



**BOARD OF DIRECTORS MEETING**  
**Thursday, August 23, 2018 - 4:00 -- 6:00 p.m.**  
**Perpich Center for Arts Education**  
**Large Glass Box Conference Room**  
**6125 Olson Memorial Highway**  
**Golden Valley Minnesota 55422**

*Mission: to provide all Minnesota students the opportunity to develop and integrate their artistic and academic abilities to their highest potential.*

**REGULAR MONTHLY MEETING**

**Approved - MINUTES - Approved**

**CALL TO ORDER** - Acting Chair Julie Workman called the meeting to order at 4:01p.m.

Members Present: C. Briner, L. Brobeck, J. Carey (phone), N. Coulter, C. Eigen-Vasquez, L. LeCuyer, M. Nabors, M. Ollig, T. Surprenant, M. Wilhelmi, G. Winter, J. Workman

**CONSENT AGENDA (ACTION)**

The consent agenda consists of non-controversial items the Board may adopt routinely. Any single member may remove an item from the consent agenda by requesting removal at the time the consent agenda is moved for adoption. Items to be approved by consent:

- a. Approval of the Minutes, Board of Directors Regular Meeting, June 28, 2018
- b. Receive Agency Budget and Financial Reports, periods ending June 30 and July 31, 2018 – Thomas Johnston, Finance Director

A motion to approve the Consent Agenda was received from Member Brobeck and a second was provided by Member Coulter. The Acting Chair called for a vote by voice. With all members voting in favor and none against, the Consent Agenda was passed.

**PRESENTATION:**

Dr. Gary Amoroso, Executive Director - Minnesota Association of School Administrators – Dr. Amoroso introduced himself and spoke about the mission of the MASA, Dr. Tryggestad's current role in that association and made presentation to him of a \$1,000 Scholarship check to be awarded to a Perpich student and a ring commemorating his service to MASA over the past three years.

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- INFORMATION:** Executive Director's Report – Dr. Curt Tryggestad reviewed highlights of the Agency's recent activities including: the success of Professional Development & Resources workshops that have been held over the summer months, the agency is on track to submit an application for a Minnesota School Safety grant, planning enhancements to the Front and Rear entry doors, working on a budget amendment for the next biennium for upgrades to safety and security. Regarding end of year budget the Agency had money left over from the previous year, PD&R was successful in securing a National Endowment for the Arts grant that will support the Master Teacher Network for the coming year freeing up funds for other uses. Other meetings attended Safety Grant Webinars, MDE Back to School Conference, the Native American Arts & Standards Conference, welcomed Master Teachers, an all agency meeting with Faculty and Staff, and coming up a Teamworks meeting and Management Core Training.
- INFORMATION:** Arts High School Update – Ahava Silkey Jones reviewed recent activities in preparation for the return of students on August 27. Highlights including the Resident Adviser Students returning to the dorm for orientation, staff professional development workshops in Equity training, Community Building and Support Networking, Mental Health and Wellness, curriculum projects. The first Visual and Media Arts exhibitions of the year will open on September 14. Parent Open House is coming up on September 21 and Dedication will take place on September 27. Silkey-Jones also reviewed enrollment numbers for a total of 118 incoming or returning students.
- INFORMATION:** Outreach Update – Dr. Pam Paulson provided an overview of current projects in PDR including the re-posting of the Regional Center Director and Comprehensive Arts Planning Project (CAPP) Director; progress in enacting a contract with Creative MN and the Metropolitan Regional Arts Council for the purpose of mining, analyzing and building a website dashboard to share the status of Minnesota Arts Education with teachers, administrators and parents; workshops that were hosted in August and reconstruction of the Regional Centers model to be centered on Master Teachers and Demonstration Schools.
- INFORMATION:** Administration Report – Thomas Johnston reviewed the budget close on FY2018 and its positive impact on FY2019, the NEA Grant that was awarded to PDR, the progress on completion of the School Security Grant application, completion of work on update of the PA system, a Security analysis of the campus and the successful contracting of a consultant to manage the Cafeteria.
- INFORMATION/ACTION:** Approve the Arts High School Student Handbook – Dr. Tryggestad and Principal Silkey-Jones presented the revised student handbook for the Boards approval. Upon receiving a motion to approve from Member LeCuyer and a second by Member Nabors, the Acting Chair called for a vote by voice. With all members voting for and none against, the SY2019 Student Handbook was approved.

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- INFORMATION/ACTION:** Board Member appointment to the MSHSL – Dr. Tryggestad explained the purpose for appointment and participation of a Board member to the MSHSL. Member LeCuyer offered to accept the appointment with approval by the Board. The Acting Chair asked for any additional nominations and on receiving none called for the nomination to be put to a vote of the Board. On a voice vote, all members voted in favor and none against. Leslie LeCuyer will be the Perpich Center Board Representative to the Minnesota State High School League for SY2019.
- INFORMATION/ACTION:** Board Member appointments to the Nominations Committee (two vacancies) – The Board Secretary explained the current vacancies and need for filling the seats on staggered terms. Members Brobeck and Nabors were nominated by motion from Member Coulter with second received of Member LeCuyer. The Acting Chair called for discussion, no member offered comment or concern. On a voice vote of the Board the motion passed with all members voting in favor and none against. Members Brobeck and Nabors were appointed to the nominating committee.
- INFORMATION/ACTION:** Meeting schedule changes – October, November, December 2018 and March 2019. Dr. Tryggestad explained conflicts for the current schedule for Board meetings with respect to the October, November and December meetings. The Board took up the discussion of how to make changes to each of the conflicted dates and settled on cancelling the October meeting, moving the November meeting to occur on Friday, November 9 from 10:00a.m. to Noon and, the December meeting to Thursday, December 20, 2018 at its usual time slot of 5:00p.m.-7:00p.m. Action on rescheduling the March meeting was deferred until the Annual Meeting on Thursday, February 18, 2019.
- INFORMATION:** Committee Reports --  
Appeals – No report  
Board Development – Greg Winter – Waiting for action by the Governor’s office on new board appointments.  
Budget and Finance Committee – Mikal Nabors – No report  
Executive Committee – Julie Workman – The Executive Committee has not met yet in the current school year.  
Government Relations – Leslie LeCuyer – No report  
Human Resources – Linda Brobeck – The Human Resources committee developed and distributed the annual Board Survey, completed the Executive Director’s annual review in June; going forward the committee will meet in late September/early October to update job goals for the Executive Director, reviewing policies, and create an employee climate survey. The committee is looking for one more member to join when new Board members are appointed by the Governor.  
Information/Technology – Tom Surprenant – No report  
Nominating – TBD  
Statewide Arts Outreach – Leslie LeCuyer – No report  
Task Force - Future of Perpich – The Secretary was asked to send potential dates for a next meeting.

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**INFORMATION:**

Board Member Discussion

- Travel & Events – No board member made a request for travel or to attend any outside events.
- Board Member Forum
  - Member Carey suggested that the Board members send congratulatory notecards to new incoming students from the Board. Following brief discussion, the Board Secretary was requested to organize these by congressional district to be personalized and signed by the Board members at the September meeting.
  - Member Wilhelmi asked for insight to the process on development of the agency budget proposal and submitted to the Governor. The Finance Director and the Executive Director provided a brief description of the process that is being begun for the next agency budget and indicated that they will continue to provide additional information as the process moves ahead.
  - Member Workman asked when the next report was due to the Legislature; the Executive Director indicated this presentation, that he supplies, is due to occur in January 2019.

**INFORMATION:**

Open Forum/Public Comment (limited to 2 minutes each, total of 20 minutes) – No member of the Public rose to address the Board.

**Adjournment**

Having completed the business of the Board as represented by the Agenda, the Acting Chair suggested a motion to Adjourn would be in order. Upon receiving such a motion from Member Coulter and a second from Member Nabors, the Acting Chair called for a vote by voice. With all members voting in favor and none against, the meeting was adjourned at 5:21p.m.



**BOARD OF DIRECTORS MEETING**  
**Thursday, September 27, 2018 - 5:00 -- 7:00 p.m.**  
**Perpich Center for Arts Education**  
**Large Glass Box Conference Room**  
**6125 Olson Memorial Highway**  
**Golden Valley Minnesota 55422**

*Mission: to provide all Minnesota students the opportunity to develop and integrate their artistic and academic abilities to their highest potential.*

**REGULAR MONTHLY MEETING**  
**Approved – MINUTES – Approved**

**CALL TO ORDER** – Acting Chair Julie Workman called the meeting to order at 5:01p.m.

Members present: L. Brobeck, J. Carey, N. Coulter, J. Grams, L. LeCuyer, M. Nabors, M. Ollig, J. Workman

**CONSENT AGENDA (ACTION)**

The consent agenda consists of non-controversial items the Board may adopt routinely. Any single member may remove an item from the consent agenda by requesting removal at the time the consent agenda is moved for adoption. Items to be approved by consent:

- a. Approval of the Minutes, Board of Directors Regular Meeting, August 23, 2018
- b. Receive Agency Budget and Financial Report, period ending August 31, 2018 – Thomas Johnston, Finance Director

A motion to approve the Consent Agenda was offered by Member LeCuyer and a second provided by Member Grams. The Acting Chair requested a vote by voice. With all members voting in favor and none against, the Consent Agenda was passed.

**INFORMATION:**

Executive Director's Report – Dr. Curt Tryggstad reviewed Agency activities over the past month including: the resignation of a member of the Security Staff and the procurement of a security agency to supplement the remaining staff, his attendance at an Enterprise Crisis Communication workshop provided by Minnesota Management and Budget, launch of a Request for Proposals (RFP) to engage a vendor for the development of a three year plan for the Arts High School that will target enrollment improvements, a meeting with Minnesota Information Technology Services Department (MNIT) staff to aid in budgeting and reaching a best value proposition for their Services, attendance at the September 19 Budget and Finance Committee meeting and shared a report with the committee that aids in building a comparison of Perpich per pupil costs against the expenditures of similar schools, continuing attendance at required State Core Training. Dr. Tryggstad requested Communications Director Betsy Anderson introduce an infographic that has been developed from the Agency Strategic Plan created by the Board in the Fall of 2017 and to be used as Public Relations material. Anderson also updated the Board on the progress of an RFP to secure a vendor for the development and launch of the proposed new Agency website.

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- INFORMATION:** Arts High School Update – Ahava Silkey-Jones thanked members of the Board who attended Dedication that occurred earlier in the afternoon and spoke about the Visual and Media Arts Exhibition that opened on September 14, Parent Open House on September 21. Silkey-Jones also spoke of new marketing materials that are in development on behalf of Admissions and recapped current enrollment as well as strategies being pursued to increase that for next school year.
- INFORMATION:** Outreach Update – Dr. Pam Paulson was traveling and prepared report was delivered by Dr. Tryggestad. Activities of the Professional Development and Resource staff include: the hiring of a new Comprehensive Arts Planning Program (CAPP) Director, progress on the contract with the Metropolitan Regional Arts Council (MRAC) and Creative MN database project, the Master Teacher group of the Regional Centers will be meeting on the Perpich campus on October 10 & 11 and progress that Arts Area Specialists are making in connections with the Service Coops.
- INFORMATION/ACTION:** Approval of Perpich Policy 721: Uniform Grant Guidance Regarding Federal Revenue Sources – Dr. Tryggestad explained the purpose of and need for the policy relative to accepting Federal monies. Approval of the policy was moved by Member LeCuyer and a second was provided by Member Nabors. The Acting Chair called for discussion on the policy document that members had received as pre-read material; no member offered comment. On a voice vote with all members voting in favor and none against, Policy 721 was approved.
- INFORMATION:** Board testimony before the Legislature – Acting Chair Julie Workman and Dr. Tryggestad reviewed a timeline of Budgeting and Reporting activities to be accomplished in the lead up to the opening of the 2019 Legislative Session. Discussion among the members led to the determination that the Government Relations Committee will schedule a meeting for the purpose of strategy and goal setting, to take place prior to the November 6 election.
- INFORMATION/ACTION:** Nominating Committee Convening, Board Secretary Lamprecht reviewed Section 3.4 of the Bylaws that call for filling the current officer vacancy in the Board Chair position. The Nominating Committee will be convened before the next Board meeting to determine a candidate or slate of candidates for recommendation.
- INFORMATION:** Committee Reports --  
Appeals Committee – No report  
Board Development Committee – On behalf of Committee Chair Greg Winter, Dr. Tryggestad confirmed that the final report of the Minnesota School Boards Association (MSBA) was received and emailed to all Board members.  
Budget and Finance Committee – Committee Chair Mikal Nabors yielded to Finance Director Thomas Johnston who provided a review of the committee’s discussion about the Budgeting process and resultant requests and recommendations that included the possibility of scholarships for outstate students residing in the Dorm and possible uses of excess property on the campus. Acting Chair Workman raised the topic of adding members to the Committee, additional members will be identified and confirmed at the November meeting.  
Executive Committee – Julie Workman informed the Board that the Committee met earlier in the afternoon to open discussion on topics of Arts High School, internal priority setting and strategic partnerships.  
Government Relations Committee – Leslie LeCuyer – No report  
Human Resources Committee – Linda Brobeck – No report  
Information/Technology Committee – Tom Surprenant – No report

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Nominating Committee – Date for convening to be determined.  
Statewide Arts Outreach Committee – Leslie LeCuyer – No report  
Task Force - Future of Perpich – No report

**INFORMATION:** Board Member Discussion  
Travel & Events – Member Workman noted that there will be a visit to Rochester by the President for a political rally.  
Board Member Forum – No members offered remarks.

**INFORMATION:** Open Forum/Public Comment (limited to 2 minutes each, total of 20 minutes) No member of the Public rose to address the Board.

**ADJOURNMENT:** Having completed the business of the Board as represented by the Agenda, the Acting Chair declared the meeting adjourned at 6:00p.m.



**BOARD OF DIRECTORS MEETING**  
**Friday, November 9, 2018 - 10:00a.m. -- 12:00 p.m.**  
**Perpich Center for Arts Education**  
**Large Glass Box Conference Room**  
**6125 Olson Memorial Highway**  
**Golden Valley Minnesota 55422**  
**CONFERENCE DIAL IN: 888.742.5095; Conf. Code: 1493307252**

*Mission: to provide all Minnesota students the opportunity to develop and integrate their artistic and academic abilities to their highest potential.*

**REGULAR MONTHLY MEETING**  
**Approved – MINUTES - Approved**

**CALL TO ORDER** – In the absence of an Officer of the Board, the Secretary called the meeting to order at 10:06a.m.

**MEMBERS PRESENT** – N. Coulter, J. Grams, M. Wilhelmi; attending by teleconference: L. Brobeck, J. Carey, C. Eigen-Vasquez, M. Nabors, G. Winter, recorded by a call of the Roll.

**INFORMATION:** Review of Open Meeting Law and Perpich Enabling Statute requirements on voting procedures for teleconference meetings – The Secretary provided a brief review of procedures required by statute for holding meetings of the Board by telephone.

**ACTION:** Election of a Chair Pro Tem – The Secretary called for nominations from floor for a member to serve as Chairman Pro Tem. Member Wilhelmi nominated Member Coulter, no further nominations were received. On a Call of the Roll, Member Coulter was elected to serve as Chair Pro Tem with seven members voting in favor, none against and no abstentions.

**ACTION:** CONSENT AGENDA - The consent agenda consists of non-controversial items the Board may adopt routinely. Any single member may remove an item from the consent agenda by requesting removal at the time the consent agenda is moved for adoption. Items to be approved by consent:

- a. Approval of the Minutes, Board of Directors Regular Meeting, September 27, 2018
- b. Receive Agency Budget and Financial Report, periods ending September 30 and October 31, 2018 – Thomas Johnston, Finance Director

The Chair Pro Tem inquired if any member wished to remove any item from the Consent Agenda, no member made a request to do so and the Chair Pro Tem requested a motion to approve the Consent Agenda. A motion was received from Member Wilhelmi followed by a second received of Member Grams. On a Call of the Roll the Consent Agenda was approved with seven members voting in favor, none against and no abstentions.



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- INFORMATION:** Executive Director's Report – Dr. Curt Tryggestad provided a review of his activities on behalf of the agency over the previous month. Highlights included: Core Management Training, meeting with Brian Newhouse of MPR, website development RFP completion and contract awarded, Arts High School visioning project contract award, meetings: Board HR and Government Relations committees, Voices of Hope - a group that is interested in leasing space in the Dorm over the summer months, an all Agency meeting, security updates soon to be in place, meeting with the City of Golden Valley regarding a project for a pedestrian underpass on Hwy, meeting with Rose McGhee regarding support of "Juneteenth" performance activities, hiring of a technology integrationist, and attendance at the MASA Fall Conference and Arts Schools Network Annual Conference.
- INFORMATION:** Arts High School Update – Principal Ahava Silkey Jones reported on activities of the Arts High School since the last Board meeting - highlights: Portfolio Day, Information Sessions, the Perpich/Grove's Academy soccer team's success in making it to the playoffs, Driver Education partnership offering, Music Concert, an all school Field Trip to TU Dance, Gig preview/lab performance, dorm students use of the MyHealth Clinic, Admissions data tracking, Parent/Teacher conferences, ACT test scores, efforts to increase participation in the College in the Schools program and current enrollment numbers.
- INFORMATION:** Outreach Update – Senior Director of Policy Dr. Pam Paulson offered her report of PDR activities including hiring of Max Clark-Vail as the Regional Centers Director and Kristi Johnson as the CAPP Director, completion of a contract with the Metro Regional Arts Council for their subsidiary Creative MN to collect, analyze, and share data on statewide arts education, hosting of a meeting of Regional Arts Teacher-Leaders, participation of 11 Demonstration Schools as Regional Center pilot venues, activities of the PDR Arts Specialists, participating in the SEADAE Conference, efforts to construct a database of arts educators in all art areas from the licensure data received from the Minnesota Department of Education.
- INFORMATION:** Nominating Committee Report, Slate of Candidates – Committee Chair Linda Brobeck reported that subsequent to its meeting of October 9, it is the recommendation of meeting of the committee that Member Workman is nominated to fill the current vacancy of Chair and Member Nabors is nominated to fill the vacancy of Vice Chair that would be created by Workman's movement to Chair if elected. Each of these members have accepted their nominations. Brobeck further reported that it is the recommendation of the Committee that Workman and Nabors be placed in nomination for the positions of Chair and Vice Chair respectively for the Officer election to take place at the Board's Annual Meeting in February 2019.
- INFORMATION:** Preparing for the 2019 Legislative Session – Dr. Tryggestad and Thomas Johnston presented on work that has been done to identify agency needs and prepare and deliver budget documents and accompanying narratives in anticipation of the opening of the Legislative session and subsequent announcement of the Governor's proposed budget.

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**INFORMATION/ACTION:** Approval of Perpich Policies 601, 603, 613 and 616: – Dr. Tryggestad briefed the members on the requested policy updates and when done the Chair Pro Tem asked members if they had any questions for Dr. Tryggestad. No member indicated that they had any questions and the Chair Pro Tem requested motion to approve the Policies as presented. A motion was offered by Member Carey followed by a second from Member Nabors. On a Call of the Roll the approval of policies 601, 603, 613 and 616 was approved with eight members voting in favor, none against and no abstentions.

**ACTION:** New members appointed to the Budget and Finance Committee, Confirmation vote of the Board – The Chair Pro Tem reviewed for the benefit of the members that Members Ollig and Wilhelmi have been named to serve on the Budget and Finance Committee which is subject to a vote of approval of the body. The Chair Pro Tem asked for questions, none were received. The Chair Pro Tem requested a motion to confirm the members and received a motion from Member Grams followed by a second from Member Nabors. On a Call of the Roll the new members were confirmed with eight members voting in favor, none against and no abstentions.

**ACTION:** Election of Officers – The Chair Pro Tem asked for any nominations from the floor for the position of Chair, receiving none nominations for Chair were closed. The Chair Pro Tem asked for any nominations from the floor for the position of Vice Chair, receiving none nominations were closed. The Chair Pro Tem requested a motion of move a unanimous ballot on the election of Member Workman to the position of Board Chair and Member Nabors to the position of Board Vice Chair. A motion to move a unanimous ballot for election was provided by Member Wilhelmi and a second came from Member Winter. On a Call of the Roll with eight members voting in favor, none against and no abstentions, Members Workman and Nabors were elected to the respective positions of Chair and Vice Chair.

**INFORMATION:** Committee Reports:

Appeals Committee (n/a): No meeting to report.

Board Development Committee – Greg Winter: Reported that while no committee meeting has been held he has been made aware that there are three pending appointments for new members.

Budget and Finance Committee – Mikal Nabors: No meeting to report, the next scheduled meeting will take place on November 19, 2018.

Executive Committee – Julie Workman: No meeting to report; Member Nabors indicated that the next meeting is scheduled to take place on December 20, 2018.

Government Relations Committee – Leslie LeCuyer: Member Coulter reported that a meeting was held on October 30, 2018.

Human Resources Committee – Linda Brobeck: The committee met on October 16, 2018 and discussed employee climate survey, staff communication, the Committee's involvement in policy, set dates for upcoming meetings, the next to occur in February in advance of the Annual Meeting.

Information/Technology Committee – Tom Surprenant: No meeting to report.

Nominating Committee – Linda Brobeck: Report previously made.

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Statewide Arts Outreach Committee – Leslie LeCuyer: No meeting to report, Member Grams offered that the next meeting is scheduled to occur on November 19, 2018.

Future of Perpich Task Force - Julie Workman: No meeting to report

**INFORMATION:**

Board Member Discussion:

Travel & Events – No member made request to travel or attend an event before the next meeting of the Board

Board Member Forum – No member offered comment

**INFORMATION:**

Open Forum/Public Comment (limited to 2 minutes each, total of 20 minutes)

– Perpich Finance Director Thomas Johnston informed the Board on the subject of applying for CAPRA funds and Dorm projects that will be undertaken with the approval of that application.

**ADJOURNMENT**

Having concluded the business of the Board as represented by the Agenda, the Chair Pro Tem declared the meeting adjourned at 11:36a.m.