TRIO Wolf Creek Distance Learning Charter School #4095
School Board Meeting Minutes
Tuesday, February 15, 2022 - 4:15 p.m.
*ANNUAL MEETING **CONSENT AGENDA

Board Members Present:	Sue Frame, Chloe Jackson, Jennifer Lake, Becki Olseen, Greg Paine, Catherine Veith-Bruno, and Jeff Vitali.
Board Members Absent:	Sandra Flint
Ex-officio Members:	Brenda Swanson and Tracy Quarnstrom.
Visitors:	Robyn Vosberg-Torgerson, Sylvia Volk, Jolene Lauderbaugh, Sarah Schmidt and Heather Johnson

1. ****Call to Order:**
The Wolf Creek Charter School Board met on Tuesday, February 15, 2022. A consent agenda was followed. Chairperson 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. All board members present with the exception of S. Flint. Veith-Bruno joined the meeting at 4:35pm. A motion by Chairperson Lake and seconded by Chairperson Olseen to accept the Roll Call, Consent Agenda, and the Minutes of the January 11, 2022 Board Meeting.

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

3. **Election:** Canvassing of the Ballots & Election of Officers Resolution and Oath of Office. Quarnstrom presented the Resolution Canvassing Returns of Votes of TWC Distance Learning Charter School #4095. A total of 27 votes were tallied.

   Candidate Jeff Vitali, having received 27 votes, is elected to a two-year term as a Community-at-Large Representative.

   Candidate Susan Frame, having received 23 votes, is elected to a one-year term as a Community-at-Large Representative.

   Candidate Jennifer Lake, having received 25 votes, is elected to a one-year term as a Community-at-Large Representative.

   Candidate Greg Paine, having received 25 votes, is elected to a one-year term as a Community-at-Large Representative.

   Candidate Sandra Flint, having received 26 votes, is elected to a two-year term as a full-time Teacher Representative.

Candidate Catherine Veith-Bruno, having received 26 votes, is elected to a one-year term as Parent Representative.

Write-In Candidate, Hannah Edblad, having received 1 vote, is not elected to a two-year term as a full-time Teacher Representative.

Write-In Candidate, Julie Kramer, having received 1 vote, is elected to a one-year term as Parent Representative.

All terms begin on February 15, 2022. Lake nominated Jeff Vitali for Board Chair, with a second by Paine. Vitali nominated Sue Frame for Board Co-Chair, with a second by Jackson. Frame nominated Sandra Flint for Board Secretary/Treasurer, with a second by Vitali.

Motion by Frame, seconded by Olseen to accept the ballots, the adoption of the resolution, the nominations for board positions, and the meeting time of 4:15 pm. A Roll Call vote was taken and the motion passed.

Jackson: Yes, **Paine**: Yes, **Olseen**: Yes, **Lake**: Yes, **Vitali**: Yes, **Frame**: Yes

Chair Vitali led the oath of office for all school board members present.

4. ****Consideration of Minutes of the Previous Meeting: Consent Agenda Item**

5. **Open forum/Visitors:** Dean of Students, Brenda Swanson, gave an Open Forum presentation about wearing facemasks at Wolf Creek during instructional hours, and how she feels it is time to allow people a choice. She cited examples of other schools and businesses that have gone to recommended masking rather than required masking. Visitors Sarah Schmidt, Shirley Volk and Jolene Lauderbaugh were visitors 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. **Consideration of Claims and Accounts:**
   - A. **Bills:** Vosberg-Torgerson presented a handout dated February 15, 2022, listing the bills. Motion by Lake, seconded by Vitali, to approve the bills dated 2/15/22, totaling $52,453.60 (represented by checks numbered 7311 through 7334). All voted in favor; motion carried.

B. **Hand-payable Report and Finance Report:** Vosberg-Torgerson presented a hand payable report in the amount of $17.81. Vosberg-Torgerson presented the Finance Report dated January 31, 2022, showing total revenues of $158,529.93 and total expenditures in the amount of $126,877.03 with revenues over expenditures in the amount of $31,652.90 leaving a cash on hand balance of $596,182.00 and investment of $1,248,000.00. Motion by Lake, seconded by Vitali, to approve the 01/31/2022 Hand Payables and Financial Report. All voted in favor; motion carried.

C. **Other:**

8. **Business:**

A. **Enrollment:** Swanson reported there are a total of 225 students (197 full-time students; 17 supplemental students; 0 tuition; and 11 PSEO.) She also presented data from Flint showing cumulative enrollment numbers presented at board meetings as well as the goals. Swanson said applications continue to come in, some already for next school year.

B. **Learning Model Considerations**: Quarnstrom reported on COVID-tracking procedures and data from the county, showing that case numbers are down and continuing to head in the right direction. Paine reopened the Wolf Creek Masking discussion and made a motion to change the TWC wording of mask wearing from "Required" back to "Recommended". Discussion between board members ensued and a vote was taken to change Policy 808 back to recommended wearing of masks during instructional hours, rather than required masking. 4 votes Yes, 3 votes No: motion passed.

C. **Marketing:** Quarnstrom and Swanson both reported to the board that our current marketing strategy will hold. After meeting with Tait Chambers, who is our web designer and the president of WebDuck Designs, TWC will not use Google Ads but continue to use search engine optimization strategies, especially during June, July and August.

D. **Dress Code Policy Changes/Updates**: Board Member, and Learning Manager, Becki Olseen presented an update about changes to the dress code policy that are being addressed by the working committee in charge of this. Mostly the changes at this time are centered around the wearing of hoods. Olseen gave students an assignment that asked their thoughts on the current policy, then compiled the answers into a document for the board to review. Recommended changes to the policy will be brought to the board at the March meeting.

E. **Legislative Session Update:** Governor Walz's new budget and legislative session updates were presented. Vitali and Quarnstrom will discuss going to Virtual Charter School Day at the Capitol on March 9, 2022.

F. **2022-2023 School Year Calendar**: Swanson presented the working calendar for the 2022-2023 school year, stating that it mostly follows the Chisago Lakes school year calendar. A motion was made by Vitali, with a second from Jackson, to accept the calendar. All voted: motion passed.

G. **Professional Development Plan**: Quarnstrom told the board about items that will be brought to meetings in the near future. A board retreat in June instead of July, an updated strategic plan, and personnel policies were discussed.

H. **Other**: MN Charter School Board Member Self Evaluation surveys were handed out to all board members. This is used as a tool to show board members how they think they perform in three categories: Duty of Care, Duty of Loyalty and Duty of Obedience. Tracy Quarnstrom and Heather Johnson will tally the surveys and have data ready to present at the March 15th board meeting.

9. Policies and Procedures:

Review Only - Policies 902-903
902: Facility Use
902.1: Facility Neutrality and Equal Access for Boy Scouts etc.
902.2: Facility Neutrality and Equal Access for Student Non-Curricular Groups
903: Visitors to Charter School Buildings and Sites

10. Other: The next meeting is on Tuesday, March 15, 2022, at 4:15 pm.

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

Approval of Minutes of the February 15, 2022 Meeting:

Board Representative _____ Date _____