



# Arizona School for the Arts

## Board of Directors Minutes

Monday, May 24, 2021 at 5:30 p.m.

Main Building, Room 111 or

Zoom Meeting: 892 9014 8734 Passcode: 262121

Attendance (voting Members in bold)					
<b>Dr. Anthony (Tony) Dietz, President</b>	P	<b>Carlos Contreras, Vice President</b>	A	<b>Dr. David Garcia, Secretary/Treasurer</b>	P
<b>Dr. Javier Cárdenas, Past President/RDC Chair</b>	P	<b>John Snider, FIC Chair</b>	P	<b>Alexander Laing</b>	P
<b>Betty Hum, GC Chair</b>	P	<b>Marcia Mintz</b>	A	<b>Kevin Allen</b>	A
<b>Allison Otu</b>	P	<b>Karen Lugosi</b>	P	<b>Dr. Edward (Ed) Finn</b>	P
<b>Dr. Heidi Jannenga, TC Chair</b>	P	<b>John O'Neal</b>	P	Ricky Livoni, Honorary Academic Faculty	P
Aaron Thacker, Honorary Arts Faculty	P	Jesús López, Honorary Alumni	A	Yetta Gibson	A
Dr. Hazem Hnaide	A	Leah Fregulia, Head of School/CEO	P	Sara Maline Bohn, Principal	A
Elizabeth (Liz) Clark, Vice Principal	A	Monica Anthony, Arts Director & VP of Student Services	A	Dr. Drew Maxwell, Operations Director	A
Elizabeth (Liz) Shaw, Finance Director	P	Leslie Tan Religioso, Development & Marketing Director	P	Carolyn Smith, Executive Assistant	P
Marc Wancer, EFF	A	Jessica Elder	P		

Agenda Items
<b>Call to the Public</b>
<b>Mission Moment</b>
<ul style="list-style-type: none"> <li>5<sup>th</sup> Grade Choir Foundations – “Just Be Happy”</li> </ul>
<b>Board Recognition</b>
<b>Discussion Items</b>
<ul style="list-style-type: none"> <li>Resource Development Committee               <ul style="list-style-type: none"> <li>Development Dashboard</li> <li>Showcase events and activities</li> <li>Next steps with Jerry Diaz reassign homework from March presentation with deadline</li> </ul> </li> <li>Governance Committee               <ul style="list-style-type: none"> <li>Equity Statement and Handbook revisions – recommendations</li> <li>Structuring our DEI work for success</li> </ul> </li> <li>Finance Committee               <ul style="list-style-type: none"> <li>Review FY22 Budget Draft for draft approval in June and final approval in July</li> <li>ESSER III</li> </ul> </li> </ul>
<b>Reports</b>
<ul style="list-style-type: none"> <li>Health and Wellness Council</li> <li>Facilities – campus improvements</li> <li>Strategic Planning</li> <li>Planning for FY22 – a quick overview of faculty positions, programs and schedules               <ul style="list-style-type: none"> <li>SSP-ESSER Funded Full Time Counselor Position and Job Description</li> </ul> </li> </ul>

### **Action Items**

- Approval of April 26, 2021 Board of Directors Meeting Minutes
- Approval of 2021-2022 Community Handbook Revisions
- Approval of 2021-2022 Employee Handbook Revisions
- Approval of Amendments to Bylaws
- Approval of Use of ESSER III Funds
- Approval of SSP-ESSER Funded Full Time Counselor Position and Job Description
- Approval of 2<sup>nd</sup> term for John Snider, Alex Laing, Betty Hum

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. Tony Dietz called the meeting to order at 5:37 p.m.

### **Call to the Public**

Tony welcomed the members of the public attending the meeting and after a review of Open Meeting rules asked that any wishing to speak regarding an agenda item put their names in the Zoom Chat. As no member of the public came forward, Tony moved to the next agenda item.

### **Mission Moment**

Tony introduced a video filmed the previous week of the 5<sup>th</sup> Grade Choir Foundations class performing "Just Be Happy".

### **Board Recognition**

Tony recognized Marcia Mintz for offering the use of the meeting space at the Boys and Girls Club for the upcoming Strategic Planning Retreat although it was ultimately decided to hold the retreat over Zoom. He also thanked Governance Committee Chair Betty Hum for all the work done this year by the Committee. Tony then recognized the graduating Seniors and John Snider who has a son graduating with the class as well as former Board President Ed Novak has two daughters graduating, noting that graduation is Friday, June 4<sup>th</sup> at 10:00 a.m. and inviting any Board members who wish to attend.

### **Discussion Items**

#### *Resource Development Committee*

- Dr. Javier Cárdenas thanked the Board for achieving 100% giving, which is also the goal for all families. The Board has exceeded its original \$100k goal for the first time.
- Javier then thanked Board members Dr. David Garcia and Allison Otu for participating in the New Family Annual Meetings in May noting that the meeting Allison participated in garnered the largest gift every received by ASA following an APM. He then thanked Karen Lugosi in advance for participating in the upcoming August meeting.
- The Development team continues to close the fundraising gap, a great achievement in this difficult year. There are opportunities to completely close the gap including Showcase; sponsorship opportunities are still available so Board members should keep the "ask" contest going for their chance to win a gift of vintage ASA swag.
- Javier asked members of the Board to participate in the RDC's gratitude campaign by writing notes or making calls to personally thank ASA donors; Leslie Religioso has prepared packets of donor lists and notes. It is also an opportunity to hear feedback from our families.
- Leslie noted that we are very close to meeting our budgeted goal, surpassing our tax credit goal with a special thanks to Kevin Allen who brought in over \$7,000 in tax credit dollars by recommending the donation to his clients.
- Leslie then thanked the Board for their Showcase sponsorship efforts; we have exceeded our goal and are now at \$20,500 which is a great foundation for future Showcases. All Board members are encouraged to attend the pre- and post-Showcase events: the Alumni and Parent of Alumni reunions on Wonder.me at 5:00 p.m., the Showcase pre-show at 6:50 p.m. and the post-Showcase Talkback at 8:30 p.m. She also reminded the Board that virtual tickets and ticket packages are still available.
- Javier reminded the Board members to do their homework assignment from Jerry Diaz and there will be an additional session with Jerry on a date to be scheduled. Leslie will resend the homework to the Board.

*Governance Committee*

- Betty noted that the revised Community and Employee handbooks would be up for approval later in the meeting. She has gone through them and everything is in order including the revised Equity Statement. The Board role in the employee grievance process may need addressing at a later date.
- Betty, Carlos Contreras and Karen met earlier in the month to discuss the DEI structure on the Board and committee level. They realized it will need to be a full Board discussion on how they would like to imbed DEI in the functions of the various committees as well as reviewing Administration's implementations of policy. She is recommending that this be addressed at the Strategic Planning Retreat (SPR).

#### *Finance Committee*

- Committee Chair John Snider first addressed the monthly financial reports noting that the financials are strong coming into the end of the year.
- He then gave a brief overview of the budget process including the review of the final budget in June followed by a final vote in early July after allowing the final budget to be in public view for 10 days. Encouraging the Board to review and think about the FY22 budget as responsible members, John presented the working draft of the budget to the Board. He explained the development process and highlighted the State and Federal contributions, Results Based Funding, tax credit and fundraising versus the expenses of staff salaries and school operations. Tony showed the Board the ASA Financial Performance Dashboard on the ASBCS website linked to the ASA website.
- Leah gave an overview of the ESSER I and II funding and how the funds were spent. She then reviewed the division of the \$475k just granted through ESSER III which will be needed to approved by the Board; 20% will be spent on learning opportunities and 80% will be discretionary funds including future capital improvements. A discussion ensued on when each of the ESSER grants will be reflected in the budget based on the timing of the receipt of the funds.

#### **Reports**

##### *Health and Wellness Council*

Javier reported that the HWC will be following CDC guidance for schools on an ongoing basis. As the vaccines continue to be approved for younger children, the HWC encourage all family members who can be vaccinated do get the vaccine. The Committee will also be looking beyond COVID to develop recommendations for heat, sun exposure and late start for adolescent students.

##### *Facilities Committee*

- Tony explained the work that Committee members Michelle Ray and John Tran have done incorporating plans for a shade structure and a mobile workstation into the campus master plan. Additionally, plans were presented to repair and expand the seating in front to the bandshell. This is a first look and not ready for vote at this time.
- Leah showed a rendering created by John Tran illustrating the idea of a solar panel shade structure over the bandshell explaining that they will be examining the pros and cons of a structure using shade sails versus a more permanent solar panel structure and what it will mean to the school in the long term in view of cost and socio-environmental terms. Also included on the drawing was a mobile structure to be placed centrally on campus for faculty use as work and meeting space.
- Leah then shared an early drawing of the plans for the bandshell seating expansion and repair.

##### *Strategic Planning*

- David said that the Strategic Planning Retreat will be held on Saturday, June 12<sup>th</sup> from 9:00 a.m. to 2:00 p.m. He and Leah made the decision to hold the meeting over Zoom to encourage attendance.
- He said the purpose of the meeting will be to:
  - Review where we are in regards to the action steps set forth at last year's meeting.
  - Provide guidance from Dr. Linda Grooms Walton and Melia Dunn to the Board/Committees, faculty and staff with regard to DEI initiatives.
  - Review teacher pay and sustainability based on research provided by Liz Shaw and members of the Senior Leadership Team of pay scales in other schools in the district, comparable charter schools and private schools.
- Tony added that an additional good practice would be to do a self-review of the Board and that will be done at the SPR as well.

##### *Planning for FY22*

Leah gave a brief overview of the changes that will occur in faculty, program and schedules during the 2021-22 school year:

- Additional ESSER III funding has allowed ASA to add a full time School Counselor for two years with a specific job description and salary range that will need to be approved by the Board.
- Eight part time arts teachers have been made full time.
- Added one Student Support staff position for a total of two.
- Added a School Operations Assistant position to support Dr. Drew Maxwell with tech issues.
- Added a full-time special education position.
- All 5<sup>th</sup>-8<sup>th</sup> graders will be on one schedule and 9<sup>th</sup>-12<sup>th</sup> students will be on another to even-out lunchtimes and create a clear distinction between Middle and High School; this also will create more leadership opportunities for 7<sup>th</sup> and 8<sup>th</sup> graders.
- Middle School students will choose only two arts classes instead of three: choir, piano and/or a special. A piano option will be available for a 9<sup>th</sup> hour pay-to-play.
- 5<sup>th</sup> and 6<sup>th</sup> graders will receive Dalcroze training; it will be the only Dalcroze program in the state.

### **Action Items**

#### *Approval of April 26, 2021 Board of Directors Meeting Minutes*

Javier Cárdenas moved to approve the Board of Directors Meeting Minutes from April 26, 2021. The motion was seconded by Betty Hum and passed unanimously without further discussion. [Dietz, Garcia, Cárdenas, Snider, Laing, Hum, Otu, Lugosi, Finn, Jannenga and O'Neal voting in favor.]

#### *Approval of 2021-2022 Community and Employee Handbook Revisions*

Betty Hum moved to approve the 2021-2022 Community Handbook revisions and the 2021-2022 Employee Handbook revisions. The motion was seconded by Javier Cárdenas and passed unanimously without further discussion. [Dietz, Garcia, Cárdenas, Snider, Laing, Hum, Otu, Lugosi, Finn, Jannenga and O'Neal voting in favor.]

#### *Approval of Amendments to Bylaws*

Betty Hum moved to approve the amendments to the ASA Bylaws. The motion was seconded by David Garcia and passed unanimously without further discussion. [Dietz, Garcia, Snider, Laing, Hum, Otu, Lugosi, Finn, Jannenga and O'Neal voting in favor.] [Cárdenas abstained.]

#### *Approval of the Use of ESSER III Funds*

Betty Hum moved to approve the use of the ESSER III funds. The motion was seconded by Ed Finn and passed unanimously without further discussion. [Dietz, Garcia, Cárdenas, Snider, Laing, Hum, Otu, Lugosi, Finn, Jannenga and O'Neal voting in favor.]

#### *Approval of SSP-ESSER Funded Full Time Counselor Position and Job Description*

Ed Finn moved to approve the job description for a school counselor or social worker position as presented. The position will be funded by and serves the requirements of the SSP-ESSER Program awarded to Arizona School for the Arts beginning July 1, 2021-July 2, 2023. Ed Finn also moved that the position will attend all required program training and conduct required program activities, including the implementation of the social emotional learning strategies. Further, this position will implement the School Social Worker or School Counselor responsibilities as recommended by the School Social Workers Association of America or the American School Counselor Association. The anticipated salary range for this position (\$50,000- \$65,000) for school year 2021-2022 is consistent with ASA's pay scale. The motion was seconded by Betty Hum and passed unanimously without further discussion. [Dietz, Garcia, Cárdenas, Snider, Laing, Hum, Otu, Lugosi, Finn, Jannenga and O'Neal voting in favor.]

#### *Approval of 2nd Terms John Snider, Alex Laing and Betty Hum*

Javier Cárdenas moved to approve a second Board of Directors term for members John Snider, Alex Laing and Betty Hum. The motion was seconded by Heidi Jannenga and passed unanimously without further discussion. [Dietz, Garcia, Cárdenas, Otu, Lugosi, Finn, Jannenga and O'Neal voting in favor.] [Snider, Laing, and Hum abstained.]

### **Adjournment**

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

The meeting adjourned at 6:44 p.m.

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Minutes reviewed and accepted on: June 28, 2021

Signed by: \_\_\_\_\_, Board Member

DRAFT