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REGULAR BOARD MEETING

Oakwood Elementary

3410 Laird Ave.

Kalamazoo, MI 49008

December 10, 2024

5:30 PM

**AGENDA**

I. Call to Order Regular Meeting

1. Meeting called to order at 5:34 p.m.

II. Pledge of Allegiance

III. Roll Call

1. Members present: Brennan, Brown, Saunders, Mixis, Fielder, Mora
2. Others present: Stacey Smith (Director), Tom Zhart (KRESA), Scott Ryder (Board Attorney)

IV. Approval of Agenda

1. Motion to approve the agenda made by Brown, seconded by Brennan. Voice vote passed unanimously.

V. Public Comment – (five minute maximum)

1. Tom Zhart provided concern related to submit FID
2. Scott Ryder provided comments in relation to the audit and his process with remedying the current situation

VI. Approval of Minutes

November 12, 2024, Regular Meeting

1. Motion to approve the November board meeting minutes made by Saunders, seconded by Brown. Voice vote approved unanimously.

VII. Communications

Director’s Report

1. No current safety issues
2. Student of the Month: K. Jackson for their abilities in math computation, explanation of answers, pleasant attitude, and hard work ethic.
3. Staff member of the Month: Mr. Reynolds for their help with enrollments, washing student laundry each week, mentoring and helping students, and fixing lunch for students every day.
4. Currently have 43 students enrolled from Kalamazoo, Portage, Vicksburg, Battle Creek, and Otsego
5. Staff holiday party planned for December 14th
6. Wednesdays are now “Hot Chocolate Wednesdays”, students making christmas cards for a nursing home and wreaths for Christmas home decorations

VIII. Regular Agenda

1. November Financial Report
   1. November statement noted out the payroll was three times this month which resulted in lower balance, EPG payment and management fee included in November deductions
   2. Overall trend update: October payment held due to audit discrepancy, with expected release of funds possibly next week upon receipt of FID
   3. MiLAF funds dispositive into account that may be returned if investment was not part of YAA
   4. FDRs have been completed
2. Management Update
   1. Proposed amended budget to be presented at January meeting
   2. Financial audit draft sent to EPI at 12:55 p.m. 12/10/2024
      1. Approximately 1-2 days to complete FID submission
3. Fall Policy Update
   1. Motion made by Mr. Fielder to approve the fall policy updates as is, seconded by Ms. Mixix.
      1. Voice vote
         1. Breenna - Yea
         2. Brown - Yea
         3. Fielder - Yea
         4. Mixis - Yea
         5. Saunders - Yea
         6. Mora - Yea
      2. Motion passed 6-0

IX. Public Comment: (non-agenda items)

1. No public comments

X. Board Comments

1. President Mora apologized for the delay in attendance

XI. Adjournment

1. Motion to adjourn made by Mixis, seconded by Brennan. Voice vote passed unanimously and meeting adjourned at 6:17 p.m.

Next Meeting: **January 14, 2025 @ 5:30pm** (Oakwood Elementary)