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Spectrum Academy Board Meeting Agenda

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| Date & Time | December 11, 7:00 P.M. |
| Location | Spectrum Academy High School, North Salt Lake, Utah |
| Members Expected | Marney DeVroom, Marcy Johnson, Jason Steenblik, Rozanne Marsh and Jana Gold. |
| Members Excused | Brandon Savage, Dennis M. Bullard |
| Spectrum Staff | Brad Nelson, Jaime Christensen, Christina Guevara, Barry Pewtress, Jandy Stelter, Jillian Gilli |

BUSINESS TO BE DISCUSSED

Board Session

- Review and approval of minutes from October 9, 2013 board meeting, postponed until the next board meeting.
- Financial Update (Jason Steenblik, Brad Nelson)
 - New state law is requiring that we have an Audit Committee.
 - It was decided that it will be decided who will make up this committee at the next meeting.
 - Squire audit report – Kyle Green presented results of the audit.
 - Overall no issues found.
 - Motion to accept the audit as presented was made by Jason, seconded by Marcy, the vote was unanimously approved.
 - Annual Budget Review
 - Christmas bonuses are in the budget this year.
 - Motion to accept the budget as presented was made by Jason, seconded by Marcy, the vote was unanimously approved.
- Update on expansion (Brad Nelson and Jaime Christensen)
 - Enrollment numbers for the December 20th lottery.
 - 230 – with a goal of 430 numbers are looking comfortable.
 - Kindergarten is full and we will need a lottery.
 - Status on the expansion – Issis Group is moving along well, ground breaking scheduled for the second week of January. August 15th is the scheduled day to occupy.
 - Basic Lease terms were discussed.
 - Buy out options were presented, nothing was voted on at this time.
 - It was stated as a reminder to everyone, that the Utah county campus will be financially independent.
 - Motion to accept the terms of the lease as presented was made by Marcy, seconded by Jana, the vote was unanimously approved.

- Discuss need for additional Information Meetings.
 - A Public Relations person has been hired to help advertise for the Utah County Campus.
 - Have started hiring teachers for 2014-2015 school year
 - Training videos for new personnel are scheduled to be complete before the end of summer.
 - The videos will address the broad spectrum of everything that we do that is different. (examples of proposed topics include: Best practices in teaching, how to write an IEP, How to fill out our specific grade book software, How to improve the work flow of sending an e-mail, Communicating with coworkers)
 - Barry was given the action item to send out access information to the board.
 - It was suggested that the PEN nights be recorded and put on the school website.
- Elementary School Principal's Update (Jandy Stelter)
 - Christmas program is coming up on Dec 19, 2013
 - Student lead Parent Teacher conferences were just completed.
- Secondary School Principal's Update (Christina Guevara)
 - Update on Transitional Occupational Course of Study.
 - Working on interest assessments to help develop.
 - Jeremiah Clark – who runs our math classes, is in charge of our school based business. The Student written paper was presented to the board.
 - Incorporating DECA- was discussed for our school.
 - High School Schedule for next year is being assessed, compiling a list of all classes that the current teachers are certified to teach. Should be completed by January.
 - Jillian Gilli – Update on behaviors:
 - New challenging behaviors this year.
 - Started the “Principals Club” to reward good behavior.
- Academic Director's Update (Jaime Christensen)
 - Accreditation
 - The presentation team, are in the process of making all the needed information available in an electronic file.
 - An Accreditation team is scheduled to come to the school in February
- Safety and Security Update (Marcy Johnson)
 - No new updates at this time

Public Session

- Opportunity for public comments – none given

Motion to adjourn the meeting was made by Marcy, seconded by Jana, the vote was unanimously approved.


 Marcy Johnson, Secretary

January 21, 2014
Date