



K-12 Academic Community

Minnesota Transitions Charter School

Minutes of Regular Board Meeting

Thursday, January 25th, 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 4:47p.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 (present)
- **Sheila McMahon** – Teacher (present)
- **Hassan Hassan** – Parent (present at 4:50pm)
- **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 (9) 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
- Charlie Kyte with Peers Solutions

3. Open Forum/Pubic Comment

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

4. Approval of Agenda

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

5. Consent Agenda

Sheila McMahon made a motion to approve the Consent Agenda including the approval of the most Recent Board Minutes and HR New Hires/Terminations. The motion was seconded by Marty Lukaszewski. There was discussion to remove the following items from the consent agenda as there was not a finance committee meeting to discuss due to weather. Items moved to action; Transportation Request for Proposal and Accounts Payable. The motion passed 9-0, with votes in favor from Becky Juntunen, Andrea Miller, Kirsten Krueger, Britta Hagstrom, Tamara Schultz, Sheila McMahon, Hassan Hassan, Aden Hussein and Martin Lukaszewski. No board members voted against the motion.

6. Reports and Discussion

- a. Superintendent Report: This report was given by both Dennis Carlson and Keith Lester, A copy is included with these minutes.
- b. Board Committee Reports: No additional reports were given.
- c. Credit Card Delegation: To be moved to a future board meeting.



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7. Action Items

- a. Financial Report: This report was given by Dustin Reeves with BKDV. Martin Lukaszewski made a motion to approve the financials. The motion was seconded by Kirsten Krueger. No discussion occurred / Discussion followed. The motion passed 9-0 with votes in favor from Becky Juntunen, Andrea Miller, Kirsten Krueger, Britta Hagstrom, Tamara Schultz, Sheila McMahon, Hassan Hassan, Aden Hussein and Martin Lukaszewski. No board members voted against the motion.
- b. Transportation Request for Proposal: Tammy Ewing, Transportation coordinator presented two RFP's for the transportation in year 2018-2019. First proposal received was through Billie Bus. Second was through Minnehaha Transportation; in which Tammy recommended due to pricing and current satisfaction with this years' service. Andrea Miller made a motion to approve the Minnehaha Letter of Intent. The motion was seconded by Martin Lukaszewski. No discussion occurred / Discussion followed. The motion passed 9-0 with votes in favor from Becky Juntunen, Andrea Miller, Kirsten Krueger, Britta Hagstrom, Tamara Schultz, Sheila McMahon, Hassan Hassan, Aden Hussein and Martin Lukaszewski. No board members voted against the motion.
- c. Superintendent Search Process: Charlie Kyte, with Peers Solutions presented the next steps regarding the Superintendent Search. He provided the board with a packet including time lines of interview processes, summary of focus group data and asked that the board respond back to him with questions the would like to see on the interview questionnaire.

8. Upcoming Meetings/Events

- i. JROTC Fish Fry – America Legion, St Paul. Sunday February 16th from 5-8pm
- ii. February 22nd, 2018 Board Meeting
- iii. February 22nd Calendar Update! Board Training w/ MTCS Attorney and BKDV

9. Adjournment

Rebecca Juntunen made a motion to adjourn the board meeting at 6:26pm. The motion was seconded by Sheila McMahon. No discussion occurred / Discussion followed. The motion passed 9-0 with votes in favor from Becky Juntunen, Andrea Miller, Kirsten Krueger, Britta Hagstrom, Tamara Schultz, Sheila McMahon, Hassan Hassan, Aden Hussein and Martin Lukaszewski. No board members voted against the motion.