

NOTICE OF THE BOARD OF DIRECTORS OF FLAGSTAFF ARTS & LEADERSHIP ACADEMY, INC. (FALA)

Our mission is to provide a transformative educational experience by developing leadership and cultivating academic excellence in the arts, sciences, and humanities. The individual growth of each student is supported and animated through our nurturing educational community.

Pursuant to A.R.S. §38-431.02, notice is hereby given that the Board of Directors of FALA will hold the following:

- Event: **Special Board** meeting open to the public
- Date: May 20, 2021
- Time: 5:00pm
- Location: Zoom: <https://flagarts.zoom.us/j/85455527170?pwd=Ym1wdFIXY0JqN0d1UHg3NXNlb3dMUT09>
Phone: +16699006833,,5383610069#,,#,770369#

Event information:

- The Board/committee may consider any item on this agenda in any order and at any time during the meeting.
- Pursuant to A.R.S. §38-431.4, members of the Board/committee may participate either in person or by telephone, video or internet conferencing speakerphone or other technological devices.
- The Board 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 A.R.S. §38-431.03(A)(3).
- Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, 24-hours in advance by contacting Ms. Tulasí Fowler, Administrative Coordinator, 928-779-7223.
- Materials for this meeting are available at the following:
 - <http://flagarts.com/category/news/>
 - 3401 N. Fort Valley Road, Flagstaff, AZ 86001

I. Call To Order - [Virtual Meeting Process](#)

A. James calls the meeting to order at 5:04 p.m. The meeting is being recorded.

II. Roll Call:

- A. James Yih, President PRESENT
- B. Birgit Buss, Vice President NOT PRESENT
- C. Phil Hagen, Secretary PRESENT
- D. Dr. Barbara Boschmans, Treasurer NOT PRESENT
- E. Ron Borkan, Member PRESENT
- F. Debra Edgerton, Member PRESENT
- G. Dr. Kyle Winfree, Member PRESENT

III. Approval of Agenda

A. James motions to approve. Phil seconds. James aye. Phil aye. Ron aye. Debra aye. Kyle aye. No nays. No abstentions. Motions carries.

IV. Call to the Public:

- A. This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date.
- B. Each individual may have five minutes to make a public comment. For the record, please state your full name (first name and last name) before you begin.
 - No one from the public was in attendance.

V. Action Items:

- A. Presentation, discussion, and possible action re: Approval of [Revised Employment Contract Template](#)
 - Information:
 - [Employment Contract Template w/ Changes Highlighted](#)
 - Discussion:
 - James says staff did not review contracts prior to original approval by the Board, so this meeting today is about reviewing staff suggested changes. He recognizes that it might not have been the greatest process.
 - Eli says the staff didn't see the contracts before Board approval due to a communication

issue. At some point I did say to staff they could see the templates. It was not clear when. It was an error of omission. The Leadership Committee did see it. They knew that staff had not reviewed it. Phil was concerned that Leadership did serve as checks and balances, especially since they are staff members.

- Eli: We're working on the process, the new system. James answers a Ron query about what's expected of the Board by stating we can approve it, we can not approve it or we can approve it with a condition.
- James asks 3b to be explained. Eli: instead of cutting 5 percent salaries across the board, there could be another way of achieving the needed reduction. He admits that this clause could be contentious. James is uncomfortable with language.
- Eli: We can take this out. Ron: Or have it decided it in a public meeting. James: I think it should come out. Doesn't make sense to me. Debra agrees. Would like to see this eliminated.
- Eli goes through a hypothetical about how the process could work without this clause: the finance committee comes up with ideas and presents them to the Board. James likes this, as both of those sessions are open meetings.
- Ron concurs: Everything we do is out in the open. Eli eliminates 3b.
- Board recommends changes to 3c re surplus monies and Eli makes adjustments to language (see attached).
- Debra has a question about No. 7c, about where that \$750 comes from. Eli: This estimate is the cost of finding a replacement. Given to us by HR, via FUSD's verbiage.
- Ron: Why are teachers being asked to pay if they leave? Eli: They're violating a contract and there are costs to us. It's protecting us. Board chooses not to adjust this item.
- Eli presents changes to Section 11c, how it gives more protection to staff. Board has no issues with this change.
- Ron asks if the Board approved the contract last time. James says this counts as an amendment.
- **James motions to approve on condition that 3b is removed and 3d is as revised by Eli. Ron seconds, James aye. Phil aye. Ron aye. Debra aye. Kyle aye. No nays. No abstentions. Motion carries.**

B. Presentation, discussion, and possible action re: Board offices and responsibilities

■ Discussion:

- Do we want the role of VP to be more active?
 - James says the Board president has a time commitment to it. Treasurer has finance committee meetings to run, etc. VP role doesn't seem to be as active (not focusing on Birgit as an individual), except for ED evaluation.
 - James' question is do we want to adjust anything to do with that situation. Debra: What are you suggesting?
 - James: Would like the VP to be ready to run the meeting if he's not able to. Phil believes that's already the expectation. Debra: I don't think it's unreasonable for the VP to step in.
- Clarify end of terms.
 - James states that the month that a Board member starts is the start of three-year commitment. Board members can continue for a second three-year term.
- Potentially identify candidates.
 - With Birgit and Barbara's terms about to end, James says, at the next annual meeting in August the Board will be voting on their positions: VP and Treasurer. James states that he's happy to continue as President, if the Board approves of that in August.
 - Phil suggests job descriptions and expectations for all officers. James asks Eli to get ASBA advice on this.
 - Debra: Any potential candidates who are interested in running for the two open Board positions? Eli: Not too many right now. Ron: Are we looking for a particular type of person? Eli says finance and legal experience would be good.
 - James: if Birgit and Barbara choose not to continue, we will likely seek other board members to keep our number above 5. Eli says 7 is a good number. Ron suggests a 3-member board committee to find new members.

VI. Future Agenda Items:

A. Standing Item:

■ Strategic Plan Update

B. Review of Interim Organizational Structure Changes

- C. Goal setting for ED
 - Information:
 - [ED Goal Prompts for 2021-2022](#)
 - Discussion Topics:
 - Identify goals for ED for the next year. How many are appropriate? Should different areas be prioritized?
 - Identify metrics and establish check-in frequency
 - Establish SMART goals where possible (Specific, Measurable, Achievable, Realistic, Time bound)
- A. Teacher evaluation model
- B. Online Learning Status
- C. Virtual learning into the future
- D. Handbooks:
 - Employment
 - Student & Family
- E. Board Evaluation Survey Results from ASBA
- F. Field Trip Plan for AY 2021-22
- G. Policies:
 - Internship Policy
 - Trip Chaperone policy - Field Trip section (IJOA-R)
 - Facilities Rental policy
 - Policy on Attendance for performances/auditions
- H. Annual Meeting (August)

II. Adjournment

- A. **James motions to adjourn at 5:55 p.m. Ron seconds. James aye. Phil aye. Ron aye. Debra aye. Kyle aye. No nays. No abstentions. Motion carries.**

III.

Agenda Posted: 2021-05-18 8:35PM
Minutes Posted: 2021-05-21 10:10AM