

**Saint Paul Conservator for Performing Artists
Board of Directors Regular Business Meeting
September 16, 2019**

Members Present: Michael Robins (Chair), Kelly Rodieck (Vice Chair/Treasurer), Amber Keeley, Jeffrey Kimpton, Jackie Knight, Justin Spooner
Members Absent: Shawn Judge (Secretary)
Others Present: Callie Jacobs (Superintendent), Brian Goranson (Principal), Meg Anderson (Executive Assistant)

The mission of Saint Paul Conservatory for Performing Artists is to provide the highest caliber of academic and artistic education for aspiring pre-professional performing artists in the areas of instrumental and vocal music, theatre and dance, and to fully prepare students for college and conservatory.

I. Call to Order

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

II. Appointment of Board Members

M/S Rodieck/Knight to appoint new members. Motion passed unanimously

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

III. Election of Proposed Slate of Candidates for Officer Positions

M/S Knight/Kimpton to approve the election of the proposed slate of candidates for Officer positions. Motion passed unanimously.

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

IV. Committee and Representative Appointments

- A. Executive & Finance Committee
Members:
Chair, Vice-Chair/Treasurer, Secretary

- B. Building Company Representatives
Members:
Chair, Vice-Chair

- C. Working Group for World's Best Work Force (WBWF) & Continuous Improvement
Members:
Amber Keeley and Jeffrey Kimpton

V. Approval of Agenda

M/S Kimpton/Knight to approve the September 16, 2019 Regular Business Meeting Agenda. Motion passed unanimously.

VI. Approval of June 17, 2019 Regular Business Meeting Minutes

M/S Rodieck/Knight to approve the June 17, 2019 Regular Business Meeting Minutes. Motion passed with one abstention from Member Kimpton who was not present at the June 17, 2019 Regular Business Meeting.

VII. Consent Agenda

M/S Kimpton/Rodieck to approve the Consent Agenda. Motion Passed unanimously.

A. List of Bills for June, July, and August 2019

B. Personnel

Gerard Ahlgren	.28 FTE	Instrumental
Lisa Berman	.11 FTE	Dance
Blake Brauer	.07 FTE	Musical Theatre
Aimee Bryant	.01 FTE	Musical Theatre
Joseph Clark	.62 FTE	Musical Theatre
Paul Coate	.14 FTE	Musical Theatre
Adam Conrad	.79 FTE	Instrumental
Bruce DeMorrow	.03 FTE	Dance
Alex Eady	.01 FTE	Dance
Jay Eisenberg	.03 FTE	Theatre
Annie Enneking	.07 FTE	Vocal Arts
Leslie Erickson	.94 FTE	Paraprofessional
Ashawnti Ford	.01 FTE	Theatre
Penelope Freeh	.07 FTE	Dance
Alison Green	.84 FTE	College Counselor
Alex Hathaway	.01 FTE	Theatre
Kelly Jo Haug	.49 FTE	Paraprofessional
Timothy Herian	.07 FTE	Dance
Judith James Ries	.26 FTE	Dance
Joseph James	.03 FTE	Dance
Foster Johns	.01 FTE	Theatre
Sam Johnson	.39 FTE	Dance
Debi Kilde	.03 FTE	Musical Theatre
Tiffany LaFond	.88 FTE	Administrative Assistant - Lowry
Theo Langason	.07 FTE	Theatre
Erin Liebhard	.01 FTE	Dance
Jill Lile	.23 FTE	Dance
Whitney McClusky	.05 FTE	Dance
Suzy Messerole	.71 FTE	Theatre
Kaleena Miller	.37 FTE	Dance
Kenneth Olson	1.0 FTE	Communication Arts/Literature

Laura Osterhaus	.07 FTE	Dance
Jennifer Parker	.21 FTE	Vocal Arts
Shon Parker	.76 FTE	Vocal Arts
Jennifer Pray	.06 FTE	Dance
Aaron Preusse	.14 FTE	Theatre
Sara Robinson	.80 FTE	Theatre
Michael Salow	.17 FTE	Instrumental
Elise Santa	.07 FTE	Musical Theatre
Laura Selle-Virtucio	.13 FTE	Dance
Aamera Siddiqui	.03 FTE	Theatre
Justin Spooner	.87 FTE	Theatre
Scott Stafford	.03 FTE	Dance
Darrius Strong	.03 FTE	Dance
Joe Tran	.06 FTE	Dance
Michael Vasich	.84 FTE	Instrumental

VIII. Open Forum

There were no participants in Open Forum.

IX. Action Items

A. 2019 June Preliminary Financial Statements

M/S Kimpton/Knight to approve the 2019 June Preliminary Financial Statements as presented. Motion passed unanimously.

Jacobs detailed the 2019 June Preliminary Financial Statements where expenditures exceeded revenues by \$76,421, with state revenues based on 442 students, 8 ADM lower than budgeted, but expected. The actual preliminary activity presents expenditures exceeding revenues by \$108,026, also expected due to expenditures for technology equipment in the current year for implementation of upgrades that will carry over into the summer months. The fund balance continues to be projected at 41%. The school is anticipating a receivable for the projected state holdback for FY19 of \$313,205.

B. 2019-20 Q-Comp Goals

M/S Knight/Kimpton to approve the 2019-20 Q-Comp Goals as presented. Motion Passed unanimously.

The percentage of all students enrolled October 1, 2019 in grade 10 at the Saint Paul Conservatory for Performing Artists who earn an achievement level of Meets the Standards or Exceeds the Standards in **Reading** on all state accountability tests (MCA and MTAS) will increase from 80% to 81.6% in 2020.

The percentage of all students enrolled October 1, 2019 in grade 11 at the Saint Paul Conservatory for Performing Artists who earn an achievement level of Meets the Standards or Exceeds the Standards in **Mathematics** on all state accountability tests (MCA and MTAS) will increase from 49.1% to 55.9% in 2020.

The percentage of all students enrolled October 1, 2019 in grade 11 at the Saint Paul Conservatory for Performing Artists who earn an achievement level of Meets the Standards or Exceeds the Standards in **Science** on all state accountability tests (MCA and MTAS) will increase from 67% to 70.8% in 2020.

C. External User Recertification System – Identified Official with Authority (IOwA)

The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local education agency that uses the Education Identity Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local education agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties and will revoke that user's access when it is no longer needed to perform their job duties.

M/S Kimpton/Spooner to authorize Susan Reiling, Executive Assistant to the Superintendent, reilings@spcpa.org to act as the Identified Official with Authority (IOwA) for the Saint Paul Conservatory for Performing Artists (#4112-07). Motion passed unanimously.

D. 2019-2020 Revised School Calendar

M/S Spooner/Kimpton to approve the 2019-20 Revised School Calendar that included moving graduation to Friday, May 29, 2020. Motion Passed unanimously.

E. 2020 Board Meeting Calendar

M/S Knight/Spooner to approve the 2020 Board Meeting Calendar. Motion Passed unanimously.

F. Policies

- a. Policy 516
Student Medication

M/S Knight/Rodieck to approve Policy 516 as presented.
Motion passed unanimously.

- b. Policy 524
Internet Acceptable Use and Safety Policy

M/S Spooner/Kimpton to approve Policy 524 as presented.
Motion passed unanimously.

- c. Policy 525
Violence Prevention

M/S Kimpton/Knight to approve Policy 525 as presented.
Motion passed unanimously.

- d. Policy 528
Student Parental, Family, and Marital Status Nondiscrimination

M/S Knight/Rodieck to approve Policy 528 as presented.
Motion passed unanimously.

- e. Policy 903
Visitors to School Buildings

M/S Spooner/Rodieck to approve Policy 903 as presented.
Motion passed unanimously.

X. Reports and Discussions

A. 2019-2020 Enrollment Summary

Jacobs presented the current enrollment summary for the 2019-2020 school year. There are currently 452 students enrolled. Only 4 students (new 9th graders) unenrolled since the start of the school year, significantly less than this time last year. Retention is high among returning upper classmen. There are currently 3 outstanding invitations, two of whom plan to enroll later in the year after moving from out of state. There are no students in the waiting pool to be invited.

B. Administrative Reports

a. Academic Update: 2019 MCA Scores

Goranson reported on recently released MCA score data from the 2018-2019 school year.

- Reading scores increased 7.5%. (~20% above the state average)
- Math scores increased approximately 6%. (~5% below the state average)
- Science scores decreased approximately 4%. (~17% above the state average)

b. Graduation and Attendance

Goranson reported on the North Star Excellence and Equity System ("North Star") as defined in the state's ESSA plan. This is a new system utilized by the state that targets schools in need of support in one or more of the following areas: student achievement, graduation rates, and attendance. SPCPA was not identified as a school in need of support.

c. Arts Update: J-Term 2020

Goranson updated the Board with the list of J-Term shows this year and reminded the members to follow the SPCPA Facebook page where activities in the Arts and Academics alike will be promoted.

d. FY20 Lease Aid Application

Jacobs reported to the Board that SPCPA's Lease Aid has been approved for FY20 in the amount of \$899,003.73.

e. School Profile

Jacobs presented SPCPA's Profile for the 2019-2020 school year assembled by Alison Green, College Counselor. The school utilizes this report in various ways, including but not limited to post-secondary institutions, prospective students and families, and community partnerships.

C. Policies & Procedures: First Reading

Jacobs presented the following policies for first reading. Action regarding these policies will be proposed at the November 18, 2019 Regular Business Meeting of the Board.

a. Policy 503

Attendance and Participation

b. Policy 505

Distribution of Non-School Sponsored Materials on Premises by Students and Employees

c. Policy 531

Pledge of Allegiance

Note:

It was recommended that the Board waive this policy for the 2019-2020 school year, similar to all prior school years.

d. Policy 601

School Curriculum and Instructional Goals

e. Policy 706

Acceptance of Gifts

f. Policy 806

Crisis Management

g. Emergency Preparedness Plan

XI. Board Comments and Requests

- h. WBWF Presentation & Board Training (after) October 21, 2019
- i. Next Regular Business Meeting November 18, 2019

XII. Adjournment

M/S Spooner/Kimpton to adjourn the September 16, 2019 Regular Business Meeting.
Motion passed unanimously.