

MSSPA MISSION: Artistic Excellence and Academic Rigor for Every Learner

MSSPA Board Minutes June 13, 2017

Present:

Board/Staff, President- Ed Wilms

Board/Staff, Secretary- Elizabeth Klun

Board/Community Member, Treasurer- Cheryl Gunness

Board/Community Member- Jeff Horgan

Board/Community Member- Mary Borroughs

Board/Staff- Sarah Omernik

Board/Staff- Rae Harge

Board/Staff- Laura Pfandler

Board/Staff- Tim Robinson

Ex-Officio- Matt McFarlane, Executive Director

Ex-Officio- Cassy Schauwitzer, Director of Teaching and Learning

Ex-Officio- Rob Thompson, Director of Outreach and Development

5:02 Call to Order

Public Comment

Approval of Minutes (Harge, Pfandler)

Adoption of Agenda (Omernik, Robinson)

Board Reports

Executive Report-Matt McFarlane, Executive Director

Treasurer's Report -Cheryl Gunness, Treasurer

Approval of May Management Reports (Gunness, Harge)

Approve 16-17 Final Budget (Robinson, Omernik)

Approve 17-18 Budget (Pfandler, Robinson)

QCOMP/Academic Report- Cassy Schauwitzer

Other Business

Nominating Committee

-Omernik and Flory volunteer

Recognition of outgoing Board Members

Identify Incoming Board Members

Adjourn 5:54 (Klun, Omernik)

Next Meeting - August

5:00pm

Performing Institute of Minnesota

MSSPA MISSION: Artistic Excellence and Academic Rigor for Every Learner

MSSPA Board Minutes, April 25, 2017

Present:

Board/Staff, Vice President-Tyler Flory

Board/Staff, Secretary - Elizabeth Klun

Board/Community Member, Treasurer- Cheryl Gunness

Board/Staff - Sarah Omernik

Board/Staff - Rae Charles

Board/Staff-Laura Pfandler

Board/Community Member- Ripley Peterson

Board/Community Member- Mary Borroughs

Ex-Officio-Matt McFarlane, Executive Director

Ex-Officio-Rob Thompson, Director of Outreach and Development

5:05 Call to Order

Public Comment

Approval of Minutes (Peterson, Pfandler)

Adoption of Agenda (Charles, Peterson)

Board Reports

Executive Report- Matt McFarlane, Executive Director

Outreach/Development Report- Rob Thompson, Director of Outreach and Development

Treasurer's Report -Cheryl Gunness, Treasurer

Approval of March management report (Peterson, Omernik)

Other Business

Re-Accreditation

Board Elections

Strategic Plan Update- Initial discussion

6:45 Adjourn

MSSPA MISSION: Artistic Excellence and Academic Rigor for Every Learner

MSSPA MISSION: Artistic Excellence and Academic Rigor for Every Learner

MSSPA Board Minutes, March 14, 2017

Present:

Board/Community Member, President- Ed Wilms

Board/Staff, Vice President-Tyler Flory

Board/Staff, Secretary - Elizabeth Klun

Board/Community Member, Treasurer- Cheryl Gunness

Board/Staff - Tim Robinson

Board/Staff - Sarah Omernik

Board/Staff - Rae Harge

Board/Staff-Laura Pfandler

Board/Community Member- Ripley Peterson

Ex-Officio- Matt McFarlane, Executive Director

Ex-Officio- Rob Thompson, Director of Outreach and Development

5:10 Call to Order

Public Comment

Approval of Minutes (Peterson, Omernik)

Adoption of Agenda (Robinson, Peterson)

I. Executive Report- Matt McFarlane, Executive Director

II. Outreach and Development Report- Rob Thompson, Director of Outreach and Development

III. Finance Committee Report- Matt McFarlane, Executive Director

Approval of Expenditures (Flory, Charles)

IV. Other Business

By Law Revision - section 1.1

Adoption of Revision of Bylaws Section 1.1 (Omernik, Robinson)

Strategic Visioning

-Purpose of board in future: academic

Motion to Adjourn (Omernik, Flory)

MSSPA MISSION: Artistic Excellence and Academic Rigor for Every Learner

MSSPA Board Agenda, February 21, 2017

Present:

Board/Community Member, President- Ed Wilms
Board/Staff, Vice President-Tyler Flory
Board/Staff, Secretary - Elizabeth Klun
Board/Community Member, Treasurer- Cheryl Gunness
Board/Staff - Tim Robinson
Board/Staff - Sarah Omernik
Board/Staff - Rae Charles
Board/Staff-Laura Pfandler
Board/Community Member- Mary Borroughs
Ex-Officio-Cassy Schauwitzer, Director of Teaching and Learning

5:01 Call to Order

Approval of Minutes (Charles, Robinson)

Adoption of Agenda (Omernik, Pfandler)

- I. Presentation of Audit FY 16 - MMKR
-There were no findings based on the testing of the school's compliance with Minnesota laws and regulations.

Approval of audit (Pfandler, Klun)

- II. Ongoing Board Training- BKDA
- III. Review St. Thomas Evaluation SY16 - Ed Wilms, Board President, Cassy Schauwitzer, Director of Teaching and Learning
- IV. Bylaw Review - Ed Wilms, Board President

Approval of bylaws with marked changes (Omernik, Flory)

- V. Director's Report- Ed Wilms, Board President
- VI. Committee Updates

- Finance Committee-Cheryl Gunness, Treasurer

Approval of January 2017 financial reports (Robinson, Charles)

- Outreach Committee-Rachel Charles, Chair

- VII. Other Business
-Complete Board Self-Eval
-Move Finance Committee Meeting to March 8
-Meeting Schedule March- Move meeting to March 14, Meeting Location at New Building
5:00pm

Adjourn for closed session (Klun, Omernik)

Closed session: Executive director evaluation

Adjourn closed session and meeting (Robinson, Pfandler)

MSSPA MISSION: Artistic Excellence and Academic Rigor for Every Learner

MSSPA Board Meeting Minutes, January 24, 2017

5:00 pm, MSSPA Cafeteria

Present:

Board/Community Member, President- Ed Wilms
Board/Staff, Vice President-Tyler Flory
Board/Staff, Secretary - Elizabeth Klun
Board/Community Member, Treasurer- Cheryl Gunness
Board/Staff - Tim Robinson
Board/Staff - Rae Charles
Board/Staff-Laura Pfandler
Board/Community Member- Mary Borroughs
Board/Community Member- Jeff Horgan
Board/Community Member- Ripley Peterson
Ex-Officio-Matt McFarlane, Director of Operations

5:02 Call to Order

Approval of Minutes (Peterson, Pfandler)

Adoption of Agenda (Peterson, Robinson)

Dana Peterson, University of Saint Thomas

Renewal contract will be signed by board on April 25 or May 23.

- I. Executive Report - Matt McFarlane, Executive Director
- II. Outreach and Development Report - Rob Thompson, Director of Outreach and Development (presented by Matt McFarlane)
- III. Teaching and Learning Report - Cassy Schauwitzer, Director of Teaching and Learning (presented by Matt McFarlane)
- IV. Bylaw Review introduction
- V. Committee Updates
Finance Committee-Cheryl Gunness, Treasurer
Approval of financial reports for December, 2016 (Peterson, Flory)
Outreach Committee-Rachel Charles, Chair
- VI. Other Business
-Calendar Review 2017-18
Approval of 2017-18 Calendar (Klun, Charles)
-Bond Post Issuance Compliance Procedure Resolution
Approval of Post-Issuance Compliance Procedure (Robinson, Pfandler)
-Meeting Schedule Feb/March
-Elections

Adjourn (Peterson, Flory)

MSSPA MISSION: Artistic Excellence and Academic Rigor for Every Learner

MSSPA Board Meeting Minutes, December 13, 2016

5:00 pm, MSSPA Cafeteria

Present:

Board/Community Member, President- Ed Wilms

Board/Staff, Secretary - Elizabeth Klun

Board/Community Member, Treasurer- Cheryl Gunness

Board/Staff - Tim Robinson

Board/Staff-Laura Pfandler

Board/Community Member- Jeff Horgan

Board/Community Member- Ripley Peterson

Ex-Officio-Matt McFarlane, Director of Operations

Ex-Officio- Rob Thompson, Director of Outreach and Development

5:08 Call to Order

Approval of Minutes (Robinson, Gunness)

Adoption of Agenda (Peterson, Klun)

- I. Capital Campaign/Outreach Update- Rob Thompson, Director of Outreach and Development
- II. Executive Report- Matt McFarlane, Executive Director
 - Facility
 - Services for 7255
 - Program Development
 - Media Arts
 - Visual Arts
 - Course proposals
 - Senior Year Reboot
 - General
- III. Final Design Update - Phase 1 - Marcia Stemwedel, Clever Architecture
Approval of official school name change to PIM Arts High School effective July 1, 2017 (Horgan, Klun)

Committee Updates

- Finance Committee-Cheryl Gunness, Treasurer

Approval of financial reports for November, 2016 (Horgan, Gunness)

Other Business

-Branding

Adjourn (Horgan, Pfandler)

Present:

Board/Community Member, Treasurer- Cheryl Gunness

Board/Staff - Rae Charles

Board/Staff - Tim Robinson

Board/Staff- Sarah Omernik

Board/Staff-Laura Pfandler

Board/Community Member- Jeff Horgan

Board/Community Member- Ripley Peterson

Board/Community Member- Mary Borroughs

Ex-Officio-Matt McFarlane, Director of Operations

Ex-Officio-Cassy Schauwitzer, Director of Teaching and Learning

Ex-Officio-Rob Thompson, Director of Outreach and Development

5:04 Call to Order

Approval of October 25 Minutes (Peterson, Robinson)

Adoption of Agenda (Peterson, Robinson)

Director Report- Cassy Schauwitzer, Director of Teaching and Learning

World's Best Workforce

5 areas of goals

1. All students in kindergarten
2. All students
3. Closing achievement gap in ALL groups (Black, non hispanic (1); free-reduced lunch (2))
4. ALL students career and college ready
5. ALL students graduate

Approval of World's Best Workforce Plan (Peterson, Omernik)

Director Report- Matt McFarlane, Executive Director

Director Report- Rob Thompson, Director of Outreach and Development

Outreach Happenings

Parent Survey

Committee Updates

1. Finance Committee-Cheryl Gunness, Treasurer

Approval of management reports for October (Charles, Omernik)

2. Outreach Committee-Rae Charles

Other Business

Adjourn (Omernik, Robinson)

MSSPA MISSION: Artistic Excellence and Academic Rigor for Every Learner

MSSPA Board Minutes, October 25, 2016

MSSPA Cafeteria

Present:

Board/Community Member, President- Ed Wilms
Board/Staff, Vice President- Tyler Flory
Board/Staff, Secretary - Elizabeth Klun
Board/Community Member, Treasurer- Cheryl Gunness
Board/Staff - Rae Charles
Board/Staff - Tim Robinson
Board/Staff- Sarah Omernik
Board/Staff-Laura Pfandler
Board/Community Member- Jeff Horgan
Board/Community Member- Mary Borroughs
Ex-Officio-Matt McFarlane, Director of Operations

5:02 Call to Order

Approval of September 27 Minutes (Klun, Charles)

Adoption of Agenda (Omernik, Flory)

Executive Report- Matt McFarlane, Executive Director

Committee Updates

1. Finance Committee-Cheryl Gunness, Treasurer

Approval of management reports for July, August, September (Gunness, Flory)

2. Outreach Committee-Rae Charles, Committee Chair

Approval of Policy 505: Admissions (Omernik, Flory)

Other Business

Adjourn (Pfandler, Klun)

MSSPA MISSION: Artistic Excellence and Academic Rigor for Every Learner

MSSPA Board Minutes, September 27, 2016

5:00 pm, MSSPA Cafeteria

Present:

Board/Community Member, President- Ed Wilms

Board/Staff, Vice President- Tyler Flory

Board/Staff, Secretary - Elizabeth Klun

Board/Community Member, Treasurer- Cheryl Gunness

Board/Staff - Rae Charles

Board/Staff - Tim Robinson

Board/Staff- Sarah Omernik

Board/Staff-Laura Pfandler

Board/Community Member- Mary Borroughs

Board/Community Member- Jeff Horgan

Board/Community Member- Ripley Peterson

Ex-Officio-Matt McFarlane, Director of Operations

Ex-Officio- Rob Thompson, Director of Outreach and Development

5:03 Call to Order

Approval of Minutes (Flory/Charles Motion, Approved)

Adoption of Agenda (Omernik/Flory Motion, Approved)

I. Capital Campaign Overview- Steven Devereaux, Devereaux Development

II. Outreach/Development Report- Rob Thompson

III. MSSPA Branding-Matt McFarlane

Approval of new name of the entity (with further discussion of school name and sub branding): Performing Institute of Minnesota (Omernik, Robinson, Approved 6-2)

IV. Annual Report-Matt McFarlane

Approval of annual report (Flory, Charles, Approved)

Committee Updates

1. Facility Committee-Ed Wilms, Chair

2. Finance Committee-Cheryl Gunness, Treasurer

3. Outreach Committee

Policy Review: 505 Admissions Policy

first reading, for approval next month

Other Business

St. Thomas SY 2016 Final Evaluation- next steps

Next month we need to approve the last 2 months of budgets
Possible discussion of later start time

Adjourn (Flory, Wilms, Approved)

MSSPA Board Meeting Minutes
August 23, 2016
5:00 p.m.

Present:

Board/Staff, President- Ed Wilms
Board/Staff, Vice President- Tyler Flory
Board/Staff, Secretary - Elizabeth Klun
Board/Staff, Treasurer- Cheryl Gunness
Board/Staff - Rae Charles
Board/Staff - Tim Robinson
Board/Staff- Sarah Omernik
Board/Staff-Laura Pfandler
Board/Community Member- Mary Borroughs
Ex-Officio-Matt McFarlane, Director of Operations
Ex-Officio- Rob Thompson, Director of Outreach and Development

Meeting Called to Order: 5:06

Motion to Approve June 2016 Minutes: (Wilms, Robinson) all approved

Motion to Approve August 2016 Agenda: (Omernik, Robinson) all approved

Community Comments: None

Election of Officers:

President: Ed Wilms
Vice-President: Tyler Flory
Secretary: Elizabeth Klun
Treasurer: Cheryl Gunness

Motion to Approve New Officers (Robinson, Omernik) all approved

Yearly Designations

Board meeting schedule

Motion to approve date, time, schedule (Robinson, Flory) all approved

MDE Designations

Designate Official with Authority-Executive Director

Motion to approve Matt McFarlane as the Official with Authority (Omernik, Klun) all approved

Designation of Depositories-Venture Bank, Sunrise Bank

Motion to approve Venture Band and Sunrise Bank as depositories (Charles, Flory) all approved

Motion to authorize Matt McFarlane and Cheryl Guinness as signers at banks (Flory, Omernik) all approved

Motion to give Judith Darling authority to execute and update the school's cash management online banking setup worksheet and ACH agreement with Venture Bank to designate BKDA employees as having online banking access (Flory, Omernik) all approved

Motion to delegate Board Treasurer and Executive Director to make electronic fund transfers (Robinson, Omernik) all approved

Motion to authorize Executive Director to have school issued credit card (Pfandler, Omernik) all approved

Motion to designate Sun Sailor as official newspaper (Omernik, Robinson) all approved

Motion to approve daily hours of pay (Omernik, Robinson) all approved

Motion to adjourn: (Flory, Omernik) all approved

Meeting Adjourned: 5:23

Board Retreat followed meeting.