



Oshki Ogimaag Community School

The mission of Oshki Ogimaag Community School is to create a learning environment of excellence based upon traditional teachings. Rooted in Anishinaabe language and culture we will prepare students through hands-on, community-based projects to be lifelong learners that reach their personal and academic potential; preserve the Anishinaabe language and culture; and contribute to the wellness of future generations.

OOCs Board Meeting Minutes

Meeting Date: Wednesday, October 29, 2025

- 1.0 **Call Meeting to Order, Roll Call of Board Members, Quorum Declaration:**
 - 1.1 **Call to Order:** 4:38pm
 - 1.2 **Board Members Present:** Agatha Armstrong Tesha Dickenson, Tina Gatzke, Kristin Lindenmuth (joined at 5:31pm), John Morrin, Patty Winchell-Dahl, ex-officio Cherie James
Board Members Absent: Joanne Czeswik (Excused)
Community Members Present: Pam Zahn (OOCs Business Manager), Peter James (OOCs Strategic Planning Consultant), Erin Anderson (Osprey Wilds, Director of Charter School Authorizing)
- 2.0 **Reading of the Mission Statement by:** John Morrin.
- 3.0 **Declaration of Conflict of Interest:** No conflicts declared.
- 4.0 **Community Comment:** Discussion of Indigenous Peoples' Day Feast.
- 5.0 **Ms. Armstrong moved to approve the agenda.** Motion seconded by Ms. Winchell-Dahl. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Dickenson, Ms. Gatzke, Mr. Morrin, Ms. Winchell-Dahl).
- 6.0 **Ms. Armstrong moved to approve minutes from the September 17, 2025 Regular Board Meeting.** Motion seconded by Ms Dickenson. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Dickenson, Ms. Gatzke, Mr. Morrin, Ms. Winchell-Dahl).
- 7.0 **Discussion of Business and Finance:**
 - 7.1 **Revised Budget Format/Revised Budget:** Business Manager Zahn discussed formatting changes to the budget based upon requests from Osprey Wilds. Business Manager Zahn discussed Special Education revenue and how it is based upon the previous school year. Business Manager Zahn expressed that she would like Fund Balance to be a bigger part of finance conversations each month. Business Manager Zahn discussed how the initial Food Service budget was at net zero, and is currently at a projected loss of \$48,500.00. Other revisions included allotments for technology needs and administrative supports to ensure deadlines are being met, etc. Discussion that the food service contract for catered meals was meant to be reviewed in October, discussion that this review had not yet happened due to scheduling but would be happening within a couple of weeks. Discussion that the food service contractor had approached a Board member with

an issue with morning food service support. Discussion that this issue has since been resolved. Discussion that Director James is very pleased with the food service.

- 7.2 **Cash Flow:** Discussion of not being able to access federal funds during government shutdown and discussion of contingency plans in the event an extended shutdown. Discussion that the operating cash checking account has been between \$220,000.00 and \$230,00.00. Discussion that enrollment is slightly less than projected but cash flow has been fairly consistent.
- 7.3 **Finance Committee Recommendations:** Discussion that the Fund Balance Policy was reviewed and discussed during the Finance Committee meeting and is recommended for Board approval.
- 7.4 **Finance Reports:** Business Manager Zahn presented September 2025 Finance Reports including bank reconciliations, outstanding payments, expense/payment register, deposits, YTD budget, cash flow, and revised FY26 budget. Discussion of pupil support costs, and transportation repair costs. **Ms. Gatzke moved to approve September 2025 Finance Reports including FY26 Revised Budget.** Motion seconded by Ms. Winchell-Dahl. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Dickenson, Ms. Gatzke, Mr. Morrin, Ms. Winchell-Dahl).
- 7.5 **Ms. Dickenson moved to Approve Fund Balance Policy.** Motion seconded by Mr. Morrin. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Dickenson, Ms. Gatzke, Mr. Morrin, Ms. Winchell-Dahl).
- 7.6 Discussion that the Employee Benefits Policy has been revised to meet current statutes with updated Sick and Safe Time rules, reflect the current benefits structure with EdVisions, and reflect updated Arrowhead transit reimbursement policy approved in September 2025. **Ms. Dickenson moved to approve revised Employee Benefits Policy.** Motion seconded by Mr. Morrin. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Dickenson, Ms. Gatzke, Mr. Morrin, Ms. Winchell-Dahl).
- 7.7 **Ms. Gatzke moved to approve MSBA (Minnesota School Board Association Membership) for OOCs.** Motion seconded by Ms. Armstrong. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Dickenson, Ms. Gatzke, Mr. Morrin, Ms. Winchell-Dahl).
- 7.8 Ms. Lindenmuth joined the meeting at 5:31pm. **Mr. Morrin moved to approve the resignation of Megan Heikes, General Education Teacher.** Motion seconded by Ms. Armstrong. Motion passed unanimously (Voting aye: Ms. Armstrong, Ms. Dickenson, Ms. Gatzke, Ms. Lindenmuth, Mr. Morrin, Ms. Winchell-Dahl).
- 7.9a **Ms. Winchell-Dahl moved to approve the voluntary separation of employment of Emma James, Paraprofessional.** Motion seconded by Mr. Morrin. Motion passed unanimously (Voting aye: Ms. Armstrong, Ms. Dickenson, Ms. Gatzke, Ms. Lindenmuth, Mr. Morrin, Ms. Winchell-Dahl).

- 7.9b Ms. Winchell-Dahl moved to approve the full-time hire of Alyssa Spry, Paraprofessional.** Motion seconded by Ms. Armstrong. Motion passed unanimously (Voting aye: Ms. Armstrong, Ms. Dickenson, Ms. Gatzke, Ms. Lindenmuth, Mr. Morrin, Ms. Winchell-Dahl).
- 7.9c** Discussion that Al Kuenzli has previously subbed at OOCS last school year and and the present school year, so enters this role with familiarity with students and staff. Discussion that Al is a fantastic teacher and their presence has brought a sense of structure and calm to the classroom and school as a whole. Discussion that Al’s experience includes teaching at GES, subbing at ISD 166, GES and OOCS, working with high needs special education students in the St. Paul School District, outdoor and environmental education with Outward Bound, extensive theater and arts experience, social work experience with Cook County, as well as leading many youth groups and community events planning. Discussion of retention plans for Al, as Al is commuting from Grand Marais. Discussion that Board members who met Al at the Indigenous Peoples’ Feast felt their positive energy. **Ms. Winchell-Dahl moved to approve the hire of Al Kuenzli, General Education Teacher.** Motion seconded by Mr. Morrin. Motion passed unanimously (Voting aye: Ms. Armstrong, Ms. Dickenson, Ms. Gatzke, Ms. Lindenmuth, Mr. Morrin, Ms. Winchell-Dahl).
- 8.0 Discussion of Instructional Programming and Policy:**
- 8.1 Discussion of Director’s Report.** Discussion that Director James is working with Food Service Contractor Andrew Duhaime quite a bit, and spending time working in the kitchen. Discussion that Director James is giving staff Ojibwe lessons and reflection of how much more Ojibwe is being spoken at OOCS this school year. Discussion of upcoming author visit, field trip to Grand Marais for the Bizhiki concert, and the upcoming holiday program.
- 8.2 Discussion of Assistant Director’s Report.** Discussion of Special Education caseload and related service providers. Discussion of teaching daily SEL class. Discussion of increased absenteeism over the past month and the obstacle of families needing to travel for appointments to Grand Marais, Duluth, Grand Rapids, and the Twin Cities that contributes to absenteeism. Discussion of Professional Development Day led with Peter James. Discussion of Professional Development attended include Charter School Leaders Cohort and District Literacy Lead Cohort. Discussion of area of concern is a need for subs for paras and staff, especially with Head Start being closed on Fridays and frequent closings of other days due to staffing which impacts OOCS staff. Lack of subs then results in lack of newsletters, family and staff communications, and other important tasks. Discussion that the Assistant Director has roles of Special Education Coordinator and General Education Interventionist which is one full-time role, and additionally is the District Literacy Lead and Assistant Director, so when pulled from duties to sub for a 1:1 para or a teacher, this leaves many tasks unattended.

8.3 Discussion of Environmental Education Report, Environmental Education Performance and Goals. Discussion that EE Coordinator Ms. Isaac appreciates our instructional model allowing her to work with all grade levels daily teaching Environmental Education. Discussion that the school has been going to Waaban frequently for Forest Friday Environmental Education Explorations. Discussion of progress of EE goals. Discussion of potential EE unites related to Lake Superior (migration of fish, etc.).

9.0 Board Training and Development:

9.1 Signing of 2025-2026 Charter School Assurances.

9.2 Signing of Board Member Assurances and Oath of Office.

9.3 Ms. Gatzke moved to approve the Charter School Contract Amendments. Motion seconded by Ms. Winchell-Dahl. Motion passed unanimously (Voting aye: Ms. Armstrong, Ms. Dickenson, Ms. Gatzke, Ms. Lindenmuth, Mr. Morrin, Ms. Winchell-Dahl).

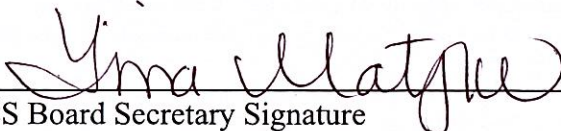
9.4 Reading and Discussion of Sounding Board: Oversight of Academic Outcomes. Discussion of how OOCS prepares students for testing, and communicates to families, in order to set students up for success.

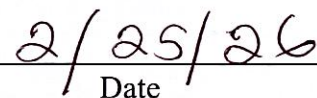
Ms. Lindenmuth left the meeting at 7:17pm.

10.0 Discussion of Administrative Structure Proposal. Peter James discussed pivoting his work as Strategic Planning Consultant to developing the role of Operations Manager to assist the administrative team with backlog of tasks. Discussion of distinction of administrative roles. Business Manager Zahn communicated that her role could be adjusted based upon the role of the Operations Manager. Discussion that the Responsibility Task List must be worked on between Director James, Assistant Director Gatzke, Business Manager Zahn, and Peter James. **Mr. Morrin moved that Director James and Assistant Director Gatzke work with Mr. James to develop proposal.** Motion seconded by Ms. Armstrong. Motion passed unanimously (Voting aye: Ms. Armstrong, Ms. Dickenson, Ms. Gatzke, Mr. Morrin, Ms. Winchell-Dahl).

11.0 Adjournment: Motion to adjourn made by Ms. Gatzke at 7:26pm. Motion seconded by Ms. Winchell-Dahl. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Dickenson, Ms. Gatzke, Mr. Morrin, Ms. Winchell-Dahl).

Board Training Topic: Board Oversight of Academic Outcomes


OOCS Board Secretary Signature


Date