

**Perpich Center for Arts Education (PCAE)
Board of Directors
Board Meeting Minutes
for March 12, 2009**

3:00 PM in the Glass Box of the Gaia Building

Note: Handouts from the March 12 meeting that are included in the permanent, public record, may be found in the *2009 Board Meetings* binder, behind the:

- (1) *March Board Booklet* (materials snail-mailed to board members in preparation for the March Board meeting), and
- (2) March 12 minutes (once approved by the Board at their April 9, 2009 meeting). The handouts will be numbered from page *Mar09:1-Mar09:22*.

1. Call to Order

Board Chair Sue Mackert called the meeting to order at 3:07 pm.

2. Roll Call and Introductions

Members Present: Peter Adolphson, Bari Amadio, Denis Biagini, Ardythe “Ardie” Gallant, Penny Johnson, Roberta Jones, Susan “Sue” Mackert, Alex Plechash, Dorothy Suomala, Howard Wilson and KaiMay Yuen-Terry.

Members Present via Conference Phone: Margaret “Maggie” DiBlasio and Virginia Katz.

Excused: Sonja Peterson.

Guests Present:

Staff: (from PDR:) PDR Director Mike Hiatt, Education Coordinators Barbara Cox and Diane Aldis, Administrative Specialist Suzanne Bursh; **(from Administration:)** Executive Director Nathan Davis, Sr. Director of Policy Pam Paulson, Director of Technology John Engel, Accounting Officer Rosaland Hoffman; **(from AHS:)** Director of Admissions Bev DeVos.

Non-PCAE State of MN Staff: [from Small Agency Resource Team (SmART): Financial Management Director Lenora Madigan, Personnel Services Manager Sue Wickham.

Guests: Standards Committee co-chair Kathy Grundei, Music Educators Doug Orzolek and Brett Smith, Communications Specialist Betsy Carlson.

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

Motion by: Penny Johnson to approve the agenda for this meeting with one change:

1. Replace Howard Wilson’s name as Board Chair with Sue Mackert, current Board Chair, in all occurrences on the agenda.

Seconded by Denis Biagini

Verbal Vote: Passed unanimously

4. For Action: Call for approval of the minutes from the February 3, 2009 Emergency Board meeting.

Motion by: A. Gallant to approve the minutes from the 02/03/09 board meeting as submitted.

Seconded by: Penny Johnson

Verbal Vote: Passed unanimously

5. **For Action:** Call for approval of the minutes from the February 9, 2009 Board meeting.
 Motion by: D. Biagini to approve the minutes from the 02/09/09 board meeting as submitted.
 Seconded by: KaiMay Yuen-Terry Verbal Vote: Passed unanimously
6. **For Action:** PCAE Financial Report for the March 2009 Board meeting.
 Reported by Accounting Officer Ros Hoffman (in Nedra Fitzloff-Meyer's absence).
 Motion by: Alex Plechash to approve this financial report.
 Seconded by: Penny Johnson Verbal Vote: Passed unanimously
7. **For Action:** Approve modified student fee schedules for the 2009-2010 school year.
 Reported by Accounting Officer Ros Hoffman (in Nedra Fitzloff-Meyer's absence). Questions raised and answered:
1. Is the percentage of increase in line with previous years? In the past it has been 3-5 percent; this year it has increased by 6+ percent.
 2. For the current 2008-2009 school year, the Activity Fee was changed to the Activity and Technology Fee, so the Activity amount was increased to include Technology costs per student for technology-related consumables (e.g., toner and paper). The 2009-2010 proposed schedule reflects a \$50 increase in the Activity and Technology Fee.
 3. Depending upon the 2009 legislative outcome on funding for PCAE, a statement sent to parents will indicate that the fees may need to be adjusted. The Board may need to revisit this fee schedule if adjustments are needed.
- Motion by: P. Adolphson to approve student fee schedules for the 2009-2010 school year as submitted in the Board mailing (pages 15-21 in the Board booklet).
 Seconded by: Penny Johnson Verbal Vote: Passed unanimously
8. **For Information:** Update on Compliance and Resolution of issues identified in the Legislative Audit Report for the Center, 2003-2007.
 Reported by Accounting Officer Ros Hoffman (in Nedra Fitzloff-Meyer's absence). Questions raised and answered (please refer to updates in packet dated March 2, 2009):
1. SMART has reviewed all updates to policies.
 2. Sue Wickham from the SmART representatives reported that there were two incidences of overpayment to past employees. She and PCAE Personnel (HR) Officer Valerie Osborn will decide on further action to be taken.
 Alex Plechash: requested that in this case, when a previous employee was not in a position to know s/he has been overpaid, PCAE should not pursue recovery of funds.
 3. N. Davis: Archibus is a new State system to collect and track all State property.
 4. H. Wilson: What remains to be completed with resolution of the audit findings? The next report should address this question.
 - a. N. Davis: Progress needs to be made with reconciling accounts in MAPS and in accounts receivable. Some work still remains in the area of HR updating.
 - b. Different arms of the agency need to establish retention schedules.
 - c. Lenora Madigan: Some staff have been trained in the Financial Information System (FIS). This web-based system allows staff to access necessary financial data.
9. **For Information:** Legislative Liaison update on activities around the current legislative session.
 Reported by Peter Adolphson, Pam Paulson, and guest speakers, Kathy Grundei, Doug Orzolek, and Brett Smith.
1. Pam Paulson distributed handouts. Highlights and discussion included:
 - This is one of the toughest legislative sessions due to budget issues.
 - Per her Report to the Board of Directors on Legislative Activities in February/March

2009 (pages *Mar09:1-Mar09:3*), Paulson reported that a number of positive events related to the future of PCAE have occurred in the past six weeks.

- The overall strategy is to meet with key legislators to help them understand the value of the Perpich Center.
- Perpich Day at the Capitol was very successful.
- Perpich Center testified in front of the House K-12 Education Finance Committee. Each committee member that was present received a folder of information pertaining to the Center, including a letter from Kathy Grundei and Doug Orzolek that was handed out during this Board meeting (*Mar09:5*).
- Perpich Center had representation at all recent Town Hall meetings. A schedule of future town meetings was distributed (pages *Mar09:7-Mar09:8*).
- PCAE was supported by many constituents as evident in the handouts.
- S. Mackert: The Perpich Center Foundation negotiated a contract with Fredrickson & Byron, PA for governmental relations support, specifically from Shep Harris.
- Some key legislators are considering drafting new bills to support the Center, if needed.
- Senator Stumpf introduced a draft of a bill which identifies Perpich as a state agency to receive state funding for the next two years.
- From what is known now, the only area stimulus funds that would be available to PCAE are in Special Education.
- P. Paulson acknowledged the extensive assistance of S. Mackert during this process.

Motion by: KaiMay Yuen-Terry: The Board would like to acknowledge and express appreciation for the proactive and constructive role that the Foundation has extended to the Center during this period of uncertainty.

Seconded by Dorothy Suomala

Verbal Vote: Passed unanimously

Being a member of the PCAE Foundation, Sue Mackert recused herself from this vote.

- Paulson introduced guest speakers who have been recipients of professional development from the Perpich Center. They were asked to address the following three questions:
 - What are the major challenges or opportunities facing arts education in our state in the next 2-3 years?
 - What role should PCAE play when dealing with these challenges/opportunities?
 - How has PCAE served arts education statewide in the past?
- Kathy Grundei, previous middle school visual arts teacher, contractor with PCAE, NAEA 2009 program chair, and Co-Chair for the arts standards revision committee presented. She distributed a handout PCAE Presentation: Challenges Facing Arts Education (pages *Mar09:9-Mar09:11*). Highlights of points she made at the meeting include:
 - Fill the Visual Arts Specialist position in PDR.
 - Need plans for distributing new arts standards information to teachers statewide. Professional development funds are needed to make this happen.
 - The QTN program is highly successful.
 - Previous dollars for PCAE professional development that are no longer available (programs were cut) should be reinstated.
 - PCAE needs to bolster its role as *the* state agency for arts education.
 - Grundei appreciates the opportunities PCAE has offered to art teachers across the state and hopes it will continue to happen.

10. Interruption of agenda item #9 at 4:30 pm – The public was invited to speak (the open forum).
No one came forward to address the Board at this time.

Continue #9 - guest speakers

- Brett Smith, Mahtomedi music teacher, Minnesota Teacher of the Year in 1999 (and he was a finalist at the national level) presented. Highlights included:
 - The State budget is a challenge – the arts are going to take a hit.
 - The State needs dedicated leadership in the arts.
 - Arts education assessment needs to be up to speed (finalized and implemented).
 - Educators need tools to do the advocacy for themselves in their districts.
 - AHS needs to be a center for innovation, and then a focal point from which innovation is spread throughout the state.
- Doug Orzolek, Associate Professor of Music Education at St. Thomas University, Co-chair of arts standards revision committee presented. He distributed a handout created and compiled by PDR's Nyssa Brown and himself: Challenging the Whole Child: Inquiry-Based Learning in the Arts (pages *Mar09:13-Mar09:22*). Highlights included:
 - Schools need to work on assessment, accountability and advocacy for arts professional development.
 - PCAE's mission is incredible – the Center needs to work towards fulfillment of mission.
 - Perpich needs to listen to what is happening in the schools and identify what the Center can do help.
 - Collaboration is crucial. PCAE has done this effectively and should continue to do more.
 - Innovation is a key word – as a leader in arts education for the State, the Center must continually be thinking ahead to anticipate needs throughout the State.
- K. Terry-Yuen questioned: Do students enrolled in the University of MN education program learn to teach the arts (e.g., music, visual art and dance)?
 - P. Paulson – For elementary teachers to meet competency requirements, they are responsible to study and build competencies in the arts. Perpich has had the opportunity to work with the policies that make up teacher training.
 - H. Wilson – Budget becomes an issue - what areas get measured, get supported? Schools rely on the teacher to fit the arts in wherever appropriate and possible. PCAE needs to work on the credibility that assessment can bring.

Board Chair Mackert thanked the speakers for sharing their time and talents.

11. For Action: Committee membership for 2009.

1. S. Mackert is working with the Governor's appointment officer to fill vacancies due to the expiring of terms.
2. Referring to the current crisis, Board Chair Mackert emphasized the importance of promoting consistency in committee makeup and operation through the spring. To this end, Mackert offered suggestions for committee membership and *pro tem* leadership, taking into consideration members whose terms have expired.
3. See the last page of these minutes for a list of committee assignments proposed by Mackert.

Motion by: Denis Biagini to approve committee membership as proposed by Mackert.

Seconded by: Penny Johnson

Verbal Vote: Passed unanimously

12. For Information: Executive Director's Report. Davis added these verbal notes to his printed report:

1. Attended Financial Forum with Nedra Fitzloff-Meyer, focusing on internal control for small agencies.
2. One of the Literary Arts positions has been upgraded to full time.
3. The open position for an Accounting Officer has been temporarily filled by Rosaland Hoffman. Candidates are being interviewed for the account tech position.
4. Betsy Carlson will help in the area of media and communications (she and Kristin

This page is intentionally left blank.