



MIDLANDS ARTS CONSERVATORY

School Board Meeting

May 9, 2019

3806 North Main Street

6 p.m.

Minutes

Attendance: Rosie Craig, Chair; Kathleen Warthen, Vice-Chair; Dr. Crystal Aldamuy, Andy Anderson, Dr. Robert Jesselson, Jasmine Woodson, Dr. Jennifer Morrison, Catharine Aitken, Dominic Maarten (by phone); Ex-Officio/Staff: Shannon Hickey, Head of School; Marsha Merry, Chief of Operations; Melissa Kiddy, CPA (by phone)

I. **Call to Order:** Board Chair, Rosie Craig, called the meeting to order at 5:20 pm.

II. **Reading of Approval of Minutes**

A. Motion to *approve January 10, 2019 and April 11, 2019 minutes* made by Dr. Jesselson, seconded by Mr. Anderson, approved unanimously.

III. **Reports from Officers**

A. Head of School Report- Shannon Hickey

1. Enrollment- 125 (Dance 14%, Music 18%, Theatre 35%, Visual Arts 33%)
 - a) Need enrollment emphasis on 6th grade Dance, Music

B. *Skipped to Committee Reports*

C. Committee Reports

1. Finance- \$41k cash balance- see Ms. Kiddy's April Report for more complete financial picture. Looking pretty good. Ms. Kiddy went over budget by groups. Based on Actual 130 Enrollment, \$1.2m budget with a 4.5% surplus (\$57k)- will drop to \$8k if we pay off \$49k line of credit; Note to Board: this includes \$17k in fundraising
 - a) Line of Credit- June repayment- Finance Committee will try to keep line of credit open based on conservative budget picture.
 - b) Rent Escalation- Finance Committee will try to negotiate continued relief based on conservative budget picture.
 - c) P & I Grant- May be ok if we're cleared to retroact spending to May 1. Cannot spend on salaries, benefits, or facilities, but may on contractual services and instructional materials.
 - d) Ms. Craig directed Finance Chair to start putting together a financial timeline toward 2-year facility move.

D. Returned to Chair's Report

1. Open House: May 21 @ 5:30 pm- Board members urged to attend.
2. Executive Session

- a) Motion to *move into Executive Session* made by Mr. Anderson, seconded by Ms. Warthen; approved unanimously.
 - b) Motion to *move out of Executive Session* made by Ms. Warthen, seconded by Dr. Aldamuy; approved unanimously.
- E. Returned to Committee Reports
 - 1. Finance reported earlier
 - 2. Fundraising Report
 - a) Dell Grant was a “no”- not in line with priorities
 - 3. Education Development
 - a) Dr. Morrison presented her suggested changes to Charter re: student achievement goals, graduation goals, and testing. A discussion ensued around growth v. summative evaluation in Fine Arts. Board decided to return to discussion in June.
 - b) Board decided it was needed to have either a Board Retreat or full-day meeting in June to approve budget and above changes to Charter as well as explore additional needed changes to Charter.
 - 4. Arts Collaboration- nothing new reported
 - 5. Strategic Planning- Ms. Craig had shared new information on one potential property
 - 6. Transition Team- Announced new Head of School, Bradford Tillman to begin June 1; Ms. Hickey will transition out June 19

IV. **New Business**

- A. **MAC’s 990 Form**- Motion to *approve submission of 990 Form* made by Dr. Aldamuy, seconded by Mr. Anderson, approved unanimously.
- B. *Charter Changes- covered under Educational Development Report*
- C. **Part-Time Administrator**- Dr. Anderson noted there is a cottage industry of retired school administrators ready to lend part-time or temporary full-time support should the need arise.
- D. **Music Direction**
 - 1. Students survey analysis: Strings 20, Piano 16, Guitar 2, Voice 6; Ms. Hickey recommended we focus Music Program and Staff on String & Piano instruction for 2019-20 school term.
 - 2. Dr. Jesselson and Sarah Evanovich compiled research and recommendations on purchasing v. renting instruments. Their recommendation, for which Board voiced support, was to use available funds this year (e.g. P & I Grant) to purchase some instruments, and make available to students to rent this coming year (Option 1). In future years, due to typical budget restraints, students would be encouraged to rent on their own (Option 2), but we would have a collection of our own for those with significant financial need.

E. CCT Contract

1. Motion to *approve contract as submitted, pending approval by our lawyer and amended with any suggested changes by said lawyer*, made by Dr. Aldamuy, seconded by Dr. Morrison, approved unanimously.

F. Psychologist Contract

1. Motion to *approve contract as submitted* made by Dr. Jesselson, seconded by Dr. Aldamuy, approved unanimously.

G. Changes to Current HOS Contract

1. Motion to *expand HOS' days of PTO to 10 during current term* made by Dr. Morrison, seconded by Dr. Aldamuy, approved unanimously

H. P & I Grant

1. Kathleen offered to accept suggestions by Board members, staff for items to include in P & I Grant budget and rank items according to priority.
2. Shannon had already sent wish list, not priority ranked, but asked that we prioritize Special Ed Materials, AED, and Dance Program, in that order.

V. Adjournment

A. Review of Action Items

1. Mr. Maarten will meet with bank, landlord using conservative budget analysis to seek extended line of credit and continued rent relief.
 2. Ms. Warthen will develop ranked budget for P&I Grant.
 3. Mr. Maarten will begin to develop 2-year timeline toward facility move.
 4. Ms. Kiddy will present budget for approval in June.
 5. Dr. Morrison will submit to Board in June, changes in Charter with suggested edits re: student achievement, student graduation, and testing.
- B. Motion to *adjourn* made by Dr. Aldamuy, seconded by Ms. Woodson, approved unanimously- 7:42 pm

Next Board Meeting: Thursday, June 13, 2019