

Minutes for the Joint Board of Directors of Jefferson Academy
A Colorado Non-profit Corporation
February 21, 2023 6:00 p.m.
Summit Academy & Zoom

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

Ms. Vartanova 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, Ms. Lilyblade, Mr. Mathai, Ms. Mills, Mr. Quintana, Ms. Sorice and Ms. Vartanova. The following ex-officio Board members were present: Ms. Grantham, Mr. Matlick, Dr. O'Neill, Ms. Scarato and Ms. Taussig. Ms. Mills led the guests and the Board of Directors in saying the Pledge of Allegiance. Ms. Vartanova presented the agenda. Ms. Mills moved to approve the agenda as presented. Mr. Ennis seconded the motion. The motion passed unanimously. There was no public comment.

Consent Agenda

A Review & Approve

Ms. Vartanova presented the Consent Agenda. Ms. Sorice moved to approve the Consent Agenda as presented. Ms. Lilyblade seconded the motion. The motion passed unanimously.

A Informational

1 Principal Presentation and Faculty Introduction

Ms. Grantham introduced Angela LeValley as their post secondary advisor. Ms. LeValley shared her 20 years of background experience in higher education. Ms. LeValley stated her goal is to assist students in their post secondary education. She works with 10th-12th grade students. Ms. LeValley pointed out that currently there are 128 students in concurrent enrollment. Students can earn up to 45 college credits. She reviewed the components needed for students to take these classes. Ms. LeValley explained the ASCENT Program which is a 5th year high school program that allows students to attend a variety of community colleges for one year free. She also explained the TREP Program.

2 General Executive Update

Hiring Status for Secondary Principal

Mr. Matlick reported that a system has been set up across all buildings with the same hiring process. Mr. Matlick reviewed the process with the two different committees. Mr. Matlick noted that they received 38 resumes for the secondary principal position. Out of those resumes, there are four candidates that will be interviewed. The first interviews will take place tomorrow.

Insurance Risk Management

Mr. Matlick shared that the new legal council at the district has determined that insuring charter schools is creating too much liability. Mr. Matlick explained that this has worked well in the past in partnering with the district on complaints. Mr. Matlick reported that the Gallagher Group is putting together a package as a group for charter schools. Mr. Matlick has also reached out to

three other brokers for quotes. Mr. Matlick noted that the coverage would be for a million or two million with a rider up to five million.

ELL Services

Mr. Matlick reported on the high cost that JA pays for the district service for very few students that receive ELL services. Mr. Matlick mentioned that this is being addressed as the district is removing insurance with risk management. He will meet with the superintendent over this item.

3 General Principal Updates (not covered in the consent agenda)

Ms. Taussig shared the upcoming events. Ms. Taussig reported that they have 140 students enrolled in Littleton and 140 in Conifer.

Ms. Scarato reported that they are over enrolled for next year. They have a 96% pass rate on concurrent enrollment. She is going to hire a program coordinator for the elite athlete program.

Dr. O'Neill referred to her Acadience data in her report. She explained that this is a phonics based approach in reading. Students in reading are at benchmark or above, and are outpacing Jeffco by 25-30%.

Ms. Grantham reported that they are over-enrolled for the upcoming school year. They have budgeted for 680 students for the 2023-2024 school year. Ms. Grantham shared the junior high transition night for 6th grade families and the upcoming events.

4 Prevalence of Vaping at Schools and Programs

Mr. Matlick noted the increase in the general community with vaping. Ms. Grantham reported that they have seen a small rise in vaping. This issue is higher among junior high and freshman students, as they may get caught more. Ms. Grantham shared that the legal ramifications are low unless it has THC in the cartridge.

B Strategic

1 Strategic Plan

a Review Staff Survey Results

Ms. Vartanova reviewed the results for the schools and programs. She noted that the free form answers would not be reviewed in the meeting.

b Update on Branding Expectations for Internal and External Committee

Ms. Mills noted the templates for the email for consistent branding. Mr. Matlick mentioned that the district has put out a RFP for the website. Ms. Blakely shared that she along with Ms. Mills and Ms. Fox attended a job fair.

C General Board Governance

1 General

a Reminder of elections in May 2023 - update on scheduled communications

Schedule for Next Communication:

Notification #1 - Open board seats and call for candidates - sent 1/31/23

Notification #2 - Open board seats and call for candidates - 3/13/23

These were reviewed.

b SAC Spring Parent Survey

Michael Westfield presented the survey and suggestions on how and when the surveys would be available. Discussion ensued. It was determined that the survey would be available March 14 - April 2. Mr. Quintana moved to approve the survey with potential modifications as needed. Ms. Lilyblade seconded the motion. The motion passed unanimously.

Ms. Sorice moved to change the April board meeting to April 25th. Ms. Lilyblade seconded the motion. The motion passed unanimously.

2 Financials

a Treasurer's report

Mr. Quintana reported that the financials are doing well. He shared that the financials will soon have an executive level overview for the Board to review.

b Budget line item adjustment

Mr. Quintana shared that the secondary would like to purchase a riding tractor for the lawns. Ms. Sorice moved that the Board move \$8,000 from the contingency fund to the appropriate line item. Mr. Quintana seconded the motion. The motion passed unanimously.

3 Committees

a Update from committee leads on committee activities

Mr. Mathai stated that the Policy & Governance Committee are looking at making changes to policies and that they may present these in next month's meeting. Discussion ensued with the policies having been updated with past revisions..

D Policy

1 Update on Capital Development and JA Foundation

This will be taken care of with the Policy & Governance Committee when they do revisions.

2 Update on JA Policy Manual Clean-Up

Discussion ensued with the process of cleaning up the manual.

E Task-Oriented

1 Board visits at schools and programs

Ms. Sorice reviewed the dates that Board members signed up for and that they will share their experiences at the next meeting.

2 Approve minutes from January 24, 2023 meeting

Ms. Vartanova presented the Minutes from January 24, 2023. Mr. Mathai moved to approve the Minutes from January 24, 2023 as presented. Ms. Sorice seconded the motion. The motion passed unanimously.

3 Action Items

These were reviewed and revised.

4 Board communication to parents (Top 5)

It was determined that the following will be included in the communications to parents: concurrent enrollment including the ASCENT and TREP programs, PTO work in the elementary teachers lounge, staff survey, update on strategic plan, and rescheduled Board meetings in March and April.

Ms. Lilyblade moved to enter Executive Session at 9:43 p.m. for the purpose of 24-6-402(4)(h) C.R.S. request for student(s) to receive enrollment exception. Shelly Cohen and Dr. O'Neill were invited into the Executive Session. Ms. Sorice seconded the motion. The motion passed unanimously.

F Executive Session

1 24-6-402(4)(h) C.R.S. Request for student(s) receive enrollment exception

Mr. Mathai moved that the Board exit the Executive Session at 10:22 p.m. Ms. Sorice seconded the motion. The motion passed unanimously.

General Session

Ms. Vartanova requested that the executive director provide additional information on the item that was discussed in the Executive Session.

Adjournment

Mr. Ennis moved to adjourn the meeting at 10:23 p.m. Mr. Quintana seconded the motion. The motion passed unanimously.

Respectfully submitted,

Shelly Cohen, Clerk
Jefferson Academy Board of Directors