



# Parker Performing Arts School

## BOD Regular Business Meeting

Published on February 6, 2023 at 3:37 PM MST

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### Date and Time

Tuesday February 7, 2023 at 5:45 PM MST

### Location

Parker Performing Arts School  
Room 140  
15035 Compark Blvd  
Parker, CO 80112

PPA Board Business Meeting

To join the video meeting, click this link: <https://meet.google.com/tbv-sibi-wai>  
Otherwise, to join by phone, dial +1 385-645-6762 and enter this PIN: 442 057 423#

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### Agenda

|  | Purpose | Presenter                      | Time           |
|--|---------|--------------------------------|----------------|
| <b>I. Opening Items</b>                                    |         |                                | <b>5:45 PM</b> |
| <b>A.</b> Call the Meeting to Order                        |         | Rochonne Sanchez<br>(A, #8)    |                |
| <b>B.</b> Record Attendance & Introduce/Recognize Visitors |         | Elizabeth Remington<br>(A, #2) | 1 m            |

|   | Purpose | Presenter                 | Time |
|---|---------|---------------------------|------|
| <b>C. Reading of Vision and Mission</b> |         | Katie McDonald<br>(E, #4) | 1 m  |

**PPA Vision**

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

**PPA Mission**

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 5:47 PM**

|   |                 |                                |     |
|---|-----------------|--------------------------------|-----|
| <b>A. Adoption of Agenda</b>  | Vote            | Rochonne Sanchez<br>(A, #8)    | 1 m |
| <b>B. Approval of 1/17/23 PPA BOD Working Board Meeting Minutes</b> | Approve Minutes | Elizabeth Remington<br>(A, #2) | 2 m |

**III. Public Comments/Scheduled Appearances 5:50 PM**

|  |     |                           |     |
|--|-----|---------------------------|-----|
| <b>A. Welcome scheduled guests and meeting attendees</b> | FYI | Katie McDonald<br>(E, #4) | 2 m |
| <b>B. Public Comments</b>                                | FYI | Katie McDonald<br>(E, #4) | 5 m |

Public comments must be submitted to the BOD (submission form available on the PPA website) at least 3 hours before the scheduled Board meeting.

**IV. Administration Reports 5:57 PM**

|  |     |                 |      |
|--|-----|-----------------|------|
| <b>A. PrinciPAL Update with Mr Molfino</b> | FYI | Phil Molfino    | 15 m |
| <b>B. Business Manager's Report</b>        | FYI | Tiffany Maestas | 10 m |

**V. Committee Reports 6:22 PM**

|  | Purpose | Presenter                   | Time           |
|--|---------|-----------------------------|----------------|
| <b>A. School Accountability Committee (SAC)</b>  | FYI     | Katie McDonald<br>(E, #4)   | 5 m            |
| <b>B. Marketing Committee</b>  | FYI     | Cassidy Walker (E,<br>#1)   | 5 m            |
| <b>C. Grant Committee</b>  | FYI     | Chantae Thomas<br>(A, #5)   | 5 m            |
| <b>D. Fundraising Committee</b>  | FYI     | Stephanie Cooke (E,<br>#6)  | 5 m            |
| <b>E. Finance Committee</b>  | FYI     | Rochonne Sanchez<br>(A, #8) | 5 m            |
| <b>VI. Other Business</b>  |         |                             | <b>6:47 PM</b> |
| <b>A. Other Business/Actionable Items</b>  | Discuss | Rochonne Sanchez<br>(A, #8) | 5 m            |
| <b>B. Plans for Next Meeting</b>   | Discuss | Rochonne Sanchez<br>(A, #8) | 1 m            |
| The next Board meeting is the Working Session scheduled for February 21st, 2023, and will be held virtually. |         |                             |                |
| <b>VII. Closing Items</b>  |         |                             | <b>6:53 PM</b> |
| <b>A. Adjourn Meeting</b>  | Vote    |                             | 2 m            |

# Coversheet

## Approval of 1/17/23 PPA BOD Working Board Meeting Minutes

|                          |   |
|--------------------------|---|
| <b>Section:</b>          | II. Approval of Consent Agenda                                |
| <b>Item:</b>             | B. Approval of 1/17/23 PPA BOD Working Board Meeting Minutes  |
| <b>Purpose:</b>          | Approve Minutes   |
| <b>Submitted by:</b>     |   |
| <b>Related Material:</b> | Minutes for PPA BOD Working Board Meeting on January 17, 2023 |

APPROVED



## Parker Performing Arts School

### Minutes

#### PPA BOD Working Board Meeting

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##### **Date and Time**

Tuesday January 17, 2023 at 5:30 PM

##### **Location**

PPA Board Business Meeting

Google Meet joining info

Video call link: <https://meet.google.com/oda-whev-vkc>

Or dial: (US) +1 435-574-4432 PIN: 141 848 371#

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##### **Directors Present**

C. Thomas (A, #5) (remote), C. Walker (E, #1) (remote), E. Remington (A, #2) (remote), J. Adamson (remote), R. Sanchez (A, #8) (remote), S. Cooke (E, #6) (remote), V. Olivas Smith (E, #7) (remote)

##### **Directors Absent**

K. McDonald (E, #4)

##### **Ex Officio Members Present**

P. Molfino (remote)

##### **Non Voting Members Present**

P. Molfino (remote)

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## **Guests Present**

Larry Swain (remote)

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## **I. Opening Items**

### **A. 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 Jan 17, 2023 at 5:42 PM.

### **B. Record Attendance & Introduce/Recognize Visitors**

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

Read by Director C. Walker Erickson

## **II. Approval of Consent Agenda**

### **A. Adoption of Agenda**

Move to adopt agenda as written by Director R. Sanchez  
Seconded by Director V. Olivas- Smith  
Unanimously passed

### **B. Approval of 12/20/22 Working Meeting Minutes**

R. Sanchez (A, #8) made a motion to approve the minutes from PPA BOD Working Board Meeting on 12-20-22.  
S. Cooke (E, #6) seconded the motion.  
The board **VOTED** unanimously to approve the motion.

## **III. Public Comments/Scheduled Appearances**

### **A. Public Comments**

None submitted

## **IV. Actionable Items**

### **A. Move meeting times to 5:45PM**

Motion to move the board meetings back by 15 minutes.  
Open for discussion  
Move to pass the motion to move the Board meeting time to 5:45 by Director R. Sanchez  
Seconded by Director V. Olivas-Smith  
Passed Unanimously

Board meetings will now start at 5:45

## **V. Committee Reports**

### **A. School Accountability Committee (SAC)**

Director R. Sanchez provided update that the SAC committee has not yet met in the new year and there will have an update after the next meeting.

### **B. Marketing Committee**

1. Marketing committee update provided by Director C. Walker-Erickson
  1. Has not met since last meeting
  2. Abbie reached out to the City of Parker - can get free adverts on O'Brien park, working on community newsletters
  3. Video partnership to showcase what is going on in the school

### **C. Grant Committee**

Grant Committee update provided by Director C. Thomas

- have received the budgets and will have a meeting on Thursday 1/19/2023 to put information together.
- strategic plan adjustment recognized and there will be a recalibration of goals to meet the new strategy.

### **D. Fundraising Committee**

1. Director S. Cooke provided update
  1. Los Volcanoes Spirit Night last week (01/10/2023)
    1. Total of \$1756 afternoon sales 15% rounding up to \$300 to PPA
  2. 02/02/2023 Red Robin 20% of Dine in and to-go orders
  3. March: Chick-fil-a and Chipotle
  4. April: Parry's Pizza 20%
  5. May: Boondocks or Skyzone potentially?
2. Meeting next week scheduled
3. still scheduled for this year:
  1. Fun Run
  2. Hearts for the Arts
    1. Partner with Director V. Olivas-Smith to find best partner in PCA to help with the program.
4. Still working on sponsorship with community businesses

### **E. Finance Committee**

1. Director JT Adamson provided update
  1. Have not yet had a meeting, will present 2 months in the working session of financials.
  2. Drafting end of year and what next year might look like
2. Director R. Sanchez provided update
  1. Moved some funds into interest bearing
  2. Looking at what things need to happen for infrastructure of the building
  3. Compark fee situation is ongoing but have not yet received a response from them - potentially 180 days to respond.
    1. email into lawyer for update
  4. Acknowledge Mr. Swain on call - thank you for joining the finance committee and being willing to serve on that committee.

#### **F. DCSD Board Updates**

Update provided by Director E. Remington

No real update

Director R. Sanchez - paying attention to what's going on with the Mill Levy messaging as they come out.

#### **G. PCA Update**

1. Director V. Olvas-Smith provided update
  1. Met the first Tuesday
    1. Discussion on the dance coming up - March 4th 5pm-8pm
      1. Planning meetings have already started
      2. Parent room available?
    2. January 27th - Moms Night Out - at Clock Tower Grill in Parker

### **VI. Other Business**

#### **A. Other Business/Actionable Items**

- Director C. Thomas asked for specific line item for revenue line for Grant Committee
  - will receive information from P. Molfino
  - capital needs that have come up that could be a potential area to search for grants
- Director S. Cooke
  - Form sent out in BOD agreement is needing to be completed before audit
  - Tour update - Board involvement
    - First Wednesday in Feb
    - Director R. Sanchez will work with Dottie on her vision on what board role would be



## **B. Plans for Next Meeting**

- Director R Sanchez provided that the meeting will be in person on Feb 2nd

## **VII. Closing Items**

### **A. Adjourn Meeting**

Move to adjourn by Director R Sanchez

Seconded by Director C. Walker Erickson

unanimously passed

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:56 PM.

Respectfully Submitted,

E. Remington (A, #2)

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### **Documents used during the meeting**

*None*

# 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 (2).pdf         |

## Board Update

February 2023

### Finances

- Revised budget submitted
- Budget discipline and current situation
- Capital spending priorities
- Potential retention bonuses
- PPR Estimate for 23-24

### Academics

- [Reading](#)
- [Math](#)
- Site Visit Completion - Needs
- PLC Late Start Day next year

### Arts

- LLW Auditions
- New MS Schedule
- 4th Grade Show
- Talent Show / Auction

### Enrollment

- Tour / Lottery Stats
  - 640 on paper
  - Large Tours
- Recruiting Efforts - Dottie

### Culture / Personnel

- Renewal and Recruiting

## Dec 6, 2022

### Finances

- Revised Budget
- FAMLI Letter shared with staff. Presentation to be delivered.
- Compark Fees Letter Delivered

## Academics

- Schedule Adjustments for 23-24
  - MS Objectives
  - Late start Tuesday next year.
- Observation cycle beginning

## Arts

- Visual Arts Update
- Evening shows / Calendar

## Enrollment

- Hiring of recruiter
- Recruitment, Engagement with New (ITE) Families, Greater ITE capture to Registration
- 104 ITEs

## Culture / Personnel

- Changes
  - New 5/7 science teacher has started. Bryce Westrick. Job will remain posted.
  - 12 Days of December
  - Staff Holiday Happy Hour

## Facilities

- Video Screen outside the theater
- Transitioning our evening cleaning contract.

Nov 1, 2022

## Facilities

- Possible repair issue
  - Window replacement
  - Electrical item

## Finances

- MLO / Bond ballot measure. Community letter 10-4.
  - Staff Information

- FAMILI Letter shared with staff. Presentation to be delivered.
- Town of Parker Bond Closed
- MLO Vote - Budget clarity to follow / Slides.
- Compark Fees

#### Academics

- School Performance Frameworks. We remain a performance school at 64.4 No revision to our two year UIP required.
  - UIP revisions for SAC and staff
- Schedule Adjustment for 23-24
- Observation cycle beginning
- Possible calendar change

#### Arts

- Mary Poppins
- Nut Cracker
- Evening shows / Calendar

#### Enrollment

- 639 final count on October 3.
- ITEs as of 10-28
  - K-28
  - 1-2
  - 2-1
  - 3-4
  - 4-2
  - 5-6
  - 6-7
  - 7-14
  - Hiring of recruiter
- Greater ITE capture

#### Culture / Personnel

- Changes
  - New 5/7 literature teacher started.
  - New Elem Theater teachers started.

- Managing parents / info.

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. 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

|                          |   |
|--------------------------|---|
| <b>Section:</b>          | IV. Administration Reports                  |
| <b>Item:</b>             | B. Business Manager's Report                |
| <b>Purpose:</b>          | FYI   |
| <b>Submitted by:</b>     |   |
| <b>Related Material:</b> | Business Manager Update - February 2023.pdf |

## **Business Manager Update**

2.7.23

### January Financials

- Will be reviewed by the Finance Committee on February 15.
- Will be presented to the Board at the February working meeting.

### 23-24 Budget

- Proposed (no board approval needed) Due to the district by April 15.
- Adopted (with board approval) Due to the district by May 30.

# Coversheet

## Marketing Committee

|                          |  |
|--------------------------|--|
| <b>Section:</b>          | V. Committee Reports                   |
| <b>Item:</b>             | B. Marketing Committee                 |
| <b>Purpose:</b>          | FYI                                    |
| <b>Submitted by:</b>     |  |
| <b>Related Material:</b> | PPAMarketingCommittee_DigitalFlier.pdf |



## Become a PPA Community Partner:

1. Learn about our curriculum and arts training offerings
2. Learn about our school brand mission and initiatives
3. Donate resources! Learn about our programs and the type of donations that will help us build.
4. Help us get the word out about our school!

Email [Cassidy Walker Erickson](#) to learn how to get started!

**Supporting our  
Students.  
Partnering with  
our Community.**



**A **tuition-free** K-8  
Charter School.**

**PPA was created to serve students and families with a passion for the performing arts. While we aspire to serve the South Metro Denver area as the premier performing arts school of choice, we believe at our core that the arts are meant to be accessible for everyone.**

**There are no audition or talent requirements for students to attend PPA. Just the desire to learn, grow and shine.**

**With your partnership, we want to reach more students and families that are looking to immerse in the arts, excel academically, and feel belonging in a community that fosters outstanding character both on the stage and off.**

# Coversheet

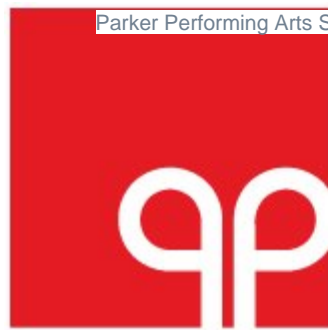
## Grant Committee

|                          |   |
|--------------------------|---|
| <b>Section:</b>          | V. Committee Reports                            |
| <b>Item:</b>             | C. Grant Committee                              |
| <b>Purpose:</b>          | FYI   |
| <b>Submitted by:</b>     |   |
| <b>Related Material:</b> | Grant Committee_ Funding Strategy Work Plan.pdf |



## Funding Strategy Work Plan: PPA Grant Committee

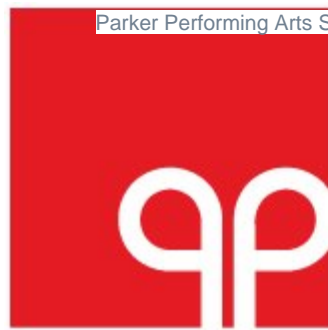
|                                   |  |
|-----------------------------------|--|
| <b>Introduction</b>               | <p>Parker Performing Arts School (PPA) equips students to become independent creative thinkers, critical problem solvers, and successful collaborators. In our safe learning environment, 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.</p> <p>As a performing arts school of choice, we foster confidence, celebrate diversity, and emphasize academic excellence.</p> <p>Parker Performing Arts School is managed by a governing board of directors with executive members. Direct school responsibilities are overseen by the school principal and their administrative support team. As a charter school, the responsibility of sustainable funding rests solely with these entities. The fiscal responsibility of the school is overseen and managed by both of the above entities. It is the board of directors responsibility to maintain fiscal oversight of the school and support progress and growth of the schools financial wellbeing.</p> |
| <b>Aims of the Strategy</b>       | <p>As of the formulation of this strategy, PPA governing entities strive toward a level of fiscal sustainability in order to</p> <ul style="list-style-type: none"> <li>• Maintain building infrastructure and growing capital combined with;</li> <li>• Increasing enrollment;</li> <li>• Solidifying the PPA brand;</li> <li>• Sharing the PPA culture with the community it serves and communities at large and;</li> <li>• Significantly supporting the personal and professional development and education of PPA teachers and students.</li> </ul>   |
| <b>Objectives of the Strategy</b> | <p>The PPA Grant Committee plans to achieve these aims of the above strategy by:</p> <ul style="list-style-type: none"> <li>• Creating an action plan with timescales that will complement the strategy and help to identify ways of garnering funds alongside the PPA Board of Directors and the board committees.</li> <li>• Finding and recruiting individuals who are able to research funding opportunities and support the continued editing of the grant narratives.</li> <li>• Utilizing the knowledge and experience of the school personnel</li> </ul>   |




## PARKER PERFORMING ARTS SCHOOL

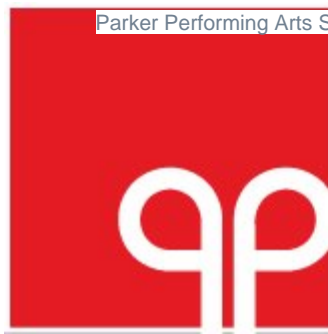
|                          |  |
|--------------------------|--|
|                          | <p>(administration and teachers) to speak to the culture of who PPA is and work to journalize these feelings in grant writing narratives to generate a greater awareness of the PPA community and culture.</p> <ul style="list-style-type: none"> <li>• Maintaining access to grant updated grant budgets from the PPA Business Manager and Accounting team.</li> </ul>  |
| <b>Needs and Targets</b> | <p>The PPA Grant Committee requested a strategic breakdown of the PPA budget to strengthen the program(s) visual level of need. This breakdown highlights the following programs:</p> <ul style="list-style-type: none"> <li>• Performing Arts Elementary</li> <li>• Performing Arts Middle School (MS)</li> <li>• MS Math</li> <li>• MS English</li> <li>• MS History</li> <li>• MS Science</li> <li>• Kindergarten</li> <li>• Grades 1st &amp; 2nd</li> <li>• Grades 3rd &amp; 4th</li> <li>• Mental Health</li> </ul> <p>Please see attached/linked budget breakdowns:</p> <p><a href="#">x PPA FY23 Working Budget_111622.xlsx</a></p> <p>Areas of Need and Targets to Reach:</p> <ul style="list-style-type: none"> <li>• Need to garner funds to cover the purchase of school equipment for classrooms:             <ul style="list-style-type: none"> <li>○ Projectors                 <ul style="list-style-type: none"> <li>■ Target: \$</li> </ul> </li> </ul> </li> <li>• Need to garner funds to cover education expenses:             <ul style="list-style-type: none"> <li>○ Summer Programming</li> <li>○ Arts Practicing Artist                 <ul style="list-style-type: none"> <li>■ Target: \$</li> </ul> </li> </ul> </li> </ul> <p><i>The grant committee recognizes its strong potential to support PPA from a cultural education and behavioral health funding stream with the hope that by doing so allocated budget funds can shift to support infrastructure and equipment.</i></p> |





# PARKER PERFORMING ARTS SCHOOL

|                          |  |
|--------------------------|--|
| <b>Resources</b>         | <p>Resources needed to carry out this strategy:</p> <ul style="list-style-type: none"> <li>• <b>School Resources</b> <ul style="list-style-type: none"> <li>○ Business Manager (Tiffany Maestas)</li> <li>○ Accounting Firm (currently G&amp;G)</li> <li>○ Principal &amp; Assistant Principal</li> <li>○ Anadotel Support for School Team Members</li> </ul> </li> <li>• <b>Grant Committee Resources</b> <ul style="list-style-type: none"> <li>○ Grant Writers</li> <li>○ Grant Researchers</li> <li>○ Grant Editors</li> </ul> </li> <li>• <b>Other Resources</b> <ul style="list-style-type: none"> <li>○ PPA Board of Directors <ul style="list-style-type: none"> <li>■ Marketing Committee</li> <li>■ Fundraising Committee</li> <li>■ School Accountability Committee</li> </ul> </li> <li>• <b>Parents Voices and Feedback</b></li> </ul> </li> </ul>  |
| <b>Sources of Income</b> | <p>Potential sources of funding:</p> <ul style="list-style-type: none"> <li>• <b>Grants Opportunities:</b> <ul style="list-style-type: none"> <li>○  <b>2022-23 Grant Application Cycle</b></li> <li>○ <a href="#">Nora Roberts Foundation</a></li> <li>○ <a href="#">McCarthy Dressman Foundation</a> <ul style="list-style-type: none"> <li>■ Academic Enrichment Grant</li> <li>■ Teach Development Grant</li> </ul> </li> <li>○ <a href="#">Energy.gov Energy Improvement for Schools Grant</a></li> <li>○ <a href="#">Mockingbird Music Education Grant</a></li> <li>○ <a href="#">Reiman Foundation Education &amp; Arts Grant</a></li> <li>○ <a href="#">Ciena Teacher Grants</a></li> <li>○ <a href="#">Charter School Growth Fund</a></li> <li>○ <a href="#">Costco Wholesale Children &amp; Education Grant</a></li> <li>○ <a href="#">Daniels Fund K-12</a></li> <li>○ <a href="#">Michael and Susan Dell Foundation Education Grant</a></li> <li>○ <a href="#">Expand Colorado School Nurse Grant Program</a></li> </ul> </li> <li>• <b>Fundraising Events:</b> <ul style="list-style-type: none"> <li>○ School Spirit Nights</li> <li>○ Fun Run</li> </ul> </li> </ul> |

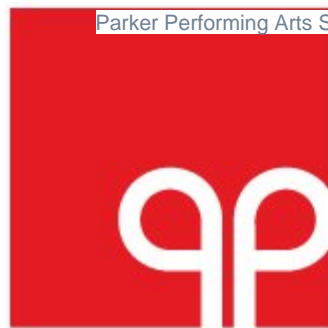


## PARKER PERFORMING ARTS SCHOOL

|  |  |
|--|--|
|  | <ul style="list-style-type: none"> <li>○ School Gala (Fall 2023)</li> <li>● <b>Individual &amp; Corporate Donors/Sponsors:</b> <ul style="list-style-type: none"> <li>○</li> </ul> </li> </ul> |
|--|--|

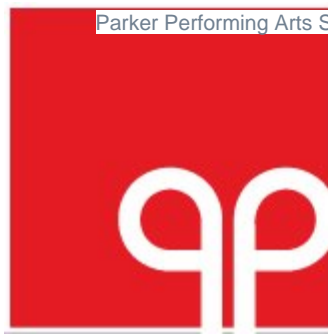
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|                 |   |
|-----------------|---|
|                 | <ul style="list-style-type: none"> <li>● <b>In-Kind Donations:</b></li> <li>● <b>Current Funders/Donors/Sponsors:</b></li> </ul>  |
| <b>Strategy</b> | <p>This is the integral part of PPA's Funding Strategy. This demonstrates where money is coming from, how much, and in what timescale.</p> <ul style="list-style-type: none"> <li>● <b>Grants – Total Target \$350,000 in 8 months</b> <ul style="list-style-type: none"> <li>○ Research a wide range of funders and consider a strategic funding fit.</li> <li>○ Identify their deadlines, funding cycles etc.</li> <li>○ Draft generic proposals via the program narratives and program budgets.</li> <li>○ Keep a record of all applications <ul style="list-style-type: none"> <li>■ <b>2022-23 Grant Application Cycle</b></li> </ul> </li> <li>○ Granted Funds: <ul style="list-style-type: none"> <li>■ \$101,999.44</li> </ul> </li> <li>○ Needed Funds: <ul style="list-style-type: none"> <li>■ \$248,000</li> </ul> </li> <li>○ <i>It is noted the grant committee currently does not have a line item in the FY22-23 budget and is working to offset school expenses.</i></li> </ul> </li> <li>● <b>Fundraising - Total Target \$110,000 in 5 months</b> <ul style="list-style-type: none"> <li>○</li> <li>○ <i>The grant committees goal is to support the fundraising committee to reach their target by end of FY22-23</i></li> </ul> </li> <li>● <b>Individual &amp; Corporate Donors/Sponsors:</b> <ul style="list-style-type: none"> <li>○</li> </ul> </li> </ul> |



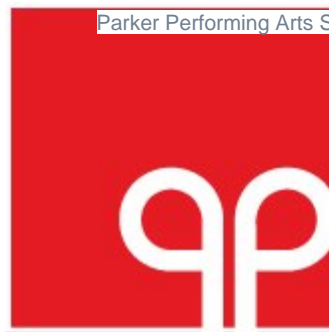
# PARKER PERFORMING ARTS SCHOOL

|   | <ul style="list-style-type: none"><li>● <b>In-Kind Donations:</b><ul style="list-style-type: none"><li>○</li></ul></li><li>● <b>Current Funders/Donors/Sponsors:</b><ul style="list-style-type: none"><li>○</li></ul></li></ul> <p>And so on...</p>  |  |   |                   |                     |   |               |                            |           |  |              |  |  |                                |                         |                 |   |                |              |                      |           |
|---|--|--|---|-------------------|---------------------|---|---------------|----------------------------|-----------|--|--------------|--|--|--------------------------------|-------------------------|-----------------|---|----------------|--------------|----------------------|-----------|
| <b>Timetable &amp; Action Plan</b>  | <p>What needs to be done &amp; when, in what order, and by whom.</p> <table><tr><th><u><b>What</b></u></th><th><u><b>When</b></u></th><th><u><b>Who</b></u></th><th><u><b>Notes</b></u></th></tr><tr><td>Obtain school program (department) narratives for more streamlined grant proposals &amp; requests</td><td>November 2022</td><td>Grant Committee: D. Rohrer</td><td>COMPLETED</td></tr><tr><td>Write narratives for General, Mental Health, Arts, DEI</td><td>January 2023</td><td>Grant Committee: C. Thomas, T. Woelk, J., J. Remer</td><td></td></tr><tr><td>Edit school program narratives</td><td>January - February 2023</td><td>Grant Committee</td><td>Need to add culture, connection, and compassion into these narratives, with a summary of the educational experience in these program settings</td></tr><tr><td>Obtain program</td><td>January 2023</td><td>Business Manager: T.</td><td>COMPLETED</td></tr></table> | <u><b>What</b></u>                                 | <u><b>When</b></u>  | <u><b>Who</b></u> | <u><b>Notes</b></u> | Obtain school program (department) narratives for more streamlined grant proposals & requests | November 2022 | Grant Committee: D. Rohrer | COMPLETED | Write narratives for General, Mental Health, Arts, DEI | January 2023 | Grant Committee: C. Thomas, T. Woelk, J., J. Remer |  | Edit school program narratives | January - February 2023 | Grant Committee | Need to add culture, connection, and compassion into these narratives, with a summary of the educational experience in these program settings | Obtain program | January 2023 | Business Manager: T. | COMPLETED |
| <u><b>What</b></u>  | <u><b>When</b></u>   | <u><b>Who</b></u>                                  | <u><b>Notes</b></u>   |                   |                     |   |               |                            |           |  |              |  |  |                                |                         |                 |   |                |              |                      |           |
| Obtain school program (department) narratives for more streamlined grant proposals & requests | November 2022  | Grant Committee: D. Rohrer                         | COMPLETED   |                   |                     |   |               |                            |           |  |              |  |  |                                |                         |                 |   |                |              |                      |           |
| Write narratives for General, Mental Health, Arts, DEI  | January 2023   | Grant Committee: C. Thomas, T. Woelk, J., J. Remer |   |                   |                     |   |               |                            |           |  |              |  |  |                                |                         |                 |   |                |              |                      |           |
| Edit school program narratives  | January - February 2023  | Grant Committee                                    | Need to add culture, connection, and compassion into these narratives, with a summary of the educational experience in these program settings |                   |                     |   |               |                            |           |  |              |  |  |                                |                         |                 |   |                |              |                      |           |
| Obtain program  | January 2023   | Business Manager: T.                               | COMPLETED   |                   |                     |   |               |                            |           |  |              |  |  |                                |                         |                 |   |                |              |                      |           |



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|  |  |                           |                                       |  |
|--|--|---------------------------|---------------------------------------|--|
|  | budget breakdown   |                           | Maestas; Accounting Firm: G&G         |  |
|  | Observing, notating and recording school tour and teacher engagement | February 1st              | Grant Committee: C. Thomas            |  |
|  | Obtaining parent/student feedback via survey and/or questionnaires.  | February 1st              | Grant Committee: C. Thomas            | Reaching out to P. Molfino, K. McDonald, & SAC |
|  | Presenting Funding Structure to PPA BOD                              | February 7th              | Grant Committee: C. Thomas &          |  |
|  | Complete Literature Review based on Feb 1 connections                | By February 7th           | Grant Committee: C. Thomas & T. Woelk |  |
|  | Create Program Proposals   | By February 7th           | Grant Committee                       |  |
|  | Finalize Grant Narratives  |                           | Grant Committee                       |  |
|  | Reach out for School Support/Volunteers                              | After BOD approval        | Grant Committee: C. Thomas            |  |
|  | Check Determine need for a   | Check with Phil & Tiffany | Grant Committee: C. Thomas            | Determine if the district has to hold these    |



# PARKER PERFORMING ARTS SCHOOL

|  |  |  |                 |  |
|--|--|--|-----------------|--|
|  | Unique Entity Identifier (UEI), a System for Award Management (SAM) account, and Colorado Vendor Self-Service account (CVSS) | Email to Laura Gorman sent by January 23rd |                 | pieces or is it something that PPA must obtain on their own  |
|  | Apply for Grants by Deadlines outlined<br>📅 2022-23 ...  | After BOD Approval                         | Grant Committee |  |
|  | Determine Grant Committee Funding Proposal for FY 23-24  | April 2023                                 | Grant Committee | We know many of the grants we are going for at this time will not fund until July or August based on their timelines and funding disbursement timeline |