

**SPECTRUM SCHOOL BOARD ONGOING TRAINING AND DEVELOPMENT PLAN  
(2023-2024 SCHOOL YEAR)**

**BACKGROUND:** Based on the *Ongoing Training and Development Policy #205*, all members new to the Board will participate in statutorily required initial training on board roles and responsibilities, employment policies and practices, and financial management. This training will begin within 6 months of service and be completed within 12 months. All current School Board members are compliant with these requirements.

In addition, the policy requires that Spectrum Board members to participate in statutorily required ongoing training and development allowing them to do the following:

1. Effectively fulfill their governance responsibilities;
2. Enhance their knowledge base and hone their skills;
3. Make informed decisions;
4. Better understand programs of the school;
5. Support administration in their efforts to implement the mission and vision of Spectrum; and
6. Participate in developing the long-range strategic plan.

**PROPOSAL:**

The following (tentative) training and timeline is intended to meet the requirements of the statutory requirements and Spectrum’s *Ongoing Training and Development Policy*.

<b>Name of Training</b>	<b>Rationale</b>	<b>Proposed Board Meeting Date</b>
Self-assessment	Annually, School Board members complete a self-assessment in their role as Board members. Those results, are reviewed by the Board (usually in August/September) and often influence the Board’s annual goals.	July 20, 2023
School Finance/ Budgeting	When new members join the Board, the outsourced finance company provides training in more detail at the first meeting (June 2023) where they have an opportunity to ask questions. In addition, more detailed review/training for overall financing is provided at the Annual Meeting. Additionally, Finance Committee members (including the Board Treasurer) receive annual training in School Finance in August/September.	June 2023/October 26, 2023 (Annual Meeting)
Academic Achievement	Annually, the Board is presented with a thorough overview of current academic achievement at the Annual Meeting with the opportunity to ask questions. Achievement is broken down by grade level, subject area, and subgroup. In addition, it is presented in terms of meeting internal and authorizer contract goals.	October 26, 2023 (Annual Meeting) February 22, 2024 (Updates provided as part of the Executive Director’s Evaluation Process)
Data Retention/ Privacy	These policies are reviewed annually. One aspect of the policies is highlighted each year where additional information is presented and discussed.	December 21, 2023



Policy Updates	Policies are reviewed on an as-needed basis. Some policies are reviewed annually (i.e. data practices) as required by statute. In 2023-2024, the Board will be looking closely at all policies to update the policy review schedule.	January 25, 2024 (with detailed analysis and review of specific policies in accordance with the timeline)
Legislative Updates	Each year, the Minnesota Legislature makes adjustments to or passes laws that impact the work of the school. After reviewing the changes, administration walks through implications and further action needed.	January 25, 2024
Strategic Planning	Long-term strategic planning takes place every five years. Annual goals are often tied to strategic plan goals. Updates to annual goals are provided a minimum of twice a year: February (as part of the Executive Director Evaluation Process and October as part of the Annual Meeting).	Monthly (included on the agenda)
Program Oversight	<p>The Board prioritizes which school programs they would like to receive more training on during each fiscal year – which are then added to the Board calendar. Priorities starting in February 2024 are as follows: (1) Activities/Athletics Program; (2) College @ Spectrum High (C@SH) Program; (3) Academic Program (Math); (4) STING time/Response to Intervention (RtI) Program; and (5) College and Career Readiness Program</p> <p><i>Current options include:</i></p> <ul style="list-style-type: none"> <li>• <i>English Language Learner (ELL) Program</i></li> <li>• <i>Special Education Program</i></li> <li>• <i>504 Program</i></li> <li>• <i>Athletics/Activities Program</i></li> <li>• <i>Sting Time/Response to Intervention (RtI)</i></li> <li>• <i>Community Service Program</i></li> <li>• <i>Academic Program via curricular/subject areas across the school (Math, Science, Language Arts, Art, Music, Social Studies, Foreign Language, Performing Arts (Band/Choir), Electives)</i></li> <li>• <i>College @ Spectrum High (C@SH) Program</i></li> <li>• <i>College Prep Focus</i></li> <li>• <i>Spectrum Learner Profile</i></li> <li>• <i>Technology training for students</i></li> <li>• <i>Food Service Program</i></li> <li>• <i>Facilities/Maintenance Program</i></li> <li>• <i>Technology Department</i></li> <li>• <i>Emergency Preparedness</i></li> <li>• <i>School Counseling Program</i></li> <li>• <i>Transportation Program</i></li> </ul>	Beginning February 2024
Curricular Oversight	The School Board approves all textbooks and has the opportunity to review and ask questions regarding the documentation and recommendations made through the Curriculum/Textbook review process. Language Arts and Science are currently under review.	April 25, 2024 or May 30, 2024