



**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**

October 1, 2019

**Call to Order:** Clay Anderson called the meeting to order at 6:32 p.m.

### **Board Members Present:**

Clay Anderson, President (via phone)  
Mike Mockus, Vice President  
John Faries, Treasurer  
Sarah LaGrange, Secretary  
Tricia Calandra  
Jessica Berry  
Irene Borisov (via phone)  
Teri Aplin  
Johanna Harth  
Tara Kurtz

### **Board Members Absent:**

None

### **Others Present:**

Christopher Dean, PCK Foundation Chairman  
Raj Chiluka, PCK parent

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

**Approval of Minutes** – Tricia Calandra motioned to approve the minutes from the August 27, 2019 meeting. John Faries seconded the motion. The motion carried unanimously.

**Approval of Agenda** – The agenda was approved as written.

### **Committee Reports**

- **Director's Report** – Please see the full [PCK Director Report for September 2019](#). This document details General Operations, Academics, Safety and Facility updates. This document is housed in the BOD notebook in the main office. Highlights from the report include unexpected changes in staffing. Two staff members have left since the beginning of the year and two other staff members are on FMLA due to family issues. All parent groups and committees are up and running. Kindie Round-up will begin in early November and we are expecting 47 kindie siblings from our current students. Academically, most small groups have either already started or are kicking off in the next couple of weeks. The data day inservice was successful and the data will point the way for academic improvements in weak areas. The teacher evaluation tool is being revamped and the PCK Induction program has been approved by the Colorado Department of Education. ELL services are starting this week. This service will see an important increase in the next year due to the fact that the service we are providing is not enough to allow students to reach benchmarks, although it is enough per the letter of the law. The district conducted SRP training for the staff two weeks ago. There is potential for sharing a SRO with a sister charter school. This will be addressed after receiving information on the County Commissioner's grant awards. The new Stand In for Safety program is going extremely well. In regards to facility needs, Teri has provided a cost analysis for the possibility of hiring a property manager to manage the building repair and maintenance needs. Teri met with the DCSD bond committee about the plans for two additional Tier 1 needs approved for PCK, namely an Emergency Generator

and a Smoke Hatch for the stage. Both will involve engineering and architects, but the process has begun and a schedule will follow shortly as to when the work will be done.

- **Finance Report** – Treasurer John Faries updated the BOD on our financial picture. Please see the updated balance sheet located in the BOD of notebook which is housed in the main office. The increase in spending is related to the building projects. We have a few small invoices still out relating to the summer remodel project. There is a variance from the Foundation. We will need to look at and amend the budget one more time and Teri will inquire with Scott Smith (the District CFO) in regards to the district bill we receive each year to cover district Special Education services.

## New Business

- **PCK Foundation Update** – Christopher Dean reported that the President/Chairman position has been divided up (the bylaws allow). Christopher Dean has been elected to serve as Chairman and Amy DeNicolo has been elected to serve as President. Mike Mockus made a motion to approve Christopher Dean as the Chairman of the PCK Foundation and Amy DeNicolo as the President of the PCK Foundation. Tricia Calandra seconded the motion. The motion carried unanimously. The FunD Run was a success and final numbers will be reported shortly. \$15,000 has been approved to be spent for the fall cycle of the Teacher Grant Program. The Annual Giving Campaign will begin the week after Fall Break and conclude the week of Thanksgiving.
- **Facilities Improvement Review** – Tricia Calandra reported on potential building improvements. These improvements include preliminary plans to increase the amount of parking spaces, renovate the kindergarten area to accommodate our new full time kindergarten class, create a new art room (due to space needed for the new full day kindergarten space) and the expansion of the 5/6 classrooms. Tricia will provide a budget that breaks down all of these projects. These new improvements require a site plan to be approved at a public hearing. Mike Mockus made a motion to approve up to \$10,000 to retain a civil engineer to provide initial drawings for the upcoming facility improvements. Irene Borisov seconded the motion. The motion carried unanimously. There was discussion about a conflict of interest for Tricia Calandra to be involved with the projects due to the nature of the business she owns. Teri will check with legal and provide direction to the Board. John Faries spoke with a bond underwriter as well as our current bank, Sunflower, about options for future financial needs. We are waiting for written documentation as well as a side-by-side comparison of our financial options. John is trying to secure a representative to come present at our next meeting.
- **Marketing Committee Update** – The marketing committee is scheduled to meet monthly. The focus of the committee is to target families with children under 3 and to keep the PCK name out in the community. The PCK Preschool marketing efforts have been successful and will continue. Recently, PCK has been featured on television five times and our school accomplishments will be highlighted on our school website.
- **FIN Committee Progress** – One new member has been added to the committee. No new information to report.
- **FY 19-20 Budget Review** – This agenda item has been moved to next month's meeting.
- **Public Comment** - none

Next meeting – October 22 at 6:30 pm.

**Adjournment** – Clay Anderson adjourned the meeting at 9:06 p.m.

Respectfully Submitted,

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Sarah LaGrange, Secretary

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Clay Anderson, President