



**WASHTENAW INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION MEETING MINUTES**

Tuesday, February 28, 2023

The Washtenaw Intermediate School District Board of Education held a regular board meeting on Tuesday, February 28, 2023, in Washtenaw ISD's Teaching and Learning Center Board Room at 1819 South Wagner Road in Ann Arbor, Michigan.

CALL TO ORDER

The meeting was called to order at 5:00 p.m. by Vice President Diane Hockett.

ATTENDANCE

The following members were present:

Diane Hockett, Vice President
Mary Jane Tramontin, Secretary
Don Garrett, Trustee

The following member was absent:

Steve Olsen, President
Theresa Saunders, Treasurer

Also present:

Naomi Norman, Superintendent
Cherie Vannatter, Deputy Superintendent
Brian Marcel, Associate Superintendent
Melissa Cischke, Administrative Assistant to the Superintendent
Jennifer Banks, Director of Instruction
Holly Heaviland, Executive Director, School and Community Partnerships
Edward J. Manuszak II, Executive Director, Early Childhood Programs
Becky Mullins, Human Resources Supervisor
LaDawn White, Grants Manager, Early Childhood Programs

Tammy Kamran, Teacher Consultant

APPROVAL OF THE AGENDA

Motion by Don Garrett, seconded by Mary Jane Tramontin, to approve the agenda, as presented.

Ayes: All.

Nays: None.

Motion carried.

COMMUNICATIONS – There were no communications.

PUBLIC PARTICIPATION – There was no public participation.

FINANCIAL REPORTS – Associate Superintendent Brian Marcel presented and reviewed the January 2023 financial reports. Early Childhood Grants Manager LaDawn White presented the January 2023 financial reports for Head Start and Early Head Start and fielded questions from the board.

Motion by Don Garrett, seconded by Mary Jane Tramontin to approve the January 2023 Head Start Financial Reports

Voting yes: Don Garrett, Mary Jane Tramontin, Diane Hockett

Voting no: None

Motion carried.

EQUITY, INCLUSION, AND SOCIAL JUSTICE DIALOGUE – Superintendent Norman gave the board an update on some of the district's upcoming equity efforts.

- She informed the board that after meeting virtually throughout the school year, the District Equity Leadership Team (DELT) would be meeting in-person with PEG Director of Strategic Partnerships and DELT facilitator Luis Versalles. The session will take place on Monday, March 6, 2023.
- Dr. Yolanda Sealey-Ruiz facilitated a workshop for the WISD Early Childhood team earlier that day.
- Leadership Coaching Consultant Leidene King has offered to provide group leadership coaching to WISD.
- Equity Teams, which will be led by WISD Assessment Coordinator Amy Olmstead-Brayton, and WISD Equity & Social Justice Project Specialist Greg Myers, will have its first session on March 16, 2023.
- On February 15-16, 2023, WISD hosted Beyond Diversity at Weber's Inn, with 24 participants. The session was facilitated by PEG Equity Transformation Specialist Julia Berry.

CONSENT AGENDA

Motion by Mary Jane Tramontin, seconded by Don Garrett, that the Board of Education approve the minutes and Superintendent's recommendations in the Consent Agenda, as presented.

Voting yes: Mary Jane Tramontin, Don Garrett, Diane Hockett

Voting no: None.

Motion carried.

Approval of Minutes

The Board approved the minutes of the February 14, 2023, regular session meeting.

080-22-23

The Board approved the following reclassification request:

Eunjeong Lee, Office Professional (Event Services), 1.0 FTE, 260 Workdays, Teamsters, to Children's Savings Account Program Assistant, 1.0 FTE, 210 Workdays, Non-Affiliated.

081-22-23

The Board approved the following new position request:

- Early Intervention Occupational Therapist, 1.0 FTE, 185 workdays/year, salary level: \$45,348.00 - \$95,449.00, Worksite: Teaching & Learning Center, Unit II Bargaining.
- Early Intervention Speech and Language Pathologist, 1.0 FTE, 185 workdays/year, salary level: \$45,348.00 - \$95,449.00, Worksite: Teaching & Learning Center, Unit II Bargaining.

082-22-23

The Board authorized the administration to approve the contract amendments with Dr. Yolanda Sealey-Ruiz in the amount of \$7,000.00, as presented.

083-22-23

The Board authorized the administration to approve the contract amendment with the Justice Leaders Collaborative in the amount of \$3,000.00, as presented.

079-22-23

The Board authorized the administration to approve the addendum statement of work with Pacific Educational Group in the amount of \$5,100.00, as presented.

UNFINISHED BUSINESS: There was no unfinished business.

NEW BUSINESS – Board Policies - Second Read

Human Resources and Legal Services Supervisor Becky Mullins addressed the board regarding the first reading of the following policies: #2260.01 – Section 504/ADA Prohibition Against Discrimination Based on Disability (revised), #6460 – Vendor Relations (revised), and #7455 – Accounting System for Capital Assets (revised). Ms. Mullins fielded questions from the board.

Motion by Don Garrett, seconded by Mary Jane Tramontin, that the Board of Education approve the revision of policies #2260.01 – Section 504/ADA Prohibition Against Discrimination Based on Disability, #6460 – Vendor Relations, and #7455 – Accounting System for Capital Assets, as presented.

Voting yes: Diane Hockett, Don Garrett, Mary Jane Tramontin

Voting no: None.

Motion carried.

NEW BUSINESS – Contract with Michigan Technological University and Marianne Semones, Mi-STAR Curriculum Program Director: Prior to board action, Director of Instruction Jennifer Banks addressed the board. She explained that the contract with Michigan Technological University is to facilitate nine professional learning sessions for the MiSTEM Council - Science & Engineering Action Area. Dr. Banks fielded questions from the board.

Motion by Mary Jane Tramontin, seconded by Don Garrett, that the Board of Education approve the contract with Michigan Technological University and Mi-STAR in the amount of \$29,600.00, as presented.

Voting yes: Diane Hockett, Don Garrett, Mary Jane Tramontin

Voting no: None.

Motion carried.

NEW BUSINESS – Non-Affiliated Manual Update: Prior to board action, Superintendent Norman explained the proposed changes to the board. Associate Superintendent Marcel shared specific details regarding the process that was used to update the agreement, explained the inclusion of three additional salary grades to accommodate the office professionals, and outlined some of the differences in vacation time, life insurance, and other components of the manual that are new for the office professionals. They also discussed the one-time equity and retention incentive payments for members of the office professional group. Ms. Norman and Mr. Marcel fielded questions from the board.

Motion by Mary Jane Tramontin, seconded by Don Garrett, that the Board of Education approve the proposed modifications to the Staff Manual for Non-Affiliated and Early Childhood Personnel effective July 1, 2023, as presented.

Voting yes: Diane Hockett, Don Garrett, Mary Jane Tramontin

Voting no: None.

Motion carried.

Motion by Don Garrett, seconded by Mary Jane Tramontin, that the Board of Education approve a one-time, flat, market-based equity payment of \$800.00 for the 2022-23 fiscal year, and that Office Professionals shall be eligible for the Retention Incentive as outlined in the Staff Manual for Non-Affiliated and Early Childhood Personnel.

Voting yes: Diane Hockett, Don Garrett, Mary Jane Tramontin

Voting no: None.

Motion carried.

OTHER ITEMS OF BUSINESS: There were no other items of business.

BOARD OF EDUCATION REPORTS:

- Vice President Hockett shared her thoughts on the recent Legislative Coffee meeting that was held on Monday, February 27, 2023.

ADMINISTRATIVE REPORTS – Superintendent's Report

Superintendent Norman spoke about the following:

- She acknowledged the recent school closings due to weather concerns and power outages. Ms. Norman also informed the board of her communications with DTE Energy during that time.
- The Labor Day Waiver hearing was rescheduled due to a power outage at the WISD Teaching & Learning Center. The new date for the hearing is Thursday, March 9, 2023.
- The WISD Cabinet Leadership team worked on organizational values.
- The Zing Train Mission Statement Session is scheduled on Wednesday, March 15, 2023.
- WISD Head Start will have to compete for the Head Start Grant this upcoming year. Executive Director of Early Childhood Programs Edward Manuszak gave additional details.
- Deputy Superintendent Vannatter, Director of Instruction Jennifer Banks, and Superintendent Norman met with Washtenaw Community College about building a pathway for teachers.

ADJOURNMENT

The meeting adjourned at 6:05 p.m.

Respectfully submitted,

Mary Jane Tramontin, Secretary
Washtenaw ISD Board of Education