

Jefferson Academy - Board Agenda | February 15, 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

<https://us02web.zoom.us/j/83806876301?pwd=c21aU2RMWWtJTm1naDhaSWdjQmxxZz09>

February 15, 2022 6:00 pm

Agenda Item	Who	Action	Time	End Time
Preliminary				
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		0:20	6:30 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					
<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>					
<ul style="list-style-type: none"> <li style="width: 50%; margin-right: 50%;">• PTO Report <li style="width: 50%;">• Communications Committee <li style="width: 50%;">• Boosters Report <li style="width: 50%;">• Neighborhood Committee <li style="width: 50%;">• School Accountability Committee <li style="width: 50%;">• Finance Committee <li style="width: 50%;">• Policy and Governance <li style="width: 50%;">• Principal Reports <li style="width: 50%;">• Facilities Committee <li style="width: 50%;">• Executive Director's Report <li style="width: 50%;">• Capital Development Committee / JA Foundation 					
A	Review & Approve	Board	Vote	0:05	6:35 pm

General Agenda					
Items moved to the front of the agenda at the time of the meeting					

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 JA Secondary	HG, Marcela Dasta	Discuss	0:20	6:55 pm
<div style="display: flex; align-items: center;"> <p style="font-size: small; margin: 0;"><i>At Jefferson Academy, our main priority is providing a safe environment for students and staff while continuing to offer excellent educational opportunities. We will be developing, implementing and revising policies and practices that follow changing requirements, that take local health guidelines into consideration and that support the learning environment of each location individually. We are excited about the growing opportunities for a normal year as we FlexForward together.</i></p> </div>					
2	COVID update and JA's response	TM, DO, HG, SS, AT	Discuss	0:20	7:15 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 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.					
a	Review staff survey results	AV, ME	Discuss	0:20	7:35 pm
b	Update from Executive Director on steps taken/planned after parent survey – progress from communications committee	SK, ME, TM	Discuss	0:10	7:45 pm

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	c	Approval of SAC family spring survey questions	AV, ME	Discuss/Vote	0:10	7:55 pm
<p>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></p> <p><i>The Jefferson Academy Board of Directors will undertake two study sessions to define and support academic rigor at Jefferson Academy. The study session approach will begin with a recognition of the mission of providing "...an academically rigorous, content-rich educational program" and how living this mission will lead to the realization of the vision of our students becoming "responsible, productive citizens."</i></p> <p><i>Session 1 – March 9 5:30 pm – 8:30 pm: The goal of the first study session is to collectively define what academic rigor is at Jefferson Academy. Student, alumni, parent, staff, and administration perspectives will be presented along with academic data, surveys, and other information. The Board and administrative team will develop a shared definition of "academic rigor".</i></p> <p><i>Session 2 – April 12 5:30 pm – 8:30 pm: The definition laid out in session one will have far reaching effects on the curriculum, educational practices, philosophy, leadership, and other aspects of Jefferson Academy. The goal of the second session is to gain Board feedback and support for general conceptual ideas from administration to implement practices, changes, approaches, etc. to provide an academically rigorous, content-rich educational program at Jefferson Academy.</i></p>						
	a	Discuss academic rigor study session format and review purpose, goals, and benefits	TS, CL, DO, HG, TM	Discuss	0:15	8:10 pm
<p>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></p>						
	a	None planned at this meeting				
<p>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></p>						
	a	None planned for this meeting				
<p>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></p>						
	a	Informal update from administration team on core values progress – official report-back planned for April meeting	TS,AV	Discuss	0:05	8:15 pm
	b	Update on JAs support of Marshall fire impacts	TM, LC	Discuss	0:05	8:20 pm
<p>C General Board Governance / Updates / Other Issues</p>						
<p><i>1: General</i></p>						
	a	Reminder of elections in May 2022 – update on scheduled communications	Board	Discuss	0:05	8:25 pm
<p><u>Planned Schedule for Communication</u> Notification #1 - Open board seats and call for candidates - Sent 1/31/22 Notification #2 - Open board seats and call for candidates – 3/21/22</p>						

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	Notification #3 - Open board seats and call for candidates – 4/4/22 Notification #4 - Open board seats and call for candidates – 4/18/22 CANDIDATE LETTERS WILL BE DUE BY 4/26/22 Notification #5 - Meet the candidates – 5/2/22 Notification #6 - Voting is open - 8:00 am 5/9/22 Online voting open from 8:00 am on Monday May 9, 2022 through 4:00 pm on Tuesday May 17, 2022 Notification #7 - Additional reminder to vote - 5/12/22 Notification #8 - Voting closes today at 4:00 pm - 8:00 am on 5/17/22 Notification #9 - Winners should be announced in Board Top 5 after May meeting				
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b	Rescheduling board visitation day for Secondary campus and Summit	Board	Discuss	0:05	8:30 pm
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2:: Financials

a	General financial questions	Board	Discuss	0:05	8:35 pm
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b	Staff Raises Presentation	TM, JL, LH	Discuss	0:10	8:45 pm
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3: Committees

a	Update from committee leads on committee activities not covered in consent agenda or that need further discussion	Board	Discuss	0:05	8:50 pm
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b	Policy and Governance Committee- Policy 13.6 High School Graduation Requirements	NH TS	Discuss/Vote	0:10	9:00 pm
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D	Task-Oriented				
1	Action Items	ME	Discuss	0:05	9:05 pm
2	Board communication to parents (Top 5)	ME	Discuss	0:05	9:10 pm

E	Policy				
1	None planned for this meeting				

F	Miscellaneous Board Items				
1	Approve Minutes from January 18, 2022	Board	Discuss/Vote	0:05	9:15 pm

G	Executive Session				
1	Executive Session for the purpose of discussing personnel matters pursuant to C.R.S. 24-6-402(4)(f) – Salary Schedules and Minimum Wage Adjustments	Board	Discuss	0:20	9:35 pm

Adjournment - Estimated	9:35 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

The PTO met via Zoom (due to inclement weather) on Wednesday, February 2nd from 6:30-7:15 pm. Highlights from the meeting include the following:

- Fundraiser for the victims of the Boulder County Wildfire
- Committee highlights
 - Boosterthon / Fun Run next year will be on 10/14/22
 - Kindergarten teacher breakfast on 2/16/22
 - Spring Fling will probably not happen this year
 - Book Fair will occur on 3/17/22 & 3/18/22
 - Recycling Committee has raised over a \$1,000 this year

Please visit the following [link](#) to read the full minutes from the February 2nd meeting. The next PTO meeting is scheduled on Wednesday, March 2nd at 6:30 pm.

Sincerely,

Sam Kim

Boosters Report

Boosters held their Jan meeting via Zoom on Monday the 10th from 6:04 - 6:46

- Scrip – Ms. Coffman was not in attendance. Ms. Spitz reported that Ms. Nygren purchased many Starbucks gift cards to sell at Basketball games. Ms. Krout stated that she had purchased gift certificates to use for Christmas.
- Concessions – Ms. Beck reported that during basketball concessions makes over \$300/night, but she is not sure how this will be affected by the new mask mandates. Candy and purple Gatorade are very hard, if not impossible, to find. Ms. Beck is unsure if she should purchase anything since she does not know if the concessions stand will be shut down. She will be looking at purchasing items that have later expiration dates.

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- Hospitality – Ms. Baldwin was not in attendance. Ms. Lilyblade reported that there were a lot of cookies at the December cookie exchange. Ms. Beck enquired about the Junior Class Appreciation Week. It was not clear if it was January or February.
- Spirit Gear - Ms. Spitz stated that there would be a new store in the Spring.
- After Prom –Ms. Spitz reported that purchases had been made on Black Friday and they are currently looking for television deals. Ms. Spitz and Ms. Kelso will be reviewing their spreadsheet for gifts that still need to be purchased.
- Booster Bus – Ms. Lilyblade suggested that Boosters investigate reducing insurance to only cover theft. Ms. Spitz stated that insurance is through the district so nothing can be done.
- Scholarship – Nothing to Report. Coming up in March or April
- Gatorade/Vending Machine –Ms. Ferb still needs to be contacted regarding the repair of the vending machines.
- Volunteers Committee – Nothing to Report

School Accountability Committee (SAC) Report

The SAC met on Thursday, February 10. The following individuals were present: Michael Westfield, Deb O'Neill, Heather Grantham, Stephanie Scarato, Allycia Taussig, Tim Matlick, Mary Ferbrache, and Agnessa Vartanova.

Dr. O'Neill requested a sense of the SAC regarding an idea to create opportunities to re-engage the teacher in conversations around Core Knowledge Curriculum in the most effective way, in order to both address the family concerns that were raised in the fall family survey and the staff fatigue and stress brought on by the pandemic.

The committee also reviewed the content of the spring family surveys. Minor clean up on several questions was suggested by the committee members. The surveys will be shared with the Board for review and approval at the next meeting, at which time the timing of the survey distribution will be finalized (typically disseminated in late March/early April).

Policy & Governance

The Committee met February 10, 2022 to discuss proposed changes to Policy 13.6 High School Graduation Requirements, which will be presented to the board February 15, 2022 for its consideration of approval.

Facilities Committee

The Facilities committee has not yet met. The first meeting is planned for after the first of the year. The facilities committee is currently composed of Christine LaBerge, Nathan Hawk, Clint Bott, and James Suckow.

Capital Development Committee / JA Foundation

Communications Committee

The Communications Committee met via Zoom on Wednesday, February 9th from 12:00-1:00 pm. The committee has been working on a draft version of the Communications Manual for the elementary and secondary schools. The manual is intended to provide brand guidelines for marketing and communication purposes by explaining the use of the JA interlock logo, school specific logos, colors and fonts for the website, official communication, letterhead, etc. Once the manual is finalized by the committee, it will be shared with the Board, at the April meeting, for their review and approval. As part of the meeting on February 9th, Kim Daly, Chair of the committee led a discussion by providing the members with draft versions of what the JA interlock and school specific logos look like together. Lastly, the committee continues to search for a parent representative from the secondary school. Next meeting will be on Wednesday, March 9th, 12 pm via Zoom.

Sincerely, Sam Kim & Michael Ennis

Neighborhood Committee

The Elementary Neighborhood Committee met on Wednesday, November 3rd. The neighborhood committee is currently composed of Christine LaBerge, Nathan Hawk, Tim Matlick, Deb O'Neil, Clint Bott, and Rick Schamaun. The next meeting is planned for May 2022.

Finance Committee

The finance committee met on Tuesday, February 8. The following individuals were present: Joan Larson, Luke Holocher, Deb O'Neill, Tim Matlick, Stephanie Scarato, Sam Kim, Agnessa Vartanova.

All campuses noted that the financials are in good standing and there is nothing of note to report.

The committee also discussed the implications of the recent Colorado Wage Law, Equal Pay Act, PERA and COLA increases. It was agreed that the sense of the Board will be requested at the next meeting.

Principal Reports

Jefferson Academy Elementary

Events:

- We had a successful Ninja Nation event for all students K-6. They really loved having an outside vendor provide an activity for the first time in 2 years
- The kindergarten celebrated their 100 days of school. We had lots of gray hair and oversized clothes to commemorate the event!
- Third grade had a successful egg drop! Not many broken eggs!
- We are looking forward to Valentine's Day parties and Valograms
- Our PTO will be providing lunch Feb 11 to Monarch K-8 in Superior to support staff after the trauma of the fires

Instructional:

- Our Acadience data has shown great growth in our K-3 students with respect to phonics. There is a direct correlation to our implementation of Orton-Gillingham. Attached is a short demonstration video we did to thank PTO purchasing PD for our teachers [Orton Gillingham at JA Elementary](#)
- Through READ Act funds we have been able to purchase a program called Amplify, which will support reading intervention K-6. It develops individualized support based on frequent student assessments
- We have used Esser funds to purchase BEAST, which is a math support that is individualized to each student's skills and needs
- We have re-aligned our ALP program to best support student needs. We have over 100 students on ALPs
- Here is some information re: our alignment with Restorative Practices and our Purposeful People Character Trait work:
 - [Restorative Practices and Purposeful People](#)

Managerial:

- We are in the process completing intent to return/job assignments, next year's calendar, master schedule and budget priorities
- We are beginning the process for reviewing different math curriculum

Jefferson Academy Secondary

This report will be given in person at the board meeting.

The Summit Academy

The Summit Academy South

Executive Director's Report

3rd Grade Egg Drop: For the second year in a row Mr. Schuman and I had the opportunity to support our 3rd grade teachers and students by participating in their annual "Egg Drop" event. We took all their egg projects onto the roof and launched them into the air to see how well their balloons, or parachutes, or bubble wrap would protect their egg. Some projects landed with a thud...and yet survived. Some parachutes that I never expected to work filled with air and floated gently down, ensuring survival of their egg. Other projects experienced a different result. It is always fun to see kids' faces filled with excitement and worry as they stood up to watch their project fall from the rooftop.

20th Year Anniversary of JA's 2A Basketball Championship: This weekend the secondary will celebrate the 20th anniversary of the very first state basketball championship won by any charter school in Colorado! Mr. Sharpley (Coach) and Mr. Kain (A.D. at the time) along with almost every member of that championship team will be recognized at the basketball games on Saturday. We also heard that JA was actually the first charter school in the nation to win a state championship. However, we were not able to verify that claim, though we do believe it to be true. A huge congratulations goes out to all the players, coaches, parents and staff members who contributed to the historic event; some of whom are still with JA after all these years.

Summit South Location: We are once again reviewing the current facility situation in Littleton. The facility works fine for the program, but the cost continues to be a bit more

expensive than we feel fits the program. We are looking at options though no decisions have been made. One location under consideration might represent a more permanent solution for Summit South, though there are few challenges with this option. More information will be provided as we move forward.

Enrollment: As of February 9th:

JA Elementary: Projecting full enrollment with waitlists in all grades.

JA Secondary: Projecting full enrollment with waitlists in all grades.

Summit Academy - Westminster: Projecting an increase of at least 40 students though the final number is expected to increase.

Summit Academy South: Projecting an increase of 10 students in Conifer and an increase of 38 students in Littleton.

Public Health Orders: The last 2 weeks have presented schools with a lot of movement regarding the COVID-19 health orders. We anticipate more movement from JCPH Thursday or Friday. Additionally, there is a statewide meeting with district superintendents and CDPHE on Friday which could also produce changes. We will review any changes in order to provide guidance and direction to our communities.

**Minutes of the Joint Board of Directors
A Colorado Non-profit Corporation
January 18, 2022 6:00 p.m.
Zoom Meeting**

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

Ms. LaBerge called the meeting to order at 6:00 p.m. The guests were welcomed. Roll call was taken and the following Board members were present: Mr. Ennis, Mr. Hawk, Ms. LaBerge, Mr. Kim, Ms. Vartanova and Ms. Quillen. Ms. Sorice had an excused absence. The following ex-officio Board members were present: Ms. Grantham, Mr. Matlick, Ms. Scarato, Ms. Taussig and Dr. O'Neill. Mr. Hawk led the guests and the Board of Directors in saying the Pledge of Allegiance. Ms. LaBerge presented the agenda. Mr. Hawk moved to approve the agenda as presented. Ms. Vartanova seconded the motion. The motion passed unanimously. There was no Public Comment.

Consent Agenda

A Review & Approve

Ms. LaBerge presented the Consent Agenda. Mr. Hawk moved to approve the Consent Agenda as presented. Mr. Kim seconded the motion. The motion passed unanimously.

General Agenda

A Informational

1 Principal and faculty presentation - Summit Academy

Ms. Scarato stated that they will offer teaching training for unlicensed staff during lunch. The students are working on ideas for their graduation and plan to have this held outside again. The students are enjoying the expansion and are utilizing the larger room to study in between classes. Ms. Scarato mentioned that they have not received their final occupancy yet, but the remaining items should be completed soon. Xcel will be providing a report on how Summitt can reduce their utilities. The Board requested that Ms. Scarato share that report. Ms. Scarato reported that Summit Westminster has over 100 students so far that have applied in EnrollJeffco and Summit South has about 37. The majority of the high school students have returned to in-person learning. Ms. Scarato shared that they have one family from the Marshall fire that has not been able to return to their home. NHS students will begin a drive to fill shoeboxes for children affected by the fire and host a book drive.

Ms. Scarato introduced one of her teachers, Lisa Mann. Ms. Mann has been teaching music at Summit for 11 years. Currently, she is teaching musical theater, junior high and high school choir, and world percussion. Ms. Mann provided a presentation with pictures of her students in

choir and videos from a few of her performances. Ms. Scarato and the Board members acknowledged Ms. Mann for her amazing efforts and her ability to engage students.

2 COVID updates and JA's responses

Mr. Matlick provided a presentation. He shared current data between November 15 - January 18 that showed an increase in positivity rates. He also shared the vaccination status, hospital admissions by age groups, cases by age groups and deaths. Mr. Matlick reported on Jefferson Academy's Dashboard with both schools and homeschool programs. Mr. Matlick provided information from CDPH stating that vaccinated people are likely to be in the hospital with COVID while unvaccinated people are more likely to be in the hospital due to COVID. Mr. Matlick also noted from Dr. Washington at the Rocky Mtn Hospital for Children that they are seeing more children with RSV than COVID. Mr. Matlick reported that the latest JCPH orders include universal masking indoors, no weekly testing of unvaccinated staff or students and mask exemptions for individuals under age 3 or individuals who cannot medically tolerate a face covering. The Broomfield Public Health order through February 3, 2022 includes universal masking indoors, mask exemptions under age 2 and for individuals who cannot medically tolerate a face covering, and there are provisions for high impact activities. JA & Summit have stopped weekly testing of unvaccinated staff this semester. Mr. Matlick reviewed that quarantine and isolation will be reduced to five days, if symptoms have improved and no fever for 24 hours. If isolation cannot happen in the household then quarantine is extended an additional five days. Mr. Matlick noted that JA/Summit will continue with in-person learning with no plans to go to remote learning. Mr. Matlick reviewed the plan for JA and Summit if we were to experience excessive staff absences.

B Strategic

1 Comprehensive Communication

a Approve staff survey questions for distribution in January

Ms. LaBerge stated that these were the same questions that were sent out in 2020. Ms. Vartanova moved that the Board approve the questions for the staff survey for 2022 as presented. Mr. Hawk seconded the motion. The motion passed unanimously. Ms. Vartanova will send the survey out on January 24 with a two-week window for staff to respond. Results will be presented at the February meeting. Ms. Scarato will review the questions to see if they apply to her staff and she will notify Ms. Vartanova on her decision.

b Presentation of parent survey results

Ms. Vartanova introduced Michael Westfield from the SAC Committee. Ms. Westfield presented the results from the fall 2021 parent survey for the Elementary. She reviewed each question and shared some of the written notes by parents. Overall families were satisfied. Ms. Westfield

pointed out feedback that may impact strategic goals. The SAC Committee provided Recommendations & Next Steps in the following areas; Volunteering, Foreign Language Offering and Restorative Justice. Jerrilynn Lillyblade shared the results from the secondary school. The secondary families were also satisfied overall with JA. Ms. Lillyblade shared some of the written responses and feedback that may impact strategic goals. The SAC Committee provided Recommendations & Next Steps in the following areas; Student Body Resilience & Values, Faculty Well-Being, Academic Topics, Volunteering and Lockers. It was requested that the areas in the Recommendations & Next Steps be addressed by the administration.

2 Innovative Academic Environment

a None

3 Healing from COVID

a Presentation of healing from COVID staff and family survey results

Ms. Vartanova provided the results from the staff and family survey. Ms. Vartanova shared that 141 staff participated and 288 families. However, only 10 families from the secondary participated. It was noted that the results of the survey and action items need to be communicated back to the staff and families. It was determined that this would be discussed during the strategic plan report.

4 Multiple Pathways to Success

a Student withdraw updates

Ms. LaBerge shared that the secondary had 12 students withdraw. Dr. O'Neill reported two students withdrew due to the families moving. Ms. Scarato reported that the families that have left have been due to moving out of state. Ms. Taussig reported that six students left but they have enrolled eight new students.

5 Character and Values

a Update from core values group

Ms. Vartanova provided an update from the Core Value Committee with a slide show. The slides represented the groups' core values generated by the committee. It was suggested that this be placed on the agenda for the Board to discuss at the academic rigor planning meeting. Feedback/progress report from administrators was requested for a study session in April. The study session will be with Board members, administration and the committee.

6 Overall Strategic Plan Progress Report and Review

a Strategic plan progress as of January 2022

Mr. Matlick gave an update on the comprehensive communications plan, innovative academic environment, healing from COVID, multiple pathways to success, and character & values. Board members also provided feedback and offered support to staff.

C General Board Governance/Updates/Other Issues

1 General

a Notice of elections in May 2022

Ms. LaBerge reported that she is term limited. Mr. Kim's term is up, but he is eligible to run again. Ms. LaBerge will generate a letter to be sent to families.

b Approve Board meeting posting locations

Mr. Hawk moved that the posting of the Board meetings continue to be posted at the front entrance of each school. Mr. Ennis seconded the motion. The motion passed unanimously. It was clarified that the postings will be at the elementary and secondary school.

c Reminder of Board visitation days - January 19 at Elementary and January 27 at Secondary

Ms. LaBerge and Mr. Kim will be visiting the elementary school. Board members that are able to attend the secondary are also invited to Summit Westminster.

2 Financials

a Remove non-standard pandemic measure passed by the Board on April 21, 2020 for approval and authorization for shipments to be delivered to individual staff members' homes

Ms. Vartanova explained this was passed during the beginning of the pandemic when staff members were working from home. Mr. Hawk moved to remove the non-standard pandemic measure passed by the Board on April 21, 2020 for approval and authorization for shipments to be delivered to individual staff members homes. Mr. Kim seconded the motion. The motion passed unanimously.

3 Committees

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

Ms. Vartanova provided an update from the Finance Committee that the budgets in all four campuses are inline with expectations. The governor's proposal for next year's fiscal budget includes a 5% increase. However, it is known if the increase is sustainable. The committee will continue to be conservative in the years to come. The committee is looking at possible COLA and a salary increase model that will be presented to the Board in the coming months. The committee will also revisit the savings strategy.

D Task-Oriented

1 Action Items

These were reviewed and revised.

2 Board communication to parents

It was determined that the following be included; ‘shout out’ to families for taking the surveys, Board visits to the schools, COVID protocols reviewed, supporting families that were involved in the Marshall fire, and progress on the strategic plan. Mr. Ennis will generate this communication for Mr. Kim to review.

E Policy

None

F Miscellaneous Board Items

1 Approve Minutes from November 16, 2021

Ms. LaBerge presented the Minutes of November 16, 2021. Ms. Vartanova moved to approve the Minutes of November 16, 2021 as presented. Mr. Hawk seconded the motion. The motion passed unanimously.

Mr. Hawk moved that the Board enter Executive Session at 9:53 p.m. for the purpose of personnel matters pursuant to C.R.S. 24-6-402(4)(f) - Executive Director bi-annual review. Mr. Ennis seconded the motion. The motion passed unanimously.

G Executive Session

Ms. Vartanova moved to exit the Executive Session at 10:56 p.m. Mr. Hawk seconded the motion. The motion passed unanimously.

Adjournment

Ms. Vartanova moved to adjourn at 10:57 p.m. Mr. Hawks seconded the motion. The motion passed unanimously.

Respectfully submitted,

Shelly Cohen, Clerk
Jefferson Academy Board of Directors

