TRIO Wolf Creek Distance Learning Charter School #4095
School Board Meeting Minutes
Tuesday, April 12, 2022 - 4:15 p.m.
*Consent Agenda

Board Members Present:	Sandy Flint, Sue Frame, Chloe Jackson, Jennifer Lake, Becki Olseen, and Jeff Vitali.
Board Members Absent:	Greg Paine and Catherine Veith-Bruno
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, April 12, 2022. 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.

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

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

4. **Open forum/Visitors:** None.

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. **Consideration of Claims and Accounts:**
   - **A. Bills and Wires:** Vosberg-Torgerson presented a handout dated April 12, 2022, listing the bills. Motion by Olseen, seconded by Vitali, to approve the bills and wires dated April 12, 2022, totaling $30,383.14 (represented by checks numbered 7354 through 7372). All voted in favor; motion carried. Flint then made a motion to add the Wire payments to the agendas going forward. Jackson seconded; all voted, motion passed.

   - **B. Hand Payables & Finance Report:** Vosberg-Torgerson presented a hand payable report in the amount of $0.00 and explained that this charge will show up on the wires report from now on. Vosberg-Torgerson presented the Finance Report dated 3/31/2022, showing total revenues of $154,229.03 and total expenditures in the amount of $120,435.93 with revenues over expenditures in the amount of $33,793.10 leaving a cash on hand balance of $611,929.55 and investment of $1,248,000.00. Motion by Vitali, seconded by Frame,

to approve the March 31, 2022 Hand Payables and Financial Report. All voted in favor; motion carried.

C. **Budget:** Quarnstrom told the board that the budget would be presented at the May board meeting and that Wolf Creek is going forward with advertising for three new staff positions.

D. **Summer School 2022 Contract with Chisago Lakes/MDE Summer Audit:** Quarnstrom and Swanson explained to the board that Summer School classes will be offered but the exact details are not yet known. Issue will be revisited at the May board meeting.

E. **Extension for Service Agreements with Chisago Lakes:** A motion was made by Vitali to accept the extension for Service Agreements with Chisago Lakes with the three main services being: Special Ed, Human Resources and Technology. Flint seconded the motion: all voted in favor, motion passed.

F. **Greg Paine: "Cost of Living: How Impacts Everyday People":** May come up again at a future meeting.

G. **Other: Capital Improvements Building Working Group Discussion:** Swanson told the board that the owner of the building that TWC occupies will be retiring soon and that she and Quarnstrom are exploring options for the lease. Because a charter school cannot buy the building outright, discussion ensued about how to move forward. Vitali suggested getting bids for repair to the roof and ceiling units and wants a lease attorney to present at a board meeting. Quarnstrom said she would talk to Craig Kepler about doing this.

7. **Business:**

A. **Enrollment:** Swanson reported there are a total of 232 students (201 full-time students; 20 supplemental students; 0 tuition; and 11 PSEO.) Lottery was discussed and is no longer open for the current school year. All OLL applications for 2022-2023 will be accepted. A motion by Lake and seconded by Jackson was made to accept the lottery as presented. All voted; motion carried. Flint presented data about enrollment and graduation rates and a Press release from MDE regarding graduation rates in the state was discussed.

B. **Learning Model Considerations**: Quarnstrom reported there is nothing new coming from the county besides the monthly newsletter and that Colton Anderson is no longer employed by Chisago County.

C. **Marketing:** Quarnstrom will be posting three job openings on FaceBook, in the Chisago Press and on the Wolf Creek website.

D. **Equity Working Group updates**: Nothing new to report at this time.

E. **At Risk/Star Students Results**: Flint presented data and explained to the board how it is used to keep students from having too little contact with their Learning Manager, or other Wolf Creek employee.

F. **Dress Code Working Group:** Updatefrom Olseen showing the board the new wording regarding the wearing of hoods at Wolf Creek.

G. **Personnel Policies:** Quarnstrom reported to the board that the process was continuing to move forward and that more information would be ready for the May meeting.

H. **World's Best Workforce 21-22 Goals:** Flint explained to the board the metrics used to help students reach their graduation goals and also help close achievement gaps. A motion was made by Vitali and seconded by Lake to accept the goals as presented.

I. **Graduation 2022 Updates:** Swanson said that she anticipates around 50 students will walk at graduation. Vitali and Frame signed more diplomas.

J. **Staff Retreat-April 20:** Board was notified of the staff retreat on Wednesday, April 20, 2022 at the 10363 Liberty Lane location. Mission & Vision, Strategic Plan, and personal goals will be discussed.

K. **Board Member Survey Update:** The Pupil Fair Dismissal Act was presented as one of the areas highlighted by board members in their survey that needed more education on.

L. **MACS Letter to Board Chair**: A letter was shown to the board that explained why it is important to take care of our director and each other.

8. Policies and Procedures: Consent Agenda Item

Review Only Policies
***Policy 101**: Legal Status*
***Policy 101.1**: Name of the Charter School*
***Policy 102**: Equal Educational Opportunity*
***Policy 201**: Legal Status*

Policy 202: *School Board Officers*
Policy 203*: Operation of the School Board*
Policy 203.6: *Consent Agendas*
Policy 204*: School Board Meeting Minutes*

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

10. **Adjournment:** Motion by Olseen; seconded by Jackson to adjourn the meeting at 5:33 p.m. All voted in favor; motion carried.

Approval of Minutes of the April 12, 2022 Meeting:

Board Representative

5/10/2022
Date