TRIO Wolf Creek Distance Learning Charter School #4095
School Board Meeting Minutes
Tuesday, March 15, 2022 - 4:15 p.m.

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:	Tracy Quarnstrom
Visitors:	Robyn Vosberg-Torgerson, Jolene Lauderbaugh and Heather Johnson

1. **Call to Order:**
The Wolf Creek Charter School Board met on Tuesday, March 15, 2022. Chair Vitali opened the meeting at 4:19 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. A Consent Agenda was followed. Motion by Lake, seconded by Veith-Bruno to accept the Consent Agenda as presented. All voted; motion carried.

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

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

4. **Open forum/Visitors:** Jolene Lauderbaugh was a visitor.

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 March 15, 2022, listing the bills. Motion by Frame, seconded by Flint, to approve the bills dated 3/15/22, totaling $35,059.47 (represented by checks numbered 7336 through 7350). A bill to Blick for art supplies will be pulled because it was determined not to be a Wolf Creek item. Vosberg-Torgerson also showed the board a print-out of "Wires", which are Wolf Creek bills that come from wire transfers directly to the District Office, and are not always seen by the school board or TWC staff. All voted in favor; motion carried.

   - **B. Hand-payable Report and Finance Report:** Vosberg-Torgerson presented a hand payable report in the amount of $0.00. Vosberg-Torgerson delivered the Finance Report

dated February 28, 2022, showing total revenues of $111,001.65 and total expenditures in the amount of $133,891.88 with revenues over expenditures in the amount of ($22,890.23), leaving a cash on hand balance of $576,010.59 and investment of $1,248,000.00. Motion by Vitali, seconded by Veith-Bruno, to approve the 2/28/22 Hand Payables and Financial Report. All voted in favor; motion carried.

C. **COVID Federal Funding Spreadsheet**: Vosberg-Torgerson presented slides showing how much COVID relief money TWC has received and how we have/should/ will spend it. She mentioned that a school must spend federal money before they can receive it.

D. **Revised Budget:** Vosberg-Torerson presented a revised budget for FY21-22, with the main changes from the original budget being in General Ed Aid, Title Federal Aid and COVID Federal Aid. A motion by Veith-Bruno and seconded by Lake to accept the revised budget was made. All voted; motion passed.

E. **Other:**

7. **Business:**

A. **Enrollment:** Flint, with information from Swanson, reported that as of March 4th, there are a total of 232 students: 206 full-time students, 16 supplemental students, and 10 PSEO. Flint presented data on Enrollment and Graduation rates at Wolf Creek and other schools and the MDE Press Release on Enrollment.

B. **Learning Model Considerations**: Quarnstrom - Nothing new was presented, but there will be a word change on the Safe Learning Plan about transportation and masking to reflect the change made by MDE. Students are no longer required to wear a mask while on a bus.

C. **Marketing:** Quarnstrom - nothing new at this time.

D. **Charter Finance Training:** Voseg-Torgerson explained that presenting the Federal Funding for COVID, the Wire bills and the revised budget completed the finance training for the board.

E. **Personnel Policies:** Quarnstrom – this continues to be worked on. Surveys for Wolf Creek employees may be coming and Quarnstrom is waiting for information about insurance and the way other schools structure pay. Discussion ensued on whether or not this was an accurate way to compare Wolf Creek to other charter schools but all agreed that trying to retain staff is important.

F. **Policy 504 Updates/Changes:** Olseen, Quarnstrom - The working group in charge of dress code policy presented the new wording in Policy 504 concerning the wearing of hoods. The policy will now read that "Appropriate clothing includes clothing that allows for the identification of the student" rather than "Clothing that does not obstruct facial

features (i.e., hats, hoods, masks)". Students at Wolf Creek participated in the changing of the policy by writing their thoughts and reasons for wanting to allow hoods. While parts of the dress code policy will continue to be reviewed, a motion was made by Olseen and seconded by Jackson to pass the wearing of hoods, effective immediately. All voted; motion passed.

G. **Equity Working Group:** Quarnstrom updated the board on our progress on completing the equity audit.

H. **Graduation Updates:** Graduation ceremony to be held on June 10, 2022 at PAC, Vitali and Frame signed diplomas to get ready for seniors graduating after term 3.

I. **MDE Letter RE:** Chisago Lakes Alternative Learning Program (ALP) Quarnstrom and Swanson will continue to work with our authorizer to set up a summer program. More details to follow.

J. **MN Charter School Board Member Self-Evaluation**: Quarnstrom presented the tallies from the eight surveys that were collected from board members. The survey highlighted areas where board members felt strong and also where more information and training might be needed. The results, and the surveys themselves, will be sent to our Authorizer, Sarah Schmidt.

K. **Charter School Day at the Capital:** Quarnstrom recapped her virtual visit on March 9th to the State Capitol.

L. **ESSA State Plan Update:** Quarnstrom

M. **Other**

8. **Policies and Procedures:** Policies 410: Family and Medical Leave Policy, Policy 413: Policy Prohibiting Harassment and Violence, Policy 414: Mandated Reporting of Child Neglect or Physical or Sexual Abuse, and Policy 415: Mandated Reporting of Maltreatment of Vulnerable Adults were Consent Agenda items and presented to the board for review only. A motion by Vitali with a second by Lake to accept the revisions made to Policy 524: Electronic Technologies and the Internet, Computer and Equipment Use, and Policy 808: COVID-19 Face Covering Policy. All voted: motion passed.

9. **Other:** The next meeting is on Tuesday, April 12, 2022, at 4:15 pm.

10. **Adjournment:** Motion by Olseen; seconded by Jackson to adjourn the meeting at 5:29 p.m. All voted in favor; motion carried.

Approval of Minutes of the March 15, 2022 Meeting:

Board Representative

04/12/2022
Date