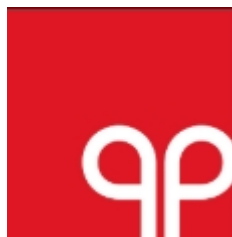


APPROVED



## Parker Performing Arts School

### Minutes

#### BOD Regular Business Meeting

---

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

Tuesday December 6, 2022 at 5:30 PM

##### **Location**

PPA Board Business Meeting

Tuesday, December 6 · 5:30 – 7:00pm

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#

---

##### **Directors Present**

C. Thomas (A, #5) (remote), E. Remington (A, #2) (remote), J. Adamson (A, #3) (remote), K. McDonald (E, #4) (remote), R. Sanchez (A, #8), S. Cooke (E, #6), V. Olivas Smith (E, #7)

##### **Directors Absent**

C. Walker (E, #1)

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

P. Molfino

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

P. Molfino

##### **Guests Present**

T. Maestas

---

## **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 Dec 6, 2022 at 5:33 PM.

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

Kristi Hayes- Art Teacher

Larry Swain-Parent

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

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

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

### **B. Approval of 11/1/22 BOD Regular Business Meeting**

R. Sanchez (A, #8) made a motion to approve the minutes from PPA Board Business Meeting on 11-01-22.

S. Cooke (E, #6) seconded the motion.

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

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

### **A. Welcome scheduled guests and meeting attendees**

A submission was submitted by Mery Duguay, however she cancelled her request prior to the meeting

### **B. Public Comments**

## **IV. Administration Reports**

### **A. PrinciPAL Update with Mr Molfino**

Finances

- Revised Budget

Will be handled during the finance committee meeting

- FAMLI Letter shared with staff. Presentation to be delivered. The school was uploaded, and a notification to opt out has been logged.

- Compark Fees Letter Delivered- Engaged Eric Hall to representation in litigation. The Letter was submitted apx 3 weeks ago. Awaiting response.

#### Academics

- Schedule Adjustments for 23-24- Late start Tuesday for the 23-24 school year
  - MS Objectives -ready assessments are happening
  - Late start Tuesday next year. Adds 30 minutes of instructional time.
- Observation cycle beginning Arts
- Visual Arts Update- Hayes will be presenting
- Evening shows / Calendar Enrollment
- Hiring of a recruiter- Dottie Upshire has a recruiter-proven track record with Global Villiage Academy in Aurora
  - Recruitment, Engagement with New (ITE) Families, Greater ITE capture to Registration
- Lottery for two grades, 3rd and 7th (1st and 2nd is the highest need)
- 104 ITEs for the 2023-2024 school year

#### Culture / Personnel

- Changes
  - New 5/7 science teacher has started. Bryce Westrick is a long-term sub. The job will remain posted.
  - 12 Days in December
  - Staff Holiday Happy Hour -Family-owned restaurant.

#### Facilities

- Video Screen outside the theater
- Transitioning our evening cleaning contract. The new crew starts January 1st

### **B. Business Manager's Report**

Business Manager Update 12.6.22

#### November Financials

- Will be reviewed by the Finance Committee on December 21.
- Will be presented to the Board at the January business meeting. Revised Budget
- Due to the district by December 15.

## **V. Actionable Items**

### **A. Review and Approve FY23 Revised Budget**

- Significant changes from the first draft of the budget reviewed by Director R Sanchez
- The floor opened for comments/questions
  - P Molfino provided information that our attorney was made partner and his fee increase was noted as part of the budget changes
  - no further questions or comments arose
- Motion to confirm Revised Budget as presented by Director R Sanchez
- Seconded by Director JT Adamson
- Motion is PASSED unanimously and confirmed it can be sent to the district.

## **VI. Committee Reports**

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

The next SAC meeting is scheduled for 12/07/2022 presentation of updates to happen at the next meeting.

### **B. Marketing Committee**

- Floor given to Director G Olivas-Smith presenting on behalf of Director C. Walker
- Highlights from the last marketing meeting
  - looking for ways to get included in local newsletters and papers that highlight community activities for coverage on all of the shows being put on by PPA
  - looking for opportunities to get included in the free press from various channels that highlight and showcase different events in the surrounding areas

PCA committee update presented at the same time as Marketing Committee update by Director G Olivas-Smith

- Current goals for the PCA committee
  - Continuing to work on setting up one on one meetings with various members of PCA to further collaboration
  - Building bridge with PCA and Board to bring more cohesiveness and ability to work alongside PCA to accomplish and discuss their goals and priorities and where the Board and the PCA overlap and can work together

### **C. Grant Committee**

Update provided by Director C. Thomas

- Met with both Tiffany and Deb in order to align specific budget reports based on the needs of grant opportunities
- began work on a folder creating specific narratives for different grant opportunities with the goal to have ready-made narratives that can plug into different grant opportunities without significant changes needed
  - examples of narratives being written: the arts, mental health, general narratives
  - once completed will work with Tiffany and accounting to create matching budgets for the narrative types
- Goal to present narratives to Board during the Feb 7th 2023 Board meeting

#### **D. Fundraising Committee**

Update provided by Director S Cooke

- 4 community members joined the committee and attended the meeting for discussion on fundraising goals and the Gala planning
- The next meeting is set for Tuesday, Dec 13th, 2022
- Continuing goal of having one spirit day at a local restaurant per month for fundraising and working to continue to have it scheduled on the Formal Day at the school.
  - A Committee member agreed to take on ownership of spirit days and is also looking at opportunities that may arise from restaurants that would be open to hosting on days other than a formal day.
- Gala planning began
  - current dates being discussed: the week after Thanksgiving and between Christmas and New Years
- Developing and maintaining a corporate spreadsheet containing possible leads for sponsors to track communication types and goals for various potential new sponsors.

#### **E. Finance Committee**

Update presented by Director JT Adamson.

- the last meeting was mostly dedicated to the revised budget that was presented at this meeting

### **VII. Other Business**

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

The floor opened for comments by Director R Sanchez

- A question raised by Director C Thomas: is there a reason that PPA is not participating in Colorado Gives Day, and if there is not can we apply to participate next year? 2023
  - An agreement that this is a great opportunity for the school from all present.
  - Application is due in March 2023 Finance committee Director S. Cooke will spearhead the application process to participate next year.
- No other discussion presented

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

Reminder was given that the January 3rd, 2023 meeting has been canceled and the first meeting of the new year will take place on 1/17/2023

### **VIII. Closing Items**

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

Motion to adjourn the meeting was made by Director R Sanchez

Seconded by Director G Olivas-Smith

PASSED at 6:31 pm MST

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:31 PM.

Respectfully Submitted,

E. Remington (A, #2)