

**High School for Recording Arts  
Board of Directors Meeting Minutes  
Wednesday, August 19, 2009, 9:00 am**

All Members in attendance: Wayne Jennings, Layne Bellamy (arrived during item #3), Carei Thomas, Paula Anderson, and Darryl Young.

Ex Officio and others: Education Director Bryan Rossi; David Ellis, Anthony Simmons, Bonita Hughes of Studio 4; Pam Young and Andrew Adelman of Designs for Learning

Note: All votes were unanimous unless otherwise stated.

1. The meeting was called to order by the Chair, Jennings, at 9:00.
2. Approval of agenda – Jennings requested Adelman report on changes to the charter law; the agenda was approved with this addition, by common consent.
3. Minutes - Approve Minutes of June 3, 2009 Board meeting - Young moved to approve the Minutes as presented; seconded by Anderson, and carried.
4. Financial updates – items distributed were: Financial Report dated June 30, 2009; MDE State Aids Payment Schedule for 2009-10; May and June '09 Electronic Transactions; and FY2010 Cash Flow Analysis
  - 2008-09 year-end financial status – Hughes reported, as of 6/30/09 revenues (excluding holdback funds) exceed expenditures by \$492,000; also ADM is higher than budgeted, 218 rather than 200. Hughes estimates \$355,000 in state funds (holdback) will be forthcoming, and about \$40,000 in federal holdback. Audit scheduled early this year, Sept. 14-16 so this should be completed by next Board meeting. Board reviewed financial data.
  - 2009-10 budget updates – Board revisited budget approved at last meeting. This is based on 215 students which administration believes is realistic. Concern was noted regarding the increased holdback. Hughes will revisit the 09-10 budget. Ellis reported, HSRA has succeeded in getting line of credit increased by bank to assist with cashflow. **Jennings moved receipt of financial reports; seconded by Anderson, and carried.** Also, Board members signed conflict-of-interest statements required for the audit.
5. Director's Report (Rossi / Ellis)
  - Enrollment updates – Rossi reported, enrollment is underway. Advisors are calling students. Flyers were distributed at summer events, and HSRA will have a presence at the State Fair. Would like to see a waiting list by Sept. 15 (cap on enrollment remains at 250).
  - 2009-2010 school calendar revision – shift to 4-day week – Rossi reported, staff discussed and arrived at a new schedule (authorization for modifications having been granted by the Board at its June meeting), which was distributed. New schedule provides for two overlapping "shifts," the first from 9:30-5:30, the second from 11:30- 7:30, Tuesday-Friday. Staff will work half-days Monday including PLC sessions, and nine-hour days Tuesday-Friday. Except for Mondays being off, calendar dates remain the same; hours are reduced from 1062.5 to 1044.
  - Staffing updates – Rossi reported, four HSRA employees have been laid off, all non-licensed instructional staff – Opal Singleton; Ashley Morgan (special ed. para); Joe Gwin; and Terry Gray (video-instruction program). There were three new hires: Dario Otero (special ed. paraprofessional); and Shawn Michelle Martin (advisor and will run Sweat Equity design project); and Matthew Brown (video manager). **Jennings moved approval of staffing changes; seconded by Thomas, and carried.** Staff development started July 27; Anderson summarized.
  - Facility/property acquisition updates – addressed in item #6
  - Grant updates – Anderson reported, HSRA will apply for School Improvement Grant, which it is eligible for as a school in "Corrective Action" for AYP. Anderson also summarized work currently underway on the Corrective Action Plan.
6. Development update – Simmons reported on the HSRA golf tournament which raised about \$3,000; and a

\$38,000 grant was received from State Farm Ins. for their "Ready for the Road" campaign against distracted driving. Simmons distributed a proposal to State Farm, in response to their invitation to apply for a community development investment grant. HSRA worked with architect Randy Fielding on the proposal which requests a multi-million dollar investment to support purchase of real estate and construction of a building for HSRA. Three scenarios were included – just a school; school with a residential component; and school with residential component and gymnasium. Enrollment is projected to increase to 300 by 2013; goal would be for facility to open by fall 2010.

Simmons also distributed a proposal from MGI Consulting, to engage them to raise funds for HSRA. MGI is a major firm doing philanthropic fundraising, and was recommended by State Farm. MGI would do an implementation study, to assess the philanthropic community's interest in raising funds for a HSRA facility. Cost would be \$24-25,000 but potentially could be covered by a grant from State Farm. After discussion, **Anderson moved to authorize engaging MGI in a feasibility study for a capital campaign, contingent upon receipt of State Farm funding that would allow HSRA to cover the expense; seconded by Bellamy.** In discussion it was noted that an item to be clarified is whether this would be a contract with HSRA or HSRA's building company. It was clarified that this motion is an action by the HSRA board to cover for the eventuality that the HSRA board would be the entity to enter into the contract. **After discussion, motion carried.**

7. Board Committee reports

- School Improvement Committee – consider updates to 2009-10 School Goals. Rossi noted, HSRA is waiting on July BST results which will impact grad rate. Adelman summarized revisions to school goals, which clarify language on a number of points; Rossi recommended approval. **Approval of the revised goals was moved by Bellamy, seconded by Jennings, and carried.**
- Parent Advisory Committee – Rossi reported, HSRA social worker Tabitha Wheeler continues to head the effort here. There is a parent orientation meeting Sept. 3.
- Technology updates – Ellis reported on upgrades to technology infrastructure and also to the Project Excellence online student information database.

8. Board election planning for fall 2009 (two members' terms, Jennings and Young, run out fall 2009). Adelman reported, potential changes to Board make-up and election procedures need to be identified to keep the school in compliance with revised state statutes. Jennings recommended taking these items up at the next Board meeting (Oct. 7) unless there is some urgency to do it sooner. **The Chair appointed a committee consisting of Rossi, Adelman, Simmons, and Anderson (others may join as well) to consider election plans.**

9. Changes to charter law – Adelman summarized changes to the law which include revised requirements for Board make-up (needs to include a parent member if not retaining teacher majority); licensed teachers and authorizer (as well as Board) need to approve changes to governance framework; 30 days' notice required for elections; and charter schools are required to have a professional development framework for lead administrators which the Board must approve. Clarification from MDE is being awaited on a number of aspects. Designs for Learning will work on recommendations for the HSRA Board to come into compliance with the new requirements.

10. Other business - there was none; meeting adjourned at 11:10.

Respectfully submitted by Andrew J. Adelman