Saint Paul Conservatory for Performing Artists
Board of Directors Regular Business Meeting Minutes
June 29, 2026

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

Members Absent:
None

Others Present:
Callie Jacobs, Superintendent
Tim Sullivan, Principal
Elizabeth Tanner, Arts Program Administrator

I. Call to Order

Michael Robins, Chair, called the meeting to order, a quorum was present. The Chair then relinquished the chair to Vice Chair Kelly Rodieck, who presided over the remainder of the meeting.

II. Approval of Agenda

M/S Hestwood/Rodieck to accept the June 29, 2026 Regular Business Meeting agenda.
Motion passed unanimously.

III. Approval of May 4, 2026 Meeting Minutes

M/S Keeley/Hestwood to approve the May 4, 2026, Regular Business Meeting Minutes.
Motion passed unanimously.

IV. Consent Agenda

M/S Haug/Keeley to approve the consent agenda consisting of expenditures for the months of April and May 2026 along with personnel and contracted services for FY27.
Motion passed unanimously.

Personnel

Connor Blocher	Special Education
Nadia Franzen	Academic & College Counselor
Dustin Haug	Science
Taylor Lohman	Social Studies
Monica Lonergan	Director of Special Education
Cael Negen	English
Marisa Perrine	Science

Susan Reiling	Executive Assistant
Natalie Reinhart	Social Studies
Alec Rutten	Math
Gina Sekelsky	English
Sam Stoffel	Special Education
Tim Sullivan	Principal
Elizabeth Tanner	Arts Program Administrator

Contracted Services

COMPUTEL SYSTEMS LLC
Creative Planning Business Services
Crowe Companies
Definitive Technology Solutions, Inc. (DTS)
Kings III Emergency Communications
Net2Phone
River Valley Mechanical
Schumacher Elevator Company
SYAND Corporation
Vanguard Cleaning Systems of Minnesota

V. Open Forum

There were 11 participants (4 parents and 7 students) in open forum that expressed feedback concerns, and proposed changes regarding the schedule changes for the 2026-2027 school year, as well as your broader comments on school governance, operations, staff, and the arts program. Vice-Chair Rodieck informed participants they would receive a written response by or before July 15, 2026.

VI. Action Items

A. 2026 May Financial Report

M/S Haug/Hestwood to accept the 2026 May Financial Report, as presented.
Motion passed unanimously.

The school is experiencing enrollment resulting in approximately 288 ADM. This is approximately 12 ADM below its originally adopted budget of 300 ADM for the current fiscal year. SPCPA continues to maintain a healthy fund balance, adequate days of cash on hand (above 30, actual 125), and meet its debt service coverage ratio (above 1.10, actual 1.53), requirements of the bonds that pertain to the school's facilities in the Lowry. It is noted that although the school's fund balance is reflected as 89% of expenditures at fiscal year-end the actual fund balance is in the range of 30-35% given funds from the fund balance have been expended on behalf of the SPCPA Building Company over the years to improve, maintain, renovate, and operate the school's facilities. Charter schools do not have the ability to generate additional funds as compared to traditional districts and any funding allocated for facilities ceases at the point a student may unenroll which is not the case in that student's resident district. The unanticipated contribution to the surplus for the year was the Employee Retention Credit the school applied for several years prior. SPCPA has also received approximately 94% of revenues and is 92% of the way through the fiscal year with 87% of expenditures dispersed.

B. FY26 Revenue and Expenditure Budget - Revised

M/S Hestwood/Keeley to approve the proposed revisions to the FY26 Revenue & Expenditure Budget, as presented. Motion passed unanimously.

Significant areas of change between the adopted and revised budgets for FY26 included the following: decrease in lease aid revenue, discontinuation of long-term facilities maintenance aid starting in FY26, special education program costs adjusted based on actual revenues and expenditures tied to enrollment of qualifying students, Employee Retention Credit (ERC) funding application approved and received, decrease in legal fees, additional of health and physical education graduation requirements and teacher for courses, unfilled academic and college counselor and maintenance positions, and necessary upgrades to facilities (cameras, doors, HVAC thermostats, and wireless access points and management system).

C. FY27 Revenue and Expenditure Budget - Proposed

M/S Bettison/Judge to adopt the proposed FY27 Revenue & Expenditure Budget based on 285 ADM as embedded in the May 2026 Financial Statements. Motion passed unanimously.

D. FY27 Lease Aid Application

M/S Haug/Hestwood to approve submission of the FY27 Lease Aid Application upon collection of Certification Form – Part 3 completed annually by members of the board and administration. Motion passed unanimously.

E. 2026-2027 Literacy Plan

M/S Hestwood/Judge to accept SPCPA's Local Literacy Plan for school year 2026-2027 as disseminated and posted to the school's website in compliance with The Minnesota READ Act.

F. Facilities Projects

M/S Bettison/Hestwood to approve final payment to RiverValley Mechanical in the amount of $24,725 for upgrading the thermostats on each of the school's 35 HVAC units during FY26. Motion passed unanimously.

M/S Keeley/Hestwood to approve final payment to SYAND Corporation in the amount of $22,475 for upgrading the wireless management software, licenses, and 16 access points within the school that were scheduled to expire on July 1, 2026. Motion passed unanimously.

VII. Reports

A. Enrollment

Superintendent Jacobs presented the enrollment summary. The school year ended with 293 students, approximately 285 ADMs. Just over 80 seniors participated in last month's graduation ceremony. Approximately 20 students need to complete remaining credits required for graduation over the summer. There are currently 75 confirmed enrollments, 8 outstanding invitations and 4 in the waiting pool for the upcoming school year. 19 students, including 1 foreign exchange student, have indicated as of June 11, 2026, that they will not be returning for the 2026-2027 school year.

With the confirmed enrollments and the students that are returning there are 262 confirmed enrollments to date for the 2026-2027 school year. As a reminder, the initial budget approved for FY27 is based on 285 ADM. The number of confirmed enrollments is approximately 50 less when compared to this time last year.

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 addressing various facilities issues, including concerns regarding the HVAC noise and flooring separation in Studio 1, as well as keeping up with another round of legislative changes and mandates.

VIII. Board Comments & Requests

A. Next Regular Business Meeting September 28, 2026 (5:30 PM)

IX. Adjournment

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