

# THREE OAKS PUBLIC SCHOOL ACADEMY

**Board of Directors  
Regular Meeting  
1212 Kingsley  
Muskegon, MI 49442  
Teacher Collaboration Room**

**May 19, 2023  
6:00 PM**

## **MISSION**

We are a community school of excellence that provides an opportunity for all Muskegon area children to be engaged and empowered learners.

## **VISION**

Three Oaks Public School Academy will educate and inspire all students to ethical, well-prepared and confident citizens who lead in our community and fulfill their dreams.

## **APPROVED MEETING MINUTES**

### **1. Call to Order**

Lynn Young, Board President, called the meeting to order at 1:02 p.m.

### **2. Roll Call**

<b>Board Members</b>	<b>Present</b>	<b>Absent</b>
Lynn Young	X	
Todd Smith	X	
James Crocker	X	
Ande Scherf	X	
VACANT		

Choice: Laura Moellering, Robert Holst, Sarah VanderBaan (ZOOM), Monecia Vasbinder, and Jared Meldrum (at 1:40 p.m.); Chantal Hussey

Bay Mills Community College: Tyler Allard (ZOOM)

### **3. Approval of Agenda**

It was moved by Member Ande Scherf and supported by Member James Crocker to approve the agenda as submitted.

Motion Approved – 4 Ayes 0 Nay

### **4. Public Comment (Limited to Agenda Items Only)**

None

### **5. Bay Mills Community College Comments**

Tyler Allard gave an update Todd Smith's reappointment application and Chantal Hussey's board member application.

### **6. Special Education Update - [Sarah VanderBaan \(ZOOM\)](#)**

Sarah VanderBaan presented.

### **7. Correspondence**

None

### **8. Approval of the Regular Meeting Minutes of April 14, 2023**

Moved by Member Ande Scherf, supported by Member Todd Smith, to approve the Regular Meeting Minutes of April 14, 2023.

Motion Approved – 4 Ayes 0 Nay

### **9. Business Items**

#### **a. Unaudited April 2023 Monthly Financial Report (Discussion and Approval)**

It was moved by Member Ande Scherf and supported by Member James Crocker to approve the monthly financial report for April 2023, pending audit.

Motion Approved – 4 Ayes 0 Nay

#### **b. 2023-2024 Draft Budget (Discussion)**

Robert Holst presented.

c. Audit Letter of Engagement (Discussion and Approval)

It was moved by Member James Crocker and supported by Member Ande Scherf to approve the Audit Letter of Engagement, as presented.

Motion Approved – 4 Ayes 0 Nay

d. 2023-2024 Board Meeting Calendar (Discussion and Approval)

It was moved by Member Ande Scherf and supported by Member Todd Smith to approve the 2023-2024 Board Meeting Calendar, as submitted.

Motion Approved – 4 Ayes 0 Nay

e. Board Member Resignation - C. Ande Scherf (Discussion and Acceptance)

Ande Scherf moving townships.

It was moved by Member James Crocker and supported by Member Todd Smith to (begrudgingly) accept the resignation of C. Ande Scherf from the Three Oaks Public School Academy Board, effective June 30, 2023.

Motion Approved – 4 Ayes 0 Nay

f. Board Member Vacancy (Discussion)

- Member Lynn Young has a connection that she will explore.
- Moving forward with Chantal Hussey too.

g. Spring 2023 Board Policy Update (Discussion)

It was moved by Member James Crocker and supported by Member Ande Scherf to adopt all legally required policies.

Motion Approved – 4 Ayes 0 Nay

h. Annual ESP Evaluation (Discussion/Board to Complete with Provided Link)

Done

## 10. Business Manager Reports

### a. School Leader Report

Monecia Vasbinder reported on the following:

- Testing wrapping up.
- End of year staying focused on learning but also focused on celebrations.

- Presidential Excellence awards, 5:30 p.m. on June 1<sup>st</sup>.

**b. Superintendent Report**

Laura Mollering presented the Teacher compensation plan. Updated on safety evaluations and plans.

**11. Extended Public Comment**

None

**12. Closed Session (if Requested)**

None

**13. Reconfirmation of Next Board Meeting Date: Board Regular and Organizational Meeting June 9, 2023 at 1:00 p.m.**

Confirmed

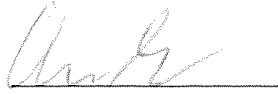
**14. Adjournment**

Member James Crocker moved to adjourn the meeting at 2:02 p.m. It was supported by Member Ande Scherf.

Motion Approved – 4 Ayes      0 Nay

Certification by Secretary

I certify that, to the best of my knowledge, the foregoing minutes of the May 19, 2023 Meeting of the Board of Directors are accurate and correct.



Secretary

6/9/23

Date

Minutes prepared by: Laura Moellering

**Individuals wishing to address the Board of Directors under Items 4 and 11 above are requested to sign in with the Board Secretary prior to the start of the meeting. Individual comments are limited to no more than three (3) minutes each and a total time allowance not to exceed thirty (30) minutes. The Board will not verbally respond to public comments but may follow up in the most appropriate and time-effective manner.**

**Complaints or concerns regarding Board members or school employees associated with the Academy shall first be addressed in writing and delivered to the Board President at least five (5) days prior to the Board meeting or such complaints or concerns shall not be heard by the Board. The Board will not verbally respond to public comments but may follow up in the most appropriate and time-effective manner.**

**Proposed minutes of this meeting will be available for public inspection at the Office of the Principal, eight (8) business days after the meeting. Approved minutes are available within five (5) business days after the meeting at which they are approved (in accordance with Open Meetings Act, Public Act 267.)**

**Any individual with a disability who needs special accommodations is encouraged to contact Principal Monecia Vasbinder at 231-767-3365 in advance of the Board meeting to make arrangements.**