TRIO Wolf Creek Distance Learning Charter School #4095
School Board Meeting Minutes
Jul 15, 2025
*Consent Agenda & Annual Meeting

Board Members Present:
- ☑ Sandy Flint
- ☑ Sue Frame
- ☑ Lindsay Coppernoll
- ☐ Jennifer Lake
- ☑ Lori Nelson
- ☑ Bill Mack
- ☑ Ruth Stark
- ☑ Brianna Karnes

Ex-Officio Members Present: ☑ Mike Hamernick

1. **Call Meeting to Order:** The Wolf Creek Charter School Board met on Tuesday July 15, 2025. Vice-Board Chair Frame 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 Jen Lake was absent and no board members had conflicts of interest to disclose. Before approving the agenda Hamernick asked that the following changes be made: Section 8.B.1 & 2, the swearing in of new board members and the seating of board officers, be moved to the top of the agenda so all could participate in the meeting. A motion was made by Stark to approve the changes and accept the agenda. Karnes seconded the motion, all voted and the motion passed.

3. **Items Moved from Business, 8.B 1 & 2:**
    a. All board members present took the swearing-in oath and signed a copy of it. A copy of the forms were forwarded to the Authorizer.
    b. Seating of Officers - Vice-chair Frame asked the board for nominations for the offices of Chair, Vice-chair and Secretary/Treasurer.
        i. Stark nominated Jennifer Lake for Board Chair, with a second from Mack. Frame then asked two more times with no other nominations stated. All voted and the motion passed.
        ii. Stark nominated Susan Frame for Board Vice-chair, with a second from Mack. Frame asked two more times with no other nominations stated. All voted and the motion passed.
        iii. Karnes nominated Sandra Flint for Secretary/Treasurer, with a second from Stark. Frame asked two more times with no other nominations stated. All voted and the motion passed.
4. **Open Forum:** Chris Wallin presented the Teacher Evaluation Rubric and answered questions from the board.

5. **Visitors:**
    a. In-Person:
        i. Robyn Vosberg-Torgerson
        ii. Jolene Comstock
        iii. Hannah Swenson
    b. Virtual: none

6. **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 7/8/2025 were presented for consideration. The bills were represented by check numbers 8907 - 8927 and the total of the bills and wires was $78,665.58.

    c. Policy - MSBA June Newsletter provided ongoing updates to policy as legislation changes. The changes were all technical and were able to be approved in a single meeting.

7. **Presentation of Finance and Investments:**
    a. Finance and Investment Report - Vosberg-Torgerson presented the Finance Report dated June 30, 2025, showing total revenues of $180,322.46 and total expenditures in the amount of $322,690.67 with revenues over expenditures in the amount of $(142,368.21) leaving a cash on hand balance of $1,777,875.73 and investment of $968,000.00. A motion by Flint, with a second by Stark, was made to approve the 6/30/2025 Financial Report. All voted in favor; motion carried.

    b. Additional Bills for Payment - An additional check run, represented by check numbers 8928-8942, was presented for approval. The total amount was $8757.61. A motion was made by Coppernoll to approve the payments, with a second by Karnes. All voted in favor and the motion passed.

8. **Reports:**
    a. Director Evaluation Presentation: Hamernick summarized the month by reporting on the progress for a new authorizer, the status of purchasing the building, hiring needs especially around the Special Ed. Department, marketing needs, and enrollment, both in summer school and for the upcoming school year.
    b. Data: Flint
        i. Enrollment - Flint reported that not much had changed since the last meeting and summer school data would be reported in August. Currently, Wolf Creek has 83 spots for

full-time students with Special Ed and Supplemental both being full at 14 and 30 students respectively.

ii. 2025 Parent and Student Survey Results - Flint shared the results of the survey given to all students and parents every year. She presented several slides of data on a variety of topics and two links to the complete survey results which board members were invited to read on their own.

9. Business:

a. Consideration of Minutes from Previous Meetings: A motion was made by Stark and seconded by Mack, to approve the minutes from the regular board meeting on June 17, 2025. All voted and the motions carried unanimously.

b. Annual Meeting Declarations: The board was shown compensation for board members, the bank used for deposits, and the outlets used for notices. It was also determined that the board meetings would stay on the third Tuesdays of the month at 4:30 pm. A motion was made by Stark and seconded by Mack to approve the meeting day and time. All voted and the motion passed.

c. Building Insurance Update:

d. Lease Aid Application:

e. Board Retreat and Study Session: The board decided to change the date of the retreat and study session to Tuesday, July 29th, 2025. The time will be 4:30 - 6:30 pm.

10. Policy and Procedure:

a. Policy: Consent Agenda Item

b. Procedure: None

11. Board Member Reports: None

12. Other: The next meeting will be Tuesday, August 19, 2025 at 4:30 pm.

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

Approval of Minutes for the May 20, 2025 Meeting:

Jennifer Lake — 8/19/25

Board Representative — Date