TRIO Wolf Creek Distance Learning Charter School #4095
School Board Meeting Minutes
Tuesday, August 10, 2021 - 4:15 p.m.
Consent Agenda

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

1. **Call to Order:**
   The Wolf Creek Charter School Board met on Tuesday, August 10, 2021. Board member Frame opened the meeting at 4:17 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.

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

3. **Consideration of Minutes of the Previous Meeting:** ***Consent Agenda Item.*** Motion by Frame, seconded by Paine, to approve the minutes from the regular board meeting held Tuesday, July 13, 2021. All voted in favor; motion carried.

4. **Open forum/Visitors:** Julie Kramer was present in the board room. Sarah Schmidt and Andrea Gehrke attended virtually.

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 August 10, 2021, listing the bills. Motion by Frame, seconded by Flint, to approve the bills dated August 10, 2021, totaling $67,405.20 (represented by checks numbered 7161 through 7185). All voted in favor; motion carried.

B. Hand-payable Report and Finance Report: Vosberg-Torgerson presented a hand payable report in the amount of $1.34. Vosberg-Torgerson presented the Finance Report dated July 31, 2021, showing total revenues of $112,050.92 and total expenditures in the amount of $84,812.95 with revenues over expenditures in the amount of $27,237.97 leaving a cash on hand balance of $733,573.80 and investment of $996,000. Motion by Flint, seconded by Olseen, to approve the July 2021 Hand Payables and Financial Report. All voted in favor; motion carried.

C. Budget No discussion

D. Lease Aid Application *Consent Agenda Item* No discussion

E. LM Benefits Summary for 2020-2021 *Consent Agenda Item* The master copy of the LM Benefits Package Summary was presented for Board members to see.

F. Audit Progress Vosberg-Torgerson reported that the audit will be August 23-24 and will be held virtually. She will have more information at next month's meeting.

G. Other:

7. **Business:**

A. **Enrollment:** Swanson reported there are a total of 33 new students with room for 50 more. She also reported that there are 35 OLL students enrolled with room for 5 more.

B. **Learning Model Considerations**: Quarnstrom - After much board-engaged discussion and referencing the county and state websites, the Board passed a motion to change wordage on mask-wearing from "Optional" to "Required" and require all staff and students to wear a mask on instructional days. This will continue to be on board meeting agendas as the state and county mandates change and we watch what other school districts and businesses do. Quarnstrom will work on creating a rubric with input from Chisago Public Health to make decisions as needed. Motion was made by Frame and seconded by Paine. Frame, Paine and Olseen voted yes. Jackson and Flint voted to abstain. Motion carried.

C. **Marketing:** Quarnstrom- Ideas were discussed to improve Wolf Creek's visibility both online and in person. It was determined that word of mouth is the #1 way to advertise. Andrea Gehrke was not able to stay in the meeting and was not heard from. Quarnstrom said she will talk to Tait Chambers from Webduck Designs about "Google Ads" and SEO features.

D. **Parent/Student Survey: Flint** – slides were presented from the "Survey Monkey" survey that parents and students were asked to participate in. Tying in with the previous marketing discussion, ideas for 'getting the word out' were generated, like "tagging" students on social media and SOTM quotes and highlights on the TWC website.

E. **Summer School Completion Data: Flint**- pushed to next month's meeting due to time

F. **Board Retreat Summary – Quarnstrom –** pushed to next month's meeting due to time

G. **Equity Working Group Updates**– pushed to next month's meeting due to time

H. **Protocols and Procedures for Family Based Therapy** – Quarnstrom reported that students are signing up for counseling and then not going. WC pays $120 per hour and students have zero co-pay. If two appointments are missed, there will be no more counseling time for that student and staff will be clearer about expectations. Motion by Jackson, seconded by Frame. All voted in favor, motion carried

I. **CRT – Article by Jon Fila** – pushed to next month's meeting due to time

J. **Other**

8. **Policies and Procedures: review 405 (Veterans Preference) and 412(Expense Reimbursement)** pushed to next month's meeting due to time

9. **Other:** The next meeting is on Tuesday, September 14, 2021, at 4:15 pm.

10. **Adjournment:** Motion by Olseen; seconded by Jackson to adjourn the meeting at 5:40 p.m. All voted in favor; motion carried.

Approval of Minutes of the ____ 2021 Meeting:

Board Representative

9/14/21
Date