



**Arizona School for the Arts
Board of Directors Meeting Minutes**

Wednesday, July 13, 2022 at 10:00 a.m.

Zoom Meeting: 892 9014 8734 Passcode: 262121

Attendance (voting Members in bold)					
Dr. David Garcia, President	P	Alexander Laing, Vice President	P	Dr. Heidi Jannenga, Secretary/Treasurer	P
Dr. Anthony (Tony) Dietz, Past President	P	John Snider	P	Betty Hum	P
Kevin Allen	A	Allison Otu	P	Karen Lugosi	P
Dr. Ed Finn	P	John O’Neal	P	Dr. Hazem Hnaide	A
Yetta Gibson	P	Jessica Elder, Honorary Arts Faculty	X	Amara Washington-Bess, Honorary Alumni	X
Amalia Nevarez, Honorary Student	X	Madeline Yang, Honorary Student	X	Leah Fregulia, Head of School/ CEO	P
Elizabeth (Liz) Shaw, Business Director	X	Leslie Tan Religioso, Development & Marketing Director	X	Carolyn Smith, Executive Assistant	P
Marc Wancer, EFF	X				

Agenda Items	
Call to the Public	
Board Recognition	
Discussion Items	
<ul style="list-style-type: none"> Fiscal Year 2022-2023 Expenditure Budget 	
Action Items	
<ul style="list-style-type: none"> Approval of the Fiscal Year 2022-2023 Expenditure Budget 	
The Board of Directors may vote to hold an executive session for the purpose of obtaining legal advice from the Board’s attorney on any matter listed on the agenda pursuant to: ARS §38-431.03 (A)(3) Legal Advice	

Minutes	
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Board President Dr. David Garcia called the meeting to order at 10:01 a.m.

Call to the Public

David welcomed any members of the public attending the meeting; as there were no members of the public present, David moved to the next agenda item.

Board Recognition

David and Leah Fregulia notified the Board that Dr. Hazem Hnaide has resigned his seat on the Board of Directors. David expressed how much Hazem’s expertise and voice was appreciated during the pandemic.

Discussion Items

David presented expenditure budget for the 2022-2023 fiscal year for adoption with no changes. No members of the Board had any questions or comments regarding the budget.

Action Item

Approval of Fiscal Year 2022-2023 Expenditure Budget

John Snider moved to adopt the Fiscal Year 2022-2023 Expenditure Budget. The motion was seconded by Karen Lugosi and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, Otu, Lugosi, Finn, O'Neal and Gibson voting in favor.]

Adjournment

Ed Finn made a motion to adjourn. The motion was seconded by Betty Hum and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, Otu, Lugosi, Finn, O'Neal and Gibson voting in favor.]

The meeting adjourned at 10:08 a.m.

Minutes reviewed and accepted on: 08/22/2022

Signed by: , Board Member



Arizona School for the Arts
Board of Directors Meeting Minutes
Monday, August 22, 2022 at 5:30 p.m.
Building A, Room 111

Attendance (voting Members in bold)					
Dr. David Garcia, President	P	Alexander Laing, Vice President	P	Dr. Heidi Jannenga, Secretary/Treasurer	P
Dr. Anthony (Tony) Dietz, Past President	P	John Snider	P	Betty Hum	A
Kevin Allen	A	Allison Otu	A	Karen Lugosi	A
Dr. Ed Finn	P	John O’Neal	P	Yetta Gibson	A
Jessica Elder, Honorary Arts Faculty	P	Amara Washington-Bess, Honorary Alumni	A	Amalia Nevarez, Honorary Student	P
Madeline Yang, Honorary Student	P	Leah Fregulia, Head of School/ CEO	P	Elizabeth (Liz) Shaw, Business Director	P
Leslie Tan Religioso, Development & Marketing Director	P	Carolyn Smith, Executive Assistant	P		

Agenda Items
Call to the Public
Board Recognition
Board Informational Presentations <ul style="list-style-type: none"> • Good Governance/Responsibilities, Conflict of Interest & FERPA – David Garcia • Board Commitments and Fundraising – David Garcia & Leslie Religioso • Open Meeting Law – John O’Neal • Who We Are – Leah Fregulia <ul style="list-style-type: none"> ○ Review of School Demographic Profile (Board, faculty, students) ○ Review of Board Matrix • Review of ASA’s Financial Structure, Fiscal Year 2020-21 End of Year Financial Results and Budget for Fiscal Year 2022-23 – Liz Shaw • Board Committees
Discussion Items <ul style="list-style-type: none"> • Parent/Guardian Classroom Visitation Policy
Preview of the Board Retreat Agenda - August 27th, 9:00am-3:00pm
Action Items <ul style="list-style-type: none"> • Approval of the June 27, 2022 Board of Directors Meeting Minutes • Approval of the July 13, 2022 Board of Directors Meeting Minutes • Approval of the Parent/Guardian Classroom Visitation Policy • Approval of the Mock Trial Field Trip • Ratification of the 2022-2023 Community Handbook • Approval of the updated Safe Return to School Plan • Standing items: <ul style="list-style-type: none"> ○ Ratification of the Current COVID-19 Face Covering Policy ○ Ratification of the Current COVID-19 Mitigation Plan

The Board of Directors may vote to hold an executive session for the purpose of obtaining legal advice from the Board's attorney on any matter listed on the agenda pursuant to: ARS §38-431.03 (A)(3) Legal Advice

Minutes

Board President Dr. David Garcia called the meeting to order at 5:37 p.m.

Call to the Public

David welcomed any members of the public attending the meeting. There were no members of the public present, but David reviewed the rules pertaining to public comment at meetings with the Board and then moved to the next agenda item.

Board Recognition

- Leslie Religioso presented David with the swag bag he won in the Resource Development Committee's Showcase 2022 sponsorship contest. Leslie explained that David acquired the highest number of Showcase sponsorships as well as the highest dollar amount in sponsorship funds. David spoke of the increasing importance of Board member connections for sponsorship asks which they would explore in further detail during the Informational Presentations.
- David then presented the current Executive Committee and thanked Alex Laing and Dr. Heidi Jannenga for stepping into the roles of Vice President and Secretary/Treasurer, respectively, for the 2022-2024 term. He also thanked Past President Dr. Tony Dietz for his continuing commitment to the school including coaching the Cross-Country team.

Board Informational Presentations

- David opened with ASA's Mission Statement stating that it is the innovative spirit that has always drawn him to the school and what will be important in the coming year. David explained the duties of good governance as well as the responsibilities associated with being on the ASA Board of Directors, especially: strategy, committee participation, community contacts, fiduciary contributions and meeting attendance which will alternate on site and on Zoom this year. He then provided examples of what constituted a conflict of interest and Leah Fregulia notified the Board that they would be receiving their annual Conflict of Interest policies to sign via email following the meeting. David then reviewed the Family Education Rights and Privacy Act (FERPA) as it relates to student information obtained as a Board member.
- David reminded the Board that an important piece of their memberships is the fiscal health of the school which they can help ensure by acting as financial stewards, advocates and ambassadors. Leslie reviewed the fundraising numbers from fiscal year 2021-2022 thanking the Board for raising \$140k, and important piece of the record total of \$915k for the year. David noted that we still need to move forward in a challenging year and the focus along with 100% Family Giving is to be transparent as well as compassionate in recognizing that some of our families are facing financial challenges of their own; it is important to show gratitude to all donors. He set the Board fundraising goal at \$150k for fiscal year 2022-2023 and said that the RDC and Development will be looking at more opportunities for corporate sponsorship beyond Showcase.
- John O'Neal summarized Arizona Open Meeting Law as it relates to the ASA Board as a public entity, stressing that violations can include financial repercussions. He highlighted the requirements and limitations of a public meeting and what, besides full Board meetings, are or can be subject to Open Meeting Law including documents, intra-Board communications and social gatherings.
- Leah shared that the focus for the ASA community this year is Equity, Unity and Trust. She then gave a brief overview of the demographic makeup of the ASA Board, Executive Committee, Senior Leadership Team, Faculty, Staff and Student Body noting that the percentages in different groups remain fairly consistent between groupings and from year to year. The one statistic that is reversed is the gender ratio on the Board/Executive Committee versus the rest; this led into Leah

discussing the termination dates of some current Board members and the importance of identifying more diverse possible members for our pipeline.

- Liz Shaw used the Center for Academic Achievement's graphic of how Arizona public schools are funded as a basis and comparison for how ASA is funded as a public charter school. Liz gave a summary view of the Fiscal Year 2021-2022 financial results, comparing income and expenditures, showing that we ended within budget, aided by expense management and a boost from fundraising and ESSER grants. She then reviewed the fiscal year 2022-2023 budget, explaining that it will be revised in the coming months since the State Legislature passed a budget after our own that did not include Results Based Funding. The Finance Committee will reforecast each month to account for lower enrollment this year primarily due to the loss of upperclassmen during the pandemic that did not come back to ASA.
- David reviewed the current makeup of each committee and notified the Board that he would also be chairing the Resource Development Committee to help guide the fundraising plans and goals that have been set. He and Leah let the Board know that they could change or add committee assignments at this time if they so wished.

Preview of the Board Retreat Agenda

Leah explained that on Saturday, August 27th from 9:00 a.m. to 3:00 p.m. the Board will meet to examine the school's Mission, Vision and Core Values and define the future including a merging of the strategic plans.

Discussion Items

In accordance with new state law that goes into effect on September 24th, Leah presented the school's new Parent/Guardian Classroom Visits, Tours or Observations Policy and reviewed the differences to the current policy.

Action Items

Approval of the Parent/Guardian Classroom Visitation Policy

John O'Neal made a motion to approve the Parent/Guardian Classroom Visits, Tours or Observations Policy. The motion was seconded by Alex Laing and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Finn and O'Neal voting in favor.]

Approval of June 27, 2022 and July 13, 2022 Board of Directors Meeting Minutes

Alex Laing moved to approve the Board of Directors Meeting Minutes from June 27, 2022 and July 13, 2022. The motion was seconded by Heidi Jannenga and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Finn and O'Neal voting in favor.]

Approval of the Mock Trial Field Trip

John O'Neal made a motion to approve the Mock Trial Team field trip to Yale University in Hartford, Connecticut. The motion was seconded by Ed Finn and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Finn and O'Neal voting in favor.]

Ratification of the 2022-2023 Community Handbook

Alex Laing made a motion to ratify the Fiscal Year 2022-2023 Community Handbook. The motion was seconded by John O'Neal and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Finn and O'Neal voting in favor.]

Approval of the Updated Safe Return to School Plan

John O'Neal made a motion to approve the updated Safe Return to School Plan. The motion was seconded by Tony Dietz and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Finn and O'Neal voting in favor.]

Adjournment

Ed Finn made a motion to adjourn. The motion was seconded by Tony Dietz and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Finn and O'Neal voting in favor.]

The meeting adjourned at 7:04 p.m.

Minutes reviewed and accepted on: September 26, 2022

Signed by:  _____, Board Member



Arizona School for the Arts
Board of Directors Meeting Minutes
Monday, September 26, 2022 at 5:30 p.m.
Zoom Meeting: 892 9014 8734 Passcode: 262121

Attendance (voting Members in bold)					
Dr. David Garcia, President	P	Alexander Laing, Vice President	P	Dr. Heidi Jannenga, Secretary/Treasurer	P
Dr. Anthony (Tony) Dietz, Past President	P	John Snider	P	Betty Hum	P
Kevin Allen	A	Allison Otu	A	Karen Lugosi	P
Dr. Ed Finn	P	John O'Neal	P	Yetta Gibson	P
Jessica Elder, Honorary Arts Faculty	P	Jeff Steinert, Honorary Academic Faculty	P	Amara Washington-Bess, Honorary Alumni	A
Amalia Nevarez, Honorary Student	P	Madeline (Maddie) Yang, Honorary Student	P	Leah Fregulia, Head of School/ CEO	P
Elizabeth (Liz) Shaw, Business Director	P	Leslie Tan Religioso, Development & Marketing Director	P	Carolyn Smith, Executive Assistant	P

Agenda Items
Call to the Public
Mission Moment
<ul style="list-style-type: none"> • Meet the Senior Leadership Team
Board Recognition
Discussion Items
<ul style="list-style-type: none"> • Resource Development Committee <ul style="list-style-type: none"> ○ Development Dashboard ○ Board Stewardship • Finance Committee <ul style="list-style-type: none"> ○ Monthly Reports ○ Annual Financial Report for Fiscal Year 2021-2022 ○ Fiscal Year 2021-2022 Audit • Governance Committee <ul style="list-style-type: none"> ○ Revised COVID-19 School Mitigation Plan and COVID-19 Face Covering Policy ○ Presentation of Sexuality Education Curriculum and Process for Approval • Core Equity Team <ul style="list-style-type: none"> ○ Revised Equity Statement, Draft #4
Consent Agenda
<ul style="list-style-type: none"> • Head of School Report
Action Items
<ul style="list-style-type: none"> • Approval of the August 22, 2022 Board of Directors Meeting Minutes • Approval of the August 27, 2022 Strategic Planning Retreat Minutes • Approval of the Annual Financial Report for Fiscal Year 2021-2022 • Approval of the Revised COVID-19 School Mitigation Plan • Approval of the Revised COVID-19 Face Covering Policy

- Approval of the World Guitar Class Trip to the 2023 Guitar Foundation of America National School Summit at Las Vegas Academy of Arts
- Approval of the France Trip for Spring 2024

The Board of Directors may vote to hold an executive session for the purpose of obtaining legal advice from the Board's attorney on any matter listed on the agenda pursuant to: ARS §38-431.03 (A)(3) Legal Advice

Minutes

Board President Dr. David Garcia called the meeting to order at 5:30 p.m.

Call to the Public

David welcomed any members of the public attending the meeting and reviewed the rules pertaining to public comment at ASA Board Meetings. As the members of the public in attendance did not wish to make a comment, David moved to the next agenda item.

Mission Moment

Leah Fregulia introduced each member of the Senior Leadership Team (SLT) – Leah, Monica Anthony, Emma Popish, Eva Miles, Liz Shaw, Eden Lewkowitz, Leslie Religioso, Jamie Bledsoe and Carolyn Smith -- to the Board by their position at ASA. In turn, each SLT member present mentioned their tenure at the school, their primary duties, and what drew them to ASA.

Board Recognition

David recognized Karen Lugosi for the great job she did as Board representative at the Annual Parent Meeting on August 24th for new parents. Leah also acknowledged the members of the Governance Committee for the extra work they put in this month reviewing the Sexuality Education Curriculum and the revised COVID-19 policies.

Discussion Items

Resource Development Committee

- Leslie Religioso reviewed the Development Dashboard and the status of fundraising one month into school and with all of the Annual Parent Meetings complete. At this time, our percent participation and commitments are down in comparison to the same time in previous years. Student turnover can account for this trend and Development has plans to reach out to new families who may need to settle in or become acquainted with our process.
- Leslie told the Board that the 2022-2023 corporate sponsorship kit is available and, in addition to sponsorship details for Showcase in June, it also includes new sponsorship opportunities. She also said that the tax credit push will begin in November and continue through December. David explained that the sponsorship kit will now provide opportunities for sponsorship at the Signature Series events throughout the year and asked the Board to look at the packet and make asks of their connections or provide introductions or leads to the Development team as it is a goal to increase corporate sponsorships this year.
 - Betty Hum asked for some FAQs to be provided on the value to businesses for sponsorship from a business standpoint so the messaging is consistent; Leslie said she will provide some talking points and Leah reminded everyone that she and Leslie are always available to help with asks. Leah also mentioned that the Annual Report is a good source of information and great to bring to ask meetings as a presentation piece.
- In addition, David said that Leslie will be sending out packets for Board members interested in writing gratitude notes and to let Leslie know if they would like to participate.

Finance Committee

- John Snider let the Board know that the standard financial reports were available for their review; there is nothing of note since it is very early in the year and we are on budget. Since fundraising is a little behind, they will be watching that as the year progresses.
- The Fiscal Year 2021-2022 Annual Financial Report is also available for review. It is a required state financial form and is not especially relevant to us, but it does tie to our financials that have been previously reviewed. The AFR will need to be approved during the Action Items and the signatory sheet will be sent to all voting members through Nitro after the meeting.
- The audit of Fiscal Year 2021-2022 has been successfully completed. The official report will be available prior to the October meeting at which time it will need to be approved as it is due to the state on November 15th.

Governance Committee

- Leah explained that the COVID-19 Mitigation Plan and the COVID-19 Face Covering Policy have been updated to reflect new CDC guidelines. Those who test positive for or have symptoms of COVID isolate for five days and can return without testing as long as symptoms are receding and they are fever free without the use of medications, along with the requirement of wearing a mask for an additional five days. We are also removing the differentiation between vaccinated and unvaccinated people per the CDC guidelines. The policies are to be approved during the Action Items.
- Betty urged the Board review the Middle School and High School Sexuality Education curriculums that were provided to them if they have not already. Leah explained that this curriculum was developed after receiving feedback from students who felt as if they did not get enough education in this subject area. The curriculum chosen is based on national standards and one that has been adopted by school districts in several states; it is from Advocacy for Youth. We have selected approximately six lessons appropriate to grade level per year, in accordance with state guidelines for allowable instruction hours in this subject. State law also requires that the classes are opt in only, so unambiguous permission forms will be sent to parents in advance. Students who do not opt in will have separate, concurrent lessons that have nothing to do with the Sex Ed curriculum; those lesson plans are currently under development. Leah then reviewed the approval process timeline including the upcoming Sexuality Education Curriculum Council meeting in early October and second public meeting on October 17th before the Board votes on the curriculum on October 24th.

Core Equity Team

- Alex Laing shared the latest version of the revised Equity Statement that was updated at the Core Equity Team meeting this month following some of the feedback from Board members at the Strategic Planning Retreat (SPR) in August. Alex expressed his enjoyment of spending more time with the faculty, whose commitment to the students is foremost in their minds. The faculty is trying to thread the needle of a statement that means something but is in plain enough language that it can be comprehended by a 5th grader. The thought process is to eventually develop some supportive materials for the different student levels. The goal for today was to get feedback from the Board and then create a final statement that will eventually be approved by the Board.
- Leah thanked Alex for his involvement and expertise in helping to craft the statement and for being such a great liaison between the school and the Board in this matter. She then reviewed the action items associated with the statement, the paring down of which was influenced by the Board's feedback at the SPR. Leah said she hoped to have a final statement for Board approval at the October meeting.

Consent Agenda

Leah reminded the Board that the Head of School Report is on the Board Portal for their review.

Action Items

Voting Board Member Yetta Gibson left the meeting prior to the commencement of the Action Items

Approval of the August 22, 2022 Board of Directors Meeting Minutes

Tony Dietz moved to approve the Board of Directors Meeting Minutes from August 22, 2022. The motion was seconded by Karen Lugosi and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, Lugosi, Finn and O'Neal voting in favor.]

Approval of the August 27, 2022 Strategic Planning Retreat Minutes

Karen Lugosi moved to approve the Strategic Planning Retreat Minutes from August 27, 2022. The motion was seconded by John O'Neal and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, Lugosi, Finn and O'Neal voting in favor.]

Approval of the Annual Financial Report for Fiscal Year 2021-2022

John Snider made a motion to approve the Annual Financial Report for Fiscal Year 2021-2022. The motion was seconded by Tony Dietz and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, Lugosi, Finn and O'Neal voting in favor.]

Approval of the Revised COVID-19 Face Covering Policy

Heidi Jannenga made a motion to approve the revised COVID-19 Face Covering Policy. The motion was seconded by Karen Lugosi and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, Lugosi, Finn and O'Neal voting in favor.]

Approval of the Revised COVID-19 Mitigation Plan

Betty Hum made a motion to approve the revised COVID-19 Mitigation Plan. The motion was seconded by Karen Lugosi and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, Lugosi, Finn and O'Neal voting in favor.]

Approval of the World Guitar Class Trip to the 2023 Guitar Foundation of America National School Summit at Las Vegas Academy of Arts

Karen Lugosi made a motion to approve the World Guitar Class Trip to the 2023 Guitar Foundation of America National School Summit at Las Vegas Academy of Arts. The motion was seconded by Tony Dietz and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, Lugosi, Finn and O'Neal voting in favor.]

Approval of the France Trip for Spring 2024

Karen Lugosi made a motion to approve the France Trip for Spring 2024. The motion was seconded by Tony Dietz and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, Lugosi, Finn and O'Neal voting in favor.]

Adjournment

Ed Finn made a motion to adjourn. The motion was seconded by Alex Laing and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, Lugosi, Finn and O'Neal voting in favor.]

The meeting adjourned at 6:30 p.m.

Minutes reviewed and accepted on: October 24, 2022

Signed by:  _____, Board Member



Arizona School for the Arts
Board of Directors Meeting Minutes
Monday, October 24, 2022 at 5:30 p.m.
On Campus: Building A, Room 113

Attendance (voting Members in bold)					
Dr. David Garcia, President	P	Alexander Laing, Vice President	P	Dr. Heidi Jannenga, Secretary/Treasurer	P
Dr. Anthony (Tony) Dietz, Past President	P	John Snider	A	Betty Hum	P
Kevin Allen	P	Allison Otu	A	Karen Lugosi	A
Dr. Ed Finn	P	John O'Neal	A	Yetta Gibson	A
Jessica Elder, Honorary Arts Faculty	P	Jeff Steinert, Honorary Academic Faculty	P	Amara Washington-Bess, Honorary Alumni	A
Amalia Nevarez, Honorary Student	A	Madeline (Maddie) Yang, Honorary Student	A	Leah Fregulia, Head of School/ CEO	P
Elizabeth (Liz) Shaw, Business Director	P	Leslie Tan Religioso, Development & Marketing Director	P	Carolyn Smith, Executive Assistant	P

Agenda Items
Call to the Public
Mission Moment
<ul style="list-style-type: none"> • HeartBEATS
Board Recognition
Discussion Items
<ul style="list-style-type: none"> • Resource Development Committee <ul style="list-style-type: none"> ○ Development Dashboard • Finance Committee <ul style="list-style-type: none"> ○ Monthly Reports ○ Fiscal Year 2021-2022 Audit • Governance Committee <ul style="list-style-type: none"> ○ Sexuality Education Curriculum • Core Equity Team <ul style="list-style-type: none"> ○ Revised Equity Statement
Consent Agenda
<ul style="list-style-type: none"> • Head of School Report
Action Items
<ul style="list-style-type: none"> • Approval of the September 26, 2022 Board of Directors Meeting Minutes • Approval of the Fiscal Year 2021-2022 Audit via Roll Call Vote • Approval of the Sexuality Education Curriculum • Approval of the Revised Equity Statement • Standing items: <ul style="list-style-type: none"> ○ Ratification of the Current COVID-19 School Mitigation Plan ○ Ratification of the Current COVID-19 Face Covering Policy

The Board of Directors may vote to hold an executive session for the purpose of obtaining legal advice from the Board's attorney on any matter listed on the agenda pursuant to: ARS §38-431.03 (A)(3) Legal Advice

Minutes

Board President Dr. David Garcia called the meeting to order at 5:33 p.m.

Call to the Public

No members of the public were present, so David moved to the next agenda item.

Mission Moment

ASA Senior Madeline Park introduced the Board to HeartBEATS, a local non-profit founded by former ASA student Riley Novak. HeartBEATS mission is to connect area refugees with musical instruments in order to make them feel welcome and connected to their new home through music. Since Riley's graduation from ASA, Maddie is the Head of HeartBEATS in Phoenix and she shared the group's goals, challenges and accomplishments with the Board.

Board Recognition

David recognized Betty Hum for her support and expertise during the Sexuality Education Curriculum review period; Betty thanked David and said it was group effort for the Governance Committee. He then announced that this would be Dr. Ed Finn's final meeting with the ASA Board of Directors as he had tendered his resignation; David and Leah Fregulia thanked Ed for his service to the Board and his insightful contributions during meeting discussions.

Discussion Items

Resource Development Committee

- Leslie Religioso reviewed the Development Dashboard noting that the we are trending about \$17k behind this time last year, mainly in the Annual Fund and Tax Credit revenue streams. Since the last Board meeting, we have received our first corporate sponsorship for a Signature Series performance and are looking forward to more results due to the Development Department's email campaign. We are currently at \$400k in Annual Fund commitments and we are heading into year-end giving season in November and December where we annually pick up tax credits and commitments.
- Leslie reminded the Board that Development will need the most support from them in the corporate sponsorship initiative, but they are also asking for the Board to reach out to their contacts during the enrollment period from October 3rd through February 22nd. She shared new recruitment collateral and marketing efforts including radio ads on KJZZ/KBACH and program ads with the Phoenix Youth Symphony Orchestra.
 - Dr. Tony Dietz recommended that Leslie look into the possibility of directed online advertising.
- David then noted that the current Board participation is at 30% and the Board, though smaller than last year, will need to step up their efforts and set dates for their 1:1 meeting with Leah. David also asked for more support for Leah in the field of Board recruitment as she is taking on the role of Acting Principal in addition to her traditional Head of School duties.
 - Betty noted that potential members meeting with Ambassadors is an excellent way for people to get to know our school through our students.
 - Heidi Jannenga asked if there was a particular employment field they should looking for; Leah said right now they are looking for people in finance, people invested philanthropically in the arts, and motivated and interested parents but if someone seems to be a good fit, we are always looking to build our pipeline no matter the field.
- David also asked for Board volunteers for curtain speeches at upcoming performances.

- Finally, David let the Board know that the RDC will be adding members from outside of the Board as they are currently smaller than usuals and expanding the Committee will allow for more potential resources.
 - Betty asked David if there were other Committees where outside members were being considered; David said if there are committees that need more members, it would be considered. Betty said that starting an outside person on a committee - such as Finance - could be a good method of finding new Board members.

Finance Committee

- Liz Shaw reported that the financial reports for the month of September are on the Board portal for review; they look great and everything is in line.
- She then said that the fiscal year 2021-2022 audit is complete and we passed with no findings for the third year in a row. Liz is currently working on a few small changes on the Federal 990s and they should be done in the next couple of weeks.

Governance Committee

- Betty reported that the public comment period for the Sexuality Education Curriculum completed successfully and that the parents who attended the first Town Hall meeting - which was very similar to the second - took the time to look over the curriculum, which Betty said is very well done in accordance with Arizona state law, with a focus on abstinence. Some of the parents were concerned that their child was not ready for the curriculum, others were very supportive. The curriculum for the students who choose not to opt into the Sexuality Education classes is in development, but the parents seemed appreciative of having that option in accordance with state law. They had a good opportunity to ask questions and all-in-all there seemed to be support for the program. There were questions about having more in-depth lessons for those who want them.
 - Leah explained that this program will be piloted and we will see what gaps and needs still need to be filled.
 - Tony asked when during the school day the lessons would be taught; Leah said that for high school students it would be taught in different classes depending on how a particular lesson related to that class and for middle school, lessons would be taught predominantly in Life Skills.
 - Heidi asked how students would know that there would be a Sex Ed lesson on a given day in a given class; Leah explained that it would be a designated day with advance notice and no lessons are allowed to be longer than one hour per week, with an average of six lessons per grade.
 - Alex Laing asked if the designated days would be the same across the grade levels and Leah said that it would not.
 - David asked if the parents would need to opt out of each lesson as they come up; Leah explained that parents would opt in or out of each lesson at one time on a single form.
- Leah thanked Betty for her help and also Jessica Elder who did a very thorough review of the curriculum, asked pertinent questions and participated on the Sexuality Education Council.

Core Equity Team

Alex presented revised ASA Equity Statement to the Board for a final review. Alex said that this statement has been presented to the faculty since the Board reviewed it at the previous meeting. He explained the faculty is eager to integrate the ideas represented in the statement into everyday school life and to develop supportive materials. The statement will be reviewed each year to ensure it is still representative of the school's goals.

After some discussion of definitive punctuation and the necessity of a redundant word, the statement was slightly edited and deemed ready for approval.

Consent Agenda

Head of School Report

- Leah informed the Board about the purchase, demolition, and reconstruction of the property next door to Building B, which will eventually become a 134-unit apartment building.
- She then updated the Board on the status of the solar shade structure including the concrete under the structure and the scrim for additional shade and signage support. Betty will assist Leah with drafting a letter from the Board to Scout Solar outlining the current understanding of the scope of work and the company's responsibility to ASA per our executed contracts.

Action Items

Approval of the September 26, 2022 Board of Directors Meeting Minutes

Betty Hum moved to approve the Board of Directors Meeting Minutes from September 26, 2022. The motion was seconded by Ed Finn and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Hum, Allen and Finn voting in favor.]

Approval of the Fiscal Year 2021-2022 Audit

Tony Dietz made a motion to approve the Year 2021-2022 Audit. The motion was seconded by Betty Hum and passed unanimously via roll call vote without further discussion. [Garcia, Laing, Jannenga, Dietz, Hum, Allen and Finn voting in favor.]

Approval of the Sexuality Education Curriculum

Betty Hum made a motion to approve the Sexuality Education Curriculum. The motion was seconded by Tony Dietz and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Hum, Allen and Finn voting in favor.]

Approval of the Revised Equity Statement

Alex Laing made a motion to approve the revised ASA Equity Statement. The motion was seconded by Heidi Jannenga and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Hum, Allen and Finn voting in favor.]

Adjournment

Ed Finn made a motion to adjourn. The motion was seconded by Heidi Jannenga and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Hum, Allen and Finn voting in favor.]

The meeting adjourned at 6:39 p.m.

Minutes reviewed and accepted on: November 21, 2022

Signed by:  _____, Board Member



Arizona School for the Arts
Board of Directors Meeting Minutes
Monday, November 21, 2022 at 5:30 p.m.
Zoom Meeting: 892 9014 8734 Passcode: 262121

Attendance (voting Members in bold)					
Dr. David Garcia, President	P	Alexander Laing, Vice President	P	Dr. Heidi Jannenga, Secretary/Treasurer	P
Dr. Anthony (Tony) Dietz, Past President	P	John Snider	P	Betty Hum	P
Kevin Allen	A	Allison Otu	A	Karen Lugosi	P
John O'Neal	P	Yetta Gibson	A	Jessica Elder, Honorary Arts Faculty	P
Jeff Steinert, Honorary Academic Faculty	P	Amara Washington-Bess, Honorary Alumni	A	Amalia Nevarez, Honorary Student	P
Madeline (Maddie) Yang, Honorary Student	P	Leah Fregulia, Head of School/ CEO	P	Elizabeth (Liz) Shaw, Business Director	P
Leslie Tan Religioso, Development & Marketing Director	P	Carolyn Smith, Executive Assistant	P		

Agenda Items
Call to the Public
Board Recognition
Presentation
<ul style="list-style-type: none"> • Consolidated Strategic Plan
Discussion Items
<ul style="list-style-type: none"> • Resource Development Committee <ul style="list-style-type: none"> ○ Development Dashboard • Finance Committee <ul style="list-style-type: none"> ○ Monthly Reports ○ FY21-22 Federal 990
Consent Agenda
<ul style="list-style-type: none"> • Head of School Report
Action Items
<ul style="list-style-type: none"> • Approval of the October 24, 2022 Board of Directors Meeting Minutes • Approval of the FY21-22 Federal 990 • Approval of the Jazz-Madrigal Festival Trip to NAU • Standing items: <ul style="list-style-type: none"> ○ Ratification of the Current COVID-19 School Mitigation Plan ○ Ratification of the Current COVID-19 Face Covering Policy
The Board of Directors may vote to hold an executive session for the purpose of obtaining legal advice from the Board's attorney on any matter listed on the agenda pursuant to: ARS §38-431.03 (A)(3) Legal Advice

Minutes

Board President Dr. David Garcia called the meeting to order at 5:32 p.m.

Call to the Public

David inquired if there were members of the public at the meeting. As no members of the public were present, David moved to the next agenda item.

Board Recognition

David thanked John Snider for his consistent support of the school and Board as well as his leadership of the Finance Committee, even while out of state for a few months over the Summer and Fall this year.

Presentation

Leah Fregulia reviewed the objectives and progress to date of the current 2020-2023 Strategic Plan, highlighting the work done by faculty, staff and administration in the area of diversity, equity and inclusion (DE&I), faculty recruitment and retention, and the school's long-term sustainability and visibility. Dr. Linda Groomes, who helped to shape and develop ASA's DE&I goals, added her perspective on the school's work in that area and the trajectory of advancement over the next couple of years.

Leah then described the development of the Consolidated Strategic Plan by combining the 2020-2023 Strategic Plan, the DE&I Plan developed by Dr. Groomes, and the Discovery Report provided by Avenir from the stakeholder forums they held last Spring. The consolidated plan will act as a guide for the remainder of the fiscal year and will be a useful tool in formulating the 2023-2026 Strategic Plan this coming Spring.

The Board was provided the document for review and will vote on it at the January meeting.

Discussion Items

Resource Development Committee

- Leslie Religioso reviewed the Development Dashboard noting that there is an increase of more than \$64k since last month due to some additional Board and parent annual fund commitments as well as an anonymous \$25k grant bestowed on the school. We are still trending behind the same period last year, and Leslie shared the Development Team's plans for revenue generation through the end of the calendar year including the tax credit push about to launch this week and the visits made by Monica Anthony and Min Skivington to area performing arts related businesses and groups, at which enrollment and corporate sponsorship materials were delivered.
- David then introduced the Year-End Mini Challenge: \$450k and 400+ family participation by December 31st. He listed the ways members of the Board could help these efforts including making their Board gifts and submitting for matching gifts this semester, engaging with new and prospective families, and identifying potential corporate sponsors for Showcase and/or Signature Series performances. Leslie reminded them of the marketing materials available for them to support their efforts.
- Jessica Elder took the opportunity to thank the Development Team for the programs and posters they have been producing for each art department performance including the collateral materials for the Fall musical, *The Addams Family*. Jessica said that their work has elevated the effect of each event.

Finance Committee

- John Snider reminded the Board that the October 2022 financial reports are on the Board Portal for their review. He noted that while we are a little ahead of budget because of a few unfilled staff positions, the projected cash reserves will need to be adjusted in the future based on the current enrollment numbers being below budget for state funding. This will not negatively impact the school's bottom line, just decrease the cash reserves by a bit. John also celebrated the fact that as of next month, ASA will have positive net assets for the first time since the campus expansion began in 2008.

- Next, John discussed the Fiscal Year 2021-2022 Federal Form 990 that would be up for approval by the Board in the Action Items. He explained that although ASA is a non-profit organization and therefore not subject to Federal taxes, we are required to file a Form 990 each year to verify our non-profit status. The document is on the Board portal for review and ties with the financial reports provided each month.

Consent Agenda

Head of School Report

David and Leah shared some of the highlights from her November Head of School Report including:

- the school's "A" grade from the Arizona Department of Education;
- a new 8th grade math teacher;
- the upcoming rollout of the revised Equity Statement approved by the Board at the previous meeting;
- ongoing recruitment efforts for the school year 2023-2024 enrollment period; and
- an update on the continued press on Scout Solar to complete their contracted obligations for the amphitheater area under the solar shade structure.

Action Items

Approval of the October 24, 2022 Board of Directors Meeting Minutes

Betty Hum moved to approve the Board of Directors Meeting Minutes from October 24, 2022. The motion was seconded by John O'Neal and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, Lugosi, and O'Neal voting in favor.]

Approval of the Fiscal Year 2021-2022 Federal 990

John Snider made a motion to approve the Fiscal Year 2021-2022 Federal 990. The motion was seconded by Tony Dietz and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, Lugosi, and O'Neal voting in favor.]

Approval of the Jazz-Madrigal Festival Trip to NAU

Karen Lugosi made a motion to approve the Jazz-Madrigal Festival Trip to NAU. The motion was seconded by John O'Neal and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, Lugosi, and O'Neal voting in favor.]

Adjournment

John O'Neal made a motion to adjourn. The motion was seconded by Tony Dietz and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, Lugosi, and O'Neal voting in favor.]

The meeting adjourned at 6:29 p.m.

Minutes reviewed and accepted on: January 23, 2023

Signed by:  _____, Board Member



Arizona School for the Arts
Board of Directors Meeting Minutes
Monday, January 23, 2023 at 5:30 p.m.
Zoom Meeting: 892 9014 8734 Passcode: 262121

Attendance (voting Members in bold)					
Dr. David Garcia, President	P	Alexander Laing, Vice President	P	Dr. Heidi Jannenga, Secretary/Treasurer	P
Dr. Anthony (Tony) Dietz, Past President	P	John Snider	P	Betty Hum	P
Kevin Allen	A	Allison Otu	P	Karen Lugosi	A
John O'Neal	A	Yetta Gibson	A	Jessica Elder, Honorary Arts Faculty	P
Jeff Steinert, Honorary Academic Faculty	P	Amara Washington-Bess, Honorary Alumni	A	Amalia Nevarez, Honorary Student	A
Madeline (Maddie) Yang, Honorary Student	P	Leah Fregulia, Head of School/ CEO	P	Elizabeth (Liz) Shaw, Business Director	P
Leslie Tan Religioso, Development & Marketing Director	P	Carolyn Smith, Executive Assistant	P		

Agenda Items	
Call to the Public	
Mission Moment	
<ul style="list-style-type: none"> • PYSO Young Musicians Competition • Middle School & High School Robotics 	
Board Recognition	
<ul style="list-style-type: none"> • Welcome and Introduction of Our Guests 	
Discussion Items	
<ul style="list-style-type: none"> • Resource Development Committee <ul style="list-style-type: none"> ○ Development Dashboard • Finance Committee <ul style="list-style-type: none"> ○ Monthly Reports ○ Revised Fiscal Year 2022-2023 Budget • Governance Committee <ul style="list-style-type: none"> ○ New Board Member Cultivation ○ Fiscal Year 2023-2024 Contracts Policy Proposal • Facilities Committee <ul style="list-style-type: none"> ○ Site Update 	
Consent Agenda	
<ul style="list-style-type: none"> • Head of School Report <ul style="list-style-type: none"> ○ Enrollment ○ Strategic Planning Retreat 	
Action Items	
<ul style="list-style-type: none"> • Approval of the November 21, 2022 Board of Directors Meeting Minutes • Approval of the Revised Fiscal Year 2022-2023 Budget • Approval of the Consolidated Strategic Plan • Approval of the Model UN Trip to San Francisco, CA • Approval of the High School Robotics Trip to Flagstaff, AZ 	

- Standing items:
 - Ratification of the Current COVID-19 School Mitigation Plan
 - Ratification of the Current COVID-19 Face Covering Policy

The Board of Directors will vote to hold an executive session for the purpose of discussing specific personnel matters pursuant to: ARS §38-431.03 (A)(1) Personnel

The Board of Directors may vote to hold an executive session for the purpose of obtaining legal advice from the Board's attorney on any matter listed on the agenda pursuant to: ARS §38-431.03 (A)(3) Legal Advice

Minutes

Board President Dr. David Garcia called the meeting to order at 5:33 p.m.

Call to the Public

David inquired if there were members of the public at the meeting. As no members of the public were present, David moved to the next agenda item.

Mission Moment

David shared good news from the Strings Department and the Middle School and High School Robotics teams:

- Three ASA students had big wins at the Phoenix Youth Symphony Orchestra's 63rd Annual Young Musicians Competition. Sixth grader, Jayden Yoneyama was the Junior Division winner for Violin, eighth grader Justin Kang was the Junior Division winner for Cello and tenth grade Cellist Abraham Kim was the Grand Prize winner. All of the finalists win a scholarship to a camp or festival in the order of their final ranking and Abraham Kim will perform with The Phoenix Symphony at a later date.
- High School Robotics Team Voltage won the Judges Choice Award and Team Power Outage was a part of the winning alliance team. Both teams will be heading to the state competition at NAU in February. Middle School Robotics capped off their season with three awards and three teams at State Championship in January; Team Electric Taki Eels earned the award for Robot Design, The Generators Team won the award for Core Values and were selected to compete at the state championship, and the Energized Capacitators Team won the award for Innovation Project and was selected to compete in the state championship

Board Recognition

David thanked Michelle Buckley, Andrei Cherny, Michelle Davidson, and Nonnie Shivers for taking the time to be guests at the meeting.

Discussion Items

Resource Development Committee

- Leslie Religioso reviewed the Development Dashboard, sharing that since Winter Break began on December 18th we have received \$131k as a result of Signature Series events, the year-end appeal, the holiday card mailing, and social media posts. We are still trending behind last year by approximately \$20k and there is work to be done in the form of maximizing commitments, a mid-year appeal, tax credits which can be received until April 18th, and Showcase fundraising. She also thanked the Board members who have made their annual commitments and payments thus far. Dr. Tony Dietz thanked the Development Team and ASA families for realizing the ASA goal of 100% giving by all families in the position to give; it has been an important emphasis for the past couple of years and it is great to see it happen.
- David let the Board know that now is the time to start working on sponsorships for Showcase. He asked them to review the sponsorship packet and start making contacts in the community, either by making an ask themselves or making an introduction to Leah Fregulia and Leslie so they can make the ask. Last year exemplified the possibilities of Showcase as a revenue generator and it could be an important component to realizing our fundraising goals this year.

- David asked for volunteer speakers for the upcoming Annual Parent Meetings for both returning and new families. Allison Otu volunteered to speak at the February 23rd meeting and David said that he would be speaking at one or two; other interested Board members can contact Leslie or Leah. Leah added that fresh voices are always welcome, so if a prospective Board member is interested in sharing their story, please contact Leah.
- David then shared some upcoming events that Board members are encouraged to attend.

Finance Committee

- John Snider let the Board know that the regular financial reports for November and December are on the Board Portal and available for their review. He acknowledged Business Director Liz Shaw who prepares the reports and who was present at the meeting.
- Next, John discussed the revised Fiscal Year 2022-2023 budget. He reminded everyone of the annual budget timeline and that the State Legislature had not approved their budget with our state funding by the time the FY23 budget needed to be approved and submitted by us in July. We now need to file the revised budget taking into consideration actual state funding, current student count, additional expenses, and changes in staff funding; the original budget being conservative and the state funding coming in higher than anticipated will combine to have little to no impact on the overall financials for this year. We are on track to be at or slightly above the budget in terms of revenues and net revenues.
- As mentioned at the last meeting, we have now flipped to positive net assets for the first time since 2008. This helps continue to keep the school in a good financial position. David thanked John for his insight and guidance in making this happen.
- David asked what impact the school not receiving Results Based Funding (RBF) had on the Budget. John explained that RBF was not counted as revenue in the budget so if the school earns it or not, the budget is not affected. Should the school receive it, RBF is simply a pass-through item so it can be paid to the faculty and staff. The fact the school is not getting it despite our A grade (because of a change to state cut scores) had no effect on the revised budget.

Governance Committee

- Betty Hum introduced the draft of the Fiscal Year 2023-2024 contract policy that will be reviewed by the Governance Committee at the February 3rd meeting and up for approval by the Board on February 27th. Betty explained that the school will have employees sign contracts for the following school year in February, and the policy puts in place a staggered disincentive schedule for employees should they break their contract. This will allow the school to secure faculty for open positions sooner in an extremely competitive market. Nonnie Shivers, who specializes in employment law, has kindly reviewed the policy draft. Betty also mentioned that the Governance Committee will be discussing the Head of School review at their upcoming meeting and will have more details about how the process will run at the February Board meeting.
 - David asked how common the disincentive policy is in district schools. Leah explained that this policy actually puts us in line with district schools and is important to help us secure the best faculty for our school. The faculty and staff were notified of the coming policy at their professional development day the previous week.
 - Alex Laing asked how the policy was received by the faculty. Jeff Steinert said that he has not heard anything negative and this policy is in line with most district schools in the state. Jessica Elder also said that she had not heard anything negative, if anything there has been a positive reaction that they will be getting contracts earlier.
- Leah once again welcomed Michelle Buckley, Attorney at Polisinelli; Andrei Cherny, Founder & CEO of Aspiration Bank and ASA parent; Michelle Davidson, Deputy Chief of Staff & State Director for Senator Kyrsten Sinema and ASA parent; and Nonnie Shivers, Attorney at Ogletree Deakins and ASA parent to the meeting. They are all prospective Board Members. Leah reminded the Board that what we have been looking for in new members is connections in the community that are good for the school; each of these prospective members offer unique connections and believe in our mission. She thanked them for their time and commitment and asked the current Board members to review their bios and pose questions they may have.

David also expressed his thanks and let the prospective members know how much he has enjoyed meeting all of them.

Facilities Committee

- Leah gave the Board an overview of the terms agreed upon by her and the owners of Scout Solar after the school's attorneys sent a demand letter to them. When they met, specific pathways forward were agreed upon.
- The portable office that was supposed to be delivered last week can now be delivered because Scout Solar has delivered the electrical line drawing that is required by the City for the permitting process and we look forward to having it delivered in mid-February.
- The company who will be doing all of the flat work under the shade structure and around the bandshell has been selected and is submitting bids with the hopes that the project will be completed by April.

Consent Agenda

Head of School Report

David let the Board know that the Strategic Planning Retreat will be held on Saturday, April 29th from 9:00am-3:00pm and asked Carolyn Smith to send a Save the Date to members' calendars. Leah said that her full report is on the Board Portal.

Action Items

Approval November 21, 2022 Board of Directors Meeting Minutes

Tony Dietz moved to approve the Board of Directors Meeting Minutes from November 21, 2022. The motion was seconded by Alex Laing and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, and Otu voting in favor.]

Approval of the Revised Fiscal Year 2022-2023 Budget

John Snider made a motion to approve the Revised Fiscal Year 2022-2023 Budget. The motion was seconded by Heidi Jannenga and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, and Otu voting in favor.]

Approval of the Consolidated Strategic Plan

Allison Otu made a motion to approve the Consolidated Strategic Plan. The motion was seconded by Alex Laing and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, and Otu voting in favor.]

Approval of the Model UN Trip to San Francisco, CA

Heidi Jannenga made a motion to approve the Model United Nations field trip to San Francisco, CA. The motion was seconded by Alex Laing and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, and Otu voting in favor.]

Approval of the High School Robotics Trip to Flagstaff, AZ

Tony Dietz made a motion to approve the High School Robotics trip to the state championship at NAU in Flagstaff, AZ. The motion was seconded by Allison Otu and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, and Otu voting in favor.]

Executive Session

At 6:25 p.m. Allison Otu moved that the Board of Directors commence an executive session pursuant to ARS §38-431.03 (A)(1), in order to discuss personnel issues. The motion was seconded by Tony Dietz and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, and Otu voting in favor.]

Executive session ended at 6:36 p.m.

Adjournment

John Snider made a motion to adjourn. The motion was seconded by Tony Dietz and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, and Otu voting in favor.]

The meeting adjourned at 6:36 p.m.

Minutes reviewed and accepted on: February 27, 2023

Signed by:  _____, Board Member



Arizona School for the Arts
Board of Directors Meeting Minutes
Monday, February 27, 2023 at 5:30 p.m.
On Campus: Building A, Room 113

Attendance (voting Members in bold)					
Dr. David Garcia, President	P	Alexander Laing, Vice President	A	Dr. Heidi Jannenga, Secretary/Treasurer	P
Dr. Anthony (Tony) Dietz, Past President	P	John Snider	P	Betty Hum	P
Kevin Allen	A	Allison Otu	P	Karen Lugosi	A
John O'Neal	A	Yetta Gibson	A	Jessica Elder, Honorary Arts Faculty	P
Jeff Steinert, Honorary Academic Faculty	P	Amara Washington-Bess, Honorary Alumni	A	Amalia Nevarez, Honorary Student	A
Madeline (Maddie) Yang, Honorary Student	A	Leah Fregulia, Head of School/ CEO	P	Elizabeth (Liz) Shaw, Business Director	P
Leslie Tan Religioso, Development & Marketing Director	P	Carolyn Smith, Executive Assistant	P		

Agenda Items
Call to the Public
Enrollment Lottery
Welcome, Prospective Directors!
Mission Moment
<ul style="list-style-type: none"> • Masterworks and Showcase 2023
Board Recognition
Discussion Items
<ul style="list-style-type: none"> • Resource Development Committee <ul style="list-style-type: none"> ○ Development Dashboard • Finance Committee <ul style="list-style-type: none"> ○ Monthly Reports ○ School Year 2023-2024 School Fees for Approval • Governance Committee <ul style="list-style-type: none"> ○ New Board Member Nomination ○ Ratification of Revised Employee Agreements Policy and FY 2023-2024 Contracts
Consent Agenda
<ul style="list-style-type: none"> • Head of School Report <ul style="list-style-type: none"> ○ Principal Search ○ Re-enrollment and New Student Enrollment ○ Site Development Update
Action Items
<ul style="list-style-type: none"> • Approval of the January 23, 2023 Board of Directors Meeting Minutes • Approval of the School Year 2023-2024 School Fees • Ratification of the Revised Employee Contract Policy • Ratification of the Fiscal Year 2023-2024 Faculty and Staff 2% Salary Increase • Ratification of the Fiscal Year 2023-2024 Faculty and Staff Contracts

- Approval of New ASA Directors, Michelle Buckley, Andrei Cherny, Michelle Davidson, and Nonnie Shivers to a 4-Year Term Beginning March 1, 2023
- Standing items:
 - Ratification of the Current COVID-19 School Mitigation Plan
 - Ratification of the Current COVID-19 Face Covering Policy

The Board of Directors may vote to hold an executive session for the purpose of discussing specific personnel matters pursuant to: ARS §38-431.03 (A)(1) Personnel

The Board of Directors may vote to hold an executive session for the purpose of obtaining legal advice from the Board's attorney on any matter listed on the agenda pursuant to: ARS §38-431.03 (A)(3) Legal Advice

Minutes

Board President Dr. David Garcia called the meeting to order at 5:31 p.m.

Call to the Public

David inquired if there were members of the public at the meeting. As no members of the public were present, David moved to the next agenda item.

Enrollment Lottery

ASA Office Administrator Jamie Bledsoe executed the enrollment lottery for the 2023-2024 school year by sorting the applicants using the Random feature in Excel in the presence of the Board and members, staff and guests.

Welcome, Prospective Directors!

David welcomed the new Board Member candidates to the meeting and asked them to introduce themselves and state their connection to ASA. Michelle Davidson, Andrei Cherny, and Michelle Buckley, all introduced themselves (Nonnie Shivers being absent due to a family obligation) and each Board and staff member present at the meeting introduced themselves in turn.

Mission Moment

Dean of Arts Monica Sauer Anthony revealed the artwork for and concept behind this year's Showcase, which was developed by the faculty and student production teams on conjunction with the Development team. "Metamorphosis", demonstrated by intertwining layers of multi-colored leaves, represents the different facets of our community and how we grow, change, and support each other through joys and challenges. Showcase will be on June 1st this year and we will be reprising the festival format at Phoenix Art Museum and Central United Methodist Church that was so successful last year, adding more academic performances and one more Main Stage. Monica also reminded the Board that Masterworks would be the following night (February 28th) and tickets could still be reserved through the Development Department.

Board Recognition

David thanked Michelle Buckley, Andrei Cherny, Michelle Davidson, and Nonnie Shivers for the commitment they have shown to the school and reminded the Board that there would be a vote on their proposed membership at the end of the meeting.

Discussion Items

Resource Development Committee

- Leslie Religioso explained the Development Dashboard to the member candidates and let everyone know that while we are trending close to last year percentage-wise, it translates to approximately 25k behind in dollars.
 - She said starting this week the Tax Credit will be heavily promoted and traditionally the school sees \$40-50k in tax credit money between March 1st and Tax Day.

- The annual giving commitment reminders will go out next month. Leslie also let the Board know that some families have prepaid their commitment for the 2023-2024 school year, but that money will count towards the 2022-2023 goal.
- Leslie then thanked the Board for their 91% commitment in giving to date and noted that parent participation is currently at 43%, but should go up.
- David reminded the Board that their objective is 100% participation with a \$150k goal. Showcase sponsorship should be the focus right now and he proposed a challenge to each Board member to bring two potential sponsors to the table. Introductions to Leslie and Leah Fregulia are sufficient if the Board member is not comfortable making a sponsorship ask. David then shared the newly-developed Board Dashboard to help clearly track the Board's progress in the coming months.
- Leslie shared with the Board that we already have one Main Stage sponsor – the family of an ASA alum – and one Hearts for Arts sponsor, Michelle Davidson. She also let the Board know that the sponsorship kit is on the Board Portal along with an ask letter template that can be customized to their needs. Additionally, Leslie offered to produce materials to suit their needs.
 - Betty Hum asked for a template letter for potential individual sponsors as well as a template invitation to ask a donor to Showcase or other Signature Series events.
 - Jessica Elder suggested that inviting a potential Showcase sponsor to a Signature Series event is an excellent preview to what Showcase is about and what we do as a school. David then reminded the Board about some upcoming ASA events that would suit this purpose.
- Leslie let the Board know that the electronic version of the 2021-2022 Annual Report is on the portal for their review; it is full of good information for them to use as they make their asks. The printed copies will be available soon.

Finance Committee

- John Snider reminded the Board that the regular financial reports for January are on the Board Portal and are available for their review. Due to conservative budgeting at the beginning of the school year and careful spending, the school will remain on budget despite some greater than anticipated student attrition at the 100th day of school.
- John then shared that the list school fees for 2023-2024 are on the portal for review. The vote on the fees will be held at the March meeting rather than the end of this one to allow the community to review them since some fees have been raised to cover the school's costs.

Governance Committee

- Betty Hum told the Board that the Governance Committee supports the addition of Michelle Buckley, Andrei Cherney, Michelle Davidson, and Nonnie Shivers to the ASA Board of Directors.
- She then reviewed the changes to the Employee Contract Policy and the rationale behind changing the contract signing dates and the graduated penalty for an employee breaking their contract post signature.
- Leah explained that currently, employees were to receive the state minimum 2% annual raise as the legislature has still not passed a budget, nor is a resolution expected soon; last year the state budget was not approved until June. Should the legislature pass a higher raise, faculty and staff contracts will be added to reflect the change.
- Betty said that the Employee Contract Policy, the 2% raise, and the employee contracts reflecting both will be ratified in the Action Items as the Executive Committee already approved all these items earlier in the month to allow contracts to go out to school employees.

Consent Agenda

Head of School Report

- Leah shared with the Board that after a robust, multi-layered, national search, Elma Džanić Bass has been selected as the next Principal of ASA by unanimous vote of the search committee. Elma started as a consultant with ASA at the beginning of the school year and has been Acting Dean of Students post Winter Break; Elma will officially begin as Principal towards the end of March. Additionally, 7th grade ELA teacher and Team Leader Kristi Kleiser has been selected as Dean of Students; she will take up those duties after her return from maternity leave in June.

- Leah then reminded the Board that re-enrollment is currently underway and the Annual Parent Meetings were held last week with good attendance. She thanked those Board members and member candidates who attended the meetings and shared their ASA stories. She said that with the lottery now done, letters to new students will be going out in the next week.
- The solar structure project is moving along; painting and electrical structure work is essentially complete and the electric card chargers have been installed. Bids for the concrete work are being accepted by Scout Solar and that work should begin soon. The portable office for faculty use has been delivered and we are waiting on permits and electrical work to commence.
- David thanked all the faculty, staff, parents, and students who participated in the Principal search and Leah introduced Elma Džanić Bass to the Board stating that we have found a jewel for our next Principal. Elma gave an overview of her background outside of ASA and the work that she has been doing at ASA this year. Everyone gave her an enthusiastic welcome.

Action Items

Approval of the January 23, 2023 Board of Directors Meeting Minutes

Betty Hum moved to approve the Board of Directors Meeting Minutes from January 23, 2023. The motion was seconded by John Snider and passed unanimously without further discussion. [Garcia, Jannenga, Dietz, Snider, Hum, and Otu voting in favor.]

Ratification of the Revised Employee Contract Policy

Dr. Anthony Dietz made a motion to approve the Revised Employee Contract Policy. The motion was seconded by Betty Hum and passed unanimously without further discussion. [Garcia, Jannenga, Dietz, Snider, Hum, and Otu voting in favor.]

Ratification of the Fiscal Year 2023-2024 Faculty and Staff 2% Salary Increase

Heidi Jannenga made a motion to ratify the Fiscal Year 2023-2024 faculty and staff 2% salary increase. The motion was seconded by John Snider and passed unanimously without further discussion. [Garcia, Jannenga, Dietz, Snider, Hum, and Otu voting in favor.]

Ratification of the Fiscal Year 2023-2024 Faculty and Staff Contracts

Betty Hum made a motion to ratify the Fiscal Year 2023-2024 faculty and staff contracts. The motion was seconded by Heidi Jannenga and passed unanimously without further discussion. [Garcia, Jannenga, Dietz, Snider, Hum, and Otu voting in favor.]

Approval of New ASA Directors

Betty Hum made a motion to approve Michelle Buckley, Andrei Cherny, Michelle Davidson, and Nonnie Shivers to a 4-year term to the Board of Directors beginning March 1, 2023. The motion was seconded by Allison Otu and passed unanimously without further discussion. [Garcia, Jannenga, Dietz, Snider, Hum, and Otu voting in favor.]

Executive Session

At 6:24 p.m. Betty Hum moved that the Board of Directors commence an executive session pursuant to ARS §38-431.03 (A)(1), in order to discuss personnel issues. The motion was seconded by Tony Dietz and passed unanimously without further discussion. [Garcia, Jannenga, Dietz, Snider, Hum, and Otu voting in favor.]

Executive session ended at 6:45 p.m.

Adjournment

Heidi Jannenga made a motion to adjourn. The motion was seconded by Allison Otu and passed unanimously without further discussion. [Garcia, Jannenga, Dietz, Snider, Hum, and Otu voting in favor.]

The meeting adjourned at 6:46 p.m.

Minutes reviewed and accepted on: March 8, 2023

Signed by: , Board Member



Arizona School for the Arts
Board of Directors Meeting Minutes
Monday, March 27, 2023 at 5:30 p.m.
Zoom Meeting: 892 9014 8734 Passcode: 262121

Attendance (voting Members in bold)					
Dr. David Garcia, President	P	Alexander Laing, Vice President	P	Dr. Heidi Jannenga, Secretary/Treasurer	P
Dr. Anthony (Tony) Dietz, Past President	P	John Snider	P	Betty Hum	P
Kevin Allen	A	Allison Otu	P	Karen Lugosi	P
John O'Neal	P	Yetta Gibson	A	Michelle Buckley	A
Andrei Cherny	A	Michelle Davidson	P	Nonnie Shivers	P
Jessica Elder, Honorary Arts Faculty	P	Jeff Steinert, Honorary Academic Faculty	P	Amara Washington-Bess, Honorary Alumni	A
Amalia Nevarez, Honorary Student	A	Madeline (Maddie) Yang, Honorary Student	A	Leah Fregulia, Head of School/CEO	P
Elma Džanić Bass, Principal	A	Elizabeth (Liz) Shaw, Business Director	P	Leslie Tan Religioso, Development & Marketing Director	P
Carolyn Smith, Executive Assistant	P				

Agenda Items
Call to the Public
Mission Moment
Board Recognition
Discussion Items <ul style="list-style-type: none"> • Resource Development Committee <ul style="list-style-type: none"> ○ Development Dashboard • Governance Committee <ul style="list-style-type: none"> ○ Fiscal Year 2023-2024 Community and Employee Handbooks Timeline • Strategic Planning Retreat
Consent Agenda <ul style="list-style-type: none"> • Head of School Report <ul style="list-style-type: none"> ○ Site Update ○ Enrollment Update ○ Graduation Speaker
Action Items <ul style="list-style-type: none"> • Ratification of the February 27, 2023 Board of Directors Meeting Minutes • Approval of the School Year 2023-2024 School Fees • Approval of Percussion Ensemble Trip to Field of Steel in Tucson, AZ • Approval of Spanish Language Student Spring 2024 Trip to Costa Rica • Standing items: <ul style="list-style-type: none"> ○ Ratification of the Current COVID-19 School Mitigation Plan ○ Ratification of the Current COVID-19 Face Covering Policy

The Board of Directors may vote to hold an executive session for the purpose of obtaining legal advice from the Board's attorney on any matter listed on the agenda pursuant to: ARS §38-431.0338-431.03 (A)(3) Legal Advice

Minutes

Board President Dr. David Garcia called the meeting to order at 5:32 p.m.

Call to the Public

David inquired if there were members of the public at the meeting. As no members of the public were present, David moved to the next agenda item.

Mission Moment

David shared the news that of the three ASA Mock Trial teams to compete at the state competition the prior weekend, Team 1 earned 4th place in the state; he congratulated Pilar Carlisle, Imogen Dietz, Sara Iyer, Maddie Rossi, Jojo Raia, and MaeYa Kotter for their accomplishment and thanked their team coaches, Rhonda O'Neal and Shawn Friend for their guidance and support. Additionally, he congratulated Saige Douglass from Team 2 for making the All-State team.

He then shared that several of our students have made All State Band, Orchestra, and Choir and that 10th graders Abraham Kim and Daniel Kang have won the AMEA Best in Class in Cello and Piano, respectively. Daniel will also be featured at the Tier 3 Honors Recital at All-State and has been selected as the pianist for the NYO2 orchestra at Carnegie Hall this summer.

Board Recognition

David recognized Allison Otu, Michelle Davidson, Michelle Buckley and Betty Hum for taking up the challenge posed last month to the Board and making asks and introductions for Showcase sponsorships.

Discussion Items

Resource Development Committee

- Leslie Religioso reviewed the Development Dashboard, thanking the Board for their 87% commitment and 73% giving to date. She showed that parent participation increased from 42% to 46% since February and that she anticipated more of an increase over the final push through tax season. David noted that the goal for parent and family participation is 100% and we have a way to go to meet that goal.
- David thanked the Board for achieving \$125.4k of their \$150k Give & Get goal to date and reminded them that the last piece can be achieved with Showcase sponsorships, requesting that they work with Leah Fregulia and Leslie to give them introductions to potential sponsors.
- David reminded the Board about the upcoming donor salon at Dr. Heidi Jannenga's home on April 6th. All Board members are encouraged to attend and bring two guests as a way to expand ASA's cultivation.
- David let the Board know that Teacher Appreciation Week will be coming in May and that Development is requesting that the Board repeat their generous donation of lunch on Friday of that week from Little Miss Barbeque. He told them the goal would be \$2k to cover the lunch and asked for pledges; Leslie said that if any Board members could come on the day to help serve the lunch, it would be a great way to connect with faculty and staff. Development is also soliciting donations through families for lunch for the rest of the week, with the charge being led by parent volunteer Wendy Johnson, as well as cash donations to supply gift cards to each faculty and staff member.
- Leslie asked the Board to ask their contacts in Arizona to direct their Tax Credits to ASA. It is not required that a person have a student at ASA, just that they are a taxpaying Arizona resident.

Strategic Planning Retreat

- David reminded the Board that the Strategic Planning Retreat is scheduled for April 29th, 9:00am-3:00pm at a location yet to be determined.
- This will be the start of a new 3-year cycle, so the Board will be in attendance along with the Senior Leadership Team, Faculty leaders and invited parents and students.

Governance Committee

- Betty Hum shared the timeline for the revised fiscal year 2023-2024 Community and Employee Handbooks. Staff are currently preparing revisions for the Governance Committee to review at their April 7th meeting and the Board will have a draft to review at the April 24th meeting with approval anticipated at the May Board meeting.
- Betty then noted that the Head of School annual review committee will be meeting to discuss parameters and timeframe.

Consent Agenda

Head of School Report

- Leah focused on the current efforts being made to secure enrollment for next school year including renewing our mediums of advertising in community newspapers, radio, arts programs and with our partners, and actively reaching out to schools that end in 4th grade. Currently, we are seeing a 91% re-enrollment, but 8th and 9th are lower than usual. We are also seeing a very low new enrollment for 5th grade, which is a concern. The team will continue efforts to raise the numbers, particularly with community outreach and Leah asked the Board to use their own networks to spread the word about ASA. Leah also noted that the original budgeted number of students for 2022-2023 was 836, but was adjusted for the final budget to 790.
- Leah shared that some of the concrete bids for the amphitheater seating under the solar structure are in and Scout Solar will be responsible for that cost per the agreement addendum and we are working with a structural engineer and sign contractor to install the scrim and signage to the structure itself.

Action Items

Ratification of the February 27, 2023 Board of Directors Meeting Minutes

Dr. Anthony Dietz moved to ratify the Board of Directors Meeting Minutes from February 27, 2023. The motion was seconded by Betty Hum and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, Otu, Lugosi, and O'Neal voting in favor.]

Approval of the School Year 2023-2024 School Fees

John O'Neal made a motion to approve the School Year 2023-2024 School Fees. Tony Dietz questioned the Cross Country Team fees being on the list twice, once for \$200 and a second time for \$50 noting that the fees should only be \$200. Elizabeth Shaw confirmed that Tony is correct and that the list will be amended. Tony Dietz then made a motion to approve the School Year 2023-2024 School Fees with the stipulated correction on the Cross Country Team fees. The motion was seconded by Karen Lugosi and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, Otu, Lugosi, and O'Neal voting in favor.]

Approval of Percussion Ensemble Trip to Field of Steel in Tucson, AZ

Karen Lugosi made a motion to approve the Percussion Ensemble Trip to Field of Steel in Tucson, AZ. The motion was seconded by Betty Hum and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, Otu, Lugosi, and O'Neal voting in favor.]

Approval of Spanish Language Student Spring 2024 Trip to Costa Rica

Karen Lugosi made a motion to approve the Spanish Language Student Spring 2024 Trip to Costa Rica. The motion was seconded by John O'Neal and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, Otu, Lugosi, and O'Neal voting in favor.]

Adjournment

Betty Hum made a motion to adjourn. The motion was seconded by Karen Lugosi and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Dietz, Snider, Hum, Otu, Lugosi, and O'Neal voting in favor.]

The meeting adjourned at 6:18 p.m.

Minutes reviewed and accepted on: April 24, 2023

Signed by:  _____, Board Member



Arizona School for the Arts
Board of Directors Meeting Minutes
Monday, April 24, 2023 at 5:30 p.m.
On Campus: Building A, Room 111

Attendance (voting Members in bold)					
Dr. David Garcia, President	P	Alexander Laing, Vice President	P	Dr. Heidi Jannenga, Secretary/Treasurer	P
Dr. Anthony (Tony) Dietz, Past President	A	John Snider	P	Betty Hum	P
Kevin Allen	A	Allison Otu	P	Karen Lugosi	A
John O'Neal	P	Yetta Gibson	A	Michelle Davidson	A
Nonnie Shivers	A	Michelle Buckley	P	Andrei Cherney	A
Jessica Elder, Honorary Arts Faculty	P	Jeff Steinert, Honorary Academic Faculty	P	Amara Washington-Bess, Honorary Alumni	A
Amalia Nevarez, Honorary Student	A	Madeline (Maddie) Yang, Honorary Student	A	Leah Fregulia, Head of School/CEO	P
Elizabeth (Liz) Shaw, Business Director	P	Leslie Tan Religioso, Development & Marketing Director	P	Carolyn Smith, Executive Assistant	P

Agenda Items
Call to the Public
Mission Moment
<ul style="list-style-type: none"> • Class of 2023
Board Recognition
Discussion Items
<ul style="list-style-type: none"> • Resource Development Committee <ul style="list-style-type: none"> ◦ Development Dashboard • Finance Committee <ul style="list-style-type: none"> ◦ Finance Reports • Governance Committee <ul style="list-style-type: none"> ◦ Presentation: FY 2023-2024 Community and Employee Handbooks • Strategic Planning Retreat <ul style="list-style-type: none"> ◦ Preparation and Discussion for April 29th
Consent Agenda
<ul style="list-style-type: none"> • Head of School Report
Action Items
<ul style="list-style-type: none"> • Approval of the March 27, 2023 Board of Directors Meeting Minutes
The Board of Directors may vote to hold an executive session for the purpose of obtaining legal advice from the Board's attorney on any matter listed on the agenda pursuant to: ARS §38-431.0338-431.03 (A)(3) Legal Advice

Minutes

Board President Dr. David Garcia called the meeting to order at 5:34 p.m.

Call to the Public

David inquired if there were members of the public at the meeting. As no members of the public were present, David moved to the next agenda item.

Mission Moment

Leah Fregulia shared some of the recent accomplishments of ASA's Class of 2023 including a list of the sixty-six different colleges and universities to which our Seniors have been accepted to date. She informed the Board that Kirra Newsome and David Orta will be the class' Valedictorian and Salutatorian, respectively, and shared that Maza Reyes won a Flinn Scholarship and the Board's own Maddie Yang has been accepted to ASU Barrett Honors College and Amalia Nevarez was accepted by and committed to Princeton University.

Board Recognition

David recognized Dr. Heidi Jannenga for generously hosting the April 6th donor salon in her home and Alexander Laing for lending his talent to the occasion by performing at the event and mentoring the student musicians who also generously donated their time and talents on the evening. Alex also recognized the ASA staff for planning the evening, especially Dean of Arts Monica Sauer Anthony for her performance coordination. A discussion ensued regarding the takeaways from the evening and how to best utilize such an event in the future.

Discussion Items

Resource Development Committee

- Leslie Religioso reviewed the Development Dashboard noting that as Tax Day has passed, the tax credit season is essentially over; ASA received \$134k in tax credit donations, falling \$26k short of goal. Annual Fund is also trending behind last year, \$164k away from the fund's FY23 goal of \$550k.
- David noted that some of the shortfall can be accounted for in the 52% of eligible families who have not yet participated in giving in some way. Leslie iterated the strategies that will be employed in raising the level of family participation:
 - Reminders sent to those with outstanding pledges.
 - Reaching out to "Last Year But Not This Year" families; those who donated \$1k or more last year but have not pledged or donated this year. The messaging will be around community involvement and encouraging them to participate in the financial strength of the school and she asked for Board volunteers to make calls and/or send emails to these families; several members expressed their willingness to help.
- Leslie shared that there has been movement in Showcase sponsorship over the past month with new Interactive Stage sponsors and the beginning of ticket sales which will increase as we get closer to the event. David and Leslie reminded the Board of the importance of engaging their networks and making asks with less than a month of available time to meet our goals in sponsorships and provide sponsors with all proposed deliverables. Michelle Buckley noted that some companies she has spoken with have spent all of their sponsorship budget at this point in their fiscal year, so they need to target businesses that still have these funds available.
- Leslie closed with a reminder that Teacher Appreciation Week is the second week of May and that the Board will be providing a barbeque lunch on that Friday. She noted that donations were still needed for the catering and also asked that anyone who could, stop by and help serve lunch as it is a great way of connecting with faculty and staff.

Finance Committee

- John Snider let the Board know that the financial reports for February and March are on the portal for their review. As noted earlier, the Fiscal Year 2023 budget was adjusted in light of student attrition, but he reinforced the RDC's and Development Department's requests for help in fundraising to bolster the school's financial cushion next year, as some federal grants will be ending this year.
- John then went over the timeline for the approval for the Fiscal Year 2023-2024 budget which includes the draft being presented to the Board for review at the May meeting, approval of the final draft at the June meeting and then final approval at a brief meeting in July after the budget has been available for public review for at least ten days.

Governance Committee

Betty Hum told the Board that the review drafts of the Employee Handbook, Community Handbook, and Student Code of Conduct are all on the portal for their review. She said that the Governance Committee have been through the books and while there were a few policy updates, most of the changes involve ordering of various sections for structure and flow. Leah noted that there was strengthening of the attendance policy and an expansion of notification and consequences for absences and tardies.

Strategic Planning Retreat

Leah reviewed the time, location and agenda for the Strategic Planning Retreat being held on Saturday, April 29th. David told the Board that since this is the start of a 3-year cycle, there will be an expanded group of participants including the Senior Leadership Team, faculty leaders, some parents and some students, as well as a facilitator, Dr. Ildi Lasko-Kerr, to help guide the process. Leah reminded the Board of their "homework" prior to the meeting and asked them to complete it as a means of providing leadership in their workgroups at the retreat.

Consent Agenda

Head of School Report

Leah shared some important points from the Head of School Report she provided in advance of the meeting:

- Much effort was expended over the last few weeks raising the enrollment for the 2023-2024 school year from 790 to 825. There continues to be an under-enrollment in the 5th grade and this will be an area of focus over the next weeks.
- Staffing for the 2023-2024 school year has been going well with the majority of open positions already filled and the prospect of filling the remaining 4 of the original 13 openings over the next week or so.
- Leah let the Board know that Percussion Teacher Liz Guzman will be replacing Jessica Elder as the Arts Faculty Honorary Board Member when her term ends on June 30th. Leah thanked Jessica for all of work and great insight during her tenure on the Board. Leah also told the Board that we have received six applications for the two student member seats that will be available when Amalia's and Maddie's terms end in June.
- Leah updated the Board on the solar shade structure project, letting them know that the punch list of outstanding items has been completed by Scout Solar with the exception of the largest item, the flat work and amphitheater seating. As Scout does not seem prepared or inclined to complete the work in accordance with the site plan that was submitted to and approved by the City, Leah is negotiating with Scout for them to provide ASA with the funds equal to the mid-level bid for the flatwork to allow ASA to oversee completion of the project ourselves with a concrete contractor.

Action Items

Approval of the March 27, 2023 Board of Directors Meeting Minutes

Alex Laing moved to approve the Board of Directors Meeting Minutes from March 27, 2023. The motion was seconded by Betty Hum and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Snider, Hum, Otu, and O'Neal voting in favor.]

Adjournment

Allison Otu made a motion to adjourn. The motion was seconded by Heidi Jannenga and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Snider, Hum, Otu, and O'Neal voting in favor.]

The meeting adjourned at 6:35 p.m.

Minutes reviewed and accepted on: May 22, 2023

Signed by:  _____, Board Member



Arizona School for the Arts
Board of Directors Meeting Minutes
Monday, May 22, 2023 at 5:30 p.m.
Zoom Meeting: 892 9014 8734 Passcode: 262121

Attendance (voting Members in bold)					
Dr. David Garcia, President	P	Alexander Laing, Vice President	A	Dr. Heidi Jannenga, Secretary/Treasurer	P
Dr. Anthony (Tony) Dietz, Past President	P	John Snider	P	Betty Hum	P
Kevin Allen	A	Allison Otu	A	Karen Lugosi	P
John O'Neal	A	Yetta Gibson	A	Michelle Davidson	P
Nonnie Shivers	P	Michelle Buckley	P	Andrei Cherny	P
Jessica Elder, Honorary Arts Faculty	P	Jeff Steinert, Honorary Academic Faculty	P	Amara Washington-Bess, Honorary Alumni	A
Amalia Nevarez, Honorary Student	A	Madeline (Maddie) Yang, Honorary Student	A	Leah Fregulia, Head of School/CEO	P
Elizabeth (Liz) Shaw, Business Director	P	Leslie Tan Religioso, Development & Marketing Director	P	Carolyn Smith, Executive Assistant	P

Agenda Items
Call to the Public
Mission Moment <ul style="list-style-type: none"> • New Honorary Board Members • Alumni Honorees for Showcase
Board Recognition
Discussion Items <ul style="list-style-type: none"> • Resource Development Committee <ul style="list-style-type: none"> ◦ Development Dashboard • Finance Committee <ul style="list-style-type: none"> ◦ Financial Reports ◦ Presentation of FY24 Budget Draft ◦ Proposed FY24 ESSER 3 Budget • Governance Committee <ul style="list-style-type: none"> ◦ Fiscal Year 2023-2024 Community and Employee Handbooks • Strategic Planning and Next Steps
Consent Agenda <ul style="list-style-type: none"> • Head of School Report
Action Items <ul style="list-style-type: none"> • Approval of the April 24, 2023 Board of Directors Meeting Minutes • Approval of the Fiscal Year 2023-2024 Employee Handbook • Approval of the Fiscal Year 2023-2024 Community Handbook • Approval of the Fiscal Year 2023-2024 Student Code of Conduct • Approval of the Revised Fiscal Year 2023-2024 School Calendar
The Board of Directors may vote to hold an executive session for the purpose of discussing personnel matters pursuant to: ARS §38-431.03 (A)(1) Personnel

The Board of Directors may vote to hold an executive session for the purpose of obtaining legal advice from the Board's attorney on any matter listed on the agenda pursuant to: ARS §38-431.0338-431.03 (A)(3) Legal Advice

Minutes

Board President Dr. David Garcia called the meeting to order at 5:33 p.m.

Call to the Public

David inquired if members of the public in attendance at the meeting wished to speak. As no members of the public came forward, David moved to the next agenda item.

Mission Moment

David informed the Board that the open Honorary Board Member (HBM) positions for the 2023-2024 year have been filled. Percussion teacher Liz Guzman will replace Jessica Elder as the Arts Faculty HBM and rising Seniors Ian Elder and Ingrid Martinez will replace Amalia Nevarez and Madeline Yang as Student HBMs since both will be graduating on June 2nd. All of the new Honorary Board Members begin their terms on July 1st.

Next, Leah Fregulia announced to the Board the Alumni who will be honored at Showcase this year. Actor Mark Jacobson (2007) and Entrepreneur Scott Fitsimones (2015) are the Distinguished Alumni and Physics PhD Student Rachel Procter-Murphy (2016) is the Rising Star Alum. Leah shared highlights of the great work all three have been doing in their respective fields and let the Board know that profiles of all three will be on the website and featured in the upcoming issue of the Alumni newsletter, *Pigeon Post*.

Board Recognition

David recognized Betty Hum and Michelle Davidson in advance of participating in the all-day fundraising seminar that is being hosted by the Virginia C. Piper Foundation on Wednesday, May 24th.

Discussion Items

Resource Development Committee

Leslie Religioso reviewed the Development Dashboard with numbers as of May 19th.

- She noted that the Showcase numbers are actually higher because they have continued to get sponsorships, including Hearts for the Arts, since Friday.
- Leslie said that the Annual Fund is still trending behind last year and went over the efforts proposed by the RDC to help increase Annual Fund participation including reaching out to families who gave last year, but have not yet given this year. David, Betty Hum, and Allison Otu have been helping the Development team with those efforts; we have not seen the return on those efforts yet, but it is still early. There is realistic potential for approximately \$25k in fund revenue in these efforts.
- Leslie is projecting ending the year at \$755k with all Annual Fund revenue streams; a shortfall to goal of about \$100k.
- David noted that the percentage of parent giving had not moved since the prior month; Leslie explained that there had been some family participation in tax credit which does not count towards Annual Fund, and it takes the count of many families contributing to Annual Fund to move even one percentage point.
- Heidi Jannenga asked what the shortfall of Annual Fund goal meant to Showcase and the Arts programs overall; Leah explained that the school is in a good position to absorb it this year, and will be putting initiatives in place next year to increase Annual Fund giving, but continuing like this long-term it would affect the school's ability to provide all the programs that it does now.
- David asked the Board to help with sending out gratitude notes to contributors. Leslie will be providing kits after Showcase.
- Leslie then reviewed the Showcase sponsorship and ticket sales numbers; we have gained six sponsors since last month. David and Leslie asked that Board members purchase all-inclusive tickets if they are not getting Circle of Giving tickets so that they can attend the pre-event reception with sponsors and other Circle of Giving donors and thank them.

Finance Committee

- Liz Shaw let the Board know that the financial reports for April are on the portal for their review; we are ahead of where we wanted to be at this time of the year; expenses remain in control and are even down in some areas.
- The budget draft for Fiscal Year 2023-2024 is on the portal for the Board to review. We have received a final budget from the State Legislature, so the numbers in next year's budget reflect that and we will not need to pass an amended budget later on as we have had to the past two years. The budget has been carefully crafted based on 818 average daily membership for state funding and further reducing expenses where possible. All Federal COVID grants will be coming to an end this year with the exception of ESSER 3, which will roll \$176k into next year. The debt service ratio is at 1.25 and the cash on hand is also in a good place. The budget will be voted on at the next Board meeting, be placed on the website for public review for ten days and then a final vote will be taken on July 7th.
- The ESSER 3 budget for Fiscal Year 2023-2024 is also on the portal and will need to go on the website for public review along with the Fiscal Year 2023-2024 budget and approved by the Board on July 7th.

Governance Committee

Betty Hum thanked the staff for the work they have done revising and organizing the handbooks and told the Board that the final drafts of the Employee Handbook, Community Handbook, and Student Code of Conduct are all on the portal and will be voted on in the Action Items this evening. She noted that there were a few changes since the review drafts were presented the previous month and asked Leah to go over them with the Board:

- In the Employee Handbook:
 - An adjustment to the verbiage regarding faculty Personal Time Off, differentiating it from school breaks and explaining how it is to be used.
 - In relation to this policy and the school's increased need for substitute teachers over the past school year, Administration will be working with faculty at the end of this year and the beginning of next to create a more sustainable subbing plan.
 - The school has also significantly reduced the number of backout days for employees.
- In the Community Handbook per faculty feedback:
 - Tightened the Late Work Policy parameters.
 - Added "teacher answer keys" to the Policy on Cheating/Plagiarism.
 - Removed the "who and how" procedures from the Attendance Policy.
- There were no changes to the Student Code of Conduct.

Based on the Governance Committee's review, Betty recommended that the Board approve each of the documents. Jeff Steinert expressed his appreciation of how quickly the faculty suggestions were addressed after they were communicated to Acting Principal Elma Džanić Bass. David and Leah thanked Betty for all of her work and leadership in the revision process.

Strategic Planning and Next Steps

- Leah notified the Board that the Executive Committee will be receiving the report from the Strategic Planning Retreat at their June meeting and the Board will also receive a summary in June. Her goal is to produce a dashboard of the objectives by August so that she can report out to the Board on the status of strategic priorities monthly.
- David thanked everyone who made the retreat a priority. He said it was great to receive the feedback from representatives of all community stakeholders.

Consent Agenda

Head of School Report

Leah shared some important points from the Head of School Report she provided in advance of the meeting:

- The Enrollment Dashboard has been updated and we now have 811 students enrolled for the Fall semester; the budget is based on 818 so we have a little way to go to allow for attrition in the first 100 days. Leah noted that we do not have a waiting list for 5th and 8th grades, while we do have a long waiting list for 7th grade and that the transcripts that she has been reviewing for the 10th-12th grade enrollees have been very strong.
- Leah and Elma will be conducting a series of family town hall meetings on Thursday and Saturday of this week to allow the community to meet Elma as incoming Principal and share the school's priorities and expectations for next school year.

- The settlement has been made with Scout Solar and the work has been progressing on the amphitheater site; we expect to be done by school opening in August, allowing a little more time for the signage. Leah expressed a debt of gratitude to parent Rich Newman, who has been a great help with the project management, and our friends at SmithGroup who have contributed so much in pro-bono architectural and advisory work; all will be acknowledged at the pre-event reception and during Showcase.
- Leah also noted the dates and locations for Showcase and the graduation ceremony, requesting that as many Board members attend as possible.

Action Items

Approval of the April 24, 2023 Board of Directors Meeting Minutes

Betty Hum moved to approve the Board of Directors Meeting Minutes from April 24, 2023. The motion was seconded by Michelle Davidson and passed unanimously without further discussion. [Garcia, Jannenga, Dietz, Snider, Hum, Lugosi, Davidson, and Shivers voting in favor.]

Approval of the Fiscal Year 2023-2024 Employee Handbook

Betty Hum moved to approve the Fiscal Year 2023-2024 Employee Handbook. The motion was seconded by Karen Lugosi and passed unanimously without further discussion. [Garcia, Jannenga, Dietz, Snider, Hum, Lugosi, Davidson, and Shivers voting in favor.]

Approval of the Fiscal Year 2023-2024 Community Handbook

Betty Hum moved to approve the Fiscal Year 2023-2024 Community Handbook. The motion was seconded by Tony Dietz and passed unanimously without further discussion. [Garcia, Jannenga, Dietz, Snider, Hum, Lugosi, Davidson, and Shivers voting in favor.]

Approval of the Fiscal Year 2023-2024 Student Code of Conduct

Betty Hum moved to approve the Fiscal Year 2023-2024 Student Code of Conduct. The motion was seconded by Karen Lugosi and passed unanimously without further discussion. [Garcia, Jannenga, Dietz, Snider, Hum, Lugosi, Davidson, and Shivers voting in favor.]

Approval of the Revised Fiscal Year 2023-2024 School Calendar

Tony Dietz moved to approve the Revised Fiscal Year 2023-2024 School Calendar. The motion was seconded by Heidi Jannenga and passed unanimously without further discussion. [Garcia, Jannenga, Dietz, Snider, Hum, Lugosi, Davidson, and Shivers voting in favor.]

Executive Session

At 6:27 p.m. Betty Hum moved that the Board of Directors commence an executive session pursuant to ARS §38-431.03 (A)(1), in order to discuss personnel issues. The motion was seconded by John Snider and passed unanimously without further discussion. [Garcia, Jannenga, Dietz, Snider, Hum, Lugosi, Davidson, and Shivers voting in favor.]

Executive session ended at 6:35 p.m.

Adjournment

Karen Lugosi made a motion to adjourn. The motion was seconded by Michelle Davidson and passed unanimously without further discussion. [Garcia, Jannenga, Dietz, Snider, Hum, Lugosi, Davidson, and Shivers voting in favor.]

The meeting adjourned at 6:35 p.m.

Minutes reviewed and accepted on: June 26, 2023

Signed by:  _____, Board Member



Arizona School for the Arts
Board of Directors Meeting Minutes
Monday, June 26, 2023 at 5:30 p.m.
Zoom Meeting: 892 9014 8734 Passcode: 262121

Attendance (voting Members in bold)					
Dr. David Garcia, President	P	Alexander Laing, Vice President	P	Dr. Heidi Jannenga, Secretary/Treasurer	A
Dr. Anthony (Tony) Dietz, Past President	P	John Snider	P	Betty Hum	P
Kevin Allen	P	Allison Otu	P	Karen Lugosi	A
John O’Neal	A	Yetta Gibson	A	Andrei Cherny	A
Michelle Davidson	P	Nonnie Shivers	P	Michelle Buckley	A
Jessica Elder, Honorary Arts Faculty	P	Jeff Steinert, Honorary Academic Faculty	P	Amara Washington-Bess, Honorary Alumni	A
Amalia Nevarez, Honorary Student	A	Madeline (Maddie) Yang, Honorary Student	A	Leah Fregulia, Head of School/CEO	P
Elizabeth (Liz) Shaw, Business Director	P	Leslie Tan Religioso, Development & Marketing Director	P	Carolyn Smith, Executive Assistant	P

Agenda Items
Call to the Public
Mission Moment
<ul style="list-style-type: none"> • College Roundup
Board Recognition
Discussion Items
<ul style="list-style-type: none"> • Resource Development Committee <ul style="list-style-type: none"> ○ Development Dashboard ○ Showcase Wrap-up • Finance Committee <ul style="list-style-type: none"> ○ May 2023 Financial Reports ○ Review of the 2023-2024 Budget Draft for Approval ○ Review of the ESSER 3 Budget Draft for Approval • Strategic Planning and Next Steps
Consent Agenda
<ul style="list-style-type: none"> • Head of School Report • Development Director Report
Action Items
<ul style="list-style-type: none"> • Approval of the May 22, 2023 Board of Directors Meeting Minutes • Approval of the Fiscal Year 2023-2024 Budget Draft, inclusive of the Fiscal Year 2023-2024 ESSER 3 Budget Draft • Approval of the Revised Computer Policy in the Fiscal Year 2023-2024 Community Handbook • Approval of the Revised Fiscal Year 2023-2024 School Calendar

The Board of Directors may vote to hold an executive session for the purpose of discussing personnel matters pursuant to: ARS §38-431.03 (A)(1) Personnel

The Board of Directors may vote to hold an executive session for the purpose of obtaining legal advice from the Board's attorney on any matter listed on the agenda pursuant to: ARS §38-431.0338-431.03 (A)(3) Legal Advice

Minutes

Board President Dr. David Garcia was unavoidably delayed so Board Vice President Alexander Laing called the meeting to order at 5:36 p.m.

Call to the Public

Alex inquired if members of the public in attendance at the meeting wished to speak. As no members of the public came forward, Alex moved to the next agenda item.

Mission Moment

Leah Fregulia presented the post-graduation statistics for the ASA Class of 2023 gathered by College Counselor Liz Wakeford. The data included percentages of those who are college or conservatory bound, national honors bestowed on member of the class, as well as multi-year comparisons of financial aid granted, areas of study in college, class demographics, and GPA. Liz also included a brief look ahead to her plans for the 2023-2024 school year.

Board Recognition

Leah recognized Past President Dr. Anthony Dietz whose final term on the ASA Board of Directors will end on June 30, 2023. Tony was thanked for his calm and thoughtful leadership of the Board during the particularly difficult period of the pandemic and after. He was also recognized for his generous donation of time and energy as coach of the Cross Country team for many years which he will now also be tuning over to new leadership. Board members and staff expressed their appreciation verbally and in the chat; David added his personal thanks and approbation to Tony when he joined the meeting.

Discussion Items

Resource Development Committee

- Leslie Religioso reviewed the data from Showcase which was held on June 1st. More than \$97k was raised, due in part to the efforts made members of the Board to renew and make new connections in the community including the Hearts for the Arts sponsors which can be an excellent way to introduce new sponsors to ASA.
- Leslie then reviewed the Development Dashboard and celebrated the important board milestone of surpassing the \$150,000 Board Give or Get Goal and once again achieving 100% Board Participation in giving. She gave special thanks to David for his lead gifts.
- Leslie then gave a brief overview of Development's plans for 2023-2024 and said that the Development Team is excited to work with Board members next year in continuing to focus on building community relationships.
- Leslie said that the Board could find expanded details for all the items she discussed in her Development Director Report on the Board Portal.

Finance Committee

- John Snider told the Board that the May 2023 financial reports are on the portal for their review and that the school remains in good financial shape due to careful budgeting. The cash on hand is a bit lower than anticipated, but still in good shape, due to some capital expenditures that needed to be made towards the end of the year.
- John then said that the 2023-2024 Budget draft that is on the portal will be voted on this evening during the Action Items. It will be posted on the website for public review immediately after the meeting and then a final vote will be taken on July 7th during a Zoom meeting. He added that the budget includes the revised 2023-2024 ESSER 3 budget that is also on the portal.

Strategic Plan and Next Steps

Leah let the Board know that the draft report from the Strategic Planning Retreat provided by the event facilitator, Dr. Ildi Laczko-Kerr is on the Board portal and available for their review. After the Administrative summer break, Leah will be synthesizing the information provided in the report to develop the priorities and related action plans for the new three-year Strategic Plan.

Consent Agenda

Head of School Report

Leah noted that in her Head of School Report that she is asking the Board to vote on a revised 2023-2024 school calendar that now includes the dates for testing and related remote learning dates and a change to the date of the May 2024 professional development/remote learning day as well as a clarification in the verbiage in the Computer Policy in the 2023-2024 Community Handbook. John mentioned that the 2023-2024 Budget reflects the anticipated lower enrollment number reflected in the report; Leah added that enrollment is ongoing and that Front Office personnel will continue to invite potential students to enroll where there are available spaces into the beginning of the school year.

Development Director Report

David encouraged the Board to read the Development Director Report to get a full picture of the efforts of the department and the Resource Development Committee. He and Leah also thanked Leslie and Min Skivington for all of their creative and hard work over the year.

Action Items

Approval of the May 22, 2023 Board of Directors Meeting Minutes

Betty Hum moved to approve the Board of Directors Meeting Minutes from May 22, 2023. The motion was seconded by Nonnie Shivers and passed unanimously without further discussion. [Garcia, Laing, Dietz, Snider, Hum, Allen, Otu, Davidson, and Shivers voting in favor.]

Approval of the FY 2023-2024 Budget Draft, inclusive of the FY 2023-2024 ESSER 3 Budget Draft

John Snider moved to approve the Fiscal Year 2023-2024 Budget Draft, inclusive of the Fiscal Year 2023-2024 ESSER 3 Budget Draft. The motion was seconded by Michelle Davidson and passed unanimously without further discussion. [Garcia, Laing, Dietz, Snider, Hum, Allen, Otu, Davidson, and Shivers voting in favor.]

Approval of the Revised Computer Policy in the Fiscal Year 2023-2024 Community Handbook

Betty Hum moved to approve the revised Computer Policy in the Fiscal Year 2023-2024 Community Handbook. The motion was seconded by Allison Otu and passed unanimously without further discussion. [Garcia, Laing, Dietz, Snider, Hum, Allen, Otu, Davidson, and Shivers voting in favor.]

Approval of the Revised Fiscal Year 2023-2024 School Calendar

Michelle Davidson moved to approve the Revised Fiscal Year 2023-2024 School Calendar. The motion was seconded by Allison Otu and passed unanimously without further discussion. [Garcia, Laing, Dietz, Snider, Hum, Allen, Otu, Davidson, and Shivers voting in favor.]

Executive Session

At 6:16 p.m. Dr. Tony Dietz moved that the Board of Directors commence an executive session pursuant to ARS §38-431.03 (A)(1), in order to discuss personnel issues. The motion was seconded by Alex Laing and passed unanimously without further discussion. [Garcia, Laing, Dietz, Snider, Hum, Allen, Otu, Davidson, and Shivers voting in favor.]

Executive session ended at 6:25 p.m.

Adjournment

Michelle Davison made a motion to adjourn. The motion was seconded by Betty Hum and passed unanimously without further discussion. [Garcia, Laing, Dietz, Snider, Hum, Allen, Otu, Davidson, and Shivers voting in favor.]

The meeting adjourned at 6:26 p.m.

Minutes reviewed and accepted on: August 28, 2023

Signed by:  _____, Board Member