

Minutes for the Joint Board of Directors of Jefferson Academy
A Colorado Non-profit Corporation
March 14, 2023 6:00 p.m.
Summit Academy & Zoom

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

Ms. Vartanova called the meeting to order at 6:00 p.m. The guests were welcomed. The following Board members were present: Mr. Ennis, Ms. Lilyblade, Mr. Mathai, Ms. Mills, Mr. Quintana and Ms. Vartanova. Ms. Sorice had an excused absence. The following ex-officio Board members were present: Ms. Grantham, Mr. Matlick, Dr. O'Neill and Ms. Scarato. Ms. Lilyblade led the guests and the Board of Directors in saying the Pledge of Allegiance. Ms. Vartanova presented the agenda. Mr. Quintana moved to approve the agenda as presented. Ms. Lilyblade seconded the motion. The motion passed unanimously. There was no public comment.

Consent Agenda

A Review & Approve

Ms. Vartanova presented the Consent Agenda. Mr. Mathai moved to approve the agenda as presented. Ms. Mills seconded the motion. The motion passed unanimously.

General Agenda

A Informational

1 Principal presentation and faculty introduction

Dr. O'Neill invited the PTO as special guests. She shared her admiration for the PTO in upholding the school's mission and vision, and values. She noted the endless work from the members, and how they provide a positive effect on teacher retention and morale. She reported the money that was raised during the Fun Run and the events they support in the community. She pointed out the makeover in the teachers' lounge. Dr. O'Neill introduced the PTO President, Stephanie Daniels.

Stephanie Daniels introduced the other PTO Board members: James Suckow, Jessica Sims, Holli Campbell, Melanie Gorski and the teacher representative, Ms. Seidel. Ms. Daniels shared the many activities that they support; party on the playground at the start of the school year, Tears & Cheers Breakfast, Fun Run, staff breakfast and luncheons, classroom funds, teacher grants, snack cart, Teacher Appreciation Week, wildfire fund and community garden. They are excited to bring back the Sock Hop and have plans to update the playground.

Dr. O'Neill mentioned that parent/teacher conferences and the Book Fair will be held this week. The Colorado Department of Public Health provided a dental screening for students in Kindergarten and 3rd grade. Dr. O'Neill reported that at this time teacher retention is 100%. Dr. O'Neill and Ms. Muller are currently busy with teacher observations. She acknowledged the health room in dealing with the many illnesses that the students are experiencing.

2 General executive director update

Mr. Matlick shared the announcement that was sent out yesterday announcing Mr. Stadler as the secondary principal beginning in the next school year. Mr. Matlick shared that Mr. Stadler

started his educational career with JA as a teacher, and then went into administration out of Jeffco and in Jeffco schools. Mr. Stadler is currently the AD at JA.

Mr. Matlick reported that he had a meeting with the district superintendent. He noted that he will be addressing purchased services. He pointed out that the ELL purchase is not mandatory. Mr. Matlick stated that he is still waiting to receive the quotes on insurance. The district reported that the school will not go uncovered until we have contracted with another group. He explained the issues with the three school codes and having our homeschool programs under the junior high code. Our charter renewal is coming up but he does not foresee any challenges.

3 General principal updates (not covered in the consent agenda)

Ms. Grantham shared the relief and excitement with her staff with the announcement of Mr. Stadler. She mentioned the schools that attended the League of Charter Schools were invited to take a tour of JA. Ms. Grantham shared their activities: drama plays, honor roll and conferences. The students on the trip to Paris and Italy left today. Students going on the Portugal and Spain trip leave tomorrow. Students leave for DC during spring break. Their anticipated enrollment this fall will be 650-660.

Ms. Scarato reported that they have enrolled 846 students for next year with the expectation that some students may withdraw. The enrollment for Summit Athletic Academy which is the program for elite athletes, is projected to be between 40 - 60 students. She has hired a program coordinator for this program. She shared the musical theater performances, prom, and the National Honor Society. Ms. Scarato reported that they will be taking part in standardized testing.

Mr. Matlick reported that Summit South has an enrollment for next year of 140. Conifer is at 140 and they are maxed out due to limited space.

4 Board member visits to schools and programs

Mr. Ennis shared his experience touring Summit Academy. Mr. Quintana shared his experience in visiting the elementary. Ms. Lilyblade shared her time touring Summit Westminster. Ms. Vartanova shared her experience at the secondary school.

5 Update on staff survey

Ms. Vartanova reported that she will share the board members' thoughts with the principals. This will be on the agenda in April or May.

B Strategic

1 Strategic Plan

a No updates to report.

C General Board Governance

1 General

a 2023-2024 School Calendar - Review and Approve

Mr. Matlick presented the Summit calendars and noted the challenges with working with the different community colleges and their different breaks. Mr. Matlick presented the elementary

and secondary calendars. Mr. Matlick noted that the fall conferences could not be aligned due to the change of elective classes at the secondary. Mr. Matlick pointed out the difference between the proposed professional development days and expressed his thoughts that these should be left to the principals. Discussion ensued regarding January 4 with the secondary having a late start and the elementary starting at the normal time.

Mr. Mathai moved to approve the 2023-2024 school year calendars with the exception of the January 4 date to be a point of discussion with the elementary and secondary. Mr. Ennis seconded the motion. The motion passed unanimously.

b Executive Director Performance Evaluation

Ms. Vartanova and Ms. Sorice will put together Mr. Matlick's self evaluation with those individuals that work closely with him. The board will discuss this item at the next meeting.

c Reminder of elections in May 2023 - update on scheduled communications April 18th deadline

This was reviewed.

2 Financials

a 2023-2024 Approval School Year Budget (preliminary)

Mr. Holocher presented the new financial dashboard. Mr. Holocher reported the projected elementary enrollment for 2023-2024 is 755 using the current PPR in the budget. Mr. Holocher reviewed salaries and purchased services. He shared the purchase for a new math curriculum. The school fees will include a chromebook fee. This will allow new chromebooks to be purchased to replace outdated chromebooks each year. Jagcare will be offering a summer program. Mr. Holocher presented a graph noting revenue, salaries, purchased services, supplies and materials. The budget includes a 2.5% salary increase.

Mr. Melville presented the secondary school and Summit Westminster and Summit South. The secondary is projecting 660 students for their enrollment for next year. He shared the costs of purchased services, supplies and materials. Summit Westminster is projected to be 446 students. He noted the smaller salaries at Summit as their teachers are not full time. Summit South is projected at 123 students. The salaries are projected with a 2.5% increase. He noted the increase in athletic budget but that program is still self-sustaining.

Mr. Mathai moved to approve the 2023-2024 school budgets as presented. Mr. Ennis seconded the motion. The motion passed unanimously.

3 Committees

a Update from committee leads on committee activities

Mr. Matlick reported that they will schedule a neighborhood community meeting after break.

D Policy

1 Policy Manual - Plan moving forward

Mr. Ennis reported that the Policy & Governance Committee met trying to determine the current policy manual. The current version will be presented to the Board next month with the intent to

be voted on for the first reading in April. Members and principals will then be asked to review and note any discrepancies. It was recommended that any policies that need immediate action should be submitted for first reading in April and a second reading in May.

E Task-Oriented

1 Approve Minutes from February 21, 2023 meeting

Ms. Vartanova presented the Minutes February 21, 2023. Mr. Ennis moved to approve the Minutes of February 21, 2023 as presented. Mr. Quintana seconded the motion. The motion passed unanimously.

2 Action Items

These were reviewed and revised.

3 Board communication to parents (Top 5)

The following items will be included in the communication to parents; financial stability/budgets/salaries, calendars, school visits from Board members, survey and elections. It was determined that this will be sent out on March 28th.

F Executive Session

1 None

Adjournment

Ms. Mills moved that the Board adjourn at 8:57 p.m. Ms. Lilyblade seconded the motion. The motion passed unanimously.

Respectfully submitted,

Shelly Cohen, Clerk
Jefferson Academy Board of Directors.