



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

Tuesday, October 14, 2025

The Washtenaw Intermediate School District Board of Education held a regular board meeting on Tuesday, October 14, 2025, 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 5:02 PM by President Mary Jane Tramontin

ATTENDANCE

The following members were present:

Mary Jane Tramontin, President
Dorcas Musili, Secretary
Diane Hockett, Trustee

The following member was absent:

Steve Olsen, Vice President
Sarena Shivers, Treasurer

Quorum was met.

Also present:

Naomi Norman, Superintendent
Brian Marcel, Associate Superintendent
Jennifer Banks, Director of Instruction
Edward Manuszak, Executive Director of Early Childhood
Tanner Rowe, Director of Operations
Christine Bruxvoort, Teacher and AFT FWISE Local 3760
TJ Greggs, Administrative Assistant to the Superintendent

APPROVAL OF THE AGENDA

Diane Hockett moved, Dorcas Musili seconded, to approve the agenda, as presented.

Ayes: Mary Jane Tramontin, Dorcas Musili, Diane Hockett

Nays: None.

Motion carried.

COMMUNICATIONS: Superintendent Naomi Norman shared that Washtenaw My Brother's Keeper received a donation from Treeline Church of Ann Arbor in the amount of \$5,857.00.

PUBLIC PARTICIPATION: There was no public participation.

FINANCIAL REPORTS: Associate Superintendent Brian Marcel reviewed the financial reports for August 2025 and Executive Director of Early Childhood Dr. Edward Manuszak reviewed the Head Start financial reports for July and August 2025.

Diane Hockett moved, Dorcas Musili seconded, that the Board of Education approve the July and August 2025 Head Start financial report, as presented.

Voting yes: Mary Jane Tramontin, Dorcas Musili, Diane Hockett

Voting no: None.

Motion carried.

EQUITY, INCLUSION, AND SOCIAL JUSTICE DIALOGUE: Superintendent Naomi Norman facilitated the Equity, Inclusion, and Social Justice (EISJ) discussion, sharing about the following:

- Superintendent Naomi Norman shared about the WISD group visiting the Courageous Conversations Summit during the week of October 13, 2025.

CONSENT AGENDA

Dorcas Musili motioned, Diane Hockett seconded, that the Board of Education approve the minutes and Superintendent's recommendations in the Consent Agenda, as presented.

Voting yes: Mary Jane Tramontin, Dorcas Musili, Diane Hockett

Voting no: None.

Motion carried.

Approval of Minutes

The Board approved the minutes of the September 22, 2025, rescheduled regular meeting.

041-25-26

The Board approved the following employment recommendations:

- Monda Mims as a Teaching Assistant
- Paula Hendricks as a nurse at High Point
- Terrance Johnson as an Emotional Impairment Special Education Apprentice Teacher at Progress Park

042-25-26

The Board approved the following reclassification requests:

- Christopher Bukoksy, current position: Technical Assistant, 1.0 FTE, 230 workdays, Non-Affiliated. Recommended position: Technical Specialist II – LEA Site Coordinator, 1.0 FTE, 230 workdays, Non-Affiliated.
- Carmen Grace, current position: WEOC Social Worker, 1.0 FTE, 185 workdays, Unit II. Recommended position: WISD Staff Social Worker, 1.0 FTE, 185 workdays, Unit II.
- Daniel Sackmann current position: Tech Assistant Desktop, 1.0 FTE, 5 Workday/week, Non-Affiliated. Recommended position: Instructional Technology Specialist, 1.0 FTE, 5 Workday/week, Non-Affiliated.
- Michelle Manthei current position: LRE Teacher Consultant, 1.0 FTE, 185 workdays, Unit II. Recommended position: Curriculum Specialist, 1.0 FTE, 185 workdays, Unit II.
- Trisha Parker current position: Teacher – Milan LBC, 1.0 FTE, 185 workdays, Unit II. Recommended position: Flex Teacher, 1.0 FTE, 185 workdays, Unit II.
- VACANT current position: Teacher Assistant for Dexter 1.0 FTE, 185 workdays, Unit I. This is a reactivation of the position.

- VACANT current position: Teacher Consultant for Whitmore Lake 1.0 FTE, 185 workdays, Unit II.
Recommended position: Teacher Assistant for Whitmore Lake 1.0 FTE, 185 workdays, Unit II.

043-24-25

The Board approved the following new position requests:

- Apprentice Teacher, 1.0 FTE, 185 workdays, Worksite: TBD, Non-Bargaining.
- Teacher Assistant for Chelsea YA, 2.0 FTE, 185 workdays, Worksite: Chelsea YA, Unit I.
- Orientation and Mobility Provider, 1.0 FTE, 185 workdays, Worksite: TBD, Unit II.

044-25-26

The Board approved the following staff resignations:

- Jessica Carruba effective December 19, 2025
- Sara Mason effective October 6, 2025

045-25-26

The Board authorized the administration to approve the contract with Benefactor Group for a cost not to exceed \$82,850.00, as presented.

046-25-26

The Board authorize the administration to approve the contract with Detroit Area Pre-College Engineering Program for an additional \$17,721.50, for a total cost not to exceed \$35,526.38, as presented.

NEW BUSINESS – Special Education Capital Funds Purchase – Progress Park Classroom Furniture: Director of Operations Tanner Rowe shared details on the furniture that would be purchased with the Board.

Dorcas Musili motioned, Diane Hockett seconded, that the Board of Education authorize the administration to utilize special education capital project funds to purchase furniture for Progress Park at a cost not to exceed \$118,217.00, as presented.

Voting yes: Mary Jane Tramontin, Dorcas Musili, Diane Hockett

Voting no: None.

Motion carried.

NEW BUSINESS – Updated WISD Policies – Second Read: Superintendent Naomi Norman discussed the updates to the board policies and mentioned amending a section of the board policy's language.

Diane Hockett motioned, Dorcas Musili seconded, that the Board of Education approve the updated WISD policies and amendments:

- 1) PO 1430 – Leave of Absence
- 2) PO 3430 – Leave of Absence
- 3) PO 4430 – Leave of Absence

Voting yes: Mary Jane Tramontin, Dorcas Musili, Diane Hockett

Voting no: None.

Motion carried.

NEW BUSINESS – Updated WISD Policies – First Read: Superintendent Naomi Norman shared the changes made to the following WISD policies: Policy #1420 – School Administrator Evaluation, Policy #1540 – Administrative Staff Reductions/Recalls, Policy #2340 – Field & Other District Sponsored Trips, Policy #2414 – Reproductive Health & Family Planning, Policy #2418 – Sex Education, Policy #5330.01 – Epinephrine Auto-Injectors, Policy #5340 – Student Accidents, Policy #6550 – Travel Payment & Reimbursement . This was a first read, so no action was taken.

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

BOARD OF EDUCATION REPORTS:

Trustees of the Board of Education spoke about the following:

- Trustee Hockett shared she reviewed the updated MASB Delegate Assembly Handbook and noted the changes.

ADMINISTRATIVE REPORTS – Superintendent’s Report:

Administration spoke about the following:

- Associate Superintendent Brian Marcel shared details about the WISD’s reporting on Section 53 students attending WISD programs.
- Superintendent Naomi Norman shared details about the state and local 2025-26 budgets.
- Superintendent Norman discussed details about interviews with local radio stations and newspapers regarding the CTE millage.
- Superintendent Norman shared about the presentations and discussions regarding the CTE millage with various groups.
- Superintendent Norman discussed details on the TLC staff meeting held on October 7, 2025.
- Superintendent Norman has been invited to write an op-ed for Bridge Magazine on special education costs.
- Superintendent Norman shared details about the joint chiefs/superintendent meeting held at the Learning Resource Center on October 10, 2025.
- Superintendent Norman shared that she has been meeting with local community leaders more regularly.
- Superintendent Norman discussed the details of the WASB Board of Directors meeting held on Thursday, October 9, 2025.

ADJOURNMENT

The meeting was adjourned at 6:27 PM

Respectfully submitted,

Dorcas Musili, Secretary
Washtenaw ISD Board of Education