TRIO Wolf Creek Distance Learning Charter School #4095
School Board Meeting Minutes
Mar 18, 2025
*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 March 18, 2025. 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.

2. **Roll Call, Acronyms, Conflict of Interest and Approval of Agenda:** Roll call was taken and it was determined that Director Mack was absent. Hamernick added two items to the agenda; one was to add Learning Manager, Lindsay Coppernoll to present the science department, the other was to move the Finance and Investment Report out of the consent agenda to 6.B. for discussion. A motion was made by Flint and seconded by Jackson, to approve the regular agenda with changes. Director Frame then made a motion to accept the consent agenda, with a second made by Stark. All voted and both motions passed.

3. **Open Forum:** Lindsay Coppernoll, Learning Manager, spoke on her belief that the Thursday Curriculum Writing Pilot for LM's is working very well and she would like to see it continue.

4. **Visitors:**
   a. <u>In-Person</u>:
      i. Lindsay Coppernoll - presented to the board what happens in the Science Department at Wolf Creek. She explained how she uses technology that allows students to do science experiments and labs with online simulators.
      ii. Jolene Comstock
      iii. Loren Pfaff
   b. <u>Virtual</u>:
      i. Renee Anick
      ii. Chris Wallin
      iii. Hannah Swenson
      iv. Bri Karnes

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. Accounts and Finances:
      i. Bills and Wires - Monthly bills and wires were presented for consideration from dates: March 4, 5, and 11, 2025. The bills were represented by check numbers 8811 - 8827 and the total of the bills was $17,424.33. The Wires total on March 4, 2025 was $1,844.34.

   c. Policy - Reviewed and revised by the Policy Working Group:
      i. **203** Operation of the School Board - Governing Rules
      ii. **203.1** Charter School Board Procedures: Rules of Order
      iii. **4.10** Whistleblower Policy
      iv. **504** Student Dress and Appearance
      v. **505** Distribution of Non-School Sponsored Materials on School Grounds by Employees and Students
      vi. **508** Extended School Year for Students
      vii. **602** Organization of Charter School Calendar and School Day

6. **Presentation of Accounts:**
   a. Bills and Wires - Three additional checks were presented to the board, represented by check numbers 8828 - 8830 and totaling $3,351.32. The total of all the monthly bills and wires was $22,619.99. A motion was made by Flint to approve the bills and Jackson seconded the motion. All voted in favor and the motion passed.
   b. Finance and Investment Report - The Finance Report dated February 28, 2025, was presented showing total revenues of $231,155.61 and total expenditures in the amount of $159,517.03 with revenues over expenditures in the amount of $71,638.58 leaving a cash on hand balance of $1,660,748.62 and investment of $968,000.00. A motion was made by Frame, and seconded by Stark, to approve the February Finance and Investment Report. All voted and the motion passed.
   c. Budget for SY25-26 - Vosberg-Torgerson presented revisions to the proposed 2025-26 budget that was originally brought to the board at the May 2024 board meeting. The budget is based on enrollment numbers and the proposed number is 205 students. A motion was made by Frame and seconded by Stark to approve the revised budget. All voted in favor and the motion passed.

7. **Reports:**
   a. Director Report - Hamernick reported to the board on his progress in looking for a new authorizer and that the search was going very well with several viable candidates. Also included in the report: updates on having a booth at the Chisago Lakes Business Showcase, talking with

several banks and our lawyer about buying the building, adding a language-converter to our website, and enrollment challenges.

b. Formula Allowance Inflation Adjustment Letter from MDE - Hamernick informed the board that MDE had set the amount per student for the Fiscal Year 2026 to $7,481, which is a $200 increase over the formula allowance in SY2025.

c. Salary Report for Learning Managers - Hamernick reported that a group consisting of himself and several teachers had met to discuss salaries and increases for licensed staff. Options, like steps and lanes, are being considered. The board determined that the personnel committee would meet for further discussions.

d. Data - Flint
   i. Enrollment - 240 total: 204 full-time, 28 Supplemental, and 8 PSEO.
   ii. Course Completion Rates - 5 Year trend ending 23-34
   iii. At Risk Star Students Feb 2024

8. Business:

a. Consideration of Minutes from Board Meeting 2-25-2025 - A motion was made by Flint to accept the board minutes from the February 25th meeting. Stark seconded the motion; all voted and the motion passed.

b. Board Election and Survey - After discussion, the board decided to set May 13th as the voting day for school board member election. It was also decided that a simple survey would be sent to all board members looking for intent to run again. A motion was made by Nelson, and seconded by Jackson, to accept the date of May 13 as election day and that board members would fill out the survey.

c. Thursday Curriculum Writing Pilot: The discussion of whether or not to allow Leaning Managers to write curriculum from home on alternating Thursdays was revisited. After discussing, the board decided not to weigh in on a decision until the staff had more time to work out a schedule.

d. School Calendar for 2025-26: A motion was made by Frame and seconded by Jackson to approve the proposed calendar for the 25-26 school year. All voted and the motion passed.

e. Other:

9. Policy and Procedure:

a. Policy: None at this time.

b. Procedure: Pro 519.1 Third Party Student Interview Requests by Government Agency was presented as a second read. A motion by Stark, with a second by Frame, was made to adopt Procedure 519.1. All voted and the motion passed.

10. Other: The next meeting will be Tuesday, April 15, 2025 at 4:30 pm.

11. Adjournment: A motion was made by Nelson to adjourn the meeting at 6:22 pm. The motion was seconded by Jackson, all voted in favor and the motion passed.

Approval of Minutes for the Mar 18, 2025 Meeting:

Jennifer Lake
Board Representative

4/15/25
Date