



Arizona School for the Arts
Governance Committee Meeting Minutes
Friday, August 16, 2024 at 8:00 a.m.
Zoom Meeting: 864 6975 9102 Passcode: 508904

Attendance (Board Members in **Bold**)

Nonnie Shivers, Committee Chair	P	Michelle Buckley	P	Betty Hum	A
Ed Novak	P	Leah Fregulia, Head of School/CEO	P		

Agenda Items

| Materials and Resources

Board Portal - BoD Handbooks & Reference Materials page

Governance Committee page on the Portal

| General Responsibilities

Review GC Roles and Responsibilities

Review Committee membership and cultivation

| Board Membership

Succession Planning (board) - Review Matrix and set priorities for cultivations considering term limits, board needs (demographics, skills, experiences, networks, capacity)

Cultivation activities and selection of top candidates to recommend to the board

On-boarding and Engagement

| Review of Policies and Bylaws

Bylaws need review/update

Revise Employee Agreement

Policies (the usual Annual Review of handbooks and contracts and the recommendation for board approval)

Other?

- New Title IX policy and Title IX Pregnancy Policy (provided by OM)

| Board Effectiveness

Annual Board Self-Evaluation

| Annual HOS Review

Executive Director Evaluation dialogue and new process

Minutes

Committee Chair Nonnie Shivers started the meeting at 8:00 a.m.

Nonnie gave an overview of the meeting, then proceeded to direct attention to the first item encouraging all committee members to read the Board of Directors handbooks and reference materials, including the new Governance Committee page on the Board Portal, as a refresher for the work of the committee.

She then reviewed the Governance Committees (GC) roles and responsibilities. One of the main roles of the GC is new membership cultivation and engagement. Nonnie asked Leah Fregulia to share recruiting priorities for the year based upon the board matrix and current demographics. Leah shared that the Executive Committee is prioritizing the Board's role of fundraising as they hire a new Executive Director for the 2025-2026 school year. The GC members agreed and discussed some thoughts about cultivating individuals and personal connections to attain philanthropic support. Nonnie inquired about the role of the GC in onboarding aside from the New Board Member Orientation meeting. Leah shared the past success with peer mentoring for new members to build relationships and synergy. Nonnie suggested some activities such as coffee, email check-ins or calls to new members. She also suggested using the Board Self Evaluation form as a tool to engage each other in talking about board responsibilities and commitments, highlighting strengths and areas needed for further growth, information, and/or support. This will be a topic of discussion during the GC presentation in the August Board meeting.

Nonnie then reviewed the items concerning Policy reviews. This year the GC will revise the Board Bylaws and Nonnie or Leah will talk to Betty Hum about taking lead in this area. The Committee will also review the employee agreement/contract for revision. Nonnie suggested that the revisions stem from aspects of the agreement and/or employee handbook that either present an issue for faculty or ways in which the agreement can reward or incentivise employees; Leah will review with the Senior Leadership Team. Leah will also review the existing Head of School Review process and make suggestions about the process moving forward for the new Executive Director position. Nonnie inquired if it is the Governance Committee's decision about the type of review or if it is approved by the Board. Leah clarified that the GC can decide the type of review and present to the Board. Nonnie asked if the Emergency Response Handbook could be placed in the portal along with the other handbooks for which the Board is responsible.

At the end of the meeting Leah requested that someone review Open Meeting Law for members during the Annual meeting in August. Michelle Buckley volunteered and asked if there are any examples of easy to miss open meeting law violations she could offer as examples. Leah and Michelle will discuss and Leah will send the existing powerpoint slides for Michelle's review/revisions.

The meeting ended at 9:00 a.m.



Arizona School for the Arts
Governance Committee Meeting Minutes
Friday, October 4, 2024 at 8:00 a.m.
Zoom Meeting: 864 6975 9102 Passcode: 508904

Attendance (Board Members in **Bold**)

Nonnie Shivers, Committee Chair	P	Michelle Buckley	A	Betty Hum	P
Ed Novak	P	Leah Fregulia, Head of School/CEO	P		

Agenda Items

Cultivations

Mike Medici

Other potential cultivations priorities - Fundraising

| Bylaws

Update

| HOS Evaluation Process

Evaluation Process

| Hot Topics in Education for Board Meeting

Last month - Statewide Enrollment (Allison Otu)

ASPAA Teacher Shortage Press Release

Other ideas

Minutes

Committee Chair Nonnie Shivers called the meeting to order at 8:05 a.m.

The Committee discussed with enthusiasm Mike Medici's interest in joining the ASA Board of Directors. Mike is a long-time supporter of ASA and a friend and colleague of Betty Hum. Betty and Mike will be getting together when he returns from Europe, but the Committee would also like to convene a coffee meeting with 3-4 other board members (perhaps Nonnie and the Executive Committee) and invite him to the October, in person, board meeting. Nonnie mentioned that she is

still cultivating Erica and Ross Dickey and will invite them to Choral Collage once she receives an invitation to send from the development team.

Leah Fregulia provided a draft revision of the bylaws blending the template provided by the school's legal counsel and current bylaws. Betty will review next and then it will be presented to the Executive Committee before Board approval in December/January.

Nonnie asked that Leah provide a new draft of an Executive Director Evaluation process including key stakeholder interview recommendations and adding strategic metrics and KPI's.

The Committee then discussed hot topics in education to engage the board in discussion in October. Leah will share the an about the teacher shortage just released by ASPAA and also share ways ASA is mitigating the shortage to find a wide range of high quality candidates.

Finally, Betty proposed the idea of forming an Emeritus Board Member advisory group to keep former board members connected to ASA long term. The Committee and Leah agreed that this is a great opportunity before she retires.

The meeting ended at 9:00 a.m.



Arizona School for the Arts
Governance Committee Meeting Minutes
Friday, February 14, 2025 at 8:00 a.m.
Zoom Meeting: 864 6975 9102 Passcode: 508904

Attendance (Board Members in **Bold**)

Nonnie Shivers, Committee Chair	P	Michelle Buckley	P	Betty Hum	A
Ed Novak	P	Leah Fregulia, Head of School/CEO	P		

Agenda Items

| Schedule for Reviews and Approvals

Revised Bylaws

- Present to Board: February 24th
- Board Approval: March 24th

Policy Handbooks: Community, Employee, Emergency Response

- Present to GC April 1st for committee meeting on April 18th
- Present to Board April 28th for approval on May 19th

Upcoming Meetings

- Governance Committee: March 7th, April 18th
- Board of Directors: March 24th April 28th, May 19th

| Review of Revised Bylaws

| Executive Review Process - Betty Hum & Leah Fregulia

| New Board Member Cultivation

Mel Brown

Minutes

The meeting was called to order at 8:03 a.m.

The Committee reviewed the upcoming policy revisions and the timing for each in relation to Governance Committee meetings and the corresponding Board meetings. The revised Board Bylaws will be presented to the Board for review at the February 24th board meeting for approval on March 24th. The annual handbooks are undergoing revision for the 2025-2026 year and drafts will be presented in April for approval in May.

The revisions in the Board Bylaws were then discussed. The primary change was a more modern format than the prior two revision and separating the officer roles of Secretary/Treasurer; the role of Treasurer will be fulfilled by the Chair of the Finance Committee.

Betty Hum and Leah Fregulia discussed the Head of School/HOS review process and how it will need to be adapted for the different responsibilities of the incoming Executive Director. Leah will reach out to some members of the Board with education experience for resources that can be incorporated into the ASA process.

Leah told the Committee that Grammy Award winning jazz bassist and entrepreneur Mel Brown expressed an interest in joining the Board of Directors. His experience in the music industry will add an artistic viewpoint to the board that is needed at this time. Mel will be in attendance at the February 24th board meeting to introduce himself and view the meeting process.

The meeting ended at 8:57 a.m.



Arizona School for the Arts
Governance Committee Meeting Minutes
Friday, March 7, 2025 8:00 a.m.
Zoom Meeting: 864 6975 9102 Passcode: 508904

Attendance (Board Members in **Bold**)

Nonnie Shivers, Committee Chair	P	Michelle Buckley	A	Betty Hum	A
Ed Novak	P	Leah Fregulia, Head of School/CEO	P	David Lujan, Executive Director	P

Agenda Items

| Executive Director Review Process

Carrie Larson

| Education Landscape Updates

Nonnie Shivers

| General Updates

Minutes

The meeting began at 8:00 a.m.

Committee Chair Nonnie Shivers asked Leah Fregulia and board member Carrie Larson to present the revised Executive Director review document. The committee members appreciated the new template and Carrie Larson will revise according to their comments and present at the next board meeting.

Nonnie reviewed the current education landscape stemming from the federal level.

The meeting ended at 8:40 a.m.