



# Parker Performing Arts School

## BOD Regular Business Meeting

Published on October 3, 2022 at 6:20 PM MDT  
Amended on October 4, 2022 at 3:32 PM MDT

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### Date and Time

Tuesday October 4, 2022 at 5:30 PM MDT

### Location

Parker Performing Arts School  
Room TBD  
15035 Compark Blvd  
Parker, CO 80112

### Meeting ID

[meet.google.com/oda-whev-vkc](https://meet.google.com/oda-whev-vkc)

### Phone Numbers

(US) [+1 435-574-4432](tel:+14355744432)

PIN: 141 848 371#

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>5:30 PM</b>
A. Call the Meeting to Order		Rochonne Sanchez (A, #8)	
B. Record Attendance & Introduce/Recognize Visitors		Elizabeth Remington (A, #2)	1 m
C. Reading of Vision and Mission		Katie McDonald (E, #4)	1 m

#### **PPA Vision**

As the performing arts school of choice, we foster confidence, celebrate diversity, and emphasize academic excellence.

#### **PPA Mission**

**Purpose    Presenter    Time**

Parker Performing Arts School equips students to become independent creative thinkers, critical problem solvers, and successful collaborators. In our safe learning environment, students engage in rich and innovative instruction in academics and the performing arts in preparation for their roles as citizens of a diverse and increasingly globalized community.

**II. Approval of Consent Agenda 5:32 PM**

A. Adoption of Agenda	Vote	Rochonne Sanchez (A, #8)	1 m
B. Approval of September 20th Working Meeting Minutes	Approve Minutes	Elizabeth Remington (A, #2)	

**III. Public Comments/Scheduled Appearances 5:33 PM**

A. Open floor to Public Comments if any	FYI	Katie McDonald (E, #4)	5 m
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**IV. Administration Reports 5:38 PM**

A. PrinciPAL Update with Mr Molfino	FYI	Phil Molfino	15 m
<ul style="list-style-type: none"> <li>• Urgent Needs</li> <li>• Facilities</li> <li>• Enrollment</li> <li>• Staffing</li> <li>• Culture</li> <li>• w/ a special presentation from the PPA ARTS Dept</li> </ul>			

B. Business Manager's Report	FYI	Tiffany Maestas	10 m
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**V. Actionable Items 6:03 PM**

A. 23-24 School Calendar	Vote	Rochonne Sanchez (A, #8)	10 m
B. Review of FAMLI decision	Discuss	Rochonne Sanchez (A, #8)	15 m

\*Resolution attached

**VI. Committee Reports 6:28 PM**

A. School Accountability Committee (SAC)	FYI	Katie McDonald (E, #4)	5 m
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	<b>Purpose</b>	<b>Presenter</b>	<b>Time</b>
<b>B. Marketing Committee</b>	FYI	Cassidy Walker (E, #1)	5 m
<b>C. Grant Committee</b>	FYI	Chantae Thomas (A, #5)	5 m
<b>D. Fundraising Committee</b>	FYI	Stephanie Cooke (E, #6)	5 m
<b>E. Finance Committee</b>	FYI	Rochonne Sanchez (A, #8)	5 m

**VII. Other Business** **6:53 PM**

<b>A. Other Business/Actionable Items</b>	Discuss	Rochonne Sanchez (A, #8)	15 m
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1. Friendly reminder, make sure the days you signed up to do the tours are on your calendar correctly.
2. Review sign up sheet for which part of the Board Newsletter you'd like to contribute to (INFO PUSH sent 10/4)
3. CDE Board training. Stay on top of it, that 1 year mark will sneak up on you.
4. Fall Festival!

<b>B. Plans for Next Meeting</b>	Discuss	Rochonne Sanchez (A, #8)	1 m
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The next Board meeting is the Working Session scheduled for October 18th, 2022, and will be held virtually.

**VIII. Closing Items** **7:09 PM**

<b>A. Adjourn Meeting</b>	Vote		
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# Coversheet

## Approval of September 20th Working Meeting Minutes

<b>Section:</b>	II. Approval of Consent Agenda
<b>Item:</b>	B. Approval of September 20th Working Meeting Minutes
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for BOD Working Session on September 20, 2022

APPROVED



## Parker Performing Arts School

### Minutes

#### BOD Working Session

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**Date and Time**

Tuesday September 20, 2022 at 5:30 PM

**Location**

Parker Performing Arts School  
Room TBD  
15035 Compark Blvd.  
Parker, CO 80112

**Meeting ID**

[meet.google.com/oda-whev-vkc](https://meet.google.com/oda-whev-vkc)

**Phone Numbers**

(US) [+1 435-574-4432](tel:+14355744432)

PIN: 141 848 371#

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**\*\*VIRTUAL MEETING\*\***

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**Directors Present**

C. Thomas (A, #5) (remote), C. Walker (E, #1) (remote), E. Remington (A, #2) (remote),  
R. Sanchez (A, #8) (remote), V. Olivas Smith (E, #7) (remote)

**Directors Absent**

D. Hyland (E, #9), K. McDonald (E, #4), S. Cooke (E, #6)

**Ex Officio Members Present**

P. Molfino (remote)

**Non Voting Members Present**

P. Molfino (remote)

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## **Guests Present**

T. Maestas (remote)

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## **I. Opening Items**

### **A. Record Attendance & Introduce Recognize Visitors**

### **B. Call the Meeting to Order**

R. Sanchez (A, #8) called a meeting of the board of directors of Parker Performing Arts School to order on Tuesday Sep 20, 2022 at 5:48 PM.

### **C. Reading of Vision and Mission**

- Director E Remington read in the vision and mission statements

## **II. 22/23 Committee Updates and Needs**

### **A. School Accountability Committee**

- First meeting scheduled for the voting in of new board members
- Review the full report sent in from P Molfino

### **B. PCA Update**

- Director V Olivas-Smith provided an update
- attended the online meeting today 09/20/2022
  - Gala planning in April
  - Spring Dance in March
    - Concerns about the financial impact on the PPA community
    - discussion on potentially taxing the volunteer pool due to the closeness of the dates between the two events.
    - looking at the potential for Fall Gala vs the Spring
      - much fewer galas at other schools potential for more donations with less competition
- Heather marketing and social media
  - Facebook
  - opportunity for collaboration with the Marketing committee for more volunteers

### **C. Finance Committee**

- Update provided by Director R Sanchez
- Undecided on whether one of the committee members wanted to step into the Treasurer role
- Official count day Oct 3
- A more in-depth report will come in on a future meeting
- Compark is still in progress

### **D.**

## **Douglas County School Board Updates**

- Update provided by Director E Remington
- on going Mill Levy discussions
- school district calendar

## **E. Fundraising Committee**

- Update read by Director R Sanchez from Director S Cooke
- Additional opportunities for fundraising for the Spring different than the gala
  - suggestion from the PCA
- first meeting on Tue
  - 2 committee members
- Gala
- Sponsorship packets redone
  - levels
  - specific fund donations
- Fundraising nights, first set for Chick-fil-a

## **F. Grants Committee Update**

- Update by Director C. Thomas
- first meeting on Thursday morning
- 3 grant members, Deb and Chantee will make up the committee
- Sept grant submitted
  - mentorship and bringing performing arts into the school by minority artists
    - December response 10k grant
  - List of approx 10 grants for the committee to look over at the meeting
  - rolling grants already on the list
    - The first meeting is set to revolve around research and building on the strengths of the committee
  - looking for more clarification on the financial outlook of the school overall in order to better identify the grants that fit best into those needs.
  - identified projectors as a pain point for a potential sponsorship or in-kind pledge
- Update from T. Maestas - Spotlight received a 9k grant revolving around mental health.
- P Molfino clarified looking at large-scale grants would need deeper conversation due to space and other limitations. Smaller scale grants that may serve immediate needs that address maintenance and tech needs.
- Meeting the goal of submitting one grant per month

## **G. Marketing Committee Update**

### **III. Board Communication to PPA Community**

#### **A. Newsletter**

- Director R Sanchez provided updates and information

- Has been updated from the previous design based on feedback
  - to go out on the 15th of each month
  - google doc to be sent out for signing up for sections to work on
  - Invite staff and teachers that they are welcome to join the open meetings and board activities
  - committee highlights fostering involvement in the different committees
  - volunteer shout outs
- 
- Director R Sanchez provided updates and information
  - Has been updated from the previous design based on feedback
  - to go out on the 15th of each month
  - google doc to be sent out for signing up for sections to work on
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  - committee highlights fostering involvement in the different committees
  - volunteer shout outs

#### **IV. Actionable Items**

##### **A. Resolution to remove current Board President for Building Corporation Board**

##### **B. Resolution to appoint new Board President for Building Corporation Board**

##### **C. Review, Discuss, and Approve 23/24 Student Fees Policy**

- Director R Sanchez went over the proposed fee schedule for the 23/24 school year
  - elementary
  - middle school
- Move to accept fee schedule as written
- Seconded by Director E. Remington
- unanimously accepted and passed

#### **V. Other Business**

##### **A. Other Business**

- Discussion about board visit day
- Director E Remington brought up teacher concerns about how best to go through the drive line
  - guidance on signage to help people
  - video on how to go through the drive line
    - board video
      - Director C Walker Erickson volunteered to spearhead the project
    - unwanted behavior as leaving the drive line
- The new sign-up sheet was sent out by Director S. Cooke to handle the school tours
  - all dates are signed up for at this time
    - verify the dates you are signed up for

##### **B. Meeting Evaluation**

##### **C.**

### **Plans for Next Meeting**

- Director R. Sanchez provided next meeting time
  - Next meeting Oct 4th @ 5:30 in person at the school in room 240

### **VI. Closing Items**

#### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:00 PM.

Respectfully Submitted,  
E. Remington (A, #2)

# Coversheet

## PrinciPAL Update with Mr Molfino

<b>Section:</b>	IV. Administration Reports
<b>Item:</b>	A. PrinciPAL Update with Mr Molfino
<b>Purpose:</b>	FYI
<b>Submitted by:</b>	
<b>Related Material:</b>	Board Updates 22-23.pdf

## Board Update

Oct 4, 2022

### Facilities

- Possible repair issue
  - New Renters - Off to a fantastic start
  - Window replacement
  - Electrical item

### Finances

- Count Day application to 22-23 budget. Tight but in the black.
- Many variables still to come.
- MLO / Bond ballot measure. Community letter this morning.
- FMLI Issue - Need to Vote on our position. Educate staff.
- Town of Parker Bond

### Academics

- School Performance Frameworks released over the weekend. We remain a performance school at 64.4 No revision to our two year UIP required.
- October PD day on the 14th. Instructional focus.
- Observation cycle beginning
- 

### Arts

- Dance Class Feature
- Spooktacular

### COVID

- Dropping COVID section as we move forward.

### Enrollment

- 639 final count on October 3.
- Hiring of recruiter
- Greater ITE capture

### Culture / Personnel

- Changes

- 5/7 Literature Teacher.

## Sept 6

### Facilities

- Possible repair issue
  - Electrical / Sept 17th Shut Down
  - New Renters

### Finances

- Count
- BOY spending offsets. End of August should have a grasp of spending.
- MLO / Bond ballot measure.

### Academics

- School Performance Frameworks released over the weekend. We remain a performance school at 64.4 No revision to our two year UIP required. Digging in with SAC tomorrow.
- Calendar Update
- New PPA leadership / Collaboration
  - Eval and Instructional Coaching
  - New Staff Letter
  - PLC Focus

### Arts

- Mary Poppins was cast. Rehearsals and crew meetings have begun. Very short driveline this afternoon.
- Video!

### COVID

- DCSD Policy Updates

### Enrollment

- 636 with three pending.

### Culture / Personnel

- Fully staffed as of today.

- Culture is strong.

June 22

#### Facilities

- 22-23 Refresh
- Thermal scan completed for Hanover insurance - Pending consultation
- Upgrades

#### Finances

- FYE 23 has begun.

#### Academics

- CMAS score arrived over the weekend. Will have a summary for SAC.
- Preparing for the upcoming school year.

#### Arts

- 

#### COVID

- No changes at this time.

#### Enrollment

- 645 to 650 filled and pending. Will have a fuller picture week of August 15.

#### Culture / Personnel

- Changing quickly
- Very challenging hiring environment.
  - Changes
  - Two open positions currently

# Coversheet

## Business Manager's Report

**Section:** IV. Administration Reports  
**Item:** B. Business Manager's Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** Business Manager Update - October 2022.pdf

## **Business Manager Update**

10.4.22

### September Financials

- Will be reviewed by the Finance Committee on October 12.
- Will be presented to the Board at the November business meeting.

### 2021-2022 Audit

- Field work is complete
- Draft audit will be sent to DCSD by October 15

### 2022-2023 Sponsorship Form

- Companies have reached out requesting this year's sponsorship form. Please send that to me as soon as possible.

# Coversheet

## 23-24 School Calendar

<b>Section:</b>	V. Actionable Items
<b>Item:</b>	A. 23-24 School Calendar
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	PPA 2023-2024 Calendar.pdf



# 2023-2024 School Calendar

## AUGUST

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## SEPTEMBER

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## OCTOBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## NOVEMBER

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

## DECEMBER

S	M	T	W	T	F	S
31					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## JANUARY

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## FEBRUARY

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

## MARCH

S	M	T	W	T	F	S
31					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## APRIL

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
29	29	30				

## MAY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## JUNE

S	M	T	W	T	F	S
30						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

## JULY

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**KEY:**

- SCHOOL IN SESSION**  
~First Day of School-Aug 10th
- 1/2 DAY OF SCHOOL**  
~1/2 Day-Sept 21 (P/T Conferences)  
~1/2 Day-Feb 29 (P/T Conferences)  
~1/2 Day-May 23 (Last Day of School)
- LATE START WEDNESDAY**  
9:00 Middle School  
9:15 Elementary
- SCHOOL HOURS (M, T, TH, F)**  
8:00-3:32 Middle School  
8:15-3:15 Elementary
- NO STUDENTS/TEACHERS ONLY**  
~Professional Development-Aug 1st-4th  
~Meet and Greet Aug 7th  
~Professional Development-Aug 8th-9th  
~Parent/Teacher Conferences-Sept 22  
~Professional Development-Oct 13  
~Teacher Work Day-Dec 22  
~Professional Development-Jan 8  
~Teacher Compensation Day-Feb 16  
~Parent/Teacher Conferences-Mar 1  
~Teacher Work Day-April 19  
~Teacher Compensation Day-April 22  
~Teacher Work Day-May 24
- NO SCHOOL/HOLIDAY/BREAK**  
~Labor Day-Sept 4  
~Fall Break-Oct 16-20  
~Thanksgiving Break-Nov 20-24  
~Winter Break-Dec 25-Jan 5  
~MLK Day-Jan 15  
~President's Day-Feb 19  
~Spring Break-Mar 11-15  
~Memorial Day-May 27
- END OF GRADING PERIOD**  
Oct 12    Dec 21    Mar 8  
May 23-Last Day of School

# Coversheet

## Review of FAMLI decision

**Section:** V. Actionable Items  
**Item:** B. Review of FAMLI decision  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:**  
FAMLI Resolution.docx  
1107-226 Process and Notification of FAMLI Program Declination.docx

**A RESOLUTION  
TO DECLINE PARTICIPATION IN COLORADO’S PAID FAMILY AND MEDICAL  
LEAVE INSURANCE PROGRAM.**

WHEREAS, in November 2020, Colorado voters approved Proposition 118 for the creation of a state-run Paid Family and Medical Leave Insurance (“FAMLI”) program; and

WHEREAS, FAMLI is codified as C.R.S. §§ 8-13.3-501, *et seq.*, and administered through the Colorado Department of Labor and Employment Division of Family and Medical Leave Insurance (the “Division”); and

WHEREAS, pursuant to C.R.S. § 8-13.3-522, a local government may decline participation in the FAMLI program by a majority vote of its governing body at a public meeting, and its employees may still elect to participate individually under C.R.S. § 8-13.3-514; and

WHEREAS, on June 30, 2022, the Division stated: “Because Charter Schools are created under Title 32 and are considered governmental entities for purposes of tax-exempt financing (CRS 22-30.5-104), Charter Schools will be considered local governments under the FAMLI Act.”; and

WHEREAS, in accordance with 7 CCR 1107-2, notice was provided to employees and the public of the opportunity to submit comments to the board regarding the FAMLI program; and

WHEREAS, the board held a public meeting on \_\_\_\_\_ and took testimony on the decision whether to participate in the FAMLI program; and

WHEREAS, the board finds it is in the best interests of the school to decline participation in the FAMLI program.

NOW, THEREFORE, BE IT RESOLVED by the board of directors of [school] that [school] hereby declines participation in the FAMLI program.

## 1107-2:2.6. Process and Notification of FAMLI Program Declination

A. Local government employers are permitted to decline to participate in the FAMLI program after a written notice has been delivered to the FAMLI Division memorializing the decision by an affirmative vote of the local government's governing body to decline participation in the program. Such a vote will follow the local government's [procedure] for other votes of the governing body.

1. A declination vote will not take effect with a resulting change in coverage until at least 180 days after the vote, to allow individual employees the opportunity to opt into the benefits program pursuant to 8-13.3-514 C.R.S., should individuals choose to elect coverage.

2. Public notice must be given in the same manner as any other business before the governing body, and the local government will take/hear testimony prior to the vote, pursuant to the procedural rules of the governing body. The local government's employees must also be notified in writing prior to the vote and provided both information regarding the vote process and the opportunity to submit comments through a public process to the governing body.

3. Within 30 days following a local government declination vote, the local government must provide its local government employees with a written individual notice of the local government's declination vote and the impact toward FAMLI coverage, or other paid family and leave insurance coverage. The written notice, must at a minimum, explain the differences between benefits offered by the FAMLI program and any other paid leave plan offered by the local government. The notice must also state which employees, if any, are eligible for job protection under the federal Family and Medical Leave Act (FMLA) benefits or other local provisions where applicable.

4. Written notices must contain information regarding the right of local government employees to voluntarily opt into FAMLI benefits pursuant to 8-13.3-514 C.R.S., and the contact information for the Division. Local government employers will display a notice containing the information in a conspicuous and accessible place in each establishment where employees are employed; provided, however, in cases where the local government employer does not maintain a physical workplace, or an employee teleworks or performs work through a web-based or app-based platform, notification will be sent via electronic communication or through a conspicuous posting in the web-based or app-based platform. The notice and poster required in this regulation will be in English and in any language representing the first language spoken by at least five percent of the local government employer's workforce. The Division will create and make available to local government employers posters and notices containing the information required in this regulation, and local government employers may use the posters and notices to comply with the requirements of this section.

(a) It is the responsibility of the local government employers to request printed materials from the Division. Local government employers may be responsible for the printing and mailing costs of such materials.

(b) It is the responsibility of the local government to provide written notification to the Division of the local government employers interpretation needs of printed notices for languages other than English or Spanish.

B. The declination period is not permanent and participation must be reconsidered, and the Division notified at a minimum of every 8 years. The governing body may reconsider and elect coverage annually pursuant to 7 CCR 1107-2, Regulation 2.5.