

**Saint Paul Conservatory for Performing Artists
Board of Directors Regular Business Meeting
June 22, 2020**

Members Present: Michael Robins (Chair), Kelly Rodieck (Vice-Chair & Treasurer),
Shawn Judge (Secretary), Amber Keeley, Jeffrey Kimpton, Justin Spooner
Members Absent: Jacie Knight
Others Present: Callie Jacobs (Superintendent), Brian Goranson (Principal)

I. Call to Order

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

Robins read the following opening statements:

Due to the current federal and state emergency declarations, the Minnesota directive to residents to stay at home, the guidance about limiting person-to-person contact due to the COVID-19 (coronavirus) pandemic, this meeting of the Saint Paul Conservatory for Performing Artists Board is being conducted in accordance with Minnesota Statutes 13D.021 – Meetings by Telephone or Other Electronic Means.

Due to the health pandemic, the Board determined that it is feasible for at least the Superintendent to be physically present at the regular meeting location. An on-site location (Lowry 260 – 2nd Floor Skyway Access) was available for members of the public/non-Board members to attend the meeting.

Members on of the public could also listen to this meeting from a remote location by contacting Meg Anderson via email (andersonm@spcpa.org) for access information.

Members of the public listening to this meeting from a remote location could also submit comments and questions to Callie Jacobs via email (jacobsc@spcpa.org).

Board members are reminded to mute their microphones or phone when they are not speaking.

All votes will be conducted by roll call. Each Board member should wait until their name is called before voting.

II. Approval of Agenda

M/S Kimpton/Spooner to approve the June 22, 2020 Regular Business Meeting Agenda.
The motion passed unanimously.

III. Open Forum

No members of the public were present, and none had sent questions to Superintendent Jacobs.

IV. Approval of May 4, 2020 Meeting Minutes

M/S Kimpton/Rodieck to approve the May 4, 2020 Regular Business Meeting Minutes.
The motion passed unanimously.

V. Consent Agenda

M/S Rodieck/Kimpton to approve the Consent Agenda, which included the List of Bills for April and May 2020, the following personnel for the 2020-2021 school year, and membership in the Minnesota State High School League (MSHSL). The motion passed unanimously.

Karen Albrecht	1.0 FTE	Special Education
Shelley Duffy	1.0 FTE	Special Education
James Grev	1.0 FTE	Math
Kim Hanson	1.0 FTE	Spanish
Dustin Haug	1.0 FTE	Science (.88) & TOSA (.12)
Erik Herman	1.0 FTE	Social Studies
Emily Johnson	1.0 FTE	English (.88) & TOSA (.12)
Steven Klutho	1.0 FTE	Math
Taylor Lohman	1.0 FTE	Social Studies
Marisa Meleck	1.0 FTE	Science
Elizabeth Nelson	.63 FTE	ASL
Kenneth Olson	1.0 FTE	English
Sara Peterson	1.0 FTE	Science
Natalie Reinhart	1.0 FTE	Social Studies
Mindy Richmond	1.0 FTE	Math
Gina Sekelsky	1.0 FTE	English

VI. Action Items

A. 2020 May Financial Statements

M/S Kimpton/Rodieck to accept the 2020 May Financial Statements. The motion passed unanimously.

Jacobs explained that the ADM continues to remain at 422, which is 28 ADM lower than the original budget adopted with 450 ADM. A revised budget for FY20 is proposed for adoption at this meeting following a first reading at the May meeting. The FY20 revised budget was embedded in the May 2020 Financial Statements for Board member reference.

B. FY20 Revenue & Expenditure Budget – Revised

M/S Rodieck/Spooner to adopt the FY20 Revenue & Expenditure Budget as embedded in the May 2020 Financial Statements. Motion passed unanimously.

C. FY21 Revenue & Expenditure Budget - Proposed

M/S Kimpton/Rodieck to adopt the proposed FY21 Revenue & Expenditure Budget as embedded in the May 2020 Financial Statements. Motion passed unanimously.

D. Policies

M/S Kimpton/Rodieck to adopt the following policies. The first reading of the following policies was done in May 2020. The motion passed unanimously.

- a. Policy 401 Equal Employment Opportunity
- b. Policy 402 Disability Nondiscrimination
- c. Policy 406 Public and Private Personnel Data
- d. Policy 410 Family and Medical Leave
- e. Policy 412 Expense Reimbursement
- f. Policy 505 Student Disability Nondiscrimination
- g. Policy 515 Protection and Privacy of Pupil Records
- h. Policy 626 Distance Learning

VII. Reports

A. Administrative Reports

Jacobs shared that the most recent update from MDE anticipated the Governor's orders regarding school operations and learning models for fall to come late July. Planning regarding options within the three potential learning models listed as possibilities is underway. Jacobs has assumed the role of COVID-19 Coordinator and will be working to draft COVID-19 preparedness plans applicable to the various members of the school community. Additional time and duties will be assigned to administrative staff specifically related to school operations impacted by COVID-19 starting July 1, 2020. We are still waiting for more guidance regarding the PPP loan forgiveness process. We are also on schedule and budget in terms of renovations of the visual arts spaces on 1st floor.

Goranson talked about the increase in prospective student/family tours and continued interest and excitement regarding the new visual arts program. Many of the new students and families expressed an interest in enrolling at schools that will have the option for students to physically return to campus even if only part-time. Goranson shared details regarding what a hybrid model of learning could look like at the school for both arts and academics and only for arts. Goranson also shared feedback from current students and families that struggled with distance learning in the spring and discussed a few of the challenges such as enrollment, maintaining consistent communication and opportunities to interact with teachers, and delivering arts training that would continue if 100% distance learning is required for everyone.

The Board members expressed full support of reopening SPCPA if directives, guidance, and data from the Governor's office, the Minnesota Department of Health (MDH), and the Minnesota Department of Education (MDE) align with hybrid and/or in-person learning models for fall. This is in addition to school staff being able to accommodate any operational adjustments that may be mandated (e.g. face coverings, physical distancing, reduced in-person class sizes, etc.), obtain necessary PPE, and implement polices and procedures aligned with requirements and recommendations, to the extent possible.

B. 2020-2021 Enrollment Summary

Enrollment for the 2020-2021 school year is currently anticipated to be approximately 436 students. To maintain recruitment efforts, school staff is hosting virtual student panels and prospective student sessions, as well as conducting individual phone calls, meetings, and tours, as requested.

Staff has continued to follow up on suggestions made at the last Board meeting about how to spread the word about SPCPA to reach more students and families.

C. First Reading: Policies

The following policies were presented for first reading:

- a. Policy 506 Student Discipline
- b. Policy 514 Bullying Prohibition
- c. Policy 522 Student Sex Nondiscrimination
- d. Policy 700 School Budget
- e. Policy 703 Annual Audit
- f. Policy 705 Purchasing Authority
- g. Policy 709 Student Transportation Safety

VIII. Board Comments & Requests

The Board's next regular business meeting is scheduled for September 28, 2020 at 5:30 PM.

IX. Adjournment

M/S Rodieck/Judge to adjourn. The motion passed unanimously.