



Board of Directors Meeting

OUR MISSION:

Preparing students for college in an academically challenging, arts integrated environment.

Meeting Date: Tuesday, November 19th, 2019
Time: 5:30-7:30pm
Place: 1st Floor, HFAA, Media Center

Agenda

ITEM	PERSON RESPONSIBLE	ACTION REQUIRED	PAGE
1. CALL TO ORDER			
1.01 Call to Order	S. Gabbard		
1.02 Roll Call	M. deBrugge		
2. REPORTS			
2.01 President's Remarks	S. Gabbard		
2.02 Superintendent's Report	B. Schmelzenbach		
2.03 Principal's Report	K. Campbell		3-4
3. ROUTINE ITEMS			
3.01 Approval of October 2019 Board Meeting Minutes	S. Gabbard	Motion	5-8
3.02 Approval of Trips	B. Schmelzenbach	Second	9
3.03 HFAA Board of Directors 2020 Meeting Dates	S. Gabbard	Vote	10
3.04 Renewal of Charter School Contract	B. Schmelzenbach		
3.05 HFAA Event Calendar	B. Schmelzenbach		11
4. COMMITTEE REPORTS AND PRESENTATIONS			
4.01 Harding Fine Arts Foundation Board Report	S. Bentley	Motion	
a. Report		Second	
b. Recommendation of Foundation Board Member		Vote	
4.02 Board Governance Committee Report	S. Bentley	Motion	12
a. Report		Second	
b. Recommendation of standing Committees		Vote	
4.03 Curriculum Committee Report	D. Marble		
a. Report			
4.04 Financial Committee	C. Borelli	Motion	
a. Approval of Financials		Second	13-22
b. Approval of Purchase Orders		Vote	23
5. NEW BUSINESS			
S. Gabbard			
Per Oklahoma statute, 25 O.S. §311(9), New Business means: "any matter not known about or which could not have been reasonably foreseen prior to the time of posting."			

Board of Directors Meeting

ITEM	PERSON RESPONSIBLE	ACTION REQUIRED	PAGE
6. PUBLIC COMMENTS			
At the discretion of the Board, patrons may speak on items of concern during this section of the Board meeting. A three (3) minute time limit will be allowed for each			
7. OPEN SESSION	S. Gabbard		
7.01 Board Member Comments			
8. ADJOURN	S. Gabbard	Motion Second Vote	
8.01 Motion to adjourn			

Minutes of the Harding Fine Arts Academy

November 19, 2019 Board Meeting

Held at Harding Fine Arts Academy 3333 N Shartel Ave, Oklahoma City, OK 73118

1. CALL TO ORDER

1.01 Call to Order

Susan Gabbard, Board President, called the meeting to order at 5:34 p.m.

1.02 Roll Call

Roll Call given by Michaela deBrugge and quorum was declared.

Board Members Present:

Rod Baker, Sally Bentley, Cheryl Borelli, Susan Gabbard, Jean Hendrickson, and John Dexter “Dex” Marble

Board Members Absent:

Glenda Jensen, Kirsten Hurley Lindsay, Rosalynn Wade, and John Yoeckel

Others in Attendance:

Barry Schmelzenbach, Superintendent; Keith Campbell, Principal; Michaela deBrugge, Business Manager/Board Clerk; and Jennifer Fuller, Encumbrance Clerk

2. REPORTS

2.01 President’s Remarks – 5:35pm

Susan Gabbard requested that Agenda Items 3.02 and 3.04 be moved to the beginning of the meeting.

3.02 Approval of Trips – 5:35pm

Barry Schmelzenbach introduced and gave the floor to the Jeff Hicks, guitar teacher, and Jennifer Neighbors, English teacher, for them to present their proposed trips.

Jeff Hicks presented to the Board a proposal to take Guitar students and GATE [Gifted and Talented Education] students to the Austin Guitar Festival in April 2020.

Motion to approve guitar trip to Austin Guitar Festival April 2020.

Motion by Baker, seconded by Borelli

Motion Resolution: Motion carries unanimously

Jennifer Neighbors presented to the Board a proposal to take students to Italy in March 2020. Neighbors invited the Board to the trip fundraiser on November 21st, 2019.

Motion to approve trip to Italy in March 2020.

Motion by Borelli, seconded by Baker

Motion Resolution: Motion carries unanimously

3.04 Renewal of Charter School Contract – 5:50pm

Barry Schmelzenbach explained that Harding Fine Arts Academy is coming to the end of their 5-year contract with Oklahoma City Public Schools. Schmelzenbach gave information to the Board regarding the renewal process and answered questions.

After discussions, Sally Bentley made a motion to authorize the Harding Fine Arts Academy Executive Committee to notify Oklahoma City Public Schools that we are renewing our charter contract for a minimum of one year with an option for up to five years on the same terms and conditions as the current contract while reserving all other rights.

Motion to renew the Charter School Contract with Oklahoma City Public Schools.

Motion by Bentley, seconded by Hendrickson

Motion Resolution: Motion carries unanimously

2.02 Superintendent's Report – 6:19pm

Barry Schmelzenbach began by updating the Board on the statewide charter school lawsuit's progress and then went over events that were presented in Agenda item 3.05 section.

2.03 Principal's Report – 6:24pm

Keith Campbell presented his report and briefly expounded on the topics.

Campbell noted that he had completed 7 teacher observations since the last meeting and that he had 5 more before semester's end and that there had been documented feedback given to each observed teacher.

Campbell continued by giving the Board a highlight of a few of the events and accolades that had occurred since the last meeting.

3. ROUTINE ITEMS

3.01 Approval of the October 2019 Board Meeting Minutes – 6:31pm

The minutes of the last board meeting were presented.

Motion to accept minutes.

Motion by Borelli, seconded by Baker

Motion Resolution: Motion carries unanimously

3.03 HFAA Board of Directors 2020 Meeting Dates – 6:32pm

Barry Schmelzenbach presented the suggested dates for the 2020 Board Meetings.

Motion to accept 2020 Board Meeting dates as presented.

Motion by Bentley, seconded by Borelli

Motion Resolution: Motion carries unanimously

3.05 HFAA Event Calendar – 6:33pm

Barry Schmelzenbach mentioned that all items had been discussed. Keith Campbell again invited members to come and enjoy one of the many end-of--semester concerts and basketball games.

4. COMMITTEE REPORTS AND PRESENTATIONS

4.01 Harding Fine Arts Foundation Board Report

a. Status Report – 6:34pm

Sally Bentley highlighted the Ezra Duo concert and success of the event. Bentley thanked Board Members for their attendance and support.

Bentley updated the Board on the money raised for lighting and sound for the Harding Auditorium.

Bentley reported on the progress of two different committees: The Leadership in Arts [LAE] committee are refining the list of sponsors to businesses to mail out before the end of the year and that individual sponsors will be mailed out in January. Bentley requested that she be informed if any Board member had businesses or individuals in mind for sponsorships. The Building Renewal and Construction Committee [BRCC] are working on getting to get accurate numbers for renovations.

Barry Schmelzenbach and Rod Baker relayed to the Board the various updates that have occurred and will occur; including classroom updates, exterior lights, courtyard gate, and sidewalk repairs and updates.

b. Recommendation of Foundation Board Member– 6:44pm

Recommends resignation of Rod Baker from Harding Fine Arts Academy School Board.

Motion to accept resignation of Rod Baker of the Harding Fine Arts Academy School Board affective November 20, 2020.

Motion by Hendrickson, seconded by Borelli

Motion Resolution: Motion carries unanimously

Governance Committee recommends that Rod Baker be accepted as a member of the Foundation Board.

Motion to accept recommendation of Rod Baker as a member of the Harding Fine Arts Foundation Board affective November 20, 2020.

Motion by Governance Committee, seconded by Borelli

Motion Resolution: Motion carries unanimously

4.02 Board Governance Committee Report

a. Status Report – 6:49pm

Sally Bentley referred to and expounded on the presented report. She stated that the committee is continuing to get clarification on Board contribution.

b. Recommendation of standing Committees

Sally Bentley said that the committee is recommending the following standing committees for the 2019-2020 school year.

Board Governance (formally Board Development)

Program and Curriculum

Finance/Audit

Executive Committee

Bentley concluded by informing that according to our bylaws each committee will be chaired by a board member and must have at least 3 members which can include non-board members.

Motion to accept Standing Committees.

Motion by Governance Committee, seconded by Hendrickson

Motion Resolution: Motion carries unanimously

4.03 Curriculum Committee Report

a. Status Report – 6:57pm

Dex Marble gave report on the most recent Curriculum Committee meeting.

Jean Hendrickson shared with the Board the teacher appreciation of Early Release days and their feeling that these days had filled a void in horizontal planning that was needed. Hendrickson continued by saying that the idea began in a Curriculum Committee meeting. Hendrickson thanked the Administration for creating the infrastructure to accommodate Early Release days so that teachers can take the time to focus on horizontal planning.

4.04 Finance Committee

a. Approval of Financials – 7:08pm

Cheryl Borelli presented the October financials as presented in the November Board Packet.

Motion to accept financials.

Motion by Bentley, seconded by Baker

Motion Resolution: Motion carries unanimously

b. Approval of Purchase Orders – 7:12pm

The following purchase orders were presented for approval:

GIFTS FUND

PO	VENDOR NAME	DESCRIPTION	AMOUNT
21	OKLAHOMA STATE UNIVERSITY	SCHOLARSHIP PAYMENT FROM REFUND	500.00

GENERAL FUND

PO	VENDOR NAME	DESCRIPTION	AMOUNT
113	ADPC	W2 FORMS	50.00
114	THINKEDU, LLC	ADOBE YEARLY SUBSCRIPTION	2,500.00
115	DOODLE POLL	YEARLY SUBSCRIPTION	75.00

Motion to approve Purchase Orders

Motion by Hendrickson, seconded by Borelli

Motion Resolution: Motion carries unanimously

5. NEW BUSINESS

No new business

6. PUBLIC COMMENTS

No Public Comments were made.

7. OPEN SESSION

No comments given

8. ADJOURN

Motion to adjourn November 2019 Board meeting.

Motion by Baker, seconded by Borelli

Motion Resolution: Motion carries unanimously

There being no further business, the Board adjourned at 7:17 p.m.

Susan Gabbard
President of Board

Michaela deBrugge
Clerk of Board