



## Parker Performing Arts School

### Minutes

#### Parker Performing Arts BOD 2025-2026 Strategy Meeting

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**Date and Time**

Sunday July 27, 2025 at 9:00 AM

**Location**

Parker Performing Arts School

Location TBD

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**Directors Present**

A. Lonsdale, C. Thomas (A, #5), E. Acosta, J. Adamson (A, #3), K. Cloyd, K. Medellin, M. O'Keeffe, S. Cooke (E, #6)

**Directors Absent**

*None*

**Directors who arrived after the meeting opened**

C. Thomas (A, #5)

**Ex Officio Members Present**

P. Molfino

**Non Voting Members Present**

P. Molfino

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**I. Opening Items**

**A.**

### **Call the Meeting to Order**

S. Cooke (E, #6) called a meeting of the board of directors of Parker Performing Arts School to order on Sunday Jul 27, 2025 at 9:10 AM.

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

C. Thomas (A, #5) arrived at 9:17 AM.

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

Read the vision and mission by Director Adamson.

## **II. Agenda Overview**

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

Adopted by Edgar, second.

### **B. Approve Minutes from May 20, 2025 Monthly Business Meeting**

S. Cooke (E, #6) made a motion to approve the minutes from Parker Performing Arts BOD Monthly Business Meeting on 05-20-25.

A. Lonsdale seconded the motion.

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

### **C. Ice Breaker**

Discussion by all the board during the ice breaker.

## **III. Executive Session**

### **A. Executive Session**

S. Cooke (E, #6) made a motion to Move into Executive Session.

E. Acosta seconded the motion.

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

S. Cooke (E, #6) made a motion to Returning from executive session.

C. Thomas (A, #5) seconded the motion.

Moved back at 9:58 am.

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

## **IV. The "Why"**

### **A. A message from the president**

Discussed her why as why she excited by the strength of the board. Gave at bit about her background. Discussed her goal to shift the energy from a board that shows up to one that can do more for this school and organization.

Shared a presentation on her why.

Her call is to think big and help fulfill what this school could be.

Caitlin Hilzer arrived at 10 am.

## **B. Your Why**

Each board member asked to write their why and a few shared their why.

Intention, state of mind, and action - 3 parts of meeting a goal. Discussion around how we set goals and the mindset of that.

Asked for all to show up authentically and honestly to board meetings. And also leaning in to the work of the board.

## **V. Annual Strategic Planning Cycle & Board Calendar**

### **A. Annual Strategic Planning Cycle**

Does Tuesdays still work for the board (1st and 3rd Tuesday of the month)? - discussion of this

### **B. Annual Board Calendar**

Meeting Dates - 1st and 3rd Tuesdays of the month.

Board Visit Days - Tuesdays - 7:30 am - 9:30 pm

- October 21, 2026
- February 24, 2026

Tour dates - first Thursday of the month on formal days starting September, but not December. (1 or 2 board members per tour)

***Need to have a sign-up genius made for who will attend which one.***

Board Strategic Planning Meeting: TBD as we get closer to the end of the year

PPA Gala - January 24, 2026

Timing of:

Parent Survey - January 2026 (after week or so after returning from winter break)

Teacher Staff/Survey - January 2026 (after week or so after returning from winter break)

Principal Evaluation - March 3, 2026 at the board meeting or in general the first meeting in March.

## VI. Administration Updates

### A. PrincipAL Update

- State of the school
  - Academic Performance
    - 2025 CMAS Achievement data review - ELA and math show strong trend upward over the course of 3rd - 8th grade. Science is good at both 5th and 8th grade above the state.
    - Review of the UIP and some 2023-2025 comparison data
      - CMAS math doing well, but there are some regressions in ELA, writing in particular. Look at ways to improve writing skills. For Math, ELA looks good, but 5th grade math is below UIP goal, but made the UIP goal in 7th and 8th grade. Science both goals were met.
    - 2024 SPF - School Performance Framework
      - Reviewed participation rate - opt outs vs test takers.
      - Reviewed growth numbers - in ES approaching in ELA.
    - Academic Initiatives:
      - SIP Action Items
      - Continued Math focuses PD and Coaching for Rigor
      - ES Writing Emphasis
      - Distributed Leadership - Instructional leadership, PLCs, internalized standards, curricular connection
      - Continued coaching throughout the building
  - Financial Performance
    - 24-25 Budget
      - 639 Enrollment
      - Net \$400k after closing items on the budget. Net \$2.7 million reserved funds for coming into the next year.
      - Current enrollment expected at 635 - if it holds
        - MS full
        - ES space in 3rd grade
      - Marketing Ownership - internalized it
    - 25-26 Outlook
      - Bond covenant increases and bond payment max (1.2 clearance rate)
      - Changes in State funding - 2.4% conundrum and the changes to the state funding formula 2026-2027.
      - Bind Call Date (2028)
  - Compliance
  - Art Opportunities/Development
    - New Arts Rooms/Updated ES movement/MS Dance Room

- Maturing Elementary Arts performance - collaboration and rubrics
- Clarification of Middle School Pathways
- Establishing a middle school schedule
- Culture and Climate
  - Reviewed the community and staff data.
  - PCA
  - Student retention
  - Teacher retention - 88%
  - SHINE expansion
  - Wayfinder SEL/AB program
- Forward Thinking

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

See above to principal's report.

**C. 25/26 SY PPA Admin Team Initiatives**

See above to principal's report.

**VII. Board Requirements**

**A. Board Certification Training Modules**

Folder in Board on Track, Document, 25-26 Training Documents - put the certificates in a folder specific to each board meeting.

Due by date of charter submission.

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

Read the handbook that is included to review the ethics and code of conduct.

Review and sign the acknowledgment.

**C. BOD Oath of Office**

Adamson and Thomas take the oath of office.

**D. Conflict of Interest Forms**

Reviewed and signed.

**VIII. Break**

**A. Lunch**

Lunch taken from 11:50 am - 12:50 pm

## IX. Team Building

### A. Team Building

Due to time constraints, did not complete.

## X. SWOT Analysis

### A. SWOT Analysis

Each director is doing this in a google document.

### B. Refine Points & Identify Key Initiatives

Main take aways:

#### Strengths

Key themes include:

**Academic preparation and support** – Emphasis on high school readiness and academic success.

**Inclusive and community-oriented culture** – Strong sense of belonging, positive staff relationships, and a supportive school culture.

**Balanced programming** – Integration of arts with academics and creative problem-solving.

**Growth and enrichment opportunities** – Expansion of arts specialties and before/after-school programming.

#### Weaknesses

Key themes include:

**Equity and access** – Ensuring all students have balanced opportunities.

**Academic skill development** – Specific concerns in English writing.

**Staffing and retention** – Particularly at the elementary level.

#### Opportunities

Key themes include:

**Community partnerships** – Potential to grow relationships with local arts organizations.

**Program and facility expansion** – Opportunity to expand arts programming, K–8 enrichment, and use physical space for revenue.

**Marketing and visibility** – Use of word-of-mouth and branding to grow school presence.

#### Threats

Key themes include:

**Economic and political climate** – Concerns about recessions, funding changes, and political divisions affecting school environment.

**Staffing and education trends** – Ongoing challenges in recruitment, retention, and systemic educational shifts.

**Sustainability and inclusivity** – Need to maintain inclusive culture amidst external pressures.

Review and discussion of the 24-25 Board goals.

Key Initiatives Discussion:

Ideas presented -

1. Succession Planning - top-down - board, principal. (Operations)
  1. Could be a set of operating procedures for the board that define each role (each role/committee) and include succession plans.
  2. Look at board website and ensure it is up to date.
2. Community engagement and fundraising
  1. Building outside partnerships
    1. Looking at partnering with the PCA, need to have people and engagement.
    2. Relationship building with outside organizations, particularly the arts world.
3. Need to look at the budget and see where the funding issues may be at. Then connecting the fundraising to why and what they are raising money for.
  1. Need to look at the list of where fundraising is needed so that it can be sent out to parents.
  2. Gala will be also included in that.
4. Academic Performance - addressing the deficits of where academics are as determined by SPF and school data.

President Cooke will take these ideas and draft a new strategic plan for the board key initiatives.

## **XI. Board Committees**

### **A. Committees and Committee Chairs**

Committees:

Must have:

1. **Finance**
2. **SAC**

3. Facilities, Growth, and Safety
4. Fundraising and Development
5. Arts and Entertainment
6. Grant
7. Culture

New to this year:

1. Succession Planning
2. Gala

**Final Committees and Sub-committees:**

1. Executive Committee (Acosta)
2. Finance (Adamson, 2nd Thomas)
  1. Fundraising (Cloyd)
  2. Grants (Thomas)
3. SAC (O'Keeffe)
  1. Succession Planning (Cooke)
4. Sustainability and Growth (Lonsdale)
  1. Gala (Cooke, Cloyd)
5. Community Engagement (Medellin)

**B. Committee Goal Setting**

Goals for each committee:

1. Executive Committee
2. Finance
  1. Fundraising
  2. Grants
3. SAC
  1. Hiring
4. Sustainability and Growth
  1. Gala
5. Community Engagement

**Action Items - Board members will look to developing goals for each committees by August 19, 2025.**

**Action Items - By August 8, 2025 board members to send President Cooke a description of their committees to be prepared for meet and greet.**

**XII. Strategic Plan Builder**



**A. Strategic Plan Builder- define goals & objective**

President Cooke will take back the discussion and formulate a new strategic plan.

**XIII. Board Charter Renewal**

**A. Review and work on board charter renewal**

Principal Molfino -

Shared that the charter renewal is progressing well. Documents will be collected and the renewal is being written.

Reviewed the timeline of how the renewal will take place.

**XIV. 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 2:35 PM.

Respectfully Submitted,  
S. Cooke (E, #6)