



**Arizona School for the Arts**  
**Executive Committee Meeting Minutes**

Wednesday, May 8, 2024 at 8:00 a.m.

***First Watch: 61 W Thomas Rd, Phoenix, AZ 85013***

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

<b>Dr. David Garcia, President</b>	<b>P</b>	<b>Alexander (Alex) Laing, Vice President</b>	<b>A</b>	<b>Dr. Heidi Jannenga, Secretary/Treasurer</b>	<b>P</b>
<b>John Snider, Finance Committee Chair</b>	<b>A</b>	Allison Otu, Vice President-Elect	P	Leah Fregulia, Head of School/CEO	P

**Agenda Items**

**| Meeting Topics**

General Updates - Enrollment, Hiring, Showcase, EOY planning

End of Year Events

Executive Director Search (if needed)

June 5th Charette with SmithGroup

Other?

**| May 20, 2024 Board Meeting Agenda Draft**

Call to the Public

Mission Moment

Board Recognition

Discussion Items

- Resource Development Committee
  - Development Dashboard
- Finance Committee
  - April 2024 Financial Reports
  - Fiscal Year 2024-2025 Budget Drafts (two budgets will be presented)
- Governance Committee
  - Final Draft FY25 Handbooks (Community, Student Code of Conduct, Employee Handbooks, Master Emergency Response Plan) for Approval
  - Approving updated fee schedule for facility usage (Facilities Handbook)
- Strategic Plan Dashboard Presentation
- Executive Director Search Committee

Consent Agenda

- Head of School Report

#### Action Items

- Approval of the April 29, 2024 Board of Directors Meeting Minutes
- Approval of the Fiscal Year 2024-2025 Community Handbook
- Approval of the Fiscal Year 2024-2025 Student Code of Conduct
- Approval of the Fiscal Year 2024-2025 Employee Handbook
- Approval of the Fiscal Year 2024-2025 Master Emergency Response Plan
- Approval of the Facility Use Handbook and Agreement

| The Executive Committee 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

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

## Minutes

The meeting began at 8:02 a.m.

Leah Fregulia updated the Executive Committee on the ongoing student enrollment and retention efforts. The school has taken a holistic approach this year to work to retain current students and encourage new applications by word of mouth and strategic marketing initiatives. This has produced excellent results in accepted offers and returning students and the Front Office staff continues the work of seeing the families through the completed enrollment process. The numbers look promising, but the Finance Committee will continue with a conservative Fiscal Year 2024-2025 budget to allow for the usual student attrition that occurs in the first quarter. Leah then gave a brief overview of the hiring process of highly qualified teachers for next school year, the ongoing plans for Showcase, and the plans laid by the Senior Leadership Team for closing out the school year.

Leah then reviewed the dates for all of the major end of the school year events that she will be requesting as many Board members to attend as possible including the Senior Recital and Awards, Showcase reception and performance, and Graduation.

Dr. David Garcia and Dr. Heidi Jannenga discussed the ongoing Executive Director search in general terms and decided that they would need to hold an Executive Session at the May Board meeting in order to fully apprise the Board of the current standing and next steps.

Leah reminded the Committee that she will be holding a meeting on June 5th that includes the Board, Facilities Committee, Senior Leadership Team, and community partners to reignite discussion on the Master Plan for the ASA campus which now incorporates the amphitheater.

The Committee reviewed the draft of the May Board meeting agenda and approved it with the addition of the Executive Session for the Executive Director search update.

The meeting ended at 8:45 a.m.