TRIO Wolf Creek Distance Learning Charter School #4095
School Board Meeting Minutes
Jun 17, 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 June 17, 2025. Board Chair Lake opened the meeting at 4:30 pm with the Pledge of Allegiance 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 Agendas:** Roll call was taken and it was determined that all members were present and no board members had conflicts of interest to disclose. Two additional items were added to the agenda: two checks were added to section 6.C. and the Q-Comp Report was added to section 7.B.3. A motion was made by Mack, and seconded by Stark, to approve the regular agenda with changes. All voted and the motion passed. A motion was made by Flint, and seconded by Frame, to approve the consent agenda items with no changes. All voted and the motion passed.

3. **Open Forum:** None.

4. **Visitors:**
   a. In-Person:
      i. Robyn Vosberg-Torgerson
   b. Virtual:
      i. Brianna Karnes
      ii. Hannah Swenson
      iii. Jolene Comstock
      iv. Chris Wallin

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 dated 6/10/2025 were presented for consideration. The bills were represented by check numbers 8881 - 8904 and the total of the bills and wires was $25,558.34.

c. Policy - Reviewed and revised by the Policy Working Group:

i. 203.6 Consent Agendas

ii. 416 Drug and Alcohol Testing

iii. 531 The Pledge of Allegiance

iv. 604.2 Charter School Inclusive Education Plan

v. 704 Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset accounting System

6. Presentation of Finance and Investments:

a. Finance and Investment Report - Vosberg-Torgerson presented the Finance Report dated May 31, 2025, showing total revenues of $273,493.27 and total expenditures in the amount of $174,744.03 with revenues over expenditures in the amount of $98,749.24 leaving a cash on hand balance of $1,847,417.54 and investment of $968,000.00. A motion by Frame, with a second by Jackson, was made to approve the 4/30/2025 Financial Report. All voted in favor; motion carried.

b. 2025 - 2026 Preliminary Budget - Vosberg-Torgerson presented the proposed budget for the school year 2025-26 telling the board that it looks similar to the one from 2024-25. The enrollment is estimated to be the same and the fund balance looks healthy.

c. Additional Bills for Payment - Two checks, represented by check numbers 8905 and 8906, were presented for approval. A motion was made by Mack to approve the payments, with a second by Jackson. All voted in favor and the motion passed.

7. Reports:

a. Director Evaluation Presentation: Hamernick summarized his first graduation at Wolf Creek and told the board his focus for summer would be finding the perfect authorizer and guiding the Affiliated Building Company as they purchase the building. He also premiered the 30-second promotional video of Wolf Creek that will live on the Chisago County website.

b. Data: Flint

i. Enrollment - 197 full-time, 24 supplemental and 8 PSEO for a total of 229, which adjusts to 213. Summer School enrollment will be presented at the next meeting.

ii. OLL Trends -

iii. Q Comp Annual Report -

8. Business:

a. Consideration of Minutes from Previous Meetings: A motion was made by Frame and seconded by Stark, to approve the minutes from the regular board meeting on May 20, 2025. All voted and the motions carried unanimously.

b. Insurance and Benefits Update:
   i. Single Payer Increase - It was determined that employees who pay for single-person coverage had been overpaying for the 2024-25 school year and would be reimbursed.
   ii. Plan changes for 2025-2026 - Hamernick explained that the cost of insurance to staff would be going up and presented several options for dealing with the increase that staff would have to absorb. After discussing, a motion was made by Stark to stay with the current policy starting August 1, 2025, then form a working group to entertain other companies and have a new policy or company to present to the staff/board by December's meeting. Mack seconded the motion and a roll call vote was taken with the following results: JACKSON - abstain, FLINT - abstain, FRAME - yes, LAKE - yes, NELSON - abstain, STARK - yes, MACK - yes. The motion passed.

c. Results of the Director Evaluation: Hamernick opted to keep the meeting open while the board discussed the compilation of the evaluations about him.
d. Approval of Employee Agreements for SY 2025 - 26: Two staff agreements were brought before the board and resulted in two different motions. The first motion was made by Frame and seconded by Stark, to approve agreement for L. Nelson with no changes. All voted and the motion passed. Frame then made a motion to accept the director agreement for M. Hamernick with the change of a three percent increase. Stark seconded the motion, all voted in favor and the motion passed.
e. Annual Designation of Hamernick as Identified Official with Authority (IOwA): MDE, PELSB, and OHE require the annual designation of an IOwA who will have access to the EDIAM system and then recommend the designation of a proxy IOwA. A motion was made by Stark and seconded by Mack, to designate Mike Hamernick, Director, as the IOwA for the 2025 -2026 school year, with Heather Johnson, Admin. Assistant/ Clerical, as the proxy IOwA. All voted and the motion passed.
f. Board Retreat and Study Session: The board decided to combine a study session to discuss working groups and committees and the annual board retreat on July 22, 2025 from 2:00 pm - 6:00 pm. This will allow new board members to participate and receive training. A motion was made by Stark and seconded by Frame to combine both agendas. All voted and the motion passed unanimously.

9. Policy and Procedure:
   a. Policy: Consent Agenda Item

   b. Procedure: None

10. Board Member Reports: None

11. Other: The next meeting will be Tuesday, July 15, 2025 at 4:30 pm and will be the Annual Meeting.

12. Adjournment: A motion was made by Nelson to adjourn the meeting at 6:00 pm. The motion was seconded by Jackson, all voted in favor and the motion passed.

Approval of Minutes for the May 20, 2025 Meeting:

Board Representative

7/15/2025
Date