

APPROVED



Parker Performing Arts School

Minutes

Parker Performing Arts BOD Monthly Business Meeting

Date and Time

Tuesday November 7, 2023 at 5:45 PM

Location

****VIRTUAL****

Directors Present

C. Walker (E, #1) (remote), E. Remington (A, #2) (remote), J. Adamson (A, #3) (remote), K. McDonald (E, #4) (remote), R. Sanchez (A, #8) (remote), V. Olivas Smith (E, #7) (remote)

Directors Absent

S. Cooke (E, #6)

Ex Officio Members Present

P. Molfino (remote)

Non Voting Members Present

P. Molfino (remote)

Guests Present

T. Maestas (remote)

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 Nov 7, 2023 at 5:49 PM.

B. Record Attendance & Introduce/Recognize Visitors

C. Reading of Vision and Mission

Read by Director R Sanchez

II. Approval of Consent Agenda

A. Adoption of Agenda

R. Sanchez (A, #8) made a motion to adopt agenda as written.

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

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

B. Approval of 10/3/23 PPA BOD Business Meeting Minutes

E. Remington (A, #2) made a motion to approve the minutes from Parker Performing Arts BOD Monthly Business Meeting on 10-03-23.

J. Adamson (A, #3) seconded the motion.

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

III. Public Comments/Scheduled Appearances

A. Welcome scheduled guests and meeting attendees

none scheduled or present

B. Public Comments

none submitted

IV. Administration Reports

A. PrincipiPAL Update with Mr Molfino

Election Day today - waiting to find out the outcome of the Mill Levy and Prop

As soon as it has passed immediately the numbers will be updated

Sub costs are going up and a budget issue to look at

- Building needs
 - quotes for stucco
 - insurance quote is higher and would raise premiums attempting to do out-of-pocket
 - Grass to be re-sod in the back of the school
- SIP for state

- elementary growth and achievement
- SIP internal
 - 2-year goals and action steps are outlined in the attached document
- Observations going to take a lot of time over the next few weeks
- Beauty and Beast production has already recouped costs and next week will be a pure profit for the theater department
- 11/29 Art Gallery night
- Halloween shareouts went very well and were done well by the PCA
- 15-20 people showed up to the Principal
- Hired new lead custodian
 - potentially hire 2nd
 - if MLO passes will look to hire security person

B. Business Manager's Report

Update provided by T Maestas

- nothing new to provide out of finance report

V. Committee Reports

A. Marketing Committee

Director C Walker update

- Would like to talk to P Molfino about the company hired for recruitment help
- Looking into the recruitment incentive for current families helping to bring in new families
 - Working on this now as opposed to in June/over the summer
- Media: security in schools a hot topic - get some sort of exposure to the program that has parents walking the school to highlight the parent involvement in security
 - Volunteers on Patrol

B. Fundraising Committee

no update at this time

next up Gallery Night

C. Finance Committee

Director JT Adamson report

- nothing huge to report
- performing pretty much in line with the budget
 - most big negative items are accounting changes
- Cash up over last year
- liabilities

- prepaid for curriculum - holdovers, and saves money by prepaying
- up over last year
- in the attachments will see the draft of the audit
- G and G, auditors, are looking to present to the board
 - most likely Dec 5th meeting
 - vote to accept once the audit is presented
- Dec 15 revised budget is due - waiting on vote results
 - will need to vote to adopt on Dec 5th

D. SAC Committee

Director K McDonald

- UIP handled

E. PCA Update

Director V Olivas-Smith

- moving along with setting up for success in the future
- reorganizing storage
- \$7000 profit in the book fair, \$14,000+ in sales
 - \$7000 back in teachers' wishlists
- A time frame to send out the survey regarding volunteerism and approaching volunteers is requested
 - Director K McDonald - ready to go whenever requested to be sent out
 - sign off of questions from admin
 - send out after Thanksgiving break
 - PCA would like to have it sent out ASAP
- looking for volunteers for the Spring Dance
- New platform for volunteer tracking?
 - no
 - admin was not a fan of the program looked at - not an adequate use of funds since it did not have all the features requested

VI. Actionable Items

A. Board Visit Day

Feedback from Board Visit Day 11/0/2023

- Director K McDonald - teachers interacted well but seemed to be a little uncomfortable with the Board members in the room
- Director JT Adamson - kids leading activities and leadership roles - teachers seemed to like having board members in the classroom

- Suggestion: small group breakout breakfast - 1 board member with a group of teachers to have conversations in a smaller group to let teachers get to know the board and the board get to know the teachers
- Director C Walker - teachers mentioned they did not know who was on the board and gave the teachers time to respond in a more meaningful way
 - Kids and teachers seem to really like having board members there to see the board involved and in the school
 - school felt more positive and more engaged than in previous years
- Director V Olivas-Smith - teachers may not understand who is on the board, what the board does, and what they can ask of the board.
 - engagement was very noticeable with teachers and students
- Any feedback about the visit in the next little while on anything observed that might be helpful to Admin please update

B. Tour Days

Director R Sanchez

- important to have a Board member on each tour
- will confirm tour dates coming up in case need to make adjustments

VII. Other Business

A. Other Business/Actionable Items

Director R Sanchez

- review and approve the budget on Dec 5th
 - auditors might be presenting
 - TBD location may be a virtual meeting

Director K McDonald

- need to review terms and make sure they are showing correctly

B. Plans for Next Meeting

Nov working meeting was cancelled due to being scheduled for over Thanksgiving Break
The next meeting on Dec 5th is most likely to be held virtually

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 6:37 PM.

Respectfully Submitted,

E. Remington (A, #2)

R. Sanchez (A, #8) made a motion to adjourn meeting.

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

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