

**Saint Paul Conservatory for Performing Artists
Board of Directors Regular Business Meeting Minutes
April 29, 2024**

Members Present:

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

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. Approval of Agenda

M/S Haug/Kimpton to accept the April 29, 2024 Regular Business Meeting agenda.
Motion passed unanimously.

III. Approval of February 5, 2024 Meeting Minutes

M/S Kimpton/Bettison to approve the February 5, 2024, Regular Business Meeting Minutes.
Motion passed unanimously.

IV. Consent Agenda

M/S Judge/Bettison to approve the Consent Agenda which included the following:

- A. 2024 January, February, and March Expenditures
- B. Submission: FY25 Arts Education Grant
- C. Submission: FY25 Gender-Neutral Restrooms Grant
- D. 2023 Form 990
 - a. SPCPA
 - b. SPCPA Building Company
 - c. SPCPA Foundation (Final)

V. Open Forum

There were no participants in open forum.

VI. Action Items

A. 2024 March Financial Report

M/S Judge/Rodieck to accept the 2024 March Financial Report
Motion passed unanimously.

The school's enrollment is 364 students resulting in approximately 348 ADM. This is approximately 2 ADM below its originally adopted budget of 350 ADM for the current fiscal year. The budget will be revised in accordance with fluctuations in enrollment and subsequently ADM. 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 75% of revenues and is 75% of the way through the fiscal year with 73% of expenditures dispersed.

B. Policy: Capitalization of Capital Assets

M/S Haug/Kimpton to accept Policy 210: Capitalization of Capital Assets, as presented.
Motion passed unanimously.

C. FY25 Budget Parameters

M/S Bettison/Kimpton to approve moving forward with FY25 budget development taking into consideration parameters of both 325 and 350 ADM as options given greater fluctuations in enrollment prior to and during the past few school years.

D. 2024-2025 Blended Learning Implementation

M/S Haug/Kimpton to approve exploring alternate programming options one day per week to support attendance, engagement, and greater academic achievement given recognized challenges post-COVID for students and staff.

VII. Reports & Discussion

A. Enrollment

a. 2023-2024 Enrollment Summary

Superintendent Jacobs detailed the enrollment summary. There are currently 364 students enrolled.

b. 2024-2025 Application Summary

Regarding students for the 2024-2025 school year, we have 56 new enrollments confirmed and 64 students still with outstanding invites, most of them in 9th grade and more than double the number when compared to this time last year.

B. Administrative Report

Administration shared that the month of May will be busy with AP testing, Finale, graduation, and a student trip to New York. Board members that would like to attend the graduation ceremony should contact Brian for tickets.

We will be moving out of Wilkins in the next few days as we simultaneously make progress on our new dance studios in the Lowry Building. Students will have class in the HAMM Building during the month of May. We greatly appreciate the community support in lending us this space as we make the transition.

C. FY24 Revenue and Expenditure Budget - Revised

Jacobs is working on a revised budget for FY24 which is currently a work in progress. Changes will continue to happen between now and June, perhaps through June, in hopes of coming within 4% of revenues and expenditures, as well as meeting bond covenants.

D. FY25 Revenue and Expenditure Budget - Proposed

A budget for FY25 will be built based on 325 and 350 ADM. The Board will approve one of the options at the June business meeting based on confirmed enrollment for 2024-2025.

VIII. Board Comments & Requests

A. Next Regular Business Meeting June 10, 2024 (5:30 PM)

B. Comments

The Board discussed possible ways to highlight the benefits of an arts education on the school's website.

IX. Adjournment

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