



K-12 Academic Community

Minnesota Transitions Charter School

Minutes of Regular Board Meeting

Thursday, February 22, 2018

4:45 p.m.

**At Minnesota Transitions Charter School District Office
2872 26th Avenue South, Minneapolis, MN 55406**

1. Call to Order

Rebecca Juntunen called the meeting to order at 4:48p.m.

Rebecca noted that the meeting is a Regular Board Meeting of the Minnesota Transitions Charter School (“**MTCS**”) Board of Directors. Rebecca 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

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

- **Rebecca Juntunen** – Board Chair (present)
- **Martin Lukaszewski** – Secretary/Treasurer (present)
- **Tamara Schultz** – Vice Chair (not present)
- **Andrea Miller** – Teacher (present)
- **Aden Hussein** – Community Member (not present)
- **Sheila McMahon** – Teacher (present at 5:22pm)
- **Hassan Hassan** – Parent (not present)
- **Kirsten Krueger** – Teacher (present)
- **Britta Hagstrom** – Teacher (present)

Rebecca 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. Rebecca 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. Rebecca noted that, of the nine (9) Board Members currently on the Board, five (5) were in attendance at the Board meeting. Rebecca noted the presence of a quorum.



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The following individuals were also present for the meeting:

- Superintendent, Dennis Carlson
- Deputy Superintendent, Keith Lester
- HR Director, Mary Becker
- Dustin Reeves, Financial Manager, BerganKDV

3. Open Forum/Pubic Comment

It was noted by Rebecca Juntunen that there no requests to speak.

4. Approval of Agenda

Kirsten Krueger made a motion to approve the agenda. The motion was seconded by Andrea Miller. No discussion occurred / Discussion followed. The motion passed 5-0 with votes in favor from Becky Juntunen, Andrea Miller, Kirsten Krueger, Britta Hagstrom and Martin Lukaszewski. No board members voted against the motion.

5. Consent Agenda

Kirsten Krueger made a motion to approve the Consent Agenda including the approval of the most Recent Board Minutes, Financial Statements, HR New Hires/Terminations and Accounts Payable. The motion was seconded by Britta Hagstrom. There was no discussion however item number 7 was removed from the consent agenda because Tamara Schultz was not in attendance and she was to present the item. The motion passed 5-0, with votes in favor from Rebecca Juntunen, Andrea Miller, Britta Hagstrom, Kirsten Krueger and Martin Lukaszewski. No board members voted against the motion.

6. Reports and Discussion

- a. Financial Report: This report was given by Martin Lukaszewski and Dustin Reeves. The Finance Committee had a meeting on Tuesday, Feb. 20, 2018 and recommends the approval of the January financial statements as presented. They had asked Dustin to review a few line items which he did. Building leases look a little off but that is due to a timing issue, non-instructional items that have been purchased are of minimal impact to the overall budget and the computers purchased by the Virtual High School are on a three year lease so although it looks over now it will even out time.



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We are currently at an ending fund balance of \$417K and that is expected to hold. Our ADM is sitting at 3470 with Connections Academy. Without Connections we are running 89 ADM short for the year. We have a positive cash balance and should not have any cash issues going forward.

- b. Superintendent Report: This report was given by both Dennis Carlson and Keith Lester. A copy is included with these minutes.
- c. Board Committee Reports: No additional reports were given.

8. Announcements

Sunday, March 11, 2018 will be the JROTC Omelet Breakfast fundraiser at the Eagles Club.

Thursday, March 22, 2018 will be the next Board meeting.

7. Adjournment

The meeting was adjourned at 5:26pm

1. Enrollment

- a. Total enrollment is 3,812 (2,646 or 69% are Connections students).
- b. We have 743 Seat-based students at MTCS (we have an additional 423 on-line students at Virtual Secondary School).

2. Budget

- a. We continue to believe that we will end the year with an accumulated fund balance of \$1 million (FY17 & FY18). Close food service monitoring has helped – kudos to Erin. Transportation costs take constant managing – kudos to Tammy Ewing. All Directors closely manage their budgets (Mary Becker also provides staffing oversight) as well and are doing a great job of staying fiscally accountable.
- b. Our attorney has written to Vonage requesting a refund for an \$89,000 overcharge over a three year period.
- c. We are now starting to work on the FY19 budget.
- d. We have been contacted by three financial management providers and we are considering their offers for service to MTCS. We have conducted interviews and asked for a quote on the cost of their services. References will also be required. BKDV remains under consideration as well as we are under contract with them. If we choose someone else we need to provide them with a 90 day notice as per their existing contract.

3. We had an excellent meeting with Graves Foundation staff.

- a. They will meet with our leadership at MTS Secondary School (Christine), our elementary schools (Shawn), and PEASE Academy (Michael). However, they will not fund preschool which is a high priority for us.

4. PEASE Academy is pursuing an MDE grant for summer services to help to remain in contact with their students in recovery.

5. Minnesota Department of Human Rights

- a. MDHR has cited us (among 43 other school districts and charters) for disproportionate disciplinary action among our students of color.
- b. Unfortunately they used data from 2016 and included all our on-line students as well as our traditional seat-based students. The data by combining ALL of our students looks like we only discipline our students of color (our seat-based students) and do not discipline our white students (vast majority on-line). The 2016 actual % difference is 13% in disproportionality – 71% of our students are African/American and they had 84% of the disciplinary incidents.

+ Additional copies of emails

- c. They are also critical of “subjective” disciplinary action which can be left up to individual teachers and involve inherent bias against students of color.
 - d. That kind of bias has been a concern among MTCS leadership for some time. We have provided, and continue to provide, professional staff development on cultural competence and equity approaches to classroom instruction, recruiting and retaining staff of color, and restorative practices and restorative justice. We also have made considerable strides in reducing our overall disciplinary action among students of color since 2016.
 - e. Because the action by MDHR could ultimately involve litigation I have encouraged our attorney, Trevor Helmers, to work with other charter schools or school districts to defray some of the attorney costs this effort could entail.
6. We were approached by MDE and SPPS to help with graduating seniors in the event of a teachers’ strike. We were ready to help them in that effort if needed.

MTCS (Deputy) Superintendent's Report
February, 2018

1. Public Allies/College and Career Readiness Plan

- a. They've begun working. Last Wednesday, the team met with Courtney Stenseth for some orientation and beginning work. Yesterday, I met them at Brooklyn Center High School and we visited with the people running their College and Career Readiness Program. These people are all part of the Office of Higher Education Get Ready Program and are very knowledgeable. Ideas and resources were shared.

2. Marketing

- a. Jenny Buck and Jen Gisler, from CaDan have worked in a number of areas on the website with the goal of improving access and SEO. I'm not sure I'm pleased with the removal of the gold – our main "brand" color – from the home page, but the rest looks very promising. I discussed this with Jenny and Jen and it is still a work in progress.
- b. Signs are up and electrified. The vinyl (in upper windows) is coming soon. I have a quote for putting the old HS sign in back – about \$760. If we wanted it electrified, there would be additional cost.

3. Partnerships, etc.

- a. Sue Dornfeld, MTS Elementary Principal and Shawn have met with Jackie Starr and the new parent engagement plan has begun. She will begin by contacting parents by phone.
- b. I mentioned a few months ago the possibility of a partnership with Nexus, a mental health group. It looks like they're ready to move forward and would include having someone here fulltime or nearly fulltime in order to be available for meetings, observations, etc. That's something none of our other providers can offer.
- c. We met on a Tuesday with the people from the CORE Program at the U of M. They started the Monday after that! (The **Community Outreach, Retention and Engagement – CORE - Program** is a community-based initiative that functions to empower students, families, and their communities, to achieve their educational and economic goals.). This program will fit nicely with the work the Allies are doing.
- d. Denny and I met with Susan Stagner from Pearson. It started out as a cordial meeting, but went downhill from there. Denny was making the point that they retain too much revenue. She didn't see it that way.

- 4. **School Choice Fair:** This will be the last report on this. Our follow-up meeting consisted of discussion regarding survey of the schools involved in order to plan for next year.