

**REGULAR BOARD MEETING AGENDA**  
**Thursday June 27th, 2019**  
**4:45pm**  
**Minnesota Transitions Charter School District Office**  
**2872 26<sup>th</sup> Avenue South, Minneapolis, MN 55406**

**1. Call to Order**

Martin Lukaszewski called the meeting to order at 4:48pm on Thursday June 27<sup>th</sup>, 2019

Martin Lukaszewski noted that the meeting is a regular board meeting of Minnesota Transitions Charter School (MTCS), and that the meeting took place at Minnesota Transitions Charter School District Office at 2872 26<sup>th</sup> Avenue South, Minneapolis, MN 55406.

**2. Pledge of Allegiance**

**3. MTCS Mission Statement:**

Martin Lukaszewski read the MTCS mission statement: We are a student-centered learning community that inspires and supports all learners to achieve excellence through equitable, relevant learning experiences.

**4. Roll Call and Noting of Quorum**

Martin Lukaszewski noted the presence of a quorum, with eight members attending, and therefore were able to make decisions at this meeting. The following Board Members were in attendance:

**Martin Lukaszewski** – Board Chair (present)  
**Britta Hagstrom**—Vice Chair (present)  
**Andrea Miller**—Teacher (present)  
**Sheila McMahon**—Teacher (present)  
**Kirsten Krueger**—Teacher (present)  
**Soham Sengupta**—Teacher (present)  
**Julie Starkey**—Parent (present)  
**Dick Ward**—Community member (present)

The following individuals were also present for the meeting, as well as other staff and visitors:

- Brian Erlandson, Superintendent
- Jenny Buck, Minute Recorder
- Trevor Helmers, MTCS Attorney
- Samantha Diaz, Pillsbury United Communities

**5. Approval of Agenda**

Sheila McMahon made a motion to approve the Agenda. The motion was seconded by Andrea Miller. There was no discussion. The motion passed 8-0 votes. No Board Members voted against the motion.

**6. Open Forum/Public Comment**

Soham Sengupta looked at the open forum address request list, and no one signed up to address the board.

**7. Consent Agenda**

Martin Lukaszewski noted that the Board would not be able to approve the May Board Minutes at this meeting because they were not accessible and not in the folder. Britta Hagstrom made a motion to approve the Consent Agenda including the Approval of May Finance Minutes, Accounts Payable, and Human Resources new hires, terminations and resignations. The motion was seconded by Soham Sengupta. There was no discussion. The motion passed 8-0 votes. No Board Members voted against the motion.

## 1. Reports

- a. **Financial Report** -- resented by Scott Marine
- b. **Superintendent Report** -- Presented by Superintendent Erlandson
- c. **Board Committee Reports:**
  - **Executive Committee** – met on June 17, and discussed refinancing, new mobile playground equipment, and the literacy plan which needed clarification and was corrected and submitted to the state.
  - **Policy Committee** – met on June 3. Trevor discussed the trademark policy and will recommend this for the July board meeting. The committee also discussed by-law revisions to get more representation from all schools, also for July agenda.
  - **Academic Committee** -- academic committee did not meet this past month.

## 9. Action Items

a. **Visitor Policy 2nd Read**—Andrea Miller made a motion to approve the 2<sup>nd</sup> read of the visitors and policy for all schools follow. Student safety and who is the school. This will go on the website if passed—this is the second read. Sheila McMahon seconds. No discussion. Vote, passed 8-0, with votes in favor from: Martin Lukaszewski, Britta Hagstrom, Andrea Miller, Sheila McMahon, Kirsten Krueger, Soham Sengupta, Julie Starkey, and Dick Ward. No board members voted against the motion. Visitor policy goes into effect.

b. **Approve Connections Academy Contract** – The contract is in the board folder. Chair, Martin Lukaszewski asked for a motion for a signer to the contract. Britta Hagstrom moved to accept the contract and allow the Superintendent signatory control, motion seconded by Julie Starkey. Vote on the Connections Academy contract passed 8-0, with votes in favor from: Martin Lukaszewski, Britta Hagstrom, Andrea Miller, Sheila McMahon, Kirsten Krueger, Soham Sengupta, Julie Starkey, and Dick Ward. No board members voted against the motion.

c. **Approve Transportation Contract**—The one-year transportation contract with CST, with the opportunity to renew, contains many protections for the school including trainings. Andrea Miller moved to approve the contract, and the motion was seconded by Soham Sengupta. Transportation contract motion passed 8-0, with votes in favor from: Martin Lukaszewski, Britta Hagstrom, Andrea Miller, Sheila McMahon, Kirsten Krueger, Soham Sengupta, Julie Starkey, and Dick Ward. No board members voted against the motion.

d. **Approve Budget FY 2020**— Britta Hagstrom made a motion to accept preliminary budget 2020. The motion was seconded by Andrea Miller. Vote, passes 8-0. passed 8-0, with votes in favor from: Martin Lukaszewski, Britta Hagstrom, Andrea Miller, Sheila McMahon, Kirsten Krueger, Soham Sengupta, Julie Starkey, and Dick Ward. No board members voted against the motion.

## 10. Discussions

a. **Denny Carlson** – Superintendent Erlandson shared the plan for Denny Carlson to continue as consultant lobbyist for year 2019/20.

b. **Filling Board Terms**—There will be four open seats on the Board in July, which leaves 5 board members, which is the minimum to function. Two of the openings would be a 3 year term, one is a 2 year term, and one is a 1 year term. The board can wait to elect at annual meeting, or the board can appoint.

Conversation about the importance of accurately representing our student body ensued. There was general agreement that we should appoint at least one member to the Board. Board agreed we should email staff, put it on the website, gather a candidate pool and then remaining board members review materials and then make a decision at the next Board Meeting.

**11. Upcoming Meetings/Events/Information—events in the future.**

- a. **Marketing Events** (noted in Superintendent's Report)—Board members encouraged to attend.
- b. **District Office Schedule** (Closed Fridays thru August 9th and July 3rd, 4th, and 5th)

**12. Superintendent Evaluation:** Closed session pursuant to Minnesota Statutes 13D.05, subdivision 3(a), to evaluate the performance of the Superintendent, who is an individual subject to the Board's Authority. Motion made by Sheila McMahon, seconded by Andrea to move to go into closed session.

**13. Adjournment**

Meeting was adjourned at 8:10 pm