TRIO Wolf Creek Distance Learning Charter School #4095
School Board Meeting Minutes
Tuesday, September 14, 2021 - 4:15 p.m.

Board Members Present:	Sandy Flint, Sue Frame, Chloe Jackson, Julie Kramer, Jennifer Lake, Becki Olseen, Greg Paine, Catherine Veith-Bruno, and Jeff Vitali.
Board Members Absent:	None.
Ex-officio Members:	Brenda Swanson and Tracy Quarnstrom.
Visitors:	Robyn Vosberg-Torgerson, Darci Peckman-Kruger, Jolene Lauderbaugh, Colton Anderson, Sarah Schmidt and Heather Johnson

1. **Call to Order:**
The Wolf Creek Charter School Board met on Tuesday, September 14, 2021. J. Vitali opened the meeting at 4:15 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. Board members Paine arrived at 4:20 pm and Veith-Bruno at 4:29 pm.

2. **Roll Call and Approval of Agenda:** Roll call was taken. J. Vitali moved to accept the Agenda; S. Flint seconded. All voted in favor; motion carried.

3. **Consideration of Minutes of the Previous Meeting:** Motion by S. Frame, seconded by J. Lake, to approve the minutes from the regular board meeting held Tuesday, August 10, 2021, with changes brought forward by G. Paine. All voted in favor; motion carried.

4. **Open Forum/Visitors:**

   A. **Open Forum**: The Board heard from two people: J. Lauderbaugh and B. Swanson. Both expressed concerns and beliefs regarding masking and felt the language brought forward to the Board should read that masking be "recommended" or "strongly or highly recommended" rather than "required", which was previously passed by the Board during the meeting on August 10, 2021.

   B. **School Board Member Agreement:** All Board members signed a 2021 School Board Member Conflict of Interest Form which was then passed on to Sarah Schmidt as needed by our authorizer for MAPES.

   C. **New Parent Representative J. Kramer**: The motion to have Julie Kramer join the board as a Parent Representative was approved. B. Olseen was the first, C. Veith-Bruno seconded; All voted in favor; motion carried.

   D. **Masking:** The Board heard from Colton Anderson and T. Quarnstrom, as well as the Open Forum guests, about mitigation, information gathering, and policies regarding the wearing of masks. After much discussion and viewing links and

dashboards from other school districts, the county, the state and the CDC, the Board decided in a unanimous roll-call vote to keep the current masking policy in place. Masks will be required on everyone in the building during instructional hours. Masks, and instructions on how to wear them, will be given to anyone entering the building. The director Quarnstrom will be tasked with determining specifics that are needed to enforce this motion. First to approve the motion was J. Lake with a second by C. Veith-Bruno.

E. **Revised Policy #808**: COVID-19 Face Covering Policy: The board voted in a unanimous roll-call vote to adopt this policy with C. Veith-Bruno making the first motion and J. Kramer seconding.

F. **MN Association of Charter Schools:** T.Quarnstrom presented the annual packet which included a Fall Calendar of Events, 2021 Policy Changes, and 2021 Education Funding Highlights.

G. **The Charter School Advocate: "A Time for Civility in Public Discourse"** Board was invited to read the article prior to the meeting. The article was available to all present at the meeting as well.

H. **Debate & Deliberation:** A sheet that asks whether or not our Board engages in dialogue or debate when deliberating issues.

I. **Other**

5. **Strategic Plan Initiatives:**
   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 September 14, 2021, listing the bills. Motion by S. Flint, seconded by C. Veith-Bruno, to approve the bills dated September 14, 2021, totaling $59,762.06 (represented by checks numbered 7186 through 7213). All voted in favor; motion carried.

   B. **Hand-payable Report and Finance Report:** Vosberg-Torgerson presented a hand payable report in the amount of $2.80. Vosberg-Torgerson presented the Finance Report dated August 31, 2021, showing total revenues of $122,630.41 and total expenditures in the amount of $164,235.48 with revenues over expenditures in the amount of $41,605.07 leaving a cash on hand balance of $708,017.86 and investment of $996,000.00. Motion by J. Vitali, seconded by S. Frame, to approve the August 31, 2021 Hand Payables and Financial Report. All voted in favor; motion carried.

C. **Budget-to be brought in the next few months for board review.**

D. **Payment to Chisago Lakes 2020-2021:** A reminder was made to Vosberg-Torgerson to bring information to the next meeting.

7. **Business:**

A. Enrollment: Swanson reported there are a total of 210 students (169 full-time students; 35 supplemental students; 1 tuition; and 5 PSEO.) She also reported to have 14 pending students with more coming every day.

B. Marketing: Quarnstrom: SEO Review and Ideas from last month's meeting. Andrea Gehrke is no longer being paid by Wolf Creek for marketing and Quarnstrom will be posting to social media from now on. $7000.00 was paid to Webduck Designs/ Tait Chambers for search-engine optimization and all feel that it is working based on in-coming phone calls and new enrollment numbers. Specifics around the SEO campaign and clicks were shared with the board via a google doc included in the board packet. The Board felt that our Facebook presence is still strong and Chair Vitali wondered about having a Learning Manager or student be an "Influencer" on Tic-Tok and other social media. Ideas on marketing continue to be a discussion as the virtual landscape in MN continues to change with the pandemic.

C. Summer School Completion Data: Flint - presented to the Board a chart showing the number of students in summer school (41) who passed (25) failed (9) and withdrew (7).

D. Hope Survey Results: Flint - results were presented from a survey given to students to measure "Hope". The Survey can measure hope in any setting, with any group of four or more people, using six "pillars": Autonomy, Belongingness, Goal-Orientation, Engagement, Hope and Efficacy. This tool now uses a scale of 0-8 so results cannot be compared to previous years.

E. Board Retreat Summary and Next Steps: Quarnstrom – the Board discussed the need to review our Mission and Vision and possibly reworking the Board's Strategic Plan. It was decided that this be brought up at future meetings.

F. Equity Working Group Updates: CRT and Equity – Article by Jon Fila on Critical Race Theory was discussed and equity audits were mentioned. We are continuing to discuss Equity work with our authorizer and they are pleased with our progress. A

'rubric' will be brought to the November meeting by C. Jackson that will be used for future equity training.

G. Employee and Student Handbook: B. Swanson presented a copy of the 2021-2022 Student Handbook for the Board to review. S. Flint presented the Staff Manual in Moodle. A motion was made to accept both; S. Flint made the first and C. Jackson made the second. All voted in favor and the motion passed.

H. Acronyms used by staff: T. Quarnstrom presented a document listing abbreviations and acronyms used by staff. This is a work in progress.

8. **Policies and Procedures:** Motion made by J. Vitali and seconded by J. Lake to approve the reviewed policies: 601: Charter School Curriculum and Instruction Goals, 602: Organization of School Calendar and School Day, 603: Curriculum Development, 604: Instructional Curriculum, 604.2: Charter School Inclusive Education Plan, and 606: Textbooks and Instructional Materials as presented to the board. All voted in favor, motion passed.

9. **Other:** The next meeting is on Tuesday, October 12, 2021, at 4:15 pm.

10. **Adjournment:** Motion by B. Olseen; seconded by C. Veith-Bruno to adjourn the meeting at 6:12 p.m. All voted in favor; motion carried.

Approval of Minutes of the ____ 2021 Meeting:

Board Representative

10/12/2021
Date