



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

Wednesday, July 30, 2025

The Washtenaw Intermediate School District Board of Education held the Board Retreat meeting on Wednesday, July 30, 2025, at the Peace Hub Community Center, 1515 S. Harris, Ypsilanti, MI 48198.

CALL TO ORDER

The meeting was called to order at 12:32 PM by President Mary Jane Tramontin

ATTENDANCE

The following members were present:

Mary Jane Tramontin, President
Steve Olsen, Vice President
Dorcas Musili, Secretary
Diane Hockett, Trustee
Sarena Shivers, Treasurer (Virtual)

The following member was absent:

Quorum was met.

Also present:

Naomi Norman, Superintendent
Cherie Vannatter, Deputy Superintendent
Brian Marcel, Associate Superintendent
Cassandra Harmon-Higgins, Executive Director, Human Resources and Legal Services
Matthew Cook, Chief Information Officer
Holly Heaviland, Executive Director, School and Community Partnerships
Deborah Hester-Washington, Executive Director, Special Education
Edward Manuszak, Executive Director, Early Childhood Programs
Ashley Kryscynski, Director of Communications and Public Relations
Tanner Rowe, Operations Director
Amy Olmstead-Brayton, Supervisor of Instruction
Dawn Stewart, Supervisor of Instructional Supports & Student Programs
Katherine Kathy Griswold, Member of the Public
TJ Greggs, Administrative Assistant to the Superintendent

APPROVAL OF THE AGENDA

Steve Olsen moved, Diane Hockett seconded, to move Item 8 of the agenda before Item 7, as presented.

Ayes: Mary Jane Tramontin, Steve Olsen, Dorcas Musili, Diane Hockett

Nays: None.

Motion carried.

PUBLIC PARTICIPATION: Kathy Griswold, a resident of Washtenaw County, addressed the Board.

COMMUNICATIONS: Executive Director of Early Childhood Dr. Edward Manuszak shared about the upcoming Early Childhood Conference and the donations received.

PUBLIC PARTICIPATION: Kathy Griswold, a Washtenaw County resident, addressed the Board.

FINANCIAL REPORTS – Associate Superintendent Brian Marcel reviewed the financial reports for June 2025.

CONSENT AGENDA

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

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

Voting no: None.

Motion carried.

Approval of Minutes

The Board approved the minutes of the June 24, 2025, regular meeting.

001-25-26

The Board approved the following employment recommendations:

- Aaron Walker as an Assistant Drone Aviation Instructor
- Danielle West as a MiSTEM Program Manager
- Nathalie Ruella as an Emotional Impairment Special Education Teacher at Progress Park
- Tim Genyk as a Teaching Assistant
- Tracy Welch-Konett as a Social Worker

002-25-26

The Board approved the following reclassification requests:

- Charlie Jones, Career Technical Education Data Entry & Reporting Specialist, 1.0 FTE, 210 Workdays, Non-Affiliate, to Career Technical Education Data Entry & Reporting Specialist II, 1.0 FTE, 210 Workdays, Non-Affiliate.
- Jackson Greenstone, Coordinator of CTE Special Populations, 1.0 FTE, 210 Workdays, Non-Affiliate, to Supervisor of CTE Special Populations, 1.0 FTE, 210 Workdays, Non-Affiliate.
- Marshaun Brooks, Coordinator of Career Technical Education (CTE), 1.0 FTE, 230 Workdays, Non-Affiliate, to Coordinator of Career Technical Education (CTE), 1.0 FTE, 230 Workdays, Non-Affiliate.
- VACANT, Flex Teacher LBP, 0.8 FTE, 185 Workdays, Unit II, to Flex Teacher LBP, 1.0 FTE, 185 Workdays, Unit II.

003-25-26

The Board authorized the administration to submit a proposal for the Ethel and James Flinn Foundation 2025 grant, as presented.

004-25-26

The Board authorized the administration to submit a proposal for the Reading Excellence and Advancing District Innovation Grant for the amount of \$187,500.00, as presented.

005-25-26

The Board authorized the administration to accept FY 2026 SNAP-Ed grant in the amount of \$360,746.00, as presented.

006-25-26

The Board authorized the administration to approve the Contract Amendment with Boston University for the Next Generation Science Exemplar (NGSx) Program for a cost not to exceed \$54,625.00, as presented.

007-25-26

The Board authorized the administration to approve CGC Water Treatment & Plumbing as a pre-qualified contractor for EGLE Filter First services and products for potentially a five-year period (one year, with 4 one-year renewal options) and to utilize this contract to purchase materials and services for a cost not to exceed \$75,543.00, as presented.

008-25-26

The Board approved the contract with Sunbelt Staffing in an amount not to exceed \$315,000.00, as presented.

009-25-26

The Board authorize the administration to approve the contract with University of Michigan for audiology services in the amount of \$152,000.00, as presented.

010-25-26

The Board authorized the administration to continue to provide a Supplemental Services Pilot Plan to Ypsilanti Community Schools and increase our support to include an additional speech and language therapist and two additional school social workers, as presented.

011-25-26

The Board authorized the administration to accept the two new grants from AAACF, EmpowerMENT fund (\$15,000) and Arts and Culture (\$13,000) for a total amount of \$28,000, as presented.

OTHER ITEMS OF BUSINESS – Career and Technical Education Millage Cost Discussion: Superintendent Naomi Norman and the Board discussed options for the upcoming CTE Millage ballot, and the costs associated with them.

NEW BUSINESS – PreK-12 Strategic Investments in STEM Career Expose: Superintendent Naomi Norman shared the details of the MiSTEM and Michigan Department of Labor and Economic Opportunity grant with the Board.

Diane Hockett motioned, Dorcas Musili seconded, that the Board of Education authorize the administration to accept the Michigan Department of Labor and Economic Opportunity and MiSTEM grant in the amount of \$500,000.00, as presented.

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

Voting no: None.

Motion carried.

NEW BUSINESS – 2025 TLC HVAC Replacement: Director of Operations Tanner Rowe discussed the choice for the HVAC system replacement at the TLC building with the Board.

Steve Olsen motioned, Dorcas Musili seconded, that the Board of Education authorize the administration to utilize capital project funds to perform HVAC equipment replacement at the Teaching and Learning Center building in the amount not to exceed \$2,710,881.00, as presented.

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

Voting no: None.

Motion carried.

NEW BUSINESS – Lincoln Consolidated Schools Technology Shared Services: Chief Information Office Matthew Cook shared details of the Lincoln Consolidated Schools contract to continue shared technology services with the Board.

Diane Hockett motioned, Dorcas Musili seconded, that the Board of Education approve the contract with Lincoln Consolidated Schools for the same purpose in the amount of \$2,513,812.88, as presented.

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

Voting no: None.

Motion carried.

NEW BUSINESS – Gifted Healthcare Staffing Contract: Executive Director of Special Education Deborah Hester-Washington discussed the purpose of continuing to contract with Gifted Healthcare Staffing with the Board.

Steve Olsen motioned, Dorcas Musili seconded, that the Board of Education authorize the administration to approve the contract with Gifted Healthcare in the amount of \$925,000.00, as presented

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

Voting no: None.

Motion carried.

NEW BUSINESS – Updated WISD Policy – First Read: Associate Superintendent Brian Marcel went over the changes made to Policy #3220 – Professional Staff Evaluations. Since this was a first read, no action from the Board was taken.

NEW BUSINESS – Update Head Start/GRSP Policies – First Read: Superintendent Naomi Norman shared the changes made to the following Head Start policies: *Active Supervision, Attendance – Home Based, Disability Referral Process, Transportation, and Van Usage*. Since this was a first read, no action from the Board was taken.

NEW BUSINESS – Local 3760 AFT Michigan, Unit I Tentative Agreement (2024-2027 Contract): Associate Superintendent Brian Marcel shared the final changes for the 2024-2027 CBA agreement with Unit I with the Board.

Dorcas Musili motioned, Steve Olsen seconded, that the Board of Education approve the Tentative Agreement of the three-year (July 1, 2024 – June 30, 2027) collective bargaining agreement reached with Unit I, as presented.

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

Voting no: None.

Motion carried.

NEW BUSINESS – Strategic Plan: Superintendent Naomi Norman shared the 2030 Strategic Plan. The Board reviewed the plan and made changes to the drafted vision statement and separated the Board Goals from the Strategic Plan for adoption purposes. "Washtenaw ISD is a community where people truly matter, all voices are heard, we show up for each other, learn together, and where we all thrive."

Diane Hockett motioned, Dorcas Musili seconded, that the Board of Education approve the 2030 Strategic Plan, as presented.

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

Voting no: None.

Motion carried.

NEW BUSINESS – Board Goals 2025-2026: Superintendent Naomi Norman discussed the 2025-2026 Board Goals and made any changes with the Board.

Dorcas Musili motioned, Diane Hockett seconded, that the Board of Education approve the Board Goals for the 2025-2026 year, as presented.

Steve Olsen motioned, Dorcas Musili seconded, that the motion on the table be amended to reflect a change in Goal 1 to read, "Educate in a manner that meets the needs of each and every student inclusive of social identities, while building an organizational culture reflecting our shared values."

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

Voting no: None.

Motion carried.

The original motion was changed to: The Board of Education approves the Board Goals for the 2025-2026 year, as amended.

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

Voting no: None.

Motion carried.

BOARD OF EDUCATION REPORTS:

- Trustee Tramontin reminded the board about finalizing any other conferences they would like to attend during the 2025-26 year.

ADMINISTRATIVE REPORTS – Superintendent's Report:

Superintendent Naomi Norman spoke about the following:

- Superintendent Norman shared details about her discussion about special elections with the Washtenaw County Clerk Lawrence Kestenbaum.

RECESS TO CLOSED SESSION

The Board went into recess for break at 2:35 p.m.

RECONVENE TO OPEN SESSION

The Board reconvened at 2:46 p.m. to continue the retreat.

ADJOURNMENT

The meeting was adjourned at 4:55 p.m.

Respectfully submitted,

Dorcas Musili, Secretary
Washtenaw ISD Board of Education