

**TRIO Wolf Creek Distance Learning Charter School #4095**  
**School Board Meeting Minutes**  
**Jun 25, 2024**  
**\*Consent Agenda**

Board Members Present:

- Sandy Flint
- Sue Frame
- Chloe Jackson
- Jennifer Lake
- Bill Mack
- Ruth Stark
- 

Ex-Officio Members Present:

- Tracy Quarnstrom
- 

1. **Call Meeting to Order:** The Wolf Creek Charter School Board met on Tuesday, June 25, 2024. Board Chair Lake opened the meeting at 4:15 pm with the Pledge of Allegiance to the flag, the reading of the Wolf Creek Online High School mission and vision statements and the Wolf Creek motto.
2. **Roll Call, Acronym List, Conflict of Interest and Approval of Agenda:** Roll call was taken and it was determined that no board members had any conflicts of interest to disclose. Board member Jackson asked that consent agenda item, 6.d. List of Agreements for the school year 24-25, be moved to the personnel policy discussion under 8.g.4. A motion was made by Jackson to accept the agenda with the aforementioned change. Frame seconded the motion, all voted and the motion passed.
3. **Open Forum:**
  - a. Brenda Swanson
4. **Visitors:**
  - a. In Person: Christian Shafer, Heidi Miller, Jolene Comstock, Chris Wallin, Robyn Vosberg-Torgerson, Heather Johnson and Mike Hamernick
  - b. Virtual: Renee Anick, Jessica Baker, Hannah Edblad, Chad Hanson, Naomi Hartzberg, Bri Karnes, Becki Olseen, Randi Stream and one other
5. **Consideration of Minutes of Previous Meeting: 5-28-24:** A motion was made by Stark and seconded by Flint to accept the minutes from May 28, 2024. All voted and the motion passed.
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

services, including Minnesota School Boards Association Insurance Trust insurance programs and the Minnesota School District Liquid Asset Fund Plus investment programs.”

- f. Hiring Updates and Two Salary Versions - Quarnstrom presented two versions of a starting salary schedule that will be used for hiring purposes. Director Lake wanted Version Two, which would match the increases of the rest of staff to better attract candidates. Discussion ensued and a motion was made by Frame to accept Version Two. Mack seconded the motion, all voted and the motion passed.
- g. Personnel Policy Items -
- i. Director Selection: the board announced the hiring of Mike Hamernick as Executive Director of Wolf Creek, replacing Tracy Quarnstrom. A motion was made by Jackson, and seconded by Flint, to accept the agreement for Mike Hamernick. A roll call vote was taken and the motion passed unanimously.
  - ii. Reorganization Discussion: The board discussed the proposed reorganization document with divided opinions. A motion was made by Jackson and seconded by Flint, to bring Brenda Swanson back as Dean of Students for another year. A roll call vote was taken and the motion failed to pass with a vote of 4 - 2.
  - iii. Job Descriptions and Updates: job descriptions continue to be under review by the HR department and the Personnel Policy Working Group.
  - iv. Other - List of Agreements from consent items: This was revisited after the Dean position was not brought back. A motion to accept the list of staff members that will be offered contracts for the 2024-25 school year was made by Jackson and seconded by Flint. A roll call vote was taken and passed unanimously.
- h. IOWA Designation - MDE requires a school to designate an Identified Official with Authority (IOWA) as someone who can view state reports. A motion to make Mike Hamernick the IOWA for Wolf Creek was made by Jackson and seconded by Flint. All voted and the motion passed.
- i. Legislation Updates -
- i. MN Charter School Leadership Report:
  - ii. Bylaws of Wolf Creek: As per 2023 Legislation, changes were made to the Wolf Creek Bylaws. The changes will be brought to the July board meeting for discussion and a vote.
  - iii. MACS New Law Primer 2024:
- j. Graduation Updates - Quarnstrom recapped the June 6th ceremony for the board: There were a total of 52 seniors graduating with 35 walking, Bachman’s Photography took pictures, three students received scholarships, and Board Chair Lake helped hand out diplomas.
- k. Board Member Training Update from June 10, 2024 - Board members Mack, Stark and Nelson attended MSBA training for new board members in Bemidji, MN.
- l. Other -
- i. Article from Star Tribune - FYI on attitudes about charter schools
  - ii. Authorizer Letter from CL - A letter from Sarah Schmidt was presented to the board as oversight on areas that Wolf Creek needs to improve on.