



**Worksession Meeting of the Board of Education  
Wednesday, August 27, 2025 at 6:00 p.m.  
Administration Offices—Board of Education Room  
275 S. Wolf Lake Road  
Muskegon, MI 49442**

**MINUTES - DRAFT**

**I. CALL TO ORDER**

The Worksession Meeting of the Oakridge Board of Education will be called to order by President, Jeff Kartes, at 6:00 p.m.

This meeting is a meeting of the Board of Education in public for the purpose of conducting the school district's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda item Public Comments. Please turn off or silence your cell phone to avoid disruption during the Board meeting.

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

☒ Jeff Kartes ☒ Krista Ritchard ☒ Douglas DeWitte ☐ Tammy Stolberg  
☒ George Tindall ☒ Craig Scott ☒ Brandon VanDonkelaar

**IV. APPROVAL OF AGENDA**

Recommended Action: That the agenda for the August 27, 2025, Worksession Meeting be approved.

**Motion: Craig Scott**

**Support: Douglas DeWitte**

**Carried: 6-0**

**Dissenting votes: Choose an item.**

**V. PUBLIC COMMENTS**

At this point in the agenda, the public may address the Board of Education. Please state your name and address. If your comments are a specific question, please contact the appropriate employee outside of this meeting. During public comments, in person attendees may raise their hand to be recognized. Board Bylaw 0167.3 – Public Participation at Board Meetings applies for this meeting. **None**

## **VI. CONSENT GROUPING**

Recommended Action: That the Board of Education approves the following:

- Item A. Approval of the Minutes from the August 13, 2025 Worksession Meeting (Tab 1)
- Item B. Hire of Elizabeth Priddy, Resource Room Teacher, Oakridge Lower Elementary (Tab 2)
- Item C. Hire of Amber Musial, Title IA Interventionist, Oakridge Lower Elementary (Tab 3)
- Item D. Hire of Jennifer Cree, Title IA Interventionist, Oakridge Lower Elementary (Tab 4)
- Item E. Hire of Michelle Timmer, Title IA Interventionist, Oakridge Lower Elementary (Tab 5)
- Item F. Hire of Isabella Gielniak, High School English Language Arts Teacher (Tab 6)
- Item G. Hire of Darrin Musk, Paraprofessional-Monitor, Oakridge Upper Elementary (Tab 7)
- Item H. Acknowledge the resignation of Emmalee Passinier, Special Education Mandated Paraprofessional, Oakridge Lower Elementary (Tab 8)
- Item I. Acknowledge the retirement of Tracey Coletta, Reading Intervention Teacher, Oakridge Middle School (Tab 9)
- Item J. Hire of Marissa Mueller, Title IA Interventionist, Oakridge Upper Elementary (Tab 10)
- Item K. Hire of Erin Jandt, Title IA Interventionist, Oakridge Upper Elementary (Tab 11)
- Item L. Hire of Jessica Paquin, Kindergarten Teacher, Oakridge Lower Elementary (Tab 12)
- Item M. Bill List for July in the sum of \$2,337,587.74 (Tab 13)
- Item N. Hire of Stephany McCabe, ASD Classroom Resource Teacher, Oakridge Lower Elementary (Tab 14)
- Item O. Request for unpaid leave, Andrew Kitchka, teacher Oakridge High School (Tab 15)

**Motion: Craig Scott**

**Support: Brandon VanDonkelaar**

**Carried: 6-0**

**Dissenting votes: Choose an item.**

## **VII. BOARD REPORTS**

- Item A. Cash & Investment Report for July 2025 (Tab 16)
- Item B. Summer School 2025 Board Report (Tab 17)

## **VIII. DISCUSSION ITEMS**

- Item A. Consider Board Policy – 5320 – Immunizations (Tab 18) **More Discussions will be had on this Policy**

## **IX. ACTION ITEMS**

- Item A. Recommended Action: that the Board approve the following amendments to Board Policy as presented (Tab 19)
- a. Overview
  - b. 0131.1 – Bylaws and Policies
  - c. 0166 – Agenda
  - d. 0168.1 – Open Meeting
  - e. 2264 – (Rescind) Nondiscrimination on the Basis of Sex In Education Programs or Activities
  - f. 2266 – Nondiscrimination on the Basis of Sex in Education Programs or Activities
  - g. 2340 – Field and Other District Sponsored Trips
  - h. 5330 – (Replace) Use of Medications
  - i. 5330.01 – Epinephrine Auto-Injectors
  - j. 5350 – Student Health, Well-being and Suicide Prevention
  - k. 8320 – Personnel Files
  - l. 8640 – (Rescind) Transportation for Field and Other District Sponsored Trips
  - m. 6220 – Budget Preparation

**Motion: George Tindall**

**Support: Craig Scott**

**Carried: 6-0**

**Dissenting votes: Choose an item.**

- Item B. Recommended Action: Approve addendum to METS Contract pertaining to Earned Sick Time Act (ESTA) as required by state law (Tab 20)

**Motion: Douglas DeWitte**

**Support: Krista Ritchard**

**Carried: 5-1**

**Dissenting votes: Craig Scott**

## **X. BOARD COMMENTS**

**Brandon highlighted the good Summer School program report.**

**Krista highlighted the completion of the Audit.**

## **XI. ADJOURNMENT**

Recommended Action: That the meeting be adjourned; the time being 6:25

**Motion: Craig Scott**

**Support: Brandon VanDonkelaar**

**Carried: 6-0**

**Dissenting votes: Choose an item.**