

Oakland Academy
Minutes of the Regular Board Meeting
October 19, 2023

1. Call to Order

The meeting of the Board of Oakland Academy was called to order at 6:30 pm, by Dennis Simpson, Board President. Copies of the agenda were emailed to the Board members and posted at Oakland Academy for other interested parties in accordance with the Open Meetings Act.

Roll Call:

Members Present

Members Absent

<ol style="list-style-type: none">1. Dennis Simpson – President2. Therese Searles- VP3. David Kidder- Treasurer4. Jeff Boyd – Member5. Alexandria Wibert- Secretary	
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2. Approval Agenda

Motion by David Kidder to approve the October 19, 2023, board meeting agenda. Second: Jeff Boyd

Aye: 5 Opposed: 0

Discussion: None

Motion Carried

3. Regular Business:

Public comment: Craig Smith communicated his appreciation for what the school has done for his grandkids, providing a great application.

Visitors: Craig Smith and Nala, Omer Khayyam, Lydia Oberlin, Emily Broderdorf, PTO members and Bill Barker, GVSU Representative

Correspondence: Travis Gostinger reviewed an engagement letter from Clark Hill regarding note/borrowing. The letter will be stored in the board files. The State Aid Note was approved and has been funded and will go into the school's account.

Approval of the August 24, 2023, board meeting minutes

Motion by David Kidder to approve the August 24, 2023, board meeting minutes. Second: Therese Searles
Aye: 5 Opposed: 0
Discussion: None

Motion Carried

Financial Reports

Lori LaMontagne presented the September financial reports. We do not receive State Aid in September. It will come back into play in October. She reviewed revenue and expenditures. We will start to see the trend go up with the State Aid fund in October. Our enrollment at fall count was 161.79. Our unaudited count was 171. She reviewed assets and liabilities with the board. We have filled our positions, so the payroll will be consistent. She completed her presentation of the financial notes with disbursements.

Motion by Therese Searles to approve the August Financial Reports.

Second: Alex Wibert
Aye: 5 Opposed: 0

Discussion: Dave Kidder asked if we had to borrow because we did not have any money (referring to the dip on the chart). Lori communicated that there is one month per year that we do not receive state aid (that is what is on the year). Next year, you will see year to year. Dave also requested for the disbursements to be bigger next month.

Motion Carried

Board Policy Manual

Dennis mentioned that we had a board policy manual drafted and we still need to pass it. There are a few other policies from the National Charter School Institute that will be brought forth at the next meeting. The policy many is being brought to us for a vote.

Motion by David Kidder to approve the Board Policy Manual.

Second: Jeff Boyd

Discussion: Therese Searles asked for a summary update since it has been a while since we've looked at them. Travis communicated that we can have the National Charter School Institute give a review of the board manual. Going forward there will be a review twice a year. Once in the fall and once in the spring to get updates and we will bring those to the board. We will let

you know what is legally required, has legal content or that we are recommending and then at the following meeting we will request approval from the board. Therese did not recall reviewing them. Travis said that we could provide a summary sheet of those policies.d

Therese Searles motions to table the motion to approve the board policy manual until next meeting. Second: David Kidder

Aye: 5 Opposed: 0

Dennis communicated that it will need to be brought back up at the next meeting but it will not be on the agenda.

4. Leadership Update

Principal Report

Shawn Boris presented her report. She began by thanking the PTO members who attended the meeting for all their involvement at the school. Enrollment is at 169. Our new 6th grade teacher started and she is doing great. Fall assessments are done. Teachers are using the data from those assessments to target instruction. Most grade levels are averaging above grade level.

Individualized Develop Plans are being developed for the teachers. This plan is to help teachers work toward their goals. She discussed the First Day Shoe Fund that handed out brand new shoes to students who needed them. We had a visit from the Kalamazoo Symphony on the go quartet that was enjoyed by the students and is part of their curriculum. At the end of the month students will receive the new report card and teachers will be conferencing with parents to go over grading and the new report card. We are continuing our partnership with Twelve Baskets Pantry of Portage. If a student brings a requested item, they can wear non uniform clothing on that Friday. Trunk of Treat will be held on Oct 27. Therese asked if parents are getting weekly communication. Shawn communicated the the build out of Synergi that is planned to be ready for second quarter. Parents will be able to log in at anytime to check grades.

PTO Report

We had our first meeting last month. There were many attendees. Fliers were just sent out for our Thanksgiving pie fundraiser. Pizza Fridays are our biggest fundraiser. The first one is tomorrow. First family night is with Great Skate. We are looking at end of November. PTO gives teachers \$150 each year to support their classrooms. We are working on getting students snow bags for their snow gear. Dennis thanked the PTO for their service at the school.

Authorizer Report

Bill Barker mentioned the GVSU K-12 Academic Grant. The Governence Training in September included a MAPSA presentation. The next one is "New Board Member Orientation". Attendance was written into the agreement. He reviewed the Student Assessment Performance and Compliance Requirements for the Grant. Based on your enrollment, you will have around \$5000 to spend on academics. Your mitten icon on your website needs to be update. You do a good job with that.

Initial____AW_____

Management Report

Travis Gostinger started by introducing the Summit Management team (Lori LaMontagne, Debby Wilton and Danielle Shannon). We visited earlier today and had a great experience meeting the team and seeing the students in action. We had a brief staff meeting after school to introduce ourselves. Count Day we had 169 after the 2 students moved to home district. We will be working on the budget amendment that will be presented at the December meeting. We have slightly less than the July adopted budget which had 195 students. Lori has been working with FBR and the auditing firm to make sure the audit is wrapped up timely and posted by Nov 1st. Danielle has worked to update the budget/transparency on the website. We will be updating that after the FID with the new information. We also have had our insurance renewed and the Hylant review is complete. We have paid the final invoice with FBR. The last item is Oakland Academy's 25th Anniversary. We are organizing a planning committee with Shawn and will include the board, GVSU and PTO in the process. Dennis mentioned that maybe we could get a previous student who has graduated to come and share their success story.

5. Board Strategy & Planning

Therese asked if we could have board comments at the end of the agenda. Therese appreciated the next meeting reminder and would appreciate a printed board packet. Shawn will print a packet for Therese each meeting.

6. Adjournment: Next meeting on December 21, 2023, at 1 p.m. at Oakland Academy, classroom 3.

Motion by Jeff Boyd to adjourn at 7:21 p.m.

Second: Therese Searles

Aye:5 Opposed:0

Motion Carried

Board Secretary Signature _____ Alexandria Wibert _____

Date _____ January 3, 2024 _____

Initial _____ AW _____