



Board of Trustees Minutes June 25, 2013

In Attendance:

Sheldon Worthington, Shawn Turner, Jim Lipscomb, Robin Hough, Liz Smith, Debbie Peterson, Kristi Swett, Marylee Anderton, MJ Gregoire

Past Minutes

The minutes from the previous meeting reviewed. One change was noted that clarified that 1 of the seniors has not yet graduated. (The minutes said the senior did not graduate.) With this modification, the minutes were approved unanimously.

Follow up items from previous minutes include:

- In May/June the Board of Trustees should plan major agenda items for the next school year and establish a working calendar for the 2013-2014 school year.
- Robin requested at the 2/2013 meeting that an academic report for all students will be presented to the board at the April meeting.

PTO Report

None

Financial/Facilities Report

The FY13-14 final budget was reviewed and unanimously approved.

The following points were discussed:

- It would be helpful to have reports in a different format where prior year/current year budgets could be compared and where operating versus capital expenditures could be reviewed.
- We need a budget to plan and project for the school as it reaches its capacity.
- Shawn suggested meeting the school superintendent to talk about plans for long term growth.
- The Board noted that we had projected a deficit for the 2012-2013 year and will end with a significant surplus.

- The Board discussed our 2,5, and 10 year goals and how we can be stewards of the fund balance. The conversation will be continued after meeting with the Superintendent of schools.

Faculty Reports

None

Committee Report

None

Administration Report

Sheldon reported on the following:

- Jan and Andy are currently with theater students at the national competition in Lincoln, Nebraska.
- For the past 4-6 weeks Sheldon has been working on the schedule for 2014. Approximately 67% of students have schedules.

The following points were discussed:

- There was a discussing about how our charter relationship works with Highland and Innovations and how the agreements will work moving forward. Sheldon will follow up with Ken Grover and report back to the board.
- Kristi will follow up with the wording in the charter that defines the relationship between Highland and SLSPA.
- Robin requested that the final accreditation report be sent to the Board so it can be reviewed by all prior to future discussions.
- Shawn brought up that we need to follow up with department heads to discuss faculty presence at board meetings.

Other Items

- The Board of Trustees reviewed and approved a letter to Charles Brainerd thanking him for his years of service.
- The notice for open Board positions was reviewed and language was modified.
- MJ noted that Board meeting minutes are not being posted on the SLSPA website. Notice of upcoming Board meetings are also not posted. Kristi suggested we look at the code for whose responsibility it is to post minutes and agendas and make sure the staff person responsible for this complies with the duties.
- There is still a problem with the website; email to staff and faculty is not working properly.
- There was a brief discussion about the job description of the Artistic Director. This will be discussed at the next meeting.
- Shawn proposed a committee to put together an evaluation for the Business Manager. MJ was selected as the head of the committee. Part of the evaluation will include compliance issues.

- A committee was formed to evaluate the facilities and includes Shawn, Jim, Robin and MJ.

Next Meeting: July 22, 2013 9:00 a.m. to 1:00 p.m.

Agenda items to include the role of the Artistic Director, the SLSPA organizational chart, creation of a Board calendar and Board objectives for 2013-2014.