

Board Minutes

Date: November 8, 2012
 Scheduled Time: 5:40 PM
 Attendance:

Position	Committee Member	Arrive	Depart
Chair	Dave Lucas	Present	
Vice-Chair	Rob Rogers	Present	
Treasurer	Eric Bubna	Present	
Secretary	Don Stauffer	Present	
Member	Kerry Jerred	Present	
Member	Sara Peloquin	Present	
Member	Mike Wiyninger	Present	
Ex-Officio	Vanessta Spark	Present	
Ex-Officio	Patty Jorris	Absent	
Ex-Officio	Nick Taintor	Absent	
Advisor	Rick Peterson	Present	
Staff Member	Dawn Sorenson	Present	
Guest	Brenda Schulze	Present	
Guest	Sharon Hall	Present	
Guest	Kayla Averbek	Present	

1. Meeting called to order with quorum present at 5:35 PM
2. Reading of Mission and Vision Statement
3. Consent Agenda

On a motion duly made and seconded by Bubna/Wiyninger, the consent agenda, and the minutes of the October 18, 2012 regular Board of Directors meeting were approved as presented.

4. Public Input

Sharon Hall presented before the Board on behalf of the cheerleaders, as well as other students of Spectrum who would like to see a mascot chosen for the school. Coach Hall stated that when they were at cheerleading camp this past summer, they often were asked, “what is the Sting?” With that in mind, she had the cheerleaders develop a list of different suggestions for “Sting” as a possible mascot. Coach Hall presented the compiled list to the Board for their consideration. She asked if the Board could possibly chose two from the list as their top choices and she would then bring them to the student body for a vote.

Following her presentation, the Board thanked Coach Hall for her presentation, and indicated that they would discuss the matter further during the miscellaneous portion of the agenda.

5. Spectrum Student Input
 None

6. Budget Report

6.1 Beltz, Kes, Darling & Associates October, 2012, Financials

Mr. Bubna presented the October financials to the Board in the absence of Nick Taintor. He stated that the working budget projects revenues exceeding expenditures in all funds by \$295, 876. State revenue budgeting is based on 506 students, with a contingency for PSEO students.

Year to date, 30.8% of expenditures have been spent, which is normal of this time of year. Mr. Bubna stated that the school is 33% and 22% of the way through the fiscal year and school year, respectively.

Following discussion, on a motion duly made and seconded, Rogers/Bubna, the Spectrum High School Board of Directors unanimously approved the October 2012 Financial Statements as presented.

6.2 Finance Committee Report

Mr. Bubna presented the Finance Committee report. He stated that the Committee discussed the need for keeping the fund balance at a minimum of \$250,000 dollars, and the current projected fund balance is \$295,000. Mr. Bubna stated that the Committee requested that the van loans be paid off.

Mr. Bubna went on to state that First National Bank of Elk River approved Spectrum for a \$650,000 dollar line of credit.

Mr. Bubna reported that Darrell Skog, Dean of Students and Transportation Director, came to the Committee meeting to discuss transportation. Mr. Skog is recommending that an additional half route of bussing be added to the current schedule in an effort to ease crowding and the especially long bus rides for students. The cost to add this additional half route would be \$115.00 a day, which would equate to \$14,000.00 per year.

It was noted that there were additional expenses for this year's audit due to Spectrum Building Company being considered a component unit of the school, and therefore requiring their transactions be included in the financial statement presentation. Mr. Bubna reported that the additional cost will be covered by the Building Company.

Lastly, Mr. Bubna reported that Nick Taintor indicated that our salaries for extra-curricular activities were high for this time of the year compared to budget. Mr. Peterson is going to meet with Nick to develop a better estimate of the athletic budget.

Following discussion, on a motion duly made and seconded, Peloquin/Rogers, the Spectrum High School Board of Directors unanimously approved the minutes from the Finance Committee meeting on November 08, 2012.

7. Old Business

FACILITIES UPDATE

Mr. Peterson provided the Board an in-depth report on the current state of construction on the building, the athletic site development, and the bonding process. He noted that the final athletic site plans will go before the

Elk River Planning Commission on Tuesday, November 13th, and then before the full Elk River City Council on Monday, November 19th. Mr. Peterson encouraged everyone to attend the respective meetings as a show of support for the projects.

8. Director's Report

Ms. Spark commented on the Director's Report for the Board. She stated that we are in the process of hiring new staff in Spanish as well as Guidance. She will update the Board as more information becomes available.

Ms. Spark reported that Volunteers of America, Stephanie Olsen, has asked Spectrum High School, in addition to TrekNorth and Harbor City International School, if we would be interested in hosting students from China and/or teachers. Ms. Spark stated that we would be most interested in hosting a Chinese teacher. The process is just in the beginning stages, however a couple of our teachers have indicated an interest in possibly hosting a Chinese teacher.

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

9. New Business

MARKETING REPORT

Brenda Schulze gave an update on marketing efforts to date. She reported that November 15th is *Give to the Max* day, and is the largest non-profit giving day in Minnesota. The school has identified five different areas and/or buckets for support: AVID, The Arts, Athletics, Service Learning and Technology. Ms. Schulze stated that an announcement has been placed on the school's website and she will be at conferences to promote the event. Ms. Schulze feels that the giving this first time through will be very conservative, however she hopes to build momentum and awareness for the future.

COMMITTEE REPORTS

A. Technology Committee – Mr. Rogers reported that the Technology Committee met again on October 18, 2012. Unfortunately, the minutes from the October 18th Technology Committee meeting were not included in the meeting packet. They will be presented and approved at the Board meeting in December.

Mr. Rogers gave a verbal update on the work of the Committee. He will continue to update the Board as information becomes available.

9.1 Wellness Policy

A policy on Wellness was presented to the Board for their consideration. It was noted that having a Wellness Policy is a requirement by MDE and VOA.

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

9.2 Student Handbook Changes

Recent Student Handbook changes were presented to the Board for their consideration. Specifically, changes were made to the Unexcused Tardy/Unexcused Absence/Unexcused Late Arrival Policy to now read "Upon the second unexcused late arrival, the student will receive another warning." Previously it stated, "Upon the second unexcused late arrival, a one hour detention will be assigned." The language was changed to reflect the current practice of the school. In addition to the Unexcused Tardy, Unexcused Absence, and Unexcused Late Arrival Policy, changes to the Student Dress Code were also presented. Lastly, the Academic/Activities Lettering Policy was moved from the Activities/Athletics Handbook (now only Athletics) to the Student Handbook as this is the most logical place to seek this information when looking for Spectrum's policy on lettering outside of athletics.

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

9.3 Non-Spectrum Student Attendance at Spectrum Dances

The Board discussed the feedback from staff regarding non-Spectrum students attending Spectrum dances. The Board discussed at length the pros and cons of various options, and determined that non-Spectrum students should be allowed to attend the Sadie Hawkins dance on Saturday, November 17th and to re-evaluate after the dance.

Following discussion, *on a motion duly made and seconded, Bubna/Stauffer, the Spectrum High School Board of Directors unanimously approved non-Spectrum students attending the Sadie Hawkins dance only, and to re-evaluate following the Sadie Hawkins dance.*

9.4 SPAM Spectrum Annual Meeting

The Board discussed last year's annual meeting and determined that it would be beneficial to the school and families to hold at least one more public annual meeting. They felt that the SPAM event was well attended and well received last year, and therefore should be held once more. The SPAM meeting was scheduled for March 14, 2013, and Board member Kerry Jerred, along with staff members Brenda Schulze and Dawn Sorenson, will head up the planning and execution of the next SPAM meeting.

9.5 Proposed Bylaw Language Change

The Board discussed the proposed changes to the Spectrum Bylaws as they relate to Article IV Board of Directors, Section 2. Number, Tenure and Qualifications to read: "*At the time of election, the Board of Directors shall be composed of at least five (5) nonrelated members and include: (i) at least two licensed teachers employed at the school or a licensed teacher providing instruction under contract between the charter school and a cooperative; (ii) at least two parents or legal guardian of a student enrolled in the charter school, who cannot hold the required teacher position under (i); and (iii) at least one interested community member who is not employed by the charter school and does not have a child enrolled in the school. Charter school employees shall not serve on the board unless item (i) applies.*"

Following discussion, *on a motion duly made and seconded, Bubna/Stauffer, the Spectrum High School Board of Directors unanimously approved the changes to the Bylaws as presented.*

9.6 Board Election

It was noted that there are two seats on the Board that have terms expiring in 2013. Dave Lucas' community member seat, and Eric Bubna's teacher seat. Mr. Lucas commented that he is planning on running as an incumbent candidate for his open seat, and Mr. Bubna has decided to not run again for election. Ms. Spark reported that there are a couple of teachers who are interested in the open teacher seat.

The Board set the election date to be that of April 8, 2013. Mr. Wiyninger agreed to head up this year's Nominating Committee and will be in contact with past Nominating Committee members and Brenda Schulze who chaired last year's committee.

11. Academic Oversight

Will be covered on a quarterly basis.

12. Charter School Updates & Training

Will be covered on a quarterly basis.

13. Previously Tabled Items

None

14. Next Meeting Agenda Input – December 20, 2012

- List Board Goals as a standing item on the Board agenda.
 - Board Goal #1: By the April 2013 Board meeting, an assessment of technology will be completed, including assessment of the current state of technology, and a recommendation of how technology can better be applied.
 - Board Goal #2: By the March 2013 Board meeting, the Board will have completed research to include similar size charter schools regarding pay structure and administrative structure, and provide recommendations for the following fiscal year cycle.
 - Board Goal #3: By the October 2012 Board meeting, the Board will define a process for students to formally provide input at the Board level. Completed ✓

15. Miscellaneous

- The Board, once more, took up the discussion of a potential mascot figure for the school. It noted that Spectrum's tag line, "Sting," is a verb and the students are indicating that they would like to be a noun. Ms. Spark challenged the Board and Coach Hall to think differently on various mascot possibilities, such as an action figure or super hero, etc. The Board gave direction to Coach Hall to go back to the student body and cheerleaders to develop a new list of ideas for the Board's consideration utilizing the feedback received from Ms. Spark.

16. Adjournment

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



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Board Secretary Certification, Don Stauffer