

**High School for Recording Arts  
Board of Directors Meeting Minutes  
Wednesday, December 10, 2008, 9:00 am**

All Board Members in attendance: Wayne Jennings, Layne Bellamy, Carei Thomas, Paula Anderson (arrived during Facility/property acquisition updates), and Darryl Young.  
Ex Officio and others: Education Director Bryan Rossi; David Ellis, Anthony Simmons, and Bonita Hughes of Studio 4; Pam Young and Andrew Adelman of Designs for Learning

Note: All votes were unanimous unless otherwise stated.

1. Call to order - by the Chair, Jennings, at 9:10, with Bellamy, Thomas and Young also in attendance.
2. Approval of agenda - approval of the agenda as presented was moved by Young; seconded by Bellamy, and carried.
3. Minutes
  - Approve Minutes of October 8, 2008 Board meeting - approval of the Minutes as presented was moved by Jennings; seconded by Bellamy, and carried.
  - Approve Minutes of November 18, 2008 Special Board meeting - approval of the Minutes as presented was moved by Jennings, seconded by Thomas, and carried.
4. Financial updates (Hughes; Pam Young of Designs for Learning) – addressed after Director’s Report
  - 2007-08 audit status update - Hughes reported, audit activities have been completed on time, and the audit will be turned in to the state by Dec. 30. HSRA essentially broke even for 2007-08; the preliminary audit report shows a positive balance of about \$2500.
  - 2008-09 financial status – Hughes distributed an updated Financial Report for the year through 10/31/08. Also distributed was an Electronic Transactions log for July-October 2008. Pam Young summarized the financial report for the Board. General Fund expenses for the year through Oct. 31 are greater than revenue by \$79,418 – 39% of budgeted expenses have been recorded, and the school has received 35% of budgeted revenue, which is typical for this time of year. There is a current deficit in the Food Service fund of \$11,269. Young described alternative forms of reporting that would provide more information to the Board, to compare current fiscal reality with year-end projections.  
**After discussion, Jennings moved receipt of the financial report; seconded by Bellamy; and carried.**
5. Director’s Report (addressed this item before Financial Updates)
  - Enrollment update - Rossi reported, there are 207 students enrolled, with ADM of 208 for the year so far. Overall attendance is down to 62.3% (target is 65%); staff are working on this and may hire a former student to help with calling absent students.
  - Staffing updates - there have been no staffing changes since the October meeting.
  - Facility/property acquisition updates - Ellis reported, the school will pass on the opportunity to work with Highmark due to concerns with the short timeframe they wanted for HSRA to move to a new facility. Ellis is Working with John Cairns and Randy Fielding on other options for a facility specifically for the school.

- Grant update – Simmons reported, efforts funded by the \$38,000 State Farm grant which supports the “Click for Life” campaign are underway. Students are recruiting other students to lobby legislators to pass a primary seatbelt law. HSRA has applied for a \$100,000 grant from National Media and the Family, an organization that promotes healthy messages in the media. Anderson reported, the “Sweat Equity” grant project funded by LubeTech continues to move forward. The Coalition of Essential Schools grant continues, through which HSRA is mentoring the HSRA-model school in Los Angeles.
  - HSRA - LA update - HSRA continues to mentor the school there. Anderson reported, an additional mini-grant has been approved by CES, providing \$1000 to support an inquiry group to explore integrating the arts curriculum.
6. Development update – Simmons updated the Board on efforts to build relationships with organizations that can help HSRA fundraise, including Under the Radar and LubeTech. Randy Jenson of LubeTech recently had a private reception, at which he asked his attendees to donate to the school, which raised approximately \$9,000. A fundraising committee will be formed, and there will be more events soon to raise funds for the school, including student performances at a number of events. Ellis reported, Barbara Portnoy of Under the Radar has donated about \$6,000 to HSRA.
  7. Board Committee reports
    - School Improvement Committee – Rossi reported, the School Improvement Committee will meet immediately after the Feb. 11 Board meeting. Data reported pertaining to school goals and measures: 91% of students have active PLPs (this is less than 100% due to attendance issues). Planner usage is about 41%. About 30% of students have completed projects for credit (a good presentation night is expected tomorrow night however; all Board members are invited to this event from 5:00 – 7:30 at the school). Anderson reported that Daily Language Arts and Concentrated Math are going very well.
    - Parent Advisory Committee - no report.
    - Technology updates - no report.
  8. CharterSafe Insurance instead of MSBA – Hughes will be ready to report on this by the next Board meeting.
  9. Other business – Anderson described a proposed sick-leave donation program, which would allow employees who have banked sick-days to donate them to others, to use for medical emergencies. **After discussion, Anderson moved adopting an employee Paid Time Off for medical crises donation program, in which employees can donate days; seconded by Young, and carried.**

The meeting was adjourned at 10:25 am.

Respectfully submitted by Andrew J. Adelman