

**High School for Recording Arts
Board of Directors Meeting
Minutes – Wednesday, August 31, 2005, 9:00 am**

All Board members: Wayne Jennings, Layne Bellamy (arrived during item #4), Carei Thomas, Paula Anderson, and Darryl Young.

Ex Officio and others: Anthony Simmons, and Bonita Hughes of Studio 4; contractors Andrew Adelman and Bryan Rossi

Note: All votes were unanimous unless otherwise stated.

1. The meeting was called to order by the Chair, Jennings, at 9:10 am.
2. Approval of agenda - Anderson moved approval, seconded by Thomas, and carried.
3. Approve minutes of June 15, 2005 Board meeting - Anderson moved approval of the Minutes as presented; seconded by Young, and carried.
4. Financial update - Hughes distributed July 2005 Profit & Loss statement. 2005-06 budget is based on 200 students. Hughes also reported, makeup of Board was questioned by MDE when lease aid request was considered. It was noted that the Board has 5 members, three of whom are licensed teachers. HSRA board meets this requirement with licensed members Jennings (superintendent), Anderson and Young (teachers); with community members Bellamy and Thomas.
5. Director's Report / 2005-06 enrollment / Staffing updates – Anderson reported, they anticipate that HSRA will have 200 students by the end of week 1 – there are 150 registered now and the school is continuing to accept students. Staffing updates: Education Assistant/Advisor Pradeepa Jeeva has been added to staff. Also reported, college placement specialist (counselor) Doug Schumacher has been hired for 1 day/week, through Designs for Learning. He will start next week. Intern Angelina Jones will return, and there will be additional interns to be determined. Receptionist Patricia James' position has been eliminated due to reconfiguration of front space.
Approval of staffing changes was moved by Anderson, seconded by Bellamy and carried.

Anderson also reported, HSRA did make AYP in reading, based on spring MCA results; but narrowly missed the AYP target in Math (for the first time). There was 100% participation in MCA tests.

Coalition for Essential Schools annual report must be submitted, after which HSRA will receive its next check for participation in the Coalition. HSRA staff will continue to participate in trainings and conferences and will mentor another school, which will likely be Bayview School in San Francisco.

6. Board Committee reports
School Improvement Committee; review 2005-06 school goals & measures – Rossi distributed a School Improvement Plan report, reporting on school goals from 2004-05, and reviewed its contents for the board. Board discussed 2005-06 school goals, also included in the SIP report. After review of the goals, **Anderson moved merging 2004-05 goals and measures with draft 2005-06 goals and measures, with the following exceptions: goal concerning school library will note HSRA “continuing” to develop the library; NWEA Math test and Accelerated Math test will be deleted as math goal measures; and weekly hardcopy planners are to be noted in the goal concerning students documenting weekly goals, as an alternative to measuring the goals in Project Excellence. Seconded by Bellamy, and carried.**

Staff development - Anderson reported, they had good staff development sessions, with all staff doing presentations in Powerpoint; all committees set goals and strategies; required trainings were held. HSRA is collaborating with El Colegio charter school to improve implementation of project-based learning. There was team-building and technology training as well. Several staff went to EdVisions training; a number of staff, and two students went to Coalition of Essential Schools training.

Parent Advisory Committee - no report. Young noted, HSRA will make more of an effort to have more activities for parents this year, including parent involvement nights and project presentation nights.

Technology / e-rate update - Anderson reported, validation templates will be ready to go in Project Excellence by the beginning of school. Staff verification of outcomes achieved will be tracked as well. Students will have their own log-ins.

7. School security and Safe and Drug Free Schools program application update – Anderson reported, HSRA is applying for these funds to support Crisis Prevention Institute - Bellamy will be trained, also social worker Tabitha Wheeler.

Bellamy reported, the HSRA Safe Space Designation/Building Evacuation Plan has been updated. Copies were distributed to the Board. A Crisis Management Policy was approved in May 2000; the Safe Space plan provides specifics re evacuation procedures and safe spaces for emergencies including who is responsible for each area of the building. Bellamy reported on its contents. **Bellamy moved approval of the Safe Space Designation/Building Evacuation Plan; seconded by Thomas, and carried.**

8. College placement specialist – addressed in item #5.
9. Plan for fall 2005 Board elections – it was noted that HSRA needs to hold an election for all Board positions this fall, in which staff and parents can vote. Ballots will need to be mailed out. **Jennings moved establishment of an election committee consisting of Tabitha Wheeler and Tony Simmons, to establish the process for a timely election this fall, using election process from prior election, and announce the results. Approved by common consent.** Next meeting is October 19. Election is to be done by then; this will be the Annual Meeting.
10. Other business - there was none.

Adjournment – Thomas moved adjournment at 10:10 am; Anderson seconded, and the meeting was adjourned.