

Jefferson Academy - Board Agenda | June 21, 2022

Mission Statement:

The mission of Jefferson Academy is to help students attain their highest academic and character potential through an academically rigorous, content-rich educational program.

Vision Statement:

Jefferson Academy envisions a community of parents, teachers, students and educational and business leaders working together to create a learning environment that engenders academic achievement, growth in character, and the love of learning, resulting in responsible, productive citizens.

Agenda for the Joint Board of Directors of Jefferson Academy

A Colorado Non-profit Corporation

Join Zoom Meeting

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June 21, 2022 6:00 pm

Agenda Item	Who	Action	Time	End Time
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Preliminary					
Agenda Item	Who	Action	Time	End Time	
A	Call to Order	Chair		6:00 pm	
B	Welcome to Guests				
C	Roll Call				
D	Pledge of Allegiance				
E	Approval of Agenda	Board	Vote	0:10	6:10 pm
F	Public Comment			0:10	6:20 pm

***Public Comment - PLEASE READ:**

The Board has determined that public comment will be held at the beginning of all meetings for the following reasons:

- It is essential for Board members to hear and consider all public comment prior to making decisions on agenda items so that the Board members are informed of the views of the public participants.
- An agenda is posted in advance of every Board meeting. Every effort has been made to add additional detail to the agenda items to help public participants understand what will be discussed at the meeting in order for participants to better shape and present their comments. Please take note if a topic says Vote, Discuss or Discuss/Vote.
- Having public comment at the beginning of the meeting allows for a designated, clear, and transparent opportunity when public comment may be provided on any of the agenda items. It also provides participants a chance to voice their concerns, issues, and ideas without being obligated to sit through what can be a very lengthy meeting of non-related topics.
- The regular monthly meetings are designed to allow the Board to conduct the policy business of the school and to do so in an efficient manner. For this reason, it would not be feasible from a time perspective to distribute public comment throughout the agenda.

Your voice is important! We encourage all members of the public to review this agenda in detail in order to provide public comment to Board members at the beginning of each meeting so that Board members can better represent our members. **The Board appreciates and encourages all public comments and respectfully requests that individuals turn their cameras ON and keep their comments as brief and concise as possible (2 to 3 minutes) to allow time for everyone to participate.**

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Consent Agenda					
<p><i>The JA Board has adopted a consent agenda. The consent agenda consists of committee reports and the Executive Director report. All Board members have received these reports prior to this meeting and can pull an item out of the consent agenda when those items need further discussion during the agenda discussion at the beginning of this meeting. The following items are included in this month's consent agenda:</i></p>					
<ul style="list-style-type: none"> PTO Report Boosters Report School Accountability Committee Facilities Committee Capital Development Committee/ JA Foundation 			<ul style="list-style-type: none"> Communications Committee Neighborhood Committee Finance Committee Principal Reports Executive Director's Report 		
A	Review & Approve	Board	Vote	0:05	6:25 pm

General Agenda					
Items moved to the front of the agenda at the time of the meeting					
1	a Approve Minutes from May 17, 2022 (annual and general meeting) and May 21, 2022	Board	Discuss/Vote	0:05	6:30 pm

General Board Governance					
1	Principal and faculty presentation - presentation from Raechelle Tucker (Elementary faculty member)	Faculty	Discuss	0:20	8:30 pm

Board Composition					
1	Thank you to outgoing board members and seating of new board members	Board	Discuss	0:10	6:40 pm
2	<p><u>Board Vacancy:</u> Per Policy 2.6(j): Vacancies. Any director may resign at any time by giving written notice to the president or to the secretary of the corporation. Such resignation shall take effect at the time specified therein or immediately if no time is specified; and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. A vacancy may also occur if a board member is incapacitated or unable to fulfill their duties or was removed from office.</p> <p>Additionally, a vacancy may occur when an election occurs and more vacancies exist than candidates. The chairman of the board shall then declare a vacancy. The board will accept letters of candidacy for a time period determined by the board, not to exceed 60 days after the declared vacancy. All letters of candidacy submitted shall comply with the requirements of subsection (a) above. Letters received during this period shall be distributed to board members prior to the next board meeting occurring after the closure of the candidacy period, whether a regularly scheduled board meeting or a special meeting called specifically for such purpose. Any vacancy occurring in the board of directors shall be filled by the affirmative vote of the majority of directors then in office, even if less than a quorum. Such appointment shall occur at a regular or special board meeting following the closure of the candidacy period as designated by the board of directors. A director appointed to fill a vacancy shall be appointed for the unexpired term of that vacancy. If there is less than a year remaining of the unexpired term of a vacant director position, the board for any reason, by a majority vote, may leave the position open until the next annual election of directors. Additionally, if no applications are received, or no nominations are made from the</p>				

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	<p>received applications to fill a vacancy, the board may re-open the process to fill such vacancy in accordance with the procedures and time frames set forth in policy, from time to time, or the board may, at its discretion, determine to allow the vacancy to remain by a majority vote until another candidacy period is declared.</p> <p>Letters Received Letter seeking appointment have been received by the following individuals -Jerrilynn Lilyblade -Nadege Paulson -Reese Evenson -Kirsten Mills -Travis Beck -Dawn Richling</p>				
	Appointment of vacant positions	Board	Discuss/Vote	1:00	7:40 pm
3	<p>Election of Board Officers and Roles and Responsibilities Tentative Nominations Chairperson - Agnessa Vartanova Vice Chairperson - Anil Mathai President - Tiffany Sorice Vice President - Michael Ennis Secretary - TBD Treasurer - Flavio Quintana Assistant Secretary - TBD</p>	Board	Discuss/Vote	0:15	7:55 pm
4	<p>Board member committee appointments Requirements PTO Rep: one or two board members BoostersRep: one or two board members Foundation / Cap Dev: two board members SAC: two board members Policy and Governance: two board members Facilities: two board members Communications: two board members Neighborhood: Board President plus one board member Finance: Treasurer plus one board member Audit: Treasurer plus one board member SRC: All available board members</p>	Board	Discuss/Vote	0:10	8:05 pm
5	<p>Appointment JA Building Corporation Members: Requirements Board president One other board member One non-board member (James Suckow - tentative)</p>	Board	Discuss/Vote	0:05	8:10 pm

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A Informational					
<i>In an effort to gain a more in-depth perspective of each of our campuses and programs, the Board invites presentations from principals and faculty to discuss day-to-day activities occurring in the buildings and highlight special projects and programs.</i>					
1	Principal and faculty presentation - presentation from Raechelle Tucker (Elementary faculty member)	Faculty	Discuss	0:20	8:30 pm
<i>This agenda item is set aside for additional discussion with principals and the facilities director regarding issues not covered in the consent agenda.</i>					
2	General principal updates and updates from facilities as needed (not covered in the consent agenda)	HG, DO, SS, AT, CB	Discuss	0:10	8:40 pm

Jefferson Academy has identified five strategic goals. The strategic portion of the agenda is centered around these goals. The Jefferson Academy Strategic Plan 2021-2024 can be accessed at www.jajags.com.

B Strategic					
1	<i>Comprehensive Communications: Jefferson Academy will develop a comprehensive organizational communications plan that includes guiding principles; incorporation of mission, vision, and values; and branding expectations for internal and external communications.</i>				
a	Presentation of colors, locking logo, and other items involved in communications plan for a Style Guide	Board	Discuss/Vote	0:30	9:10 pm
2	<i>Innovative Academic Environment: Jefferson Academy will provide an innovative academic environment that honors the varied needs of our students. By clearly defining expectations, presenting intentional communication, and providing access to support programs, we can help ALL students achieve their highest academic potential.</i>				
a	Student withdraw updates	TM, DO, HG, SS, AT	Discuss	0:15	9:25 pm
3	<i>Healing From COVID: In order to ensure that our community is attaining its highest potential, Jefferson Academy will attend to the academic progress and overall wellness of its students and staff as they recover from a difficult time of isolation, economic hardships, and mental health challenges due to COVID-19.</i>				
	None planned at this meeting				
4	<i>Multiple Pathways to Success: As an organization with multiple campuses and programs, we recognize that there are many pathways to success for our students. We seek to fully embrace and communicate these pathways with our current and potential families and embrace them as a key strength at JA while continuing to grow and expand our offerings.</i>				
	None planned at this meeting				
5	<i>Character and Values: Jefferson Academy will develop core values that speak to the ways we live out our mission and vision each day. These core values will be used to strengthen our commitment to character education for both students and staff through incorporation into our curriculum, staff development, and overall organizational culture.</i>				
a	Progress of core values since April from	TS, AV	Discuss	0:10	9:35 pm

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	principals and administrators				
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C	General Board Governance / Updates / Other Issues				
<i>1: General</i>					
2	All board members sign board manual	Board	Discuss	0:05	9:40 pm
3	All board members submit conflict of interest documents and disclose any conflicts of interest	Board	Discuss	0:05	9:45 pm
<i>2:: Financials</i>					
b	Review and approve auditor	Board	Discuss/Vote	0:05	9:50 pm
<i>3: Committees</i>					
a	Update from committee leads on committee activities not covered in consent agenda	Board	Discuss	0:10	10:10 pm

D	Task-Oriented				
1	Action Items	Board	Discuss	0:05	10:15 pm
2	Board communication to parents (Top 5)	Board	Discuss	0:05	10:20 pm
3	Use of google doc folders this coming year - importance of getting all information in one spot	Board	Discuss	0:05	10:25 pm

E	Policy				
	None planned at this meeting				

F	Miscellaneous Board Items				
	None planned at this meeting				

G	Executive Session				
	None planned at this meeting				

Adjournment - Estimated	10:25 pm
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Consent Agenda

The consent agenda consists of committee reports, principal reports, and the Executive Director report. The items in the consent agenda will not be discussed in the board meeting unless Board members pull an item out of the consent agenda for further discussion during the agenda discussion.

PTO Report

No report this month - PTO did not meet.

Boosters Report

No report this month - Boosters did not meet.

Student Accountability Committee (SAC) Report

The SAC did not meet this month - the committee will reconvene in the fall.

Policy & Governance

The Policy and Governance committee did not meet this month- the committee will reconvene in the fall.

Facilities Committee

The Facilities committee did not meet this month - the committee will reconvene in the fall.

Capital Development Committee / JA Foundation

The Capital Development Committee and JA Foundation did not meet this month - the committee will reconvene in the fall.

Communications Committee

The Style Guide will be presented at the board meeting.

Neighborhood Committee

The neighborhood committee did not meet this month - the committee will reconvene in the fall.

Finance Committee

The Finance Committee did not meet this month. However, select members of the committee (Joan Larson, Luke Holocher, Tim Matlick, Agnessa Vartanova) met on May 31, 2022 with Eric Miller, a partner at the Adams Group, who presented a bid for the Fiscal Year 2022 financial audit. The Committee will be presenting a recommendation to the Board at the June 21 meeting.

Homeschool Updates

Principal Reports

Jefferson Academy Elementary

Will be provided verbally at the board meeting.

Jefferson Academy Secondary

Will be provided verbally at the board meeting.

The Summit Academy

Will be provided verbally at the board meeting.

The Summit Academy South

Will be provided verbally at the board meeting.

Executive Director's Report

Summer is off to a great start. Our facility teams are hard at work in their buildings working through their summer projects. The team at the elementary school is fully

staffed and deep into their work list. The secondary team, though understaffed, is digging in and completing their work as projected.

I have received one communication from a concerned parent about school safety after the shooting in Uvalde. We had a great conversation in which we talked about the safety process our schools have in place and use. I am considering holding a building based in-person meeting with parents that have concerns. If we move forward with this, we will ensure that all attendees are current JA parents only.

Along those lines, the Key Fob system at the elementary school is up and running. At the start of school next year teachers and EAs will return their exterior door keys and be issued a 2 stage key fob. To access the building, they will present the fob to the reader (set up on a variety of doors) and when given the green light, enter their 4 digit code that is assigned to them/that fob. Without both of these, the door will not open. This is the same process that has been used at the secondary for a number of years and will ensure that no one can enter the building should a fob be lost or stolen. We are currently working with our vendor to establish a process for law enforcement and Jeffco Security to access the building through the fob system in case of an emergency.

During the summer office staff and school leaders have varying schedules. If you reach out to them, it may take a bit longer than normal for them to respond. If you have an emergency, please reach out to me directly. Staff will start returning on a more regular basis around the middle of July.

I hope everyone is able to enjoy time with their family and friends this summer. It won't be long before we ramp up for a new....and hopefully very normal....school year!

Motions - This section is NOT part of the Consent Agenda.

**Minutes of the Joint Board of Directors
A Colorado Non-profit Corporation
May 17, 2022 6:00 p.m.
Annual Meeting
Zoom Meeting**

Preliminary A., B., C., D., E., F.

Ms. Sorice called the meeting to order at 6:01 p.m. The guests were welcomed. Roll call was taken and the following Board members were present: Mr. Ennis, Mr. Hawk, Mr. Kim, Ms. LaBerge, Ms. Sorcie and Ms Vartanova. Ms. Quillen had an excused absence. Ms. Sorice presented the agenda. James Suckow moved to approve the agenda as presented. Reese Evenson seconded the motion. The motion passed unanimously.

General Agenda

A Board Candidate Introduction and Appreciation

Ms. LaBerge presented the candidates; Flavio Quintana, Jerrilynn Lilyblade and Anil Mathai. Each candidate provided a brief introduction of themselves.

B Board Election Results

Ms. LaBerge noted that a quorum was reached during the online voting process. Flavio Quintana and Anil Mathai were voted in for the two open board positions.

Adjournment

James Suckow moved to adjourn at 6:11 p.m. Michelle Abel seconded the motion. The motion passed unanimously.

Respectfully submitted,

Shelly Cohen, Clerk
Jefferson Academy Board of Directors

**Minutes of the Joint Board of Directors
A Colorado Non-profit Corporation
May 17, 2022
Zoom Meeting
General Meeting following the Annual Meeting**

Preliminary A., B., C., D., E., F.

Ms. Sorice called the meeting to order at 6:11p.m. The guests were welcomed. Roll call was taken and the following Board members were present: Mr. Ennis, Mr. Hawk, Mr. Kim, Ms. LaBerge, Ms. Sorice and Ms. Vartanova. Ms. Quillen had an excused absence. The following ex-officio Board members were present: Ms. Grantham, Mr. Matlick, Dr. O'Neill, Ms. Scarato and Ms. Taussig. Ms. LaBerge led the guests and the Board of Directors in saying the Pledge of Allegiance. Ms. Sorice presented the agenda. Ms. LaBerge moved to approve the agenda as presented. Mr. Hawkins seconded the motion. The motion passed unanimously.

During Public Comment;

Ms. Vartanova shared her experience in attending the Jefferson Academy Awards ceremony at the secondary and expressed her gratitude to the staff for holding this event. Ms. LaBerge noted the support that the students provided to their peers.

Consent Agenda

A Review & Approve

Ms. Sorice presented the Consent Agenda. Mr Hawk moved that the Board approve the agenda as presented. Ms. LaBerge seconded the motion. The motion passed unanimously.

General Agenda

1 Recognition of Joan Larson retirement

The Board recognized Joan Larson and her contributions to JA. Ms. Larson will formally retire after the first semester in the 2022-2023 school year.

2 JA Foundation: Announcement of winners of the spring grant cycle, thank you sponsors and donors, and report on Foundation fund uses.

Teresa Lindberg explained that the Foundation is to provide financial assistance to the JA community. Ms. Lindberg stated that there were mini-grants and STEM grants that JA and Summit teachers and departments were invited to apply. There were four grants of \$500 each. MTech Mechanical partnered with JA with providing an additional two grants of 1,000 each with a STEM focus. Ms. Lindberg provided the background information and each submission was judged according to a rubric. This year there were four mini-grants from seven submissions, and two STEM grants from four submissions that were awarded to JA and Summit staff.

Board Vacancy

2 Declare Board Vacancy

Ms. LaBerge announced that Gia Quillen has resigned from the Board. Nathan Hawk also submitted his resignation effective June 17, 2022. This information will be sent out to the JA community. Interested candidates must submit a letter by 5:00 p.m. on June 17. The open seats will each have two year terms.

A Informational

1 General principal updates and updates from facilities director as needed (not covered in the consent Agenda).- possibly elementary staff presentation due to technical difficulties of April meeting

Ms. Grantham noted their end of year activities. Ms Scarato and Ms. Taussig shared their events.

B Strategic

1 Comprehensive Communications

a Review results of parent survey

Brad Moloney presented the results from the parents surveys from Summit. Michael Westfield presented the survey results for the elementary school and secondary school.

2 Innovative Academic Environment

A Recommendations from school leaders on academic rigor guiding principles

Ms. LaBerge provided a presentation with the draft of the guiding principles. Ms. LaBerge reviewed the leaders' recommendations, including the targets of rigor and practices of rigor. Discussion ensued about the philosophy set by the Board, and target and practices belonging to the administration and teachers. This item will be reviewed annually by the Board. Discussion ensued about any adjustments to the guiding principles. Ms. LaBerge moved to approve the Guiding Principles of Rigor as amended. Mr. Hawk seconded the motion. The motion passed unanimously.

Ms. LaBerge moved that the Board endorses the operational structural overview of rigor at JA as presented by school leaders at the May 2022 meeting and empowers school leaders to adjust as necessary. The Board also expects school leaders to ensure that tactical implementation by instructors and teachers aligns with the guiding principles of rigor and operational goals. The Board will annually review the operational structural overview of rigor at JA. Mr. Hawk seconded the motion. The motion passed unanimously.

4 Multiple Pathways to Success

A New Memorandum of Agreement for Hope

Mr. Matlick clarified the new memorandum and memo of understanding. Mr. Hawk moved to approve the MOU as presented. Mr. Kim seconded the motion. Ms. LaBerge made a friendly amendment to include the memorandum. The friendly amendment was accepted. The motion passed unanimously.

5 Overall Strategic Plan Progress Report and Review

a Strategic Plan Progress Report and Presentation

Ms. LaBerge provided a progress report with the strategic goals; Comprehensive Communications, Innovative Academic Environment, Healing from COVID, Multiple Pathways to Success, and Character and Values.

C General Board Governance/Updates/Other Issues

1 General

SRC Reports

Ms. LaBerge explained that the SRC is a staff review committee. The committee meets with the leaders at each campus to provide an overview and accountability with reviewing the staff and to assist the leaders. Ms. LaBerge and Ms. Vartanova reported that the secondary reviews went very smoothly. Mr. Kim and Ms. Vartanova reported that the elementary reviews were very positive.

2 Financials

A General Financial Questions

None.

B Any change in auditor for next year

Ms. Vartanova stated that we have had the same auditor for many years. Last year it was noted that there was an issue in their timeliness. Mr. Matlick shared that other schools have noted errors in their audit using the same auditor. Ms. Vartanova reported that they have proposals from three different firms. Ms. Larson noted that the cost may be doubled. The finance committee will present their choice to the Board in June for a vote.

C 15% Contingency set Aside; compliance issue for non-profits done annually

Ms. Vartanova shared that this is a regulation that JA must comply with and to ensure that we are not trying to run a for-profit organization. Ms. Vartanova moved to approve in accordance with Colorado Revised Statute 22-44-106, motion to appropriate additional funds in excess of 15% of the general fund reserves from the general fund reserve into account 801000 Contingency Reserve. Mr. Hawk seconded the motion. The motion passed unanimously,

D Approve continuation of joint-use agreement with Broomfield

Ms. Grantham stated that this is a standard agreement. Ms. Grantham reported that facility use will be tracked this year. If there is a balance left, the balance must be used in the next year. Ms. Grantham was not concerned about tracking the use. Mr. Hawk moved that the Board approve the joint use agreement as presented. Mr. Kim seconded the motion. The motion passed unanimously.

3 Committees

A Update from committee leads on committee activities not covered in consent agenda

Mr. Ennis reported from the Boosters' meeting and one key highlight was additional revenue that would benefit students on both campuses.

4 Evaluations

A Conduct Board self-evaluation per policy 2.4

Ms. LaBerge presented the board's self-evaluation results. Ms. LaBerge pointed out areas that need improvement and areas where their goals were met.

D Task-Oriented

1 Action Items

These items were reviewed and revised.

2 Board communication to parents (Top 5)

It was determined that the following items will be communicated to the parents. Recognize the results of the election and declare the open seats, strategic plan progress, academic rigor, parent surveys and the grant recipients. Mr. Ennis will generate this communication and Mr. Hawk will review it before it is sent to the community.

E Policy

1 Retroactive motion to approve First Readings of Public Attendance at Board Meetings Policy 2.5 and Board Member Conflicts of Interest Policy 2.6 from April Meeting

Ms. LaBerge made a motion to retroactively approve the First Readings of Public Attendance at Board Meetings Policy 2.5 and Board Member Conflicts of Interest Policy 2.8 from April 2022 meeting per policy 2.7c. Ms. Vartanova seconded the motion. The motion passed unanimously.

2 Second Reading: Public Attendance at Board Meetings Policy 2.5

Ms. Sorice presented Public Attendance at Board Meetings Policy 2.5 Ms. Vartanova moved that the Board approve Policy 2.5 for second reading. Ms. LaBerge seconded the motion. The motion passed unanimously.

3 Second Reading: Board Member Conflicts of Interest Policy 2.8

Ms. Sorice presented Board Member Conflicts of Interest Policy 2.8. Ms. Vartanova moved that the Board approve Policy 2.8 for second reading. Mr. Kim seconded the motion. The motion passed unanimously.

F Miscellaneous Board Items

1 Approve Minutes from April 18, 2022

Ms. Sorice presented the Minutes of April 18, 2022. Ms. Vartanova moved that the Board approve the Minutes of April 18, 2022. Ms. LaBerge seconded the motion. The motion passed unanimously.

Mr. Hawk moved that the Board enter Executive Session at 9:33 p.m. for the purpose of C.R.S. 24-6-402(4)(h) Student confidentiality first grade delayed enrollment. Mr. Matlick and Ms. Cohen were invited into this Executive Session. Ms. Vartanova seconded the motion. The motion passed unanimously.

G Executive Session

1 Executive Session pursuant to C.R.S. 24-6-402(4)(h) Student Confidentiality - first grade delayed enrollment

Mr Hawk moved to exit the Executive Session at 9:54 p.m. Ms. LaBerge seconded the motion. The motion passed unanimously.

General Session

Mr. Hawk moved that the Board authorize Mr. Matlick to oversee the plan of enrollment between the family of the first grade student and Dr. O'Neil, and any other resources necessary to create a plan for enrollment through the first semester for the 2022-2023 school year. Ms. Vartanova seconded the motion. The motion passed unanimously.

Mr. Hawk moved to enter Executive Session for the purpose of C.R.S. 24-6-402(4)(f) discussing personnel matters: Executive Director annual review and contract extension. Ms. LaBerge seconded the motion. The motion passed unanimously.

2 Executive Session pursuant to C.R.S 24-6-402 (4)(f) for the purpose of discussing personnel matters: Executive Director annual review and contact extension. Contract expires in June 2022

Ms. Vartanova moved to exit the Executive Session at 12:26 a.m. on May 18. Mr. Hawk seconded the motion. The motion passed unanimously.

Adjournment

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Ms. Vartanova moved to adjourn at 12:26 a.m. on May 18. Mr. Ennis seconded the motion. The motion passed unanimously.

Respectfully submitted,

Shelly Cohen, Clerk
Jefferson Academy Board of Directors

**Minutes for the Special Meeting of the Board of Directors of Jefferson Academy
A Colorado Non-profit Corporation
May 21, 2022 9:00 am
Zoom Meeting**

Preliminary A., B., C., D., E.

Ms. Sorice called the meeting to order at 9:11 am. Roll call was taken and the following Board members were present: Mr. Hawk, Mr. Kim, Ms. Sorice, Ms. Vartanova, Mr. Ennis, and Ms. LaBerge. Mr. Hawk led the Board of Directors in saying the Pledge of Allegiance. Public comment was not taken. Ms. LaBerge moved to approve the agenda as presented. Mr. Hawk seconded the motion that passed unanimously. Ms. LaBerge moved that the Board move to executive session per C.R.S. § 24-6-402(4)(f) for the purpose of discussing personnel matters: Executive Director contract extension. Ms. Vartanova seconded the motion that passed unanimously. The Board exited general session at 9:14 am.

Executive Session

Executive session commenced at 9:14 am. Executive session was held from 9:14 am to 10:07 am. Ms. Vartanova moved that the Board exit executive session and Mr. Hawk seconded the motion that passed unanimously.

General Session

General sessions resumed at 10:08 am. Ms. LaBerge moved to approve the Executive Director's contract as developed during the executive session and to permit the Board President and Board Chair to make changes to the contract as they relate to form and not substance. Mr. Kim seconded the motion that passed unanimously.

Adjournment

Ms. Hawk moved that the Board adjourn at 10:16 am. Mr. Ennis seconded the motion that passed unanimously.

Respectfully submitted,

Christine LaBerge

Jefferson Academy Board of Directors, President