



OAK HILL
MONTESSORI
COMMUNITY SCHOOL

Annual Report
Academic Year
2022-23

School Mission

Preparing every student for tomorrow by nurturing the love of learning today.

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Vision

Creating a space for students, families, and community members to thrive as they collaborate to learn, to celebrate, and to serve one another.

Core Values

- Independent thinking and self-reliance through purposeful work
- Inclusivity in our community and a sense of belonging for all
- Compassion for others and the environment around us
- A vision for peace through social change

Introduction

Oak Hill Montessori Community School (OHMCS) is proud to represent a different point-of-view in education; driven by the motivation of students. We present challenging academics while valuing social skills as much as mathematical skills.

Located in Shoreview, MN, OHMCS offers authentic Montessori education from 16 months through the Junior High level. A student's entire learning experience is enriched by opportunities to explore art and music, workout the body during recess/physical education as well as through exploring nearly seven acres of a beautiful and safe campus.

Utilizing Montessori principles, teachers often work in small groups, or one-on-one with children, providing an individualized approach to each student's growth. The mixed-age classrooms provide numerous advantages not found in traditionally structured classrooms. Older children serve as leaders while younger students are shown what is expected of them by their peer role models.

Our responsive and caring faculty inspire students to become independent and passionate learners. Each teacher is empowered to create opportunities of discovery, observation, and reflection for their students. All lead teachers are licensed teachers who have completed their Association Montessori Internationale (AMI) Certification in addition to a bachelor's degree or higher.

Our facility and its grounds were specifically designed as a Montessori learning environment to meet the developmental needs of students and inspire them every step of the way both in the classroom, and during free play.

Academic Performance

In its first year of operation, OHMCS invested in wireless infrastructure and personal computers to ensure access for all students to the Minnesota Comprehensive Assessment tools. Participation in statewide testing this year establishes a baseline of academic performance for the student body.

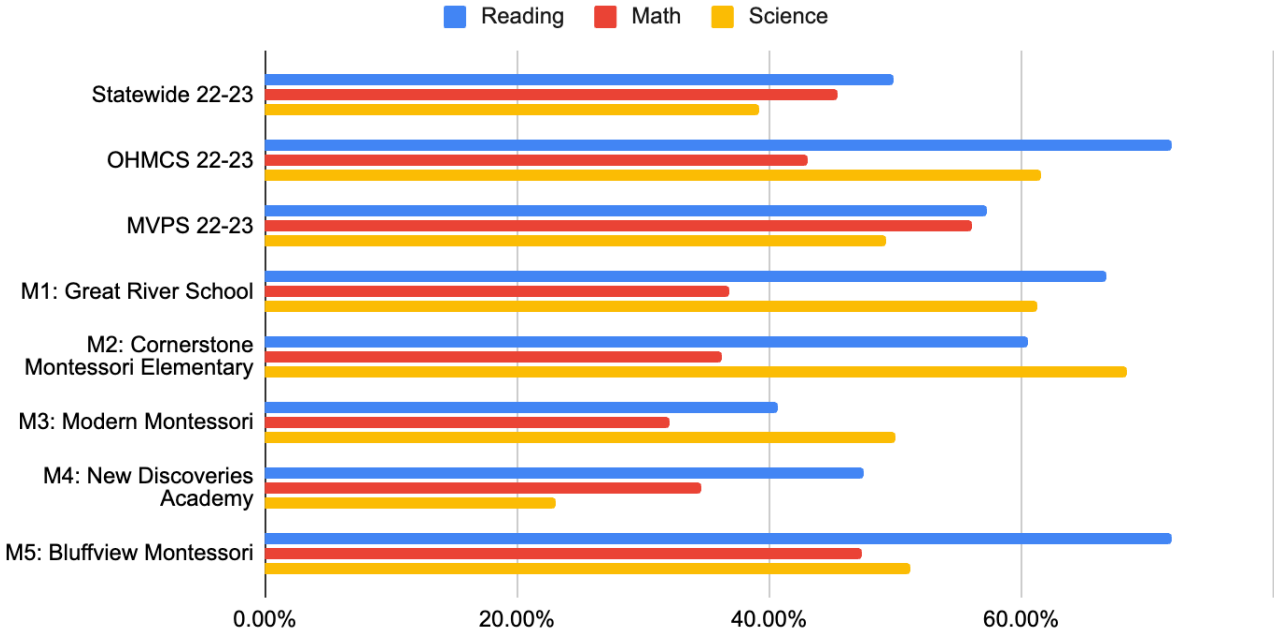
In its second year of operation, OHMCS examined assessment tools, such as FastBridge, EASYCBM and Diebels. FASTBridge was selected and will be implemented in the 2023-2024 SY to measure student progress.

As shown in the graphic below, Oak Hill students in grades 3-8 performed proficiently in their second attempt at the MCA battery of tests.

In reading, 72% of students met or exceeded grade level benchmarks, scoring higher than the statewide average of 49.9%, as well as the local district elementary composite of 57.3%, and all 5 demographically matching schools.

43% of Oak Hill Students in grades 3-8 met or exceeded the grade level benchmarks for Math, outperforming almost all comparison Montessori schools. In comparison, the statewide average of 45.5% of students met or exceeded the benchmark in Mathematics while in the local district 56.1% of students met or exceeded the math benchmark.

MCA Science exams are given only to students in grades 5, 8, and 10 in Minnesota. At Oak Hill, not many students took the science exam this year, but those who did showed proficient scores. 61.5% of students in grades 5 and 8 met or exceeded the benchmark in Science as compared to the statewide average of 39.2% and 49.3% of students in the local district.



Based on student performance, students at OHMCS score higher in reading and science subjects in comparison to the state average, and math is around the state average. The school does not require support from MDE due to low performance as reflected in the North Star System.

Mathematics MCA data indicate the need for further study to identify key areas for student growth, as well as to identify any potential curriculum needs.

Faculty and staff will continue to participate in Montessori training across these content areas during the year to increase learning opportunities for all pupils, including the tactile-rich

Montessori pedagogy, encouraging the use of interdisciplinary and innovative teaching methods.

Financial Performance

The Board established a Finance Committee currently composed of Matt Howell, Mary Wilcox and Erin Doan. The Finance Committee meets regularly to review the monthly financial statements from OHMCS's accounting firm EdFin, and discuss any finance issues that come up that need to be addressed. As items that require board approval come up, the Finance Committee presents these to the board for decision making.

The school has a [Fund Balance Policy](#) that establishes a general operations reserve funds balance. OHMCS has completed its Annual Audit for the 2022-2023 school year performed by MMKR which was without any major findings.

The school establishes and maintains an annual budget, developed by the Finance Committee in partnership with EdFin which is then presented to the board for approval. The budget for the 2022-2023 school year was approved by the OHMCS board on June 20, 2022.

The board established a target ADM of 156 students as approved on June 20, 2022. While the year began at full capacity, the actual ADM was 155 at year end. OHMCS has an [admission policy](#) which outlines admissions, enrollment, and the lottery process. This policy is followed closely by the board and school administration.

The school has sufficient cash on hand to meet its near-term obligations. Given the cycle of payments from MDE as well as the holdback of funds until the end of the school year, the board approved a Line of Credit of \$250,000 to ensure that OHMCS is able to meet their financial obligations in a timely manner. The line of credit was approved by the OHMCS board on July 12, 2021.

During the fiscal year, approximately \$67K of CSP purchases that had been pre-approved in the planning stage were not approved for reimbursement after purchase, driving a negative impact to the FY23 financials.

At the end of the second operational year, OHMCS had a fund balance deficit of \$26,011. The school's liabilities exceeded its assets and deferred outflows of resources by \$160,515 (net position deficit).

Operational Performance

It is the role of the OHMCS board to direct the affairs of the organization. This is a role all the board members understand and work diligently to execute thoughtfully. The work of the board

during the first operational year was extensive and the board continues to lay the groundwork to ensure the school is operating at its best to serve all students and support its teaching staff in a safe environment. The board continues to ensure OHMCS holds true to its mission, shows duty of care, and supports the Executive Director for being accountable for OHMCS's goals.

The OHMCS bylaws state the officers of the corporation shall consist of a Chair, Secretary, and Treasurer elected annually at a regular meeting. For the 2022-2023 school year, the following offices were held: Lillyan Hoyos, Chair; Juli Rubin, Secretary; and Matt Howell, Treasurer. The officers have performed their duties, and carried out their responsibilities as outlined in the bylaws.

To ensure that all board members are current on school activities and are well informed on topics that need to be discussed and approved by the board, the OHMCS Executive Committee meets monthly to prepare board meeting agendas as well as the board documents that cover all subjects to be discussed during the board meeting.

The OHMCS board understands and complies with Open Meeting Law. Required information on board meetings is posted on the school website.

As required by the Minnesota Charter Schools Statute, the board members participated in training the following trainings:

	MN Government Data Practices Act + Family Educational Rights & Privacy Act	Open Meeting Law	Board Working Sessions	School Finance	School Law
Lillyan Hoyos	x	x	x	x	x
Matt Howell	x	x	x		x
Juli Rubin	x	x	x		x
Kim Vappie		x	x	x	x
Chris Kindler	x	x		x	
Jason Eggers		x	x	x	x
Mary Wilcox	x	x	x	x	x
Anne Wussler	x	x	x	x	x
David Anderson					
Heidi James					

OHMCS works closely with legal counsel to ensure state law changes that impact the bylaws trigger a review of the bylaws. Additionally, OHMCS's membership with Minnesota Association of Charter Schools (MACS) and Minnesota School Boards Association (MSBA) help the

OHMCS board stay aware of changes in legislation that impact charter schools and trigger the need to update or create policies.

The OHMCS board has as a responsibility to appoint an Executive Director and is responsible for overseeing their work. As such this is the only staff member of the school the board evaluates. OHMCS board members are working on establishing the framework and process for the evaluation of the Executive Director. This process will be done annually moving forward.

Committees and Roles

Teacher Licensure Committee

To honor the professional development needs unique to a Montessori school, OHMCS created our local district’s Teacher Licensure Committee. This committee reviews the clock hours required for licensed teachers to renew their licenses in compliance with the Professional Educators Licensing and Standards Board (PELSB).

Erin Doan	Admin Representative
Emily Bowar	Committee Chair
Amanda Cade	Committee Secretary
Heidi James	
Nicole Porter	
Molly Petracca	
Katie Sala	
Anne Wussler	
Juli Rubin	Community Representative

Teacher Evaluation Committee

To honor the profession of teaching and meet state statute of providing teachers with the ability to have an evaluation process to evaluate teaching skills.

Erin Doan	Committee Chair
Jasie Zarnoth	
Jesse Bailey	
Anne Wussler	
Helayna Borncamp	
Joseph Kelzenberg	

ABAR Committee

To honor the uniqueness of all individuals the Anti-Bias anti-racism committee provides professional development and guidance on the inclusion of individuals at OHMCS.

Heidi James	Committee Chair
Katie Sala	
Molly Petracca	
Sarah Reely	
Ollie Lum	
Amanda Cade	
Rowyn Cotter	
Emily Johnson	

Growth & Retention

At the end of the second operational year, 90% of lead faculty and administrative staff were retained and returned for the 2022-2023 school year. Due to the long tenure of many support staff that came to the charter school from the former nonpublic school, and the strenuous

experience during the pandemic, many left to pursue jobs outside of education. Roughly 50% of the support staff were retained into the 2022-2023 academic year.

Professional growth and development is a key priority for the school and as such, resources are dedicated to the training of each employee. In June of 2021, OHMCS established its first licensure committee to provide for the review and approval of continuing education portfolios of all licensed staff. For the 2022-2023 school year, the committee approved license renewals for three teachers.

The OHMCS board continued to support the participation of the Executive Director in the Principal Licensure Program at Bethel University which began in the fall of 2021. The participation in the program takes the place of a board-approved professional development plan, which continued into the 2022-2023 school year.

Faculty members of OHMCS are all appropriately licensed for their assignments. The 2022 STAR report revealed the continued need for the Junior High program to be recognized as an innovative program, receiving special permission for its co-teachers to teach outside of their licensure areas. This is necessary due to the small class size and the interdisciplinary nature of the pedagogical model.

OHMCS additionally requires criminal background checks of all individuals who work in the school to comply with MN Department of Human Services requirements for licensed child care.

At the end of its second operational year, OHMCS finds its classrooms filled with students excited to learn, staff that is supported, and a community that is growing and thriving. The board is proud of the work our community has invested in getting us through its two first years.

Appendix A

2022–23 World’s Best Workforce (WBWF) Summary

The World’s Best Workforce strategic plan focuses on five goals for continued student performance. Due to the K-8 scope of our charter and education services, OHMCS does not set a goal for high school graduation. The board will appoint new members to a Student Achievement Committee in the coming year to further develop goals in each area for the 2023-2024 academic year and beyond.

Annual Public Meeting

The annual public meeting to review progress on the WBWF plan for the 2022–23 SY:

May 20, 2024

Goals and Results

All Students Ready for School

Goal	Result	Goal Status
Kindergarten (primary) curriculum will be mapped out to align to the MN standards.	Kindergarten curriculum (primary) was mapped out to the MN state standards.	<i>Check one of the following:</i> _X_ On Track (multi-year goal)

All Students in Third Grade Achieving Grade-Level Literacy

Goal	Result	Goal Status
Students will perform at similar or better levels to surrounding districts on MCA assessments.	Oak Hill Montessori Community School Students performed as well or better than comparison districts on the reading and science MCA assessments in 2023.	<i>Check one of the following:</i> _X_ On Track (multi-year goal)

Close the Achievement Gap(s) Between Student Groups

Goal	Result	Goal Status
The district will develop a purchasing plan and secure budgeting to ensure that 100% of students have access to school supplies, curriculum materials and educational travel.	Fundraising and strategic budgeting continues to ensure students have access to educational travel and learning materials a 100% of the time.	<i>Check one of the following:</i> _X_ On Track (multi-year goal)

All Students Career and College-Ready by Graduation

Goal	Result	Goal Status
Students in grades 1-8 will have the opportunity to explore career and college options throughout the year	Students participated in independent going out	<i>Check one of the following:</i>

Goal	Result	Goal Status
via independent going out events.	events they plan to enhance their learning or research.	<u> X </u> On Track (multi-year goal)