

## 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: August 17, 2022
- Time: 5:30pm
- Link: [meet.google.com/xsw-mswa-zpg](https://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 5:31PM**

### 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 carries 5-0-0.**

### 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.
- C. No public comment**

### 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)
  - Enrollment - Down to 260; Both related to general Flagstaff factors and also internal to FALA; Investigation needs to be done and looking at market overall.
  - SRSA Grant - Received for 3rd year; \$47K; Had budgeted \$45K.
  - EPA Grant (and Eva) - Applied for Electric Vehicle grant; May be too small a vehicle for qualification but perhaps in a future round; Also Eva Chappus (FALA '20) serving as intern to assist with grants going forward.
- C. Leadership (Christina Wolfe reporting)

- First week of school - First week was very positive energy on campus; First two days as normal, and then Friday as a community building day.
- Staff training - Similar to first week of school; positive energy and engagement; Staff training and community building in the mornings and then self paced learning in the afternoons.
- Stipend position process - Leadership set a process for hiring stipend positions; Applicants submit a statement of intent to Leadership and then a group decision is made.
- Staff advocate selection and process - Similar to stipend process but more immediate; Nina Porter is stepping down so aiming to fill the position within the next week.

## VI. Consent Agenda:

### A. Approval of Board Meeting Minutes:

- [2022-07-12 Regular Meeting](#)
- **James motions to approve the previous minutes with one minor change (Andy's comments change "worth" to "work"); Kyle seconds; James aye, Ron aye, Kyle aye, Andy aye, Debra aye; Motion carries 5-0-0.**

## VII. Action Items:

### Finance (A-G):

#### A. Presentation, discussion, and possible action re: Review of Finance Committee Reports

- [2022-07-18 Meeting](#)
- [2022-08-15 Meeting](#)
- Eli and Ron report headlines; Strong 2022; Concerns about 2023; To be discussed in next items.
- No Board questions.
- Andy hoping to identify grants through Inflation Reduction Act.

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

- Eli reviews the Board summary at year end 2022.
- Key highlight is bank balance of \$500K and Days Liquidity just under 60. Significant growth from 2021.
- James identifies that no graphs are displayed. Should be fixed for next meeting.
- **James motions to approve the Financial Reports; Andy seconds; James aye, Ron aye, Kyle aye, Andy aye, Debra aye; Motion carries 5-0-0.**

#### C. Presentation, discussion, and possible action re: Review of [Revised Budget](#)

- As noted earlier, initial enrollment is now 260. Budget enclosed shows this reduction of about \$110K.
- Budget still reflects a year in the black, but only marginally. And results remain buoyed by grants of close to \$200K.
- Debra asks if Items D-G are included in this Budget. Eli indicates that Items D/E are but F/G are not.
- Eli indicates that there is some room for reduction in expenses mostly in salary/stipends. Some classes have very low enrollment so could be reduced with staff then taking on stipend positions. This would leave staff whole but reduce additional stipend needs.

#### D. Presentation, discussion, and possible action re: Approval of Teacher Salary Scale Revision (15 Years)

- As per Finance Reports
- Eli explains the rationale as noted in the Finance reports.
- **James motions to approve the Revised Scale; Ron seconds; James aye, Ron aye, Kyle aye, Andy aye, Debra aye; Motion carries 5-0-0.**

#### E. Presentation, discussion, and possible action re: Approval of Parapro Salary Scale

- As per Finance Reports
- Eli explains the rationale as noted in the Finance reports.
- **James motions to approve the Revised Scale; Debra seconds; James aye, Ron aye, Kyle aye, Andy aye, Debra aye; Motion carries 5-0-0.**

#### F. Presentation, discussion, and possible action re: Approval of Dance Floor Installation Expense

- As per Finance Reports
- Discussion revolves around the need to install professionally vs. internally.
- Internal will be approx. \$10K less but comes with warranty and use risks.
- Ron would like professional installation as this is an investment that we should protect.
- Betsy Hamill (C/I Arts Lead) discusses the need for the floor overall.
- Eli indicates that there is a potential fundraising plan to raise the needed difference, but in the end, we will still need \$5K-\$7K.
- Debra says she would like to see exact differences in costs.
- **James motions to table this matter until the Board receives exact quotes; Ron seconds; James aye, Ron aye, Kyle aye, Andy aye, Debra aye; Motion carries 5-0-0.**

#### G. Presentation, discussion, and possible action re: Approval of [Digital Art and Design Lab Equipment Request](#)

- As per Finance Reports

- Discussion revolves around the given quote vs. the proposed 3 year plan from Finance.
- Eli indicates that the current needs would be for 14 machines (approx. \$16K). Subscription costs will be covered with fees.
- Kyle indicated that he had some questions regarding the materials being requested but that will be discussed with Jean-Marc directly.
- Similar to Flooring discussion, the Board would like to review this proposal independent of the overall 3 year plan.
- **James motions to table this to a future meeting (ideally within a week or two) to discuss specific the detailed quotes for both design lab and dance floor; Kyle seconds; James aye, Ron aye, Kyle aye, Andy aye, Debra aye; Motion carries 5-0-0.**

**Break from 6:31PM - 6:41PM**

#### **Masks (H):**

- H. Presentation, discussion, and possible action re: Review of Mask Policy
- Legislation: Effective September 24, 2022 - Notwithstanding any other law, this state, any political subdivision of this state, any other governmental entity, any school district or any charter school may not require that a mask or face covering be worn by a person under eighteen years of age without the express consent of the person's parent or guardian.
  - Current FALA Policy as per [attached minutes](#)
  - **James motions to repeal the mask policy given coming legislation; Kyle seconds; James aye, Ron aye, Kyle aye, Andy aye, Debra aye; Motion carries 5-0-0.**

#### **Officer Elections (I-L):**

- I. Presentation, discussion, and possible action re: Election of President
- James asks if anyone self nominates; No one volunteers.
  - James' term ends in October, but will likely stay on longer until more board members join and he is willing to fulfill the role of president.
  - Debra's term ends in November.
  - Ron's term ends in May 2023; possibly moving out of state; away 5 of next 9 months.
  - James gives a rundown of tasks outside of the meetings (legal, agendas, etc.).
  - **Ron nominates James; James accepts; Kyle seconds; James aye, Ron aye, Kyle aye, Andy aye, Debra aye; Motion carries 5-0-0.**
- J. Presentation, discussion, and possible action re: Election of Vice President
- **Kyle self nominates himself; Andy seconds; James aye, Ron aye, Kyle aye, Andy aye, Debra aye; Motion carries 5-0-0.**
- K. Presentation, discussion, and possible action re: Election of Secretary
- **Kyle nominates Andy; Andy accepts; James seconds; James aye, Ron aye, Kyle aye, Andy aye, Debra aye; Motion carries 5-0-0.**
- L. Presentation, discussion, and possible action re: Election of Treasurer
- **Kyle nominates Ron; Ron accepts; James seconds; James aye, Ron aye, Kyle aye, Andy aye, Debra aye; Motion carries 5-0-0.**

#### **Board Matters (M-P):**

- M. Presentation, discussion, and possible action re: Discussion of Board Member Lunch on Campus
- Kyle proposes once a month that all members come to lunch and circulate.
  - Standing time once a month and rotate 2 members.
  - Schedule to be decided offline; Kyle to organize.
- N. Presentation, discussion, and possible action re: Discussion of New Member Recruitment
- James has spoken to ASBA and they have suggestions:
    - Social Media, Facebook targeted marketing
      - Jean-Marc will begin to post
      - Andy will reach out to families
    - Local newspapers and medias
      - Potentially an ad on KNAU
    - Coconino County Superintendent of Schools, Cheryl Mango-Paget
      - Eli to connect James
    - Charter board group
      - Eli to reach out
    - Nonprofit communities?
    - Coconino Coalition for Children and Youth

- NAU School for Education
    - Kyle to connect James
- O. Presentation, discussion, and possible action re: Discussion of changing by-laws to expand board membership (students/staff)
  - [Reference documents](#)
  - James agrees with Nathan's comments about students/staff.
  - Debra also.
  - No action; Can revisit in future.
- P. Presentation, discussion, and possible action re: Discussion of changing by-laws to lower board count
  - Currently we have 5 members which is the minimum our by-laws allow
  - 2 members complete their terms before the end of this calendar year
  - We have at most 1 potential prospect right now
  - James does not want to reduce the number; Less than 5 is not healthy
  - Kyle agrees.
  - There is a clause that lets you stay on if no one else joins
  - James willing to stay on for a couple months; Debra potentially for one month
  - Board will reassess at end of the year

#### **Legislative Changes (Q):**

- Q. Presentation, discussion, and possible action re: Review of [Legislative Changes](#)
  - Eli discusses the High Impact changes and what is already in place.
  - Little action required by the Board except approving a new policy for HB2025.
  - Eli has spoken to Nathan and a policy will be proposed at the next meeting.
  - James is pleased with this format of a document and recommends similar in future to assist the Board (and Staff).

#### **VIII. Future Agenda Items:**

- A. HB2025 Policy
- B. Strategic Plan Updates (Quarterly - July/Oct/Jan/Apr)
- C. Presentation, discussion, and possible action re: Discussion on setting staff attrition metrics
- D. Presentation, discussion, and possible action re: Discussion on setting student attrition metrics
- E. Presentation, discussion, and possible action re: Approval of Executive Director Evaluation Process
  - Discussion:
    - Goal setting
    - Survey questions
    - Process timeline
  - Resources:
    - [Link](#) to current draft
    - Link to previous process (incl timeline)
- F. Presentation, discussion, and possible action re: Adoption of "Mandates a governing body or governing board adopt, in a public meeting, policies to allow for visits, tours and observations of all classrooms by parents of enrolled pupils and parents who wish to enroll their children in the charter school or school district unless a visit, tour or observation threatens the health and safety of pupils and staff. (Sec. 1, 2)"
- G. Policies:
  - PTO payout/use policy
  - Trip Chaperone policy - Field Trip section (IJOA-R)
  - Facilities Rental policy
- H. Board:
  - Annual Board Meeting - August
  - Refine Board Officer Roles/Responsibilities; Create Job Descriptions

#### **IX. Adjournment:**

- A. ***James motions to adjourn the meeting at 7:15PM; Kyle seconds; James aye, Ron aye, Kyle aye, Andy aye, Debra aye; Motion carries 5-0-0; Meeting adjourned.***

**Agenda v1 Posted: 2022-08-10 08:20PM**

**Agenda v2 Posted: 2022-08-16 02:45PM**

**Minutes Posted: 2022-08-23 06:40AM**