



**Oakridge Neighborhood  
April Board Retreat  
April 24, 2024  
Assured Partners Conference Room  
West Des Moines, IA**

**Attendance:**

Dr. Andrea McGuire; Marcy Baker; Carol Bodensteiner; Diana Dubuisson; Jamie Buelt; Jessica Feeney; Joyce McDanel; Kent Kramer; Kuuku Saah; Mark Wiltse; Martine Olsen-Daniel; Mary Johnson; Matthew Haney; Nalo Johnson; Rona Berinobis; Sharon Gaddy-Hanna; Skylar Mayberry-Mayes; Tim Haight;

**Remote Attendance:**

Michael Hutney;

**Board Not In Attendance:**

Albert Farr; Emily Lemay; Erin Kuhl; Peter Ngo;

**Staff Attendance:**

Pat Palmer; Kristin Arnold; Kristin Clayton; Kristin Littlejohn; Chris Irvine; Bethany Davis; Sheri Fitzpatrick;

**I. Call to Order**

- a. Dr. Andrea McGuire called the April 2024 Oakridge Board Meeting to order at 4:10 pm inviting all Board members to help themselves to snacks as the meeting would come to order.

**II. Mission Moment**

- a. Dr. Andrea McGuire gave a brief moment of thanksgiving and in memory of Teree Caldwell- Johnson.

**III. Consent Agenda Approval:**

- a. Dr. Andrea McGuire presented the following for approval
  - February Board Minutes

**Move:** Matt Haney      **Second:** Sharon Gaddy-Hanna      **Status:** Passed

**IV. 2023 Final KPI Scorecard**

- a. Kristyn Arnold pointed out highlights of the 2023 KPI scorecard followed by Q&A with the board. All board members were invited to a more in-depth zoom conversation the following day at noon.

V. **2024 Budget Update**

- a. Mark Wiltse provided a brief review of the 3 income statements with a focus on the following:
  - Total revenue
  - Overall health of Oak Academy
  - Timing of Grants
  - Opportunities to cut cost and generate revenue

VI. **Oak Academy Discussion**

- a. Bethany Davis provided background information on staffing issues, tuition and enrollment declines for Oak Academy as a direct result of staff shortage.
- b. The Board Members and staff spent time brainstorming potential ideas to provide for opportunities to recruit educated and qualified applicants for staffing shortage
  - Care.com
  - Job Fairs/ Recruiting Opportunities
  - Retired Des Moines Public School Teachers
  - Job Sharing
- c. Kristin Arnold will send out a doodle poll to the Board and Staff interested in being part of a workgroup focused on Oak Academy and a meeting will be set for early May.

VII. **Endowment Fund**

- a. Kristin Clayton spoke briefly on the Teree Caldwell-Johnson Endowment Fund created

VIII. **Search Committee Update**

- a. Joyce McDanel updated the Board on the CEO Search
  - Broadview Talent Partners, an Executive search firm will be conducting the search for our next Chief Executive Officer.
  - Key employees and stakeholders will be contacted by Broadview Talent Partners to capture thoughts and desired qualifications and experience needed for the role.
  - Interviews of key stakeholders to finish up by early May and the Committee will review information with Broadview prior to the search opening up for applicants by mid-May.

IV. **Meeting Adjourned at 5:45 pm**