

TRIO Wolf Creek Distance Learning Charter School #4095
School Board Meeting Minutes

May 7, 2024

Special Meeting

Board Members Present:

- Sandy Flint
- Sue Frame
- Chloe Jackson
- Jennifer Lake
- Lori Nelson
- Bill Mack
- Ruth Stark
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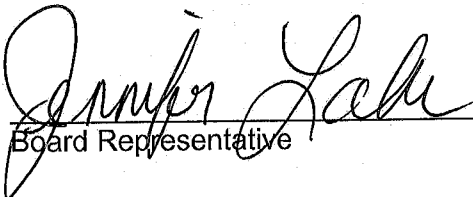
Ex-Officio Members Present:

- Tracy Quarnstrom
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1. **Call Meeting to Order** - Board Chair Lake opened the meeting at 4:22 with the Pledge of Allegiance, the Mission Statement and the Wolf Creek Motto.
2. **Roll Call, Acronyms, Disclosure of Conflict of Interest and Approval of Agenda** - a motion was made by Flint and seconded by Mack, to approve the agenda for the special meeting.
3. **Open Forum** -
 - a. Hannah Edblad, Learning Manager
 - b. Lindsay Coppernoll, Learning Manager
 - c. Bri Karnes, Learning Manager
4. **Visitors** -
 - a. In-Person visitors:
 - i. Cory Becker, HR
 - ii. Chris Wallin, Learning Manager
 - iii. Brenda Swanson
 - iv. Kyle Swanson
 - v. Becki Olseen, Learning Manager
 - vi. Jolene Comstock, ADSIS Ed. Asst.
 - b. Virtual visitors:
 - i. CJ (Chad) Hanson, Learning Manager
 - ii. Naomi Hartzberg, Learning Manager
 - iii. Randi Stream, Administrative Asst.
5. **Resignation Letter from Director Quarnstrom** - The board accepted the resignation of Tracy Quarnstrom with a motion made by Stark and seconded by Frame, with regrets.. Quarnstrom stated she would honor her agreement with Wolf Creek to work until July 2024 and be a part of the process of finding a new Executive Director. All voted and the motion passed.

6. **Closed Session** - A closed session was held to discuss initial disciplinary actions against an employee under the authority of the school board.
7. **Personnel Actions** - The board discussed an organizational restructure that would include the following elements be restructured. Including but not limited to the elimination of the dean of students position and hiring a licensed assistant principal. Also the position of administrative assistant will become a registrar position and some duties would move to the part time clerical person, who would become a 30-35 hour a week position. Some members felt that with Quarnstrom's resignation pending there would be too much upheaval to move forward at this time and it would be better to push the restructuring until spring of 2025. Others felt that Wolf Creek needed a "fresh start" and a new director would be in a better position to lead with the roles defined. A motion was made to go ahead with the restructuring by Frame and seconded by Lake. A roll call vote was taken with the following: Lake -yes, Frame - yes, Flint - no, Jackson - no, Mack - no, Nelson - no and Stark - yes. With a 4-3 result the motion did not pass.
8. **Personnel Policy** - The Personnel Policy Working Group presented three options for the board to choose from to compensate licensed staff for the 24-25 school year. The option that was ultimately passed by the board (option 2) included 7% added to the base pay from 23-24, and a one time addition of \$3,000 after the 7% has been applied. There would also be an increase to the employee contributions to benefits. A motion was made by Nelson to accept option 2 for the 24-25 school year with a second by Lake. All voted and the motion passed.
9. **Fund Balances -Due to time these items were tabled**
- a. Policy 714 Fund Balances
 - b. Fund Balances Surveys of Charter Schools
 - c. Fund Balance Priorities and Working Group Notes
10. **Other** - Diploma Signing by some board members.
11. **Meeting Adjournment** - A motion to adjourn the special meeting was made by Jackson and seconded by Nelson. All voted in favor and the meeting was adjourned at 6:12 p.m.
12. **Next Meeting** - Will be the regular meeting on May 28, 2024

Approval of Minutes for the May 7, 2024 Special Meeting:


Board Representative

5/28/24
Date