

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: **Regular Board** meeting open to the public
- Date: July 12, 2021
- Time: 5:00pm
- Zoom Link: <https://flagarts.zoom.us/j/5383610069?pwd=U2pheDFGYTRsOFpJZks1U3k3VldKQT09>
- Phone #: +1 669 900 6833 then 538 361 0069 # then # then 770 369 #

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 reasonable accommodation, such as a sign language interpreter, 24-hours in advance by contacting Eli Cohen, Executive Director, 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

Recording Link

- I. **Call To Order - Virtual Meeting Process**; James Yih calls the meeting to order at 5:01 p.m. The meeting is being recorded.
- II. **Roll Call:**
 - A. James Yih, President. PRESENT
 - B. Birgit Buss, Vice President PRESENT
 - C. Phil Hagen, Secretary PRESENT
 - D. Dr. Barbara Boschmans, Treasurer NOT PRESENT
 - E. Ron Borkan, Member NOT PRESENT
 - F. Debra Edgerton, Member PRESENT
 - G. Dr. Kyle Winfree, Member NOT PRESENT
- III. **Approval of Agenda.** James motions to rearrange the agenda, move Item C to B and Item G to C. Phil seconds. James aye. Birgit aye. Phil aye. Debra aye. No nays. No abstentions. Motion 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 comments.
- V. **Summary of Current Events** - Items to be heard only; the Board will not propose, discuss, or take legal action during the meeting unless the specific matter is properly noticed for legal action.
 - A. Directors.
 - B. Executive Director (ED). Eli Cohen discusses the following:

- Grants. Received some funding from ESSER I grant, and finished paperwork for a small schools grant (SRSA). Also completed the first round of application for ESSER II Grant. Birgit asks for details about grant types (which are reimbursement grants, etc.). Eli says he'll put together a one-page with grant details.
- Hiring Updates. Completed some hiring, including English, Spanish and Math teachers. Still working on Theater and Visual Arts, and several others.
- Beginning of Year Professional Development. Mostly set up, with a range of training planned.
- 25th Anniversary. Met with an event planner last week. Started to draw up a timeline and plan. Will split marketing position into event planning and marketing duties. Working toward the main focus for events in April, with all other events leading up to that point. Phil asks about the marketing position being posted yet. Eli says not yet—they're working on a revised job description.

VI. Consent Agenda: James motions to approve. Birgit seconds. James aye. Phil aye. Birgit aye. Debra aye. No nays. No abstentions. Motion carries.

A. Approval of Board Meeting Minutes:

- [2021-06-12 Regular Meeting](#)
- [2021-06-21 Special Meeting](#)

VII. Action Items:

A. Presentation, discussion, and possible action re: Approval of [Adopted Budget](#)

Eli clarifies what version of the budget the board signed a couple of weeks ago vs. the "Adopted Budget" that the Board needs to sign now. Basically it's a two-step process; same details.

Ron joins the meeting at 5:19 p.m.

James motions to adopt. Birgit seconds. James aye. Phil aye. Birgit aye. Debra aye. Ron aye. No nays. No abstentions. Motion carries.

B. Presentation, discussion, and possible action re: Approval of [New/Revised Contracts](#)

James motions to approve the contracts as presents. Birgit seconds.

Eli explains that these numbers represent what's been revised via contract changes. They've been adjusted to fit within the current budget. Debra: could we also add which specific position it applies to next time in the document? Eli: certainly.

James motions to approve. Birgit seconds. James aye. Birgit aye. Phil aye. Debra aye. No nays. No abstentions. Motion carries.

C. Presentation, discussion, and possible action re: Exploration of HB2862 Capabilities

Second public meeting for this document. Eli says nothing has changed since the last public discussion. FUSD may propose to go virtual on snow days, for example. FALA currently has no schedule change proposals. For most part he's looking at this as allowing flexibility later if needed. Board has no comment.

- Materials:
 - [HB2862 Documents](#)
- Discussion:
 - Allows for flexibility
 - Does not need to be implemented but may assist with different revenue streams
 - Pros/Cons to be determined with Staff if Board supports further exploration
- **Note: Public Comment will be available for this topic**

No public comment made.

D. Presentation, discussion, and possible action re: Proposal for President and Vice President to attend weekly meetings with the Leadership Team

(This item is accidentally presented after Item E, beginning at 6:39.)

E. Presentation, discussion, and possible action re: Approval of [Current Financial Reports](#)

James asks about this being a more detailed report. Eli: These are standard reports that CPA John Faccone has given for the past year.

James motions to approve. Phil seconds. James aye. Birgit aye. Phil aye. Debra aye. No nays. No abstentions. Motion carries.

James expresses disappointment that a better, more graphic presentation has not been accomplished yet for this purpose. Debra agrees.

F. Presentation, discussion, and possible action re: Review of [Finance Minutes](#)

This item was tabled from the last meeting. Eli: These are historical minutes at this point. No Board discussion.

G. Presentation, discussion, and possible action re: Review of [State of FALA Leadership Presentation](#)

Alex Cohen Gray, Director of Student Services, walks the Board through her presentation for the next hour, giving added impressions and details throughout.

Phil and James compliment her presentation. James suggests asking a few questions now and saving the broader discussion for a special meeting.

Phil asks if Alex will be sharing a presentation with faculty and staff. She replies that they will do a state of FALA address with them, in a slightly different format. They will also set goals.

Birgit asks how this will get done and how it will be measured. Alex talks about using surveys to keep a pulse on the school, as well as using hard numbers. Implementing several of these ideas in August. Will see it pay off in about five years.

Debra: You talked about a sidekick for intervention. Do we have this person? Do we have the budget for this? Alex says we do. Already hired. Now have one counselor; the other salary for an interventionist. She also talks about that task. Eli adds that grant (small schools) is directly funding the interventionist. SPED Director Christina Wolfe says she could not be more thrilled with this new position. Helps a lot with SPED, too. Massive investment in supporting student needs.

Ron wonders what type of plan this is exactly. Alex: These are ideas Leadership have been discussing. Ron: From a board perspective, are we being asked to approve? Eli: trying to put all the ideas in one place. There isn't anything that needs to be approved.

James calls for a five-minute break at 6:16.

Debra says updates at future board meetings would suffice instead of further discussion tonight. Ron says it's a good plan, but there's a lot of moving parts. He'd like to see what's happening and when. James asks Christina and Eli if they could come up with this by the next meeting. Eli suggests incorporating health metrics. Christina says a lot of the ideas are in the works, to start us moving in the right direction. Eli talks about overlap between this plan and Strategic Plan. Says metrics should be reviewed by the Board eventually.

Phil asks that "sign" be added to the "campus" plan. James says the revamped website, too.

James: The presentation did a good job of "here are problems and solutions," but he wants to understand how this effort relates to the Strategic Plan. Eli: It relates on a broader basis; there's certainly some overlap. These are more like two documents in parallel. James: would like to see a simple presentation of how both plans are prioritized. You can't work on everything. Christina: There is a need to more operationally define our goals. James sums up that this State of FALA addresses some but not all concerns of SP. So it's a subset of SP.

Ron leaves the meeting at 6:27 p.m.

H. Presentation, discussion, and possible action re: Review of [Strategic Plan Implementation Plan](#)

James asks for website and school sign updates. Eli says discussions underway about website revamp, plus input coming from staff and students. Fairly far along, improving navigation and design. Re sign: Working with a FALA graduate right now on the design. It might be too big a project for him to see all the way through, though. James: Is this sign in alignment with the logo and designs we have now? Eli: using the current logo and design from three years ago. Idea is that all will complement each other as part of a brand imaging. Birgit: Is there an estimated delivery date for the sign? Eli: No. James: We wanted it before the next school year. Can you do that? Eli: No, that's only three weeks. Phil suggests incorporating a sign with a 25th anniversary plan. Eli says that's been discussed and might be possible by February. Birgit prefers February due to enrollment drive. James: Is there a target date for the website? Eli: It's an ongoing process; some changes are already live. End of the actual project will be by the start of the school year.

I. Presentation, discussion, and possible action re: Goal setting for ED

James motions to table items for a special meeting. Phi seconds. James aye. Birgit aye. Phil aye. Debra aye. No nays. No abstentions. Motion carries.

- Information:
 - [ED Goal Prompts for 2021-2022](#)
- Discussion:
 - 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)

James points out that the next board meeting is the annual meeting in which we will elect officers and discuss roles.

VIII. **Future Agenda Items:**

- A. Health Metrics
- B. Board:
 - Annual Meeting (August)
 - Board Calendar (Evaluations, Budgets, Contracts, Annual Meeting, Board member terms, etc.)
 - Update board office responsibilities
 - Board Evaluation Survey Results from ASBA
- C. Teacher evaluation model
- D. External Facilitator
- E. Handbooks:
 - Employment Handbook
 - Student & Family Handbook
- F. Policies:
 - Internship Policy
 - Trip Chaperone policy - Field Trip section (IJOA-R)
 - Facilities Rental policy
 - Policy on Attendance for performances/auditions

IX. **Adjournment:** James motions to adjourn at 6:53. Birgit seconds. James aye. Birgit aye. Phil aye. Debra aye. No nays. No abstentions. Motion carries.

Agenda Posted: 2021-07-09 4:05AM

Minutes Posted: 2021-07-15 10:40AM