

**OAK HILL MONTESSORI COMMUNITY SCHOOL
BOARD OF DIRECTORS MEETING
Tuesday, June 18, 2024 – 7:00 P.M.
Held in OHMCS Junior High Room**

Board Members Present: Lillyan Hoyos, Juli Rubin, Shirley Volk (non-voting, ex-officio), Matt Howell, Dave Anderson, Heidi James, Kim Vappie, Molly Petracca, Jason Eggers, Chris Kindler (attended virtually), Mary Wilcox

Board Members Absent:

Other Attendees: Brad Blue (MOChA, virtual), Vashti Wilson (OHMCS Parent, board member-elect), Mike McCall (OHMCS Parent, board member-elect), Hannah Lundstrom (OHMCS Staff), Kelly Plumbo (OHMCS Staff), Crystal Hall (OHMCS Teacher), Amanda Cade (OHMCS Teacher), Crystal Chance (OHMCS Teacher, virtual), Paul Apenhorst (Krause Anderson, virtual), Nicole Porter (OHMCS Teacher, virtual), Nancy Lee (OHMCS Teacher, virtual), Joseph Sevine (EdFin, virtual), Kate McWilliams (OHMCS Parent, virtual at 7:23pm)

Meeting called to order by Lillyan Hoyos, Board Chair, at 7:04 pm.

AGENDA

Public Comment Period:

No public comment.

Consent Agenda

- Previous Meeting Minutes
 - o 05/20/2024 Minutes
 - o 06/03/2024 Special Meeting Minutes

JULI MADE A MOTION TO APPROVE DISCUSSION OF THE CONSENT AGENDA EMAILED TO BOARD ON JUNE 14, 2024. MATT SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:

Board Member	Aye	Nay
Hoyos	X	
Petracca	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	
Vappie	X	
James	X	
Anderson	X	

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

JULI MADE A MOTION TO APPROVE THE CONSENT AGENDA EMAILED TO THE BOARD ON JUNE 14, 2024. MARY SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:

Board Member	Aye	Nay
Hoyos	X	
Petracca	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	
Vappie	X	
James	X	
Anderson	X	

Insurance Contract Renewal – Shirley and Paul Apenhorst (KA)

Paul discussed increase to premium contract (6.8%) with The Hanover Insurance Company and walked through full proposal. Increase driven by General Liability, Education Legal, and Employment Practices Liability insurance coverage. Premium hike is due to general insurer costs, not related to OHMCS usage. This proposal is the most we will pay. Potential to lower with additional negotiations but wouldn't be much.

MATT MADE A MOTION TO APPROVE THE HANOVER INSURANCE CONTRACT AS PRESENTED TO THE BOARD ON JUNE 18, 2024. KIM SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:

Board Member	Aye	Nay
Hoyos	X	
Petracca	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	
Vappie	X	
James	X	
Anderson	X	

Financial Packet Review –Matt

EdFin emailed financial review of Balance sheet, Income Statements, Fund Level Details, Check Register, Cash Flow for May 2024.

MATT MADE A MOTION TO ACCEPT THE MAY 2024 FINANCIAL PACKET SENT TO THE BOARD ON JUNE 14, 2024. JULI SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:

Board Member	Aye	Nay
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Hoyos	X	
Petracca	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	
Vappie	X	
James	X	
Anderson	X	

Matt walked through the proposed '24-'25 budget, including the revised '24 budget being updated for baseline purposes. It is being approved knowing that there will be modifications needed when more is known about the interim ED and teacher salaries.

MATT MADE A MOTION TO APPROVE THE PROPOSED '24-'25 BUDGET AS SHOWN, REPRESENTING REVISED SY '24 AND SY '25 PROJECTIONS, AS PRESENTED TO THE BOARD ON JUNE 18, 2024. JULI SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:

Board Member	Aye	Nay
Hoyos	X	
Petracca	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	
Vappie	X	
James	X	
Anderson	X	

Executive Director Updates - Shirley

Shirley provided updates on enrollment and waitlists for next year. Reminder of upcoming events. Summarized staffing openings.

Discussed creation of the Recess Detention Policies and Procedures Implementation Plan.

KIM MADE A MOTION TO APPROVE THE RECESS DETENTION POLICIES AND PROCEDURES IMPLEMENTATION PLAN AS PRESENTED TO THE BOARD ON JUNE 18, 2024. HEIDI SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:

Board Member	Aye	Nay
Hoyos	X	

Petracca	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	
Vappie	X	
James	X	
Anderson	X	

Presented the '24-'25 Local Literacy Plan. Will continue to use FASTbridge model.

JULI MADE A MOTION TO APPROVE THE '24-'25 LOCAL LITERACY PLAN AS PRESENTED TO THE BOARD ON JUNE 18, 2024. DAVE SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:

Board Member	Aye	Nay
Hoyos	X	
Petracca	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	
Vappie	X	
James	X	
Anderson	X	

Fire inspection last week. Went well. Some minor findings that will be addressed this summer.

Facilities - Juli

Juli provided general updates on landscaping, maintenance, and repairs. Sprinklers repaired. Roof repair started week of June 10th.

Charter Lottery Policy - Heidi

We are quickly becoming an all-boys school and we need to address gender imbalance. We need to explore options, as this impacts the classroom dynamic. We will discuss with other charter Montessori schools and authorizer to find a solution.

Chair Updates - Lillyan

Reminder to complete training. Recapped website review. We have some gaps. Propose updates to website by end of FY25 school year.

Presented the proposed '24-'25 Board meeting dates.

LILLYAN MADE A MOTION TO APPROVE THE '24-'25 BOARD MEETING SCHEDULE AS PRESENTED TO THE BOARD ON JUNE 18, 2024, WITH MODIFICATION TO THE JUNE 2025 (TO REFLECT 6/23/25). JULI SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:

Board Member	Aye	Nay	Abstain
Hoyos	X		
Petracca	X		
Rubin	X		
Howell	X		
Eggers			X
Wilcox	X		
Kindler	X		
Vappie	X		
James	X		
Anderson	X		

We will create an ED Search Committee.

LILLYAN MADE A MOTION TO APPROVE THE CREATION OF THE EXECUTIVE DIRECTOR SEARCH COMMITTEE AS PRESENTED TO THE BOARD ON JUNE 18, 2024. KIM SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:

Board Member	Aye	Nay	Abstain
Hoyos	X		
Petracca	X		
Rubin	X		
Howell	X		
Eggers			X
Wilcox	X		
Kindler	X		
Vappie	X		
James	X		
Anderson	X		

Presented near-term interim ED proposal.

LILLYAN MADE A MOTION TO APPROVE THE CREATION OF THE EXECUTIVE DIRECTOR SEARCH COMMITTEE AS PRESENTED TO THE BOARD ON JUNE 18, 2024. KIM SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:

Board Member	Aye	Nay
Hoyos	X	
Petracca	X	
Rubin	X	
Howell	X	
Eggers	X	

Wilcox	X	
Kindler	X	
Vappie	X	
James	X	
Anderson	X	

Presented the ED search timeline.

LILLYAN MADE A MOTION TO APPROVE THE EXECUTIVE DIRECTOR SEARCH TIMELINE AS PRESENTED TO THE BOARD ON JUNE 18, 2024. MATT SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:

Board Member	Aye	Nay
Hoyos	X	
Petracca	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	
Vappie	X	
James	X	
Anderson	X	

Presented proposal to conclude Shirley’s time at OHMCS once the list of activities agreed to have been completed.

LILLYAN MADE A MOTION TO FOR THE OHMCS BOARD TO APPROVE THAT SHIRLEY VOLK CONCLUDES HER TIME AT OHMCS ONCE THE LIST OF ACTIVITIES AGREED UPON HAVE BEEN COMPLETED AS PRESENTED TO THE BOARD ON JUNE 18, 2024. JULI SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:

Board Member	Aye	Nay
Hoyos	X	
Petracca	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	
Vappie	X	
James	X	
Anderson	X	

Presented proposal to extend Dave Conrad’s contract through July, and assign him as the Identified Official with Authority for OHMCS.

LILLYAN MADE A MOTION FOR THE OHMCS BOARD TO APPROVE DAVE CONRAD AS INTERIM EXECUTIVE DIRECTOR EFFECTIVE JULY 1ST, 2024 AS PRESENTED TO THE BOARD ON JUNE 18, 2024. MATT SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:

Board Member	Aye	Nay
Hoyos	X	
Petracca	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	
Vappie	X	
James	X	
Anderson	X	

LILLYAN MADE A MOTION FOR THE OHMCS BOARD TO DESIGNATE DAVE CONRAD TO BE THE IDENTIFIED OFFICIAL WITH AUTHORITY FOR OHMCS EFFECTIVE JULY 1ST, 2024 AS PRESENTED TO THE BOARD ON JUNE 18, 2024, WITH THE UNDERSTANDING THAT HE WILL HAVE HIS BACKGROUND CHECK INITIATED PRIOR TO JULY 1ST, 2024. KIM SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:

Board Member	Aye	Nay
Hoyos	X	
Petracca	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	
Vappie	X	
James	X	
Anderson	X	

Lillyan will transition to OHMCS Board Advisor when her term as board member expires. New board chair will work with Lillyan on her responsibilities.

Authorizer Comments

Well done to Matt for keeping the board apprised of the school’s finances. Great aplomb on the transition of the board. Kudos on how the board has worked with Dr. Peterson. Good luck with READ ACT. Assure the board MOChA is here to support you in critical matters. Thank you and deep appreciation to outgoing board members for your dedication.

Adjourn

Since there is no outstanding business Lillyan adjourned the meeting 8:56 p.m. *The next OHMCS Board Meeting is Monday, July 22, 2024 at 7:00 p.m.*

Respectfully Submitted by Juli Rubin, OHMCS Board Secretary.