



**Oakland Academy**  
**Minutes of the Board Meeting**  
**December 18, 2025**

**1. Call to Order**

The meeting of the Board of Oakland Academy was called to order at 1:00 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"> <li>1. Therese Searles - President</li> <li>2. David Kidder -Treasurer</li> <li>3. Amy Featheringham – VP</li> <li>4. Lydia Oberlin – Secretary</li> <li>5. Craig Smith - Member</li> </ol>	
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**2. Approval Agenda**

**Motion** by David Kidder to approve the December 18, 2025, board meeting agenda.

Second: Lydia Oberlin

Aye: 5 Opposed: 0

Discussion: None

Motion Carried

**3. Regular Business:**

Public comment: None

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

Correspondence: Therese Searles received correspondence from GVSU informing us that Oakland Academy has been awarded a supplemental grant of \$2000 for professional development. Additional correspondence from the Charter School Office came in today regarding 31 AA funding. We will be receiving further information about it this.

### **Approval of the Minutes**

**Motion** by Craig Smith to approve the October 10, 2025, Special Meeting Minutes.

Second: Amy Featheringham

Aye: 5 Opposed: 0

Discussion: None

Motion Carried

**Motion** by David Kidder to approve the October 16, 2025, Meeting Minutes.

Second: Craig Smith

Aye: 5 Opposed: 0

Discussion: None

Motion Carried

### **Financial Reports**

Travis Gostinger presented the October Financial Reports. These financials are a unique because they include the purchase, but our budget hasn't been amended yet. We'd like to do the budget amendment in January. The budget amendment will include the full revenue and expense for purchase of the building. Travis continued with presenting the November Financial Reports. Therese asked how we have zero days of operation. Travis explained cash position. Further discussion commenced. Travis pointed out the IFF payment that is the interest payment. Additionally, Travis pointed out gutter fix and replacement cost. Mike Gilcrest reported on the site safety assessment. We received a grant to cover this expense and will see that reimbursement next month.

**Motion** by Craig Smith to accept the October and November Financial Statements.

Second: Lydia Oberlin Aye: 5 Opposed: 0

Discussion: None

Motion Carried

Travis presented the audited financial statements. He reminded the board that the auditors we have been working with for years were bought out by CBIZ. Even though we have had the same people working on our audit, CBIZ has had some challenges navigating timelines. Our audit was completed in time. Since they are not available to present the audit at this point, I wanted to give the high-level report. We will then have one of the CBIZ team members here to present the audit at an upcoming meeting. Therese inquired about continuing with this firm next year. Further discussion commenced. Travis presented the auditor's opinion. They issued an unmodified or a clean opinion confirming that Oakland Academy's financial statements are fairly presented and in accordance with the generally accepted accounting principles, which is what we would be looking for. Additionally, Travis reported on the fund balance percentage. This is a solid position. The audit was submitted to the State and sent to GVSU. Travis concluded with reminding the board that we would have a CBIZ team member present it to the board and that it was a very good audit.

#### 4. Leadership Update

##### Principal Report

Shawn Boris presented her Principal Report. Current enrollment is 124. We continue to have discussions regarding our marketing strategy to help increase enrollment. The Impact 30 Grant has been submitted, and we will hear if we were selected on December 19. We are celebrating Holiday Spirit Week, and each day has/had a special theme for students & staff to dress up.

The first week of December we held a Holiday Book Fair and raised just over \$1300 in book bucks to support our library and classrooms with new books. NWEA testing is planned to start immediately after winter break. Reenrollment starts immediately after winter break as well and several spring open houses will be planned. All year long, we are continuing our partnership with Twelve Baskets Pantry of Portage.

There is no school on January 23. This is a Professional Development Day for staff. They will use this day to go over the newest NWEA data, plan for interventions, instruction and small groups. Looking ahead we have math night planned for January 22 and spring open houses are on the calendar for March, April and May.

Teacher/Classroom Updates: In Kindergarten, students have been learning about coins and coin values. We have a grandparent who works at a bank has been doing presentations to their classes about money and saving. In second grade they are now using Heggerty phonics to build skills. This is a weekly program that helps students learn the sounds and how they are manipulated in different words. In upper elementary, our students learned about the instruments in an orchestra and enjoyed a visit from a string quartet from the Kalamazoo Symphony Orchestra. In the spring we will take all upper elementary to see the full orchestra perform. Our student council has also been active and helped us celebrate Veteran's Day with cards and posters and greeted during morning drop off.

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## **PTO Report**

Katie Perry-Lund, PTO President presented the PTO Report. We had a busy first semester and finished up with our Conference Café for our teachers during conferences. We have and Equipment Drive to support the classrooms with balls, bats, mittens, etc. to integrate into their health and wellness curriculum and to use during recess.

The pie fundraiser was a success and the Holiday Store wrapped up yesterday with just a \$20 difference in amount sold from last year. Our PTO meeting attendance continues to be low. We did a family survey this fall to gather input to support attendance. Based on survey input, we are going to trial an all-virtual meeting in January. It will be in the evening, and we are hopeful that it brings a few more parents with a few more ideas. We will continue Pizza Friday. We will be discussing recruiting officers and planning spring events. Therese thanked the PTO for the work that they do.

## **Authorizer Report**

Bill Barker gave the Authorizer Report. We discussed the Impact 30 Grant. There were 70 applications received. At our next meeting we will need to settle on a topic for individual board training. This year I worked on facility reviews. I met with Shawn and toured the Oakland Academy buildings. There are no major findings that we need to follow up on, just a few suggestions that I had regarding locks, numbering on doors and cameras. GVSU gave Oakland a new flag. Further discussion commenced.

## **Management Report**

Mike Gilchrist presented the management report. During our recent Board Prep Meeting, Therese asked about enrollment. Enrollment is certainly highest on our radar. As Shawn mentioned, we have a marketing team, and we meet every week with our number 1 discussion point being marketing and enrollment plans. Our Director of Marketing gave me some brief bullet points to share. We are aware that Oakland Academy is facing increased competition locally. The focus right now is increasing awareness, inquiry, tours, which are the leading indicators of enrollment. We have a clear enrollment plan in motion. We have a multi-channel enrollment campaign launching this month and will be running through the new year with it.

## **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:**

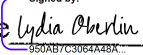
Motion by Amy Featheringham to adjourn the meeting at 7:26 pm.

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Second: Lydia Oberlin

Next meeting is on January 15, 2026 at 1:00 pm.

Board Secretary Signature  Lydia Oberlin

Date 1/23/2026

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