

Special Spectrum High School Board Meeting Minutes

Date: May 9, 2018

Scheduled Time: 5:30 p.m.

Attendance:

Position	Name	Arrive	Depart
Chair	Dave Lucas	Present	
Vice Chair	Tom Sagstetter	Present	
Secretary	Jessica Kemnitz	Present	
Treasurer	Kathy Reed	Absent	
Member	Rob Bergfalk	Absent	
Member	Scott Gangl	Present	
Member	Paula Bernard	Absent	
Executive Director	Dan DeBruyn	Present	
Staff	Dawn Sorenson	Present	

I. Call To Order: 5:33 p.m.

II. Reading of Vision and Mission Statements

III. Conflict of Interest Check

Chair Lucas called for conflict of interest acknowledgement. None noted.

IV. Board Agenda

On a motion duly made and seconded, Kemnitz/Sagstetter, the Spectrum High School Board of Directors unanimously approved the May 9, 2018 special meeting agenda as presented.

V. Consent Agenda

A. Interim Financial Transactions

None

B. Important Documents and Policies

None

C. Spectrum Board Meeting Minutes

None

VI. Employee Introduction & Recognition

None

VII. Public and Student Input

None

VIII. Ongoing Business

A. Phase V Expansion Project Update

1. College and Career Center

a. RJM Construction Contract

Mr. DeBruyn provided a brief update on the construction progress of the new 7/8 building. He stated that the permit was finally received from the State of Minnesota and

therefore construction and progress has begun in earnest. Currently, the project is three weeks behind schedule; however, RJM is making a diligent effort to make up that time as they are aware that construction must be complete in order for there to be time to move into the building by the end of July to prepare for the start of school on August 27, 2018. Mr. Lucas inquired if it would be feasible for the Board to be kept abreast of the progress by sending out occasional pictures of the project. Mr. DeBruyn stated that he would share the request with Mr. Peterson.

Mr. DeBruyn then went on to report on the proposed College and Career Center to be constructed at the current high school building. He stated that the school attempted to get three bids for construction; however, one construction company who originally expressed interest in bidding on the project eventually chose not to bid, the second company bidding on the project, Rochon Construction, had a bid price already \$20,000 over that of the total price provided by RJM and hadn't yet completed the pricing process, and therefore the RJM construction bid of \$345,805 was the lowest price bid received. Mr. DeBruyn shared that RJM is able to keep the cost down due to the fact that the foreman is already onsite and close with the construction of the 7/8 building. He went on to note that out of the \$345,805, \$25,194 is reserved for changing the existing ductwork and adding a drop ceiling to accommodate the ceiling height needed for the overall project. Lastly, Mr. DeBruyn shared that the project permitting process must also go through the State of Minnesota which takes time, and therefore that is the reason why a special meeting was called as a means to expedite the permitting process so that construction may begin as soon as possible once the FY18 school year has come to a close (in three weeks).

Mr. DeBruyn then went on to explain financing for the project. Mr. Taintor has reported that there is approximately \$411,000 in funds available for the project. After the project is complete, there will be approximately \$50,000 left over in the account. As a result of the 2017 bonding process, funds will begin again to be deposited into the account following 2022 through the process of maximizing lease aid.

Mr. DeBruyn then went on to state that the architectural fee for the project is 5% or \$17,290. The entire total cost of the project is \$363,095.

Following discussion, *on a motion duly made and seconded, Gangl/Sagstetter, the Spectrum High School Board of Directors unanimously approved a not to exceed project price of \$370,000 for the proposed College and Career Center, as well as the RJM Construction estimate as presented.*

B. Budget Report

None

C. Executive Director's Report

None

D. Committee Reports

1. Technology Committee

None

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

None

IX. Old Business

None

X. New Business

A. CliftonLarsonAllen Contract

Mr. DeBruyn and Ms. Sorenson stated that at the April 26, 2018 regular Spectrum Board meeting, the Board chose to go with the auditing services of CliftonLarsonAllen from the three requests for proposal that were received by the School. CliftonLarsonAllen has sent a contract for these services, which is in need of signing.

Following discussion, on a motion duly made and seconded, Sagstetter/Kemnitz, the Spectrum High School Board of Directors unanimously approved signing the CliftonLarsonAllen contract for auditing services for FY18 as presented.

XI. Charter School Updates & Training

A. None

XII. Board Goals 2017-2018 (approved by the Board on July 27, 2017)

A. 2017-2018 School-Wide/VOA Academic Contract Goals

1. By May, 2018, the percentage of all students enrolled on October 1 in grades 6-11 at Spectrum High School who earn an achievement level of Meets the Standards or Exceeds the Standards on all **Math** state accountability tests (MCA, MOD, MTAS) will increase by **1.5 percentage points** to a minimum score of **64.5%**.
2. By May, 2018, the percentage of all students enrolled on October 1 in grades 6-11 at Spectrum High School who earn an achievement level of Meets the Standards or Exceeds the Standards on all **Reading** state accountability tests (MCA, MOD, MTAS) will increase by **2 percentage points** to a minimum score of **74.4%**.
3. By May, 2018, the percentage of all students enrolled on October 1 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 by **2 percentage points** to a minimum score of **58.4%**.

B. 2017-2018 Board Goals

In addition to the school-wide academic goals stated above, the Board will pursue the following non-academic goals for the 2017-2018 school year:

1. By January, 2018, the Board will develop a succession plan and recruitment procedure for potential board members.
2. By May, 2018, the Board will develop a process for establishing ongoing planning for Charter School Updates and Training to include the specific areas the Board will be trained.
3. By May, 2018, the Board will complete a thorough and in-depth review of the Strategic Plan 2019 for the purpose of amending/adjusting, as needed.

XIII. 2017-2018 Board Calendar and Next Meeting Agenda Input

None



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XIV. Adjournment

On a motion duly made and seconded, Sagstetter/Kemnitz, the Spectrum High School Board of Directors unanimously adjourned the meeting at 5:50 p.m.

A handwritten signature in black ink, appearing to read 'Jessica Kemnitz', is written over a faint, light-colored signature line.

Board Secretary Certification, Jessica Kemnitz