NORTHWEST PASSAGE HIGH SCHOOL #4049

Board of Directors Meeting Minutes

Meeting Date: September 15, 2026

Meeting Time: 17:30

Meeting Location: Northwest Passage High School

Board Members Present:

- *Co-Chair*- Amy Gale
- *Secretary*- Nicole Kingbird
- *Treasurer*- Vashti Martens
- Katie Watkins
- Brittany Hammes
- Erin Freitag
- Val Clear

Board Members Absent:

- *Chair*- Drew Klitzke (illness)

Others Present:

- Executive Director- Peter Wieczorek

Call to Order

The meeting was called to order at 17:32.

Mission Statement

"Rekindling our hope, exploring our world, seeking our path, while building our community."

Read by Erin Freitag.

Non-Disclosure / Conflicts of Interest

None were noted.

Approval of August Board Meeting Minutes

Board members reviewed September meeting minutes.

They were perfect.

Erin Freitag made a motion to approve the August Board Meeting Minutes. Brittany Hammes seconded the motion. There was no additional discussion.

The motion passed unanimously.

Public Comment

Seeing none and hearing none, public comment was closed.

Treasurer's Report

Vashti Martens presented the preliminary financial statements as well as supplemental reports.

Summary of Key Financial Indicators

Average Daily Membership (ADM) Overview-

- Adopted Budget: 160
- YTD Actual: 135.24
- The estimated profit for the year is at $26,499.59 which is a projected cumulative fund balance of $552,033.56 or 17.76% of expenditures at fiscal year-end.
- Current Days Cash on Hand is 63.68 days as of August 31, 2026.

Vashti Martens stressed the importance of increasing enrollment by approximately 25 students.

Financial Statement Key Points

- As of month-end, 16.6% of the year was complete.
- Revenues received at end of the reporting period is at 11.6.%
- Expenditures disbursed at end of the reporting period is at 5.2%
- Cash Balance as of the reporting period is $542,369.64, which is down from the previous month. The Due From Other Funds amount of $94,299.52 on the Balance Sheet will be reimbursed from the Building company as there are enough funds to cover it.

Nicole Kingbird made a motion to approve the Treasurer's Report. Val Clear seconded the motion. There was no discussion.

The motion passed unanimously.

Director's Report

Executive Director Peter Wieczorek presented the director's report.

Program Highlights

- National Alternative Education Day
    - Owen Litecky will represent Minnesota in Washington, DC. The trip will cost approximately $3000.
        - JB Vang pledged $500
        - NE Bank pledged $500
        - MetroNorth pledged $500

        - Peter Wieczorek has met with Raymond James, DPG, and MetroNorth Chamber about supporting the trip.
        - Amy Gale has met with the Optimist Club, and will meet with a business networking group about supporting the trip.
- Welcome Back Night
    - There was a good turn out and the evening was successful.
    - Students met their advisors and other staff.
    - The annual meeting was held, lead by Peter Wieczorek
        - Inaugural Pioneer Award was presented to Theresa Boisjolie.
        - Inaugural Champion Award was presented to Dr. Steven Rippe
- Orientation Weeks
    - Orientation weeks have been successful. There has been positive feedback from students, and parents.
- Session 1
    - Starts Monday September 21
- Upcoming Expeditions
    - Mahkato Wacipi Powwow
    - Headwaters Mille Lacs
    - Rum River Canoeing - A Hero's Journey

Enrollment/Recruiting

- ~130 students are currently enrolled. Need an additional 20
- Enrollment Information Night Schedule (Board members welcome to attend)
    - September 14
    - September 22
    - October 6
    - November 10
    - December 8
    - January 12
    - February 9
    - March 9
    - April 6
    - May 11
- Working with Adam's Multimedia - Geofencing and direct emails
- Social Media plan - Need board members to support
- Student Influencers
- Parent Advocates
- Peter Wieczorek participated in a Podcast with Anoka County Historical Society.

Building Updates

- Final reimbursements being issued

Authorizer/MACS Updates

- Quarter 1 Report due October 10th (Annual Report)

Legislative Updates

- Permanent School Fund Discussion (See Item E below)

Old Business

No old business was discussed.

New Business

Item A: Board Member Updates

- Peter Wieczorek met with a person from Edward Jones (finance) about becoming a community board member.
- Current Board members need to submit the training that they have completed to Drew Klitzke.

Item B: Staffing Updates

Resignations:

- Amy Luoma
- Chris Denne
- Cooper Bleyhl

New Hires:

- Abi Grace Mart - Office Manager
- Markian Romanyshyn - Teacher/Advisor

Item C: Northstar Optimist Club of Anoka County

Amy Gale has been facilitating the partnership between Northwest Passage High School and the Optimist Club.

- Provide resources for staff to support students with career development.
- Fund raising for Explore your World
- Can come to Friday School, and offer shadowing opportunities.

The Optimist club has requested more information on the structure of the senior interview process, as well as the career interests of the student base.

Item D: Audit Update

- Audit will be conducted Oct 19-23
- The results need to be submitted to the state by Dec 31.

Item E: Minnesota Alter Investment and Distribution Policies for Permanent School Fund Amendment.

- HF 3900 proposes an amendment to the Minnesota State Constitution. It will be on the ballot in November.

- Voting YES would change the way money is distributed. It would increase the amount from $63 per student to $101 per student.
- Northwest Passage High School has been asked to take an official position on the proposed amendment.

Amy Gale made a motion for Northwest Passage High School to support the proposed amendment, HF 3900.. Katie Watkins seconded the motion. There was no discussion.

The motion passed unanimously.

Item F: Report Card Revisions

- No updates. The topic is tabled until the October meeting.

Item G: AI Policy Committee

- No updates. The topic is tabled until the October meeting.

Item F: Board Member Pictures.

- Board member pictures need to be updated on the school website.
- For purposes of uniformity, all pictures will be taken against the blue wall.

Item G: Annual Assurance

- Annual Assurance report is required due to the settlement from American Civil Liberties Union (ACLU) v. Tarek ibn Ziyad Academy, et al. The report addresses the following school policies:
    - Religious Accommodation Policy
    - Equal Access to All Groups Policy
    - Policy regarding staff ability to report unethical or fraudulent actions of a charter where they work
    - Lottery Policy
    - Dress Code/Uniform Policy
- The report is due Oct 10th.
- The report has been completed. It needs to be signed before it is submitted.

Future Agenda Items

- Report Card Revision
- Director Goals
- AI Policy

Adjournment

Erin Freitag made a motion to adjourn the meeting. Brittany Hammes seconded the motion. There was no discussion.

The motion passed unanimously.

The meeting adjourned at 18:26.

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Drew Klitzke
Board Chair

Nicole Kingbird
Secretary