



Spectrum School Board Meeting Minutes

Date: November 17, 2016
Scheduled Time: 5:30 p.m.

Attendance:

| Position | Name | Arrive | Depart |
|----------------------------|--------------------|---------|-----------|
| Chair | Dave Lucas | Absent | |
| Vice Chair | Tom Sagstetter | Present | |
| Secretary | Kathy Reed | Absent | |
| Treasurer | Paula Bernard | Present | |
| Member | Kerry Jerred | Present | |
| Member | Scott Gangl | Present | |
| Member | Jessica Kemnitz | Present | |
| Ex-Officio | Vanessta Spark | Present | |
| Financial Advisory | Nick Taintor, BKDA | Absent | |
| Staff | Dawn Sorenson | Present | |
| Interim Executive Director | Dan DeBruyn | Present | |
| Director of Facilities | Rick Peterson | Present | 6:03 p.m. |

I. Call To Order: 5:30 p.m.

II. Reading of Vision and Mission Statements

III. Conflict of Interest Check

Vice Chair Sagstetter called for conflict of interest acknowledgement. None were noted.

IV. Board Agenda

On a motion duly made and seconded, Kemnitz/Bernard, the Spectrum High School Board of Directors unanimously approved the November 17, 2016 meeting agenda as presented.

V. Consent Agenda

- A. Interim Financial Transactions – None
- B. Important Documents and Policies
 - 1.VOA October 27, 2016 Governance Report
- C. Regular Board Meeting Minutes – October 27, 2016
- D. Board Workshop Meeting Minutes – October 29, 2016

On a motion duly made and seconded, Kemnitz/Bernard, the Spectrum High School Board of Directors unanimously approved the items on the Consent Agenda as presented, with the exception of the October 27, 2016 Regular Board Meeting Minutes.

Following discussion, on a motion duly made and seconded, Kemnitz/Bernard, the Spectrum High School Board of Directors unanimously approved the October 27, 2016 Regular Board Meeting Minutes as amended.

VI. Employee Introduction & Recognition

Ms. Spark read a letter of thanks and gratitude for Mr. Peterson on behalf of the Board. She complimented him on his work ethic and tenacity to get things done even in adverse situations. She shared, “You continually persevere through difficult building projects seeing them through to successful completion.” In addition to building projects, Mr. Peterson was thanked for his dedication to the athletes of Spectrum High School. Ms. Spark went on to share, “You are your student athlete’s biggest fan – cheering them on to something bigger and greater than they ever could have imagined.” Thank you, Rick!

VII. Public and Student Input

None

VIII. Old Business

None

IX. Ongoing Business

A. Phase V Expansion Project Update

1. Purchase Agreement – Condominium Units 110-120.

Mr. DeBruyn, Ms. Spark, and Mr. Peterson provided an update on the overall construction project for the Board, which included an update on the current market as it relates to bonding. It was noted that when the draft bond runs were first provided at the onset of the planning phase for the project, as well as more recently, the market was favorable in terms of interest rates, which directly affects the amount of bond money available for the project. Planning ensued and in the interim, following the election, an additional run estimate was provided by Piper Jaffrey. Unfortunately, this run was significantly less than we had hoped and therefore the scope of the project needed to be pulled back. Mr. DeBruyn went on to note that, although the School may not be able to construct as originally hoped, the parred back plan accomplishes the original expansion goals to eventually move all 7th and 8th grade students over to the now 6th grade-only building by purchasing the additional condominium units 110-120 and to build a College and Career Center at the high school building. Although certainly disappointing, it does not rule out bonding for future building projects which could include a field house and performing arts center at that time. Mr. DeBruyn and Ms. Spark stated that both the school’s attorney as well as Piper Jaffrey feel the current market is volatile at this time, and pulling back on the scope of the project is in the best interest of the school.

The Board reviewed plans which encompass the original scope of the phase V project. The Board inquired if the vacant parcel of land located between the 6th grade building and the high school building is still part of the planned purchase. Mr. DeBruyn stated that it is, provided that the current owner is able to successfully split the vacant property from the building located at 17823 Industrial Circle. The Board will be updated with further information as it becomes available.

B. Budget Report

1. Finance Committee Meeting Minutes –November 14, 2016

Mr. DeBruyn and Ms. Spark presented the minutes of the meeting. They noted that the Committee spent the majority of the time analyzing the SCRIP program to determine cost versus benefit to both the school and families. The SCRIP program will be analyzed further at the Finance meeting in December.

In addition, the discussed briefly the Finance Committee goal of analyzing bond documents as well as on-line fees.

Following discussion, on a motion duly made and seconded, Bernard/Jerred, the Spectrum High School Board of Directors unanimously accepted the November 14, 2016 Finance Committee Meeting minutes as presented.

2. October 2016 Financials

Due to the short turnaround time between the October and November Board meetings, the October financials were not ready in time for the November 14, 2016 Finance Committee meeting. They will be reviewed by the Committee and submitted for consideration of approval at the December Board meeting.

C. Director's Report

Ms. Spark presented her Director's Report. In addition to the report, she mentioned that as a part of the Three Rivers Foundation, who awarded Spectrum a \$3,000 grant for its AVID program, Mr. DeBruyn and Mr. Anderson attended a recognition event hosted by the foundation and were able to thank them in person for their generosity.

In addition, Ms. Spark stated that the first Information and Tour evening was held at the 6th grade building on November 15th. She noted that the event was very well attended. There were approximately 65 people scheduled to attend; however, there were over 85 people who came. She stated that overall it was an excellent evening and everyone in attendance was excited and enthusiastic about having their students attend Spectrum.

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

D. Committee Reports

1. Technology Committee

Mr. DeBruyn presented the October 31, 2016 Technology Committee meeting minutes. He shared that the school will be piloting a 1:1 Chromebook program with the 10th grade AVID students beginning with second semester. It is felt that a 1:1 program will increase convenience and efficiencies for students, saving them time in the classroom. He noted that the Committee is continuing to research various aspects of any potential expansion of a one-to-one program. They will analyze the pilot program in the spring and consider making recommendations at that time.

Following discussion, on a motion duly made and seconded, Bernard/Ganql, the Spectrum High School Board of Directors unanimously accepted the October 31, 2016 Technology Committee Meeting Minutes as presented.

2. School Improvement Team/World's Best Workforce Committee

Ms. Spark presented the November 10, 2016 School Improvement/World's Best Workforce Meeting minutes. She noted that the Committee familiarized themselves with the expectations

of the World's Best Workforce Committee and its requirements. In addition, the Committee reviewed the Strategic Plan 2019, and with it, received an update on each of the goal areas of the plan.

Following discussion, *on a motion duly made and seconded, Gangl/Kemnitz, the Spectrum High School Board of Directors unanimously accepted the November 10, 2016 School Improvement Team/World's Best Workforce Committee minutes as presented.*

3.Strategic Planning Committee – none

X. New Business

A. Board Self Evaluation

The Board reviewed the FY17 Board Self Evaluation. Following discussion, it was asked that the evaluation be placed on the December agenda for approval.

XI. Charter School Updates & Training

None

XII. Board Goals 2016-2017 (approved by the Board on July 28, 2018)

The Board reviewed the goals set at its meeting on July 28, 2016. It inquired about progress being made in the area of securing an event planner to assist with the planning and implementation of the 3rd annual Spectrum golf tournament. Ms. Spark stated that it is in progress and that there is a staff member experienced in the area of executing golf tournaments who is interested in assisting. Mr. Sagstetter shared that he envisioned a tournament that would be less about fundraising and more about public relations. Following discussion, it was suggested that a list of expectations be brought to the next Board meeting to advise administration on the exact scope of the event to plan accordingly and to hire appropriately.

Mr. Sagstetter went on to note that progress is being made in the area of online voting. He shared that Election Buddy seems to be a good system and adequate for what we are looking for in terms of ensuring a sound election along with increasing voter participation. Information will be forthcoming to the Board at its meeting in December.

XIII.2016-2017 Board Calendar and Next Meeting Agenda Input

A. Board Calendar

Ms. Sorenson noted that two annual approval items were added to the Board calendar for the month of June:

- 1.An annual approval by the Board to require the AVID organizational binder system to be purchased by families; and
- 2.The annual Release of Directory Information by the Board to authorize items for publication (i.e., student names in concert programs, etc.)

B. Next Meeting Agenda Input

1. Minnesota Department of Education Review & Comment
2. Online Board Election
3. Golf Extravaganza – List of Expectations
4. Board Self Evaluation

XIV. Miscellaneous

Ms. Kemnitz shared an Elk River Bulletin Board Facebook post by one of Spectrum’s parents. The parent posted the item on the Elk River site first before it was then posted to the Parents of Spectrum High School Facebook page. The parent shared how her 7th grade son needed to change lunch periods due to a field trip that he was attending. As such, he wasn’t able to eat with the usual group of students and was wary of having to do so. The parent shared that her student has special needs and has a hard time with social interaction; however, an 11th grade boy sat with her son and got to know him along with a couple of junior girls. The parent shared that it absolutely made her son’s day and that as soon as he got home from school he shared the story with his mom and said to her, “Aren’t you proud of me for making friends?” The parent went on to share that her son has Autism and doesn’t have a lot of friends. The parent was extremely grateful to the Spectrum students who were so kind to her son. Her post on the Elk River site was a nice way for the community to hear about Spectrum and the great character shown by our students.

XV. Adjournment

On a motion duly made and seconded, Kemnitz/Gangl, the Spectrum High School Board of Directors unanimously adjourned the meeting at 6:55 p.m.



Board Secretary Certification, Kathy Reed