TRIO Wolf Creek Distance Learning Charter School #4095
School Board Meeting Minutes
Dec 17, 2024
*Consent Agenda

Board Members Present:
- ☑ Sandy Flint
- ☑ Sue Frame
- ☑ Chloe Jackson
- ☑ Jennifer Lake
- ☑ Lori Nelson
- ☑ Bill Mack
- ☑ Ruth Stark
- ☐

Ex-Officio Members Present:
- ☑ Mike Hamernick
- ☐

1. **Call Meeting to Order:** The Wolf Creek Charter School Board met on Tuesday November 19, 2024. Board Chair Lake opened the meeting at 4:30 pm with the Pledge of Allegiance to the flag followed by the reading of Wolf Creek's mission and vision statements and the Wolf Creek motto.

1. **Roll Call, Acronyms, Conflict of Interest and Approval of Agenda:** Roll call was taken and it was determined that all board members were present with no conflicts of interest to disclose. A motion was made by Mack to remove agenda items 7A and 9A, as they were already on the agenda in other places and therefore redundant. Flint seconded the motion and all voted in favor to approve the revised agenda.

2. **Open Forum:** None.

3. **Visitors:**
   a. In-Person: Jolene Comstock
   b. Virtual: Bri Karnes, Hannah Swenson
   c. Virtual Presenting: Tyler See with ABDO presented the annual financial audit report. He reported that Wolf Creek was compliant in all areas. Board Member Flint proposed a motion to accept the audit report with a second made by Frame. All voted and the motion passed.

4. **Consideration of Minutes from Previous Meetings:** A motion was made by Stark and seconded by Mack, to approve the minutes from the November 19th, 2024 board meeting. All voted and the motion carried unanimously.

5. **Consent Agenda Items:**
    a. Strategic Plan Initiatives -
        i. Ensure that all budgeted enrollment numbers are met to fulfill needs of students and Wolf Creek's capacity through marketing efforts,
        ii. Provide high-quality curriculum options to students by continually reviewing curriculum options and promoting enhancements toward achieving goals of engaging, flexible, differentiated, and personalized learning. To achieve this, all staff members will be offered high-quality professional development,
        iii. Engage families as partners in their student's academic progress whenever possible,
        iv. Provide a safe, comfortable, and accepting environment for all students regardless of backgrounds, beliefs, or identities. Wolf Creek is committed to creating a community where everyone feels welcome and valued,
        v. Ensure that students feel supported in academic and non-academic pursuits in a variety of ways.
    b. Bills and Wires - Monthly bills and wires were presented for consideration from dates: December 5, 10, & 17, 2024. Total of bills and wires for the month was $27,159.95
    c. Policy - Small, clerical changes were made to policies as per recommended by MSBA in the November 2024 MSBA Newsletter.
    d. Reports -
        i. Annual Report
        ii. Star Reports for Licensed and Unlicensed Staff
        iii. Comprehensive Achievement and Civic Readiness (formerly WBWF)

6. **Presentation of Accounts:**
    a. Finance and Investment Report - Vosberg-Torgerson presented the Finance Report dated November 30, 2024, showing total revenues of $191,047.45 and total expenditures in the amount of $156,280.42 with revenues over expenditures in the amount of $34,767.03 leaving a cash on hand balance of $1,388,104.79 and investment of $1,204,000.00. A motion by Stark, with a second by Jackson, was made to approve the 11/30/24 Financial Report. All voted in favor; motion carried.

7. **Reports:**
    a. Director Report: Hamernick reported on a busy December in regards to enrollment and keeping staff and students on campus and healthy. Other areas that were noted include updates on the Chisago County Marketing commercial, the Friends of Wolf Creek Building Company, repairs to the building and upcoming staff training. He also reminded that the Star Tribune newspaper was continuing to "dig" into charter schools in MN but that MACS would be handling it.
    b. Data: Flint
        i. Enrollment - 251 total: 205 full-time, 40 Supplemental, 6 PSEO
        ii. Campus Attendance Term 1- Sandy reported on campus attendance during Term 2.
        iii. % of Students on Campus - Term 1 2024 attendance numbers were compared to Term 1 in 2021 and 2022. This information was not tracked for 2023.

8. **Business:**
    a. Lead Testing Results: Hamernick showed the board the results of having the drinking water tested for lead. Of the eight faucets that were tested in the building, all passed as having appropriate levels and the next test will be conducted in 2029. The report, and more information, was posted on the Wolf Creek website.
    b. Chisago County Promo Commercial: Hamernick reported that this was moving from a maybe to a definite and that filming for the commercial would happen in the spring.

c. Appreciation Padlet for the Board: the staff created a virtual "thank-you" to the board in appreciation for the salary augmentation that happened in December.

9. **Policy and Procedure:** None

10. **Other:** The next meeting will be Tuesday, January 21, 2025 at 4:30 pm.

11. **Adjournment:** A motion was made by Nelson to adjourn the meeting at 5:30 pm. The motion was seconded by Jackson, all voted in favor and the motion passed.

Approval of Minutes for the Dec 17, 2024 Meeting:

Jennifer Lalle
Board Representative

Jan. 21, 2025
Date