

Jefferson Academy - Board Agenda | November 28, 2023

Mission Statement:

The mission of Jefferson Academy is to help students attain their highest academic and character potential through an academically rigorous, content-rich educational program.

Vision Statement:

Jefferson Academy envisions a community of parents, teachers, students and educational and business leaders working together to create a learning environment that engenders academic achievement, growth in character, and the love of learning, resulting in responsible, productive citizens.

Agenda for the Joint Board of Directors of Jefferson Academy A Colorado Non-profit Corporation

In Person: Held at Summit Academy 7575 W 103rd Ave, Unit 100, Westminster

Zoom Link: [Join the virtual meeting of the Board of Directors](#)

Start Time: 6:00 pm

Agenda Item	Who	Action	Time	End Time
Preliminary				
A	Call to Order	Chair		6:00 pm
B	Welcome to Guests			
C	Roll Call			
D	Pledge of Allegiance			
E	Approval of Agenda	Board	Vote	0:05 6:05 pm
F	Public Comment		0:10	6:15 pm

*Public Comment - PLEASE READ:

The Board has determined that public comment will be held at the beginning of all meetings for the following reasons:

- It is essential for Board members to hear and consider all public comment prior to making decisions on agenda items so that the Board members are informed of the views of the public participants.
- An agenda is posted in advance of every Board meeting. Every effort has been made to add additional detail to the agenda items to help public participants understand what will be discussed at the meeting in order for participants to better shape and present their comments. Please take note if a topic says Vote, Discuss or Discuss/Vote.
- Having public comment at the beginning of the meeting allows for a designated, clear, and transparent opportunity when public comment may be provided on any of the agenda items. It also provides participants a chance to voice their concerns, issues, and ideas without being obligated to sit through what can be a very lengthy meeting of non-related topics.
- The regular monthly meetings are designed to allow the Board to conduct the policy business of the school and to do so in an efficient manner. For this reason, it would not be feasible from a time perspective to distribute public comment throughout the agenda.

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Your voice is important! We encourage all members of the public to review this agenda in detail in order to provide public comment to Board members at the beginning of each meeting so that Board members can better represent our members. **The Board appreciates and encourages all public comments and respectfully requests that individuals turn their cameras ON and keep their comments as brief and concise as possible (2 to 3 minutes) to allow time for everyone to participate.**

Consent Agenda					
<i>The JA Board has adopted a consent agenda. The consent agenda consists of committee reports and the Executive Director report. All Board members have received these reports prior to this meeting and can pull an item out of the consent agenda when those items need further discussion during the agenda discussion at the beginning of this meeting. The following items are included in this month's consent agenda:</i>					
<ul style="list-style-type: none"> PTO Report Boosters Report School Accountability Committee Policy & Governance Facilities Committee Capital Development Committee/ JA Foundation 		<ul style="list-style-type: none"> Communications Committee Neighborhood Committee Finance Committee Principal Reports Executive Director's Report Meeting Minutes (Restricted until approved) 			
A	Review & Approve <i>Voting Items Included:</i> 1.	Board	Vote	0:05	6:25 pm

General Agenda					
Items moved to the front of the agenda at the time of the meeting due to presenters					
Items moved from the consent agenda to the general agenda for further discussion					

A	Informational				
<i>In an effort to gain a more in-depth perspective of each of our campuses and programs, the Board invites presentations from principals and faculty to discuss day-to-day activities occurring in the buildings and highlight special projects and programs.</i>					
1	Principal Presentation and Faculty Introduction	AT	Discuss	0:15	6:50 pm
3	General Executive Director update	TM	Discuss	0:15	7:05 pm
4	General principal updates (not covered in the consent agenda)	AT, SS, BF, RS	Discuss	0:25	7:30 pm
5	Pre-K Program	BF	Discuss	0:05	7:35 pm

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Jefferson Academy has identified five strategic goals. The strategic portion of the agenda is centered around these goals. The Jefferson Academy Strategic Plan 2021-2024 can be accessed at www.jajags.com.

B	Strategic				
1	<i>Strategic Plan- Comprehensive Communications, Innovative Academic Environment, Healing from Covid, Multiple Pathways to Success, Character and Values</i>				
a	Update on Strategic Plan progress	TM	Discuss	0:20	7:55 pm
b	Coal Creek Canyon Presentation Information Folder	TM	Discuss/Vote	0:30	8:25 pm
C	General Board Governance				
<i>1: General</i>					
a	Review and approve staff survey to be sent out in January	JL	Discuss/Vote	0:10	8:35 pm
<i>2: Financials</i>					
a	FY23 Financial Audit Results	JN	Discuss/Vote	0:10	8:45 pm
b	FY24 Amended Budget (October 1, 2023 Count) Current Dashboard FY24 Elementary Amended Budget FY24 Secondary/Summit Amended Budgets FY24	JN	Discuss/Vote	0:15	9:00 pm
<i>3: Committees</i>					
a	Update from committee leads on committee activities	All	Discuss	0:05	9:05 pm
b	Review Fall Parent Survey results	SAC	Discuss	0:30	9:30 pm
D	Policy				
1					
E	Task-Oriented				
1	Approve minutes from October 17, 2023 (Restricted until approved)	Board	Discuss/Vote	0:05	9:35 pm
2	Action Items	Board	Discuss	0:05	9:40 pm
3	Board communication to parents (Top 5)	Board	Discuss	0:05	9:45 pm
F	Executive Session				
	None planned this meeting				
Adjournment - Estimated					9:45 pm

Consent Agenda

The consent agenda consists of committee reports, principal reports, and the Executive Director report. The items in the consent agenda will not be discussed in the board meeting unless Board members pull an item out of the consent agenda for further discussion during the agenda discussion.

PTO Report

PTO meeting was held November 1, 2023. Full meeting minutes can be found at <https://www.japto.info/about/membership-meetings>

Some highlights from this month's meeting:

- Community giving has opened
- Approved staff request for 120 new intermediate novels
- Generation genius subscription approved
- Sale on spirit wear for the holidays
- \$82,687 raised during Fun Run!
- Volunteers needed for mileage club

Boosters Report

No meeting in November. December meeting is a social.

Student Accountability Committee (SAC) Report

Meeting held 11/1 at elementary school. 15 in attendance in person and virtually. Survey participation is down. Survey summary is under way and presentation to the board will be 11/28 at board meeting. Thanks to the volunteers helping with this presentation!

Policy & Governance

Facilities Committee

Capital Development Committee / JA Foundation

Communications Committee

Comms Committee met November 15th discussed updates to rollout of the Brand and Style Guide, the Creation of a Recommended Vendors List, Google Reviews and New Email Templates as well as the status of the New Jeffco Website (slated for March launch).

Neighborhood Committee

Finance Committee

Adams Group has completed its Audit and has submitted its report to the Committee and subsequently to the Board. The Finance Committee reviewed current financial data at organizational level and then by each school individually. Business team reports funding and expense categories on track as anticipated. Committee reviewed necessary amendments to the Budget, adjusting to align with actual expenses this school year in categories such as: Spec.Ed, Technology, and Instructional Materials/Equipment. Budget consideration include increased capital outlays for future development. Currently, the committee is evaluating four improvement projects across Secondary, Elementary, and Summit South. Related to that, budget projections include increased cost for professional evaluation (architectural, structural engineering, legal) necessary to establish feasibility of projects. The Amended Budget 2023-24 is available for review and consideration.

Principal's Reports

[Jefferson Academy Elementary](#)

[Jefferson Academy Secondary](#)

[The Summit Academy](#)

[The Summit Academy South](#)  Summit South Board Report- Nov

Executive Director's Report

Jeffco School Directory: We recently learned that our Summit programs were removed from Jeffco's School Directory listing. That is an internal web based Jeffco school directory. As a result, the internal Safety Checklist principals and Jeffco Security

use to schedule Lockdowns, track fire drills and keep single sight contact information were deleted. No one can identify why or how that happened. However, our principals are scheduling their Lockdown drills directly with Jeffco Security, fire drills are always tracked on sight and Jeffco Security has their contact information. We don't anticipate any challenges as we work with the district on ensuring all our campuses remain safe.

Hope House: Over the last 2 months we ran into some changes/challenges with qualifying students at Hope House for state funding. We are unsure if the changes are coming from Jeffco or CDE. Thanks to much work on the part of Ms. Leoni and Hope House, 7 of the 10 girls we hoped to qualify were funded. This will allow the HH program to continue this school year. We will be setting up a meeting with Jeffco to find out more and ask to be informed about changes to expectations earlier than once we enter the October count window.

Elementary ESSER HVAC Project: The HVAC project to replace the oldest units at the elementary school (on the 2 story) has been contracted. Along with replacing the RTU units, dampers will be installed in every room to provide teachers/EAs the ability to adjust the temperature in their room. The project is currently scheduled to start the first week in June and finish about 2 weeks later. This is being funded through ESSER funds which must be spent prior to September 2024. The ESSER budget for the project is \$300,000 with the actual cost coming in at \$275,000. The other \$25,000 of ESSER funds will be shifted to teacher development with an equal amount being set aside in the JA budget for future HVAC issues.

JCSC & DAC: The Jeffco Charter School Consortium (JCSC) raised concerns with the district regarding how the DAC (District Accountability Committee) has been operating recently. There seems to be an under representation from charter schools on the DAC and potential policy changes (and practices) that appear detrimental to charter schools long-term. Three of us were able to meet with the Chief of Schools about this. He stated he was aware and is working to mitigate some of the issues being advanced by current DAC members. However, it is difficult as the DAC is a Board committee and therefore directly responsible to the BOE (Board of Education) and not district staff. The week before Thanksgiving he sent out a request for additional charter representatives (parents, administrators and board members) to join the DAC. He also committed to letting charter schools know of potential changes in policy before they went to the BOE for discussion. This is a rising challenge that needs our on-going attention and involvement.

Homeschool Policy Changes: Two weeks ago the State Board of Education was presented with some potential policy changes for homeschool programs. Ms. Scarato attended the state board meeting and reported that it appears CDE staff is requesting these changes though they did not seem to be well received by board members. There are differing opinions as to the impact these proposed changes would have on our programs and their funding. We have been in communication with the Colorado League of Charter Schools about this and will continue to monitor the situation as it progresses.

Board Training Modules: We finally found them!! They are now behind a secure log in that was recently added to the CLCS website.

[Click Here to Access the CLCS/PeachTree Log In Site](#)

Once logged in, click on the “*Register for Courses*” link and you should see the following training programs (below). They appear to be on-demand courses for easy access. Once a course is completed you should receive a certificate.



Register for Courses My Courses My Education Dashboard Help Logout	Free CDE Board Governance Courses
	Governance: Board Legal Responsibilities (2 of 11) ▾
	Governance: Board Roles and Responsibilities (1 of 11) ▾
	Governance: Board Financial Oversight (3 of 11) ▾
	Governance: Board Basics ▾
	Governance: Annual Board Non-discrimination Training ▾
	Governance: Board Committees (4 of 11) ▾
	Governance: Running Effective Board Meetings (5 of 11) ▾
	Governance: External Relations (6 of 11) ▾
	Governance: Policy Development for Boards (7 of 11) ▾
	Governance: Performance Management for Boards (8 of 11) ▾
	Governance: Board Continuous Improvement (9 of 11) ▾
	Governance: Strategic Planning (10 of 11) ▾
	Governance: Building an Intentional Board (11 of 11) ▾
	Other Free Courses and Workshops
	Educator Summit Keynote: Do Something Extraordinary Today ▾
	Educator Summit Finding Our Joy ▾
	Educator Summit Strive or Survive: Overcoming Stress and Burnout in the Classroom
	Educator Summit Cultivating Well-being ▾
	Educator Summit Out of the Fire: Leveraging Crisis for Positive Impact ▾
Educator Summit Building Resilient Schools ▾	
Educator Summit RISE UP ▾	
Educator Summit 5 Strategies to Create a Positive Social and Emotional Learning Envi	
Educator Summit Taking a Different Look at Engagement ▾	
Educator Summit School-Based Mental Health Providers Panel: Pandemic Implications	