

APPROVED March 22, 1995

## BOARD MINUTES MINNESOTA CENTER FOR ARTS EDUCATION

Wednesday, January 11, 1995

The January 11, 1995, meeting of the Board of Directors for the Minnesota Center for Arts Education convened in Room 205 of the Gaia Building, 6125 Olson Memorial Highway, Golden Valley, MN 55422. The meeting was called to order at 3:10 p.m. by Chairperson Audrey Eickhof.

**Present:** Hope Annexstad, Jeb Bowlus, Ellen Doll, Audrey Eickhof, Jean Greener, John Kim, Sheila Livingston, Ellen Palmer. Representing the Agency were Jim Undercofler, Mark Youngstrom, and Barbara McDonald.

**Absent:** Terry Anderson\*, Gary Chin-Fong Liew\*, Gale Mitchell, Patricia Surratt\*, and Pam Swenson\*.

### MINUTES/AGENDA

The minutes of the November meeting were approved.

#### Finance Subcommittee:

John reported in Pat's absence. Approximately half of the budget has been spent. There is \$660,000.00 of unallocated funds. Ellen Palmer added that there is \$61,000.00 in carryover funds. John stated that the Finance subcommittee had no concerns about the budget.

Jim introduced Janet Robb, who is working for the Resource Programs Network while Nancy Engen-Wedin is on a sabbatical. Resource Programs received 63 proposals for the 1995 Minnesota Arts eXperience (MAX) program. When reviewing proposals, the selection committee used a variety of criteria, including geographic location. On Monday, January 9 Pat Surratt, chair of the Finance subcommittee, met with Janet Robb to review the proposals. On Tuesday, January 10, John Kim and Ellen Palmer met with Janet Robb for the same purpose. The group was recommending a slate of proposals for funding.

Before the individual proposals were voted on, discussion and questions were entertained. Sheila inquired if the applicant's financial commitment to the program was one of the criteria. [Yes]

Jean Greener recommended that Janet provide an overview of each category (dance, music, etc.) rather than a description of each proposal. Jean stated she was comfortable with the slate recommended by the Finance subcommittee and didn't feel a description of each program was needed.

Ellen Doll asked why the ArtStart application (#24) hadn't been funded. One concern of those reviewing the proposals was it wasn't clear if the ArtStart program was an art class or a communications class.

\* Members who notified Agency they were unable to attend.

Jeb noted that the chart did not list the Congressional District of the programs not funded. He felt that information would be helpful.

Hope moved to vote on the slate recommended by the Finance subcommittee. Jeb seconded the motion. Motion passed.

The following programs were voted on individually and passed unanimously:

Arts Area	Appli- cation #	Program Title	\$ Granted
<b>Dance</b>	2 2	Dare to Dance	\$6,500.00
	3 5	The Dance Educators' Institute	\$20,000.00
	4 9	Ngsonga--Dance and Rhythm Connections	\$5,000.00
	6 2	Bringing Stores to Life	\$5,550.00
			<b>\$37,050.00</b>
<b>Interdis- ciplinary</b>	2	A Slice of the Past--A Living History	\$5,000.00
	1 1	Meet the Artists	\$850.00
	1 3	Faces of the Ages	\$3,500.00
	1 6	Self-Expression for the Environment. . .	\$14,000.00
	1 7	Raising the Roof. . .	\$18,200.00
	5 2	Arts and the Animals	\$8,000.00
	1 0	Conflict Resolution--Youth Visions	\$5,500.00
			<b>\$55,050.00</b>
<b>Literary Arts</b>	1 2	Teaching Writing Creatively	\$10,500.00
	2 1	1995 Author-in-Residence Summer Workshop	\$1,350.00
			<b>\$11,850.00</b>
<b>Media Arts</b>	1 8	American Indian Students' Video Arts Project	\$13,000.00
	2 8	Digital Imaging Workshop	\$9,900.00
	3 3	Media Arts Transformations	\$10,500.00
	4 3	Lens Media Literacy	\$3,700.00
	4 8	Media Arts Institute for Teachers	\$20,415.00
			<b>\$57,515.00</b>
<b>Multi- Arts</b>	4	Summer Academy of the Arts	\$12,000.00
	6	Kaleidoscope	\$10,470.00
	2 5	ArtStarts'--River Reflections	\$10,781.00
	2 7	Art, Message and Medium. . .	\$13,500.00
	5 1	El Arco Iris--Performing Arts Program	\$14,100.00
	5 4	Pine Point Summer Arts Experience	\$8,296.00
	5 7	Muses--Learn About You, Learn About Me	\$7,000.00
	6 0	Afrocentric Summer Arts. . .	\$4,500.00
			<b>\$80,647.00</b>
<b>Music</b>	5	Junior String Academy, String Academy	\$8,000.00
	4 5	Orff-Dalcroze Hands-On Workshop/Clinic	\$3,313.00
	5 6	The Versatile Violin Explores Jazz	\$2,785.00
	4 4	Music Exploration and Discovery	\$3,500.00
			<b>\$17,598.00</b>

Arts Area	Appli- cation #	Program Title	\$ Granted
<b>Theater</b>	1	Enlightening Entertainment*	\$19,500.00
	19	Toward an African American Aesthetic. . .	\$15,000.00
	34	SE Minnesota Children's Theater Arts Camp	\$7,000.00
	36	Legacy. . .Dramatic Lives	\$15,435.00
	47	Lake Street Theater Club for Teachers	\$4,640.00
	53	Commonweal Theatre Conservatory	\$3,250.00
			<b>\$64,825.00</b>
<b>Visual Arts</b>	15	DBAE Core Summer Inst.--Renewal Inst.	\$26,065.00
	32	Gathering Words and Pages. . .	\$4,900.00
	39	From Input to Output	\$5,200.00
	58	ArtsAlive. . .	\$34,400.00
	59	Experiencing the Native Tradition. . .	\$10,850.00
			<b>\$81,415.00</b>
		<b>GRAND TOTAL</b>	<b>\$405,950.00</b>

\* Sheila Livingston abstained from voting on this proposal since it was submitted by the Guthrie Theater.

#### General Subcommittee:

Jean Greener reported that the group had discussed the vision statement and guiding principles. The subcommittee was close to submitting these to the Board for approval. Jean anticipated that this would occur at the March meeting. Jean stated that there are legislative and general strategies for funding. She asked Jim Undercofler to explain about the legislative strategy. Jim responded that state funding will be level or declining during the next ten years. He added that the Governor had indicated he would submit a pay bill which should cover most of the pay increases.

#### Personnel Subcommittee:

Ellen Doll informed the Board of the process that her subcommittee had developed for evaluation of the Executive Director. Evaluation forms had been developed for the faculty, management team, Board subcommittees, and parent advisory committee chairs to complete. The Personnel subcommittee plans to use the following timeline for evaluating the Executive Director:

Early January	Evaluation form mailed
Late January	Forms due back
February-March	Personnel subcommittee reviews evaluations and meets with Executive Director
April	Evaluation completed
May	Personnel subcommittee reports to Board
June	Executive Director writes a letter, stating goals and objectives

September-October	Discussion of goals and objectives in sub-committees and full Board. Board would have opportunity to review goals and shape them
-------------------	--

Ellen Doll stated that there was an amendment to the bylaws that the Board needed to review and vote on at the next meeting.

#### **Resource Programs**

(See Finance subcommittee report--Minnesota Arts eXperience grants)

#### **Arts High School**

Mark distributed and reviewed a handout on the interim course offerings.

A handout of the proposed admissions review teams was distributed. Jim stated that there are three members, including one staff member, per team. Sheila moved to accept the proposed admissions review team. John seconded the motion. Motion passed.

#### **Executive Director**

(See General subcommittee report)

#### **ADJOURNMENT**

Ellen Palmer moved to adjourn the meeting. John seconded the motion. Motion passed. The meeting adjourned at 4:49 p.m.

Recorded by Barbara McDonald

APPROVED June 16, 1995  
M418

**BOARD MINUTES**  
**MINNESOTA CENTER FOR ARTS EDUCATION**

**Wednesday, April 26, 1995**

The April 26, 1995, meeting of the Board of Directors for the Minnesota Center for Arts Education convened in Room 205 of the Gaia Building, 6125 Olson Memorial Highway, Golden Valley, MN 55422. The meeting was called to order at 3:12 p.m. by Chairperson Audrey Eickhof.

**Present:** Terry Anderson, Jeb Bowlus, Audrey Eickhof, Jean Greener, Sheila Livingston, Gale Mitchell, Ellen Palmer, Patricia Surratt, and Pam Swenson. Representing the Agency were Kevin Clark, Barbara Martin, Kathleen McCartin, Jim Undercofler, Mark Youngstrom, and Barbara McDonald.

**Absent:** Hope Annexstad\*, Ellen Doll\*, John Kim\*, and Gary Chin-Fong Liew\*.

**MINUTES/AGENDA**

The minutes of the March meeting were approved.

**Finance Subcommittee:**

Pat reported that the Finance subcommittee had no concerns about the budget.

**Arts High School:**

Mark reviewed the procedure the school had completed for the North Central evaluation. He then introduced Diane Remington, one of the members of the North Central team. Diane distributed a handout with the findings and recommendations of the team. The North Central group was impressed with:

- the dedication of the staff;
- the safe environment for the students;
- the Learning Resource Center;
- low personnel turnover; and
- great potential for interdisciplinary work.

Limitations/concerns included:

- space;
- not enough diversity in staff or students;
- no post-high school planning for noncollege-bound students;
- some classes are too large;
- special education is limited;
- few opportunities for students gifted in science and math;
- no formal process for peer observation or in-service for new staff;
- not enough physical activities for students; and
- arts mission not comprehensive enough.

Sheila asked about class size. Mark responded that classes range from 8-31 students with the average about 20/class. Sheila also inquired as to how many seniors were college bound. Kathleen stated that about 70% of each graduating class enroll in college.

Terry said that it was interesting hearing the report but felt that not all the recommendations would be appropriate for the agency.

**Personnel:**

Jeb, acting chair, reported on the activities of the search committee. Ads were run in the April 16 and April 23 issues of the New York Times and the Minneapolis Star Tribune. The job announcement had also been put on the internet. Jeb stated that Barbara Hoosman, who works for the Minneapolis Public Library and has experience in national searches, had been hired as a consultant. Her primary responsibilities will be to develop various instruments (criteria sheet, acknowledgment letter, essay questions) used by the search committee.

Jeb read the following resolution:

"BE IT RESOLVED, THAT AUDREY EICKHOF, Chairperson of the Minnesota Center for Arts Education Board of Directors is hereby granted the authority and directed to sign and to give notice of the Board's intent to appoint a search committee to seek an Executive Director pursuant to Minn. Stat. § 129C.10, Subd. 3b, which grants the Board the authority to make hiring decisions regarding the Center.

The following Board members are appointed to the search committee:

Jeb Bowlus, Search Committee Chair  
Terry Anderson  
Ellen Doll  
Audrey Eickhof  
Jean Greener  
John Kim  
Sheila Livingston"

Terry moved to adopt the resolution. Pam seconded the motion. Motion passed.

Terry and Audrey commented on the excellent job the committee had done on setting up the search committee timeline so quickly.

**Resource Programs:**

Jim reported in Pam's absence. Resource Programs was requesting that one Board member serve on the Magnet review panel which was going to meet at 2:00 p.m. on May 2. Gale expressed interest and would check his schedule.

**Executive Director's Report:**

Jim stated that the Governor's recommendation of \$4,867,000.00 for the agency was also the same as the House appropriation. The Senate amount was \$5,289,000.00 of which \$421,000.00 was for the PASS grant. Jim predicted that the outcome would be \$4,867,000.00 plus \$250,000.00. He stated that he would like to distribute the \$250,000.00 equally between metro and outstate programs.

On Thursday, April 27 an architectural "charrette" (intense concentrated period of time) was planned. The goal was to redesign the campus. Initial drawings should be done by the next Board meeting.

**ADJOURNMENT**

Ellen Palmer moved to adjourn the meeting. Sheila Livingston seconded the motion. Motion passed. The meeting adjourned at 4:07 p.m.

Recorded by Barbara McDonald

# BOARD MINUTES

## MINNESOTA CENTER FOR ARTS EDUCATION

Friday, June 16, 1995

The June 16, 1995, meeting of the Board of Directors for the Minnesota Center for Arts Education convened at the Golden Valley Country Club, 7001 Golden Valley Road, Golden Valley, MN 55427. The meeting was called to order at 11:05 a.m. by Chairperson Audrey Eickhof.

**Present:** Terry Anderson, Hope Annexstad, Jeb Bowlus, Ellen Doll, Audrey Eickhof, Jean Greener, John Kim, Sheila Livingston, Gale Mitchell, Ellen Palmer, and Patricia Surratt. Representing the Agency were Kevin Clark, Barbara Martin, Kathleen McCartin, Pam Paulson, Jim Undercofler, and Barbara McDonald. New Board members Sylvia Strobel and Ruth Grendahl were introduced.

**Absent:** Lorraine Kruse\* and Gary Chin-Fong Liew\*.

### MINUTES/AGENDA

The minutes of the April meeting were approved.

### Finance Subcommittee

Pat reported that this was the last month of the fiscal year and the agency's expenditures were right on target. Funds remaining at the end of the fiscal year would be allocated to the technology fund.

There were a number of grant requests for the Resource Programs Network that needed approval.

1. Dance Education Initiative--Pat asked Pam to provide some background on the grant requests. The total requested is \$35,000.00. The sites and amounts granted are as follows:

Site	Grant Amount
Barton (Minneapolis)	\$2,690.00
Blue Earth	\$5,430.00
Braham	\$6,305.00
Dawson-Boyd	\$5,795.00
Highwood Hills (St. Paul)	\$2,830.00
Minnewashta (Excelsior)	\$2,980.00
Norman County (Halstad)	\$5,870.00
Tanglen (Minnetonka)	\$3,100.00

\* Notified Agency unable to attend.



Each grant request was voted on individually with Pat Surratt moving for approval and Ellen Palmer seconding. Motions passed.

2. Artist-Mentor--Pam stated that funding had been reduced from \$55,000.00 to \$35,000.00 for the current fiscal year (FY96). In FY97, the total amount will be further reduced to \$30,000.00. There are four sites (Regions 1, 2, 4 and 5) in northwestern Minnesota that participate in this program. The four sites will each receive \$8,750.00. Pat Surratt moved to approve this request. John Kim seconded the motion. Motion passed. Ellen Palmer, stating a conflict of interest, abstained.
3. Magnet--Pam reported that the Magnet program was going through a very large transition. The goal is for the program to move from one being student-based to a staff development model. Also, the sites will become regional hubs and will use the standards outlined in the Framework for Arts Curriculum Strategies (FACS). The grant request was for a one-year "transitional" grant. At the end of the transition phase, the sites can then apply for a four-year grant to implement the changes.

The "satellite" (outstate) programs would each receive \$25,000.00. The metro programs would each get a two-year grant of \$5,000.00/year. At the end of the two years, the metro sites would be done.

Pat moved to give the satellite sites (Elk River, Grand Marais, Owatonna, Thief River Falls, and Westbrook-Walnut Grove) a one-year grant of \$25,000.00 each. Ellen Palmer seconded the motion. Motion passed.

Pat moved to approve the metro sites' (Hopkins Eisenhower, North High School and Sheridan) grant request: a two-year grant of \$5,000.00/year/school with the contingency that the second year funding (FY97) will not be given until all obligations from FY96 are met. Ellen Palmer seconded the motion. Motion passed.

4. Comprehensive Arts Planning Program (CAPP)--Pam explained that CAPP had been in existence for about 12 years and serves approximately 180 districts. The pool of schools is shrinking, however. Those left are often very small. Consequently, they did not know how to respond to the CAPP Request for Proposal. The total grant amount is \$38,000.00 to be divided among 18 sites (\$2,111.11/site). Five "pre-CAPP" sites and three "post-CAPP" (at the end of their five-year plans) have not been selected. Approval can only be given for those sites presently selected. Ten standard CAPP sites have been chosen. They are: Blackduck, Cleveland, Fergus Falls, Hinckley-Finlayson, Janesville-Waldorf-Pemberton, MACCRAY, Pierz, Prior Lake-Savage, Red Lake Falls, and Sibley East. During the first year, they will concentrate on long-range plans. The second year the sites will implement those plans.

Pat Surratt moved to approve these sites and amounts. Ellen Palmer seconded the motion. Motion passed.

5. Minnesota Arts eXperience (MAX) Partnership--Only two have been done thus far. Kelliher, which is requesting \$20,000.00, will be working with In the Heart of the Beast Theater on a theater project. Pat moved to approve this request. Ellen Palmer seconded the motion. John inquired about the MAX funds. Pam responded that some of the funding was from the MAX budget and some was from PASS. Motion passed.

### Appeals Subcommittee

Terry stated the group had met twice to consider three appeals:

1. Evan Johnston had auditioned in music. Evan was denied admission because of his academic record.
2. Chris Kocholek, theater, received a 60 on the arts review but did not advance to the Final Review Team because he scored very low on "attitude."
3. Damian Johansson, literary arts, scored well in the arts review but had five points deducted because of his academic record.

The Appeals subcommittee recommended that all three appeals be denied.

Terry moved to accept the subcommittee's recommendation of denial. Jeb seconded the motion. Motion passed.

### Personnel Subcommittee

Jeb, acting chair, thanked the members of the subcommittee for their work. The group was recommending that David O'Fallon be offered the position of Executive Director. Jeb reported on Mr. O'Fallon's credentials. Jeb moved that the Board hire David O'Fallon, effective August 1, at the top of the salary range (\$77,903.00). Gale seconded the motion.

Pat asked how many people were considered for the job. Jeb responded that all applications (36) were reviewed with eight people commencing to the next level (responding to four essay questions). Three of the eight were interviewed. Jeb recounted the interview schedule.

Concern was expressed about starting Mr. O'Fallon at the top of the salary range. Jeb, however, stated that the search team had discussed this and decided it was warranted, given Mr. O'Fallon's credentials. Jim added that Mr. O'Fallon could receive credit for prior years of service (public sector) for vacation accrual.

Jeb felt it was important for Mr. O'Fallon to meet with Jim in July to discuss making the transition. Jeb moved to pay Mr. O'Fallon \$400.00/day plus travel expenses for up to five days to meet with Jim at a mutually agreeable site. Ellen Palmer seconded the motion. Jeb amended the motion to include a provision that David be allowed to claim prior years of public service for vacation accrual. Gale seconded the motion as amended. Motion passed.

Jeb moved that Audrey take the appropriate steps to make a public announcement of Mr. O'Fallon's hiring. John seconded the motion. Motion passed. Jean Greener thanked the search committee for its work. Gale wanted to acknowledge Ellen Doll for her initial work in the process.

### **Executive Director's Report**

Jim stated that the legislative session had been very successful. There will be a bonding bill next year. The agency may get \$5-\$8 million.

Jim asked for a motion to accept late applications. In 1991 the agency received the authority to accept late applications. Of the late applications, three are in music, three in theater, five in media arts, and one in dance. If these are accepted, there will be an arts review with the Final Review Team meeting the following week. Terry so moved. Jean seconded the motion. Motion passed.

The Board meeting schedule for the next biennium has not been set. The next meeting will be August 23. The three new Board members will need to be assigned to subcommittees. Ellen Doll work on this.

Jean moved that the Board wanted to acknowledge the search team for all the work it had done. John seconded the motion. Motion passed.

### **ADJOURNMENT**

The meeting adjourned at 12:45 p.m.

Recorded by Barbara McDonald

**BOARD MINUTES**  
**MINNESOTA CENTER FOR ARTS EDUCATION**

**Wednesday, August 23, 1995**

The August 23, 1995, meeting of the Board of Directors for the Minnesota Center for Arts Education convened in Room 205 of the Gaia Building, 6125 Olson Memorial Highway, Golden Valley, MN 55422. The meeting was called to order at 3:03 p.m. by Chairperson Audrey Eickhof.

**Present:** Terry Anderson, Hope Annexstad, Jeb Bowlus, Audrey Eickhof, Jean Greener, John Kim, Sheila Livingston, Gale Mitchell, Ellen Palmer, and Patricia Surratt. Representing the Agency were Kevin Clark, Bev DeVos, Barbara Martin, Kathleen McCartin, David O'Fallon, Pam Paulson, Bob Raiolo, Mark Youngstrom, and Barbara McDonald. New Board members Sylvia Strobel and Lorainne Kruse were introduced.

**Absent:** Ellen Doll\* and Ruth Grendahl.\*

**MINUTES/AGENDA**

The minutes of the June meeting were approved.

**Finance Subcommittee:**

Pat reported that the agency had a budget of \$5.2 million with a current balance of \$4.8 million. The Dayton-Hudson corporation may provide a grant of \$25,000.00 and the agency will be receiving \$10,000.00 for its work on the graduation rule.

**Arts High School:**

Kathleen introduced Bev DeVos, Admissions Coordinator. Bev distributed a sheet with information on admissions for the upcoming school year. Bev reported that for the 1995-96 school year, the high school received the highest number of applications ever yet had the fewest number of incoming students (125). For the previous school year, there were 138 new students. This year a significant number of students who were accepted declined to attend compared to last year. Bev stated the reasons for not coming were many and varied. One concern was the lack of parental support for residential students.

Audrey asked if everyone on the wait list had been contacted about filling the open slots. Bev replied affirmatively. She added that there were wait lists in only three areas. Bev stated that she is frequently asked why more students aren't accepted when we are allowed to enroll a maximum of 300 (there are 238 students for the upcoming school year). Jeb inquired if geographics played a factor. Bev didn't believe that to be the case. Barbara Martin stated that space limitations impact the number of students accepted.

\* Notified Agency unable to attend.

to the Board. The potential impact of sharp reductions in federal arts and education dollars must be anticipated.

David said that the Center's facilities are clearly inadequate for its mission. Requesting state support for remodeling and new facilities is one way to educate legislators and others about the Center's accomplishments, value to state education, and needs. He then asked Barbara Martin to introduce the results of the program, site, and facilities review and planning process.

David turned the meeting over to Barbara Martin, who introduced Wes Chapman, Department of Administration. Wes stated that in 1994 the state instituted new procedures for building buildings. Departments must now develop a master plan before money will be granted for new construction or remodeling. Bonding money can only be used for specific projects outlined in the plan. Requests will be looked at more thoroughly than they have in the past.

Wes stated that in June of each odd year, agency capital bonding requests must be submitted to Administration. October 25 is the deadline for revised requests. Administration reviews the requests from October 25-January 15 at which time a recommendation is made on which projects should be funded. In April or May a bonding bill is passed. Wes stated that departments are now being asked to forecast their building needs and costs for the next three biennia. Wes reported that the State has a AAA bond rating from Moody's, based in part on the tightened requirements.

Barbara Martin then introduced Graham Adams, Adams Group Architects, who gave a slide presentation on the recently completed architectural study. The Adams Group used a "participatory" process in which all staff and students were given the opportunity to have input into the campus design. This was accomplished in three days. During the first day, the Adams Group did a tour and evaluation of the campus; the second day was for idea generation; and, on the third day, designs were presented and critiqued. The Adams Group also met with students for comments. The groups of staff and students came up with 40 design models. Three were presented to the staff and students for their reaction.

The final plan is based on a student population of 400. Graham reported that the administration building has 60,000 sq. ft. of space but needs indicated it should be 170,000 sq. ft. The proposed plan is designed to be completed in phases.

Jeb asked if cost estimates were based on accomplishing them in a certain order. Graham said no--costs were figured on doing each phase individually (inflation was included) but savings could result if some were combined.

Sheila commented that the process was excellent.

#### ADJOURNMENT

The meeting adjourned at 4:53 p.m.

Pam stated that there were 60 MAX (Minnesota Arts eXperience) programs held during the summer at varied locations. Staff members had visited 37 sites. Feedback was very positive.

Pam reported that she had just hired Herb Dick, formerly with the Apple Valley-Rosemount school district, for the music coordinator position. Janet Robb, who had worked in Resource Programs for the past year, was going to continue for another year as part of an interchange agreement with Metro ECSU. She will act as the visual arts coordinator. The dance position, which recently became vacant when Susan Spaulding accepted a position in Kentucky, was still open.

#### **Other Business:**

Audrey stated that with the change in Executive Directors, there needed to be a change in authority. Audrey read the language from a form which rescinded Jim Undercofler's authority, effective July 31. Gale moved to rescind Jim's authority. John seconded the motion. Motion passed.

Audrey then read the language from a form granting authority to David O'Fallon. This included acceptance of gifts, grant, bequests or devises for educational purposes. Terry moved to give authority to David. Ellen Palmer seconded the motion. Motion passed.

Audrey read a memo she had received from Jim Lee in which he approved giving David the top of the salary range. Audrey stated she had also gotten a memo from Morrie Anderson, the Governor's Chief of Staff, stating that the Governor did not want salary increases for upper management. Audrey stated this was a separate issue and did not affect giving David the top of the range.

Audrey stated she had received a card from Jim Undercofler in which he thanked the Board for its gift certificate to MPR, the video tape and the luncheon held in his honor.

#### **Executive Director:**

David reported that he had received tremendous support from senior staff. He had asked them to prepare briefing papers for him. Based on these and other conversations with directors and staff, and a review of other agency information, he saw several areas for attention. One is to build a stronger sense of the Center as one organization with a common mission, known to and shared by all programs. The resource and network programs and the school programs are both strong, but can work even more closely together. A clear mission has been adopted by the resource and network programs and approval by the Board. The consultant who led that process, Diane Herman, has now been hired to lead the school faculty, parents, and students through a similar mission building process. The goal of all is to create a stronger sense of common purpose and a clearer public identity.

Another area for attention is to prepare the Center for a volatile political and economic environment. The analysis of federal and state finances, for example, will be presented

Kathleen stressed that it is not dorm space (or lack thereof) that determines the number of students accepted (although that is a common misconception). Mark commented that more students could have been accepted in dance but there were not many applicants.

Kathleen said that, like colleges, we need to accept a higher number of students in order to attain a certain enrollment. There will always be a few students who will not attend.

**Personnel Subcommittee:**

Ellen Doll, chair of Personnel, was absent so Terry gave the report. David O'Fallon was requesting additional money for relocation costs. Terry stated that he, Audrey, and Ellen had conferred with David on this issue. They had also reviewed the managerial plan which governs relocation. Terry stated that although \$10,000.00 is the maximum amount stated, the managerial plan also gives the appointing authority discretion to grant more. The plan also lists specific items that can be reimbursed. Terry moved that David's request of an additional \$11,200.00 be approved. Jean Greener seconded the motion. Terry reviewed David's list of expenses and stated that there was money in the budget to cover this. The motion passed.

Jeb stated that he had talked with Ellen about the subcommittee assignments for the new Board members. Sylvia will be on the Finance subcommittee and Lorainne will serve on General. Ruth had expressed interest in a couple of committees and had not yet been assigned to one. Jeb moved to accept the two subcommittee assignments. Sheila seconded the motion. Motion passed.

**Appeals Subcommittee:**

Terry stated that two students who had attended as juniors for the past school year and had been denied readmittance as seniors (due to having insufficient credits by the end of their junior year) had appealed their denial. Terry reported that the Appeals subcommittee and staff members had met on August 16. The students were allowed to explain their reasons for requesting the appeal. Based on the information presented by the staff and the lack of compelling arguments presented by the students, the Appeals subcommittee was recommending that both appeals be denied.

John inquired if there were other students who were denied readmittance. Kathleen stated there were five but only two appealed.

Terry added that if the Board upheld the denial, the students still had one more avenue to pursue--appealing within 30 days to the Commissioner of the State Department of Education. Terry moved to deny both appeals. Jean seconded the motion. Motion passed.

**Resource Programs Network:**

Pam distributed two brochures on upcoming conferences. She invited the Board members to attend.

BOARD MINUTES  
MINNESOTA CENTER FOR ARTS EDUCATION

Wednesday, September 27, 1995

The September 27, 1995, meeting of the Board of Directors for the Minnesota Center for Arts Education convened in the Glass Box room of the Gaia Building, 6125 Olson Memorial Highway, Golden Valley, Minnesota. The meeting was called to order at 3:00 P.M. by Chairperson Audrey Eickhof.

**Present:** Terry Anderson, Jeb Bowlus, Ellen Doll, Audrey Eickhof, Ruth Grendahl, Lorainne Kruse, Sheila Livingston, Ellen Palmer, Sylvia Strobel, and Patricia Surratt. Representing the Agency were Barbara Martin, Kathleen McCartin, Kevin Clark, David O'Fallon, Pam Paulson, Bob Raiolo, Mark Youngstrom, and Patricia Roles.

**Absent:** Hope Annexstad, Jean Greener, Gale Mitchell, John Kim

MINUTES/AGENDA

The minutes of the August Board meeting were approved.

Finance Subcommittee

Pat reported that the expenditures for the last month were \$420,728 with an unexpended amount of \$4,635,271.

Arts High School

Mark distributed copies of the report by North Central Association of Colleges and Schools Visitation Committee entitled, Minnesota Center for Arts Education Arts High School Final Report. He gave responses to the recommendations listed on page 12 of the report. He said that the first limitation listed, that programs are restricted because of the facility limitations, was being addressed with the new plans for increased space and the upcoming legislative request. The second limitation, that staff and students need to be more diversified, was being addressed through program recruitment, the hiring of staff and would also be addressed by the new information officer position. A new school committee, Awareness, Tolerance and Respect (ART) had been formed to deal with diversity issues. The Committee has members from the staff, faculty and the student body. Students also formed the Ethnic Culture Celebration Committee (ECC) Committee in the past year, Common Experience is bringing artists of different cultures to the school and finally, that the different arts areas in the school were bringing in artists as instructors from different communities of color.

Kathleen addressed limitation number three, that post high school career planning is limited to college bound students at the school. She said that these concerns had been



addressed in the reorganization of the position of guidance counselor. The new position includes planning for each student, college bound and non-college bound students. New career information on non-arts careers will be addressed.

Mark said that limitation number four, that the Arts High School needs a more comprehensive mission statement, would be addressed in the upcoming mission/vision work that would be done with Diane Herman, the consultant hired to lead the school faculty, parents, and students through a mission building process. The goal of the process is to create a stronger sense of common purpose and a clearer public identity. Focus groups have just been completed and on October 5th and 6th, there will be a Mission Steering Committee meeting. At this meeting, the group will draft language for the mission and future goals for the school. Mark said that limitation number five, that Communication is a concern because of the unique nature of the school, would also be addressed by this process.

#### **Personnel Subcommittee**

Ellen Doll, chair of the Personnel Committee, distributed a memo that listed the goals for the executive director. David briefly reviewed the goals and stressed Goal number one, "One Center, One Mission," to build a stronger sense of the Center as one organization with a common mission, known to and shared by all programs and Goal number two, "Work with Board to define and refine Board role."

Ellen stated that the Committee had discussed the possibility of a dinner for David at the State Capitol. David said that different foundations have expressed interest in the introduction dinner. It was decided that the General committee would handle the details of the dinner and that any Board Member could contribute to the process.

Ellen said that in January or February the Committee would send out Executive Director evaluation forms, to the staff and faculty.

#### **Resource Programs Network**

Pam distributed a handout, Update of the Strategic Planning Process, which showed the progress of the Center's responsibilities that were transferred from the Minnesota Department of Education. She briefly reviewed the highlights of the most recent planning session of July 7. She also listed some of the major initiatives which she said will help translate the vision and mission and set of goals into concrete operations. She said that there was a group that was meeting to rewrite the licensure rules in the arts. The purpose was to parallel the Graduation Standards to allow teachers licensure in Dance and Theater which was not presently done. She said that putting the interdisciplinary piece with the licensure allows teachers to work with students in the arts but does not keep specialists from teaching. Sheila asked how existing teachers would be affected? Pam said that they would be grandfathered in. Jeb commented that smaller schools would be in favor of this since they had one teacher to teach many different subjects. David said that this would be a definite plus as long as it was done

well. Perhaps it would mean a five year degree? Pam said that there would be additional information about each goal at the next Board meeting.

Pam also distributed a handout sheet on the National Teleconference On Arts Education which will take place on November 14, from 6:30 - 8:30. The topic will be strategies for education in music and the other arts. The teleconference is interactive with the downlink site located at Hennepin Technical College. Jim Marshall, Library Media Specialist, will make the connections for the Center.

Pam also distributed the new Minnesota Arts eXperience (MAX) guidelines and the Professional Opportunity Program (POP) guidelines and reviewed the changes from past guidelines. She said the major change in the MAX guidelines was that there was a higher education component. She reported that the Comprehensive Arts Planning Program (CAPP), was having it's Fall conference starting that evening and lasting two days. She also drew members attention to the Minnesota Plan for the Arts in Education workbook, which she distributed to members. The workbook was the result of three different working conferences, Sculpting the Future I: Re-energizing the Arts in Education, Sculpting the Future II, "What Should Everyone Know in the Arts?" and Sculpting the Future III, "Moving from Vision to Action," as well as a group of individuals from the second conference who met to develop language for a state mission and vision for the arts.

#### **Executive Director's Report**

David said that in response to the North Central Association's Report and the Architectural Report, it was apparent that there was a need for approximately 14 million dollars in bonding money. He asked that the Board support his request to pursue the Bonding process. **Motion was made by Audrey Eickhof to allow the Executive Director and the Deputy Directory to pursue the Bonding process. Motion was seconded by Terry Anderson and passed unanimously.**

#### **Other Business**

Barbara distributed a sheet that showed the 1996 capital budget requests and a sheet that showed the master plan anticipated projects costs. After briefly explaining them, she said that the date for receipt of Bonding requests was October 27th. Sheila asked about the timeline of the Bonding process. Barbara responded that a request must be made six months prior to the Bonding Session to the Department of Finance and Administration. These agencies score the requests and send them to the Governor's office for review. The process takes up to one year for action. Jeb asked if the process would be affected if the agency seeks private funding? Barbara responded that it would depend on how the request was worded. David added that the acquisition of private funds could only help the process. Audrey cautioned that the agency has always been very careful about private fund raising. David stated that the Board would be very involved during the process.

Jeb asked about the possibility of working with Metro State on space issues. David said that a meeting had already taken place and that it was decided that both sides would sit down with the plans to see what would work and what would not. He added that Metro

State does not have any presence in the arts and that this agency was an arts center. Barbara added that there was another meeting October 9, when there would be another opportunity to talk with Metro State and the architects. Sheila suggested that when the construction was completed, some part of it be named after Rudy Perpich, since he was instrumental in the formation of the Center.

David requested that the Board give him the authority to set up an advisory council to pursue private funding and business connections. He would like to work with the Board to nominate between 12-14 members that reflect Minnesota businesses across the state. **Motion was made by Terry Anderson to allow the Executive Director to form a business advisory council. Motion was seconded by Sheila Livingston and passed unanimously.**

**Lorraine** distributed copies of the Minnesota Academic Excellence Foundation's Business Education Seminar, October 16 and encouraged members to attend. The Seminar is free of charge.

#### ADJOURNMENT

**Motion was made by Ellen Doll to adjourn the meeting. Motion was seconded by Sylvia Strobel and passed unanimously. The meeting adjourned at 4:30 p.m.**

Recorded by Patricia Roles

# BOARD MINUTES

## MINNESOTA CENTER FOR ARTS EDUCATION

Tuesday, November 28, 1995

The November 28, 1995, meeting of the Board of Directors for the Minnesota Center for Arts Education convened in the Glass Box room of the Gaia Building, 6125 Olson Memorial Highway, Golden Valley, Minnesota. The meeting was called to order at 3:00 P.M. by Chairperson Audrey Eickhof.

**Present:** Jeb Bowlus, Ellen Doll, Audrey Eickhof, Ruth Grendahl, Renee Jenson, John Kim, Lorainne Kruse, Ellen Palmer, and Sylvia Strobel. Representing the Agency were David O'Fallon, Barbara Martin, Kathleen McCartin, Pam Paulson, Mark Youngstom, Kevin Clark, Bob Raiolo, and Patricia Roles.

**Absent:** Terry Anderson, Hope Annexstad, Jean Greener, Sheila Livingston, Gale Mitchel and Patricia Surratt.

### MINUTES/AGENDA

The minutes of the September Board meeting were approved.

### Finance Subcommittee

John Kim reported to the Board in Finance Chair Pat Surrat's absence. He said that the agency budget was in order but that there were some concerns about future shortfall. This is due to two factors: some salaries were being paid from the FACS grant money which will not exist next year and steadily rising salaries (over which the Center has no control) meet the state funding of the Center's budget.

John reported that the Finance Committee had reviewed all four of the following grant requests submitted to the Finance Committee, by Resource Programs, and that the Committee had voted to approve all four grant requests. He turned the meeting over to Pam Paulson, Director of Resource Programs.

Pam reviewed the four grant requests for the Board:

### Comprehensive Arts Planning Program

Pam explained that CAPP has become a three tier program; Pre-CAPP, Standard CAPP and Post-CAPP. She said that the Board had approved the standard CAPP grants in June. This request was for approval of four pre-CAPP and four Post CAPP sites. She said that each site commits for two years and that all pre- and post CAPP sites would receive equal funding of \$2,111.11.

### Sites recommended for pre-CAPP

### Sites recommended for post-CAPP

Badger  
Bagley  
Mountain Iron-Buhl  
Parkers Prairie

Mora  
Robbinsdale  
Staples-Motley  
Stillwater

**The total amount requested for funding was \$16,888.88.**

Lorraine asked about how the information about CAPP was sent to districts as she had concerns as her district did not know about the CAPP program. Pam responded that this year a select mailing was sent out. Those who had received CAPP funding in the past did not receive this mailing. She added that in the future, every single school district will receive the mailing.

Ellen Palmer abstained from voting citing conflict of interest.

**Motion was made by John Kim to fund CAPP for \$16,888.88. Motion was seconded by Ellen Doll and passed unanimously.**

#### **Professional Opportunity Program**

Pam explained that the POP program had undergone a few changes. This year, the program has a research focus. Teams can apply for the grant up to \$2,500 and individuals can apply for up to \$1,200. A new review process was implemented, that included Board Member Ellen Doll and an external review team. Seven POP applications were recommended for funding. There were two individuals and five teams selected.

#### **Teams**

Byron Public Schools	\$2,500
Shakopee Schools	\$2,463
Highwood Hills Elem.	\$2,500
White Bear Lake High	\$2,500
ArtStart	\$2,396

#### **Individuals**

Gita Kar	\$1,200
Paula Nelson	\$1,200

Ellen gave the Board a brief review of the process used to select the seven applications for funding.

**Total request for POP = \$14,759.00**

Renee Jensen abstained from voting citing conflict of interest.

**Motion was made by John Kim to fund this round of the POP program for \$14,759.00. Motion was seconded by Ellen Doll and passed unanimously.**

#### **Frameworks for Arts Curriculum Strategies**

Pam briefly reviewed the background for the FACS project, saying that this was a three year project designed to create and implement curriculum frameworks in the arts for Minnesota schools, based on the national arts education standards and Minnesota's graduation standards. The Minnesota Alliance for Arts in Education was requesting a one year grant for public education efforts to build a broader base of support within communities for the arts curriculum standards developed by the FACS project. David added that the Alliance has the network to help administer and communicate this project to communities throughout the state.

**The total requested amount was \$16,000.**

**Motion was made by Ruth Grendahl to fund the FACS project for \$16,000. Motion was seconded by John Kim and passed unanimously.**

#### **Minnesota Media Literacy Project**

Pam said that the Media Literacy Partnership Project was developed in 1993 in recognition of the needs for media literacy education to be an ongoing part of K-12 curriculum. The program had progressed well for two years. Rocori Public Schools was requesting funding for year three for intensive training for ten district faculty leaders. David said that the Information from the project will be used in other venues and is in an underserved area of the arts. He added that this project will serve as a guide for long-term partnerships with the Center.

**Total requested funding for the MLPP was \$13,750.00.**

**Motion was made by Jeb Bowlus to fund the Media Literacy Project for \$13,750.00. Motion was seconded by John Kim and passed unanimously.**

David updated the Board on the Center's capital bonding request. He said that he has had several meetings with those who are involved with the process. Barbara distributed a handout of the project descriptions and requests for 1996, for the first six projects. She then gave a brief description of the anticipated outcomes of the construction of the projects. She expressed optimism that at least some of the six projects would be included in the Governor's January recommendations.

David then gave Board Members an update on Metro State's interest in the Center as a possible site for a Minneapolis campus. He said that he had met with several legislators on this issue and that they were not aware of the siting plans. Barbara reported that she had a recent meeting with the City Planner for Golden Valley who expressed concerns about the proposed plans. Concerns such as traffic congestion, wetland issues, neighborhood concerns and the fact that the school rests on the lowest point in Golden Valley were raised. She said that staff were trying to arrange a Center masterplan presentation for the January Golden Valley City Council meeting.

### **Arts High School**

David reported that the school mission process, being facilitated by Diane Herman and Associates, was progressing well. The second draft of the Arts High School Mission statement was distributed to members and Mark invited board members comments. He said that the third draft would be generated in mid-December and would include goals and guiding principles.

Jeb stated that he felt the mission should include the fact that the arts were a life-long process, something about what is taken with students after they leave.

Kathleen distributed copies of the admissions survey taken by Bev DeVos, Admissions Coordinator, at the request of the Board. This survey is a summary of the phone interviews made to the 19 parents of students who were accepted at the Arts High School and made the decision not to attend. It included a copy of the survey and the results as well as recommendations. Kathleen pointed out that most of the responses were emotional. Many were real issues that exist and some were concerns that were unfounded. She said that the survey revealed that ultimately it was the students who made the decision not to attend.

Jeb asked if this survey could be incorporated earlier in the admissions process? Kathleen replied that it was not possible because these issues do not surface until late in the process. Audrey asked if the issue that the parent expressed about not being able to participate in Children's Theater (too exclusive) was valid? Kathleen said that students are not able to participate in the Children's Theater and many other programs because they were simultaneously working in different programs at once and that rehearsals can conflict.

Jeb asked what connections the school has with alternative school students who may have interest in arts areas? Kathleen replied that the attempt was not made to recruit those students because the major goal of these schools was to get students to graduate and many of them are older students returning. There was a need to reach students at the high school level.

David commented that the results of the survey were very positive and commended Bev DeVos on a job well done.

Mark announced the upcoming interdisciplinary student production "Shared Space" which would be performed at the Southern Theater. He invited board members to attend. Laura said that there had been an overwhelming and positive response when area high schools were invited to attend.

### **Executive Director's Report**

David distributed copies of two maps; one showing the state distribution of Arts High School applications received from 1991-1995 and the other showing the state

distribution of educational programs for the Resource Programs. David said that these maps were designed so that board members and staff could use them to give people an idea of what areas and communities of the state the agency programs reach.

Ellen commented that it would be useful to show on the maps what colleges past Arts High School students attend.

David told Board Members about an idea he had developed after attending the arts teleconference on November 14th. He said that he viewed excerpts of a new upcoming film about a high school band teacher, played by Richard Dreyfus, and the problems he faces. David felt that perhaps an event could be scheduled around the movie. This event could be the beginning of a yearly event to collaborate with the arts industry to build bridges. He said that he had met with Margot Willet, Manager of Retail and Sales Education for Rollerblade, and Mike Hyter, Vice President of Affairs and Communication for Dayton-Hudson recently and that they advised him to develop his business advisory board slowly, two individuals at a time. He asked the Board for recommendations of individuals who could serve on this advisory committee. He said that perhaps the yearly event could be one of the tasks of the new business advisory board.

David reported on a two hour meeting that he recently had with Mary Pfeifer, new graduation rule director for the Minnesota Department of Children, Families and Learning. He reported that it was a very positive meeting, that Ms. Pfeifer was an advocate of the arts in education and believed that the arts are a powerful resource.

He updated the Board on the reception that would be held in the Governor's reception room January 23rd from 11:00 - 1:00.

#### ADJOURNMENT

The meeting adjourned at 4:30 p.m. The next Board Meeting will be January 10, from 3:00 - 4:30.

Recorded by Patricia Roles



BOARD MINUTES  
MINNESOTA CENTER FOR ARTS EDUCATION  
Wednesday, April 10, 1996

The April 10, 1996, meeting of the Board of Directors for the Minnesota Center for Arts Education, convened in the Glass Box room of the Gaia Building, 6125 Olson Memorial Highway, Golden Valley, Minnesota. The meeting was called to order at 3:10 P.M. by Chairperson Audrey Eickhof.

**Present:** Audrey Eickhof, Chair, Terry Anderson, Hope Annexstad, Jeb Bowlus, Ellen Doll, Ruth Grendahl, Renee Jenson, Lorianne Kruse, Sheila Livingston, Gale Mitchell, Ellen Palmer, Sylvia Strobel and Patricia Surratt. Representing the Agency were David O'Fallon, Barbara Martin, Pam Paulson, Laura McConkey, Kevin Clark, Mark Youngstrom, Kathleen McCartin and Patricia Roles.

**Minutes/Agenda**

The Board minutes of the January 10th Board meeting were approved as written.

**Finance Subcommittee:**

Pat Surratt, Chair, said that copies of the financial report were distributed to the Finance Committee and that everything was in order. She said that of the \$5,217,000 appropriation, \$1,253,000 had been obligated, \$3,684,000 expended and \$279,214.00 the remaining balance. She said that this was what was expected for the third quarter. She reported that utility costs were higher this year due to the cold winter.

**Arts High School Report**

Mark Youngstrom, Director of School Programs, distributed copies of the 1995-6 Mission/Goal setting draft and summarized the process thus far. He said that the draft contained five goals (listed below) that included action steps, a responsibility list and timeline listed under these five goals. The School Mission is: **"Innovative public education centered in the arts."**

The five goals are:

1. Continue to develop and demonstrate excellent teaching and learning strategies to meet the immediate and future needs of a broad range of students. (internal focus on quality teaching and learning)

2. Strengthen our internal communication and culture to build a healthy, informed and united community of students, faculty, staff, alumni and parents.
3. Increase multi-racial participation in our community and representation in our curriculum.
4. Communicate the center's innovative work to a broader audience. (external focus on quality teaching and learning)
5. Establish enrollment, facility and resource plans.

Value Statements: In order to achieve our mission, we must:

Work together

Take risks

Be student-centered

Understand and appreciate our similarities and differences

Educate across disciplines

Provide the tools, discipline, and structure to develop creative potential

Promote emotional, mental and physical health

Interact with the broader society

Demonstrate how the arts create ways of thinking essential to functioning in a democratic society

Mark said that in order to implement the five goals, the draft would be distributed to the staff so that they could determine which goals they would like to work on.

David and Lorianne commended Mark for making the process work well.

### **Resource Programs Report**

Pam Paulson, Director of Resource Programs, gave updates on programs and projects that Resource Programs is currently involved in. She distributed materials on these programs. The Frameworks for Arts Curriculum Strategies, FACS, met on March 11th at the Center to report on their progress and describe the focus of their work for the rest of this year. She said that the pilot sites (Fosston, Minneapolis, Moorhead) were making changes to their curriculum based on the new standards.

She reported that Matt Miller, Theater Resource Coordinator, recently visited the FACS sites and was coordinating a video tape project which will include each site.

She reported that the Board of Teaching was redesigning the Licensure Rule to align with the Minnesota Graduation Standards and that the Center has been convening several committees to work on identifying teacher competencies for arts licensure. She reported on the progress thus far.

Terry inquired if any work was being done in early child licensure? Pam responded that the next steering committee would be addressing this issue. There was an option being discussed for new teachers to have an emphasis in the arts, however, they would not be qualified as arts specialists. There is also discussion of requiring a certain set of competencies in the arts for all elementary teachers. She added that the elementary license has not yet been started and that now is a good time to make comments.

Pam announced the upcoming multicultural literary workshops that the Center was sponsoring in Moorhead, Northfield and in Minneapolis at the Center. The workshops are for approximately 30 teachers each and are entitled "Multicultural Voices in Literature," after the publication of the same name that was produced by the Center last year. This is the second year of the workshops which have been very successful. She said that each participant receives four books that they read in advance of the workshop and then come to discuss inclusion into the classroom, resources available and problem solving potential situations that could arise.

She reported on the Artist Educator Institute, that will take place July 14-19, at the Alverna Center in Winona. It is designed for teams of educators who have been working together over a period of time to make the "next step" in reforming education through the arts in their schools, districts and communities. She handed out the registration materials to Board Members. These were designed in-house and Board Members praised the design work of Dawn Syverson, Graphic Arts Specialist for the Center.

Pat asked how those who were invited to the Institute had been identified. Pam responded that the mailing was sent to those who had done previous work in Center programs or had been involved in other arts organizations' programs such as COMPAS or the State Arts Board.

She announced that the Center will be hosting the National Dance Education Conference next October 10-13. This is the second year that this conference has been held.

#### **Executive Director's Report**

David distributed samples of the new agency stationery that was designed in-house by Dawn Syverson and Laura McConkey.

He reported on a GTE Corporation award for \$12,000 that Rik Svien, science instructor and Maryann Dorsey, math instructor recently received for an interdisciplinary proposal that they had submitted. As one of the 60 proposals that were funded, they will be flown to Washington DC and will have the opportunity to hear about the latest teaching methods.

### **Other Business**

Audrey suggested that since this Board meeting was being held in April, the Board meeting that is scheduled for April 24th, be canceled.

MOTION WAS MADE BY HOPE ANNEXSTAD TO CANCEL THE APRIL 24TH BOARD MEETING. MOTION WAS SECONDED BY LORIANNE KRUSE AND PASSED UNANIMOUSLY.

### **Adjournment**

The meeting adjourned at 3:45 p.m.

Recorded by Patricia Roles

BOARD MINUTES  
MINNESOTA CENTER FOR ARTS EDUCATION  
Wednesday, May 22, 1996

The May 22, 1996, meeting of the Board of Directors for the Minnesota Center for Arts Education, convened in the Glass Box room of the Gaia Building, 6125 Olson Memorial Highway, Golden Valley, Minnesota. The meeting was called to order at 3:05 P.M. by Chairperson Audrey Eickhof.

**Present:** Audrey Eickhof, Chair, Hope Annexstad, Jeb Bowlus, Ellen Doll, Jean Greener, Ruth Grendahl, John Kim, Lorianne Kruse, Sheila Livingston, Ellen Palmer, Sylvia Strobel and Patricia Surratt. Representing the Agency were David O'Fallon, Barbara Martin, Pam Paulson, Mark Youngstrom, Kathleen McCartin, Kevin Clark, Judy Johannassen, and Patricia Roles.

**Minutes/Agenda**

The Board minutes of the April 10th Board meeting were approved as written.

**Finance Subcommittee:**

Pat Surratt, Chair, said that copies of the monthly financial report were distributed to the Finance Committee and that everything was in order. She reported that the committee had made a motion to recommend to the Board that they approve a request from Resource Programs for six Dance Education Initiative (DEI) pilot schools to continue into their third year of the program. She gave the floor to Resource Programs Director, Pam Paulson.

Pam gave members a brief program description and history for the DEI program. The DEI pilot school program is a three year program. Six of the original eight schools, selected in 1994-5, have chosen to continue their participation in the program for the third year. The request is for \$12,239.00, which is needed to pay substitute teachers so that program participants can attend, for reimbursement of travel expenses for those coming from outside the metro area, and to pay stipends for teachers attending a three-day workshop in July. This request is for fiscal year 1997. The six pilot schools are:

Dawson-Boyd Public Schools- Congressional Dist. #2 - \$3,205.00  
Tanglen Elementary (Minnetonka) - Congressional Dist. #3 - 2,055.00  
Highwood Elementary (St. Paul) - Congressional Dist. #4 - 1,260.00  
Barton Open School (Mpls) - Congressional Dist. #5 - \$1,889.00  
Minnewashta Elementary (Excelsior) - Congressional Dist. #6 - \$1,785.00

Braham Area Elementary (Braham) - Congressional Dist. #8 - \$2,045.00

Pam explained that Blue Earth Schools (Congressional Dist. #1) failed to meet their obligations for successful completion of the 1995-6 school year and are therefore ineligible to apply for a third year. In Congressional District #7, Norman County West chose not to apply because of the inconvenience of attending workshops at the Center.

**MOTION WAS MADE BY PAT SURRATT TO APPROVE \$12, 239.00 FOR THE SIX DEI PILOT SCHOOLS. MOTION WAS SECONDED BY LORIANNE AND WAS UNANIMOUSLY APPROVED.**

#### Executive Director's Report

David introduced Judy Johannessen, French Instructor, to Board members. Judy will replace Kevin Clark as faculty representative to the Board. David thanked Kevin for his two years serving as faculty representative to the Board.

Kathleen gave an update on the admissions process. The Board received a comparison chart of the 1995-6 application numbers and the 1996-7 admissions with the numbers of accepted applications. She explained that the numbers of accepted applications had increased from 144 to 193. Mark commented that even though it appears that the numbers have risen dramatically, the numbers should stabilize. He said that next year there will be 17 new one half credit classes. Kathleen commented that the new mission has helped guide the change of additional students and classes.

David reported that the Directors had recently attended an all day retreat at the Calhoun Beach Club in Minneapolis. He said that it was a very successful meeting.

David distributed a one page sheet that summarized some of the factors that are affecting the finalization of the fiscal year 97 budget and a listing of proposed fiscal year 97 budget ranges for each area; administration, resource programs, arts and academic studies and student services. David reviewed each listed factor for members. He said that the sheet does not reflect possible private funds which could change the categories. He added that there should be a number "6" on the list of factors that are affecting the finalization of the budget, "move to dorm fees." Barbara Martin said that it was important for the Center to develop an alternative plan for raising private funds to off-set the cost that the state pays to support the functions of the dorm. She believed that it is necessary to have a plan in place to demonstrate increased operational efficiencies in order to alloy executive branch concerns about additional costs related to the operation of the proposed new addition. She agreed that there may be many difficult issues to face in the implementation of this plan but that such a plan is necessary for the financial health of the organization.

David said that the Governor has appropriated an oversight panel of three people (Commissioner of DOER and Administration and an executive budget officer from the Department of Finance) who will examine budgets for those projects which were funded by the Bonding Bill. He said that the Agency must devise a plan to demonstrate how it will manage new expenses for the proposed building.

Jeb asked if the ranges on the sheet were adequate for flexibility in the budget? David said that he believed they were.

David requested that Board Members to delay approval of the Agency fiscal year 97 budget until the August Board meeting. He said that the Finance Committee will have the opportunity to review the budget in June.

**MOTION WAS MADE BY HOPE ANNEXSTAD TO POSTPONE BOARD APPROVAL OF THE FISCAL YEAR 97 BUDGET UNTIL THE AUGUST BOARD MEETING. MOTION WAS SECONDED BY ELLEN PALMER AND PASSED UNANIMOUSLY.**

### **Graduation**

David invited Board Members to attend the graduation ceremonies at the Ted Mann Theater at the University of Minnesota, from 4:00 to 5:00 on June 7th. He said that ten members of the Perpich family were planning to attend. He reported that there was a graduation committee that is comprised of faculty and students. The committee has made decisions about the ceremony and festivities.

Pat Surratt asked how long the Agency tracks students who have graduated? Kathleen responded that students are not tracked after they leave college but that there are plans to do an alumni database. She also reported that June 20th is the date for the first class reunion (five year).

### **Resource Programs**

Pam distributed a one sheet report that gave updates for the current programs, DEI, CAPP, Goals 2000 Arts Education Leadership Fund and recent Collaboration with the University of Minnesota. She reviewed the sheet for members. Lorianne asked about the Goals 2000 sites of Thief River Falls and Wheaton. Pam said that the Minnesota Alliance for Arts in Education staff have visited the sites and are helping them put together a plan.

**Other Business**

Sheila reported on a full enrollment in the Guthrie summer MAX program, "The Immortality of Drama." She said that the Guthrie was busy making preparations which included a keynote address, a speech by Joe Dowling and a story teller from Ireland, Eamon Kelly. She invited Board Members to attend one or all of the events that are associated with this program.

Lorianne commented that the student performance of "Birds," which took place at the Southern Theater May 16-18th was very well done.

The meeting adjourned at 4:15. The next full Board Meeting will take place August 28th.

Recorded by Patricia Roles



BOARD MINUTES  
MINNESOTA CENTER FOR ARTS EDUCATION  
Wednesday, August 28, 1996

The August 28th, 1996, meeting of the Board of Directors for the Minnesota Center for Arts Education, convened at the Center, 6125 Olson Memorial Highway, Golden Valley, Minnesota, in room 229. The meeting was called to order at 3:05 P.M. by Chairperson Audrey Eickhof.

**Present:** Audrey Eickhof, Chair, Terry Anderson, Jeb Bowlus, Ellen Doll, Renee Jenson, Lorianne Kruse, Sheila Livingston, Ellen Palmer, and Patricia Surratt. Representing the Agency were David O'Fallon, Barbara Martin, Pam Paulson, Mark Youngstrom, Kathleen McCartin, Bev DeVos, Laura McConkey and Patricia Roles.

**Minutes/Agenda**

The Board minutes of the May 22nd Board meeting were approved as written.

**Executive Director's Report**

David reported that the Arts High School currently has the highest enrollment in it's history. He said that the School could be at capacity for students next year and added that this would affect the agency budget.

He also reported on the Artist Educator Institute held July 14-19, at the Alverna Center in Winona. Teams of educators, artists and community members came to the Institute committed to developing action plans for taking their schools and communities to the "next step in transforming education through the arts." David reported that the Institute was very successful.

He emphasized the continuing effort to work towards efficiency and programs with high impact. By combining programs and functions to avoid duplication and to increase cooperation, we could better deal with a flat budget. He also recommended, and the board approved, that the Center seek no increases in its operating budget in the upcoming legislative session. While being open to opportunity, he recommends focusing on design and construction for the new building, and on operational efficiencies within. As an example, he announced the creation of a agency technology working group that has representation from all areas of the agency. This reorganized group will work to create greater technological efficiency and communication in the agency.

Laura distributed copies of an article, "Art Smart," published in the September, Minnesota Monthly, about the Arts High School.

### **Arts High School Report**

Bev DeVos gave members a brief overview on the admissions statistics for the 1996-7 school year. Members received a one page admissions overview, as well as an admissions booklet and poster. Bev said that the goal to build a bigger enrollment for this school year had been met as well as the goal to continue growth in diversity.

Sheila asked if the admissions process considers geographic location of prospective students?

Bev responded that each congressional district was represented as follows:

Congressional District 1, 18 students; District 2, 13 students; District 3, 35 students; District 4, 20 students; District 5, 32 students; District 6, 13 students; District 7, 20 students; District 8, 28 students. This is an increase in all districts from the last year.

Kathleen distributed a general profile for the Class of 1996, which showed the demographics of students attending post secondary schools. The profile showed that 71% of the class of 1996 attended college.

Terry asked if those that did not graduate (3%) come back to graduate?

Kathleen replied that they do not. She added that this is was typical of most schools and that there are many different ways for students to graduate.

Mark distributed a listing of the new Arts High School course offerings with a description of each class. He said that faculty had a great deal of input in the choice of classes.

The Board took a brief tour of the campus at this time, visiting the site of the proposed building and the dorm, where repairs and remodeling are underway, including installation of an elevator for improved access.

### **Finance Committee Report**

Pat Surratt, Chair, said that the Committee had reviewed an agency budget overview for FY 97 and that the Committee had recommended that the Board approve the proposed FY 97 budget. David distributed a one page handout of the proposed FY97 budget, as well as factors affecting the budget. He reviewed the sheet and factors for members. He said that the money that is listed for administration also includes salaries and that the money for students services would include money for students that had special needs.

Jeb asked if this was an actual budget or worse case scenario. David responded that this is the actual budget unless there were some unforeseen circumstances. He added that this budget is within the confines of money legislatively granted to the agency.

Audrey asked if there was a need for additional money for salaries? Barbara responded that this has been considered and worked into the budget.

**Pat Surratt made a motion that the Board approve the proposed FY 97 agency budget. Motion was seconded by Ellen Palmer and carried unanimously.**

Pam distributed a one page summary that had a brief program description and history for each grant request below.

#### **Comprehensive Arts Planning Program Grant Requests**

The sites identified for funding are:

##### **Standard CAPP Sites**

Blackduck Public Schools  
Cleveland Public Schools  
Hinckley-Finlayson Public Schools  
Janesville-Waldorf-Pemberton  
#547  
MACCRAY Public School  
Pierz School District  
Prior Lake-Savage Public Schools  
Red Lake Falls Public Schools  
Sibley East Schools

##### **Post CAPP Sites**

Mora School Dist  
Robbinsdale Area Schools  
Staples/Motley Public Schools  
Stillwater Area Schools

##### **Pre CAPP Sites**

Badger ISD #676  
Bagley ISD #162  
Mountain Iron-Buhl  
Parkers Prairie ISD

All sites would receive equal funding of \$2,334.61. Pam explained that although the legislative funding is \$38,000.00, there was a refund from Fergus Falls School District of \$1,688.38, which would bring the total available funding to \$39,688.39.

**Pat Surratt made a motion that the Board approve the CAPP Grant requests listed above for the amount of \$2,334.61 each. Motion was seconded by Sheila Livingston and carried unanimously. Ellen Palmer did not vote citing conflict of interest in the Parker's Prairie CAPP site.**

#### **Interdisciplinary Curriculum Initiative**

Pam gave a brief explanation of the initiative and requested that the two sites be funded. They are: Cloquet High School, \$7,000, and Owatonna High School, 8,000, for a total request of \$15,000.

**Motion was made by Pat Surratt to approve funding for the two Interdisciplinary Curriculum Initiative sites, Cloquet High School for \$7,000 and Owatonna High School for \$8,000. Motion was seconded by Ellen Palmer and carried unanimously. Terry Anderson abstained from voting citing conflict of interest for the Cloquet High School site.**

#### **Magnet Arts Program**

Pam gave a brief overview of the Magnet Arts Program and explained that these funding requests were for current programming. Each site request is for \$25,000 for a total of \$125,000. Magnet programs are also developing preliminary evaluation plans identifying potential expanded professional development opportunities as part of an expansion of the program.

Elk River High School  
Grand Marais' Cook County High School  
Owatonna High School  
Thief River Falls High School  
Westbrook/Walnut Grove High School

**Motion was made by Pat Surratt to approve the funding for the five Magnet Arts Program sites for a total of \$25,000 each or \$125,000 total. Motion was seconded by Sheila Livingston and carried unanimously.**

#### **Appeals Committee**

Terry Anderson, Committee Chair, reported that on June 4th, the Committee met to review the formal appeal of Allison Helliwell to be admitted for the 1996-97 school year. Members made the decision to uphold the decision of the Arts Review Team and the Final Review panels and deny Allison Helliwell admission to the Arts High School for the 1996-97 school year.

**Motion was made by Terry Anderson to deny Allison Helliwell admission to the Arts High School for the 1996-97 school year. Motion was seconded by Jeb Bowlus and carried unanimously.**

#### **Resource Programs Report**

Pam Paulson gave members a one page handout that included an overview and comments from teachers, artists and community members who attended the July 14-19 Artist Educator Institute, at the Alverna Center, in Winona. She said that much of the feedback will be used to help design next year's Institute. The 55 participants came as teams from 14 different locations across the state. Pam said that one of the key speakers, Mary Beth Blegen, who is National Teacher of the Year, was an excellent speaker at the institute.

Pam reported that the MAX educator programs for 1996 had been completed. There were 33 sites involved in this year's offerings.

### **Other Business**

David announced that the new Director for the Minnesota Arts & Education Partnership is Martha Carey-McCudden, who will begin working on September 9. He reported that the Partnership panel had recently reviewed proposals for the 1996-7 school year and that there were 11 team sites chosen. David announced that the Minneapolis and St. Paul School Districts have agreed to each pay \$25,000 towards the salary of the new Director and that in order for the agency to receive the money from the two districts, the Board must make a motion to accept the funds.

**Motion was made by Ellen Palmer to authorize the acceptance of the contributed funds, \$25,000 from the Minneapolis School District and \$25,000 from the St. Paul School District to the Minnesota Center for Arts Education. Motion was seconded by Sheila Livingston and carried unanimously.**

Sheila had concerns about a telephone request that she had received from a South High teacher. The teacher was attempting to obtain Shakespeare books for students as there was no place for her to obtain them in the school library or budget. Sheila asked where books such as these could be accessed? David responded that the Center did not have excess books like this but that he was attending a meeting of South High School that evening and would bring the situation to their attention.

Lorianne requested that members of the Board be included in the mailing list for the Ashland Oil magazine, "Parent Power."

The meeting adjourned at 4:30. The next full Board Meeting will take place September 25th.

Recorded by Patricia Roles

# BOARD MINUTES

## MINNESOTA CENTER FOR ARTS EDUCATION

Wednesday, September 25, 1996

The September 25, 1996, meeting of the Board of Directors for the Minnesota Center for Arts Education, convened at the Center, 6125 Olson Memorial Highway, Golden Valley, Minnesota, in Gaia, Glass Box room. The meeting was called to order at 3:05 P.M. by Chairperson Audrey Eickhof.

**Present:** Audrey Eickhof, Chair, Hope Annexstad, Jeb Bowlus, Ellen Doll, Ruth Grendahl, Renee Jenson, John Kim, Lorianne Kruse, Sheila Livingston, Gale Mitchell, Ellen Palmer, and Sylvia Strobel, Patricia Surratt. Representing the Agency were David O'Fallon, Pam Paulson, Mark Youngstrom and Patricia Roles.

### Minutes/Agenda

The Board minutes of the August 28th Board meeting were approved as written.

### Executive Director's Report

David reported on several partnerships the Center is working with. The Minnesota Arts & Education Partnership (MA&EP) builds strong school-community teams which use the arts to improve student performance and help create vibrant schools. This Partnership is a breakthrough concept. It will help sustain reform, support teachers, and add funds and resources to the reform effort. It is funded by Dayton-Hudson, The Pioneer Press, Medtronic. Through the Minneapolis Foundation, Minneapolis/St. Paul school districts are funding the new director, Martha Carey-McCudden.

Over 60 school-community teams applied for the first year planning funds. Eleven Schools were chosen and will be funded \$12,000 each for first year planning. The Center acts as fiscal agent and coordinating hub.

David also reported on the Partners: Arts and Schools for Students (PASS) partnership. PASS works with arts organizations in St. Paul, Burnsville and Minneapolis schools to make clear the profound influence of the arts on teaching and learning. PASS creates partnerships among the arts organizations and teachers in schools, to provide interdisciplinary arts experiences for secondary students as an integral part of their education. David said that the PASS program is being integrated into the Center programs. The PASS board will become the PASS Advisory Board for the Center. A PASS presentation for the Board will be done at the November meeting.

Another project that the Center will be working with in the future is the A+ program. Ralph Burgard, President, resides in North Carolina where this program has been piloted. The program has a good research base and schools contribute financially, plus staff and staff development days to the program. The Linwood school in St. Paul is currently working on this program. A+ would like the Center to be an administrative hub.

Gale asked how these partnerships would help the Center financially and how it would impact staff? David responded that these partnerships were not a separate group of projects but would be integrated into what the Center is doing. The Center takes overhead for each project. These are funded primarily with private dollars. He added that Center space is still a major issue.

David reported on the recent Legislative Auditor's report. He said that there were no significant issues in the report.

### **Finance Subcommittee Report**

The Finance Subcommittee met in David O'Fallon's office from 2:00 - 3:00 September 25. Board members present at that meeting were, Pat Surratt, Finance Subcommittee Chair, Audrey Eickhof, Board Chair, Ruth Grendahl, Ellen Palmer and Sylvia Strobel. Representing the agency were David O'Fallon, Pam Paulson and Bob Raiolo.

Pat Surratt reported that the current budget was in order. She gave the floor to Pam Paulson, Director of Resource Programs, for an overview of a grant request.

#### **Partner School - Rocori School District**

Pam gave a brief overview of the grant request for Rocori School District. She said that originally, Rocori was given a two year Partnership MAX grant to integrate media arts into the curriculum throughout the district. The program continued successfully for three years. The Center has a commitment to long-term Partner Schools/Magnet Arts Programs and the Rocori application addressed issues for becoming a regional professional development site. Pam said that the Center asked Rocori to work with the FACs standards while becoming a regional center. She distributed a handout that explained what Rocori's goals for the coming year. She added that these funds would be shifted from the MAX program to the Magnet program. Resource Programs was requesting \$12,000 to integrate Rocori School District into the Center's Partner School/Magnet Arts Program.

Pat reported that the Finance Subcommittee had unanimously voted to recommend that the Board approve the \$12,000 grant to Rocori School District.

**Pat Surratt made a motion to approve \$12,000 for the 1996/97 Rocori School District's Partner School Program. Motion was seconded by Sheila Livingston and passed unanimously.**

### **Arts High School Report**

Mark Youngström, Director of School Programs, reported that school was now in session and that only one student had withdrawn since school had started. This student had left saying that it was her parent's idea that she attend and she was not committed to the school.

Jeb asked about the new elective classes. Mark said that most of the nine classes filled quickly. Students chose these classes so they felt more committed to them. He announced that David O'Fallon was teaching an Arts and Politics class. He said that September 27 would be a staff development day for faculty and that they would be exploring how these classes are progressing.

John Kim asked if there was always a large visual arts class at the school. Mark responded that it varies from year to year but generally there was a large group of visual arts students because visual arts was already installed in the schools.

### **Resource Programs Report**

Pam reported that Resource Programs, and the Arts High School will be working together with Robbinsdale and Hopkins School District at the September 27th Staff Development Day, to develop interdisciplinary assessment packages for the Department of Children, Families and Learning. She reminded Board members that the school was a graduation pilot site.

She distributed copies of the *Focus on Dance Education Conference*, Weaving Dance into Learning: Realities, Myths and Dragons brochure, which will take place October 10-13 at the Radisson, Plymouth. Pam said that an Arts High School student, LaWanica Weathers, had done the artwork for this nationally distributed brochure.

Pam also distributed copies of a one page flyer (brochure to be printed later), that gave information about a Metro ECSU, University of Minnesota CAREI and Center collaborative project. The one day conference, to be held January 14th, at Eisenhower Community Center in Hopkins, is called "Brain Research and Pathways for Teaching and Learning." It will feature four breakout sessions and keynote speaker, Marian Cleeves Diamond, from the University of California at Berkeley. Ms. Diamond has spent her entire life researching the brain. Pam explained that this is one of many such collaborations that the Center has had with Metro ECSU and CAREI in recent years. She invited Board Members to attend and said that there would be more information available soon.

### **Other Business**

Audrey Eickhof requested a meeting of the Executive Committee before the regular Board Board meeting in November, to elect officers of the subcommittees for the upcoming year. The



Executive Committee will meet on Wednesday, October 23rd from 2-3:00 after the Finance subcommittee which will also meet October 23rd, from 1-2:00.

The next full Board meeting will take place November 26 (TUESDAY) from 3:00 - 4:00. There will be no Board meeting in the month of October. Wednesday, October 23rd is a Finance Committee meeting and Executive Committee meeting only.

BOARD MINUTES  
MINNESOTA CENTER FOR ARTS EDUCATION  
Tuesday, October 29, 1996

The October 29th, 1996, meeting of the Board of Directors for the Minnesota Center for Arts Education, was a phone conference meeting. The meeting was called to order at 3:40 P.M. by Lorianne Kruse, who was sitting in for Audrey Eickhof.

**Board Members involved in call:** Lorianne Kruse, Acting chair, Terry Anderson, Hope Annexstad, Jeb Bowlus, Renee Jenson, Ellen Palmer, Sylvia Strobel, Patricia Surratt. Representing the Agency was Patricia Roles.

**Action Item**

Board members had previously been mailed materials on the Minnesota Arts & Education Partnership (MA&EP) grant sites. Each grant site would be awarded \$12,000 for first year planning of a long-term process. The sites will develop a whole school curriculum design that provides comprehensive and sequential learning in and through the arts. Each partnership includes teachers, school administrators, members of arts and community organizations, parents, and business representatives. The Board was to vote on the first payment release of \$6,000 to each site, for a total of \$66,000.

1. **Child's Play Theater Company:** Motion was made by Terry Anderson to release \$6,000 to Child's Play Theater Company for 1st payment of their Partnership Grant. Motion was seconded by Hope Annexstad and carried unanimously.
2. **East Side Arts Council:** Motion was made by Sylvia Strobel to release \$6,000 to Child's Play Theater Company for 1st payment of their Partnership Grant. Motion was seconded by Hope Annexstad and carried unanimously.
3. **FORECAST Public Artworks:** Motion was made by Terry Anderson to release \$6,000 to Child's Play Theater Company for 1st payment of their Partnership Grant. Motion was seconded by Pat Surratt and carried unanimously.
4. **J.J. Hill Montessori:** Motion was made by Sylvia Strobel to release \$6,000 to Child's Play Theater Company for 1st payment of their Partnership Grant. Motion was seconded by Renee Jenson and carried unanimously.
5. **Jefferson Elementary:** Motion was made by Pat Surratt to release \$6,000 to Child's Play Theater Company for 1st payment of their Partnership Grant. Motion was seconded by Terry Anderson and carried unanimously.

6. **Olson Middle School:** Motion was made by Hope Annexstad to release \$6,000 to Child's Play Theater Company for 1st payment of their Partnership Grant. Motion was seconded by Pat Surratt and carried unanimously.

7. **Sheridan Global Arts & Communications School:** Motion was made by Terry Anderson to release \$6,000 to Child's Play Theater Company for 1st payment of their Partnership Grant. Motion was seconded by Sylvia Strobel and carried unanimously.

8. **South High School:** Motion was made by Pat Surratt to release \$6,000 to Child's Play Theater Company for 1st payment of their Partnership Grant. Motion was seconded by Hope Annexstad and carried unanimously.

9. **Steppingstone Theatre for Youth:** Motion was made by Renee Jenson to release \$6,000 to Child's Play Theater Company for 1st payment of their Partnership Grant. Motion was seconded by Sylvia Strobel and carried unanimously.

10. **Walker-West Music Academy:** Motion was made by Terry Anderson to release \$6,000 to Child's Play Theater Company for 1st payment of their Partnership Grant. Motion was seconded by Hope Annexstad and carried unanimously.

11. **Wilder Contemporary School:** Motion was made by Pat Surratt to release \$6,000 to Child's Play Theater Company for 1st payment of their Partnership Grant. Motion was seconded by Terry Anderson and carried unanimously.

Conference call adjourned at 3:55 P.M. Next Board meeting is Tuesday, November 26th.

## II MA&EP Partnerships, Listed Alphabetically by Anchor Site

	October 96 1st payment	February 97 2nd payment
<b>1. Child's Play Theater Company</b> <b>Partners:</b> American Composers Forum, Cultural Center of Minnesota, East Side Neighborhood Assn., Northeast Middle School, Theatre Mu, Tuttle Elementary School	\$6,000	\$6,000
<b>2. East Side Arts Council</b> <b>Partners:</b> Minnesota Humanities Commission, Phalen Lake Elementary School, Phalen Lake PTO, Phalen Lake Hmong PTO, Schubert Club	\$6,000	\$6,000
<b>3. FORECAST Public Artworks</b> <b>Partners:</b> Aveda Corporation/Give to the Earth Foundation, Cedar Cultural Centre, Marcy-Holmes Neighborhood Assn., Marcy Open School	\$6,000	\$6,000
<b>4. J.J. Hill Montessori</b> <b>Partners:</b> Artstart, Department of Police (St. Paul), Ordway Music Theater, Red Balloon Bookstore, Science Museum of Minnesota, Summit-University Planning Council	\$6,000	\$6,000
<b>5. Jefferson Elementary</b> <b>Partners:</b> CreArte, Intermedia Arts Minnesota, Metro Minneapolis YMCA: The Writer's Voice Project, Kristene Sorenson, Very Special Arts Minnesota	\$6,000	\$6,000
<b>6. Olson Middle School</b> <b>Partners:</b> Artstart, Shingle Creek Urban Environmental Learning Center, Milkweed Editions, New Workforce, Twin Cities Association of Personnel	\$6,000	\$6,000
<b>7. Sheridan Global Arts &amp; Communications School</b> <b>Partners:</b> 10,000 Dances, Cedar Cultural Centre, Hamline University, International Gallery of Contemporary Fine Arts, Metro Minneapolis YMCA: The Writer's Voice Project, Milkweed Press, Pom Siab Hmong Theatre, Young Dance	\$6,000	\$6,000
<b>8. South High School</b> <b>Partners:</b> Asian-American Renaissance, Clara Barton Open School, Corcoran Neighborhood Association, Dance Educator's Coalition, East Harriet Farmstead Neighborhood Association, In the Heart of the Beast Puppet and Mask Theater, Metro Minneapolis YMCA: The Writer's Voice Project, Milkweed Editions, Minneapolis Institute of Art, Minnesota Orchestra, Ramsey International Fine Arts School, Walker Art Center	\$6,000	\$6,000

**9. SteppingStone Theatre for Youth**

**Partners:** Acorn Dual Language School,  
City Academy at Wilder Community Center, El Arco Iris,  
Inner City Youth League, MacPhail Center for the Arts,  
Metro DEAF, NSP High Bridge Generating Plant,  
Right Step Academy, St. Paul Family Learning Center

	\$6,000	\$6,000
--	---------	---------

**10. Walker-West Music Academy**

**Partners:** Asian-American Renaissance, College of Visual Arts,  
Jackson Magnet School, Maxfield Magnet School,  
Penumbra Theatre Company, St. Paul Central Touring Theatre,  
Science Museum of Minnesota

	\$6,000	\$6,000
--	---------	---------

**11. Wilder Contemporary School**

**Partners:** 10,000 Dances, Artstop,  
City Children's Nutcracker/Ballet Arts Minnesota,  
In the Heart of the Beast Puppet and Mask Theater,  
Powderhorn Park Neighborhood Association,  
West Bank School of Music

	\$6,000	\$6,000
--	---------	---------

---

Total MA&EP Grant Disbursements	\$66,000	\$66,000
<b>Total</b>		<b>\$132,000</b>

BOARD MINUTES  
MINNESOTA CENTER FOR ARTS EDUCATION

November 26, 1996

The November 26, 1996, meeting of the Board of Directors for the Minnesota Center for Arts Education, convened at the Center, 6125 Olson Memorial Highway, Golden Valley, Minnesota, in Gaia, Glass Box room. The meeting was called to order at 3:05 P.M. by Chairperson Audrey Eickhof.

**Present:** Audrey Eickhof, Chair, Terry Anderson, Jeb Bowlus, Jean Greener, Renee Jenson, John Kim, Lorianne Kruse, Sheila Livingston, Sylvia Strobel, and Patricia Surratt. Representing the Agency were David O'Fallon, Pam Paulson, Mark Youngstrom, Barbara Martin, Laura McConkey, Janet Robb, Rik Svien and Patricia Roles.

**Minutes/Agenda**

The Board minutes of the September 25 Board Meeting, and October 29 Conference Call Board meeting were approved as written. The agenda was amended to reflect that there would be no Arts High School report because Mark Youngstrom and Kathleen McCartin could not attend the meeting.

**Executive Director's Report**

David reported on his recent travel during the month of November to Boston, Michigan, Monterey, California and Liverpool, England. In Boston, he worked with ProArts, a consortium of representatives from the Berklee College of Music, Emerson College, The Boston Conservatory, School of the Museum of Fine Arts, Massachusetts College of Art and the Boston Architectural Center, to help prepare for the Boston Arts Academy, a new pilot school that will provide high level training in the visual and performing arts in the context of a comprehensive high school education. The school will open in the fall of 1997. While there, he had lunch with the President of Emerson College and some of the past Arts High School students who attend Emerson. In California, he spoke at the ABC Summit, "School Reform: The Arts, Literacy and Professional Development," sponsored by the California Art Education Association. When he traveled to Liverpool, he spoke at the North West Arts Board "Generations Conference."

David introduced Rik Svien, science instructor, who will be the faculty representative to Board meetings.

### **Approval of acceptance of funds**

David reported on funds that have come to the Center as a result of grants that had been written and been funded. The Center received \$20,000 from the St. Paul Companies for the A+ program. This is a program that is being piloted in Minneapolis at the Linwood School and has its general headquarters in North Carolina. The Center will be the administrator of this grant.

The Center received \$5,000 from the Annenberg Foundation for planning a large initiative that will include the Minneapolis and St. Paul School Districts, A+, PASS and MA&EP.

The Center received \$70,000 from the Minneapolis Foundation for the first year funding of the MA&EP grants.

The Center received \$25,000 from General Mills for MA&EP work.

MOTION WAS MADE BY SHEILA LIVINGSTON TO ACCEPT \$20,000 FROM THE ST. PAUL COMPANIES, \$5,000 FROM THE ANNENBERG FOUNDATION, \$70,000 FROM THE MINNEAPOLIS FOUNDATION AND \$25,000 FROM GENERAL MILLS. MOTION WAS SECONDED BY JEB BOWLUS AND CARRIED UNANIMOUSLY.

### **Building Update**

Barbara Martin, Deputy Director, reported that the architectural team of The Adams Group and ATS&R of Golden Valley came to the Center the week before and worked with the advisory committee for the new building. The advisory committee consists of David O'Fallon, Barbara Martin, Pam Paulson, Kathleen McCartin, Laura McConkey; Information Officer, two parents of students, two faculty members and two students. Friday, November 22, the architects conducted a design charette for faculty, staff and students to gain reaction to three different floor plans. She said that December 17th is the projected date for the finalization of the schematic design. Then the design program and estimated costs will be submitted to the Senate Finance Committee and House Ways and Means Committee for approval before construction and bidding documents are prepared.

Board members asked about the process for selecting the architects. Barbara explained that 26 proposals were received in response to the RFP published in the State Register. The State Designer Selection board then narrowed the group down to 5 finalists who were personally interviewed on October 22. Center staff were actively involved in the selection process. She added that she was pleased with the outcome and the process. ATS&R has considerable experience in school design.

The schedule for finalizing the design process is as follows: January 15, a letter will go to the Governor's Bonding Bill Task force outlining design efficiencies and anticipated construction savings. By March the design should be done. Bids will be taken in late spring, and in July-August of 1997, construction will begin. She added that the architects will give a presentation at the January Board meeting.

### **Executive Subcommittee Report**

David reported that the Executive Subcommittee met October 23 to make recommendations for the Committee chairs for the upcoming 1997 year. He listed the recommendations made at that meeting: For Board Chair; Terry Anderson, Vice Chair; Lori Kruse, Personnel Committee Chair; Jeb Bowlus, Appeals Committee Chair; Ellen Doll, Program Committee Chair; Ellen Palmer, Co-Chair; Sheila Livingston, Finance Committee Chair; Pat Surratt.

MOTION WAS MADE BY JOHN KIM TO ADOPT THE RECOMMENDATIONS MADE BY THE EXECUTIVE SUBCOMMITTEE FOR CHAIRS OF THE BOARD COMMITTEES FOR 1997. MOTION WAS SECONDED BY SYLVIA STROBEL AND PASSED UNANIMOUSLY.

### **Finance Committee Report**

Pat Surratt, Committee Chair, reported that according to the finance report for the agency, expenditures were in line. She gave the floor to Janet Robb, Visual Arts Resource Programs coordinator, who reported on the Minnesota Arts eXperience (MAX) programs. Thirty-five proposals had originally been received by Resource Programs. Of these, Resource Programs is requesting funding for nineteen proposals, to provide summer workshops in statewide locations across Minnesota. The Finance Committee met November 18th to review proposals and make recommendations for funding. Each proposal had been reviewed 4 times and some as many as 6 times by outside readers and there was an internal review as well. Members received 2 color keyed maps that showed where the proposed MAX sites were located and where the recommended MAX sites were located.

Jeb asked Janet if previous program participation was taken into consideration when making recommendations for funding a program? He was speaking of the Guthrie Theater proposal. Janet replied that past program data was taken into consideration and that the Guthrie Theater was funded at the same level as it was previously.

Lorianne Kruse requested a map that named the cities where each program was located. Janet said that she would make sure members had a copy of the map with this information included.

Jeb asked Janet if Resource Programs encourages programs to develop their own funding sources and if matching funds are a criterion that is considered in the funding process? Janet replied that encouraging programs to develop funding has been a point of discussion in the



finance committee for the last two years. There will be a statement in this year's MAX guidelines encouraging proposers to seek additional funding partners.

Pat said that the finance committee tries to seek a balance between excellent programming as well as matching fund commitments.

David said that MAX is a principle means for people to find out about the arts. It stimulates new ideas and new organizations. When considering programs for funding, the staff and committee looks at the value of the program as a whole as well as other criteria.

John Kim commented that the funding had diminished over the years. David said that the budget for the agency had also diminished over the years as well. Many areas of the agency had to be balanced, especially salary increases driven by collective bargaining agreements.

Pam said that there were fewer programs and less money to work with but that they had discovered that people who are not arts oriented often will be triggered to do something in the arts through MAX. She added that this program had spawned many new programs in the community.

Total requested funding for all MAX grants is \$244,800.

Listing of the programs, amount requested and the results of the Board vote for each:

**Dance Educator's Coalition:** Motion was made by Terry Anderson to fund the Dance Educator's Coalition for \$11,000. Motion was seconded by Lorianne Kruse and passed unanimously.

**Center for Global Environmental Education:** Motion was made by Pat Surratt to fund the Center for Global Environmental Education for \$13,283. Motion was seconded by Sheila Livingston and passed unanimously.

**Burnsville Area Society for the Arts:** Motion was made by Pat Surratt to fund the Burnsville Area Society for the Arts for \$8,185. Motion was seconded by Sylvia Strobel and passed unanimously.

**U of M-College of Liberal Arts:** Motion was made by Pat Surratt to fund the U of M-College of Liberal Arts for \$13,000. Motion was seconded by Terry Anderson and passed unanimously.

**The Origins Program:** Motion was made by Pat Surratt to fund the Origins Program for \$26,171. Motion was seconded by Sylvia Strobel and passed unanimously.

**Intermedia Arts Minnesota:** Motion was made by Pat Surratt to fund Intermedia Arts Minnesota for \$13,320. Motion was seconded by Jean Greener and passed unanimously.

**Hmong American Partnership:** Motion was made by Pat Surratt to fund Hmong American Partnership for \$14,000. Motion was seconded by John Kim and passed unanimously.

**Minneapolis Public Schools:** Motion was made by Pat Surratt to fund the Minneapolis Public Schools for \$14,000. Motion was seconded by Jean Greener and passed unanimously.  
*Sylvia Strobel abstained from voting citing conflict of interest.*

**Bug-O-Nay-Ge-Shig School:** Motion was made by Pat Surratt to fund Bug-O-Nay-Ge-Shig School for \$13,000. Motion was seconded by Lori Kruse and passed unanimously.

**Adult Learning Center:** Motion was made by Pat Surratt to fund the Adult Learning Center for \$1,827. Motion was seconded by Sheila Livingston and passed unanimously.

**Moorhead State University:** Motion was made by Pat Surratt to fund Moorhead State University for \$14,000. Motion was seconded by Renee Jenson and passed unanimously.

**College of St. Scholastica:** Motion was made by Pat Surratt to fund the College of St. Scholastica for \$11,300. Motion was seconded by John Kim and passed unanimously.

**Sounds of Hope, Ltd.:** Motion was made by Pat Surratt to fund the Sound of Hope, Ltd. for \$12,000. Motion was seconded by John Kim and passed unanimously.

**The Guthrie Theater:** Motion was made by Pat Surratt to fund the Guthrie Theater for \$19,000. Motion was seconded by Lori Kruse and passed unanimously. *Sheila Livingston abstained from voting citing conflict of interest.*

**In the Heart of the Beast Theater:** Motion was made by Pat Surratt to fund the Heart of the Beast Theater for \$7,483. Motion was seconded by Jean Greener and passed unanimously.

**Womens' Art Registry of Minnesota:** Motion was made by Pat Surratt to fund the Womens' Art Registry of Minnesota for \$20,500. Motion was seconded by Sylvia Strobel and passed unanimously.

**Minneapolis College of Art & Design:** Motion was made by Pat Surratt to fund the Minneapolis College of Art & Design for \$4,625. Motion was seconded by Jean Greener and passed unanimously.

**Minnesota DBAE Consortium:** Motion was made by Pat Surratt to fund the Minnesota DBAE Consortium for \$22,800. Motion was seconded by Lorianne Kruse and passed unanimously.

**Minnesota Center for Book Arts:** Motion was made by Pat Surratt to fund the Minnesota Center for Book Arts for \$5,306. Motion was seconded by Renee Jenson and passed unanimously.

Pat Surratt thanked Janet Robb for a great job coordinating the MAX process this year.

### **Professional Opportunity Program (POP) Grant Recommendation**

Pam gave a brief overview of the changes in the POP Program. She said that the review process included a panel of seven grant readers, consisting of at least one Board member, a Center administrator, a Center staff member, a past POP recipient, an administrator, and educator and a professional artist. The grant applications are evaluated, rated and ranked, and voted upon as whether to recommend to fund, consider for possible funding if money is available, or recommend not to fund. The first review grant panel for fiscal year 1996-7 met on Friday, November 1, 1996. The panel recommended the grant proposals of the following applicants be approved:

Team proposal:	Opatz-Stowell	\$1,700
Individual proposal:	Aronson	\$1,200
Individual proposal:	Meter	\$1,175
Team proposal:	Crawford	\$2,500
Individual proposal:	Gaasedelen	\$1,200
Team proposal:	Coder	\$2,300
Team proposal:	Peck	\$2,400
Individual proposal:	Cortwright	\$1,026

Total requested funding: \$13,501.00

Jeb inquired if most of the money used for these grants was used for expenses? Pam said that this used to be the case. Travel, workshop registration and supplies were where the majority of the money was used. However, this is changing and money is now used for grantees time for research and writing.

Jeb asked if the final product was used in any way?

Pam explained that a higher emphasis is now placed on the documentation of the process used to conduct funded research. Closer scrutiny is given to the product that will be produced,

which will be housed in the ArtSource files in the Learning Resource Center. They are filed in ArtSource according to arts area and program on the database.

David added that the LRC has plans to make use of the resources that are being developed in programs such as POP.

MOTION WAS MADE BY PAT SURRATT TO FUND THE EIGHT POP PROPOSALS FOR A TOTAL OF \$13,501. MOTION WAS SECONDED BY JOHN KIM AND CARRIED UNANIMOUSLY.

### **Artist Educator Institute Follow-up Grant Requests**

Pam gave a brief overview of the Artist Educator Institute follow-up grant requests. During the Artist Educator Institute, held July 14-19, 1996, teams of educators were required to develop a goal for their school for the upcoming year and an action plan to meet it. As additional support for implementation of the action plans, teams were offered an opportunity for follow-up grants of up to \$1,000.00. Seven teams sent in applications identifying the next step for their school. The applications were reviewed by staff from the Center and the State Arts Board. Total requested funding is \$7,000.

The following grants proposals are those recommended by the panel for approval:

**Caledonia Public Schools:** Motion was made by Pat Surratt to approve funding for Caledonia Public Schools for a Artist Educator Institute follow up grant of \$1,000. Motion was seconded by Lorianne Kruse and carried unanimously.

**Duluth-Lowell Music Magnet:** Motion was made by Pat Surratt to approve funding for Duluth-Lowell Music Magnet for a Artist Educator Institute follow up grant of \$1,000. Motion was seconded by Renee Jenson and carried unanimously.

**Minneapolis Public Schools:** Motion was made by Pat Surratt to approve funding for Minneapolis Public Schools for a Artist Educator Institute follow up grant of \$1,000. Motion was seconded by Jean Greener and carried unanimously.

**Mt. Iron - Buhl:** Motion was made by Pat Surratt to approve funding for Mt. Iron - Buhl for a Artist Educator Institute follow up grant of \$1,000. Motion was seconded by Sheila Livingston and carried unanimously.

**Robbinsdale:** Motion was made by Pat Surratt to approve funding for Robbinsdale for a Artist Educator Institute follow up grant of \$1,000. Motion was seconded by Sylvia Strobel and carried unanimously.

**Staples Motley:** Motion was made by Pat Surratt to approve funding for Staples-Motley for a Artist Educator Institute follow up grant of \$1,000. Motion was seconded by Terry Anderson and carried unanimously.

**Wheaton Public Schools:** Motion was made by Pat Surratt to approve funding for Wheaton Public Schools for a Artist Educator Institute follow up grant of \$1,000. Motion was seconded by Jean Greener and carried unanimously.

### **Resource Programs Report**

Pam distributed a one page summary report on the national "Focus on Dance Education Conference 1996: Weaving Dance into Learning, Realities, Myths and Dragons," that took place October 10-13. The conference was sponsored by the National Dance Association and the Minnesota Center for Arts Education. She said that the conference was very successful. A conference report was developed during the conference for attendees. Participants were able to go to ten different schools in the metropolitan area and observe dance being implemented as an integral part of the curriculum. The day ended with a "Young People's Dance Concert" featuring choreography and dancing by students from Minnesota schools including the Arts High School, at the Illusion Theater in Minneapolis.

She distributed copies of the "Brain Research and Educational Pathways for Teaching and Learning" brochure. This event is a collaboration of the Metro ECSU, Center for Applied Research and Educational Development, U of M, Hopkins Public School and the Center. It is free to board members and takes place January 14, 1997, from 8:00 - 3:30 at the Eisenhower Community Center in Hopkins. Members may wish to come and hear the only the keynote address but should call in advance and register.

Pam reported that she was working with the National Study of School Evaluation (NSSE). She said that NSSE is preparing a document of standards for good schools. The process included the arts along with all the other subject areas. This process of developing standards is good news because the standards for the arts were expedited, a result of their being based on the National Standards which are well developed and sound. She also reported that the new FACs standards are aligned with the National Standards.

Jeb asked if the FACs standards would be useful for the Board to review? Pam replied that she would give copies of the final document to Board members.

The meeting adjourned at 4:30. The next meeting will be January 8, 1997, which is the SECOND Wednesday of the month.

BOARD MINUTES  
MINNESOTA CENTER FOR ARTS EDUCATION

January 7, 1997

The January 7th, 1997, meeting of the Board of Directors for the Minnesota Center for Arts Education, convened at the Center, 6125 Olson Memorial Highway, Golden Valley, Minnesota, in Gaia, Glass Box room. The meeting was called to order at 3:05 P.M. by Chairman Terry Anderson.

**Present:** Terry Anderson, Chair, Lorianne Kruse, Hope Annexstad, Jeb Bowlus, Ellen Doll, Audrey, Eickhof, Ruth Grendahl, Renee Jenson, Ellen Palmer, Sylvia Strobel, and Patricia Surratt. Representing the Agency were David O'Fallon, Pam Paulson, Kathleen McCartin, Mark Youngstrom, Barbara Martin, Laura McConkey, Bev DeVos, Beth Fratzke and Patricia Roles.

**Presenters:** George Sand, Director and Bonnie Morris, Partners: Arts and Schools for Students (PASS). Zack Johnson and Tammy Magney; Armstrong, Torseth, Skold and Rydeen Inc. (ATS&R).

### Minutes/Agenda

The Board minutes of the November 26th Board Meeting were approved as written. There were no changes to the agenda.

### Executive Director's Report

David reported that the goal for the this year's legislative session is to maintain the Center's present funding level. He also reported that the school year was proceeding well. There are strong connections being made in different programs which will produce higher impact.

He reported that he would be attending the Getty Conference in Los Angeles, January 8-10. The invitation for this conference is down from 1300 participants to 300. The theme is "business and arts education partnerships." While in Los Angeles, David said that he is also attending the Goals 2000 Partnership meeting, a coalition of 100 or so national organizations, and network a group of many individuals not invited to the Getty conference, who are creating their own. This group includes many of those working at the intersection of community arts work, education beyond schools, and local organizing efforts. He said that he will give a report of the conference at the next board meeting.

Approval of acceptance of funds

David asked Board members to vote on the acceptance of funds from two different organizations. Honeywell approved a grant to the Center for \$10,000 to support the Minnesota A+ program and New York City United Federation of Teachers and City Center was granting the Center \$2,500 for Center DEI instructors and Arts High School Dance faculty member Mary Harding to work with K-12 dance teachers from all five burroughs of new York City at "Joining Forces: A Dance Education Conference," in January.

MOTION WAS MADE BY PAT SURRATT TO ACCEPT \$10,000 FROM HONEYWELL AND \$2,500 FROM THE NEW YORK CITY UNITED FEDERATION OF TEACHERS AND CITY CENTER. MOTION WAS SECONDED BY ELLEN DOLL AND CARRIED UNANIMOUSLY.

Architectural presentation and update

Barbara introduced Tammy Magney and Zack Johnson from ATS&R . Tammy and Zack gave members a brief presentation that included the schedule for design completion, budget considerations and charts that gave members an idea of the developing design. There will be some minor changes to the Master Plan, such as the addition of a visitor's center and the siting of the theater and dance studios. The Master Plan will be revised to reflect this. Construction will start in August or September, 1997 and will take one year to complete. Bidding for the building will be done this spring with the boiler room being bid earlier so that construction on this part of the process can begin first.

Jeb asked about the size of the performing space and if the building would have adequate circulation. Zack responded that the plans for circulation were adequate for a school of this size. David responded that the space for performance would hold 175.

Jeb asked if there were plans for a recreational space for students? Zack replied that originally, this had been a part of the Master Plan but a recreational area is not planned for the new building space. David said that there tentative plans to open up the area next to the LRC on the first level of the existing building to include what is presently the computer lab. This will give the students more room, access to the outside and is a pleasing well-lit space for students. He added that many of the details have not been finalized for the building plan and main building renovation yet.

### PASS Presentation

George Sand gave a presentation of the PASS program which included how the program evolved and how it works. He also showed a video of an interdisciplinary PASS project that took place at Highland Park High School in St. Paul with teachers and staff of the Illusion Theater. He said that PASS creates vital collaborations between arts organizations and teams of interdisciplinary teachers at the secondary level, a level that is not the focus of many art programs. PASS is joining the Center as a partner and George will be working with Resource Programs. The program has had legislative support from the Education Committee in the past, as well as support from major organizations such as McKnight and the Bush Foundation. It is not school driven but partnership driven and it focuses on three areas; professional development for teachers, curriculum development and interdisciplinary assessment.

George distributed copies of "What is Partners: Arts and Schools for Students (PASS)?" This book documents the process of PASS. It includes four case studies compiled by Margaret Hasse, of PASS classes. It also includes articles on the planning and teaching of classes, some current assessment practices, and student experiences with learning through the arts. Also included is a journal kept by teacher George Roberts of North High School, during his first year working with the program and an essay by teacher Carolyn Light Bell, South High School.

### Finance Committee Report

Pat Surratt, Chair, reported that the committee had reviewed the agency budget. The obligated was 43.5%, expended, 43.1% and 13.4% is remaining.

She said that the committee had reviewed the grant request by Resource Programs for the 1997-8 Dance Education Initiative (DEI) schools. Eight new schools and teacher teams have been selected to begin the DEI process in February, 1997. The grant money pays for substitute teachers for those participating in the program while they attend five, one-day professional development dance workshops during the school year, and one, three-day summer intensive workshop. It also pays for reimbursement of travel and per diem expenses for those teachers traveling to the workshops from outside the metro Twin Cities area. The schools and requested grant amounts are:

<b>Name of School</b>	<b>1997</b>	<b>1998</b>
Westbrook Walnut Grove (Westbrook)	\$782.24	\$5,993.44
Eisenhower School (Elem., Mid., High)	\$300.00	\$2,400.00
Language Immersion Program (Robbinsdale)	\$500.00	\$3,750.00
Southwest High School (Minneapolis)	\$660.00	\$4,860.00



Newport Elementary & Royal	\$494.00	\$3,866.40
Oaks Elementary (Woodbury)		
Richmond Elementary (Richmond)	\$740.12	\$5,740.72
Nisswa Elementary (Nisswa)	\$650.60	\$4,953.60
Otsego Elementary (Otsego)	\$583.80	\$4,402.80

Total requested for both 1997 and 1998 is \$40,678.12.

MOTION WAS MADE BY PAT SURRATT TO APPROVE \$40,678.12 FOR THE EIGHT DEI SCHOOLS FOR 1997-8. MOTION WAS SECONDED BY LORIANNE KRUSE AND CARRIED UNANIMOUSLY.

Terry said that University of Minnesota, Duluth, was working with Resource Programs staff member Byron Richard so that future teacher participants of the DEI program could earn college credit from the Center through UMD. Two thirds of the tuition money collected for credits would go back to the Center and one third would go to the University of Minnesota, Duluth.

### **Arts High School Report**

#### **Approval of Admission Review Panel Members**

Bev DeVos, Admissions Coordinator, drew members attention to the 1997-8 Arts Review Team Bios that had previously been sent to them. She told members that when choosing panel members, considerations were made for geographic and racial diversity. Members of the panel must include an arts educator, professional artist or Center staff person.

MOTION WAS MADE BY ELLEN PALMER TO APPROVE THE ADMISSION PANEL MEMBERS REVIEW TEAM. MOTION WAS SECONDED BY HOPE ANNEXSTAD AND CARRIED UNANIMOUSLY.

Mark reported that Terry Anderson and he are tentatively planning a program that would bring 30 Duluth area teachers to the Center on Saturday, April 19. These teachers are part of a UMD "cohort" group, and they are pursuing masters degrees in education. The program would include presentations by Arts High School students, faculty, and administration. UMD would provide financial support for the event in areas agreed upon by UMD and the Center. Terry will be contacting Mark in the near future regarding interest areas that the cohort group would like to see addressed.

Kathleen showed members a catalog from the Maryland College of Art, one of the oldest arts colleges in the United States. Two Arts High School alumni, Gina Triplett and Joshua Steinbauer (class of 1992) who are juniors at the college, had featured work in the catalog.

### **Resource Programs Report**

Pam Paulson, Director of Resource Programs, said that as a result of the exposure from the National Dance Association's "Focus on Dance Education Conference" sponsored by the Center in October, 1996, a team of dance educators from the Center, including the DEI instructors and Center instructor Mary Harding, have been invited to work with K-12 dance teachers from New York City at "Joining Forces: A Dance Education Conference" in January. This conference is hosted by the United Federation of Teachers and City Center.

She distributed a one page sheet that lists the FACS implementation workshops for teachers and an order form for FACS curriculum materials available for purchase. She said that Judith Mirus has been hired full time at the Center to work on FACS and that George Sand has been hired as a consultant, part time to work on the PASS program and as the internal coordinator of the evaluation process that has begun for Resource Programs. Dr. Glenn Bracht has been hired to do the evaluation of the resource programs. Dr. Bracht came highly recommended and will work to determine program impact, and effectiveness of instructional design as well as to evaluate program relationships.

### **Other Business**

David distributed copies of the new agency brochure developed in-house by Laura McConkey and Dawn Syverson. This brochure will be available to board members for their use and will be useful during the legislative session. He asked members to call with any comments and suggestions for the brochure and for copies.

David also said that the new Program Committee, chaired by Ellen Palmer and Sheila Livingston, will work on events to increase the profile of the Center. Discussion regarding this new committee, will take place at the March board meeting.

MOTION WAS MADE BY ELLEN DOLL TO ADJOURN THE DECEMBER 7, 1997 BOARD MEETING. MOTION WAS SECONDED BY HOPE ANNEXSTAD AND CARRIED UNANIMOUSLY.

Meeting adjourned at 4:35. The next full board meeting will be Wednesday, March 26. February 26 is a Finance Committee meeting only.

BOARD MINUTES  
MINNESOTA CENTER FOR ARTS EDUCATION  
March 26, 1997

The March 26, 1997, meeting of the Board of Directors for the Minnesota Center for Arts Education, convened at the Center, 6125 Olson Memorial Highway, Golden Valley, Minnesota, in Gaia, Glass Box room. The meeting was called to order at 3:05 P.M. by Chairman Terry Anderson.

**Present:** Terry Anderson, Chair, Lorianne Kruse, Hope Annexstad, Jeb Bowlus, Audrey, Eickhof, Ruth Grendahl, John Kim, Ellen Palmer, Sheila Livingston and Patricia Surratt. Representing the Agency were David O'Fallon, Mark Youngstrom, Barbara Martin, Laura McConkey, and Patricia Roles.

**Minutes/Agenda**

The Board minutes of the January 7, 1997 Board Meeting were approved as written. There were no changes to the agenda.

**Executive Director's Report**

David reported that the Center is doing well financially and that there is visible progress with the mission. He said that the Center is moving closer to "one mission, one Center," the mission devised when he arrived at the Center one and one half years ago. There is good cooperation between the Resource Programs and the School. Terry Anderson is bringing a group from University of Minnesota, Duluth, to the Center in April to hear a presentation from the Resource Programs and the school about Center curriculum. There are significant steps being taken in the communications area thanks to Laura McConkey, Information Specialist, and admissions numbers are up.

David said that the history of the success of the Center was due to past Governor Rudy Perpich's work, the plan to include a Resource Center in the original legislation and many other factors that may not be measured. However, he said it was important that the Center demonstrate strategies and show results. Assessment is the next big hurdle for the Center and it is important to be clear and find solutions to the assessment problem in order to stay part of the mainstream.

David gave a brief summary of the conferences that he had attended in the past couple of months. On January 8-10, he was in Los Angeles attending the Getty Conference, "Educating for the Workplace Through the Arts." While in Los Angeles he also attended the Goals 2000 Partnership meeting, a coalition of 100 or so national organizations, and network a group of

many individuals not invited to the Getty conference, who created their own conference. On March 13 and 14th, he traveled to Utah to give a presentation on the Center to an arts networking conference for the Utah State Office of Education.

### Building Update

Barbara Martin said that the designing development phase was now complete. The appropriate legislative committee chairs had given permission to proceed. At the present time, the Center and the architects were examining exterior finishes. She said that the Adams Group would meet with the Center the first week in April to look at massing issues. The mechanical room, which will be the first part of the building update to be implemented, will be bid first for a construction start at the end of May. There may be a need to expand the pond on the Center property due to possible drainage problems. She said that there would be a presentation and update to the Board on the building project at the May Board meeting.

Barbara reported that June 1 capital projects for the next session were due. She said that the Center was examining the possibility of adding a performance center to seat 500. The Center may approach the city of Golden Valley to work to make this a community space as well. She added that the Center was presently working with the City to build soccer fields on Center grounds.

Jeb asked what happened to the land earmarked for the Center by the city of St. Paul? Barbara responded that the Department of Administration leased it as a parking lot for the new Historical Society and assumed responsibility for its management.

### Legislative Update

Barbara reported that the session was very low-key with only one Center budget meeting so far. That budget meeting was very successful and the Center will probably not be called before the Senate. One area that the Center was working on was the individual retirement option plan for Center staff. The Minnesota Zoo and the Fairbault Academies are also covered under this prospective legislation.

### Finance Committee Report

Pat Surratt, Chair, reported that the committee had reviewed the agency budget. The amount currently obligated was 30.2% (\$1,665,307). Expended was 62.5% (3,439,261) and remaining was 7.3% (\$402,114).

She said that the committee had reviewed the grant request by Resource Programs for the Kelliher Partnership Program. The Kelliher Public School's "Open Doors" project originated in

1994 as a two-year partnership program through the Minnesota Arts eXperience, or MAX program. They completed the two year partnership and now are requesting funding for a third-year of support. The program was designed for long term impact in the area of theater arts. The total budget to accomplish the goals of this project is projected at \$12,000. Kelliher is requesting \$5,000 from the Center. The Kelliher Public Schools and the local Comprehensive Arts Planning Program, CAPP, Committee have provided a matching contribution of \$7,000.

Lori Kruse commented that this small district, although located in a very remote part of the state, has worked very hard to keep their district school system offering quality education for their students.

MOTION WAS MADE BY PAT SURRATT TO GRANT THE KELLIHER PUBLIC SCHOOLS \$5,000 FOR A THIRD YEAR OF THE OPEN DOORS THEATER PROJECT. MOTION WAS SECONDED BY LORI KRUSE AND PASSED UNANIMOUSLY.

Pat reported that the Finance Committee had discussed an increase to the dorm damage deposit fee. The fee is currently at \$150.00 and the Director of the dorm would like to raise the fee to \$175.00. If the money is not used it is returned to the parents of students.

MOTION WAS MADE BY PAT SURRATT TO RAISE THE DORM DAMAGE DEPOSIT FEE FROM \$150.00 TO \$175.00. MOTION WAS SECONDED BY SHEILA LIVINGSTON AND PASSED UNANIMOUSLY.

### **Arts High School Report**

Mark reported that there was a group of faculty and administrators working on the calendar schedule for next year. Every year is different and each year teachers and administration meet to review how to adjust the calendar to reflect the changes that have evolved from the year before. An example of re-thinking and maximizing time was adding another instructional day by moving the parent day from a week day to a Saturday. Also, .5 classes had been so popular this year that more of these will be added for 1997-8. The current school day runs from 8:00 - 4:30. Next year, there will be a change in the day length by moving the end of the day from 4:30 to 4:00. The group is also working on idealizing the future for the Center. He distributed a sheet with two ideas that three teachers, David and Mark have been working on. These two ideas are as follows:

1. Core of knowledge. What is it? What do we believe all students should acquire or be exposed to their two years here? We are talking about broad domains of knowledge, themes, etc., not specific curricular choices and decisions. This core of knowledge would, in turn, drive decisions regarding how we program.

2. Arts generalist and/or arts specialist. Should we continue to be specialist oriented? Should we offer both specialist and generalist tracks? Should we become generalist oriented in our thinking and programs?

Pat Surratt asked about the core of knowledge. What has the group discussed? What were they looking towards?

Mark responded that the group had discussed aesthetics. The evolution of art. How is it alike or different? What are the communication forms? He said that he had recently become aware of the Association of Curriculum Reform and that this group has defined core areas. David added that connecting points and relationships of arts to the real world were important for students. What does centered in the arts mean? More sharing and writing about what teachers are doing to work with students will be done. The Center is already doing this but want to do more of it. Mark also said that there was a good connection with the Resource Programs and the school working on an assessment package. He said that he would keep the Board updated on the progress of this group.

Sheila Livingston asked Mark if he felt that the arts areas are equal in depth and achievement or are there different levels of depth and achievement? Mark replied that this was difficult to determine but that each art area evaluates stages of development from the past year which helps the area stay grounded. There is the question of whether or not the school should try to reach those students who want to branch out or get more in-depth in a certain arts area. The school is liberal arts broad based to allow students to be flexible and experience different arts areas. There is work being done to follow-up with graduates to determine if the school contributes to the success of a student after they leave the Arts High School.

### **Other Business**

Board Chair Terry Anderson reported on a letter he had received from parents of a student in Wisconsin who are interested in sending their student to the Arts High School. They would pay full expenses. He told the parents of this student that he would discuss this at the next Board meeting. Could this possibly raise some revenue for the school?

Barbara Martin said that the issue of fees paid to attend the Arts High School would have to be reviewed by the Board. Right now parents pay \$1,250 per student to attend the Arts High School when actually it costs \$4,100 per student.

David said that adding more students would change the student profile. The Board would have to recommend adding more than 300 students which will bring up the issue of more dorm space and class space.

Terry asked if it was feasible to allow no more than ten out of state students?

Ellen reminded the Board that legislators would only accept this idea if slots were not filled by Minnesota students. Barbara added that current legislation only says "Minnesota students." The legislation would need to be changed if out-of-state students were accepted.

David said that the issue is not tied to increase of student enrollment. This is a separate issue.

Sheila asked if the Board should look at de-centralizing programs across the state? Ellen added that perhaps looking at what other states are doing and consulting with them might be an idea.

Terry said that the Board should discuss this in the future.

David drew members attention to two upcoming conference offerings, the Multicultural Voices in Literature Conferences, to be held in Alexandria April 16, at 5:00 and April 17 all day, May 9, 10 and May 16 - 17th from 8:30 AM - 3:30 at the Minnesota Humanities Commission in St. Paul. The second Minnesota Artist Educator Institute, "The Role of the Arts in a Learning Community," will be held June, 23-27, in Winona at the Alverna Center. There will also be a mid-year retreat in the spring of 1998 for those teams of 3 to 5 artist educators and other school and community leaders who attend. Board members are invited to attend both of these offerings free but need to register with Kari Goodman, Resource Programs assistant at (612) 591-4709.

David thanked Board members for their support of the Capital Building Fund.

David thanked Audrey Eickhof, former Board Chair, for her many years of service to the Board and the Center. There was a dinner at the Golden Valley Country Club after the meeting to honor her.

MOTION WAS MADE BY ELLEN PALMER TO ADJOURN THE MARCH 26, 1997 BOARD MEETING. MOTION WAS SECONDED BY RUTH GRENDahl AND PASSED UNANIMOUSLY. Meeting adjourned at 4:35. The next full board meeting will be Wednesday, April 23.

**BOARD MINUTES**  
**MINNESOTA CENTER FOR ARTS EDUCATION**  
April 23, 1997

The April 23, 1997, meeting of the Board of Directors for the Minnesota Center for Arts Education, convened at the Center, 6125 Olson Memorial Highway, Golden Valley, Minnesota, in Gaia, Glass Box room. The meeting was called to order at 3:00 P.M. by Chairman Terry Anderson.

**Present:** Terry Anderson, Chair, Lorianne Kruse, Hope Annexstad, Jeb Bowlus, Renee Jenson, John Kim, Sheila Livingston, Gale Mitchell, Sylvia Strobel and Patricia Surratt. Representing the Agency were David O'Fallon, Mark Youngstrom, Pam Paulson, Barbara Martin, Laura McConkey, and Patricia Roles.

**Minutes/Agenda**

The Board minutes of the March 26, 1997 Board Meeting were approved as written. There were no changes to the agenda.

**Executive Director's Report**

David reported that he, Deputy Director Barbara Martin, and Bob Raiolo, Accounting Director and Mark Youngstrom, on standby, were attending Interest Based Collective Bargaining meetings involving the teachers' collective bargaining agreement. The purpose of the sessions is to enhance the quality of union-management relationships so that labor disputes are reduced or eliminated.

David reported that both Resource Programs and the Arts High School are undergoing an internal evaluation process. Mark Youngstrom reported on the evaluation and visioning process of the school at the March Board meeting. Resource Programs is meeting to discuss program areas and thinking of how to combine programs for higher impact.

David brought up the issue of possible reconfiguration of the Board meeting schedule for 1997-98. There will be a discussion of this matter at the May Board meeting. David suggested fewer Board meetings and more active Committees.

**Legislative Update**

Barbara said that the legislative process is going very well. The Center will require no additional appearances before the Senate as the Center's fiscal request is in line with the Governor's recommendation.

**Building Update**

Barbara reported that there are on-going discussions taking place between the Center and the state architects about the engineering of the mechanical systems. The discussions involve making decisions about whether to use a traditional heating system or new heat recovery systems. Barbara indicated that the state engineers have some reservations about heat recovery technology. Although the process has been difficult, it is ultimately the Center's decision. That decision should be finalized within the week. The low bid for the



mechanical plan was within \$1,700 of the projected amount. The bid included both traditional and recycled heating and cooling systems as alternatives.

### Finance Committee Report

Pat Surratt, Chair, reported that the committee had reviewed the agency budget. The amount currently obligated was 23%, expended was 71% and remaining was 6%.

She said that the committee had reviewed the grant request by Resource Programs for the Professional Opportunity (POP) Review Panel Grant Recommendations.

Pam Paulson informed the Board that the POP Panel met April 14th to make recommendations to the Board. Board member Lori Kruse was on that panel, as well as Nancy Engen-Wedin, staff member, Doug Miller, Music educator from Monticello schools and Nancy Grimes, Assistant Principal from Apple Valley. Mike Hiatt, Music Resource Coordinator, coordinated the panel. There were 19 applications received and 8 of those were chosen for recommendation to the Board. These grants can assist individuals or teams of educators, artists, or artists and educators working together in elementary and/or secondary education. The work generated by these grants are in written form and housed in the Learning Resource Center for the ArtSource files, which are accessible to educators and artists who are members of the LRC. The recommendations are as follows:

Team Proposal:	Hamilton	\$1,199.00
Individual Proposal:	Dunn	\$1,200.00
Team Proposal	Zemlin	\$2,371.04
Individual Proposal	Hess	\$1,200.00
Team Proposal	Granlund	\$2,500.00
Individual proposal:	Larson	\$1,200.00
Team Proposal	Pelinski	\$2,300.00
Team Proposal	DeLaitsch	\$2,500.00

Total requested = \$14,470.04

MOTION WAS MADE BY PAT SURRATT TO APPROVE FUNDING FOR \$14,470.04 FOR THE PROFESSIONAL OPPORTUNITY PROGRAM FOR FISCAL YEAR 1996-97. MOTION WAS SECONDED BY SHEILA LIVINGSTON AND CARRIED UNANIMOUSLY.

### Approval of Acceptance of Funds

Pat reported that the McKnight Foundation had awarded the Center \$100,000 for support of the Center program, Partners: Arts and Schools for Students (PASS) through February, 1999. A first check of \$50,000 has been received and \$50,000 is expected in March, 1998.

MOTION WAS MADE BY PAT SURRATT TO ACCEPT \$100,000 FROM THE MCKNIGHT FOUNDATION. MOTION WAS SECONDED BY GALE MITCHELL AND CARRIED UNANIMOUSLY.

### **Arts High School Report**

Laura McConkey, Information Specialist, gave a brief admissions update for members. She said that 348 applications were received this year which was a 10% increase from last year. In school year 1997-98, there will be 300 students attending the Arts High School, which is capacity.

John asked if more seniors had been accepted this year. Laura responded that the numbers for seniors accepted was the same as last year but that last year there had been a sizable increase of seniors accepted. Of the 28 seniors accepted last year, 26 were still enrolled. The school accepted at least two seniors in each arts area so that they would feel comfortable. John asked if any juniors who were not accepted applied as seniors and were accepted? Laura replied that there were at least two cases where this has happened.

Sheila asked if the great numbers of visual arts students that applied mirrored the strengths of arts disciplines being taught in the state? David answered that it was a direct image of what students are exposed to. Some arts areas, such as media arts, are almost non-existent in the schools and students make decisions on what they are exposed to.

Mark told members that on Saturday, April 19th, a Cohort group from the University of Minnesota, Duluth, came to the Center to share background information about the Arts High School. There were three breakout groups for participants who heard presentations from the Arts High School faculty and shared an open exchange of ideas. He said that the day was very successful. Gale commented that private colleges would benefit from this presentation as well.

Jim asked if the Arts High School has a college fair for students? Mark said that each fall the school busses students to Minneapolis for a National College Art Fair, the largest college fair in the country. The entire day is dedicated to sending the students to this fair. He added that over 100 colleges send representatives to visit the school during the school year and that the school also allows students to go to the Minneapolis College of Art and Design to meet with college representatives from across the country to show their portfolios.

### **Resource Programs Report**

Pam Paulson gave members a presentation on the recently completed Frameworks for Arts Curriculum Strategies project. (FACS) The project has taken four years and was given to the Center by the Department of Education who received the Federal Grant to do the project but did not have the capacity to complete the project at that time. The project has been a collaboration of the Center, The Department of Children, Families and Learning, the Minnesota State Arts Board and the Minnesota Alliance for Arts in Education.

Pam's presentation included a brief historical background on the project and a summary of the FACS notebook (which was distributed to members) contents. Every school district curriculum technician in the state received a notebook, as did the CAPP sites and Magnet sites. They are for sale for \$20.00 to those who request them. She said that the Center has had over 50 requests to do workshops on the FACS in the last month alone. Pam said that FACS will help curriculum development within the arts, help interdisciplinary connections, provide benchmarks for student learning, stimulate new teaching ideas and

sift out confusion of the national standards and the graduation rule standards. A 10 minute video on the standards was shown to Board members.

David said that the Resource Programs will be working to make FACS a focal point with on-going discussions. Sheila said that Michael Tillmann has been invited to speak at their Minnesota Arts eXperience workshop conference. The two hour workshop will explain how to implement the Graduation Standards. She will be inviting the Board to attend this conference.

Gale had concerns about not copyrighting the workbook. Pam noted that the proceeds from the sale of the notebook will help finance an additional printing. She also noted that on April 14th, she had presented the FACS to the Minnesota Board of Education. They were very supportive of the final product.

Sheila asked about the timeline, accountability and implementation of the FACS and Graduation Standards. Pam said that this is a period of phasing in. The requirements need to be in place by the year 2002. David added that discussions on accountability are still ongoing.

There was no other business.

MOTION WAS MADE BY JOHN KIM TO ADJOURN THE APRIL 23, 1997 BOARD MEETING. MOTION WAS SECONDED BY PAT SURRATT AND CARRIED UNANIMOUSLY. The April 23, 1997 board meeting adjourned at 4:15. The next full Board meeting will be May 28th from 3:00 - 4:15.

BOARD MINUTES  
MINNESOTA CENTER FOR ARTS EDUCATION  
May 27, 1997

The May 27, 1997, meeting of the Board of Directors for the Minnesota Center for Arts Education convened at the Center, 6125 Olson Memorial Highway, Golden Valley, Minnesota, in Gaia, Glass Box room. The meeting was called to order at 3:30 P.M. by Vice Chairperson Lori Kruse.

**Present:** Lorianne Kruse, Hope Annexstad, Jeb Bowlus, Ellen Doll, Ruth Grendahl, Renee Jenson, and Sylvia Strobel. Representing the Agency were David O'Fallon, Mark Youngstrom, Pam Paulson, Barbara Martin, Laura McConkey, Bev DeVos and Patricia Roles. Guest, Mary Sue Bifulk.

**Presenters:** From ATS&R; Zack Johnson and Tammy Magney.

### **Minutes/Agenda**

There was one change to the April 23rd meeting minutes. Lori Kruse noted that under the Arts High School Report, the sentence that reads, "Mark said that each fall, the school busses students to Minneapolis for a National College Art Fair,...." should read just "National College Fair." With this change the minutes of the April 23rd Board meeting were approved. There were no changes to the agenda.

### **Arts High School Report**

Mark invited Board members to the graduation ceremonies and asked that they contact Pat Roles if they are interested in attending. He said that there will be 125 graduates, the largest class yet from the school.

Admissions Update: Bev DeVos, Admissions Coordinator, distributed a sheet showing the breakdown of students accepted for the 1996-7 and 1997-8 school years. There is an increase of 34 more applications this year. 198 students were accepted from 348 applications and 187 are currently enrolled from the accepted applications. This will bring the total enrollment to 300-310 for the 1997-8 school year.

### **Resource Programs Report**

Pam Paulson gave members a report on the Arts Assessment Development Project. She distributed a recommended training and implementation schedule for the high standards of the Profile of Learning as well as the current Profile of Learning preparatory standards for primary, intermediate, middle and high school levels for Dance, Music, Literary Arts, Theater and Visual/Media Arts. She said that she had put together a multi-year proposal for the Department of Children, Families and Learning (CFL) for the Center to work on the Arts Assessment Development project. CFL funded the first year of the project at \$200,000. The project has two primary goals: 1.) to assist CFL to transform education through designing 28 high quality performance/assessment packages in the arts. 2.) To build the knowledge base of practitioners to improve teaching and learning through professional development in the process of developing performance/assessment packages.

She presented the rationale for involving teachers and artists in this process and how it has the potential to radically change instruction, curriculum, assessment and reporting. The first phase of the project began in February with the formation of a steering committee and contracting with 28 package writers. The writers will pilot test their performance packages in classrooms next October and November and refine their packages by the end of December, 1997.

Pam said that in addition to the categories of learning in the three phases, student work must include an art form "other than literature" and "literature." This language was added so that schools cannot use literature classes already implemented to achieve the standard.

Jeb noted that media is included in visual arts. Pam responded that many schools feel that their visual arts classes are fulfilling media needs when in actuality, they are not. The sample that is used in the training sessions includes several examples of media work.

### **Executive Director's Report**

David introduced Mary Sue Bifulk, Governor Rudy Perpich's daughter, and members of the Board introduced themselves to Ms. Bifulk. David announced the recent National Annenberg Challenge Arts, Culture and Technology K-12 Initiative grant to the Center for \$3.2 million dollars. He distributed copies of the budget from the proposal as well as a chart that showed how the Center will work with the Minneapolis Foundation, University of Minnesota, Minneapolis Public Schools, the Educational Development Corp. NYC as well as private donors and other state and regional foundations to implement this grant. David said that this grant was part of \$500 million that the Annenberg Foundation has earmarked for educational reform. This grant was one of three major arts education grants. The Center will contract with the Minneapolis public schools and the University of Minnesota to work with the Center to improve student achievement. The whole project will cost \$10 million with matched money. The Center has enlisted help from the Minneapolis Foundation to work with organizations to raise the match.

David distributed information on the Minneapolis Foundation that explained how the Foundation processes funds as well as investment objectives and options.

MOTION WAS MADE BY RUTH GRENDahl TO ACCEPT THE \$3.2 MILLION GRANT FROM THE ANNENBERG FOUNDATION. MOTION WAS SECONDED BY RENEE JENSON AND CARRIED UNANIMOUSLY.

### **Building Update**

ATS&R representatives Zack Johnson and Tammy Magney gave the Board a presentation of the final plans and schedule for the new Instructional Facility. Zack said that although the bids for construction will be higher than originally expected, Tammy was working on keeping well within the budget for this project. He said that because the pond on the property was registered as a wetland and was a catch basin for other neighbors as well as the Center, they will meet with the city to discuss possible enlarging or additional pond space during phase II of the project. The first phase will probably only deepen the pond.

Lori asked about space for Resource Programs. Zack responded by saying that as offices are vacated in the main building for the move to the new facility, there would be more open

room for Resource Programs and that eventually, the Gaia Building will be where they are located.

## **FINANCE COMMITTEE REPORT**

Ruth Grendahl reported for the Finance Committee since the Chair and Vice Chair were not present. She said that the budget was reviewed and approved by the Committee.

Pam gave members a brief overview of the CAPP VIII (Comprehensive Arts Planning Program). There are 20 sites being recommended for funding at three levels of CAPP, Pre-CAPP, Standard CAPP and Post CAPP. The Pre-CAPP sites are those that need help in defining, determining and developing an awareness of what a comprehensive arts education can be in their school or community. The Standard CAPP sites design working five-year plans to provide education opportunities for all students in dance, literary arts, media arts, music theater, and visual arts. Post CAPP sites are those sites that have participated in CAPP previously, but due to significant changes in the school and community, need to revisit the process and renew the commitment to a comprehensive arts program. The sites were selected through an application process by the CAPP Steering Committee consisting of: Pam Paulson, Director of Resource Programs, Janet Grove, (CAPP Coordinator) and Kathleen Maloney, (Executive Director), Minnesota Alliance for Arts in Education, Sally Sand from the Minnesota State Arts Board and Board Member Ellen Palmer.

The request is for \$38,000 to be divided equally among the 20 selected sites (\$1,900 a site per year) and will be for two years of funding.

The sites are as follows:

**Pre-CAPP:** Clinton-Graceville, Delano, International Falls, Lester Prairie, and McLeod County (Brownton).

**Standard CAPP:** Albert Lea, Badger, Bagley, and Parkers Prairie

**Post CAPP:** Clearbrook-Gonvick, Cloquet, Farmington, Kelliher, Little Falls, Maple River (Mapleton), New London-Spicer, Pine Point, Saint Paul, Sauk Rapids-Rice, and Warroad.

MOTION WAS MADE BY RUTH GREND AHL TO APPROVE FUNDING OF \$1,900 TO EACH OF THE 20 CAPP SITES FOR TWO YEARS OF FUNDING (TOTAL \$38,000). MOTION WAS SECONDED BY RENEE JENSON AND CARRIED UNANIMOUSLY. LORIANNE KRUSE ABSTAINED FROM VOTING CITING CONFLICT OF INTEREST.

Ruth reported that 3M had granted the Center \$24,000 for the A+ Program.

MOTION WAS MADE BY ELLEN DOLL TO ACCEPT THE \$24,000 GRANT FROM THE 3M COMPANY. MOTION WAS SECONDED BY SYLVIA STROBEL AND CARRIED UNANIMOUSLY.

### OTHER BUSINESS

Board members discussed the Board schedule for next year which was previously mailed to them. The schedule included 2 fewer Board meetings than the old schedule. David said that he would like to see more committee involvement during the coming year. Laura reminded members that the new building will make for a hectic schedule for everyone at the Center and that they may be involved in activities related to the building.

Pam had concerns that the long stretch from May to September may be difficult for Resource Programs as they had grants pending that cross the fiscal year and need approval from the Board. David said that if the need arose, a possible phone conference or special meeting could be called. The Board approved the new schedule for 1997-8. There will be no meetings in the following months, June, July, August, October, December, and April. All regular board meetings will be the fourth Wednesday of the month with the exception of November which will be the THIRD Wednesday due to the Thanksgiving holiday. June and February will be Committee meetings only.

Lori Kruse reported that she recently attended the Multicultural Voices in Literature Conference, sponsored by Resource Programs, and thought it was "wonderful."

Mary Sue Bifulk commented that of all the projects her late father Governor Rudy Perpich was involved in, the Center was the project that the family had the most sense of pride in. She inquired about the fundraising progress and offered her assistance in raising funds for maintenance of the new Instructional Facility.

MOTION WAS MADE BY RUTH GREND AHL TO ADJOURN THE MAY 27TH BOARD MEETING. MOTION WAS SECONDED BY ELLEN DOLL AND CARRIED UNANIMOUSLY. The meeting was adjourned at 4:45. Next Board meeting will be September 24.

BOARD MINUTES  
MINNESOTA CENTER FOR ARTS EDUCATION  
August 18, 1997

The August 18, 1997 Board of Directors meeting was called to order at 9:45 P.M. by Chairperson Terry Anderson.

**Present:** Terry Anderson, Ellen Doll, Ruth Grendahl, Renee Jenson, John Kim, Sheila Livingston, Gale Mitchell, Ellen Palmer, Sylvia Strobel and Patricia Surratt. Representing the Agency was David O'Fallon.

**Report of the Appeals Committee**

Ellen Doll, Chair of the Appeals Committee, gave members a report of the August 13th Appeals Committee meeting. She briefly reviewed each student and their appeal. She then explained to members how the committee had reviewed and clarified the students' records and the rationale for the re-admission policy. She said that the decision of that committee was to deny re-admission to Jessica Farmer, Kara Deinken and Ezra Crowley.

**MOTION WAS MADE BY ELLEN PALMER TO AFFIRM THE APPEALS COMMITTEE DECISION TO REJECT THE APPEALS OF JESSICA FARMER, PLYMOUTH MINNESOTA, CONGRESSIONAL DISTRICT 3; EZRA CROWLEY, BOVEY, MINNESOTA, CONGRESSIONAL DISTRICT 8; AND KARA DEINKEN, NEW ULM, CONGRESSIONAL DISTRICT 2. MOTION WAS SECONDED BY PATRICIA SURRATT AND CARRIED UNANIMOUSLY.**

The August 18th, 1997 Board of Director's meeting adjourned at 10:10 A.M..



BOARD MINUTES  
MINNESOTA CENTER FOR ARTS EDUCATION

March 25, 1998

The March 25th meeting of the Board of Directors for the Minnesota Center for Arts Education convened at the Minnesota Center for Arts Education in Golden Valley. The meeting was called to order at 3:00 P.M. by Chair Terry Anderson.

**Present:** Terry Anderson, Jeb Bowlus, Ellen Doll, Ruth Grendahl, Renee Jenson, John Kim, Lorainne Kruse, Sheila Livingston, Ellen Palmer, Ann Marie Plante, Sylvia Strobel, Pat Surratt and Fred Thorson. Representing the agency were David O'Fallon, Judith Mirus, Barbara Martin, Laura McConkey, Mark Youngstrom, Karen Monson, Jim Marshall, and Tina Herzik.

**Director's Update**

The Center continues its strong work in both school and statewide programs. The informal groundbreaking that will follow the meeting is one more significant step in the Center's walking into a new stage of its existence. The new direction taken by the establishment of the Professional Development Institute and the Research, Assessment and Curriculum program areas is another. These changes in program have resulted in some changes in personnel. Personnel changes are made carefully and only to improve programs. On the legislative front, the Center can reasonably expect some \$1.7 million to renovate and remodel the main classroom/administration building, to remodel Gaia for adult education, and hopefully to preserve assets (e.g. sidewalks, foundations, parking lots etc.) and improve the dorm. We are also hopeful that some funds will come through the K-12 education bill to help the Center meet the professional development needs occasioned by the expected approval of the Graduation Rule/Profile of Learning. The Center must continue to change to meet the needs of a rapidly changing education environment. Our creative, flexible and hardworking staff can do this.

**Building Update**

We broke ground after the board meeting. The construction is on schedule.

**PDI Update by Judith Mirus**

Judith reported that we have two new PDI programs: The first, is a three day course being offered to help prepare for the Grad Rule. The second, is a workshop in Winona, MN called the Artist Educator Institute, from June 22-26. This is a gathering for artists, teachers, students, art organizations, parents, school administrators and community organizers to address the challenges and opportunities on the educational horizon. (pamphlets were handed out)

**Research and Assessment Update by David O'Fallon (in Pam Paulson's absence)**

Development of tools and methods in and the piloting of them in Assessment is a major project in the Center led by Pam Paulson. We have received revenues from the Children,

Families and Learning to develop these. David reported for Pam because she was attending a workshop that included 19 other states regarding development in assessment. The Center is a member of SCASS, whose importance is explained in a report proposed by Pam Paulson and handed out in her absence.

### **Admissions Update by Kathleen McCartin**

Kathleen reported that we are graduating our largest senior class ever, 148 are expected. We reviewed enrollment information and agreed that we need to pay more attention to enrollment from Greater Minnesota. A report was handed out.

### **Finance Committee Update by Pat Surratt**

According to the committee, the finances are on track for the school year. There is a residential fee recommendation to raise the fees by \$100.00 and to increase the residential hall deposit to \$175.00. By increasing the residential fee, the fee will be \$1,450.00 instead of \$1,350.00. There are three major issues that were discussed regarding the need to generate revenues for the following items:

- to maintain student parking lot adjacent to the dorm
- to get additional revenue for the recreational facilities in the dorm
- for cleaning over the summer when the students move out

### **School Update by Mark Youngstrom**

Graduation will be on June 12, 1998 at the Ted Mann Concert Hall. The Visual Arts design team are working on the announcements. There will be one change in process this year due to the increase in the number of students graduating. This year there will be approximately 148 graduating seniors, so the tickets this year will be issued to the students. Each family will receive seven tickets, and the remaining tickets will be issued on a first-come first-serve basis. There will be a reception at the school the day of the big event from 11-2. Board participation was encouraged.

### **Other Business Update by Jeb Bowlus**

The Personnel Committee met before the board meeting to talk about the Executive Director's review. There will be questionnaires going out to faculty, board members and parents very shortly. The committee is in the process of developing a schedule to systemize the evaluations for the future. There will be another Personnel meeting in May before the board meeting.

### **Motions Made By Board**

The board approved the following resolutions:

**"Mike Hiatt requested a grant of \$2,000.00 for the Cook County pARTner School Program in Grand Marias, Minnesota. The purpose of this grant would be to supplement their present video production course that is offered at the high school by providing funding to bring in a professional**

video artist to assist with the class instruction." This grant was approved by the board.

The board also moved to go with the staff's recommendations regarding the residential fees increase. The recommendations are as follows: The residential fee will be raised from \$1,350.00 to \$1,450.00. The residential hall deposit will be increased to \$175.00. Of this \$175.00, \$125.00 will be the damage deposit that is refundable, and \$50.00 will be a non-refundable fee that goes towards the cleaning of the building in the summer time.

Meeting Adjourned at 4:00 p.m. by Terry Anderson

The Board then was joined by Lola Perpich, Rudy Perpich, Jr., Madyson Perpich and members of the state and school community for an "in house" groundbreaking. Hard hats and shovels were provided and many shots were taken by Dave Hanson of various groups in the muddy field, the site of the new building. All returned to the main building for light refreshments and continued to enjoy the special event.

Notes recorded by Tina Herzik