

**High School for Recording Arts  
Board of Directors Meeting Minutes  
Wednesday, June 11, 2008, 9:00 am**

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

Ex Officio and others: Education Director Bryan Rossi, social worker Tabitha Wheeler, Anthony Simmons, Bonita Hughes; Pam Young and Stephen Bosacker of Designs for Learning

Notes: All votes were unanimous unless otherwise stated. Handouts: Financial Report Summary, Contract with MN Association of Charter Schools, Contract with Innovative Special Education Services (the SpEd Project); School Nurse Services contract; 2008-09 calendar; and HSRA Board Minutes for April 30, 2008.

1. Call to order – by the Chair, Jennings, at 9:08 AM.
2. Approval of agenda – Jennings moved to approve the agenda as presented. Mr. Bellamy seconded. Carried.
3. Approve Minutes of April 30, 2008 Board meeting – Minutes from April 30 were approved by common consent.
4. Financial updates (Bonita Hughes; Pam Young of Designs for Learning)
  - 2007-08 financial status - Fund 1 expenses are greater than revenue by \$141,959. Ms. Hughes will look into food service figure which may be inaccurate. Board discussed current budget deficit, and enrollment in relation to the budget. Ms. Hughes expects a general income of over \$2,000,000 and \$187,000 in grants. Grants are dedicated for specific expenses. Ms. Young stated that at current rate of spending the expected revenue will cover all expenses with enrollment as planned. Mr. Rossi believes the school will come in with 210 ADM at the end of the year, possibly 209. Budget is built on 200 ADM. After discussion, **Mr. Jennings moved to receive financial reports. Mr. Bellamy seconded. Carried.**
  - Revised budget for 2007-2008 was presented. This accounts for new grants and reflects actual expenses and incomes. Total revenues are \$2,754,428 and expenditures \$2,769,857 for a deficit of \$15,429. Fund 1 revenues were \$2,692,836 and expenses \$2,693,657 for a deficit of \$821. **Mr. Bellamy moved to approve revised budget. Mr. Thomas seconded. Carried.**
  - 2008-09 draft budget – budget was designed for 200 students. It includes technology costs of around \$100,000. The budget does not build on the school’s fund balance but shows total revenues of \$2,501,517 and expenses the same. Fund I revenues and expenses are \$2,425,517. **Mr. Bellamy moved to approve the budget for 2008-2009 school year. Mr. Thomas seconded.** Discussion: SpEd services cost – will decline from \$14,800 to \$9,600. Contracted psychologist costs will be less than listed. The contract budget line for Designs for Learning is probably listed higher than what it will be. Discussion of insurance costs – HSRA may switch providers, from Berkley to CharterSafe. **After discussion, the motion carried.**
5. Contracts:
  - MACS - **Mr. Jennings moved to continue membership with Minnesota Association of Charter Schools. Ms. Anderson seconded. Carried.**
  - School Nurse services – no contract available. School Nursing Services, which was used this year was quite satisfactory. **Mr. Jennings moved to renew. Paul seconded. Carried.**
  - Special Education Director - Mr. Rossi was impressed with the Designs for Learning Proposal. However, he recommends to not change midstream but continue with Special Education Project. **Mr. Bellamy moved to renew contract with the Special Education Project. Mr. Thomas seconded. Carried.**
  - Designs for Learning – to be addressed at the next meeting (Mr. Rossi has contract but has not reviewed it).
  - Auditor – recommendation was made to renew HLB Tautges Redpath for auditor. **Ms. Anderson moved to renew. Mr. Bellamy seconded.** Discussion: Cost will go up due to new audit requirements. **Carried.**

6. Director's Report (Rossi / Ellis)
  - Enrollment update – ADM for June 6 is 211.28. With corrections, this should settle at 210 ADM. This is a great improvement from 167 students in August and contributes approximately \$90,000 to the budget. Title and compensatory funds were lower. The increased enrollment helps offset the decrease in Title and compensatory funds. Attendance is improving, but did not meet the Board goal of 65%. Looking at enrollment versus membership, student mobility is still very high. This is because the school is serving a large number of dropouts who are highly mobile. The new graduation measurement method now ignores students who don't graduate "on time". HSRA serves these students. Staff are tracking data on students to clarify who comes into the school and how well the school serves them. Student status in the school is based on credits, not age.
  - Staffing updates - Administration is interviewing for new staff. Lead Advisor Ray Devlin has resigned. Interviewing for a school psychologist and a Special Education teacher. Advisors have come forward to seek Lead Advisor position. Also, math teacher Mike Conway has been temporarily moved to part-time Sp. Ed.
  - Facility/property acquisition updates – an informational meeting was held with John Cairns on options and issues of dealing with different entities for a new facility. David Ellis is looking at specific sites, with report at the next meeting.
  - Grant update – Mr. Simmons is wrapping up grant applications. Social Venture Partners/Lube-Tech project will evaluate and help improve the school's capacity. To launch this venture together, Lube-Tech is cooking food for the graduation tonight. If this goes forward as planned, the program would last 3 years with \$25,000 donated per year. They will also start a job shadowing and mentoring program for the students. Graphic Arts and Sales will be the first areas.
  - Q Comp application – is in process.
  - 2008-09 Calendar – The proposed 2008-09 calendar is 171 student contact days. **Mr. Jennings moved to accept the calendar. Mr. Bellamy seconded. Carried.**
  
7. Development update – Mr. Simmons clarified that Under the Radar Foundation is behind the work with Delfeayo Marsalis and the Dakota Jazz Club. HSRA New York application has been resubmitted. HSRA's story was presented on Minnesota Public Radio. Mr. Simmons played this through the MPR website for all to hear.
  
8. Board Committee reports
  - School Improvement Committee; updated Accountability Grid review. While the committee met after the last board meeting, the report is not ready for lack of some data. Mr. Rossi recommends keeping the same Accounting Grid as has been used. The portfolios students are creating are being completed (with validation emails sent to staff when submitted). Q-Comp will continue to focus on literacy. **Mr. Bellamy moved to adopt the same Academic and Non-Academic Goals as outlined in the Accountability Grid. Ms. Anderson seconded. Carried.**
  - Parent Advisory Committee - Tabitha Wheeler presented: There have been regular parent night meetings. The last Committee meeting was May 24<sup>th</sup>. There is not yet a cohesive group forming from the parents. In the mean time the staff are working with individual parents. The Parent Nights have gone very well. When students are involved and excited, the parents come and become involved. Parent satisfaction surveys are shared each meeting.
  - Technology updates – the state 3-year technology plan draft is ready. **Mr. Jennings moved to approve the technology plan. Mr. Bellamy seconded. Carried.**
  
9. Board policies for consideration – Board Elections; Bullying policies will be addressed at the next meeting. An Electronic Fund Transfer Policy presented, with corrected spelling. **Mr. Jennings moved to approve this policy. Mr. Bellamy seconded. Carried.**
  
10. Pillsbury Affidavit – this was received and sent to Pillsbury. The St. Paul School liaison was careful to ensure HSRA was covered with a sponsor until the new sponsor was in place (Pillsbury United Community). Details for this transaction are being prepared and managed.
  
11. CharterSafe Insurance instead of MSBA – to discuss at next meeting

12. EdVisions Coop Healthcare and payroll services – further discussion is needed between Mr. Rossi, Ms. Hughes and Mr. Ellis. Ms. Anderson wants to have an insurance expert to advise the school before decisions are made.
13. Set dates for future Board meetings – dates were set for Wednesday, August 13 (Annual meeting), October 8, December 10, February 11, April 22, and June 3. **Mr. Jennings moved the adoption of the Board Meetings Schedule for 2008-2009. Mr. Bellamy seconded. Carried.** Board members' election will be in October.
14. Other business – it was noted that an HSRA graduate is graduating from U of M summa cum laude in Middle Eastern Studies. Mr. Simmons will invite him to share his experience in HSRA.

Mr. Jennings moved to adjourn the meeting. Mr. Bellamy seconded, and the meeting adjourned at 10:40 AM.