

Woodland School

7224 Supply Road, Traverse City, MI 49696 Tel: 231-947-7474

Board of Directors Meeting

Minutes

Friday, January 16th, 2026

4 p.m.

Preamble: This meeting is a meeting of the Board of Directors in public for the purpose of conducting the academy's business and is not to be considered a public committee meeting. There is a time for public participation during the meeting as indicated in the agenda items VI and XII.

- I. Call To Order – Jane Shank called the meeting to order at 4:07 pm
- II. Roll Call – Present were Jane Shank, Bethany Peek, Dana Matson, Julie Nesky, and Mary Wodzien. Also present was Woodland School Director Richard Watson and, via Zoom, Board member Grant Woods.
- III. Approval of Agenda – A motion to approve the agenda with the addition of three action items -
Items XI. E. a- Discussion and approval of the completed revised Governance doc.;
Item XI. E. b – Discussion and approval to purchase binders for the Vision & Mission Committee Guidebook; and Item XI. E. c – Discussion and approval of the completed Vision & Mission Committee Procedures Guidebook. The motion was made by Bethany Peek, seconded by Dana Matson, and passed unanimously.
- IV. Approval of minutes: Regular Board Meeting Minutes on December 10th, 2025, were reviewed. A motion to approve as presented was made by Julie Nesky, seconded by Mary Wodzien, and passed unanimously.
- V. Financial Report
 - A. Action: Approval Monthly Financial Report for December (Expenditures, Revenue & Expense, Cash Forecast Statement) – The December financials were reviewed and discussed. After discussion a motion to approve was made by Bethany Peek, seconded by Dana Matson, and passed unanimously.
 - B. State Aid Update – The State Budget update was reviewed.
- VI. Public Comment – None presented.
- VII. Custodial Board Report – Jessie Milne – Mrs. Milne reviewed the minutes from the most recent Custodial Board meeting including enrollment numbers, 30th year Anniversary planning, as well as recent and upcoming school activities. She also touched on the success within her classroom so far this year.
- VIII. Correspondence
 - A. None presented.

- IX. Items from Administration
- A. Director's report- The Director's report included school wide activities including student testing, multi-staff/subject integration of the hydroponics curriculum, tech grant purchases, and more.
 - B. 24-25 Academic report – Reviewed and discuss.
- X. Old Business
- A. National Charter Schools Institute Fall policies- 2266 3110, 3121, 3139, 3419.03
 - a. Woodlands legal council's report was reviewed and discussed regarding the remaining unapproved sections. After discussion the Board requested Rich to submit the legal council responses to National Charter School Institute for their opinion of our attorneys' comments. Any action was tabled until resolution of all remaining items.
- XI. New Business
- A. Educational Program Doc-approval SVSU – The Educational Program doc was reviewed and discussed. A motion to approve was made by Mary Wodzien, seconded by Julie Nesky, and approved unanimously.
 - B. Course Catalog Spring Updates – The updated Course Catalog was reviewed and discussed. A motion to approve was made by Bethany Peek, seconded by Dana Matson, and passed unanimously.
 - C. Director Evaluation tool – Discussion around selecting the Michigan Multidimensional Leadership Performance evaluation tool over previous choices took place, including funding for the Board training to use the tool, and paralleling the goals selected earlier in the school year that the Director has been working on to this new evaluation tool. A motion to move forward with this evaluation tool was made by Bethany Peek, seconded by Mary Wodzien, and passed unanimously.
 - D. Employee retirement effective June 2026 - The retirement letter from Mr. Chris Post was acknowledged and accepted by the Board. The motion to accept was made by Mary Wodzien, seconded by Julie Nesky, and accepted unanimously.
 - E. Board committee updates
 - a. Action: Discussion and approval of the completed revised Governance doc. The Board has decided to add a review of this document annually (preferably early summer), including checking with staff, administration, and the Board members, to make sure that it is still meeting the needs of Woodland. A motion to approve the final draft was made by Julie Nesky, seconded by Bethany Peek, and passed unanimously.
 - b. Action: Discussion and approval of the Board to purchase binders for the Vision & Mission Committee Guidebook. Discussion included style selection, cost, and budget line-item expense. A motion to approve the purchase of 8 permanent committee binders was made by Bethany Peek, seconded by Dana Matson, and passed unanimously.
 - c. Action: Discussion and approval of the completed Vision & Mission Committee Procedures Guidebook. The draft was discussed and reviewed. A motion to approve was made by Bethany Peek, seconded by Dana Matson, and passed unanimously.
 - d. Board Evaluation Committee reported results are pending.
 - e. Board Recruitment Committee reported that the guidebook is well underway, but the committee needs to shift focus and start generating interest now to hit upcoming timelines.
 - f. Parent Survey Committee is working on the survey process.
 - F. Board President's report-The Board President reviewed upcoming school activities and events and secured specific member commitments to attend each event. The update on our Strategic Planning Survey was reviewed. There are 64 responses to date. She encouraged all to share the link to generate more responses.
- XII. Public Comment – Amy Miller noted the requirements for the updated course descriptions.
- XIII. Adjournment. The meeting was adjourned at 5:38 pm with a motion by Dana Matson, seconded by Bethany Peek, and approved unanimously.



 Mary Wodzien, secretary

Feb 11th, 2026

 Date