

APPROVED AT THE FEBRUARY 20,  
1987 BOARD MEETING

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**MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS**

**January 23, 1987**

The January 23, 1987 meeting of the Board of Directors for the Minnesota School & Resource Center for the Arts was held in the Penthouse Lounge of the Science Museum in St. Paul, Minnesota. Chairman Harry Sieben, Jr., convened the meeting on January 23, 1987 at 11:35 a.m. with the following Board members in attendance: Alexandra Jacobs, Sarah Fields Nesson, Mary Ingebrand-Pohlad, Bill Richards, Ruth Roitenberg, and Nancy Vollertsen. Board members Reginald Buckner, Flo Grieve, and Owen Husney were seated later. Board members Roland Amundson, George D. Appleby, Marilyn Berg, Jack Fena, and Margaret Marvin were absent.

**AGENDA/MINUTES**

There were no additions or deletions to the agenda.

Approval of December 19, 1986 Minutes

Nancy Vollertsen moved and Bill Richards seconded the motion to accept the minutes as written. The motion carried.

**COMMUNICATIONS**

An article that appeared in the Minneapolis Star and Tribune regarding the selection of architects was discussed. Barbara Martin presented an overview of the contents of the first draft of the legislative report which was mailed to Board members under separate cover. An explanation of the attachments to be included was discussed. Ms. Martin invited comments, and Bill Richards suggested that the number of summer MAX participants be added to page four. Harry Sieben, Jr., requested Barbara to review the report with key house legislative staff before distribution of the final report.

Nancy Vollertsen moved and Mary Ingebrand-Pohlad seconded the motion to accept the 1987 legislative report as written. The motion carried.

**FINANCIAL REPORT**

Jim Undercofler stated that the Lark Quartet, Midwest Opera Theater, and computer encumbrances expended some of the balance from the last financial report. A balance of approximately \$900,000 remains unencumbered in the Minnesota School & Resource Center for the Art's budget. Harry Sieben, Jr., requested Jim Undercofler to research the legislative audit procedure.

## EXECUTIVE COMMITTEE REPORT

The Executive Committee did not meet since the last Board meeting.

## SCHOOL FOR THE ARTS

### Designer Selection

Jim Undercofler provided background information on the State Designer Selection Board process to date. The State Designer Selection Board unanimously chose Setter, Leach, and Lindstrom in association with Arata Isozaki, a designer from Tokyo, Japan. An article appearing in the January 12, 1987 issue of TIME regarding Arata Isozaki was reviewed. It was noted that some of the Board members who visited the Crossroads School in California were able to view Mr. Isozaki's work on the Museum of Contemporary Art in Los Angeles first-hand.

Ed Frenette, Director of Design and Planning with Setter, Leach, and Lindstrom, shared a few of his observations about the project. He expressed the firm's excitement and pleasure in being part of the team, and expects that Mr. Isozaki will come to Minnesota every two months for approximately a two week stay during the process.

Harry Sieben, Jr., and Jim Undercofler discussed the progress on establishing a contract to begin the preliminary design work.

### Program Associates

The procedure used for the selection process of Program Associates was discussed. Mr. Undercofler, Ruth Roitenberg, David Zimmerman, and Merrill Fellger interviewed the candidates. The positions have been offered at one-fifth time and are awaiting acceptance by the applicants at which time an announcement will be made. Merrill Fellger stated that the number of applications received and the quality of applicants made the selections a difficult and lengthy process but one which culminated in the best possible choices.

### Temporary Site

Jim Undercofler has asked Ken Brunsvold, City of Minneapolis, to research available housing using the same solid criteria that was employed in establishing the permanent site for the School. No determinations have been made, however, the Basilica of St. Mary and Marshall High School have been discussed as possibilities. Ed Frenette stated that construction is expected to begin late fall of 1988 with the School opening in the fall of 1990 barring unforeseen circumstances.

## **PRESENTATIONS**

In the absence of Ellen McInnis, it was agreed to allow Margaret Hasse to deviate from the agenda and make the first presentation of the day.

### Minnesota Alliance for Arts in Education

Harry Sieben, Jr., welcomed and introduced Margaret Hasse, Executive Director of the Minnesota Alliance for Arts in Education. Ms. Hasse discussed the political activities of the Minnesota Citizens for the Arts and MAAE. She shared her lobbying expertise and experiences that have benefited school districts. A copy of ARTBEAT was distributed. Ms. Hasse asked the Board to directly endorse the legislative activities of both MAAE and the Minnesota Citizens for the Arts to promote the arts throughout Minnesota.

### Minnesota Citizens for the Arts

Ellen McInnis, Executive Director of the Minnesota Citizens for the Arts, was then introduced by Harry Sieben, Jr. Ms. McInnis presented a profile of her organization. Fundraising issues and accomplishments were discussed. Fears and concerns over budgets were also expressed. The Minnesota Citizens for the Arts fall newsletter and legislative platform were distributed for review.

Chairman Sieben, Jr., thanked both presenters for sharing their time and information with the Board.

## **COORDINATOR'S REPORT**

Mary Katherine Johnson, Assistant to the Coordinator, distributed brochures on upcoming Resource Center conferences and invited Board members to attend. Harry Sieben, Jr., also encouraged Board members to attend the conferences. An explanation on planning the conferences by meeting with experts in the field was discussed. Ms. Johnson stated that summer proposals are coming in and that the lyceum program and MAX on Tour has begun. The Midwest Opera Theater poster was distributed, and the Board commented on the excellence of the poster and the graphic work.

## **DIRECTOR'S REPORT**

Jim Undercofler discussed his research on how much it will cost per student and distributed an addendum to the December 19, 1986 Director's Report regarding that question.

The visit to the Crossroads School in California was discussed. Board members who participated in this tour included: Roland Amundson, Jack Fena, Sarah Fields Nesson, Bill Richards, Ruth Roitenberg, and Nancy Vollertsen. Board members expressed they were impressed that all arts activities and academics were well intermingled. Harry Sieben, Jr., stated that it is clearly this

**BOARD MINUTES**  
**JANUARY 23, 1987**  
**PAGE 4**

Board's policy to allow Board members to travel to as many schools as possible to conduct research that will be beneficial to the Minnesota School & Resource Center for the Arts.

Legislative lobbying, planning, and bonding issues were discussed. Harry Sieben, Jr., requested Jim Undercofler to schedule a meeting with key players for further discussion. Jim Undercofler discussed the upcoming Arts Education Task Force event at the Governor's Office scheduled for January 29, 1987.

Ruth Roitenberg moved, and Sarah Fields Nesson seconded, the motion to adjourn. Chairman Harry Sieben, Jr., adjourned the meeting at 1:25 p.m.

Diane Jadwinski, Recorder



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**MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS**

**February 20, 1987**

The February 20, 1987 meeting of the Board of Directors for the Minnesota School & Resource Center for the Arts was held in the Penthouse Lounge of the Science Museum in St. Paul, Minnesota. Chairman Harry Sieben, Jr., convened the meeting on February 20, 1987 at 11:35 a.m. with the following Board members in attendance: Roland Amundson, George D. Appleby, Flo Grieve, Sarah Fields Nesson, and Bill Richards. Board members Jack Fena and Alexandra Jacobs were seated later. Board members Marilyn Berg, Reginald Buckner, Owen Husney, Mary Ingebrand-Pohlad, Margaret Marvin, Ruth Roitenberg, and Nancy Vollertsen were absent.

**AGENDA/MINUTES**

There were no additions or deletions to the agenda.

Approval of January 23, 1987 Minutes

Roland Amundson moved to delete paragraph three, on page three, from the January 23, 1987 minutes. Discussion followed. Sarah Fields Nesson seconded the motion to accept the minutes as amended. The motion carried.

**COMMUNICATIONS**

Discussion included an article that appeared in the Minneapolis Star and Tribune by Linda Mack regarding the selection of architects and a Letter to the Editor submitted by Sandra Hale, Commissioner of the Minnesota Department of Administration, regarding international art.

**BOARD REAPPOINTMENTS**

Marilyn Berg, Alexandra Jacobs, Sarah Fields Nesson, and Ruth Roitenberg have been reappointed to four-year terms, respectively, expiring the first Monday in January, 1991.

**FINANCIAL REPORT**

Jim Undercofler discussed the Interim Financial Report. Harry Sieben, Jr., inquired about the status of the audit procedure. Mr. Undercofler responded that the School & Resource Center was in the process of being fiscally audited through the Department of Education. Mr. Sieben expressed his preference that the audit be kept separate from the Department of Education since the Minnesota School & Resource Center for the Arts was a separate state agency. The Chairman then directed Jim Undercofler to

write a letter to Jim Nobles, Office of the Legislative Auditor, requesting that a copy of the final audit report be made available to the Minnesota School & Resource Center for the Arts Board.

#### EXECUTIVE COMMITTEE REPORT

The Executive Committee did not meet since the last Board meeting, however, members of the Executive Committee had been invited to attend a legislative strategy meeting that was held.

#### ARTS SCHOOL

##### Update on Curriculum Development Process & Timetable

The Program Associate positions at \$3,500 each, one-fifth time through June 30, 1987, have been filled as follows: Marlys Hubbard, Literary & Visual Arts; Pamela Paulson, Dance & Music; Wallace Kennedy, Theatre & Media Arts; and Mark Youngstrom, General Studies. A Curriculum Subcommittee meeting will be scheduled before the next Board meeting to discuss materials and plans generated to date.

##### Overview of Architect/Building Development Process

Jim Undercofler stated that the Governor has included \$4.2 million for the School building in the capital budget request. The \$4.2 million would be combined with the \$3 million from Minneapolis to acquire and clear land, put in utilities, and work with the designer. David Zimmerman expressed that at a recent meeting the City of Minneapolis raised a concern that they have no guarantee the School is going to be built. The City of Minneapolis suggested that they would like the Legislature to appropriate \$30 million on the bonding bill during this session.

Chairman Sieben, Jr., stated that it seemed like the City of Minneapolis appeared to be reneging on their \$3 million commitment, however, he did express that he could understand the City's position. David Zimmerman clarified that the City of Minneapolis was not reneging on their commitment but rather seeking legislative approval or some form of guarantee that the School would be built.

Jim Undercofler stated that the State Architect, Department of Administration has negotiated and signed the contract and that programming and schematics had been included.

The issue of a temporary site was raised and discussed. It was pointed out that the Basilica of St. Mary may be unavailable. Chairman Sieben, Jr., stated that the temporary site issue would be a priority of the Board after this legislative session.

## LEGISLATIVE PROCESS UPDATE

Chairman Sieben, Jr., expressed two concerns: the operating budget bill and the bonding bill. He provided an explanation on the Senate and House procedures, and stated that it was important to get bonding authority for the full \$30 million this year in order to maintain the building and operating schedule as planned.

Board members were directed to meet individually with legislators over lunch or dinner to discuss the School. Jack Fena strongly supported this directive and stressed the importance of Board members working with legislators to get the School bill passed. Mr. Fena provided an update on the contacts he had already made.

Barbara Martin discussed the distributed 1987 Report to the Legislature and the attachments that will be presented at hearings. Legislative packets compiled for Board members' use and a tentative hearing schedule were also discussed. Board members were encouraged to contact staff regarding hearing dates and times because of their tentative nature. Chairman Sieben, Jr., asked Board members to work with Barbara Martin on contacting their legislators.

## RESOURCE CENTER

### Review of Summer Max '87 Recommendations

Two handouts on the Summer MAX '87 recommendations were distributed. A map showing geographic distribution was discussed, and David Zimmerman stated that the proposal package slate represented about \$540,000 to \$600,000. Board discussion followed.

Alexandra Jacobs moved, and Bill Richards seconded the motion, to approve the slate of summer MAX '87 proposals as recommended by the Resource Center Advisory Council. The motion carried.

David Zimmerman then asked the Board to approve two reappointments to the Advisory Council. Roland Amundson moved, and Flo Grieve seconded the motion, to approve the reappointments of Judy Broekemeier and Lewis Whitlock, III to four-year terms of the Resource Center Advisory Council. The motion carried.

The next item of discussion led by David Zimmerman included the Resource Center Advisory Council's desire to go on record that the Minnesota School & Resource Center for the Arts supports other arts education initiatives.

Cynthia Gehrig, Chair of the Advisory Council, requested Mr. Zimmerman to ask the Board of Director's to adopt the following policy: The Minnesota School & Resource Center for the Arts supports a comprehensive program for the improvement of arts education in Minnesota. For the 1987 legislative session, this includes adequate support for: 1) the Arts High School and

Resource Center; 2) the CAPP Program; 3) categorical aid for school districts; and 4) the Arts in Education Program of the Minnesota State Arts Board. All components are necessary for an effective and broadly based program.

Discussion followed. Mr. Zimmerman expressed the Advisory Council's desire to display togetherness, stress that we are not in competition with one another, and that we care about all components of arts education. Bill Richards moved for the adoption of the above policy, seconded by Jack Fena. The motion carried.

#### Overview of MAX on Tour

David Zimmerman provided a brief update on the progress of the lyceums and overwhelming response to the Theatre Conference that was being held today at the Spring Hill Conference Center in Wayzata, Minnesota.

#### **DIRECTOR'S REPORT**

Jim Undercofler stated that Candace Anderson has resigned her position effective January 30, 1987. Barbara Martin, Special Assistant, has been named to replace Ms. Anderson as Assistant to the Director. Also, Daniel Sauro, has been appointed to Barbara Martin's former position as Special Assistant. Mr. Sauro was a Marketing Specialist, Sr., with the Minnesota Department of Agriculture for over the past six years. He brings the School & Resource Center considerable experience with public relations and promotional expertise and will be responsible for public imagery, our display booth at appropriate conferences, etc.

Jim Undercofler stated that he speaks to about three large groups per week. Nancy Vollertsen had arranged for him to meet with the Good 'Ol Girls in Rochester which was a very rewarding and productive day.

#### **SCHEDULE**

Chairman Sieben, Jr., instructed Jim Undercofler to schedule an Executive Committee meeting before the next Board meeting.

Jack Fena moved, and Roland Amundson seconded, the motion to adjourn. Chairman Harry Sieben, Jr., adjourned the meeting at 1:30 p.m.

Diane Jadwinski, Recorder

**MEETING ANNOUNCEMENT**

**Minnesota School & Resource Center  
For the Arts Board**

**Friday, April 17, 1987  
11:30 a.m. - 1:30 p.m.**

**BOARD OF DIRECTOR'S MEETING  
Penthouse Lounge Board Room  
Science Museum  
Tenth and Wabasha Streets  
St. Paul, MN**

1. Agenda/Minutes
2. Communications
3. Executive Committee Report
4. Resource Center Report
5. Curriculum Development Activities Update
6. Director's Report
7. Schedule Upcoming Meetings
8. Other

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**RESOURCE CENTER ADVISORY COUNCIL MEETING**

**Wednesday, May 6, 1987**

**Great River Regional Library  
St. Cloud, MN**

**10:00 a.m. - 2:00 p.m.**

APPROVED AT THE APRIL 17,  
1987, BOARD MEETING

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**MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS**

**Friday, March 20, 1987**

The March 20, 1987 meeting of the Board of Directors for the Minnesota School & Resource Center for the Arts was held in the Penthouse Lounge Board Room of the Science Museum, Tenth and Wabasha, in St. Paul, Minnesota.

Vice-Chair Ruth Roitenberg, convened the meeting on March 20, 1987, at 11:40 a.m. with the following Board members in attendance: Marilyn Berg, Reginald Buckner, Jack Fena, Flo Grieve, Sarah Fields Nesson, Bill Richards, and Nancy Vollertsen. Board members Roland Amundson and Owen Husney were seated later. Board members George Appleby, Mary Ingebrand-Pohlada, Alexandra Jacobs, Margaret Marvin, and Chair Harry Sieben, Jr., were absent.

**AGENDA/MINUTES**

There were no additions or deletions to the agenda.

Approval of February 20, 1987 Minutes

Florence Grieve moved, and Sarah Fields Nesson seconded the motion, to accept the minutes as written. The motion carried.

**COMMUNICATIONS**

The Rochester Post Bulletin and St. Paul Pioneer Press Dispatch articles were discussed. The March 20, 1987 bonding program article printed in the St. Paul Pioneer Press Dispatch was also distributed and tabled for further discussion during the legislative update. A resignation letter written by Cynthia Gehrig, former chair of the Resource Center Advisory Council, was distributed. Discussion followed. Mr. Undercofler stated that he did not have an opportunity to respond to Cynthia's comments in the letter about the proposed State Arts High School & Resource Center since she was out-of-town.

**FINANCIAL REPORT**

Discussion centered around the state printout entitled, "Interim Financial Report." Mr. Undercofler estimated that approximately \$621,000 remained in the budget. He has encumbered as many expenditures as anticipated through June 30, 1987, including the pre-payment of 1987 MAX summer programs.

**EXECUTIVE COMMITTEE REPORT**

The Executive Committee of the Board met on March 20, 1987. Chairman Harry Sieben, Jr., conducted the morning meeting. The Executive Committee progress report was presented by Ruth

Roitenberg and Jim Undercofler jointly due to Chairman Sieben's absence from the Board meeting. The first part of the meeting was dedicated to legislative progress. Mr. Undercofler then presented two other issues which included appointing a temporary boarding location committee and working titles for staff.

Due to the concern expressed from diverse constituents regarding the boarding of students from Greater Minnesota during our stay in a temporary facility, it was decided to research solutions and formulate recommendations. The proposal recommended by Jim Undercofler was to create a committee of parents representing the eight congressional districts and three Board members. A recommendation to the Board would then be made no later than the September Board meeting.

The Executive Committee adopted the above proposal, and Vice-Chair Ruth Roitenberg appointed the following Board members to the temporary boarding location committee: Reginald Buckner, Flo Grieve, and Margaret Marvin. Nancy Vollertsen moved, and Jack Fena seconded the motion, to accept the establishment of a temporary boarding location committee comprised of the above-stated three Board members. The motion carried.

The second issue for discussion regarded Mr. Undercofler's request to change working titles for staff to clarify the public's perception of the positions. Mr. Undercofler stated that the proposed working titles would not change staff's current compensation levels. Chairman Sieben, Jr., pointed out that the statute did state Director and Coordinator clearly in the existing language, and he instructed Mr. Undercofler to get an opinion on this matter from the Attorney General's office. The proposed working titles are as follows:

<u>NAME</u>	<u>PRESENT WORKING TITLE</u>	<u>PROPOSED WORKING TITLE</u>
Jim Undercofler	Director	Executive Director
David Zimmerman	Coordinator	Director, Resource Center
Barbara Martin	Asst. to Dir.	Director, Agency Relations
Mary K. Johnson	Asst. to Coord.	Asst. Dir., Resource Ctr.
Daniel Sauro	Spec. Proj. Asst.	Communications Specialist
Diane Jadwinski	Executive 1	Administrative Assistant

Nancy Vollertsen moved, subject to the approval of the Attorney General's office, to accept the proposed working title changes for staff as stated above. Marilyn Berg seconded the motion, and the motion carried.

#### **CURRICULUM SUBCOMMITTEE REPORT**

Chair of the Curriculum Subcommittee, Ruth Roitenberg, stated that a Curriculum Subcommittee meeting had been held today before the Board meeting. Materials including the philosophy, mission, and characteristics of the School, prepared by Curriculum

Developer Merrill Fellger, were reviewed and discussed. The Curriculum Subcommittee agreed to present the document in its entirety to the full Board upon finalization.

#### RESOURCE CENTER REPORT

On behalf of David Zimmerman, Mary Katherine Johnson introduced Ken Greer, the newly elected chairman of the Resource Center Advisory Council. She also stated that Glen Shaw had been elected to his second term as Vice-Chair of the Resource Center Advisory Council. Ms. Johnson discussed the overwhelming response from the approximately 187 Theatre and 210 Visual Arts Conferences participants and commented that it was expected about 100 people would participate in the Dance Conference. Results of the Midwest Opera Theater tour were rated excellent to good by the teachers. It is estimated that approximately 7,000 students and teachers took part in the tour. Nancy Vollertsen requested Mary Katherine Johnson to tabulate what districts the Midwest Opera Theater tour visited and to provide Board members with pertinent information.

#### LEGISLATIVE REPORT

Jim Undercofler presented an update on operating budget, the capital bonding request, and Board strategy. H.F. 843 was distributed and discussed. The Governor had originally included \$4.2 million for the bonding request. Chairman Harry Sieben, Jr., strongly recommended that the agency should propose the full \$30 million at the present time. Jim Undercofler moved ahead with the drafting of the legislation, and the Governor amended the bonding bill to include the full \$30 million for the building. The March 20, 1987 article on bonding by the St. Paul Pioneer Press was further discussed.

Jim Undercofler stated that it was unclear how the bills will be routed at this time. Barbara Martin distributed and provided an explanation on the legislative packet and the list of senate and house membership committees. Roland Amundson expressed that the Board had to take immediate and positive action. He strongly urged Board members to contact legislators and to personally introduce themselves at the State Capitol. Ken Greer requested Mary Katherine Johnson to ensure that Advisory Council members were contacted and also urged to contact their legislators. It was agreed that all MAX participants should receive a letter urging them to write legislators about their MAX experiences. Board members were requested by Ruth Roitenberg to contact Barbara Martin on a daily basis to keep her informed of legislative contacts made.

#### OTHER

Barbara Martin discussed expense report forms and requested Board members to fill out the forms at the meeting or to mail them to her upon completion. The State Department of Education has



requested that expense forms be submitted for reimbursement on a monthly basis if possible with the proper information and meeting attendance. It was pointed out that the end of the Fiscal Year is June 30, 1987, and Board members should plan to get their expenses in order to ensure proper payment.

Jim Undercofler introduced Daniel Sauro, Communications Specialist, the newest member of staff, to the Board and invited Board members to meet him personally after the meeting.

It was moved by Reginald Buckner, and seconded by Marilyn Berg, to adjourn. Ruth Roitenberg reminded Board members that the next meeting of the Board was scheduled for Friday, April 17, 1987, at 11:30 a.m. in the Board Room of the Science Museum, and adjourned the meeting at 12:45 a.m.

Diane Jadwinski, Recorder

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MEETING ANNOUNCEMENT

MINNESOTA SCHOOL & RESOURCE CENTER  
FOR THE ARTS BOARD

Thursday, May 21, 1987  
9:00 a.m. - 11:00 a.m.

BOARD OF DIRECTOR'S MEETING  
Penthouse Lounge  
Science Museum  
Tenth and Wabasha Streets  
St. Paul, MN

1. Agenda/Minutes
  2. Communications
  3. Executive Committee Report
  4. Senate Confirmation Hearing on Board Appointments
  5. Resource Center Report
  6. Director's Report
  7. Schedule Upcoming Meetings
  8. Adjournment
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MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS

Friday, April 17, 1987

The April 17, 1987 meeting of the Board of Directors for the Minnesota School & Resource Center for the Arts was held in the Penthouse Lounge Board Room of the Science Museum, Tenth and Wabasha Streets, in St. Paul, Minnesota.

Chairman Harry Sieben, Jr., convened the meeting on April 17, 1987, at 11:45 a.m. with the following Board members in attendance: Roland Amundson, George Appleby, Flo Grieve, Ruth Roitenberg, and Nancy Vollertsen. Board members Marilyn Berg, Reginald Buckner, Jack Fena, and Alexandra Jacobs were seated later. Board members Owen Husney, Mary Ingebrand-Pohlad, Margaret Marvin, Sarah Fields Nesson, and Bill Richards were absent.

AGENDA/MINUTES

There were no additions or deletions to the agenda.

Approval of March 20, 1987 Minutes

Nancy Vollertsen moved, and Flo Grieve seconded the motion, to accept the minutes as written. The motion carried.

COMMUNICATIONS

Six articles featuring the Minnesota School & Resource Center for the Arts which appeared in either the Minneapolis Star & Tribune or the St. Paul Pioneer Press Dispatch after the April Board packets had been mailed were distributed and discussed. On one article in particular, the April 16, 1987, St. Paul Pioneer Press Dispatch Viewpoint by Jim Undercofler in which "Choose Bold, Unified Approach" was the headline, congratulations were expressed by Jim to Barbara Martin, Director, Agency Relations, for authoring such a timely and well received article.

It was noted that the St. Paul Pioneer Press Dispatch made a typographical error in the above article by printing "...\$430 million bonding proposal to construct a multifaceted statewide educational facility." The correct figure should have read "...\$30 million bonding proposal..." Roland Amundson requested that all outstate press receive a copy of the above article with the corrected figure. A letter to the Editor of the St. Paul Pioneer Press Dispatch will be written requesting that the correction be noted and printed. This particular article will also be reprinted in the next issue of ARTBEAT which is distributed by the Minnesota Alliance for Arts in Education to a wide membership. MAAE will also be contacted to note the correction on the \$30 million bonding proposal figure before reprinting.

#### EXECUTIVE COMMITTEE REPORT

The Executive Committee of the Board met on the following dates: March 26, 1987; April 3, 1987; April 9, 1987; and April 17, 1987. Chairman of the Executive Committee, Harry Sieben, Jr., presented an update and stressed that the meetings were held on a weekly basis in an effort to monitor daily changing situations during the legislative session. He expressed that the School & Resource Center had four bills to monitor--two in the Senate and two in the House. None of the bills are separate and, in fact, had been combined into larger packages.

Harry Sieben, Jr., stated that traditionally not much gets changed as it leaves the Education Committee. The House changed the School to include only 11th and 12th grade residential students, with 9th and 10th graders participating in one to three week intensive programs throughout the year. The language in the Senate version of the bill still includes a four year School. It was explained that a Conference Committee consisting of 10 legislators would discuss the final packages and work out compromises between the Senate and House versions of the bill. Chairman Sieben, Jr., stated that if the bill stays solid in the Senate, the Conference Committee could approve a four year school.

The operating budget was discussed. It was felt that the bonding issue would receive much more attention since the School & Resource Center is one of the larger building projects. Chairman Sieben, Jr., stated that the entire \$30 million was necessary in order to open on schedule. Also, the bonding issue is tougher to pass since a 60% vote margin is required.

Chairman Sieben, Jr., stated that the Governor has done everything requested by the Board of Directors and is strongly committed, along with his staff, to the successful outcome of this project. Roland Amundson stated for the record he wished to thank the Governor, his staff, and Chairman Harry Sieben, Jr., for their dedication, leadership, and hard work.

#### RESOURCE CENTER REPORT

David Zimmerman, Director of the Resource Center, distributed copies of the 1987 "Arts in Minnesota" compendium for review by the Board. Copies of the Dance Conference Evaluation, Touring Schedule of the Midwest Opera Theater, and Touring Schedule of the Minnesota Dance Theatre were distributed and discussed.

Mr. Zimmerman then informed Board members that the Lark Quartet sent a wonderful letter stating that the Lincoln Center should contact St. Paul and take a lesson on how to run a lyceum. The Lark Quartet members were thrilled with their experiences in Minnesota and were well received everywhere they went.

#### **CURRICULUM DEVELOPMENT ACTIVITIES UPDATE**

Jim Undercofler informed Board members that Merrill Fellger, Curriculum Developer, had instructed the four Program Associates to begin conducting meetings to plan for curriculum development and program goal setting. Mr. Undercofler expressed that he had personally attended several of these highly focused meetings and that the sessions were extremely worthwhile. Flo Grieve commented that keeping the relationship of the School's curriculum programs in line with the Resource Center was an important link emphasizing unity.

#### **DIRECTOR'S REPORT**

Executive Director, Jim Undercofler, highlighted an item not discussed during the legislative update which included that both the Senate and the House have reduced the budget by \$1.9 million because the opening of the School has been delayed until the fall of 1989. Discussion followed.

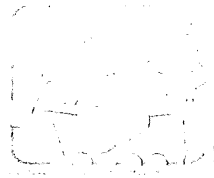
#### **SCHEDULE UPCOMING MEETINGS**

Chairman Harry Sieben, Jr., cancelled the May 15, 1987 Board meeting and suggested an alternative date of May 21, 1987, from 9:00 a.m. to 11:00 a.m. Also, the June 19, 1987 Board meeting may be changed or cancelled and will be discussed at the May Board meeting. Staff was directed to reschedule the May Board meeting and to notify Board members with the confirmed date and time as soon as possible.

The meeting was adjourned by Harry Sieben, Jr., at 12:35 a.m.

Diane Jadwinski, Recorder

MINNESOTA SCHOOL  
&  
RESOURCE CENTER  
FOR THE ARTS



MEETING ANNOUNCEMENT

Minnesota School & Resource Center  
For the Arts Board

Harry Sieben, Jr.  
CHAIR

Ruth E. Roitenberg  
VICE CHAIR

Roland Amundson

George D. Appleby

Marilyn Berg

Reginald T. Buckner

Jack R. Fena

Flo Grieve

Owen K. Husney

Mary Ingebrand-Pohlad

Alexandra L. Jacobs

Margaret W. Marvin

Sarah Nesson

Bill Richards

Nancy Volliertsen

James F. Undercoffer  
DIRECTOR

David Zimmerman  
COMMITTEE CHAIR

Friday, July 24, 1987  
9:00 a.m. - 11:00 a.m.

Board of Director's Meeting  
Penthouse Lounge Board Room  
Science Museum  
Tenth & Wabasha Streets  
St. Paul, MN

1. Minutes/Agenda
2. Communications
3. Financial Report
4. Executive Committee Report
5. Curriculum Subcommittee Report
6. Resource Center Report
7. Director's Report
8. Schedule Upcoming Board Meetings
9. Other
10. Adjournment

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The Resource Center Advisory Council's next meeting  
has been scheduled for Wednesday, September 9, 1987.  
Location and agenda to be determined.

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7/24/87

**MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS**

**Thursday, May 21, 1987**

The May 21, 1987 meeting of the Board of Directors for the Minnesota School & Resource Center for the Arts was held in the Penthouse Lounge of the Science Museum, Tenth and Wabasha Streets, in St. Paul, Minnesota.

Chairman Harry Sieben, Jr., convened the meeting on May 21, 1987, at 9:20 a.m. with the following Board members in attendance: Roland Amundson, Flo Grieve, Margaret Marvin, Mary Ingebrand-Pohlad, Alexandra Jacobs, Bill Richards, Ruth Roitenberg, and Nancy Vollertsen. Board members George Appleby and Reginald Buckner were seated later. Board members Marilyn Berg, Jack Fena, Owen Husney, and Sarah Fields Nesson were absent.

**AGENDA/MINUTES**

There were no additions or deletions to the agenda.

Approval of April 17, 1987 Minutes

Nancy Vollertsen moved, and Alexandra Jacobs seconded the motion, to accept the minutes as written. The motion carried.

**COMMUNICATIONS**

Copies of eight additional articles printed by various media after Board packets had been mailed were distributed and discussed. Special attention was called to the Billboard article which gave Minnesota national attention. Board member Flo Grieve expressed her feeling that the CityBusiness article was excellent and could be used in future School & Resource Center publications such as pamphlets, etc.

**EXECUTIVE COMMITTEE REPORT**

Chairman Sieben, Jr., congratulated members of the Board on the success of the establishment of the Minnesota School & Resource Center for the Arts and thanked them for their hard work. He expressed that the Governor and Mrs. Perpich were very pleased with the outcome and that 1987 had been a very exciting legislative session. Board members Ruth Roitenberg, Roland Amundson, and George Appleby were acknowledged and thanked for their individual efforts and the amount of time they spent at the capitol. Chairman Sieben, Jr., commended Jim Undercofler and Barbara Martin on their fantastic lobbying efforts and dedication which resulted in the successful outcome of this project. He also stated that this effort was one of the best he had ever seen during his years as a legislator.

Harry Sieben, Jr., reiterated that weekly Executive Committee meetings had been held in Terry Montgomery's office in an effort to stay on top of rapidly changing circumstances. He then presented a short background on the events that led up to the establishment of the Minnesota School & Resource Center for the Arts in the closing minutes of the 1987 session. Chairman Sieben, Jr., stated that even though the Board members and staff played a large role during this process, the real player was the Governor. He further expressed that without the Governor there is no doubt the bill would not have passed. On behalf of the Board of Directors and himself, Chairman Harry Sieben, Jr., extended congratulations and sincere thanks to the Governor and Mrs. Perpich for their solid support.

Discussion then centered around the next step to move this project forward. Harry Sieben, Jr., reminded the Board that Loring Park was selected as the site for the School & Resource Center and that an appropriation of \$4 million had been secured for land acquisition, site preparation, and architectural design work. It was stated that \$4 million clearly would not do the job and that the Legislature would have to be asked for the additional \$26 million necessary to complete the project. The Legislature did not designate the Loring Park site. Chairman Sieben, Jr., stated that the Board still has the authority to change the site. He expressed that many legislators had suggested that additional sites be considered. Board members were asked to keep an open mind during this process.

Chairman Sieben, Jr., explained that the Minnesota School & Resource Center for the Art's formal position was that we have selected the site in Loring Park. The city of Minneapolis now has the ball in their court and that Minneapolis has to make the site available to us. If the city of Minneapolis backs out, we will have to go somewhere else. Chairman Sieben, Jr., said that the next step would be for the city of Minneapolis to inform us of their intent.

It was clearly stated that our lobbying efforts are not over. Chairman, Sieben, Jr., would like legislators to have the opportunity to visit other schools throughout the country. He then directed that staff write a letter, under his signature, to thank all legislators who supported the bonding and operational bills and also requested that Board members receive the list of supporters for their information and use.

Jim Undercofler shared some of his thoughts from the legislative session. He stated that two issues came up consistently when testifying which were: 1) Why wasn't an existing facility selected? and 2) Why was the Loring Park site chosen? He expressed that the Board must be prepared to answer these questions because many legislators have empty schools in their districts and also because initial borings have indicated that the Loring Park site would require 90 foot pilings. It is expected that negotiations will be underway next month.



Mr. Undercofler then distributed copies of the law changes and discussed the updated language in the appropriate bills. He stated that he was very pleased with the legislation even though 10th and 11th grades were eliminated at this time. Jim then thanked Diane Jadwinski on behalf of Barbara Martin and himself for her help and assistance during the session.

#### **SENATE CONFIRMATION HEARING ON BOARD APPOINTMENTS**

Board members were invited to participate in a Senate Confirmation Hearing on Board Appointments. Jim Undercofler presented background information on absent Board members. Board members who were present spoke on behalf of the Minnesota School & Resource Center for the Arts. Senator Larry Pogemiller requested an attendance record of Board member's participation in past Board meetings. All Board members were appointed and confirmed. Mr. Undercofler concluded that the Minnesota Senate was very impressed with the members of the Board of Directors and he had personally received many favorable comments.

#### **RESOURCE CENTER REPORT**

Mary Katherine Johnson spoke on behalf of David Zimmerman. She stated that winter programs had been completed, and that it was too early to predict attendance at summer MAX programs. MAX posters were distributed for review. A warm welcome was extended to Board members to attend MAX summer programs, and Mary Katherine Johnson invited Board members to contact her regarding programs of interest. It is anticipated that conferences and lyceums may be duplicated next year with some new additions in different areas. An ad hoc music committee representing a wide variety of music interests will be working with Resource Center staff over the summer to give scope and direction to future programs. Reginald Buckner stated that he felt a presentation should be made to the Music Education Association in January or February, 1988.

#### **DIRECTOR'S REPORT**

Jim Undercofler stated that information prepared for the Director's Report had already been discussed during the Executive Committee Report. Chairman Harry Sieben, Jr., then invited Board members to discuss any pertinent items at this time. Nancy Vollertsen felt the Board needed to draft a position paper linking the School & Resource Center together and strongly stating that it would not be possible to have one without the other. It was agreed that this should be a top priority.

Roland Amundson offered and asked the Board to adopt a resolution which is attached to these minutes. He expressed his belief that it was important to take the time to thank everyone concerned with this historical moment.

Roland Amundson moved, and Nancy Vollertsen seconded the motion, to adopt the attached resolution. Motion carried.

It was also suggested by Roland Amundson that the Board and staff members should collect their thoughts regarding the legislative session and the evolution of the Minnesota School & Resource Center for the Arts for historical purposes.

Chairman Sieben, Jr., stressed the importance of the curriculum development and requested that a Curriculum Subcommittee meeting be scheduled around the next Board meeting. He then instructed staff to begin compiling a list of appropriate people to invite to a celebration event which would be scheduled for a later date.

#### **SCHEDULE UPCOMING MEETINGS**

The June 19, 1987 Board meeting was cancelled. Chairman Sieben, Jr., scheduled the next Board meeting for Friday, July 24, 1987, from 9:00 a.m. to 11:00 a.m. Upcoming meetings will be scheduled at the July meeting. There will not be an August Board meeting.

Harry Sieben, Jr., adjourned the meeting at 10:45 a.m.

Diane Jadwinski, Recorder

Attachment: Resolution

## RESOLUTION

Whereas, the 1985 Minnesota State Legislature created the Minnesota School for the Arts and Resource Center, and

Whereas, upon its founding the Arts high school responded to the need for high level arts education opportunities for students with demonstrated artistic talent; and the Resource Center because of a need for improved arts education opportunities for all students, and

Whereas, it was necessary to further promote these ends and secure from the people of Minnesota through its Legislature sufficient support, and

Whereas, Governor and Mrs. Rudy Perpich each gave unselfishly of their time and energy untold hours of planning, development and assistance, and

Whereas, the Director, Mr. James Undercofler, Barbara Martin and the staff were indefatigable in their professional capacities working to make the school a reality, and

Whereas, the Executive Committee of the Board including specifically Mr. Harry Sieben, Jr., Chair, Ruth Roitenberg, Vice Chair, and Mr. George Appleby and Mr. Jack Fena who also gave unselfishly and freely of their personal time and talent to help realize the vision of the Board of the Minnesota School for the Arts and Resource Center by determined and dedicated attention to the legislative process necessary to perfect this project;

NOW, THEREFORE, BE IT RESOLVED that the Board of the Minnesota School for the Arts and Resource Center does hereby acknowledge its gratitude and debt to these named people and forever commend to the memory and conscience of the people of this sovereign state their work and stewardship which resulted in the establishment of the Minnesota School for the Arts and Resource Center.

Their efforts need neither praise, eulogy nor encomium; they speak for themselves.

. . .

By Resolution of the Board of  
the Minnesota School for the Arts  
and Resource Center

May 21, 1987

St. Paul,  
Minnesota

m 418

**MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS**

**Friday, July 24, 1987**

The July 24, 1987 meeting of the Board of Directors for the Minnesota School & Resource Center for the Arts was held in the Penthouse Lounge of the Science Museum, Tenth and Wabasha Streets, in St. Paul, Minnesota.

Vice-Chair, Ruth Roitenberg, convened the meeting on July 24, 1987, at 9:15 a.m. with the following Board members in attendance: Roland Amundson, George Appleby, and Bill Richards. Board members Owen Husney, Margaret Marvin, Harry Sieben, Jr., and Nancy Vollertsen were seated later. Board members Marilyn Berg, Reginald Buckner, Jack Fena, Flo Grieve, Mary Ingebrand-Pohlad, Alexandra Jacobs, and Sarah Fields Nesson were absent.

**AGENDA/MINUTES**

There were no additions or deletions to the agenda.

Approval of May 21, 1987 Minutes

Roland Amundson moved, and George Appleby seconded the motion, to accept the minutes as written. The motion carried.

**COMMUNICATIONS**

An additional article by the Minneapolis Star and Tribune, dated July 13, 1987, and entitled, "Persistent Sales Pitch May Be Turning Tide of Opinion Toward Arts School" was distributed. Discussion followed on press articles to date. Two complimentary letters received in the office from 1987 Summer Max Resource Center participants were also distributed for review.

**FINANCIAL REPORT**

The state's fiscal year ended on June 30, 1987. The status of the budget was discussed. Jim Undercofler stated that the approximately \$90,000 remaining in the budget would revert back to the state's general fund. A new budget has been developed which will go into effect on July 1, 1987.

Chairman Sieben, Jr., inquired if the Minnesota School & Resource Center for the Arts had been audited to date. Jim Undercofler responded that he had received a letter from the State Auditor's office stating that an audit will be scheduled at some future date as requested by the Board of Directors.

**EXECUTIVE COMMITTEE REPORT**

An update on the Executive Committee meeting held on July 17, 1987 was provided by Chairman Harry Sieben, Jr. Discussion

focused on the school site issue. Chairman Sieben, Jr., stated that Minneapolis does not want to invest \$3 million without guarantee that the school will be built. Concerns raised by the city of Minneapolis were discussed. One of the main issues concerns what happens to the city's contribution if the Legislature denies further funding on the arts high school project.

Harry Sieben, Jr., also stated that it was in the state's best interest for Minneapolis to condemn the property and then turn it over to the Board. Jim Undercofler reminded the Board that the \$4 million appropriated by the Legislature was being handled by the Minnesota Department of Administration whose responsibility it is to negotiate for and acquire a site.

Mike Miles, Special Assistant Attorney General for the state, is working closely with the Minnesota Department of Administration during the negotiation process. Mr. Miles advised that there is no problem in returning the \$3 million to Minneapolis first if the project does not go forward. However, the Minnesota Department of Administration did express the feeling that this project should be a shared risk. Jan Hively informed the Minnesota Department of Administration that the city of Minneapolis was experiencing a slight delay in searching for the \$3 million, however, it is expected to move forward in August. Harry Sieben, Jr., expressed the importance of moving forward quickly in order to adhere to the Board's timeframe before the next legislative session.

Board member George Appleby requested that a letter written to the city of Minneapolis from Chairman Sieben, Jr., and approved by Mike Miles, be drafted regarding the School's position and stating desired action as a matter of record. Harry Sieben, Jr., felt that the Minnesota School & Resource Center for the Arts would be in a better position with the Legislature regarding the bonding issue by staying on schedule with the condemnation and spending the \$4 million already appropriated.

#### **CURRICULUM SUBCOMMITTEE REPORT**

The Curriculum Subcommittee has not met since the last Board meeting. The next meeting has been scheduled following today's Board meeting, and an update will be provided in September. Bill Richards has been officially appointed to the Curriculum Subcommittee by Harry Sieben, Jr.

#### **RESOURCE CENTER REPORT**

David Zimmerman and Mary Katherine Johnson have been visiting MAX sites throughout the summer. The programs are being well received. An update on activities will be provided in September.

#### DIRECTOR'S REPORT

Jim Undercofler reported that the Governor requested an extensive briefing on the arts school on June 30. Progress, concerns, programs, and ways of working together and building alliances with the arts community were discussed. He also stated that the foundation would be moving forward soon. Roland Amundson raised the question on whether it would be appropriate to approach the Whitney family for donations to the foundation since they are true patrons of the arts. Ruth Roitenberg has been working closely with Mr. Undercofler on this issue, and the Governor has promised his support.

Program Associates Wally Kennedy and Pamela Paulson were not able to attend the Board meeting. Both are now officially on board as full-time staff.

#### OTHER

Harry Sieben, Jr., stated that the Governor's Office has indicated they would like to host a reception in honor of the Minnesota School & Resource Center for the Arts. A list of invitees has been compiled by Barbara Martin. It is expected that a date will be scheduled during September or October.

School site visits were discussed. Chairman Sieben, Jr., has again invited interested Board members to visit the New York School for the Arts. He also directed that legislators be invited to attend the school visit which will be scheduled sometime during the fall.

The next Board meeting is scheduled for Friday, September 18, 1987, from 9:00 a.m. to 11:00 a.m. Board members will be notified of the location at a later date.

Harry Sieben, Jr., adjourned the meeting at 10:00 a.m.

Diane Jadwinski, Recorder

m 418

**MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS**

**Friday, September 18, 1987**

The September 18, 1987 meeting of the Board of Directors for the Minnesota School & Resource Center for the Arts was held in the Penthouse Lounge of the Science Museum, Tenth and Wabasha Streets, in St. Paul, Minnesota.

Chair, Harry Sieben, Jr., convened the meeting on September 18, 1987 at 9:10 a.m. with the following Board members in attendance: Roland Amundson, Marilyn Berg, Reginald Buckner, Jack Fena, Flo Grieve, Mary Ingebrand-Pohlad, Alexandra Jacobs, Bill Richards, and Ruth Roitenberg. Board members George Appleby and Owen Husney were seated later. Board members Margaret Marvin, Sarah Fields Nesson, and Nancy Vollertsen were absent.

**AGENDA/MINUTES**

There were no additions or deletions to the agenda.

Approval of July 24, 1987 Minutes

Roland Amundson moved, and Marilyn Berg seconded the motion, to accept the minutes as written. The motion carried.

**COMMUNICATIONS**

An article by the Minneapolis Star and Tribune, dated August 25, 1987, and entitled, "Minneapolis Getting Ready to Buy Site for Arts School" was reviewed.

**FINANCIAL REPORT**

Jim Undercofler provided an explanation of the state budget report which was included in the Board packet. He also stated that he had been informed an audit of the Minnesota School & Resource Center for the Arts would be conducted sometime during this fiscal year.

**EXECUTIVE COMMITTEE REPORT**

Contrary to what was stated in the Board packet agenda, and after it was mailed, Chairman Harry Sieben, Jr., scheduled an Executive Committee meeting for September 17, 1987, at 2:00 p.m. to discuss the inaction to date by the City of Minneapolis regarding the acquisition of the site for the school.

Chairman Sieben, Jr., stated that the City of Minneapolis had committed to \$3 million for the purchase of the school. It is the Board's desire to acquire and clear the land, along with expending the appropriated funds, by or before the next legislative session.

To date, the Minneapolis City Council has not taken the steps necessary to acquire the land. Harry Sieben, Jr., stated the city's argument is that all of the funds were not appropriated (the full \$30 million), so Minneapolis has no guarantee that the school will be built. Board members agreed that a fair and equitable agreement has been negotiated between the Minneapolis Community Development Agency and the Minnesota Department of Administration. It was also clearly stated that the Board is committed to the City of Minneapolis as the preferred site for the school. Harry Sieben, Jr., stated that Mayor Fraser and his staff are strong supporters of this project and want to move ahead. Board members expressed their concerns regarding time constraints and stressed the importance of acquiring the site as quickly as possible. Chairman Sieben, Jr., informed Board members that the next Minneapolis City Council meeting is scheduled for October 9, 1987. Jim Undercofler briefed the Governor and his staff after the Executive Committee meeting.

The Board agreed that it has to take appropriate action as soon as possible in order for this project to stay on schedule. Jim Undercofler stated that Tony Scallon, Minneapolis Council, informed him that the Council did not have the votes to date to carry the agreement. Harry Sieben, Jr., discussed a meeting he had with Alice Rainville, President of the Minneapolis Council, in which she expressed her problems with the agreement.

Marilyn Berg stated that options available to the Board should be explored. Jack Fena asked to be briefed on what were the alternative sites. Roland Amundson, Chair of the Site Selection Subcommittee, stated that two other sites in St. Paul (the lower town site and the Cathedral Hill site) had been in close contention with the Minneapolis Loring Park site.

Chairman Sieben, Jr., directed Roland Amundson to reconvene the Site Selection Subcommittee for the purpose of discussing alternative sites and making a recommendation to the Board for its consideration at the next meeting. The Chairman then called for a motion.

Jack Fena moved that, because of architectural and legislative time constraints, the Board of Directors of the Minnesota School & Resource Center for the Arts requests a decision by the Minneapolis City Council regarding the proposed site agreement, between the City of Minneapolis and the Minnesota Department of Administration, on or before October 9, 1987. In the case of no affirmative action by the City Council, the Board will consider alternative sites for the Minnesota School & Resource Center for the Arts.

The motion was seconded by George Appleby and carried unanimously.

The next Board meeting was scheduled for October 9, 1987 at 2:00 p.m. by Chairman Sieben, Jr. The purpose of this Board



meeting will be to discuss the Site Selection Subcommittee's recommendation to the Board and possible alternative action. Board members will be notified about the location later.

#### **CURRICULUM SUBCOMMITTEE REPORT**

Ruth Roitenberg, Chair of the Curriculum Subcommittee, briefed the Board on the subcommittee's activity to date. Much of the summer has been devoted to researching and developing a philosophy and mission statement along with characteristics and learner goals of the school. A full report and discussion on the above information will be presented at the October 16, 1987 Board meeting.

#### **RESOURCE CENTER REPORT**

A "Leadership Seminars for Arts Teachers presented by the Minnesota School & Resource Center for the Arts" brochure was distributed by David Zimmerman. Mr. Zimmerman then introduced Ken Greer, new Chairman of the Resource Center Advisory Council, to the Board. The evaluation for summer programs compiled by Dr. David Leitzman will be distributed to Board members upon completion.

#### **DIRECTOR'S REPORT**

Jim Undercofler introduced Merrill Fellger, Curriculum Developer, and Wallace Kennedy, Program Associate for Media & Theatre Arts, to the Board. He then thanked Judith Mirus for her excellent consulting work. The summer of 1987 was the first time the Minnesota School & Resource Center for the Arts participated in the Minnesota State Fair. Mr. Undercofler complimented Daniel Sauro on his excellent job which included securing space at the fair, setting up the display, and manning the booth up to 12 hours per day. Mr. Sauro commented that thousands of people viewed the display and that many signed up to receive the School & Resource Center's newsletter. The Resource Center Advisory Council was also thanked for their excellent work, and Mr. Undercofler indicated that he was very pleased with their progress. A deadline for rule promulgation regarding admission criteria for the school is coming up soon. Mr. Undercofler stated that he will bring a draft which will require the Board's feedback to the October 16, 1987 Board meeting. The architectural programs which took hundreds of hours to complete were discussed.

#### **OTHER**

Harry Sieben, Jr., requested Barbara Martin to schedule a legislative delegation with Board members to visit the New York school as soon as possible. The next Board meeting is October 9, 1987 at 2:00 p.m. Board members will be notified about the location. The October 16, 1987 Board meeting is scheduled for 9:00 a.m. in the Science Museum Penthouse, St. Paul, MN.

BOARD MEETING  
September 18, 1987  
Page 4

Jack Fena moved, and Mary Ingebrand-Pohlad seconded the motion, to adjourn. Chairman Harry Sieben, Jr., adjourned the meeting at 10:10 a.m. The motion carried.

Diane Jadwinski, Recorder

**MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS**

**Friday, October 9, 1987**

The meeting of the Board of Directors of the Minnesota School & Resource Center for the Arts was convened at 3:00 p.m. on Friday, October 9, 1987, in Room 15 of the State Capitol.

Ruth Roitenberg, Vice-Chair, called the meeting to order and presided until Chairman Sieben's arrival at 3:15 p.m. Board members present were: Roland Amundson, George Appleby, Jack Fena, Flo Grieve, Owen Husney, and Sarah Fields Nesson. Members absent were: Marilyn Berg, Reginald Buckner, Mary Ingebrand-Pohlad, Alexandra Jacobs, Margaret Marvin, Bill Richards, and Nancy Vollertsen.

Ms. Roitenberg announced that the purpose of the meeting was to assess the progress made to date on acquisition of the Loring Park site in Minneapolis. In that regard, she called upon representatives of the Minneapolis Community Development Agency (MCDA), Jim White and Phil Handy, to update the Board on the Minneapolis City Council's actions. Jim White reviewed Council action taken during the week of October 5, noting that on October 6, 1987, the Community Development Committee had rejected the agreement originally negotiated between the MCDA and the State Department of Administration on a 4-2 vote. He also informed the Board that the Ways and Means Committee on October 7 had referred the agreement to the full Council without recommendation for its action on October 9. City Council action the morning of October 9 had resulted in approval of the agreement on a 9-4 vote, but with the imposition of additional conditions.

Phil Handy outlined the terms of the agreement governing the site acquisition process and the project's funding. He referred Board members to items a.1)a) and a.1)b) on the attached document which he described as those requiring additional consideration by the Board. Mr. Handy summarized the extra provisions as follows:

1. The City's commitment to provide \$3,000,000 toward acquisition costs remains intact. However, instead of an immediate release by the City of the \$3,000,000 in advance of full construction funding, the funds would be drawn down by a dollar for dollar match by the State. With the State having approximately \$2.2 million to put toward acquisition (after \$1.8 million for architectural fees), this would result in a comparable Minneapolis match of \$2.2 million until additional funds were secured.

2. If the Legislature does not appropriate construction funds by the end of the 1988 legislative session, the City seeks agreement that the State would be liable for an amount equal to the sum of lost real estate taxes from the acquired properties, plus interest on expended City funds (estimated to be approximately \$300,000).
3. Councilperson Hilary added an amendment calling for a scholarship program for students with financial needs.

Mr. Fena questioned the necessity for such an amendment, inasmuch as the School will be a public school with equal access for all students in the State.

Roland Amundson inquired to what extent the conditions were negotiable and if the MCDA would be able to act on the City's behalf on an immediate basis. Mr. Handy responded that any new terms suggested by the Board would have to go back to the Council for its approval.

George Appleby expressed strong reservations about the requirement that the Legislature appropriate full construction funding by July 1, 1988, noting that it appeared that the Council had placed that limitation deliberately to make the whole agreement "not binding and not worthwhile," in view of the usual route and timetable for a state bonding bill. Mr. Handy responded that that was not the Council's intent--their concern was the funding itself and not the source of the funding. He felt that this was a technicality which could be addressed easily with further negotiation.

Flo Grieve noted that she had originally supported the Minneapolis site, but felt that the issues had changed and the City's support had faltered. Mr. Handy said that what had changed was the Board's inability to secure full construction funding from the last Legislature and that, therefore, the City's position had had to change accordingly.

Director Jim Undercofler summarized the dollars required to acquire the site. He explained that the City's contribution, together with the State's contribution of \$2.2 million would result in \$4.4 million being available to purchase the necessary land. This did not appear to be enough money, given the costs of between \$5.2 and \$5.8 as estimated by the MCDA, and would result in the Board having to return to the 1988 Legislature and request additional acquisition monies. Mr. Amundson commented that this was not an economically feasible situation.

Chairman Sieben, Jr., indicated that the Board had communicated on several occasions the urgency of moving ahead on the site to the City of Minneapolis and expressed his disappointment that an agreement still appeared elusive. Flo Grieve noted that the time pressure was extremely heavy and that she believed there was no more time to reconsider and renegotiate. Jack Fena also

expressed his reservations about the counter-proposal, especially about the legality of the property tax provision, but felt that Minneapolis should be given a few more weeks to formulate an agreement closer to the original agreement negotiated between the MCDA and the State Department of Administration.

Chairman Sieben called for a brief recess. Upon reconvening the meeting, Mr. Sieben noted that it appeared to be the consensus of the Board that the City's counter-proposal should not be accepted. He outlined other possible courses of action:

1. Go back to the City of Minneapolis and continue to negotiate.
2. Explore other sites in Minneapolis not previously considered.
3. Explore sites other than in Minneapolis.
4. Wait for direction from the 1988 Legislature.

Roland Amundson, Chair of the Site Selection Subcommittee, reviewed the original site selection process and reminded Board members that both the Minneapolis and St. Paul sites had been favorably received, that it had been a difficult choice because each site was excellent and, at the same time, an easy choice because both were so good. He felt it was time to move on, noting that the most important thing about the school was not its location but the curriculum and programming component for the young people and teachers it would serve. He reiterated that the site selection had never been viewed in terms of a Minneapolis-St. Paul competition.

Mr. Amundson then asked that the Board consider the Site Selection Subcommittee's recommendation of September 22, 1987, which was to move the location for the school's facility to the Cathedral Hill site in St. Paul and begin negotiations immediately with the City of St. Paul for purposes of site acquisition. Flo Grieve expressed her concurrence with this recommendation.

Jack Fena and Owen Husney indicated their interest in giving Minneapolis a few more weeks to negotiate another agreement, as the Council's 9-4 vote on the amended agreement appeared to indicate genuine interest on the City's part. Flo Grieve expressed her opinion that the Board had to move on immediately, and Ruth Roitenberg commented that it did not appear the prospects for reaching agreement with the City were good.

Jack Fena moved that the Board adjourn. The motion did not carry. Roland Amundson moved that the Board designate the Cathedral Hill site in St. Paul as the location for the facility of the Minnesota School & Resource Center for the Arts. Flo Grieve seconded the motion. Motion carried unanimously.

BOARD MINUTES  
October 9, 1987  
Page 4

Chairman Sieben announced that the next Board meeting would be changed from Friday, October 16, 1987 to Monday, October 19, 1987 at 2:00 p.m., the location to be announced. He instructed staff to advise Board members of this change.

The meeting was adjourned at 4:30 p.m.

Barbara Martin, Recorder

9

COMM DEV & W&M/BUDGET - Your Committee, to whom was referred by the Intergovernmental Relations Committee the subject matter of developing and communicating the City's position on release of City-pledged funds and agreement relating to the proposed Minnesota Learning Center for the Arts; having considered the actions relating to said project under a proposal submitted by the Minneapolis Community Development Agency (MCDA), as set forth in Petn No \_\_\_\_\_, on file in the office of the City Clerk; having considered the recommendation of the Loan Coordinating Committee; having received the adverse recommendation of the Community Development Committee; and having held public discussion thereon; recommends -

a. Apprvl of the following items:

- 1) Apprvl of the fundamental deal points as set forth in Petn No 243342, on file in the office of the City Clerk, as the conditions whereby the City agrees to participate in the acquisition of land for the Minnesota Learning Center for the Arts, subject to the following additional conditions:
  - a) All Acquisition Costs, as that term shall be defined in the Agreement between the City and the Minnesota Department of Administration, shall be paid equally by each party to the Agreement up to a maximum City cost of \$3,000,000. No City funds shall be expended unless and until such funds can be matched by State funds; and
  - b) In the event that the Minnesota State Legislature does not appropriate full construction funds for the project by July 1, 1988, an amount equal to the sum of the foregone real estate taxes from acquired property plus interest on expended City funds for the period from July 1, 1988, to the earlier of the date of such State appropriation or the availability of proceeds from the disposition of the acquired properties, shall be included in the amount due the City under the first priority distribution of such proceeds;
  - c) Any offer of technical assistance from the Minnesota Attorney General's Office should be accepted if it reduces City administration costs.
- 2) That the Executive Director of the MCDA be authorized to direct the preparation of the necessary documents and agreement consistent with these basic deal points between the City and the State of Minnesota;
- 3) That the proper City Officers be authorized to execute the resultant agreement;
- 4) That the Loring Park Tax Increment District be designated as the source of permanent financing for up to \$3,000,000 plus related interest expense accruing to interim financing sources, and that staff be directed to prepare the legislative actions required to enable the City to utilize that fund for this purpose;

- 5) Approval of an increase in the 1987 Fund BU appropriation by \$3,000,000, for a revised 1987 appropriation of \$15,413,022, to provide for the City's share of the Arts School site assembly costs;
- 6) Approve loans from the sources listed below to Fund BU, in the amounts and in the order listed, to provide interim financing of the City's share of site assembly costs;
- 7) Reimbursement to sources of interim financing from any proceeds gained through the disposition of the site in the event the Arts School is not constructed shall be in the order listed below:

#### INTERIM LOAN SOURCES FOR MINNESOTA ARTS SCHOOL

<u>Sources</u>	<u>Max. Loan Amt</u>	<u>Cumulative</u>
1. District #9 Cash Balance	\$ 454,000	\$ 454,000
2. Plymouth Land Proceeds	533,000	987,000
3. District #9 Escrow Balance *	257,000	1,244,000
4. Development Account Loan	1,000,000	2,244,000
5. District Water Works *	432,000	2,676,000
6. District Armory *	324,000	3,000,000

b. Passage of the accompanying amendment to the 1987 General Appropriation Resolution, increasing the approp in the Laurel Village Fund (BU) by \$3 million, from \$12,413,022, to a new total of \$15,413,022;

c. Apprvl of a loan of \$1 million from the Development Account (RL); and

d. That the MCDA be directed to begin an analysis with the Park Board of alternative reuses of the proposed site in the event the Minnesota Learning Center for the Arts does not go forward. That the MCDA also be directed to develop a plan to retain current business operations on the block to be acquired for the maximum length of time possible.

Your Committee further recommends that apprvl of the Development Account Loan be transmitted to the Board of Commissioners of the MCDA for concurrence.

\* In the event District #9 Escrow Funds are not available when needed for draw-down, the DeveTopment Account Loan shall be drawn up the maximum \$1,000,000, then a loan from the Permanent Improvement Fund 40 until such time as the es-crow is released.

RECORD OF COUNCIL VOTE													
Council Member	Aye	Nay	N.V.	Abs.	Ovrd.	Sust.	Council Member	Aye	Nay	N.V.	Abs.	Ovrd.	Sust.
Dziedzic							Scallion						
O'Brien							Niemiec						
Hilary							Cramer						
White							Schulstad						
Covie							Johnson						
Carlson							Pres Rainville						
Savies Belton													

X INDICATES VOTE — N.V. - Not Voting    Abs. — Absent    Ovrd. - Vote to Override    Sust. - Vote to Sustain

PASSED \_\_\_\_\_ 19 \_\_\_\_\_

APPROVED \_\_\_\_\_  
 NOT APPROVED \_\_\_\_\_ 19 \_\_\_\_\_  
 VETOED \_\_\_\_\_

ATTEST \_\_\_\_\_  
 City Clerk

\_\_\_\_\_  
 Mayor



87R-  
**RESOLUTION**  
of the

Referred to \_\_\_\_\_ Comm.

Date \_\_\_\_\_

**CITY OF MINNEAPOLIS**

By \_\_\_\_\_ Council Members Scallion and O'Brien

Amending "The General Appropriation Resolution of 1987,"  
passed November 21, 1986, as amended.

RESOLVED BY THE CITY COUNCIL OF THE CITY OF MINNEAPOLIS:

That the above-entitled resolution, as amended, be further amended by in-  
creasing the approp in the Laurel Village Fund (BU) by \$3,000,000.

**RECORD OF COUNCIL VOTE**

Council Member	Aye	Nay	N.V.	Abs.	Ovrd.	Sust.	Council Member	Aye	Nay	N.V.	Abs.	Ovrd.	Sust.
Dziedzie	X						Scallion	X					
O'Brien	X						Niemiec		X				
Harv	X						Cramer	X					
White	X						Schuistad		X				
Davis	X						Johnson	X					
Carlson		X					Pres. Rainville	X					
Savies Bolton		X											

X INDICATES VOTE — N.V. - Not Voting Abs. — Absent Ovrd. - Vote to Override Sust. - Vote to Sustain

PASSED. \_\_\_\_\_ 19 \_\_\_\_\_

APPROVED \_\_\_\_\_ 19 \_\_\_\_\_

NOT APPROVED \_\_\_\_\_ 19 \_\_\_\_\_

VETOED \_\_\_\_\_

President of Council

Mayor

Hilary: At the end of the second "d," after "possible". It would say that the MCDA work with the State to establish and fund a significant scholarship program for Arts School students, based on statewide geographic basis, with the primary consideration being financial need.

M 418

MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS

Monday, October 19, 1987

The October 19, 1987 meeting of the Board of Directors for the Minnesota School & Resource Center for the Arts was held in the Penthouse Lounge of the Science Museum, Tenth and Wabasha Streets, in St. Paul, Minnesota.

Chair, Harry Sieben, Jr., convened the meeting on October 19, 1987 at 2:10 p.m. with the following Board members in attendance: Roland Amundson, Flo Grieve, and Bill Richards. Board members George Appleby, Marilyn Berg, Reginald Buckner, Jack Fena, Owen Husney, Mary Ingebrand-Pohlad, Alexandra Jacobs, Margaret Marvin, Sarah Fields Nesson, Ruth Roitenberg, and Nancy Vollertsen were absent.

AGENDA/MINUTES

There were no additions or deletions to the agenda.

Approval of September 18, 1987 Minutes

Roland Amundson moved, and Flo Grieve seconded the motion, to accept the minutes as written. The motion carried.

Approval of October 9, 1987 Minutes

Roland Amundson moved, and Flo Grieve seconded the motion, to accept the minutes as written. The motion carried.

COMMUNICATIONS

The following articles were distributed for review and comment: "Artbeat: A Publication of the Minnesota Alliance for Arts in Education," October, 1987, Volume 10/Number 2; "St. Paul Gets Arts School--Decision Angers Minneapolis Officials," Minneapolis Star and Tribune, October 10, 1987; "St. Paul Gets Arts Academy," St. Paul Pioneer Press Dispatch, October 10, 1987; "Perpich Can't Believe City Lost Art School," Minneapolis Star and Tribune, October 11, 1987; "Arts School Faces Money Fight at Capitol," St. Paul Pioneer Press Dispatch, October 13, 1987; and "Contingencies Were Key to Arts School Shift," Minneapolis Star and Tribune, October 14, 1987.

Harry Sieben, Jr., directed staff to write a letter of thanks to the City of Minneapolis officials for their help and cooperation during the negotiation process.

Jim Undercofler complimented Board member Roland Amundson on the fine job he did discussing the Board's rationale for changing the location of the site during his recent appearance on ALMANAC.

#### FINANCIAL REPORT

A copy of the October "Statewide Accounting System Managers Financial Report" was distributed and discussed. Jim Undercofler stated that the remaining balance is approximately \$1.3 million.

Mr. Undercofler also informed the Board that the School & Resource Center was in the process of interviewing and hiring three full-time positions which consisted of an Office Administrator, whose duties have been jointly shared by Barbara Martin and Diane Jadwinski, and two clericals who would work closely with the Office Administrator and the Program Associates.

#### EXECUTIVE COMMITTEE REPORT

The Executive Committee of the Board of Directors of the Minnesota School & Resource Center for the Arts did not meet since the October 9, 1987 Board meeting.

#### CURRICULUM SUBCOMMITTEE REPORT

The Curriculum Subcommittee meeting scheduled for October 16, 1987 was cancelled. Jim Undercofler, on behalf of Chair, Ruth Roitenberg who was absent, sought Board approval of the Philosophy & Mission statement prepared jointly by the Program Associate staff and members of the Curriculum Subcommittee. Bill Richards commented that a wide variety of people across the state had input into the formulation of this statement. Mr. Richards then moved, and Flo Grieve seconded the motion, to accept and approve the Philosophy and Mission statement. The motion carried. Jim Undercofler complimented Merrill Fellger on the excellent job he did in compiling and preparing the data for the Philosophy & Mission Statement.

#### RESOURCE CENTER REPORT

David Zimmerman discussed Judy Cooper's Leadership Seminars for Arts Teachers being conducted from October through November. A copy of a letter written by Paul Olson, Director, Curriculum & Planning, South Central Educational Cooperative Service Unit, was distributed which expressed his appreciation for bringing such a high quality workshop to their region. Chairman Sieben, Jr., directed Mr. Zimmerman to provide a list of the October and November participants, along with a list of participants' legislators and a response of what action the participants have taken, if any, to the Board upon completion of the seminars for use in planning for the upcoming legislative session.

#### DIRECTOR'S REPORT

Jim Undercofler stated that a curriculum demonstration model for the School was being held at Camp Courage on November 9-12. He encouraged Board attendance on the afternoon of November 12 since legislators had also been invited to attend at that time. A

**BOARD MINUTES**  
**October 19, 1987**  
**Page 3**

dinner has also been scheduled for 5:30 p.m. on November 12 and attendees are welcomed and encouraged to attend. Chairman Sieben, Jr., requested that Board members receive an invitation with all the particulars regarding this event.

Jim Undercofler and Barbara Martin met with the City of St. Paul to start the procedure to acquire the land for the Cathedral Hill site. Harry Sieben, Jr., would like the Board to own a portion of the land as soon as possible.

Approval of "Admissions Process" was sought from the Board by Jim Undercofler. Mr. Undercofler explained that this approval was necessary in order to move forward on rule promulgation and provided background information on how the document was compiled. Board member Flo Grieve questioned the auditioning process, and Bill Richards stated that there had to be an approved procedure for handling grievances. Mr. Richards also expressed that geographical equity was important to the admissions process and questioned how it would be advertised. Mr. Undercofler agreed with this feedback and stated that he would work closely with the Curriculum Subcommittee on updating the "Admissions Process" document. Harry Sieben, Jr., commented that staff was "right on track" with the work that had been completed on this issue to date.

Mr. Undercofler welcomed and introduced Mary Apuli, a teacher at Spring Lake Park High School. Ms. Apuli has contracted with the School & Resource Center to do consulting in the visual arts and also to manage the Scholastic Arts Awards Program.

**OTHER**

Barbara Martin informed Board members that a day care provision had now been included for Board members' expenses. She asked that the Board approve this expenditure. Flo Grieve moved, and Roland Amundson seconded the motion, to approve the payment of day care expenses for Board members who attend Board meetings. The motion carried. Barbara Martin asked that any Board members interested in this provision contact her for further information.

Harry Sieben, Jr., instructed staff to schedule a meeting with the Governor's staff to touch base on how to proceed with the next legislative session.

Board members agreed that they would be interested in going over to look at the St. Paul Cathedral Hill site after the next Board meeting. Staff were directed to schedule this visit. The next Board meeting is scheduled for Thursday, November 19, 1987 at 9:00 a.m. in the Science Museum Penthouse. A notice will be mailed to absent Board members.

BOARD MINUTES  
October 19, 1987  
Page 4

Roland Amundson moved, and Flo Grieve seconded the motion, to adjourn. The motion carried. Chairman Sieben, Jr., adjourned the meeting at 3:10 p.m.

Diane Jadwinski, Recorder

*m 4/8*

MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS

Thursday, November 19, 1987

The November 19, 1987 meeting of the Board of Directors for the Minnesota School & Resource Center for the Arts was held in the Penthouse Lounge of the Science Museum, Tenth & Wabasha Streets, in St. Paul, Minnesota.

Chair, Harry Sieben, Jr., convened the meeting on November 19, 1987 at 9:15 a.m. with the following Board members in attendance: Roland Amundson, George Appleby, Reginald Buckner, Jack Fena, Alexandra Jacobs, Sarah Fields Nesson, Bill Richards, Ruth Roitenberg, and Nancy Vollertsen. Marilyn Berg, Mary Ingebrand-Pohlad, and Margaret Marvin were absent. Florence Grieve and Owen Husney were seated later.

AGENDA/MINUTES

There were no additions or deletions to the agenda.

Approval of October 19, 1987 Minutes

Nancy Vollertsen moved, and Sarah Fields Nesson seconded the motion, to accept the minutes as written. The motion carried.

COMMUNICATIONS

Two additional articles regarding the school demonstration program held during November at Camp Courage in Maple Lake, Minnesota were distributed and discussed (November 13, 1987, Minneapolis Star & Tribune article entitled, "Some Piano Pretending at Arts High School Preview" and the November 13, 1987, St. Paul Pioneer Press Dispatch article entitled, "Arts High School Goes to the Head of the Class.") Jim Undercofler commented that a number of wonderful responses from educators regarding the demonstration program, including congratulations from the Governor, were received by letter and telephone.

FINANCIAL REPORT

Jim Undercofler discussed the balance of the current budget and state that approximately \$800,000 remained in program funds for the School Resource Center. Bill Richards inquired as to what was spent on MAX programs last year, and David Zimmerman responded that approximately \$550,000 had been expended. Chairman Sieben asked if further information had been received regarding an audit on the Minnesota School & Resource Center for the Arts. Jim Undercofler stated that letter had been sent to the Auditor's Office requesting how the School & Resource Center would be audited. The response was that because the School & Resource Center is currently purchasing administrative and fiscal services from the Minnesota Department of Education, this agency would be audited in conjunction with the Department of Education at the appropriate time.

#### EXECUTIVE COMMITTEE REPORT

The Executive Committee did not meet since the October 19, 1987 Board meeting. The visit to the LaGuardia School in New York was cancelled. Harry Sieben encouraged Board members to visit other arts schools and also stated that it was important for legislators to have the opportunity to visit and research other schools when feasible.

#### CURRICULUM SUBCOMMITTEE REPORT

The Curriculum Subcommittee did not meet since the last Board meeting. However, Ruth Roitenberg, Chair, directed Merrill Fellger, Curriculum Developer, and Wallace Kennedy and Pamela Paulson, Program Associates, respectively, to brief Board members about the school demonstration held on November 9 - 12, 1987, at Camp Courage in Maple Lake, Minnesota. A "MAX Explores Imagery" map depicting the districts of the 60 teachers and 60 students who participated in the demonstration was distributed.

Merill Fellger kicked off the briefing with a slide presentation. He stated that a broad mix of people from all over the state worked well together as a team and that interrelationships were actively demonstrated. Wallace Kennedy then narrated the next portion of the slide presentation. He discussed the intellectual, artistic capabilities, and commitment of both the teachers and students. A video entitled "The Mirror" was viewed and discussed by the students and teachers in their major groups. Students then rotated and discussed ideas through imagery which was the theme of the demonstration model. A lesson in African dance was met with excitement and expressiveness by everyone. The voice was also used as an instrument. The common experience of seeing artists perform was illustrated. A stand-up comedian also performed. The setting at Camp Courage was utilized fully and worked well. Students kept a journal of their experiences. The leadership skills of the students were spontaneously demonstrated when they organized a dance as an evening activity. Each student who participated received a "Certificate of Participation" presented by Jim Undercofler at the conclusion of the demonstration. Mr. Kennedy then turned the presentation over to Pam Paulson who shared the comments and thoughts of the students and teachers. She stated that one of the most striking things was how personal the expressions were and that the students were able to share them. Many of the works completed by the students were works in progress.

Chairman Sieben, Jr., thanked the staff for their excellent job on the demonstration model and the outstanding success of the event. Flo Grieve, who attended the last day of the demonstration, expressed her observations about what was a wonderful experience. Board members stated "Bravo" to all staff on the excellent planning it took to complete this event and on the positive press it generated. Planning is underway for the next demonstration model which is tentatively being scheduled for the spring.



#### RESOURCE CENTER REPORT

David Zimmerman stated that a Student Housing Task Force to examine issues and make recommendations surrounding housing of students at the school has been implemented. The School & Resource Center has contracted with Conrad Balfour who will serve as the Task Force administrator for this project. Planning is underway for two conferences--one in February, 1988 (theatre) and one in April, 1988 (music). Also two lyceums are being scheduled--the Lark Quartet in Mankato, Minnesota and Midwest Opera in Staples, Minnesota. Request For Proposals for next year's MAX proposals have been mailed, and responses are due on December 7, 1987.

#### DIRECTOR'S REPORT

Jim Undercofler stated that Ruth Roitenberg and George Appleby were working closely on starting the process to implement the School & Resource Center's foundation "Friends of the Minnesota School & Resource Center for the Arts." Mr. Appleby felt it was appropriate to select a group and to begin some fundraising.

Mr. Undercofler then presented drawings of an aerial view of the site which was prepared by the architect. He explained that several options on the land assemblage were under discussion and that appraisals were in progress. Negotiations are time-consuming and somewhat slow because of the various owners and parcels of land involved, i.e., Archdiocese owns the Catholic Youth Center, the Quinlan Home is a national historic landmark, and American Linen, the Port Authority, and the Minnesota Department of Transportation all own parcels of land of the six acre proposed site for the Minnesota School & Resource Center for the Arts. Costs are also being estimated should the Quinlan Home need to be moved and relocated. Space relationships on how everything should relate to each other were also discussed. A first look at design work will be available in mid-December.

#### OTHER BUSINESS

Jim Undercofler introduced and welcomed Ray Higgins, the new visual arts specialist with the Minnesota Department of Education, and thanked him for attending the Board meeting.

Roland Amundson felt that congratulatory letters received should be distributed to the appropriate legislators. Barbara Martin stated that staff are working closely with the Governor's Office on how they want the materials distributed. A slide and video presentation is in the works to be shown legislators and education committees. Chairman Sieben, Jr. scheduled the next Board meeting on Friday, December 18, 1987 from 9:00 a.m. to 11:00 a.m. to be held at the Science Museum Penthouse, Tenth & Wabasha Streets, St. Paul, Minnesota.

The meeting was adjourned by Harry Sieben, Jr., at 10:45 a.m.

Diane Jadwinski, Recorder

M 419

MEETING ANNOUNCEMENT

MINNESOTA SCHOOL & RESOURCE CENTER  
FOR THE ARTS BOARD

Monday, January 11, 1988  
2:00 p.m. - 4:00 p.m.

Board of Directors Meeting  
Science Museum Penthouse Lounge  
Tenth & Wabasha Streets  
St. Paul, MN

1. Minutes/Agenda
2. Communications
3. Financial Report
4. Executive Committee Report
5. Curriculum Subcommittee Report
6. Resource Center Report
7. Director's Report
8. Other Business
9. Adjournment

\* \* \* \* \*

RESOURCE CENTER ADVISORY COUNCIL MEETING

Wednesday, January 6, 1988  
10:00 a.m.

Jordan Elementary School  
Jordan, MN

M 418

MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS

Monday, January 11, 1988

The January 11, 1988 meeting of the Board of Directors for the Minnesota School & Resource Center for the Arts was held in the Penthouse Lounge of the Science Museum, Tenth & Wabasha Streets, in St. Paul, Minnesota.

Chair, Harry Sieben, Jr., convened the meeting on January 11, 1988 at 2:10 p.m. with the following Board members in attendance: Roland Amundson, Flo Grieve, and Mary Ingebrand-Pohlad. George Appleby, Marilyn Berg, Reginald Buckner, Jack Fena, Owen Husney, Alexandra Jacobs, Margaret Marvin, Sarah Fields Nesson, Bill Richards, Ruth Roitenberg, and Nancy Vollertsen were absent.

AGENDA/MINUTES

There were no additions or deletions to the agenda.

Approval of November 19, 1987 Minutes

Roland Amundson moved, and Flo Grieve seconded the motion, to accept the minutes as written. The motion carried.

COMMUNICATIONS

Three additional newspaper articles were distributed and discussed: December 30, 1987, Minneapolis Star & Tribune, "Music: It Helps Children Develop Memories and Perceive Patterns"; December 31, 1987, St. Paul Pioneer Press Dispatch, "Perpich Has New Doubts About State Arts High School"; and January 1, 1988, St. Paul Pioneer Press Dispatch, "When It Comes to Arts Talent, We're Dullsville."

Barbara Martin stated that the Governor's Office has directed staff to send letters under his signature to Camp Courage teachers and MAX participants requesting their support. Also, testimony of key players and participants is being prepared for various committees.

Board member Mrs. Margaret Marvin has resigned from the Board of Directors due to personal family reasons. She conveyed by telephone to Jim Undercofler her support for the continuation of the project and expressed her sadness in leaving something that is so close to her heart.

Legislative strategy was discussed. Chairman Sieben, Jr., requested staff to compile packets of legislative information pertinent to each Board member, including work and home addresses and telephone numbers of legislators, for distribution as soon as possible.

## BOARD MINUTES

Page 2

### FINANCIAL REPORT

Chairman Sieben, Jr. inquired if any further information had been received regarding an audit of the Minnesota School & Resource Center for the Arts. Jim Undercofler responded that he had been in contact with Legislative Auditor Jim Noble's office and that we were expecting to have an audit of the agency scheduled soon. Finances and recent expenditures were discussed.

### EXECUTIVE COMMITTEE REPORT

The Executive Committee did not meet since the last Board meeting. However, an informational sharing session was held at the Governor's office over the holidays. Harry Sieben, Jr., stated that an editorial board tour of major Minnesota cities was currently being planned for Jim Undercofler to update both editorial boards and local educators on the broadened scope of the arts school and resource center. Chairman Sieben also reiterated the Governor's strong support for this initiative.

### CURRICULUM SUBCOMMITTEE REPORT

The Curriculum Subcommittee did not meet since the last Board meeting.

### RESOURCE CENTER REPORT

David Zimmerman stated that the student housing issue is currently being studied. He commented that Board members Flo Grieve and Bill Richards both serve on the Housing Task Force and that consultant Conrad Balfour will base his report and findings on the ongoing meetings being held.

"Committee Recommendations for MAX 1988" were distributed and discussed. David Zimmerman provided an overview on the proposed MAX 1988 programs which will be located in 44 communities around the state. The Resource Center Advisory Council recommended these programs at their January, 1988 Advisory Council meeting. An indepth explanation of programs, geographic distribution, and selection process was discussed jointly by David Zimmerman and Mary Katherine Johnson. A few of the locations have not yet been determined. David Zimmerman asked for the Board's approval of the \$553,200 expenditure.

Roland Amundson moved, and Mary Ingebrand-Pohlad seconded the motion, to approve the expenditure of \$553,200 for MAX 1988 programming along with granting the flexibility to expend up to, but not more than, \$600,000 as necessary to ensure geographic balance. The motion carried.

Flo Grieve suggested that the Advisory Council form a curriculum subcommittee to mirror the Board's Curriculum Subcommittee to emphasize that the School & Resource Center go hand-in-hand.

## BOARD MINUTES

Page 3

Roland Amundson stated the importance of drafting a news release regarding the approved MAX 1988 programs. He expressed that legislators who have programs conducted in their own communities should also be notified.

### DIRECTOR'S REPORT

A work in progress (18 minute Camp Courage video) created by Program Associate Wallace Kennedy was viewed by Board Members. This piece in finished form will be shown to various legislative committees.

The unveiling of the first step in schematic design of the school building was held with Alexandra Jacobs and Sarah Fields Nesson in attendance. The final design is expected to be completed in mid-March for the five acre site.

Site acquisition and land assemblage is in process. The Minnesota Department of Transportation will begin making offers as soon as the appraisals are complete. We are moving as quickly as possible on this matter.

A copy of the Minnesota School & Resource Center for the Arts legislation was distributed. This piece will also be included in Board Members' legislative packets. The Board's responsibility to educate the students was discussed. Both the objective process and identifying artistic talent was discussed.

### OTHER BUSINESS

Chairman Sieben, Jr., scheduled the next Board meeting on Friday, February 19, 1988 from 9:00 a.m. to 11:00 a.m. to be held at the Science Museum Board Room, Tenth & Wabasha Streets, St. Paul, Minnesota.

The meeting was adjourned by Chairman Harry Sieben, Jr., at 3:40 p.m.

Diane Jadwinski, Recorder

m 4, 8

MEETING ANNOUNCEMENT

MINNESOTA SCHOOL & RESOURCE CENTER  
FOR THE ARTS BOARD

Friday, February 19, 1988  
9:00 a.m. - 11:00 a.m.

Board of Directors Meeting  
Science Museum Penthouse Board Room  
Tenth & Wabasha Streets  
St. Paul, MN

1. Minutes/Agenda
2. Communications
3. Financial Report
4. Executive Committee Report
5. Curriculum Subcommittee Report
6. Resource Center Report
7. Director's Report
8. Other Business
9. Adjournment

\* \* \* \* \*

RESOURCE CENTER ADVISORY COUNCIL MEETING

Wednesday, March 2, 1988  
9:30 a.m. - 2:30 p.m.

Science Museum Penthouse  
30 East Tenth Street  
St. Paul, MN

MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS

Friday, February 19, 1988

The February 19, 1988 meeting of the Board of Directors for the Minnesota School & Resource Center for the Arts was held in the Board Room of the Science Museum, Plaza Level, Tenth & Wabasha Streets, in St. Paul, Minnesota.

In the absence of Harry Sieben, Jr., Chair, and Ruth Roitenberg, Vice-Chair, and at the direction of Mr. Sieben, Executive Committee member Roland Amundson served as Acting Chairman. Acting Chair, Roland Amundson, convened the meeting on February 19, 1988, at 9:15 a.m. with the following Board members in attendance: Mary Ingebrand-Pohlad, Alexandra Jacobs, and Nancy Vollertsen. It was noted that both Flo Grieve and Bill Richards were attending the Resource Center Advisory Council's Housing Task Force meeting which was held simultaneously with the Board meeting. Bill Richards arrived later. Absent Board members included: George Appleby, Marilyn Berg, Reginald Buckner, Jack Fena, Flo Grieve, Owen Husney, Sarah Fields Nesson, Ruth Roitenberg, and Harry Sieben, Jr. Staff in attendance included: Jim Undercofler, Barbara Martin, David Zimmerman, and Diane Jadwinski.

AGENDA/MINUTES

There were no additions or deletions to the agenda.

Approval of January 11, 1988 Minutes

Nancy Vollertsen moved, and Mary Ingebrand-Pohlad seconded the motion, to accept the minutes as written. The motion carried.

COMMUNICATIONS

An additional article from the February 11, 1988 edition of the St. Paul Pioneer Press Dispatch entitled, "What Did Address Say on State of Governor?" was distributed and discussed. Out-state articles are being compiled from Executive Director Jim Undercofler's recent editorial board visits to 24 cities and will be mailed to Board members shortly in their entirety. Jim Undercofler briefed Board members on the purpose of the visits. Local superintendents and high school principals also attended many of these information sharing sessions. The visits were very worthwhile, and editorial boards and local educators alike expressed their appreciation for the current information. Roland Amundson suggested that Board members share these articles with appropriate legislators upon receipt. Acting Chair Roland Amundson also offered to provide word processing services for Board members when writing their legislators and strongly urged that they contact him with their needs. Mr. Amundson stated that his office would be happy to accept the material in handwritten form for further processing.

BOARD MINUTES  
February 19, 1988  
Page 2

FINANCIAL REPORT

Jim Undercofler informed the Board that an audit of the Minnesota School & Resource Center for the Arts was currently underway for F.Y. 86 and 87. He also stated that recommendations from the auditor will be discussed with the Board upon receipt.

EXECUTIVE COMMITTEE REPORT

Acting Chair Roland Amundson stated that an Executive Committee meeting was held on February 9 at which time Chairman Harry Sieben, Jr., requested that he serve as Acting Chair for the upcoming February 19 Board meeting. Roland Amundson informed Board members that the Minnesota School & Resource Center for the Arts would not be included in the Governor's bonding recommendations. Instead the Governor would like supportive legislators of the school to introduce the bonding bill on their own volition. It was felt that the bill could be introduced upon making purchase offers on the land. It is possible that the Governor may issue a change order after the land for the site has been secured. The perception that the Governor has abandoned the project was discussed. Acting Chair Roland Amundson stated that the members of the Board have a responsibility to provide an impetus regarding this initiative, and he also expressed that the Governor must know about the strong support from Board members regarding this project.

A plan of action was discussed. It was mutually agreed that 1) Board members need to communicate with legislators; 2) it is important to contact legislators other than those in Board member's individual district; 3) visits to legislators in cooperation with staff and other Board members is absolutely necessary; 4) Board members' presence must be known; 5) at least one full day of Board members' time must be devoted to this effort.

Alexandra Jacobs moved, and Mary Ingebrand-Pohlad seconded the motion, that each Board member make themselves available to meet with legislators for at least one full day during the legislative session. The motion carried.

Acting Chair Roland Amundson instructed Board members to request assistance from staff and to keep Barbara Martin informed of any visits that are made. Evening meetings, luncheons, or dinners may be appropriate if Board members cannot schedule visits during the day. The next three to four weeks are crucial to this effort.

CURRICULUM SUBCOMMITTEE REPORT

The Curriculum Subcommittee did not meet since the last Board meeting. Rules for admission to the school will be discussed by this committee before the next Board meeting. Jim Undercofler stated that two issues regarding rules for admission include: should artificial barriers for



BOARD MINUTES  
February 19, 1988  
Page 3

minority students be established, and how should the male/female ratio requirements be approached? He further expressed that geographic balance was covered by statute. Nancy Vollertsen felt that it was extremely important for sample curriculum requirements to be distributed to the schools as soon as they are drafted. The Board mutually agreed that distributing the draft curriculum sample would strongly assist the School & Resource Center initiative.

Jim Undercofler stated that Curriculum Subcommittee members would receive information about rules admission to the school in the mail for review before the next board meeting as soon as they are received from the Revisor's office and Special Assistant Attorney General, Cindy Lavorato.

#### RESOURCE CENTER REPORT

David Zimmerman reiterated that the 1988 MAX summer programs were approved at the January Board meeting. He stated that a theatre conference would be held at Riverwood on March 3 and 4 which will have students and teachers coming as a team from their respective school districts. On March 23 a dance roundtable will be held to identify dance issues in the State of Minnesota. The Lark Quartet is currently performing in Mankato. The Midwest Opera is scheduled to visit ECSU #5 at the end of March.

A music symposium has been scheduled for April 7 & 8, and Board members are invited to attend. A MAX summer program being billed as an educators weekend at the Guthrie Theater is being planned for June 24-26. The Guthrie Theater in cooperation with the Minnesota School & Resource Center for the Arts will sponsor this conference entitled, "Why Do We Need Theater in our Lives?" The participants will be representatives from school districts consisting of teams comprised of a high school principal, school board member, teacher, and a junior or senior student. The participants are selected by their school districts. Nancy Vollertsen expressed her concern that information distributed through school administrators may not be disseminated to the proper channels. David Zimmerman stated that communicating with school board members and others is working to bridge this gap.

The Housing Task Force is meeting today simultaneously during the Board meeting to finalize housing issues. A report to the Board will be made upon completion. Acting Chair Roland Amundson stated that the Resource Center was an important and integral part of this initiative and that the Board was impressed with their work.

#### DIRECTOR'S REPORT

Jim Undercofler stated that the design model and architectural drawings of the facilities will be available on March 7 and 8 and will be shared with the Governor and Mrs. Perpich. The unveiling has been scheduled for March 9 in the Butler Room of the St. Paul Landmark

BOARD MINUTES  
February 19, 1988  
Page 4

Center and will be co-hosted by Mayor George Latimer, City of St. Paul, and the Board of Directors of the Minnesota School & Resource Center for the Arts. A press conference has been scheduled from 9:30-10:00 a.m. with a reception following from 10:00-11:00 a.m. Invitations will be sent and include the education and appropriations committees of the legislature, St. Paul luminaries, major arts organizations, and Board and Advisory Council members. Acting Chair Roland Amundson expressed the importance of Board members' participation in this event.

Site purchase agreements are in the final stages and are expected to be signed shortly. Mr. Undercolfer expressed his thanks to the City of St. Paul for their wonderful and expeditious processing of this matter. He stated that Mayor Latimer's office and Anne Howden have been particularly helpful and cooperative.

Staff is at full complement. Mr. Undercofler reported that Mark Youngstrom is now on board as a full-time Program Associate for General Studies and that Lorraine Hallgren has been hired as the School & Resource Center's receptionist, replacing Annette Hughley who was promoted to secretary for the Program Associate staff.

The Camp Courage Demonstration II has been scheduled for April 26-29 and planning is underway. Mr. Undercofler stated that 34 new school districts will be participating in Demonstration II with no repeats from the last session in November, 1987. A waiting list has been established for participation in this week of intensive study with conformity as its theme. Acting Chairman Roland Amundson emphasized that Board members plan to attend this demonstration and invited Board members to bring their legislators with them to observe this event. Discussion was held on the possibility of scheduling the April Board meeting at Camp Courage in conjunction with the Demonstration II to provide an opportunity for Board members to attend. Mr. Amundson suggested discussing this with Chairman Sieben, Jr., at the next Board meeting.

#### OTHER BUSINESS

Board members were reminded by Acting Chair Roland Amundson of the upcoming Scholastic Art Awards sponsored by the School & Resource Center and scheduled for February 20 from 1:30-3:00 p.m. at the Minneapolis College of Art and Design.

The next Board meeting is scheduled for Friday, March 18, 1988 from 9:00 a.m. to 11:00 a.m. at the Science Museum Penthouse, Tenth & Wabasha Streets, St. Paul, Minnesota. Nancy Vollertsen moved, and Alexandra Jacobs seconded the motion, to adjourn. The motion carried. Acting Chair Roland Amundson adjourned the meeting at 10:20 a.m. on February 19, 1988.

Diane Jadwinski, Recorder

M 418

MEETING ANNOUNCEMENT

MINNESOTA SCHOOL & RESOURCE CENTER  
FOR THE ARTS BOARD

Friday, March 18, 1988  
9:00 a.m. - 11:00 a.m.

Board of Directors Meeting  
Science Museum Penthouse  
Tenth & Wabasha Streets  
St. Paul, MN

1. Minutes/Agenda
2. Communications
3. Financial Report
4. Executive Committee Report
5. Curriculum Subcommittee Report
6. Resource Center Report
7. Director's Report
8. Other Business
9. Adjournment

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RESOURCE CENTER ADVISORY COUNCIL MEETING

Wednesday, March 16, 1988  
9:30 a.m. - 2:30 p.m.

Science Museum Penthouse Boardroom  
30 East Tenth Street  
St. Paul, MN

M 418

MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS

Friday, March 18, 1988

The March 18, 1988 meeting of the Board of Directors for the Minnesota School & Resource Center for the Arts was held in the Science Museum Penthouse, Tenth & Wabasha Streets, St. Paul, Minnesota. Chairman Harry Sieben, Jr., introduced and welcomed new Board Member Audrey Eickhof from Crookston, Minnesota (Congressional District 7) who replaced Margaret Marvin.

Chairman Harry Sieben, Jr., convened the meeting on March 18, 1988, at 9:10 a.m. with the following Board members in attendance: Roland Amundson, Marilyn Berg, Audrey Eickhof, Ruth Roitenberg, and Nancy Vollertsen. Board members Jack Fena and Flo Grieve were seated later. Absent Board members included: George Appleby, Reginald Buckner, Owen Husney, Mary Ingebrand-Pohlrad, Alexandra Jacobs, Sarah Fields Nesson, and Bill Richards. Staff in attendance included: Jim Undercofler, Barbara Martin, Diane Jadwinski, David Zimmerman, and Mary Katherine Johnson.

AGENDA/MINUTES

There were no additions or deletions to the agenda.

Approval of February 19, 1988 Minutes

Roland Amundson moved, and Nancy Vollertsen seconded the motion, to accept the minutes as written. The motion carried.

COMMUNICATIONS

Jim Undercofler summarized the press articles included in the Board packets and expressed that information to date has been extremely positive. No new articles were distributed at this time.

FINANCIAL REPORT

The legislative audit currently underway for the Minnesota School & Resource Center for the Arts is expected to be completed within the next few weeks. Jim Undercofler stated that a full report will be made to Board Members upon receipt of the auditor's written recommendations. The budget printout was discussed, and it was stated that the Minnesota School & Resource Center for the Arts is in fine financial shape for the remaining of the fiscal year. For the future, Mr. Undercofler suggested that the Board consider the establishment of a Financial Subcommittee. Staff would then compile a tally sheet depicting expenditures for approval by the Board.

EXECUTIVE COMMITTEE REPORT

The Executive Committee did not meet since the last Board meeting.

#### CURRICULUM SUBCOMMITTEE REPORT

The Curriculum Subcommittee met on March 18 prior to the Board meeting to review the rule for admission to the School. A copy of the rule and the Statement of Need and Reasonableness was distributed to Board Members, and Jim Undercofler provided an overview on the rule-making and hearing process. He also stated that the rule was centered around an extensive arts review process and that he had contacted the appropriate personnel to testify on the rule's behalf during the rule hearing. Discussion followed. Mr. Undercofler then requested approval from the Board on the rule for admission to the School to allow him to move the process forward with the Administrative Law Judge's office and in order to file the proper forms in conjunction with Cindy Lavorato, Special Assistant Attorney General.

Marilyn Berg moved that the Board accept the rules for admission to the School and formally request a public hearing as soon as feasible. Nancy Vollertsen seconded the motion. The motion carried.

#### RESOURCE CENTER REPORT

A copy of a thank you letter written by Patrick Quade regarding the success of the Riverwood Conference held on March 3 and 4 was distributed and discussed by David Zimmerman. The Resource Center Advisory Council reviewed the three-year plan and brainstormed new ideas at their last meeting. A full report regarding the three-year plan will be made to the Board in late summer. MAX is in the final stages and all contracts are out. Mr. Zimmerman reported that the Housing Task Force Committee recommended that an on-site dormitory facility was their first choice. A copy of this report will be made available at the next Board meeting.

A list of Resource Center Advisory Council reappointments was distributed. David Zimmerman provided background information on each Advisory Council Member and answered questions. Discussion followed. Applications to the Advisory Council included: Flo Goodrich, William L. Jones, Virginia MacArthur, Robert Pattengale, and Glen Shaw--two year terms; and Kenneth Greer, Jane McWilliams, Cherie Doyle Reisenberg, and Ray Higgins (pending receipt of application)--three year terms, respectively.

Roland Amundson moved, and Flo Grieve seconded the motion, to approve the reappointments and terms of the above-stated Resource Center Advisory Council Members, including Ray Higgins. The motion carried.

#### DIRECTOR'S REPORT

Jim Undercofler reported that the unveiling of the architectural drawings and models of the facilities for the Minnesota School & Resource Center for the Arts held on March 9, 1988 at the Landmark Center went extremely well and that the press was favorable.

BOARD MINUTES  
March 18, 1988  
Page 3

The land acquisition progress was discussed. Mr. Undercofler stated that the appraisals were certified, however, purchase offers have not yet been made. It is expected that offers will be made during the next two weeks. The Quinlan Home acquisition is expected to be somewhat slower because it involves occupants who will have to be relocated. The Minnesota Department of Transportation has informed Jim Undercofler that it believes the Board will have titles in their possession by September, 1988. The Board discussed quick-take possibilities if the owners were to reject the offers and expressed concern about how the land acquisition process will dovetail with legislative action and negotiations with the City of St. Paul.

Barbara Martin distributed copies of H.F. and S.F. language. She expressed that it was expected Senator Peterson and Representative Kostohryz would request hearings during the next week. She also indicated that, at this point, it appeared a bonding bill in the Senate appeared uncertain. A Board confirmation hearing regarding Board Members Reginald Buckner, Audrey Eickhof, Jack Fena, Flo Grieve, and Nancy Vollertsen has been scheduled for March 23, 1988 at 8:30 a.m. in Room 107 of the State Capitol. Affected Board Members were asked by Mr. Undercofler to contact Barbara Martin regarding their attendance at this hearing. Ms. Martin stated that arrangements had been made to have the model of the facilities of the Minnesota School & Resource Center for the Arts on display in the rotunda area of the State Capitol on March 24 from 9:00 a.m. until 3:00 p.m. Board members were invited and encouraged to attend and be present to greet legislators from noon until 2:00 p.m.

A staff update was provided by Jim Undercofler. Lorraine Hallgren, Clerk Typist 1, has been hired as the receptionist to replace Annette Hughley who was promoted to a Clerk Typist 2 secretarial position for the Program Associate staff. Mark Youngstrom is on board full-time as the Program Associate for General Studies, and Communications Specialist, Daniel Sauro, has resigned to pursue other interests.

#### OTHER BUSINESS

Roland Amundson expressed the importance of a letter-writing campaign at this time. He restated his willingness to assist Board members with their clerical needs. Chairman Sieben, Jr., requested that staff make themselves available to assist Board members with their efforts. Barbara Martin disseminated a list of critical legislative contacts, expressed that Alexandra Jacobs had communicated with her legislators, and distributed the replies for Board Members' review.

The Friday, April 15, 1988, Board meeting was cancelled and rescheduled for Thursday, April 28, 1988, at Camp Courage in Annandale, Minnesota from 10:00 a.m. until noon to coincide with Demo II, "MAX Explores Conformity." Chairman Sieben, Jr., requested that directions and details of the meeting be sent to absent Board Members.

BOARD MINUTES  
March 18, 1988  
Page 4

Roland Amundson moved, and Ruth Roitenberg seconded the motion, to adjourn. The motion carried. Chairman Harry Sieben, Jr., adjourned the meeting at 10:10 a.m. on March 18, 1988.

Diane Jadwinski, Recorder

MEETING ANNOUNCEMENT

MINNESOTA SCHOOL & RESOURCE CENTER  
FOR THE ARTS BOARD

Friday, May 20, 1988  
9:00 a.m. - 11:00 a.m.

Board of Directors Meeting  
Science Museum Penthouse  
Tenth & Wabasha Streets  
St. Paul, Minnesota

1. Minutes/Agenda
2. Communications
3. Financial Report
4. Executive Committee Report
5. Curriculum Subcommittee Report
6. Resource Center Report
7. Director's Report
8. Other Business
9. Adjournment

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RESOURCE CENTER ADVISORY COUNCIL MEETING

Wednesday, June 8, 1988  
9:30 a.m. - 2:30 p.m.

Science Museum Board Room  
Tenth & Wabasha Streets  
St. Paul, Minnesota



M 4/8

MEETING ANNOUNCEMENT

MINNESOTA SCHOOL & RESOURCE CENTER  
FOR THE ARTS BOARD

Thursday, April 28, 1988  
10:00 a.m. - Noon

Board of Directors Meeting  
Camp Courage Library - Visitor's Reception Center  
Annandale, Minnesota

1. Minutes/Agenda
2. Communications
3. Financial Report
4. Executive Committee Report
5. Curriculum Subcommittee Report
6. Resource Center Report
7. Director's Report
8. Other Business
9. Adjournment

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RESOURCE CENTER ADVISORY COUNCIL MEETING

Wednesday, June 8, 1988  
9:30 a.m. - 2:30 p.m.

Location, agenda, and details of the meeting are pending  
and will be included in the next meeting notice.

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MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS

M418

Thursday, April 28, 1988

The April 28, 1988 meeting of the Board of Directors for the Minnesota School & Resource Center for the Arts was held at Camp Courage, Annandale, Minnesota, in conjunction with the school's second demonstration. In the absence of Chairman Harry Sieben, Jr., Vice-Chair Ruth Roitenberg conducted the meeting and welcomed visitors.

Vice-Chair Ruth Roitenberg convened the meeting on April 28, 1988, at 10:55 a.m. with the following Board members in attendance: Roland Amundson, Audrey Eickhof, Jack Fena, Flo Grieve, Mary Ingebrand Pohlada, Alexandra Jacobs, and Bill Richards. Absent Board members included: George Appleby, Marilyn Berg, Reginald Buckner, Owen Husney, Sarah Fields Nesson, Harry Sieben, Jr., and Nancy Vollertsen. Staff in attendance were: Jim Undercofler, Barbara Martin, Diane Jadwinski, David Zimmerman, Mary Katherine Johnson, and Merrill Fellger.

AGENDA/MINUTES

There were no additions or deletions to the agenda.

Approval of March 18, 1988 Minutes

Roland Amundson moved, and Mary Ingebrand Pohlada seconded the motion, to accept the minutes as written. The motion carried.

COMMUNICATIONS

Jim Undercofler distributed and discussed a letter he had received from the Lyn family of Minneapolis in which they indicated that \$540 collected in memorials for their son, John, be designated to the Minnesota School & Resource Center for the Arts. Copies of the letter will be distributed to absent Board members. An April 27, 1988, article from the St. Paul Pioneer Press/Dispatch which indicated that the state arts high school had no legislative godparents this year was also discussed.

FINANCIAL REPORT

The legislative audit currently underway for the Minnesota School & Resource Center for the Arts has been completed but the final report from the Legislative Auditor's Office has not been submitted. The Legislative Auditor's Office will be scheduling an audit exit interview, which is normal procedure, to discuss the report sometime in June. Copies of the final audit report will be shared with Board members upon receipt. A surplus of approximately \$350,000 which can be attributed to staff complement is expected for this fiscal year. Jim Undercofler stated that the School & Resource Center for the Arts acquired carryover legislation during this session. Board members will be mailed a copy of the carryover authority legislation soon.

#### EXECUTIVE COMMITTEE REPORT

The Executive Committee met on April 15, 1988, in the Governor's Office. Dan Loritz, the Governor's Legislative Lobbyist, informed Chairman Sieben, Jr., that a bonding bill was not expected at this time. Strategies and legislative possibilities through the end of the session were also discussed at this meeting. Jim Undercofler expressed to the Board those feelings expressed by Chairman Sieben, Jr., at the Executive Committee meeting which were that the School & Resource Center for the Arts should not consider this session a defeat since we were not ever included in any legislation. The Board expressed disappointment over the construction of the building being placed on hold for one year. Mr. Undercofler stated that a key point to remember is that this agency has authorization to open the school in the fall of 1989 and that the process of identifying students can now be implemented.

#### CURRICULUM SUBCOMMITTEE REPORT

Chair of the Curriculum Subcommittee, Ruth Roitenberg, invited Merrill Fellger, Curriculum Developer, to discuss the sample curriculum example included in the Board packets. Merrill Fellger welcomed guests to Camp Courage, Demo II, "MAX Explores Conformity" and gave a presentation utilizing transparencies and a flow chart which depicted the essential and important goals moving towards integrating learner goals. He further stipulated that the SLP (Student Learning Plan) reflects where the student is at a glance. This is a very open-ended curriculum where students will gain mastery, retention, and application through individual goals.

Mary Ingebrand Pohlad questioned what was being done for teachers to learn this non-traditional way of teaching. Mr. Fellger replied teachers will be presented with indepth materials and ongoing staff development. All of the instruction is not intended to be interdisciplinary. Bill Richards inquired how the themes will be used. Merrill Fellger responded that an integrated goal depending on the time allowed will have orientation to integrated goals. It was noted that page 14 of the curriculum sample was inadvertently omitted from some of the copies. Vice-Chair Ruth Roitenberg requested that the appropriate page be mailed to absent Board members.

Mr. Undercofler stated that he was extremely pleased with this curriculum model which could have input on all school districts throughout Minnesota and the country. Ruth Roitenberg then thanked Mr. Fellger for his fine presentation and complimented him on his work and that of the Program Associate staff.

#### RESOURCE CENTER REPORT

Mary Katherine Johnson distributed the new 1988 MAX materials which included a poster, brochure, and compendium. David Zimmerman

commented that one of the new features in the compendium this year included a separate pull-out listing the MAX programs. The compendium will be evaluated this year for use next year. Mr. Zimmerman thanked Margaret Hasse, Executive Director, Minnesota Alliance for Arts in Education, and staff for all of the work done in putting the compendium together.

David Zimmerman discussed the Professional Teacher Development Program material included in the Board packets. He expressed that this program was an opportunity for teachers to acquire further knowledge of skills which would result in a direct benefit to the teacher's students. The Professional Teacher Development Program would assist in defraying teachers' expenses to enroll in a program of interning with the organization or mentoring with the individual. Staff plans to meet once per month to review applications, and it is expected that the Resource Center will allocate and distribute up to \$1,000 each to ten teachers per year. Mr. Zimmerman then asked the Board for its approval to initiate this new program.

Bill Richards moved, and Mary Ingebrand Pohlad seconded the motion, to approve the implementation of the Professional Teacher Development Program beginning July 1, 1988. The motion carried. Mary Ingebrand Pohlad volunteered to serve on the committee that will be formed to review the applications and requests.

The report to the Legislature regarding the facilities planning for the School & Resource Center for the Arts was discussed by David Zimmerman. He reiterated that a Housing Task Force Committee lead by Conrad Balfour had been formed to research housing alternatives. Board members Flo Grieve and Bill Richards served on the Housing Task Force Committee. Mr. Zimmerman called the Board's attention to page 11 of the report which summarized the findings of the committee. He expressed that the on-site dormitory was suggested as the best alternative to residential living. Jim Undercofler stated that he believes the housing issue is the single biggest issue regarding the school. Bill Richards complimented the Housing Task Force Committee and staff on both the comprehensiveness of the report and the hours that went into the research.

#### DIRECTOR'S REPORT

Jim Undercofler introduced and welcomed both Anne Howden, Project Manager, City of St. Paul, Department of Planning and Economic Development; and Margaret Hasse, Executive Director, Minnesota Alliance for Arts in Education.

The administrative offices of the Minnesota School & Resource Center for the Arts will be moving in late June or early July. The Real Estate Management Division of the Department of Administration have located the required space on the fourth floor of the Gallery Professional Building. This move is necessitated by the expected

growth of the staff complement beginning next fiscal year and the already cramped quarters of the current staff. Mr. Undercofler felt that the new offices would be utilized for approximately one year before moving to a temporary facility for the opening of the school in the fall of 1989.

Adoption of the rule for admission to the school and its programs will go to a public hearing before the Administrative Law Judge on May 10, 1988, in Room 5 of the State Office Building. It was expressed that admissions is a crucial key to future success. Mr. Undercofler stated that the School & Resource Center is planning to move ahead this summer with programming, and pointed out that the 1989 session will realize identified students. A statewide promotion will be conducted in the fall of 1988, and students will be required to apply for acceptance into the school by December, 1988. Students will receive notification by mid-March or no later than April 1, 1989.

Mr. Undercofler stated that site acquisition was moving along well. Purchase offers have been made on the private parcels, and the owners are in the process of having their own appraisals conducted. He further stated that the Quinlan Home has 26 residents that are dependent on county aid which will required the state to find an acceptable alternative for these residents. Anne Howden, Project Manager, City of St. Paul, Planning & Economic Development, reminded the Board that the Quinlan Home was a historic landmark and that demolition would be the last resort. She further explained some of the difficulties of moving the Quinlan Home because of the road construction that will be in progress all around it. Ms. Howden expressed her feeling that relocating the residents of the Quinlan Home is much more of an issue than moving the Quinlan Home itself. Jim Undercofler believes the land will be owned by late September or October and cleared by the 1989 legislative session.

Jim Undercofler and Barbara Martin met recently with the City of St. Paul to request an extension of the land agreement. He will write a letter to Ken Johnson, Director, Planning & Economic Development, City of St. Paul; and Eugene Kraut, Executive Vice-President and CEO of the St. Paul Port Authority officially requesting the extension of the land agreement for one year until June 30, 1989. Upon completion, Board members will receive a copy of the letters.

Jim Undercofler stated that, with the assistance of the Program Associate staff, he is in the process of drawing up specifications for a temporary site for the school and facilities. He has also asked Anne Howden, City of St. Paul, and the Real Estate Management Division of the Minnesota Department of Administration to assist with securing a temporary site. Mr. Undercofler then suggested that the Site Selection Subcommittee be reopened to research and approve a temporary site. Site Selection Subcommittee members are: Roland Amundson, Chair; George Appleby, Marilyn Berg, Florence Grieve, Mary Ingebrand Pohlada and Margaret Marvin, who recently resigned from the Board.

BOARD MINUTES  
April 28, 1988  
Page 5

Jack Fena moved, and Flo Grieve, seconded the motion, to reinstate the Site Selection Subcommittee to research and approve a temporary site for the Minnesota School & Resource Center for the Arts and its facilities.

OTHER BUSINESS

Vice-Chair Ruth Roitenberg stated that the next Board meeting is scheduled for Friday, May 20, 1988 from 9:00 a.m. to 11:00 a.m. in the Science Museum Penthouse and requested that absent Board members receive notification of the meeting.

Roland Amundson requested that participating teachers of Demo II be supplied with the names of the legislators from their districts and invited to write their legislators about their experiences. Vice-Chair Roitenberg then thanked Roland Amundson for his outstanding efforts during the legislative session and commended staff on their fine work.

Bill Richards moved, and Mary Ingebrand Pohlad seconded the motion, to adjourn. The motion carried. Vice-Chair Ruth Roitenberg adjourned the meeting at noon on April 28, 1988.

Diane Jadwinski, Recorder

*M 418*

MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS

Friday, May 20, 1988

The May 20, 1988 meeting of the Board of Directors for the Minnesota School & Resource Center for the Arts was held in the Science Museum Penthouse, Tenth and Wabasha Streets, St. Paul, Minnesota.

Chairman Harry Sieben, Jr., called the meeting to order at 9:10 a.m. on Friday, May 20, 1988, with the following Board members in attendance: Audrey Eickhof, Bill Richards, Ruth Roitenberg, and Nancy Vollertsen. Roland Amundson, Reginald Buckner, and Flo Grieve were seated later. Absent Board members included: George Appleby, Marilyn Berg, Jack Fena, Owen Husney, Mary Ingebrand-Pohlada, Alexandra Jacobs, and Sarah Fields Nesson. Staff in attendance were: Jim Undercofler, Barbara Martin, Diane Jadwinski, David Zimmerman, Mary Katherine Johnson, Merrill Fellger, and Pamela Paulson.

AGENDA/MINUTES

There were no additions or deletions to the agenda.

Approval of April 28, 1988 Minutes

Ruth Roitenberg moved, and Nancy Vollertsen seconded the motion, to accept the minutes as written. The motion carried.

COMMUNICATIONS

The two articles included in the May Board packet were discussed. Jim Undercofler indicated that communications received to date regarding the Camp Courage Demo II experiences were also extremely positive.

FINANCIAL REPORT

Jim Undercofler stated that the Legislative Auditor's office scheduled an exit interview on June 6, 1988, to discuss draft recommendations regarding the Minnesota School & Resource Center's recent audit. Board members will receive the audit report upon final submission by the Legislative Auditor's Office sometime this summer. Mr. Undercofler also indicated that it now appeared approximately \$400,000 would be carried over into next fiscal year's budget.

EXECUTIVE COMMITTEE REPORT

The Executive Committee did not meet since the last Board meeting.

CURRICULUM SUBCOMMITTEE REPORT

The Curriculum Subcommittee did not meet since the last Board meeting.

## BOARD MINUTES

May 20, 1988

Page 2

### RESOURCE CENTER REPORT

David Zimmerman discussed the status of the Advisory Council membership and requested the Board's approval to officially appoint John E. Fredericksen as its newest member. Mr. Fredericksen is a former music teacher who currently serves as Superintendent of Schools in Gaylord, Minnesota. He holds a MA and Ph.D in education administration and will serve on the Resource Center Advisory Council through January 1, 1991--a three-year term.

Bill Richards moved, and Nancy Vollertsen seconded the motion, to appoint John Fredericksen to the Resource Center Advisory Council for a three-year term through January 1, 1991. The motion carried.

As part of the Resource Center Advisory Council's Three-Year Plan, David Zimmerman and Jim Undercofler discussed new initiatives that are in the planning stages for next year which would reach more than 14,000 students and teachers over a ten day period.

Mary Katherine Johnson distributed and shared two highly complimentary participant letters from Pierz, Minnesota and the Educational Cooperative Service Unit-Five regarding the recent performances of the Midwest Opera lyceum.

### DIRECTOR'S REPORT

Jim Undercofler stated that he had developed specifications for a temporary site for the School and Resource Center and sent them to Beverly Kroiss, Director of the Property Management Bureau, Minnesota Department of Administration. Ms. Kroiss has requested proposals from the metropolitan area. Mr. Undercofler expects that the Site Selection Subcommittee will be able to review what is available by the end of June or July.

Barbara Martin indicated that condemnation proceedings have been started against the Quinlan Home. The Department of Administration does not have quick-take authority. The Catholic Youth Center is in the process of securing a second appraisal and have asked the state to withhold condemnation until they receive it. The Catholic Youth Center expressed that one of their main concerns is how much time they will have to vacate. The American Linen Company acquisition has been placed on hold temporarily until the other acquisitions are finalized.

Program Associate for Dance and Music, Pamela Paulson, presented a summation of the Camp Courage Demo II held on April 28, 1988, in Annandale, Minnesota. She stated that creative problem-solving skills were emphasized and that all of the program goals for every discipline had been combined with common goals to form integrated goals. Conformity was the social theme of Demo II, and a Student Learning Plan (SLP) was distributed and discussed. Students were given three options for their final work in progress. It was felt that Demo II was an even greater success than Demo I. Faculty and students alike expressed that their learning opportunities were wonderful. Dr. Paulson then distributed a congratulatory letter from participating teacher Pat Feit, Choral Director, Princeton High School, Princeton, Minnesota for Board members' review.



## BOARD MINUTES

May 20, 1988

Page 3

Chairman Sieben, Jr., requested that both the teacher letter and a copy of the SLP be sent to absent Board members. Curriculum Developer, Merrill Fellger, shared his observations of Camp Courage and the success of the School and Resource Center in general. He also stated that future teachers will have to be eased into this new and innovative manner of teaching. Board member Bill Richards questioned the student/teacher ratio established for the Demo II "Conformity" experience. Dr. Paulson responded that 33 districts had participated, and that each district sent two students and one teacher. A faculty of 22 was then established to implement the programs. Chairman Sieben, Jr., thanked the participating Board members and staff who attended Demo II for their observations and support.

It was reported that 30 applications for the Visual and Literary Arts Program Associate position have been received to date. The application deadline is June 13, 1988.

Jim Undercofler stated that the public hearing on the admissions rule to the school was held on May 10, 1988. He complimented and thanked Karen Wolff, Director, School of Music, University of Minnesota; Gilbert Valdez, Manager of the Division of Instructional Design of the Minnesota Department of Education; Edward Martenson, Executive Director, Guthrie Theatre; Margaret Hasse, Executive Director, Minnesota Alliance for Arts in Education; and Sam Grabarski, Executive Director, Minnesota State Arts Board; who spoke positively on the rule. He also acknowledged the supportive written correspondence sent by Molly Laberge, Executive Director, COMPAS; and Paul Goodnature, teacher, Albert Lea Schools. Mr. Undercofler stated that constituents from Congressional District 7 raised some concerns on enrollment of students from the eight congressional districts and suggested that the school consider using the state's 134 legislative districts as a possible means of monitoring equal representation for enrollment. Mr. Undercofler is in the process of developing an answer to this question and feels that some language in the statute may have to be changed during the next legislative session.

It was noted that the administrative offices of the Minnesota School & Resource Center for the Arts will be moving as of July 1, 1988, to the fourth floor of the Gallery Professional Building which is just adjacent to our current location. The School and Resource Center's new address is: 17 West Exchange, Suite 400, St. Paul, Minnesota 55102. Telephone numbers will remain the same. It is expected that the new location will house the School and Resource Center facilities for approximately one year at which time another move will take place to an as yet undetermined temporary location for the opening of the school to 135-11th graders in the fall of 1989.

Chairman Sieben, Jr., then appointed a Finance Subcommittee of the Board of Directors consisting of Nancy Vollertsen as Chair, along with Marilyn Berg and Audrey Eickhof. This subcommittee will be called on periodically to review and approve large expenditures in the form of grants, etc., prior to full Board meetings.

The summer Board meeting schedule was discussed. Chairman Sieben, Jr., stated that no June meeting would be held, that the July meeting was scheduled for

July 15, 1988, from 9:00 to 11:00 a.m. in the new administrative offices, that no August meeting would be held, and that the September meeting was scheduled for September 9, 1988, from 9:00 to 11:00 a.m., also in the new offices.

Chairman Sieben, Jr., directed staff to ensure that all Board members receive a summer meeting schedule as soon as possible.

Daniel Loritz, the Governor's Legislative Lobbyist, was then introduced and welcomed by Chairman Sieben, Jr. Mr. Loritz presented a brief synopsis on the events of the 1988 legislative session, and reiterated the Governor's interest in this project. The main issue that delayed the Arts School during this session was the lack of a bonding bill. Mr. Loritz stated that he will be working closely with staff over the summer months to target Board issues for the upcoming 1989 legislative session. Board members discussed several scenarios to reach the School and Resource Center's constituency. Jim Undercofler stated that the admissions process and identifying students would also help to strengthen the School's constituency. Chairman Sieben, Jr., thanked the Governor and his staff, on behalf of the Board, for their excellent work on this initiative. He stated that he was confident that if there had been a bonding bill, the Arts School would have been in it.

#### OTHER BUSINESS

Chairman Sieben, Jr., called on Board members to discuss any further business at this time. Upon no further issues raised for discussion, Chairman Sieben, Jr., adjourned the Board of Directors meeting on May 20, 1988, at 10:25 a.m.

Diane Jadwinski, Recorder

m 419

Ex 22

MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS

Friday, July 15, 1988

The July 15, 1988, meeting of the Board of Directors for the Minnesota School & Resource Center for the Arts was held in the board room of the administrative offices of the School & Resource Center, Suite 400, Gallery Professional Building, 17 West Exchange, St. Paul, Minnesota.

Vice-Chair, Ruth Roitenberg, called the meeting to order at 9:05 a.m. on Friday, July 15, 1988, with the following Board members in attendance: Marilyn Berg, Audrey Eickhof, Alexandra Jacobs, and Nancy Vollertsen. Absent Board members included: Roland Amundson, George Appleby, Reginald Buckner, Jack Fena, Owen Husney, Mary Ingebrand-Pohlad, Sarah Fields Nesson, Bill Richards, and Chairman Harry Sieben, Jr. Board member Flo Grieve was seated later. Staff in attendance were: Jim Undercofler, Diane Jadwinski, Mary Katherine Johnson, and Merrill Fellger.

AGENDA/MINUTES

There were no additions or deletions to the agenda.

Approval of May 20, 1988 Minutes

Nancy Vollertsen moved, and Audrey Eickhof seconded the motion, to accept the minutes as written. The motion carried.

COMMUNICATIONS

The articles included in the July Board packet were discussed at length. As stated in the Minneapolis Star & Tribune article, Jim Undercofler reiterated that Dan Loritz's position has been shifted to Deputy Chief Operating Officer and that Lani Kawamura, Director of the State Planning Agency, will be assisting with the lobbying efforts for the Arts School during the next legislative session. Copies of two laudatory letters regarding Resource Center experiences were distributed for Board members' review. The Community Reporter article discussing the Quinlan Home was felt to be misleading since the Quinlan Home has not been scheduled for demolition to date. Vice-Chair Ruth Roitenberg directed staff to ensure that absent Board members receive copies of any new materials discussed.

Mr. Undercofler briefed the Board on the Legislative Auditor's findings regarding the School & Resource Center's recently conducted audit and provided rationale regarding each issue. He further stated that measures have already been taken to correct the issues, and that staff is in the process of developing written guidelines and procedures to ensure future uniformity. The Board expressed their concerns and stressed the importance of ensuring that the infractions were not repeated. Mr. Undercofler expressed that the Legislative Auditor's report had, in fact, proven very helpful to the future shaping of this agency and for the most part was positive.

#### FINANCIAL REPORT

The July copy of the Statewide Accounting System Managers Financial Report was distributed. Mr. Undercofler reported that \$399,114 was the remaining balance and that this amount has been carried over to the new fiscal year which began on July 1, 1988.

#### EXECUTIVE COMMITTEE REPORT

The Executive Committee met on June 22, 1988. Vice-Chair Ruth Roitenberg and Jim Undercofler briefed the Board on the business conducted. Three grants were discussed which included a \$20,000 grant to the Minnesota Alliance for Art in Education's public information newspaper, "Artbeat"; a \$12,000 grant to the Minnesota Dance Educator's Coalition to define issues facing dance today and to research and coordinate various curricula utilized throughout the country; and a \$55,000 expenditure to continue fiscal and administrative services for the School & Resource Center from the Minnesota Department of Education.

Audrey Eickhof moved, and Flo Grieve seconded the motion, to approve the following three grants in the amounts listed:

\$20,000	Minnesota Alliance for Arts in Education
\$12,000	Minnesota Dance Educator's Coalition
\$55,000	Minnesota Department of Education

Grants in the total amount of \$87,000 to the above listed organizations were approved. The motion carried.

Vice-Chair Ruth Roitenberg called on Curriculum Developer, Merrill Fellger, to brief the Board on the proposed 1989 School calendar. Mr. Fellger provided an explanation on the 1989-90 school year and stated that the students will be on a Student Learning Plan (SLP), that the School will exceed the number of hours required by the state, and that the student will have required days in which to spend time in their communities to work on special projects. Community service days are considered as school days to the student who will be under the mentorship of community personnel. Also, while the students are involved with their community service projects, teachers from the school will have opportunities for staff development. Board member Flo Grieve expressed her approval of such an innovative approach and also felt that this concept reinforces that this is a statewide school. Vice-Chair Ruth Roitenberg complimented and thanked Mr. Fellger for the wonderful work he has done.

Audrey Eickhof moved, and Flo Grieve seconded the motion, to approve the 1989-90 school year calendar as written. The motion carried.

#### CURRICULUM SUBCOMMITTEE REPORT

The Curriculum Subcommittee did not meet since the last Board meeting.

BOARD MINUTES  
July 15, 1988  
Page 3

RESOURCE CENTER REPORT

On behalf of David Zimmerman, who is visiting a Resource Center MAX program in Owatonna today, Mary Katherine Johnson stated that the MAX programs are in the process of being visited and monitored throughout the summer. She also indicated that the programs are successful, that the feedback is better than ever, and that it is felt the programs are receiving more recognition this year.

Mary Katherine Johnson requested the Board's approval to officially appoint Marlys (Marcy) J. Gobell, a Community Education Director from Grand Rapids and former music, art, and drama teacher to the Resource Center Advisory Council for a two-year term through January 1, 1990.

Nancy Vollertsen moved, and Marilyn Berg seconded the motion, to appoint Marlys (Marcy) Gobell to the Resource Center Advisory Council for a two-year term through January 1, 1990. The motion carried.

DIRECTOR'S REPORT

Jim Undercofler indicated that the temporary location for the School will require approximately 140,000 square feet of space. To date, Capitol View Jr. High School in Roseville, Samaritan Hospital in St. Paul, and the Golden Valley Lutheran College have been researched. The Capitol View Jr. High School property has since been sold. After visiting the Golden Valley Lutheran College, staff felt that the facilities would meet most of the program needs and, at the same time, determined that the Samaritan Hospital facilities were not adequate enough to meet the majority of the program needs. Mr. Undercofler stated that the Golden Valley facilities would require remodeling since no theater or art requirements currently exist. He also indicated that a meeting to further assess the site structurally and to estimate remodeling costs will be scheduled with the architects. Mr. Undercofler said that the Minnesota Department of Administration and the City of St. Paul's Planning and Economic Development Agency were still working on locating other available space options.

Permanent site progress was discussed. Mr. Undercofler indicated that the Quinlan Home has stipulated into a current condemnation action and that we should own the Quinlan Home in approximately two months. The negotiations have been amicable. The Catholic Youth Charity negotiations currently revolve around how long they will be able to stay on site. It is believed that this issue will be settled out of court. Soil borings to check for chemical spills, etc., are currently underway on the American Linen site, and it is felt that negotiations will be handled in much the same manner as the Catholic Youth Charities.

A copy of the revised admissions rule was distributed for discussion. Jim Undercofler provided a synopsis on the admission process. A student will apply for admission to the School, send in an application, and provide a copy of their school records along with four recommendations. One of the recommendations must be given by the School principal. The student will then

## BOARD MINUTES

July 15, 1988

Page 4

be scheduled for an arts review session in January or February, 1989, and will be expected to perform a prepared work of their choice. If they do not have a prepared work, a prepared piece will be provided for them. The student will also be sent a complex problem, i.e., transposing a poetry piece. Spontaneous activities will also happen at the review session, and then an interview will be conducted by an arts review team comprised of one arts educator, one staff, and one professional artist in the related field. The final review team is comprised of one performing artist, one visual artist, one literary artist, two Minnesota educators, and one psychologist. Mr. Undercofler requested the Board to approve the revised rules governing admission to the Minnesota School for the Arts and its programs.

Marilyn Berg moved, and Flo Grieve seconded the motion, to approve the revised rules governing admission to the Minnesota School for the Arts and its programs. The motion carried.

An aggressive admissions campaign is underway. Jim Undercofler stated that, in late September and early October, he will be flying to the dailies of 24 cities to discuss admissions recruitment and to update the public on School & Resource Center activities. Program staff will be visiting 30 selected sites around the state during October to meet with guidance counselors, teachers, parents, and students to answer questions regarding admission to the Minnesota School for the Arts.

Jim Undercofler informed the Board that Elizabeth (Betty) Daughton will come on board July 18, 1988 as the Communications Specialist for the School & Resource Center. Ms. Daughton was formerly the Communications Director for Richfield public schools and will bring a high level of public relations expertise to our agency. Sharon Jasa has been hired as the Program Associate for Visual and Literary Arts and will be joining the School & Resource Center in September. She is currently an Arts Education Specialist with the Iowa Department of Education and has extensive background in curriculum development which she is already in the process of compiling for the School & Resource Center.

## OTHER BUSINESS

Vice-Chair Ruth Roitenberg stated that the next Board meeting was scheduled for Friday, September 9, 1988, from 9:00 a.m. to 11:00 a.m. in the board room of the School & Resource Center administrative offices. She then called on Board members to discuss any further business. Upon no further business, Vice-Chair Ruth Roitenberg adjourned the Board of Directors meeting on July 15, 1988, at 10:20 a.m.

Diane Jadwinski, Recorder

MEETING ANNOUNCEMENT

MINNESOTA SCHOOL & RESOURCE CENTER  
FOR THE ARTS BOARD

Wednesday, October 19, 1988  
9:00 a.m. - 11:00 a.m.

Board of Directors Meeting  
Minnesota School & Resource Center for the Arts Board Room  
17 West Exchange, Suite 400  
Gallery Professional Building  
St. Paul, Minnesota 55102

1. Minutes/Agenda
2. Communications
3. Financial Report
4. Finance Subcommittee Report
5. Executive Committee Report
6. Curriculum Subcommittee Report
7. Resource Center Report
8. Director's Report
9. Other Business
10. Adjournment

\* \* \* \* \*

RESOURCE CENTER ADVISORY COUNCIL MEETING

Wednesday, November 2, 1988

Place and Time to be Determined

Call (612) 296-1302 for further information

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MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS

Friday, September 9, 1988

The September 9, 1988, meeting of the Board of Directors for the Minnesota School & Resource Center for the Arts was held in the board room of the administrative offices of the Minnesota School & Resource Center for the Arts, Suite 400, Gallery Professional Building, 17 West Exchange, St. Paul, MN.

Vice-Chair, Ruth Roitenberg, called the meeting to order at 9:10 a.m. on Friday, September 9, 1988, with the following Board members in attendance: Roland Amundson, Audrey Eickhof, Mary Ingebrand-Pohlad, Alexandra Jacobs, Bill Richards, and Nancy Vollertsen. Absent Board members included: George Appleby, Marilyn Berg, Reginald Buckner, Jack Fena, Florence Grieve, and Sarah Fields Nessian. Board members Owen Husney and Chair, Harry Sieben, Jr., were seated later. Staff in attendance were: Jim Undercofler, Barbara Martin, Diane Jadwinski, David Zimmerman, Mary Katherine Johnson, and Merrill Fellger.

AGENDA/MINUTES

There were no additions or deletions to the agenda.

Approval of July 15, 1988 Minutes

Roland Amundson moved, and Alexandra Jacobs seconded the motion, to accept the minutes as written. The motion carried.

COMMUNICATIONS

The articles included in the September Board packet were discussed. Roland Amundson directed staff to contact Richard Zehring, Vice-President of Development for BCE Development Properties, Inc., and President of the committee which was established to focus their influence in shaping the future of the St. Paul downtown area to discuss the Minnesota School & Resource Center for the Arts. Staff was also directed to ensure that the names of this committee of 21 top-level St. Paul business leaders be placed on the School & Resource Center's mailing list.

FINANCIAL REPORT

The budget was discussed. Mr. Undercofler stated that the Finance Subcommittee consisting of Nancy Vollertsen, Chair; Marilyn Berg, and Audrey Eickhof had met for the first time and that much of the financial information would be discussed during the Financial Subcommittee report next on the agenda.

FINANCE SUBCOMMITTEE REPORT

Nancy Vollertsen, Chair of the Finance Subcommittee, reported on the proposed biennial budget for F.Y. 1990-91 which had been discussed with members of the Finance Subcommittee and Jim Undercofler. She indicated that it was necessary to finalize the budget by September 30, 1988.



BOARD MINUTES  
September 9, 1988  
Page 2

After much discussion on each line item, the Finance Subcommittee agreed to approve the figures of \$6,014,000 for F.Y. 90 and \$6,183,000 for F.Y. 1991. The above figures included a ten percent reduction in monies proposed for Resource Center programming as discussed.

Nancy Vollertsen moved, and Ruth Roitenberg seconded the motion, to approve the proposed biennial budget in the amounts of \$6,014,000 for F.Y. 1990 and \$6,183,000 for F.Y. 1991. The motion carried.

The Minnesota School & Resource Center for the Arts Fiscal Year 1989 Professional/Technical Services Plan was discussed and also approved at the Finance Subcommittee meeting. Nancy Vollertsen commended staff for implementing the written policy for the School & Resource Center. She then requested a motion for approval.

Mary Ingebrand Pohlad moved, and Alexandra Jacobs seconded the motion, to approve the Minnesota School & Resource Center for the Arts Fiscal Year 1989 Professional/Technical Services Plan. The motion carried.

A grant in the amount of \$13,175 for the Art Educators of Minnesota 1989 Scholastic Art Awards Program was the final item for discussion. This grant is being requested to cover the costs of Minnesota participants in the National Scholastic Art Awards Program and to supplement the contest with workshops for visiting students and teachers.

Nancy Vollertsen moved, and Roland Amundson seconded the motion, to approve the Art Educators of Minnesota Grant Proposal for 1989 Scholastic Art Awards Program in the amount of \$13,175. The motion carried.

Staff was directed to mail a copy of the approved F.Y. 1989 Professional/Technical Services Plan and the Art Educators of Minnesota Grant Proposal to absent Board members.

#### EXECUTIVE COMMITTEE REPORT

Chairman Harry Sieben, Jr., informed the Board that an Executive Committee meeting was held on August 29, 1988. The Executive Committee gave Jim Undercofler approval to hire a full-time school administrator. Mr. Undercofler indicated that this position was necessary to direct the School's part-time and full-time programs and to prepare for the opening of the School in 1989. He indicated that he would keep the Board up-to-date regarding this issue.

Chairman Sieben, Jr., then led the discussion on the School's temporary site issue. Mr. Undercofler stated that Beverly Kroiss, Minnesota Department of Administration, has written a draft lease with Golden Valley Lutheran College. The city of Golden Valley has a freeze on rezoning, and the lease proposal has been submitted to a court appointed trustee. We have reached a negotiated settlement with the Catholic Youth Center and will buy it for \$1,065,000. It is expected that the Quinlan Home will be acquired in about one month.

Jim Undercofler expressed that he had consulted with the architects to determine if the School & Resource Center facilities could be built around the

Catholic Youth Center and the Quinlan Home. The architects responded that this could be done and that they were excited about the possibility.

A sprinkler system, an elevator for handicapped access, and asbestos are issues currently being researched in both the Catholic Youth Center and the Quinlan Home. Mr. Undercofler has authorized the architects to proceed on this inspection. Board members commented on the intriguing idea of utilizing the Catholic Youth Center and the Quinlan Home as the School & Resource Center's temporary facilities and expressed that they found this possibility to be very appealing and one which merited further research. Mr. Undercofler further commented that no negative comments have been made towards this idea and that the city of St. Paul has expressed strong support for this concept. Chairman Harry Sieben, Jr., reiterated that the temporary site issue had to be resolved as soon as possible.

Chairman Sieben, Jr., then requested Barbara Martin to provide the Board with an update on legislative activity. Ms. Martin indicated that she had met with Speaker Vanasek's aide to discuss bonding for next year. She was informed that the sentiment now is that a small bonding bill is possible. The Legislature has expressed their desire to get the bonding schedule back on an every other year schedule. Barbara Martin then indicated that she and Jim Undercofler would be initiating many informational meetings with legislators over the next few months.

#### CURRICULUM SUBCOMMITTEE REPORT

Chair Ruth Roitenberg stated that the Curriculum Subcommittee did not meet since the last Board meeting.

#### RESOURCE CENTER REPORT

David Zimmerman discussed the Lark Evaluation, and stated that cooperation among schools needed improvement. He distributed an article regarding a MAX program for Board members' review. Staff was directed to mail the article entitled, "Workshop Taps Kids' Creativity" printed in the Owatonna People's Press to absent Board members.

Mr. Zimmerman informed the Board that every MAX program had been visited and that the summer was considered a huge success. Approximately 2,000 students and teachers participated in MAX '88 programs.

The details are still in progress regarding the "BIG MAX" event scheduled for the spring of 1989. Facilities are currently being pursued, and estimates for transportation have not been finalized.

Mary Katherine Johnson distributed a brochure entitled, "Leadership Seminars for Arts Teachers Presented by the Minnesota School & Resource Center for the Arts. She stated that the leadership workshops which are replicated from last year will begin in October. Chairman Sieben, Jr., directed staff to mail the brochure to absent Board members.

## BOARD MINUTES

September 9, 1988

Page 4

### DIRECTOR'S REPORT

Mr. Undercofler stated that the American Linen Company is contending that their equipment is more valuable than initially anticipated. This may result in a higher settlement than originally anticipated. Other than the information shared in the Executive Committee Report, Mr. Undercofler is confident that the entire St. Paul site will be in hand before or by the 1989 legislative session.

The School & Programs Admission rules relating to the Minnesota School & Resource Center for the Arts were adopted on Monday, September 5, 1988. Jim Undercofler expressed that he was extremely pleased with the process. Board members will receive a copy of the rule at the next Board meeting.

Merill Fellger made a presentation regarding what happens to students in terms of their day and how the Student Learning Plan (SLP) works. He distributed a schedule for the use of instructional time for 1989-90. Discussion followed. Chairman Sieben, Jr., thanked Mr. Fellger for his presentation, and instructed staff to ensure that absent Board members receive a copy of the schedule for use of instructional time.

Mr. Undercofler introduced new full-time staff. Sharon Jasa has been hired as the Visual & Literary Arts Program Associate. She formerly served with the Iowa Department of Education. Elizabeth (Betty) Daughton has been hired as the Communications Specialist and comes to us from the Richfield public schools. Bette Seide, formerly with the State of Minnesota, Bureau of Mediation Services, has been hired as the Admissions Coordinator.

Barbara Martin informed the Board that 101 requests for admissions information have been received in the office to date. It is expected that the School & Resource Center will be deluged with requests for information over the next several months. An extensive admissions campaign is underway. Brochures have been distributed, newsletters will be in the mail, every library in the state will receive information, ads have been placed in major arts publications, and every daily newspaper in the state and Sunday editions of Twin Cities newspapers will carry information about admission to the School. Ms. Martin also stated that Jim Undercofler will personally visit 24 daily newspapers around the state during September and October, and the Program Associate staff are undertaking 32 strategic site visits throughout the state to personally meet with teachers, parents, and interested students. A 75-page admissions packet is in the process of being printed, and Board members will receive a copy by mail towards the end of September, 1988. Also, all guidance counselors will receive a video tape that shows Jim Undercofler discussing the School admission process with students.

Board member Roland Amundson complimented staff on the comprehensive effort underway addressing the admissions issue and expressed how critical these efforts are to the ultimate success of the Minnesota School & Resource Center for the Arts.

### OTHER BUSINESS

Chairman Harry Sieben, Jr., discussed changing the Friday Board meetings to Wednesdays in the future. He then proceeded to schedule Board meetings through

BOARD MINUTES

September 9, 1988

Page 5

the rest of 1988. Board meetings have been scheduled as follows: Wednesday, October 19, 1988; Wednesday, November 30, 1988; and Wednesday, December 21, 1988, from 9:00 a.m. to 11:00 a.m. in the Board Room of the administrative offices of the Minnesota School & Resource Center for the Arts. Chairman Sieben, Jr., directed staff to mail notices of the meeting dates to absent Board members.

Upon no further business, Chairman Sieben, Jr., adjourned the Board of Directors meeting on September 9, 1988, at 10:45 a.m.

Diane Jadwinski, Recorder

MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS

Wednesday, October 19, 1988

The October 19, 1988, meeting of the Board of Directors for the Minnesota School & Resource Center for the Arts was held in the Board Room of the administrative offices of the Minnesota School & Resource Center for the Arts, Suite 400, Gallery Professional Building, 17 West Exchange, St. Paul, MN.

Chair, Harry Sieben, Jr., called the meeting to order at 9:10 a.m. on Wednesday, October 19, 1988, with the following Board members in attendance: Roland Amundson, Marilyn Berg, Audrey Eickhof, Alexandra Jacobs, Bill Richards, and Nancy Vollertsen. Absent Board members included: Reginald Buckner, Jack Fena, Mary Ingebrand-Pohlad, Sarah Fields Nesson, and Ruth Roitenberg. Board members George Appleby, Florence Grieve, and Owen Husney were seated later. Staff in attendance were: Jim Undercofler, Barbara Martin, Diane Jadwinski, Mary Katherine Johnson, Betty Daughton, and Merrill Fellger.

AGENDA/MINUTES

There were no additions or deletions to the agenda.

Approval of September 9, 1988 Minutes

Roland Amundson moved, and Alexandra Jacobs seconded the motion, to accept the minutes as written. The motion carried.

COMMUNICATIONS

The articles included in the October Board packet were discussed. Several additional articles received after the packets had been mailed were also distributed and discussed. Chairman Harry Sieben, Jr., directed staff to mail new articles to absent Board members for their review. Mr. Undercofler expressed that he was pleased with the content of the press articles, and he also shared several laudatory letters he had received.

Barbara Martin informed the Board that Senator Duane Benson authored a negative press release regarding the Minnesota School & Resource Center for the Arts, and that he had also written a commentary article reiterating material included in the press release which was printed in the October 13, 1988, Chisago County Press. The contents of the material was discussed. Chairman Sieben, Jr., requested staff to mail a copy of the news article to all Board members. The Board recommended, and Chairman Sieben, Jr., then directed staff to respond to Senator Benson in writing to address his concerns.

FINANCE SUBCOMMITTEE REPORT

Nancy Vollertsen, Chair of the Finance Subcommittee, reported that the F.Y. '89 budget detail and staff monthly expenditures had been reviewed and discussed. The Finance Subcommittee recommended approval to the Board regarding the Big MAX Resource Center Arts Festival scheduled for April, 1989. Approval for three grants to operate this event was requested as follows:

BOARD MINUTES  
October 19, 1988  
Page 2

\$ 82,000	ECSU's (Transportation costs of participants)
\$ 3,100	MN Composer's Forum (Selection of a composer)
\$163,011	MN Chamber Symphony (Coordinate administration of the event and supply orchestra for the performances)
<u>\$248,111</u>	

Nancy Vollertsen called for a motion to approve the above expenditures. Roland Amundson moved, and Marilyn Berg seconded the motion, to approve three grants for the Big MAX Resource Center Arts Festival scheduled for April, 1989, as follows: \$82,000, ECSU's; \$3,100, Minnesota Composer's Forum; and \$163,011, Minnesota Chamber Symphony for a total of \$248,111. The motion carried.

#### EXECUTIVE COMMITTEE REPORT

Chairman Harry Sieben, Jr., stated that the Executive Committee did not meet since the last Board meeting.

#### CURRICULUM SUBCOMMITTEE REPORT

In the absence of Ruth Roitenberg, Chairman Harry Sieben, Jr., stated that the Curriculum Subcommittee did not meet since the last Board meeting. It was noted that a Curriculum Subcommittee meeting would be scheduled before the November 30, 1988, Board meeting to discuss the Minnesota School & Resource Center for the Arts proposed Operating Policies Manual.

#### RESOURCE CENTER REPORT

Jim Undercofler informed the Board that David Zimmerman had resigned his position as Director of the Resource Center. He stated that the Resource Center Advisory Council will begin to develop a new Three-Year Plan, since it is in the final year of the current Three-Year Plan.

Mary Katherine Johnson, Assistant Director of the Resource Center, reported on the one day leadership workshops being held around the state for teachers. She stated that this was the second year the leadership workshops have been held. Board member Bill Richards inquired if an evaluation was being conducted regarding the workshop, and Ms. Johnson replied that all participants were required to fill out an evaluation form. It was noted that an evaluation of the leadership workshops would be available to Board members at the November 30 Board meeting. Mr. Richards also commented that teachers from his area of the state had informed him that leadership workshops they attended were excellent.

#### DIRECTOR'S REPORT

Jim Undercofler reported that the Catholic Youth Center had been acquired for \$1,065,000, and that a lease-back agreement had been negotiated through March, 1989. The Quinlan Home is currently in condemnation hearings. It is expected that the Quinlan Home will be purchased for approximately \$350,000. During the condemnation hearing, the owner of the Quinlan Home asked if they could occupy the premises until June, 1989. Approval was given. American Linen will be pursued upon acquiring the Quinlan Home. Negotiations with the American Linen Company are expected to be completed before the next Board meeting.

## BOARD MINUTES

October 19, 1988

Page 3

It appears at this point that asbestos is not an issue with the proposed temporary site in the Catholic Youth Center or the Quinlan Home. Fire code specifications are currently being researched. It is felt that handicapped access will be the biggest issue and that the installation of an elevator will be the biggest expense.

As it appears now, 75 students can be boarded on the Catholic Youth Center and Quinlan Home site. Mr. Undercofler stated that he hopes to bring a recommendation regarding the temporary site before the Board at its November meeting.

Jim Undercofler stated that his recent visits to various newspapers around the state were highly successful. Again, the positive press generated from these visits was discussed as evident by the articles included under the "Communications" portion of the agenda. Mr. Undercofler also stated that he and Barbara Martin had attended the Network Conference where he conducted a presentation on the School's integrated curriculum. Positive feedback and discussion was stimulated from various participants around the country.

Jim Undercofler, Barbara Martin, and Merill Fellger appeared before a Senate study group researching unique learning needs. Legislators requested information on the advertising done for admission to the School and questioned why the agency was identifying students since the agency's appropriation was only through June 30, 1989. Ms. Martin stated that the Senate Committee directed staff to rewrite the "Dear Applicant" letter included in the admissions packet with clear instruction that the opening of the Arts School is contingent upon legislative funding.

Jim Undercofler stated that the Director of School Programs position was filled by Merill Fellger, former Curriculum Developer, effective October 3, 1988.

Merill Fellger, Director of School Programs, shared some positive personal experiences from the high quality admission informational meetings being conducted around the state. He then distributed a report which discussed the most recently compiled information on the admissions progress. Chairman Sieben, Jr., requested staff to mail updated admissions information to absent Board members.

A brief presentation regarding the proposed Operating Policies Manual for the Minnesota School & Resource Center for the Arts was conducted by Merill Fellger. Mr. Fellger requested Board members to review the information and to call him with any questions. He stated that the proposed manual would be discussed more indepth at the next Curriculum Subcommittee meeting and hopefully recommended for approval at the November Board meeting. Chairman Sieben, Jr., directed staff to ensure that absent Board members receive the proposed Operating Policy Manual for their review and comment.

## OTHER BUSINESS

On behalf of Ruth Roitenberg, Chair of the Curriculum Subcommittee, Chairman Harry Sieben, Jr., scheduled the next Curriculum Subcommittee meeting on November 29, 1988, from 3:00 p.m. to 5:00 p.m., in the administrative offices

BOARD MINUTES  
October 19, 1988  
Page 4

of the Minnesota School & Resource Center for the Arts. Chairman Sieben, Jr., directed staff to mail a notice of this meeting to absent Board members. He further encouraged all Board members to attend this meeting to discuss the proposed Operating Policies Manual and provide their input.

Board member Nancy Vollertsen inquired about the phase-in and estimated construction costs that are expected as we move the temporary and permanent site issue forward. Jim Undercofler responded that the architects were currently working on this issue and that he expected a written report soon. Chairman Sieben, Jr., directed staff to ensure Board members receive this information upon receipt from Setter, Leach & Lindstrom.

The next Finance Subcommittee meeting is scheduled prior to the Board meeting from 8:00 a.m. to 9:00 a.m. on November 30 in the administrative offices of the Minnesota School & Resource Center for the Arts.

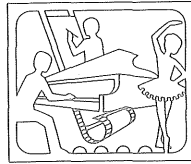
Chairman Sieben, Jr., further stated that the next Board meeting was scheduled for Wednesday, November 30, 1988, from 9:00 a.m. to 11:00 a.m. in the administrative offices of the Minnesota School & Resource Center for the Arts.

Upon no further business, Chairman Sieben, Jr., adjourned the meeting at 10:30 a.m. on Wednesday, October 19, 1988.

Diane Jadwinski, Recorder



THE  
MINNESOTA SCHOOL  
&  
RESOURCE CENTER  
FOR THE ARTS



P2423  
900 P.  
M418

October 24, 1988



Harry Sieben, Jr.  
CHAIR

Ruth E. Roitenberg  
VICE CHAIR

Roland Amundson  
George D. Appleby  
Marilyn Berg  
Reginald T. Buckner  
Audrey Eickhof  
Jack R. Fena  
Flo Grieve  
Owen R. Husney  
Mary Ingebrand-Pohlad  
Alexandra L. Jacobs  
Sarah Nessan  
Bill Richards  
Nancy Vollertsen

James F. Undercofler  
EXECUTIVE DIRECTOR

David Zimmerman  
DIRECTOR,  
RESOURCE CENTER

Dear Colleague:

I am writing to you today about a unique educational opportunity that is being offered to current tenth graders in your classes.

The Minnesota School & Resource Center for the Arts, the state's first tuition-free public school for the arts, is planning to open next fall.

You probably have students who would benefit greatly from the school; students who have potential or developed artistic talent and need additional training and education beyond what may be available in the areas of dance, literary arts, music, photography, film, theater, and visual arts. In addition to its arts focus, the school will feature a full academic program with a strong humanities emphasis.

You can help get the word out about the school by announcing that a special informational meeting has been set up near your school.

Since the deadline for admissions is December 15, 1988, I urge you to identify those special students who could benefit from the school for the arts. If you'd like an immediate answer to your questions about the school, call us at 296-1302 or toll-free at 1-800-652-9747. And if you'd like a close look at us, contact your high school guidance counselor who has already received a professional tape entitled "Dare to Dream, Introducing the Minnesota School for the Arts."

I hope that you will pass the word about this unique educational opportunity.

Sincerely,

*Mark Youngstrom, Wally Kennedy, Pam Paulson, Sharon Jasa*  
Mark Youngstrom, Wally Kennedy, Pam Paulson, Sharon Jasa  
Program Associates

MY:WK:PP:SJ:gc

P.S. Admissions information meetings are listed on the back of this letter.

*A Statewide Public School & Resource Center*

400 GALLERY BUILDING • 17 WEST EXCHANGE STREET • SAINT PAUL • MINNESOTA • 55102 • (612)296-1302

*An Equal Opportunity Employer*

m 418

MEETING ANNOUNCEMENT

MINNESOTA SCHOOL & RESOURCE CENTER  
FOR THE ARTS BOARD

Wednesday, November 30, 1988  
9:00 a.m. - 11:00 a.m.

Board of Directors Meeting  
Minnesota School & Resource Center for the Arts Board Room  
17 West Exchange, Suite 400  
Gallery Professional Building  
St. Paul, Minnesota 55102

1. Minutes/Agenda
2. Communications
3. Finance Subcommittee Report
4. Executive Committee Report
5. Curriculum Subcommittee Report
6. Resource Center Report
7. Director's Report
8. Other Business
9. Adjournment

\* \* \* \* \*

RESOURCE CENTER ADVISORY COUNCIL MEETING

Wednesday, January 11, 1989  
9:30 a.m. - 2:30 p.m.

Minnesota School & Resource Center for the Arts Board Room  
17 West Exchange, Suite 400  
Gallery Professional Building  
St. Paul, Minnesota 55102

m 418

MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS

Wednesday, November 30, 1988

The November 30, 1988, meeting of the Board of Directors for the Minnesota School & Resource Center for the Arts was held in the Board Room of the administrative offices of the Minnesota School & Resource Center for the Arts, Suite 400, Gallery Professional Building, 17 West Exchange, St. Paul, MN.

In the absence of Chair, Harry Sieben, Jr., Vice-Chair, Ruth Roitenberg called the meeting to order at 9:10 a.m. on Wednesday, November 30, 1988, with the following Board members in attendance: Marilyn Berg, Audrey Eickhof, Mary Ingebrand-Pohlrad, Alexandra Jacobs, and Bill Richards. Absent Board members included: Roland Amundson, George Appleby, Reginald Buckner, Jack Fena, Owen Husney, Sarah Fields Nesson, Harry Sieben, Jr., and Nancy Vollertsen. Board member Florence Grieve was seated later. Staff in attendance were: Jim Undercofler, Barbara Martin, Merrill Fellger, Diane Jadwinski, Mary Katherine Johnson, and Betty Daughton.

**AGENDA/MINUTES**

There were no additions or deletions to the agenda.

Approval of October 19, 1988 Minutes

Marilyn Berg moved, and Alexandra Jacobs seconded the motion, to accept the minutes as written. The motion carried.

**COMMUNICATIONS**

Jim Undercofler stated that approximately 175 positive press articles have been generated during the past few months. Mr. Undercofler and Barbara Martin met with the Governor and Mrs. Perpich to update them on School & Resource Center progress and to discuss the recent publicity. Mr. Undercofler expressed that the Governor had informed him that he was very pleased with the accomplishments and progress made to date. Barbara Martin shared anecdotal legislative information and informed the Board that it was not clear at this time if a bonding bill would be included this session. She further stated that meetings with various legislators are in the process of being scheduled prior to the opening of the 1989 legislative session. The press articles included in the packets were reviewed, and discussion followed.

**FINANCE SUBCOMMITTEE REPORT**

In her absence and on behalf of Nancy Vollertsen, Chair of the Finance Subcommittee, Audrey Eickhof provided an update regarding the Finance Subcommittee meeting that was held from 8:00 a.m. to 9:00 a.m. prior to the Board meeting. Ms. Eickhof recommended approval of the following grants:

Arts Review Team (\$29,000) - Expenses and compensation to individual participants to assist with admissions process and student reviews.

**BOARD MINUTES**  
**November 30, 1988**  
**Page 2**

**Computer Consultant (\$8,100)** - Develop software and conduct research throughout metropolitan schools to determine what is available to meet School & Resource Center needs.

**Educational Cooperative Service Units (\$9,000)** - \$3,000 to the Central Minnesota ECSU; \$3,000 to the Northwest ECSU, and \$3,000 to the West Central ECSU. These Educational Cooperative Service Units will provide regional services to school districts during the MAX-on-Tour programs.

**Minnesota Alliance for Arts in Education (\$14,500)** - Expenditure is to complete survey work to compile compendium (summer catalog). Printing costs are not included.

**St. Olaf College Speech/Theater Department (\$1,000)** - Patrick Quade, Chair, Department of Speech/Theater will utilize this grant for printing and mailing of a newsletter and partial subsidy for a conference scheduled on May 8, 1989 which would involve guest artists conducting a variety of workshops and meetings geared toward establishing a statewide network and sub-group formed to represent theater teachers from high schools in Minnesota.

**Comprehensive Arts Planning Program (CAPP - \$12,000)** - Grant will be utilized to support three activities (February 7, 1989 CAPP meeting; June 15, 1989 CAPP meeting; and CAPP evaluation) and will be used to plan expansion and improvement of arts opportunities in school districts.

Audrey Eickhof moved, and Marilyn Berg seconded the motion, to approve the following grants: \$29,000, Arts Review Teams; \$8,100, computer consultant; \$9,000, Educational Cooperative Service Units; \$14,500, Minnesota Alliance for Arts in Education; \$1,000; St. Olaf College Speech/Theater Department; and \$12,000, Comprehensive Arts Planning Program (CAPP) for a total of \$73,600. The motion carried.

Ms. Eickhof stated that the following items were also discussed: the Statewide Accounting System Managers Financial Report and Payments by Aid; documentation on internal audit procedures utilized for employee expense reimbursement; and definition of professional/technical, consultant, and purchased services. Discussion followed. The Board then requested Jim Undercofler to provide an explanation and budget detail for F.Y. 1989 depicting how money from staff vacancies has been moved around and expended.

**EXECUTIVE COMMITTEE REPORT**

Vice-Chair, Ruth Roitenberg, stated that the Executive Committee did not meet since the last Board meeting. The next Executive Committee meeting is scheduled for December 14, 1988 from 1:00 p.m. to 3:00 p.m. in the School & Resource Center's administrative offices.

**CURRICULUM SUBCOMMITTEE REPORT**

Chair, Ruth Roitenberg, informed the Board that the Curriculum Subcommittee met on November 29, 1988 from 3:00 p.m. to 5:00 p.m. in the School & Resource

**BOARD MINUTES**  
**November 30, 1988**  
**Page 3**

Center's administrative offices to discuss the proposed operating policy and procedures manual for the School. Ms. Roitenberg restated that the Board has rule-making authority. After discussion, the Curriculum Subcommittee requested staff to provide more detailed background information regarding rules for discharge to be presented at the next Board meeting. The Board agreed that the rules for admission and discharge for the School sets the framework and requires careful consideration. Bill Richards expressed that the students are going to be responsible for themselves. Instead of listing each item for dismissal, School staff would work with the students thereby making the process a more educational one and one which would establish a more positive set of expectations. Flo Grieve requested Mr. Richards to draft a short statement reiterating his comments about the rules for discharge since he had expressed them so well. Mr. Undercofler stated that staff will discuss clarification about the rules for discharge and present the revisions at the next Board meeting.

**RESOURCE CENTER REPORT**

Mary Katherine Johnson, Assistant Director of the Resource Center, reported that the Resource Center Festival dates have been confirmed for April 10, 1989 through the next 11 consecutive days, excluding weekends. Approximately 1,000 5-12 grade students are expected to participate, and planning is on schedule. Large heated tents will be rented in anticipation of inclement weather. A synopsis of the students' day was explained and discussed. Ruth Roitenberg directed that the legislative leadership be invited to attend one day of the Resource Center Festival.

The MAX Request For Proposal (RFP) progress was discussed. Ms. Johnson stated that 800 Requests For Proposals had been mailed with a submission deadline of December 19, 1988. An update on proposals received will be provided at an upcoming Board meeting.

MAX-On-Tour plans have been finalized. As discussed during the Finance Subcommittee report, the Educational Cooperative Service Units will facilitate the details for the outstate regions. The Lark Quartet and Midwest Opera will be featured again due to the success of their programs.

**DIRECTOR'S REPORT**

Jim Undercofler reported that the Minnesota School & Resource Center for the Arts now owns the Catholic Youth Center and the Quinlan Home. Possession of the Quinlan Home will take place on June 30, 1989 and possession of the Catholic Youth Center will occur on April 1, 1989. It is not believed at this point that American Linen will go through condemnation. Negotiations with American Linen are expected to be completed within the next month. A budgetary detail regarding a breakdown of acquisition costs was presented by Jim Undercofler as follows:

Permanent Site Acquisition:

<u>SPENT</u>	<u>SUMMARY TO DATE</u>
Catholic Youth Center	\$ 1,060,000
Quinlan Home	275,000
Setter, Leach & Lindstrom (Design Work)	492,000
<u>ACQUISITION COSTS</u>	
\$ 37,000 To Date	\$ 50,000 (Estimate)
	<hr/>
<u>ANTICIPATED COSTS</u>	\$ 1,877,000
American Linen	\$ 1,800,000 - \$ 2,000,000
Relocation (Catholic Youth Center, Quinlan Home, and American Linen)	40,000 - 100,000
	<hr/>
	\$ 3,717,000 - \$ 3,977,000
<u>WHAT WE HAVE</u>	\$ 4,000,000

Temporary Site Update:

The dormitory question and safety issues are currently the most frequently asked questions. Jim Undercofler expressed that approximately 75 students could be boarded temporarily between the Quinlan Home and Catholic Youth Center facilities on the St. Paul site. Another temporary site option currently being explored is the availability of the Golden Valley Lutheran College facility. In a recent meeting held with the court-appointed trustee for the Golden Valley Lutheran College facility and an attorney of Norwest Banks, it was made clear that the goal is to sell the Golden Valley Lutheran College facilities. The asking price has not been met in any of the offers they have received to date. Mr. Undercofler stated that the Governor's office informed him that a foreign buyer may be interested in purchasing the Golden Valley Lutheran College facility. If a foreign buyer purchases these facilities, a lease agreement might be acceptable to them as a temporary site for the School & Resource Center facilities. Mr. Undercofler stated that he would keep the Board informed regarding this matter, and that he hoped a decision would be made by the next Board meeting. Architectural drawings for renovation on the St. Paul site have been authorized. Vice-Chair, Ruth Roitenberg, directed Jim Undercofler to research the Quality Inn, located by the St. Paul Civic Center, regarding the possibility of temporarily housing students in its facilities while the St. Paul site is being developed. The importance of moving ahead in order to stay on schedule for the opening of the School was discussed.

Admissions Update:

Director of School Programs, Merrill Fellger, distributed an admissions process summary current as of November 29, 1988 depicting the number of application

packets requested and mailed and the number of students responding. Ruth Roitenberg requested staff to mail this information to absent Board members. Mr. Fellger utilized a map to visually depict where the arts review meetings will be held around the state during his presentation.

**Policy on Making Recommendations for Applicants to School Programs:**

Jim Undercofler stated that Board member Roland Amundson had been asked to provide recommendations for potential students to the School. Mr. Amundson had earlier shared his concerns about this matter with Mr. Undercofler and asked that a motion establishing a policy regarding this issue be made at the next Board meeting. Discussion followed.

Ruth Roitenberg moved, and Alexandra Jacobs seconded the motion, to establish the following policy: "Official representatives of the Minnesota School & Resource Center for the Arts, including the Board, Resource Center Advisory Council, and the staff, are discouraged from making recommendations for applicants to school programs." The motion carried.

**Policy on Tobacco and Other Controlled Substances:**

An amended draft policy on tobacco and other controlled substances was distributed for discussion. Ruth Roitenberg requested staff to ensure that absent Board members receive the updated information. Bill Richards expressed that he felt clarification was required regarding intervention and/or employee assistance. The Board agreed.

Ruth Roitenberg called for a motion to establish the proposed draft policy. It should be noted that the following motion was made contingent upon further research and revision. A revised policy will be presented at the next Board meeting.

Mary Ingebrand-Pohlad moved, and Alexandra Jacobs seconded the motion, to approve the draft policy on tobacco and other controlled substances contingent upon further clarification to be presented at the next Board meeting. The motion carried.

**Establishment of Regional and Final Review Teams for Admissions Process:**

Jim Undercofler distributed information listing the Regional Review Team member dates and sites. Ruth Roitenberg instructed staff to mail this information to absent Board members. He stated further that a one-day training session for Review Teams to ensure a full understanding of the admissions process has been scheduled for December 2, 1988.

Final Review Team members were included in the Board packet. Mr. Undercofler explained that the Final Review Team will review the recommendations of the Arts Regional Review Teams. Background information on each Final Review Team member was provided and discussed.

**BOARD MINUTES**  
**November 30, 1988**  
**Page 6**

Marilyn Berg moved, and Mary Ingebrand-Pohlad seconded the motion, to approve the Regional Review Team and Final Review Team members as listed and discussed. The motion carried.

**Resource Center Director Search:**

Mr. Undercofler informed the Board that 45 applications have been received to date regarding the vacant Resource Center Director position. He further indicated that Board member Ruth Roitenberg would be assisting with the interview process which was expected to be scheduled towards the end of December.

Due to a recent Resource Center Advisory Council meeting, in which Advisory Council members expressed their frustration over the lack of information regarding the resignation of Resource Center Director, David Zimmerman, Jim Undercofler stated that the Advisory Council role in relation to the Board must be defined and that the Board has to be more active in attending the Resource Center Advisory Council meetings. Mr. Undercofler felt that new Board representation was essential to formulate more open communication. Chairman, Harry Sieben, Jr., has directed Mr. Undercofler to address issues and concerns of the Resource Center Advisory Council at a future Board meeting. Bill Richards inquired which Board members currently served as representatives to the Advisory Council. Jim Undercofler responded that Sarah Fields Nesson and Reginald Buckner served in this capacity. Marilyn Berg expressed that a rotating schedule of Board members should be established to attend Resource Center Advisory Council meetings. Bill Richards felt that one stationary and one rotating Board member should be established as representation in order to maintain continuity. The Board agreed. Jim Undercofler stated that the next Resource Center Advisory Council meeting was scheduled for January 11, 1989, from 9:30 a.m. to 2:30 p.m. in the administrative offices of the School & Resource Center.

**Reappointment of Board Members:**

Audrey Eickhof, Owen Husney, Mary Ingebrand-Pohlad, and Bill Richards have been reappointed to the Board of Directors of the Minnesota School & Resource Center for the Arts. Jim Undercofler expressed his pleasure that these Board members will continue to serve and provide their wonderful assistance.

**OTHER BUSINESS**

Ruth Roitenberg informed the Board of the following meeting schedule established for December: the next Executive Committee meeting has been scheduled for December 14, 1988 from 1:00 p.m. to 3:00 p.m. in the administrative offices of the School & Resource Center; the next Curriculum Subcommittee meeting on has been scheduled for prior to the Board meeting on December 21, 1988 from 8:00 a.m. to 8:30 a.m. in the School & Resource Center administrative offices. The next Finance Subcommittee meeting is scheduled prior to the Board meeting from 8:30 a.m. to 9:00 a.m. on December 21 in the administrative offices of the Minnesota School & Resource Center for the Arts. Ms. Roitenberg directed staff to ensure absent Board members be notified of the upcoming meeting schedule.



**BOARD MINUTES**  
**November 30, 1988**  
**Page 7**

Upon no further business, Vice-Chair, Ruth Roitenberg, adjourned the meeting at 10:45 a.m. on Wednesday, November 30, 1988.

Diane Jadwinski, Recorder

m 418

MEETING ANNOUNCEMENT

MINNESOTA SCHOOL & RESOURCE CENTER  
FOR THE ARTS BOARD

Wednesday, December 21, 1988  
9:00 a.m. - 11:00 a.m.

Board of Directors Meeting  
Minnesota School & Resource Center for the Arts Board Room  
17 West Exchange, Suite 400  
Gallery Professional Building  
St. Paul, Minnesota 55102

1. Minutes/Agenda
2. Communications
3. Finance Subcommittee Report
4. Executive Committee Report
5. Curriculum Subcommittee Report
6. Resource Center Report
7. Director's Report
8. Other Business
9. Adjournment

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RESOURCE CENTER ADVISORY COUNCIL MEETING

Wednesday, January 11, 1989  
9:30 a.m. - 2:30 p.m.

Minnesota School & Resource Center for the Arts Board Room  
17 West Exchange, Suite 400  
Gallery Professional Building  
St. Paul, Minnesota 55102

MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS

Wednesday, December 21, 1988

The December 21, 1988, meeting of the Board of Directors for the Minnesota School & Resource Center for the Arts was held in the Board Room of the administrative offices of the Minnesota School & Resource Center for the Arts, Suite 400, Gallery Professional Building, 17 West Exchange, St. Paul, MN.

Chairman Harry Sieben, Jr., called the meeting to order at 9:10 a.m. on Wednesday, December 21, 1988, with the following Board members in attendance: Roland Amundson, Audrey Eickhof, Bill Richards, Ruth Roitenberg, and Nancy Vollertsen. Absent Board members included: George Appleby, Marilyn Berg, Reginald Buckner, Owen Husney, Mary Ingebrand-Pohlad, Alexandra Jacobs, and Sarah Fields Nesson. Board members Jack Fena and Florence Grieve were seated later. Staff in attendance were: Jim Undercofler, Barbara Martin, Merrill Fellger, Diane Jadwinski, Mary Katherine Johnson, and Betty Daughton.

#### AGENDA/MINUTES

There were no additions or deletions to the agenda.

#### Approval of November 30, 1988 Minutes

Roland Amundson moved, and Nancy Vollertsen seconded the motion, to accept the minutes as written. The motion carried.

#### COMMUNICATIONS

Jim Undercofler distributed and discussed two additional press articles as follows: December 18, 1988, St. Paul Pioneer Press Dispatch, "Role of Arts School Remains Uncast, But Outline Has Begun" and from the Belle Plaine Herald, the Renneke Report, "Session '89: Education Preview." Chairman Sieben, Jr., Directed staff to ensure that absent Board Members receive the additional articles. Mr. Undercofler stated that most of the recent press articles discussed the reporting of the informational meetings held during the admissions process scheduled around the state. A letter from an applicant's parent expressing concern about boarding students at the downtown St. Paul site was shared and discussed. Jim Undercofler also shared his recent telephone conversation with Representative Mary Murphy who called to discuss the reaction of the Duluth area school students.

#### FINANCE SUBCOMMITTEE REPORT

Chair of the Finance Subcommittee, Nancy Vollertsen, reported that the Finance Committee met prior to today's Board meeting from 8:30 a.m. to 9:00 a.m. She indicated that the Fiscal Year 1989 budget detail was distributed and discussed. Also, the State Financial Report and Payments-By-Aid information was reviewed. Chair Nancy Vollertsen requested approval from the Board for the following grants:

## BOARD MINUTES

December 21, 1988

Page 2

Minnesota Alliance for Arts in Education (\$10,000) - The Minnesota Alliance for Arts in Education requested \$15,000 for their annual conference on June 16, 1989, which will explore issues of cultural diversity in arts education. The Finance Subcommittee made the recommendation to approve this request in the amount of \$10,000.

The Lark Quartet (\$30,000) - These funds will be utilized for implementing a string quartet tour program in ECSU Region 7 to educate and foster awareness of and appreciation for string music among the students, teachers, and other residents of that area.

The Minnesota Opera (\$55,600) - Monies will be utilized to produce an opera/musical theater educational tour (MAX-On-Tour) in the spring of 1989 at the WC ECSU Region and NW ECSU Regions 1 and 2.

Chair Nancy Vollertsen called for a motion to approve the above grants. Ruth Roitenberg moved, and Audrey Eickhof seconded the motion, to approve the following grants: \$10,000, Minnesota Alliance for Arts in Education; \$30,000, The Lark Quartet; and \$55,600, The Minnesota Opera for a total of \$95,600. The motion carried.

## EXECUTIVE COMMITTEE REPORT

The Executive Committee met on December 14, 1988. Chair Harry Sieben, Jr., reported that legislative strategizing was discussed. The status of a bonding bill in the '89 session is not known at this point. Chairman Sieben, Jr., also expressed hope that operational funding would be a routine matter under the School Aids bill.

The temporary site issue was discussed indepth. Mr. Undercofler stated that housing students on the St. Paul site in a construction zone is an issue that has been raised by several legislators. Jim Undercofler informed the Board that the Golden Valley Lutheran College lease suggestion is still being pursued. He has learned that a Japanese buyer is interested in buying Golden Valley Lutheran College to establish a school which would focus on American studies for Japanese students. The Minnesota School & Resource Center for the Arts is pursuing a three-year closed-end lease. Chairman Sieben, Jr., expressed that this issue must be resolved with a confirmed commitment within the next few weeks so that planning can be kept on schedule for the opening of the school in the fall. He then directed Jim Undercofler to pursue this lease and to obtain a commitment one way or the other as soon as possible.

The Board discussed the perception by the public that the Governor is withdrawing his support for the Arts School. Concern was expressed over the recent press. Chairman Sieben, Jr., stated that the Governor will be establishing his own legislative strategies and reported that the staff will be communicating with the Governor directly in the future.

Mr. Undercofler reported that the Minnesota School & Resource Center for the Arts now owns American Linen which was purchased for \$1,875,000 and that David Reynolds has appealed the condemnation of the Quinlan Home. Approximately

BOARD MINUTES  
December 21, 1988  
Page 3

\$100,000 remains in the budget after the purchase of the three parcels (Quinlan Home, Catholic Youth Center, and American Linen) of St. Paul land.

#### CURRICULUM SUBCOMMITTEE REPORT

Chair, Ruth Roitenberg, informed the Board that the Curriculum Subcommittee met from 8:00 a.m. to 8:30 a.m. prior to today's Board meeting. The "Code of Conduct and Behavior" policy was discussed indepth after distribution of recent revisions. The revised policy met with the Committee's satisfaction. Chair Ruth Roitenberg called for a motion to approve the revised policy.

Roland Amundson moved, and Bill Richards seconded the motion, to approve the revised "Code of Conduct and Behavior--Student" policy, the "Dismissal and Appeal Provisions" policy, and also to approve the entire Operating Policies and Procedure Manual submitted to Board members at an earlier Board meeting. The motion carried.

Director of School Programs, Merill Fellger, thanked the subcommittee members for their help and input during the lengthy policy drafting process.

#### RESOURCE CENTER REPORT

Mary Katherine Johnson, Assistant Director of the Resource Center, reported that 44 Request For Proposals for summer MAX programs had been received as of the December 19 submission date. More details will be shared at the next Board meeting.

The Resource Center Festival scheduled for April 10, 1989 is now known as the Great Resource Center Field Trip. MAX-On-Tour promotional materials were reviewed.

#### DIRECTOR'S REPORT

Merill Fellger reported on student applications received and shared a Minnesota map depicting the various geographical locations of the applying students. Chairman Sieben, Jr., directed staff to ensure that absent Board Members receive the distributed information. It was stated that the review process will begin in January.

Jim Undercofler discussed the "Tobacco and Other Controlled Substances" policy distributed at a prior Board meeting. The Board had approved the tobacco portion of the policy, however, the controlled substance language was pending further review. Mr. Undercofler stated that further research regarding controlled substances would be completed by June and that the tobacco portion of the policy would stand as is.

An update on the Resource Center Director position and subsequent interview process was shared by Jim Undercofler. He stated that 50 applications were received, and that ten candidates were selected to be interviewed. A rating sheet was utilized by the Interviewing Team consisting of Jim Undercofler, Executive Director; Ruth Roitenberg, Board of Directors; Jane McWilliams, Resource Center Advisory Council Member; Merill Fellger, Director of School Programs; and Barbara Martin, Director of Agency Relations.

BOARD MINUTES  
December 21, 1988  
Page 4

Karon Sherarts, Director of Education Programs, from Film in the Cities emerged as the unanimous candidate to be recommended to the Board for approval. Jim Undercofler described her extensive background and experience and Board members' questions were answered.

Roland Amundson moved, and Nancy Vollertsen seconded the motion, to approve the appointment of Karon Sherarts to the position of Resource Center Director for the Minnesota School & Resource Center for the Arts. The motion carried. Jim Undercofler stated that it was anticipated that Ms. Sherarts would assume her position as Resource Center Director on February 8, 1989.

Chairman Sieben, Jr., led the discussion on forming a joint committee to further communications between the Board of Directors and members of the Resource Center Advisory Council. Jim Undercofler discussed with the Board issues raised by the Resource Center Advisory Council and stated that these matters would be further discussed at the next Board meeting scheduled following the January 11, 1989 Resource Center Advisory Council meeting which Chairman Sieben, Jr., will be attending. Bill Richards commented that a more parallel structure will exist between the Board of Directors and Resource Center Advisory Council members when the School comes into existence in the fall. He further stated that better representation and liaison at meetings to provide a more cross-representation will ease communications. Bill Richards will serve as the Board representative to the Resource Center Advisory Council meetings, and Flo Grieve volunteered to act as the rotating Board member to attend Resource Center meetings.

Jim Undercofler informed the Board that the Minnesota School & Resource Center for the Arts had received a request to appoint an agency representative to the 1988-89 Metro ECSU Representative Assembly. Discussion followed. Chairman Sieben, Jr., called for a motion.

Bill Richards moved, and Flo Grieve seconded the motion, to approve Merill Fellger, Director of School Programs, as the 1988-89 Metro ECSU Representative Assembly appointment for the Minnesota School & Resource Center for the Arts. The motion carried.

#### OTHER BUSINESS

Chairman Harry Sieben, Jr., informed the Board of the following meeting schedule and directed staff to mail the meeting schedule to absent Board members:

January Finance Subcommittee	Friday, January 27, 1989 1:00 p.m. - 1:30 p.m. School & Resource Center Administrative Offices
January Board Meeting	Friday, January 27, 1989 1:30 p.m. - 3:00 p.m. School & Resource Center Administrative Offices

BOARD MINUTES  
December 21, 1989  
Page 5

No February Board meeting has been scheduled.

March Finance Subcommittee	Friday, March 3, 1989 8:30 a.m. - 9:00 a.m. School & Resource Center Administrative Offices
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March Board Meeting	Friday, March 3, 1989 9:00 a.m. - 11:00 a.m. School & Resource Center Administrative Offices
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Upon no further business, Chair, Harry Sieben, Jr., adjourned the meeting at 10:10 a.m. on Wednesday, December 21, 1988.

Diane Jadwinski, Recorder

m 4/8

MEETING ANNOUNCEMENT

MINNESOTA SCHOOL & RESOURCE CENTER  
FOR THE ARTS BOARD

Friday, January 27, 1989  
1:30 p.m. - 3:00 p.m.

Board of Directors Meeting  
Minnesota School & Resource Center for the Arts Board Room  
17 West Exchange, Suite 400  
Gallery Professional Building  
St. Paul, Minnesota 55102

1. Minutes/Agenda
2. Communications
3. Finance Subcommittee Report
4. Executive Committee Report
5. Curriculum Subcommittee Report
6. Resource Center Report
7. Director's Report
8. Other Business
9. Adjournment

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RESOURCE CENTER ADVISORY COUNCIL MEETING

Wednesday, January 11, 1989  
9:30 a.m. - 2:30 p.m.

Minnesota School & Resource Center for the Arts Board Room  
17 West Exchange, Suite 400  
Gallery Professional Building  
St. Paul, Minnesota 55102

No Board of Directors or Resource Center Advisory Council meeting has been scheduled for February, 1989. This is subject to change.



MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS

Friday, January 27, 1989

The January 27, 1989, meeting of the Board of Directors for the Minnesota School & Resource Center for the Arts was held in the Board Room of the administrative offices of the Minnesota School & Resource Center for the Arts, Suite 400, Gallery Professional Building, 17 West Exchange, St. Paul, MN.

In the absence of both Chairman Harry Sieben, Jr., and Vice-Chair Ruth Roitenberg, Executive Committee member Nancy Vollertsen called the meeting to order at 1:35 p.m. on Friday, January 27, 1989, with the following Board members in attendance: Jack Fena, Florence Grieve, new Board member H. Theodore Grindal, and Bill Richards. Absent Board members included: George Appleby, Marilyn Berg, Reginald Buckner, Audrey Eickhof, Mary Ingebrand-Pohlad, Alexandra Jacobs, Sarah Fields Nesson, and Ruth Roitenberg. Board members Owen Husney and Chairman Sieben, Jr., were seated later. Board member Judge Roland Amundson has resigned. Staff in attendance were: Jim Undercofler, Barbara Martin, Merrill Fellger, Diane Jadwinski, Mary Katherine Johnson, and Betty Daughton.

Nancy Vollertsen welcomed and introduced Ted Grindal, Opperman & Paquin, to the Board of Directors. Mr. Grindal was provided with background documents and information pertinent to the Minnesota School & Resource Center for the Arts for his review.

AGENDA/MINUTES

There were no additions or deletions to the agenda.

Approval of December 21, 1988 Minutes

Flo Grieve moved, and Bill Richards seconded the motion, to accept the minutes as written. The motion carried.

COMMUNICATIONS

Jim Undercofler distributed five recent press articles as follows: January 5, 1989, Marshall Independent, "Applications Reach 244 for Statewide High School for the Arts"; January 5, 1989, Willmar-West Central Tribune, "Arts School to Screen Students This Month"; January 24, 1989, St. Paul Pioneer Press Dispatch, "St. Paul Wish List", January 26, 1989, Minneapolis Star & Tribune, "Spending Would Focus on Kids, Sports, Cities, Poor, Charities"; and January 27, 1989, Minneapolis Star & Tribune, "Budget Would Delay Arts High School". Discussion followed. Nancy Vollertsen directed staff to mail the above articles to absent Board members. Mr. Undercofler expressed that he was pleased that much of the press was favorable. He further stated that applicants and parents of applicants have continued to call to be updated on the School's progress.

#### FINANCE SUBCOMMITTEE REPORT

Chair of the Finance Subcommittee, Nancy Vollertsen, reported that the Finance Committee met prior to today's Board meeting from 1:00 p.m. to 1:30 p.m. She indicated that the State Financial Report and Payments-By-Aid printout was reviewed and discussed. Chair Nancy Vollertsen requested approval from the Board for the following grants:

Minnesota Department of Education (\$2,000) - This will be an inter-agency agreement for the April 27, 1989 Professional Development Plan Program for arts and music educators at the K-12 and college/university levels. Grant will pay for the speaker, "Making Sound Judgments and Taking Risks" and for study materials.

University of Minnesota (\$3,000) - The grant will be used for the Second Annual Conference, "Playing Hurt: The Identification, Prevention and Treatment of the Medical Problems of Musicians" being held on April 14-16, 1989.

Nancy Vollertsen moved, and Flo Grieve seconded the motion, to approve the Minnesota Department of Education grant in the amount of \$2,000 and the University of Minnesota grant in the amount of \$3,000 for a total of \$5,000. The motion carried.

Mary Katherine Johnson, Assistant Director of the Resource Center, distributed the MAX 1989 program information which included the name of the organization, the location, the discipline, the dates, the amount requested, and a summary of each proposed program. Staff was directed to ensure that absent Board members receive this information. Mary Katherine Johnson presented a short description and explained the amounts requested for each program, and then shared the program criteria utilized by the Resource Center Advisory Council and staff during the selection process of the proposed grants. She stated that many of the programs were being replicated due to their excellent nature and proven success. A map depicting the locations of the programs was presented as a visual overview.

Mr. Undercofler then introduced and welcomed Jack Becker, Arts Development Manager, Planning and Economic Development, City of St. Paul, and thanked him for his attendance at today's meeting. Mr. Becker replaces Anne Howden. Jack Becker added that he was pleased to be in attendance and congratulated the Minnesota School & Resource Center for the Arts on their MAX programs.

Chairman Harry Sieben, Jr., was seated. Introductions of the new Board member and guests in the audience were acknowledged. Board members and the audience proceeded to direct questions about the proposed Resource Center MAX programs which were answered by Mary Katherine Johnson. Board member Nancy Vollertsen requested Ms. Johnson to elaborate on what would be done if funding for the proposed programs is not what we expect it to be for the next fiscal year.

Nancy Vollertsen moved, and Harry Sieben, Jr., seconded the motion, to approve the expenditure of \$686,550 for the 1989 Resource Center MAX programs. A copy of the MAX 1989 proposals depicting individual programs and expenditures will be included in these minutes as a separate attachment. The motion carried.

#### EXECUTIVE COMMITTEE REPORT

The Executive Committee did not meet since the last Board meeting. Chairman Sieben, Jr., has scheduled the next Executive Committee meeting of the Board of Directors for Tuesday, February 7, 1989, at 4:00 p.m. in the administrative offices of the Minnesota School & Resource Center for the Arts.

#### CURRICULUM SUBCOMMITTEE REPORT

In Ruth Roitenberg's absence, Chairman Sieben, Jr., stated that the Curriculum Subcommittee has not met since the last Board meeting.

#### RESOURCE CENTER REPORT

Mary Katherine Johnson, Assistant Director of the Resource Center, reported that plans are proceeding for the Great Resource Center Field Trip, an 11-day event scheduled in April, 1989, and for MAX-on-Tour. She also indicated that the 1989 proposed MAX programming was discussed during the Finance Subcommittee report by Chair Nancy Vollertsen as requested.

#### DIRECTOR'S REPORT

##### Permanent Site Update

Jim Undercofler reported that the purchase of the three parcels of land on the St. Paul Cathedral Hill site have been finalized (American Linen Supply Company, \$1,875,000; Quinlan Home, \$275,000; and Catholic Youth Center, \$1,050,000) for a total expenditure of \$3,200,000. Approximately \$300,000 remains in the budget. Chairman Sieben, Jr., commented that the Board is comfortable with informing legislators that the St. Paul land has been acquired and is in the process of being cleared.

##### Temporary Site Update

Code regulations, especially asbestos removal at a cost of \$240,000 and fire code and handicapp access are issues currently facing the St. Paul Cathedral Hill site. The Minnesota School & Resource Center for the Arts is currently negotiating a lease agreement with the Golden Valley Lutheran College. The Board was in agreement in expressing dissatisfaction that a firm lease commitment had not been secured to date. The terms of the pending lease were discussed. A utility cap and maintenance services are issues that require further negotiation. Alternative temporary site options were then discussed. The Board unanimously agreed that a written lease must be secured as quickly as possible for review and approval by the Executive Committee.

Nancy Vollertsen moved, and Ted Grindal seconded the motion, that a written lease with Golden Valley Lutheran College must be secured, reviewed, and approved by the Executive Committee members of the Board of Directors at their February 7, 1989 meeting. If such written lease is not secured for review and approval by the Executive Committee on or before February 7, 1989, the matter of a lease with Golden Valley Lutheran College will no longer be considered. The motion carried unanimously.

#### Legislative Update

Jim Undercofler shared the position of the Governor with the Board. The Minnesota School & Resource Center for the Arts has made a budget request of \$12.3 million and the Governor has recommended \$7.2 million. Mr. Undercofler expressed that the School & Resource Center for the Arts is cautiously optimistic about the operational budget. An overview of legislative positions was shared with new Board member Ted Grindal. Also, a summary of the progress to date was discussed.

The St. Paul City Council has voted to include the Minnesota School & Resource Center for the Arts as part of their legislative agenda. Chairman Sieben, Jr., stated that he was extremely pleased with the City of St. Paul's cooperation and support during every step of this initiative. Chairman Sieben, Jr., further stated that this agency will continue to seek full funding and reiterated that this initiative is a high priority of the Governor's.

#### Admissions Update

Merill Fellger, Director of School Programs, distributed a summary of reviews of student applications. Chairman Sieben, Jr., directed staff to mail this information to absent Board members. Mr. Fellger stated that some of the potential students from out-state will travel to the Twin Cities for their review in order to best utilize the Review Teams. He further cautioned that the summary report which lists the numbers of potential students to be reviewed in no way reflects where the students are from. Mr. Fellger then shared comments from students and parents that were made during the Rochester review held last week. Board member Nancy Vollertsen expressed that the Rochester press was very favorable regarding the review process.

#### Board Attendance

Chairman Sieben, Jr., informed the Board that the matter of Board attendance has been raised in the past by the Legislature, particularly the Senate Education Committee. He directed staff to write a letter to all Board members discussing this issue and expressing sensitivity about this matter. Chairman Sieben, Jr., further directed staff to attach a copy of today's unapproved Board minutes with the letter to all Board members for their further review and in order to ensure the knowledge that this matter was discussed. Chairman Sieben, Jr., then commented that he understood scheduling can be difficult at times and expressed that he appreciates the efforts this Board has put forth to attend the meetings and to follow-up information shared at missed meetings.

#### OTHER BUSINESS

Chairman Sieben, Jr., stated that Judge Roland Amundson has resigned his position from the Board of Directors of the Minnesota School & Resource Center for the Arts. He expressed that Judge Amundson was an excellent supporter of this initiative and directed Jim Undercofler to draft a letter of commendation thanking him for his wonderful service. The Board unanimously expressed their appreciation to Judge Amundson for his efforts and further stated that he would be missed from this Board.

BOARD MINUTES  
January 27, 1989  
Page 5

Board member Bill Richards questioned if any action had been taken to date regarding the communication issues of the Board of Directors and the Resource Center Advisory Council raised at the last Board meeting. Chairman Sieben, Jr., invited Board member Bill Richards to form an ad hoc committee to address the communication issues raised. Mr. Richards stated that he would be glad to accept this task. Chairman Sieben, Jr., then requested Bill Richards to think about other Board members he would like to serve with him and directed staff to schedule this matter for further discussion at the next Board meeting scheduled for March 3, 1989, from 9:00 a.m. to 11:00 a.m. in the administrative offices of the Minnesota School & Resource Center for the Arts.

Chairman Harry Sieben, Jr., established the following meeting schedule and directed staff to mail this information to absent Board members:

April Finance Subcommittee	Friday, April 7, 1989 1:00 p.m. - 1:30 p.m. School & Resource Center Administrative Offices
April Board Meeting	Friday, April 7, 1989 1:30 p.m. - 3:00 p.m. School & Resource Center Administrative Offices
May Finance Subcommittee	Friday, May 12, 1989 1:00 p.m. - 1:30 p.m. School & Resource Center Administrative Offices
May Board Meeting	Friday, May 12, 1989 1:30 p.m. - 3:00 p.m. School & Resource Center Administrative Offices

Upon no further business, Chair, Harry Sieben, Jr., adjourned the meeting at 2:45 p.m. on Friday, January 27, 1989.

Diane Jadwinski, Recorder

MAX 1989

<u>PRESENTER</u>	<u>LOCATION</u>	<u>DISC</u>	<u>DATES</u>	<u>AMT</u>	<u>SUMMARY OF PROGRAM</u>
*Apple Valley HS	St.Olaf Coll Northfield	Inter- Disc	7/23- 7/29	\$15,000	20 secondary teachers, practicing writers or dancers with 20 secondary students will participate in a 1 week residential interdisciplinary workshop combining creative writing and dance.
*Children's Theater Co.	Mpls	Theater	7/10- 7/28	\$10,000	30 secondary students participate in a 3 wk nonresidential theater-music workshop
*Duluth Art Inst	Duluth	Inter	6/19-23	\$ 3,500	45-60 elementary students & parents participate in 3, one wk workshops of interactive creative toymaking, puppetry and imaginative play. Aimed primarily at disadvantaged families.
*Illusion Theater	Mpls	Theater	6/12-7/23	\$15,000	40-100 teachers & 25-75 secondary students participate in 3, one wk workshops exploring ways to apply theater techniques to social issues.
*MacPhail Center for the Arts	Mpls	Inter- disc	6/19- 7/20	\$16,800	5 wk program for 120 secondary students in music, visual art, dance & creative dramatic
*Metro ECSU	St.Paul	VisArt	6/19-23	\$10,000	1 week rogram for 40 K-6 Arts teachers to improve art teaching skills. Contains a practicum element with K-6 art summer school classes.
*Minnesota Dance Alliance	Gd Rapids & Marshall	Dance	6/19-6/23	\$16,900	Two 5 day workshops for 60 elementary & secondary teachers to improve dance education technique.

\* Indicates new program this year.

*Minnesota Museum of Art	St. Paul	Vis Art	7/24- 8/4	\$11,000	Program for 40 Jr. & Sr. H.S. students to learn about sculpture thru studio work, observation of sculpture and critical writing.
*Playwright's Center	Mpls	Theater	6/8	\$15,000	Program for 5 teams of 6 teachers & students in playwriting on topics or issues of local interest to participating teams.
*Penumbra Theater	St. Paul	Theater	6/15-7/15	\$ 8,850	4 wk program for 4 teachers & 20 elementary students for the appreciation & presentation of black drama.
*St. Francis Music Center	Little Falls	Music	7/10-15	\$12,000	A 5 day workshop for elem music teachers incl. Orff techniques, electronic equipment, & tech. for mainstreaming handicapped students.
*Walnut Grove Public Schools	Shetek Camp & Worthington & Marshall & Walnut Grove	Multi Disc	6/19-7/1	\$15,000	Program provides instruction to teachers & intermediate students using a variety of art forms to explore regional history.
Ballet Harren	Duluth & Winona	Dance	6/11-17 6/15-7/1	\$41,000	2 workshops for 25 teachers (total 50) of 1 wk length to improve dance education technique. Primarily aimed at teachers w/no dance background. Includes chance to observe Ballet Harren master class for children.

"making Connections"						
Vis Arts	Brainerd	Vis Arts	6/5-9 6/12-16	\$17,000	Weeklong seminars for 40 elem teachers & students. Teachers will have AM activities in drawing, painting, critical thinking & learning styles. They will teach 40 elementary students/participants in PM.	
Brainerd CC						
"Creative Drama"	Brainerd	Theater	6/5-16	\$10,550	Program for 20 teachers & 80 elem students. 1st wk grades 1-3 and teachers of these grades work on creative imagination, social growth & self confidence. 2nd wk grade 4-6 students & teachers work on drama, music, dance & soc. sci.	
Center for Arts Criticism	St. Paul	Multi-Disc	6/26-30 7/10-15	\$20,300	30 teachers will work with professional drama & visual art critics to develop critical writing skills, thru discussion of assigned readings, visits to exhibitions, artists & literary arts.	
Compas	Collegeville	Lit arts	7/15-22 Fall '89 Spring '90	\$43,000	66 secondary students participate in a resident writing workshop. Professional writers offer critiques and guidance. 3 follow-up workshops of 1 1/2 days length.	
Dance Educators Coalition	Mpls	Dance	8/7-11	\$29,000	40 dance educators attend a summer workshop for intensive dance experience. Fall & spring mini workshops in various schools for 80 teachers interested in learning to add dance to their curriculum. Dance residencies offered to various schools.	



Film in the  
Cities

Greater MN  
& Metro area

Media  
Arts

June-Aug \$80,000  
Fall-Spring

4 6-day workshops in MN for educators in film and video. Will produce short film or video by working in small groups. One metro workshop for interm level. Total served 75-90. Follow up sessions in fall & spring to help classroom implementation. 20 second. students will participate in 12 day residential media arts program.

Guthrie Theater Mpls

Theater

8/25-  
8/27

\$18,000

3 day residential program for 160 high school administrators, parents & students to attend live theater performances and hold discussions with theater professionals about the value & appreciation of theater.

Inner City  
Youth League

St. Paul

Multi-  
Disc

6/26-  
7/24

\$20,000

20 elem students from black community will participate in workshop to increase sense of selfworth through positive learning experiences in writing, reading, speaking, visual arts, performing arts.

MN State Arts Bd Duluth

Multi  
Disc

7/17-28

\$16,000

20 teachers will attend a residential program to increase their knowledge & awareness of folk art. They will learn how to recognize folk art locate folk artists & assess social & cultural meaning of folk art.

Moorhead State  
University

Moorhead

Inter  
Disc

6/18-30

\$68,650

10 tchrs & 140 students participate in a residential program of music, vis. & performing arts aimed at building a foundation of skills.

Owatonna Public Schools	Owatonna	Theater	6/19-23	\$ 3,500	One week workshop for 30 elem. & secondary students and 5 teachers to study MN folk lore, develop storytelling skills, prepare original scenes and short plays.
St. Cloud Community Arts	St. Cloud	Multi Disc	7/9-28	\$35,000	50 handicapped children will participate in multi-disciplinary arts program.
VoiceCare	St. Cloud & Collegeville	Music	7/28-8/4 8/6-8/11	\$17,000	45 vocal music teachers participate in workshops designed to increase the effective & healthy use of their own voices, effective methods of training their young students in this same use of voice.
Walker Art Center/ Mpls Art Institute	Mpls	VisArt	6/12-6/30 8/10-8/28	\$31,000	60 teachers attend workshop provide experiences in art appreciation & to share methods for teaching art appreciation to young people.
WARM	10 sites in greater MN	VisArt	Summer	\$60,000	10, 1 wk workshops combining vis art and history or science. Each workshop will be accompanied by an art exhibit installed in a public space in community.
Regions 1 * 4 Arts Council	W Central N Central	Multi Disc	5/15- 9/9	\$27,500	Secondary students will participate in multi-d arts program in 15 participating school sites. Students will be judged & matched w/qualified regional artists to work in 12 wk tutorial sessions.

TOTAL

\$686,550

MEETING ANNOUNCEMENT

MINNESOTA SCHOOL & RESOURCE CENTER  
FOR THE ARTS BOARD

Friday, April 7, 1989  
1:30 p.m. - 3:00 p.m.

Board of Directors Meeting  
Minnesota School & Resource Center for the Arts Board Room  
17 West Exchange, Suite 400  
Gallery Professional Building  
St. Paul, Minnesota 55102  
(612) 296-1302

1. Minutes/Agenda
2. Communications
3. Finance Subcommittee Report
4. Executive Committee Report
5. Curriculum Subcommittee Report
6. Resource Center Report
7. Director's Report
8. Other Business
9. Adjournment

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RESOURCE CENTER ADVISORY COUNCIL MEETING

Tuesday, April 18, 1989  
9:30 a.m. - 2:30 p.m.

Meeting to be held at the Guthrie Theater  
Off Hwy. 94 (Adjacent to the Walker Art Center)  
Go in the main Guthrie entrance  
Minneapolis, Minnesota

m418

MEETING ANNOUNCEMENT

MINNESOTA SCHOOL & RESOURCE CENTER  
FOR THE ARTS BOARD

Friday, March 3, 1989  
9:00 a.m. - 11:00 a.m.

Board of Directors Meeting  
Minnesota School & Resource Center for the Arts Board Room  
17 West Exchange, Suite 400  
Gallery Professional Building  
St. Paul, Minnesota 55102  
(612) 296-1302

1. Minutes/Agenda
2. Communications
3. Finance Subcommittee Report
4. Executive Committee Report
5. Curriculum Subcommittee Report
6. Resource Center Report
7. Director's Report
8. Other Business
9. Adjournment

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RESOURCE CENTER ADVISORY COUNCIL MEETING

Thursday, April 20, 1989  
9:30 a.m. - 2:30 p.m.

Minnesota School & Resource Center for the Arts Board Room  
17 West Exchange, Suite 400  
Gallery Professional Building  
St. Paul, Minnesota 55102

No Resource Center Advisory Council meeting has been scheduled for March, 1989.

m 4/5

MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS

Friday, March 3, 1989

The March 3, 1989, meeting of the Board of Directors for the Minnesota School & Resource Center for the Arts was held in the Board Room of the administrative offices of the Minnesota School & Resource Center for the Arts, Suite 400, Gallery Professional Building, 17 West Exchange, St. Paul, Minnesota.

Chairman Harry Sieben, Jr., called the meeting to order at 9:05 a.m. on Friday, March 3, 1989, with the following Board members in attendance: Audrey Eickhof and Ruth Roitenberg. Absent Board members included: George Appleby, Marilyn Berg, Owen Husney, Mary Ingebrand-Pohlad, Alexandra Jacobs, Sarah Fields Nesson, Bill Richards, and Nancy Vollertsen. Board members Jack Fena, Flo Grieve, and Ted Grindal were seated later. Chairman Sieben, Jr., commented that the inclement weather had prohibited most Board members from attending today's meeting. Staff in attendance were: Jim Undercofler, Barbara Martin, Karon Sherarts, and Diane Jadwinski.

AGENDA/MINUTES

There were no additions or deletions to the agenda.

Approval of January 27, 1989 Minutes

Ruth Roitenberg moved, and Audrey Eickhof seconded the motion, to accept the minutes as written. The motion carried.

COMMUNICATIONS

Jim Undercofler discussed the most recent press articles included in the packet and commented on the nice article in the Rochester Post Bulletin. An article in the Minneapolis Star Tribune about Reginald Buckner, who passed away on February 4, 1989, was shared and discussed, along with a letter from Mary Sundet (CAPP) Comprehensive Arts Planning Program, thanking the Board for its support of the CAPP Winter Leader's meeting.

FINANCE SUBCOMMITTEE REPORT

In the absence of Finance Subcommittee Chairperson, Nancy Vollertsen, Board member Audrey Eickhof clarified that an additional \$1,000 for administrative services expense should be added to each of the nine ECSU (Educational Cooperative Service Units) grants specified on the agenda. This results in a \$9,000 increase in cost for bussing students to the Great Resource Center Arts Field Trip, bringing the total cost of the ECSU grant request to \$60,130.50 instead of \$51,130.50.

Audrey Eickhof moved, and Ruth Roitenberg seconded the motion, to approve the ECSU costs for bussing students to the Walker Art Institute and Guthrie Theater in Minneapolis for the Great Resource Center Arts Field Trip scheduled for April 10-24, 1989, excluding weekends, in the following amounts:

BOARD MINUTES  
March 3, 1989  
Page 2

Northwest ECSU	\$ 9,692.50
Northeast ECSU	7,862.50
West Central ECSU	7,862.50
North Central ECSU	5,465.50
Southwest/West Central ECSU	7,862.50
Central Minnesota ECSU	4,202.50
South Central ECSU	4,202.50
Southeast ECSU	5,117.50
Metro ECSU	7,862.50

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TOTAL	\$60,130.50
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The ECSU grants and specific dollar amounts for each as amended above were approved in the total amount of \$60,130.50. The motion carried.

#### EXECUTIVE COMMITTEE REPORT

The Executive Committee met on February 7, 1989. Chairman Sieben, Jr., shared the Governor's position on the School & Resource Center. Barbara Martin expressed optimism about a legislative appropriation for the agency's operational budget and stated that it was not clear at this point in time if a bonding bill would occur this session. Board members were also informed that a House hearing regarding the budget had been scheduled for Monday, March 6 at 12:30 p.m.

#### CURRICULUM SUBCOMMITTEE REPORT

Ruth Roitenberg, Chair, stated that wonderful work had been completed on the following four newly proposed school policies:

1. Criteria for determining student resident status;
2. Policy for commuting students' transportation;
3. Materials and topics selection and handling of controversial issues;
4. Recognition of religious beliefs and customs.

The criteria for determining student resident status was discussed indepth. Ms. Roitenberg stated that enough available housing for the 1989-'90 school year existed at the temporary site in Golden Valley to allow every attending student to board at the school facilities. She expressed that this option would build a more cohesive unit for students due to their longer school day and allow greater access to the facilities for additional rehearsal, etc. It was further stated that the school cannot mandate that all students live on campus but that this would be an option to present to all students rather than just outstate students if funding allowed. Discussion on the other three policies listed above followed. The Board felt comfortable with the policies as written.

BOARD MINUTES  
March 3, 1989  
Page 3

Audrey Eickhof moved, and Ted Grindal seconded the motion, to approve the following four policies: Criteria for determining student resident status (includes the policy that all students be given the option to board for school year 1989-'90 which would be a final decision for the year), policy for commuting students' transportation, materials and topics selection and handling of controversial issues, and recognition of religious beliefs and customs. The motion carried.

RESOURCE CENTER REPORT

Karon Sherarts, Resource Center Director, shared the finalized version of the MAX 1989 programs and stated that the 1989 summer compendium is in process and will be ready by the end of this month. The Executive Committee of the Resource Center Advisory Council met in late February, and the next meeting of the full Resource Center Advisory Council is scheduled for April 18, 1989, from 9:30 a.m. to 2:30 p.m. The location of this meeting is tentatively planned somewhere near the Guthrie Theater and will be coordinated in conjunction with the Great Resource Center Arts Field Trip which will occur between April 19 and April 24 as previously discussed. Karon Sherarts expressed that the Great Resource Center Arts Field Trip is a wonderful opportunity for students and teachers to become acquainted with the arts, especially if this is a first-time experience.

DIRECTOR'S REPORT

Jim Undercofler stated that plans are being considered to demolish the American Linen Company on the St. Paul site. Asbestos must be removed before demolition can begin. Plans are being made to possibly move the Quinlan Home to a site on West Seventh Street in St. Paul due to its historical implications. The Catholic Youth Center may be demolished after session.

A lease to rent temporary space at the Golden Valley Lutheran College site has been secured. The lease begins June 1, 1989. Some asbestos has been found in the gymnasium which will be removed before the move is made to these new headquarters. Mr. Undercofler stated that many parents have called to express positive feedback about these developments.

The reviews of potential students are almost complete. The review scheduled in Duluth for tomorrow has been cancelled and will be rescheduled due to the recent weather conditions. The Final Review Team meeting has been scheduled for Wednesday, March 22, 1989, and 135 students will be selected for entrance into the Minnesota School & Resource Center for the Arts for the 1989-'90 school year.

Jim Undercofler encouraged Board members to review "The Most Frequently Asked Questions" included in the packet, and stated that the information would be helpful in answering questions that arise with legislators and interested parties.

Chairman Sieben, Jr., directed staff to provide any changes in statutes that the Board is going to request and to discuss it as an agenda item at the next Board meeting.

BOARD MINUTES  
March 3, 1989  
Page 4

OTHER BUSINESS

Jim Undercofler stated that Bill Richards, Chair of the Ad Hoc Advisory Committee, had asked Flo Grieve and Audrey Eickhof to serve with him to discuss issues between the Board of Directors and the Resource Center Advisory Council. A short meeting regarding this issue will follow today's Board meeting.

Chairman Sieben, Jr., stated that he would schedule the June Board meeting at the next Board meeting which is scheduled for Friday, April 7 from 1:30 to 3:00 p.m. in the administrative offices of the Minnesota School & Resource Center for the Arts.

Upon no further business, Chair, Harry Sieben, Jr., adjourned the meeting at 9:50 a.m. on Friday, March 3, 1989.

Diane Jadwinski, Recorder



20418

MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS

Friday, April 7, 1989

The April 7, 1989, meeting of the Board of Directors for the Minnesota School & Resource Center for the Arts was held in the Board Room of the administrative offices of the Minnesota School & Resource Center for the Arts, Suite 400, Gallery Professional Building, 17 West Exchange, St. Paul, Minnesota.

Chairman Harry Sieben, Jr., called the meeting to order at 1:45 p.m. on Friday, April 7, 1989, with the following Board members in attendance: Florence Grieve, Alexandra Jacobs, Ruth Roitenberg, and Nancy Vollertsen. Absent Board members included: Marilyn Berg, Audrey Eickhof, Jack Fena, Ted Grindal, Owen Husney, Mary Ingebrand-Pohlad, and Bill Richards. Board member George Appleby was seated later. Board member Sarah Fields Nesson has resigned. Staff in attendance included: Jim Undercofler, Barbara Martin, Mary Katherine Johnson, and Diane Jadwinski.

AGENDA/MINUTES

There were no additions or deletions to the agenda.

Approval of March 3, 1989 Minutes

Nancy Vollertsen moved, and Ruth Roitenberg seconded the motion, to accept the minutes as written. The motion carried.

COMMUNICATIONS

Jim Undercofler discussed the most recent press articles included in the packet and distributed ten additional articles. In addition, Mr. Undercofler's response of March 28 to J. M. Leadholm's March 25 letter, which was printed in the Minneapolis Star Tribune, was distributed and discussed. Chairman Sieben, Jr., directed staff to mail the additional information to absent Board members. Mr. Undercofler stated that parents of accepted students have been calling to ask what they can do to help during the legislative session. The Board questioned if a letter could be sent under their signature to the parents of potential students soliciting their assistance. Further discussion was held regarding the legal implications of such action.

Nancy Vollertsen moved, and Ruth Roitenberg seconded the motion, to instruct the Executive Director to contact the Special Assistant Attorney General's office to discuss the legality of contacting the parents of prospective students to lobby for funding for the School. The motion carried.

Board member Florence Grieve suggested the establishment of a telephone hot-line for students and teachers to utilize in a timely manner when they have questions that need further explanation by School & Resource Center staff or faculty.

FINANCE SUBCOMMITTEE REPORT

Chair, Nancy Vollertsen, stated that the Statewide Accounting System Managers Financial Report and the Payments By Aid were reviewed and discussed. She further stated that Jim Undercofler had presented a budget overview and that all questions had been answered satisfactorily.

BOARD MINUTES  
April 7, 1989  
Page 2

A grant request for \$26,107 to the University of Minnesota, Continuing Education in the Arts, was discussed. This grant request would be utilized for implementing a week-long Arts Education Leadership Institute which will be conducted for 25 Minnesota educators. Through readings, discussion, and simulations, participants will gain an understanding of leadership theory and practices and share leadership ideas.

Nancy Vollertsen moved, and Ruth Roitenberg seconded the motion, to approve \$26,107 to the University of Minnesota, Continuing Education in the Arts, to implement a week-long Arts Education Leadership Institute for 25 Minnesota educators. The grant is to include a corrected budget addendum. The motion carried.

EXECUTIVE COMMITTEE REPORT

The Executive Committee did not meet since the last Board meeting. Chairman Sieben, Jr., requested a legislative update. Barbara Martin responded that the Senate emphasis for operating money has been very positive. She further stated that the House will delete the School in its entirety on Monday, March 6, and reduce the complement from 21 to 15. The Chairman then requested information on the anticipated vote count, and the tabulation was reviewed. Discussion followed. Ms. Martin distributed information regarding legislative addresses and phone numbers. Harry Sieben, Jr., requested staff to ensure that absent Board members receive this information. The Chairman then directed staff to contact Representative Nelson's office to inquire if testimony on behalf of the Board could be heard at the March 6 hearing.

Harry Sieben, Jr., inquired if any new information had surfaced regarding the bonding issue. Jim Undercofler replied that Senator Randy Peterson has been asked to draft a bonding bill in the amount of \$480,000 for maintenance of the St. Paul site. These funds would be utilized to demolish the American Linen and Catholic Youth Center buildings and to move the Quinlan Home to another historic site. The City of St. Paul's strong support was discussed and recognized. Jim Undercofler distributed and discussed the proposed senate language and provided an explanation on each section. The Chairman requested that this information be shared with absent Board members.

The Golden Valley Lutheran College lease regarding the temporary facilities for the School & Resource Center was discussed. Jim Undercofler stated that the lease has been renegotiated to begin on August 1, 1989. Chairman Sieben, Jr., directed staff to mail him a copy of the lease for his further review.

CURRICULUM SUBCOMMITTEE REPORT

The Curriculum Subcommittee did not meet since the last Board meeting. Ruth Roitenberg, Chair, reopened discussion on the metropolitan boarding issue discussed at the last Board meeting. Ms. Roitenberg made reference to OP #03-0100 (Draft Revision 3-8-89), Policies Criteria For Determining Student Resident Status, Section a., Resident Status Determination, second paragraph.

BOARD MINUTES  
April 7, 1989  
Page 3

She noted that the language incorporates the Board's desire to make housing available to metropolitan students and provides more flexibility for the upcoming School year. Discussion followed.

Ruth Roitenberg moved, and Nancy Vollertsen seconded the motion, to approve OP # 03-0100, Policies Criteria For Determining Student Resident Status, Draft Revision 3-8-89. The motion carried.

RESOURCE CENTER REPORT

Mary Katherine Johnson, Assistant Director of the Resource Center, stated that the Great Resource Center Arts Field Trip for 5th through 12th grade students begins on Monday, April 10. She noted that a special needs day for hearing and visually impaired students, including special facilities, has been scheduled for one-half of the day on the first day of the field trip and that the nine remaining days would be full days. Ms. Johnson extended an invitation to Board members to attend and offered to conduct a personal tour at their convenience.

Barbara Martin stated that legislators and arts organizations had received an invitation to attend this event. A press release was also prepared, and council members and mayors of both cities have also been cordially invited.

DIRECTOR'S REPORT

Jim Undercofler reported that the Final Review Team met on March 22 and selected 135 students for admittance into the School. Fifteen alternates were also selected, and each student must make a commitment by April 14. It is expected that Senator Randy Peterson will draft language to accept the 15 alternate students into the full-time School program. Students have been notified of results. Mr. Undercofler further stated that two appeal requests have been received. An informal and formal appeal process is available. Discussion about establishing an Appeals Subcommittee followed. It was unanimously decided that the whole Board would serve as the Appeals Subcommittee and that all appeals received would be scheduled on the Board agenda and reviewed at Board meetings. A congressional breakdown of the accepted students was shared with Board members.

An update was provided regarding the hiring of faculty. Full-time and part-time faculty will be utilized for the 1989-90 School year. Three-hundred seventy-five applications were received for the existing ten full-time faculty positions. The hiring of faculty is contingent upon legislative funding. Jim Undercofler stated that most of the faculty members will be employed through mobility agreements.

The Ad Hoc Committee consisting of Board and Resource Center Advisory Council members has been scheduled to meet on April 17 from 3:00 p.m. to 5:00 p.m. in the School & Resource Center's administrative offices. Notices have been sent.

OTHER BUSINESS

Chairman Sieben, Jr., encouraged Board members to make personal visits to legislators.

BOARD MINUTES  
April 7, 1989  
Page 4

Chairman Sieben, Jr., scheduled the June Board meeting for Friday, June 2, 1989 from 1:30 p.m. to 3:00 p.m. in the School & Resource Center's administrative offices. Staff was directed to share this information with absent Board members. The next Board meeting has been scheduled on Friday, May 12, 1989, from 1:30 p.m. until 3:00 p.m. Finance Subcommittee meetings will be held from 1:00 p.m. to 1:30 p.m. prior to both Board meetings.

Upon no further business, Chair, Harry Sieben, Jr., adjourned the meeting at 2:45 p.m. on Friday, April 7, 1989.

Diane Jadwinski, Recorder

MEETING ANNOUNCEMENT

MINNESOTA SCHOOL & RESOURCE CENTER  
FOR THE ARTS

Friday, June 2, 1989  
1:15 p.m. - 3:00 p.m.

Board of Directors Meeting  
Science Museum of Minnesota (Penthouse Lounge)  
Tenth & Wabasha Streets  
St. Paul, Minnesota  
(612) 296-1302

1. Minutes/Agenda
2. Communications
3. Finance Subcommittee Report
4. Legislative Discussion
5. Curriculum Subcommittee Report
6. Ad Hoc Committee Report
7. Appeals Subcommittee Report
8. Director's Report
9. Other Business
10. Adjournment

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RESOURCE CENTER ADVISORY COUNCIL MEETING

Friday, June 2, 1989

2:00 p.m. - 3:45 p.m.

Science Museum of Minnesota (Board Room)  
Tenth & Wabasha Streets  
St. Paul, Minnesota

Please call (612) 296-1302 if you require further information.

MD 418

MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
& RESOURCE CENTER FOR THE ARTS

Friday, May 12, 1989

The May 12, 1989, meeting of the Board of Directors for the Minnesota School & Resource Center for the Arts was held in the Board Room of the administrative offices of the Minnesota School & Resource Center for the Arts, Suite 400, Gallery Professional Building, 17 West Exchange, St. Paul, Minnesota.

Chairman Harry Sieben, Jr., called the meeting to order at 1:35 p.m. on Friday, May 12, 1989, with the following Board members in attendance: George Appleby, Audrey Eickhof, Jack Fena, Ted Grindal, Bill Richards, Ruth Roitenberg, and Nancy Vollertsen. Absent Board members included: Marilyn Berg, Florence Grieve, Owen Husney, Mary Ingebrand-Pohlad, and Alexandra Jacobs. Chairman Sieben, Jr., welcomed Ken Greer, Chairman of the Resource Center Advisory Council, and Cindy Lavorato, Special Assistant Attorney General, to the Board meeting. Staff in attendance included: Jim Undercofler, Barbara Martin, Karon Sherarts, Merrill Fellger, and Diane Jadwinski.

**AGENDA/MINUTES**

There were no additions or deletions to the agenda. It was agreed to discuss the formal appeal as today's first item of business due to a prior commitment of Special Assistant Attorney General, Cindy Lavorato, who was in attendance for the appeals process.

Approval of April 7, 1989 Minutes

Nancy Vollertsen moved, and Ruth Roitenberg seconded the motion, to accept the minutes as written. The motion carried.

**APPEALS SUBCOMMITTEE**

Chairman Sieben, Jr., stated for the record that the Minnesota School & Resource Center for the Arts has a student who is appealing his non-admittance to the School. Cindy Lavorato directed the Board to not refer to the name of the person appealing this decision but rather to refer to it as "the student" throughout the appeals discussion based on the Data Practices Act. Jim Undercofler provided background information regarding this student. He further stated that this student was deficient in the attitudinal area rather than the skills area. Mr. Undercofler spoke by telephone to the father of this student on May 10, 1989. The parent asked for a list of names and addresses of all students and claimed that he had heard that other students with an unacceptable score had been admitted to the School. Jim Undercofler responded that this was not public information and provided the parent with Cindy Lavorato's telephone number. Cindy Lavorato stated that the parent did not contact her for an explanation of the Data Practices Act. Mr. Undercofler offered to mail a copy of the student's file for review by the parent. The parent asked that the information not be mailed and stated that he would pick-up this information at the receptionist's desk at the administrative offices of the Minnesota School & Resource Center Center for the Arts by noon the following day. Jim Undercofler expressed to the parent that he was looking forward to meeting him at the May 12 Board meeting.

#### AD HOC COMMITTEE ON BOARD AND COUNCIL RELATIONS

The Board of Directors and the Advisory Council recognized Mary Katherine Johnson for her work on the Great Center Arts Field Trip.

Chair, Florence Grieve, distributed copies of the Recommendations of the Joint and Ad Hoc Committee on Board/Council Relations. (Attached) Discussion followed. Jack Fena moved, and Florence Grieve seconded the motion to lay over this item to the next Board meeting.

#### APPEALS SUBCOMMITTEE REPORT

Jim Undercofler gave an update on "the student" appealing non-admittance to the School. He read the written opinion from Cindy Lavorato, Special Assistant Attorney General.

Jack Fena moved, and Ted Grindal seconded the motion, to admit all students who have a score of 52 and over on the basis of the opinion of the Attorney General, and that we waive the 55 point requirement for this year only.

#### DIRECTOR'S REPORT

Jim Undercofler reported that the Quinlan Home would be vacated October 1, 1989, and the Catholic Youth Center vacated on July 1, 1989. We have received a request to lease the Catholic Youth Center for three months. The City of St. Paul has asked us to grant this lease. Discussion followed. Chairman, George Appleby moved that we cooperate with the City of St. Paul.

Jim Undercofler reported that renovation will begin next week at the Golden Valley site. Boarding may be available for metro students on a limited basis.

#### OTHER BUSINESS

Summer schedule was discussed. Recommendation was made to meet once a month after July 4th. The next Board meeting should be before July 15th. Suggested that August Board meeting be held August 4th in conjunction with the Open House for students and parents.

Upon no further business, meeting was adjourned at 3:10 p.m. on Friday, June 2, 1989.

Bev DeVos, Recorder

MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
AND RESOURCE CENTER FOR THE ARTS

M 4/8

Friday, June 2, 1989

The June 2, 1989, meeting of the Board of Directors for the Minnesota School and Resource Center for the Arts was held in the Science Museum Penthouse Lounge, 10th and Wabasha Streets, St. Paul, Minnesota.

Acting Chairman, George Appleby, called the meeting to order at 1:10 p.m. on Friday, June 2, 1989, with the following Board members in attendance: Jack Fena, Ted Grindal, Nancy Vollertsen, Florence Grieve, Owen Husney and Alexandra Jacobs. Absent Board members included: Harry Sieben Jr., Audrey Eickhof, Bill Richards, Ruth Roitenberg, Marilyn Berg, and Mary Ingebrand-Pohlad. Staff in attendance included: Jim Undercofler, Barbara Martin, Merrill Fellger, Karon Sherarts, Mary Katherine Johnson, Cyd Gutz, and Bev DeVos. Members of the Resource Center Advisory Council were also in attendance for the first part of the meeting.

AGENDA/MINUTES

There were no additions or deletions to the agenda. Florence Grieve moved to accept the May 12, 1989, minutes as written. The motion carried.

COMMUNICATIONS

Jim Undercofler informed the Board about the MPR (Minnesota Public Radio) talk show in which he had participated. It has been taped and tape is available for Board members to review. Several articles were distributed in the Board packets about the School and the Great Center Arts Field Trip.

LEGISLATIVE DISCUSSION

Jim Undercofler distributed copies of the 1989 agency legislation and reviewed the changes. Discussion followed. The Board advised Jim Undercofler to meet with Senator Gen Olson, author of that portion of the legislation requiring the establishment of magnet arts programs in each congressional district, regarding intent.

The Board of Directors and the Advisory Council recognized Jim Undercofler and Barbara Martin for their wonderful work during the legislative session.

FINANCE SUBCOMMITTEE REPORT

Chair, Nancy Vollertsen, informed the Board on the open encumbrance report. As of the last reporting date the balance is \$31,527.66. Funds have been transferred for additional remodeling and start-up costs. Finance committee approved expenditures.

Board members asked if there would be an increase in faculty and support staff positions. Merrill Fellger, Director of School Programs informed the Board that all faculty positions had been identified and numerous part-time positions would be available.



## BOARD MINUTES

June 2, 1989

Page 2

Chairman Sieben, Jr., stated that his secretary had informed him that the parent had called his office on May 12 prior to the Board meeting to indicate that he was postponing the appeal of his son that day because he felt he had been denied public information. The parent further stated that he would not be attending today's Board meeting. Jim Undercofler stated that his office also had been contacted by the parent on May 12 with the same information. The parent did not pick-up his son's file which had been previously prepared and left at the receptionist's desk.

Cindy Lavorato was directed to provide an opinion on how to proceed with this matter. Ms. Lavorato stated that according to the rules, two options applied: 1) Conduct the appeals hearing today in the absence of the parent, or 2) convene another Board meeting within 20 days of the date the appeal was made and invite the parent to attend and present his information. Mr. Undercofler stated that he felt it was not appropriate for the Board to change the points on any of the student reviews. He further stated that the Appeals Subcommittee can hear irregularities based on the data in the student's review but, in fact, the student cannot present any new information.

Board member Jack Fena requested Mr. Undercofler to share background information on the Review Team procedure utilized. Mr. Undercofler responded that the Review Team was comprised of Tad Park, Bill Slack, and Jim Fletcher. A consensus of Review Team members was reached during each student's review. Mr. Fena inquired if any other students with unacceptable scores were admitted to the Arts School. Merrill Fellger, School Program Director, responded that a student who received a score of 52 from the Red Lake Indian Reservation had been admitted into the School. Mr. Fena expressed concern at this student's admittance and felt the decision was based on a type of racial discrimination. Jim Undercofler replied that the Review Team felt it was within their authority to make this decision. Jack Fena reiterated that he was not criticizing the student from the Red Lake Indian Reservation but that he had misgivings with the apparent lack of an affirmative action plan with relation to selection of students. Mr. Fena asked Mr. Undercofler to provide a brief synopsis about the existing rule language. Jim Undercofler complied. Jack Fena inquired if racial consideration was outlined in the rule. Mr. Undercofler replied in the negative.

Chairman Sieben, Jr., stated that the above issues have been raised, and that the Board has rules by which appeals are governed. According to the rules, the Board has until May 18 to hear the formal appeal raised by the parent and student discussed above. Mr. Chairman further stated that the parent called today to postpone the appeals hearing previously scheduled. He stated that the Board has heard the concerns, and it was agreed that further research should be conducted. The Board unanimously agreed to waive the provisions of the rules for admission, in the section regarding formal appeals, which requires that the proceedings of the subcommittee must occur within two weeks of the receipt of the formal written appeal. Cindy Lavorato cautioned the Board that a motion of this nature would set a precedent for future appeals requests.

Jack Fena moved, and Nancy Vollertsen seconded the motion, to continue this appeals hearing at the Board of Director's next meeting scheduled for June 2, 1989, from 1:30 p.m. to 3:00 p.m., at a yet undetermined location, and to

## BOARD MINUTES

June 2, 1989

Page 3

notify by letter and invite the participation of the parent who submitted an appeal on behalf of his son to appear before the Board at that time. The motion carried.

George Appleby inquired if any other students had received a score of between 52 and 55 points and, if so, how many. He also requested gender breakdown information and a report about how Review Team members based their decisions. Chairman Sieben, Jr., directed Merrill Fellger, School Program Director, to prepare an analysis of the above requested information and instructed that it be mailed to all Board members in advance of the June 2 Board meeting.

## COMMUNICATIONS

Jim Undercofler informed the Board that over 200 press articles had been generated by the Great Resource Center Arts Field Trip. Other exciting coverage included the Minnesota Journal, Minnesota Public Radio, and various television spots. Political articles were included in the Board packet; other press articles were on display for Board members' review. Mr. Undercofler stated that he was especially pleased with an editorial written by Edward Martenson, Executive Director, of the Guthrie Theater and printed in the Minneapolis Star Tribune on May 6. This article and several other recent articles were distributed. Harry Sieben, Jr., directed staff to mail these articles to absent Board members.

## FINANCE SUBCOMMITTEE REPORT

Chair, Nancy Vollertsen, informed the Board that an "Open Encumbrance Report", which is a cash basis update, would be included in future reports. It was also noted that the Statewide Accounting System Managers Financial Report and the Payments By Aid were reviewed and discussed.

Two grant requests were reviewed as follows: The summer MAX 1989 Evaluation Grant request in the amount of \$9,950 which is an evaluation plan to address issues in delivering effective short-term arts experiences, and the Film in the Cities Grant request for a Perspectives on Media Arts Conference, October 1, 1989, (Request for Planning Grant) March-June, 1989, in the amount of \$5,840. Ms. Vollertsen recommended approval of both grants to the Board.

Nancy Vollertsen moved, and Jack Fena seconded the motion, to approve a grant in the amount of \$9,950 for the MAX 1989 Evaluation and a grant in the amount of \$5,840 to Film in the Cities for a Perspectives on Media Arts Conference for a combined total of \$15,790 for both grants. The motion carried.

## EXECUTIVE COMMITTEE REPORT

The Executive Committee did not meet since the last Board meeting. Chairman Sieben, Jr., stated that the operating money for the School portion of the agency budget was in the Senate Education bill and that the future of the School will be determined in Conference Committee. Harry Sieben, Jr., expressed his optimism on obtaining the necessary operating money. He further stated that the legislative session was scheduled to end on May 22, and felt that most decisions regarding this initiative would be made next week.

## **BOARD MINUTES**

**June 2, 1989**

**Page 4**

Discussion followed about the bonding bill. Chairman Sieben, Jr., stated that he was not optimistic about getting money for the new building this session because nobody is obtaining bonding money for new initiatives this year. Various committees were discussed, and crucial conferees were targeted. Harry Sieben, Jr., stated that it would be timely for Board members to contact the various members of the Conference Committees in the near future. Board member Ted Grindal thanked staff for their effective work at presenting the Minnesota School & Resource Center for the Arts message which ultimately will lead to our success.

### **CURRICULUM SUBCOMMITTEE REPORT**

Chair, Ruth Roitenberg, stated that the Curriculum Subcommittee did not meet since the last Board meeting.

### **AD HOC COMMITTEE ON BOARD AND COUNCIL RELATIONS**

Chair, Bill Richards, stated that the Ad Hoc Committee on which Flo Grieve and Audrey Eickhof also serve met on April 17, 1989, from 3:00 p.m. to 5:00 p.m. He provided an update about this meeting. Concerns were shared and issues discussed. Mr. Richards expressed that the role of the Resource Center Advisory Council members has changed and evolved during the past few years. Ken Greer, Chairman, of the Resource Center Advisory Council expressed that it was a pleasure to have Board members attend the Advisory Council meeting. He also felt that it was a good idea to have Advisory Council members attend Board meetings on a regular basis. He stated that some of the issues raised included what activities the Advisory Council should be engaging in and why have the Advisory Council in statute when a Board is in place. Mr. Greer felt that Advisory Council members need a definition of purpose. Audrey Eickhof expressed that the Resource Center Advisory Council meeting was an interesting process because it was comprised of a different make-up than the Board. Nancy Vollertsen stated that it was wonderful to have Advisory Council members focusing on important issues other than securing funding. Mr. Richards concluded that he felt progress had been made but that there still was a ways to go. He was very pleased with the communication generated and stated that the issues raised would be pursued at future meetings. The next Ad Hoc meeting has been scheduled on May 25 at 9:00 a.m. in the administrative offices of the Minnesota School & Resource Center for the Arts.

### **RESOURCE CENTER REPORT**

Karon Sherarts, Director of the Resource Center, shared many wonderful thank-you letters and cards from students who attended the Great Resource Center Arts Field Trip. This first-time arts experience for many was a huge success attended by more than 9,500 students and teachers. The program utilized at the Great Resource Center Arts Field Trip was distributed for further perusal. Chairman Sieben, Jr., instructed staff to ensure that a program was mailed to absent Board members.

Ms. Sherarts reported than an Advisory Council meeting had been conducted on April 18. She informed the Board that discussions involved developing resources for educators, while the bulk of the meeting concerned Board and

**BOARD MINUTES**  
**June 2, 1989**  
**Page 5**

Advisory Council relations. The Executive Committee of the Resource Center Advisory Council is planning to meet on May 15 at which time a 2-4 year plan will be discussed to govern future Resource Center plans.

**DIRECTOR'S REPORT**

Merill Fellger shared a Minnesota map depicting the distribution of students who have been accepted to the School. To date, 131 students have accepted and 4 students are awaiting the end of the legislative session before making a commitment to the School. An alternate list of seven students has also been established. George Appleby raised the question on whether a more formal written procedure establishing a deadline date for the students to make a commitment to the School should be implemented. Mr. Fellger responded that he felt this should be determined by the students and their parents. Mid-year acceptance was questioned. Merrill Fellger stated that it had been determined it would be too difficult for students to start school mid-term.

Jim Undercofler stated that the lease for Golden Valley Lutheran College had been secured and signed by the state. The Golden Valley site is in the process of being cleaned up. Harry Sieben, Jr., informed Board members that negotiations had been completed and the lease signed on May 8. Jim Undercofler informed the Board that it is expected the dormitories will be ready for habitation by July 15, and that the move to the new facility will occur on August 1.

An update on the St. Paul site was provided. Mr. Undercofler stated that the \$250,000 in the bonding bill would be utilized to demolish the American Linen Company and the Catholic Youth Center. Demolishing the buildings is coming in at a higher cost than anticipated because all asbestos must be removed before demolition can occur. It was further stated that every possible effort has been made to move the Quinlan Home. If a move cannot be secured, the building will be demolished. The Quinlan Home is listed on the National Historic Register and must be moved to a historic district. A designation for the Quinlan Home is expected to be determined by the end of the summer.

**OTHER BUSINESS**

George Appleby expressed that he felt an attorney specializing in affirmative action issues needs to be secured for the Minnesota School & Resource Center for the Arts. Jack Fena strongly agreed. Discussion followed. Nancy Vollertsen stated that this was her area of specialty and offered her services. Chairman Sieben, Jr., thanked Ms. Vollertsen and directed staff to research this matter further.

Chairman Sieben, Jr., then directed staff to secure a written explanation from the Department of Administration, Real Estate Management Division, of the events surrounding the negotiations for the lease of the Golden Valley Lutheran College site which culminated in its signing on May 8. George Appleby raised the issue on whether the Minnesota School & Resource Center for the Arts has the flexibility to hire an attorney who specializes in real estate matters pertaining to the agency. Chairman Sieben, Jr., directed staff to research this issue with the Attorney General's Office before the next Board meeting.

**BOARD MINUTES**

**June 2, 1989**

**Page 6**

A parallel meeting between the Board of Directors and the Resource Center Advisory Council has been scheduled for Friday, June 2, 1989. It is expected that the Board and Advisory Council members will come together for lunch. A location has not been determined for this meeting. Chairman Sieben, Jr., requested staff to mail a meeting notice with pertinent information to Board members upon finalization of the details. The Board meeting summer schedule will be determined at the June 2 meeting.

Upon no further business, Chair, Harry Sieben, Jr., adjourned the meeting at 3:00 p.m. on Friday, May 12, 1989.

Diane Jadwinski, Recorder

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MINUTES OF THE BOARD OF THE MINNESOTA SCHOOL  
AND RESOURCE CENTER FOR THE ARTS

Friday, July 7, 1989

The July 7, 1989, meeting of the Board of Directors for the Minnesota School and Resource Center for the Arts was held in the Board Room of the administrative offices of the Minnesota School & Resource Center for the Arts, Suite 400, Gallery Professional Building, 17 West Exchange, St. Paul, Minnesota.

Acting Chairman, Ruth Roitenberg, called the meeting to order at 1:30 p.m. on Friday July 7, 1989, with the following Board members in attendance: George Appleby, Jack Fena, Ted Grindal, Nancy Vollertsen, Florence Grieve, Audrey Eickhof, Bill Richards, and Bill Jones. Absent Board members included: Harry Sieben Jr., Owen Husney, Alexandra Jacobs, Mary Ingebrand-Pohlad and Philip Brunelle. Staff in attendance included: Jim Undercofler, Barbara Martin, Karon Sherarts, Mary Katherine Johnson and Bev DeVos.

MINUTES/AGENDA

There were no additions or deletions to the agenda. Nancy Vollertsen moved, and Florence Grieve seconded the motion, to accept the minutes as written. The motion carried.

COMMUNICATIONS

Jim Undercofler announced new appointments to the board, Bill Jones and Philip Brunelle.

Jim Undercofler's performance review was discussed. Nancy Vollertsen volunteered to do research and to bring back to the board recommendations for an evaluation procedure.

Several articles were distributed in the Board packets about the School.

FINANCE SUBCOMMITTEE REPORT

Budget Review

Copies of the 1989-90 budget were distributed. Discussion followed. Board members requested a breakdown of the 1989-90 budget and a copy of the budget that was distributed last August for comparison.

Student Costs and Fees

Jim Undercofler informed the Board that he had initiated the paperwork to participate in the Federal Free and Reduced Cost Lunch Program.

Jim Undercofler informed the Board that approximately 50 students will be bused. A bid will be sent out to transportation companies. Jim Undercofler recommended to the Board that the \$2.00 per day fee for bus transportation be waived. Discussion followed. The Board concurred.

### Grants

Karon Sherarts reported on requests for project funding from the State Arts Board for \$3,500.00 for partial support for a one-day conference for artists interested in or currently working in K-12 education; and Alliance for Arts in Education for \$20,000.00 for partial support of Artbeat, a nine-issue per year publication on arts education which includes features exploring issues in the field. Nancy Vollertsen moved, and Audrey Eickhof seconded the motion, to approve the grants as submitted. The motion carried.

Karon Sherarts informed the Board that Phase One of the MAX evaluation project was completed and that Phase Two will begin in July, 1989. She submitted a request for \$18,635.000 for Phase Two of the 1989 MAX evaluation. Nancy Vollertsen moved, and Audrey Eickhof seconded the motion, to approve the grant as submitted. The motion carried.

### Site Renovation Costs

Jim Undercofler reported on the estimates and actual costs for renovation of the dormitory, kitchen and main building. Discussion followed.

Nancy Vollertsen requested that Jim inquire with real estate counsel about basic habitability issues in regard to the lessor's responsibilities.

### EXECUTIVE COMMITTEE REPORT

Jim Undercofler reported that he is waiting for information from the Attorney General's Office on wording for the role of the Advisory Council visavis the Board. Information will be presented at the next Executive Committee meeting.

The Board welcomed their new Board member, Bill Jones.

### CURRICULUM SUBCOMMITTEE REPORT

The Curriculum Subcommittee did not meet.

### RESOURCE CENTER REPORT

Karon Sherarts invited all Board members to attend MAX summer institutes.

Karon Sherarts reported that at the Advisory Council meeting they reviewed broad goals for the resource program fiscal year 1990-91 and made additional suggestions. Goals sub-committee will meet in July to change language. The Advisory Council decided to have 6 meetings per year and to establish the following standing committees: 1) executive committee, 2) sub-committee on summer institutes, and 3) resource collections sub-committee.

#### DIRECTOR'S REPORT

Jim Undercofler referred to the faculty biographical sketches that was distributed in the Board packets. Board members were very impressed with the quality of people hired. Discussion followed. George Appleby suggested that press releases include references to the caliber of faculty.

Jim Undercofler reported on the recommended changes of the admissions rule for 1990-91 school year. Discussion followed. Nancy Vollertsen moved, and Ted Grindal seconded to accept the recommended changes in the admissions rule, with one amendment, to change the one review site to three sites. Motion carried.

Jim Undercofler recommended that the Metro ECSU membership be renewed and to name Merrill Fellger, Director of School Programs, as the contact person. Audrey Eickhof moved, and Florence Grieve seconded the motion, to renew ECSU membership and name Merrill Fellger as contact person. Motion carried.

#### OTHER BUSINESS

Florence Grieve reported on the controversy at the National Endowment for the Arts. She urged Board members to correspond with their federal legislators.

Upon no further business, meeting was adjourned at 3:15 p.m., on Friday, July 7, 1989.

Bev DeVos, Recorder



SEPTEMBER 15, 1989

77418

MINUTES OF THE BOARD OF THE MINNESOTA CENTER  
FOR ARTS EDUCATION

FRIDAY, AUGUST 4, 1989

The August 4, 1989, meeting of the Board of Directors for the MN Center For Arts Education was held in the Board Room of the administrative office of the MN Center For Arts Education, 6125 Olson Memorial Highway, Golden Valley, MN 55422.

Chairman, Harry Sieben, Jr., called the meeting to order at 1:30 p.m. on Friday, August 4, with the following Board members in attendance: Harry Sieben, Jr., Ruth Roitenberg, Nancy Vollertsen, Audrey Eickhof, George Appleby, Bill Richards, Mary Ingebrand-Pohlad, Alexandra Jacobs, and Philip Brunelle. Absent Board members included Jack Fena, Florence Grieve, H. Theodore Grindal, Owen Husney, and William Jones. Staff in attendance include: Jim Undercofler, Barbara Martin, Karon Sherarts, Mary Katherine Johnson, Barbara McDonald, and Bette Seide. Advisory council member Judy Ranheim was also in attendance.

MINUTES/AGENDA

There were no additions or deletions to the agenda. Motion was moved and seconded to accept the minutes as written. The motion carried.

COMMUNICATIONS

Jim Undercofler stated that he had received a letter from Ken Johnson, Director of Planning and Economic Development in Saint Paul, extending the City's offer of free land for the Saint Paul site through June 30, 1990, contingent upon legislative funding for construction.

Mr. Undercofler also noted that there had been excellent feedback on the summer resource center programs and that the press had been showing great interest in the School's fall opening. Several articles were distributed in the board packets about the school.

FINANCE SUBCOMMITTEE REPORT

Chairman Sieben announced that George Appleby had been appointed to the Finance and Executive Committee, replacing Marilyn Berg, who has resigned from the Board.

Two grants were presented for Board approval: 1) CAPP Leadership Proposal for \$15,000 and 2) Film in the Cities Media Arts Conference for an amount not to exceed \$24,000. Nancy Vollertsen moved approval, Audrey Eickhof seconded, and the motion carried.

The Board discussed strategies for pursuing capital bonding for site options. The Board reaffirmed its commitment to the Saint Paul site and directed staff to prepare a memorandum to the Governor from the Chairman requesting inclusion of bonding monies for the Saint Paul building in the Governor's 1990 capital budget request to the legislature.

## EXECUTIVE COMMITTEE REPORT

Chairman Sieben summarized executive committee discussion on how the Board would like to hear input from the Resource Center Advisory Council. It was agreed that:

1. Board and Council members will receive copies of each other's agendas and minutes.
2. Board and Council members may request each other's participation on subcommittees or in discussions where additional input may be warranted.
3. There will be a standing opportunity on the Board agenda during the resource center report for advisory council input.
4. Whenever possible, board and council meetings will be scheduled for the same day, but at different times to avoid staff scheduling problems.
5. Council and Board members will exchange brief biographical sketches. Staff will facilitate this distribution.
6. Council and Board will hold a half-day retreat during Spring 1990 to discuss issues of concern in arts education. Executive Director will begin this planning process in conjunction with Director of Resource Center Programs.

## RESOURCE CENTER REPORT

Karon Sherarts provided a brief summary of the summer MAX programs and introduced new Program Assistant, Barbara McDonald.

## DIRECTOR'S REPORT

Jim Undercofler presented the School's first gift, a Navajo blanket, donated by Raymond Sandborgh, St. Paul.

Philip Brunelle was officially introduced as the Board's newest member.

Mr. Undercofler presented the final draft of the amended Rules for Admission containing changes approved at a previous board meeting. Under Minnesota Statutes, Chapter 14, the Board moved to empower Board Chair, Harry Sieben, Jr., to sign documents authorizing the agency to begin the process of rule adoption. Ruth Roitenberg so moved, Alexandra Jacobs seconded, and the motion carried. Harry Sieben signed notice of intent to adopt rules, with Ruth Roitenberg witnessing his signature on the rule authorization. A copy of the proposed rule will be sent to all superintendents and Resource Center's mailing list inviting comment. Inasmuch as this has been filed as a "non- controversial" rule change, if less than 25 opposing comments are received, the Board may adopt the rule without a hearing in October.

Mr. Undercofler provided an update on the Saint Paul land. Demolition bids for the Catholic Youth Center and the American Linen Building are still being negotiated. The agency has let a request for proposal for a re-use study of the Quinlan Home which will be completed sometime in November.

The agency's grand opening was discussed. Staff was directed to contact the Governor's office about possible dates in late October. The October board meeting will be planned to coincide with the grand opening.

Mr. Undercofler described a student's typical day at the School and indicated that about 90 students will be boarding and 50 will be commuting. There will be 2 1/2 resident coordinator positions in charge of the 90 residential students.

#### OTHER BUSINESS

Philip Brunelle requested that a 6-month Board meeting schedule be provided so Board members can plan their attendance more easily. Chairman Sieben said this would be discussed at the next Board meeting in September.

The next Board meeting was scheduled for Friday, September 15, 1989, at 1:30 p.m.

Upon no further business, the meeting was adjourned at 2:25 p.m. so that Board members could meet with students and parents attending the informal open house.

Bette Seide, Recorder.

MINUTES OF THE BOARD OF THE MINNESOTA CENTER  
FOR ARTS EDUCATION

20418

FRIDAY, SEPTEMBER 15, 1989

The September 15, 1989, meeting of the Board of Directors for the MN Center For Arts Education was held in the Board Room of the administrative offices of the MN Center For Arts Education, 6125 Olson Memorial Highway, Golden Valley, MN 55422.

Chairman, Harry Sieben, Jr., called the meeting to order at 1:45 p.m. on Friday, September 15, with the following Board members in attendance: Harry Sieben, Jr., Ruth Roitenberg, Nancy Vollertsen, Audrey Eickhof, William Jones, Florence Grieve, and Philip Brunelle. Absent Board members included Jack Fena, H. Theodore Grindal, Owen Husney, Mary Ingebrand-Pohlad, Bill Richards, and George Appleby. Staff in attendance included: Jim Undercofler, Barbara Martin, Karon Sherarts, Mary Katherine Johnson, Merrill Fellger, and Bette Seide.

MINUTES/AGENDA

There were no additions or deletions to the agenda. Motion was moved and seconded to accept the minutes as written. The motion carried.

COMMUNICATIONS

Several articles were distributed in the board packets about the School. Jim Undercofler stated that radio coverage on the school's opening had been very positive. The letter to the editor in the Saint Paul paper against state subsidy of boarding costs was discussed. Jim indicated that he believed this to be the only negative feedback the School had received.

FINANCE SUBCOMMITTEE REPORT

Budgetary printouts from the statewide accounting system were distributed and discussed.

Barbara Martin presented the agency's proposed fiscal 1990 Professional/Technical services plan. Nancy Vollertsen moved to accept and approve. Florence Grieve seconded. Motion carried.

The finance committee also recommended approval of the MN Scholastic Arts Awards grant at last year's level. Nancy Vollertsen recommended approval with possible increase in the amount for program coordinator's salary dependent on Karon Sherarts investigating the rationale behind the requested increase. Ruth Roitenberg seconded motion. Motion carried.

EXECUTIVE COMMITTEE REPORT

Chairman Sieben summarized executive committee discussion on Jim Undercofler's performance evaluation. It is Executive Committee's opinion that Jim's performance has been very good and committee is very satisfied. Nancy Vollertsen asked that Jim define goals for next year so the Committee has something to compare to. Jim reviewed goals for 1990 and welcomed additions/deletions upon review.

## RESOURCE CENTER REPORT

Karon Sherarts provided an update on the resource center joint venture with the MN State Arts Board, the MN Alliance for Arts in Education, and the MN Department of Education, and handed out the new brochure, "A VISION of ARTS EDUCATION in MINNESOTA:1988.

Karon also reported that the agency, in conjunction with the Princeton public schools, has been chosen as one of three recipients of National Endowment for the Arts' funds to create a "course" in the fine arts for inclusion in high school curricula. Official announcement will be made within a few weeks.

The Resource Center is also working on planning a summer institute workshop for teachers with the Guthrie Theatre, Carleton College, and the National Endowment for the Humanities to be held on site next summer.

Film in the Cities, in partnership with the Resource Center, is holding a media arts conference here on October 20 to coincide with MEA.

MAX summer programs are done. Follow-up activities are on-going.

Ruth Roitenberg provided a brief overview of the Advisory Council meeting she had attended that morning, and lauded the work of Council members. An invitation was extended to the Board to participate in reviewing MAX proposals the first week of December. Because of board member Bill Richards' role as liaison to the Advisory Council, it was suggested that Bill, if his schedule allows, participate in this review. A meeting was set for October 6 to bring last year's MAX providers together to discuss program evaluation for future years.

Karon announced that the Resource Center's grant with the Minnesota Dance Alliance had resulted in a comprehensive dance directory which had been published and mailed to approximately 700 persons on mailing list.

Karon reviewed the 2 year resource center plan and its goals. Philip Brunelle moved approval and Ruth Roitenberg seconded 1990-91 resource center plan. Nancy Vollertsen commended efforts. Motion passed.

Advisory council meetings were set for October 24 and December 19, both from 9:30 a.m. - 12:30 p.m.

## DIRECTOR'S REPORT

Jim Undercofler reported on the first days of school, transportation problems, and the boarding situation. He noted that the Executive committee had approved boarding of all metro students. The excitement level is extremely high.

Jim recommended that the agency host a series of open houses throughout the year rather than have one grand opening in the fall. The Board concurred. The removal of the Lutheran College sign and addition of our School sign was discussed as was the addition of a U.S. and State flag and possibly a school flag.

Barbara Martin reported on the Saint Paul site. The feasibility and reuse study of the Quinlan home being conducted by Tom Zahn should be completed by the end of November.

Jim reported that Alexandra Jacobs had resigned from the Board. Her seat is designated from Congressional District 6.

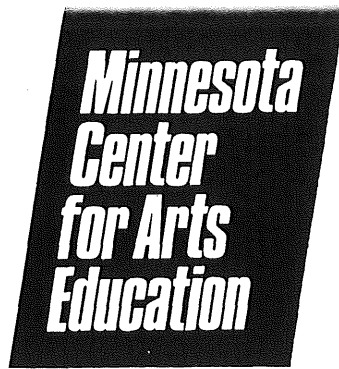
## OTHER BUSINESS

Harry Sieben Jr. reminded Board members that a future meeting schedule needed to be established. After discussion, a decision was made, beginning in January, that the Board would meet the third Friday of each month for calendar year 1990.

The next Board meeting was scheduled for Friday, October 13 or 20, 1989, at 1:30 p.m. Absent board members were to be polled as to which was better. Decision was also made to set next meeting for Friday, December 1, 1989. Thereafter, meetings are on the third Friday schedule.

Upon no further business, the meeting was adjourned at 3:15 p.m.

Bette Seide, Recorder.



Formerly Minnesota School &  
Resource Center for the Arts

A Statewide Public High School & Resource Center  
6125 Olson Memorial Highway, Golden Valley, Minnesota 55422 • 1-612-591-4700 • 1-800-652-9747

An Equal Opportunity Employer • Funded by the Minnesota State Legislature

# 2213

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September 25, 1989

The Minnesota Center for Arts Education was established by the legislature in 1985 to enhance arts education opportunities statewide through the Resource Center and Arts High School.

The Resource Center is accepting proposals for the 1990 Summer Minnesota Arts eXperience. Over the last four years the Minnesota Arts eXperience has provided arts opportunities for students and teachers (K-12) in locations throughout the state. In the summer of 1990 we anticipate working with approximately thirty organizations to provide low cost arts experiences in more than thirty communities. Applications for the 1990 Minnesota Arts eXperience must be received in our office by 3:00 p.m., November 17, 1989. The review process will be completed by January 3, 1990; applicants will receive written notification of decisions by this date.

Enclosed please find the following application materials: 1) Minnesota Center for Arts Education Philosophy and Mission Statement; 2) Minnesota Arts eXperience 1990 Proposal Guidelines; 3) Minnesota Arts eXperience Application Forms including a) program summary; b) narrative information and 3) budget. If you have questions about your proposal contact the Resource Center at 591-4700 in the metro area or 800-652-9747 toll free.

Sincerely,

A handwritten signature in cursive script, reading "I. Karon Sherarts".

I. Karon Sherarts  
Director, Resource Center

KS:crg



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### PHILOSOPHY AND MISSION

The Minnesota Center for Arts Education is a school and statewide resource for the visual, performing and literary arts. In partnership with all public schools, its purpose is to provide expanded opportunities in the creative and interpretive arts to meet the needs of the students of Minnesota. Committed to scholastic excellence, it will serve Minnesota's education system by providing:

1. A dynamic environment for students throughout Minnesota's public school system to develop their artistic and intellectual capabilities, human character and their interrelation to the broader community.
2. Expanded opportunities for students to improve their abilities to engage in the creative process.
3. Continuing education and support for professional educators and artists.
4. Interaction with arts and community organizations throughout Minnesota.

It is our mission to provide Minnesota's students an education that develops those abilities which enhance their artistic and intellectual expressions. Further, in doing so, helping them to relate positively to their world as responsible and contributing citizens.

Approved  
Board of Directors  
October 19, 1987





## MINNESOTA ARTS eXperience 1990 PROPOSAL GUIDELINES

### I. MINNESOTA ARTS eXPERIENCE

The Minnesota Arts eXperience is designed to provide a diversity of summer programs for Minnesota teachers and students (K-12) in locations throughout the state.

The 1990 Minnesota Arts eXperience will include experiences in:

- \* Dance
- \* Literary Arts
- \* Media Arts (Film, Video, Computer Graphics, Photography, Sound)
- \* Music
- \* Theater Arts
- \* Visual Arts
- \* Interdisciplinary Arts (integrates art forms)
- \* Folk Arts
- \* Multidisciplinary Arts (includes two or more art forms)

### II. ELIGIBILITY

Program initiatives are sought from the following types of Minnesota institutions:

- Arts Organizations (Non-profit)
- State Colleges, Universities and Community Colleges
- Independent Colleges/Universities (Please Note: Those with religious affiliations may only apply for teacher programs and should consult with Resource Center staff prior to application)
- School Districts, Education Districts, Education Cooperative Service Units
- Other Incorporated Educational Organizations

The Minnesota Arts eXperience provides support for new and innovative arts experiences. Support for an applicant's existing or on-going programs will not be considered. Programs previously included in the Minnesota Arts eXperience are eligible.

### III. TIMELINES

Proposal Deadline: November 17, 1989, 3:00 p.m.

Eight copies of all application materials must be received at the Resource Center by 3:00 p.m.

Review process completed and applicants notified by January 3, 1990

Minnesota Arts eXperience implementation meeting February, 1990

Minnesota Arts eXperience programs implemented statewide June-August 1990

IV. PROGRAM GUIDELINES

- \* Programs can be designed exclusively for Minnesota students in specific grade levels; teachers; or teachers and students learning together
- \* A program can be offered at more than one site or time
- \* Program length should generally not exceed 21 days (excluding follow-up)
- \* An instructor/participant ratio of no more than 1 to 15 is recommended
- \* Applicants are encouraged to include teachers and artists in the program planning process
- \* Programs should be offered free or at low cost (depending on the financial needs of participants):
  - a) In most cases, participants should pay a non-refundable registration fee
  - b) Participants may be asked to pay for supplies
- \* Participants may receive stipends or scholarships
- \* Programs can be targeted to meet the needs of beginning, intermediate or advanced levels of experience; but may also be designed to accommodate participants with diverse levels of experience. In the proposal, clearly indicate the level(s) of experience the program is designed to accommodate and the age(s) of participants.
- \* Programs must provide:
  - a) a balance among lecture, demonstration and direct creative experience in the art form(s)
  - b) opportunities to develop critical and creative thinking skills in addition to increasing appreciation, knowledge and proficiency (technical skill) in specific art form(s)
  - c) a clear focus on the needs of targeted participants and the unique qualities of the art form(s) studied. (The specific design of learning experiences is expected to vary among art forms)
- \* Programs for teachers must:
  - a) include application of the art form(s) to the classroom curriculum development, and/or leadership needs.
  - b) offer options for continuing education units and/or graduate credits. (Participants must pay all fees for credit options.)

- \* In residential programs:
  - a) participants should pay food costs
  - b) participants should generally pay for their housing unless there is clear financial need.
- \* Follow-up components during the school year can be included
- \* Programs which expand arts opportunities for underserved populations are encouraged
- \* Budget
  - a) a complete budget is required (see Application, Part IV)
  - b) in order to include as many programs as possible in the Minnesota Arts eXperience:
    - 1) programs previously included in the Minnesota Arts eXperience must provide a minimum 10% match (in kind and/or cash) unless there are documented extenuating circumstances which make this impossible
    - 2) new applicants are encouraged to provide match (in kind and/or cash)

#### V. SELECTION CRITERIA

In addition to compliance with the Guidelines (Section IV), programs will be selected according to the following criteria:

- \* A clear statement of need for the program in the art discipline(s), community, and population(s) to be served
- \* The quality and feasibility of program design.
- \* Demonstrated ability of the applicant to successfully carry out program administration and teaching
- \* Program's congruence with the philosophy and mission of the Minnesota Center for Arts Education (see attached). Collectively, programs selected for the Minnesota Arts eXperience will represent a diversity of arts forms and geographic balance.
- \* Cost effectiveness
- \* Minority, handicapped and sexual parity recruitment of participants

#### VI. REQUIREMENTS

Programs selected for the Minnesota Arts eXperience must:

- \* Design and implement a public information campaign to recruit participants which clearly states the purpose, method(s) of instruction and what participants are expected to learn.

- \* Provide the Resource Center with materials requested in a timely manner
- \* Participate fully in the Resource Center's program evaluation plan
- \* Comply with requirements for use of the Minnesota Arts eXperience program name and explanatory information
- \* Submit the following information within 30-60 days after the last program session: final narrative report which includes evaluation; budget report; and a listing of program staff and participants.

MINNESOTA CENTER FOR ARTS EDUCATION  
RESOURCE CENTER

## MINNESOTA ARTS eXPERIENCE APPLICATION 1990

## Part I - Program Summary

## I. A) 1. Organization:

Address: \_\_\_\_\_  
\_\_\_\_\_Phone: \_\_\_\_\_  
area code \_\_\_\_\_2. Federal I.D. Number \_\_\_\_\_  
State I.D. Number \_\_\_\_\_

3. Contact Person: \_\_\_\_\_

Title: \_\_\_\_\_

4. Proposed Program Director: \_\_\_\_\_

## I. B) Program Title: \_\_\_\_\_

1. Discipline(s): \_\_\_\_\_

2. Project Length (per session): \_\_\_\_\_ days;  
Number of Sessions: \_\_\_\_\_; Proposed Summer Dates: \_\_\_\_\_  
Proposed Sites/Locations: \_\_\_\_\_Follow-up of \_\_\_\_\_ days is included during the school year at  
\_\_\_\_\_ location(s).3. The Project is for: Students Only (grade levels) \_\_\_\_\_;  
Teachers Only \_\_\_\_\_;  
Students and Teachers (grades) \_\_\_\_\_.Total Projected Number Served: Students: Elem \_\_\_\_\_; Secondary \_\_\_\_\_  
Teachers: Elem \_\_\_\_\_; Secondary \_\_\_\_\_

4. Targeted level(s) of experience: \_\_\_\_\_

5. Is project residential? Yes \_\_\_\_\_ No \_\_\_\_\_

6. Program Description (4 sentences only): \_\_\_\_\_

## I. C. Budget:

1. Resource Center Request: \$ \_\_\_\_\_

2. Other Funds (in kind/cash): \$ \_\_\_\_\_

3. TOTAL Project Cost (C1 + C2): \$ \_\_\_\_\_

SUBMIT EIGHT (8) COPIES OF THIS PAGE

MINNESOTA CENTER FOR ARTS EDUCATION  
RESOURCE CENTER

MINNESOTA ARTS eXPERIENCE 1990 APPLICATION

Part II- Proposal Narrative

A narrative describing the proposed program must include the following:

- II. A. Documentation of need(s) for the proposed program and populations served.
- II. B. Purpose(s) of the program as it relates to the need(s).
- II. C. Program Goals. List no more than five goals and indicate how the goals meet the need(s) discussed in Part II A. Goals should encompass knowing, doing and appreciating the art form(s) included in the program.
- II. D. Objectives to accomplish each program goal.
- II. E. Activities to carry out program objectives.
- II. F. Proposed Day-by-Day Syllabus.
- II. G. Evaluation plan. Describe the process for collecting information about the program's impact and the methods which will be used (eg. interviews, questionnaires).

Submit eight copies of the narrative.

Part III (Attach to your narrative; submit eight copies)

III. A. Describe the qualifications of the organization to implement the proposed program.

III. B. Describe the criteria and process for selecting participants (students and/or teachers).

- III. C. Indicate the proposed administrative and artistic personnel. Briefly describe each person's qualifications and responsibilities in the program; do not include resumes. (Note: If personnel have not been selected, list title and qualifications for each position.)



III. D. Describe how this program is different from on-going programs in this arts discipline(s) and indicate the unique or innovative qualities of the proposed project.

III. E. Describe the plan to publicize the program. Include promotional methods, materials and strategies, target groups, and a timeline.

## MINNESOTA ARTS eXPERIENCE - 1990 APPLICATION FORM

PART IV. PROGRAM BUDGET  
(Submit eight copies)

1. Administrative personnel: (List by Title)		Amount Requested	Matching Cash*/In Kind	TOTAL
SUBTOTAL				
2. Artist/Teacher Fees/Salaries: (List individually)				
SUBTOTAL				
3. Space				
SUBTOTAL				
4. Housing (List separately for Admin., Artist/Teacher, etc.)				
SUBTOTAL				

NOTE: Distinguish cash contributions by placing "\*" in front of cash amounts.

## MINNESOTA ARTS eXPERIENCE - 1990 APPLICATION FORM

PART IV. PROGRAM BUDGET  
(Submit eight copies)

1. Administrative personnel: (List by Title)		Amount Requested	Matching Cash*/In Kind	TOTAL
SUBTOTAL				
2. Artist/Teacher Fees/Salaries: (List individually)				
SUBTOTAL				
3. Space				
SUBTOTAL				
4. Housing (List separately for Admin., Artist/Teacher, etc.)				
SUBTOTAL				

NOTE: Distinguish cash contributions by placing "\*" in front of cash amounts.

5. Travel (List separately for Admin., Artist/Teacher, etc.)

	Amount Requested	Matching Cash*/In Kind	TOTAL
5. Travel (List separately for Admin., Artist/Teacher, etc.)			
SUBTOTAL			
6. Perdiem (List separately for Admin., Artist/Teacher, etc.)			
SUBTOTAL			
7. Materials/Supplies (Indicate by categories)			
SUBTOTAL			
8. Equipment Rental			
SUBTOTAL			

PART IV - PROGRAM BUDGET

	Amount Requested	Matching Cash*/In Kind	TOTAL
9. Publicity			
SUBTOTAL			
SUBTOTAL			
10. Other (Indicate by category)			
SUBTOTAL			
11. TOTAL . . . . .			

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MINUTES OF THE BOARD OF THE MINNESOTA CENTER  
FOR ARTS EDUCATION

FRIDAY, DECEMBER 1, 1989

The December 1, 1989, meeting of the Board of Directors for the MN Center For Arts Education was held in the cafeteria of the administrative offices of the MN Center For Arts Education, 6125 Olson Memorial Highway, Golden Valley, MN 55422.

Vice Chair, Ruth Roitenberg, called the meeting to order at 1:30 p.m. on Friday, December 1, with the following Board members in attendance: Ruth Roitenberg, Audrey Eickhof, Nancy Vollertsen, Bill Richards, Florence Grieve, Bill Jones, and Philip Brunelle. Absent Board members included Harry Sieben, Jr., Jack Fena, Ted Grindal, Owen Husney, Mary Ingebrand-Pohlad, and Garland Wright. Staff in attendance included: Jim Undercofler, Barbara Martin, Karon Sherarts, Mary Katherine Johnson, and Bette Seide. Ken Greer of the advisory council was also in attendance.

MINUTES/AGENDA

There were no additions or deletions to the agenda. Nancy Vollertsen moved and Bill Jones seconded to accept the minutes as written. The motion carried.

COMMUNICATIONS

Several articles were distributed in the board packets about the School. Jim Undercofler stated that press had been good. There was discussion about the Artist Mentor program and the Science/Math task force.

FINANCE SUBCOMMITTEE REPORT

Budgetary printouts from the statewide accounting system were distributed and discussed. Audrey Eickhof reported that SWAS was in good order.

Barbara Martin reported on the grant with MAAE for the annual compilation of the summer arts compendium (\$14,850). Audrey Eickhof moved to accept and Flo Grieve seconded. Motion carried.

Jim Undercofler reported on expanded computer needs and requested that the center be allowed to purchase an updated system. Audrey Eickhof stated that the finance committee had reviewed the proposal and recommended the new computer purchase.

EXECUTIVE COMMITTEE REPORT

Vice Chair Roitenberg reported that no Executive Committee meeting had been held since the last board meeting.

RESOURCE CENTER REPORT

Karon Sherarts reported that 69 MAX proposals had been submitted, that there had been a noticeable increase in school district interest, and there was a good spread in disciplines. She also stated that there was a total \$ request of 1,200,000.00 and that the budget only allowed \$700,000 so she expected that some

difficult decisions were going to have to be made. The Board empowered the Executive Committee to approve MAX grants in December so that the planning processes could be started as soon as possible for 1990.

Karon stated that the resource center is currently developing a framework for the Arts Resource collection and has hired Margaret Haase on a contractual basis to assist due to the timeline considerations. Subcommittee is scheduled to meet on the 8th of December to make suggestions.

Karon also reported that the Princeton project is going well, that Merrill Fellger had been hired on a consultant basis to build a framework for curriculum development, and reported on the D.C. trip to receive the NEA award.

#### DIRECTOR'S REPORT

Jim Undercofler reported that general health is good but an intensity exists that needs a balance and that there had been a dance and a theater presentation, both of which were excellent.

Jim explained how the agency would be implementing the "magnet amendment". A letter has been drafted to all school superintendents describing the intent of the amendment and requesting the return of an interest survey preparatory to issuance of a formal RFP following the 1990 legislative session. The Board concurred that this was an appropriate way to begin implementation of the directive.

Jim gave an admissions report and discussed problems the center was having with the post office. Jim requested that due to these problems that he be allowed to extend deadline by a week for those requesting admissions packets during that week. Nancy Vollertsen moved extension of Jim's request to December 30, Philip Brunelle seconded, motion carried. Jim also requested that one southern (Mankato) and one northern (Bemidji) community be selected for review sites; the 3 remaining be held on-site. The Board approved the review site selections.

The issue of boarding metro students in 1990 was discussed. Currently, there is not enough money in the budget to allow for the remodeling and staffing of a second dorm, given the present lease arrangements with Norwest Bank. Legislative action on bonding money will not occur until the end of April, 1990. Options for transporting commuting students were discussed. The Board gave the Executive Director the authority to advise parents of new students that food charges might be imposed during the school year 1991-92. A sliding scale fee would be developed to accommodate students in need of economic assistance.

#### OTHER BUSINESS

The next Board meeting is scheduled for Friday, January 19, 1989, at 1:30 p.m.

Upon no further business, the meeting was adjourned at 3:05 p.m.

Bette Seide, Recorder.