



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, May 21, 2025

- 1.0 Call Meeting to Order, Roll Call of Board Members, Quorum Declaration:**
 - 1.1 Call to Order:** 4:39pm
 - 1.2 Board Members Present:** Agatha Armstrong, Joanne Czeswik, Tesha Dickenson, Tina Gatzke, Jeana Isaac, John Morrin, Patty Winchell-Dahl, ex-officio Cherie James
Kristin Lindenmuth joined at 5:04pm
Board Members Absent: N/A
Community Members Present: Pam Zahn (OOCs Business Manager), Peter James (OOCs Strategic Planning Consultant)
- 2.0 Reading of the Mission Statement by:** Tesha Dickenson
- 3.0 Declaration of Conflict of Interest:** No conflicts declared.
- 4.0 Community Comment:** N/A
- 5.0 Ms. Winchell-Dahl moved to approve the agenda.** Motion seconded by Ms. Isaac. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke, Ms. Isaac, Mr. Morrin, Ms. Winchell-Dahl).
- 6.0 Ms. Winchell-Dahl moved to approve minutes from the April 16, 2025 Regular Board Meeting.** Motion seconded by Ms. Armstrong. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke, Ms. Isaac, Mr. Morrin, Ms. Winchell-Dahl).
- 7.0 Discussion of April Financial Reports:** Business Manager Pam Zahn presented April Financial Reports, discussing details of each report. Discussion of expenses exceeding budget.
 - 7.1 Approval of March Financial Reports. Mr. Morrin moved to approve April Financial Reports.** Motion seconded by Ms. Gatzke. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke, Ms. Isaac, Mr. Morrin, Ms. Winchell-Dahl).
 - 7.2 Approval of Region 1 Contract** (moving SMART finance software, service, hosting and support from cmERDC to Region 1). Discussion that Business Manager Zahn is familiar with Region 1, reporting excellent support and service at a lowered cost. **Ms. Winchell-Dahl moved to approve the Region 1 contract.** Motion seconded by Ms. Gatzke. Motion passed unanimously.

(Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke, Ms. Isaac, Mr. Morrin, Ms. Winchell-Dahl).

- 7.3 **FY26 Budget Planning Discussion.** The OOCs Board reviewed a second draft of the FY26 Annual Budget. Business Manager Zahn discussed details of the FY26 budget projections. The draft included a projected loss of \$17,000.00. Board members inquired regarding various line items, with Business Manager Zahn responding to each inquiry.

Kristin Lindenmuth joined the meeting at 5:04pm during FY26 Budget Planning Discussion.

8.0 Discussion of Staff Reports.

- 8.1 **Discussion of Director's Report.** Director James met with Anna Deschampe, Grand Portage Chief of Interpretation and Manager of Education and Volunteers, discussing Community connections and collaborations. Discussion that Ms. Deschampe will communicate with ENP, The Lodge, and GP Head Start regarding potential collaborations regarding food service. Discussion that Director James and Strategic Planning consultant, Peter James met with Drew Duhaime to discuss potential of catered meal service in the FY26 school year. Discussion of potential staff housing for FY26 new hires. Discussion of Step-Up Days and Reading Buddies. Discussion of end-of-year field trips and celebration. Discussion of scheduling Community Listening Session the week after school ends. Discussion of Fall 2025 enrollment projections. Discussion of FY26 staffing projections. Discussion of Indigenous Peoples' Day 2025. Discussion of Ojibwe proficiency of kindergartners.

- 8.2 **Discussion of EE report.** Discussion that Ms. Isaac has been tracking data for end-of-year EE reporting. Discussion that Ms. Isaac was working with 2nd grade teacher Ms. Lewis about meeting the EE goals with 2nd grade students, this was the only area where benchmarks were not yet met. Discussion that Ms. Isaac's baby will be born at the beginning of June and she plans to return to school at the beginning of the school year September 2025. Discussion of EE goals and how the whole school works together on EE goals. Discussion of how kindergartners engage with their nature journals (some writing, some drawing). Discussion of potential new EE goals including bird migration and tracking environmental data, biodiversity and changes of Lake Superior, and how those changes impact local ecosystems, tree species and wildfires.

- 8.4 **Discussion of Student Satisfaction Survey Results.** Discussion of student responses to open-ended questions. Discussion on continuing to develop student stamina. Discussion of overall positive student feedback.

- 10.0 **Approval of Nondiscrimination Policy, Notice of Policy, and Complaint Process.** Ms. Isaac moved to approve Nondiscrimination Policy, Notice of Policy and Complaint Process. Motion seconded by Ms. Winchell-Dahl. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke, Ms. Isaac, Ms. Lindenmuth, Mr. Morrin, Ms. Winchell-Dahl).

11.0 Amendments to bylaws discussion, each amendment to the bylaws was discussed prior to motions being made.

11.1 Approval of extending current Board terms by 6 months with new seated dates of July 01, 2025 to meet current statute. Ms. Gatzke moved to extend the terms of the current Board members by 6 months. Motion seconded by Ms. Armstrong. Motion Passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke, Ms. Lindenmuth, Ms. Isaac, Mr. Morrin, Ms. Winchell-Dahl).

11.1B Ms. Gatzke moved to change the date of the Annual Meeting to May, to be on the same date as the annual End-of-Year Celebration and amend bylaws to reflect this change. Motion seconded by Ms. Czeswik. Motion Passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke, Ms. Lindenmuth, Ms. Isaac, Mr. Morrin, Ms. Winchell-Dahl).

11.2 Approval of Board Term Limits. Ms. Gatzke moved to amend bylaws to state: "Term of Office. Each newly elected Director shall hold office for a three (3) year term or until a successor has been duly elected and qualifies, or until the Director dies, resigns, is removed or the term otherwise expires. Directors so elected shall serve a term beginning July 1st. after the election. The election of the Board of Directors shall be in compliance with Section 124E of the Minnesota Charter School Law.

Each Director shall serve a term of three (3) years and may serve no more than three (3) consecutive terms. A Director who has served three consecutive terms must step down for at least one (1) year before becoming eligible for re-election. Partial terms of one year or less shall not count toward the term limit." Motion seconded by Ms. Winchell-Dahl. Motion Passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke, Ms. Lindenmuth, Ms. Isaac, Mr. Morrin, Ms. Winchell-Dahl).

11.3 Approval of Officer Term Limits. Ms. Gatzke moved to amend bylaws to state: "Officer Terms and Limits. Officers of the Board shall serve a term of one (1) year and may be re-elected to the same office for up to three (3) consecutive terms. After serving three consecutive terms in a particular office, a Board member must step out of that specific role for at least one (1) year before being eligible for re-election to that office. A Board member may serve in a different officer role without restriction, subject to election."

Motion seconded by Ms. Winchell-Dahl. Motion Passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke, Ms. Lindenmuth, Ms. Isaac, Mr. Morrin, Ms. Winchell-Dahl).

11.4 Ms. Gatzke moved to update the language of the bylaws in Article III to meet current statute, "Teacher Member Qualifications
The teacher member must be employed by the school as defined in Minn. Stat. §122A.16, either:

- As a teacher of record in a subject area for which they hold a valid Minnesota teaching license, or
 - As a provider of direct services to students for which they are licensed.
- The teacher member may not serve in an administrative or supervisory role for more than 240 hours during the school calendar year.

Community Member Qualifications

The community member must not be a parent or guardian of a currently enrolled student or an employee of the school. At least one community member must be a legal resident of Minnesota.

Conflict of Interest and Eligibility Restrictions

No Board member may:

- Be a relative of another Board member or of any employee of the school;
- Be a contractor with the school or have a direct or indirect financial interest in a contract with the school, in accordance with Minn. Stat. §124E.14;
- Serve simultaneously on the Board of another charter school in either an elected or ex-officio capacity, per Minn. Stat. §124E.07, Subd. 3(h).

All members must comply with state conflict of interest statutes, the school's charter contract, and Board policies.

Ex-Officio Membership

In compliance with Minn. Stat. §124E.07, Subd. 3(d), the only school staff permitted to serve as a non-voting (ex-officio) member of the Board is the school's chief administrator. This individual must be employed directly by the school and may not serve in this capacity as an independent contractor. No other staff or individuals may serve on the Board in an ex-officio role." **Motion seconded by Ms. Isaac. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke, Ms. Lindenmuth, Ms. Isaac, Mr. Morrin, Ms. Winchell-Dahl).**

11.5 Ms. Winchell-Dahl moved to amend bylaws to reflect a Non-Majority Board Policy, "Non-Majority Board Requirement

Balanced Representation Requirement

The Board of Directors shall be composed in a manner that ensures **no single membership category**—including licensed teachers employed by the school, parents or legal guardians of enrolled students, or community members—**shall constitute a majority** of the voting Board at any given time. This structure supports balanced representation, reduces conflicts of interest, and promotes collaborative governance. The Board shall monitor composition when recruiting, nominating, and electing new members to maintain this balance, consistent with

Oshki Ogimaag Community School Board Meetings are open to all. Oshki Ogimaag Community School greatly values the voices and perspectives of the families and community we serve. The Board will provide up to 15 minutes at the start of each meeting for public comment. The Board Chair may reduce or extend this time period and/or establish time limits on speakers to facilitate OOCs Board business. OOCs is authorized by Osprey Wilds Environmental Learning Center:

<https://ospreywilds.org/charter-school-division/>

Minnesota Statutes §124E.07 and the school's charter contract." **Motioned seconded by Ms. Isaac. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke, Ms. Lindenmuth, Ms. Isaac, Mr. Morrin, Ms. Winchell-Dahl).**

11.6 Ms. Winchell-Dahl moved to amend bylaws Article II to include updated elections policies and procedures to the following, "ARTICLE II BOARD ELECTIONS

Section 1. Eligible Voters. Parents or legal guardians of students currently enrolled at the school, members of the current Board of Directors and staff employed by the school are eligible to vote for Directors of the school's Board of Directors.

Section 2a. Election Oversight. The Vice-Chair of the Board is responsible for overseeing the nomination and election process, including:

- Coordinating the nomination procedures
- Ensuring statutory timelines are met
- Managing the distribution, collection, and counting of ballots
- Announcing results

Section 2b. Nomination Process. Nominations for Board candidates may occur through the following methods:

- Board-generated slate: A list of candidates developed through Board or Nominating Committee processes
 - Community nominations: Any eligible voter may nominate themselves or others
 - Floor nominations: At the Annual Meeting, up to three calls for nominations from the floor. Nominees must be present and accept to be eligible
- All nominees must submit a brief biography and candidate statement by the designated deadline.

Section 2c. Candidate Notification. To comply with updated statute (effective August 1, 2024), the following must be provided:

- Candidate names, biographies, and statements must be posted to the school's website and physically posted at least 10 calendar days before the election
- A full voter notification packet, including voting instructions and candidate materials, will be posted to the school's website at least 10 days before the election

Section 2d. Voting Procedures.

- Method: Voting shall be conducted by paper ballot only
- Ballot Contents: List of candidates, with a space for write-ins

- Distribution: Ballots will be distributed to all eligible voters present at the Annual Meeting, with instructions
- Security: The Vice-Chair ensures ballots are securely collected and accurately counted
- Voting Window: Voting will take place during a specified time period and conclude by the close of the Annual Meeting

Section 2e. Results and Record Keeping.

- Ballots will be counted by the Vice-Chair and/or an appointed party
- Election results will be publicly announced and posted to the school's website within 5 business days.
- Records of election materials will be kept for a minimum of 12 month

Section 2f. Compliance and Amendments. Election policy shall be reviewed annually

- Amendments require majority Board approval and must remain in compliance with all applicable laws, including Open Meeting Law and Minnesota Statutes §124E.” **Motion seconded by Ms. Lindenmuth. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke, Ms. Lindenmuth, Ms. Isaac, Mr. Morrin, Ms. Winchell-Dahl).**

IX 11.7 **Ms. Gatzke moved to amend bylaws Article IX & X, as follows, “ARTICLE FINANCIAL REPORTING**

Section 1. The Corporation shall prepare and present financial reports at each regular meeting of the Board of Directors. These reports shall include, at a minimum: a) Balance Sheet b) Income Statement (Revenue and Expenditures) c) Budget-to-Actual Comparison e) Cash Flow Statement f) Fund Balance Report g) Enrollment Report h) Disbursement Report. These reports shall be reviewed and approved by the Board and documented in the official meeting minutes. In accordance with Minnesota Statute §317A.461, annual financial statements shall also be prepared at the close of each fiscal year and made available to the Board of Directors. The Corporation shall also present audited financial statements to the Board and its authorizer when the annual audit is completed. All financial reports shall be maintained in the Corporation's official records and submitted to the school's authorizer in compliance with the charter contract and state law.

ARTICLE X AMENDMENTS

Section 1. These Bylaws may be amended or repealed, in whole or in part, by a majority vote of the full Board of Directors at any regular or special meeting of the Board, provided that:

1. Proposed amendments are provided to Board members in advance of the meeting, when feasible, to support transparency and informed decision-making;
2. The amendment does not conflict with the school's charter contract, applicable Minnesota statutes, or requirements set forth by the school's authorizer;
3. Any amendments that alter the governance structure of the Board, as defined in Minnesota Statutes or the school's charter contract, must be submitted to the school's authorizer for **notification and review**;
4. All amendments must be submitted to the school's authorizer and retained in the school's permanent records.

All approved amendments or repeals shall be documented in the official meeting minutes.

Motion seconded by Ms. Isaac. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke, Ms. Lindenmuth, Ms. Isaac, Mr. Morrin, Ms. Winchell-Dahl).

11.8 Ms. Gatzke moved to amend Article III, Section 12, item 4, of the bylaws, as follows, "Annual Meeting – An Annual Meeting shall be held in May for the purpose of electing Directors, reviewing the By-Laws, and fulfilling the requirements of Minnesota Statutes §120B.11, Comprehensive Achievement and Civic Readiness (formerly World's Best Workforce). As required by law, this meeting shall include a public review of the school's goals, academic performance, and progress toward student achievement outcomes." Motion seconded by Ms. Isaac. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke, Ms. Lindenmuth, Ms. Isaac, Mr. Morrin, Ms. Winchell-Dahl).

12.0 Discussion of OOCs Board Self-Evaluations to be conducted at the June Board Meeting.

12.1 Discussion of site feedback letter from OW. Discussion of how positive the feedback and visit was. Discussion that there were no negatives comments within the Site Feedback.

12.2 Discussion of Board Observation Feedback from OW. Discussion of things not witnessed during the meeting marked no, and how that means it was not observed in that particular meeting, not that the Board does not accomplish this. Discussion of setting Board calendar of dates where Board plans to track items such as EE discussion, Student Outcomes, Director Evaluation.


13.0 Approval of Director Evaluation Form. Ms. Isaac moved to approve Director Evaluation form submitted by Strategic Planning Consultant, Peter James. Motion seconded by Ms. Gatzke. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke, Ms. Lindenmuth, Ms. Isaac, Mr. Morrin, Ms. Winchell-Dahl).

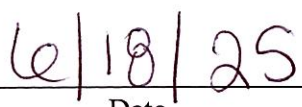
14.0 Approval of resignation of Vice Chair, Jeana Isaac from the Board. The Board expressed gratitude for Ms. Isaac's work on the Board and expressed the value of Ms.

Isaac's perspectives and contributions to the OOCS. Ms. Isaac expressed that being part of the Board was a meaningful experiences and she looks to an opportunity in the future when her soon-to-born infant is a little older, to participate on the Board. **Ms. Winchell-Dahl moved to approve Ms. Isaac's resignation from the Board with regrets and gratitude.** Motion seconded by Mr. Morrin. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms.Gatzke, Ms. Lindenmuth, Ms. Isaac, Mr. Morrin, Ms. Winchell-Dahl).

14.1 Appoint New Vice Chair, Remove former Vice Chair, Ms. Isaac (formerly Ms. Van Dyne) from OOCS Accounts, and add newly appointed Vice Chair to OOCS Accounts. Ms. Czeswik moved to remove Ms. Isaac (formerly Van Dyne) as a signer to all OOCS accounts (including Security State Bank and North Shore Federal Credit Union) , approve the appointment of Kristin Lindenmuth as Vice Chairperson, and add Kristin Lindenmuth as a signer to all OOCS accounts (including Security State Bank and North Shore Federal Credit Union). Motion seconded by Mr. Morrin. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms.Gatzke, Ms. Lindenmuth, Ms.Isaac, Mr. Morrin, Ms. Winchell-Dahl).

15.0 Adjournment: Motion to adjourn made by Ms. Winchell-Dahl at 6:11pm. Motion seconded by Ms. Gatzke. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms.Gatzke, Ms. Lindenmuth, Ms. Isaac, Mr. Morrin, Ms. Winchell-Dahl).


OOCS Board Secretary Signature


Date