

**High School for Recording Arts
Board of Directors Meeting Minutes
Friday, June 26; 9:00 am**

All Board Members in attendance: Paula Anderson, Tonya Draughn (left meeting after approval of Payment Register), 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; attorney John Cairns; and Kou Vang of JB Realty.

Note: All votes were unanimous unless otherwise stated.

1. Call to order – the meeting was called to order by the Chair, Jennings, with all members in attendance.
2. Approve meeting Agenda – approved as presented, by common consent.
3. Minutes
 - April 15, 2015 regular board meeting – approved as presented, by common consent.
 - May 6, 2015 special board meeting – approved as presented, by common consent.
4. Financial Updates (addressed later in the meeting) – Hughes distributed a financial documents including HSRA year-to-date budget through May 2015; May 2015 Summary Income Statement; Balance Sheet dated 5/31/15; Payment Register; Period Balance Report; SHR and SF Outstanding Payments; Journal Entry Listing; and Reconciliation Worksheet dated 5/31/15)
 - 2014-15 updates and approve FY15 budget revision – Hasledalen reviewed for the Board. Revised FY15 budget is based on 280 students, up from 250 in the original budget. **Jennings moved receipt of financial reports; seconded by Anderson, and carried.** Cairns advised the board regarding requirements of charter school budgets to qualify for bonds; these requirements will drive some changes to future budgets. **Jennings moved approval of Payment Register for April and May; seconded by Thomas, and carried.** Next, Board discussed final FY15 budget revisions; a number of revisions to version presented were identified. **Jennings moved approval of FY15 budget as revised; seconded by Young, and carried.** Hughes sent revised budget to the Board shortly after the meeting.
 - Approve initial FY16 budget (distributed in advance and at the meeting) – Board reviewed proposed draft budget; identified revisions that will be needed in budget updates, particularly relating to the building lease. **Jennings moved approval of the FY16 budget as presented; seconded by Young, and carried.**
 - Approval of \$65,000 loan to Building Company – Hasledalen reminded the Board, this was an advance to cover improvements to the property, done during May. **Jennings moved approval of a \$65,000 loan from HSRA to the building company effective May 15 to fund escrow required in building purchase agreement with Inland Realty; seconded by Anderson, and carried.**

5. Director's Report (addressed at the end of the meeting)
 - Enrollment updates – Anderson reported, HSRA closed the year with 299 students enrolled; ADM of 280, 30 more than projected; and there were 80 grads, the highest number ever. Ellis reported, HSRA will do marketing this summer including radio, social media and some TV spots.
 - Staffing updates – Matthew Everhart who was a long term sub is moving and will not be returning; also there were two hires: teacher Mitchell Johnson; and para Joseph Redemann. **Jennings moved approval of staffing changes; seconded by Anderson, and carried.**
 - Development and grant updates – Anderson and Ellis updated the Board on the house that's being donated to the school, for housing students.
 - Confirm 2015-16 HSRA Calendar – is being finalized, will be sent to the Board shortly.
6. Board Committee reports
 - School Improvement Committee – Anderson and Adelman met with lead advisor Joey Cienian to review and update the school's Record of Continuous Improvement which is required for the federal Title I application.
 - Parent Advisory Committee – no report.
7. Facility purchase related
 - Facility/property acquisition updates – Kou Vang joined for this; he and Cairns updated the board on progress with the building purchase agreement. The HRA application will be addressed at the St. Paul City Council July 8 at 2 pm; HSRA needs representation from the school and building company for this.
 - Facility purchase financing updates – Cairns advised the Board about the timeline for approval, and related matters including the "Appendix A" document the school needs to generate to support the case for building bonds.
 - Contract update: consider revised HSRA-Studio 4 contract – not addressed (Cairns advised the board, the contract won't change until bond closing date).
8. Schedule Board meeting dates for 2015-16: proposed meeting dates are the following Wednesdays: August 19; October 14; December 9; February 17; April 13; and June 22. In addition, a special board meeting was scheduled for July 28, also at 9:00 am, for the purpose of approving building purchase decisions. **Jennings moved approval of the meeting schedule; seconded by Young, and carried.**
9. Items for 2015-16
 - Designs for Learning contract for services – was distributed. Ellis requested the Board authorize administration to act on the contract. **Thomas moved approval of the contract subject to administrative review; seconded by Draughn, and carried.**
 - MACS membership – **Anderson moved HSRA renew its membership in the Minnesota Association of Charter Schools; seconded by Young, and carried.**
 - Auditor contract (added to agenda) – **Jennings moved approval of Tautges Redpath LLC to do HSRA's audit; seconded by Young, and carried.**

10. Other business – Hughes asked Board members to sign conflict of interest form required for Building Lease Aid application.

The meeting was adjourned at 11:20.