

Perpich Center for Arts Education (PCAE)

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

3:00 PM in the Glassbox of the GAIA (PDR) Building

Note: Handouts from the May 14 meeting that are included in the permanent, public record, may be found in the *2009 Board Meetings* binder, behind: (1) the *May Board Booklet* (materials snail-mailed to board members in preparation for the May Board meeting), and (2) these May 14 minutes (once approved by the Board at their June 11, 2009 meeting. The handouts will be numbered from page *May09:1-May09:12*.

1. Call to Order.

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

2. Roll Call and Introductions.

Members Present: Peter Adolphson, Bari Amadio, Denis Biagini, Margaret “Maggie” DiBlasio, Ardythe “Ardie” Gallant, Roberta Jones, Penny Johnson, Virginia Katz, Susan “Sue” Mackert, Alex Plechash and Dorothy Suomala.

Excused: Sonja Peterson, Howard Wilson and KaiMay Yuen-Terry.

Guests Present:

Staff: (from PDR:) Dance & Theater Education Coordinator Diane Aldis, Music Education Coordinator Nyssa Brown, PDR Director Mike Hiatt; **(from Administration:)** Betsy Carlson in Communications, Administrative Management Director Nedra Fitzloff-Meyer, Executive Assistant Steve Greenberg, Accounting Officer Rosaland Hoffman, Building Maintenance Foreman Bill Nash, HR Officer Valerie Osborn; **(from AHS:)** Admissions Coordinator Bev DeVos, Director of Residence Programs Mary Pietruszewski, AHS Director Alice Woog.

Non-PCAE State of MN Staff: [from Small Agency Resource Team (SmART):] Accounting Director Peter “Pete” Maurer.

3. **For Action:** Call for modifications to the agenda for this meeting (May 14), followed by a request for approval of the agenda.

Motion by: D. Biagini to approve the agenda with the following changes:

- a. For agenda item #5 on page one of the agenda, add the following sub-item: ***For Discussion & Action: Board approval to purchase a digital climate control system for \$33,000.***
- b. For agenda item #7 on page two of the agenda, change “a \$10,000 grant” to “an \$18,000 grant.”

- c. For agenda item #12 on page two of the agenda, V. Katz noted that the Personnel Committee report would include a vote of the Board. (*Since agenda item #12 already begins with “For Information +/-or Action” this note—of an upcoming vote—was not added to the meeting agenda.*)
- d. Add a new item to become #13 (and change existing #13 to #14): **For Action:** *A program audit for PCAE.*

Seconded by: B. Amadio.

Verbal Vote: Passed unanimously.

4. **For Action:** Call for approval of the minutes from the April 9, 2009 Board meeting. (*Pages 1-5 in the May Board booklet.*)

Motion by: P. Johnson to approve the minutes for the 04/09/09 meeting as submitted in the May Board booklet.

Seconded by: A. Plechash.

Verbal Vote: Passed unanimously.

5. **For Information:** PCAE Financial Report for the May 2009 Board meeting. (*Pages 6-7 in the May Board booklet.*)

Accounting Officer R. Hoffman noted that the Center’s finances—budgeted vs. expended—are in a satisfactory condition.

- 5A. **For Discussion & Action:** Board approval to purchase a digital climate control system for \$33,000. (*This item was added during the agenda approval process—item #3 on the agenda for this meeting.*)

Prior to beginning his presentation/discussion of the need and desirability for a digital climate control system, Building Maintenance Foreman Bill Nash distributed two handouts:

- a. Three memos dated April 23, 2008, from Project Engineer Greg Brooks at Aircorps Automation Inc., followed by a proposal dated April 23, 2009 from The Egan Companies (*May09:1-May09:4*); and
- b. “Cost Analysis for HVAC Retrofits” (*May09:5-May09:12*).

Nash discussed the short- (more consistent and comfortable temperatures throughout high school building) and long-term (reduced energy bills) benefits. Administration Management Director Nedra Fitzloff-Meyer indicated that PCAE has the funds needed for this project.

Motion by: A. Plechash to spend up to \$33,000 for a digital climate control system as presented in Nash’s handouts.

Seconded by: V. Katz.

Verbal Vote: Passed unanimously.

6. **For Information:** Arts High School (AHS) update. (Page 9 in the May Board booklet.)

Highlights from AHS Director Alice Woog's report:

- a. 260 PCAE students and their guests attended the PCAE GALA (end-of-year dance party celebration) on Friday evening, April 24.
- b. The updated admissions numbers for the 2009-2010 school year are:

	Incoming /New <u>Students</u>	Returning <u>Students</u>	Total <u>Per Class</u>
Juniors:	127		127
Seniors:	48	116	164
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Total Students (as of 05/14/09):	175	116	291

- c. For the 2009-2010 school year, literary arts instructor John Colburn and social studies instructor Joao Bichinho (on leave for the 2008-2009 year) will return to AHS. Chemistry teacher Erin Strauss has requested (and has been granted) a one-year extension of her leave of absence to continue professional development activities at the Science Museum. This year, French teacher Trina Keller replaced Jennifer Brandt, who resigned at the end of the previous year. Keller will return for the next school year, and music teacher Matt Mayfield will take a one-year leave of absence for a professional development opportunity at the Minneapolis Community and Technical College.
- d. Staff training will take place on August 20 in use of the TIES Computer System for Student Management, Registration, Records, and the Parent Portal.
- e. Marla Riemer is a finalist in the Administrative Assistant of the Year contest sponsored by the Minnesota Association of School Boards. The winner will be announced in August.

7. **For Information:** The National Endowment for the Arts (NEA) has notified PCAE administration that the Center has been tentatively awarded a \$18,000 grant to support a summer Anchor Work-in-the-arts workshop for Minnesota teachers.

(The agenda for this meeting erroneously indicated a handout would be distributed at the meeting.) PDR Director Mike Hiatt touched upon a number of items as he provided a verbal update in addition to the information about the NEA grant:

- a. The grant falls under NEA's Learning in the Arts program (LITA). The visiting artist for the workshop will be Heritage Fellow in the Folk & Traditional Arts, Kevin Locke, a Native American dance artist.

The professional development goal of the workshop is to increase arts educator capacity to help students meet the new K-12 Minnesota academic standards in the arts. The workshop will take place at PDR's campus building during the first week of August 2009.

- b. PDR's Diane Aldis and Barbara Cox are about to roll out an online development and dissemination project titled "Understanding World Cultures: Sowu Dance." The Internet address for this project will be published electronically tomorrow*. The project has involved distance learning between the Perpich Center and Ellis Middle School in Austin, MN. Perpich Center received a \$25,000 grant from Learning Innovations Council in support of this project.
 - * The Internet address: http://www.pcae.k12.mn.us/pdr/pdr_news.html (This information, disseminated the day after the Board meeting, has been included here for reader convenience.)
- c. On May 11, the Fifth Congressional Art Show was hosted at PCAE in collaboration with Congressman Keith Ellison. 46 art pieces from 18 different schools throughout the 5th district—including AHS—were recognized. The Perpich Foundation provided financial support for the program as well.
- d. On May 16, PCAE, in collaboration with the MN Dept. of Education, will recognize Scholars of Distinction in the areas of math, science, applied geography and theater. Eight students will be acknowledged in theater—four students with *scholar* designation and four students with *honorable mention*. The Perpich Foundation provided financial support for the program in the form of scholarships for students.
- e. Congratulations to staff members Byron Richard and Diane Aldis on recently receiving advanced degrees. Byron received a Ph.D. in Dance from Temple Univ., with emphasis on dance education. Diane received a Master of Arts in Education at Bemidji State University, with emphasis on dance education and technology.

8. **For Information:** Agency update.

S. Mackert congratulated a number of individuals on achieving various milestones:

- a. PDR staff Diane Aldis and Byron Richard, have received advanced post-secondary degrees (please see page 4 of these minutes, agenda item 7, sub-item *b* for more information).
- b. Board member Alex Plechash has been appointed and installed as a trustee of the U.S. Naval Academy in Annapolis.
- c. Assistant to the Director of AHS Carlo Galeazzi has been accepted as an Ed.D. student in a program in educational administration at the U of M.
- d. AHS Junior Matt Lasky created the winning T-shirt design for the Golden Valley Days celebration.

Mackert reported that Dr. Paulson attended a luncheon sponsored for arts educators/organization leaders by the U of M Regents/President. An admissions director complimented AHS students, stating they are well prepared for college.

Mackert expressed appreciation for the work of the Center staff and members of the management team. She complimented staff for their handling of the recent electrical problems, which required evacuating all buildings and making arrangements for dorm students to locate alternative housing for one night. Other highlights include:

- a. Management (Center directors) and the Board (S. Mackert and A. Plechash) meet regularly on alternate Tuesdays as the Programmatic Leadership Team.
- b. To proactively prepare for the possibility of an H1N1 (swine flu) pandemic, school administration is in the process of updating the Center's crisis plan.

9. **For Information:** Update on activities relating to the current legislative session.

Board Chair Sue Mackert spoke in place of Sr. Director of Policy Pam Paulson, who was unable to attend the meeting. Positive feedback about the Perpich Center has been received from contacts in the Governor's offices, legislators and other key leaders.

- a. On May 12, the Education Conference Committee passed their bill out of committee. The bill includes the Perpich Center continuing as a state agency with full appropriation for each year of the next biennium.
- b. The Senate Arts Education Working Group recommended funding from the Legacy Constitutional Amendment Fund for a special project to be developed by the Perpich Center. Discussion took place with the full Senate E-12 Education Budget Division where moving testimony was given by members of the committee. Support of the Perpich Center was strong and generous. The project involves planning and implementing a pilot project for integrating arts throughout curriculum in schools.

The Senate Economic and Housing Budget Division approved a bill that included funding for the Perpich Center. A conference committee is working on reconciling differences between the Senate and House versions of the bill.

Legislative activities will continue to be monitored until the end of the session.

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

Marilyn Holme spoke about difficulties students with ongoing health issues may have in completing coursework requirements on campus. She stated that alternative options were needed. S. Mackert thanked her for bringing this issue forward.

11. **For Information:** Update on compliance and resolution of issues identified in the 2003-2007 Legislative Audit Report for the Center.

Nedra Fitzloff-Meyer, Administrative Management Director, referred those present to her compliance report on pages 11-14 of the Board booklet. Afterward, on a different subject, she noted the extensive construction work that had begun around campus, and indicated that there are adequate funds to cover the work, which has been explored and planned for over a year.

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

Personnel Committee Chair Virginia Katz initiated discussion of a topic under recent consideration by the Personnel Committee. At the April 2009 Board meeting when searching for a new executive director was first mentioned, members spoke in terms of soon searching for, and hiring an interim director (to maintain smooth, daily operation of the Center), followed by a search and the hiring of a permanent director (to maintain daily operations as well as bring future visioning, direction and achievement).

In Committee, they talked about the timing and nature of publicizing each search, and the desire to possibly clarify that candidates could apply only for one position—either interim or permanent. Although the initial assumption was that people interested in either position were two distinct populations, discussion at the May 14 Board meeting introduced other possibilities and questions:

- a. What if the search identified an applicant for interim director who would be an ideal permanent director?
- b. If searching for an interim candidate takes longer than expected or is not fruitful, would the Board have lost time by not already searching for a permanent director?
- c. Given the current state budget crisis, is it wise to apply resources to train an interim leader, and then to repeat the process for a permanent one?
- d. It is clear that PCAE is operating smoothly with the interim arrangement of the Board's executive committee serving in place of an executive director. Perhaps an interim director is not as necessary as originally thought.

Based on these concerns and considerations, the Board advised Personnel Committee to strongly consider focusing on a single search, for a permanent executive director.

13. **For Action:** A program audit for PCAE.

M. DiBlasio made a motion to authorize an immediate programmatic audit of PCAE programs. The motion failed for lack of a second.

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

Motion by: D. Biagini to adjourn at 5:22 pm.

Seconded by: A. Gallant.

Verbal Vote: Passed unanimously.