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

Board Members Present:	Sandy Flint, Sue Frame, Chloe Jackson, 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, Jolene Lauderbaugh, and Heather Johnson

1. ***Call to Order:**
   The Wolf Creek Charter School Board met on Tuesday, December 14, 2021. Chairman Vitali opened the meeting at 4:16 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. Veith-Bruno joined the meeting at 4:28pm.

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

3. ***Consideration of Minutes of the Previous Meeting (November 9, 2021):** Motion by Vitali, seconded by Lake, to approve the minutes from the regular board meeting held Tuesday, November 9, 2021. All voted in favor; motion carried.

4. **Open forum:** Handout and Procedure Review. Quarnstrom went over the rules for Open Forum speakers and how letters would be presented to the Board was discussed. Discussion about writing "guidelines" for when letters can be accepted ensued. It was determined that letters to be read at a meeting should be received no later than seven days before the meeting. The Open Forum guidelines will be edited to reflect the changes requested by board members.

5. **Visitors/Presentations:** Jolene Lauderbaugh was a visitor but did not present.

6. ***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.

7. ***Cost of Authorizing MN Charted Public Schools for FY21:** Consent Agenda Item.

8. ***MACS Membership 2021 for T. Quarnstrom:** Consent Agenda Item.

9. ***MACS Official Statement on Equity and Next Steps**: Consent Agenda Item.

10. ***Chisago Lakes Chamber of Commerce Membership for Quarnstrom**: Consent Agenda Item.

11. ***Learning Managers Appreciation Padlet**: Consent Agenda Item.

12. **Consideration of Claims and Accounts:**
    A. **Bills:** Vosberg-Torgerson presented a handout dated December 14, 2021, listing the bills. A bill for MK Mechanical will be reviewed by Quarnstrom and Swanson before being paid. Motion by Vitali, seconded by Frame, to approve the bills dated December 14, 2021, totaling $53,788.29 (represented by checks numbered 7258 through 7282). All voted in favor; motion carried.

    B. **Hand-payable Report and Finance Report:** Vosberg-Torgerson presented a hand payable report showing the amounts of $0.82 for banking fees and $2746.35 for MACS dues. Vosberg-Torgerson presented the Finance Report dated 11/30/2021, showing total revenues of $136,436.66 and total expenditures in the amount of $145,038.71 with revenues over expenditures in the amount of negative ($8,602.05) leaving a cash on hand balance of $584,752.92 and investment of $1,248,000.00. Paine asked about the possibility of investing in I-Bonds and Vosberg-Torgeson said she would look into it. Motion by Vitali, seconded by Lake, to approve the November 30, 2021 Hand Payables and Financial Report. All voted in favor; motion carried.

    C. **Budget:** No discussion at this time. New 22-23 budget is due around May 1st

    D. **Summer School Payment 2021:** Quarnstrom noted that this was presented last month.

    E. **Resolution for Salary Augmentation 2021:** A motion was made by Lake and seconded by Veith-Bruno to approve the revised resolution that was presented to the Board. A Roll-call vote was taken; all voted; motion carried.

Flint: Abstain	Paine: Yes
Olseen: Abstain	Lake: Yes
Vitali: Yes	Jackson: Abstain
Veith-Bruno: Yes	Frame: Yes

    F. **Other:**

13. Business:

A. **Enrollment:** Swanson reported there are a total of 227 students (192 full-time students; 28 supplemental students; 2 tuition; and 5 PSEO.)

B. **Learning Model Considerations**: Quarnstrom – Masking Discussions. This continues to be a standing item on the agendas for the foreseeable future. Using the weekly tracker from the county as a guideline, a vote on changing the masking policy at TWC will not happen until the infection rates go down. This will be determined by the County matrix showing all infection rates to the left or middle of the matrix or at levels deemed appropriate by the board. It was noted that based on past practice a vote will be taken for a change in our masking procedures when the board members determine that data shows that change is needed.

C. **Equity Working Group Update:** Quarnstrom reported that the Audit Rubric will be coming in January, first to the Board, then to the staff for full approval.

D. **Authorizer Update:** Nothing new at this time.

E. **Director Evaluation Summary:** Flint showed the Board several of the categories and how the votes were cast. All eight Board members turned in their surveys.

F. **Tracy Quarnstrom Contract Renewal for 21-22:** Vosberg-Torgeson presented the 2022 Contract for Director Quarnstrom. Several board members acknowledged Tracy's contribution to the school for the past year and years. A motion was made by Lake and seconded by Vitali to accept the contract. All voted; motion passed.

G. **Election/Annual Meeting Reminder:** All Board members have announced they will run for another term(s). A motion was made by Lake and seconded by Jackson to set the Annual Meeting for February 8, 2022. All voted; motion carried.

H. **Other**: Lake asked the Board to pass an IDEA resolution for a fully-funded Special-Ed program. Lake made a motion to adopt this resolution and move it forward. Veith-Bruno seconded the motion. All voted: motion passed. Quarnstrom then talked about the Every Student Succeeds Act (ESSA) and how TWC is considered a "Credit Recovery School". She hopes to present it to the Board in February and begin to implement it in March 2022.

14. *Policies and Procedures: Consent Agenda Item.

Review Only - Policies
Policy 214: Out-of-State Travel by School Board Members
Policy 423: Employee-Student Relationships
Policy 430: Outside Employment
Policy 452: Catastrophic Medical Leave Sharing Bank
Policy 714: Fund Balances
Policy 720: Vending Machines
Policy 721: Uniform Grant Guidance Policy Regarding Federal Revenue Sources

15. Other: The next meeting is on Tuesday, January 11, 2022, at 4:15 pm.

16. Adjournment: Motion by Olseen; seconded by Jackson to adjourn the meeting at 5:15 p.m. All voted in favor; motion carried.

Approval of Minutes of the December 14, 2021 Meeting:

Board Representative

1/11/21
Date