

**High School for Recording Arts  
Board of Directors Meeting Minutes  
Thursday, February 15, 2007, 9:00 am**

Board members in attendance: Wayne Jennings, Layne Bellamy, and Paula Anderson. Absent: Carei Thomas, Darryl Young

Ex Officio and others: Education Director Bryan Rossi; David Ellis, Anthony Simmons, Bonita Hughes and David Kingsbury of Studio 4; Tom Hodnefield of Tautges Redpath Ltd.; Andrew Adelman and Pam Young 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, Jennings, at 9:10 am.
2. Approval of agenda – one item was added to the agenda: property acquisition; also a Development Report from Simmons was added to agenda item #5. The Agenda was approved by common consent, with these changes
3. Approve Minutes of December 5, 2006 Board meeting - Jennings moved approval of the Minutes as presented; seconded by Bellamy, and carried.
4. Financial updates
  - 2005-06 Audit report – Tom Hodnefield, HSRA’s auditor, briefly summarized audit reports, which were previously distributed to the Board. HLB had a clean, unqualified opinion on the financial reports. Board considered the reports and discussed fiduciary responsibilities. HSRA ended the year with \$368,843 in net assets, an increase of \$11,517 from the previous year. Again, findings fewer and less severe than the previous year. Board reviewed findings. After discussion, **Jennings moved approval of the audit for 2005-06; seconded by Bellamy, and carried.**
  - 2006-07 Financial updates – Hughes distributed a HSRA Balance Sheet as of 12/31/2006; a 12/06 Summary Income Statement; Detailed Income Statement; A/P Aging Summary; and Electronic Funds Transactions listing. Hughes and Pam Young summarized the statements for the Board. There will be a revised annual budget by next Board meeting. **Jennings moved acceptance of the financial statements, seconded by Bellamy, and carried.**
5. Director’s Report (Rossi / Ellis) - Rossi reported, charter review by SPPS has been completed and went well. Packet of material distributed to review team members was shared with the Board. HSRA will have an opportunity to see their report in a couple weeks, before they present it to anyone else.
  - Enrollment update – Rossi reported, current enrollment is about 205; attendance rate at 64.6% as of 2/10/2007. This has dropped somewhat, from ~69% at the beginning of the year. One strategy to be implemented this spring to try to increase attendance is home visits.

- Staffing updates – HSRA had no new employees, and no terminations since the previous meeting.
- Facility updates – Ellis and Jennings reported, HSRA did not receive the federal facilities grant; will continue exploring possibilities for establishing their own facility. Lease at the current facility is up for renewal at the end of this school year. Jennings and Ellis met with attorney John Cairns yesterday to look at the possibility of establishing a nonprofit building company which would act as a friend of HSRA and be the building owner. The building would be funded through the bond market with HSRA renting from the nonprofit building company. Board also discussed possible alternative facilities. Cairns is able to work for HSRA on the building company effort, for a retainer of \$3500. After discussion, **Jennings moved HSRA enter into a contract with Briggs & Morgan regarding all necessary steps to acquire property on Western Avenue or an alternative property, establishing a nonprofit building company to be named HSRA Building Company, and all other necessary steps to resolve the facility issue pending discussion with present landlord Allen Peterson. Seconded by Anderson, and carried.**
- Development report – Simmons reported on efforts to raise funds through AIG Corp., which could support development of a HSRA-model charter school in New York. He is following up on other contacts made at the Executive Leadership Committee meeting as well. A tenth anniversary committee for HSRA has been established, and is beginning to plan an event for the fall of 2008.

6. Board Committee reports

- School Improvement Committee – Rossi reported, they met Feb. 9 and discussed the School Improvement Plan including minor edits to school goals and measures for 2006-07. The updated Plan was distributed to the Board. After discussion, **Jennings moved approval of the modified Goals; approved by common consent. Next, Jennings moved approval of Rossi to act as Local Education Agency Representative in filing the School Improvement Plan; seconded by Anderson, and carried.**
- Parent Advisory Committee – it was noted that social worker Tabitha Wheeler has been out due to death of her father. There is a parent night March 1, which will focus on conferences between parents and advisors, though also including student presentations.
- Technology updates – David Kingsbury reported, the school Technology Plan needs to be updated by fall; this is underway. Technology needs include funds to replace computers as they expire; also for expanding student storage space due to the increase of multimedia files. Project Excellence is being revised to enhance functionality.

7. Equal Employment Opportunity policy review - **Jennings moved approval of this policy which was distributed to the Board previously; seconded by Anderson, and carried.**

8. Other business – there was none.

9. Property acquisition – addressed under Facility Updates in item #5.

The meeting was adjourned at 10:45.

Respectfully submitted by Andrew J. Adelman