



MTCS | Minnesota Transitions Charter School

K-12 Academic Community

2872 26th Avenue South, Minneapolis, MN 55406

Dennis Carlson, Superintendent

Keith Lester, Deputy Superintendent

Minnesota Transitions Charter School

Minutes of Regular Board Meeting

Thursday August 24th 2017

4:30 p.m.

At Minnesota Transitions Charter School District Office

2872 26th Avenue South, Minneapolis, MN 55406

1. Call to Order

Becky Juntunen called the meeting to order at 4:31p.m.

Becky noted that the meeting is a Regular Board Meeting of the Minnesota Transitions Charter School (“MTCS”) Board of Directors. Becky noted that the meeting took place at Minnesota Transitions Charter School District Office located at 2872 26th Avenue South, Minneapolis, MN 55406.

2. Roll Call and Noting of Quorum

Becky Juntunen noted that as of the beginning of the meeting, the Board was made up of nine (9) Board Members. Becky noted the presence/non-presence of the following Board Members:

- **Becky Juntunen** – Board Chair (present)
- **Martin Lukaszewski** – Secretary/Treasurer (present)
- **Tamara Schultz** – Vice Chair (present)
- **Andrea Miller** – Teacher (present)
- **Rand Retterath** – Community Member (present)
- **Sheila McMahon** – Teacher (present)
- **Hassan Hassan** – Parent (present)
- **Kirsten Krueger** – Teacher (non-present)
- **Beth Ingberg** – Community Member (non-present)

Becky noted that at the beginning of the Board meeting, the Board had nine (9) individuals currently holding the office of Director on the Board of Directors. Becky noted that, to establish a quorum, the Board must have a majority of those Board members – meaning more than half – in attendance. Therefore, a quorum of the Board as currently configured requires five (5) Board Members in attendance. Becky noted that, of the nine (9) Board Members currently on the Board, nine (7) were in attendance at the Board meeting. Becky noted the presence of a quorum.

The following individuals were also present for the meeting:

- Superintendent, Dennis Carlson
- Deputy Superintendent, Keith Lester
- Dustin Reeves with BKDA

3. Approval of Agenda

Tamara Schultz made a motion to approve the agenda. The motion was seconded by Martin Lukaszewski. No discussion occurred / Discussion followed. The motion passed 7-0 with votes in favor from Becky Juntunen, Tamara Schultz, Andrea Miller, Hassan Hassan, Rand Retterath, Sheila McMahon and Martin Lukaszewski. No board members voted against the motion.

4. Open Forum/Public Comment

Becky Juntunen noted that there was no open forum or public comment requests.

5. Consent Agenda

Andrea Miller made a motion to approve the Consent Agenda; including the approval of the most recent board minutes, human resources new hire and resignations, accounts payable, Virtual Chromebook lease and the cleaning service RFP, also ratifying and confirming all actions taken during the August 24th, 2017 Board Meeting. The motion was seconded by Sheila McMahon. There was no discussion/Discussion followed and no items were removed from the consent agenda. The motion passed 7-0 with votes in favor from Becky Juntunen, Tamara Schultz, Andrea Miller, Hassan Hassan, Rand Retterath, Sheila McMahon and Martin Lukaszewski. No board members voted against the motion.

6. Reports and Discussion

- a. Dustin Reeves reviewed the financial summary with the board.
- b. Dennis Carlson provided a brief overview of the budget, noting there was a 1.5 million dollar turnaround in the 2016-2017 school year. MTCS is currently at a \$700k fund balance.

Dennis Carlson informed the board that the new phone contract with Integra will be implemented by August 25th, 2017.

Keith Lester presented the 2017 student handbooks, requesting a motion to approve.

Martin Lukaszewski made a motion to approve the handbooks as presented. The motion was seconded by Andrea Miller. No discussion occurred / Discussion followed. The motion passed 7-0 with votes in favor from Becky Juntunen, Tamara Schultz, Andrea Miller, Hassan Hassan, Rand Retterath, Sheila McMahon and Martin Lukaszewski. No board members voted against the motion.

Keith Lester requested a motion to move forward with the Q Comp position job description as presented.

Andrea Miller made a motion to approve the Q Comp job description as presented. The motion was seconded by Martin Lukaszewski. No discussion occurred / Discussion followed. The motion passed 7-0 with votes in favor from Becky Juntunen, Tamara Schultz, Andrea Miller, Hassan Hassan, Rand Retterath, Sheila McMahon and Martin Lukaszewski. No board members voted against the motion.

7. Action Items

- a. Agenda item to be postponed until September 28th, 2017 board meeting.
- b. Motion adopted for resolution designating the record of date for the October 26th, 2017. Seconded by Andrea Miller.
- c. Martin Lukaszewski suggested that the MTCS signage should be reviewed and have the expenditures approved by the finance committee. This would also include the Superintendents and Marketing Director.

8. Meeting was adjourned at 5:54pm