



MTCS | Minnesota Transitions Charter School  
**K-12 Academic Community**

2872 26th Avenue South  
Minneapolis, MN 55406  
612-722-9013

Dennis Carlson, Superintendent  
Keith Lester, Deputy Superintendent

**Minnesota Transitions Charter School**

**Minutes of Regular Board Meeting  
Wednesday June 21<sup>st</sup> 2017  
4:30 p.m.**

**At Minnesota Transitions Charter School District Office  
2872 26<sup>th</sup> 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 (present)
- **Beth Ingberg** – Community Member (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 (9) were in attendance at the Board meeting. Becky noted the presence of a quorum.



The following individuals were also present for the meeting:

- Deputy Superintendent, Keith Lester
- Dustin Reeves with BKDA
- HR Director, Mary Becker
- Anne Marie Arndt, Marketing Director

### **3. Approval of Agenda**

Tamara Schultz made a motion to approve the agenda. The motion was seconded by Andrea Miller. No discussion occurred / Discussion followed. The motion passed 9-0 with votes in favor from Becky Juntunen, Tamara Schultz, Andrea Miller, Hassan Hassan, Rand Retterath, Kirsten Krueger, Sheila McMahon, Beth Ingberg and Martin Lukaszewski. No board members voted against the motion.

### **4. Consent Agenda**

Andrea Miller made a motion to approve the Consent Agenda including the approval of the most Recent Board Minutes and Financial Statements also ratifying and confirming all actions taken during the May 24<sup>th</sup>, 2017 Board Meeting. The motion was seconded by Beth Ingberg. There was no discussion/Discussion followed and no items were removed from the consent agenda. The motion passed 9-0, with votes in favor from Becky Juntunen, Rand Retterath, Tamara Schultz, Andrea Miller, Hassan Hassan, Kirsten Krueger, Sheila McMahon, Beth Ingberg and Martin Lukaszewski. No board members voted against the motion.

### **6. Financials**

- a. Dustin Reeves presented a proposal from Schlenner Wenner & Co, Re: Audit Services. The Finance Committee met to discuss the proposal and recommended to the full Board to adopt the three year proposal.

Tamara Schultz made a motion to approve the three year propoasa as presented. The motion was seconded by Beth Ingberg. No discussion occurred / Discussion followed. The motion passed 9-0 with votes in favor from Becky Juntunen, Tamara Schultz, Andrea Miller, Hassan Hassan, Rand Retterath, Kirsten Krueger, Sheila McMahon, Beth Ingberg and Martin Lukaszewski. No board members voted against the motion.



- b. Dustin Reeves presented the final 2016-2017 Budget to the board for approval.

Tamara Schultz made a motion to approve the final 2016-2017 Budget as presented. The motion was seconded by Martin Lukaszewski. No discussion occurred / Discussion followed. The motion passed 9-0 with votes in favor from Becky Juntunen, Tamara Schultz, Andrea Miller, Hassan Hassan, Rand Retterath, Kirsten Krueger, Sheila McMahon, Beth Ingberg and Martin Lukaszewski. No board members voted against the motion.

- c. Dustin Reeves presented the 2017-2018 Budget to the Board.

Beth Ingberg made a motion to approve the 2017-2018 Budget as presented. The motion was seconded by Martin Lukaszewski. No discussion occurred / Discussion followed. The motion passed 9-0 with votes in favor from Becky Juntunen, Tamara Schultz, Andrea Miller, Hassan Hassan, Rand Retterath, Kirsten Krueger, Sheila McMahon, Beth Ingberg and Martin Lukaszewski. No board members voted against the motion.

## **7. Contracts**

- a. Martin Lukaszewski presented a contract from Taher for Food Services next school year. The Finance Committee met to discuss the proposal and recommended to the full Board to adopt the three year proposal.

Tamara Schultz made a motion to accept the three year proposal for food service with Taher. The motion was seconded by Kirsten Krueger. No discussion occurred / Discussion followed. The motion passed 9-0 with votes in favor from Tamara Schultz, Andrea Miller, Hassan Hassan, Rand Retterath, Kirsten Krueger, Sheila McMahon and Martin Lukaszewski. Becky Juntunen abstains. No board members voted against the motion.

- b. Martin Lukaszewski presented a contract from BKDA for Financial Services next school year. The Finance Committee met to discuss the proposal and recommended to the full Board to adopt the three year proposal.

Sheila McMahon made a motion to accept the three year proposal for financial services with BKDA. The motion was seconded by Tamara Schultz. No discussion occurred / Discussion followed. The motion passed 9-0 with votes in favor from Tamara Schultz, Andrea Miller, Hassan Hassan, Rand Retterath, Kirsten Krueger, Sheila McMahon and Martin Lukaszewski. Becky Juntunen abstains. No board members voted against the motion.



## **8. Human Resources**

- a. Mary Becker, Hire Director requested approval of the contracts for next school year. A list of names/positions was given to the board for their review.

Martin Lukaszewski made a motion to approve all contracts as presented. The motion was seconded by Beth Ingberg. No discussion occurred / Discussion followed. The motion passed 9-0 with votes in favor from Becky Juntunen, Tamara Schultz, Andrea Miller, Hassan Hassan, Rand Retterath, Kirsten Krueger, Sheila McMahon, Beth Ingberg and Martin Lukaszewski. No board members voted against the motion.

## **9. Superintendent Report**

Deputy Superintendent, Keith Lester provided an update to the board:

- Reviewed the job share details
- We are feeling very positive about the budget process for next year and our finances in general. We have made a good deal of progress this past year in that regard.
- There will be a continued emphasis on watching our spending to make sure it aligns with our enrollment.
- MTS had 355 Graduates this year. We may want to consider having all the graduation ceremonies on one day next year in a central location.
- There will be a working session for the Board on July 18<sup>th</sup> and we still need a date for the Board Retreat.
- Work on the strategic plan continues.

## **10. Old Business**

Becky Juntunen made a statement that there was nothing to report under this agenda item.

## **11. New Business**

- a. Presentation of the revised MTCS Bylaws was made by Trevor Helmers Attorney with Rupp, Anderson, Squires and Waldsperger. The Board had significant discussion regarding the adoption of the new bylaws as presented. In general the new bylaws give the Board greater flexibility in running the school. Some notable areas that were discussed:
  - a. Made the voting rights of members much clearer
  - b. Allows the Board to set the Annual Meeting date



- c. Board shall be comprised of 5-11 members
- d. Spell out the qualifications of a “teacher”
- e. Details of Board resignations
- f. Allows for committees (there was significant discuss on the role of the Executive committee and how much power they should have)
- g. Addressed conflicts of interest and the ending of operations (should that ever be needed)

Beth Ingberg made a motion to accept the revised bylaws as presented. The motion was seconded by Martin Lukaszewski. No discussion occurred / Discussion followed. The motion passed 7-2 with votes in favor from Becky Juntunen, Tamara Schultz, Andrea Miller, Kirsten Krueger, Sheila McMahon, Beth Ingberg and Martin Lukaszewski. Votes opposed Hassan Hassan and Rand Retterath.

b. Presentation by Anne Marie Arndt

Anne Maria presented several options for the new seal for the District. The colors were discussed and the look of the seal was also discussed. While there was significant discussion the Board did not feel that they were in a position to vote on the new seal. They wanted to see a couple of other options and were not sure about using upper case or lower case letters. In addition, several members do not like using the word “network” in reference to the schools. They agreed that the final design could be handled with the Executive Committee.

c. Connections Name Change.

Melissa Gould, Director Connections Academy presented to the Board the new name being proposed by Connections. Moving forward they would like to be referred to as Minnesota Connections Academy.

Tamara Schultz made a motion to accept the name change to Minnesota Connections Academy. The motion was seconded by Marty Lukaszewski. No discussion occurred / Discussion followed. The motion passed 9-0 with votes in favor from Becky Juntunen, Tamara Schultz, Andrea Miller, Hassan Hassan, Rand Retterath, Kirsten Krueger, Sheila McMahon, Beth Ingberg and Martin Lukaszewski. No board members voted against the motion.

d. The July 18<sup>th</sup> Board Policy meeting was scheduled to begin at 10:00am

e. The Board agreed that Erin and Keith could revise the Agenda template and bring that forward at the July Board Meeting.



**10. Open Forum**

There were no forum requests for this meeting.

**11. Adjournment**

Martin Lukaszewski made a motion adjourn the board meeting at 6:52pm. The motion was seconded by Tamara Schultz. No discussion occurred / Discussion followed. The motion passed 9-0 with votes in favor from Becky Juntunen, Tamara Schultz, Andrea Miller, Beth Ingberg, Rand Retterath, Kirsten Krueger, Sheila McMahon, Beth Ingberg and Martin Lukaszewski. No Board members voted against the motion.