

**Saint Paul Conservatory for Performing Artists
Board of Directors Regular Business Meeting Minutes
March 21, 2022**

Members Present:

Michael Robins, Chair
Kelly Rodieck, Vice Chair & Treasurer
Shawn Judge, Secretary
Amber Keeley
Jeffrey Kimpton
Dustin Haug

Members Absent:

Anton Jones

Others Present:

Callie Jacobs, Superintendent
Brian Goranson, Principal

I. Call to Order

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

II. Appointment of Board Member

M/S Judge/Keeley to approve the appointment of Dustin Haug, teacher member, to complete the term of a vacated seat. Motion passed unanimously.

III. Approval of Agenda

M/S Judge/Kimpton to accept the March 21, 2022 Regular Business Meeting agenda. Motion passed unanimously.

IV. Approval of February 7, 2022 Meeting Minutes

M/S Rodieck/Kimpton to approve the February 7, 2022, Regular Business Meeting Minutes. Motion passed unanimously.

V. Consent Agenda

M/S Judge/Kimpton to approve the consent agenda which included the lists of bills for January and February 2022 and one employment agreement for Lauren Trealoff (1.0 FTE Executive Assistant). Motion passed unanimously.

VI. Open Forum

There were no participants in open forum.

VII. Action Items

A. 2022 February Financial Statements

M/S Kimpton/Keeley to accept the 2022 February Financial Statements. Motion passed unanimously.

The school is experiencing enrollment slightly over budget. The budget will be revised if enrollment continues to exceed projections this spring. SPCPA continues to maintain a healthy fund balance and adequate days of cash on hand and debt service coverage ratio, both meeting bond covenants. The school has also received approximately 66.5% of revenues and is 66.7% of the way through the fiscal year with 70.2% of expenditures dispersed.

B. 2021 Form 990 (SPCPA & SPCPA Building Company)

M/S Judge/Kimpton to approve submission of Form 990 for SPCPA and the SPCPA Building Company following a period of review and comment before final submission by the May 15, 2022 deadline.

C. Face Covering Policy

Goranson shared current CDC and MDH recommendations around face coverings in schools and provided updates about current metro district face covering policies along with data collected from the school community.

M/S Keeley/Judge approved face coverings be optional at SPCPA beginning April 18. Motion passed unanimously.

VIII. Reports & Discussion

A. Enrollment

a. 2021-2022 Enrollment Summary

Superintendent Jacobs presented the enrollment summary. There are currently 430 students enrolled and a corresponding ADM of approximately 420.

b. 2022-2023 Application Summary

Superintendent Jacobs presented the application summary. To date, SPCPA invited 79 students for the 2022-2023 school year with the majority entering 9th grade.

B. Administrative Reports

Principal Goranson provided updates about the May commencement ceremony. Principal Goranson also shared 73 students took the ACT exam and the MCA's were currently being administered in Math and English with approximately 40-50% of students opting out of the exam.

IX. Board Comments & Requests

A. Next Regular Business Meeting May 9, 2022 (5:30 PM)

X. Adjournment

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