

**MINUTES
SPECIAL BOARD MEETING
BOARD OF EDUCATION
WARREN WOODS PUBLIC SCHOOLS
JUNE 26, 2023**

Call to Order

The meeting was called to order by Vice 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 and Schulte. Absent with notice: Green. Also present were Superintendent Stacey Denewith-Fici, Deputy Superintendent Neil Cassabon, Curriculum Director Kara Beal, and Executive Assistant Jackie Miracle.

Pledge of Allegiance

Agenda Approval

It was moved by Zannetti, supported by Fitzpatrick to approve the Agenda as presented. The motion carried 6 – 0.

Minutes

Superintendent Denewith-Fici presented the Minutes from the June 12 Regular Meeting and the Minutes from the June 12 Closed Session. It was moved by Fitzpatrick supported by Hiller to approve the Minutes of the June 12, 2023 Regular Meeting and the Minutes of the June 12, 2023 Closed Session as presented. The motion carried 6 – 0.

Correspondence

Treasurer's Report

Deputy Superintendent Cassabon presented the Treasurer's Report for May 2023. He began with General Fund Local Revenue which consisted of Driver's Ed tuition, investment earnings and rental revenue. A review of State Revenue included grant reimbursements and Enhancement Millage payment in addition to IAM teaching staff reimbursement. Next, Mr. Cassabon reviewed Food Service Local Revenue which included investment earnings, catering, food sales from WWT and ala cart food sales from other district buildings. Federal Revenue included free and reduced breakfast and lunch claims, in addition to Incoming Transfers from prior year adjustments; and, lastly, ISD Centers Program Revenue was made up exclusively of State Aid.

Payment of the Bills

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

2020 Bond Series I	\$ 130,921.00
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The motion carried 6 – 0.

Mr. Fitzpatrick asked if the district took delivery of the bus that has been on order and Deputy Superintendent Cassabon replied that delivery was scheduled for Wednesday.

Old Business

None

New Business

Reports

Student Achievement: Year-end Goals Progress

Curriculum Director Kara Beal stated tonight's presentation would provide the Board with an update on the goals established in the fall, and reported on mid-year, to remain compliant with State Legislation. She reviewed Public Act 48 Section 104a which requires the implementation of benchmark assessments in Reading and Math with results posted on the transparency page of the district website, in addition to being shared with parents. Ms. Beal noted that NWEA has been the benchmark assessment used by Warren Woods for several years as it is aligned with the state standards.

Ms. Beal reviewed the Elementary and Secondary educational goals along with several reports resulting from the Spring 2022 Benchmark assessment. Next, she detailed strategies being implemented to provide additional support, broken down by Elementary and Secondary ELA and Math and noted that all of this year's elementary early release professional development days were dedicated to math due to the new adoption by the district.

In conclusion, Ms. Beal stated Principals and building teams will be analyzing the data in depth with the results to be reported at a future Board meeting.

Mr. Fitzpatrick asked what enrollment for the Summer School program looked like this year. Ms. Beal replied that K-5 classes are full with a wait list and stated that the secondary program is still in the process of registration.

Mr. Zannetti asked how long the district had been using the Bridges in Math program and Ms. Beal replied this was the first year of implementation. Mr. Zannetti asked about the previous Math program and Superintendent Denewith-Fici stated prior to Bridges the district used Everyday Math for approximately 12 years.

First Day of School 2023-24

Superintendent Denewith-Fici presented the recommendation to set Tuesday, September 5th as the first day of school for the 2023-24 school year. It was moved by Walsh, supported by Fitzpatrick to approve Tuesday, September 5th as the official start date of school for the 2023-24 school year. It will be a half-day of school. The motion carried 6 – 0.

Board Meeting Dates 2023-2024

Superintendent Denewith-Fici presented the recommended dates for Regular and Special Board Meetings for 2023-24. Regular meetings of the Warren Woods Board of Education will be scheduled on the following dates: Monday, 7/17/23, 8/14/23, 9/11/23, 10/9/23, 11/13/23, 12/11/23, 1/8/24, 2/12/24, 3/11/24, 4/8/24, 5/13/24, 6/10/24. Special Meetings are called when needed and generally scheduled for the fourth Monday of the month. Special Meetings of the Warren Woods Board of Education will be held on the following dates: Monday, 8/28/23, 9/25/23, 10/23/23, 1/22/24, 2/26/24, 4/22/24, 6/24/24.

It was moved by Hiller supported by Fitzpatrick that the Board approve the Board Meeting Dates 2023-24 as presented. The motion carried 6 – 0.

New Business

Ratification: Warren Woods APA/Clerks Association – TPOAM (continued)

Deputy Superintendent stated this was a three-year agreement from July 1, 2023 through June 30, 2026 and was ratified by the group on Tuesday, June 12, 2023. He added there were no changes since last reviewed in the June 12 Closed Session with the Board. It was moved by Zannetti, supported by Fitzpatrick to approve the **Ratification:** Warren Woods APA/Clerks Association – TPOAM as presented. **ROLL CALL VOTE: Ayes:** Walsh, Zannetti, Fitzpatrick, Hiller, Garcia, Schulte. **Nays:** 0. The motion carried 6 – 0.

Resolution: Final 2022-23 Budget Amendment

Deputy Superintendent Cassabon stated that the Finance Committee met on June 21, 2023 and reviewed the final budget recommendations in detail and tonight's presentation would be a summary of the recommendations.

He began with General Fund Operations noting Local Revenue reflected an increase in final tax collections, rental revenue, Drivers' Ed and athletic gate receipts. Mr. Cassabon also noted a large increase in investment earnings and discussed long term earnings stating spending will be scaled back to align with interest rates. A review of State Revenue reflected a change in taxable values and Federal Revenue reflected the recently awarded Health Resource Advocates Grant, in addition to a prior period State Aid adjustment and Enhancement Millage payment. A review of expenditures included staff changes that would affect expenses including contract signing bonuses for the APA//Clerks Bargaining Unit and staff docked days, and he noted that the district will now be responsible for covering the costs for testing for CTE students.

Next, Mr. Cassabon reviewed Special Programs Funds noting the Child Care fund reflects over \$106,000 in tuition assistance provided by the district in addition to \$76,000 in retention bonuses. Campus Corner revealed another profitable year and the highest ever fund balance to reinvest back in to the store. A review of Food Service reflected adjustments from underpayment from 2021-22, in addition to a Supply Chain Assistance grant for local fresh fruits and vegetables.

Finally, Mr. Cassabon reviewed the Building & Site fund noting the district has two buses on order; however, delivery dates keep getting pushed out.

It was moved by Walsh, supported by Fitzpatrick to approve the **Resolution:** Final 2022-23 Budget Amendment. **ROLL CALL VOTE: Ayes:** Walsh, Zannetti, Fitzpatrick, Hiller, Garcia, Schulte. **Nays:** 0. The motion carried 6 – 0.

Mr. Zannetti commented on the current high interest rates and more discussion ensued with regard to the purchase and sale of bonds.

Vice President Schulte thanked Deputy Superintendent Cassabon and his team for tonight's presentation.

Resolution: Commitment of Fund Balance GASB 54

Deputy Superintendent Cassabon stated in conjunction with Policy #6801, the Resolution committing fund balance under GASB Statement #54, *Fund Balance Reporting and Governmental Fund Type Definitions*, will allocate \$100,000 for repayment of tax tribunals, and, as committed, an amount equal to the year-end value of all year-end compensated absences.

New Business(continued)

Resolution: Commitment of Fund Balance GASB 54

It was moved by Hiller supported by Walsh that the Board approve the Commitment of Fund Balance GASB 54 as presented. **ROLL CALL VOTE: Ayes:** Walsh, Zannetti, Fitzpatrick, Hiller, Garcia, Schulte. **Nays:** 0. The motion carried 6 – 0.

Budget Hearing – Truth in Budgeting Hearing for 2023/2024 Fiscal Year

Vice President announced the Budget Hearing was called to order at 6:45 PM.

Mr. Schulte addressed the Board and audience stating public comments would be heard at this time. There were no comments or questions from the audience.

Deputy Superintendent Cassabon presented the operating millage for the 2023/2024 fiscal year stating that passing the Non-Homestead Replacement Operating Millage will now allow the district to levy the full 18 mills on non-homestead property.

Vice President Schulte announced that the Budget Hearing was closed at 6:47 PM.

It was moved by Fitzpatrick, supported by Walsh that the Board close the Budget Hearing. **ROLL CALL VOTE: Ayes:** Walsh, Zannetti, Fitzpatrick, Hiller, Garcia, Schulte. **Nays:** 0. The motion carried 6 – 0.

Original Budget Proposal and Resolution for 2022/2023 Fiscal Year

Deputy Superintendent Cassabon presented the 2023/2024 original budget proposal and detailed the changes to assumptions of anticipated revenue and detailed the planning for expenses. He noted an anticipated increase in rental revenue and increased interest rates, in addition to grant funds which will allow for door hardware replacement based on a recent safety assessment and an increase in Title I funding as a result of the Household surveys managed by Food Service. Finally, Mr. Cassabon noted Campus Corner is in the process of purchasing some new equipment to draw interest and the Food Service Fund will have the same format as the past year where students at all buildings, with the exception of WWT, will receive free breakfast and lunch.

It was moved by Zannetti, supported by Fitzpatrick that the Board adopt the General Appropriations Resolution approving the budget for 2023/2024 as presented. **ROLL CALL VOTE: Ayes:** Walsh, Zannetti, Fitzpatrick, Hiller, Garcia, Schulte. **Nays:** 0. The motion carried 6 – 0.

Bid Award: Pizza Vendor

Deputy Superintendent Cassabon presented the recommendation to approve Hungy Howie's as the pizza vendor for the 2023/24 school year. It was moved by Walsh, supported by Zannetti to approve the Bid Award: Pizza Vendor as presented. The motion carried 6 – 0.

Personnel Items

Leaves:

None.

Personnel Items (continued)

New Hires:

Anthony Lewis – POHI Teacher – WWMS – Transferring to a different position for the 2023-24 school year.

Kelly Schumacher – Language Acquisition Assistant – WWT – Hire date 6/13/23 for 23/24 school year.

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

Teacher Lay-offs Effective 8/29/23:

Megan Cicotte
Rebecca Hartkop

It was moved by Hiller, supported by Fitzpatrick to approve the **Teacher Lay-offs** as presented. The motion carried 6 – 0.

Mr. Zannetti asked a question regarding the certification of the laid off teachers and how long they had been working in the district. Superintendent Denewith-Fici replied both teachers were off on leave and one of the teachers was fairly new and the other left the district and came back.

Public Expression

Trustee Zannetti requested Matt Dishman and/or his staff come to the July and August Board meetings to report on building projects.

Mr. Zannetti inquired as to the status of upgrading the security team at WWT next year. Deputy Superintendent Cassabon replied that a notification of cancellation of contract was sent to the current provider. A new company who works closely with SEC (our security consultant) has been interviewed and the new contract is being reviewed by our attorneys.

Adjournment

It was moved by Zannetti supported by Hiller to adjourn the meeting at 7:12 PM. The motion carried 6 – 0.

Respectfully submitted,

Kay F. Walsh, Secretary