



Spectrum School Board Minutes

Date: November 21, 2013

Scheduled Time: Immediately following the Spectrum High School Building Company Meeting, if needed.

Attendance:

Position	Committee Member	Arrive	Depart
Chair	Dave Lucas	Present	
Vice-Chair	Rob Rogers	Present	
Member	Tony Brunt	Present	
Member	Kerry Jerred	Present	
Member	Cori Morrow	Present	
Member	Robin Schelske	Present	
Member	Tom Sagstetter	Present	
Ex-Officio	Vanessta Spark	Present	
Ex-Officio	Patty Jorris	Absent	
Ex-Officio	Nick Taintor	Present	6:30 p.m.
Advisor	Rick Peterson	Present	
Staff Member	Dawn Sorenson	Present	
Guest	Tom Hodnefield	Present	6:00 p.m.
Guest	Heather Swan	Present	
Guest	Kari Brant	Present	6:15 p.m.
Guest	Sharon Hall	Present	7:00 p.m.
Guest	Mike Paulsrud	Present	5:45 p.m.

1. Meeting called to order with quorum present at: 5:35
2. Reading of Mission and Vision Statement
3. Conflict of Interest  
Mr. Lucas called for Conflict of Interest declarations from the Board. None were noted.
4. Consent Agenda  
On a motion duly made and seconded, Schelske/Rogers, the minutes of the October 17, 2013 Board meeting and consent agenda were unanimously approved as presented.
5. Public Input  
Mr. Mike Paulsrud, general manager of Coborn's grocery store in Elk River, presented before the Board for the purpose of sharing the store's sincere gratitude for allowing Coborns to borrow the Wizard of Oz decorations and costumes from a recent Spectrum theatre production for the Halloween decorating contest that the store was a part of. Mr. Paulsrud said the store enjoyed extreme positive feedback from its customers, as well as to let us know that the store won the decorating contest! Mr. Paulsrud went on to share how impressed he has been with the school and its students, and that he looks forward to a continued relationship between the school and the store. Mr. Paulsrud presented the school with a \$100 gift card from Coborns to be used at the school's discretion.

6. Spectrum Student Input  
None

7. Budget Report

7.1 Budget Report – Beltz, Kes, Darling & Assoc.

Mr. Taintor provided a detailed report of the Executive Summary for the October 2013 financials. He noted that the working budget projects revenues exceeding expenditures in all funds by \$265,858. The school is budgeting state revenues based on 533 students, with a contingency for 5 PSEO students. Year to day, Mr. Taintor reported that 30% of expenditures have been spent, which is normal for this time of year. The school is 33.3% and 22.2 % of the way through the fiscal year and school year, respectively.

Mr. Taintor shared that the beginning balances shown on the Balance Sheet are based on the un-audited ending information as of June 30, 2013. In addition, he noted that the Building Company owes the school \$118,423 which represents funds that have been paid for by the School on behalf of the Building Company. The School will be reimbursed these funds after the remaining funds are spent out of the Acquisition/Capital Expense Fund.

Mr. Taintor noted that the State holdback for 2012-2013 fiscal year is \$30,398. The remaining amount will be paid at various times during fiscal 2014. Stated holdback for 2013-2014 fiscal year is estimated to be a receivable of \$58,714 as of the end of the reporting period. The current holdback percentage is 10%.

Accounts Payable represent amounts due for invoices received but not paid as of the end of the period. Payroll deductions and contributions represent amounts prepaid for taxes and benefits as of the end of the period on behalf of the employees.

All in all, Mr. Taintor reported that there are no significant changes from last month, and that the school is right on track with projections.

Following discussion, on a motion duly made and seconded, Rogers/Brunt, the Spectrum High School Board of Directors unanimously approved the October financials as presented.

7.2 2012-2013 Audit Report

Mr. Tom Hodnefield from HLB Tautges Redpath, Ltd. Presented the 2012-2013 Audit findings. He stated that HLB Tautges Redpath, Ltd. Audited the financial statements of the governmental activities and each major fund of Spectrum High School, as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise Spectrum High School's basic financial statements.

Mr. Hodnefield stated that the financial statements present fairly, in all material respected, the respective financial position of the governmental activities and each major fund of Spectrum High School, as of June 30, 2013, and the respective changes in financial position, where applicable, for the year ended in conformity with accounting principles generally accepted in the United States of America. Mr. Hodnefield went on to state that there were no findings and that it was a clean opinion. .

Mr. Hodnefield commented that two years out, charter schools will have to report unfunded PERA and TRA contributions, which currently aren't required for reporting. Beltz, Kes, Darling, & Associates will be working with the school to prepare for this reporting requirement.

Following discussion, on a motion duly made and seconded, Sagstetter/Rogers, the Spectrum High School Board of Directors unanimously accepted the 2012-2013 audit report as presented.

#### 7.3 Finance Committee Minutes

Mr. Taintor and Ms. Schelske provided a brief update on the work of the Committee. They stated that the Committee focused on the October 2013 financials, the year-end audit, and the overall athletic budget.

Following discussion, on a motion duly made and seconded, Brunt/Jerred, the Spectrum High School Board of Directors unanimously accepted the November 15, 2013 Finance Committee Minutes as presented.

### 8. Old Business

#### 8.1 Facility Update

Mr. Peterson. Church rental is going very well, and they are very pleased to be leasing the space.

Mr. Peterson gave a brief update on the punch list items that remain. He will continue to update the Board as information becomes available.

Mr. Peterson then went on to state that the largest item that is taking up the most time is the pursuit of additional classroom and gym space, which is in direct support of two of the 2013-2014 Board goals. The Board discussed at length, reviewing the various options within the surrounding area of the current school building, including several conceptual drawings prepared by architect Deb Rathman.

Following an in-depth discussion, on a motion duly made and seconded, Rogers/Brunt, the Spectrum High School Board of Directors unanimously authorized administration to enter into a contractual relationship with architect Deb Rathman to create drawings and predesign schematics at a cost of \$3,200 per site.

### 9. Directors Report:

#### 9.1 DIRECTORS REPORT

Ms. Spark provided an overview of her Director's Report for the Board. She noted that Clint Haley has been hired to run the school store, in addition to doing AV/Video work at the school. As a result of Clint's work, a couple of spotlight videos have been created and are posted on the school's website. Ms. Spark showed the Board the most recent spotlight which is Mr. Remick's math class learning about slope and run in mathematical terms.

The Board also discussed having the SCRIP sign-up available at the same time that families are registering for fall, winter and spring sports, as families are able to earn contributions to their student's athletic accounts to help offset the costs associated with athletic fees with the SCRIP fundraising program.

Following discussion, on a motion duly made and seconded, Schelske/Brunt, the Spectrum High School Board of Directors unanimously accepted the Director's Report as presented.

### 10. New Business

#### 10.1 Student Handbook Changes

Student Handbook changes were presented to the Board. Page 27 of the handbook included a change of “at the discretion of administration and/or teachers” with regard to public displays of affection. Also, Page 43, the FERPA language was updated to include a date of “10 days following the start of school” as it relates to when a family must notify the school in writing of their desire to not have directory information released regarding their student; otherwise the school is within its legal right to release the information.

Following discussion, *on a motion duly made and seconded, Rogers/Brunt, the Spectrum High School Board of Directors unanimously approved the changes to the Student Handbook as presented.*

#### 10.2 Landowner Permission – Hunting

Two individuals (employees of the school) approached the Board with a request to hunt on the Spectrum Athletic site, located at 10129 181<sup>st</sup> Avenue N.W., Elk River. The Board discussed, and it was felt, that allowing hunting on this land was in direct conflict with the school’s Board approved weapons policy.

Following discussion, *on a motion duly made and seconded, Schelske/Jerred, the Spectrum High School Board of Directors unanimously approved the denial of permission for hunting on the Spectrum property located at 10129 181<sup>st</sup> Avenue N.W. as requested.*

#### 11. Charter School Updates and Training

11.1 Ms. Spark provided an in-depth overview of the AVID program. She noted that Spectrum High School is the only charter school to date in Minnesota that has adopted the AVID program. The program began in 1980, and has years and years of research and best practices in teaching as a part of its core offerings. The program began in California and is now reaching the mid-west region of the United States. In addition to the US, AVID is also implemented in other countries such as Australia and Europe. Ms. Spark shared that there is also a collegiate component of AVID, which in the state of Minnesota, is implemented at Augsburg College and Minnesota State Mankato.

#### 12. Board Calendar:

The Board reviewed the calendar.

#### 13. Previously Tabled Items:

None

#### 14. Miscellaneous

None

#### 15. Agenda Items for December 19, 2013 Meeting:

Possible mascot drawings to be presented to the Board for its consideration.



---

17796 Industrial Circle NW ■ Elk River, MN 55330  
Phone: 763-241-8703 ■ Fax: 763-633-1380  
[www.spectrumhighschool.org](http://www.spectrumhighschool.org)

16. Adjournment

On a motion duly made and seconded, Rogers/Schelske, the Spectrum High School Board of Directors unanimously adjourned the meeting at 7:45 p.m.

---

Board Secretary Certification, Kerry Jerred