

Arizona School for the Arts
1410 N. 3rd Street, Room 133
Phoenix, AZ 85004

Governing Board
August 25, 2014
Meeting Minutes

Attendance:

Dan Schay, President	P	Ed Novak, Vice President	P	Javier Cardenas, Sec/Tres	P
Don Keuth, Past President	P			Suzanne Dohrer	P
David Garcia	A	Lisa Handley	P	Rochelle Seminerio	P
John Snider	A	Gary Stuart	A	Claire West	P
Paul Winslow	P				
Leah Fregulia Roberts, Head of School	P	Lyn Marquis, Chief Advancement Officer	P	Beth Strickler, Director of Operations and Finance	P
Dan Bigler, Financial Analyst	P	Stacy Chatham, Executive Assistant	P		

Call to Order

Dan Schay, Board President, called the meeting to order at 5:30 p.m.

Call to Public

Chairman Schay made a call to the public. There was no one present for public call. He also welcomed Paul Blue, prospective board member to the meeting.

Presentation

Ms. Sara Maline Bohn, Principal, presented the Academic Quality results to the Governing Board. ASA received a letter grade of 'A'. Ms. Maline Bohn also reviewed the breakdown of AIMS passing scores and percentile rank data.

Mr. Peter Trentacoste, 11th grade Social Studies teacher, presented information on ASA's recent Arizona Civic Engagement Award through the Arizona Department of Education. ASA is recognized as a School of Excellence. This is the highest award possible and was only awarded to three schools in Arizona.

Scott Fitsimones, ASA senior and Arizona state winner of the 9th Congressional District "STEM App Challenge", provided an overview of his app *Cultured*, which provides users with an interactive experience where they can learn about important cultural works of art, literature, music, and history.

Committee Reports

Finance Committee

- Dan Bigler reported on the last two months financials and the end of the fiscal year.
- ASA paid down a portion of the principal on bonds.

Facilities Committee

- The committee did not meet this month – more information to follow next month.

Development Committee

- Lyn Marquis reviewed last year's fundraising results.
- Commitment forms have been sent out to all families and there was a significant increase in income compared to this time last year. Recurring gifts are also higher this year.
- Ms. Marquis shared that ASA is having a fundraising gala on March 28, 2015. The theme for *Ovation* is the celebration of ASA's 20th Anniversary.

Technology Committee

- Beth Strickler shared that ASA is now connected through fiber, allowing faster speeds for the campus.

Compliance Committee

- There was nothing new to report.

Strategic Planning Committee

- Lisa Handley reported that there was a Strategic Planning session on Saturday, August 23rd. The session went very well and a full report will be shared once the facilitator provides the notes.

Board Development Committee

- Ed Novak shared that the committee has several new candidates to meet with to discuss the possibility of joining the board in the near future.

Consent Items

Head of School Report

- Leah Fregulia Roberts reviewed the HOS Report for August 2014.
- Ms. Roberts also shared that 100% of faculty and staff has financially supported ASA, as a result, the ASA Governing Board will host an ice cream social for faculty and staff on Wednesday, September 17th.
- There will be a community open house/Board cultivation event next month, Ms. Roberts will send the invite to Board members so that they can invite community members to join.

Action Items:

Approval of minutes

Javier Cardenas moved to approve minutes from the June 23, 2014 and July 7, 2014 meetings. Don Keuth seconded the motion and it passed unanimously.

Approval of Paul Blue for Board Membership

Ed Novak moved to approve Paul Blue for board membership. Don Keuth seconded the motion and it passed unanimously.

Adjournment

Suzanne Dohrer made a motion to adjourn. The motion was seconded by Claire West and passed unanimously. The meeting adjourned at 6:24 p.m.

Minutes reviewed and accepted on this date 9/22/14

By:  Board Member

Arizona School for the Arts
1410 N. 3rd Street, Room 133
Phoenix, AZ 85004

Governing Board
September 23, 2014
Meeting Minutes

Attendance:

Dan Schay, President	P	Ed Novak, Vice President	P	Javier Cardenas, Sec/Tres	P
Don Keuth, Past President	P	Paul Blue	P	Suzanne Dohrer	P
David Garcia	A	Lisa Handley	P	Rochelle Seminerio	A
John Snider	P	Gary Stuart	P	Claire West	P
Paul Winslow	P				
Leah Fregulia Roberts, Head of School	P	Lyn Marquis, Chief Advancement Officer	P	Beth Strickler, Director of Operations and Finance	P
Dan Bigler, Financial Analyst	P	Stacy Chatham, Executive Assistant	P		

Call to Order

Dan Schay, Board President, called the meeting to order at 5:32 p.m.

Call to Public

Chairman Schay made a call to the public. There was no one present for public call.

Presentation

Colleen Hallberg, OVATION co-chair and Lisa Cusick, parent volunteer presented information on our upcoming 20th Anniversary Gala (OVATION) being held on March 28, 2015.

Committee Reports

Development Committee

- Lyn Marquis shared the success of our incoming donations and our recurring payments to date.
- ASA is ahead in incoming donations compared to the same time last year.

Finance Committee

- John Snider reported our current financial standings.
- Dan Bigler shared that we are doing particularly well due to fundraising.
- The yearly audit has been completed and ASA had stellar results this year.

Facilities Committee

- Paul Winslow shared the quarterly maintenance report.

- ASA had to replace two air conditioning units over the summer.
- The facilities are being managed very well all in all.

Technology Committee

- There was nothing new to report.

Compliance Committee

- There was nothing new to report.

Strategic Planning Committee

- Lisa Handley reported that Todd Hornback will attend the November board meeting to provide the board with further training and development strategy.

Board Development Committee

- There was nothing new to report.

Discussion Items

Bond Amendment in Lieu of Refinancing

- John Snider shared financing options to possibly reduce our interest rates.
- It was the consensus of the board to have Mr. Snider continue discussions with the bondholder and lawyer about amending bond documents.

Growth Strategy

- Leah Fregulia Roberts reviewed the growth strategy ideas that were discussed at the recent strategic planning session.
- It was decided that an ad hoc planning group would be formed for further planning. Dan Schay, Don Keuth, Javier Cardenas, Ed Novak, Paul Blue, and Lisa Handley will work with Ms. Fregulia Roberts and the senior admin team.

Consent Items

Head of School Report

- Leah Fregulia Roberts reviewed the HOS Report for September 2014.
- Ms. Fregulia Roberts invited board members to attend the upcoming Park Board Meeting and support the Phoenix Center for the Arts, North Theatre building renovation on Thursday, September 23, 2014 at 5pm in the City Council Chambers of City Hall.

Action Items:

Approval of minutes

Paul Winslow moved to approve minutes from the August 25, 2014 meeting. Paul Blue seconded the motion and it passed unanimously.

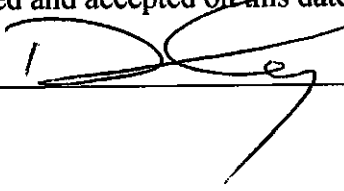
Approval of Budget FY14

John Snider moved to approve the FY14 budget. Suzanne Dohrer seconded the motion and it passed unanimously.

Adjournment

Don Keuth made a motion to adjourn. The motion was seconded by Ed Novak and passed unanimously. The meeting adjourned at 6:40 p.m.

Minutes reviewed and accepted on this date 11/24/14

By:  Board Member

Arizona School for the Arts
1410 N. 3rd Street, Room 133
Phoenix, AZ 85004

Governing Board
October 27, 2014
Meeting Minutes

Attendance:

Dan Schay, President	P	Ed Novak, Vice President	P	Javier Cardenas, Sec/Tres	P
Don Keuth, Past President	P	Paul Blue	P	Suzanne Dohrer	P
David Garcia	A	Lisa Handley	P	Rochelle Seminerio	P
John Snider	P	Gary Stuart	P	Claire West	P
Paul Winslow	P				
Leah Fregulia Roberts, Head of School	P	Lyn Marquis, Chief Advancement Officer	P	Beth Strickler, Director of Operations and Finance	P
Dan Bigler, Financial Analyst	P	Stacy Chatham, Executive Assistant	P		

Call to Order

Dan Schay, Board President, called the meeting to order at 5:32 p.m.

Call to Public

Chairman Schay made a call to the public. There was no one present for public call. Mr. Schay also welcomed perspective new board member Marge Brown.

Presentation

Ms. Kristin Mailhiot presented information on the Parent Engagement program for ASA.

Committee Reports

Development Committee

- Lyn Marquis shared the new information board with ASA facts and figures that will be displayed at all future events.
- She also shared that OVATION planning is underway and fundraising has begun. More information to follow at future meetings.
- Ms. Marquis invited the board to attend and invite community members to the November 6, 2014 community reception, which will introduce community members to ASA.

Finance Committee

- Mr. Snider reviewed the current financial standings for ASA.

Facilities Committee

- There was nothing new to report

Technology Committee

- Javier Cardenas reported that the new infrastructure was installed and working efficiently.
- Dr. Cardenas also stated that Canvas has been implemented for grades 7-12. Grades 5-6 will have an alternative plan regarding Canvas and information will be shared once finalized.
- Dr. Cardenas also shared that the ADE has approved our tech plan that is dated July 2013 through June 2016.

Compliance Committee

- There was nothing new to report.

Strategic Planning Committee

- Ms. Fregulia Roberts reported that there will be another Growth Planning meeting on November 13, 2014.
- Lisa Handley shared that Todd Hornback will be attending the board meeting on November 24, 2014.

Board Development Committee

- There was nothing new to report.

Discussion Items

Annual Report Review

- Ms. Roberts reviewed the Annual Report and different items that were included this year, including focusing on AP results, arts focus areas, and financial information.

Consent Items

Head of School Report

- Leah Fregulia Roberts reviewed the HOS Report for October 2014.
- She also reported on the recent classes she attended at Stanford regarding the future of education.

Action Items:

Approval of minutes

- Don Keuth moved to approve minutes from the September 22, 2014 meeting. Ed Novak seconded the motion and it passed unanimously.

Approval of Legal Fees Related to Bond Document Revisions

- Ed Novak moved to approve the legal fees related to bond document revisions. Paul Winslow seconded the motion and it passed unanimously.

Approval to Ratify Annual Financial Report

- Lisa Handley moved to approve to ratify the annual financial report. Paul Winslow seconded the motion and it passed unanimously.

Approval of Bond Document Amendments

- John Snider moved to authorize, approve and ratify the 2014 Supplemental Indenture of Trust, dated as of October 1, 2014, by and between The Industrial Development Authority of the City of Phoenix, Arizona and U.S. Bank National Association (the "2014 Supplement"), amending and supplementing that certain Indenture of Trust, dated as of October 1, 2008, by and between the Industrial Development Authority of the City of Phoenix, Arizona and U.S. Bank national Association, as amended, and that we authorize and direct Leah Fregulia Roberts or Dan Schay to take any actions as may be required, necessary, appropriate or expedient to implement this resolution, to sign and deliver, on behalf of ASA, any and all necessary applications, instruments or other document in the form reviewed and approved by Leah Fregulia Roberts as issued by or for the bond trustee which may be necessary or expedient in connection with 2014 Supplement, and, to the extent such applications, instruments or documents have been signed, that we authorize, approve and ratify all such applications, instruments and documents. Suzanne Dohrer seconded the motion and it was passed.
- Don Keuth recused himself from voting.

Approval of FY14 Audit

- Ed Novak moved to approve the FY14 Audit. Rochelle Seminerio seconded the motion and it passed unanimously.

Approval of Out of State Fieldtrip – Utah ACDA National Honor Choir

- Paul Blue moved to approve the out of state fieldtrip to Utah for the ACDA National Honor Choir, being held in February 2015. Don Keuth seconded the motion and it passed unanimously.

Approval of 2013-2014 Annual Report

- Paul Blue moved to approve the 2013-2014 Annual Report. Rochelle Seminerio seconded the motion and it passed unanimously.

Adjournment

Rochelle Seminerio made a motion to adjourn. The motion was seconded by Suzanne Dohrer and passed unanimously. The meeting adjourned at 6:19 p.m.

Minutes reviewed and accepted on this date 11/24/14.

By:  Board Member

Arizona School for the Arts
1410 N. 3rd Street, Room 133
Phoenix, AZ 85004

Governing Board
November 24, 2014
Meeting Minutes

Attendance:

Dan Schay, President	P	Ed Novak, Vice President	A	Javier Cardenas, Sec/Tres	A
Don Keuth, Past President	P	Paul Blue	P	Suzanne Dohrer	P
David Garcia	P	Lisa Handley	P	Rochelle Seminerio	P
John Snider	P	Gary Stuart	P	Claire West	P
Paul Winslow	P				
Leah Fregulia Roberts, Head of School	P	Beth Strickler, Director of Operations and Finance	A	Dan Bigler, Financial Analyst	A
Stacy Chatham, Executive Assistant	P				

Call to Order

Dan Schay, Board President, called the meeting to order at 5:33 p.m.

Call to Public

Chairman Schay made a call to the public. There was no one present for public call.

Presentation

Todd Hornback with DMB Associates, Inc. presented Non- Profit Best Practice board training.

Committee Reports

OVATION Planning Committee

- Rochelle Seminerio reported that she attended the OVATION committee meeting last Friday and toured Bentley Projects.
- She asked members to commit to supporting OVATION by filling and Entourage table for 10, providing guest contacts, auction items, or sponsorships. Save the date cards and commitment forms were distributed.

Consent Items

Head of School Report

- Leah Fregulia Roberts reviewed the HOS Report for November 2014, which also included committee reports.
- Ms. Roberts also shared that Lyn Marquis is no longer with ASA and we are in the process of evaluating the hiring needs for the development office.

Action Items:

Approval of minutes

- Don Keuth moved to approve minutes from the October 27, 2014 meeting. Paul Blue seconded the motion and it passed unanimously.

Approval of Marge Brown for ASA Governing Board

- Don Keuth moved to approve Marge Brown for ASA Governing Board. Paul Blue seconded the motion and it passed unanimously.

Adjournment

Don Keuth made a motion to adjourn. The motion was seconded by Rochelle Seminerio and passed unanimously. The meeting adjourned at 6:47 p.m.

Minutes reviewed and accepted on this date 12/15/2014.

By: Jaime Cardenas Board Member

Arizona School for the Arts
1410 N. 3rd Street, Room 133
Phoenix, AZ 85004

Governing Board
December 15, 2014
Meeting Minutes

Attendance:

Dan Schay, President	A	Ed Novak, Vice President	P	Javier Cardenas, Sec/Tres	P
Don Keuth, Past President	P	Paul Blue	P	Suzanne Dohrer	P
David Garcia	P	Lisa Handley	A	Rochelle Seminerio	P
John Snider	P	Gary Stuart	A	Claire West	A
Paul Winslow	A	Margery Brown	P		
Leah Fregulia Roberts, Head of School	P	Beth Strickler, Director of Operations and Finance	P	Dan Bigler, Financial Analyst	
Stacy Chatham, Executive Assistant	P				

Call to Order

Ed Novak, Board Vice President, called the meeting to order at 5:32 p.m.

Call to Public

Mr. Novak made a call to the public. There was no one present for public call. Mr. Novak welcomed George Justice, prospective board member, to the meeting.

Presentation

Mary Snider, 5th grade Science and Peter Trentacoste, 11th grade Social Studies, along with ASA student Amelia Luadtke, 6th grade, presented information on the award winning ASA robotics programs.

Sara Maline, Kristin Mailhiot and Laura Apperson conducted the lottery drawing during the December 15, 2014 board meeting.

Committee Reports

Finance Committee

- There was nothing new to report as there was not a December meeting. There will be a full report in January.

Facilities Committee

- There was nothing new to report.

Development Committee

- Ms. Fregulia Roberts reported our current tax credit and annual fund numbers. Donations are expected to continue through December 31st.
- Mr. Novak reminded the board that not all commitments have been fulfilled.

Technology Committee

- There was nothing new to report.

Compliance Committee

- There was nothing new to report.

Strategic Planning Committee

- There was nothing new to report.

Board Development Committee

- There was nothing new to report.

OVATION Planning Committee

- Rochelle Seminerio encouraged board members to submit their names for invites.
- She also reported on the incoming corporate sponsorship levels and the need for auction items.

Consent Items

Head of School Report

- Leah Fregulia Roberts reviewed the HOS Report for December 2014.
- Ms. Roberts also shared that ASA GLEE is performing at PCA Annual Membership luncheon on December 18, 2014.
- She also shared that on January 12, 2015 that the ASA Chamber Singers and members of the ASA Chamber Orchestra will be performing for the opening of the Arizona Senate.
- She also shared that the Development Director position has been posted and closes on January 1, 2015.

Action Items:

Approval of minutes

- Paul Blue moved to approve minutes from the November 24, 2014 meeting. Suzanne Dohrer seconded the motion and it passed unanimously.

Adjournment

David Garcia made a motion to adjourn. The motion was seconded by Rochelle Seminerio and passed unanimously. The meeting adjourned at 6:15 p.m.

Minutes reviewed and accepted on this date 2/23/15

By:  Board Member

Arizona School for the Arts
1410 N. 3rd Street, Room 133
Phoenix, AZ 85004

Governing Board
January 26, 2015
Meeting Minutes

Attendance:

Dan Schay, President	P	Ed Novak, Vice President	P	Javier Cardenas, Sec/Tres	A
Don Keuth, Past President	P	Paul Blue	P	Suzanne Dohrer	A
David Garcia	A	Lisa Handley	A	Rochelle Seminerio	P
John Snider	P	Gary Stuart	A	Claire West	P
Paul Winslow	A	Margery Brown	P		
Leah Fregulia Roberts, Head of School	P	Beth Strickler, Director of Operations and Finance	P	Dan Bigler, Financial Analyst	P
Stacy Chatham, Executive Assistant	P	Sara Maline, Principal	P		

Call to Order

Dan Schay, Board President, called the meeting to order at 5:35 p.m.

Call to Public

Mr. Schay made a call to the public. There was no one present for public call.

Presentation

OVATION – Kathy Halter, ASA Parent and OVATION Auction Chair, presented on the auction items that have been acquired and those that are still needing to be obtained for the gala on March 28, 2015. She also requested donations from board members.

Committee Reports

Finance Committee

- John Snider reported that the budget is in line for both November and December is also on target for the year end goal.

Facilities Committee

- Ms. Fregulia Roberts reviewed the written report that was provided to the board. There were not any new items to report.

Development Committee

- Dan Schay shared the progress ASA has made regarding the OVATION fundraising.
- He also shared that there will be a Fundraising Strategies meeting held on February 4, 2015 to discuss new ideas for fundraising for ASA.

Technology Committee

- There was nothing new to report.

Compliance Committee

- There was nothing new to report.

Strategic Planning Committee

- Leah Fregulia Roberts shared that the committee will meet again in February.

Board Development Committee

- There was nothing new to report.

OVATION Planning Committee

- Rochelle Seminerio updated the board on the current fund raising for OVATION, which is currently 95% to goal.
- She also asked for board members participation as sponsors, attendees and contributors.

Discussion Items

Board Development

- Ed Novak shared a power point presentation regarding the current standings of the board and future developmental needs and priorities for cultivating new board members.
- The Board has added 3 new members, however 4 members will be rolling off in July 2015 so there is a need for cultivating new members.
- Ed Novak explained the priorities for new board members:
 - Business Executives – Downtown
 - Philanthropic/Foundation Leader
 - Community Relations, Marketing, Media
 - Entrepreneurial Experience
 - Diversity
 - Medical/Research
 - ASU
 - Arts

Consent Items

Head of School Report

- Leah Fregulia Roberts shared information from the January Head of School report.
- Ms. Roberts also shared that a new Development Director should be announced by the next board meeting.
- She also invited members of the board to observe presentations during Presentation Week - March 9-12, 2015.

Action Items:

Approval of minutes

John moved to approve minutes from the December 15, 2014 meeting. Paul Blue seconded the motion and it passed unanimously.

Approval of FY2015-16 School Calendar

John Snider moved to approve the FY2015-16 School Calendar. Ed Novak seconded the motion and it passed unanimously.

Approval of George Justice for ASA Governing Board

Don Keuth moved to approve adding George Justice to the ASA Governing Board. Paul Blue seconded the motion and it passed unanimously.

Adjournment

Claire West made a motion to adjourn. The motion was seconded by Paul Blue and passed unanimously. The meeting adjourned at 6:22 p.m.

Minutes reviewed and accepted on this date 2/25/15.

By:  Board Member

Arizona School for the Arts
1410 N. 3rd Street, Room 133
Phoenix, AZ 85004

Governing Board
February 23, 2015
Meeting Minutes

Attendance:

Dan Schay, President	P	Ed Novak, Vice President	P	Javier Cardenas, Sec/Tres	P
Don Keuth, Past President	P	Paul Blue	P	Suzanne Dohrer	P
David Garcia	A	Lisa Handley	A	Rochelle Seminerio	P
John Snider	P	Gary Stuart	P	Claire West	P
Paul Winslow	P	Margery Brown	P	George Justice	P
Leah Fregulia Roberts, Head of School	P	Beth Strickler, Director of Operations and Finance	P	Dan Bigler, Financial Analyst	P
Stacy Chatham, Executive Assistant	P	Sara Maline, Principal	P		

Call to Order

Dan Schay, Board President, called the meeting to order at 5:35 p.m.

Call to Public

Mr. Schay made a call to the public. Current parent, Allan Gutkin attended the meeting.

Mr. Schay welcomed Kelly Bell and Joya Kizer, prospective board members, to the meeting.

Presentation

Ray Artigue Agency - Ray Artigue reviewed the pro-bono services that the Artigue Agency provided for ASA from September 2014 – February 2015. He also shared communication audit findings during the term.

Mr. Artigue also shared information regarding support for OVATION and contributions the agency has made.

Katie Mayer also shared information about the impact of media relations and publicity for ASA.

Mr. Artigue shared the plan for future projects and goals to continue targeting business communities, speaking opportunities and development of organizational affiliations.

Committee Reports

Finance Committee

- John Snider reported on the January financials.
- Dan Bigler noted there were payments made on the current bonds for interest and fees.

Facilities Committee

- Mr. Winslow stated that there was nothing new to report and that the committee will be meeting again on March 10, 2015.
- More to report next month.

Development Committee

- Mr. Schay shared the annual fund status including that ASA has \$350,551 still left to raise for the year.
- He also shared how ASA is delivering more services for the students while working with inadequate state funding, causing ASA to look into a variety of new strategies for generating revenue.
- Fundraising would continue as always, but there is a need to find a way to close the current gap.
- There will be a special session held for the board on March 9, 2015 to review the report from the Development Committee in regards to recommendations for future funding.
- Mr. Schay also shared that Marion Donaldson has been hired as ASA's new Development Director and will begin on March 16, 2015.

Technology Committee

- Javier Cardenas reported that the fiber connectivity is in place and prioritizing access is currently underway.
- He also shared that Managed365 IT has been very helpful with solving campus IT issues and needs.

Compliance Committee

- There was nothing new to report.

Strategic Planning Committee

- Ms. Roberts shared that the staff is still working on a dashboard for the decision making process in regards to future planning.

Board Development Committee

- Mr. Novak shared that Joya Kizer and Kelly Bell were here to observe the meeting as potential new board members.
- He also reviewed the board self-evaluation form and asked for board members to return the form by the next board meeting on March 23, 2015.

OVATION Planning Committee

- Rochelle Seminerio thanked the board for their contributions to date and also reminded members to bring high value wine donations to campus before March 6, 2015.

Discussion Items

5th/6th Grade Programs

- Members of the 5th Grade Team attended the meeting to present and discuss the current 5th/6th grade programs. In attendance - Michaela Claussen (Life Skills), Mary Snider (Science), Tracy Ryan, (Math) Amy Freeman (Language Arts), Sara Maline (Principal)
- Amy Freeman shared information regarding the academic situation that students in 5th grade face as they transition to ASA. Students who enter ASA with a gap of 2 years or more in academic skills cannot make up their skill set within the current ASA structure and interventions.
- Amy Freeman and Tracy Ryan shared the English and Math skill set gap that exists with students in this critical situations as identified initially by placement testing data. They provided examples of placement testing data.
- For the 2014-2015 school year, the team identified 12 English students and 14 Math students that had a 2 year gap in skills. Of these students, 8 students were critical in both areas of English (writing) and Math.
- Even with the individual and group intervention during school, outside of class, and in summer/ spring, these students still are not able to pass the year. Typically, these students are retained or continue to struggle with academics throughout their duration at ASA.
- To remedy this issue, the team proposes a schedule change that offers academic support in the critical area during the school day. The students will have time to remediate during 3rd and 5th period (arts special times) in a small group setting.
- Only students with needs in both areas will be placed in both classes. Students needing remediation in one area will take choir and miss either period 3 or period 5.
- **All students in remediation will still participate in piano.**
- Providing students with the time provides between 5- 9 hours/week of additional instruction.
- Ms. Maline shared how the proposal aligns with ASA Philosophy, allowing students to experience success while offering a transparent pathway to meeting all students' needs.
- The 5th grade team sees this essential support for success.
- When asked about the financial impact, Leah shared that we can plan for these 2 additional hours of support.
- Michaela Claussen (Life Skills), Mary Snider (Science), Tracy Ryan, (Math) Amy Freeman (Language Arts), Sara Maline (Principal)

Board discussion --

Suzanne Dohrer and Leah Fregulia Roberts will meet regarding any policy changes before moving to approval. The data presented will be shared with the board to review prior to the next meeting. Potentially, a vote for approval may be needed during the next board meeting on March 23, 2015.

Paul Blue suggested that ASA consider providing an exit survey to help identify if students leave ASA because of academic struggles. He also recommended tracking the future success of the newly implemented program once approved.

Annual Parent Meeting Requirement Policy

- Discussion was tabled for further review. Special session will be held on March 9, 2015.

20 Years – Most Influential People – Honor at Showcase

- Ms. Roberts requested for board members to suggest names of individuals who have been influential with the success of ASA so that they can be honored and recognized at Showcase and through a plaque that will be hung up on campus.

Consent Items

Head of School Report

- Leah Fregulia Roberts presented her February HOS report and asked for questions. There were none.

Action Items:

Approval of minutes

Paul Blue moved to approve minutes from the January 26, 2015 meeting. Ed Novak seconded the motion and it passed unanimously.

Approval of Annual Parent Meeting Requirement Policy – Tabled

Adjournment

Paul Blue made a motion to adjourn. The motion was seconded by Don Keuth and passed unanimously. The meeting adjourned at 7:05p.m.

Minutes reviewed and accepted on this date 4/27/15.

By:  Board Member

Arizona School for the Arts
1410 N. 3rd Street, Room 133
Phoenix, AZ 85004

Governing Board
March 23, 2015
Meeting Minutes

Attendance:

Dan Schay, President	P	Ed Novak, Vice President	A	Javier Cardenas, Sec/Tres	A
Don Keuth, Past President	P	Paul Blue	A	Suzanne Dohrer	P
David Garcia	A	Lisa Handley	P	Rochelle Seminerio	P
John Snider	P	Gary Stuart	A	Claire West	P
Paul Winslow	A	Margery Brown	P	George Justice	P
Leah Fregulia Roberts, Head of School	P	Beth Strickler, Director of Operations and Finance	P	Dan Bigler, Financial Analyst	A
Stacy Chatham, Executive Assistant	P	Sara Maline, Principal	P	Marion Donaldson, Development Director	P

Call to Order

Dan Schay, Board President, called the meeting to order at 5:32 p.m.

Call to Public

Mr. Schay made a call to the public. Robyn Stowell, parent of 10th grader was in attendance. Mr. Schay welcomed Marion Donaldson, new Development Director for ASA.

Committee Reports

Finance Committee

- There was nothing new to report, as the Finance Committee did not meet in March.

Facilities Committee

- There was nothing new to report.

Development Committee

- Dan Schay shared information regarding the new annual meetings and the schedule for required meetings. He also reviewed briefly the new packet that will be given to each family.
- Mr. Schay reviewed the parent commitment form with the costs for each arts program and the importance of parent financial commitments.
- Leah Fregulia Roberts added that this is an important opportunity for her to engage parents in a setting outside of concerts.
- Mr. Schay thanked board members who were able to commit extra time to the additional board meeting in March.

Technology Committee

- There was nothing new to report.

Compliance Committee

- There was nothing new to report.

Strategic Planning Committee

- There was nothing new to report

Board Development Committee

- Ms. Roberts shared that we are voting on a new board member tonight, Joya Kizer.

OVATION Planning Committee

- Rochelle Seminerio reported that we have \$112,000 in sponsorships and ticket sales.
- She also thanked the board and shared that there has been 100% participation for Ovation between Entourages, auction items and wine donations.

Discussion Items:

Annual Meeting Format

- Ms. Roberts shared that meetings will be held on March 25, 26, 31 and April 1, 7, 8, 9. Parents will have 14 options to attend depending upon arts program with an opportunity for make up meetings in May, June, and August.
- During the meetings, highlights of the year, academic and art achievements, budgets and information on how the model has changed due to decrease in state funding will be shared. Arts faculty will also share their needs for their individual programs as well.
- Ms. Roberts encouraged board members to attend at least one meeting if possible.

Policy Handbook Revisions

- Leah Fregulia Roberts shared that she will be sending the revised community and employee handbooks via email. There are only slight changes, and Ms. Roberts will highlight those areas for everyone to look at for approval in April.

Consent Items:

Head of School Report

- Leah Fregulia Roberts presented the March HOS report and asked for questions.
- She also shared that have our first Fullbright Scholar (Alum – Kelsey Roggensack).
- She also shared the that ASA Jazz Orchestra and ASA Jazz Combo participated in the NAU Jazz Festival.
- Ms. Roberts also shared that 26 students from ASA spent 3 days at the American Choral Directors Association National Honor festival in Salt Lake City, Utah.

Action Items:

Approval of Minutes

Don Keuth moved to approve the minutes from the February 23, 2015 meeting. Marge Brown seconded the motion and it passed unanimously.

Approval of Minutes

Claire West moved to approve the minutes from the March 9, 2015 meeting. Rochelle Seminerio seconded the motion and it passed unanimously.


Approval of Board Membership

Don Keuth moved to approve Joya Kizer for board membership. Marge Brown seconded the motion and it passed unanimously.

Adjournment

Don Keuth made a motion to adjourn. The motion was seconded by Suzanne Dohrer and passed unanimously. The meeting adjourned at 5:52p.m.

Minutes reviewed and accepted on this date 4/27/15.

By:  Board Member

Arizona School for the Arts
1410 N. 3rd Street, Room 133
Phoenix, AZ 85004

Governing Board
April 27, 2015
Meeting Minutes

Attendance:

Dan Schay, President	P	Ed Novak, Vice President	P	Javier Cardenas, Sec/Tres	P
Don Keuth, Past President	P	Paul Blue	A	Margery Brown	P
Suzanne Dohrer	P	David Garcia	A	Lisa Handley	A
Joya Kizer	P	George Justice	A	Rochelle Seminerio	P
John Snider	P	Gary Stuart	P	Claire West	P
Paul Winslow	P	Dan Bigler, Financial Analyst	P	Sara Maline, Principal	P
Leah Fregulia Roberts, Head of School	P	Beth Strickler, Director of Operations and Finance	P	Marion Donaldson, Development Director	P
Stacy Chatham, Executive Assistant	P				

Call to Order

Dan Schay, Board President, called the meeting to order at 5:31 p.m.

Call to Public

Mr. Schay made a call to the public.

Anthony Dietz, potential board member, joined the meeting via telephone.

Ninth grade student, Stephen Dabrowski, gave an academic presentation. He shared his presentation on Adaptations of the Quechua. Student Leadership Club presentations were given by Ramon Miranda (HS Spanish)/Jessica Lyon (12th Grade Student) for STUGO; Peter Trentacoste (HS Social Studies)/Savannah Williams (12th Grade Student) for STUAC; Jeff Steinert (HS Physics)/Christina Lufkin (12th Grade Student) for NHS.

Committee Reports

Finance Committee

- Mr. Snider shared a general overview and that there will be a last push fundraising effort to meet year end goals.
- He also shared that the Finance Committee has reviewed the first draft of the budget for FY15-16. More to report during the May meeting. The final budget will be shared in June.

Facilities Committee

- There was nothing new to report. However, there is a Facilities Committee meeting in May. More to report next month.

Development Committee

- Mr. Schay shared the success of Ovation. He also recognized Ms. Seminerio for her efforts with the success of Ovation as the board liaison.
- Ms. Roberts shared that there is \$175, 000 left to raise for the year. We have future events coming up (i.e. Showcase) that will help contribute to the annual goal.
- Mr. Schay shared that there were 18 family meetings conducted last month regarding the annual financial commitment needed. Mr. Schay feels that the message was heard and shared confidently, giving parents a clear picture of the financial standings of ASA.

Technology Committee

- There was nothing new to report.

Compliance Committee

- Ms. Dohrer shared that we need to review and approve the handbooks (employee, community handbooks) that had minor changes.
- Next month the Board will need to approve the policies and procedures handbook.

Strategic Planning Committee

- There was nothing new to report

Board Development Committee

- Mr. Novak shared that Ryan Taylor and Anthony Dietz were present.
- He thanked Ms. Roberts for her work with cultivating new members.
- Mr. Schay also shared that Gary Stuart will be moving to the Foundation Board.
-

OVATION Planning Committee

- Ms. Seminerio shared that Ovation raised \$104, 228.

Discussion Items:

20th Anniversary – Showcase

- Ms. Roberts shared that there will be a 20th Anniversary recognition plaque presented during Showcase this year.
- She also invited members to join the reception for board members, Alumni and community members that will be held before Showcase on Thursday, May 28, 2015.

Consent Items:

Head of School Report

- Leah Fregulia Roberts presented the April HOS report and asked for questions.
- Ms. Roberts also informed members that commencement will be held at 4 p.m. on May 29th. Dr. Tepper, Dean of the Herberger Institute for Design and the Arts at Arizona State University will be our commencement speaker. She also noted that we have 83 graduates this year.

Action Items:

Approval of Minutes

Don Keuth moved to approve the minutes from the March 23, 2015 meeting. Ed Novak seconded the motion and it passed unanimously.

Approval of FY2015-16 Employee and Community Handbook Revisions

Don Keuth moved to approve the FY2015-16 Employee Handbook revisions. Margery Brown seconded the motion and it passed unanimously.

Don Keuth moved to approve the FY2015-16 Community Handbook revisions. Rochelle Seminerio seconded the motion and it passed unanimously.

Approval of General Statement of Assurance

Claire West moved to approve the General Statement of Assurance. Ed Novak seconded the motion and it passed unanimously.

Adjournment

Don Keuth made a motion to adjourn. The motion was seconded by Javier Cardenas and passed unanimously. The meeting adjourned at 6:42 p.m.

Minutes reviewed and accepted on this date 5/18/15.

By:  Board Member

Arizona School for the Arts
1410 N. 3rd Street, Room 133
Phoenix, AZ 85004

Governing Board
May 18, 2015
Meeting Minutes

Attendance:

Dan Schay, President	A	Ed Novak, Vice President	P	Javier Cardenas, Sec/Tres	P
Don Keuth, Past President	P	Paul Blue	P	Margery Brown	A
Suzanne Dohrer	P	David Garcia	P	Lisa Handley	P
Joya Kizer	P	George Justice	P	Rochelle Seminerio	P
John Snider	P	Gary Stuart	A	Claire West	A
Paul Winslow	A	Dan Bigler, Financial Analyst	P	Sara Maline, Principal	P
Leah Fregulia Roberts, Head of School	P	Beth Strickler, Director of Operations and Finance	P	Marion Donaldson, Development Director	A
Stacy Chatham, Executive Assistant	P				

Call to Order

Ed Novak, Board Vice President, called the meeting to order at 5:32 p.m.

Call to Public

Mr. Novak made a call to the public. There was no one present for public call.

Mr. Novak recognized Board members, John Snider, Gary Stuart, Claire West, and Paul Winslow for their service on the board.

Committee Reports

Finance Committee

- Mr. Snider reported that the budget is on track for the end of the year, but there is still money that needs to be raised in an effort to meet year end goals.
- Mr. Snider shared the draft budget for 2015-16 and some of the adjustments that were made in comparison to last year. More information will be shared next month and the budget will be voted on in July.
- He also shared that ASA will not be affected by the recent small school weight impacts.
- Mr. Bigler shared that there is a new line on the balance sheet regarding unearned revenue regarding student fees that will be applied next year. He also noted that there have been positive revenues from adjusting the student fees, which will apply to next year's budget.

Facilities Committee

- Ms. Strickler commented on the list of summer projects that was shared during the last Facilities Committee meeting. The improvements are listed in order of importance and will cost around \$10,000 to complete.

Fundraising Development Committee

- Ms. Roberts shared that the school has \$75,000 – \$100,000 left to raise before the end of the school year and that fundraising efforts will continue through June.

Technology Committee

- Mr. Cardenas shared that Managed 365 IT will be working on cleaning up and upgrading systems on all computers over the summer. They will also be working on a file sharing project to help with efficiency of data sharing throughout the campus.
- He also shared that ASA will acquire 60 Chrome books that will be available for student use next year.
- Mr. Cardenas commented that Synergy, a new student information system, will be rolled out next year and training for staff will be taking place in August.

Compliance Committee

- Ms. Dohrer shared that we will be voting tonight on the Personnel Policy & Procedure manual.

Strategic Planning Committee

- Ms. Fregulia Roberts shared the Annual Retreat will be in August this year, which will include strategic planning, new member training, and setting new priorities for the upcoming year.

Board Nominating Committee

- There was nothing new to report.

Consent Items:

Head of School Report

- Leah Fregulia Roberts presented the May Head of School report and asked for questions.
- Ms. Roberts also shared that we are hiring for a new Vice Principal and interviews are being conducted now.

Action Items:

Approval of Minutes

Lisa Handley moved to approve the minutes from the April 27, 2015 meeting. Suzanne Dohrer seconded the motion and it passed unanimously.

Approval of Board Membership

John Snider moved to approve Board membership for Ryan Taylor. Don Keuth seconded the motion and it passed unanimously.

John Snider moved to approve the Board membership for Anthony Dietz. Don Keuth seconded the motion and it passed unanimously.

Approval of General Statement of Assurance

Don Keuth moved to approve the General Statement of Assurance. Javier Cardenas seconded the motion and it passed unanimously.

Approval of 2015-16 Personnel Policy and Procedure Manual Section

Lisa Handley moved to approve the 2015-16 Emergency Response Plan. Don Keuth seconded the motion and it passed unanimously.

Approval of 2015-16 Emergency Response Plan

Lisa Handley moved to approve the 2015-16 Emergency Response Plan. Don Keuth seconded the motion and it passed unanimously.

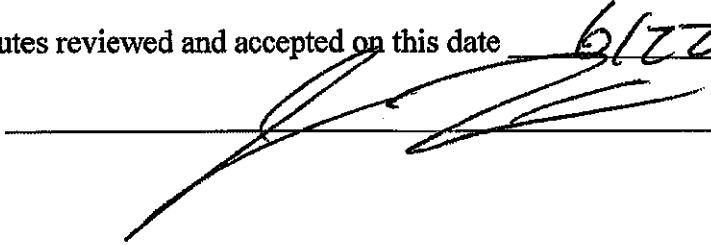
Adjournment

John Snider made a motion to adjourn. The motion was seconded by Rochelle Seminerio and passed unanimously. The meeting adjourned at 6:07 p.m.

Minutes reviewed and accepted on this date

6/22/15

By:



Board Member

Arizona School for the Arts
1410 N. 3rd Street, Room 133
Phoenix, AZ 85004
Attendance:

Governing Board
June 22, 2015
Meeting Minutes

Dan Schay, President	P	Ed Novak, Vice President	P	Javier Cardenas, Sec/Tres	P
Don Keuth, Past President	P	Paul Blue	A	Margery Brown	P
Suzanne Dohrer	P	David Garcia	P	Lisa Handley	P
		George Justice	P	Rochelle Seminerio	P
John Snider	A	Gary Stuart	A	Claire West	A
Paul Winslow	P	Dan Bigler, Financial Analyst	P	Sara Maline, Principal	P
Leah Fregulia Roberts, Head of School	P	Beth Strickler, Director of Operations and Finance	P	Marion Donaldson, Development Director	P
Stacy Chatham, Executive Assistant	A				

Call to Order

Dan Schay, Board President, called the meeting to order at 5:30 p.m.

Call to Public

Mr. Schay made a call to the public. There was no one present for public call.

Mr. Schay recognized Board members, Gary Stuart, and Paul Winslow for their service on the Board as they were not present last month for recognition. Gary Stuart was not present; Paul Winslow expressed his gratitude for being involved.

Mr. Schay welcomed Eric Sustar as new Vice Principal of ASA and provided him the floor to say a few words about his new position. Mr. Sustar shared his education/ experience with the group.

Patricia Castillo, ASU Graduate Student, worked with David Garcia on the administration survey for 2014 and 2015. She shared the main ideas of strength and concern and referred to the Survey Results 2015. Mr. Garcia and Ms. Castillo fielded questions from the group.

Committee Reports

Finance Committee

- Ms Seminerio reported fundraising needs around \$24K to meet the 2015 Annual Fund goal. The committee recognized the fiscal responsibility of Ms.Fregulia Roberts and she presented Mrs. Strickler the proposed budget and noted that the adopted budget will be approved in July.
- Prior to approving the proposed budget, Ms. Fregulia Roberts highlighted these areas:
 - Increased student enrollment to 827 students for 2015-2016

- Increased revenue from 35% due to fees
- Members signed the ADE BUDGET document provided by Beth Strickler on the member line.

Facilities Committee

- Mr. Winslow had nothing new to report on facilities. He celebrated the quiet work of Mrs. Strickler and Mr. Waterson, who keep the facility running smoothly.

Fundraising Development Committee

- Ms. Fregulia Roberts shared that the school has \$24K left to raise before the end of the school year and that fundraising efforts will continue through June. The Ovation fundraiser for the ASA Foundation will be donated back to the school. Marion Donaldson pointed out there is normally a 3 year vetting period before corporations/ organizations will give to a new 501(c) 3. With the annual meeting structure, new development director, and Ovation success, we now have more structured fundraising in place to support ASA.

Technology Committee

- Nothing new to report

Compliance Committee

- Ms. Dohrer shared that Ms. Fregulia Roberts sent out a memo to everyone about amending the bylaws, which are a little vague about carry over terms for officers. The typical office matriculation is Secretary/Treasurer to Vice President to President. This matriculation could lead to expired terms. Ms. Fregulia Roberts proposed that Board could elect an officer whose term might be ending June 30th to allow that person to serve. A vote will be held in August to amend the bylaws as proposed.
- Honorary Membership- Board is entitled to invite honorary members (non-voting members). Leah Fregulia Roberts proposed the Board invite Kelsey Wolf-Donnay as an alumni representative for honorary board member and to also extend the offer to one faculty and one student.

Strategic Planning Committee

- Mr. Novak shared schedule of events for August 22, 2015. He reviewed the document with the group. He asked the Board to serve as “leads” for the different discussion groups at the retreat, rather than asking a facilitator to do so. The leads are encouraged to speak before the 8/22/2015 retreat. He emphasized the role of the lead is to facilitate discussion, not solve the problem.

Board Nominating Committee

- There was nothing new to report.

Board Self-Evaluation

- Mr. Schay thanked those who submitted the evaluations. Board had strong response about attendance at events and participation in the committees. Respondents indicated a level of 4.7 to continue their service to the Board.

- Ratings: 4.25 level was the average for response satisfaction
- The one area where more action is needed was member identification of those who might be able to support ASA financially.

Mission statement amendments:

- ASA's mission is the same. No change. Vision has not been revisited.
- ASA currently has two different variations of the mission statement (one the charter school board has on file and the one used outward facing documentation are not currently using same language).
- Ms. Fregulia Roberts proposed to use the language provided; Board discussed.

Consent Items:

Head of School Report

- Leah Fregulia Roberts presented the June Head of School report and asked for questions.
- Ms. Fregulia Roberts also shared we had a tremendous year and expressed her appreciation to the entire board for the participation with Ovation and activation on committees. She also pointed out the reality that faculty sometimes leave for the financial or leadership potential in districts or other states. Mr. Novak mentioned an interest in knowing what it would take financially to bridge the gap.
- Key dates (notices will come for all of those)
 - Monday, August 10th- 9am – Dan Schay will make a presentation about the Board.
 - Saturday, August 15th- Annual party at Ms. Fregulia Roberts' home.
 - Saturday, August 22nd- Board Retreat.

Action Items:

Approval of Minutes

Ms. Dohrer moved to approve the minutes from the May 18, 2015 meeting. Ms. Seminarario seconded the motion and it passed unanimously.

Approval of Draft Budget FY16

Ms. Seminarario moved to approve the Draft Budget FY16. Mr. Novak seconded the motion and it passed unanimously.

Approval of Language of Mission Statement

Marge Brown moved to approve language. Mr. Keuth seconded the motion. It passed unanimously.

Approval of scheduling voting on 2015-16 budget

Mr. Schay proposed July 8, 2015 at 9 a.m. for voting for the budget- an email with the conference number will be included.

Adjournment

Ms. Seminarario made a motion to adjourn. The motion was seconded by Ms. Brown and passed unanimously. The meeting adjourned at 6:30 p.m.

Arizona School for the Arts
Conference Call

Governing Board
July 8, 2015 – 9:00am
Meeting Minutes

Attendance:

Dan Schay, President	P	Ed Novak, Vice President	P	Javier Cardenas, Sec/Treasurer	P
Don Keuth, Past President	P	Paul Blue	P	Marge Brown	A
Anthony Dietz	P	Suzanne Dohrer	P	David Garcia	P
Lisa Handley	A	George Justice	P	Joya Kizer	P
Rochelle Seminerio	P	Ryan Taylor	A	Kelsey Wolf-Donnay, Alumni	A
Leah Fregulia Roberts, Head of School	A	Marion Donaldson, Development Director	A		
Stacy Chatham, Executive Assistant	A	Beth Strickler, Operations, Finance and Technology	P	Sara Maline, Principal	A
Dan Bigler, Financial Analyst	A	John Snider, Finance Committee	A		

Call to Order

Dan Schay, Board President, called the meeting to order at 9:08 a.m.

Call to Public

None

Action Items:

2015-16 School Year Budget Approval

In a telephone, the Executive Committee of the Arizona School for the Arts Board of Directors, acting on behalf of the full Board of Directors, approved the ASA Budget for Fiscal Year 2016. This is the budget as presented and acknowledged at our June meeting.

Javier Cardenas made a motion to approve the 2015-16 Charter School Annual Budget. Ed Novak seconded the motion and it was passed unanimously.

Adjournment

Dan Schay made a motion to adjourn. The motion was seconded by Ed Novak and passed unanimously. The phone call adjourned at 9:18 a.m.

Minutes reviewed and accepted on this date 8/22/15.

By:  Board Member

Arizona School for the Arts
1410 N. 3rd Street, Room 133
Phoenix, AZ 85004
Attendance:

Governing Board
August 22, 2015
Meeting Minutes

Dan Schay, President	P	Ed Novak, Vice President	P	Javier Cardenas, Sec/Tres	P
Don Keuth, Past President	P	Paul Blue	A	Margery Brown	P
Anthony Dietz	P	Suzanne Dohrer	P	David Garcia	P
Lisa Handley	A	George Justice	A	Joya Kizer Clarke	P
Rochelle Seminerio	A	Ryan Taylor	A	Kelsey Wolf-Donnay, Honorary Alumni Member	P
Leah Fregulia, Head of School	P	Sara Maline, Principal	P	Marion Donaldson, Development Director	P
Beth Strickler, Director of Operations and Finance	P	Stacy Chatham, Executive Assistant and Community Liaison	P		

Call to Order

Dan Schay, Board President, called the meeting to order at 2:00 p.m.

Call to Public

Mr. Schay made a call to the public. ASA parents, Lisa Cusick, Chris Fiscus, and Tim Nelson were present.

Committee Reports

Finance Committee

- Mr. Snider presented EOY15 financial (unaudited) and July financials. The Board reviewed the financial guidelines for use of excess funds.

Facilities Committee

- Nothing new to report

Fundraising Development Committee

- Marion Donaldson provided the board with an update on the Arts Fund Activity year to date.

Technology Committee

- Nothing new to report

Compliance Committee

- Nothing new to report

Strategic Planning Committee

- The Board held the Annual Board Meeting on Saturday, August 22, 2015

Board Nominating Committee

- There was nothing new to report.

Consent Items:

Head of School Report

- Leah Fregulia presented the August Head of School report and asked for questions.
- She also congratulated Marion Donaldson, Development Director, on being on of this year's 40 under 40 award recipients.

Action Items:

Approval of Minutes

Don Keuth moved to approve the minutes from the July 8, 2015 meeting. Margery Brown seconded the motion and it passed unanimously.

Approval of expenditures in accordance with ASA Financial Guidelines

Ed Novak moved to approve an expenditure for piano repairs not to exceed \$15,000 in accordance with ASA Financial Guidelines. Javier Cardenas seconded the motion and it passed unanimously.

Adjournment

Don Keuth made a motion to adjourn. The motion was seconded by Margery Brown and passed unanimously. The meeting adjourned at 2:23 p.m.

Minutes reviewed and accepted on this date _____

By: _____ Board Member

DRAFT