

School District 4150: Minnesota Online High School

2314 University Ave W Suite 10 Saint Paul, MN 55114-1863



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Online Learning Option Law		Mission Statement & Vision	
Authorizer	Accreditation	Charter School Law	Organizational Chart
Acronyms	Bylaws	Strategic Plan	Data Practices Act

Date: 11/18/2025

Purpose: Regular

Type: Open

Minute Location: www.mnohs.org/board-of-directors

Board Meeting Schedule: [SY 2025-2026](#)

Board Members	Role	Present	Voting Type	Term Ends
Tracy Quarnstrom	Ex Officio	☒	Non-voting	N/A
Mary Derosier	Member	☐	Community	June 2026
Sarah Benson	Secretary	☒	Teacher	June 2028
Ashley Jensen	Vice President	☒	Teacher	June 2027
Tanya Hoskin	President	☒	Parent	June 2027
Kelley Velleux	Member	☒	Teacher	June 2027
Heide Miller	Treasurer	☒	Community	June 2027
Lynne Deitz	Member	☒	Teacher	June 2028
4 out of 7 are needed for quorum	Total Voting Members:	6	Virtual Attendees: Tanya Hoskin, Lynne Deitz	
	Quorum Status:	MET		

Guests	Organization	Role	Open Forum?
Melissa Greene	MNOHS	SpEd Coordinator	☒
Kelly Dietrich		Community Member	☐
Anastasia Martin	MNOHS	Academic Director	☐
Pete Glaser	MNOHS	Science Teacher	☐

Call to Order:

Time: 6:30

By: Tanya Hoskin
Mission Statement Read By: Tanya Hoskin
Acknowledgement of Open Forum Guests By: Tanya Hoskin
<u>Open Forum Guidelines</u> Read By: Tanya Hoskin
Conflict of Interest Inquiry: None declared

Open Forum:	Time: 6:34
Discussion: Melissa Greene spoke about concerns regarding the flexible working group proposal from last week and is hoping the board discusses that this evening.	

Approval of the Agenda:	Time: 6:38
Motion: Approve the meeting agenda with the revisions as noted in red.	
Made By: Sarah	Seconded By: Kelley
Discussion: None	
Yea: Sarah Benson, Kelley Velleux, Ashley Jensen, Tanya Hoskin, Lynne Deitz, Heide Miller	
Nay:	
Abstain:	
Motion Carried?	☒ Yes ☐ No ☐ No Quorum

Approval of the Consent Agenda:	Time: 6:39
Motion: Approve the consent agenda.	
Made By: Kelley	Seconded By: Ashley
Discussion: None	
Yea: Sarah Benson, Kelley Velleux, Ashley Jensen, Tanya Hoskin, Mary Derosier, Lynne Deitz, Heide Miller	
Nay:	
Abstain:	
Motion Carried?	☒ Yes ☐ No ☐ No Quorum

School Spotlight/Investigations of Systems:	Time: 6:40
By: Tracy Quarnstrom	
Why I love MNOHS Padlet Results: Three students shared deep gratitude for the staff and at MNOHS and the ability to go to school online.	
Initiatives and ED Report: One staff member volunteered at her local food shelf and through a MNOHS initiative – earned 8 hours of paid time from MNOHS.	

Executive Director Report & Discussion:	Time: 6:43
By: Tracy Quarnstrom	
Review of Academic and Non-Academic Goals: Tracy is meeting with them Friday to review and revise some goals that no longer apply. PUC will give us a	
CACR to MDE: Due December 2025, Tracy will present the completed form at the December board meeting.	
Strategic Plan: 2022 – 2027 Strategic Plan needs some revisions due to moving to the transition Canvas.	

Board Training Ongoing:	Time: 6:48
By: Tracy	
Board Responsibilities: Tracy shared a visual handout listing all of the board responsibilities. Curriculum planning was highlighted as an area of responsibility in the state statute.	

Creative Planning Financial Reports:		Time: 6:51	
Motion: Approve the financial report and supplemental report.			
Made By: Sarah		Seconded By: Heide	
Discussion: Finance working group met last week. Heide, Tracy and Creative Planning went over the audit and different financial scenarios. Nothing out of the ordinary.			
Yea: Sarah Benson, Kelley Velleux, Ashley Jensen, Tanya Hoskin, Mary Derosier, Lynne Deitz, Heide Miller			
Nay:			
Abstain:			
Motion Carried?	☒ Yes	☐ No	☐ No Quorum

Finance Working Group Meeting Notes and Federal Dollar Updates:	Time: 6:53
Discussion: There was an error of \$400 that MNOHS will be credited back. Charter schools are now on the federal dollars tracking site.	

Enrollment Updates:	Time: 6:56
Discussion: Trending 14 students lower this term but will level out in Quarters 3 and 4. Enrollment team will be calling folks who began an application for Quarter 3 but did not finish.	

Working Hours Proposal (Revised):		Time: 6:58
Motion: Approve the Working Hours proposal as a pilot for Quarter 2 with needed revisions and accountability plan.		
Made By: Kelley	Seconded By: Ashley	
Discussion: Tracy went over the logistics related to PTO for both 9-month and 12-month employees as noted in the staff manual. It is a pivotal time for MNOHS and staff need shared time as we make the transition to Canvas. More information should be provided to staff about what is allowed. Ashley shared that an additional structured time (that staff report at the beginning of the year). Flex time refers to the 5 hours staff can work asynchronous outside of the 6am – 6pm timeframe. Staff must take PTO for doctor/dentist appointments. Staff must attend office hours, ASC, committee hours, core hours, 1:1 planned meetings, class meetings. These times cannot be flexed. Staff should avoid meeting with students after		

6:00 PM as per MNOHS legal counsel. Kelley shared that she has seen an increase in student engagement with more shared time. Staff should update bookings settings to reflect time they take lunch or flex. Tracy added that if they are on a Needs Improvement Plan, they are unable to flex time as they need additional supports and supervision. Tracy shared the Accountability Measures as linked in the board agenda. Kelley asked to include that flex time may not be usable during specific times of the quarter as determined by the Executive Director (busy times).

Yea: Sarah Benson, Kelley Velleux, Ashley Jensen, Tanya Hoskin, Mary Derosier, Lynne Deitz, Heide Miller

Nay:

Abstain:

Motion Carried?

☒ Yes

☐ No

☐ No Quorum

Summer Session 2026 Proposal:

Time: 7:24

Motion: Approve the Summer Session 2026 Proposal as described in the agenda and noted below.

Made By: Sarah

Seconded By: Heide

Discussion: Tracy shared that with the transition to a new LMS, we will be running just a few summer courses as needed to pilot Canvas, ESY will be honored of course, students in need of credit recovery will be referred to District 287. District 287 is a supplemental program but they do have an ALC and we could lose students if they prefer 287. Board President recognized Anastasia Martin (Academic Director). Anastasia confirmed that this plan includes piloting Canvas before full implementation in Fall 2025. Tracy shared that 287 does Credit Recovery – and they will do their best to apply their progress on MNOHS end to their courses. 287 has an 8 week summer session. MNOHS is looking at a 4-5 week session.

Yea: Sarah Benson, Kelley Velleux, Ashley Jensen, Tanya Hoskin, Mary Derosier, Lynne Deitz, Heide Miller

Nay:

Abstain:

Motion Carried?

☒ Yes

☐ No

☐ No Quorum

2026-2027 School Calendar		Time: 7:33	
Motion: Approve 2026-2027 school calendar.			
Made By: Heide		Seconded By: Kelley	
Discussion: Tracy shared that the in person staff day was changed from Aug 11, 2026 – Aug 19, 2026 per staff preference.			
Yea: Sarah Benson, Kelley Velleux, Ashley Jensen, Tanya Hoskin, Mary Derosier, Lynne Deitz, Heide Miller			
Nay:			
Abstain:			
Motion Carried?	☒ Yes	☐ No	☐ No Quorum

Policy Review and Revision:	Time: 7:36
Procurement Policy: No discussion	
Open and Closed Meeting Policy: Sarah noted it was a good reminder that email can be considered a “meeting” so in the online setting where group email chains are frequent.	
Upcoming in December: We will discuss the Special Education Policy December 2025.	

Adjourn:		Time: 7:38	
Motion: To adjourn the meeting.			
Made By: Kelley		Seconded By: Ashley	
Discussion: None			
Yea: Sarah Benson, Kelley Velleux, Ashley Jensen, Tanya Hoskin, Mary Derosier, Lynne Deitz, Heide Miller			
Nay:			
Abstain:			
Motion Carried?	☒ Yes	☐ No	☐ No Quorum



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