

**High School for Recording Arts  
Board of Directors Meeting Minutes  
Wednesday, August 17, 2016; 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, Wayne Jennings, and Darryl Young.  
Absent: Carei Thomas. Ex Officio and others: Education Director Anthony Simmons; David Ellis and Bonita Hughes of Studio 4; and Andrew Adelman of Designs for Learning.

Note – all votes were unanimous unless otherwise noted.

1. Call to order – the meeting was called to order by the Chair, Jennings, at 9:30 with Anderson, Draughn and Young also in attendance.
2. Approve meeting Agenda – Jennings requested adding one item to #8, for training in parliamentary procedure; Agenda was approved by common consent, with this addition.
3. Minutes
  - Approve Minutes of June 21 regular board meeting
  - Approve Minutes of July 29 emergency board meeting

Jennings moved approval of both sets of Minutes as presented; seconded by Anderson. It was noted that the purpose of the July 29 emergency meeting was for HSRA to partner with a private school and join the Minnesota High School League in order to participate in team sports. After discussion, the motion carried.

4. Financial Updates – Hughes distributed a June 2016 Financial Statement Packet including a Narrative Summary Report, Period Reporting Overview Dashboard, Balance Sheet, Summary Income Statement, Payment Register, Journal Entry Listing, and Period Balance Support; and reviewed for the Board, noting the FY16 audit is underway. **Jennings moved receipt of the financial report; seconded by Anderson, and carried. Board reviewed the Payment Register; approval of which was then moved by Jennings; seconded by Young, and carried.**
5. Facility purchase financing and construction updates – Ellis reported, most construction is complete. There will be four new classrooms with space for two advisories, a dance and movement studio, restrooms, and storage space, as well as a new NCAA-certified gym which is convertible to event-space.
6. Director's Report
  - Enrollment updates – no update.
  - Staffing updates – Simmons reported, there have been have a number of new hires / changing of positions with revisions to the program. New hires: Stephanie Miska, (sped. lead), Jackie Rothstein (workplace program staff), Sarah Fischer (Humanities Advisor), Ed Morales (additional FT sped. social worker), Kimberley White (sped. Student Support and Engagement advisor; Promise Fellows Llandrea Nichols, Montana Hirsch, Isabel Pfeiffer, and Aliyah Jerea; and Thomas Leal (sped. paraprofessional). Cody Wilson and Regina Jackson were terminated; Jewellyn McLaurin, Nick Phillips, and Abby Rosen resigned. **Jennings moved approval of staffing changes; seconded by Anderson, and carried.**
  - Development and grant updates – Anderson reported, HSRA has successfully completed its first MN State Arts Board grant. Simmons reported that he has been invited by the St Paul Foundation for meetings focusing on African-American males' education and employment opportunities in St Paul; the Foundation will donate \$2,000 to HSRA as an expression of thanks for this participation. **Jennings moved approval for HSRA to prepare proposals to grants to be carried out in accordance with their purposes, in accordance with Fundraising Policies and Procedures; seconded by Anderson, and carried after discussion.**

7. Board Committee reports
  - School Improvement Committee / Academic and Non academic authorizer goals – Adelman distributed draft updated Targets/Measures: Plan for 2016-19 (also sent to the Board in advance); Board reviewed. **Jennings moved approval of updated targets and measures, with the understanding that it may be further revised if needed; seconded by Anderson, and carried.**
  - Parent Advisory Committee – no report
8. Board training follow-up items
  - ACA / HR training for director and HR manager – Board discussed.
  - Distribute training certificates from May training; also Board Binder flash-drives as needed – Adelman distributed these items, completing follow-up on May 15, 2016 Board training provided by Designs for Learning.
  - Training in parliamentary procedure – Jennings distributed a handout on Parliamentary Procedure, based on Robert's Rules of Order, and reviewed for the Board.
9. Consider Fundraising Policies and Procedures policy for approval (presented at February Board meeting; considered again in June) – the policy was reviewed by Board, and several minor edits were identified. Todd Barnes will carry out training of staff regarding the policy. **Young moved approval of the proposed Fundraising Policies and Procedures, as amended; seconded by Draughn, and carried.**
10. New business
  - HSRA Board elections plan – HSRA Board Membership roster was distributed; terms of two members, Anderson and Jennings, expire October 2016. Jennings announced that he will not run for another term. Simmons will administer the elections, in the fall.
  - Consider joining Minnesota State High School League – **Anderson moved HSRA join the MN State High School League; seconded by Young, and carried after discussion.** Simmons noted, HSRA has participated in a nonprofit organization called Tix for Tots, which allows HSRA to access free tickets to sporting events. **Anderson moved approval of HSRA's continued participation in Tix for Tots, including paying required fees in exchange for tickets to sporting events throughout the year; seconded by Young, and carried.**
  - Consider contribution to Center for School Change legal defense fund – Simmons reported, there is a legal challenge in the courts relating to segregation due to students from a single racial group being over-represented in certain charter schools; a contribution of about \$1000 has been suggested for HSRA. **Anderson moved HSRA support the legal defense fund in an amount of up to \$1,000; seconded by Young, and carried.**
11. Public comment – there were none.
12. Other business – there was none.

The meeting was adjourned at 11:30 am.

Respectfully submitted by Andrew Adelman