



# Arizona School for the Arts

## Board of Directors Minutes

Monday, August 30, 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>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>	A	<b>Betty Hum, GC Chair</b>	P
<b>Marcia Mintz</b>	P	<b>Kevin Allen</b>	A	<b>Allison Otu</b>	P
<b>Karen Lugosi</b>	A	<b>Dr. Ed Finn</b>	P	<b>Dr. Heidi Jannenga, TC Chair</b>	P
<b>John O'Neal</b>	P	Yetta Gibson	A	Dr. Hazem Hnaide	P
Ricky Livoni, Honorary Academic Faculty	P	Jessica Elder, Honorary Arts Faculty	P	Jesús López, Honorary Alumni	A
Amalia Nevarez, Honorary Student	P	Amara Washington-Bess, Honorary Student	P	Leah Fregulia, Head of School/CEO	P
Sara Maline Bohn, Principal	P	Elizabeth (Liz) Shaw, Finance Director	P	Leslie Tan Religioso, Development & Marketing Director	P
Carolyn Smith, Executive Assistant	P	Marc Wancer, EFF	A	<b>Carlos Contreras, Vice President</b>	A

Agenda Items
<b>Call to the Public</b>
<b>Presentation</b>
<ul style="list-style-type: none"> <li>Presentation of ASA's DEI Strategic Goals &amp; Work Plan – Leah Fregulia &amp; Linda Walton</li> </ul>
<b>Board Recognition</b>
<b>Board Informational Presentations</b>
<ul style="list-style-type: none"> <li>Good Governance/Responsibilities, Conflict of Interest &amp; FERPA – Tony Dietz</li> <li>Executive Committee Updates and Opening – Tony Dietz</li> <li>Board Commitments and Fundraising - Javier Cárdenas &amp; Leslie Religioso</li> <li>Open Meeting Law - Betty Hum</li> <li>Who We Are – Leah Fregulia               <ul style="list-style-type: none"> <li>Review of School Demographic Profile (Board, faculty, students)</li> <li>Review of Board Matrix of Skills</li> </ul> </li> <li>Review of ASA's Financial Structure, Fiscal Year 2020-21 End of Year Financial Results and Budget for Fiscal Year 2021-22 – John Snider</li> <li>Head of School Report – Leah Fregulia               <ul style="list-style-type: none"> <li>Campus Health and Results of Mask policy</li> <li>Review and Possible Update of COVID-19 Mitigation Plan</li> <li>Safe Return to School Plan</li> <li>Policy for Fingerprint Clearance Cards</li> <li>Instructional Time Model</li> </ul> </li> <li>Board Committees Recruitment</li> </ul>

### **Action Items**

- Approval of June 28, 2021 Board Meeting Minutes
- Approval of July 12, 2021 Board Meeting Minutes
- Approval of August 12, 2021 Board Meeting Minutes
- Approval of Revised COVID-19 Mitigation Plan
- Approval of Contractor, Subcontractor and Vendor Fingerprint Clearance Exemption Policy
- Adoption of Instructional Time Model under new HB 2862 statute ARS §15-901.08
- Approval of High School and Middle School Cross Country Meet in Prescott, Arizona September 25, 2021
- Approval of Model U.N. Far West Conference Trip to San Francisco, California April 7-13, 2022
- Approval of Vice President of the ASA Board of Directors

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 5:31 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.

### **Presentation**

Dr. Linda Groomes Walton gave an overview of her work thus far in assessing diversity, equity and inclusion needs in support of the Commitments to Equity that the Board adopted last year. Dr. Walton focused on the goals and metrics for the first year of a three-year DEI Strategic Plan which included Culture and Climate, Faculty and Student Recruitment and Retention, and Academic and Arts Curriculum and Creative Programming. Dr. Walton suggested that ASA use existing outlets such as the Annual Report, Employee Handbook and marketing to share the School's DEI commitment and expectations with the community and use, and in some cases expand, existing services to support underserved students. ASA will also get feedback from the community with the use of exit interviews, surveys, Town Hall meetings and expanding membership on the Equity Team with the inclusion of two or three more members of faculty, a Board member, a member of the Senior Leadership Team, a student and a parent or guardian. There is also a training component for various segments of the ASA community to ensure that all are speaking a common language when it comes to DE&I.

### **Board Recognition**

Tony recognized John O'Neal, Betty Hum and Karen Lugosi for contributing their legal knowledge to the Board, especially in the areas of policy and procedure.

### **Board Informational Presentations**

Tony reminded the Board that this is their annual training meeting and they would be reviewing the duties and responsibilities of being an ASA Board member.

- Tony laid out the duties of good governance as well as the responsibilities associated with being on the ASA Board of Directors. 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 after the meeting. Tony also reviewed the Family Education Rights and Privacy Act (FERPA) as it relates to student information obtained as a Board member.
- Tony then announced that Carlos Contreras would be resigning his Vice Presidency and membership from the ASA Board of Directors as of this meeting due to professional responsibilities. He thanked Carlos for his wise counsel and many contributions over the years and congratulated him on his expanding role at Intel. Tony then noted that Carlos' resignation will leave an opening in the Executive Committee that would be filled during the Action Items at the end of the meeting and should that

vote create another opening in the Executive Committee, that opening would be filled at the September 27<sup>th</sup> Board Meeting.

- Dr. Javier Cárdenas discussed the fundraising duties of Board members and reviewed the efforts of the 2020-2021 year. He congratulated the Board for their record fundraising and 100% participation reminding them that 100% participation from the Board and families is the continued goal for 2021-2022. ASA is developing a culture of generosity as well as philanthropy meaning that non-financial contributions to the Board and school as also very important as acknowledged by Tony in the Board Recognition segment. Leslie Religioso then reviewed the financial contributions by families and Board members over the 2021-2022 year and goals for 2021-2022.
  - David Garcia asked how we are communicating to families how much of the goal has been achieved so it does not look as if we are only asking for money. Javier explained that first and foremost are the gratitude calls and notes and secondly, Board members speaking at performances that are scheduled for this year, but he is open to more suggestions for opportunities to highlight the fundraising success. Leah also reminded the Board of the Family Engagement Matters newsletter and that the fundraising success was highlighted there. Amalia Nevarez recommended using social media.
  - Tony recognized Leslie for taking over the Development Department and succeeding in a very difficult year.
- Betty Hum summarized Arizona Open Meeting Law as it relates to the ASA Board since we are a public charter school. She highlighted the requirements and limitations of a public meeting and what meetings besides full Board meetings are or can be subject to Open Meeting Law.
- Leah then gave a brief overview of the demographic makeup of the ASA Board, Executive Committee, Senior Leadership Team, Faculty, Staff and Student Body. Looking at the comparisons, it gives a good snapshot of where we are; we are trending to greater diversity especially in comparison to where the school started. John Snider noted that our current student demographics are a good reflection of the broader Phoenix metropolitan area. Javier asked for the addition of column reflecting that comparison. Leah also gave a look at the experience and talents each Board member brings to the community, noting that we currently have sixteen members, but Carlos is resigning, at the end of this year Kevin Allen will be renewing for a second term and Javier will roll off the Board. She highlighted the gaps in diversity and experience we would like to fill and asked for recommendations of other experience we should look to add.
- John Snider presented the Center for Academic Achievement's breakdown of how Arizona public schools are funded and explained how it relates to ASA as a charter school with both middle and high school students. He then gave a summary view of the unaudited Fiscal Year 2020-2021 financial results, comparing income and expenditures, and then did the same for the revised Fiscal Year 2021-2022 budget.
- Leah then highlighted aspects of her Head of School Report that was made available to the Board in advance of the meeting, primarily focusing on items that will need the Board's approval at this end of the meeting.
  - ASA is applying for the Plus Up Grant which will allow the school to receive the balance of the funds we did not receive under ESSER III; this is a state grant that requires that the school follow all state laws to be eligible. As the Mask Policy that the Board voted into effect at the August 12<sup>th</sup> meeting allows for a waiver, ASA is in compliance with the law and eligible for the grant.
  - We have had an extraordinary level of compliance to the Mask Policy, with only seven waivers on file.
  - The updated Mitigation Plan reflects the new law and has been prepared by ASA's legal counsel and has been sent to parents and guardians for public comment. It will be revisited monthly in case changes are necessary.
  - The Safe Return to School Plan is necessary to submit to the state to receive any type of funding; it outlines everything the school has done to get back to campus and to be in compliance with instructional time, curriculum, etc.
  - The Instructional Time Model was new last year and specifies what happens if the school goes back to remote learning or students need to go to project-based learning for whatever reason and it addresses Presentation Week being an instructional week.
  - DE&I training for the Board will be on September 21<sup>st</sup> from 4:30-6:30pm.

- The Board can provide a fingerprint clearance card exemption to contractors, subcontractors and vendors who come onto campus but have no unsupervised contact with students.
- Leah will be meeting individually with each Board member to discuss their commitments and on which committees, councils or task force they wish to serve.

### **Action Items**

Voting member Marcia Mintz left the meeting prior to the votes on the Action Items.

#### *Approval of June 28, 2021 Board of Directors Meeting Minutes*

John Snider moved to approve the Board of Directors Meeting Minutes from June 28, 2021. The motion was seconded by David Garcia and passed unanimously without further discussion. [Dietz, Garcia, Cárdenas, Snider, Hum, Otu, Finn, Jannenga and O'Neal voting in favor.]

#### *Approval of July 12, 2021 and August 12, 2021 Board of Directors Meeting Minutes*

John Snider moved to approve the Board of Directors Meeting Minutes from July 12, 2021 and August 12, 2021. The motion was seconded by David Garcia and passed unanimously without further discussion. [Dietz, Garcia, Cárdenas, Snider, Hum, Otu, Finn, Jannenga and O'Neal voting in favor.]

#### *Approval of the Revised COVID-19 Mitigation Plan*

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

#### *Approval of the Contractor, Subcontractor and Vendor Fingerprint Clearance Exemption Policy*

Betty Hum moved that a Contractor, subcontractor or vendor or any employee of a contractor, subcontractor or vendor ("Third Parties") who is contracted to provide services on a regular basis at Arizona School for the Arts may be exempted from the legal requirement to obtain a valid fingerprint clearance card if the person's normal job duties are not likely to result in independent access to or unsupervised contact with pupils. ASA Administration will implement procedures consistent with applicable Arizona law regarding Third Parties, including such procedures or processes to provide qualified Third Parties with an exemption from fingerprinting card requirements. The motion was seconded by John O'Neal and passed unanimously without further discussion. [Dietz, Garcia, Cárdenas, Snider, Hum, Otu, Finn, Jannenga and O'Neal voting in favor.]

#### *Adoption of the Instructional Time Model under new HB 2862 statute ARS §15-901.08*

Javier Cárdenas moved to adopt the Instructional Time Model under new HB 2862 statute ARS §15-901.08. The motion was seconded by David Garcia and passed unanimously without further discussion. [Dietz, Garcia, Cárdenas, Snider, Hum, Otu, Finn, Jannenga and O'Neal voting in favor.]

#### *Approval of High School and Middle School Cross Country Meet in Prescott, Arizona September 25, 2021*

Javier Cárdenas moved to approve the High School and Middle School Cross Country Meet in Prescott, Arizona September 25, 2021. The motion was seconded by Heidi Jannenga and passed unanimously without further discussion. [Dietz, Garcia, Cárdenas, Snider, Hum, Otu, Finn, Jannenga and O'Neal voting in favor.]

#### *Approval of Model U.N. Far West Conference Trip to San Francisco, California April 7-13, 2022*

John Snider moved to approve the Model U.N. Far West Conference Trip to San Francisco, California April 7-13, 2022. The motion was seconded by Javier Cárdenas and passed unanimously without further discussion. [Dietz, Garcia, Cárdenas, Snider, Hum, Otu, Finn, Jannenga and O'Neal voting in favor.]

#### *Approval of Vice President of the ASA Board of Directors*

Javier Cárdenas nominated and moved to approve David Garcia as Vice President of the ASA Board of Directors. The motion was seconded by Heidi Jannenga and passed unanimously without further discussion. [Dietz, Cárdenas, Snider, Hum, Otu, Finn, Jannenga and O'Neal voting in favor.][Garcia abstained and left the meeting.]

**Adjournment**

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

The meeting adjourned at 7:15 p.m.

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Minutes reviewed and accepted on: September 27, 2021

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