# TRIO Wolf Creek Distance Learning Charter School #4095
# School Board Meeting Minutes
## Apr 15, 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 April 15, 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 Jackson was absent. Hamernick asked for item C.2. in the consent agenda be moved to 9.A for discussion. A motion was made by Frame and seconded by Stark, to approve the regular agenda with changes. Director Flint then made a motion to accept the consent agenda, with a second made by Stark. All voted and both motions passed.

3. **Open Forum:** None

4. **Visitors:**
   a. In-Person:
      i. Loren Pfaff and Sandy Flint - Learning Managers presented the Math Department to the board. They explained the upcoming updates and challenges to curriculum due to legislative changes and mentioned attending a MCTM conference April 24-26th.
      ii. Jolene Comstock
      iii. Cory Becker
      iv. Lauren Jopp
   b. Virtual:
      i. Renee Anick
      ii. Chris Wallin
      iii. Hannah Swenson
      iv. Bri Karnes
      v. Becki Olseen
      vi. Randi Stream

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 - Checks and wires from March 19-26 and April 3-8, which totalled $31,078.23 and were represented by check numbers 8831-8849, were presented.

   c. Policy - Reviewed and revised by the Policy Working Group: Website updated.
      i. 203.2 Order of the Regular Charter School Board Meeting
      ii. 510 School Activities
      iii. 603 Curriculum Development
      iv. 702 Accounting

6. **Presentation of Accounts:**
   a. Bills and Wires - An additional check-run was presented to the board, represented by check numbers 8850 - 8852 and totaling $9,685.34. A motion was made by Frame to approve the bills and Flint seconded the motion. All voted in favor and the motion passed.
   b. Finance and Investment Report - The Finance Report dated March 31, 2025, was presented showing total revenues of $185,998.50 and total expenditures in the amount of $143,166.87 with revenues over expenditures in the amount of $42,831.63 leaving a cash on hand balance of $1,724,464.49 and investment of $968,000.00. A motion was made by Mack, and seconded by Stark, to approve the March 2025 Finance and Investment Report. All voted and the motion passed.

7. **Reports:**
   a. Director Report - Hamernick reported on several items including enrollment, a purchase order to buy the building, the career panel that took place on campus, prom and having a good relationship with the local newspaper.
   b. Authorizer Update - a list of potential authorizers was presented and Hamernick said he had met with more than ten of them. He explained the differences between the groups and told the board the process was going smoothly.
   c. Federal and State Letters on Education - Two letters were shown to the board concerning the receipt of federal financial assistance, one from the US Department of Education and one from MDE. The federal letter was requesting a signature from Hamernick that would ensure compliance with Title VI. After discussion a motion was made by Stark and seconded by Nelson to not sign the letter at this time. All voted and the motion passed.
   d. Working Groups and Committees - A list of all current working groups and committees at Wolf Creek was compiled and brought to the board. Questions arose about how often they meet, if

they are still relevant, how they are recorded, and what is done after they meet. Chair Lake stated that a study session would be held on June 24th, 2025 at 4:30 to update and possibly rework the groups.

e. Teacher Salary Reports and PTO Update - Hamernick presented a salary schedule that would make Wolf Creek competitive in hiring new teachers and would place current teachers into a 'steps and lanes' model that allows for consideration of years-of-teaching and masters/PHD degrees. A motion by Frame, with a seconded by Stark, was made to accept the 2025-26 salary schedule. All voted and the motion passed. Also discussed was the additional duties pay that Hamernick believes should be cut back and absorbed into base salaries. It was decided that the topic would be brought up with staff and presented to the board at the May board meeting.

f. Data - Flint
   i. Enrollment - 239 total: 205 full-time, 26 Supplemental, and 8 PSEO.

**8. Business:**

a. Consideration of Minutes from Board Meeting 3-18-2025 - A motion was made by Frame to accept the board minutes from the March 18th meeting. Stark seconded the motion; all voted and the motion passed.

b. Board Election Update - A list of candidates and voter restrictions will be released on May 3rd. Voting will take place on Tuesday, May 13th and last for one-day starting at 7:00 am. The canvassing of votes will be held on May 20th, 2025 and the term for new board members will start on July 1, 2025.

c. Summer School 2025 - A conversation ensued around the need for summer school and how it would be staffed. A tentative start date of June 9th was announced. cA motion was made by Frame to, once again, hold a summer school session. Stark seconded, all voted and the motion passed.

d. Other:

**9. Policy and Procedure:**

a. Policy: After being moved from the consent agenda, Policy 300.2 Administration of the MGDPA will be stricken from the Wolf Creek policy manual due to redundancy, which occured when the 2023 policy manual was updated. A motion was made by Frame and seconded by Flint to strike policy 300.2 from the Wolf Creek policy manual. All voted and the motion passed.

b. Procedure: None.

**10. Other:** The next meeting will be Tuesday, May 20, 2025 at 4:30 pm. This will be the Annual Meeting.

**11. Adjournment:** A motion was made by Nelson to adjourn the meeting at 6:19 pm. The motion was seconded by Flint, all voted in favor and the motion passed.

Approval of Minutes for the Apr 15, 2025 Meeting:

Susan Frame
Board Representative

5/20/2025
Date