

TRIO Wolf Creek Distance Learning Charter School #4095
School Board Meeting Minutes
Tuesday, January 10, 2023 - 4:15 p.m.
***Consent Agenda**

Board Members Present: Sandy Flint, Sue Frame, Chloe Jackson, Jennifer Lake, Becki Olseen, and Greg Paine
Board Members Absent: Catherine Veith-Bruno and Jeff Vitali
Ex-officio Members: Brenda Swanson and Tracy Quarnstrom.
Visitors: Robyn Vosberg-Torgerson, Jolene Comstock, Hannah Edblad, Bri Karnes and Heather Johnson

1. Call to Order:

The Wolf Creek Charter School Board met on Tuesday, January 10, 2023. Chairperson Frame opened the meeting at 4:15 p.m. with the Pledge of Allegiance to the flag, followed by the reading of the Wolf Creek Online High School mission statement, the vision statement, and the Wolf Creek motto.

2. Roll Call and Approval of Consent Agenda: Roll call was taken. Board member Flint moved to accept the Consent Agenda; Lake seconded. All voted in favor; motion carried.

3. Consideration of Minutes of the Previous Meeting: Consent Agenda Item.

4. Open forum/Visitors: Hannah Edblad and Bri Karnes, Special Ed. Learning Managers, presented to the board the enrollment numbers, which is currently 36, and information about the curriculum they use. They hope to develop more work-based programs for students in the future.

5. Strategic Plan Initiatives:

- A. Meeting enrollment numbers to fulfill needs of students and Wolf Creek's capacity through marketing efforts.
- B. Curriculum review and continued enhancement toward achieving goals of engaging, flexible, differentiated, and personalized learning. To achieve this, we will offer high-quality professional development to all staff members.
- C. Engaging parents as partners in their student's academic progress.

6. Consideration of Claims and Accounts:

A. Bills and Wires: Vosberg-Torgerson presented a handout dated January 10, 2023, listing the bills. Motion by Lake, seconded by Jackson, to approve the bills dated 1/10/2023, totaling \$60,261.71 (represented by checks numbered 8155 through 8169). All voted in favor; motion carried.

B. Finance Report: Vosberg-Torgerson presented the Finance Report dated December 31, 2022, showing total revenues of \$184,589.96 and total expenditures in the amount of \$174,923.03 with revenues over expenditures in the amount of \$9,666.93 leaving a cash

on hand balance of \$912,746.32 and investment of \$1,220,000.00. Motion by Frame seconded by Paine, to approve the 12/31/22 Financial Report. All voted in favor; motion carried.

- C. **Other:** The committee met to review T. Quarnstrom's temporary Director's Contract, which ends on February 7th. They will present the official agreement at the February board meeting.

7. Business:

- A. **Enrollment:** Swanson reported there are a total of 249 students (205 full-time students; 39 supplemental students; 0 tuition; and 5 PSEO.) She also reported that there could be up to 16 students graduating after Term 2 and there are about 20 spots open for OLL students for Term 3.
- B. **Marketing:** Quarnstrom Nothing new at this time. Continuing to work with WebDuck to monitor and finesse the website was mentioned.
- C. **Admission Lottery Date:** Swanson said that the lottery date will be April 11, 2023. A motion was made by Lake, and seconded by Jackson, to accept this date. All voted; motion passed.
- D. **ABC Updates: Quarnstrom** - Two items were presented to the board relevant to the Affiliated Building Company. Both Swanson and Quarnstrom reported that not much has happened since the last meeting but the process will continue to move forward as we wait for legislation to possibly change and to set a meeting date with the landlords regarding the building appraisal.
- E. **Policy 534: School Meals Policy** – Updated by MSBA regarding payment of meals from pre-pandemic when all meals were free and also wording on alternative meals and shaming. The board agreed to bring this to a future meeting saying more information was needed. No motion was made on the issue and the current policy will stay on the website.
- F. **Board pay and Election Information:** Board members signed their claim forms for attending board meetings from July 2022- December 2022. All members up for reelection were asked to approve, or make changes to, their bios. Board member Olseen reported that she would not be seeking re-election.
- G. **Service Agreement RFP's Renewals:** Quarnstrom and Swanson will be requesting contractor bids and proposals for the years 2023 – 2024.
- H. **Other:** MSBA Monthly Newsletter was presented and all were encouraged to read it.

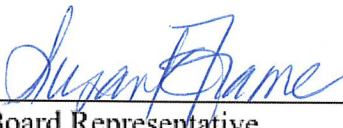
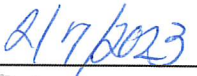
8. Policies and Procedures: Review only, Consent Agenda Item

Policy 507: Corporal Punishment

Policy 508: Extended School Year for Certain Students with Individual Education Plans
Policy 514: Bullying Prohibition
Policy 515: Protection and Privacy of Pupil Records
Policy 516: Student Medication

9. **Other:** The next meeting is on Tuesday, February 7, 2023, at 4:15 pm and will be the Annual Meeting.
10. **Adjournment:** Motion by Olseen; seconded by Flint, to adjourn the meeting at 5:00 p.m. All voted in favor; motion carried.

Approval of Minutes of the January 10, 2023 Meeting:

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Board Representative	Date

