



**Oakland Academy
Minutes of the Board Meeting
October 16, 2025**

1. Call to Order

The meeting of the Board of Oakland Academy was called to order at 6:30 pm, by Therese Searles, 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. Therese Searles - President 2. David Kidder -Treasurer 3. Amy Featheringham – VP 4. Lydia Oberlin – Secretary 5. Craig Smith - Member 	
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2. Approval Agenda

Motion by Craig Smith to approve the October 16, 2025, board meeting agenda.

Second: David Kidder

Aye: 5 Opposed: 0

Discussion: None

Motion Carried

3. Regular Business:

Public comment: None

Initial _____

Visitors: GVSU Representative- Bill Barker, PTO President- Katie Perry-Lund, Oakland Academy Teacher - Tammy Roth, Summit Management Representatives –Mike Gilcrist and Dr. Tim Wood

Correspondence: Travis Gostinger shared a letter from Dr. Hutchinson received prior to the closing.

Approval of the Minutes

Motion by Amy Featheringham to approve the August 21, 2025, Meeting Minutes.

Second: David Kidder

Aye: 5 Opposed: 0

Discussion: None

Motion Carried

Motion by Amy Featheringham to approve the September 18, 2025, Special Meeting Minutes.

Second: David Kidder

Aye: 5 Opposed: 0

Discussion: None

Motion Carried

Financial Reports

Travis Gostinger presented the August and September Financial Reports. We separated out the funds so you can see what is going on in the general fund, food services fund and the students' activities funds. Travis reviewed those funds. At the beginning of the year, our operations start as of July 1, but our first state aid payment doesn't come until October. We use some of our fund balance for the first couple of months. Therese commented that she likes the summary pages where we can see the funds broken down all in one page.

Motion by Craig Smith to accept the August and September Financial Statements.

Second: Lydia Oberlin

Aye: 5 Opposed: 0

Discussion: None

Motion Carried

4. Leadership Update

Principal Report

Shawn Boris presented her Principal Report. Current enrollment is 124. We continue to look at new programming options for future years to help increase enrollment. We continue to work with Petoskey Stone as well as our new Marketing Coordinator with Summit to promote the school. I am always actively looking for ways to have our school represented in the community and have attended several events in the area promoting Oakland.

In September, we had the First Day Shoe Fund on site to hand out new shoes to all who needed them K-5. This year we are bringing back student council for grades 3-6 under my guidance. Elections will be held next week, and we are excited to get this new student leadership program underway.

Our Fall NWEA assessments are complete, and teachers are using the data to differentiate lessons and create small groups for targeted instruction. NWEA parent reports will go home on October 31. Report cards are being emailed to parents/guardians weekly utilizing our new gradebook system, the NextEdge Data Tracker. Parent conferences will take place during the week of November 3.

This year we are continuing our partnership with Twelve Baskets Pantry of Portage. Trunk or Treat will be held in the morning on October 31, this is a half day of school. We are expecting a large turnout again this year! Looking ahead we have a winter carnival planned for January.

Mrs. Boris discussed the Impact 30 grant proposal. We are hard at work gathering information to complete our grant application for the GVSU Impact 30 grant. Our focus will be on adding an outdoor classroom that is weather-hearted and can be used year-round. The board expressed support, and Therese Searles signed a letter of support for the proposal on behalf of the board.

PTO Report

Katie Perry-Lund, PTO President presented the PTO Report. She announced that the PTO now has a Treasurer. Pizza Friday has started, and we have our volunteer program in place. We celebrated the teachers on World Teachers Day. At the teachers request, we are collecting sporting good donations for classrooms. Lydia Oberlin is leading our pie fundraiser. During conferences, we will support the teachers with snacks.

Authorizer Report

Bill Barker gave the Authorizer Report. He gave the board a self-evaluation and asked them to fill it out after the meeting. GVSU is giving out \$500,000 this year in grants. Schools can apply for more than one. They are due November 19th.

Initial _____

Management Report

Travis Gostinger presented the Management Report. We are looking for the Board's adoption of a policy to provide a purchase card for the school. The authorization handling and use of the credit will be established to provide convenient and an efficient means to purchase goods and services. However, will not be used to circumvent the general purchasing procedures established by the state lawn and Board policy.

The board will be asked to approve the purchasing policy and a resolution authorizing issuance of individual procurement card to move forward with a purchase card for the school. Therese asked about the policy and administrative procedures that Summit would develop. Travis said there will be an authorization limit sign-off form and then we will have guidelines for acceptable use.

Motion by Craig Smith to approve the purchasing policy as updated in the packet

Second: David Kidder

Aye: 5 Opposed: 0

Discussion: None

Motion Carried

Motion by Amy Featheringham to approve the resolution authorizing issuance of individual procurement cards.

Second: Lydia Oberlin

Aye: 5 Opposed: 0

Discussion: None

Motion Carried

5.Board Strategy and Planning

Travis asked the board to take a moment to celebrate the purchase of the building. After this Shawn requested a signature in support of the GVSU Grant. Therese mentioned the other items approved needing signature.

6. Adjournment:

Motion by Amy Featheringham to adjourn the meeting at 7:26 pm.

Second: Lydia Oberlin

Next meeting is on December 18 at 1:00 pm.

Board Secretary Signature  Signed by:
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Date 12/19/2025

Initial _____