



**Minutes of the Parker Performing Arts Board of Directors Meeting
August 8, 2017**

Board Members Present

Jan Payne, President
Sean Wiggin, Vice President
Gail Nguyen, Secretary
Jason Naugle, Director
Tom Donohoe, Director
Lauren Money, Director

School Leaders Present

Jennifer Burgess, Principal

Call to Order

The meeting was called to order by Director Payne on August 8, 2017 at 6:07 PM.

Vision and Mission Statements

Upon the meeting being called to order, Director Wiggin represented the Board of Directors by reading the PPAS Vision and Mission statements.

VOTE: Approve Agenda

Upon motion duly made by Director Payne and seconded by Director Wiggin, the Board unanimously voted to approve the agenda for today's Board meeting.

VOTE: Meeting Minutes

Upon motion duly made by Director Payne and seconded by Director Money, the Board unanimously voted to accept the previous month's meeting minutes.

Public Comments

A public comment regarding the new lunch provider and the fees for lunch was submitted to the Board via electronic delivery. Director Payne will contact the parent to discuss.

Director Adamson Resignation

The Board has received via email the resignation of Director Aaron Adamson. The Board would like to acknowledge his resignation and thank him for his invaluable service to the Board and wishes him well with his new endeavors. The Board will make a formal announcement of the open position.

Tiffany Maestas, Business Manager, was unable to attend today's meeting, so the Q4 and End-of-year financials will be provided to the Board at a later date.

Enrollment Update

Principal Burgess updated the Board that as of today's meeting, the enrollment stands at 789 students with 21 pending. There is currently a wait list, primarily for grades 4-8. The Board discussed what marketing efforts need to be made to draw in students for grades K-3. The Board will plan to do public information sessions prior to the December 1 lottery.

Denim & Diamonds Update

Director Payne has asked the Board to continue to make efforts to contact potential sponsors and to update the spreadsheet.

Principal's Report

Principal Burgess reported to the Board that Highmark visited the school for the 11 month walk. The visit went well, noting that the building looks to be in very good condition. Roof leaks were discussed and have since been repaired. There remains several issues with the landscaping, which should be taken care of soon. In addition, 12 new trees will be planted.

As for the academic update, the school outperformed the State in every category. Parents will receive more testing information and results in the near future.

Business Manager's Update

Mrs. Maestas was unable to attend the meeting, so will provide her update at a future time.

Board Visit Day(s)

The Board has decided to have an on-site visit day September 12th to coincide with the teacher/staff meetings, which take place on Tuesday mornings.

High School Survey

Director Nguyen asked Principal Burgess and the Board for input regarding the proposed survey and the timing of sending the survey to the parent community. The Board decided it should be delivered shortly after Labor Day.

Adoption of Financial Policy

The Board discussed the financial policy as a second reading and decided the changes that were made subsequent to the first reading were adequate.

VOTE:

Upon motion duly made by Director Wiggin and seconded by Director Payne, the Board unanimously voted to accept the financial policy.

Fundraising Policy

The Board discussed the first reading of the fundraising policy. The Board agrees that to be consistent with policy formatting, Vision and Mission will be stated in that order, and that all formatting across policies shall be consistent. Regarding fundraising approval 2.2, the word “conflict” will be changed to “competing.”

Committee Structure Framework Discussion

Director Donohoe presented a PowerPoint presentation on a suggested committee structure. The Board will discuss in depth at the next Board work session.

Future Board Work

The Board will complete any tasks in order to fulfill our requirements. Additionally, our dashboard will be completed and will include KPIs as suggested by Principal Burgess. The dashboard will be tied to the strategic plan as well.

Adjournment

Upon motion duly made by Director Payne, and seconded by Director Wiggin, the Board unanimously voted to adjourn the meeting on August 8, 2017 at 8:12pm.