

**Arizona School for the Arts
Executive Committee Notes
December 12, 2018 – 8:00am**

Present: (voting members in bold)

Javier Cárdenas, President	P	Anthony Dietz, Vice President	P	Carlos Contreras, Sec/Treasurer	P
John Snider, Finance Committee Chair	P	Ed Novak, Past President	P		
Leah Fregulia, Head of School/CEO	P				

Agenda Item	Minutes:
Bond Refi Update and timeline	Dr. Javier Cárdenas called the meeting to order at 8am.
School Operations Framework Update	John Snider shared the timeline for approving the terms for our 2011 bond refinance with the Charter Impact Fund. The Board will receive a commitment letter at the Board meeting in December for review. Approval of the commitment will be needed in January. The Phoenix IDA application will also need to be completed, approved by the Phoenix IDA in January and approved by City Council in February. Leah Fregulia and John Snider will continue to work on this.
HOS Evaluation	
Board Evaluation and Governance	
Mesa Arts Conversation	Leah Fregulia shared that she confirmed that ASA is in compliance with the Arizona State Board for Charter Schools Operations Framework. The school was marked briefly as out of compliance, but still met the standards, in two areas, both of which were related to the resignation of a board member last year. The compliance issues were administrative in nature (wrong meeting minutes submitted) and corrected. The EC expressed a concern that the framework should better reflect both the severity of the issue and the correction. Leah Fregulia will continue to work with ASA's legal counsel and a group of other charter holders to improve the process and public documentation.
December Meeting: CIF Commitment Letter and Site planning graphic report	Carlos Contreras shared that he and Betty Hum are working on a process for Head of School Evaluation. He briefly outlined a process and shared that he will craft a policy/procedure to share with the Board.
January Meeting <ul style="list-style-type: none"> • Late start • Eval/governance discussion • Strategic Plan/ governance • Approval of CIF commitment letter 	
Other	<p>Javier Cárdenas opened a discussion as to timeframe for conducting a self-evaluation/Board Evaluation using the process shared in the Chuck Loring Training. It was decided that the questionnaire will be shared and explained with the Board in January and then each member will complete it for a discussion in February. Leah mentioned that it might make sense to combine the Governance, Compliance, and Nominating Committees into one. Other standing committees would continue to be the Executive Committee, and Finance Committee. John Snider suggested that the Facilities and Technology committees could be combined. Tony Dietz agreed.</p> <p>John Snider suggested that an annual schedule be established to review policies each year. The most critical will be reviewed at the Annual meeting and then others, like the bylaws could be reviewed in other months.</p> <p>After a brief discussion, the EC agreed that Leah Fregulia will continue to be involved in the discussion with the individuals in Mesa regarding their school plans, but make it clear that we need a structure and defined benefit for any involvement.</p> <p>The EC reviewed the December meeting schedule and tabled the January agenda for now.</p> <p>The meeting ended at 9am.</p>

Additional Comments:

Additional Comments:

Minutes reviewed and accepted on this date _____.

By: _____

Board Member