

Woodland School

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

Board of Directors Meeting Minutes

Wednesday, February 11th, 2026
6 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 6:03 pm
- II. Roll Call – Present were Jane Shank, Grant Woods, Bethany Peek, Dana Matson, Julie Nesky, and Mary Wodzien. Also present was Woodland School Director Richard Watson and Mast Financial representative Adam Holcomb.
- III. Approval of Agenda – There was a motion to move Items XI. A. - 25/26 Amended General Budget Resolution and Item XI. B. - 25/26 Capital Projects Appropriation Resolution to Item V. C. and V. D. respectively. Discussion on the State 27L funds was added as Item V. E. This motion was made by Bethany Peek, seconded by Dana Matson, and passed unanimously.
- IV. Approval of minutes: Regular Board Meeting Minutes of January 16th, 2026, were reviewed. A motion to approve as presented was made by Julie Nesky, seconded by Dana Matson, and passed unanimously.
- V. Financial Report
 - A. Action: Approval Monthly Financial Report January (Expenditures, Revenue & Expense, Cash Forecast Statement) – The January financials were reviewed and discussed. After discussion a motion to approve was made by Dana Matson, seconded by Bethany Peeks, and passed unanimously.
 - B. State Aid Update – State Aid was reviewed and discussed.
 - C. 25/26 Amended General Budget Resolution – The Amended General Budget Resolution was reviewed and discussed. A motion to approve was made by Mary Wodzien, seconded by Dana Matson, and passed unanimously.
 - D. 25/26 Capital Project Appropriation Resolution – The Capital Project Appropriation Resolution was reviewed and discussed. A motion to approve was made by Mary Wodzien, seconded by Julie Nesky, and passed unanimously.
 - E. Discussion on disbursement options of State 27L funds. These State funds, designed for additional staff compensation, have options on how the school disperses them. Discussion surrounding what is allowed by the State and what other schools/districts are doing with the funds under these guidelines. The Board will take this topic up again next month with specifics on how they will be allocate.
- VI. Public Comment – None presented.
- VII. Custodial Board Report – Kristine Giem – Ms. Giem reviewed the minutes from the most recent Custodial Board meeting including enrollment numbers, the 2nd annual Literacy Night, receiving the newly approved Governance doc, Professional Development training effected by the recent snow days, the 6/8 field trip to the Leelanau Outdoor Center, and much more.
- VIII. Correspondence
 - A. Traverse Connect reached out inquiring if we would like to join the Chamber of Commerce/Traverse Connect and the benefits to the school if we did so.
- IX. Items from Administration
 - A. Director's report- The Director's report included the Winter NWEA testing, the rescheduling of the January PD, the success of Winterfest, May 16th being selected for our 30th year anniversary celebration day. Woodland tying into the Father Fred Organization for their 'Read & Feed' program, the massive book giveaway planned for the upcoming Literacy Night program, and the numbers from todays official count day (209).

X. Old Business

- A. Board policy – Woodlands’ attorney, Joe Urban, joined the meeting via telephone to discuss the situation regarding some of the proposed policy changes to our Board Policy documents provided by the National Charter Schools Institute. Mr. Urban will provide his recommendations to the Board next month for possible approval.

XI. New Business

- A. Woodland School 26-27 Calendar Approval – The proposed calendar was reviewed and discussed. A motion to approve was made by Bethany Peek, seconded by Julie Nesky, and approved unanimously.

- B. MMLPT Training SVSU grant doc – SVSU has offered a grant to pay a large portion of the training cost to implement the new Director Evaluation tool. The Board voted to sign the service agreement with MMLPT to allow this grant to be awarded. The motion was made by Grant Woods, seconded by Dana Matson, and passed unanimously.

C. Board committee updates:

- Board Recruitment Committee has publicized the need to fill the current Board vacancy. Applications have been received and the schedule is set to have candidate before the Board for selection and then submission to SVSU.
- Governance Committee engaged in conversation and discussion on where the official Governance document should be housed and made available to all employees. After discussion it was decided that this document would reside in the online portal titled ‘Company Documents’ along with other relevant employment documents. The instruction for Axios HR was to have all new and existing staff acknowledge receiving it, and when the governance doc receives updates or changes that all employees will acknowledge those changes at that time.
- Mission & Vision Committee has received the ordered binders to create the soon to be formed Woodland Mission & Vision Committee’s guidebook. Discussion around the timeline to form this committee tied directly with the progress being made with our Strategic Planning that is underway. The goal is to have this committee selected and ready to start by May so that they are engaged in time for the Strategic Planning retreat set for June.
- Director Evaluation Committee will schedule the training to use the MMLPT director evaluation tool.
- Board Evaluation Committee on hold as other committees conclude their work.
- Parent Survey Committee will contact the president of the Custodial Board to find out who from that board will be serving on this committee and then meet with the school director and these designated Custodial Board members to continue this committees work.

- D. Board President’s report – The Board president presented an update on our Strategic Planning Survey. There have been 83 respondents from a mix of stakeholders. The Director and Board President will meet with our strategic planners on March 15th to define what data we want from the survey and how to use this data, then the committee will participate in a daylong retreat to write a value statement and define goals.

- Upcoming school activities, events, and meetings were noted and Board members accepted assignments to attend each event.
- Discussion around securing a laptop computer specifically for the Board Presidents use was discussed. There are documents and correspondence that future presidents should have access to. All email correspondence prior to July 2025 had been removed from the boardpresident@woodlandschooltc.org email address. As the Board committees submit, and have approved, their work, and information such as Board agendas and minutes, to have a single source for these important documents is needed. Further discussion will be added to an upcoming Board of Directors agenda.

- XII. Public Comment – Austin Waite addressed the Board as a potential new board member. He has a small child currently attending Woodland and was a student at Woodland as well.

- XIII. Adjournment – The meeting was adjourned at 8:12 pm with a motion from Bethany Peek, seconded by Grant Woods, and approved unanimously.


Mary Wodzien, secretary

March 11, 2026
Date