

APPROVED



Parker Performing Arts School

Minutes

BOD Regular Business Meeting

Date and Time

Tuesday October 4, 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

Phone Numbers

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

PIN: 141 848 371#

Directors Present

C. Thomas (A, #5), C. Walker (E, #1), E. Remington (A, #2), K. McDonald (E, #4), R. Sanchez (A, #8), S. Cooke (E, #6)

Directors Absent

D. Hyland (E, #9), V. Olivas Smith (E, #7)

Ex Officio Members Present

P. Molfino

Non Voting Members Present

P. Molfino

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 Oct 4, 2022 at 5:38 PM.

B. Record Attendance & Introduce/Recognize Visitors

C. Reading of Vision and Mission

- Read by Director K McDonald

II. Approval of Consent Agenda

A. Adoption of Agenda

- Adoption of agenda proposed by Director R Sanchez
- Seconded by Director K McDonald
- Unanimously approved

B. Approval of September 20th Working Meeting Minutes

R. Sanchez (A, #8) made a motion to approve the minutes from 09/16/2022 BOD Working Session on 09-20-22.

E. Remington (A, #2) seconded the motion.

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

III. Public Comments/Scheduled Appearances

A. Open floor to Public Comments if any

- Public comment by L Remington, student gives a thumbs up for how school is going thus far

IV. Administration Reports

A. PrinciPAL Update with Mr Molfino

- Floor given to P. Molfino
- SPFs and what it means for organization
 - PD day 10/14/2022

- UIP updates but not required to submit due to being a performance school
 - New coaching template is being used with the teachers
 - Observations cycle for teachers from Fall to Spring Breaks
- Count day: 10/03 639 for count
- Vote in Nov on Mill Levy will decide on teacher compensation abilities for the school
 - after vote will be able to determine more of the long term funding/financials
- Vacation next week
- Waiting on report for the Compark taxation issue
 - potential funding for litigation will be looked at
- Town of Parker - grading bond for landscaping was met last week will get the bond back.
- Lost 2 teachers - replaced 1 teacher in the theater department,
 - 5/7 lit position now open
- Enrollment - exit interview has been implemented for employees
 - ITE is hovering 30-40% need to increase to min 50% to fill school
- Facilities - New renters Japanese school, still looking for more
 - window broke upper floor
 - electrical inspection done
 - waiting on insurance
 - arts - performance season is kicking off
 - fundraisers for thanksgiving and Christmas coming up
 - Costa Rica trip pitch was given on 10/04/2022 for Middle School students

B. Business Manager's Report

- Prepared by T Maestas, read by Director R. Sanchez
- Sept finances reviewed on 10/12 and presented at Nov business meeting
- Auditors will present results on Nov 1st business meeting
- draft audit to district Sept 15th
- Sponsorship form being worked on by Director S Cooke

V. Actionable Items

A. 23-24 School Calendar

- Move to accept the 23/24 preposed school calendar by Director R. Sanchez
- seconded by Director K McDonald
- unanimously passed
- calendar is approved

- Notification sent to School Registrar Andrea to be able to publish calendar

B. Review of FAMLI decision

- Previously passed to not participate
 - opened for addition comments or clarification requests
- Clarification on submission asked for by Director K McDonald
 - Resolution to not participation in FAMLI will be sent to P Molfino and Tiffany Maestas

VI. Committee Reports

A. School Accountability Committee (SAC)

- Floor given to Director K McDonald
- meeting will be held on 10/05/2022
 - May 22 implementation of initiatives by SAC response detailed for meeting

B. Marketing Committee

- Floor Given to C Walker Erickson
- No meeting as of yet
 - working on the structure of the committee
 - meeting next week
 - focusing on pre k for trunk or treat participation
 - Potential communication with local dance studios
 - looking to leave marketing materials
 - Professional photog for Spooktacular hired to take pictures for social media
 - Turkey Trot participation with PPA branded outfits
 - Looking for opportunities for committee members can participate in and handouts
 - looking into business cards for board members with QR codes for the website
- Budget for marketing committee?
 - number provided by P Molfino and Director K McDonald
- Marketing to Community for Nutcracker

C. Grant Committee

- floor given to Director C. Thomas

- first meeting 09/22
 - get to know you
 - committee purpose
- meeting the 3rd Thursday of every month
- school needs discussed
- research in identifying appropriate grants
- grant tracker for use and google doc
- Call to action to parents for projectors
- strategic funding plan and goals
- develop standard narratives to address standard grant needs

D. Fundraising Committee

- Floor given to Director S. Cooke
- haven't had meeting since the first one
- Gala timing
 - Concerns for the Gala burn out from volunteers in the Spring
 - suggested to do in Fall of 2023
 - meet with PCA for their buy in and address their concerns
 - Less fundraising activities/competing activities in the Fall currently
- currently have one person on the committee and buy in from 2 teachers
 - Gala sub committee has more interest
- Redone the sponsorship form
 - previous 100-500 tiers
 - bumped up numbers 250-5000 for corporate sponsorships
 - Star hall of fame on the red wall from sponsorship among other incentives provided based on tier
 - sent in for final review
- Spirit nights
 - Nov formal uniform day @ Panda Express
 - performance night asking if they are willing to cater from Panda to also take part in the fundraising night
 - Planned to tie with the formal days
- Budget for the Fundraising committee
 - Not specifically placed
- Sponsorships for specified programs that donors can specifically donate
 - in kind donation potential
- Kid based fundraisers community outreach
 - wrapping paper, butter braids etc
 - one a semester?
- Can departments communicate their fundraising needs

E. Finance Committee

- Floor given to Director R. Sanchez
- Finance looks to be in good place
- 10/12/22 meeting
- Compark issues still ongoing

VII. Other Business

A. Other Business/Actionable Items

- Reminder - check your sign ups for tours to make sure they are accurately reflecting due to the change from Thursday to Wed
- Newsletter sign up sheet to be sent
- CDE board training
- Fall Festival this weekend
- Next meeting scheduled for Oct 18th
 - Move to change working meeting to Oct 25th due to conflict with Fall Break
 - unanimously approved
- Director R Sanchez moved to adjourn meeting
 - seconded by Director S Cooke
 - Unanimously passed

B. Plans for Next Meeting

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 7:06 PM.

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

Documents used during the meeting

- Board Updates 22-23.pdf
- Business Manager Update - October 2022.pdf
- PPA 2023-2024 Calendar.pdf
- FAML I Resolution.docx
- 1107-226 Process and Notification of FAML I Program Declination.docx