

**High School for Recording Arts
Board of Directors Meeting Minutes
Tuesday, October 13, 2015; 9:00 am**

All Board Members in attendance: Paula Anderson (left the meeting during Item #6, Development & Grant updates), Tonya Draughn (arrived during Development & Grant Updates), Wayne Jennings, Carei Thomas, and Darryl Young. Ex Officio and others: Education Director Anthony Simmons; 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 – the meeting was called to order by the Chair, Jennings, at 9:00 with Anderson, Thomas and Young also in attendance.
2. Approve meeting Agenda – a number of revisions were suggested – add report from Lana Harris on HSRA’s housing initiative under Development and Grant Updates; strike FY2015 budget adjustment from Financial Updates; and add an item for Public Comments. Jennings moved approval of the agenda as amended; seconded by Young, and carried.
3. Minutes
 - Approve Minutes of August 19, 2015 regular board meeting – Young moved approval of the Minutes as presented; seconded by Thomas, and carried.
 - Approve Minutes of September 9, 2015 special board meeting – Young moved approval of the Minutes as presented; seconded by Anderson, and carried.
4. Financial Updates (Hughes, Hasledalen) – a Payment Register for July and August was distributed, and UFARS Compliance Report, with FY15 data as of 9/16/15. Hasledalen advised the Board that July and August financial data are incomplete as not all data has been entered. It was also noted that American Express payments will be broken-out in the future in financial reports. **Thomas moved approval of the Payment Register as presented; seconded by Young, and carried.** Also – Hughes reported, FY15 audit has been completed and signed off on; there is just one finding. Fund Balance as of 6/30/15 was \$687,520.
5. Facility purchase related
 - Facility/property acquisition updates – Ellis reported, closing on the building purchase was completed Friday Oct. 9, and bonds marketed. There will be a ground-breaking on new construction soon, for additions to the facility. He updated the Board on construction plans; Board discussed.
 - Facility purchase financing updates (addressed in the above; discussion in Financial Updates addressed elements of closing costs that are to be re-funded)
6. Director’s Report

- Enrollment updates – Anderson reported, enrollment has grown to 318 as of now; HSRA is still doing two orientations a week. Simmons reported, ADM for the year-to-date is 272; attendance at 61% for the year so far.
- Staffing updates – Anderson reported, HSRA is looking for health aide to assist the school nurse who is only on-site once a week. School psychologist (contractor) Susan Kelley has left HSRA; and a replacement is being sought. Simmons advised the Board, school nurse's hours are being reduced while adding the aide. HSRA has received its innovative program waiver, to allow licensed teachers to teach multiple subjects. Simmons reported, there are two new hires: Clarence Suttle, and Tyler Chapman, both part time paraprofessional advisors, general-ed. These are new positions. **Anderson moved approval of these two hires; seconded by Young, and carried.**
- Development and grant updates – Barnes distributed a Development Report for the Board summarizing Major Initiatives, Events, and Grants and other Fundraising Activity; and reviewed this for the Board. The following grants have been submitted: Minnesota Philanthropy Partners, \$5,000 grant (requires \$5,000 match), to support Lana Harris's work; and to same grantor, Pan African Fund, \$10,000 for student-run business L.Y.M.E. HSRA is also planning to submit a \$100,000 grant proposal to the Bush Foundation's Community Innovation Grant, for the Gateway to Home program. Next, Lana Harris reported on HSRA's Gateway to Home initiative which she is coordinating – this is the new name for HSRA's effort to house its homeless students who currently comprise approximately 60% of HSRA's student population; Harris updated the Board on efforts on this aspect.
- Advisory system update - Anderson reported, this seems to be going well with teachers focusing on content (teachers no longer serve as advisors) – Board discussed

7. Board Committee reports

- School Improvement Committee – no update
- Parent Advisory Committee – Simmons report, HSRA has a project night scheduled, which will include a survey of parents

8. Plan for Board elections – terms for Draughn, Thomas and Young expire this month; Simmons is coordinating the election procedure.

9. HSRA 2014-15 Annual Report – a draft Report was distributed to the Board electronically, and in hard-copy at the meeting. Adelman advised the Board, revisions will be made by the evaluator working with HSRA administration, to finalize the report prior to the authorizer's deadline which is Nov. 30. **Jennings moved approval of the draft Annual Report; seconded by Young, and carried.**

10. Public Comment – there was none

11. Other business – there was none, and the meeting was adjourned at 10:30am.

Next HSRA board meeting is scheduled for Wednesday, Dec. 9, at 9:00 am.