

APPROVED



Parker Performing Arts School

Minutes

Parker Performing Arts BOD Monthly Business Meeting

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

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

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 408,000current 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
-
- 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)