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, August 13, 2025

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

1.1 **Call to Order:** 4:42pm

1.2 **Board Members Present:** Agatha Armstrong, Joanne Czeswik, Tesha Dickenson, Tina Gatzke, ex-officio Cherie James

Board Members Absent: Kristin Lindenmuth, John Morrin, Patty Winchell-Dahl

Community Members Present: Pam Zahn (OOCS Business Manager), Peter James (OOCS Strategic Planning Consultant), Leslie Olson

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. Czeswik moved to approve the agenda.** Motion seconded by Ms. Armstrong. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke).

6.0 **Ms. Armstrong moved to approve minutes from the July 16, 2025 Regular Board Meeting.** Motion seconded by Ms. Czeswik. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke).

7.0 **Discussion of July 2025 Financial Reports:**

7.1 The Board reviewed and discussed *Sounding Board: The Role of the Charter School Finance Committee.* Discussion included: who can be part of the Finance Committee, one Board member is required to be part of the committee, and other members can include parent/guardians, OOCS staff, and/or Community members, if authorizer presence is required at Finance Committee, this is only the case if the charter school has financial corrective action, that the Finance Committee is non-voting and makes recommendations to the Board, and the Finance Committee calendar of topics to focus on. Discussion that the Business Manager would confirm if the acronym NOI refers to *Net Operating Income* and what the acronym CAAP refers to in the recommended calendar of Finance Committee topics for review.

7.2 **Finance Committee Report:** Finance Committee discussion topics covered: annual audit, enrollment projections and staffing needs. No recommendations to the Board at this time.

7.3 **Discussion and Approval of July 2025 Financial Reports.** Business Manager Zahn presented each Financial Report providing narrative for each. Discussion of transition from cmERDC to EdVisions for payroll services. Discussion of what types of items are purchased from Grand Portage Trading Post, including fuel and some supplies. Discussion of how enrollment impacts revenue. Discussion of special education funding and the process for when students are evaluated become eligible for special education mid-school year. Audit update provided by Business Manager Zahn. **Ms. Armstrong moved to approve July 2025 Financial Reports.** Motion seconded by Ms. Czeswik. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke).

7.4 **Discussion of Food Service Agreement:** Discussion if food will be prepped on-site at school, the understanding is it will. Discussion if Mr. Duhaime will be an employee receiving benefits, he will be an independent contractor not eligible for OOCS employee benefits. Discussion of what types of items will be included in the light breakfast, menus are still in the development phase, but the focus is on serving healthy, nutrient rich meals, minimally processed, using organic foods when possible. Agreement states it will be revisited in October 2025. **Ms. Armstrong moved to approve Food Service Agreement with Andrew Duhaime.** Motion seconded by Ms. Gatzke. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke).

7.5 **Ms. Dickenson moved to approve revised Procurement Policy.** Motion seconded by Ms. Gatzke. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke).

7.6 **Review and Discussion of FY22-24 OW Financial Performance Evaluation.** Discussion of areas development for the Board. Discussion that Board minutes should always reflect dialogue and deliberation on budget development and deliberation. Discussion of accurate enrollment forecasting, downward enrollment trends, and increased/stabilized enrollment trends for FY25 and FY26. Discussion of updating financial policies cited in the evaluation. Discussion that with onboarding of Business Manager Zahn and expansion of her role, items such as segregation of duties, financial reports and accurate enrollment forecasting have been addressed.

7.7 **Ms. Czeswik moved to approve the new hire of Jacob Peterson Paro in the role of paraprofessional.** Motion seconded by Ms. Armstrong. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke).

8.0 **Discussion of Staff Reports.**

8.1 **Discussion of Director's Report**. Discussion of progress on OW renewal application. Discussion of daily schedules and new instructional model. Discussion of continuing to shift the narrative regarding OOCS in terms of attendance and academic scores to more accurately reflect current progress.

8.2 **Discussion of Assistant Director's Report.** Discussion of professional development completed on legislative updates and HR with EdVisions, and Sylvotherapy. Discussion of job posts and connecting with businesses in Grand Marais and up the Gunflint Trail to share openings for paraprofessional roles, to attract individuals looking for work after summer season ends. Discussion of the student engagement and SEL rubric developed.

9.0 **Board Training and Development:** Discussion and review of *Sounding Board: Open Meeting Law Scenarios.* Discussion of threshold of closing a meeting in compliance with Open Meeting Law and transparency of providing a summary of conclusions made during Closed Meeting during open session, in compliance with Data Practices Act, and that voting must occur during Open Session. Discussion that Board Workshops, such as Strategic Planning sessions are open to the public.

7.8 **Item 7.8 -** Document Approval of Change to Capitalization Limit. In September 2024, the OOCS Board voted and approved to change the capitalization from $1000 to $5000 per the auditor's recommendation, but was not noted in Board minutes (Board Secretary Gatzke was absent the September 2024 Board meeting and the assigned notetaker did not note this vote in the minutes). **Ms. Gatzke moved to note that the change of capitalization was made in the September 2024 Board meeting but not reflected in the meeting minutes.** Motion seconded by Ms. Armstrong. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke).

10.0 **Discussion of OW Renewal Contract.** Discussion and review of Osprey Wilds renewal contract. Discussion of academic performance objectives and metrics. Discussion of Board roles and responsibilities. Discussion of strategic planning data, including future planning and priorities. Discussion of Exhibit S and review of progress on all Exhibit S items. Discussion of performance outcomes. Discussion of clerical and formatting edits.**Ms. Dickenson moved to approve OW Renewal Contract with the edits as discussed.** Motion seconded by Ms. Czeswik. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke).

11.0 **Discussion and review of Osprey Wilds Authorizing Activities Letter.** Discussion that Pat Hartman, OOCS's OW representative is no longer with OW and until his position is filled, Erin Anderson, will act as OOCS's representative. Review of items listed on the Authorizing Activities letter.

12.0 **Adjournment: Motion to adjourn made by Ms. Gatzke at 7:03pm.** Motion seconded by Ms. Czeswik. Motion passed unanimously. (Voting aye: Ms. Armstrong, Ms. Czeswik, Ms. Dickenson, Ms. Gatzke).

Board Workshop Training with Peter James, Strategic Planning Consultant, followed the regular Board meeting. Topic: Charter Contract Renewal Process: Board Roles and Responsibilities after the renewal application is submitted. Next steps moving forward: Supporting School Staff.

Yma Ulatollo 09-17-25

OOCS Board Secretary Signature Date