



Arizona School for the Arts
Board of Directors Meeting Minutes
Monday, June 27, 2022 at 5:30 p.m.
Main Building, Room 111 or
Zoom Meeting: 892 9014 8734 Passcode: 262121

Attendance (voting Members in bold)					
Dr. Anthony (Tony) Dietz, President	P	Dr. David Garcia, Vice President	P	Betty Hum, Secretary/Treasurer	P
Dr. Javier Cárdenas, Past President	P	John Snider	P	Alexander Laing	P
Kevin Allen	A	Allison Otu	P	Karen Lugosi	P
Dr. Ed Finn	A	Dr. Heidi Jannenga	P	John O’Neal	P
Dr. Hazem Hnaide	A	Yetta Gibson	A	Ricky Livoni, Honorary Academic Faculty	A
Jessica Elder, Honorary Arts Faculty	P	Jesús López, Honorary Alumni	A	Amalia Nevarez, Honorary Student	A
Amara Washington-Bess, 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	Marc Wancer, EFF	A

Agenda Items
Call to the Public
Mission Moment <ul style="list-style-type: none"> • Showcase Reel from Development • College Roundup
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"> ○ 2022-2023 Community Handbook and 2022-2023 Employee Handbook ○ Student Code of Conduct ○ 2022-2023 ASA Emergency Response Plan • Finance Committee <ul style="list-style-type: none"> ○ Review of the 2022-2023 Budget Draft for Approval • Head of School Report <ul style="list-style-type: none"> ○ End of Year Report ○ Retreat in August and steps forward
Action Items <ul style="list-style-type: none"> • Approval of the April 25, 2022 Board of Directors Meeting Minutes • Approval of the May 23, 2022 Board of Directors Meeting Minutes • Approval of the 2022-2023 Community Handbook • Approval of the 2022-2023 Employee Handbook • Approval of the 2022-2023 Emergency Response Plan

- Approval of the Student Code of Conduct
- Approval of Internal Controls for Federal and State Awards
- Approval of the Revised 2022-2023 School Calendar
- Approval of the 2022-2023 Budget Draft

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. Tony Dietz called the meeting to order at 5:31 p.m.

Call to the Public

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

Mission Moment

- The Board viewed a video provided by the Development Department that featured performance highlights from the June 3rd Showcase Kaleidoscope.
- College Counselor Liz Wakeford provided an overview of the post-graduation plans of the Class of 2022 including college selections, demographics, areas of interest and a 3-year comparison of the average GPA. This was the first class to complete Phoenix College's Achieve College Education (ACE) Program, and Liz emphasized its benefits -- making college possible to underrepresented, low-income families -- with a video testimonial from Kenda Khatter who will enter her Freshman year in college taking Sophomore and Junior classes and graduating college early.

Board Recognition

- Tony recognized Honorary Student Board Member Amara Washington-Bess who graduated with the Class of 2022. Tony thanked Amara for her important student perspectives and wished her well as she starts college in the Fall. Leah Fregulia told the Board that Amara will be moving into the Honorary Alum Board Member position in the coming fiscal year.
- Tony then acknowledged Past President Dr. Javier Cárdenas who will be rolling off the Board at the conclusion of this fiscal year after many years of dedicated service to ASA. He thanked Javier for his leadership on several committees including most recently the Resource Development Committee and the ad hoc Health and Wellness Council; Javier's willingness to step forward and help has been a great boon to ASA and will be missed.

Discussion Items

Resource Development Committee

- Javier reviewed the Development Dashboard highlighting the excellent work of the Development Department, the RDC and the Board; fundraising is in an excellent position and the shift to 100% participation rather than a fixed amount per family has allowed for more involvement in striving for our fundraising goal with all ASA stakeholders.
- Leslie Religioso went over the specific numbers involved with Showcase including the number of student performers, performances, attendees and record amount raised – over \$106,000 in sponsorship, ticket sales and donations.
- Leslie thanked the Board for their efforts in securing sponsorships, many of them new and potential repeat sponsors. David Garcia won the swag prize for securing two sponsors.

Governance Committee

Betty Hum reminded the Board that they would be voting on the Community Handbook, Employee Handbook, Student Code of Conduct and Emergency Response Plan for Fiscal Year 2022-2023 noting that

the handbooks had been reformatted making them easier to read and comprehend. All items were on the Board Portal for review in advance of the meeting.

Finance Committee

- John Snider let the Board know that the May financial reports that were on the Board Portal for their review maintain the good financial footing that we have been on all year. We have hit all revenue targets in all categories and maintained expenses at or below the level forecast, meeting all of the school's financial covenants and bond financing.
- John then told the Board that the ASA FY 2022-2023 Budget Draft on the portal would be the version that they would be voting on at the end of the meeting; the final budget would be voted on in July after it has been posted on the website for a period of public comment. He stressed the importance of having a quorum for the July meeting so that the budget can be voted on and submitted to the State within compliance. He explained the budgeting process and that it was developed again this year without a State budget having been adopted by the time we were required to submit. A budget was adopted by the Legislature after the Finance Committee met the prior week, and it will still need to be signed by the Governor. ASA will need to revise the 2022-2023 budget around August with a target of September for the Board to vote on the revision. He told the board that 65% of the budget would be going to staffing and the staffing numbers reflect the new compensation matrix that Liz Shaw presented in April.

Head of School Report

Leah presented her Head of School Report for the end of the 2021-2022 fiscal year. She highlighted the DEI strategic plan and the new faculty compensation matrix as two of the major strategic goals accomplished. She also showed the new organizational chart which features the revised structure of the Senior Leadership Team, told the Board that ASA's retention rate is 80% which is higher than the State average and reminded the Board about the rescheduled Strategic Planning Retreat in August.

Action Items

Approval of April 25, 2022 and May 23, 2022 Board of Directors Meeting Minutes

Betty Hum moved to approve the Board of Directors Meeting Minutes from April 25, 2022 and May 23, 2022. The motion was seconded by John O'Neal and passed unanimously without further discussion. [Dietz, Garcia, Hum, Cárdenas, Snider, Laing, Otu, Lugosi, Jannenga and O'Neal voting in favor.]

Approval of the 2022-2023 Community Handbook

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

Approval of the 2022-2023 Employee Handbook

Betty Hum made a motion to approve the Fiscal Year 2022-2023 Employee Handbook. The motion was seconded by Javier Cárdenas and passed unanimously without further discussion. [Dietz, Garcia, Hum, Cárdenas, Snider, Laing, Otu, Lugosi, Jannenga and O'Neal voting in favor.]

Approval of the 2022-2023 Emergency Response Plan

Betty Hum made a motion to approve the Fiscal Year 2022-2023 Emergency Response Plan. The motion was seconded by Javier Cárdenas and passed unanimously without further discussion. [Dietz, Garcia, Hum, Cárdenas, Snider, Laing, Otu, Lugosi, Jannenga and O'Neal voting in favor.]

Approval of the Student Code of Conduct

Betty Hum made a motion to approve the Student Code of Conduct. The motion was seconded by Javier Cárdenas and passed unanimously without further discussion. [Dietz, Garcia, Hum, Cárdenas, Snider, Laing, Otu, Lugosi, Jannenga and O'Neal voting in favor.]

Approval of the Internal Controls for Federal and State Awards

Betty Hum made a motion to approve the Internal Controls for Federal and State Awards. The motion was seconded by Javier Cárdenas and passed unanimously without further discussion. [Dietz, Garcia, Hum, Cárdenas, Snider, Laing, Otu, Lugosi, Jannenga and O'Neal voting in favor.]

Approval of the Revised 2022-2023 School Calendar

Javier Cárdenas made a motion to approve the revised 2022-2023 School Calendar. The motion was seconded by Betty Hum and passed unanimously without further discussion. [Dietz, Garcia, Hum, Cárdenas, Snider, Laing, Otu, Lugosi, Jannenga and O'Neal voting in favor.]

Approval of the 2022-2023 Budget Draft

John Snider made a motion to approve the fiscal year 2022-2023 Budget Draft. The motion was seconded by Javier Cárdenas and passed unanimously without further discussion. [Dietz, Garcia, Hum, Cárdenas, Snider, Laing, Otu, Lugosi, Jannenga and O'Neal voting in favor.]

Executive Session

At 6:36 p.m. Javier Cárdenas 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 O'Neal and passed unanimously without further discussion. [Dietz, Garcia, Hum, Cárdenas, Snider, Laing, Otu, Lugosi, Jannenga and O'Neal voting in favor.]

Executive session ended at 7:01 p.m.

Adjournment

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

The meeting adjourned at 7:02 p.m.

Minutes reviewed and accepted on: August 22, 2022

Signed by: _____, Board Member