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Spectrum Academy Board of Directors  
Minutes of August 14, 2012 Business Meeting

**Date & Time:** August 14, 2012: 7:00 p.m. - 8:39 p.m.

**Location** Spectrum Academy High School, North Salt Lake

**Members Present** Marney DeVroom, Brandon Savage, Jason Steenblik, Jana Gold, Marcy Johnson, Rozanne Marsh and Dennis M. Bullard

**Members Excused** None

**Spectrum Staff** Brad Nelson, Jaime Christensen and Rebecca Peterson

**Guests Present** Audra Mayhan and Jandy Stelter

**BUSINESS ITEMS DISCUSSED**

**Board Session**

- The minutes for the July 18, 2012 board meeting were reviewed. *Motion to the July 18, 2012 board minutes was moved by Marcy Johnson, seconded by Jana Gold and unanimously approved by the board.*
- Jason Steenblik and Brad Nelson reviewed the preliminary results of the audit conducted by the Utah State Office of Education. Jason will take the lead in drafting a response to the auditors which is due by August 28, 2012. In the response, Jason will seek clarification of certain procedural findings.
- Jaime Christensen and Brad Nelson briefed the board on the construction progress and preparations for the opening of SY 2012-13. The school is projecting a total of 514 students at opening day. The waitlist was discussed; kindergarten, 7<sup>th</sup> and 8<sup>th</sup> grade applicants comprise the majority of the list.
- Brad Nelson provided the board an update on the potential expansion for SY 2013-14. Discussion was held regarding a potential offer of land at Thanksgiving Point for an expansion. A formal request was submitted to the property owner on August 9, 2012 and is presently being staffed.
- Rebecca Peterson's Elementary School update included the status of preparations for school opening and the work being conducted with teachers and paras regarding planning and working on instruction, including their monitoring progress.
- Jaime Christensen's update included the status of preparations for school opening, including discussion regarding the off-site program to be conducted in Park City. She briefed the board on some personnel assignments, including Christina Guevara to become the new teacher mentor for the MS and HS teachers, and April Giaque

for the ES teachers. The teacher mentors will also be working with the respective paras.

- Jaime Christensen briefed the board on Title 49 non-election in the Utah state retirement system. The school has a 401K program, and in order to maintain compliance, we are required by UCA 53A-1a-512 to formally elect non-participation in this system. *Motion to approve Marney DeVroom to sign non-election notice was moved by Marcy Johnson, seconded by Brandon Savage and unanimously approved by the board.*
- Brad Nelson briefed the board on the janitorial services bid process. He obtained three bids. Wingfoot Services was the lowest bidder and will provide an on-site person during the day and a crew at night to clean the premises. The cost will be approximately \$45,000 for the year. *Motion to approve the school entering into a contract with Wingfoot Services for janitorial services was moved by Marcy Johnson, seconded by Jana Gold and unanimously approved by the board.*
- Brad Nelson briefed the board on the proposed contract for Squire to conduct the annual audit (as the company has done previously). Squire is a state approved vendor. The approximate cost will be \$10,000; we have a budgeted amount of \$15,000. *Motion to approve the school entering into a contract with Squire for auditing services in an amount not to exceed \$15,000 was moved by Dennis M. Bullard, seconded by Jana Gold and unanimously approved by the board.*
- Marcy Johnson reported for Safety and Security, including discussion regarding fire drill scheduling with the school principals.

#### **Public Session**

- Jandy Stelter asked the board for information regarding the school's website. There was discussion regarding the status of getting it up and running.
- Audra Mayhan asked about the possibility of all students in the elementary school receiving Netbook computers. Brad Nelson provided an overview as to the availability of Netbook computers and the limitations in providing them to younger students.
- Jandy Stelter asked the board for further information regarding the possible expansion of the school. Marney DeVroom provided a brief recap of the possibilities being examined.

*Motion to close board meeting was moved by Rozanne Marsh, seconded by Marcy Johnson and unanimously approved by the board.*

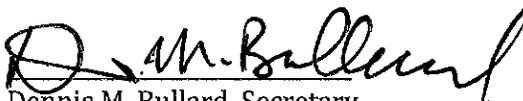
**Meeting adjourned:** 8:39 p.m.

**Next meeting:** September 12, 2012 @ 8:25 p.m.

**Approved by the Board:**

October 10, 2012

Date

  
Dennis M. Bullard, Secretary