

Jefferson Academy - Board Agenda | October 19, 2021

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
Join Zoom Meeting

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October 19, 2021 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	0:10 6:10 pm
F	Public Comment		0:20	6:30 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.


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.

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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					
<p><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></p>					
<ul style="list-style-type: none"> PTO Report Boosters Report School Accountability Committee Policy and Governance Facilities Committee Capital Development Committee / JA Foundation Communications Committee 			<ul style="list-style-type: none"> Neighborhood Committee Finance Committee Homeschool Updates Executive Director's Report Action Items Motions - This section is NOT part of the Consent Agenda 		
A	Review & Approve	Board	Vote	0:05	6:35 pm

General Agenda					
Items moved to the front of the agenda at the time of the meeting					

A	Informational				
<div style="display: flex; align-items: flex-start;"> <div style="flex: 1;">  </div> <div style="flex: 2; margin-left: 20px;"> <p><i>At Jefferson Academy, our main priority is providing a safe environment for students and staff while continuing to offer excellent educational opportunities. We will be developing, implementing and revising policies and practices that follow changing requirements, that take local health guidelines into consideration and that support the learning environment of each location individually. We are excited about the growing opportunities for a normal year as we FlexForward together.</i></p> </div> </div>					
1	COVID update and JA's response	TM, DO, HG, SS, AT	Discuss	0:30	7:05 pm

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				
<p>1 Comprehensive Communications: Jefferson Academy will develop a comprehensive organizational communications plan that includes guiding principles; incorporation of mission, vision, and values; and branding expectations for internal and external communications.</p>					
a	Approve and distribute staff survey	AV	Discuss/Vote	0:10	7:15 pm
b	Overview of new website, communications progress	TM,LC	Discuss	0:20	7:35 pm

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2	<i>Innovative Academic Environment: Jefferson Academy will provide an innovative academic environment that honors the varied needs of our students. By clearly defining expectations, presenting intentional communication, and providing access to support programs, we can help ALL students achieve their highest academic potential.</i>				
a	Unified Improvement Plan	TM	Discuss	0:10	7:45 pm
3	<i>Healing From COVID: In order to ensure that our community is attaining its highest potential, Jefferson Academy will attend to the academic progress and overall wellness of its students and staff as they recover from a difficult time of isolation, economic hardships, and mental health challenges due to COVID-19.</i>				
a	Update on COVID survey	GQ	Discuss	0:10	7:55 pm
4	<i>Multiple Pathways to Success: As an organization with multiple campuses and programs, we recognize that there are many pathways to success for our students. We seek to fully embrace and communicate these pathways with our current and potential families and embrace them as a key strength at JA while continuing to grow and expand our offerings.</i>				
a	Student withdraw updates	TM,DO,HG,SS, AT	Discuss	0:15	8:10 pm
5	<i>Character and Values: Jefferson Academy will develop core values that speak to the ways we live out our mission and vision each day. These core values will be used to strengthen our commitment to character education for both students and staff through incorporation into our curriculum, staff development, and overall organizational culture.</i>				
a	Update from core values group	TS,AV	Discuss	0:05	8:15 pm
b	Update on impact of TikTok challenges	TM,MW	Discuss	0:15	8:30 pm

C	General Board Governance / Updates / Other Issues				
<i>1: Facilities</i>					
a	Update to JA Building Corporation Members	CL	Discuss/Vote	0:10	8:40 pm
<i>2: Financials</i>					
a	Draft audit presentation	Board	Discuss	0:10	8:50 pm
b	Approve FRCC invoice payment	Board	Discuss/Vote	0:05	8:55 pm
<i>3: Committees</i>					
a	Update from committee leads on committee activities	Board	Discuss	0:15	9:10 pm
b	SAC Committee-fall survey	AV	Discuss/Vote	0:10	9:20 pm

D	Task-Oriented				
	Action Items	Board	Discuss	0:05	9:25 pm
	Board communication to parents	Board	Discuss	0:05	9:30 pm

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E	Policy				
1	None planned for this meeting				

F	Miscellaneous Board Items				
1	Approve Minutes from September 21, 2021	Board	Discuss/Vote	0:05	9:35 pm

G	Executive Session				
1	Executive Session for the purpose of discussing personnel matters pursuant to C.R.S. 24-6-402(4)(f)	Board		0:30	10:05 pm

Adjournment - Estimated					10:05 pm
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PTO Report

Please visit the following [link](#) to view the minutes from the meeting on October 6, 2021.

Boosters Report

Student Accountability Committee (SAC) Report

The SAC met twice since the last Board meeting: on September 27 and on October 12.

September 27, 2021 SAC Minutes:

Attendees:

Parents:

Jerrilynn Lilyblade, Michael Westfield, Tania Morrison, Mary Katherine Connacher

Staff:

Allycia Taussig, Stephanie Scarato

Board:

Agnessa Vartanova, Michael Ennis

We discussed adding the additional questions from the communications (Healing from Covid). We also discussed whether to add Summit families, therefore Summit targeted questions. Suggestions include using the skip logic to have targeted questions for different campuses, which seems to be the best approach agreed upon. We plan to add the additional Healing questions for all parents at the end of the survey so we can separate them out for the other committee, but still be a part of the same survey to not overload with different surveys.

Agnessa will email the Fall 2020 questions for us to go over and make comments at our next meeting. Michael W. set up a meeting poll (Doodle) to meet again before the Board meeting on October 19, so the Board can vote on and approve the survey. Please read over the questions and make notes to discuss at that meeting. Meeting poll (note time is 6:30pm Mountain, in case it doesn't appear in the correct timezone): https://doodle.com/poll/693tkspeak6n4xd?utm_source=poll&utm_medium=link

Ideally, if approved, we could post the survey as soon as October 20. Then we could possibly close it on November 3. This gives us time to go over it before presenting at the November 16 Board meeting.

We discussed the need to be better about announcing meetings to the public. We also need more members in different categories to fulfill policy requirements. We will reach out to Anne Leoni, Shelly Cohen, and the Summit campuses to include info recruiting help and announcing out meetings.

Michael E. will reach out to Heather and Deb to see if they can suggest a staff member from each campus, as well as be sure admin members can attend. He and Agnessa will find out if there is a newer Board Policies (2017) to update the document available on web site (and send to us).

Michael W. will check Spring survey to see if new web site covered any issues, email Tim about the UIP (which we briefly discussed needs updating and is part of the SAC), and she will send out new non disclosure forms for everyone to sign. She also will check in with Brad Moloney.

Agnessa will follow up with Heather and Deb to see if there is anything they want to see in Fall survey. Jerrilynn will send minutes to everyone.

Michael W was nominated to continue as chair, Brad Moloney was nominated as vice-chair (if he should continue), and Jerrilynn was nominated to continue as secretary/recorder.

October 12, 2021 SAC Minutes

Attendees:

Parents:

Michael Westfield, Tania Morrison, Mary Katherine Connacher, Tracy Bond, Brad Moloney

Staff:

Heather Grantham

Board:

Agnessa Vartanova

The Committee went through the parent fall survey questions for the Elementary and Secondary school, making the necessary changes. The survey will be tested over the weekend and the updated questions will be shared with the Board ahead of the September 19, 2021 meeting.

At the time of the meeting, the Committee has not yet received COVID-related questions. If we receive them on time, we will incorporate them into the survey. Agnessa will follow up with Gia.

Stephanie and Allycia have not yet had the chance to meet and discuss the questions they would like to distribute to their family communities.

Ms. Grantham will send a follow up communication to her staff to ask them to join the SAC.

Policy & Governance

The Policy & Governance Committee created a branch off subcommittee, Core Value Committee, to fulfill the strategic goal of Character and Values. This subcommittee last met on August 5, 2021. It was decided at that time the committee needed a better understanding of the work done at the elementary school with an outside consultant that was brought in to bring clarity to what the mission and vision mean for JA. The Core Value Committee wants to make sure we are working in conjunction with those efforts and not superfluous to or in conflict with them. The next meeting for September 15, 2021 had to be cancelled and will be rescheduled. The five

individuals who expressed an interest to get involved in this committee have been contacted. A strategic session meeting will be scheduled.

Facilities Committee

The Facilities committee has not yet met. The first meeting is planned for after the first of the year. The facilities committee is currently composed of Christine LaBerge, Nathan Hawk, Clint Bott, and James Suckow.

Capital Development Committee / JA Foundation

Communications Committee

October 6, 2021 - 12:30 pm via Google Meet

- Presentation from Lena, Chris about social media merge, new website and its analytics features
 - Discussion of how facebook/instagram accounts differ across accounts and how we can use the information in Facebook Business Manager to help build a more engaging presence on social media
 - Chris brought up common language; this will become part of Communications Plan - branding, structure, common terms, etc.
 - Remove grades from board member listings on website, list children names off
- Gia presented the COVID surveys that the board would like to put out to the community, connecting them to the Strategic Plan goal for COVID healing.
 - Questions from Tim, Chris about concerns from administration: what are the actionable steps to be taken after receiving results from the survey?
 - Gia to meet with Christine (see action items below)
- Discussion of committee structure according to Board Policy 2.11, how to come into compliance (see action items below)
- A quick overview of this month's action items
- Set next meeting for **Nov. 10th at 12:00 pm**, Lena to send out invite

Action items

- **Gia** reaching out to potential committee members (through committee interest form)
- **Gia** going back to Christine about COVID surveys (concerns from admin about actionable items from survey)
- **Gia and Sam** to discuss who will chair this committee
- **Chris, Shelly, Kim and Lena** will identify communications manuals in the K-12, nonprofit, higher ed, and district space that have elements we can incorporate.

- **Lena** to begin rough draft of communications manual on Google doc with all members having editing rights

Neighborhood Committee

The neighborhood committee will meet for the fall meeting in late October/early November. The neighborhood committee is currently composed of Christine LaBerge, Nathan Hawk, Tim Matlick, Deb O'Neil, Clint Bott, and Rick Schamaun.

Finance Committee

Finance Committee met on October 12, 2021. The following individuals were present: Joan Larson, Luke Holocher, Stephanie Scarato, Tim Matlick, Kathy Seybert, Sam Kim, and Agnessa Vartanova.

Overall, JA finished FY21 in a financially strong position.

Elementary School financials for FY21 have been submitted and despite a JagCare shortage of \$7k, the school will end the fiscal year with a \$83k carryforward.

Summit Westminster will end the fiscal year with a \$35k carryforward. Nothing was taken out of savings for the construction project.

Nothing of note was reported for the Secondary and Summit South campuses.

As a result of the October count, Elementary school had 765 students vs. 775 estimated; Secondary had 671 students, which is 6 more than last year but 9 less than budgeted; Summit Westminster reported a headcount of 712 students (377 FTE vs. 400 budgeted); Summit South reported 176 headcount, which is close to the budgeted 88 FTE; Hope House reported 10.5 FTE vs. budgeted 10.

At the time of the meeting, the auditor has not completed their work. The deadline for the audit completion is October 31.

ESSER III applications are due at the end of December. It seems we will be able to retroactively apply for using the funds toward capital construction projects.

Updated budget is due to the District at the end of December. **Note:** depending on whether the JA Board will have a December meeting, the updated budget will need to be voted on either at the November or the December meeting.

Homeschool Updates

Executive Director's Report

Unvaccinated Staff - Testing Process Change: As you may remember, our unvaccinated staff are willing to test weekly as required by JCPH, but adamantly support our efforts to keep their information private (not being labeled or identified at the state level). We recently came across an order in the Colorado Code of Regulations which, under our current testing process, would require us to report all test results, both positive and negative. This week we updated our testing process to continue meeting our obligation while protecting staff's personal information. However, if someone tests positive for COVID-19, we are required to report the result to JCPH. To make this possible, we secured over 800 free individual testing packets from Jeffco's warehouse.

Buildings are more settled: From the outside looking in, our schools & programs started the year smoothly without significant disruption. However, internally every building has faced challenges from 3-6 teachers out multiple days in a row, very few guest teachers taking open positions, continual student behavioral disruptions and a plethora of other challenges. Our admin teams at each location have done an amazing job of navigating the challenges - much like a duck....smooth sailing above the water and paddling like crazy underneath. In the last 2 weeks I have taught 1st grade Spanish, 10th grade English, middle school martial arts, served as the principal on duty and as the lunch time custodian...and that does not come close to what other administrators have taken on.

Over the last 2 weeks each location seems to have stabilized and is falling into a more consistent pattern. Teachers and administrators seem settled and are not as stressed, though they are still quite tired. The pace of staff absences has slowed down allowing our in-house subs to cover classes, students finally seem to be adjusting to school life again and administrators are out in buildings working with teachers. There are still significant discipline challenges to be handled, but overall each principal reports that the pace is more manageable.

Schools & Programs: Several weeks ago I was notified that someone contacted the district and asked why JA was able to open a new school location in Conifer without any input or approval from Jeffco Board of Education. Recognizing that confusion over JA's

structure might cause needless challenges at the district or state level, we immediately switched our presentation to terms that more accurately reflect our structure. Both on the new K-12 website and in this report you may have noticed that we are now using the terms “Schools” and “Programs”. We will evaluate this presentation in the coming months, but in order to maintain clarity and avoid needless challenges, these terms should be used consistently in our conversations.

“Schools” refers to JA Elementary and JA Secondary. This falls in line with the 3 school Codes issued by the Colorado Department of Education as follows:

- Jefferson Academy Elementary (K-6)
- Jefferson Academy (7-8)
- Jefferson Academy Secondary (9-12)

“Programs” refers to Summit Westminster, Summit South and Hope House. These are not schools as they do not have a school code. They are “Programs” that fall under the Jefferson Academy code issued by CDE. In Jeffco’s Student Information System that transmits information directly to the state, Summit students are designated as part-time homeschooled students (unless they are enrolled in the Concurrent Enrollment program at a Junior College).

Several years ago Jeffco partnered with us to revise our Charter Contract and allow us to provide an on-line highschool diploma program and a GED program to pregnant girls and teen moms at Hope House. Both of these are prohibited in Jeffco’s standard Charter Contract. Hope House students are considered part-time as well and fall in with our Summit Academy programs.

Action Items

Motions - This section is NOT part of the Consent Agenda.

**Minutes of the Joint Board of Directors
A Colorado Non-profit Corporation
September 21, 2021
6:00 p.m.
Zoom Meeting**

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

Mr. Kim called the meeting to order at 6:02 p.m. The guests were welcomed. The following Board members were present: Mr. Ennis, Mr. Kim, Ms. LaBerge, Ms. Quillen and Ms. Vartanova. Mr. Hawk and Ms. Sorice had an excused absence. The following ex-officio Board members were present: Ms. Grantham, Mr. Matlick, Ms. Scarato and Dr. O'Neill. Mr. Ennis led the guests and the Board of Directors in saying the Pledge of Allegiance. Mr. Kim presented the agenda. Ms Vartanova moved to approve the agenda as presented. The motion passed unanimously.

During Public Comment:

Brian Ulmer noted that he is following the school rankings and noticed that the elementary is declining. He requested to know if there is any plan to address this issue.

Roman Sanchez questioned if the strategic plan on the agenda was a draft or if it is up for a vote. He reminded the Board that he was interested in providing input on the strategic plan. It was noted that Public comment will be taken after the plan is presented prior to taking a vote.

Sarah Cook commented on the agenda item on the survey as it relates to COVID and thanked the Board for their consideration. Sarah asked if JA students would participate in the free state COVID testing program. She questioned JA students' eligibility to participate. It was noted that this would be addressed later in the meeting.

Consent Agenda

Mr. Kim presented the Consent Agenda. Ms. LaBerge moved that the Board approve the Consent Agenda as presented. Ms. Vartanova seconded the motion. The motion passed unanimously.

A COVID update and JA's response

Mr. Matlick presented the current data for COVID for children in Jefferson County since March 2021 regarding positive cases, hospitalizations, and death rates. He noted that there were not any significant increases and that Jefferson County is below the statewide rate of school infections. Mr. Matlick reviewed the exemption for masks. Mr. Matlick reviews the goals of the schools and

having “Cautious Normality”. Mr. Matlick presented the Dashboard with positive COVID cases at each school. The Flexing Forward website lists all of the protocol helpful links and archives.

Mr. Matlick reported that weekly testing began September 7 for any unvaccinated staff member in the elementary school and Summit Schools. JA secondary is under Broomfield health Department. The tests being used are the BinaxNow kits. The data is not shared with outside entities to retain confidentiality. The results are tracked internally. Mr. Matlick shared that families may have the student tested at scheduled testing sites at Jeffco schools. He explained that due to testing requirements, schools have limited activities and events.

B Strategic
1 General
a Update

Ms. LaBerge presented the Strategic Plan 2021-2024. The goals are specific items for the executive director. Ms. LaBerge noted that this is not a tactical management plan. Ms. LaBerge gave an overview of the plan and shared portions of the SWOT analysis. Ms. LaBerge reviewed the strategic goals and the milestones for the next three years.

Public Comment:

Brian Ulmer questioned if the plan included specifics for academics. Ms. LaBerge noted that this is addressed in the goals focusing on programs and students not reaching their academic potential. This would be included in the academic data.

Roman Sanchez stated he would like to become more involved with the plan. Ms. LaBerge responded that she would send a copy to Mr. Sanchez and he was welcomed to contact Ms. Crawley.

It was noted that there are committees that parents could participate in to support these goals.

Tracy Bond stated that the Board did an excellent job.

It was noted that the plan was previously reviewed by Board members and provided additional feedback.

Ms. Vartanova moved that this item be changed from a discuss to a discuss/vote. Ms. LaBerge seconded the motion. Mr. Hawk and Ms. Sorice abstained. The motion passed unanimously.

Ms. LaBerge moved to adopt the Strategic Plan 2021-2024 as presented. Ms. Vartanova seconded the motion. The motion passed unanimously.

2 Survey JA Community Outreach

a Update

Ms. Quillen presented the Healing from COVID family survey and staff survey. Board members provided feedback and suggestions. It was determined that the survey questions be reduced to six or seven. Mr. Kim will assist Ms. Quillen with revising the survey. This may be included in the SAC survey for the parents that could be sent out in October.

C General Board Governance/Updates/Other Issues

A Update on water main issues and buildings

Mr. Bott reported that the Westminster water sewer project at the elementary school has been completed. They added an extra section of water line that limits the need to turn off our water when there are issues. Currently, the elementary is experiencing water pressure issues. Stephanie Scarato, Summit Academy, noted the temporary occupancy and small issues are being resolved.

B Update to JA Building Corporation Members

Ms. LaBerge explained that it is the building corporation that owns the buildings. The bylaws state that there needs to be three members. Ms. LaBerge and Ms. Vartanova are members. Ms. LaBerge stated that it would be appropriate to have Clint Bott for this position. Mr. Bott would like more time to consider this opportunity. This will be on the October agenda.

Staffing

A Update from administration on staffing for school year

Mr. Matlick provided a summary noting the difficulties in hiring teachers and custodial staff. He noted the fill rate for substitute teachers is only about 70-80%. Dr. O'Neill reported that she lost an intermediate PE teacher. They had interviews this week and made an offer to one of the candidates. Ms. Grantham reported that they have two open positions. One for junior high math that the current staff is currently teaching. They have a strong candidate for this position. Also, an opening for one full time substitute teacher. The current full time sub will be on maternity leave next semester. Ms. Scarato reported that all the teaching positions are filled. She is teaching a science class. She noted that they are having difficulty filling classes when substitute teachers are needed. Mr. Matlick reported that Summit South may have difficulties around testing and masks.

B Update from administration on professional development plan for staff

Ms. Grantham reported that the plan will have department heads discuss the professional needs. They will encourage teachers to go through the process to receive their culturally and linguistically diverse education endorsement. This is a requirement. The professional development hours will be used for the teachers to engage in their independent learning. Teachers are excited to have the evaluation process back for the feedback and observations.

Ms. Scarato reported that her teachers will go through Seven Habits for Highly Affected Teens and how to implement this plan for the students. Before COVID, we had started Charlotte Danielson's Framework for Teaching. This is an extensive evaluation tool. The goal is to have students take ownership for their own learning.

Dr. O'Neill reported that after the survey at the end of last year the teachers felt lost as a core knowledge school. She hired a facilitator to create our own internal mission statement and shared the draft. Focusing on how we will know when students are learning and what we do to respond when they don't. Looking at core instruction and aligning core knowledge.

C Board adopts strategic plan as annual goal for Executive Director

Ms. LaBerge suggested the Board needs to state what the goals are for the Executive Director and include the milestones in year one in the strategic plan and a formal succession plan. Board members were in agreement with this suggestion. Ms. LaBerge moved that the Board adopt two annual goals for the Executive Director for the 2021-2022 school year. The first as outlined in milestone year one in the Strategic Plan and the second the development of a formalized recurring succession plan to ensure effective leadership of Jefferson Academy. Ms. Quillen seconded the motion. The motion passed unanimously.

Academics

A Standardized testing report from past year status of standardized test results and schedule report out from campuses for October

Ms. LaBerge shared that historically the test results were reviewed in October from the elementary and secondary. Mr. Matlick noted that there was some testing performed last year and the principals have received the results. Mr. Matlick shared that the UIP date has been moved up and the principals have dedicated their time to this plan. It was determined that the item would be moved to November.

Financials

A Any updates on year-end financial statements

Ms. Vartanova noted that the financials are in a good place. Ms. Vartanova shared that there is some decline in enrollment but that has not impacted the financials significantly. Ms. Larson reported that the audit has begun and should be able to provide a draft in October. Ms. Larson was acknowledged for her work with all the schools as she supported four schools as business manager.

Committees

A Update from committee leads on committee activities

Ms. LaBerge noted that they did not follow their usual recruitment with committee members due to COVID. She suggested that information go out to the community about the committees and what they do. It was suggested that Ms. LaBerge work with Lena Crawley on this communication.

D Task-Oriented

1 Attorney of records - review and approve

Ms. LaBerge reported that this item must be approved this year. Ms. Vartanova moved that Barry Arrington be retained for our attorney of record. Ms. LaBerge seconded the motion. The motion passed unanimously.

2 Action items

These items were reviewed and revised.

3 Board communication to parents

The following items will be included in the Top 5 Board communications to families: recruiting committee members, approval of the strategic plan, parent surveys, new website and data discussion in November.

E Policy

None

F Miscellaneous Board Items

1 Approve Minutes August 5, 2021 and August 24, 2021

Ms. LaBerge moved that the Board approve the Minutes of August 5, 2021 and August 24, 2021 as presented. Mr. Ennis seconded the motion. The motion passed unanimously. The motion passed unanimously.

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Adjournment

Ms. Vartanova moved to adjourn at 9:07 p.m. Mr. Ennis seconded the motion. The motion passed unanimously.

Respectfully submitted,

Shelly Cohen, Clerk
Jefferson Academy Board of Directors