

APPROVED



## Parker Performing Arts School

### Minutes

#### Parker Performing Arts BOD Monthly Business Meeting

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**Date and Time**

Tuesday March 7, 2023 at 5:45 PM

**Location**

Parker Performing Arts School  
15035 Cmpark Blvd  
Parker, CO 80134

Room 140 unless stated otherwise on the meeting agenda

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**Directors Present**

C. Thomas (A, #5) (remote), E. Remington (A, #2), J. Adamson (A, #3) (remote), K. McDonald (E, #4), 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

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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 Mar 7, 2023 at 5:50 PM.

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

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

Reading done by Director K. McDonald

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

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

Motion to approve agenda by Director R Sanchez

Seconded by Director K McDonald

Passed as written

### **B. Approval of 2/21/23 PPA BOD Working Board Meeting Minutes**

R. Sanchez (A, #8) made a motion to approve the minutes PPA BOD Working Board Meeting on 02-21-23.

V. Olivas Smith (E, #7) seconded the motion.

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

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

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

none submitted

### **B. Public Comments**

none submitted

## **IV. Administration Reports**

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

Update by P. Molfino

- good place for fiscal year
- required spending on kitchen to upgrade for the needed expansion due to the free lunch being added for school year '23/'24

- end of year fiscal spending is ongoing
  - 15 day buffer goal to clear out
  - supplemental budget to come to the board to be able submit to district
- Compark situation big deal - waiting to get the update and on paper agreement
- CMAS after break - will dominate the month of April
- Hiring
  - one job posted at this time - elementary SPED K-3
  - AP job - C Woo will be stepping back from a full time role
    - potentially kept on as a psychologist
    - Deb Rohr will step into Middle School role
      - will need to back fill the Elementary role (a lot of interest)
- Need to bring in more kids to get to the 670 kids mark
  - tours are very full
  - enrollment across district is in a rough place
  - 1st grade still biggest need
- PPR number is strong for next year
  - looking to do as much as possible to keep teachers - flat increase of 3% currently scheduled
  - teacher retention looks good
- New schedule and registration is in process will look at numbers after break

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

T. Maestas

- Feb Financials
  - Rescheduled for March 20th for review
  - will present after
- May 30th deadline for approval of budget

Finance committee looks to be full at this time - if interested parent send name to Director  
JT Adamson should a space opens up

## **V. Committee Reports**

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

Director K McDonald

- went over teacher and parent survey and did small edits
  - technical difficulties caused delay for sending out to parents
    - new date for sending 03/08/2022
    - anonymously and confidential

- 1 week to complete the survey
- Stand alone email to let everyone know about the survey
- Teacher survey for after spring break
- Elementary literacy research mostly finished will present to SAC soon
  - order will happen in next fiscal year

## **B. Marketing Committee**

- Implementation of some of the ideas previously presented are in progress
- Google information is being down through postal service as the business claiming can not be done currently through the phone system
- revamped website in a couple weeks
  - niche connections
  - 10 week ad buy in Parker Chronicle
- Partners in the Arts have been added to the website this week

## **C. Grant Committee**

Director C Thomas

- Feb wash for the committee due to scheduling conflicts
- Narrowing down niches and narratives development
- current research to identify which grants are most fitting and beneficial for the school
- meeting with Deb 03/08/2023
  - narrow down grant pathways for research and application process
- what types of grants are we currently looking for?
  - potential playground grant catalogue could be provided

## **D. Fundraising Committee**

Director S Cooke provided update

- Chick Fil A successful spirit night
  - food credit vs dollars
    - \$284.86 as a check (10%) or \$712.15 as a food credit (25%)
      - available for performers to use during Lion Witch and wardrobe
        - would have excess after production that could be used for something else, teacher appreciation?
        - does it expire?
      - money already earmarked for production/other area would then go to the general fund
- Approval to do the food credit as long as it does not expire
- Next Spirit day 4-8pm at Chipotle 33% return

- will ask for extra hours
- drive line fliers for day of communication
- District text communication available to use for communications
  - can it be used for anything other than emergencies?
    - can use for Spirit night reminders
- Finishing the year to ramp up structure for next year for the gala
  - still one consistent committee member
- Low key fundraiser ideas?
  - Krispy Kreme digital dozens?
    - through website purchase and get back 50% back to the school
    - goal for the school set in the system 100 vouchers
      - March 22 to April 22
    - will work anywhere there is a Krispy Kreme
- Fun Run May 5th
- Maybell's labels gives a good bit back push for over the summer

## **E. Finance Committee**

Director JT Adamson

End of Jan

- assets sitting at 2.2 million compared to 1.7 same time last year
- liabilities 408,000 current vs 474,000 same time last year
- total fund balance 1.8 million which includes labor reserve -
  - 1.6 unrestricted fund vs just over 1 million same time last year
- upcoming things on radar is the Fun Run meeting established goals and working on freeing up money to reinvest in capital and school assets
- sitting well financially

## **VI. Other Business**

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

PCA update by Director V. Olivias Smith

- dance was very successful
  - looking for ways to get more consistent communication on volunteer opportunities with events such as the dance
  - \$7500 in ticket sales
  - Book Fair approximately \$12,000 in sales
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- June 6th Business meeting will take place

- can be done virtually
  - supplemental budget will need to be voted on
  - retention bonuses will needed to be voted on as well
- Strategic meeting currently May 20th 9am-3pm
  - need to reschedule as everyone needs to be able to be there
  - end of July early August send dates unavailable for meeting to Director R Sanchez
    - after July 17th to allow for admins to be back and able to participate
- Please start accepting the Board On track meeting notices
  - should all be fixed for meeting links as of now

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

March 21st will be a virtual meeting

## **VII. Closing Items**

### **A. Adjourn Meeting**

Director R Sanchez moved to adjourn meeting

Director S Cooke seconded

none opposed

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:50 PM.

Respectfully Submitted,

E. Remington (A, #2)