

**Perpich Center for Arts Education (PCAE)  
Board of Directors  
Board Meeting Minutes  
for August 13, 2009  
3:00 PM in the Glassbox of the GAIA (PDR) Building**

**Note:** Handouts from the August 13 meeting that are included in the permanent, public record, may be found in the *2009 Board Meetings* binder, behind: (1) the *August Board Booklet* (materials snail-mailed to board members in preparation for the August Board meeting), and (2) these August 13 minutes (once approved by the Board at their September 10, 2009 meeting). The handouts will be numbered from page *Aug09:1-Aug09:15*.

1. Call to Order.

Board Chair Sue Mackert called the meeting to order at 3:08 pm.

2. Roll Call and Introductions, includes introducing new Board members Stephan Daly, Vernae Hasbargen and Todd Liljenquist; and extended introductions by all Board members.

**Present:** Board members Bari Amadio, Denis Biagini, Stephan “Steve” Daly, Margaret “Maggie” DiBlasio, Ardythe “Ardie” Gallant, Vernae Hasbargen, Roberta Jones, Virginia Katz, Todd Liljenquist, Susan “Sue” Mackert, Alex Plechash, Dorothy Suomala and KaiMay Yuen-Terry; and Executive Assistant Steve Greenberg.

**Excused:** Board member Peter Adolphson.

3. **For Action:** Call for modifications to the agenda for this meeting (August 13), followed by a request for approval of the agenda.

**Motion by:** V. Katz to approve the agenda with this change:

Replace item #8 **For Information:** *AHS update* with **For Information:** *Presentation by PDR* by PDR Director Mike Hiatt.

**Seconded by:** A. Plechash.

**Verbal Vote:** Passed unanimously.

4. **For Action:** Call for approval of the minutes from the June 11, 2009 Board meeting (pages 1-4 in the August Board booklet).

**Motion by:** B. Amadio to approve the minutes for the 06/11/09 meeting as submitted in the August Board booklet.

**Seconded by:** V. Katz.

**Verbal Vote:** Passed unanimously.

5. **For Information:** PCAE Financial Report for the August 2009 Board meeting (for July 1, 2008 through June 30, 2009; pages *Aug09:1-Aug09:3*).

**Motion by:** D. Biagini to approve the PCAE Financial Report—July 1, 2008

through June 30, 2009—for the August 2009 Board meeting as submitted at the meeting.

**Seconded by:** A. Gallant.

**Verbal Vote:** Passed unanimously.

**6. For Information:** SmART and Legislative Audit update, presented by S. Mackert:

- a. Mackert reminded those present that Pete Maurer left the SmART (Small Agency Resource Team) team at the end of June, and although PCAE does not yet have an on-site accounting supervisor, N. Fitzloff-Meyer and her staff have full access to financial assistance from the Department of Administration and this has worked well. SmART continues to be a valuable resource for the Center.
- b. Mackert applauded Fitzloff-Meyer and PCAE finance staff Ros Hoffman, Marilyn Wahlstrom and Kaye Richards for implementing solid standards of financial management since the results of the recent Legislative Audit for 2004-2007 were distributed in April/May 2008.
- c. Fitzloff-Meyer has just completed documenting a Perpich records retention plan, which was a major portion of the findings from the Audit. Mackert has reviewed and approved the documents that will be sent to the appropriate agencies for compliance records.
- d. Due recognition also goes to Technology Director John Engel and his team members Brent Anderson, Nathan Duffy and Dan Markworth. They took on added responsibilities this summer with new information processing systems, some which are related to changing practices that will enhance the Center's ability to meet agency needs while being in full compliance with state standards.
- e. SmART is turning its attention to ongoing financial practices and on agency human resource issues.
- f. Mackert has requested and PCAE has been granted permission to move delegated authority for Center HR issues from the Minnesota Management & Budget offices to PCAE's SmART HR advisors, led by Sue Wickham.
- g. Orientation for the Board's newest members (Daly, Hasbargen and Liljenquist) will include a review of the findings of the recent Legislative Audit.

**7. For Information:** Agency update presented by S. Mackert:

- a. The Center's capital bonding request totals \$1.7M.
- b. Board members A. Plechash and S. Mackert meet bi-weekly with the Center's management team of Carlo Galeazzi, Mike Hiatt, Pam Paulson, Nedra Fitzloff-Meyer, Betsy Carlson and Steve Greenberg. Topics focus on organizational culture, HR, stakeholder communications, compliance, finance and everyday management.
- c. A recent workshop at PDR with nationally renowned Native American hoop

dancer Kevin Locke involved 33 teachers from around the state. Aside from cutting-edge curriculum development, this event enabled participants to discover how to incorporate a new state standard for focusing on Native American culture, heritage, contributions and communities in this state.

- d. M. Hiatt, P. Paulson, S. Mackert and M. Fitzloff-Meyer have been developing implementation plans and completing financial reporting requirements for the legacy fund money the Center will receive.

NOTE: Legislators initiated the project idea by approaching Perpich administration about receiving legacy dollars to infuse arts education throughout Minnesota curricula, eventually deciding on \$300K for Year 1 to plan the project and \$700K for Year 2 to pilot the project (total=\$1M for the biennium).

- e. The Governor has extended the hiring freeze and all state employees are experiencing state-mandated or negotiated pay freezes. S. Mackert stated that Perpich Center will continue to be good stewards of funds and government mandates.
- f. PCAE will have a booth in the Education Building at the MN State Fair this year. Perpich employees, students and Board members are encouraged to volunteer time at the booth to meet and greet visitors to the booth.
- g. Center administration is exploring collaboration with Minneapolis Public Schools in health and biology, and art history.
- h. Paulson, Hiatt and Mackert have been addressing ways to broaden the scope of arts education advocates, including potential collaboration between the Perpich Foundation and Arts Education Consortium.

8. **For Information:** PDR presentation by Mike Hiatt:

- a. Hiatt distributed a written update *Professional Development & Research Summer Activity 2009* (pages Aug09:5-Aug09:6).
- b. The 2009-2010 ACE Theater kickoff will take place next week.
- c. Hiatt reported that a new Visual and Media Arts Education Coordinator would be hired this fall. This position, vacated when Dave Beaman retired, serves about 2000 teachers across the state.
- d. Programmatic and staff cuts due to shrinking budgets for this school year challenge the state's capacity to teach the arts. PDR is stepping up to the plate to fill the gaps.

9. **For Information +/-or Action:** Personnel Committee update by Personnel Committee Chair Virginia Katz:

The Personnel Committee continues to receive and review applications for executive director.

10. **For Information:** Update on PCAE's capital bonding requests by Sr. Director of Policy Pam Paulson. Paulson distributed a report Perpich Center for Arts Education Projects Summary (pages *Aug09:7-Aug09:15*):
- a. Priority projects focus on health, safety and asset preservation.
  - b. Some of the projects have been on previous capital bonding requests.
  - c. State Representative Kurt Zeller recently toured Perpich campus to see areas in need of repair. State Senator Keith Langseth, Chair of the Senate Capital Investment Committee, and members of his committee will visit the campus September 17 to review Perpich Center's capital bonding request.
  - d. Asbestos abatement increases the cost to demolish the Alpha Storage building.
  - e. The Board's Legislative Liaison Committee assisted in creating the Plan.
  - f. The Perpich Center Arts High School is not eligible for the stimulus stabilization funds that are flowing to other schools because these funds are being released according to a per pupil funding formula, and AHS (Perpich) funding is not based on such a formula.
- The Center is also not eligible for stimulus funds coming from the National Endowment for the Arts because those funds are released only to organizations that have received grants from NEA within the past four years (which PCAE has not).
- g. The report/request will be reviewed by the Center's executive budget officer. The final document must be submitted by October 12, 2009 to be ready for the State's 2010 Legislative Session in February.

11. **For Information:** Public Comment at 4:30 pm.

PDR Dance and Theater Education Coordinator Diane Aldis thanked the Perpich Board of Directors for their extensive efforts on behalf of Perpich Center, saying that the work "really heartens a lot of us."

12. **For Information +/-or Action:** Board committee reports.

Nobody had anything to add at this time.

13. **Adjournment:** by S. Mackert.

**Motion by:** B. Amadio to adjourn at 4:30 pm.

**Seconded by:** K. Yuen-Terry.

**Verbal Vote:** Passed unanimously.

**Perpich Center for Arts Education (PCAE)**  
**Board of Directors**  
**Board Meeting Minutes**  
**for September 10, 2009**  
**3:00 PM in the Glassbox of the GAIA (PDR) Building**

**Note:** Handouts from the September 10 meeting that are included in the permanent, public record, may be found in the *2009 Board Meetings* binder, behind: (1) the *September Board Booklet* (materials snail-mailed to board members in preparation for the September Board meeting), and (2) these September 10 minutes (once approved by the Board at their October 8, 2009 meeting). The handouts will be numbered from page *Sep09:1-Sep09:26*.

1. Call to Order.

Board Chair Sue Mackert called the meeting to order at 3:06 pm.

2. Roll Call and Introductions.

**Present:** Board members Bari Amadio, Denis Biagini, Stephan “Steve” Daly, Margaret “Maggie” DiBlasio, Ardythe “Ardie” Gallant, Vernae Hasbargen, Roberta Jones, Virginia Katz, Todd Liljenquist, Susan “Sue” Mackert, Alex Plechash, Dorothy Suomala and KaiMay Yuen-Terry; and Executive Assistant Steve Greenberg.

**Excused:** Board member Peter Adolphson.

**Guest:** Lori Grivna, Senior Policy Advisor to Governor Pawlenty for K-12 and Higher Education, Early Childhood, Department of Administration, State Government and the Office of Enterprise Technology.

Prior to the Board meeting, Senior Policy Director Dr. Pam Paulson provided Grivna with a tour of the PCAE campus.

Mackert introduced Patrick Prose, a representative of the SmART (Small Agency Resource Team), who is assisting the Perpich Center in the area of Human Resources.

Mackert noted that Dr. Janika Vandervelde, Arts High School Music Instructor, as a 2009 McKnight Foundation artists fellow. With this \$25K award, Vandervelde will create a piece that will involve all six of the PCAE art areas (media arts, visual arts, literary arts, theater, dance and music).

3. **For Action:** Call for modifications to the agenda for September 10, followed by a request for approval of the agenda.

**Motion by:** D. Suomala to approve the agenda with the following change:

Add new item 5A: **For Action:** Request approval for PCAE to become an organizational member of MSBA (Minnesota School Boards Association).

**Seconded by:** A. Plechash.

**Verbal Vote:** Passed unanimously.

4. **For Action:** Call for approval of the minutes from the August 13, 2009 Board meeting (pages 1-4 in the September Board booklet).

**Motion by:** M. DiBlasio to approve the minutes for the 08/13/09 meeting as submitted in the September Board booklet.

**Seconded by:** B. Amadio.

**Verbal Vote:** Passed unanimously.

5. **For Information & Action:** PCAE Financial Report for the September 2009 Board meeting (for July 1, 2009 through August 31, 2009; pages *Sep09:1-Sep09:3*).

Accounting Officer Rosaland Hoffman reported that PCAE finances are sound and the agency's \$7,087,000 budget has been fully allotted. She added that the closing FY 2009 went smoothly, and that Center administration is completing set-up procedures for FY 2010 accounts. She indicated that the October financial report will show more revenue and expense information.

Hoffman added that the heading *Other payments to individuals* under the *Special Revenue Fund* includes refunds to some individuals, but also includes outlays to contractors and professional/technical consultants.

Mackert noted that SmART consultant Pete Maurer came in recently to help Center accounting staff complete a state-required receivables report for FY 2009. She added that interviews for a new accounting supervisor are in process.

**Motion by:** V. Katz to accept the PCAE Financial Report—July 1, 2009 through August 31, 2009—for the September 2009 Board meeting as submitted at the meeting.

**Seconded by:** D. Biagini.

**Verbal Vote:** Passed unanimously.

- 5A. **For Action:** Request approval for PCAE to become an organizational member of MSBA (Minnesota School Boards Association).

D. Suomala noted that membership in MSBA has numerous benefits, including information concerning legislation, policies and governance. Board members would receive special discounts on leadership conferences and publications, such as the student handbook.

**Motion by:** M. DiBlasio to approve the expenditure of \$1070 for PCAE to become an organizational member of MSBA.

**Seconded by:** K. Yuen-Terry.

**Verbal Vote:** Passed unanimously.

6. **For Information:** Arts High School update.

- a. AHS Director Carlo Galeazzi distributed a handout with photos of four new staff (page *Sep09:5*), and mentioned them and a fifth new teacher: Peter Atakpu, Math Instructor; Karla Donner, Receptionist; Brian Pickerell, Science Instructor; Adrian Davis, Music Instructor; and Andi (Andrea) Cheney, working with Special Ed. teacher Linda Saetre.
- b. Some basic statistics for this new school year are: AHS has 199 new juniors, 46 new seniors, 108 returning seniors, and four new staff. 71% of the student body is from the metro area and 29% are from out-state Minnesota. Enrollment is higher than last year.
- c. IT Director John Engel has been helping with the implementation of the TIES software for AHS. The package offers more detail in reporting and more reports than previous AHS tools.
- d. Around 100 parents attended an orientation to AHS on Friday, September 4.
- e. AHS had its first governance meeting and professional development session for the year, during which staff reviewed results of a survey completed by students at the end of the 2008-2009 school year. The afternoon session focused on interdisciplinary planning.

7. **For Action:** Request approval of budget for FY 2010 pARTner School program grant (pages 5-7 in the September Board booklet).

- a. These four schools will be strategic areas to serve as implementation sites for the recently developed learning standards.
- b. PDR would ultimately like to identify more pARTner schools to have representation from all Minnesota congressional districts.
- c. Other schools are interested in becoming pARTner sites; PCAE would need more funds to expand the program to these areas.

**Motion by:** A. Plechash to approve the budget for FY 2010 pARTner School program grant as indicated on page 7 of the September Board booklet (and listed below):

<u>School</u>	<u>Budget Amount Requested</u>
Albert Lea High School	\$18,000.00
Elk River High School	\$30,000.00
Thief River Falls Lincoln High School	\$30,000.00
<u>Westbrook/Walnut Grove High School</u>	<u>\$30,000.00</u>
TOTAL RECOMMENDED FUNDING:	\$ 108,000.00

**Seconded by:** D. Suomala.

**Verbal Vote:** Passed unanimously.

PDR Director Mike Hiatt distributed a report of “Professional Development & Research Program Summaries 2009” (pages *Sep09:7-Sep09:Sep09:23*).

Board member M. DiBlasio recommended that the FY 2010 pARTner School program be formally assessed “to have data presented at the end of the year.” PDR Director M. Hiatt concurred, adding that funding to perform such assessment would be beneficial. Mackert noted that funds from the first phase of the legacy project will enable the Center to gather primary data on the status of arts education in Minnesota schools. A provision of the research is being directed to collecting specific data from schools served by PCAE to determine impact of outreach efforts.

8. **For Information:** Presentation on 2009 Hoopsdance workshop (NEA Anchoring Work workshop).

PDR Education Research Coordinator Byron Richard coordinated a summer seminar that took place August 2-7 titled “Kevin Locke – Hoop Dance – Minnesota Indian Arts.” 29 teachers attended, including 18 metro and 11 out-state, and representing teaching in the areas of visual arts, music, and dance.

This group will reconvene at PDR during the winter (date to be determined) to review unit plans and lessons they are piloting this fall in their classrooms. The plans and units highlight the contributions of Minnesota’s American Indian tribes and communities, and address the new 2008 Revised Minnesota Academic Standards in the Arts. The revised standards, which have been signed by Commissioner of Education Seagren, are expected to take effect in the 2010-2011 school year.

9. **For Information +/-or Action:** Update from the Personnel Committee.

Committee Chair Virginia Katz distributed a report “September 10, 2009 Report from the PCAE Personnel Committee to the PCAE Board of Directors RE: Search for Executive Director” (pages *Sep09-25:Sep09-26*). Following research, reference calls, and telephone interviews with identified candidates, the Personnel Committee recommends that three candidates be brought to the Perpich Center for consideration of the position of Executive Director. Those members are:

- **John Bulger, Mendota Heights, MN**  
Education Finance Specialist for K-12 with the MN Department of Education; professional musician, music teacher.
- **Tom Nelson, Prescott, AZ**  
Former MN state legislator; former superintendent of MN school districts; supported arts education in the schools in those districts.
- **Tom Proehl, San Francisco, CA**  
Administrative Director/CFO, American Conservatory Theater; former Executive Director, MN Arts Board; former Managing Director, Guthrie Theater.



The candidates will meet with the Personnel Committee, attend sessions with staff, students and other interested persons, and participate in a formal interview with the Board of Directors.

10. **For Information:** Public Comment at approximately 4:30 pm.

Stakeholder Albert Katz from Duluth shared that, during AHS Director Carlo Galeazzi's update to the Board at this meeting, it was heartening to hear about the Arts High School's focus on interaction with parents.

11. **For Information:** Agency update. Board Chair and Interim Executive Director S. Mackert offered these highlights:

- a. Mackert reported that orientation day (September 4) provided many opportunities to speak with parents of new AHS students.
- b. Mackert has spoken to new teachers, all of whom express great pleasure in working at AHS. They appreciate the environment, the students and the focus of the Perpich Center.
- c. Representatives from SmART working with Perpich Center have been focusing on the areas of finance and human resources. Having completed addressing financial issues, to date, SmART is bringing more focus on HR. SmART Human Resource advisors Patrick Prose and Heather Madigan have been directed to create HR programs that are responsive to employee needs and respectful of the strengths employees bring to the organization, while serving as good stewards of state resources.

PCAE Personnel Officer Valerie Osborn is currently working with and reporting to SmART HR advisor Susan Wickham at offices in St. Paul.

- d. Center administration is responding to the state's planning requirements around the H1N1 pandemic. The organization began preparations last spring.
- e. About \$49K in stimulus money has been received by the Center for special education services. The funds are being applied to a new part-time nursing position to handle special needs of dorm students.
- f. The Management Team has been preparing for a site visit September 17 by members of the Senate Capital Bonding Committee. Mackert expressed appreciation to Media Technician Dan Markworth for his assistance in creating a comprehensive booklet with photos and descriptions of all areas in need of repair for which funds are being requested.
- g. On Friday, September 25, PCAE will host a Native American Film Festival and reception. This program is part of the Perpich Center's efforts to recognize the contributions of Minnesota's rich Indian culture and reach out to diverse and ethnic groups. Mackert applauded the efforts of AHS teacher Tom Kanthak for

bringing this event to Perpich. Kanthak is on special assignment to form partnership opportunities between Perpich and Minnesota's Native community.

- h. On Saturday, September 12, the Board of the Minnesota Music Educators Association will meet at PDR. Perpich representatives Nyssa Brown, Mike Hiatt, Pam Paulson and Sue Mackert will be attending the meeting and discussing needs in relationship to the Perpich Center.
- i. The Perpich Foundation is preparing for their Big Event fundraiser scheduled on November 6 at the Woman's Club of Minneapolis. All board members are encouraged to support and attend this event.
- j. Directors, staff, faculty, current students and alumni were applauded for their support of the Perpich Center booth at the MN State Fair. The 'Great Minnesota Get-Together' provides ample opportunity for the Perpich Center to reach our audience – residents of the State. Follow-up activities are taking place with persons seeking additional information on Perpich Center programs. A great time was had by all.

12. **For Information +/-or Action:** Committee reports.

Board Development Committee Chair M. DiBlasio will convene a meeting of the committee soon.

13. **Adjournment:** by S. Mackert at 4:54 pm.

**Perpich Center for Arts Education (PCAE)**

**Board of Directors  
Board Meeting Minutes  
for September 25, 2009**

**6:45 PM in the Visitors Center of the Main (6125 Olson Hwy) Building**

**Note:** Handouts from the September 25 meeting that are included in the permanent, public record, may be found in the *2009 Board Meetings* binder, behind: (1) these September 25 minutes (once approved by the Board at their October 8, 2009 meeting). The handouts will be numbered from page *Sep09:27-Sep09:33*.

1. Call to Order.

Personnel Committee Chair Virginia Katz called the meeting to order at 6:45 pm.

2. Roll Call and Introductions.

**Present:** Board members Bari Amadio, Denis Biagini, Stephan “Steve” Daly, Margaret “Maggie” DiBlasio, Ardythe “Ardie” Gallant, Vernae Hasbargen, Roberta Jones, Virginia Katz, Todd Liljenquist, Susan “Sue” Mackert, Alex Plechash and KaiMay Yuen-Terry; and Executive Assistant Steve Greenberg.

**Excused:** Board member Dorothy Suomala.

**Guest:** John Bulger, one of three finalists for the position of executive director of PCAE.

3. **For Information:** From 6:45-7:00 pm, Katz explained a number of details related to this meeting:

- a. Katz noted that she had given a list of the interview questions to candidate John Bulger at 6:30 pm.
- b. The scheduled Board meetings for Wednesday, October 7 and Wednesday, October 14 will be for formal interviews of the other two finalists, Tom Nelson (10/07) and Tom Proehl (10/14). All three interviews were scheduled to last for up to 1.5 hours (7:00-8:30 pm).
- c. Board members have been asked to keep October 19 and 26 open for review of the three finalists and their formal interviews. During this time, the Board will decide whether second interviews of the candidates are necessary. A. Plechash noted that he could be available up to 6:30 pm on 10/19. Katz added that it might not be necessary for the Board to meet on both dates.
- d. Katz distributed folders with the interview questions to Board members. The folders and paper with the questions for this interview are yellow (for Nelson on 10/07 the color will be green and blue for Proehl on 10/14). In addition, the folders are numbered and labeled with a Board member name. This protocol is to ensure that interview questions are returned to Katz at the end of the meeting.

- e. In the interest of keeping the content of the three formal finalist interviews identical, only the questions listed on the colored sheets may be asked. Board members may ask for clarification of the candidate's responses, but follow-up questions must not be introduced.
  - f. Earlier in the month, members of the Personnel Committee contacted the references for five of the executive director candidates. Committee member Sue Mackert contacted Bulger's references; Katz distributed hardcopies of Mackert's report to Board members at this meeting (page *Sep09:27*).
  - g. Board members may retain the candidate's resume, hardcopy report of contacts by Personnel Committee members with the candidate's references, and the member's own notes.
  - h. Each of the three interviews will be videotaped to provide an archive of each session, and to be made available to Board members and/or Perpich managers who may not be available the day a candidate visits the Center. For this particular day, Board member Dorothy Suomala and PDR Director Mike Hiatt would have an opportunity to view the tape.
  - i. Hardcopies of Bulger's cover letter and resume were available for meeting attendees (pages *Sep09:29-Sep09:33*). (Board members received these documents as email attachments prior to the meeting.)
4. **For Action:** At 7:00 pm, Katz brought John Bulger into the meeting room to begin his formal interview with the PCAE Board of Directors.

Bulger completed responding to the interview questions at 8:10 pm, at which time Katz collected the folders with interview questions and adjourned the meeting.

**Perpich Center for Arts Education (PCAE)**

**Board of Directors  
Board Meeting Minutes  
for October 7, 2009**

**6:45 PM in the Visitors Center of the Main (6125 Olson Hwy) Building**

**Note:** Handouts from this October 7 meeting that are included in the permanent, public record, may be found in the *2009 Board Meetings* binder, behind: (1) the *October Board Booklet*, and (2) all October minutes (i.e., 10/08, 10/07, 10/14 and 10/19) once approved by the Board at its November 12, 2009 meeting.

1. Call to Order.

Personnel Committee Chair Virginia Katz called the meeting to order at 6:45 pm.

2. Roll Call and Introductions.

**Present:** Board members Peter Adolphson, Bari Amadio, Stephan “Steve” Daly, Margaret “Maggie” DiBlasio, Vernae Hasbargen, Roberta Jones, Virginia Katz, Todd Liljenquist, Susan “Sue” Mackert, Alex Plechash, Dorothy Suomala and KaiMay Yuen-Terry; and Executive Assistant Steve Greenberg.

**Excused:** Board members Denis Biagini and Ardythe “Ardie” Gallant.

**Guest:** Thomas Nelson, one of three finalists for the position of executive director of PCAE.

3. **For Information:** From 6:45-7:00 pm, Katz reminded those present of a number of details related to this meeting (that are the same as the 09/25 interview with finalist John Bulger):

- a. Katz noted that she had given a list of the interview questions to candidate Tom Nelson at 6:30 pm.
- b. The scheduled Board meeting for Wed., Oct. 14 will be for the formal interview of the third finalist, Tom Proehl. (Note: “Third finalist” does not in any way indicate a hierarchy or levels of any kind to classify the three finalists. “Third” refers only to the fact that Proehl’s interview and visit to the PCAE campus is the only one remaining to take place, and it happens to be the third one on the calendar.) All three interviews have been scheduled to last for up to 1.5 hours (7:00-8:30 pm).
- c. Board members have been asked to keep October 19 and 26 open for review of the three finalists and their formal interviews. During this time, the Board will decide whether second interviews of the candidates are necessary. Katz added that it might not be necessary for the Board to meet on both dates.
- d. Katz distributed folders with the interview questions to Board members. The folders with the questions for this interview are green (they were yellow for Bulger and will be blue for Proehl on 10/14). In addition, the folders were

numbered and labeled with a Board member name. This protocol is to ensure that interview questions are returned to Katz at the end of the meeting.

- e. In the interest of keeping the content of the three formal finalist interviews identical, only the questions listed on the colored sheets may be asked. Board members may ask for clarification of the candidate's responses, but follow-up questions must not be introduced.

4. **For Action:** At 7:00 pm, Katz brought Nelson into the meeting room to begin his formal interview with the PCAE Board of Directors.

Nelson completed responding to the interview questions at 8:12 pm, at which time Katz collected the folders and interview questions and adjourned the meeting.

**Perpich Center for Arts Education (PCAE)**  
**Board of Directors**  
**Board Meeting Minutes**  
**for October 8, 2009**  
**3:00 PM in the Glassbox of the GAIA (PDR) Building**

**Note:** Handouts from the October 8 meeting that are included in the permanent, public record, may be found in the *2009 Board Meetings* binder, behind: (1) the *October Board Booklet*, and (2) all October minutes (i.e., 10/08, 10/07, 10/14 and 10/19) once approved by the Board at its November 12, 2009 meeting. The handouts will be numbered from page *Oct09:1-Oct09:3*.

1. Call to Order.

Board Chair Sue Mackert called the meeting to order at 3:03 pm.

2. Roll Call and Introductions.

**Present:** Board members Peter Adolphson, Stephan “Steve” Daly, Margaret “Maggie” DiBlasio, Vernae Hasbargen, Roberta Jones, Virginia Katz, Todd Liljenquist, Susan “Sue” Mackert, Alex Plechash, Dorothy Suomala and KaiMay Yuen-Terry; and Executive Assistant Steve Greenberg.

**Excused:** Board members Bari Amadio, Denis Biagini and Ardythe “Ardie” Gallant.

**Guest:** Linda Henning, Chair of the PCAE Foundation.

3. **For Action:** Call for modifications to the agenda for the October 8 meeting, followed by a request for approval of the agenda.

**Motion by:** A. Plechash to approve the agenda with two changes:

- a. Postpone item #8 “**For Info:** *Code of Conduct overview*” until Nov. and replace with “**For Info:** *AHS Guidance Counselor Dianne Auger presents facets of her work.*”
- b. Drop item #10 “**For Information:** *Agency update*” and replace with “**For Information +/or Action:** *Executive session to discuss a resolution relating to the proposed expulsion of “Student 0901.”*”

**Seconded by:** K. Yuen-Terry.

**Verbal Vote:** Passed unanimously.

4. **For Action:** Call for approval of the minutes from the September 10, 2009 board meeting and the September 25, 2009 Board meeting.

**Motion by:** P. Adolphson to approve the minutes for the 09/10/09 and 09/25/09.

**Seconded by:** M. DiBlasio.

**Verbal Vote:** Passed unanimously.

5. **For Information & Action:** Request acceptance of the PCAE finance report for the October 2009 Board meeting (pages *Oct09:1-Oct09:3*).

Points made by A. Plechash, Chair of the Budget & Finance Committee and Nedra Fitzloff-Meyer, Administrative Management Director, included:

- a. All FY 2010 funds have been appropriated with the current budget set at \$7,087,000. Year-to-date spending is on task at \$1,067,020.
- b. A new line item has been established for the *Arts & Cultural Heritage Fund*. Per legislative approval, the Perpich Center will use \$300,000 to fulfill research responsibilities for FY 2010 and \$700,000 to launch a pilot project for arts integration in FY 2011.

S. Mackert stated that the Request for Proposals is consistent with legislative objectives and is being reviewed by the office of Minnesota Management and Budget. The contracted service provider will design and execute three project elements to establish baseline information about the status of arts education in Minnesota public and private schools. A progress report is due to the legislature in early March, 2010.

This is one of the first major research projects funded for the Perpich Center to determine effectiveness and distribution of arts education in Minnesota schools. It is expected that results will be used by the board to guide further strategic planning efforts for the agency. We hope to have a resolution for the November Board meeting to accept a service provider and launch the Legacy project.

**Motion by:** A. Plechash to accept the PCAE Financial Report for the October 2009 Board meeting as submitted at the meeting.

**Seconded by:** D. Suomala.

**Verbal Vote:** Passed unanimously.

6. **For Information:** Executive Director Search update.

Highlights of V. Katz's comments:

- a. Personnel Committee Chair Virginia Katz noted that P. Adolphson and D. Biagini would be absent for the October 14 interview of candidate Thomas Proehl, and that PCAE technical staff would record the interview and create DVDs to give to Adolphson and Biagini.
- b. Katz re-confirmed the October 19 board meeting during which members would consider the three candidates that interviewed, identify next steps for the search, and evaluate the progress and status of the project.

(continued on next page ➡ )



**7. Special Presentation:** The Perpich Foundation.

Highlights of Foundation Chair Linda Henning's comments:

- a. Henning noted that The Big Event is coming up Friday evening, November 6. The components of the evening will be food, a silent auction and a live auction, and student performances. Board members are encouraged to attend.
- b. Donations come mainly from current and past parents, alumni, and other stakeholders and friends.
- c. The Foundation awards money to assist students or student families in paying costs for attending the Arts High School and/or living in the dormitory, and costs such as the exploration of, and application process of going to college.
- d. Perpich staff, especially AHS faculty and PDR teachers, may apply for, and some are awarded professional development funds.
- e. The Foundation also supports various public relations activities, including alumni events, government relations, parent relations and management team activities.

**8. For Information:** AHS updates and Guidance Counselor Dianne Auger presents facets of her work.

- a. Music instructor Janika Vandervelde was recognized for her award as a McKnight Arts Scholar. She informed the Board about a major project she is undertaking that will involve Arts High students and other collaborative partners. More information on a concert planned for March will be forthcoming.
  - b. Theater instructor Tory Peterson described the play being written, produced and performed by AHS students, entitled, "9<sup>th</sup> Grade Nothin", a play about the transition from middle school to high school. Watch for dates and be sure to attend!
  - c. Highlights of Auger's presentation of her work as AHS guidance counselor:
    1. Helps students make decisions about future education.
    2. Helps students with interpersonal, emotional or academic challenges.
    3. Proctors college entrance exams.
    4. Advises faculty about working with specific students.
    5. Meets with families regarding issues or questions they may have related to their AHS student.
    6. Visits secondary school campuses to "scope them out" for Perpich graduates and to exchange information.
    7. Serves as PCAE's District Assessment Coordinator.
- Members of the Board commended Auger for her work.

9. **For Information:** Public Comment at approximately 4:30 pm.

Nobody wished to speak at this time.

10. **For Action:** At 4:31 p.m., it was moved by D. Suomala, seconded by V. Katz to close the meeting to discuss a resolution relating to a proposed student expulsion.

The meeting was reconvened at 4:55 p.m.

**Motion by:** V. Katz to accept the recommendation to suspend “Student 0901” in accordance to the parameters recommended by the hearing committee.

**Seconded by:** R. Jones.

**Verbal Vote:** Passed unanimously.

12. **For Information +/or Action:** Committee reports.

None at this time.

13. **Adjournment:** by S. Mackert.

**Motion by:** P. Adolphson to adjourn at 5:23 pm.

**Seconded by:** K. Yuen-Terry.

**Verbal Vote:** Passed unanimously.

**Perpich Center for Arts Education (PCAE)**

**Board of Directors  
Board Meeting Minutes  
for October 14, 2009**

**6:45 PM in the Visitors Center of the Main (6125 Olson Hwy) Building**

**Note:** Handouts from this October 14 meeting that are included in the permanent, public record, may be found in the *2009 Board Meetings* binder, behind: (1) the *October Board Booklet*, and (2) all October minutes (i.e., 10/08, 10/07, 10/14 and 10/19) once approved by the Board at its November 12, 2009 meeting.

1. Call to Order.

Personnel Committee Chair Virginia Katz called the meeting to order at 6:46 pm.

2. Roll Call and Introductions.

**Present:** Board members Stephan “Steve” Daly, Margaret “Maggie” DiBlasio, Ardythe “Ardie” Gallant, Vernae Hasbargen, Roberta Jones, Virginia Katz, Todd Liljenquist, Susan “Sue” Mackert, Alex Plechash, Dorothy Suomala and KaiMay Yuen-Terry; and Executive Assistant Steve Greenberg.

**Excused:** Board members Peter Adolphson, Bari Amadio and Denis Biagini.

**Guest:** Thomas Proehl, one of three finalists for the position of executive director of PCAE.

3. **For Information:** From 6:45-7:02 pm, Katz reminded those present of a number of details related to this meeting (that are the same as the interviews with the other two finalists):

- a. Katz noted that she had given a list of the interview questions to candidate Tom Nelson at 6:30 pm.
- b. Katz has scheduled a board meeting for October 19 during which the board will review the three finalists and their formal interviews. The Board will decide whether second interviews of the candidates are necessary.
- c. Katz distributed folders with the interview questions to Board members. The folders with the questions for this interview are blue (they were yellow for Bulger and green for Nelson). In addition, the folders were numbered and labeled with a Board member name. This protocol is to ensure that interview questions are returned to Katz at the end of the meeting.
- d. In the interest of keeping the content of the three formal finalist interviews identical, only the questions listed on the colored sheets may be asked. Board members may ask for clarification of the candidate’s responses, but follow-up questions must not be introduced.

4. **For Action:** At 7:00 pm, Katz brought Nelson into the meeting room to begin his formal interview with the PCAE Board of Directors.

Proehl completed responding to the interview questions at 8:09 pm, at which time Katz collected the folders with interview questions and adjourned the meeting.

**Perpich Center for Arts Education (PCAE)  
Board of Directors  
Board Meeting Minutes  
for October 19, 2009  
4:15 PM in the Visitors Center of the Main (6125 Olson Mem Hwy) Building**

1. Call to Order & Roll Call.

Board Chair Sue Mackert called the meeting to order at 4:19 pm.

**Present:** Board members Peter Adolphson, Bari Amadio, Denis Biagini, Stephan “Steve” Daly, Margaret “Maggie” DiBlasio, Ardythe “Ardie” Gallant, Vernae Hasbargen, Roberta Jones, Virginia Katz, Todd Liljenquist, Susan “Sue” Mackert, Alex Plechash, Dorothy Suomala and KaiMay Yuen-Terry; and Executive Assistant Steven “Steve” Greenberg.

**Excused:** None (all 14 Board members were in attendance).

2. **For Information:** Board Chair Mackert indicated that, stating personal reasons, both Thomas Nelson and Thomas Proehl withdrew their names as candidates for the PCAE executive director, leaving John Bulger as the sole candidate.

Following discussion, a motion was made by V. Katz to re-open the search for an executive director.

**Seconded by:** R. Jones.

**Verbal Vote:** Passed unanimously.

3. **Adjournment:** by S. Mackert.

**Motion by:** A. Plechash to adjourn at 4:56 pm.

**Seconded by:** A. Gallant.

**Verbal Vote:** Passed unanimously.

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**Perpich Center for Arts Education (PCAE)**  
**Board of Directors**  
**Board Meeting Minutes**  
**for November 12, 2009**  
**3:00 PM in the Glassbox of the GAIA (PDR) Building**

**Note:** Handouts from the November 12 meeting that are included in the permanent, public record, may be found in the *2009 Board Meetings* binder, behind: (1) the *November Board Booklet*, and (2) the November minutes for November 12, once approved by the Board at its December 10, 2009 meeting. The handouts will be numbered from page *Nov09:1-Nov09:3*.

1. Call to Order.

Board Chair Sue Mackert called the meeting to order at 3:02 pm.

2. Roll Call and Introductions.

**Present:** Board members Peter Adolphson, Denis Biagini, Margaret “Maggie” DiBlasio, Ardythe “Ardie” Gallant, Vernae Hasbargen, Roberta Jones, Virginia Katz, Todd Liljenquist, Susan “Sue” Mackert, Alex Plechash, Dorothy Suomala and KaiMay Yuen-Terry; and Executive Assistant Steve Greenberg.

**Excused:** Board members Bari Amadio and Stephan Daly.

**Guests:** SmART Personnel Representative Patrick Prose and SmART Financial Management Director Lenora Madigan.

**The PCAE Foundation’s Big Event:** Sue Mackert reported the Perpich Foundation’s Big Event, held at the Woman’s Club in Minneapolis on Friday evening, November 6, had a wonderful turnout, with eight PCAE Board members in attendance and two other Board members submitting donations that were used to purchase Big Event tickets for staff. It was a great celebration of the Center, with active support from staff and stupendous student performances. Connie and George Perpich were among the special guests; George stated that he could feel the positive spirit of the Center. Mackert applauded the work of the PCAE Foundation for having the Big Event.

3. **For Action:** Call for modifications to the agenda for the November 12 meeting, followed by a request for approval of the agenda.

**Motion by:** A. Plechash to approve the agenda with one addition:

Insert a new item #5, “Request that the PCAE Board of Directors recite the *Pledge of Allegiance* at the beginning of every Board meeting.

**Seconded by:** P. Adolphson.

**Verbal Vote:** Passed unanimously.

4. **For Action:** Call for approval of the minutes from the October 8, 2009 monthly board meeting

and the October 7, 14 and 19, 2009 Board meetings, related directly to the Board's search for an executive director.

**Motion by:** P. Adolphson to approve the minutes for the 10/08/09 meeting.

**Seconded by:** M. DiBlasio.

**Verbal Vote:** Passed unanimously.

**Motion by:** A. Plechash to approve the minutes for the 10/07/09, 10/14/09, and 10/19/09 Board meetings.

**Seconded by:** P. Adolphson.

**Verbal Vote:** Passed unanimously.

5. **For Action:** Request that the PCAE Board of Directors recite the *Pledge of Allegiance* at the beginning of every Board meeting.

**Motion by:** A. Plechash that the Board of Directors will recite the *Pledge of Allegiance* at the beginning of each Board meeting, beginning with the December 10 meeting.

**Seconded by:** P. Adolphson to recite the *Pledge*.

**Motion by:** V. Katz to table this motion until all Board members are present.

**Seconded by:** M. DiBlasio to table.

**Show of Hands:** 4 *Yes*, 6 *No*; motion to table defeated.

Plechash stated that the Minnesota State Legislature begins their meetings with the *Pledge*. He added "...we need to set an example for the students..." especially since the Board has continued the previous year's guideline to have the *Pledge* recited in the High School at least once a week.

Following discussion, the chair requested a show of hands for the motion: 7 *Yes*, 3 *No*; motion to recite passed.

6. **For Information & Action:** Request acceptance of the PCAE finance report for the November 2009 Board meeting (pages *Nov09:1-Nov09:3*).

Administrative Management Director Nedra Fitzloff-Meyer introduced new hire for Finance Director CFO, Rene Ellis.

Points made by A. Plechash, Chair of the Budget & Finance Committee and Nedra Fitzloff-Meyer, Administrative Management Director, included:

- a. The Center's financial status is in line with budget expectations.
- b. Operating expenses are over 50% even though the Center (and State) are only four months into FY2010. This is due primarily to:
  1. Open purchase orders and other annual expenses that are encumbered or incurred at the beginning of each fiscal year, and
  2. Insurance premiums paid at the beginning of the year for the whole year.



**Motion by:** A. Plechash to accept the PCAE Financial Report for the November 2009 Board meeting as submitted at the meeting.

**Seconded by:** P. Adolphson.

**Verbal Vote:** Passed unanimously.

7. **For Final Action:** 403b Pension Plan.

On November 8, 2009 Minnesota Management and Budget (MMB) decided to stop all State payroll contributions into the 403b pension plan. Without this plan, State employees have access to other deferred compensation plans.

If PCAE were to continue to allow payroll contributions to the 403b plan, the agency would need to hire an attorney and procure the services of an accounting firm to help administer it—PCAE accounting staff are not trained to do this work.

**Motion by:** V. Hasbargen to freeze contributions to the 403b plan and work with the Attorney General to develop a 403b Compliance Action Plan.

**Seconded by:** A. Plechash.

**Verbal Vote:** Passed unanimously.

8. **For Information +/-or Action:** Personnel Committee update, including SmART HR advisor addressing the Board on the interview process.

SmART Personnel Representative Patrick Prose reviewed and commended the process conducted by the Personnel Committee. He responded to questions and reiterated the need for the Board to continue assuring consistency when interviewing multiple candidates for an open position. Highlights:

- a. An HR “best practice” is to keep the list of questions consistent from one interview to the next—have a planned list of questions that are asked in the same order and do not change at all.
- b. Follow-on questions are permissible provided they relate to the original question and seek further understanding of a candidate’s response to the original question without introducing another topic or focus of questioning.
- c. Prose handed out a two-page document—*Consistent and Behavior Based Interviews; Some Random Suggestions* (pages Nov09:5-Nov09:6).

V. Katz reviewed the upcoming schedule and requested that Board members submit questions for interview purposes prior to the December 10 Board meeting:

She asked Board members to submit to Steve Greenberg the contact information of possible candidates or organizations that may disseminate the job posting.

V. Hasbargen indicated her interest to review the executive director job description. Katz noted that while reviewing the requirements, a reader might wish to modify the job description and/or the requirements for applicants. Although these documents cannot be changed at this time (MMB has verified the position description, and both the job description and applicant requirements have already been circulated as part of the current search), the weight attributed to each role/task/requirement may be modified.

**Motion by:** V. Katz to make T. Liljenquist a member of the Personnel Committee.

**Seconded by:** V. Hasbargen.

**Verbal Vote:** Passed unanimously.

With this vote, the Committee has the maximum of six members (per PCAE's bylaws): B. Amadio, R. Jones, V. Katz, T. Liljenquist, S. Mackert, and D. Suomala.

9. **For Information +/-or Action:** The Legacy Project update. Recommendation to award the contract for the Legacy Fund research project.

Senior Director of Policy Pam Paulson requested Board approval to award a contract for \$241,500 of the Legacy Funds to the highest scoring (973 points out of 1000 possible) consulting firm among the five organizations that submitted proposals in response to a request for proposals (RFP) posted on October 12, 2009. The RFP identified Perpich Center's need for an organization to perform a statewide Survey of Arts Education in Minnesota.

Per State guidelines, the Board was asked to vote without knowing the name of the highest scoring firm.

**Motion by:** K. Yuen-Terry to award a contract for \$241,500 of the Legacy Funds to the highest scoring consulting firm.

**Seconded by:** R. Jones.

**Verbal Vote:** Passed unanimously.

After the vote, Paulson distributed a memo (pages *Nov09:7-Nov09:9*) and copies of the contract (pages *Nov09:11-Nov09:18*) with more details about the RFP process, and identifying the chosen firm as Quadrant Arts Education Research of Colorado Springs, Colorado.

Paulson answered questions and offered other information about the Project:

- a. This survey will be the first to represent some of the most basic data that has been missing from facts about Minnesota arts education.
- b. The new Minnesota Academic Standards in Arts for K-12 (*Arts Standards Revision 2008*) will be officially implemented on Nov. 16. In their meeting materials for this month, Board members received from M. Hiatt, PDR Director, a copy of these standards (pages *Nov09:19-Nov09:43*).

At this time, all Minnesota high school students must have at least one art credit in order to graduate. Paulson added that there is no legislation, however, that ties the required credit to any accepted standards.

10. **For Information:** Public Comment at approximately 4:30 pm.

Nobody wished to speak at this time.

11. **For Information:** Code of Conduct overview.

At the request of Board Chair Mackert, SmART Financial Management Director Lenora Madigan attended this meeting to walk the members of the Board through a State-required basic training/understand-ing of the Code of Conduct materials distributed to Minnesota agencies by MMB.

- a. Board members received the PCAE *Plan for the Implementation of the Code of Conduct, September/October 2009* (pages Nov09:45-Nov09:47). Madigan noted “This Code sets an ethical tone from the top” management to the whole organization. She added that this is a culture to nurture at Perpich Center, especially in financial management.
- b. Madigan walked everyone present through a PowerPoint presentation of the Code of Conduct (pages Nov09:49-Nov09:53).
- c. For the final step of this process, Mackert asked Board members to sign a *State of Minnesota Certification of Member of the Agency Board of Directors*. The form is being completed by agency staff, as indicated by a report prepared by Mackert for MMB.

12. **For Information:** Agency update.

S. Mackert made the following points during her agency update:

- a. Minnesota K-12 arts teachers and friends of Perpich Center through PDR Kathy Grundei and Doug Orzolek assisted with the Center’s contributed efforts toward the revised academic arts standards. There will be a news release from PCAE about the completion and implementation of the standards and PCAE’s role in the process.
- b. Notable and newsworthy events are occurring daily at PCAE. Administration is working on getting assistance to catch these marketing opportunities as they happen.
- c. The rate of illness among AHS students from the flu and the H1N1 virus has decreased over the past weeks. The Center now has a working plan to handle a possible pandemic.
- d. Per State guidelines, Center managers are now reporting on a daily basis the number of employees out ill.
- e. AHS student Ezra Wilson—renowned nationally as a graffiti artist—will create some of his artwork at Leech Lake Indian Reservation in Northern Minnesota.

- f. The AHS-created and -produced play *9<sup>th</sup> Grade Nothin'* is having a very successful run in Perpich Center's theater. Theater instructor Tory Peterson is overwhelmed by the level of excitement among performers and audiences around the production.
- g. Recent parent conferences with their students' teachers showed much success with high parent participation.
- h. A recent portfolio day—an opportunity for students to show their art portfolios to college representatives and get feedback—was the most successful yet with a record 31 colleges visiting the school.
- i. The Center is experiencing a definite shortage of support staff due to managerial decisions last year to eliminate positions. The Leadership Team is addressing this issue.
- j. The Arts High School admissions program needs review and assessment; Perpich administration is in touch with the office of the Attorney General to begin work in this area.

13. **For Information +/-or Action:** Committee reports.

None at this time.

14. **Adjournment:** by S. Mackert.

**Motion by:** A. Plechash to adjourn at 5:06 pm.

**Seconded by:** V. Katz.

**Verbal Vote:** Passed unanimously.

**Perpich Center for Arts Education (PCAE)**  
**Board of Directors**  
**Board Meeting Minutes**  
**for December 10, 2009**  
**3:00 PM in the Glassbox of the GAIA (PDR) Building**

**Note:** Handouts from the December 10 meeting that are included in the permanent, public record, may be found in the *2009 Board Meetings* binder, behind: (1) the *December Board Booklet*, and behind (2) the minutes for December 10, once approved by the Board at its January 14, 2010 meeting. The handouts will be numbered from page *Dec 10:1-Dec 10:7*.

1. Call to Order.

Board Chair Sue Mackert called the meeting to order at 3:11 pm.

2. Roll Call and Introductions.

**Present:** Board members Peter Adolphson, Bari Amadio, Denis Biagini, Stephan “Steve” Daly, Margaret “Maggie” DiBlasio, Ardythe “Ardie” Gallant, Vernae Hasbargen, Roberta Jones, Virginia Katz, Todd Liljenquist, Susan “Sue” Mackert, Dorothy Suomala and KaiMay Yuen-Terry; and Executive Assistant Steve Greenberg.

**Excused:** Board member Alex Plechash.

**Guests:** From the offices of the Attorney General, Attorney Gary Cunningham, SmART Financial Management Director Lenora Madigan, and SmART Personnel Services Director Sue Wickham.

3. **For Action:** The Board declared an executive (closed) session to discuss a personnel issue. The session began at 3:13 and the public meeting reconvened at 3:31 pm.

4. **For Action:** Call for modifications to the agenda for the December 10 meeting, followed by a request for approval of the agenda.

**Motion by:** V. Katz to approve the agenda as submitted.

**Seconded by:** R. Jones.

**Verbal Vote:** Passed unanimously.

5. **For Action:** Call for approval of the minutes from the November 12, 2009 Board meeting.

**Motion by:** V. Hasbargen to approve the minutes for the 11/12/09 meeting.

**Seconded by:** D. Biagini.

**Verbal Vote:** Passed unanimously.

6. **For Action:** Request acceptance of the PCAE finance report for the December 2009 Board meeting (pages *Dec09:1-Dec09:2*).

**Motion by:** P. Adolphson to accept the December 2009 report as submitted.

**Seconded by:** K. Yuen-Terry.

**Verbal Vote:** Passed unanimously.

7. **For Information:** Report from the executive session (#3 on the December agenda).

The Board met to discuss Valerie Osborn's role as Personnel Officer for the Perpich Center.

**Motion by:** D. Suomala to accept the recommendation to assist V. Osborn in retiring from the Perpich Center.

**Seconded by:** A. Gallant.

**Verbal Vote:** Passed unanimously.

8. **For Action:** Professional Development & Research (PDR) group requests Board approval to award Quality Teaching in the Arts (QTA) facilitator contracts to two recipients.

**Motion by:** V. Katz to award 2-year contracts with a one-year possible extension to music facilitator Zane Schaefer and visual media arts facilitator Kathy Grundei.

Contractor	Facilitating	Contract Duration	Maximum Amount for:	
			1 <sup>st</sup> Year	Both Years
Zane Schaefer	Music	12/09 thru 6/30/10	\$23,000	\$46,000
Kathy Grundei	Visual Media Arts	12/09 thru 6/30/10	\$11,500	\$23,000

**Seconded by:** A. Plechash.

**Verbal Vote:** Passed unanimously.

9. **For Information +/-or Action:** Personnel Committee update.

Personnel Committee Chair V. Katz informed the Board that members of the Personnel Committee would be meeting this evening following the Board meeting to review applications. Katz requested that Board members submit desired questions to be asked of finalist candidates during each interview. She hopes to have finalist applicants visit the Center in late January 2010.

A. Gallant thanked Personnel Committee for their long hours and diligence on behalf of the Center.

10. **For Action:** Fill the one-year and two-year rotating term positions on the Board's Nominating Committee vacated by Sonja Peterson (one-year) on 06/30/2009 and Denis Biagini (elected December 2007 for the two-year slot, ending December 2009).

**Nomination by:** V. Katz for P. Adolphson to fill the one-year position and T. Liljenquist to fill the two-year position.

**Seconded by:** R. Hasbargen.

**Verbal Vote:** Passed unanimously.

With this vote, Nominating Committee has the following makeup:

Name	Elected at the Board Meeting on:	Term	Term Expires at the Board Meeting on:
P. Adolphson	12/10/09	1-year	12/09/10
T. Liljenquist	12/10/09	2-year	12/08/11
A. Plechash	12/13/07	3-year	12/09/10

**At this point in the meeting**, items 11 and 12 were switched to accommodate scheduling for guests and to make “Public Comment” occur closer to 4:30 pm.

12. **For Information:** Update on the work of the College Board National Task Force on the Arts in Education, and highlights of the October 2009 issue of the College Board’s *Connection* magazine, which includes an article featuring AHS visual arts instructor Bill Jeter. Highlights noted by presenters B. Jeter and P. Paulson are:
- The College Board is a nonprofit with over \$600 million in annual revenues. The AP (Advanced Placement) and SATs (Scholastic Aptitude Tests) are two of the biggest services provided by the Board.
  - If a college applicant is able to submit a high school transcript that shows AP coursework, that application will carry more prestige than similar transcripts without AP credits.
  - Since April 2007, the College Board has explored including AP exams for music and theater. In June 2009, the College Board’s Board of Trustees voted to initiate efforts to add AP music and theater to the College Board testing repertoire.
  - Paulson noted that there are still challenges to work with in promoting the arts in education.
  - College Board Advocacy*, the publication that includes a profile of visual arts instructor B. Jeter, has a distribution of 250,000 people. The article is “Teachers are the Center of Education: Profiles of Eight Teachers.” The eight teachers, including Jeter, were nominated by College Board staff and members. The section that focuses on Jeter is on pages *Dec09:3-Dec09:7*.
  - In the article, Jeter makes a number of impassioned points about art, teaching art, and being an artist and educator. Early in the article, he explains, “...being a good teacher is also an art itself.” He later describes three broad aspects of being a good teacher: (1) Knowing one’s limitations as a teacher and being open to what your students are teaching you; (2) Knowing the content of what you’re teaching—doing your homework as a teacher; and (3) Believing that every student can excel. He concludes that the practice of arts education is “...the closest we get to magic that’s *real* magic, not like trickery, but transformation.”
  - Speaking to the Board of his experience being brought to Washington, D.C. by the College Board to be recognized with the other seven teachers, Jeter urged all

present to get involved in making sure legislators at the state and federal level are well aware that each of us believes in the importance of art education in Minnesota and America.

11. **For Information:** Public Comment at approximately 4:30 pm.

Nobody wished to speak at this time.

13. **For Information:** Agency update.

Highlights from S. Mackert's update:

- a. The Arts for Academic Achievement program has helped implement programs that reach 120 classrooms in 40 Minneapolis Public Schools. The Perpich Center was instrumental in assisting Minneapolis Public Schools with launching this program.
- b. The state's economic situation continues to worsen, with a \$1.2 billion deficit projected in 2010-2011. As the offices of the Governor and Minnesota Management and Budget implement measures to address the situation, PCAE administration will respond accordingly.
- c. PCAE's library director, Jeanne Iverson, recently conducted a conference for Arts Educators of Minnesota on Native Americans in Minnesota, putting together resources for teachers and incorporating ways in which teachers can help their schools address the new graduation standard that focuses on the contributions and heritage of Minnesota's Native American communities. The response was excellent.
- d. Iverson is also helping to match students with facilities in the Arrowhead Library System. Arrowhead is seeking student artwork and/or student performers, and is able to pay students for exhibiting their work, through grants given to libraries through the Legacy Act. Thanks to Representative Mary Murphy for her work to secure library funds.
- e. Focus in the agency right now is on strengthening our infrastructure and introducing sound management principles. We continue to make system changes in our programs in order to be compatible with proper state reporting systems.
- f. The Perpich Foundation has been busy. They renewed relationships with Shep Harris on behalf of the Perpich Center, and have been busy raising funds to support students in need.

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14. **For Information +/-or Action:** Committee reports.

Highlights:

- a. D. Biagini is the new chair of the Board Development Committee. Members of the Committee have outlined some initial projects for 2010: (1) the Board needs to provide orientation for new members, (2) what is the role of the board chair in the absence of an agency executive director?, and (3) get a “primer” on open meeting law.
- b. Legislative Liaison Committee will meet in January in anticipation for the start of the 2010 Legislative Session.

15. **For Information +/-or Action:** New Business.

**Motion by:** K. Yuen-Terry to have the Board of Directors vote at the beginning of each academic year on whether to have the *Pledge of Allegiance* recited at the start of each monthly Board meeting.

**Seconded by:** R. Jones.

**Show-of-hands** 5 in favor, 6 opposed, and 1 abstained; the motion was defeated.

**Vote:** V. Katz asked that her abstention be recorded in the minutes by name.

Points expressed during the discussion:

K. Yuen-Terry: It’s an important topic to be discussed and we benefit from an open exchange of opinions. This motion is NOT to rescind the November 2009 decision of the Board; it’s for the Board to annually re-visit the question of the Board reciting the *Pledge*.

A. Gallant: The Board is responsible to set an example; we guide from a Board level.

R. Jones: The discussion and vote should happen annually because the outcome arbitrarily depends on who is present and who is absent from the particular Board meeting.

V. Katz: I don’t want to see this discussion repeated annually.

K. Yuen-Terry: Requested that the question of student recitation of the *Pledge* appear on a monthly meeting agenda in the near future.

Continued on next page ➡

16. **For Acknowledgement & Recognition:** The Minnesota Arts Academic Standards Revision Committee.

PDR Director Mike Hiatt initiated gratitude for the Committee and their service to arts education in Minnesota. The new standards became official on November 16, 2009, and will be implemented in 2010.

**Resolved by:** P. Adolphson that the Board praises and thanks the Minnesota Arts Academic Standards Revision Committee for its work creating the new standards.

**Seconded by:** B. Amadio.

**Verbal Vote:** Passed unanimously.

17. **Adjournment:** by S. Mackert.

**Motion by:** A. Plechash to adjourn at 5:10 pm.

**Seconded by:** R. Jones.

**Verbal Vote:** Passed unanimously.

**Minutes  
Board of Directors  
January 14, 2010  
Perpich Center for Arts Education  
6125 Olson Memorial Highway, Golden Valley, MN**

Call to Order.

Board Chair Sue Mackert called the meeting to order at 3:05 pm.

Roll Call and Introductions.

Board members present: Peter Adolphson, Bari Amadio, Stephan Daly, Ardythe Gallant, Vernae Hasbargen, Roberta Jones, Virginia Katz, Todd Liljenquist, Susan Mackert, Alex Plechash, and Dorothy Suomala. Board member present via conference phone: Margaret DiBlasio. Absent: Denis Biagini and KaiMay Yuen-Terry.

Guest(s): Susan Wickham from the State's Small Agency Resource Team.

The agenda was approved, as submitted.

**Motion by:** P. Adolphson.

**Seconded by:** V. Hasbargen.

The Minutes of the December 10, 2009 Board meeting were approved, as submitted.

The Chair read a statement from Board member KaiMay Yuen-Terry, requesting clarification and changes in the minutes. Change failed for lack of motion.

**Motion by:** A. Plechash

**Seconded by:** V. Katz.

The finance report was accepted, as submitted.

**Motion by:** A. Plechash.

**Seconded by:** A. Gallant.

Physical Education Courses

Arts High School Director Carlo Galeazzi asked for approval to allow students to receive graduation credits in physical education for completion of AHS courses: Modern Dance or Yoga.

A motion was approved to allow students physical education credits for the Modern Dance and Yoga classes.

**Motion by:** P. Adolphson.

**Seconded by:** A. Plechash.

### Executive Director Search

Personnel Committee Chair Virginia Katz reported that following committee meetings on December 16 and January 14, a decision was made to recommend to the Board that Sue Mackert be appointed as executive director.

(Mackert chose to leave the board meeting and not be present for discussion or for the motion's vote).

A motion was approved to appoint Sue Mackert as executive director immediately following the Board's annual meeting of February 11, 2010, which marks the end of her appointment as Board Chair.

**Motion by:** Personnel Committee

**Seconded by:** P. Adolphson.

A written ballot vote was conducted with 8 "Yes" votes and 3 abstentions.

A motion to table the decision was defeated.

**Motion by:** D. Suomala.

**Seconded by:** V. Hasbargen.

**Show of Hands:** 3 to table; 7 not to table.

Mackert was asked to come back to the room to respond to questions and discuss her insight on the status of issues at the Perpich Center.

Sue Wickham noted that the State has two categories of positions—classified and unclassified; the executive director position is unclassified. As such, the Board as hiring manager has the freedom to change the requested and required skills without re-posting the position.

### Nominations Committee

Nominations Committee Chair Alex Plechash presented the slate of candidates for Board Chair and Vice Chair. Voting for this slate and for additional members that may be suggested by board members will take place at the February Annual meeting.

**For Chair:** Bari Amadio.

**For Vice Chair:** Denis Biagini.

### Public Comment

Arts High School senior Kyle Cold applauded the Board's decision to make Sue Mackert the Executive Director of PCAE. He emphasized that her activities to-date on behalf of the Center point to a promising future.

### Legislative Update

- A. Update on capital bonding request: Priorities include new windows for the dormitory, removal of Alpha Building, and a pre-fabricated storage structure. Approach continues to be highlighting asset preservation, health, and safety.
- B. Legislative Liaison Committee Chair P. Adolphson recommends having a Perpich Center Day at the Capitol (the Day at the Capitol in 2009 was successful in a variety of ways).
- C. Adolphson noted that monetary figures of the State deficit differ depending on the approach of who is reporting. He expects the Governor's office to announce a \$1 billion deficit in February 2010.

### Agency Update

Highlights from S. Mackert's update:

- A. In late December, all State agencies were asked to submit suggestions for a 3% budget reduction on unspent funds for FY 2010. After much thoughtful and appropriate deliberation, the management team completed a plan that was submitted. Mackert directed the team to look in areas away from teaching and learning.

Perpich administration is identifying areas in which the Center can share costs or collaborate with other agencies and/or school districts, while continuing to evaluate internal systems and processes for efficiency and appropriateness.

- B. Administration is currently working to fill open positions in HR and Communications, and a support position in PDR.
- C. Beginning a Perpich outreach program to all leaders in schools devoted to the arts, AHS Director Carlo Galeazzi, Pam Paulson and Mackert met with the directors of the St. Paul School for the Performing Arts and Hopkins Mainstreet School to talk about funding, programming, mutual support, and collaborations.
- D. Eighteen Perpich Theater students ran away with top honors at the MN Thespian Festival. As top award winners, all 18 students are invited to represent Minnesota at the International Thespian Festival in Lincoln, Nebraska in June. Mackert expressed sincere appreciation of AHS theater instructors Barbara Morin and Tory Peterson, and PDR staff who were involved, including PDR Director Mike Hiatt, Education Specialist Virginia McFerran, and administrative assistant Suzanne Bursh.

- E. At a recent competition for Visual and Media Arts Students, 37 AHS Visual and Media Arts students participated and were awarded 10 Gold, 15 Silver and 27 Merit Awards.
- F. Approximately 60 Perpich Arts High School alumni ranging from the classes of 1993 through 2009 were recently on campus, representing all six art areas. Some former students have been visiting the campus to perform for and talk to current students.
- G. Senior Policy Director Pam Paulson and Education Research Coordinator Byron Richard were successful in getting questions regarding arts education on the annual Minnesota Department of Education Staff Development Survey. Mackert highlighted the importance of this achievement since this annual survey has not previously included questions related to arts education.

This type of information, with the data to be collected in the statewide arts integration survey will give PCAE administration needed baseline data, allowing for better decision-making on issues related to services needed by the Center.

- H. The Perpich Foundation is having a Book Fair fundraiser at Barnes and Noble February 13. A percentage of sales proceeds will be given to the Perpich Foundation for any book, food, or coffee purchase made at any B&N on February 13 ONLY. Participants must present a pre-printed coupon (included in Board members' folders).
- I. Perpich Foundation's Big Event of November 6 raised over \$18,000. Although more has been raised with previous events, the evening promoted great public relations for the Center.

#### Committee reports

V. Katz reminded future Board executives to work on committee membership in preparation for the February Board meeting.

The meeting adjourned at 5:21 p.m.

**Motion by:** T. Liljenquist

**Seconded by:** P. Adolphson.

**Minutes** Steve Greenberg  
**submitted by:** Executive Assistant

**Minutes  
Board of Directors  
February 11, 2010  
Perpich Center for Arts Education  
6125 Olson Memorial Highway, Golden Valley, MN**

Call to Order.

Board Chair Sue Mackert called the meeting to order at 3:06 pm.

Roll Call and Introductions.

Board members present: Peter Adolphson, Bari Amadio, Denis Biagini, Stephan Daly, Ardythe Gallant, Todd Liljenquist, Susan Mackert, Alex Plechash and Dorothy Suomala. Attending via conference phone: Vernae Hasbargen. Absent: Maggie DiBlasio, Roberta Jones, Virginia Katz and KaiMay Yuen-Terry.

The agenda was approved, as submitted.

**Motion by:** D. Biagini.

**Seconded by:** A. Gallant.

The Minutes of the January 14, 2010 Board meeting were approved, as submitted.

**Motion by:** P. Adolphson.

**Seconded by:** A. Plechash.

The finance report was accepted, as submitted.

**Motion by:** D. Suomala.

**Seconded by:** A. Gallant.

Overview of Perpich Center Finances

Board Budget & Finance Committee Chair Alex Plechash showed a PowerPoint presentation that provided a detailed overview of Center finances. The presentation covered all aspects of the budget, including revenue and expenses.

Grants for ACE~Media Arts Program

The Board approved seven schools to receive grants from PCAE for the remainder of FY 2010 and FY 2011 as sites for the Arts Courses for Educators program. The total of the

grants for the two fiscal years is \$48,607. See more information beginning on page 5 in the February 2010 Board booklet.

**Motion by:** A. Plechash.

**Seconded by:** D. Biagini.

Cong. Dist.	Recommended School	2010 Proposed Funding	2011 Proposed Funding	Total Funding
3	Brooklyn Center High School	\$2550	\$4200	\$6750
5	Fridley High School	1900	3060	4960
6	Annandale High School	2440	3920	6360
6	Holdingford Elementary School	3083	2790	5873
7	MACCRAY High School	2793	4465	7258
8	Hibbing High School	3948	5780	9728
8	Little Falls Community Schools	3163	4515	7678
FY2010 & FY2011 Subtotals & Program Total:		<b>\$19,877</b>	<b>\$28,730</b>	<b>\$48,607</b>

#### Grants for ASAP Program

The Board approved seven schools to receive grants from PCAE for the remainder of FY 2010 and FY 2011 as sites for the Minnesota Arts & Schools as Partners program. The total of the grants for the two fiscal years is \$77,000. See more information beginning on page 9 in the February 2010 Board booklet.

**Motion by:** D. Suomala.

**Seconded by:** P. Adolphson.

Cong. Dist.	Recommended School	2010 Proposed Funding	2011 Proposed Funding	Total Funding
4	ArtStart	\$5500	\$5500	\$11,000
4	St. Paul Central High School	5500	5500	11,000
5	Red Eye Theater	5500	5500	11,000
5	Robbinsdale Middle School	5500	5500	11,000
5	Yinghua Academy	5500	5500	11,000
6	Paramount Theater & Visual Art Center	5500	5500	11,000
8	Laura MacArthur Elementary	5500	5500	11,000
FY2010 & FY2011 Subtotals & Program Total:		<b>\$38,500</b>	<b>\$38,500</b>	<b>\$77,000</b>



## Agency Update

Highlights from S. Mackert's update:

- A. **M. Hiatt**: PDR Director Michael Hiatt was inducted into the Minnesota Music Educators Association Hall of Fame on Thursday evening, February 11. MMEA represents over 2000 music educators and is the professional voice of music education in Minnesota's public and private schools – K-12 and higher ed. This is the highest honor that an organization can bestow upon a member and it is given in recognition of lifetime contributions to music education in Minnesota. Perpich administration will plan a gathering so that the board, foundation board, and all employees can celebrate this achievement and acknowledgement with Hiatt.
- B. **Legislature**: S. Mackert and Representative Ryan Winkler testified January 27 on behalf of PCAE's current capital bonding request before the E-12 House Education Finance Committee. The Center's priority projects of replacement windows for the dorm and the demolition of the Alpha storage building are included in the Governor's budget, the House bill and the Senate bill.
- C. **Legacy Project**: The first meeting of the Advisory Group for the Perpich Center for Arts Education Legacy Project was held January 29. In attendance were 25 leaders representing a variety of groups and organizations such as the elementary and secondary school principal associations, department chairpersons from St. Cloud State and the University of Minnesota, the MN Department of Education, the MN legislature, Arts Educators of Minnesota, K-12 curriculum and school leaders, the Minnesota Orchestra, the St. Paul College of Visual Arts and a Minnesota research group. Center administration is pleased to be collaborating with so many representatives of education and the arts in the State.
- D. **HR Director**: A new HR Director, Leah Armstrong, has been hired to replace Valerie Osborne. Armstrong begins February 24.
- E. **Experiencing Native American Culture**: On February 5, the Center hosted an afternoon of Native American storytelling, featuring Morris Blanchard, a member of the Ojibwa nation. Students from Royalton High School and students from the All Nations School at Minneapolis South High School joined AHS literary arts and English classes to hear Morris. Following his presentation Morris met with visual arts students.  
  
That evening, the Center co-sponsored a public presentation by Morris at the Division of Indian Works in Minneapolis.
- F. **Architecture Course**: Arts High School has just completed an elective course in architecture for students. The course was a collaborative project with the school's visual arts department and the American Institute of Architects. Six interested

students were invited to test the course. It was well received and will likely become an ongoing offering.

M. Hiatt verbally added two more events to S. Mackert's update:

G. **Minnesota Music Educators Association**: At MMEA's recent conference, PDR presented a pre-conference workshop focusing on implementation of the new arts education standards and Native American contributions in the arts and related curricular opportunities. For this meeting, PDR staff expected 50 participants, and 200 teachers attended. Hiatt thanked Nyssa Brown, PDR Music Education Coordinator, for her work to make this workshop a success.

H. **All-state Dance Summit**: On February 6, PDR hosted over 100 dance educators on the Perpich campus for the 8<sup>th</sup> Annual All-state Dance Summit. Hiatt thanked Diane Aldis, PDR Dance and Theater Education Coordinator, for her work to make this workshop a success.

Public Comment: No one present wished to speak at this time.

New Business: Board members did not have any new business to submit.

B. Amadio elected Board Chair and D. Biagini elected Vice Chair through February 10, 2011

Via ballot vote, the Board unanimously elected the slate submitted by the Nominations Committee at the January 14 Board meeting. Amadio and Biagini will begin their terms immediately after adjournment of the current meeting. Since V. Hasbargen was accessing the meeting via phone, she told Executive Assistant Steve Greenberg what to indicate on her ballot and he did so.

Updated committee membership was unanimously approved by the Board:

**Motion by:** D. Biagini.

**Seconded by:** T. Liljenquist.

(Continued on next page ➡)

**Perpich Center for Arts Education Board Committees: 02/11/10 – 02/10/11**

<b><u>Board Development</u></b> D. Biagini, Chair M. DiBlasio V. Katz D. Suomala K. Yuen-Terry	<b><u>Budget &amp; Finance</u></b> A. Plechash, Chair P. Adolphson S. Daly A. Gallant V. Hasbargen	<b><u>Legislative Liaison</u></b> P. Adolphson, Chair D. Biagini A. Gallant A. Plechash K. Yuen-Terry	<b><u>Personnel</u></b> V. Katz, Chair B. Amadio R. Jones T. Liljenquist D. Suomala
<b><u>Nominations</u></b> P. Adolphson T. Liljenquist A. Plechash	<b><u>Appeals</u></b> Three Board members are selected by the Executive Director in rotating order.	<b><u>Executive</u></b> Board Chair Vice Chair P. Adolphson D. Biagini V. Katz A. Plechash	
		} The four chairs of the standing committees. (Board Development Chair D. Biagini is also Board Vice Chair)	

The following schedule of monthly Board meetings for March 2010 through February 2011 was unanimously approved by the Board:

March 11	April 8	May 13	June 10	July Break	Aug 12
Sept 9	Oct 14	Nov 11	Dec 9	Jan 13	Feb 10

**Motion by:** B. Amadio.

**Seconded by:** A. Gallant.

Adjournment at 4:40 pm

Emphasizing the need to have a formal statement to Sue Mackert as she stepped down from the position of Board Chair, D. Biagini acknowledged, praised and thanked Sue Mackert for her skillful and dedicated leadership as Board Chair. His statement was followed by spontaneous applause from the Board and guests at the meeting.

**Minutes** Steve Greenberg  
**submitted by:** Executive Assistant

**Minutes of Special Meeting  
Board of Directors  
February 11 , 2010  
Perpich Center for Arts Education  
6125 Olson Memorial Highway, Golden Valley, MN**

Call to Order.

Board Chair Bari Amadio called the meeting to order at 4:40 pm.

Roll Call and Introductions.

Board members present: Peter Adolphson, Bari Amadio, Denis Biagini, Stephan Daly, Ardythe Gallant, Todd Liljenquist, Alex Plechash and Dorothy Suomala. Attending via conference phone: Vernae Hasbargen. Absent: Maggie DiBlasio, Roberta Jones, Virginia Katz and KaiMay Yuen-Terry.

The salary of the PCAE executive director was approved.

**Motion by:** The Personnel Committee to approve the salary they recommended to the Board at this meeting.

**Seconded by:** A. Plechash.

Adjournment at 4:43 pm

**Motion by:** D. Biagini.

**Seconded by:** P. Adolphson.

**Minutes** Steve Greenberg  
**submitted by:** Executive Assistant

**Minutes**  
**Board of Directors**  
**March 11, 2010**  
**Perpich Center for Arts Education**  
**Meeting in Room 300 of the State Office Building, St. Paul, MN**

Call to Order.

Board Chair Bari Amadio called the meeting to order at 3:28 pm.

Roll Call and Introductions.

**Board members present:** Peter Adolphson, Bari Amadio, Denis Biagini, Stephan Daly, Ardythe Gallant, Vernae Hasbargen, Todd Liljenquist, Alex Plechash and Dorothy Suomala. **Absent:** Maggie DiBlasio, Roberta Jones, Virginia Katz and KaiMay Yuen-Terry.

The agenda was approved, with two additions.

**Motion by:** A. Plechash to approve the agenda with two new items:

**New Item 8A:** Approve awarding contracts to two facilitators to work with the Perpich Center on the Legacy Project.

**New Item 8B:** Accept the resignation of KaiMay Yuen-Terry from the PCAE Board of Directors.

**Seconded by:** D. Biagini.

The Minutes of the February 11, 2010 Board meeting were approved, as submitted.

**Motion by:** D. Suomala.

**Seconded by:** A. Gallant.

The Minutes of the February 11, 2010 Special Board meeting were approved, as submitted.

**Motion by:** P. Adolphson.

**Seconded by:** D. Biagini.

The finance report for March will be placed on file, as submitted. Finance Director Rene Ellis noted that spending as reflected on the current finance report is similar to the report for the February Board meeting.

Impressions of Perpich Center Day at the Capitol, March 11, 2010:

Government Relations Committee Chair Peter Adolphson was pleased that Board members were able to visit with so many legislators. He advised Board and staff to maintain a visible profile throughout the remainder of the Session. Board members shared their comments on their visits with legislators. Legislators were very supportive of the Perpich Center this year.

The Board unanimously approved a new fee structure for Arts High School students and families. In her presentation, Finance Director Rene Ellis noted that the current fees are far behind the actual costs to run AHS.

**Motion by:** A. Plechash.

**Seconded by:** P. Adolphson

	<b>Cost Cate- gory</b>	<b>2009- 2010</b>	<b>Approved for 2010-2011</b>		<b>Cost Cate- gory</b>	<b>2009- 2010</b>	<b>Approved for 2010-2011</b>
<b>Acceptance Fee</b>	Full	\$ 100	\$ 100	<b><u>TOTAL RESIDENTIAL FEES</u></b>	Full	\$ 3,625	\$ 3,985
	Reduced	100	100	<b><u>Total Fees w/o Park- ing or Cafeteria Fees</u></b>	Reduced	\$ 1,980	\$ 2,175
	Minimal	100	100		Minimal	\$ 775	\$ 800
<b>Activity Fee (80%)</b>	Full	240	265	<b><u>TOTAL COMMUTER FEES</u></b>	Full	\$ 400	\$ 430
	Reduced	160	175	<b><u>Total Fees w/o Park- ing or Cafeteria Fees</u></b>	Reduced	\$ 300	\$ 320
	Minimal	120	120		Minimal	\$ 250	\$ 250
<b>Technology Fee (20%)</b>	Full	60	65	<b><u>CAFETERIA &amp; PARKING FEES</u></b>			
	Reduced	40	45	<b><u>Cafeteria Fees</u></b>			
	Minimal	30	30	<b><u>Breakfast</u></b>	Full	1.50	2.00
<b>Residential Fees</b>	Full	2,925	3,220		Reduced	-	-
	Reduced	1,530	1,685		Minimal	-	-
	Minimal	450	475	<b><u>Lunch/Dinner</u></b>	Full	3.50	4.00
<b>Maintenance Fee</b>	Full	200	225		Reduced	0.40	0.40
<b>\$50 Refundable</b>	Reduced	100	115		Minimal	-	-
<b>if no damage</b>	Minimal	50	50	<b><u>Parking Fee</u></b>	Full	150	175
<b>Emergency Deposit</b>	Full	100	110		Reduced	75	88
<b>Fully Refundable</b>	Reduced	50	55		Minimal	50	55
<b>if not used</b>	Minimal	25	25				

The Board unanimously approved awarding contracts of up to \$50,000 to two facilitators to work with PCAE on the Center's Legacy Project.

**Motion by:** P. Adolphson.

**Seconded by:** D. Biagini.

Two facilitators, Kathy J. Grundei and Zane M. Schaefer, will assist in designing curriculum and programs for a pilot project of the Legacy program. A third facilitator will be hired in the future to focus on implementation of the curriculum and programming.

Following five years of service as a member of the Board of Directors, KaiMay Yuen-Terry's resignation was accepted with regret and recognition of her contributions.

**Motion by:** D. Suomala.

**Seconded by:** V. Hasbargen.

### Agency Update

Highlights from Executive Director S. Mackert's update:

- A. Admissions sessions for prospective new students are taking place each Saturday in March. It has been helpful having both AHS and PDR professional staff members serving on the admissions panels. We look forward to accepting new students for the 2010-2011 academic year.
- B. Junior students are preparing for the state math tests. Remedial labs are in effect.
- C. Mackert thanked Lynne Bossart, AHS parent of a high school junior, and high school senior Kyle Cold for joining the Board of Directors in their visits with legislators.
- D. The Management Team is participating in a two-day retreat to address agency needs, opportunities and operational issues.
- E. The academic calendar is under consideration, with added instructional days for students.
- F. The Water Dance program was extraordinary. AHS students had opportunities to perform with other college and high school students as participants in the program that was designed and composed by AHS instructor and McKnight Scholar Janika Vandervelde.

Public Comment: Two guests asked to make a comment:

- A. **PCAE Executive Assistant Steve Greenberg** talked about the positive changes evident at the Center since Mackert began serving as interim executive director. Trust is restored and attitudes around the Center are much more positive. Respect for the Center has grown immensely among stakeholders, including government leaders. Greenberg thanked the Board for their work during the past year to make these changes possible.

- B. **Arts High School Senior Student Kyle Cold** mentioned that many Perpich seniors have a wonderful experience at AHS and don't want to leave after graduation. Cold stated that he, too, has had a wonderful experience, yet he happily anticipates going out into the world outside Perpich and building onto the knowledge and skills gained during his two years at AHS. He thanked the Board for all they do for the Center.

Noting an area of communication that could benefit students, Board members, and Perpich Center alike, Cold indicated that most AHS students have no idea what the Board does.

New Business: Board members did not have any new business to submit.

Board Chair B. Amadio adjourned the meeting at 4:25 pm with unanimous consent.

**Motion by:** P. Adolphson.

**Seconded by:** V. Hasbargen.

**Minutes** Steve Greenberg  
**submitted by:** Executive Assistant



**Minutes  
Board of Directors  
April 8, 2010 3:00 PM  
Perpich Center for Arts Education  
Meeting in GAIA, Perpich Center for Arts Education, Golden Valley, MN**

Call to Order.

Board Chair Bari Amadio called the meeting to order at 3:00 pm.

Roll Call and Introductions.

**Board members present:** Peter Adolphson, Bari Amadio, Denis Biagini, Stephan Daly, Margaret DiBlasio, Ardythe Gallant, Virginia Katz, Todd Liljenquist, Alex Plechash and Dorothy Suomala. **Absent:** Vernae Hasbargen, Roberta Jones.

**Guests:** Leah Armstrong, Perpich Center for the Arts Human Resources Director; Jennifer King, Administrative Assistant and Mike Hiatt, Director of Professional Development and Research.

**Note:** S. Mackert introduced Leah Armstrong and Jennifer King. Both provided a brief introductory statement to the Board members.

The agenda was approved, as submitted.

**Motion by:** D. Biagini.

**Seconded by:** T. Liljenquist.

The Minutes of the March 11, 2010 Board meeting were approved, as submitted.

**Motion by:** T. Liljenquist.

**Seconded by:** D. Suomala.

The finance report for July 1, 2009 – March 31, 2010 will be placed on file, as submitted. Finance Director Rene Ellis indicated budgeted Legacy funds not spent would be carried over into 2013 per a question raised by D. Biagini regarding same.

The Board unanimously approved Perpich School Calendar for 2010/2011.

**Motion by:** A. Gallant.

**Seconded by:** P. Adolphson.

Agency Update:

Highlights from Executive Director S. Mackert's update included admissions for the 2010-2011 academic year; a project being undertaken by UMN journalism students for the Perpich Center; the addition of two new Foundation board members; work of the Professional Development and Research Department in the schools; and hiring a communications director.

Committee Reports: Personnel Committee chair V. Katz spoke of current board vacancies. She also stated that the committee was working on a self-assessment tool for the Board to use.

Public Comment: No public comments were requested.

New Business: No new business was reported.

Board Chair B. Amadio adjourned the meeting at 4:35 pm with unanimous consent.

**Motion by:** D. Biagini.

**Seconded by:** V. Katz.

**Minutes** Jennifer King  
**submitted by:** Administrative Assistant

**Minutes  
Board of Directors  
May 13, 2010 3:00 PM  
Perpich Center for Arts Education  
Meeting in GAIA, Perpich Center for Arts Education, Golden Valley, MN**

Call to Order.

Board Chair Bari Amadio called the meeting to order at 3:00 pm.

Roll Call and Introductions.

**Board members present:** Peter Adolphson, Bari Amadio, Denis Biagini, Margaret DiBlasio, Ardythe Gallant, Virginia Katz, Todd Liljenquist, Alex Plechash and Dorothy Suomala. Roberta Jones. and Vernae Hasbargen, **Absent:** Stephan Daly

**Guests:** Carlo Galeazzi, Perpich Center for the Arts High School Director; Jennifer King, Administrative Assistant

**Note:** Margaret DiBlasio was present via telephone

The agenda was approved, with the addition of 6a. Online Health Course Addendum.

**Motion by:** P. Adolphson.

**Seconded by:** A. Plechash.

The Minutes of the April 8, 2010 Board meeting were approved, as submitted.

**Motion by:** D. Biagini.

**Seconded by:** A. Plechash.

The finance report for July 1, 2009 – April 30, 2010 will be placed on file, as submitted. Finance Director Rene Ellis reported that expenditures and receivables are in line with budgeted amounts.

The Board unanimously approved an addition to the Arts High School Curriculum of an online Health Course proposed by C. Gaeleazzi.

**Motion by:** D. Suomala.

**Seconded by:** R. Jones.

Agency Update:

Highlights from Executive Director S. Mackert's update included agency staff changes, Legacy progression and site selection, recent press coverage and student interviews, technology upgrades, and the upcoming graduation ceremony.

Committee Reports: Personnel Committee chair V. Katz updated the Board on the self-evaluation survey progress. Further discussion will take place at the June Board meeting. The final survey will be administered to members via Survey Monkey. She also mentioned the appointment of a new Chancellor to the University of Minnesota-Duluth as being a former theatre major.

Public Comment: Diane Aldis, Dance and Theatre Education Coordinator, spoke of dance programs being presented that focus on integration.

New Business: No new business was reported.

Board Chair B. Amadio adjourned the meeting at 4:20 pm with unanimous consent.

**Motion by:** V. Hasbargen.

**Minutes** Jennifer King  
**submitted by:** Administrative Assistant

**Minutes  
Board of Directors  
June 10, 2010 3:00 PM  
Perpich Center for Arts Education  
Meeting in GAIA, Perpich Center for Arts Education, Golden Valley, MN**

Call to Order.

Board Chair Bari Amadio called the meeting to order at 3:00 pm.

Roll Call and Introductions.

**Board members present:** Peter Adolphson, Bari Amadio, Denis Biagini, Margaret DiBlasio, Ardythe Gallant, Vernae Hasbargen, Virginia Katz, Todd Liljenquist, Alex Plechash and Dorothy Suomala. **Absent:** Margaret DiBlasio, Roberta Jones

**Guests:** Pam Paulson, Perpich Center Senior Director of Policy; Byron Richard Perpich Center Education Research Coordinator; Pat Cirrillo and Jennifer King, Administrative Assistant

**Special Guest:** Senator Rummel was present and introduced to the Board by S. Mackert.

The agenda was approved, as submitted

**Motion by:** P. Adolphson.

**Seconded by:** A. Plechash.

The Minutes of the May 13, 2010 Board meeting were approved, as submitted.

**Motion by:** V. Hasbargen.

**Seconded by:** A. Gallant.

The finance report for July 1, 2009 – May 31, 2010 will be placed on file, as submitted. S. Mackert reported that expenditures and receivables are in line with budgeted amounts. The position of Finance Director will be filled by mid-July.

V. Katz recommended to the Board that a special meeting of the Executive Committee be called on July 26 to approve the 3<sup>rd</sup> facilitator for the Legacy project as well as a Joint Powers Agreements with the Lake County Cooperative both proposed by P. Paulson.

P. Paulson updated Board Members on the progress of the Legacy Projects including the approval of two facilitators and completed site selection.

B. Richard and P. Cirillo spoke about the data received thus far about the Legacy Project stating the participants were satisfied.

Agency Update:

Highlights from Executive Director S. Mackert's update included agency staff changes, graduating 2010 seniors were 141 and 286 students were enrolled for the upcoming 2010-11 school year and recent press coverage.

Committee Reports: Personnel Committee chair V. Katz updated the Board on the self-evaluation survey progress. N Duffy will administer the survey via "Survey Monkey", a third party on-line software program where board members will have one-week in which to complete the assessment. The format will be reused on an annual basis. V. Katz informed the Board that the annual review of the Executive Director would commence on September 10.

Public Comment: No public comments were made.

New Business: No new business was reported.

Board Chair B. Amadio adjourned the meeting at 4:55 pm with unanimous consent.

**Motion by:** A. Plechash.

**Seconded by:** P. Adolphson.

**Minutes** Jennifer King  
**submitted by:** Administrative Assistant