



Mission: PCK is committed to providing its students an academic advantage by building a solid foundation of knowledge, skills, and character while challenging each individual to become a critical thinker, responsible citizen and future leader.

PCK Board of Directors Meeting Minutes

May 14, 2019

Call to Order: Rebecca Murray called the meeting to order at 7:01 p.m.

Board Members Present:

Rebecca Murray, President
Jeff Johnson, Vice President
Clay Anderson, Treasurer
Sarah LaGrange, Secretary
Tricia Calandra
Mike Mockus
Irene Borisov
Teri Aplin
Johanna Harth
Tara Kurtz

Board Members Absent:

None

Others Present:

Heather Chapman
John Faries
Jessica Berry

Mission – The Board recited the Parker Core Knowledge Mission statement.

Approval of Minutes – The minutes from the April 16, 2019 meeting stand approved as edited.

Approval of Agenda – The agenda was approved as edited. A new item of Building Corp President was added to the agenda.

Committee Reports

- Director's Report – Please see the [2018-19 End-of-Year Report to the PCK Board of Directors](#). This document details a summary of the 2018-19 School Year including PCK's Operations, Academics and Facility Updates. This document is housed in the BOD notebook in the main office. Highlights from this document include updates on the finance/business office, human resources, security and technology. The summary also included academic accomplishments as well as an overview from the PCK Preschool.
- Finance Report/Budget Review and Approval – Heather Chapman presented the Revised Final Budget for the PCK 18-19 school year as well as the PCK 19-20 Adopted Budget. Rebecca Murray motioned to approve the final, revised 18-19 budget and the 19-20 adopted budget. Irene Borisov seconded the motion. The motion carried unanimously. Jeff Johnson made a motion to approve Heather Chapman, Business Manager, as the Authorizing Officer; the person that has the authority to make the company responsible for the purchases and charges on the account and to bind the company to the terms and conditions of the Business Card agreement. Mike Mockus seconded the motion. The motion carried unanimously. Jeff Johnson motioned to approve and execute the RESOLUTION AUTHORIZING FOR FISCAL YEAR 2019-2020 THE USE OF A PORTION OF BEGINNING FUND BALANCE AS AUTHORIZED BY COLORADO STATUTES. Rebecca Murray seconded the motion. The motion carried

unanimously. Jeff Johnson motioned to execute the Appropriation Resolution. Rebecca Murray seconded the motion. The motion carried unanimously.

- Alliance Report – The Alliance had their second quarter meeting in April with great representation from charter schools. School Accountability Training, Safety and Security and building relationships among schools were topics discussed at the meeting. There was also some discussion about the possibility of hiring a part-time employee to focus on marketing for the Alliance.

Unfinished Business

- Building Projects Updates –
Multi-purpose Room / Main Entrance – Tricia presented the final floorplan with our revisions to the South Metro Fire Department. Tricia also presented a final budget for the two projects. Rebecca Murray motioned to move forward with the DDA proposal for the main entrance security upgrade and the multi-purpose room. Irene Borisov seconded the motion. The motion carried unanimously.
Roof / HVAC – A meeting was held this week to sign the contract and coordinate work between Flynn and NV5. Jeff Johnson made a motion to move funds from the Reserve fund to the Building Corp for the execution of the roof and HVAC projects. Rebecca Murray seconded the motion. The motion carried unanimously.

New Business

- Safety Study/RAPTOR Procedures/Safety and Security Camera Acceptable Use Policy –
Safety Study - The PCK Board and Administration set a goal for the 2018-19 school year to audit and augment current school safety and security policies, procedures and protocols in order to ensure PCK is as safe as possible for all who attend and work in our building. PCK Admin consulted with school safety professionals to explore current vs best practices with the specific intent to improve overall safety and security. Please see the Safety Audit document housed in the BOD notebook in the main office. While we are in compliance with the DCSD Safety and Security protocols, the PCK Admin and staff will continue to work diligently to maintain a safe and secure environment for all.
RAPTOR Procedures/Safety and Security Camera Acceptable Use Policy – Please see the RAPTOR Procedures and the Safety and Security Camera Acceptable Use Policy documents housed in the BOD notebook located in the main office. Mike Mockus motioned to approve the RAPTOR procedures and Safety and Security Camera Acceptable Use Policy as edited. (Strike the last sentence under Section 2.6 Access and Monitoring; All personnel with access to school security cameras should be trained in the effective, legal, and ethical use of monitoring equipment.) Tricia Calandra seconded the motion. The motion carried unanimously.
- Business Manager Update – Irene Borisov motioned to appoint Heather Chapman as the new Business Manager. Rebecca Murray seconded the motion. The motion carried unanimously.
- Staff Appreciation – Rebecca Murray moved to allocate funds for a staff appreciation lunch on the last day of the school year. Jeff Johnson seconded the motion. The motion carried unanimously.
- Board Officer Elections –
Secretary – Sarah LaGrange
Treasurer – John Faries
Vice President – Mike Mockus
President – Clay Anderson
Rebecca Murray motioned to appoint the above to serve as officers of the PCK Board for the 2019-2020 school year. Jeff Johnson seconded the motion. The motion carried unanimously.
- Board Corp President – Rebecca Murray motioned to appoint Tricia Calandra as the new Building Corp President. Irene Borisov seconded the motion. The motion carried unanimously.
- Public Comment - none

Adjournment – Rebecca Murray adjourned the meeting at 9:44 p.m.

Respectfully Submitted,

Sarah LaGrange, Secretary

Clay Anderson, President