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Spectrum Board of Directors' Meeting Minutes

Date: July 20th, 2023
Scheduled Time: 5:40 p.m.

Monthly Attendance												
Name/Position	J	A	S	O	N	D	J	F	M	A	M	J
Chair Dave Lucas	A	P	P	P	P	P/VC	P	P/VC	P	A	P	A
Vice Chair Tom Sagstetter	P	A	P	P	P/VC	P/VC	P/VC	P/VC	P/VC	A	P/VC	A
Treasurer Joe Thomas	P	P	P	P	P	P	P Departed @ 6:15pm	P/VC	P	P	P/VC	P
Member Nancy Moe	P	P	P	P	P/VC	P/VC	P/VC	P/VC	P/VC	P/VC	P	P
Member Jason Ruzek	P	P	P	P/VC	P	P	P	P/VC	P	P	P	P
Member Cory Taylor	P	P	P	P	P	P Arrived @ 5:40 p.m.	P	P/VC	P	P	P	P
Member Joshua Zehoski	P	A	P	P	P	P	P	P/VC	P/VC	P	P	P
Exec. Director (Ex Officio Member) Dan DeBruyn	P	P	P	P	P	P	P	P/VC	P	P	P	P
Finance Adviser Bridget Merrill-Myhre	A	A	A	P/VC	P/VC	A	AF	P/VC	A	A	A	A
Exec. Admin. Assistant Jennifer Linn	P	P	P	P	P	P Dawn Sorenson's last mtg.	P Jennifer Linn's 1 st mtg.	P/VC	P	P	P	P

P/VC denotes meeting via Video Conferencing in compliance with Minnesota State Statutes 13D, Open Meeting Law.

Guests Present: Mary Chaffin (Spectrum Business Accounts Specialist)

- I. Call to Order:** 5:40p.m.
- II. Reading of Vision and Mission Statements**
Jason Ruzek read the Vision and Mission Statement.
- III. Conflict of Interest Check**
Acting Chair (Secretary), Jason Ruzek, called for conflict-of-interest acknowledgement. None noted.
- IV. Board Agenda**
On a motion duly made and seconded (Taylor/Moe), the Spectrum Board of Directors unanimously approved the Board Agenda, as presented.
- V. Consent Agenda**
 - A. June 22nd School Board Meeting Minutes
Following discussion, on a motion duly made and seconded (Moe/Taylor), the Spectrum Board of Directors unanimously approved the Consent Agenda as presented.

VI. Public Input

None

VII. Old Business

A. Open Meeting Law – virtual meeting expectations

Mr. DeBruyn summarized Open Meeting Law that applies to all Charter Schools Boards, Board Committees, and Subcommittees regarding meetings by interactive Technology. The following information was provided.

1. Every member participating in the meeting, wherever they are located, must be able to hear and see every other board member and hear and see all discussions and testimony presented at any location where there is at least (1) board member present.
2. Every member of the public at the regular meeting location must be able to hear and see all discussion, testimony, all votes of board members.
3. At least one (1) member must be at the regular meeting location.
4. All votes must be identified, and their vote documented.
5. Every location at which a member is physically located is open and accessible to the public.
6. There are special circumstances. This would be any military members or individuals advised by a health care professional against being in a public place.
7. Every location at which a member is physically located is open and accessible to the public.

B. Employee Retention Credit Application Update

The IRS initial finding was that Spectrum does not qualify for the ERC as a government entity. Spectrum worked with Bergan's legal team and sent a response claiming we do qualify as a non-profit. This is especially evident as other charter schools in Minnesota have apparently already received funds.

VIII. Ongoing Business

A. Finance Committee Meeting

As is standard practice, no Finance Committee Meeting was held in July. However, the June Management/Supplemental Report was provided.

Note: All remaining June financial reports will be provided at the August Finance Committee meeting and School Board meetings to ensure accuracy for audit purposes.

On a motion duly made and seconded (Taylor/Zehoski), the Spectrum Board of Directors unanimously accepted the June Management/Supplement Report, as presented.

B. Executive Director's Report

In addition to the written report provided in the Board meeting packet, the following information was shared at the meeting:

1. Staffing Update: Mr. DeBruyn provided information about new hires:
 - a. Language Arts Teacher (8) – Abby Gunnarson
 - b. Math Teacher (7) – Nicholas Johnson
 - c. Science Teacher (6) – Michele Batts
 - d. PE and Health Teacher (7) – Allison Bailey will be moving into this position.
2. Food Service Program Update
There was discussion regarding logistics and changes that will happen due to free breakfast and lunches. There will be a need for additional staffing to help coordinate students arriving off buses to eat and move them to their classrooms in a timely manner.
3. Construction Update has been moved to the August 17th meeting.
On a motion duly made and seconded (Zehoski/Moe), the Spectrum Board of Directors unanimously accepted the July Executive Director's Report, as presented.

C. Committee Reports

None

IX. New Business

A. School Board Self-Evaluation

Following discussion, on a motion duly made and seconded (Moe/Taylor), the Spectrum Board of Directors unanimously accepted the School Board Self-Evaluation.

More conversation will take place over the next couple of months regarding potential goals utilizing the information.

B. Extracurricular fees, including family max - See 2023-2024 Extracurricular Handbook – family maximum increased from \$1,200 to \$1,260 (4 x \$315)

Following discussion, on a motion duly made and seconded (Zehoski/Thomas), the Spectrum Board of Directors unanimously approved the increase to family maximum from \$1,200 to \$1,260.

C. Demographics information for new students was included in the Board meeting packet. Mr. DeBruyn shared that most of the enrolled students continue to live in District #728 boundaries. Due to additional busing and advertising there has been more interest from other locations, such as St. Francis.

D. 2023-2024 Extracurricular Handbook

Following discussion, on a motion duly made and seconded (Moe/Thomas), the Spectrum Board of Directors unanimously approved the 2023-2024 Extracurricular Handbook.

X. Charter School Updates & Training

None

XI. Board Goals 2022-2023

School Board Goals for the 2022-2023 School Year – Board Approval 10.27.22

A. 2022-2023 Authorizer Contract Goals: Academic (based on Goal #3 from the Strategic Plan)

Spectrum students will perform well on state examinations in comparison to students at schools they might otherwise attend (with similar demographics) with an average proficiency rate that meets or exceeds the performance in one or two subjects (math, reading, and science).

When compared to local schools with similar demographics that students might otherwise attend (grade levels and subject areas), Spectrum students will perform as well or better on the ACT test.

Spectrum will maintain an average state-determined minimum growth score between 0 and -0.5.

The difference between the “all students” proficiency rate at Spectrum and any reportable subgroup proficiency rate on state accountability tests (MCA, MOD, MTAS) will be reduced in both reading and math over the term of the contract (2019-2024).

The percent of students who are in the “low risk” and “above average” categories on the FastBridge Math assessment in Grades 6, 7, 8, 9, & 10 will be at or above 50% in spring of 2023.

B. Non-Board School Academic Goals – Board Approved 10. 27.22

2022-2023 School-wide Q-Comp Goals (indirectly supporting the Board Academic Goals)

The percentage of all students in grade 6 at Spectrum Middle School who are in the “low risk” and “above average” categories on the FastBridge Math standardized assessment will be at or above 50% by Spring 2023.

The percentage of all students in grades 7 and 8 at Spectrum Middle School who are in the “low risk” and “above average” categories on the FastBridge Math standardized assessment will be at or above 50% by Spring 2023.

The percentage of all students in grades 9 and 10 at Spectrum High School who are in the “low risk” and “above average” categories on the FastBridge Math standardized assessment will be at or above 50% by Spring 2023.

C. 2022-2023 Board of Directors Non-Academic Goals – Board Approved 9.22.23

Note: In addition to the school-wide academic goals stated above, the Board will pursue the following non-academic goals for the 2022-2023 school year. These goals were determined based upon the results of the School Board Self-evaluation survey in April 2022 and the Strategic Plan 2026.

The Board of Directors will work with the Executive Director to ensure the design and implementation of a comprehensive plan to ensure all Spectrum students receive life skills training (knowledge, skills, and attributes) prior to graduation. This will include a presentation to the Board by November 2022 an analysis of the program in June 2023 (see Strategic Plan Goal #1).

The Board of Directors will work with the Executive Director to monitor the implementation of the online courses as part of the ongoing development of Spectrum's online program (see Strategic Plan Goal #2). This will include a presentation in January 2023, to include an analysis of current classes and plans for future online classes.

The Board of Directors will monitor the design and implementation of a school-wide uniform teaching and learning framework for determining curriculum content, processing, aligning, and reviewing curriculum and assessment, establishing instructional expectations, and coordinating support systems.

XII. 2022-2023 Board Calendar and Next Meeting Agenda Input – August 17th, 2023

- A. FY24 Goal Setting – Board and Administration) (August/September)
- B. Handbooks – Family/Student and Employee
- C. 2023-2024 School Board Training Plan (August/September)
- D. Initial designs of field house and performing arts center
- E. Legislative changes FY24 (August/September)

XIII. Adjournment

On a motion duly made and seconded (Thomas/Taylor), the Spectrum Board of Directors unanimously approved adjournment of the meeting at 7:30 p.m.

Board Secretary, Jason Ruzek, Certification

Respectfully submitted,
Jennifer Linn
Executive Administrative Assistant