



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

**Monday, January 22, 2024 at 5:30 p.m.**

**Zoom Meeting: 892 9014 8734 Passcode: 262121**

**Attendance** (Voting Members in **Bold**)

|  |          |   |          |  |          |
|--|----------|---|----------|--|----------|
| <b>Dr. David Garcia,</b><br><b>President</b>     | <b>P</b> | <b>Alexander (Alex) Laing,</b><br><b>Vice President</b> | <b>P</b> | <b>Dr. Heidi Jannenga,</b><br><b>Secretary/Treasurer</b> | <b>P</b> |
| <b>Michelle Buckley</b>                          | <b>A</b> | <b>Andrei Cherny</b>                                    | <b>A</b> | <b>Michelle Davidson</b>                                 | <b>P</b> |
| <b>Betty Hum</b>                                 | <b>P</b> | <b>John O'Neal</b>                                      | <b>P</b> | <b>Allison Otu</b>                                       | <b>P</b> |
| <b>Nonnie Shivers</b>                            | <b>P</b> | <b>John Snider</b>                                      | <b>P</b> | Leola Abraham  | P        |
| Carrie Larson                                    | P        | Dr. Lorisa Pombo  | P        | Annette Zinky  | P        |
| Elizabeth (Liz) Guzman,<br>Honorary Arts Faculty | P        | Jeffrey (Jeff) Steinert,<br>Honorary Academic Faculty   | P        | Ian Elder, Honorary<br>Student                           | P        |
| Ingrid Martinez, Honorary<br>Student             | P        | Leah Fregulia, Head of<br>School/CEO                    | P        | Leslie Tan Religioso,<br>Development Director            | P        |
| Elizabeth (Liz) Shaw,<br>Business Director       | A        | Carolyn Smith, Executive<br>Assistant                   | P        |  |          |

**Agenda Items**

**| Call to the Public**

**| School Year 2024-2025 Enrollment Lottery**

**| Mission Moment**

Showcase 2024 Theme and Art Reveal

**| Board Recognition**

**| Discussion Items**

Finance Committee

- November & December 2023 Financial Reports
- FY25 Budget Approach and Existing Conditions
  - Framework with Lower ADM

Resource Development Committee

- Development Dashboard

#### Facilities Committee

- Building A Plumbing
- Revising the Site Plan

### | Consent Agenda

Head of School Report

Development Director Report

### | Action Items

Approval of the December 8, 2023 Board of Directors Meeting Minutes

Approval of SY25 Class, Competitive Organization, and Other Fees

Ratification of the 2024-2025 Student Activity Fee Increase

Ratification of the \$70K Plumbing Costs

Approval of the Fiscal Year 2024-2025 Faculty and Staff Employment Contracts

Approval of the National School Lunch Program Unpaid Meal Charge Policy

Approval of the National School Lunch Program Local Wellness Policy

Approval of the Revised Middle School Cell Phone Policy

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

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

## Minutes

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

### **Call to the Public**

David welcomed any members of the public attending the meeting. A member of the public was present for the annual enrollment lottery but did not wish to make any comments. David moved to the Mission Moment as the School Office Administrator was having technical issues entering the Zoom meeting.

### **Mission Moment**

Dean of Arts Monica Sauer Anthony introduced the creative concept and artwork for this year's Showcase on May 30, 2024. "Imaginarium" invites our community to come to our collective playground -- the stage -- and immerse ourselves in a creative world.

### **School Year 2024-2025 Enrollment Lottery**

Zoom issues resolved, School Office Administrator Jamie Bledsoe ran the lottery of completed new applications for each grade through the school's Synergy software. Leah Fregulia let everyone know that letters for new students will go out next week based on space availability, once the re-enrollment period for current students is completed.

### **Board Recognition**

David celebrated ASA's fantastic December and thanked all the Board members who participated in the Ribbon Cutting Ceremony and Choral Collage as well as the staff who coordinated the events. He then asked special guest, Scott Stone, to introduce himself; Scott is interested in joining the ASA Board of Directors and has attended some recent school events as well as the Finance Committee meeting the prior Friday.

### **Discussion Items**

#### *Finance Committee*

John Snider opened by thanking Liz Shaw and Laura Apperson for their tight oversight of the school's finances. He then thanked board member Carrie Larson for joining the Finance Committee as well as Scott Stone for attending the last meeting, expressing the hope that he will become a Board member and add his considerable experience to the Committee on a permanent basis. John said that the November and December 2023 reports are on the portal for review, adding that on the reports it can be seen that the school is doing fine financially. However, because of lower student count, we will be ending the year with a reduction in expenditures and beginning the fiscal year 2024-2025 budgeting process now, with a lower starting student count. Leah Fregulia then walked through the details of:

- The current environment at ASA with a reduced enrollment largely impacted post pandemic by the the increase in online and homeschooling which is aided by the State's funding of ESAs, intertwined with the reduction of funds available due to the State's budget deficit and the sundowning of Federal ESSER funds.
- School Administration's approach to setting a sustainable budget framework for the current environment by starting the new budget at 750 students with an opportunity for growth, increasing student fees for SY25 so that they are revenue neutral and in line with surrounding schools, and decreasing non-classroom budgets.
- The next steps to further reduce the budget by meeting with faculty to discuss stipends and program load as well as working as a team to retain current, and recruit new students.

A short discussion then ensued regarding how we can engage current and incoming families in the school's efforts to raise funds and recruit new families through positive word-of-mouth and also amplify our recruitment efforts with increased social media outlets and text messages.

#### *Resource Development Committee*

Leslie Religioso reviewed the funds raised and the revenue streams as of the end of December 2023, noting that despite the great year-end activity, we are trending \$40K behind this time in fiscal year 2022-2023, with 48% of eligible families participating. Board participation is at 100% with \$65.6K committed and Leslie thanked and applauded the Board for reaching that benchmark. Fundraising efforts will continue through the end of the year focusing on outstanding commitments, recurring gifts, and those who have not committed.

David then asked the Board to support these efforts. There will be an appeal letter from the Board going out soon to amplify the letter Leah sent to families today, as well as the Annual Parent Meetings in February. Sponsorships for Showcase can create a large boost, so Board members are encouraged to review the new sponsorship kit and check the lists provided by Leslie to see where they can make connections and asks. David then mentioned the other upcoming Signature Series events that are excellent opportunities to invite potential donors.

#### *Facilities Committee*

Leah informed the Board of extensive new plumbing lines in Building A and under the gated parking lot that needed to be effected prior to, and over Winter Break. The Executive Committee

approved up to \$70K for the capital expenditure which the Board will need to ratify at the end of the meeting. The work is complete and the full amount was not required. Additionally, during the Facilities Committee meeting, Michelle Ray, John Tran, and Rich Newman volunteered to rework the master site plan, incorporating the renovations that were made to campus with the building of the amphitheatre. This will be a useful tool for the incoming Executive Director after Leah's retirement.

### **Consent Agenda**

#### *Head of School Report*

Leah invited any questions regarding her report that was provided on the Board Portal in advance of the meeting. David asked about the middle school robotics teams wins of six of the seven awards at regionals; Leah affirmed the achievement, but unfortunately the teams did not fare as well at State, so none will advance. The high school teams did not do as well as middle school at regionals, but still were able to go to State where one team received the design award and the other received an engagement award. David remarked that Robotics continues to be a very successful feature at ASA.

### **Action Items**

*John Snider left the meeting prior to the Action Items.*

#### *Approval of the December 8, 2023 Board of Directors Meeting Minutes*

Betty Hum moved to approve the Board of Directors Meeting Minutes from December 8, 2023. The motion was seconded by Alex Laing and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Davidson, Hum, O'Neal, Otu, and Shivers voting in favor.]

#### *Approval of the SY25 Class, Competitive Organization, and Other Fees*

Allison Otu moved to approve the school year 2024-2025 Class, Competitive Organization, and Other Fees. The motion was seconded by Heidi Jannenga and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Davidson, Hum, O'Neal, Otu, and Shivers voting in favor.]

#### *Ratification of the 2024-2025 Student Activity Fee Increase*

Nonnie Shivers moved to ratify the 2024-2025 Student Activity Fee Increase approved by the Executive Committee on December 14, 2023. The motion was seconded by Michelle Davidson and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Davidson, Hum, O'Neal, Otu, and Shivers voting in favor.]

#### *Ratification of the \$70K Plumbing Costs*

Betty Hum moved to ratify the up to \$70,000 capital expenditure for the new plumbing lines that was approved by the Executive Committee on December 14, 2023. The motion was seconded by Michelle Davidson and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Davidson, Hum, O'Neal, Otu, and Shivers voting in favor.]

#### *Approval of the Fiscal Year 2024-2025 Faculty and Staff Employment ~~Contracts~~ Agreements*

Leah Fregulua noted that for the coming year the documents change from "Contracts" to "Agreements" and should be approved as such. Additional changes in the coming year include clauses regarding intellectual property and confidential information/trade secrets.

Michelle Davidson moved to approve the Fiscal Year 2024-2025 faculty and staff Employment Agreements. The motion was seconded by Betty Hum and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Davidson, Hum, O'Neal, Otu, and Shivers voting in favor.]

#### *Approval of the National School Lunch Program Unpaid Meal Charge Policy*

Betty Hum moved to approve the National School Lunch Program Unpaid Meal Charge Policy. The motion was seconded by Heidi Jannenga and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Davidson, Hum, O'Neal, Otu, and Shivers voting in favor.]

*Approval of the National School Lunch Program Local Wellness Policy*

Nonnie Shivers moved to approve the National School Lunch Program Local Wellness Policy. The motion was seconded by Michelle Davidson and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Davidson, Hum, O'Neal, Otu, and Shivers voting in favor.]

*Approval of the Revised Middle School Cell Phone Policy*

Nonnie Shivers moved to approve the revised Middle School Cell Phone Policy. The motion was seconded by Betty Hum and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Davidson, Hum, O'Neal, Otu, and Shivers voting in favor.]

**Adjournment**

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

The meeting adjourned at 6:46 p.m.

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Minutes reviewed and accepted on: February 26, 2024

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