



# Parker Performing Arts School

## Minutes

### BOD Strategic Planning Session

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#### Date and Time

Saturday June 25, 2022 at 9:00 AM

#### Location

Parker Performing Arts School  
15035 Compark Blvd  
Parker, CO 80112

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#### Directors Present

C. Walker (E, #1), D. Hyland (E, #9), E. Remington (A, #2), K. McDonald (E, #4), L. Money (A, #3), R. Sanchez (A, #8), S. Cooke (E, #6), V. Olivas Smith (E, #7)

#### Directors Absent

C. Thomas (A, #5)

#### Ex Officio Members Present

P. Molfino

#### Non Voting Members Present

P. Molfino

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### I. Opening Items

#### A. Call the Meeting to Order

L. Money (A, #3) called a meeting of the board of directors of Parker Performing Arts School to order on Saturday Jun 25, 2022 at 9:26 AM.

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

**C. Reading of Vision and Mission**

Director McDonald represented the Board by reading the PPA vision and mission.

K. McDonald (E, #4) made a motion to approve the minutes BOD Regular Business Meeting on 06-07-22.

D. Hyland (E, #9) seconded the motion.

The board **VOTED** to approve the motion.

**D. Working Breakfast & Icebreaker**

Discussion on what would be covered on agenda.

Proposal on moving to work a half day. Passed

Agreement to work through items I-V

additional items to be covered in a scheduled meeting in July

Personal goals as a PPA Board member

Rochenne -Forward movement on finance committee - looking to add 1 more member to the committee.

Spend more time in the building - being with the students and able to speak with the students.

Stephanie- getting a handle on everything the board does. Understanding roles and committee

Beth R - working to get up to date with the roles and regulations associated with Board procedure, and getting more involved and learning needs of the board and school

Katie M- Stay on track, planned out in advance and follow through, keep communication consistent and open- compliance on the modules- continuing work on marketing with Maddie Robinson

Ginny - brand new learning as much as possible - how to be efficient - bringing in more kids to school

Cassidy -To be here more and be able to help with the needs to be there. Working on enrollment

Lauren - solid strategic plan and direction - SMART goals and measurable goals

**II. Annual Strategic Planning Cycle & Board Calendar**

#### **A. Annual Strategic Planning Cycle**

attached to the agenda

Budget figures are not currently available - end of year financial reporting still in process

Planning cycle ok

#### **B. Annual Board Calendar**

Quarterly Board Training added to the calendar - this is in addition to the board training modules

Aug, Nov, Feb and May for the quarterly board training.

### **III. Student Enrollment & Retention Plan**

#### **A. Student Enrollment**

Exit survey - determine data needed to review trends and information on why they left

Tours - determine why did you or not enroll in the school - Survey Monkey1

Survey - Did you enroll or not?

Age/Grade looking to enroll

Add on to add additional children

rating 1-5 how did you enjoy your tour

Comment section

What did you like

What did you not like

year to enroll?

Obtaining data metrics on engagement from the website, facebook, tiktok etc

#### **B. Student Retention & Attrition**

Data analytics

Community engagement survey

PCA and Board interaction and partnership

#### **IV. Annual Board Assessments**

##### **A. Start, Stop, Continue Retrospective**

Committee assignment/volunteering

Shelve Start, Stop, Continue discussions until second meeting.

##### **B. BoardOnTrack Board Assessment Results**

#### **V. SWOT Analysis**

##### **A. SWOT Analysis**

Tabled to next meeting

##### **B. Identify Potential Connections Between Quadrants**

Tabled to next meeting

##### **C. Refine Points & Identify Key Initiatives**

tabled to next meeting

#### **VI. Define Goals/Objectives**

##### **A. S.M.A.R.T. Goal Development**

Tabled to next meeting

##### **B. Strategy Implementation/Action Steps**

tabled to next meeting

#### **VII. Committees & Committee Chairs**

##### **A. Discussion on Governance Structure & Board Committees**

Tabled to next meeting

##### **B. Committee Assignments**

Doug Co Liaison /Compliance - Beth Remington

SAC- Katie McDonald  
Marketing - Cassidy Walker  
Fundraising - Stephanie and Dylan  
Grants - Chantae  
Finance - Rochenne and Lauren  
PCA Liaison - Ginny

## **VIII. 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 12:20 PM.

Respectfully Submitted,  
L. Money (A, #3)