

**MINUTES  
SPECIAL BOARD MEETING  
BOARD OF EDUCATION  
WARREN WOODS PUBLIC SCHOOLS  
MARCH 25, 2024**

**Call to Order**

The meeting was called to order by President Schulte at 6:00 p.m. at the Administrative Service Center, 12900 Frazho Road, Warren, MI.

**Roll Call**

Members present: Walsh, Zannetti, Hiller, Garcia, Nitz and Schulte. Absent with notice: Fitzpatrick. Also present were Superintendent Stacey Denewith-Fici, Deputy Superintendent Neil Cassbon, Facilities and Transportation Director Matthew Dishman and Executive Assistant Jackie Miracle.

**Pledge of Allegiance**

**Agenda Approval**

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

**Minutes**

It was moved by Zannetti supported by Nitz to approve the Minutes of the Regular Meeting of March 11, 2024 and the Minutes of the Closed Session of March 11, 2024 as presented. The motion carried 5 – 0 – 1 with Walsh abstaining due to absence.

**Correspondence**

None.

**Estimated Board Expenses**

Superintendent Denewith-Fici presented the estimated expenses for President Schulte and Mr. Hiller to attend the upcoming MASB Spring Institute and attend CBA classes. It was moved by Walsh supported by Zannetti to approve the expenses as presented. The motion carried 6 – 0.

President Schulte thanked the Board and Administration for the opportunity to attend and stated he would be attending the Board President's Workshop.

Trustee Hiller also expressed his appreciation for the opportunity and stated he would be attending CBA classes as well.

**Treasurer's Report**

Deputy Superintendent Cassabon presented the Treasurer's Report for February 2024. He began with General Fund Local Revenue consisting of Local tax collections from the City of Warren, investment earnings, gate receipts, rental income, and Adult Ed tuition. State Revenue consisted of a State Aid payment, in addition to Adult Ed and GSRP funding, and Federal revenue consisted of grant reimbursements from IDEA, and ARP11T. Incoming Transfers reflected a Special Ed prior period adjustment to make up from underfunding from last year and an Enhancement Millage payment from the ISD.

**Treasurer's Report** (continued)

Next, Mr. Cassabon presented Food Service Funds and stated Local Revenue reflected earnings on investments and a la carte food sales, and State Revenue included a State Aid payment, while Federal Revenue consisted of breakfast and lunch claims reimbursement.

Finally, a review of ISD Centers Program reflected a State Aid payment in addition to a payment from the ISD.

**Payment of the Bills**

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

2023 Energy Bond	\$	385.55
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The motion carried 6 – 0.

**Old Business**

None

**New Business**

**Reports**

**2024 – 2025 Budget Forecast**

Deputy Superintendent Cassabon expressed his appreciation to the Finance Committee for meeting on March 19 to review the report in detail. He stated tonight's presentation would provide an update to the Board on the 2024-2025 budget development process and provide some background information on assumptions used throughout, and stipulated this was the first version, and will continue to change until officially adopted at the end of June.

Mr. Cassabon began with Revenue noting the restoration of the Non-Homestead tax levy and a three percent increase in taxable values from original values in May 2023. He noted the expected decline in interest rates, resulting in a cutback in revenue, and the removal of the Bosch Foundation grant due to Bosch relocating. Deputy Superintendent Cassabon shared with the Board the Budget Forecast for 2024-25 based on the final 2022-23 audited numbers, the amended numbers for 2023-24, and the forecast for 2024-25. He noted an expected decrease in enrollment of 36.25 FTE students and added that the governor's budget includes funding for district's receiving declining enrollment payments from the State, in addition to an estimated increase of \$100 per pupil to the Foundation allowance. Mr. Cassabon detailed other projected revenue changes including increases in several Special Ed funds and GSRP Pre-School Funding, in addition to the reduction/removal of Covid funds.

Next, Deputy Superintendent Cassabon reviewed expenses including teaching group steps and support group salary increases based on collective bargaining agreements. He noted the addition of an added Warren Woods Leadership Academy Position and plans for a large Title I Elementary Summer School Program this summer, along with several other expenses including an increased property casualty insurance which recently switched to a 12-month premium. Finally, Deputy Superintendent Cassabon stated that he anticipated a deflection in utility rates as energy bond improvements are implemented.

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### New Business

#### Reports

##### **2024 – 2025 Budget Forecast** (continued)

In conclusion, Deputy Superintendent Cassabon reiterated that he anticipates several updates prior to the final budget recommendation in June and stated that they will be reflected on the district transparency page.

Mr. Hiller commented on the increased number of IAM students and asked if another teacher would need to be hired. Superintendent Denewith-Fici stated another teacher would not be required as these positions are spread across all participating districts.

Vice President Zannetti commented the State School Aid fund does not look good due to spending of funds at the State level, and Deputy Superintendent Cassabon added that the next Revenue Estimating Conference is in May, and we should have a good idea of State funding after that.

President Schulte inquired about the MPSERS Healthcare and Deputy Superintendent Cassabon explained the state would like to reduce it's contribution to retiree health care which would free up those funds to be used elsewhere. He added that it is technically not allowed; however, there have been many opinions issued and much debate. President Schulte commented that could possibly be what will fund the free GSRP if the funding held true to projection.

#### **Bid:** LED Lighting Selection and Assignment

Deputy Superintendent Cassabon presented the recommendation for the selection and assignment of the LED Lighting to Electro-Matic and stated this would provide for all lighting in every building, to be replaced or retrofitted with new lighting.

It was moved by Walsh supported by Hiller to approve the **Bid: LED Lighting Selection and Assignment** as presented. The motion carried 6 – 0.

Mr. Zannetti asked about the timing of the project and Deputy Superintendent Cassabon replied that the proposed timing of the project is from April 25 through August 28, 2024. He added that the vendor is accustomed to working in occupied spaces and working second shift in the event the project does extend a bit into the start of the school year.

Mr. Garcia asked what other districts had worked with this vendor and Facilities and Transportation Director Matthew Dishman replied Electro-Matic has provided services for Fowlerville, Howell and Holt school districts. He added that reference checks resulted in very complimentary reviews, in addition to this vendor having done more school work than the other bidders.

Mr. Zannetti asked if there were any foreseeable delays and Mr. Dishman replied some supplies have already been delivered and are in place. Mr. Cassabon added that materials for the Sylvania product were coming from Georgia, and they do not have to wait for materials to come from overseas so no delays are anticipated.

### Personnel Items

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

#### **Leaves:**

As presented.

**Personnel Items**

**Leaves:** (continued)

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

**New Hires:**

**Jennifer Baldes** – Special Education Teacher – EI/LD Co-Taught and Resource Room – WWMS – Date of hire 4/1/24.

It was moved by Walsh supported by Nitz to approve the **New Hire** as presented. The motion carried 5 – 0 – 1 with Zannetti abstaining due to a conflict of interest.

**Lola Erfourth** – Substitute Teacher – Date of hire 3/15/24

**Kimberly Marshall** – Substitute Teacher – Date of hire 3/8/24

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

**Public Expression**

Director of Facilities and Transportation Matthew Dishman addressed the Board to inform them he had submitted his resignation and would be retiring from public school employment to take another position. He thanked the Board and Administration for their support throughout the last 9 ½ years.

President Schulte congratulated Mr. Dishman and thanked him for this service to the district.

Superintendent Denewith-Fici reported that the Unified Basketball Game that was held on Friday, March 22 during the half-day of school was a wonderful experience for everyone. From the students participating on the court, to those in the stands, it was amazing to see everyone so engaged. She also extended a thank you to the Booster Club for their support.

**Adjournment**

It was moved by Zannetti supported by Walsh to adjourn the meeting at 6:42 PM. The motion carried 6 – 0.

Respectfully submitted,

Kay F. Walsh  
Secretary