

**High School for Recording Arts
Board of Directors Meeting Minutes
January 30, 2019; 9:00 am**

The mission of the High School for Recording Arts is to provide youth the opportunity to achieve a high school diploma through the exploration and operation of the music business and other creative endeavors

All Board Members in attendance: Paula Anderson, Alicia Sullivan, Pamela Weems, Dennis Welch, and Darryl Young (arrived during item #3). Ex Officio and others: Operations Director Matt Brown; David Ellis and Bonita Hughes of Studio 4; Lisa Hasledalen and Andrew Adelman of Designs for Learning

Note: All votes were unanimous unless otherwise stated.

1. Call to order – by the Chair, Anderson, at 9:20, with Sullivan, Weems and Welch also in attendance. The Chair congratulated the Board for their attendance on this extremely cold day.
2. Approve meeting Agenda – Weems moved approval of the Agenda as presented; seconded by Sullivan, and carried.
3. Minutes: Approve Minutes of the December 19, 2018 Annual board meeting – Anderson moved approval of the Minutes as presented; seconded by Welch, and carried.
4. Financial Updates
 - FY19 Updates – Hughes distributed a Financial Statement Packet including: Narrative Summary Report; Reporting Period Overview for Dec. 2018; Balance Sheet dated 12/31/18; Dec. 2018 Summary Income Statement; Budget for HSRA and HAS Program with Dec. Year-to-date Actual's; Payment Register; Period Balance Report; and 2018-19 Budget Summary (Revised), with 300 students. Hasledalen and Hughes reviewed for the Board. **Anderson moved acceptance of the financial report as presented; seconded by Welch, and carried.** Hughes reported, revised 2019 budget only shows effects of ADM reduction, from 320 to 300; Consulting expenditures (only) have been reduced to retain balanced budget; changes will continue to the budget, to both revenues and expenditures. Board discussed. **Welch moved approval of the revised budget; seconded by Young, and carried.**
 - ADM Committee report – Anderson noted during previous discussion, student numbers are increasing, such that final ADM of 300 is a reasonable target. This item was revisited later in the meeting, and Brown reported that advertising continues, in several media including on Light Rail trains; approximately 10 students have enrolled due to media on the trains. Also, HSRA participated in the charter school fair at Wilder last week. Advisors continue home visits to promote retention of students / recovery of drop-outs, as well as visiting recreation centers to promote HSRA to out-of-school youth. Enrollment is now 319 (meeting goal set for for January of 315), and moving toward goal of 330 by the second week of Feb.
5. Director's Report

- Enrollment updates – Brown reported, current ADM is 281, with 319 students enrolled. Current attendance rate is 55%.
 - Staffing updates – there was one change: new hire of a Promise Fellow, Philishia Jones.
 - Development and grant updates – Brown reported, there are no new grants, but efforts continue on several prospects. Ellis noted, 2017-18 was HSRA's highest year ever in terms of enrollment, with final ADM of 329. Ellis is continuing to negotiate with a potential benefactor for new support for HSRA's building expenses and/or general expenditures. Brown updated the Board on HSRA's application to the Charter School Capital Fund, which was unsuccessful last year; a vice president from the Fund visited HSRA recently, and the application is under consideration again.
6. Board Committee reports
- School Improvement Committee / Directors' meeting – Anderson reported, HSRA staff met with three staff from the state's Regional Centers of Excellence last week to address the school's requirement for school improvement planning deriving from the HSRA's low graduation rate as measured by MDE. Schools with multi-year graduation rates below 67% are required to report on their improvement planning efforts. This is now underway; HSRA will complete and submit required documents. Also noted, the state now measures and reports on graduation rates for up to seven years, as well as four-year on-time graduation rates; however, HSRA's rate on these measures is always low given its population of students who generally enroll far behind in terms of progress toward graduation. HSRA's graduation rate goal for its authorizer is a one-year rate, on which HSRA has consistently performed at over 85% which is the target.
 - Parent Advisory Board – there has not been a parent night since the previous Board meeting.
7. New Business – there was none.
8. Old business: Strategic Plan updates – Adelman reminded the Board this item was considered at the previous meeting; the Strategic Plan is to be revisited and updated annually per goals for the authorizer. Board discussed, after which a committee was appointed to direct the strategic planning process, consisting of Anderson, Young, Assistant Education Director Cienian and Assistant Director of Education Programming Renee Swanson.
9. Public comment – there was none.
10. Other business – there was none.

The meeting was adjourned at 10:25am. The meeting was followed by Board training on Governance, Finance and Personnel, provided by Designs for Learning.