

**FRASER PUBLIC SCHOOLS  
BOARD OF EDUCATION  
Regular Meeting  
Monday, August 19, 2024**

**MINUTES**

The Regular Meeting of the Fraser Board of Education of Monday, August 19, 2024 was held at Richards Middle School - Idea Lab, 33723 Klein, Fraser, MI 48026.

Board Members Present:                Scott Wallace, President  
    Todd Koch, Vice President  
    Robyn Norbeck, Treasurer  
    Daniel Stawinski, Secretary  
    Abigail Wasil, Trustee  
    Kathleen Moco, Trustee  
    Rebecca Jensen, Trustee

Also Present:                                Carrie Wozniak, Superintendent  
    Kerry Terman, Assistant Superintendent for Human  
    Resources & Title IX Director  
    Kate Mulligan, Director of Elementary Education  
    Kyle Ray, Director of Secondary Education  
    Brent Brasure, Career Technical Education Director  
    Andrea Agrusa, Business Manager  
    Jim Birko, Operations & Maintenance  
    Jane Sturgell, Special Education Director  
    Kristin Sommer, Director of Community Relations

Meeting called to order by Scott Wallace, President at 7:00 p.m.  
The pledge of allegiance was conducted.

**Presentations & Special Recognition:**

Red Cross Presentation.

Mr. Len Rezmierski and Ms. Jameel Wilson from the American Red Cross presented an award to Fraser High School for successful blood drives and recruitment of donors during the 2023-24 school year.

**Amendment of Agenda:** None.

**Approval of Minutes:**

Corrections:

Motion by Todd Koch, supported by Abigail Wasil to approve the Minutes of the Regular Meeting of July 15, 2024.

Ayes: All

Nays: None

Motion Carried

**Operations & Maintenance Department Status Report:**

Window shade installation is 99.9% complete, they have been testing every shade to ensure they

are working correctly. Disney and Emerson elementary boilers are installed and they are now testing them. The custodians are finishing up the summer cleaning at all buildings and everything will be ready for the first day of school.

The Macomb County Road Commission said Garfield Road should be fully open by the first day of school. As far as Kelly Road construction, they will begin paving this week and do the final layer early next week. This will require some adjustments to traffic flow at Disney Elementary. The district is working with Clinton Township Police to get a plan in place for the first couple days of school at Disney.

**Correspondence:** None.

**Superintendent's Report:**

Dr. Wozniak introduced Mr. Jason Cox, the new Director of Safety and Security. He is a retired sheriff's deputy from New Mexico. She also gave an update on the challenge coins that will be distributed to staff at Welcome Back this week. Everyone will receive an inaugural coin, as well as years of service coins for every 5 years. Finally, Dr. Wozniak gave an update on the new strategic plan, which will be created during this year. She shared a draft timeline for the whole process and highlighted the initial phase which includes creating stakeholder committees and hosting a community conversation in October.

**Citizen: Agenda Items:** None.

**Old Business:** None.

**New Business:**

Human Resources Report.

New Hires:

Motion by Rebecca Jensen supported by Dan Stawinski to approve the following new hires:

Ashley Gonsler  
Social Worker / Edison Elementary  
Effective: June 4, 2024

Zachary Gould  
Technology Support Assistant / Richards Middle School  
Effective: May 31, 2024

Amanda Ruthenberg  
Daycare Aide / Dooley Little Learners  
Effective: June 3, 2024

Ayes: All

Nays: None

Motion Carried

Retirements:

Motion by Robyn Norbeck, supported by Kathleen Moco to approve the following retirements and commend them for their years of service to the district.

Jennifer Bell  
Bus Driver / Bus Garage  
Since: November 8, 2002  
Effective: August 11, 2024

Donna DeLuca  
Special Education Aide / Eisenhower Elementary  
Since: November 20, 2002  
Effective: June 30, 2024

Ronald Mitchell  
Skilled Maintenance / Operations & Maintenance  
Since: May 10, 1988  
Effective: July 31, 2024

Ayes: All                      Nays: None                      Motion Carried

Resignations:

Motion by Abigail Wasil, supported by Robyn Norbeck to accept the resignation of the following and commend them for their service to the district.

Erin Price  
Teacher / Eisenhower Elementary  
Effective: July 22, 2024  
Since: August 28, 2017

Laura Steinhauer  
Teacher / Fraser High School  
Effective: August 1, 2024  
Since: July 10, 2023

Ayes: All                      Nays: None                      Motion Carried

Termination:

Motion by Todd Koch, supported by Robyn Norbeck to accept the termination of the following.

Allen Shock  
Custodian / Richards Middle School  
Effective: April 19, 2024  
Since: January 22, 2022

Ayes: All                      Nays: None                      Motion Carried

Approval of Two-Year Contract for Fraser Affiliated Administrator:

Motion by Todd Koch, supported by Kathleen Moco that Dr. Carrie Wozniak, Superintendent or designee, be authorized and directed to execute a Two-Year Contract effective July 1, 2024 to June 30, 2026 for the following Administrator:

James Baker

Ayes: All                      Nays: None                      Motion Carried

Approval of Virtual Instruction Plan.

Motion by Todd Koch, supported by Kathleen Moco to approve for the Virtual Instruction plan for the 2024-2025 Secondary Level (7-12) State Testing Dates, as recommended. All students will receive instruction via our Learning Management System, Canvas, and will have the ability to communicate with their teachers via email or the LMS.

Ayes: All

Nays: None

Motion Carried

Approval to Award Bid.

Motion by Rebecca Jensen, supported by Todd Koch to award Bid Packs #4 and 5 - Disney and Emerson mechanical to Contrast Mechanical, Inc. in the amount of \$1,430,000.00; Richards mechanical to Bumler Mechanical, Inc. in the amount of \$4,660,000.00; Disney, Emerson and Richards electrical to DeHondt Electric, Inc. in the amount of \$491,275.00; and Disney, Emerson and Richards general trades to Mullica Group, LLC in the amount of \$697,912.30, for a total cost of \$7,279,187.30.

Ayes: All

Nays: None

Motion Carried

Approval to Waive Athletic Pay-to-Play Fees.

Motion by Dan Stawinski, supported by Kathleen Moco to waive athletic pay-to-play fees for Richards Middle School and Fraser High School for 2024-25 and all future years, as recommended.

Ayes: All

Nays: None

Motion Carried

Adoption of Resolution to meet in Closed Session at the end of the regular meeting in accordance with the Open Meetings Act, Section 8c regarding negotiations.

Motion by Todd Koch, supported by Robyn Norbeck to move into closed session at the end of the meeting in accordance with the Open Meetings Act, Section 8c regarding negotiations.

Roll Call Vote:

Ayes: K. Moco; R. Norbeck; T. Koch; S. Wallace; R. Jensen; A. Wasil; D. Stawinski

Nays: None

Motion Carried

**Financial Report:**

Motion by Abigail Wasil, supported by Dan Stawinski to accept and file the Financial Report.

Ayes: All

Nays: None

Motion Carried.

**Approval of Financial Transactions:**

Bills:

Motion by Robyn Norbeck, supported by Kathleen Moco that the Treasurer of the Fraser Public Schools, County of Macomb, Michigan, is hereby authorized and directed to draw the following sums of monies to be used for the following purposes:

General Fund	\$4,312,284.05
Food Service Fund	147,863.56
Debt Retirement Funds	-
Capital Projects Fund	80,625.25
<u>Total</u>	<u>\$4,540,772.86</u>

Ayes: All

Nays: None

Motion Carried

**Committee Reports:** The policy committee met prior to the meeting and reviewed updates/changes to nine policies. The policies will be on the agenda for consideration in September.

**Citizen: Non-Agenda Items:**

Molly Magnotte, Disney/RMS/FHS parent: Ms. Magnotte asked if there was an update to the elementary lunch order forms, which were not used last year and some students in the later lunches didn't have all the options as the early lunches. She said the Moana, Jr. production was excellent, the high school kids did a great job directing and the elementary/middle school kids were the actors. Finally, Ms. Magnotte asked that Disney not have three sections of a grade after the current 6<sup>th</sup> grade leaves the building since the building is small.

*Dr. Wozniak responded and said meal coordinators were surveyed and based on that information the district will be sending printed menus each month at the elementary schools. They will not return to order forms, but they are addressing the way lunches are prepared to help ensure meals are available for all lunches.*

**Miscellaneous Business:**

Schedule of Activities.

Adjourn to Closed Session: 8:12 p.m.

Return to Open Session: 8:54 p.m.

**Adjournment:**

Motion by Todd Koch, supported by Abigail Wasil to adjourn at 8:55 p.m.

Ayes: All

Nays: None

Motion Carried

**These Minutes were approved by the Fraser Board of Education at their Regular Meeting of September 9, 2024 and are to be filed in the Permanent Minute Book.**

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Daniel Stawinski, Secretary