

**OAK HILL MONTESSORI COMMUNITY SCHOOL  
BOARD OF DIRECTORS MEETING  
Monday, October 23, 2023 – 7:00 P.M.  
Held in OHMCS Junior High Room**

**Board Members Present:** Lillyan Hoyos, Juli Rubin, Matt Howell, Mary Wilcox, Heidi James, Shirley Volk (non-voting, ex-officio), Dave Anderson, Kim Vappie, Jason Eggers (arrived at 7:04pm), Anne Wussler (arrived at 7:04pm)

**Board Members Absent:** Chris Kindler,

**Other Attendees:** Brad Blue (MOChA), Kathleen Lopac (parent), Mollie Petracca (OHMCS teacher)

**Meeting called to order by Lillyan Hoyos, Board Chair, at 7:02 pm.**

**AGENDA**

**Public Comment Period:**

No public comments.

**Consent Agenda**

- Previous Meeting Minutes
  - 09/18/2023 Minutes
  - 10/09/2023 Special Minutes
- Spade Landscaping Contract Renewal
- Dental Insurance Benefit Renewal

**JULI MADE A MOTION TO APPROVE DISCUSSION OF THE CONSENT AGENDA EMAILED TO BOARD ON OCTOBER 20, 2023. MARY SECONDED THE MOTION.**

Board Member	Aye	Na y
Hoyos	X	
Wussler (Absent)		
Rubin	X	
Howell	X	
Eggers (Absent)		
Wilcox	X	
Kindler (Absent)		
Vappie	X	
Heidi	X	
Dave	X	

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

Lillyan commented that the 9/18 minutes need to be corrected to reflect Lillyan's absence. Mary requested to correct Rachelle's attendance in the 9/18 minutes.

Mary asked about correct address on page 4 of Spade contract. Shirley to get clarification from lawyer.

Mary had question regarding Delta Dental contract regarding clarity on who pays what rates. Matt confirmed it is covered by employee and not OHMCS. Matt recommended removing the Delta Dental contract from the consent agenda and moving to the next board meeting.

**JULI MADE A MOTION TO APPROVE THE CONSENT AGENDA EMAILED TO THE BOARD ON OCTOBER 20, 2023 WITH CORRECTIONS TO THE SEPTEMBER BOARD MINUTES TO REFLECT CORRECT ATTENDANCE AND WITH CORRECTIONS TO THE SPADE CONTRACT RENEWAL TO REFLECT THE CORRECT PROPERTY OWNER NAME AND ADDRESS. THE DELTA DENTAL CONTRACT IS REMOVED FROM THE CONSENT AGENDA. MAT SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:**

Board Member	Aye	Na y
Hoyos	X	
Wussler	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler (Absent)		
Vappie	X	
Heidi	X	
Dave	X	

**Financial Packet Review –Matt**

No updates on the audit yet. Expect to receive it for the December meeting.

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

**MATT MADE A MOTION TO ACCEPT THE SEPTEMBER 2023 FINANCIAL PACKET SENT TO THE BOARD ON OCTOBER 20, 2023. KIM SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:**

Board Member	Aye	Na y
Hoyos	X	
Wussler	X	
Rubin	X	
Howell	X	
Eggers		
Wilcox	X	

Kindler (Absent)	X	
Vappie	X	
Heidi	X	
Dave	X	

**Development Updates- Lillyan**

Lillyan walked through fundraising updates and 2023-2024 Annual fund kick off. Reminder to board to let Rachelle know what their pledges are.

**Executive Director Updates – Shirley**

Shirley provided updates on enrollment, guest artists, field trips, Acorn Café successes, new clubs. Provided MCA scores.

Dave asked about mechanism for reviewing scores over time. Shirley would like to implement that. MOChA confirmed they do look at them annually and at the longitudinal scores during contract review and renewal.

State reports and applications in process.

**Facilities - Juli**

Juli provided general updates on landscaping, maintenance, and repairs. Discussed updates on parking lot congestion initiatives.

**Chair Updates – Lillyan**

Reminder about long term strategy planning meeting: 11/12/2023, 9:00am-4:00pm. Reminded board of upcoming training requirements. We will be using the Novation Educational Opportunities (NOVA) portal. The link for the MN Charter Board Training site will be sent out shortly.

December meeting will need to be moved up due to scheduling conflicts and the requirement to approve the annual audit prior to December 15<sup>th</sup>.

**KIM MADE A MOTION TO APPROVE MOVING THE DECEMBER BOARD MEETING FROM DECEMBER 18th to DECEMBER 11<sup>th</sup>. MARY 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 (Absent)		
Vappie	X	
Heidi	X	
Dave	X	

**Authorizer Comments**

Reminder of mandated reporting training. MOChA sent link to Shirley for staff.

**Adjourn**

**Since there is no outstanding business Lillyan adjourned the meeting 8:37p.m.  
*The next OHMCS Board Meeting is Monday, November 27, 2023 at 7:00 p.m.  
Respectfully Submitted by Juli Rubin, OHMCS Board Secretary.***