

Oakland Academy
Minutes of the Regular Board Meeting
December 21, 2023

1. Call to Order

The meeting of the Board of Oakland Academy was called to order at 1:00 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

1. Dennis Simpson – President 2. Therese Searles- VP 3. David Kidder -Treasurer 4. Jeff Boyd – Member 5. Alexandria Wibert- Secretary	
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2. Approval Agenda

Motion by Alexandria Wibert to approve the December 21, 2023, board meeting agenda.

Second: Jeff Boyd

Aye: 5 Opposed: 0

Discussion: None

Motion Carried

3. Regular Business:

Public comment: None

Visitors: Omar Khayyam, PTO member, Matt Cawood, GVSU Representative, Kerri Smith, NCSI and Matt Holland, Gabridge and Co.

Correspondence: None

Approval of the October 19, 2023, board meeting minutes

Motion by Jeff Boyd to approve the October 19, 2023, board meeting minutes.

Second: Alexandria Wibert

Aye: 5 Opposed: 0

Discussion: None

Motion Carried

Financial Reports

Lori LaMontagne presented November Financial Report. Enrollment is currently 171.

Motion by Therese Searles to receive and approve the November Financial Reports.

Second: Alexandria Wibert

Aye: 5 Opposed: 0

Discussion: None

Motion Carried

4. Board Strategy and Planning

NCSI Policy Presentation

Kerri Smith, Oakland Academy's representative from NCSI (National Charter School Institute) reviewed the board policy manual with the board members. She navigated through the Board Docs site to demonstrate access to the policies. She reviewed the Academy Safety Information policy with the board to be approved and submitted to GVSU in January. Dennis asked if the policies were endorsed by Summit. Travis confirmed that this manual is a solid set of policies offering coverage and protection to the school and recommends adopting them. We will have regular Fall and Spring meetings to review policy updates with Kerri and Shawn and will bring the updates and recommendation to the board.

Adoption Resolution

RESOLVED that the policies printed and codified in the comprehensive document entitled "Board Policies of the Oakland Academy Board of Directors" are hereby adopted and that all Board Policies previously adopted by the Oakland Academy Board of Directors are hereby rescinded; further be it RESOLVED that, in the event any policy, part of a policy, or a section of the Board Policies is judged to be inconsistent with law or inoperative by a court of competent jurisdiction or is invalidated by a policy or contract duly adopted by this Board, the remaining Board Policies and parts of policies shall remain in full effect. Dennis asked that we send the information from the policy meetings to the board with the minutes.

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Motion by Therese Searles to approve the Board Policy Manual.

Second: Alexandria Wibert

Aye: 5 Opposed: 0

Discussion: None

Motion Carried

Financial Audit Presentation

Matt Holland from Gabridge and Co. presented the annual financial audit. He highlighted that over all cash, receivables and liabilities all stayed relatively similar to the prior year's audit. Revenues are also very similar to the prior year. We have no compliance findings to report. Overall, it was a simple and routine audit. Matt asked if there were any questions. Dennis inquired about who provided the information for the audit. Matt clarified that it was from FBR as of June 30, 2023. Further discussion commenced.

Motion by Therese Searles to receive the June 2023 Financial Audit.

Second: Jeff Boyd

Aye: 5 Opposed: 0

Discussion: None

Motion Carried

Budget Amendment Resolution

Lori LaMontagne presented the Budget Amendment. The original budget was based on projected enrollment and state aid, along with expense assumptions in line with the school's operations. The amendment has the final approved state aid and the October enrollment count. The October enrollment count was 164. The only staffing change is the addition of part time sub that was added to the budget due to a need for the school.

RESOLVED, that this resolution shall be the general appropriation of Oakland Academy for the 2023 - 2024 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by Oakland Academy.

Motion by Jeff Boyd for the approval of the general appropriation amendment for the 2023-2024 school year.

Second: Alexandria Wibert

Aye: 5 Opposed: 0

Discussion: None

Motion Carried

5. Leadership Update

Principal Report

Shawn Boris presented her report. Enrollment is at 170. We have 2 students leaving due to transportation issues. She added that there have been calls regarding enrollment interest. Re-enrollment for next year will begin in January. We have 3 Open Houses planned for the spring and have mailers that will be created and sent from Petoskey Stone Media. All year long we are continuing to collect items for Twelve Baskets Party and will send a new list of items home with students in January. On November 29th State Representative Christine Morse visited Oakland for a tour and to learn more about our school. On January 12th our 5th and 6th grade students will be taking a field trip to the geology lab on WMU's campus. The winter carnival is Thursday, 1/25 from 5-7pm. A ticket order form and more details will go home when we return in January. 25th Anniversary planning is underway. Therese and Dennis asked to continue inviting legislators to Oakland Academy. Further discussion commenced.

PTO Report

Omer reported that the pie fundraiser was a huge success. The Christmas/Holiday store just wrapped up and we had made a profit this year. The PTO will have a uniform sale and be selling food at the January carnival. We will have a family fun night on February 1st at Airborne.

Authorizer Report

Matt Cawood informed the board about the board nomination process. Dennis would like the March Agenda to include a report from the nomination committee. The next board governance virtual training is on January 30 from 4-5p.m. School Performance Reports should be received by the school leaders. January 21-27th is School Choice Week. GVSU requires 6 board meetings per year. Further discussion commenced.

Management Report

Travis Gostinger started by sharing that Summit Management is continuing the regular management meetings with Shawn. We are currently discussing next year's Reauthorization with GVSU as well as the marketing plan. The policy manual link was sent out by Danielle that will get you to the policy manual that was approved today. Please reach out to Danielle or I if you have questions.

6. Adjournment: Next meeting on January 18, 2023, at 5:00 p.m. at Oakland Academy.

Meeting adjourned at 2:24 p.m. by Dennis Simpson with lack of a quorum.

Board Secretary Signature



Date 1/28/2024

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