

**Saint Paul Conservator for Performing Artists  
Board of Directors Regular Business Meeting Minutes  
February 1, 2021**

**Members Present:**

Michael Robins, Chair  
Kelly Rodieck, Vice Chair/Treasurer  
Shawn Judge, Secretary

Jeffrey Kimpton, Community Member  
Amber Keeley, Parent Member  
Justin Spooner, Teacher Member

**Others Present:**

Callie Jacobs, Superintendent  
Brian Goranson, Principal  
Molly McGraw Healy, Authorizer Liaison – University of St. Thomas

**I. Call to Order**

Michael Robins, Chair, called the meeting to order. A quorum was present.

**II. Approval of Agenda**

M/S Kimpton/Judge to approve the February 1, 2021 Regular Business Meeting Agenda.  
Motion passed unanimously.

**III. Approval of November 30, 2020 Meeting Minutes**

M/S Keeley/Kimpton to approve the November 30, 2020 Regular Business Meeting Minutes.  
Motion passed unanimously.

**IV. Consent Agenda**

A. List of Bills for November and December 2020

M/S Kimpton/Spooner to approve the Consent Agenda. Motion passed unanimously.

**V. Open Forum**

This is a structured opportunity for members of the public to speak to the Board. Participants must introduce themselves, provide their address, confine their comments to issues of relevance and limit their statement to three minutes.

There were no participants in open forum. However, the Board took this time to introduce Molly McGraw Healy from the University of St. Thomas' (UST) Charter School Authorizing Program. Molly shared with the Board that UST and SPCPA are entering the contract renewal process beginning tomorrow with a virtual site visit by the review team. There will be continued engagement moving forward these next few months as the process progresses. SPCPA's current contract with UST expires in June 2021. Molly stated that she did not have any concerns regarding SPCPA's renewal. Molly also answered questions from Board members regarding the renewal process.

## VI. Action Items

### A. 2020 December Financial Statements

M/S Judge/Kimpton to approve the 2020 December Financial Statements through December 31, 2020. Motion passed unanimously.

### B. FY22 Revenue and Expenditure Budget Development Calendar

M/S Kimpton/Rodieck to approve the following calendar for the development and adoption of the FY22 Revenue and Expenditure Budget. Motion passed unanimously.

March	Establish Parameters for FY22 Budget Development
May	FY22 Revenue and Expenditure Budget, First Reading
June	FY22 Revenue and Expenditure Budget, Adoption

### C. 2021-2022 School Calendar

M/S Kimpton/Rodieck approve the proposed 2021-2022 School Calendar. Motion passed unanimously.

### D. 2021-2022 Arts Program Options

M/S Kimpton/Rodieck to approve moving forward with advertising the addition of a creative writing program beginning next school year. Motion passed unanimously.

### E. 2021 J-Term

M/S Judge/Kimpton to approve J-Term (June 2021) as optional only for the 2020-2021 school year. Motion passed unanimously.

### F. Policies

M/S Judge/Kimpton to approve the following policies, as presented. Motion passed unanimously.

- a. Policy 403  
Discipline, Suspension, and Dismissal of Charter School Employees
- b. Policy 404  
Employment Background Checks
- c. Policy 406  
Public and Private Personnel Data
- d. Policy 414  
Mandated Reporting of Child Neglect or Physical or Sexual Abuse
- e. Policy 415  
Mandated Reporting of Maltreatment of Vulnerable Adults
- f. Policy 513  
Admissions

## **VII. Reports & Discussion**

### **A. Enrollment**

Jacobs presented the current enrollment summary for the 2020-2021 school year. There are currently 444 students enrolled generating approximately 424 ADM. Retention continues to remain high. There are currently no students in the waiting pool as all have been invited to enroll for the current school year.

Jacobs also presented the current application summary for the 2021-2022 school year. There are currently 65 applicants with the majority being for 9<sup>th</sup> grade. Applicants will be invited to enroll beginning later this month.

### **B. Administrative Reports**

A report of school operations will be provided by school administration.

Jacobs and Goranson provided the Board with updates regarding programming, learning models, procedures, budget revisions, and communications that have been adapted and disseminated in response to COVID-19. Board members receive additional school updates and information via email.

### **C. Strategic Planning: Next Steps**

The Board will meet at a separate time later this month to move forward in the strategic planning process. This workshop was scheduled for February 22 from 5:00-6:00 p.m.

## **VIII. Board Comments and Requests**

This is an opportunity for Board members to comment on issues related to the school and make requests regarding information or future board meeting agenda items. Requests for information will typically be provided at the following Board meeting.

### **A. Next Regular Business Meeting**

March 29, 2021

Agenda items for the next Board Meeting should be forwarded to Callie Jacobs ([jacobsc@spcpa.org](mailto:jacobsc@spcpa.org)).

## **IX. Adjournment**

M/S Judge/Rodieck to adjourn. Motion passed unanimously.