



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

**Tuesday, August 20, 2024**

The Washtenaw Intermediate School District Board of Education held a regular board meeting on Tuesday, August 20 2024, at the Woodlands at Bruin Lake, 20120 Bartell Rd. Gregory, MI.

**CALL TO ORDER**

The meeting was called to order at 10:27 AM by President Diane Hockett

**ATTENDANCE**

**The following members were present:**

Diane Hockett, President  
Mary Jane Tramontin, Vice President (Departed at 12:17 PM)  
Steve Olsen, Trustee

**The following member was absent:**

Theresa Saunders  
Sarena Shivers

**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  
Jennifer Banks, Director of Instruction  
Matthew Cook, Chief of 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, Communications and Public Relations Specialist  
Ryan Rowe, CEPD Administrator and CTE Director  
Tanner Rowe, Operations Director  
D. Scott Heister, Region 2 MiSTEM Director

**APPROVAL OF THE AGENDA**

**Mary Jane Tramontin moved, Steve Olsen seconded, to approve the agenda, as presented.**

**Ayes: Diane Hockett, Mary Jane Tramontin, Steve Olsen**

**Nays: None.**

**Motion carried.**

**COMMUNICATIONS:** Region 2 MiSTEM Director D. Scott Heister informed the Board of Education that he was a member of the Board of Directors for Washtenaw Promise, a 5013c that has the mission to empower

children in our community who are facing serious obstacles. The Woodlands at Bruins Lake is owned by Bob Ufer, also a board member of Washtenaw Promise. The location is being used for a number of meetings, trainings, and retreats for educators and Mr. Heister wanted to make his relationship clear. Mr. Heister is not being paid anything from the Woodlands at Bruin Lake or by Washtenaw Pro mise for his involvement with trainings or use of this location, including the Bosch 3P educator professional learning.

**PUBLIC PARTICIPATION: There was no public participation.**

**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 notified the board of three upcoming conferences. The conferences include Courageous Conversations taking place October 5-9, 2024, the Michigan Association of School Boards 2024 Annual Leadership conference taking place October 24-27, 2024, and the Association of Educational Service Agencies 2024 Annual Conference taking place December 4-6, 2024.

Next, Superintendent Norman updated the board on WISD Cabinet’s retreat. On August 16, 2024 members of the WISD Cabinet took part in Kriseles’ training using their culture survey. The meeting was facilitated by Tracy Session and Antonio Saunders. The retreat focused on listening to cabinet’s as well as the WISD leadership team’s feelings and thoughts on the culture of the WISD and setting directions for the 2024/25 school year. Members of the Executive Administration, including Naomi Norman, Brian Marcel, and Tanner Rowe shared their experiences with the board.

**CONSENT AGENDA**

**Steve Olsen moved, Mary Jane Tramontin seconded, that the Board of Education approve the minutes and Superintendent’s recommendations in the Consent Agenda, as presented.**

**Voting yes: Diane Hockett, Mary Jane Tramontin, Steve Olsen**

**Voting no: None.**

**Motion carried.**

**Approval of Minutes**

The Board approved the minutes of the July 30, 2024, regular meeting.

**010-24-25**

The Board approved the following employment recommendations:

- Andrew Bayer as a Teacher Consultant.
- Angela Cheek-Welch as a Coordinator of Early Literacy.
- Allison Mildenstein, as a Teacher Assistant.
- Amalia Milla as a Teacher Assistant.
- Emily Ojeda as a Teacher Assistant at Red Oak YA Program.
- Melanie Scott as a Teacher.
- Priscilla Gillespie as a Teacher Assistant for ASD.
- Takeshia Banks as a .4 FTE Health Resource Advocate (YCS)
- Tracye Johnson as a Special Education Principal for Progress Park.

**011-24-25**

The Board approved the following reclassification requests:

- Amy Olmstead-Brayton, Coordinator of Assessment Services, 1.0 FTE, 210 Workdays, Non-Affiliated to Supervisor of Instruction, 1.0 FTE, 230 Workdays, Non-Affiliated.
- Deisy Santos, Teacher Assistant at Red Oak YA Program, 1.0 FTE, 185 Workdays, Unit I Bargaining to Teacher Assistant at Downtown Ypsi YA Out-Center, 1.0 FTE, 185 Workdays, Unit I Bargaining.
- David Spitzley, Technical Specialist II – Data, 1.0 FTE, 230 Workdays, Non-Affiliated to Tech Specialist III – Data, 1.0 FTE, 230 Workdays, Non-Affiliated.
- Emilee Harrison, Teacher Assistant, 1.0 FTE, 185 Workdays, Unit I Bargaining to Teacher at Progress Park, 1.0 FTE, 185 Workdays, Unit II Bargaining.
- Kerrie Hollow, Early Head Start Home Visitor, 0.6 FTE, 230 (@ 0.6) Workdays, Unit I Bargaining to Early Childhood Specialist, Home-Based Early Head Start, 0.65 FTE, 230 Workdays (@ 0.65), Non-Affiliated.
- Matthew Cook, current position Assistant Director of Technology and Data Services, 1.0 FTE, 230 Workdays, Non-Affiliated to Chief of Information Officer, 1.0 FTE, 230 Workdays, Non-Affiliated.
- Michael Graulich, Teacher Assistant at Chelsea YA Out-Center, 1.0 FTE, 185 Workdays, Unit I Bargaining to Teacher Assistant at A2YA Out-Center, 1.0 FTE, 185 Workdays, Unit I Bargaining.
- Marc Walker, Teacher Assistant at High Point, 1.0 FTE, 205 Workdays Unit I Bargaining to Teacher Assistant ASD, 1.0 FTE, 185 Workdays, Unit I Bargaining.

**012-24-25**

The Board approved the following new position requests:

- Assistant Director of Human Resources, 1.0 FTE, 230 Workdays/year, Worksite: Teaching & Learning Center, Non-Affiliated.
- Coordinator of Early Mathematics, 1.0 FTE, 210 Workdays/year, Worksite: Teaching & Learning Center, Non-Affiliated.
- Coordinator of Mathematics & Science, 1.0 FTE, 210 Workdays/year, Worksite: Teaching & Learning Center, Non-Affiliated.
- Supervisor of Instruction, 1.0 FTE, 230 Workdays/year, Worksite Teaching & Learning Center, Non-Affiliated.

**013-24-25**

The Board approved the following staff resignations:

- Amanda Swan, effective August 16, 2024.
- Christina Stark, effective August 16, 2024.
- Elizabeth Wusthoff, effective August 19, 2024.
- Kandace Evans, effective August 13, 2024
- Kristin O’Keefe, effective August 16, 2024.

**014-24-25**

The Board approved the following staff retirements:

- Michael Schwartz, effective August 8, 2024.

**015-24-25**

The Board authorized the administration to approve the contract with Pediatric Therapy Associates for a cost not to exceed \$47,025.00, as presented.

**016-24-25**

The Board authorized the administration to approve the contract with Michigan Interpreting Services for a cost not to exceed \$444,000.00, as presented.

**017-24-25**

The Board authorized the administration to approve the contract with Soliant Health in the amount of \$86,000.00, as presented.

**018-24-25**

The Board authorized the administration to approve the contract with Hanover Research for a cost not to exceed \$47,500.00, as presented.

**NEW BUSINESS – AAPS Head Start Contract:** Executive Director, Early Childhood Programs Edward Manuszak addressed the board regarding the AAPS Head Start contract. Included in the board packet were both the “red line” version and the original contract to show the differences that we can accept that change the document. Dr. Manuszak answered any questions the board had.

**Mary Jane Tramontin moved, Steve Olsen seconded, that the Board of Education approve the Ann Arbor Public School’s Head Start Contract for the 2024/25 school year, as presented.**

**Voting yes: Diane Hockett, Mary Jane Tramontin, Steve Olsen**

**Voting no: None.**

**Motion carried.**

**RECESS**

The Board went into recess for break before Retreat at 10:54 AM.

**RETREAT**

The Washtenaw ISD Board of Education and administration continued with the Board Retreat, calling the meeting to order at 11:10 AM. Retreat topic included the Strategic Plan—focus areas review.

**RECESS**

The Board went into recess for lunch at 12:10 PM.

**RECONVENE**

The board reconvened at 12:51 PM to continue the retreat.

**ADJOURNMENT.**

The meeting was adjourned at 1:42 PM

Respectfully submitted,

Theresa Saunders, Secretary  
Washtenaw ISD Board of Education