Woodland School

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

Board of Directors Meeting
Minutes
Wednesday, September 10, 2025
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 V and XII.

I. Call To Order - Jane Shank called the meeting to order at 6:00 pm

II. Roll Call – Present were Jane Shank, Bethany Peek, Dana Matson, Julie Nesky, Amy Fewless, and Mary Wodzien. Also present was Woodland School Director Rich Watson, Mast Financial representative Adam Holcomb, SVSU field representative John Folsom, and from Gabridge and Company Andrew Wilcoxen. Absent was Grant Woods.

III. Approval of Agenda – A motion to amend and approve the agenda was made by Jane Shank. The motion adding Item VI - Family Council Board Presentation to the agenda. The motion was seconded by Bethany Peek and the motion passed unanimously.

IV. Approval of minutes: Regular Board Meeting minutes on August 13th, 2025 – The minutes from this meeting were reviewed and a motion to approve was made by Jullie Nesky, seconded by Dana Matson, and passed unanimously.

V. Financial Report

A. Action: Approval Monthly Financial Report August (Expenditures, Revenue & Expense, Cash Forecast Statement) – Both the June and August financials were reviewed by the Board with Director Rich Watson and Mast representative Adam Holcomb. After discussion, a motion to approve as presented was made by Mary Wodzien, seconded by Dana Matson, and approved unanimously.

- Adam provided a Board training presentation at 5:30 pm on understanding our financial documents.

B. State Aid Update – The report is on hold until the State of Michigan Budget has passed. The Board will review status at the October Board meeting.

C. Gabridge and Co. Financial Woodland School audit presentation. – The 2024-2025 final audit was presented to the Board by Gabridge representative Andrew Wilcoxen. The status is a 'clean' audit. After Board review and discussion, a motion to receive the final audit was made by Dana Matson, seconded by Julie Nesky, and passed unanimously.

VI. Family Council presentation – Julia Morse, Family Council representative, introduced the Family Council role at Woodland. Discussions surrounded the upcoming Hike-a-thon, the amount of funds raised, and how this parent group can support the schools' staff and growth with those funds.

VII. Public Comment – None presented.

VIII. Custodial Board Report – Julie Terhune – Julie's report included an introduction of herself to the new Board members, an update on the start of the school year, the buddies program has returned with the 6-8 students pairing with the Primary students, the upcoming Hike-a-thon kick off activity, fundraisers for class trips and activities started, the Custodial Board committee for the 30th Woodland anniversary and Leadership Team has formed/met, staff has created a new SEL program that will meet Woodland staff and student needs better, the Learning Fair this year will focus on Greece and Rome and take place right before Thanksgiving, and that multiple sports have begun.

IX. Correspondence

A. MAPSA has sent an email outlining resources and items to support charter schools. This email will be forwarded to all Board members for their review and possible subscribing.

X. Items from Administration

A. Director's report – The Directors report included updates on maintenance and repairs done over the summer, the Back-to-School picnic, the completion of some staff training, and fall enrollment count.

XI. Old Business

A. Parent Survey Follow-up – Discussion included the variety of options to ensure families receive the surveys, participation numbers this past year, the quantity/format of questions, and how to use the feedback provided.

B. Strategic Planning Follow up – Board president Jane Shank and Director Rich Watson met with Cathy Meyer-Looze and discussed moving forward with her team involvement and the format this would take. Next month there will be a base plan for the Board of Directors.

XII. New Business

A. 24-25 Audit Acceptance This item was covered in Item V-C.

C. Dan Brewer AHERA contact approval – After reviewing a motion to approve Dan Brewer was made by Dana Matson, seconded by Amy Fewless, and passed unanimously.

D. Course Descriptions 25-26 approval – After reviewing a motion to approve was made by Bethany Peek, seconded by Jane Shank, and passed unanimously.

E. Board committee updates – Each committee was charged with bringing their base plan on forming and implementing to next month's Board meeting.

F. Board President's report – The Presidents report included recent Board training with Airwin, Axios attending next months meeting, Board member reports on school activities they attend during the previous month, and upcoming report on 30th Anniversary celebration(s).

- Board training with SVSU via Zoom will take place on Sept 16th at 6 pm.
- Board member school event attendance schedule:
  - Coffee Meet & Greet – 9/12/25 – Mary Wodzien
  - Custodial Board meeting – 10/7/25 – Bethany Peek
  - Custodial Board meeting – 11/4/25 – Jane Shank

XIII. Public Comment – Julie Terhune commented on the Parent Survey.

XIV. Adjournment. - The meeting was adjourned at 7:44 pm with a motion made by Dana Matson, seconded by Bethany Peek, and passed unanimously.

Mary Wodziuen, secretary

October 8, 2025

Date