

Spectrum School Board Minutes

Date: February 19, 2015  
 Scheduled Time: 5:30 p.m.  
 Attendance:

Position	Committee Member	Arrive	Depart
Chair	Dave Lucas	Present	
Vice-Chair	Tom Sagstetter	Present	
Secretary	Kerry Jerred	Present	
Treasurer	Jeff Uecker	Present	
Member	Jessica Kemnitz	Present	
Member	Robin Schelske	Present	
Member	Tony Brunt	Present	
Ex-Officio	Vanessta Spark	Absent	
Ex-Officio	Nick Taintor	Absent	
Advisor	Rick Peterson	Present	
Staff Member	Dawn Sorenson	Present	
Admin. Dean	Josh Anderson	Present	
Guest	Stacey Pinz	Present	5:45 p.m.
Guest	Max Hinkley	Present	7:17 p.m.
Guest	Gregory Dinville	Present	7:17 p.m.

1. Meeting called to order with quorum present at: 5:30 p.m.
2. Reading of Mission and Vision Statement
3. Conflict of Interest  
 Board Chair Dave Lucas called for conflict of interest acknowledgement. None was noted.
4. Consent Agenda  
 Approval of Regular Board Meeting Minutes from January 15, 2015 Board Meeting, and the minutes from the Board Workshop Meeting from January 24, 2015.

*Following discussion, on a motion duly made and seconded, Brunt/Schelske, the Spectrum High School Board of Directors unanimously approved the consent agenda and the minutes of the January 15, 2015 regular meeting and the minutes from the January 24, 2015 Board Workshop meeting as presented.*

5. Employee Recognition
  - Stacey Pinz, high school Language Arts teacher, was recognized by the Board and staff of Spectrum High School for her outstanding teaching, as well as her dedication and service to the school. On behalf of all, Stacey, thank you!
6. Public Input

- Mr. Max Hinkley, parent of two students at Spectrum, presented before the Board to share his concerns regarding Mathematics MCA prep class and specifically, with the IXL program. He stated that both of his children have been scheduled into the prep class course because of the test scores they received on the practice testing. He states that his children said that some of the reason they scored poorly on the test is because they hadn't seen the information before, and that they got bored with the test as they were taking it. Mr. Hinkley stated that the students aren't told that there would be consequences for not scoring well on the test, nor that they would be scheduled into a prep class if they didn't score well. Also, he states that the IXL program that is being used for the class doesn't actually teach – it simply drills the student until they hit 80% accuracy on the test. It is his opinion that the students aren't actually being taught but rather, again, simply being drilled on material that they aren't familiar with. He feels that this puts too much pressure on the students and he has asked to have his students removed from the class. He doesn't see any value in the IXL program, nor does he feel that it is a good idea for the school to push students into the prep class. Finally, he states that the majority of the time his students do well in school, work hard, and make the honor rolls so having to have his students in the prep class doesn't make any sense to him. He also shared that he didn't choose Spectrum as a school for his students because of the academics; he chose the school because of the small class sizes, etc.
- Mr. Gregory Dinville, also a parent of two students at Spectrum, presented before the Board with much the very same complaint as Mr. Hinkley. He stated that his students have been scheduled into the remedial course and feels that they don't understand how to solve the problems and that the IXL program is simply drilling the students until they attain the 80% accuracy rate.

Mr. Lucas thanked Mr. Hinkley and Mr. Dinville for their presentation before the Board, and that staff will report back to the Board at its next meeting regarding their concerns, and will follow up with the parents following the March meeting of the Board.

Mr. Anderson offered to have the parents contact him to help answer any questions they have as well. He told the parents, "I want to make sure your concerns are addressed."

#### 7. Spectrum Student Input

- None

#### 8. Old Business

##### 8.1 Facilities Update

Mr. Peterson reported that the final payment had been made as of this day, and now Nick Taintor will complete the final accounting for the project. It looks as though that approximately \$190,000 will be left in the project fund, but another \$120,000 is yet to be spent, which will bring the project in under budget by about \$80,000. Final numbers will be presented at the March Board meeting.

Mr. Peterson went on to report that the Condo Association at the 6<sup>th</sup> Grade Building met for the first time recently. He stated that Spectrum owns approximately 45% of the overall building, and that the majority owner has a little over 50%. He also stated that Fastenal recently moved into the building; however, they are leasing and have signed a 5 year lease. Mr. Peterson went on to report on the financials of the Condo Association, noting that the association is currently setting aside \$10,000 per year for the purpose of building up a reserve to cover extensive repairs in the future. For example, he stated that the roof is currently in good repair; however, if need should arise to repair the roof, then monies would be on hand to cover the cost of repairs. He noted,

though, that these reserves do not cover such things as snow removal, grounds upkeep, water and sewer costs, etc. Mr. Peterson shared that the two greatest variables which the school would have most cost control over would be in the area of the management company, which the condo association is currently managed by Arrow Construction, and costs associated with snow removal, property and grounds upkeep, etc. Overall, he stated that the first meeting of the condo association went very well.

Mr. Peterson then went on to report that the City of Elk River has approached the school about the possibility of putting a hockey rink on our athletic fields. This idea is only in the information gathering stages, and he will continue to apprise the Board as information becomes available.

Finally, Mr. Peterson stated that the building adjacent to the high school is currently for sale and that the school has been approached about our interest level in purchasing the building. Mr. Peterson stated that the owner is open to lease with the option to purchase should the school be interested.

Following discussion, *on a motion duly made and seconded, Uecker/Kemnitz, the Spectrum High School Board of Directors unanimously accepted the Facilities Update Report as presented.*

## 9. Budget Report

### 9.1 Finance Committee Minutes

Mr. Uecker and Ms. Schelske presented the 2.13.15 Finance Committee meeting minutes, noting that Jenny Pine from Onyx was present for the meeting to explain to the Committee the current insurance offerings and benefits offered to Spectrum employees. They noted that they have asked Onyx to prepare a comprehensive comparison report on benefits offered to other schools for the purpose of discerning benefits for Spectrum employees.

Mr. Uecker and Ms. Schelske went on to note that the Committee reviewed the financials for the month of January and recommend that the Board approve them as presented. Also, Ms. Schelske stated that the Committee discussed and recommends an increase in the amount budgeted for sub pay to cover the potential costs associated with hiring additional subs to accommodate state testing that will take place this spring. She stated that the amount recommended, and not to exceed, is \$3,400. Also, the Committee approved an additional stipend for the Directed Study program, which is the after school study hall program, due to the need to hire an additional teacher to cover the increased student participation.

Following discussion, *on a motion duly made and seconded, Brunt/Sagstetter, the Spectrum High School Board of Directors unanimously accepted the February 13, 2015 Finance Committee minutes as presented.*

### 9.2 Budget Report

In Mr. Taintor's absence, Mr. Uecker presented the Executive Summary for the January 2015 financials. He noted that the working budget projects revenues exceeding expenditures in all funds by \$170,138. State revenues are budgeted on 605 students, which is as an adjustment down from 625 ADM. Year to date, 54.5% of expenditures have been spent, which is normal for this time of year. The school is \$58.3% and 55.6% of the way through the fiscal and school year, respectively.

Mr. Uecker went on to comment regarding the Balance Sheet noting that beginning balances shown on the Balance Sheet are based on the audited ending information as of June 30, 2014. He noted that the Spectrum Building Company owes the school approximately \$221,881, which are funds that the school has paid on behalf of the Building Company. Approximately \$196,000 of this amount has been held as contingency from the construction funds, and the school will be reimbursed these funds within the next couple of months.

He noted that state holdback for 2013-2014 fiscal year is \$25,148. This amount will be paid back throughout the remaining months of this fiscal year. The state holdback for 2014-2015 fiscal year is estimated to be a receivable of \$330,513 at the time of the report. This amount will be paid back during the fiscal 2016 year. Mr. Uecker stated that salaries and wages payable represents the proportion amount as of this reporting period owed to staff who receive a paycheck during the summer. This is an estimate as actual will be calculated on or near June 30<sup>th</sup>.

Mr. Uecker stated that budget changes are being tracked, and requested that a date for each change be added to the report. All in all, Mr. Uecker stated that there was nothing of significance to report, and that the Committee recommends the Board's approval of the January 2015 financials as presented. In addition, Mr. Uecker outlined the athletic financials, noting that the numbers reported are preliminary; however, there isn't anything of significance to note in this area either.

Following discussion, on a motion duly made and seconded, Jerred/Schelske, the Spectrum High School Board of Directors unanimously approved the January, 2014 financials as presented.

## 10. Directors Report:

### 10.1 DIRECTORS REPORT

The Board reviewed the Director's Report. In the absence of Ms. Spark, Mr. Anderson reviewed the report for the Board. He commented on the recent AVID information night, noting that the evening was a huge success. It provided 10<sup>th</sup> and 11<sup>th</sup> grade AVID students the opportunity to present their final speeches, which is one of the requirements of the AVID program. In addition, he commented on the excellent job that Ms. Phelps is doing with the AVID program. Students have commented how much they are enjoying having her teach the class. Thank you, Ms. Phelps! As a way to celebrate the year and hopefully to build interest in the program, a spring barbeque will take place for only those students enrolled in AVID.

Mr. Anderson went on to report that on January 28<sup>th</sup>, the school conducted one of the five required lock-down drills of the year with the assistance of the Elk River Policy Department and Sherburne County Sherriff's department K-9 units. He stated that Spectrum was happy to report that the K-9 units had no hits during the drill. The Board discussed at length parent/board notification of such drills. It asked that in the future, an email message be sent to Board members informing them of the drill, as well as a follow-up email message be sent to parents for the purpose of making sure everyone is informed. Staff noted the Board's request for communication to Board and families following safety drills in the future.

Following discussion, on a motion duly made and seconded, Brunt/Sagstetter, the Spectrum High School Board of Directors unanimously accepted the February 2015 Director's Report as presented.

## 11. New Business

#### COMMITTEE REPORTS

- 11.2 Technology Committee

Mr. Brunt presented the February 27, 2015 Technology Committee minutes. He noted that the Committee mainly discussed a computer rotation schedule, stating that laptops, Chromebooks, and Macs should be on a three year rotation, and desktops would be on a five year rotation.

Following discussion, *on a motion duly made and seconded, Schelske/Sagstetter, the Spectrum High School Board of Directors unanimously accepted the February 27, 2015 Technology Committee minutes as presented.*

- 11.2 School Improvement Team Committee

Mr. Anderson and Ms. Sorenson presented the December 2, 2014 School Improvement Team Committee minutes, noting that the Committee has focused its efforts on the upcoming climate surveys. The climate surveys will be disseminated to the respective constituents of Parents, Staff, High School and Middle School students in April via Infinite Campus portal as was done the previous year.

Following discussion, *on a motion duly made and seconded, Schelske/Kemnitz, the Spectrum High School Board of Directors unanimously accepted the December 2, 2014 School Improvement Team Committee minutes as presented.*

- Ad-Hoc Succession Planning Committee

None. The next meeting of the Committee will take place February 25, 2015.

#### 11.3 2014-2015 Amended Student Handbook Changes

Ms. Sorenson presented the proposed amended 14-15 Student Handbook, noting that the language on page 19-20 of the handbook, which includes language for CaSH and PSEO courses and how the respective credits are calculated for student GPA is actually language that was originally in the handbook and through various handbook amendments over the years, the language had accidentally been omitted. The language is as follows: "CaSH/PSEO, dual enrollment, credits are calculated at a ratio of 4:1. A semester long 3-credit CaSH/PSEO course is adequate to meet a one year long, one credit Spectrum course and/or graduation requirement in a specific area, and it will be recoded on the student's Spectrum High School transcript as 0.75 credit. Example; Intro to Communications CaSH/PSEO 3/college credits equals .75 Spectrum High School credit."

Following discussion, *on a motion duly made and seconded, Uecker/Jerred the Spectrum High School Board of Directors unanimously approved the amended 2014-2015 Student Handbook as presented.*

#### 11.4 2014-2015 VOA Fall Site Visit Report

The Board reviewed the November 18, 2014 fall VOA site visit report.

Following discussion, *on a motion duly made and seconded, Brunt/Schelske, the Spectrum High School Board of Directors unanimously accepted the November 18, 2014 fall VOA site visit report as presented.*

11.5 All Night Graduation Party Gift Consideration

The Board discussed the letter received from the All Night Senior Party Committee seeking prize donations for the party. It was noted that a couple of years ago the Board took up a collection and the monies were presented to the Committee for them to purchase a prize for the party. It was determined that the Board would take up a collection at the March 19, 2015 meeting and that the monies would be given to the committee for them to purchase a prize of their choosing.

12. Charter School Updates and Training

None

13. Board Calendar – 2014-2015

The Board reviewed the revised calendar that Ms. Schelske created, along with the Executive Director Review Dates. No changes or action taken.

14. Board Goals 2014-2015 (Adopted September 18, 2014)

- By May, 2015, the percentage of students enrolled in grades 6-11 at Spectrum High School who earn an achievement level of Meets the Standards or Exceeds the Standards on all Science state accountability tests (MCA, MOD, MTAS) will increase from 42.5% to 44.5% in 2015. (Increase of 2 percentage points.)
- By the regularly scheduled Board meeting in January, 2015, develop a strategic marketing plan that maximizes enrollment capacity of 625 students.
- By the regularly scheduled Board meeting in June, 2015, develop a draft 5 year long range strategic plan, which aligns with the school's mission and vision. 3. By the regularly scheduled meeting in June, 2015, develop a draft 5 year long range strategic plan, which aligns with the school's mission and vision.

15. Previously Tabled Items

- Board Scholarship.

At the Board workshop meeting on January 24, 2015, the Board discussed the possibility of increasing the Board scholarship amount from \$500 to \$1,000.

Following discussion, *on a motion duly made and seconded, Schelske/Jerred, the Spectrum High School Board of Directors unanimously approved a general education debit of \$1,000 for two \$500 scholarships for 2015 Spectrum graduates.*

- Mission/Vision Discussion

Following a brief discussion, the Board tabled current Mission/Vision discussion until the March 19, 2015 meeting.

16. Miscellaneous

None



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17. Next Meeting Agenda Input
- Executive Director Review – Closed Session
  - Mission/Vision Discussion

18. Adjournment

On a motion duly made and seconded, Sagstetter/Lucas, the Spectrum High School Board of Directors unanimously adjourned the meeting at 7:17 p.m.

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Board Secretary Certification, Kerry Jerred