

**OAK HILL MONTESSORI COMMUNITY SCHOOL
BOARD OF DIRECTORS MEETING – VIRTUAL
Monday, March 27, 2023 – 7:00 P.M.**

Board Members Present: Lillyan Hoyos, Juli Rubin, Matt Howell, Anne Wussler (joined at 7:10 pm), Jason Eggers, Chris Kindler, Mary Wilcox, Erin Doan (non-voting, ex-officio),

Board Members Absent: Kim Vappie

Other Attendees: Brad Blue (MOChA), Joseph Sovine (EdFin), Heidi James (teacher), Dave Anderson (parent)

Meeting called to order by Lillyan Hoyos, Board Chair, at 7:07 pm.

AGENDA

Public Comment Period:

No public comments.

Consent Agenda

- Previous Meeting Minutes (February 27, 2023)
- School Nursing Contract Renewal
- Occupational Therapy Contract Renewal

JULI MADE A MOTION TO APPROVE DISCUSSION OF THE CONSENT AGENDA EMAILED TO BOARD ON MARCH 24, 2023. MARY SECONDED THE MOTION.

Board Member	Aye	Nay
Hoyos	X	
Wussler	X-via chat	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	
Vappie (Absent)		

- Consent Agenda packet was sent to members for review via email.

Erin confirmed there were no differences in the contracts from last year.

JULI MADE A MOTION TO APPROVE THE CONSENT AGENDA EMAILED TO THE BOARD ON MARCH 24, 2023. MATT SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:

Board Member	Aye	Nay
Hoyos	X	
Wussler	X-via chat	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	
Vappie (Absent)		

Financial Packet Review –Matt

Matt walked through EdFin contract renewal assumptions. Need to have at least 2 vendors, so Finance will solicit those in the coming weeks and bring back a recommendation to this board no later than the May meeting.

EdFin emailed financial review of Balance sheet, Income Statements, Fund Level Details, Check Register, Cash Flow for February 2023.

Juli asked if instructional supplies would likely continue to be high next year or if they were related to one-time purchases. Erin clarified that it would likely be both but that they were higher this year in order to use up the CSP dollars.

Anne asked about financing the servicing part of the Food Service. Matt walked through regulations around financing food service (ie. Cannot operate at a loss, doesn't cover headcount).

MATT MADE A MOTION TO ACCEPT THE FEBRUARY 2023 FINANCIAL PACKET SENT TO THE BOARD ON MARCH 24, 2023. JULI SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:

Board Member	Aye	Nay
Hoyos	X	
Wussler	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	
Vappie (Absent)		

Matt laid out FY24 draft budget assumptions and projections. Key considerations included Food Service, Staffing, and future planning.

Clarification of the agenda: the agenda indicated a vote would be taken for this budget. This was a review of the draft budget, and did not require a vote (discussion only).

Executive Director Updates

Staffing structure changes will all be complete by March 31st. USDA Food Service audit (conducted by MDE personnel) was completed, and feedback is being reviewed. Feedback was primarily processes and paperwork related. Title II audit coming up. AMI consultations began this week. MCAs coming up (grades 3-8).

Executive Director Search Updates – Lillyan and Mary

Lillyan walked through status update. One candidate just dropped out, so only one candidate. Still receiving applications, which are being reviewed by Kraus Anderson first. April 10th is scheduled for board interviews of candidates.

Facilities

Juli presented two new committee member candidates. Reviewed committee membership questionnaire response from Sam Baker, current OHMCS parent and Roseville/Little Canada Fire Inspector. Erin Doan, current ED, will also be added as representative of the school. Confirmed Facilities Committee Meeting for April 11th.

JULI MADE A MOTION TO APPROVE THE APPOINTMENT OF SAM BAKER AND ERIN DOAN TO THE OHMCS FACILITIES COMMITTEE. ANNE SECONDED THE MOTION.

Board Member	Aye	Nay
Hoyos	X	
Wussler	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	
Vappie (Absent)		

Juli presented follow up data per request from the board at 03/27/2023 meeting. Data includes potential financial impact per student related to temporarily freezing backfill of vacant JH spots prior to the start of the '23-24 SY.

Chair Updates – Lillyan

Two board candidates have completed candidate questionnaires and will be presented for vote at April board meeting.

Authorizer Comments

Experience of board (thorough preparation) shows. Applause for addressing current needs and anticipating future needs. Dave Peterson (MOChA) extends offer of guidance on ED search and transition.

Adjourn

Since there is no outstanding business Lillyan adjourned the meeting 8:47 p.m.

The next OHMCS Board Meeting is Monday, April 24, 2023 at 7:00 p.m.

Respectfully Submitted by Juli Rubin, OHMCS Board Secretary