Saint Paul Conservatory for Performing Artists Board of Directors Regular Business Meeting Minutes June 10, 2024

Members Present:

Michael Robins, Chair Kelly Rodieck, Vice Chair & Treasurer Jeffrey Kimpton Mike Bettison Dustin Haug

Members Absent:

Shawn Judge, Secretary Amanda Hestwood Amber Keeley

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 Kimpton/Haug to accept the June 10, 2024 Regular Business Meeting agenda. Motion passed unanimously.

III. Appointment of Board Member

M/S Rodieck/Bettison to appoint Amanda Hestwood to fill a vacant community member seat on the Board. Motion passed unanimously.

Amanda Hestwood, Managing Director, is a seasoned arts leader with a background in education and arts administration. In addition to a long career in education, Amanda is a director with recent credits in both educational and community theater including A Christmas Story and The Wolves. She is a Hennepin Theatre Trust Spotlight Evaluator and has served on several committees that serve theater and dance education. Her most important role as a supporter of the arts is as a mom to three young artists involved in music, dance, theatre, and game design.

IV. Approval of April 29, 2024 Meeting Minutes

M/S Bettison/Rodieck to approve the April 29, 2024, Regular Business Meeting Minutes. Motion passed unanimously.

V. Consent Agenda

M/S Kimpton/Rodieck to approve the consent agenda consisting of the following personnel to be employed during SY24-25 and the list of expenditures that occurred in April 2024. Motion passed unanimously.

A. Personnel

Alissa Abelson Dean of Students & Administrative Intern

Karen Albrecht Special Education

Halat Basheer Math
Dustin Haug Science

Emily Johnson Academic & Post Secondary Advisor

Taylor Lohman English & Social Studies

Natalie Reinhart Social Studies

Alec Rutten Math
Gina Sekelsky English
Maria Serrano-Kyle Spanish
Tiffanie Shelton-Brewer ASL

B. 2024 April Expenditures

VI. Open Forum

There were no participants in open forum.

VII. Action Items

A. 2024 April Financial Report

M/S Kimpton/Bettison to accept the 2024 April Financial Report, as presented. Motion passed unanimously.

The school is experiencing enrollment resulting in approximately 348 ADM. This is approximately 2 ADM below its originally adopted budget for the current fiscal year. Budget revisions are currently underway so that the year ends with a surplus rather than the originally anticipated deficit. SPCPA continues to maintain a healthy fund balance and adequate days of cash on hand to meet its debt service coverage ratio, a requirement of the bonds that pertain to the school's facilities in the Lowry. The school has also received approximately 83% of revenues and is 83% of the way through the fiscal year with 79% of expenditures dispersed. The current holdback estimate is \$336,753.

B. FY24 Revenue and Expenditure Budget - Revised

M/S Bettison/Kimpton to approve the proposed revisions to the FY24 Revenue & Expenditure Budget in the categories presented following reconciliation of revenues and expenditures wrapping up with the completion of May that support revision. Motion passed unanimously.

C. FY25 Revenue and Expenditure Budget - Proposed

M/S Kimpton/Rodieck to adopt the proposed FY25 Revenue & Expenditure Budget based on 350 ADM as embedded in the April 2024 Financial Statements. Motion passed unanimously.

D. FY25 Lease Aid Application

M/S Haug/Rodieck to approve submission of the FY25 Lease Aid Application. Motion passed unanimously.

VIII. Reports

A. Enrollment

Superintendent Jacobs presented the enrollment summary. The school ends with 362 students, approximately 343 ADMs. 110 students in grade 12 participated in last month's graduation ceremony. A few students will complete remaining credits required for graduation over the summer. There are currently 98 confirmed enrollments, 26 outstanding invitations and 10 in the waiting pool for the upcoming school year.

With the confirmed enrollments and the students that are returning there are 341 confirmed enrollments to date for the 2024-2025 school year. That number will grow as additional students apply and invited students submit their enrollment packets. As a reminder, the budget for FY25 is based on 350 ADM, like FY24. The number of confirmed enrollments is approximately 20 more students than this time last year.

Jacobs shared with the Board that since Principal Goranson resumed leading student recruitment for the school there has continued to be a significant increase in enrollment and retention of new students.

B. Administrative Reports

Administration shared that it will be a busy summer wrapping up the current school year and preparing for next school year. As in prior years, the school will be closed the first week in July. This summer will be busy with the buildout of two dance studios in the Lowry, as well as keeping up with another round of legislative changes and mandates.

IXI. Board Comments & Requests

A. Next Regular Business Meeting

September 30, 2024 (5:30 PM)

X. Adjournment

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