

**High School for Recording Arts
Board of Directors Meeting Minutes
April 24, 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

Board Members in attendance: Paula Anderson, Pamela Weems (arrived after item #3), Dennis Welch, and Darryl Young. Absent: Alicia Sullivan. Ex Officio and others: Executive Director Anthony Simmons; Director of Operations 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 – the meeting was called to order by the Chair, Anderson, at 9:10 with Welch and Young also in attendance.
2. Approve meeting Agenda – the **Agenda was approved by common consent with the addition of Fund Designation to the Development and grant updates item.**
3. Minutes: Approve Minutes of the March 13 board meeting – **approval of the Minutes as presented was moved by Young; seconded by Welch, and carried.**
4. Financial Updates
 - FY19 Updates: Hughes distributed a Financial Statement Packet including a Narrative Summary Report; Reporting Period Overview for March; Balance Sheet as of 3/31/19; March Summary Income Statement; HSRA and HAS budgets with year-to-date actual's; Payment Register; Journal Entry Listing; and Period Balance Report. Hasledalen reviewed for the Board. Board reviewed the financial documents. **Young moved acceptance of the Financial statement; seconded by Anderson, and carried.**
 - ADM Committee report – Anderson reported, recruiting continues and HSRA has been able to add a few additional students resulting in a slight increase in projected ADM. Additional planning is to be carried out for next year e.g. putting recruiting events on the calendar in advance. Brown noted, HSRA will work to be more intentional about marketing / student recruiting activities. He has been meeting with Joey Cienian and a few other staff members on this. Board discussed; and decided to establish a recruiting committee, to include Anderson, Young, Brown and Simmons.
5. Director's Report
 - Enrollment updates – Simmons reported, current enrollment is 330, with projected ADM for the year at 296.49. Percent-of-attendance for the year so far is 53.9%. HSRA continues to enroll new students, and hopes to conclude the year with ADM of 300.
 - Staffing updates – there have been no staffing changes since the March meeting.
 - Development and grant updates including Fund Designation – Simmons reported, HSRA has received \$500,000 from Springpoint, funds to be used to offset restrictive covenants associated with the building. Anderson advised the Board, referencing language from HSRA's auditor, that these funds are to be used to meet covenants annually. **Moved by**

Young: the HSRA Board accepts and commits to maintain the \$500,000 in funds from Springpoint for as long as the debt covenants remain in place at their current levels. If the covenants are reduced or eliminated, then these funds may be spent for other designated purposes; seconded by Welch, and carried.

Simmons also reported, HSRA continues to develop its relationship with the Hewlett Foundation which has offered HSRA \$400,000 over two years, mainly for new school in California (\$300,000 for this year, reported at the March meeting). Other grant applications have been submitted also: the Bush Prize for Community Innovation (Anderson noted, this is awarded based on an organization's track record, of innovation and success; quite competitive grant which would provide \$500,000 in unrestricted funds); Bush Community Innovation project grant for programming for young people involved in the criminal-justice system; and a Minnesota State Arts Board grant; and another Bush Foundation grant, the Individualized Learning Initiative which will support a new cohort of schools that are engaged in individualized learning (Simmons noted, this would support HSRA in being recognized as an exemplar of individualized learning, providing up to \$100,000).

6. Board Committee reports

- School Improvement Committee / Directors' meeting – Anderson reported, no updates since submitting Comprehensive Needs Assessment and School Improvement Plan documents to MDE.
- Parent Advisory Board – Brown reported, last parent night was snowed out in late February. Board discussed HSRA's website and social media efforts.
- Strategic Planning committee – Adelman distributed an HSRA Strategic Plan Status Update as of February, and reminded the Board of its requirement to review and update this annually, per goals for the Authorizer. Board will address at its June meeting.

7. New Business

- HSRA school calendar for 2019-20 – Brown distributed the draft calendar. Calendar is similar to this year's. End-date is slightly later, and has additional make-up days in case of days missed. First day of school to be August 26, 2019; last day Friday, June 5, 2020 with graduation June 8. Board reviewed. **Anderson moved approval of the draft Calendar; seconded by Welch, and carried.**
- HSRA-Designs for Learning contract for 2019-20 – Adelman distributed copies of the proposed contract which is similar to current-year contract (amounts charged HSRA have not changed). Board reviewed and identified two changes – reduce Sped. Director hours from 125 to 100; school's financial information to be submitted for reporting by the 3rd of the month, to be changed to the 10th. **Anderson moved approval of the contract with the two changes noted; seconded by Welch, and carried.**
- Tautges Redpath contract for audit – Bonnie distributed copies to the Board; total size of the contract is \$19,650, which includes completing tax forms for both HSRA and its Building Company. **Welch moved approval of the 2019-20 contract with Tautges Redpath as presented; seconded by Young; and carried.**

8. Old business: charter contract renewal – Simmons reported, current contract with PUC ends 6/30/19; they visited HSRA in March, and they are offering HSRA the maximum five-year

term. HSRA leadership is working with PUC to establish appropriate goals and measures for the new charter contract term.

9. Public comment – there was none. Simmons advised the Board, HSRA will be hosting international visitors May 2.
10. Other business – there was none.

Respectfully submitted by Andrew Adelman