

TRIO Wolf Creek Distance Learning Charter School #4095
School Board Meeting Minutes
Nov 18, 2025
Consent Agenda

Board Members Present: Sandy Flint (attended virtually)
 Sue Frame
 Lindsay Coppernoll
 Jennifer Lake
 Bill Mack
 Ruth Stark
 Brianna Karnes
 Ashley Swenson

Ex-Officio Members Present: Mike Hamernick

- 1. Call Meeting to Order:** The Wolf Creek Charter School Board met on Tuesday, October 21, 2025. Board Chair Lake 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:** A roll call was taken, and it was determined that all members were present, with Flint attending virtually. No board members had conflicts of interest to disclose. Hamernick asked that the following changes be made to the agenda before approving: Amy Erendu with IQS attended the meeting virtually instead of in-person, Ashley Swenson's swearing in as Parent Representative be moved from 8.c. to item number 3, the data under 7.b.4 be transferred to the December meeting, item 8.e. be added to agenda stating a banking change, and item 8.f. be added to allow for discussion about the annual audit. Director Frame made the motion to accept both the regular and consent agendas. Stark seconded the motion. A roll call vote was taken with the following votes: Lake - yes, Frame - yes, Flint - yes, Coppernoll - yes, Karnes - yes, Mack - yes, and Stark - yes. The motion passed, and the agendas were approved.
- 3. Parent Representative, Ashley Swenson, Joins School Board:** After being elected to a Parent Representative position in June 2025, but being unable to fulfill duties at that time, Ashley Swenson was approved to join the board effective immediately. A motion was made by Karnes and seconded by Coppernoll to approve the addition of Swenson. A roll call vote was taken with the following votes: Lake - yes, Frame - yes, Flint - yes, Coppernoll - yes, Karnes - yes, Mack - yes, and Stark - yes. The motion passed, and the appointment was approved.
- 4. Open Forum:** None.
- 5. Visitors:**
 - a. In-Person
 - i. Robyn Vosberg-Torgerson

- ii. Jolene Comstock
- b. Virtual:
 - i. Justin Nilson, ABDO, presented the completed annual audit
 - ii. Laurie Schroeder, IQS, introduced the Transition process that is used when IQS authorizes a new school.
 - iii. Amy Erendu, IQS, spoke about her role as a cadre leader with IQS.
 - iv. Hannah Swenson
 - v. Chris Wallin

6. Consent Agenda Items:

- a. Strategic Plan Initiatives -
 - i. Ensure that all budgeted enrollment numbers are met to fulfill the 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 students' 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 - October Bills and Wires
- c. Policy - Reviewed and revised by the Policy Working Group on 11-11-25:
 - i. 206 Public Participation in Charter School Board Meetings/Complaints/Data Privacy
 - ii. 306 Administrator Code of Ethics
 - iii. 526 Hazing Prohibition
 - iv. 532 Use of Peace Officers & Crisis Teams to Remove Students with IEPs from School Grounds
 - v. 606 Textbooks and Instructional Materials
 - vi. 712 Video Surveillance Other Than Buses

7. Presentation of Finance and Investments:

- a. Finance and Investment Report - Vosberg-Torgerson presented the Finance Report dated October 31, 2025, showing total revenues of \$185,098.67 and total expenditures of \$167,500.91, with revenues over expenditures in the amount of \$17,597.76, leaving a cash on hand balance of \$1,571,236.82 and investment of \$969,000.00. After discussion about investments, enrollment, and the audit, a motion was made by Frame and seconded by Stark to approve the report. A roll call vote was taken with the following votes: Lake - yes, Frame - yes, Flint - yes, Coppernoll - yes, Karnes - yes, Mack - yes, Stark - yes, and Swenson - yes. The motion passed, and the report was approved.
- b. Additional Bills and Wires for Payment - A motion was made by Frame and seconded by Mack to approve the additional bills and wires that were presented. A roll call vote was taken with the following votes: Lake - yes, Frame - yes, Flint - yes, Coppernoll - yes, Karnes - yes, Mack - yes, Stark - yes, and Swenson - yes. The motion passed, and the payments were approved.

8. Reports:

- a. Monthly Director Report: Hamernick reported that things were going well at the end of term one; enrollment is continuing to increase, but we are seeing more 15-day drops this year than in the past. We still have more students coming than going, but enrollment is lower this year than last. Fastbridge testing is complete, with data to be available soon. The Guild rejected our application, so we have applied to IQS to be our next authorizer. We will apply to NEO as a 3rd option. We received a \$15k safety grant from the state and will look into upgrading the camera system. We are also looking into refreshing our website. The students and staff are collecting food for a donation to the food shelf. Our counselor has started a food and supplies closet for our WC families in need.
- b. Data:
 - i. Enrollment - Hamernick reported that enrollment continues to change almost daily, but at the meeting time, it stood at 209 total: 192 full-time, 27 part-time, and 7 PSEO.
 - ii. FastBridge fall 2025 results were presented
 - iii. Star Students - At Risk Oct. 2025 data was presented
 - iv. ~~Credit Analysis of New Students 2024-25~~ (tabled until December meeting)

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 October 21, 2025. A roll call vote was taken with the following votes: Lake - yes, Frame - yes, Flint - yes, Coppernoll - yes, Karnes - yes, Mack - yes, Stark - yes, and Swenson - yes. The motion passed, and the minutes were approved.
- b. Approval of Revised Board Minutes from June 17, 2025: The board minutes from the June 17th meeting needed to be revised in the following area: Section 6.b. The 2025-2026 Budget. A motion was made by Stark and seconded by Frame to approve the budget that was presented by Vosberg-Torgerson but it was not recorded in the minutes. After Hamernick and Johnson listened to the recording of the meeting, it was determined that the motion did happen and was approved at the June 17th meeting. A motion was made by Frame and seconded by Stark to approve the revised board minutes and a roll call vote was taken with the following votes: Lake - yes, Frame - yes, Flint - yes, Coppernoll - yes, Karnes - yes, Mack - yes, Stark - yes, and Swenson - yes. The motion passed, and the revised minutes were approved.
- c. Quotes for a camera system and a new website company:
 1. Camera System Quote from Verkada - \$52,000 for a complete overhaul and upgrade to a digital system. The board determined that it was too much at this time and asked for more quotes from other companies. There was supposed to be a quote from Everon, but it was not received before the meeting.
 2. Web Design Quote from Apptegy - One time cost of \$4,750 to set up and annual fee of \$6,500. FinalSite did not give a quote because they said it was more than what we are paying and more than Apptegy. It was determined that we should create a committee to look into this before we just make a change. There are a lot of things we get from our current provider that we don't want to lose.
- d. Addition of American National Bank: Hamernick notified the board that American National Bank would be the bank used as an additional depository for the school. We will keep US Bank for easy access to locations and ATM cash deposits, but the majority of the money will move in and out of American Bank from now on. A motion to approve the addition of American National was made by Stark and seconded by Karnes. A roll call vote was taken with the following votes:

Lake - yes, Frame - yes, Flint - yes, Coppernoll - yes, Karnes - yes, Mack - yes, Stark - yes, and Swenson - yes, and the motion carried.

e. 2025-26 Annual Audit Discussion: The board decided to accept the final version of the 2025-2026 Budget as presented by Justin Nilson with ABDO. A motion made by Frame and seconded by Stark, to accept the budget, was put to a roll call with the following votes: Lake - yes, Frame - yes, Flint - yes, Coppernoll - yes, Karnes - yes, Mack - yes, Stark - yes, and Swenson - yes. The motion passed.

10. Policy and Procedure:

- a. Policy: Consent Agenda Item
- b. Procedure: None

11. Board Member Reports:

- a. Future Board Topics - A working session was scheduled for February, 24th, 2026 at 4:30 pm to address changes to the bylaws.
- b. Board Member Self-Evaluation Discussion - Due to new board membership and new legislation, Lake informed the board that she was looking for a self-evaluation tool for annual use. It was determined that the board last performed a MACS board self-evaluation in July of 2023.

12. Other: The next meeting will be Tuesday, December 16, 2025, at 4:30 pm.

13. Adjournment: A motion was made by Karnes to adjourn the meeting at 6:22 pm. The motion was seconded by Stark. A roll call vote was taken with the following votes: Lake - yes, Frame - yes, Flint - yes, Coppernoll - yes, Karnes - yes, Mack - yes, Stark - yes, and Swenson - yes. The motion passed, and the meeting was adjourned.

Approval of Minutes for the Nov 18, 2025 Meeting:



Jennifer Lake

Board Representative

12/16/25

Date