



Minnesota Transitions Charter School

Minutes of Regular Board Meeting

Thursday, November 29th, 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 4:52p.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)
- **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, six (6) 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
- Trevor Helmers, Attorney
- Minute Recorder, Erin Schurman
- Virtual High School Director, Bill Glenz

3. Open Forum/Pubic Comment

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

4. Approval of Agenda

Andrea Miller made a motion to approve the agenda. The motion was seconded by Martin Lukaszewski. There was no discussion. The motion passed 6-0 with votes in favor from Becky Juntunen, Britta Hagstrom, Martin Lukaszewski, Andrea Miller, Sheila McMahon and Kirsten Krueger. No board members voted against the motion.

5. Consent Agenda

Martin Lukaszewski made a motion to approve the Consent Agenda including the approval of the MDE Designations, Title Grant Programs Authorized Representatives, Designation of Depositories, and of Official Newspaper, approval of November finance and board minutes, accounts payable and HR new hires. The motion was seconded by Kirsten Krueger. The motion passed 6-0 with votes in favor from Becky Juntunen, Britta Hagstrom, Martin Lukaszewski, Andrea Miller, Sheila McMahon and Kirsten Krueger. No board members voted against the motion.

6. Action Items

a. Certification of Results

Martin Lukaszewski made a motion to approve the Certification of Results. The motion was seconded by Kirsten Krueger. There was no discussion. The motion passed 6-0 with votes in favor from Becky Juntunen, Britta Hagstrom, Martin Lukaszewski, Andrea Miller, Sheila McMahon and Kirsten Krueger. No board members voted against the motion.

b. Seating of New Board Members

Andrea Miller made a motion to approve the New Board Members Julie Starkey (Parent Seat) Soham Sengupta (Teacher Seat) and Martin Lukaszewski (Teacher Seat). The motion was seconded by Sheila McMahon. There was no discussion. The motion passed 5-0 with votes in favor from Becky Juntunen, Britta Hagstrom, Andrea Miller, Sheila McMahon and Kirsten Krueger. Martin Lukaszewski abstained. No board members voted against the motion.



c. Election of Officer

Board Chair - Martin Lukaszewski and Becky Juntunen self-nominated for the Board Chair position. Board made decision to conduct a secret ballot voting. Martin Lukaszewski received most votes for position. Martin Lukaszewski accepted.

Vice Chair – Britta Hagstrom self-nominated for the Vice Chair position.

Andrea Miller made a motion to accept the self-nominated for the Vice Chair position. The motion was seconded by Kirsten Krueger. There was no discussion. The motion passed 7-0 with votes in favor from Becky Juntunen, Soham Sengupta, Martin Lukaszewski, Andrea Miller, Sheila McMahon, Julie Starkey and Kirsten Krueger. Britta Hagstrom abstained. No board members voted against the motion.

Secretary/Treasurer – Becky Juntunen self-nominated for the Secretary/Treasurer position. Sheila McMahon made a motion to accept the self-nominated for the Secretary/Treasurer position. The motion was seconded by Britta Hagstrom. There was no discussion. The motion passed 7-0 with votes in favor from Britta Hagstrom, Soham Sengupta, Martin Lukaszewski, Andrea Miller, Sheila McMahon, Julie Starkey and Kirsten Krueger. Becky Juntunen abstained. No board members voted against the motion.

d. eSports

Sheila McMahon made a motion to accept the proposal presented by Bill Glenz. The motion was seconded by Britta Hagstrom. There was no discussion. The motion passed 8-0 with votes in favor from Britta Hagstrom, Soham Sengupta, Martin Lukaszewski, Andrea Miller, Sheila McMahon, Julie Starkey, Becky Juntunen and Kirsten Krueger. No board members voted against the motion.

e. Phone Reimbursement

Andrea Miller made motion to accept the reimbursement agreement with having the ability to add minor revisions where applicable. The motion was seconded by Kirsten Krueger. There was no discussion. The motion passed 8-0 with votes in favor from Britta Hagstrom, Soham Sengupta, Martin Lukaszewski, Andrea Miller, Sheila McMahon, Julie Starkey, Becky Juntunen and Kirsten Krueger. No board members voted against the motion.

f. Facility Technician Position

Andrea Miller made motion to accept Facility Management position. The motion was seconded by Soham Sengupta. There was no discussion. The motion passed 8-0 with votes in favor from Britta Hagstrom, Soham Sengupta, Martin Lukaszewski, Andrea Miller, Sheila McMahon, Julie Starkey, Becky Juntunen and Kirsten Krueger. No board members voted against the motion.

g. Review/Revision of Bylaws

Andrea Miller adopted the resolution in the amendment to the bylaws as presented. The motion passed 8-0 with votes in favor from Britta Hagstrom, Soham Sengupta, Martin Lukaszewski, Andrea Miller, Sheila McMahon, Julie Starkey, Becky Juntunen and Kirsten Krueger. No board members voted against the motion.

Sheila McMahon made motion to direct staff (Staff Development) to set up work session with board to review bylaws. The motion was seconded by Andrea Miller. There was no discussion. The motion passed 8-0 with votes in favor from Britta Hagstrom, Soham Sengupta, Martin Lukaszewski, Andrea Miller, Sheila McMahon, Julie Starkey, Becky Juntunen and Kirsten Krueger. No board members voted against the motion.

h. Discussion of Voting Policy

It was discussed by board that the policy committee will schedule a time with Trevor Helmers. First read in July, second read August.

i. Recognition of open Board Position

Sheila McMahon adopted the resolution to remove a Board Member and Recognize a Vacancy. The motion passed 8-0 with votes in favor from Britta Hagstrom, Soham Sengupta, Martin Lukaszewski, Andrea Miller, Sheila McMahon, Julie Starkey, Becky Juntunen and Kirsten Krueger. No board members voted against the motion.

j. Board Meeting Schedule

Andrea Miller made motion to accept the board meeting schedule for every fourth Thursday of the month unless otherwise approved by Executive Committee or Board. The motion was seconded by Kirsten Krueger. There was no discussion. The motion passed 8-0 with votes in favor from Britta Hagstrom, Soham Sengupta, Martin Lukaszewski, Andrea Miller, Sheila McMahon, Julie Starkey, Becky Juntunen and Kirsten Krueger. No board members voted against the motion.

7. Reports and Discussion

a. Financial Report

b. Superintendent Report

c. Board Committees

Discussion with board members to establish committees took place

Policy Committee:

Lead: Soham Sengupta

Julie Starkey

Kirsten Krueger

Academic Committee:

Lead: Kirsten Krueger

Britta Hagstrom

Andrea Miller

Finance Committee:

Lead: Becky Juntunen

Martin Lukaszewski

Sheila McMahon



Executive Committee:

Lead: Becky Juntunen
Martin Lukaszewski
Britta Hagstrom

8. Adjournment

Meeting was adjourned at 8:13pm