

**High School for Recording Arts
Board of Directors Meeting Minutes
September 27, 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, Alicia Sullivan, and Darryl Young.
Absent: Carei Thomas. 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

Note: All votes were unanimous unless otherwise stated.

1. Call to order – the meeting was called to order by the chair, Anderson, at 9:20.
2. Approve meeting Agenda – since Draughn needed to leave the meeting early, Board decided to address items calling for actions (Financial Updates, New and Old Business) first. Anderson moved approval of the agenda with this change in order of items; seconded by Young, and carried.
3. Minutes:
 - Approve Minutes of the June 15, 2017 emergency board meeting – Young moved approval of the Minutes as presented; seconded by Anderson, and carried.
 - Approve Minutes of the August 16, 2017 regular board meeting – Sullivan moved approval of the Minutes as presented; seconded by Draughn, and carried.
4. Financial Updates – Hughes distributed an August 2017 Financial Packet including a Narrative Summary Report; Reporting Period Overview; Balance Sheets as of 6/30/17 and 8/31/17; Summary Income Statement; HSRA FY18 Budget with August year-to-date actual; Payment Register; and Period Balance Report; also an Eliminating Health Disparities Initiative Grant Budget Summary.
 - 2016-17 audit status – Hasledalen reported, audit completed; last step is exit interview with auditor Tom Hodnefield. He will be asked to report at the next Board meeting.
 - 2017-18 financial updates – Hasledalen review financial documents for the Board. **Young moved approval of Payment Register and August financials; seconded by Anderson, and carried.** Hughes reported, FY18 budget including HAS hasn't been adopted by the Board. Eliminating Health Disparities Initiative Grant (TANF) is for HAS, and has just been approved. Board reviewed. **Anderson moved approval of the grant budget as submitted by HAS; seconded by Draughn, and carried.**
5. Facility purchase financing and construction update – Ellis reported, has closed contract with building contractor and signed completion certificate. Other updates included gym floor being redone and more security cameras installed, for areas not currently covered.
6. Director's Report
 - Enrollment updates – Simmons reported, as of yesterday HSRA had 318 students; ADM for the year so far is 261. Attendance rate so far is 71%. Board discussed strategies for engaging and retaining HSRA's now-larger population of younger students. Simmons thanked Young for his efforts with night school.
 - Staffing updates – Anderson reported, Angie Shanley's variance to work as a special education teacher was approved. Experimental Program waiver requests that were applied for were also approved.

- Development and grant updates – no new grants. Simmons reported, HSRA will apply for a continuing State Farm grant, to work on distracted driving.
7. Board Committee reports
 - School Improvement Committee – Adelman distributed finalized 2017-19 Goals & Measures (approved by Authorizer) for the final two years of HSRA’s authorizer contract per meeting with authorizer representatives in the spring.
 - Parent Advisory Committee – not in place but Anderson reported, there is a parent interested in serving on such a committee. HSRA has had two open houses and one parent night.
 8. New Business:
 - Item added to agenda: Draughn reported to the board on an incident in the community yesterday where students participating in voter registration were impeded by police who were looking for a criminal suspect. Will follow up via HSRA liaison to the police Johnny Howard.
 - Board elections and annual meeting – Sullivan was appointed in May, to serve until an election can be held for that seat. Simmons will oversee the election, over the next 30 days. The next meeting, Nov. 1, will be Annual Meeting.
 - Board training – it was noted that this was done 6/15/17 so won’t need to again until a new member joins the board.
 9. Old business:
 - Scholarship in Philip Borer Nelson’s name – Board discussed strategies for raising funds for this. Sullivan, Ellis, Young and Draughn agreed to be on a committee for this purpose.
 - HSRA-Designs for Learning contract for 2017-18 – Adelman, Anderson advised the Board, contract has been revised reducing Special Ed. Director hours from 150 to 100; and adding HR consultation section which makes available assistance in HR, intended for help with applications for licensure variances. Anderson updated the Board on changes in the state’s licensure procedures with the elimination of the current Board of Teaching. **Contract was approved by common consent.** Draughn left the meeting at this point.
 - HSRA Strategic Plan Updated Version – Adelman distributed HSRA’s current Strategic Plan, and recommended review of the plan and HSRA Statement of Culture for updates.
 10. Public comment – there was none.
 11. Other business – Board observed a moment of silence for the passing of Mary Thomas, Board member Carei Thomas’s mother who passed away earlier this week.

The meeting was adjourned at 11:00 am.

Respectfully submitted by Andrew Adelman