TRIO Wolf Creek Distance Learning Charter School #4095
School Board Meeting Minutes
Tuesday, July 13, 2021 - 4:15 p.m.

Board Members Present:	Sandy Flint, Sue Frame, Chloe Jackson, Jennifer Lake, Becki Olseen, and Greg Paine.
Board Members Absent:	Catherine Veith-Bruno and Jeff Vitali.
Ex-officio Members:	Brenda Swanson and Tracy Quarnstrom.
Visitors:	Heather Johnson, Robyn Vosberg-Torgerson, and Sonja Mertz.

1. **Call to Order:**
   The Wolf Creek Charter School Board met virtually via Google Hangout on Tuesday, July 13, 2021. Co-Chair Frame opened the meeting at 4:19 p.m. with the pledge of allegiance to the flag, followed by the reading of the Wolf Creek Online High School mission statement, the vision statement, and the Wolf Creek motto. A Consent Agenda was followed. Motion by Frame, seconded by Flint to approve the consent agenda. All voted in favor; motion carried.

2. **Roll Call and Approval of Agenda:** ***Consent Agenda Item***

3. **Consideration of Minutes of the Previous Meeting (June 8, 2021):** ***Consent Agenda Item***

4. **Open forum/Visitors: None**

5. **Strategic Plan Initiatives:** ***Consent Agenda Item***
   A. Meeting enrollment numbers to fulfill needs of students and Wolf Creek's capacity through marketing efforts.
   B. Curriculum review and continued enhancement toward achieving goals of engaging, flexible, differentiated, and personalized learning. To achieve this we will offer high-quality professional development to all staff members.
   C. Engaging parents as partners in their student's academic progress.

6. **Consideration of Claims and Accounts:**
   A. **Bills:** Vosberg-Torgerson presented a handout dated July 13, 2021, listing the bills. Motion by Lake, seconded by Frame, to approve the bills dated July 13, 2021, totaling $91,047.53 (represented by checks numbered 7118 through 7160). All voted in favor; motion carried.

   B. **Hand-payable Report and Finance Report:** Vosberg-Torgerson presented a hand payable report in the amount of $1.76. Vosberg-Torgerson presented the Finance Report dated June 30, 2021, showing total revenues of $131,018.84 and total expenditures in the amount of $279,099.09 with expenditures over revenues in the amount of $148,080.25 leaving a cash on hand balance of $493,491.83 and investment of $1,296,000.00. Motion by Frame, seconded by Jackson, to approve the June 2021 Hand Payables and Financial Report. All voted in favor; motion carried.

   C. **Audit Confirmation/Fee (Abdo, Eick & Meyer):** ***Consent Agenda Item***

D. **Property, Liability, and WC Insurance/Cyber-Security Insurance:** ***Consent Agenda Item***

E. **Investment Working Group Recommendations:** Quarnstrom said that the working group did not come to a consensus about a recommendation. Since the auditors recommended that we continue with the liquid asset accounts, Quarnstrom and Vosberg-Torgerson recommend that we do not make other investment choices. Paine joined the meeting at 4:30 pm. Paine mentioned that he continues to support the idea of diversifying investments, but accepts the decision to support the auditors' recommendation. Frame thanked the working group for their work on this matter. Motion by Frame, seconded by Lake, to continue with the liquid asset accounts and investments as we have done in the past. Paine abstained, all others voted in favor; motion carried.

F. **Other:** FY21 Lease Aid: Vosberg-Torgerson will bring this to the August meeting.

7. **Business:**

A. **Enrollment:** Swanson reported there were 55 summer school students with 5 graduates. There are 19 new full-time applications for 2021-2022 school year, 47 OLL applications, and 4 students have aged-out.

Graduation Highlights: Swanson shared highlights from the ceremony held on June 11th. Photos and video were shared with the board. Two scholarships that were given to graduates were shared.

B. **Learning Model Considerations**: Quarnstrom discussed the new CDC guidelines. We will have to wait to see what the new recommendations will be for the fall.

C. **Marketing:** The billboard is up in Forest Lake until August 8th. Graduation announcements were in the local papers. Facebook posts are continuing. Andrea Gehrke's contract ends at the end of August. Board members expressed interest in using TikTok for marketing. Also mentioned the continued use of "Senior Spotlights" on Facebook, since they seemed to be successful.

D. **Equity Working Group Updates:** Quarnstrom provided summary of equity meeting with authorizer, including goals for the equity working group. They want to have at least one student, one parent, and one community member in the group. Sue Frame volunteered to be the community member. Jackson is working on a student-friendly invitation to recruit a student committee member. Wolf Creek needs to compose a statement from the board regarding their stance on Critical Race Theory. Quarnstrom is looking for examples of working from other school districts.

E. **Legislature Special Session Wrap-up:** Quarnstrom said that the legislature passed a 2.45% increase in funding. The legislature was silent regarding the future of online learning in Minnesota going forward. Paine thinks the board should consider what would happen if Chisago Lakes and/or Forest Lake continued to develop their own online

learning options. Quarnstrom said that all of this will be discussed at the Board Retreat on July 20th.

F. **Course Completion Data:** Flint provided 4-year completion rate data, highlighting the steady increase in completion percentages from 2017-2018 through 2020-2021.

G. **Summer School Update:** Swanson provided summer school data earlier in the meeting. Flint will bring summer school completion data to the next meeting.

H. **Family Based Therapy Associates Contract:** FBTA has increased their rate from $90 to $100. This is the first increase since 2015-2016 contract. Motion by Frame, seconded by Jackson, to approve the 2021-2022 FBTA contract. All voted in favor; motion carried.

I. **Designate Tracy Quarnstrom as Identified Official with Authority for MDE (IOWA):** ***Consent Agenda Item***

J. **Board Retreat:** July 20, 2021 from 4-7 pm.

K. **Capital Improvements (Carpet/Computers/T-Mobile):** Swanson said that the second phase of carpeting replacement is happening next week. New carpet is being installed in the learning suite, the special education department, the counseling offices, and the staff lounge. The security on the Chromebases, that we bought two years ago, is dangerously insufficient and we need to buy all new computers for the student labs. We are applying for a grant to pay for all new computers and additional hotspots. Swanson is getting pricing for additional hotspots from T-Mobile.

L. **Other:** Quarnstrom told the board that Vitali is experiencing medical complications right now and will be unable to attend meetings as the chairperson until possibly September. Motion by Paine, seconded by Flint, to allow the co-chair to take over duties when the chair is incapacitated. All voted in favor; motion carried. Sue Frame will now be able to sign documents as the board representative.

8. **Policies and Procedures:** An updated Unpaid Meal Changes policy is put on hold for now, since all school meals are free through the 2021-2022 school year.

9. **Other:** The next meeting is on Tuesday, August 10, 2021, at 4:15 pm.

10. **Adjournment:** Motion by Olseen; seconded by Lake to adjourn the meeting at 5:19 p.m. All voted in favor; motion carried.

Approval of Minutes of the July 2021 Meeting:

Susan Frame
Board Representative

8/10/2021
Date