



## Parker Performing Arts School

### Minutes

#### 2023/24 SY PPA Board of Directors Annual Strategy Meeting

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**Date and Time**

Sunday August 6, 2023 at 10:00 AM

**Location**

Parker Performing Arts School

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**Directors Present**

C. Walker (E, #1), E. Remington (A, #2), J. Adamson (A, #3), K. McDonald (E, #4), R. Sanchez (A, #8), S. Cooke (E, #6), V. Olivas Smith (E, #7)

**Directors Absent**

*None*

**Ex Officio Members Present**

P. Molfino

**Non Voting Members Present**

P. Molfino

**Guests Present**

D. Rohrer, S. Williams

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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 Sunday Aug 6, 2023 at 10:10 AM.

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

**C. Reading of Vision and Mission**

Read into the record by Director K. McDonald

**D. The breaking of the ice**

- What are you looking to create for yourself in the next 12 months?
  - Participation in Ice Breaker by all Directors and Guests

**II. Agenda Overview**

**A. Adoption of Retreat Agenda**

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

K. McDonald (E, #4) seconded the motion.

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

**III. Annual Strategic Planning Cycle & Board Calendar**

**A. Annual Strategic Planning Cycle**

- Annual Strategic meeting for School year '24/'25 proposed for April 28 from 10 am - 2p
  - adding to calendar for the preposed date

**B. Annual Board Calendar**

- The first Tuesday of the month is scheduled in person from 545 - 7:00
- The third Tuesday of the month virtual Working meetings from 5:45 - 7:00
  - no changes to the current schedule
  - passed unanimously
- SAC parent survey date TBD
- May 7th deadline for the internal board survey to be finished
  - May 18th is set for admin review and re-contracting of administration
- Board visit day schedule for '23/'24
  - Fall - Tuesday, Oct 3rd
  - Spring - Tuesday, March 5th
- Tours - First Thursdays at 9 am (Formal Day)

- no more than 2 board members per visit
- Director S. Cooke will send out a calendar/sign up
- Mixer night in Aug date TBD in Business Meeting
- Count Day Oct 2nd

#### **IV. Administration Updates**

##### **A. PrinciPAL Update**

- Provided by P. Molfino
  - outline document attached to the agenda
- Finance update
  - Dougco Alliance of Charter School statement of support to be signed off on by P Molfino
- Academic update
  - UIP to state by Oct 15th
- Arts Update
  - Arts Honors Societies to come back
- Enrollment update
  - current 623
    - +5 pending
  - changes anticipated
- Culture/Personal
  - Fully staffed at this time
  - Dress Code considerations
    - language for more specificity regarding recurring situations
    - Aug and Sept business meetings for discussion

##### **B. Admin Team Intro and Role and Responsibilities**

##### **C. 23/24 SY PPA Admin Team Initiatives**

#### **V. Board Requirements**

##### **A. Board Certification Training Modules**

- Discussion led by Director R Sanchez
- Retake if certification is more than 12 months old
- Request for a commitment from the board to have certification by the end of October

##### **B. BOD Ethics and Code of Conduct**

- Reminder to the board to be very careful with the line between being a Board Member and a parent in the school community

- The board speaks with one voice during board meetings

### **C. Committees and Committee Chairs**

- Discussion opened by Director R Sanchez
- Current assignments:
  - PCA - chair V Olivas-Smith
  - Finance - chair JT Adamson, S Cooke participation
  - Marketing - chair C Walker, V Oliva-Smith participation
  - Fundraising - chair S Cooke
  - Doug County School District monitor - E Remington
  - Grant Committee - currently un-chaired
  - SAC - chair K McDonald
- Current commitments for committees to stand with opening to be filled to chair the Grant committee

## **VI. Break**

### **A. Lunch**

- Break for lunch called by Director at 11:51am
- Seconded by B Remington
- passed
- lunch break until 12:25pm
- meeting called back to order from lunch at 12:31pm

## **VII. SWOT Analysis**

### **A. SWOT Analysis**

- SWOT analysis opened for discussion and beginning building the initial document
- Continuation of SWOT analysis to be completed at next meeting.

### **B. Identify Potential Connections Between Quadrants**

Tabled to next meeting

### **C. Refine Points & Identify Key Initiatives**

Tabled to next meeting

### **D. Define Goals and Objectives**

Tabled to next meeting

Board to define and contribute based on their own committee assignments

## **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 2:28 PM.

Respectfully Submitted,

R. Sanchez (A, #8)

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

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

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

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### **Documents used during the meeting**

- Board Update 23-24.pdf
- CDE Board Cert Access Guide 2022-23 Update (1).pdf