



## Minnesota Transitions Charter School

### Minutes of Regular Board Meeting

Thursday, July 26th, 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 4:47pm.

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 (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, eight (8) were in attendance at the Board meeting. Rebecca noted the presence of a quorum.



The following individuals were also present for the meeting:

- Superintendent, Brian Erlandson
- Business Manager, Todd Netzke
- Minute Recorder, Erin Schurman

**3. Open Forum/Pubic Comment**

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

**4. Approval of Agenda**

Tamara Schultz made a motion to approve the agenda. The motion was seconded by Martin Lukaszewski. There was no discussion. The motion passed 8-0 with votes in favor from Becky Juntunen, Tamara Schultz, Sheila McMahon, Martin Lukaszewski, Britta Hagstrom, Kirsten Krueger, Aden Hussein and Andrea Miller. No board members voted against the motion.

**5. Consent Agenda**

Sheila McMahon made a motion to approve the Consent Agenda including the approval of June board minutes, executive committee minutes, June finance committee minutes and HR resignations and terminations. The motion was seconded Britta Hagstrom. The motion passed 8-0 with votes in favor from Becky Juntunen, Tamara Schultz, Sheila McMahon, Martin Lukaszewski, Britta Hagstrom, Kirsten Krueger, Aden Hussein and Andrea Miller. No board members voted against the motion.

**6. Reports and Discussion**

- Financial report: This report was given by Martin Lukaszewski, who recommended the June financial statement for approval, The June finance statements were also explained and discussed by Todd Netzke, Business Manager with SMS. Todd stated that the by the end of August SMS will have more clarity around the FY18 budget.
- Superintendent Report: This report was given by Brian Erlandson. The reports are attached.
- Board Committee Report: There is nothing to report.





## 7. Action Items

### a. Venture Bank Account Signers Removal/Approval

- **Removal of Venture Bank Signers: BKDV and Tami Schultz**

Sheila McMahon made a motion to approve the removal of the signers from Venture Bank. The motion was seconded by Martin Lukaszewski. There was no discussion. . The motion passed 7-0 with votes in favor from Becky Juntunen, Sheila McMahon, Martin Lukaszewski, Britta Hagstrom, Kirsten Krueger, Aden Hussein and Andrea Miller. Tamara Schultz abstained.

- **Adding of Venture Bank Signers: Todd Netzke, Robert Plombon, and Scott Marine of SMS. Brian Erlandson and Erin Schurman of MTCS.**

Andrea Miller made a motion to approve the addition of the Venture Bank Signers. The motion was seconded by Kirsten Krueger. There was no discussion. The motion passed 8-0 with votes in favor from Becky Juntunen, Tamara Schultz, Sheila McMahon, Martin Lukaszewski, Britta Hagstrom, Kirsten Krueger, Aden Hussein and Andrea Miller. No board members voted against the motion.

### b. CaDan 6 Month Agreement Proposal

Tami Schultz made a motion to approve the CaDan 6 month agreement proposal. The motion was seconded by Andrea Miller. There was no discussion. The motion passed 8-0 with votes in favor from Becky Juntunen, Tamara Schultz, Sheila McMahon, Martin Lukaszewski, Britta Hagstrom, Kirsten Krueger, Aden Hussein and Andrea Miller. No board members voted against the motion.

### c. Tuition Reimbursement Agreement

Andrea Miller made a motion to approve the tuition reimbursement agreement. The motion was seconded by Kirsten Krueger. There was no discussion. There was no discussion. The motion passed 8-0 with votes in favor from Becky Juntunen, Tamara Schultz, Sheila McMahon, Martin Lukaszewski, Britta Hagstrom, Kirsten Krueger, Aden Hussein and Andrea Miller. No board members voted against the motion.

### d. Accounts Payable

Martin Lukaszewski made a motion to approve the accounts payable statement as presented by Todd Netzke of SMS. The motion was seconded by Tami Schultz. in favor from Becky Juntunen, Tamara Schultz, Sheila McMahon, Martin Lukaszewski, Britta Hagstrom, Kirsten Krueger, Aden Hussein and Andrea Miller. No board members voted against the motion.



**8. Upcoming Meetings/Events**

**a. Marketing:**

**2018 Summer Community Events for MTCS**

<b>Opportunity</b>	<b>Date &amp; Time</b>	<b>Focus</b>
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.
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 6:10pm







MTCS | Minnesota Transitions Charter School  
K-12 Academic Community  
2872 26<sup>th</sup> Avenue South, Minneapolis, MN 55406  
612-722-9013  
Keith Lester, Deputy Superintendent

June 21, 2018

### Superintendent's Report to the Board

**Mission:** Minnesota Transitions Charter School is a student-centered learning community that inspires and supports all learners to achieve excellence through equitable, relevant learning experiences.

**Minnesota Department of Human Rights:** We have a signed agreement with MDHR. Our next job is to complete the formal plan and implement it. I have agreed with Brian to continue to work with him and admin until it is complete. The principals will need to get their new discipline plans together.

**Equity Committee and Sub-Committees:** The Equity Committee has been a valuable addition for MTCS. They can help Brian and the Cabinet lead the way in this work. I just returned from a meeting of the MNEEP Board where we discussed important work around Equity, Justice and Advocacy. I suggest you consider being the first charter school in the state to be a member of MNEEP.

**Partnerships:** We have many strong partnerships in place and in the works. I plan to share these partnerships with and introduce Brian to their leaders. Helping him build connections in the community will be important.

**Public Allies:** I believe this was a program worth the effort and expense. For \$18,000 we had an almost full time person helping me with partnerships and taking part in developing our college to career process. They continue to look for more placements as well as new allies.

**Strategic Plan:** Frankly, depending on how far you want to dig on it, the Strategic Plan could be complete for the time being. However, you need to know the board has not been as actively involved in the process as they should have been. I think the document as I sent it to you, which includes the plan integrated with the various goals we have in place (prepared by Tami Schultz) could be fine for now. I'd recommend amending it as the goals are further developed and you have a clearer sense of need for the district.

**Thank You:** This was, as you know, my first time working in a charter school. It was definitely a learning experience. There is a definite sense of freedom in doing the work when you aren't tied to all of the MDE and State requirements. And there is a culture that takes getting used to. I appreciate all of you who helped me to learn charters and to do the work as Superintendent (or Deputy Superintendent). You have so much going for you and you have some outstanding leadership that will bring many positive improvements and experiences to MTCS. Not the least of these is Brian Erlandson. I've had the privilege to speak and work with him a bit over the past month or so and his knowledge, skill and wisdom has been apparent in everything he has said and done. Our kids are fortunate to have found MTCS. I wish you well in your continued work to serve them and their families.

