WESTWOOD COMMUNITY SCHOOL DISTRICT
BOARD OF EDUCATION
Wayne County, Michigan

A. CALL TO ORDER:
The Regular Board Meeting of the Westwood Community School District Board of Education was called to order by President Timothy Emery at 7:05 p.m. on Thursday, October 16, 2025. The meeting was held at the Equilla Bradford Administrative Center, 3335 S. Beech Daly, Dearborn Heights.

B. PLEDGE OF ALLEGIANCE:
All those present stood and recited the Pledge of Allegiance.

C. ROLL CALL:

Present:	President	Timothy Emery
	Vice President	Angela Hopkins
	Secretary	Cheryl Bell (7:08 p.m. arrival)
	Trustee	Narabia Little
	Trustee	Sarah Ward
Absent:	Treasurer	Roderick Means
	Trustee	Donald Willis
Others Present:	Superintendent	Dr. Stiles Simmons
	Recording Secretary	Trudy E. Murry
	Assistant Superintendent of Curriculum, Instruction and Accountability	Melanie Depray Learst
	Director of Finance and Operations	Jennie Li Jiang
	Director of Human Resources	Lisa Nastal

D. PUBLIC PARTICIPATION: None.

E. SUPERINTENDENT'S COMMENTS: None.

F. CONSENT AGENDA

1. Approval of Minutes and Corrections
    a. Approval of the September 23, 2025, Work Study Session meeting minutes
    b. Approval of the September 25, 2025, Regular Board Meeting minutes
2. Approval of Bills/Reimbursement of Expenses
    a. Financial Statements: September 2025
    b. Check Registers
    c. Purchase Orders over $3,000
    d. Total Checks: $1,724,067.50
3. Personnel
    a. Personnel Actions—L. Nastal
    b. Personnel Projections—L. Nastal

A motion was made by Trustee Sarah Ward and seconded by Trustee Narabia Little to approve the September 23, 2025, Work Study Session meeting minutes, September 25, 2025, Regular Board Meeting minutes. financial statements for September 2025, check registers, purchase orders over $3,000, total checks of $1,724,067.50, personnel and other personnel. The motion passed unanimously, 5-0.

G. APPROVAL TO CONTRACT SLP THROUGH SUPPLEMENTAL HEALTH CARE: L. NASTAL
Trustee Narabia Little moved, and Trustee Sarah Ward seconded the motion to contract SLP through Supplemental Health Care. The motion passed unanimously, 5-0.

H. STUDENT BOARD MEMBER REPORT: E. RUCKER: A copy of Mr. Rucker's report was provided to the Board. President Emery informed the Board members they could read the report at their leisure.

I. COMMUNICATIONS: None.

J. GOALS/UPDATES (School Improvement Plans, Strategic Plans):

1. Westwood Foundation: T. Emery: None.
2. Superintendent's Update: S. Simmons: Dr. Simmons presented an update on the following topics to the Board and community:
    a. Strategic Plan Update: progress is being made in five (5) Strategic Goal Areas: academics and programs, learning environment and culture, personnel and leadership, facilities and operations, and finance
        1. Academics and Programs: The integration of Generative AI into the District's K-12 education program is going well. The AI Task Force is led by Assistant Superintendent Melanie Depray Learst and is focused on helping educators teach students how to interact with and responsibly use AI technology to enhance their learning. Also, we are taking additional steps to address the chronic absenteeism challenge.
        2. Learning Environment and Culture: The District is continuing to implement the Positive Behavior Intervention Support (PBIS) initiative in its elementary schools.
        3. Personnel and Leadership: The MICIP team and building-level school improvement teams continue to meet to identify and discuss issues related to student achievement and performance to outline strategies to help address those identified issues.
        4. Facilities: The summer construction projects are ending. Some minor details need to be finished, however, the District had a successful summer project season. The Bond team is busy working on designs and plans for the Summer of 2026, In the coming months, the Board will be presented with several items that will require Board action.
        5. Finance: The financial audit report will be presented at the November 13, 2025, Regular Board Meeting.

K. BYLAWS AND POLICY REPORT: S. WARD (first reading):

1. 0131.1: Bylaws and Policies
2. 1130: Conflict of Interest
3. 1430: Leaves of Absence
4. 2340: Field and Other Sponsored Trips
5. 3110: Conflict of Interest
6. 3430: Leaves of Absence
7. 4110: Conflict of Interest
8. 4430: Leaves of Absence
9. 5320: Immunizations
10. 5330: Use of Medications
11. 5330.01: Epinephrine Auto-Injectors
12. 5460: Graduation Requirements
13. 6110: Grant Funds
14. 6111: Internal Controls
15. 6114: Cost Principles: Spending Federal Funds

16. 6325: Procurement: Federal Grants Funds
17. 7310: Disposition of Surplus Property
18. 7440.03: Small Unmanned Aircraft Systems
19. 7450: Property Inventory
20. 8320: Personnel Files
21. 8500: Food Services

Trustee Sarah Ward moved, and Trustee Narabia Little seconded waiving the first reading of the listed policies and directed the secretary to enter them verbatim into the record. Treasurer Roderick Means questioned the reasoning behind the proposed change to Policy 0131.1. Policy Chairman Sarah Ward said a meeting is scheduled with NEOLA, the company that assists us with our policies. She will ask the NEOLA representative for guidance and report back to the full Board before the November 13, 2025, Regular Board Meeting. The Board will then determine its next course of action re: the policy in question. The motion passed unanimously, 5-0.

L. RECESS: None.

M. CURRICULUM REPORT: M. DEPRAY LEARST: Mrs. Learst provided an update at the October 14, 2025, Work Study Session. She updated the Board and community on the AI presentation that the District AI Task Force gave recently. She said their presentation was well-received and their section was full. Dr. Simmons attended and complimented the group, saying the presentation was outstanding.

N. FINANCE AND OPERATIONS REPORT: J. JIANG:

1. Food Service: Mrs. Jiang gave an update at the October 14, 2025, Work Study Session.
2. Fundraising Report for 2025-2026: Mrs. Jiang gave an update at the October 14, 2025, Work Study Session.
3. Utilities Schedule for September 2024 and September 2025: Mrs. Jiang gave an update at the October 14, 2025, Work Study Session.

O. SUPERINTENDENT'S COMMENTS:

1. Building, Grounds, Maintenance and Transportation: Dr. Simmons said a representative from Plante Moran Realpoint will provide an update in November.
2. Student Accounting: Dr. Simmons will provide the Board with updated information by email on Monday, October 13, 2027.

P. PUBLIC PARTICIPATION: None.

Q. UPCOMING WORKSHOPS/MEETINGS, ETC.:

1. Michigan Association of School Boards Spring Institute: October 23-26, 2025
2. National School Boards Association Advocacy and Equity Institute: February 1-3, 2026, in Washington, D.C.

R. BOARD MEMBER COMMENTS: None.

1. Several items were shared with the Board and community:
    a. October 17, 2025, is the high school Homecoming game. The Homecoming dance is on October 18, 2025.
    b. Tomlinson Middle School football will play at 6 p.m. on October 22 at Robichaud against Melvindale.
    c. A news release was shared re: Ms. Ruth Canfield, who was a former city council member and mayor of Dearborn, as well as a Board member for Dearborn Heights District No. 7. A memorial service will be held on October 22 at City Hall in Dearborn Heights.

Secretary Cheryl Bell left the table at 7:25 p.m. and returned at 7:28 p.m.

S. NEXT SCHEDULED MEETINGS:

1. November 11, 2025: Work Study Session at 7 p.m.
2. November 13, 2025: Regular Board Meeting at 7 p.m.

T. OTHER: None.

U. CLOSED SESSION: None.

V. ADJOURNMENT:

There were no further comments, and the meeting was adjourned at 7:29 p.m.

Respectfully submitted,

Cheryl Bell, Secretary

Trudy E. Murry, Recording Secretary