

**Minutes for the Joint Board of Directors of Jefferson Academy**  
**A Colorado Non-profit Corporation**  
**November 28, 2023 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, Ms. Scarato, Mr. Stadler and Ms. Taussig. Ms. Mills led the guests and Board of Directors in saying the Pledge of Allegiance. Mr. Quintana presented the agenda. Ms. Vartanova requested that item C3b Review Parent Survey Results be moved to the top of the agenda. Mr. Matlick requested to add in b1 CCC Federal Grant for approval. Ms. Vartanova moved to approve the agenda as amended. Ms. Mills seconded the motion. The motion passed unanimously.

**During Public Comment:**

Sarah Jensen suggested that the secondary have parental permission slips for books that are to be read in English class, just as permission slips are required for some movies according to the rating. She also requested to have access to the titles of books before school begins in August and before the holiday break before the spring semester.

Dave Tomalak agreed with Ms. Jensen's comment. He also questioned how some of the books were chosen due to the language and content and suggested boundaries be set.

**Consent Agenda**

**A Review & Approve**

Mr. Quintana presented the consent agenda. Mr. Mathai requested that the PTO report be taken out of the agenda, as there was not a link for the PTO minutes. Ms. Vartanova moved to approve the consent agenda as amended. Ms. Lilyblade seconded the motion. The motion passed unanimously.

Mr. Mathai noted the amount raised by the PTO fundraiser and questioned the cost of the fees and what the money is to be used for.

**General Agenda**

**A Informational**

**1 Principal Presentation and Faculty Introduction**

Ms. Taussig introduced one of her teachers, Mrs. Dow with Summit Academy South. Mrs. Dow provided a slide presentation. She shared her personal life and her passion for Summit. A few of the classes she teaches are US History, Robotics, Brain Power, Make & Sell, Civics & Debates, and Game-Schooling.

**2 General Executive Director Update**

Mr. Matlick mentioned that some of the funds in the amended budgets have been moved to begin research on potential construction projects at the campuses. This will be updated in future meetings. He reported that the Board training modules are in the packet. He spoke about the

international secondary trips and explained any issues would be the responsibility of the travel company. However, JA has picked up additional insurance at the cost of \$1,400. Mr. Matlick shared that JA has quite a few OWLS that are not being used. We have donated OWLS to Jeffco homebound services, Jeffco judicial services and mental health departments. Our charter renewal application will be voted on by the new board that is being seated this month. There is a meeting on January 10th with the Jeffco Board to address any questions and the Board will vote on January 18th.

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

Ms. Scarato mentioned that Summit Athletic Academy is doing well and the families are very satisfied with the program. She attended a conference about AI and how to utilize it in the classrooms.

Mr. Stadler acknowledged the work that Tiffany Blalely is doing.

Mr. Feddema thanked the secondary for the Trick or Treat Street event.

### **4 Pre-K Program**

Mr. Feddema shared that the elementary school is in the research phase at this time with opening up a preschool program possibly for the 2024-2025 school year. Mr. Matlick mentioned that Mountainview Church, across from the school, may be selling their building and this could provide a facility for the preschool.

## **B Strategic**

### **a Update on progress**

Mr. Matlick highlighted a few items on the strategic plan. He noted the push from the Communications Committee in monitoring and improving JA Google reviews. He pointed out that PLC, MTSS, vertical alignments and the ELL teachers are now JA staff members. Mr. Matlick noted that the Community Cares program is very successful with filling requests for family needs. He shared the usefulness of the Core Values particularly in communications with staff, parents and students. Discussion ensued on how the goals in the strategic plan are measured.

### **b Coal Creek Canyon Update**

Mr. Matlick reported that a federal grant of \$320,000 was submitted for Coal Creek Canyon. The deadline for the grant was before the November Board meeting. He explained that affirmation from the Board is necessary. The money would be held by the district and we would be reimbursed. There are strict regulations with the grant money. Mr. Holocher further explained that the money would be used for startup costs. Discussion ensued with the visibility of the grant. This item was tabled while Mr. Matlick provided a presentation for Coal Creek Canyon. He reviewed the timeline on the prospect of a charter school taking over the school.

Mr. Mathai moved to approve Mr. Matlick the authorization to submit the replication application to Jefferson County Schools for Coal Creek Canyon. Mr. Nunnally seconded the motion. The motion passed unanimously.

Ms. Vartanova moved that the Board approve for Mr Matlick to submit the application for the federal grant for Coal Creek Canyon K-8. Ms. Lilyblade seconded the motion. The motion passed with majority vote. Mr. Mathai voted no.

**C General Board Governance**

**1 General**

**a Review and approve staff survey to be sent out in January**

Ms. Lilyblade and Ms. Vartanova presented and reviewed the timeline for the survey. Discussion ensued with clarification on some of the questions. Revisions were made. Mr. Mathai moved that the Board approve the survey. Ms. Mills seconded the motion. Ms. Vartanova made a friendly amendment to include the changes mentioned. The friendly amendment was accepted. The motion passed unanimously.

**2 Financials**

**a FY23 Financial Audit Result**

Mr. Nunnally reported that there were no issues with the audit. Mr. Melville noted there may be a discrepancy with numbers from the district and the auditor, but it should not change the report. Ms. Vartanova moved to approve the auditor's financial statements. Mr. Nunnally seconded the motion. The motion passed with majority vote. Mr. Mathai abstained.

**b FY24 Amended Budget (October 1, 2023 Count)**

Mr. Holocher provided a presentation with an overview of the elementary budget. He highlighted the revisions in the elementary budget. Mr. Melville provided the updated budget for the secondary and the highlights in their budget. Mr. Nunnally moved to accept the FY24 amended budgets. Mr. Mathai seconded the motion. The motion was approved unanimously.

**3 Committees**

None

**a Update from committee activities**

None

**b Review Fall Parent Survey results**

Michael Westfeld reviewed the results of the elementary survey with 180 families completing the survey at a response rate of 33%. The secondary survey results were reviewed with 189 families at a response rate of 36%. She shared the SAC recommendations and next steps. Discussion ensued on addressing the comments and results of the surveys. It was suggested that the results be posted on the website. It was pointed out that one of the purposes of the SAC as defined in the policy manual is to evaluate school safety and parent satisfaction and one of the ways is through the surveys.

**D Policy**

None

**E Task-Oriented**

**1 Approve minutes October 17, 2023 meeting (restricted until approved)**

Mr. Quintana presented the October 17, 2023 minutes. Revisions were made. Ms. Vartanova moved to approve the October 17, 2023 minutes as amended. Ms. Lilyblade seconded the motion. The motion passed unanimously.

**2 Action Items**

These items were reviewed and revised.

**3 Board Communications to parents (Top 5)**

The following items will be included in the communication to the parents in the Top 5. Audit, results from parent survey, Coal Creek Canyon, happy holidays and future capital improvements.

**F Executive Session**

None

**Adjournment**

Ms. Vartanova moved to adjourn at 10:06 p.m. Ms. Lilyblade seconded the motion. The motion passed unanimously.

Respectfully submitted,

Shelly Cohen, Clerk  
Jefferson Academy Board of Directors