

**TRIO Wolf Creek Distance Learning Charter School #4095**  
**School Board Meeting Minutes**  
**Tuesday, June 13, 2023 - 4:15 p.m.**  
**\*Consent Agenda**

Board Members Present: Sandy Flint, Sue Frame, Chloe Jackson, Jennifer Lake, Lori Nelson, Catherine Veith-Bruno, and Jeff Vitali.  
Board Members Absent: Greg Paine  
Ex-officio Members: Brenda Swanson and Tracy Quarnstrom.  
Visitors: Quetzalli De Salas Hernandez, Jolene Comstock, Robyn Vosberg-Torgerson, and Heather Johnson

**1. Call to Order:**

The Wolf Creek Charter School Board met on Tuesday, June 13, 2023. Chairperson Vitali 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, Conflict of Interest, and Approval of Consent Agenda:** Roll call was taken and there were no Conflicts of Interest. Board Chair Vitali moved to accept the Consent Agenda; Frame seconded. All voted in favor; motion carried.

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

**4. Open forum/Visitors:** Quetzalli De Salas Hernandez, Tracy's Intern from Hamline, and Jolene Comstock were both visitors.

**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 two reports dated May 17, 2023 & June 13, 2023, listing the bills. Motion by Lake, seconded by Flint, to approve the bills dated 5/17/2023 and 6/13/2023, totaling \$76,803.21 (represented by checks numbered 8288 through 8319, minus checks ending in 8297 and 8310, which were voided). All voted in favor; motion carried.
- B. **Finance Report:** Vosberg-Torgerson presented the Finance Report dated May 31, 2023, showing total revenues of \$190,830.88 and total expenditures in the amount of \$183,092.46 with revenues over expenditures in the amount of \$7,738.42 leaving a cash on hand balance of \$797,907.35 and investment of \$1,434,000.00. Motion by Vitali

seconded by Lake, to approve the 5/31/23 Financial Report. All voted in favor; motion carried.

C. **SY 23-24 Budget:** Vosberg-Torgerson presented the preliminary 2023-2024 budget. She reported that all numbers are estimates, new staff are included in the estimates, and any decreases from last year are due to Federal decisions. A motion was made by Flint and seconded by Jackson to accept the budget as presented. All voted in favor and the motion passed.

D. **Maintenance of Effort Update, Service Agreement for Staff: Consent Agenda Items.**

E. **Other:** Agreement between Trio Wolf Creek and Family Based Therapy Associates for the 2023-24 school year was presented and signed.

**7. Business:**

A. **Enrollment: Consent Agenda Item.** Swanson reported there are a total of 222 students (197 full-time students; 21 supplemental students; 0 tuition; and 4 PSEO.)

B. **Q-Comp Annual Report and School wide Goal: Flint -Consent Agenda Item.**

C. **Designation of T. Quarnstrom as IOWA: Consent Agenda Item.**

D. **Summer Curriculum Review: Consent Agenda Item.**

E. **“My Story” Student Assignments from Advisory** were passed out and reviewed by board members.

F. **MACS 2023-34 Innovator Award: Consent Agenda Item.** Quarnstom and Matheson

G. **Staff list of “Things to Celebrate from 22-23” Consent Agenda Item.**

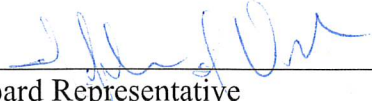
H. **Graduation wrap-up items and Pictures: Consent Agenda Item.**

I. **Other: SHIP Award and Chisago County Public Health Newsletter**

8. **Policies and Procedures: Consent Agenda Item.** Policies 601: Charter School Curriculum and Instruction Goals, 602: Organization of Charter School Calendar and School Day, 603: Curriculum Development, and 604: Instructional Curriculum were brought to the Board for review only.

9. **Other:** The next meeting is on Tuesday, July 11, 2023, at 4:15 pm.

10. **Adjournment:** Motion by Vitali; seconded by Jackson, to adjourn the meeting at 4:53 p.m.  
All voted in favor; motion carried.

Approval of Minutes of the June 13th, 2023 Meeting:	
 _____	<u>7/11/2023</u>
Board Representative	Date

