and noted the State as a whole continues to see a decline in enrollment. Next, Mr. Cassabon reviewed enrollment trends compared to other county districts, most of which are also seeing a decrease with the exception of Lakeview and New Haven and noted we are on the flattening end of the decline. A review of enrollment by grade level cohorts indicates that class sizes are decreasing with first grade enrollment at 11 students fewer than last year. Finally, Mr. Cassabon summarized School of Choice data noting there is often an increase in sixth grade enrollment due to School of Choice; however, there are currently more students in grades K-5 than in grades 9-12, with the high school seeing a decline. He noted Eastpointe and Van Dyke continue to provide the largest number of incoming School of Choice students. In conclusion, Mr. Cassabon presented a summary of the five methods used to project enrollment and stated it does appear that enrollment numbers will be down next year; he is hopeful that will not be the case two, three or four years down the road.

School Board Appreciation

Superintendent Denewith-Fici explained that January is School Board Appreciation Month and the WWPS Board is traditionally recognized this month. She presented the Board with tokens of recognition from the individual WWPS schools and one from the Administrative Team to thank them for their dedicated service to the students, staff and community.

Policy Updates: First 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 first reading and no action is required at this time.

Mr. Zannetti asked how policies were initiated and Superintendent Denewith-Fici replied policies are set by State laws and drafted for us by Neola, the consulting firm who develops them specifically for our district.

Mr. Hiller suggested exploring the possibility of a review of policies that haven't been revised in some time.

New Business (continued)

2023-2024 Budget Amendment

Deputy Superintendent began his presentation by stating that the Finance Committee met at length to review the recommended changes in detail on January 17, 2024. He added, this was the first budget amendment of the year and, as in past years, it is the largest amendment as the State Aid budget was not in place nor did we know our final enrollment numbers or staffing changes at the time of our budget adoption.

First, Mr. Cassabon reviewed General Fund recommendations and stated there were changes in revenues resulting in a \$1.77 million increase. He detailed Local, State and Federal Revenue and provided specifics regarding the County incorrectly reporting the taxable value on the Lipari property. He also noted impacts on earnings on investments made by taking advantage of increased interest rates and maximizing investments, but cautioned that when interest rates do drop, so will revenue. Next, Mr. Cassabon reviewed enrollment trends and stated that there has been a decline in enrollment, when we originally budgeted for flat enrollment. He added the Per Pupil Foundation allowance has seen steady increases over the last few years, with an additional increase of \$58 per pupil more than originally budgeted. Mr. Cassabon noted additional increases from the State which include funding for Special Education and a Declining Enrollment Stabilization payment. A review of Federal Revenue included the finalization of ESSER III and 11T funds, which must be spent by this 9/30/24.

Next, Mr. Cassabon reviewed expenditures which resulted in a recommended increase of \$73,000. He noted that the district insurance carrier is moving to a fiscal year policy and as a result, the district will only be billed for 10 months of premiums this year, however, it will be increased next year.

Deputy Superintendent Cassabon reviewed revenue and expense amendments for the Centers Program and Child Care Fund noting there is no longer any more incoming Federal revenue. A review of the Bookstore Fund reflected deficit spending due to the intentional spend down of fund balance to make improvements to the school store. Food Service Funding reflected free breakfast and lunch at WWT which Mr. Cassabon noted was not originally known, in addition to an increase in ala carte sales and several grant awards. He also reviewed Building and Site Funds, the 2018 Bond Fund which will be closed out and a new fund, the 2023 Energy Bond Fund, created as a result of bonds that were recently sold by the district.

It was moved by Hiller supported by Walsh to approve the 2023-2024 Budget Amendment as presented. The motion carried 7 – 0.

Secretary Walsh thanked Deputy Superintendent for his thoroughness and for his detailed explanation.

Board Finance Committee

It was noted that Walsh, Zannetti and Fitzpatrick served as the 2023/24 Board Finance Committee with Green appointed as alternate. It was moved by Zannetti supported by Fitzpatrick that the Board appoint Walsh, Zannetti and Fitzpatrick to serve as the Board Finance Committee for 2023/24 and Garcia as the alternate. The motion carried 7 – 0.

New Business (continued)

Board Policy Committee

It was noted that Green, Hiller and Garcia served as the 2023/24 Policy Committee with Fitzpatrick as the alternate. It was moved by Fitzpatrick, supported by Zannetti that the Board appoint Fitzpatrick, Hiller and Garcia to serve as the Policy Committee, with Walsh as the alternate. The motion carried 7 – 0.

Expulsion Reinstatement Committee

It was noted that Green and Hiller served as the 2023/24 Expulsion Reinstatement Committee with Walsh as the alternate. It was moved by Fitzpatrick supported by Zannetti that the Board appoint Walsh and Hiller to serve as Board representatives to the Expulsion Reinstatement Committee for 2023/2024 and Schulte as the alternate. The motion carried 7 – 0.

Personnel Items

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

Leaves:

As presented.

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

New Hires:

Delaney Molander – Teacher – Westwood – moved from Substitute Teacher to Teacher as of 1-4-24.

Craig Maconochie – Science Teacher – WWT – Date of hire 1/12/24.

LaRhonda Wright – Lead Caregiver – ECC – Rehire 1/12/24.

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

Public Expression

Mr. Zannetti thanked the Board for their cohesiveness and stated he is excited for all to assume their new roles.

Mr. Fitzpatrick expressed his thanks and appreciation for the Board Appreciation gifts.

Mr. Garcia stated that he attended a very productive DSAT Meeting last week where a textbook adoption proposal review for the CNA (Certified Nurse Aid) Program was completed. In addition, valuable time was spent soliciting ideas for expanding teacher training and professional development. Finally, they were able to prepare a curriculum review for a new middle school math pilot program.

Mr. Garcia also expressed his appreciation to Superintendent Denewith-Fici for her communication procedures, along with thanks to Technology Director Kevin Hustek for his assistance in setting up the new District social media presence.

Adjournment

It was moved by Walsh supported by Hiller to adjourn the meeting at 7:24 PM. The motion carried 7 – 0.

Respectfully submitted,

Kay F. Walsh
Secretary

DRAFT