TRIO Wolf Creek Distance Learning Charter School #4095
School Board Meeting Minutes
Tuesday, January 11, 2022 - 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, January 11, 2022. Chairman 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.

2. ***Roll Call and Approval of Agenda:** Roll call was taken. Board members Lake arrived at 4:18pm, Paine at 4:31pm, and Veith-Bruno at 4:37pm. Flint moved to accept the Consent Agenda; Jackson seconded. All voted in favor; motion carried.

3. ***Consideration of Minutes of the Previous Meeting:** Motion by Flint, seconded by Jackson, to approve the minutes from the regular board meeting held Tuesday, December 14, 2021. All voted in favor; motion carried.

4. **Open forum/Visitors:** Jolene Lauderbaugh was a visitor but did not present.

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. ***Official Resolution of Support for IDEA Full Funding Act:** Quarnstrom and Lake. The final draft of the resolution was included for the Board to read.

7. **Consideration of Claims and Accounts:**
   A. Bills: Vosberg-Torgerson presented a handout dated 1/11/2022, listing the bills. She mentioned one bill for janitorial services that needed updating and will be deleted from the bills at this time. The discrepancy is due to Winter Break and will be paid when it is revised. Motion by Flint, seconded by Frame, to approve this and the bills dated January 11, 2022, totaling $44,014.92 (represented by checks numbered 7283 through 7305). All

voted in favor; motion carried.

B. Hand-payable Report and Finance Report: Vosberg-Torgerson presented a hand payable report in the amount of $0.74. Vosberg-Torgerson presented the Finance Report dated 12/31/2021, showing total revenues of $153,073.94 and total expenditures in the amount of $176,001.79 with revenues over expenditures in the amount of $(22,927.85) leaving a cash on hand balance of $563,199.46 and investment of $1,248,000.00. Motion by Vitali, seconded by Jackson, to approve the December 31, 2021 Hand Payables and Financial Report. All voted in favor; motion carried.

C. Other: Quarnstrom and Vosberg-Torgerson presented a 990 Form that is needed to begin the TWC tax report as an Exempt Organization. Treasurer Flint signed and Vitali made a motion to accept the 990 as presented, with Lake making the second. All voted: motion carried.

8. Business:

A. Enrollment: Swanson reported there are a total of 228 students (192 full-time students; 29 supplemental students; 2 tuition; and 5 PSEO.) Swanson mentioned that these numbers are fluid with more students enrolling and a couple of graduations after Term 2. Full capacity for TWC would be 230 students: 198 full-time and 32 part-time.

B. Learning Model Considerations: Quarnstrom. Dashboards from the County Data Review showing information and current COVID-19 trends will continue to be updated and sent out every Thursday.

C. Marketing: Quarnstrom A meeting is set up for January24 to meet with web designer, Tait Chambers, to discuss ways to continue optimizing our social media presence, and bring in more enrollees through our website. Also discussed was the upcoming 20-year Anniversary of Wolf Creek. A celebration is tentatively planned for June.

D. Meeting Dates: Several future board meeting dates needed to be changed due to staffing issues and Spring Break. It was decided that the Annual Board meeting will be held on February 15th, 2022, and that the March Board Meeting will take place on March 15, 2022. Swanson reported that the Lottery for enrollment will be discussed at the April 12th board meeting. Motion made by Vitali and seconded by Flint to change meeting dates. All voted; Motion carried.

E. Current Wolf Creek Initiatives: Quarnstrom showed the board what the staff works on throughout the year by sharing a link to an ongoing document that breaks down deadlines and goals by month.

F. Equity Working Group Update: Quarnstrom and Jackson presented the Board two different rubrics that show how a school district and a state create curriculum, policy and marketing needs. These rubrics will be utilized for the required equity audit from our authorizer due in May of 2022. A motion was made by Vitali and seconded by Veith-Bruno to approve the rubrics. All voted; motion carried.

G. MACS Innovator Award: Quarnstrom reminded the Board that this is something that TWC Authorizer requires Wolf Creek to do to show our innovative practices. A new application will be submitted every year for the foreseeable future. This is a great way to highlight all the innovative practices occurring at Wolf Creek. A motion to move forward with the application was made by Vitali and seconded by Paine. All voted: motion carried.

H. Other: Board Elections and compensation: Voting for the 22-23 School Board will begin on Tuesday January 11, 2022 and end on February 11, 2022. The voting booth for in-person voting will be available in the building at 10363 Liberty Lane, Chisago City, MN. The board was also given their Compensation forms from July 2021 – January 2022. All were present and signed their form.

9. Policies and Procedures: A motion was made by Vitali and seconded byFrame to accept the policies and procedures as they were presented to the Board. All voted; motion carried.

Review Only - Policy
722 - Public Data Requests
801 - Equal Access to School Facilities
802 - Disposition of Obsolete Equipment and Material
806 - Crisis Management Policy
Review - Procedure
117 - Open Forum Guidelines (with Revisions)

10. Other: The next meeting is on Tuesday, February 15, 2022, at 4:15 pm. This will be the Annual Meeting.

11. Adjournment: Motion by Olseen; seconded by Vitali to adjourn the meeting at 4:53p.m. All voted in favor; motion carried.

Approval of Minutes of the January 11, 2022 Meeting:

Board Representative

2/15/2022
Date