

**High School for Recording Arts  
Board of Directors Meeting Minutes  
August 16, 2017; 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, Tonya Draughn (left during item #5), Alicia Sullivan, and Carei Thomas. Absent: Darryl Young. Ex Officio and others: Education Director Anthony Simmons; Bonita Hughes of Studio 4; Lisa Hasledalen, Wilderness Pinna and Andrew

Note: All votes were unanimous unless otherwise stated.

1. Call to order – by the Chair, Anderson, at 9:15, with Draughn, Sullivan and Thomas also in attendance.
2. Approve meeting Agenda – two meeting schedule changes were identified, to move the Board meeting schedule and scholarship items to an earlier point on the Agenda, after which the Agenda was approved by common consent.
3. Minutes: Approve Minutes of the June 21, 2017 regular board meeting – Board reviewed. Anderson noted that final 2016-17 ADM turned out to be approximately 327 rather than 330 as was reported. Approval of the Minutes as presented moved by Thomas; seconded by Draughn, and carried. In addition, Minutes from the Emergency Board meeting of August 4, 2017 were reviewed. Draughn moved approval of the Minutes as presented; seconded by Thomas, and carried.
4. Board meeting schedule for 2017-18 – after discussion, decided to continue meeting Wednesdays at 9 am. The following meeting dates were set: 9/27/17; 11/1/17; 12/13/17; 1/24/18; 3/7/18; 4/18/18; and 6/13/18. **Approval of these dates was moved by Thomas; seconded by Sullivan, and carried.**
5. Financial Updates
  - 2016-17 financial updates; approve Food Service Fund deficit – Hughes distributed a June 2017 Financial Statement Packet including a Narrative Summary, Reporting Period Overview, June 2017 Summary Income Statement, Balance Sheet dated 6/30/17, HSRA Budget for FY2017, Payment Register, and Period Balance Report. Hasledalen reviewed the report for the Board, noting figures are close to final. FY17 audit is almost done. HSRA ended the school year with 327.83 ADM; revised budget was based on 325. **Acceptance of the June financials including transfer of \$44,539 to the Food Service Fund was moved by Thomas; seconded by Sullivan and carried.**
  - 2017-18 financial status – Hughes distributed a July 2017 Financial Statement Packet including a Narrative Summary, Reporting Period Overview, Balance Sheet dated 7/31/17, July 2017 Summary Income Statement, and Payment Register. Hasledalen and Hughes reviewed for the Board. **Acceptance of July financials moved by Sullivan; seconded by Thomas, and carried.**

- Approve bond funds – Anderson reported, she, Hughes and Director of Operations Matt Brown participated in a phone conference with the primary bondholder during which bondholder questions were addressed.
6. Scholarship in Philip Borer Nelson’s name – Draughn spoke before leaving the meeting, on behalf of a scholarship supporting civic engagement activities by students, during their career at HSRA as well as after graduation. This item will be retained on the Agenda for the September meeting.
  7. Facility purchase financing and construction update – no report.
  8. Director’s Report
    - Enrollment updates – Simmons reported, approximately 290 students have re-enrolled which is good for this early; student recruiting activities continue.
    - Staffing updates – Simmons reported: new hires Rob Lewis, licensed teacher; Michael Padgett, also teacher; sped. paraprofessional Angie Shanley; licensed sped teacher Steve Andrews; Promise Fellows Meghan Heck, Nora Rickey, Marisa Tejada, and Monica Weltzien. No longer employed with HSRA: Sarah Fischer; Thomas Leal; Pierre Fulford; Development Director Todd Barnes is no longer employed, though HSRA may contract with him for specific projects). HAS hires / end of employment are yet to be addressed.
    - Development and grant updates – no new grants since last Board meeting. Simmons reported, HSRA will apply for additional funding of \$200,000 from the New Schools Venture Fund in November for school replication in Los Angeles (this project has been approved for \$50,000). **Anderson moved HSRA continue to approve grants as appropriate and continue to report progress to the board; seconded by Thomas, and carried.**
  9. Board Committee reports
    - School Improvement Committee: finalized 2017-19 Goals & Measures – Anderson reported, goals and measures have been finalized and will be reported to the staff today.
    - Parent Advisory Committee – Anderson reported, no activity so far. Parent involvement will be done through the Student Support & Engagement dept.
  10. New Business:
    - Board meeting schedule for 2017-18 – addressed previously
    - HSRA-Designs for Learning contract for 2017-18 – Board reviewed contract; **Anderson moved approval of the contract pending discussion regarding hours for the sped. director; seconded by Sullivan and carried.**
    - HSRA Board members’ survey – members who were present completed the survey.
    - Board Member Affidavit of Assurances for Authorizer – members who were present signed the Affidavit.
  11. Old business:
    - Scholarship in Philip Borer Nelson’s name –addressed previously
    - HSRA Strategic Plan Updated version – Adelman reported, was emailed to Board after the June meeting. To be distributed in hardcopy at the next meeting.

12. Public comment – there was none.

13. Other business – Simmons asked the Board to declare Dr. Wayne Jennings Chair Emeritus of the HSRA Board in thanks for his long service to the Board. **Anderson moved to declare Jennings Board Chair Emeritus; seconded by Thomas, and carried.**

The meeting was adjourned at 10:40 am.

Respectfully submitted by Andrew Adelman