

**Saint Paul Conservatory for Performing Artists
Board of Directors Meeting Minutes
November 16, 2011**

Board Members Present: Allen, Gilliam, Jarvis, Mishacoff, Robins
Staff Present: Goranson, Grossklaus, Jacobs
Authorizer Representative: Patricia Mitchell

I. Call to Order

The meeting was called to order by Board President Allen. A quorum of the Board was present.

II. Approval of Agenda

M/S Robins/Jarvis approval of the agenda. Motion passed.

III. Open Forum

There were no participants in open forum.

IV. Approval of September 21, 2011 and October 24, 2011 Meeting Minutes

M/S Gilliam/Mishacoff approval of Board meeting minutes for September 21, 2011 and October 24, 2011. Motion passed.

V. Consent Agenda

M/S Gilliam/Mishacoff approval of the consent agenda. Motion passed. The consent agenda included the list of bills for September and October, personnel updates, and contracts for services.

VI. Reports

A. Staff Reports & Enrollment Update

Callie Jacobs provided an update on the status of school operations and an enrollment update for the 2011-2012 school year. This report also included a thorough summary of both academic and arts class sizes.

Callie Jacobs also discussed the resignation of Keri Hokanson, school counselor. Ms. Hokanson chose to resign for personal reasons in October. Her responsibilities have been absorbed by administration and a search has begun for a dean to replace the former counselor position.

Brian Goranson announced that the graduation speaker will be Lou Bellamy, artistic director of the Penumbra Theater.

Callie Jacobs provided an update on prospective student day. These days have been well attended and SPCPA has many applicants already for our February 1, 2012 deadline.

B. Personnel Committee

Carrie Jarvis reported on progress of the Personnel Committee and implementations already occurring. SPCPA is now a member of the Minnesota School Board Association; due to this membership SPCPA will have access to some new policy ideas and wording. The committee is working on revising and updating these policies.

C. SPCPA Graduation Requirements

Mark Grossklaus reported that, unlike in years past, deficient arts credits will not be waived. Students will need 5 credits per year attended to graduate from SPCPA.

VII. Action Items

A. Financial Reports

M/S Gilliam/Robins approval of financial reports as presented. Motion passed.

The Working Budget for FYI 12 shows a projected surplus of \$315,694. Added to the beginning Fund Balance of \$1,390,376 this would provide for an ending Fund Balance of \$1,706,070 or 36.4% of expenditures. Revenues were increased in the Working Budget for another an additional \$50.00 per pupil unit for General Education revenue, state revenue of the Endowment Fund, and state Alternative Compensation revenue. Revenues were also increased for a Cultural Star Grant awarded to the school. Expenditure budgets have been updated to include the cost of renovations in the Lowry Building that will be paid by the Cultural Star Grant.

On a cash basis, 32% of revenues have been received to date, while 31% of expenditures have been made. This results in an operating surplus of \$145,932 (cash basis) for the end of the month, including an estimated state holdback amount of \$398,290.

B. Q Comp SMART Goal

M/S Robins/Jarvis approval of Q Comp SMART Goal. Motion passed.

Board accepted the Q Comp Smart Goal for the 2011 – 2012 school year.

The percent of all students in grade 11 determined proficient on the Mathematics MCA-II at SPCPA will increase from 50.8% in 2011 to 61.0% in 2012.

C. 2010-2011 Annual Report

M/S Robins/Gilliam approval of 2010-2011 Annual Report. Motion passed.

The annual report will be available electronically this year. A “lookbook”, which will be applicable for several years rather than just one, will be created to help showcase the school.

D. Slate of Candidates for Election

M/S Robins/Mishacoff approval of Slate of Candidates for Election. Motion passed.

Brian Goranson reported that the Board Nomination Subcommittee unanimously recommends the following individuals for election to the Board of Directors:

Shawn Judge, parent
Maggie Bergeron, teacher, dance
Nathan Herfindahl, teacher, vocal arts
Susan Semmler, teacher, science

The subcommittee added that all candidates who applied were well-qualified and the choice of those nominated was a difficult one. Thank you to all who applied.

E. Policy 504 Student Dress and Appearance

M/S Robins/Gilliam approval of Policy 504 Student Dress and Appearance as outlined by the Minnesota Department of Education. Motion passed.

F. Policy 609 Religion

M/S Jarvis/Mishacoff approval of Policy 609 Religion as outlined by the Minnesota Department of Education. Motion passed.

G. Policy 801 Equal Access to School Facilities

M/S Gilliam/Jarvis approval of Policy 801 Equal Access to School Facilities as outlined by the Minnesota Department of Education. Motion passed.

H. Date for 2012 Annual Meeting

M/S Robins/Gilliam approval of Monday, January 23, 2012 as the date for the 2012 annual meeting. The meeting will take place in the Landmark Center, 5th floor, at 6 PM.

VII. Board Comments and Requests

Board member Gilliam brought up the need for potential family volunteers at J-term. Board member Robins mentioned the idea of a board retreat. Board member Gilliam asked about the process for filling board sub committees. Board member Allen asked for clarification on the process for assigning Board officers.

IX. Adjournment

M/S Robins/Mishacoff to adjourn. Motion passed.