

Minutes for the Joint Board of Directors of Jefferson Academy
A Colorado Non-profit Corporation
March 12, 2024 6:00 p.m.
Summit Academy & Zoom

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

Mr. Quintana 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: Ms. Lilyblade, Mr. Mathai, Ms. Mills, Mr. Nunnally, Ms. Pontiakos, Mr. Quintana and Ms. Vartanova. The following ex-officio Board members were present: Mr. Feddema, Mr. Matlick and Ms. Taussig. Mr. Quintana presented the agenda. Ms. Vartanova requested to change the Principal Presentation from Mr. Feddema to Ms. Taussig. Ms. Vartanova requested that item Coal Creek Canyon Update be moved to the top of the agenda and requested a 10 minute recess after the Coal Creek Canyon item. Mr. Mathai moved to approve the agenda as amended. Ms. Mills seconded the motion. The motion passed unanimously.

During Public Comment Kyle O'Brian introduced himself as a teacher at Summit South Academy. He shared his concerns about safety due to an incident at Summit South involving staff members. He requested that the Board address his concerns regarding safety, conducting drills, transparency and confidentiality.

Consent Agenda

A Review & Approve

Mr. Quintana presented the consent agenda. Ms. Vartanova moved to approve the consent agenda, noting that there are no voting items. Ms. Pontiakos seconded the motion. The motion passed unanimously.

General Agenda

A Informational

1 Principal Presentation and Faculty Introduction

Ms. Taussig introduced students from Summit Academy. They shared their experiences with classes, projects, programs, dances and their school store where they sell items during lunch.

Ms. Vartanova acknowledged the efforts of JA staff in their work with Clear Creek Canyon.

2 General Executive Director Update

Mr. Matlick made reference to the issue that Kindergarten parents brought up during Public Comment in February. He noted that there was no abuse in any way in the Kindergarten room. Administration continues to work with mental health services to ensure the safety of the students. He pointed out that everyone in the building is a mandatory reporter. Mr. Matlick spoke about the additional comment made about controversial books at the secondary. This has not been addressed yet. He shared that a policy or practice may be in place by the next school year. Mr. Matlick reported that there is continuing alignment between the buildings with the staff handbook, forms and guidelines with observations.

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

None

B Strategic

a JA CCC Update

Mr. Matlick provided a presentation. Mr. Matlick reviewed an overview from the meeting in February. His presentation included the Community Partnerships with the Welcoming Committee, Jeffco Schools and Jefferson Academy. Mr. Matlick gave an update with grants, donations and enrollment. The update gave an overage in the budget of over \$10,000. He shared pending grants and donations that amount to \$30,000 that are not included. The Welcoming Committee from Coal Creek Canyon, Ashley Allen, Angie Wueling and Liz Dans, gave a presentation that highlighted the community engagement with their fundraising efforts, future parent-led fundraising strategies, and shared their ideas with increasing enrollment. Discussion ensued with Board members and the committee members. Members from Jeffco Schools, Lisa Relou, Chief of Staff; Tayo Adeeko, Executive Director of Charter Partnerships; and Claire Takhar, Strategic Initiatives. These members expressed their appreciation to JA for applying to serve Coal Creek Canyon. They noted the support and commitment from Jeffco Schools. Discussion ensued with Board members and Jeffco staff members. Ms. Vartanova made a motion to rescind the motion that was passed at the February Board meeting that focused on grades K - 6 and to phase in grades 7 and 8 with an option in later years, or if the numbers are met in grades 7 and 8, then K - 8. Ms. Mills seconded the motion. The motion passed with a majority vote. Ms. Vartanova made a motion to replicate JA at Coal Creek Canyon K- 8. Mr. Mathai seconded the motion. The motion passed with the following roll call vote: Ms. Pontiakos - yes, Mr. Mathai -yes, Mr. Nunnally - yes, Ms. Vartanova - yes, Ms. Mills - yes and Ms. Lilyblade - yes.

The Board took a 10 minute break at 7:16 p.m.

b 2024-2027 Strategic Plan

Ms. Vartanova stated the meeting will be on April 1 from 6:00 - 8:00 p.m. at Summit Westminster. This will be voted on at the May meeting.

c Staff Survey Response and Next Steps

Mr. Matlick reported that they continue to have conversations with leadership in the buildings. He noted the messaging challenges. He pointed out that going forward in the quarterly newsletter there may be sections of 'Did you know?' and 'Behind the Scenes.'

C General Board Governance

1 General

a Reminder of elections in May 2024 - update on scheduled communication

Ms. Lilyblade noted the schedule. Discussion ensued about simplifying the candidate form.

b SAC Spring Parent Survey

Ms. Lilyblade presented the parent survey. She noted that the survey will be distributed on Thursday and the survey will close on March 29. The results will be presented at the Board meeting in April. There was a request that any feedback on anyone that is not an executive director or principal be kept confidential. Ms. Vartanova moved to approve the SAC Spring

Parent Survey as presented. Ms. Pontiakos seconded the motion. The motion passed unanimously.

2 Financials

a 2024 - 2025 Approve School Year Budget and Fee Structure (preliminary)

Mr. Holoher presented the elementary budget with the projected FTE, salaries, purchased services, supplies and materials. He noted the highlights for next year's budget. Mr. Melville presented the secondary budget with their projected FTE, salaries, purchased services, supplies and materials. He shared their highlights. Mr. Melville presented Summit Westminster and Summit South's budgets. He also shared the budget for Hope House. Discussion ensued about the projected PPR. Mr. Nunnally moved to approve the 2024 - 2025 school budgets as presented. Ms. Vartanova seconded the motion. The motion passed unanimously.

3 Committees

a Update from committee leads on committee activities

None

Ms. Lilyblade and Ms. Pontiakos shared their visit at Summit Academy.

D Policy

None

E Task-Oriented

1 Approve Minutes from January 23, 2024 meeting

Mr. Quintana presented the Minutes from January 23, 2024. Mr. Mathai moved to approve the Minutes from January 23, 2024 as presented. Ms. Vartanova seconded the motion. The motion passed unanimously.

2 Approve Minutes from February 20, 2024 meeting

Mr. Quintana presented the Minutes from February 20, 2024. Revisions were made. Mr. Mathai moved to approve the Minutes from February 20, 2024 as amended. Ms. Lilyblade seconded the motion. The motion passed unanimously.

3 Action Items

These were reviewed and revised.

4 Board communications to parents (Top 5)

These items will be included in the communication: Coal Creek Canyon, SAC survey, board vacancies, budgets and the programs at Summit South.

F Executive Session

None

Adjournment

Ms. Vartanova moved to adjourn the meeting at 8:30 p.m. Mr. Mathai seconded the motion. The motion passed unanimously.

Respectfully submitted,

Shelly Cohen

Shelly Cohen, Clerk

Jefferson Academy Board of Directors