



June Board Meeting Minutes for Thursday June 23rd, 2016

Meeting in progress as of 4:00pm

Attended Members: Becky Juntunen, Norman Lynskey, Patrick Dreher, Scott Kringle, Andrea Miller and Martin Lukaszewski

Other's in attendance: Patricia Brostrom and BKDA Representatives

- Consent of Agenda
 - Becky Juntunen motions to accept agenda. Andrea Miller seconds. Motion carried as all members approve.

- Approval of May and June Special Board 2016 Minutes
 - Martin Lukaszewski motions to approve the May 2016 board minutes. Norman Lynskey seconds motion. Motion carried as all members approve.
 - Becky Juntunen motions to approve the June 2016 special board minutes. Martin Lukaszewski seconds motion. Motion carried as all members approve.

- Financial
May Budget
 - ✓ The FY15-16 working budget reflects a deficit balance of \$767,883 and an ending fund balance of \$6,283 for this year (0% of Expenditures).
 - ✓ The school's cash balance was \$4,048,200 in all accounts.
 - ✓ Connections Education payments in the amount of \$9,540,842 are reflected – balance needs to be paid.
 - ✓ Enrollment numbers are based on preliminary data submitted to MDE via MARSS, but may update to reconcile any errors, which could possibly result in additional funding to district.
 - ✓ Overall revenues and expenditures are in line with the current working budget.
 - ✓ There were budget questions and discussions, as follows:
 - Scott Kringle states that we should review expectations regarding guidelines and targets for class sizes.
 - Becky Juntunen suggested revising teacher/student ratio.
 - Patricia Brostrom stated that the average feasible class size should be 15-18 students.
 - Andrea Miller questioned the high percentage of travel and conference expenses.



Minnesota Transitions
CHARTER SCHOOL

- Scott Kringle inquired on when the board should have a firm expectation on enrollment for the 2016/2017 school year. Becky Juntunen stated that there are also changes in the summer that can effect enrollment.
- Patricia Brostrom stated that there has been discussion with the Directors regarding the marketing expectations for their programs.
- Patricia Brostrom welcomed any questions from the board regarding expenditures.
- Becky Juntunen motion to accept the May financials. Patrick Dreher seconds motion. Motion carried as all members approve.
- Q Comp and Performance Pay
 - Becky Juntunen motions to proceed with July 7th payout of the Q comp and performance pay. Martin Lukaszewski seconds motion. Motion carried as all members approve.
- 2016/2017 Budget
 - ✓ Current budget reflects an annual surplus of \$335,629.
 - ✓ FY16-17 original budget would estimate an ending fund balance of \$341,912, or 0.9% of expenditures.
 - ✓ Board to review FY16-17 annual surplus, recommended \$750,000 ending surplus, 2.05% of expenditures. Special board meeting to be held on July 14th 2016 at 4pm.
 - Patrick Dreher motions to accept the 2016/2017 original budget as presented. Norman Lynskey seconds motion. Motion carried as all members approve.
- Legal Expenses
 - ✓ Patricia Brostrom informed that she received an email from the attorney handling the CLP case, stating that they will dismiss all claims/suits if paid a settlement of \$1,000.00. Patricia Brostrom recommended paying out this settlement due to additional costs if we continued to move forward.
 - Becky Juntunen motions to accept the settlement. Patrick Dreher seconds motion. Motion carried as all members approve.
 - ✓ Patricia Brostrom presented a legal invoice providing details of labor conducted by our attorney.
 - Norman Lynskey motions to move forward with payment of the attorney invoice. Becky Juntunen seconds motion. Motion carried as all members approve.



- Memberships
 - ✓ MN State HS League – Patricia Brostrom recommends renewal of this membership.
 - Andrea Miller motions to move forward with the membership renewal. Patrick Dreher seconds motion. Motion carried as all members approve.
 - ✓ MN Association of Charter Schools (MACS). – Patricia Brostrom recommends renewal of this membership.
 - Andrea Miller motions to move forward with the membership renewal. Patrick Dreher seconds motion. Motion carried as all members approve.

- Contracts
 - ✓ Cadan – 2 year contract. Patricia Brostrom informed that other companies were contacted for a bid. It was informed that due to our technology needs they were unable to provide their services.
 - Andrea Miller motions to approve the 2 year CaDan contract. Martin Lukaszewski seconds. Motion carried as all members approve.
 - ✓ Auditor Services – Patricia Brostrom presented an audit service proposal. The consideration was between two vendors. The board discussions consist of a new approach and fresh eyes and decided to accept the proposal with SW for a one year term.
 - Becky Juntunen motions to move forward with the SW 1year contract. Andrea Miller seconds motion. Motion carried as all members approve.

- Superintendent Report
 - ✓ PUC Academic Goals – Patricia Brostrom confirmed that the current academic goals are the MCA's. PUC stated that MTS could rewrite the goals. With this given opportunity it was recommended that we pursue NWEA/Scan Tron.
 - Becky Juntunen motions to accept the recommendation. Andrea Miller seconds motion. Motion carried as all members approve.
 - ✓ Program Discussion – Patricia Brostrom informed the board detail around the marketing efforts for the MTS programs.

- Open Forum
 - ✓ Scott Kringle discussed board meeting open forum options. It was decided that there will be further research and discussion at the July board meeting

- Martin Lukaszewski motions to adjourn. Becky Juntunen seconds motion. Motion carried as all members approve at 5:25pm