

Jefferson Academy - Board Agenda | June 21, 2022

**Minutes of the Joint Board of Directors
A Colorado Non-profit Corporation
May 17, 2022 6:00 p.m.
Annual Meeting
Zoom Meeting**

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

Ms. Sorice called the meeting to order at 6:01 p.m. The guests were welcomed. Roll call was taken and the following Board members were present: Mr. Ennis, Mr. Hawk, Mr. Kim, Ms. LaBerge, Ms. Sorcie and Ms Vartanova. Ms. Quillen had an excused absence. Ms. Sorice presented the agenda. James Suckow moved to approve the agenda as presented. Reese Evenson seconded the motion. The motion passed unanimously.

General Agenda

A Board Candidate Introduction and Appreciation

Ms. LaBerge presented the candidates; Flavio Quintana, Jerrilynn Lilyblade and Anil Mathai. Each candidate provided a brief introduction of themselves.

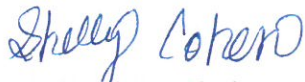
B Board Election Results

Ms. LaBerge noted that a quorum was reached during the online voting process. Flavio Quintana and Anil Mathai were voted in for the two open board positions.

Adjournment

James Suckow moved to adjourn at 6:11 p.m. Michelle Abel seconded the motion. The motion passed unanimously.

Respectfully submitted,



Shelly Cohen, Clerk

Jefferson Academy Board of Directors

**Minutes of the Joint Board of Directors
A Colorado Non-profit Corporation
May 17, 2022
Zoom Meeting
General Meeting following the Annual Meeting**

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

Ms. Sorice called the meeting to order at 6:11p.m. The guests were welcomed. Roll call was taken and the following Board members were present: Mr. Ennis, Mr. Hawk, Mr. Kim, Ms. LaBerge, 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. Ms. LaBerge led the guests and the Board of Directors in saying the Pledge of Allegiance. Ms. Sorice presented the agenda. Ms. LaBerge moved to approve the agenda as presented. Mr. Hawkins seconded the motion. The motion passed unanimously.

During Public Comment;

Ms. Vartanova shared her experience in attending the Jefferson Academy Awards ceremony at the secondary and expressed her gratitude to the staff for holding this event. Ms. LaBerge noted the support that the students provided to their peers.

Consent Agenda

A Review & Approve

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

General Agenda

1 Recognition of Joan Larson retirement

The Board recognized Joan Larson and her contributions to JA. Ms. Larson will formally retire after the first semester in the 2022-2023 school year.

2 JA Foundation: Announcement of winners of the spring grant cycle, thank you sponsors and donors, and report on Foundation fund uses.

Teresa Lindberg explained that the Foundation is to provide financial assistance to the JA community. Ms. Lindberg stated that there were mini-grants and STEM grants that JA and Summit teachers and departments were invited to apply. There were four grants of \$500 each. MTech Mechanical partnered with JA with providing an additional two grants of 1,000 each with a STEM focus. Ms. Lindberg provided the background information and each submission was judged according to a rubric. This year there were four mini-grants from seven submissions, and two STEM grants from four submissions that were awarded to JA and Summit staff.

Board Vacancy

2 Declare Board Vacancy

Ms. LaBerge announced that Gia Quillen has resigned from the Board. Nathan Hawk also submitted his resignation effective June 17, 2022. This information will be sent out to the JA community. Interested candidates must submit a letter by 5:00 p.m. on June 17. The open seats will each have two year terms.

A Informational

1 General principal updates and updates from facilities director as needed (not covered in the consent Agenda).- possibly elementary staff presentation due to technical difficulties of April meeting

Ms. Grantham noted their end of year activities. Ms Scarato and Ms. Taussig shared their events.

B Strategic

1 Comprehensive Communications

a Review results of parent survey

Brad Moloney presented the results from the parents surveys from Summit. Michael Westfield presented the survey results for the elementary school and secondary school.

2 Innovative Academic Environment

A Recommendations from school leaders on academic rigor guiding principles

Ms. LaBerge provided a presentation with the draft of the guiding principles. Ms. LaBerge reviewed the leaders' recommendations, including the targets of rigor and practices of rigor. Discussion ensued about the philosophy set by the Board, and target and practices belonging to the administration and teachers. This item will be reviewed annually by the Board. Discussion ensued about any adjustments to the guiding principles. Ms. LaBerge moved to approve the Guiding Principles of Rigor as amended. Mr. Hawk seconded the motion. The motion passed unanimously.

Ms. LaBerge moved that the Board endorses the operational structural overview of rigor at JA as presented by school leaders at the May 2022 meeting and empowers school leaders to adjust as necessary. The Board also expects school leaders to ensure that tactical implementation by instructors and teachers aligns with the guiding principles of rigor and operational goals. The Board will annually review the operational structural overview of rigor at JA. Mr. Hawk seconded the motion. The motion passed unanimously.

4 Multiple Pathways to Success

A New Memorandum of Agreement for Hope

Mr. Matlick clarified the new memorandum and memo of understanding. Mr. Hawk moved to approve the MOU as presented. Mr. Kim seconded the motion. Ms. LaBerge made a friendly amendment to include the memorandum. The friendly amendment was accepted. The motion passed unanimously.

5 Overall Strategic Plan Progress Report and Review

a Strategic Plan Progress Report and Presentation

Ms. LaBerge provided a progress report with the strategic goals; Comprehensive Communications, Innovative Academic Environment, Healing from COVID, Multiple Pathways to Success, and Character and Values.

C General Board Governance/Updates/Other Issues

1 General

SRC Reports

Ms. LaBerge explained that the SRC is a staff review committee. The committee meets with the leaders at each campus to provide an overview and accountability with reviewing the staff and to assist the leaders. Ms. LaBerge and Ms. Vartanova reported that the secondary reviews went very smoothly. Mr. Kim and Ms. Vartanova reported that the elementary reviews were very positive.

2 Financials

A General Financial Questions

None.

B Any change in auditor for next year

Ms. Vartanova stated that we have had the same auditor for many years. Last year it was noted that there was an issue in their timeliness. Mr. Matlick shared that other schools have noted errors in their audit using the same auditor. Ms. Vartanova reported that they have proposals from three different firms. Ms. Larson noted that the cost may be doubled. The finance committee will present their choice to the Board in June for a vote.

C 15% Contingency set Aside; compliance issue for non-profits done annually

Ms. Vartanova shared that this is a regulation that JA must comply with and to ensure that we are not trying to run a for-profit organization. Ms. Vartanova moved to approve in accordance with Colorado Revised Statute 22-44-106, motion to appropriate additional funds in excess of 15% of the general fund reserves from the general fund reserve into account 801000 Contingency Reserve. Mr. Hawk seconded the motion. The motion passed unanimously,

D Approve continuation of joint-use agreement with Broomfield

Ms. Grantham stated that this is a standard agreement. Ms. Grantham reported that facility use will be tracked this year. If there is a balance left, the balance must be used in the next year. Ms. Grantham was not concerned about tracking the use. Mr. Hawk moved that the Board approve the joint use agreement as presented. Mr. Kim seconded the motion. The motion passed unanimously.

3 Committees

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

Mr. Ennis reported from the Boosters' meeting and one key highlight was additional revenue that would benefit students on both campuses.

4 Evaluations

A Conduct Board self-evaluation per policy 2.4

Ms. LaBerge presented the board's self-evaluation results. Ms. LaBerge pointed out areas that need improvement and areas where their goals were met.

D Task-Oriented

1 Action Items

These items were reviewed and revised.

2 Board communication to parents (Top 5)

It was determined that the following items will be communicated to the parents. Recognize the results of the election and declare the open seats, strategic plan progress, academic rigor, parent surveys and the grant recipients. Mr. Ennis will generate this communication and Mr. Hawk will review it before it is sent to the community.

E Policy

1 Retroactive motion to approve First Readings of Public Attendance at Board

Meetings Policy 2.5 and Board Member Conflicts of Interest Policy 2.6 from April Meeting

Ms. LaBerge made a motion to retroactively approve the First Readings of Public Attendance at Board Meetings Policy 2.5 and Board Member Conflicts of Interest Policy 2.8 from April 2022 meeting per policy 2.7c. Ms. Vartanova seconded the motion. The motion passed unanimously.

2 Second Reading: Public Attendance at Board Meetings Policy 2.5

Ms. Sorice presented Public Attendance at Board Meetings Policy 2.5 Ms. Vartanova moved that the Board approve Policy 2.5 for second reading. Ms. LaBerge seconded the motion. The motion passed unanimously.

3 Second Reading: Board Member Conflicts of Interest Policy 2.8

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Ms. Sorice presented Board Member Conflicts of Interest Policy 2.8. Ms. Vartanova moved that the Board approve Policy 2.8 for second reading. Mr. Kim seconded the motion. The motion passed unanimously.

F Miscellaneous Board Items

1 Approve Minutes from April 18, 2022

Ms. Sorice presented the Minutes of April 18, 2022. Ms. Vartanova moved that the Board approve the Minutes of April 18, 2022. Ms. LaBerge seconded the motion. The motion passed unanimously.

Mr. Hawk moved that the Board enter Executive Session at 9:33 p.m. for the purpose of C.R.S. 24-6-402(4)(h) Student confidentiality first grade delayed enrollment. Mr. Matlick and Ms. Cohen were invited into this Executive Session. Ms. Vartanova seconded the motion. The motion passed unanimously.

G Executive Session

1 Executive Session pursuant to C.R.S. 24-6-402(4)(h) Student Confidentiality - first grade delayed enrollment

Mr Hawk moved to exit the Executive Session at 9:54 p.m. Ms. LaBerge seconded the motion. The motion passed unanimously.

General Session

Mr. Hawk moved that the Board authorize Mr. Matlick to oversee the plan of enrollment between the family of the first grade student and Dr. O'Neil, and any other resources necessary to create a plan for enrollment through the first semester for the 2022-2023 school year. Ms. Vartanova seconded the motion. The motion passed unanimously.

Mr. Hawk moved to enter Executive Session for the purpose of C.R.S. 24-6-402(4)(f) discussing personnel matters: Executive Director annual review and contract extension. Ms. LaBerge seconded the motion. The motion passed unanimously.

2 Executive Session pursuant to C.R.S 24-6-402 (4)(f) for the purpose of discussing personnel matters: Executive Director annual review and contract extension. Contract expires in June 2022

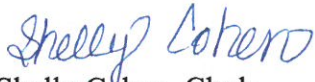
Ms. Vartanova moved to exit the Executive Session at 12:26 a.m. on May 18. Mr. Hawk seconded the motion. The motion passed unanimously.

Adjournment

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Ms. Vartanova moved to adjourn at 12:26 a.m. on May 18. Mr. Ennis seconded the motion. The motion passed unanimously.

Respectfully submitted,



Shelly Cohen, Clerk

Jefferson Academy Board of Directors