



K-12 Academic Community

## Minnesota Transitions Charter School

### Minutes of Regular Board Meeting

Thursday, May 24th, 2018

4:45 p.m.

At Minnesota Transitions Charter School District Office

2872 26<sup>th</sup> 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 (present)
- **Andrea Miller** – Teacher (present)
- **Aden Hussein** – Community Member (not present)
- **Sheila McMahon** – Teacher (present)
- **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, seven (7) were in attendance at the Board meeting. Rebecca noted the presence of a quorum.



K-12 Academic Community

The following individuals were also present for the meeting:

- Superintendent, Dennis Carlson
- Deputy Superintendent, Keith Lester
- MTCS Attorney, Trevor Helmers
- 2018/2019 Superintendent, Brian Erlandson
- HR Director, Mary Becker

### 3. **Open Forum/Public Comment**

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

### 4. **Approval of Agenda**

Sheila McMahon made a motion to approve the agenda. The motion was seconded by Tami Schultz. There was no discussion. The motion passed 7-0 with votes in favor from Becky Juntunen, Tamara Schultz, Sheila McMahon, Kirsten Krueger, Britta Hagstrom, Martin Lukaszewski and Andrea Miller. No board members voted against the motion.

### 5. **Consent Agenda**

Martin Lukaszewski made a motion to approve the Consent Agenda including the approval of Executive Committee Board Minutes, Special Board Meeting Minutes, April Finance Committee Minutes, Financial Statements, Accounts Payable and FY19 Benefit Package. The motion was seconded by Kirsten Krueger. The motion passed 7-0 with votes in favor from Becky Juntunen, Tamara Schultz, Sheila McMahon, Kirsten Krueger, Britta Hagstrom, Martin Lukaszewski, and Andrea Miller. No board members voted against the motion.

### 6. **Reports and Discussion**

- a. Retirement Recognition: Board Chair, Becky Juntunen on behalf of the board recognized two MTCS employees who have made the decision to retire with MTCS.



K-12 Academic Community

- b. Financial Report: This report was given by Martin Lukaszewski. The Finance Committee had a meeting on Tuesday, May 22nd, 2018 and recommends the approval of the April financial statements as presented.

Food Service Management Agreement: Finance Committee had additional questions regarding the recommendation of the food service vendor CKC. Questions were answered by Erin Schurman, Food Service Director.

Martin Lukaszewski made a motion to approve the recommendation of the food service vendor CKC. The motion was seconded by Sheila McMahon. There was no discussion. The motion passed 7-0 with votes in favor from Becky Juntunen, Tamara Schultz, Sheila McMahon, Kirsten Krueger, Britta Hagstrom, Martin Lukaszewski and Andrea Miller. No board members voted against the motion.

- c. Preliminary Medical Benefits: Mary Becker informed the Board that the medical benefits will not be changing for the 18/19 school year. There is also an opportunity to explore a vision plan.
- d. Lease Aide Update: Martin Lukaszewski informed that the lease aide for Banaadir and Virtual will be done by the end of May.
- e. Superintendent Report: This report was given by both Dennis Carlson and Keith Lester. The document shared was Transitions/Long Range Planning Outline for Superintendent Erlandson.
- f. Board Committee Report: There is nothing to report.
- g. Board Training: Board discussed the value and need regarding additional training and work session. They would like to look at July dates to implement.

## 8. Action Items

### a. Personal and Sick Leave Policy

Mary Becker asked the board to make a motion to accept changes to the personal and sick leave policy for the 18/19 school year. Only change is that there will be an allowance to 3 personal days versus the 5 given in the 17/18 school year. It was also stated that unpaid days will not be allowed.

Tami Schultz made a motion to approve personal and sick leave policy for the 18/19 school year. The motion was seconded by Britta Hagstrom. There was no discussion. The motion passed 7-0 with votes in favor from Becky Juntunen, Tamara Schultz, Sheila McMahon, Kirsten Krueger, Britta Hagstrom, Martin Lukaszewski and Andrea Miller. No board members voted against the motion.



K-12 Academic Community

## 9. Closed Session

- a. Closed session for preliminary consideration of allegations against individuals who are subject to School Board authority.

Meeting closed by Becky Juntunen at 5:34pm. Opened after discussion at 6:29pm.

- b. Tami Schultz made a motion to take action on topic discussed in closed session. The motion was seconded by Sheila McMahon. There was no discussion. The motion passed 7-0 with votes in favor from Becky Juntunen, Tamara Schultz, Sheila McMahon, Kirsten Krueger, Britta Hagstrom, Martin Lukaszewski and Andrea Miller. No board members voted against the motion.

## 11. Upcoming Meetings/Events

- a. Marketing:

### 2018 Summer Community Events for MTCS

Opportunity	Date & Time	Focus
Juneteenth	Saturday, June 16, from 7am to 6:30pm	District-wide focus
Northeast Minneapolis Parade	Tuesday, June 19, 6:30 to 9pm	MTS Elementary
Somali Independence Day event	Saturday, June 30 from 1:30 to 8pm.	Banaadir Academy programs (waiting for information)
Open Streets, Lake and Hiawatha	Sunday, July 22, from 11am until 5pm	District programs
Open Streets Northeast Minneapolis	Sunday, August 5, from 11am until 5pm	MTS Elementary, Banaadir Academy, and general.
Discussion of MTCS, District-wide event outside the District offices (Secondary programs) in August.	Saturday, August 18 10-2	All programs, new leadership, what we stand for.

## 12. Adjournment

Meeting was adjourned at 6:34pm

**Minutes of Regular Board Meeting**

Minnesota Transitions Charter School | 2872 26<sup>th</sup> Avenue South, Minneapolis, MN 55406 | 612.722.9013 | MTCS.org