

Jefferson Academy - Board Agenda | March 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>

Meeting ID: 838 0687 6301; Passcode: 983026

March 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 | | | | |
|--|---|-----------------------|---------|------|---------|
| CONGRATULATIONS TO HEATHER GRANTHAM - 2022 CHARTER SCHOOL LEADER OF THE YEAR! | | | | | |
| <div style="display: flex; align-items: flex-start;">  <div style="margin-left: 10px;"> <p><i>Our very own secondary principal, Heather Grantham, has been recognized by the Colorado League of Charter Schools as the 2022 Charter School Leader of the Year! This is a huge honor for our school and a very well-earned recognition for our principal. The Board wishes to congratulate and recognize Ms. Grantham with gratitude and appreciation for all that she has done for JA as well as for the charter school community!</i></p> </div> </div> | | | | | |
| 1 | Congratulations to Heather Grantham | Board | Discuss | 0:10 | 6:45 pm |
| 2 | Recognition of Honor Roll Students at Secondary | Board | Discuss | 0:00 | 6:45 pm |
| <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 | AT/Faculty | Discuss | 0:20 | 7:05 pm |
| <div style="display: flex; align-items: flex-start;">  <div style="margin-left: 10px;"> <p><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> </div> | | | | | |
| 2 | COVID update and JA's response | TM, DO, HG, SS, AT | Discuss | 0:10 | 7:15 pm |

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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 | <p><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></p> | | | | |
| a | Recap of Board visitation day at Secondary (3/4). Reminder of Board visitation days as follows: Summit Westminster 3/18 (CL, TS, NH), Summit Conifer on a Thursday in March (ME) – date TBD, Summit Littleton on a Tuesday in March (NH) – date TBD | Board | Discuss | 0:10 | 7:25 pm |
| 2 | <p><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 clarify 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 – Conducted on March 9: The goal of the first study session was to collectively establish what academic rigor is at Jefferson Academy. Student, alumni, parent, staff, and administration perspectives were presented along with academic data, surveys, and other information. An outside facilitator led the discussion to enable the Board and administrative team to come to a shared definition of "academic rigor".</i></p> <p><i>Session 2 – April 12 5:30 pm – 8:30 pm: The clarity laid out in session one will influence 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 academical</i></p> | | | | |
| a | Recap of study session 1 and answer questions on format, purpose, goals, and benefits planned for session 2 | TS, CL, DO, HG, TM | Discuss | 0:15 | 7:40 pm |
| 3 | <p><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 | | | | |
| 4 | <p><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 | | | | |
| 5 | <p><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 | None planned at this meeting | | | | |

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| C General Board Governance / Updates / Other Issues | | | | | |
|--|--|-------|--------------|------|---------|
| <i>1: General</i> | | | | | |
| a | Reminder of elections in May 2022 – update on scheduled communications | Board | Discuss | 0:05 | 7:45 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 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 should be 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</p> | | | | | |
| <i>2:: Financials</i> | | | | | |
| a | General financial questions | Board | Discuss | 0:05 | 7:50 pm |
| b | Proposed Raise - Presentation | TM | Discuss | 0:05 | 7:55 pm |
| c | Approve preliminary draft of budget (due to district in April) | Board | Discuss/Vote | 0:05 | 8:00 pm |
| d | Elementary & Secondary Purchase Agreement | Board | Discuss | 0:05 | |
| a | Update from committee leads on committee activities not covered in consent agenda | Board | Discuss | 0:05 | 8:05 pm |
| <i>4. Other</i> | | | | | |
| a | Review and approve school calendars for 2022-2023 school year Elementary Secondary | Board | Discuss/Vote | 0:05 | 8:10 pm |

| D Task-Oriented | | | | | |
|-----------------|--|-------|---------|------|---------|
| 1 | Action Items | Board | Discuss | 0:05 | 8:15 pm |
| 2 | Board communication to parents (Top 5) | Board | Discuss | 0:05 | 8:20 pm |

| E Policy | | | | | |
|----------|--|----|--------------|------|---------|
| 1 | Second Reading: Policy and Governance Committee- Policy 13.6 High School Graduation Requirements | NH | Discuss/Vote | 0:10 | 8:30 pm |

| F Miscellaneous Board Items | | | | | |
|-----------------------------|--|--|--|--|--|
|-----------------------------|--|--|--|--|--|

Jefferson Academy - Board Agenda March 15, 2022

| | | | | | |
|---|--|-------|--------------|------|---------|
| 1 | Approve Minutes from February 15, 2022 | Board | Discuss/Vote | 0:05 | 8:35 pm |
|---|--|-------|--------------|------|---------|

| | | | | | |
|----------|--------------------------|--|--|--|--|
| G | Executive Session | | | | |
| | None planned | | | | |

| | |
|--------------------------------|----------------|
| Adjournment - Estimated | 8:40 pm |
|--------------------------------|----------------|

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 in person at the Elementary School on Wednesday, March 2nd, 6:30-7:30 pm. Highlights include the following:

- Fundraiser for 2's-Day event raised over \$4,000 to support the victims of the Colorado wildfire that occurred in January. Motion to donate additional money to increase the donation to an even \$5,000 was approved unanimously.
- PTO will have Co-chair positions open next year for parents that would like to get involved and volunteer their time. Committees include Boosterthon/Fun Run and Hospitality. In addition to Co-chair positions, there are plenty of other volunteer opportunities for parents and anyone interested is encouraged to attend a future PTO meeting to learn more about these opportunities.

To read the full minutes, please click this [link](#). The next PTO meeting is scheduled for Wednesday, April 6th, 6:30 pm.

Sincerely,

Sam

Boosters Report

Any update to be provided during the board meeting.

Student Accountability Committee (SAC) Report

SAC met on February 24 to discuss the timeline and action items for finalizing and rolling out the family spring survey. Surveys are scheduled for release on March 29 and will be open for two weeks, with a goal to present the results at the April Board meeting. Next SAC meeting is tentatively scheduled for April 13.

Policy & Governance

The Policy and Governance Committee moved its meeting from March 10th to March 14th due to the secondary honor roll recognition ceremony being held on March 10th. Congratulations honor roll students! The Committee's update will be provided during the board meeting.

Facilities Committee

The Facilities committee will meet on March 17 at 11:30 am at the elementary campus. Mr. Bott will provide an update on projects and the committee will offer support where needed. The facilities committee is currently composed of Christine LaBerge, Nathan Hawk, Clint Bott, Jeff Burgower and James Suckow.

Capital Development Committee / JA Foundation

Any update to be provided at the board meeting.

Communications Committee

The Communications Committee met virtually on Wednesday, March 9th, 12:00-1:00 pm. Highlights include the following:

- Kim Daly, Chair presented on the following items: fonts, color palettes and brand themes for stationary. A discussion followed each item and ultimately, selections were made to be presented to the Board during the April meeting where an overview of the committee's work and process will be explained and final logo, fonts, color palettes and brand themes will be presented.

The next Communications Committee meeting is scheduled for Wednesday, April 13th, 12:00 pm.

Sincerely,

Sam

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 March 8. Current year budgets are on track and there were no significant items of note. We expect a supplemental \$63.64 per FTE for FY22 in March. The Committee focused the discussion on next year's budget. The Governor's budget is coming in strong, as well as the forecasted enrollment. There seems to be a trend of families leaving public schools and moving to charter schools. Given the projected budget and enrollment, the Committee will recommend a 6% raise for FY23 for staff at the March Board meeting. School fees and the full FY23 budget (with raises) will need to be approved at the meeting.

Principal Reports

Jefferson Academy Elementary

- We are in hiring season right now and will be interviewing for open positions starting March 30, 2022. Our overall retention rate is still very good.
- All of our team leads completed 3 sessions of PLC training at the district. It has been a very beneficial experience for them.
- CMAS will begin the first full week of April.
- Spring Break cannot come fast enough!!!

Jefferson Academy Secondary

- We extended an offer to a JH Math Teacher and are expecting a response by March 29, 2022. We are continuing to schedule interviews for the math position until acceptance has occurred. We will also publish job postings for different positions in the upcoming month.
- Continuing to interview for our open School Social Worker position. We are looking for the right person for the position.
- Our staff completed the first workshop in a series for supporting ELL students in the building. The first workshop built the foundation for understanding. The subsequent workshops will provide strategies and insight regarding strengths of different levels of ELL students to build our capacity to support and assist in the growth of this group of students.

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- The Joint Use Agreement between City and County of Broomfield and Jefferson Academy is set to be approved by the City Council on March 14. We will need to approve the Joint Use Agreement in the April meeting.
- We just completed the first Honor Roll Ceremony in the large gym since March 2020. (We completed the Fall Honor Roll Ceremony in the auditorium.) There were over 500 in attendance to see more than 150 students receive recognition for an outstanding Fall semester.
- We are developing a master schedule that mirrors a college course schedule seeking to provide some stability to teacher schedules and give students real-time choice in their course selections for the next school year. Counselors will meet with students individually in April/May to build their schedule for the 2022-2023 school year. We are excited!!
- Springtime at JA has begun...lacrosse, JH and HS soccer, track and field, and JH and HS baseball started this month.
- Academy Awards is making a comeback with a new and improved version. It will be a 7-12 event. It is scheduled for May 16 at 8:30am.
- Students and chaperones all returned safely back to school from their 10 days in Europe. Only one positive COVID case and zero transmissions. (They just barely made it back before they tested positive.)
- CMAS testing begins on March 29 for junior high students. PSAT/SAT testing is April 13 for grades 9, 10, and 11.

The Summit Academy

March Board The Summit Academy (Westminster) March 15, 2022

Covid Response– Restrictions have been lifted and only a few students continue to wear masks. We have asked families to report cases and have only had 1 case, unrelated to Summit attendance, since restrictions have been lifted. Students are treating each other with respect in regard to their health choices, and everyone seems happy to be returning to normal.

Expansion: We have received our final Certificate of Occupancy, following the installation on the chem lab fume hood in early March.

Professional Development: New teacher training: Maren and I are starting some sessions for some staff members who are highly qualified. These are teachers who are teaching in their career field and bring awesome opportunities to our kids; however, they may not have teacher training. The teachers seem excited to come and talk through some of the issues they are having and hear from other experienced teachers. Our first session covered general questions and tips on managing the tasks presented to teachers. During our second meeting we discussed lesson plans and ideas for keeping student attendance.

Graduation – May 23, 2022 7:30pm

Student Success Program – The Student Success Program was put into place using ESSR funds to help students with lost learning. Two secondary teachers are available to work with students and parents on time management, study skills, and arranging tutoring for students who need assistance. Teachers, students, and parents may refer students to the program. They have also conducted large group events where students can come to learn various study skills and participate in social activities.

Performances: All musical theater groups, including high school and elementary, held performances in March with no restrictions. The high school performed in the new DL Parsons auditorium to three nights of sold-out crowds. The elementary students performed in the gym, and although we did not sell tickets, they performed to a packed house.

Enroll Jeffco 2022-2023

Current Enrollment: 810 students

Waitlist: 37

Current FTE: 405 (Does not include full time students. There is usually an additional FTE of about 25 for full time students. There are usually about 50 full time students.)

The Summit Academy South

This report will be provided in-person during the meeting.

Executive Director's Report

School Calendars: Several weeks ago our school leaders met with the School Accountability Committee to brainstorm a possible adjustment to the academic calendar that would enhance staff learning. The intent of the meeting was to get feedback from the SAC specifically related to how the change would impact families. It was a great conversation which provided valuable insights. More information will be presented during the calendar discussion.

OCR Complaints: Several months ago a group called Disability Law Colorado filed several OCR complaints (Office of Civil Rights) against some charter schools and authorizers regarding their enrollment process for students with disabilities. They claimed that either with or without intent, students with disabilities were being discouraged from enrolling in those schools or districts. Jefferson Academy was not included in these OCR complaints. However, last week Jeffco Public Schools received a CORA request asking for all the charter school contracts in order to review the process used between the district and charter schools. We are confident that both Jeffco and JA are fully compliant in our processes. A few weeks ago a new regulation was approved by the State Board of Education requiring specific language be added to charter school websites for enrollment procedures regarding students with special needs. We are in the process of reviewing the requirement, will be updating our websites and ensuring that our protocols continue to meet their standard. We don't expect any challenges though the district did inform all their charter schools that we may be receiving a CORA request in the coming weeks.

Hope House: Last month Hope House reached out and requested some guidance regarding safety protocols. We walked the inside of the building talking through how they would handle a Lock Down situation. Subsequently, we connected with Jeffco Safety and Security who sent out the Director and Assistant Director of School Security. They did an exterior evaluation and offered to return for staff training. Hope House was excited to know that JA and the district were so open to supporting them and their students.

Summit South: Summit Academy South has been looking at alternative sites for their Littleton program. One location is a bit farther east which actually moves them closer to the area where most of their families live. An interesting challenge with the location is that it is partially in Jeffco and partially in DPS as it rests right on the border between both school districts. Jeffco has indicated that they would be amenable to us holding a program there. We are in contact with DPS who indicated that they don't believe this would create an enrollment challenge for them. They have passed our request for consideration on to their legal team. These are all preliminary conversations to understand if this location should even be considered.

Jeffco Charter School Consortium: The "JCSC" has officially transitioned organizational leadership to principals from Compass Montessori, New America School, Woodrow Wilson and the Board president from Montessori Peaks Academy. Currently the JCSC is planning on holding quarterly meetings for administrators and board members with monthly or bi-monthly meetings for just administrators. You will be notified of upcoming meetings when that information is received. If you are able to attend you will find the conversations very interesting.

**Minutes of the Joint Board of Directors
A Colorado Non-profit Corporation
February 15, 2022 6:00 p.m.
Zoom Meeting**

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

Ms. Sorice called the meeting to order at 6:02 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. 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. Mr. Hawk led the guests and the Board of Directors in saying the Pledge of Allegiance. Ms. Sorice presented the agenda. Mr. Hawk moved that the Board approve the agenda as presented. Ms. Vartanova seconded the motion. The motion passed unanimously.

During Public Comment:

Joan Larson shared the celebration that took place last weekend at the secondary honoring the boys' basketball team that won state in 2002. Many staff members, basketball players, students and families attended this event. Ms. Larson read a letter from Ken Kain who is currently a teacher at JA, but was then the athletic director. Mr. Kain acknowledged everyone that made this celebration possible and also for those that attended.

Mary Ferbrache, who is a teacher at JA secondary, addressed the results from the family survey. She expressed her concerns over the spotlight on the negative comments, suggesting the report include the number of families taking the survey and noted that open ended questions to families

could give a false sense of power to families. Ms. Ferbrache spoke about the possible pay increase to staff next year. She shared the increase in the cost of living and her thoughts on merit pay.

Kyrie Adams, counselor at the secondary, shared her concern with the staff survey and why the administration questions were lumped together. Ms. Adams stated that it was difficult to answer the question with three different administrators.

Consent Agenda

A Review & Approve

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

General Agenda

A Informational

1 Principal and faculty presentation JA Secondary

Ms. Sorice acknowledged that Mrs. Grantham has been named as a finalist for charter leader of the year award. This award is part of the Colorado League of Charter hall of fame. The winner will be announced at the Colorado League's conference in March.

Ms. Grantham introduced Marcella Dasta. Ms. Dasta shared that she has been with JA for 20 years. She has four children that graduated from JA. Ms. Dasta started at JA as a temporary Spanish teacher, and then went to work in the special education department. She has worked as a junior high student council advisor and community club advisor. She is currently teaching Spanish, career exploration and intro to psychology. She is also teaching a college psychology class and Spanish classes. She enjoys counseling individual students. Ms. Dasta explained the international Sources of Strength organization which is a proactive suicide prevention helping students find their sources of strength.

2 COVID update and JA's response

Mr. Matlick provided an update with the current COVID data. He noted a significant change from January 18 - February 11 with the decline in cases and hospitalizations. Mr. Matlick shared the recent change from pandemic to endemic and treating this like other diseases. He noted that the guidelines may be revised on February 28. Mr. Matlick reported that the Broomfield Public Health Department and Jefferson County Public Health have removed the masks mandates and noted the changes in quarantines. The federal mandates are still in force, so students must wear masks on school buses. Mr. Matlick reported that staff will still be supported with KN95 masks,

face shields and plexiglass. There are no additional guidelines at this time for choir, band and drama. The test to stay policy was discussed. Ms. Grantham shared the close contact exposure with Broomfield Public Health.

Dr. O'Neill noted that it is wonderful to see faces again. She reported that about 60% of the students are not wearing masks and shared the mask's polite policy rule. Staff should have a mask available to put on to make someone feel more comfortable.

Ms. Grantham shared that the winter formal has been rescheduled to March 5. The student government put together a coin drive that raised over \$2,200 for the Monarch K-8 school. The seniors are leaving for Europe this weekend, and the DC and New York trips will leave in April. The students now have access with their student ID cards to the Broomfield Public Library. The IGA with Broomfield will expire this year and the secondary will go to the city council to renew the agreement. Ms. Grantham noted that they have placed 13 students in internship programs and how they have excelled.

Ms. Taussig reported that they have tours every Tuesday and Thursday with new families. Today was their first day without masks and saw the energy in the students. They are working on community building by putting on a game this month, a dance at the end of the year and a trip for next year.

Ms. Scarato reported that their first day without masks is tomorrow. She shared that they had a Valentine party yesterday at the rec center for the students. They continue to support staff and students who choose to continue wearing masks. The remote students are still doing field trips. The enrollment for next year looks good. Ms. Scarato shared that they are planning on graduation, picnics and drama performances.

B Strategic

1 Comprehensive Communications

a Review staff survey results

Ms. Vartanova explained that this is an annual survey that is completed each spring by the staff. The purpose of this survey is to get a sense from the staff of trends and matters, and the questions are not targeted to individual staff. The survey was not sent out in 2021 due to the pandemic. Ms. Vartanova reported that there were 89 responses from the elementary school, 52 from the secondary and 15 from Summit. Ms. Vartanova provided a summary of each of the surveys. She noted that overall there has been a positive trend.

b Update from Executive Director on steps taken/planned after parent survey - progress from communications committee

Mr. Kim stated that the communication committee is looking for a secondary parent to join the committee. He shared the updates to social media and websites. The committee has been working on the communication manual and the philosophy behind using specific logos and branding in bringing the campuses together. The branding and logos will be proposed to the Board.

Mr. Matlick addressed the parent surveys and mentioned how the answers and responses are prevalent. Mr. Matlick would like to meet with the SAC committee regarding the survey.

c Approval of SAC family spring survey questions

Ms. Vartanova presented the survey with possible additional questions. Discussion ensued about adding questions regarding academic rigor and accessibility to administration. It was decided that questions about academic rigor would not be addressed, but questions about administration would be added. Ms. Scarato and Ms. Taussing stated that they would be interested in including Summit families in the survey but would like to revise the survey to make it more appropriate for their families. It was determined that the survey will be sent out on March 29. Ms. Vartanova moved that the Board approved the family spring survey questions as presented with the recommendations from the Board. Mr. Kim seconded the motion. The motion passed unanimously.

2 Innovative Academic Environment

a Discuss academic rigor study session format and review purpose goals and benefits

Ms. LaBerge shared the purpose is to support our mission and vision, and to define the meaning behind an academically rigorous, content-rich educational program. Ms. LaBerge reported that there will be two study sessions: one on March 9 and the other on April 12. The goal is to collectively define academic rigor for the first meeting with an outside facilitator. The second meeting will be an opportunity to gain board feedback and support for administrators to implement practices.

3 Healing From COVID

None

4 Multiple Pathways to Success

None

5 Character and Values

a Informal update from administration team on core values progress - official report-back planned for April meeting

Ms. Grantham reported that she reviewed this with her administrative and leadership teams. They noted the classical curriculum in defining the core values and honoring the roots that we came from and embracing the future. There will be updates in the April meeting.

b Update on JA's support of Marshall fire impacts

Ms. Crawley noted resources for those that wanted to donate. She shared the responses as a testament to JA's character. Dr. O'Neill shared that she attended the lunch that the JA PTO provide to the staff at Monarch. The PTO also gave them \$1,000 in gift cards for their staff and/or families. The staff at Monarch was very appreciative of our efforts.

C General Board Governance/Updates/Other Issues

a Reminder of elections in May 2022- update on scheduled communications

The timeline was reviewed and pointed out the opening for new candidates.

b Rescheduling board visitation day for Secondary campus and Summit

It was determined the visitation day for the secondary will be held on March 4 and on March 18 at Summit.

2 Financials

a General financial questions

None

b Staff Raises Presentation

Mr. Matlick provided a presentation with the proposed salary increases for the 2022-2023 school year with a 6% raise. He shared a quick review of the increases in the past two years. Mr. Matlick reported the increases in PERA contributions for the employees, employers and the family leave act with employees. He noted the proposed increase of 6% in PPR. Should the PPR not be increased, the budget would be 'need only basis'. Mr. Matlick explained that staff and students would not go without anything that they needed. Mr. Matlick shared the process in building the budgets. The budgets are due in April to the district. Mr. Matlick also pointed out the impact on JA's budget and sustainability. The budget will be presented to the Board in March.

3 Committees

a Update from committee leads on committee activities not covered in consent agenda or that need further discussion

None

b Policy and Governance Committee - Policy 13.6 High School Graduation Requirements

Mr. Hawk reviewed the proposed changes in this policy. Ms. Grantham and Mr. Matlick provided information regarding graduation requirements. Mr. Hawk moved that the Board approve Policy 13.6 as proposed by Ms. Grantham for first reading. Ms. Vartanoava seconded the motion. The motion passed unanimously.

D Task-Oriented

1 Action Items

These were reviewed and revised.

2 Board communications to parents (Top 5)

The following items will be included in the Top 5 communications; academic rigor meetings, upcoming spring survey, Board elections, the Board reviewed the staff survey results and ‘peeling back the layers’. Mr. Ennis will generate this document and Ms. Sorice will review the document before it is sent.

E Policy

None

F Miscellaneous Board Items

1 Approve Minutes from January 18, 2022

Ms. Sorice presented the Minutes of January 18, 2022. Ms. LaBerge moved that the Board approve the Minutes of January 18, 2022. Mr. Kim seconded the motion. The motion was approved unanimously. Ms. Vartanova abstained.

G Executive Session

1 Executive Session for the purpose of discussing personnel matters pursuant to C.R.S. 24-6-402(4)(f) 0Salary Schedules and Minimum Wage Adjustments

Mr. Hawk moved that the Board move into Executive Session at 9:38 p.m. for the purpose of personnel matters pursuant to C.R.S. 24-6-402 (4)(f) - Salary schedule and Minimum Wage Adjustments. Ms. LaBerge seconded the motion. The motion passed unanimously.

Ms. Vartanova moved to exit the Executive Session at 10:29 p.m. Mr. Hawk seconded the motion. The motion passed unanimously.

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Adjournment

Ms. Vartanova moved to adjourn at 10:29 p.m. Mr. Hawk seconded the motion. The motion passed unanimously

Respectfully submitted,

Shelly Cohen, Clerk
Jefferson Academy Board of Directors