

**High School for Recording Arts
Board of Directors Special Meeting Minutes
Tuesday, November 10, 2015; 9:00 am**

All members in attendance: Paula Anderson, Tonya Draughn (arrived during item 3b), Wayne Jennings, Carei Thomas, and Darryl Young. Ex Officio and others: David Ellis and Bonita Hughes of Studio 4; Andrew Adelmann of Designs for Learning; attorney John Cairns; and HSRA Technology Manager Matt Brown

Note: All votes were unanimous unless otherwise stated.

1. Call to order – the meeting was called to order by the Chair, Jennings, at 9:05 am with Anderson, Thomas and Young also in attendance.
2. Approve meeting Agenda – it was noted that item 3 on the agenda, to address reporting requirements for bonding in Electronic Municipal Market Access (EMMA) system needs to be split into two parts, the first being approval of the HSRA audit. The Agenda was approved by common consent with this revision.
3. 3a – approval of audit – copies of audited financial statements for Fiscal 2015 from Redpath & Co. were distributed to the Board, along with an Audit Management Letter which the Board reviewed. Board did preliminary review of the Audit.

3b - Address reporting requirements for bonding in Electronic Municipal Market Access (EMMA) system, for HSRA building company property purchase – HSRA Sept. 2015 Financial Statement Packet including Narrative Summary Report; Period Reporting Overview Dashboard; Balance Sheet for 9/30/15; HSRA FY16 budget with year-to-date; Summary Income Statement; Payment Register; and Period Balance Report was distributed. Hughes reviewed these documents for the Board; Cairns called attention to misleading statements in the Narrative Summary Report which should be removed. Report should note current enrollment (331 students) and ADM which is 292 and climbing. **Jennings moved acceptance of quarterly report with clarifications to the Narrative Summary Report as discussed during the meeting; seconded by Thomas, and carried.**

Board also discussed process for posting required materials to EMMA. Everything posted to EMMA is also to be posted on the school website; Technology Manager Matthew Brown joined the meeting for review of posting procedures.

4. Consider World's Best Workforce Report Summary – this 2014-15 school year report was distributed to the Board electronically in advance, and at the meeting. Adelmann summarized the report for the Board; it addresses a new state requirement, that every school district and charter school have such a plan, which explains how they are working to create the world's best workforce. Anderson noted, reporting on the World's Best Workforce to school stakeholders includes reporting on the school's academic goals/measures and outcomes at

Parent Nights, and will include updates on WBWF specifically to the Family Advisory Board. **Anderson moved approval of the World's Best Workforce Report Summary as presented; seconded by Young, and carried.**

5. Other business

- Anderson advised the board – HSRA's goals and measures in the past were structured with a rubric including partially meeting targets, as well as meeting or not meeting. Board discussed. **Anderson moved approval for administration to work with HSRA's academic committee and the authorizer to create appropriate "partially meets" where feasible in the school's goals and measures; seconded by Thomas, and carried.**
- Anderson advised the Board that HSRA students are performing Dec. 12 at MacPhail School of Music (supported by State Arts Board grant)
- It was noted that David Ellis is being honored for contributions to education around Hip Hop at the Hip Hop Archive at Cornell University in New York. Board congratulated Ellis on this award.
- Election update – the three members whose terms are expiring (Draughn, Thomas, and Young) are running un-opposed.

The meeting was adjourned at 10:00 am.

Next meeting will be Wednesday, December 9, at 9:00 am.

Respectfully submitted by Andrew Adelman