



# 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.*

## Regular School Board Meeting Minutes

**Meeting Date: Wednesday, July 17, 2024**

### 1.0 Call Meeting to Order, Roll Call of Board Members, Quorum Declaration:

1.1 Call to Order: 4:37pm

1.2 **Board Members Present:** Patty Winchell-Dahl, Agatha Armstrong, Joanne Czeswik, Krysten Flett, Jeana Van Dyne, Tina Gatzke, ex-officio Cherie James. **Board Members Absent:** John Morrin (excused), Steven StandingCloud (resigned).

Community Members Present: Pam Zahn, Yanne Spry, Peter James, Jaye Clearwater

### 2.0 Reading of the Mission Statement by: Agatha Armstrong

### 3.0 Declaration of Conflict of Interest: No conflicts declared.

4.0 **Community Comment:** Discussion of students from Grand Portage Head Start enrolling at OOCS for the 2024-2025 school year. Discussion of anticipation for the Grand Opening of the Grand Portage Community Center Playground on August 07, and how excited OOCS students will be to use the new playground during recess in the school year. Discussion of how impressed community members are with the new playground in-progress. Discussion of new Grand Portage Head Start playground. Community question if the Grand Portage Community Center Playground will be officially named. Community question regarding Cherie James's role as Interim Director. Board Chairperson responded that Cherie James has agreed to be the Director of OOCS in a permanent role, with Tina Gatzke serving as Assistant Director, both continuing to teach and share Director duties, and with Pam Zahn serving as Business Manager, separating the Business Manager role from Director role, per recommendation from Osprey Wilds.

5.0 **Review of Trainings Completed, in Order to Complete Osprey Wilds Required Action Items:** Discussion that a Special Board Meeting will need to be scheduled to complete required Osprey Wilds Action Items, including Items 16 and 17 on the draft Agenda, by the July 31, 2024 deadline.

6.0 **Approval of Agenda: Ms. Gatzke moved to amend the agenda to table Items 16 and 17, to be discussed at a Special Board Meeting.** Motion seconded by Ms. Flett. Motion passed unanimously. (Voting aye: Ms. Winchell-Dahl, Ms. Armstrong, Ms. Flett, Ms. Czeswik, Ms. Van Dyne, Ms. Gatzke).

6.1 **Discussion of a Special Board Meeting tentatively scheduled for July 23, 2024 at 3:30pm, to take place in the OOCS Conference area to complete Draft Agenda Items 16 and 17.** Discussion that meeting will be changed to a later date if all trainings are not completed by July 23, 2024.



- 6.2 Ms. Gatzke moved to amend the draft agenda to add action Item 8.3, to add Pam Zahn, Business Manager, as a signer to OOCS Bank Accounts.** Motion seconded by Ms. Van Dyne. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Flett, Ms. Czeswik, Ms. Van Dyne, Ms. Gatzke, Ms. Winchell-Dahl).
- 6.3 Ms. Gatzke moved to amend the draft agenda to add action item 12.2, to add the appointed Vice Chairperson as a signer to OOCS accounts.**
- 6.4 Ms. Czeswik moved to approve the agenda with all stated changes.** Motion seconded by Ms. Armstrong. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Flett, Ms. Winchell-Dahl, Ms. Czeswik, Ms. Van Dyne, Ms. Gatzke).
- 7.0 Approval of Board Meeting Minutes from June 18, 2024.** Ms. Van Dyne moved to approve Meeting Minutes from June 18, 2024. Motion seconded by Ms. Flett. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Flett, Ms. Winchell-Dahl, Ms. Czeswik, Ms. Van Dyne, Ms. Gatzke).
- 8.0 Financial Reports - OOCS Business Manager, Pam Zahn presented June Financial Reports, including: Bank Reconciliation Worksheet Report, SHR and SF Outstanding Payments, Trial Balance Summary Report, Detail Payment Register by Check. Receipt Listing Report with Detail by Deposit, YTD Budget FY24, Approved FY25 budget, Cash Flow Forecast FY25, Cash Flow Chart FY25.** Description of meaning of each report presented by Pam Zahn. Discussion of each report and discussion of exploring future options to move funds to high-yield accounts.
- 8.1 Ms. Flett moved to approve June Financial Reports.** Motion seconded by Ms. Gatzke. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Van Dyne, Ms. Flett, Ms. Czeswik, Ms. Winchell-Dahl, Ms. Gatzke).
- 8.2 Discussion of BCBS contract -** Discussion that in late winter/early spring 2025 OOCS Administration will explore other health benefit options for FY26 (including comparison of carriers, benefits brokers, and potential to consolidate with other schools to offer higher quality benefits packages while maintaining reasonable rates). **Ms. Czeswik moved to approve BCBS contract.** Motion seconded by Ms. Armstrong. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Winchell-Dahl, Ms. Flett, Ms. Czeswik, Ms. Van Dyne, Ms. Gatzke).
- 9.0 Procurement Policy -** Discussion of procurement policy and requirements of policy. Policy drafted based on model policy provided by MN Association of Charter Schools, and OOCS Administration will work with Business Manager, to refine and revise policy, to present to the Board for approval at the August Board Meeting. **Ms. Czeswik moved to approve Procurement Policy.** Motion seconded by Ms. Van Dyne. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Winchell-Dahl, Ms. Flett, Ms. Czeswik, Ms. Van Dyne, Ms. Gatzke).
- 10.0 Ms. Gatzke moved to add Business Manager, Pam Zahn as a signer on all OOCS accounts (including Security State Bank and North Shore Federal Credit Union).** Motion seconded by Ms. Flett. Motion passed unanimously. (Voting aye: Ms.



Armstrong, Ms. Winchell-Dahl, Ms. Flett, Ms. Czeswik, Ms. Van Dyne, Ms. Gatzke).

**11.0 Director's Report** - Discussion of Director's Report: Director James attended training in Duluth, on the Age to Age Grant; has attended MARSS training and has more MARSS training planned for future, has been completing grant work; cmERDC is supporting with MARSS reporting as training is in-progress. Director James met with Anna Deschampe (current Grant Portage Programs Administrator, past OOCS Director) regarding community connections; collaboration, the importance of having a school in Grand Portage; future grant work for facility improvement; discussion of interviews and hiring; building clean-up and decluttering; Director James has plans to meet with artist Sam Zimmerman regarding designing school sign.

**12.0 Requests from Jaye Clearwater** - Discussion of data requests from Jaye Clearwater regarding audio recordings of Closed Sessions of the 02/21/24 Board Meeting and 02/27/24 Special Board Meeting, of which Clearwater was the subject. Discussion that Clearwater has received the full audio recordings that the OOCS Board has on file, of both meetings. Discussion of Zoom meetings recording request. Discussion that Zoom recordings are not required and it is not the practice of the OOCS Board to record meetings via Zoom, and that Clearwater's requests have all been responded to. Community Member Clearwater interjected that former OOCS Director, Carmen Keyport, communicated to Clearwater that Keyport recorded the meetings via Zoom. Discussion that Board Members on the Zoom meetings were not aware that the meetings were recorded via Zoom. Discussion that when new leadership took over, files had been deleted and unrecoverable from OOCS Director computers, as well many paper files unaccounted for, and access to OOCS user accounts was delayed without necessary account information. Discussion that Board Chairperson Winchell-Dahl will communicate to Keyport regarding any Zoom meetings she may have recorded and how to access them. Community Member Clearwater interjected that the audio recordings she received have time lapses, and that she is looking for something specific, which she stated she was unable to discuss at the time. It was discussed that after the 2/27/24 Special Board Meeting, a Board member (who is no longer on the OOCS Board) removed the recording from the building under the impression that this was protocol. It was discussed that the Board member communicated to the Board Chairperson, that the recording device stayed in their car, was not altered in any way, or shared with any individuals.

**13.0 Board Resignation of Vice Chairperson, Steven StandingCloud** - Written resignation received from Steven StandingCloud. Mr. StandingCloud stated in the letter that his resignation was based purely on personal reasons, in no way indicative of any dissatisfaction with his role on the OOCS Board, and thanked everyone on the Board. **Ms. Gatzke moved to accept Mr. StandingCloud's resignation from the OOCS Board.** Motion seconded by Ms. Flett. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Winchell-Dahl, Ms. Flett, Ms. Czeswik, Ms. Van Dyne, Ms. Gatzke). Discussion of the value that Mr. StandingCloud's perspectives and

dedication added to the OOCs Board, and regrets that at this time, he will no longer be serving as a Board member.

**13.1 Ms. Gatzke moved to appoint Board member Jeana Van Dyne as Vice Chairperson.** Motion seconded by Ms. Winchell-Dahl. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Winchell-Dahl, Ms. Flett, Ms. Czeswik, Ms. Van Dyne, Ms. Gatzke).

**13.2 Ms. Gatzke moved to add Ms. Van Dyne as a signer to all OOCs accounts (including Security State Bank and North Shore Federal Credit Union).** Motion seconded by Ms. Flett. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Winchell-Dahl, Ms. Flett, Ms. Czeswik, Ms. Van Dyne, Ms. Gatzke).

**13.3 Ms. Van Dyne moved to remove Steven StandingCloud as a signer to OOCs accounts.** Motion seconded by Ms. Flett. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Winchell-Dahl, Ms. Flett, Ms. Czeswik, Ms. Van Dyne, Ms. Gatzke).

**14.0 Discussion of Article 5 in Board Packet - *League of Minnesota Cities* with emphasis on Section 2 - Open Meeting Law, lead by Ms. Gatzke.** Discussion of purpose of Open Meeting Law, requirements for Open Meeting Law, requirements for Closing a Board Meeting.

**14.1 Discussion of Article 6 in Board Packet - *Open Meeting Law (Part 2, Requirements During and After a Closed Meeting)*, lead by Director Cherie James.** Further discussion on requirements of Open Meeting Law and best practices of Open Meeting Law and Closed Sessions.

**14.2 Discussion of Article 7 in the Board Packet - *Sounding Board, Government Data Practices Act* lead by Ms. Van Dyne.** Discussion of definitions of different types of data, requirements of different types of data, and protocol of data breeches.

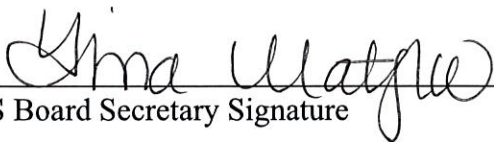
**15.0 Onboarding Program for OOCs Board of Directors.** Discussion of Onboarding Program, which includes training for new and current Board members and will be submitted to Osprey Wilds for approval as one of the OOCs Board's required action items. **Ms. Flett moved to approve the Onboarding Program for OOCs Board of Directors.** Motion seconded by Ms. Armstrong. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Winchell-Dahl, Ms. Flett, Ms. Czeswik, Ms. Van Dyne, Ms. Gatzke).

**16.0 Use of official Oshki Ogimaag Community School emails for OOCs Board business -** Discussion that by the August 21, 2024 OOCs Board Meeting all Board members will be expected to exclusively use their official OOCs email for Board business in order to align with best practices.

**17.0 Adjournment: Motion to adjourn made by Ms. Gatzke at 6:37pm.** Motion seconded by Ms. Van Dyne. Motion passed unanimously. (Voting aye: Armstrong, Ms. Winchell-Dahl, Ms. Flett, Ms. Czeswik, Ms. Van Dyne, Ms. Gatzke).



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/>

  
OOCS Board Secretary Signature

8/21/24  
Date