



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

Tuesday, August 12, 2025

The Washtenaw Intermediate School District Board of Education held a regular board meeting on Tuesday, August 12, 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 5:09 PM by President Mary Jane Tramontin

ATTENDANCE

The following members were present:

Mary Jane Tramontin, President
Steve Olsen, Vice President
Dorcas Musili, Secretary

The following member was absent:

Diane Hockett, Trustee
Sarena Shivers, Treasurer

Quorum was met.

Also present:

Naomi Norman, Superintendent
Brian Marcel, Associate Superintendent
Edward Manuszak, Executive Director, Early Childhood Programs
TJ Greggs, Administrative Assistant to the Superintendent

APPROVAL OF THE AGENDA

Steve Olsen moved, Dorcas Musili seconded, to approve the agenda, as presented.

Ayes: Mary Jane Tramontin, Steve Olsen, Dorcas Musili

Nays: None.

Motion carried.

COMMUNICATIONS: Executive Director of Early Childhood Dr. Edward Manuszak discussed sending a letter to the U.S. Department of Health and Human Services regarding the reinterpretation of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 with the Board.

PUBLIC PARTICIPATION: There was no public participation.

CONSENT AGENDA

Steve Olsen motioned, Dorcas Musili 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

Voting no: None.

Motion carried.

Approval of Minutes

The Board approved the minutes of the July 30, 2025, retreat meeting.

012-25-26

The Board approved the following employment recommendations:

- Erin Morgan as an ASD Teacher Assistant
- Hanna Paoletti as an ASD Teacher Assistant
- Jason Wesley as a Community School Attendance Specialist
- Karen Sherman as a Head Start/GSRP Early Childhood Specialist
- Nikolai Laneski as a Teaching Assistant

013-25-26

The Board approved the following reclassification requests:

- Kanika Spears, General Ed Social Worker, 1.0 FTE, 205 Workdays, Unit II, to WISD staff Social Worker, 1.0 FTE, 185 Workdays, Unit II.
- LaTasha Davis, Flex Teacher, 1.0 FTE, 185 Workdays, Unit II, to Elementary Teacher at Progress Park, 1.0 FTE, 185 Workdays, Unit II.
- Simonne Mildenstein, Psychologist, 0.6 FTE, 185 Workdays, Unit II, to Psychologist, 1.0 FTE, 185 Workdays, Unit II.
- VACANT, YA SCI, 1.0 FTE, 205 Workdays, Unit II, to YA SCI, 1.0 FTE, 185 Workdays, Unit II.

014-25-26

The Board approved the following new position requests:

- Technical Specialist II – LEA Site Coordinator, 2.0 FTE, 230 workdays, salary level: Grade 6, Worksite: TLC, Non-Affiliated bargaining.

015-25-26

The Board approved the following staff resignations:

- Erica Rogers, effective August 4, 2025.
- L. Sofia Badillo, effective August 18, 2025.
- Michele Danilowicz, effective August 1, 2025.
- Niema Lewis effective August 18, 2025.

016-25-26

The Board approved the following rescinded staff retirement:

- Simonne Mildenstein was to be effective October 31, 2025. Simonne will continue her employment with the WISD as a Flex Teacher.

017-25-26

The Board authorized the administration to approve the continuation to provide a Supplemental Services Pilot Plan to Whitmore Lake Public Schools by switching a one (1) full-time teacher consultant for one (1) full-time teaching assistant, as presented.

018-25-26

The Board authorized the administration to accept the Afghan Refugee School Impact (ARSI) Grant Amendment 2 from the Michigan Department of Labor and Economic Opportunity in the amount of \$712,718.00, as presented.

NEW BUSINESS – Updated WISD Policy – Second Read: Superintendent Naomi Norman shared the changes to policy #3220 – Professional Staff Evaluation.

Dorcas Musili motioned, Steve Olsen seconded, that the Board of Education approve the updated policy #3220 – Professional Staff Evaluation, as presented, as presented.

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

Voting no: None.

Motion carried.

NEW BUSINESS – Update Head Start/GRSP Policies – Second 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.*

Steve Olsen motioned, Dorcas Musili seconded, that the Board of Education approve the updated Head Start and Early Head Start Policies:

- **Active Supervision**
- **Attendance – Home Based**
- **Disability Referral Process**
- **Transportation**
- **Van Usage**

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

Voting no: None.

Motion carried.

NEW BUSINESS – WISD Policies – First Read: Superintendent Naomi Norman shared the changes made to the following WISD policies: *PO 1130 – Conflict of Interest, PO 3110 – Conflict of Interest, PO 4110 – Conflict of Interest, PO 6110 – Grant Funds, PO 6111 – Internal Controls, PO 6112 – Cash Management of Grants, PO 6114 – Cost Principles-Spending Federal Dollars, PO 6325 – Procurement-Federal Grant Dollars, PO 6550 – Travel Payment and Reimbursement, PO 7310 – Disposition of Surplus Property, PO 7450 – Property Inventory.* This was a first read, so no action was taken.

NEW BUSINESS – Authorization of Closed Session:

Dorcas Musili motioned, Steve Olsen seconded, that the Board of Education authorizes a closed session under Section 8(a) for the purpose of conducting the Superintendent’s evaluation, as presented.

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

Voting no: None.

Motion carried.

OTHER ITEMS OF BUSINESS – Board of Education Conference Date Finalization: The Board of Education discussed the additional conferences with extra details being released.

Steve Olsen motioned, Dorcas Musili seconded, that the Board of Education to authorize the reimbursement of Board Members incurring expenses while on official duty for business of the Board of Education for the following 2025-26 Conferences:

- National School Board Association (NSBA) – Advocacy & Equity Institute, with an estimated total expenditure of \$3,296.53.
- Michigan Head Start Association – 2025 Fall Assembly, with an estimated total expenditure of \$1,530.08.

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

Voting no: None.

Motion carried.

BOARD OF EDUCATION REPORTS:

- Trustee Olsen reminded the board about choosing a new Board member for the Policy Council.

ADMINISTRATIVE REPORTS – Superintendent’s Report:

Superintendent Naomi Norman spoke about the following:

- Superintendent Norman shared details about the candidates for the Michigan State Superintendent position.
- Superintendent Norman discussed what was covered at the Washtenaw Superintendent Association retreat held at Zoller Inc on August 12, 2025.
- Superintendent Norman reminded the Board that Opening Day will commence on August 18, 2025, and shared details of what will be covered throughout the day.
- Superintendent Norman shared that she had been invited to be part of an educator roundtable with Launch MI.
- Superintendent Norman shared that the CTE team have most of the materials ready for the CTE millage and the information campaign is in motion.
- Superintendent Norman shared her meeting with the Huron Valley Area Labor Federation regarding the CTE millage.
- Superintendent Norman discussed her experience at the 2025 Tri-County Educator conference.
- Superintendent Norman had the opportunity to be filmed for the tax credit received for High Point’s solar panels.

RECESS TO CLOSED SESSION

The Board went into recess for Closed Session at 6:35 PM

RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 7:13 PM

ADJOURNMENT

The meeting was adjourned at 7:13 PM

Respectfully submitted,

Dorcas Musili, Secretary
Washtenaw ISD Board of Education