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

FALA Mission: We are an inclusive and transformative learning community that cultivates creativity and critical inquiry. Come as you are; we'll grow together.

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: March 28, 2022
- Time: 5:30pm
- **Link: meet.google.com/xsw-mswa-zpg**
- **Phone #: +1 631-898-6490; PIN: 815 451 171#**

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

I. **Call To Order -** Virtual Meeting Process;
    A. ***James calls the meeting to order at 5:31 PM***

II. **Roll Call:**
    A. James Yih, President ***PRESENT***
    B. Ron Borkan, Vice President / Treasurer ***PRESENT***
    C. Dr. Kyle Winfree, Secretary ***PRESENT***
    D. Andy Bessler, Member ***PRESENT***
    E. Debra Edgerton, Member ***PRESENT***

III. **Approval of Agenda**
    A. ***James motions to approve the agenda, Kyle seconds, James aye, Ron aye, Kyle aye, Andy aye, Debra aye, Motion passes 5-0-0.***

IV. **Action Items:**
    A. Presentation, discussion, and possible action re: Entering Executive Session to discuss Personnel Matters and related Contract Discussion
        - Pursuant to A.R.S. §38-431.03 (A) (1), if a motion is presented and approved, the Board will close Open Session and enter into Executive Session
        - Executive Session Admonishment
        - ***James motions to enter Executive Session, Andy seconds, James aye, Ron aye, Kyle aye, Andy aye, Debra aye, Motion passes 5-0-0.***
    B. Presentation, discussion, and possible action re: Leaving Executive Session
        - Pursuant to A.R.S. §38-431.03 (A) (1), if the Board has closed Open Session and entered into Executive Session, the Board will close Executive Session and enter back into Open Session
        - ***James motions to leave Executive Session, Ron seconds, James aye, Ron aye, Kyle aye, Andy aye, Debra aye, Motion passes 5-0-0.***

V. **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 public comments***

VI. 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
- Andy reports on the Open Space Commission Open House. All are invited,
- Debra reports on an Exhibition at NAU Faculty Show and Episcopal Church. Contact weblinks for a viewing.
- Kyle reports on a College of Informatics Open House for HS students. Will reach out to Eli.

B. Executive Director (ED)
- Grants
  - Submitted reimbursements for approx $70K over break. To be funded in March.
  - Additional grant applications from Fed $$ totaling $225K applied for.
  - A for Arizona Innovation Fund grant for $250K being applied for. Deadline 3/30.
- 25th
  - All events are final and set. Everyone welcome.
- Recruiting
  - Recruiting is in progress for all open positions. Other than Theater, all positions have 3-5 applicants. Committees have been set and interviews beginning this week. Ideally all positions filled by 4/15.
- Pooled Testing
  - Remains 2x per week. One positive in the last 4 rounds. Will continue with this schedule indefinitely.

C. Leadership
- Team Workshop
  - Workshop was held on 3/26 to discuss Leadership Team norms and meetings.
  - Also reviewed all job descriptions for LT members to make sure they are aligned with team expectations.
  - Next step is to create a review process for the LT component of each job and finalize organizational reporting structure
- Culture Concerns - Student Input
  - Bullying and disrespectful behavior remain concerns on campus. LT received a letter from a Senior raising similar concerns. This Senior was invited to LT for a discussion and to help propose solutions. LT has some ideas and will be implementing these ASAP..

VII. Consent Agenda:

A. Approval of Board Meeting Minutes:
- 2022-02-28 Regular Meeting
- 2022-03-10 Special Meeting
- ***James motions to approve the Consent Agenda with the provision to add the mask survey results to the 2022-03-10 Minutes, Kyle seconds, James aye, Ron aye, Kyle aye, Andy aye, Debra aye, Motion passes 5-0-0.***

VIII. Action Items:

A. Presentation, discussion, and possible action re: Review of Finance Committee Update
- Ron identifies a couple highlights from the Finance Meeting.
- February showed a $26K loss as opposed to positives in previous months. Most of this is due to delays in receiving grant funding.
- Also highlights that we only are growing financially due to grants. This will stop in about a year so need a more sustainable growth plan.
- On the positive side, with grants remaining for this year and the state July payment to come end of June, we are aiming to be between $400 - $500K in cash at year end.

B. Presentation, discussion, and possible action re: Approval of Current Finance Reports
- James reviews the new charts created as part of the Board Metrics. There is some discussion that we need to set more accurate targets, but overall, the Board is very pleased with the efforts.
- ***James motions to approve the Financial Reports, Ron seconds, James aye, Ron aye, Kyle aye, Andy aye, Debra aye, Motion passes 5-0-0.***

C. Presentation, discussion, and possible action re: Approval of Academic Calendar
- Eli displays the proposed Academic Calendar and indicates that it follows the FUSD schedule except for 1 day in October and Friday PD/Advisory days.
- ***Kyle motions to approve the Academic Calendar, James seconds, James aye, Ron aye, Kyle aye, Andy aye, Debra aye, Motion passes 5-0-0.***

D. Presentation, discussion, and possible action re: Discussion of Board Member Visibility (including discussion of future Board Meeting locations)

- Visibility:
  - Andy - Responding to Bridger Buck's letter to BOD; Students would like more engagement with the Board.
  - Kyle - Perhaps have a rotating option for coffee or lunch with the Board; James agrees.
  - James - Could we coordinate with Admin? Kyle will arrange with Staff (Christina/Eli)
  - James - Perhaps also interact online with Students.
  - Kyle - Will reach out to Board for availability
  - James - Board please also attend 25th or other events (graduation, performances)
- Meeting Location:
  - Everyone is open to in-person but it can only work for some people virtually so we would need that as an option
  - Kyle noted that hybrid is often difficult in that those online are sometimes less incorporated into the flow.
  - For now, meetings will remain virtual only.

E. Presentation, discussion, and possible action re: Reschedule of August Board Meeting
- James is not available for the regularly scheduled August meeting (8/22). Either move that meeting to another month or day in August.
- Finance is 8/15 so we could do it any day thereafter.
- All seem available on 8/17. Meeting will be set for 8/17 5:30PM.

IX. Future Agenda Items:

A. Board Visibility to Community
B. Budget
C. Policy Discussion re: Organizational Relationships (incl. Legal Counsel)
D. Organizational Structure
E. Improve ED evaluation survey
F. Handbooks:
- Student & Family Handbook

G. Policies:
- Trip Chaperone policy - Field Trip section (IJOA-R)
- Facilities Rental policy
- Policy on Attendance for performances/auditions

H. Board:
- Annual Board Meeting - August
- Update board office responsibilities

X. Adjournment:

A. *James motions to adjourn at 7:01PM, Kyle seconds, James aye, Ron aye, Kyle aye, Andy aye, Debra aye, Motion passes 5-0-0.*

Agenda Posted: 2022-03-25 07:30AM
Minutes Posted: 2022-03-29 10:45AM