

**Minutes of the Parker Performing Arts Board of Directors Meeting
November 8, 2016**

Board Members Present

Corey Wahl, President
Jason Sanders, Vice President (at 7:18pm)
Gail Nguyen, Secretary
Sean Wiggin, Treasurer
Jan Payne, Director

School Leaders Present

Jennifer Burgess, Principal
Tiffany Maestas, Business Manager

Call to Order

The meeting was called to order by Director Wahl on November 8, 2016, at 7:10pm MST, in person at the Parker Performing Arts School cafeteria.

Approve Consent Agenda

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

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.

Summary of League Training

Director Payne updated the Board with a power point presentation of the League training she attended.

Discussion and Vote

Principal Burgess proposed that school fees be amended for the upcoming 2017/2018 school year, and it was confirmed that the Board had reviewed the proposed fees prior to the vote. Should the vote pass, the PPA parents as well as prospective parents will be notified.

VOTE:

Upon motion duly made by Director Wahl and seconded by Director Wiggin the vote was unanimous to approve the proposed student fees for the 2017/2018 school year.

VOTE:

Upon motion duly made by Director Payne and seconded by Director Nguyen the vote to accept enrollment policy changes that were proposed by the PPA registrar was unanimous.

VOTE:

Upon motion duly made by Director Payne, and seconded by Director Nguyen the vote to accept the proposed uniform policy changes that were proposed by the PPA Administration was unanimous.

VOTE:

Upon motion duly made by Director Wahl, and seconded by Director Nguyen the vote to accept the proposed venue rental fee schedule was unanimous.

Vendor And Service Providers Discussion

A discussion was had regarding writing policy for future PPA vendors and service providers. Director Payne will write a proposed policy; Director Wahl suggested we vote on a policy in January 2017. Possible policy may include excluding parents of PPA from being service providers and/or vendors, as is the policy for many school districts.

Principal Update

Principal Burgess updated the Board that the theater construction is on schedule and should be completed by winter break. The first performance by PPA students included 180 students. The parking for the event was problematic, so a review of how to handle parking for future events will be conducted with the goal to improve the experience for everyone.

Principal Burgess updated the Board that prospective parents have been inquiring about the school. The administration has used FB to market the school.

The spring musical, which Principal Burgess would like to be the PPA signature performance, will be announced next week. The event will include a silent auction.

Business Manager Update

Mrs. Maestas updated the Board that Quarter 1 financials are being finalized and will go on the PPA website. 160 students have not paid their student fees. Director Wahl will provide online payment options via the PPA website.

A discussion was had regarding the extraordinary expense incurred by the school for the free and reduced lunch students, the waiving of student fees and reduced uniform costs. Options for changing the lunch provider to reduce these costs and possible change to the policy were discussed.

The CCSP grant renewal application has been completed.

Finance and Budget Update

The PPA Foundation is properly formed with a new EIN, so a bank account will be set up.

Fundraising

Principal Burgess expressed the need for funds related to the high start up costs incurred by the school. A spring silent auction is being planned, but funds are needed sooner.

Director Nguyen proposed moving forward with the Theater Seat Campaign in conjunction with the upcoming open house night(s).

Expansion Project

A meeting with Highmark Schools is planned to discuss the school expansion. Highmark Schools is discussing the funding with EPR for the new parking lot.

Enrollment and Lottery Update

Director Wahl updated the Board that there are 297 students on the wait list for enrollment. Director Wahl proposed that at this time it is not feasible to have a preschool at this time. Communication will be sent out to the PPA community to inform them.

Director Wahl updated the Board that the next Board meeting scheduled for 12/13 may need to be rescheduled due to the planned school event.

Volunteer Committee Chairs Update

Director Nguyen suggested that she and Principal Burgess meet soon to discuss and implement a Board election committee.

Public Comment

None.

Adjournment

Upon motion duly made by Director Wahl, and seconded by Director Payne, the Board unanimously voted to adjourn the meeting on November 8, 2016 at 9:17pm MST.

Upcoming Events/Important Dates:

Every 2nd Tuesday Board of Directors Meeting
Every 4th Tuesday Board of Directors Meeting
2017 Charter School Conference February 23rd and 24th, 2017

Public Comment

Adjournment

Upon motion duly made by Director Maestas, and seconded by Director Wiggin, the Board unanimously voted to adjourn the meeting on May 2, 2015 at 8:52pm MT.

Upcoming Events/Important Dates - Please mark your calendars!

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