

**TRIO Wolf Creek Distance Learning Charter School
Board Meeting Minutes
Tuesday, March 17, 2015 at 4:02 p.m.**

Board Members Present: Brian Bernier, Sandy Flint, Lindsay Jarombek, Shanette Maloney, Becki Olseen, Jeff Vitali

Board Members Absent: Sue Frame, Jennifer Lake

Ex-officio Members: Heide Miller, Tracy Quarnstrom, Brenda Swanson

Visitors: Sheryl Palmquist, Julie Trombley

Call to Order and Approval of Agenda:

TRIO Wolf Creek Distance Learning Charter School Board met in the conference room of the school at 10363 Liberty Lane in Chisago City on March 17, 2015. Board member Flint opened the meeting 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. She then called the meeting to order at 4:02 p.m. Chair Vitali arrived and presided over the meeting. Board member Jarombek moved the acceptance of the agenda. Board member Maloney seconded the motion; motion carried.

1. Roll Call and Consideration of Minutes of the Previous Meeting:

Board member Flint made the motion to approve the minutes from February. Maloney seconded. Motion carried.

2. Open Forum/visitors: No visitors for open forum.

3. Consideration of Claims and Accounts:

3. A. Bills. Miller presented a handout listing the bills to date. Chair Vitali moved that the bills, totaling \$30,553.31, and represented by checks numbered 4812 through 4835 be paid. Flint seconded. Motion carried.

3. B. Finance Report: Miller presented financial reports for February through March 17, 2015. The report showed total revenues through March 17, 2015 totaling \$975,326.05 and expenditures totaling \$979,153.50 with expenditures over revenues in the amount of \$3,827.45 leaving a cash on hand balance as of March 17, 2015 totaling \$900,232.51. Chair Vitali made the motion to approve the report; Bernier seconded. Motion carried.

3. C. Hands-payable Report: Miller presented hand payables for February through March 17, 2015 in the amount of \$3,502.12. Maloney moved to approve the hand payables in the amount of \$3,502.12; Vitali seconded. Motion carried.

4. Business

4. A. Committee Updates: Staff members are currently involved in a Wellness Challenge and tracking healthy habits. Staff members had a booth at the Home Show last month

and reported that it went well. The Graduation Committee has put together a list of tasks and will be meeting to discuss. It was stated that Lakeside School needed to be reserved for graduation and Heide Miller said she would arrange the reservation at Lakeside.

- 4. B. Teacher evaluation updates, summative data discussions:** Quarnstrom stated that there is still data to be collected for the point system and investigation needed to be done to determine how that would change the evaluation. MDE reports we can choose what measure should be used. Most schools use a point system. Flint suggested to ask staff for input. Jarombek stated that our numbers are so small that the data needs to be reliable for accurate results.
- 4. C. 8th grade discussions, review of documents, review of next steps for 8th grade enrollment next year:** Quarnstrom distributed information on the budget and stated that it is difficult to give a more accurate breakdown due to difficulties determining how much staff time is given to this program from staff coded to the high school. A list of options were presented and discussed. Quarnstrom and Swanson stated that they would like to look more closely at the option offering 8th grade student's supplemental classes but remain enrolled at their resident district. Surveys indicated 8th grade students withdrew due to less social time with friends. Supplemental class offerings would give them social time at the resident school and yet address other issues that may be interfering with learning such as sleep disorders, anxiety, homebound, etc. Quarnstrom estimated that if supplemental courses were offered that the budget would be approximately \$28,000 to \$31,000. Olseen stated that options #2, #3, #4 would require the largest budget expenses. Maloney inquired if current students in the program would be returning as 9th graders next year. Projections implied that half of the students would stay at Wolf Creek for the next school year. Bernier moved to accept option #1 and to revisit this issue in April and May. Maloney stressed that due to low enrollment it was difficult to support the program but was unsure of offering supplemental because of the lack of data. Maloney seconded the motion with the suggestion of tracking how many current 8th graders enroll in our 9th grade program and tracking how many inquiries come in for the 2015-2016 school year. Maloney stated she felt it was crucial to offer parents the option for students who suffer from anxiety, sleep or other disorders. Motion passed. Quarnstrom stated she would get the issue added to a future agenda for further discussion and report back with additional information on offering supplemental courses.
- 4. D. Personnel policies committee updates, insurance investigation needed:** Quarnstrom and Miller met with an insurance provider from Associated but while the plan saved on the overall cost, the deductibles were high. Maloney stated she had personal experience with a similar insurance plan and members pay a lot for it and it can be a lot of paperwork. Quarnstrom reported that having the current generous plan allows Wolf Creek to be attractive to potential new hires. She stated that other plans would be investigated.
- 4. E. Staff out-of-state and state conference travel guidelines:** Quarnstrom presented a hand out with guidelines for staff travels. Discussion resulted in agreement that if guests accompany a staff member that it will result in no additional cost to Wolf Creek and all travel arrangements will need final approval from the director.

- 4. F. Upcoming spring items, revise authorizer contract and summer agreement with Chisago Lakes, look at curriculum committee notes after retreat, more investigation of Common Core and other curriculum discussions:** Quarnstrom reported that the Authorizer is willing to renew the contract, summarized items that need to be addressed and that staff discussions regarding curriculum and common core would be reported to the board after the staff retreat is held in April.
- 4. G. Legislative updates as needed:** Quarnstrom reported that MACS has a bill being considered for charter students to play sports in the resident district but that the MSHSL league has yet to pass it. She stated that MACS is holding a meeting regarding an integration plan for charter schools and that schools should reflect their community in which it resides. More information will be forthcoming when available.
- 5. Policies: 204, 207, 208, 209, 210.1, 604.2** Chair Vitali moved to accept policies 204, 207, 208, 209, 210.1 and 604.2 with changes as indicated; Olseen seconded. Motion carried.
- 6. Communications: Healthcare article, Student School Choice essays, multiple measures legislation:** Quarnstrom provided an article on healthcare and a School Choice essay written by a student. She reported that legislation regarding multiple measures looks like it will pass but that our Authorizer will continue to measure us. MDE still uses the same measure based on grad rate, etc.
- 7. Other:** The next meeting will be held on Tuesday, April 14, 2015.
- 8. Adjournment:** At 5:34 p.m. Olseen moved the meeting be adjourned; Vitali seconded. Motion carried.

Jeff Vitali, Chairman

Date