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**The Academy
Board of Directors**

*Executive Work Session
Monday, September 27, 2021
5:30 – 6:55pm*

Agenda

Discuss Facilities Plan for Supporting [Gender-Inclusive Practices](#) 45 Minutes
Expectation: Review The Academy outlined plan for providing safe and inclusive facilities access for students, student-athletes, and staff.

Financial Controls Policy Review 10 Minutes
Expectation: The COO will propose a process for reviewing the Financial Controls Policy.

Monthly Board Communications Review 20 Minutes
Expectation: Each month, Board members will acknowledge and discuss any community feedback or complaints that have been received since the last meeting.

Included in this section will be an update and final discussion regarding the discrimination investigation; we will vote on this during our Board Meeting.

October Meeting 10 Minutes
Expectation: Board members will identify any specific requests for information from Principals in the October presentation on annual work plans.

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The Academy Board of Directors

Board Meeting
Monday, September 27, 2021, 7:00pm

Agenda

- I. Open Meeting
- II. Invocation and Pledge of Allegiance
Invocation Disclaimer: *It is customary for The Board to open all meetings with an Invocation and Pledge of Allegiance. Anyone offended by this may leave the room during this time or may choose not to participate during this time, after which you may return.*
- III. Consent Agenda - *Expectation: Review previous minutes and identify areas where clarification or corrections are needed. Review current agenda and identify/ discuss any potential additional agenda items.*
 - a. Approve [Agenda](#)
 - b. Approval of [August 30, 2021, minutes](#)
- IV. Public Comment - *Expectation: Listen and consider any public comment. Board will discuss as any potential responses as a Board at a later time.*

The chairperson will recognize anyone who signs the request form before the meeting time. Public comment and input shall be limited to fifteen minutes total, ten minutes per topic, and 2 minutes per speaker. Neither Board members nor Academy staff is obligated to respond to comments or input. The Board will provide written responses as deemed appropriate.
- V. Reports from Directors, Principals, and Committees
 - a. [CEO Report](#) – *Expectation: CEO will update the board on the current status of the school’s pandemic precautions as well as progress toward strategic goals.*
 - b. Committee Reports – *Expectation: Committee chairs will update the board on progress with each committee.*
 - i. [Finance](#) – See meeting minutes
 - ii. [SACademic](#) – See meeting minutes
 - iii. PTO – no meeting in September

Consent Agenda	
Moved by	
2 nd By	
Action	

Y/N/P/A	Name
	Drewlow, S
	Klenjoski, D
	Coffee, A.
	Sanchez, K
	McDuffee, A
	Fransua, L
	Hamele, S

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- VI. Presentation and Discussion
 - a. Review Guidance for Submissions Required by Authorizer – *Expectation: The CEO will explain the guidance around two new policies required by the Charter School Institute.*
 - i. Establishing a School Response Framework Guidance (see attached guidance from CSI)
 - ii. Conflict of Interest Guidance (see attached guidance from CSI)
 - b. Work Session Summary – *Expectation: The board Chair will summarize the topics discussed during the work session prior to this formal meeting.*

- VII. Executive Summary
 - a. Approve Board Inquiry Report – *Expectation: The board will vote to approve the final report on its recent inquiry into a community complaint.*
 - b. Approve [Crisis Management Policy](#) – *Expectation: The board will vote to approve the proposed crisis management policy.*
 - c. Approve [Conflict of Interest Policy](#) – *Expectation: The board will vote to approve the proposed conflict of interest policy.*

- VIII. Board Meeting Self-Scoring – *Expectation: The board will self-score their performance for the meeting according to preset criteria.*

- IX. Adjourn Meeting

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Board of Directors
Board Meeting Minutes
Monday, August 30, 2021

Board Members Present:

Kevin Sanchez	Chairperson
Sarah Drewlow	Vice Chairperson
Dan Klenjoski	Board Member
Autumn Coffee	Secretary
Amy McDuffee	Board Member
Laurissa Fransua	Board Member
Shawn Hamele*	Board Member

Also Present:

Brent Reckman	CEO
Mark Wilson	COO

*Attended via conference call

Minutes of the regular board meeting of The Academy held at 11800 Lowell Blvd, Westminster, CO 80031 in Adams County on August 30, 2021.

I. Open Meeting

A quorum being present, Mr. Sanchez called the meeting to order at 7:00 pm and gave the following disclaimer:

Invocation Disclaimer It is customary for The Board to open all meetings with an invocation and Pledge of Allegiance. Anyone offended by this may leave the room during this time or may choose not to participate during this time, after which you may return.

II. Invocation and Pledge of Allegiance

Mr. Sanchez opened the meeting with an invocation and the Pledge of Allegiance.

III. Consent Agenda

Mr. Sanchez moved to approve the agenda. This was seconded by Mrs. Drewlow.

Discussion: None

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Ayes: Klenjoski, Coffee, McDuffee, Fransua, Hamele, Drewlow, Sanchez
Nays: None

Motion Carried 7 – 0

- IV. Public Comment
James Davis shared his dislike of the mask mandate. He has been wearing a clown-type mask when he drops off his son as a juxtaposition of the mask. James questioned whether the school made the decision to mandate masks or if we were following guidance. Mr. Sanchez shared that we follow CDC, Tri-County Health, and CSI for our guidance.
- V. Reports from Directors, Principals, and Committees
- a. CEO Report
 - i. Mr. Reckman will continue giving a Covid case update and its impact on The Academy. He will also include a regular update on strategic planning.
 - ii. We have no broad quarantines yet.
 - iii. Strategic initiatives update – we do not have much new since our board retreat. We do have more than 60 students registered for internships.
 - b. Finance and Operations Report
 - i. Our first meeting is on September 16, 2021.
 - ii. The draft budget is due to CSI the first week of September.
 - c. SAC Report – No meeting this month
 - d. PTO Report – no meeting this month
- VI. Presentation/Discussion
- a. Data Dashboard – we are identifying both external and internal data points from a reliability perspective. Internally we use STAR and MAPS, but it is also important to have an external point. These data pieces will be tied to the CEO evaluation.
 - b. CEO Evaluation – this will be a two-step process
 - i. Step 1 - The board will have an opportunity to provide feedback in September.
 - ii. Step 2 – There will be a formal performance evaluation in February.
 - c. Policy Review
 - i. The board will review the proposed Policy Review Protocol and be ready for the September meeting.
 - ii. “Class of Accounts” policy was reviewed. Mr. Reckman and Mr. Wilson will work on updates to align with other policies.
 - iii. “Fees, Waivers, and Adjustments” policy was tabled until the September meeting.
 - iv. Work Session Summary
 - 1. Brief summary of how board meetings typically work
 - 2. Discussed the board self-evaluation
 - 3. Discussed the board email address and logistics around communication

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4. Good discussion and participation in alignment with the CHSAA gender inclusive policy
5. Finalized a few communication items
6. Brief discussion on a Futures Committee focusing on exciting fun things to come
7. Briefly touched on pieces of the CEO report

VII. Executive Summary

a. Mr. Sanchez made a motion to approve the “Student Data Security” policy as presented. Mr. Klenjoski seconded the motion.

Discussion: None

Ayes: Drewlow, Coffee, McDuffee, Fransua, Hamele, Sanchez, Klenjoski

Nays: None

VIII. Board Meeting Self Scoring

Scoring Rubric	
1	Unsatisfactory
2	Satisfactory, looking for significant Improvement
3	Satisfactory, improving but still below expectations
4	Efficient meeting, meets expectations

4/4

IX. Adjourn Meeting

Mr. Sanchez moved to adjourn. Mrs. Drewlow seconded the motion. The meeting was adjourned at 8:17 pm via a verbal all aye vote.

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CEO Board Report – September 2021 Meeting

Pandemic Response Update

Expectation: Share information about implementation of pandemic precautions to start the new school year.

As of September 21st, the number new COVID-19 cases per 100,000 residents in Adams County over a 7-day period has gone down slightly to about 177. In last month's report, that number was 218. The 7-day average positivity rate is 7.2%, down from about 9% a month ago. These numbers are still high enough to be concerning, but for the moment the spike we experienced at the start of the school year seems to be easing.

The Academy continues to implement the same precautions put in place to start the school year and plans to continue doing so for the foreseeable future. Symptomatic students, close contacts, and positive cases are definitely impacting students, staff, and families in a meaningful way, but so far our approach is helping us to manage the effects of these things and we have avoided any large-scale quarantines. We currently have about 1.5% of our PK-12 students out on quarantine due to a positive test result or close contact with a positive individual. Similarly, we currently have 4 staff members (teachers, support staff, and coaches) out on quarantine.

Strategic Initiatives Update

Expectation: Share information about ongoing implementation of initiatives in support of The Academy 5-year Strategic Plan.

Principals will attend the October Board meeting to present updates on progress toward their Annual Work Plans. We are approaching the October 1st student count day that determines The Academy's funded student enrollment for the year. We are currently within 10 students of our funded county from last year.

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Finance & Operations Board Report, September 2021

Members Present: Shawn Hamele, Dan Klenjoski, Irina Szafranski, Jennifer Halford, Brandon Laird, Andrea Foust, Mark Wilson

Introductions (15 minutes)

Expectation: Review norms and introduce committee responsibilities for upcoming year.

Discussed transition into new team and members introduced themselves to the group. Agreement was shared about our need for a team approach and responsibilities across the group to ensure there is shared understanding and therefore greater ability for true sustainability. Committee responsibilities including regular review of financials, supporting the school's strategic direction as well as audit responsibilities were shared and agreed on.

Budget Discussions (15 minutes)

Expectation: COO will update on budget process and outline revenue and expenditure considerations for the year.

Alongside our regular budget timeline, focus areas from the summer months were discussed and shared e.g. assessing budget needs line-by-line and prioritizing ESSER fund usage. The following objective was shared: *'Establish a budget that continues to maximize performance in strategic goals, analyses costs and remains responsive.'*

Key elements of the above include safety, instructional programming, staff salaries and benefits, facility excellence and technology investments. Enrollment is hovering around 1855, and we are following up with prospective families to try to maintain the 1860 we settled on last year. We have continued our work to fully load the complete budget into our SDS system, which maintains our ability to monitor ongoing costs in real time. All Financial Transparency elements are currently met, with all external audit fieldwork completed. We are due the final audit any time now and anticipate no issues in meeting our submission deadlines with CSI.

Financial Report Review (15 minutes)

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Expectation: Financial report sent out in advance. Review and discuss current position.

Current Year - FY2022						
Acct	Account	August	FY 2022 YTD	FY2022 Budget	YTD % of Budget	FY2022 Expected End of Year
Revenue						
1500	Earnings on Investments	220.23	463.32	\$42,000.00	1.1%	\$42,000.00
1600	Food Services	1,367.75	27,331.28	\$360,200.00	7.6%	\$360,200.00
1700	Pupil Activities	83,283.00	121,092.28	\$650,000.00	18.6%	\$650,000.00
1800	Community Services Activities	65,231.52	108,979.42	\$738,400.00	14.8%	\$738,400.00
1900	Other Local Sources	65,149.69	129,953.15	\$289,870.00	44.8%	\$289,870.00
3000	Revenue from State Sources	46,611.93	46,611.93	\$765,716.64	6.1%	\$765,716.64
3100	Categorical Revenue	0.00	0.00	\$244,002.93	0.0%	\$244,002.93
3200	Adjustments to Categorical Revenue	0.00	0.00	\$0.00		\$0.00
3900	Other Revenue From State Sources	84,827.37	158,113.34	\$1,763,417.78	9.0%	\$1,763,417.78
5200	Interfund Transfers	24,000.00	24,000.00	\$0.00		\$0.00
5600	Direct Allocations	0.00	1,403,056.58	\$15,867,227.10	8.8%	\$15,867,227.10
11	Total Revenue	\$370,691.49	\$2,019,601.30	\$20,720,834.45	9.7%	\$20,720,834.45
Expenditure Summary						
		August	FY 2022 YTD	FY2022 Budget	YTD % of Budget	FY2022 Expected End of Year
0100	Total Salaries	423,432.53	809,335.95	\$9,740,825.43	8.3%	\$9,740,825.43
0200	Total Benefits	187,844.89	372,774.36	\$3,872,317.02	9.6%	\$3,872,317.02
0300-0500	Total Purchased Svcs	118,103.95	494,334.49	\$4,656,010.54	10.6%	\$4,656,010.54
0600	Total Supplies	154,398.72	467,149.95	\$1,708,561.46	27.3%	\$1,708,561.46
0700	Total Property	0.00	6,182.25	\$0.00		\$0.00
0800	Total Fees/Pupil Activities	30,876.64	89,868.71	\$643,120.00	14.0%	\$643,120.00
0900	Total Other Uses	0.00	0.00	\$0.00		\$0.00
	Total Expenditures	\$914,656.73	\$2,239,645.71	\$20,620,834.45	10.9%	\$20,620,834.45
	Salary Accrual Adj.		\$144,500.00			
	Net Profit (loss)	-\$543,965.24	-\$364,544.41	\$100,000.00		\$100,000.00
	Board Approved Beg. Fund Balance Use					
	Budgeted Margin			\$100,000.00		\$100,000.00
	Beginning Fund Balance			\$5,304,726.15		\$2,486,635.94
	Est. Ending Fund Balance			\$5,404,726.15		\$2,586,635.94

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Report sent out in advance. Committee reviewed format, current position and the more highly impactful lines ahead of our work this year. In comparison to previous years, our current revenue has been considerably lower than previously seen, however this is due to our August PPR payment being posted late to us, in early September. Additionally, it was noted that:

- Food Services would continue to be operating free meals for all students in 21/22
- A full salaries and benefits will be available next month once accruals have settled
- Supplies and Purchased Service budgets have all been set for a 'normal' year
- 100K surplus budget set for curricula and facilities investment

21/22 Strategic Goals (10 minutes)

Expectation: COO to present strategic goals for upcoming year. Gain feedback and input.

Time considerations meant a deep discussion was not facilitated, however it was shared and explained that our large strategic goals for the school over the next few years are stated here, therefore we can expect much of our work will be focused in these areas:

FINANCE

STRATEGIC GOALS

Financially support a high quality staff capable of progressing The Academy's strategic goals

Financially support high quality facilities capable of progressing The Academy's strategic goals

KEY PERFORMANCE INDICATORS

Base pay rates for all staff will be equal or greater than that of local school comparisons and returning staff will receive annual pay increases tied to Per Pupil Revenue and performance

Staff demographics will more closely resemble student demographics

Finance team will produce a report twice per academic year to review status and priorities in facility improvement

Finance team will complete an annual review of facility costs to ensure quality of service and return on investments

Self-Evaluation (5 minutes)

Expectation: Finance Committee members discuss the meeting and provide feedback to COO to improve the processes and meeting efficiency moving forward.

Committee self-rated at 4.

Next Meeting: 14 Oct., 2021

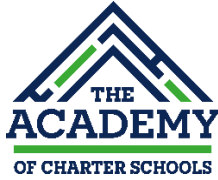
Operations Update

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Efforts have been focused around maintaining procedures and servicing our facility in response to a full student body with COVID still being present. Our cleaning contract remains the same as last year with increased coverage and sanitation practices e.g. increased attention to high traffic areas, touchpoints, daily logs etc. We continue to develop our plans to sustain our facility better in the longer term e.g. HVAC systems, but have had to remain patient with supply chain issues to fix a new cooling issue that arose.

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SACademic Committee

September 2021 Agenda & Meeting Minutes

“Pursuing Truth, Wisdom, Excellence”

Mission Statement: The Academy serves our students to develop college ready, exemplary citizens by promoting excellence in academics, character and relationships.

Scoring Rubric	
1	Unsatisfactory
2	Complete, looking for significant improvement
3	Complete, improving but still below expectations
4	Complete, meets expectations

Members Present:

Brent Reckman, Cody Clark, Autumn Coffee, Kristen Harkness-Cofrades, Dan Gramarossa, Devon DiRenzo

1. Welcome and Review Protocols

Expectation: All committee members will start the meeting together with focus.

Meeting Protocols

- Start on time; end on time
- Members arrive prepared
- Technology for meeting use
- No sidebar conversations
- Focus eyes, ears, and heart on speaker and topic

Notes: The committee reviewed its dual purpose to exercise circular oversight and support cycles of continuous improvement.

2. Review 2021-22 Unified Improvement Plan Draft

Expectation: Committee members will review the draft UIP and provide feedback to shape The Academy's final submission.

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- UIP Process from a 10,000' Level
 - What questions does the committee have about the purpose of a UIP?
 - What questions does the committee have about The Academy's process for drafting the UIP?
 - What questions does the committee have about how the UIP is used after it is written and submitted?
- Current Performance
 - What questions does the committee have about the analysis of The Academy's current performance?
 - What feedback does the committee have for the final draft of the current performance section?
- Priority Performance Challenges
 - What questions does the committee have about the identification of The Academy's priority performance challenges?
 - What feedback does the committee have for the final draft of the priority performance challenges section?
- Major Improvement Strategies
 - What questions does the committee have about the approach to The Academy's major improvement strategies?
 - What feedback does the committee have for the final draft of the major improvement strategies section?
- Target Setting
 - What questions does the committee have about the selection of The Academy's targets for improvement?
 - What feedback does the committee have for the final draft of the target setting section?

Notes: The committee discussed the annual UIP cycle with key due dates for future planning. Members asked clarifying questions about external sources of data, including ratings from the Colorado Department of Education and the Charter School Institute. Members similarly discussed internal sources of data to monitor throughout the school year to gauge progress with the targets set in the UIP. Overall, the committee was satisfied with the quality of this initial draft. In addition to reviewing feedback from reviewers at the Charter School Institute, the committee discussed including more disaggregated data in the next revision to better account for the performance of specific student subgroups.

3. Self-Assessment

Expectation: The committee will self-assess on the effectiveness of today's meeting.

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Notes: The committee agreed this was a productive meeting and self-rated at a “4.”

Next Meeting: October 11, 2021

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CRISIS MANAGEMENT POLICY

The Governing Board (the “Board”) for The Academy recognizes that effective learning and teaching takes place in a safe, secure, and welcoming environment, and that safe schools contribute to improved attendance, increased student achievement, and community support. The Board further acknowledges the necessity of preparing a School Response Framework to adequately prepare school personnel, parents, and the community to respond appropriately to a crisis that involves the school community.

As an important component of school safety planning, The Academy Board adopts the National Response Framework and National Incident Management System (NIMS) as applicable to schools. In adopting the National Response Framework and NIMS, The Academy will institutionalize the Incident Command System to ensure all responders use common language and processes when responding to a school emergency. The Academy will achieve compliance with the requirements set forth in C.R.S. 22-32-109.1(4) by December 31, 2021 and will continue to take the necessary steps to remain in compliance.

The Board directs the CEO or designee to develop, implement, and maintain a School Safety, Readiness, and Incident Management Plan ([Emergency Operations Plan](#)) including, to the extent possible, emergency communications, that coordinates with any statewide or local emergency operation plans already in place. To the extent possible, the Emergency Operations Plan shall be done in conjunction with The Academy’s local community partners including fire departments, law enforcement agencies, emergency medical service personnel, mental health organizations and local public health agencies. The Emergency Operations Plan shall incorporate the requirements of state law and CSI Board Policy and shall be reviewed and updated at least annually.

References

22-32-109.1(4), C.R.S.

22-30.5-503.5, C.R.S.

[CSI Board Safe Schools Policy](#)

[CSI Safety Policy Supplement](#)

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CRISIS MANAGEMENT POLICY

The Board of Directors at The Academy approved the Crisis Management Policy on Monday, September 27, 2021.

Board Chairperson

Date

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CONFLICT OF INTEREST POLICY

Bylaws (referencing stand-alone policy)

The Board shall adopt a Conflict of Interest Policy and each Director and officer shall subscribe to the policy in a manner to be defined by the Board, at least annually. Violation of the Conflict of Interest Policy shall be grounds for removal against Directors or officers.

Conflict of Interest Policy

In carrying out their fiduciary duties, a board member or staff member shall not:

1. Use their positions for a private advantage or personal financial or material gain.
2. Accept a gift of substantial value (or a substantial economic benefit which is the same as a gift of substantial value) which would tend to improperly influence a reasonable person in their position or which he or she knows or should know is primarily for the purpose of rewarding them for official action taken.
3. Engage in a substantial financial transaction for their private business purposes with a person whom they supervise in the course of their official duties.
4. Perform an official act which directly and substantially confers an economic benefit on a business or other undertaking in which he or she has a substantial financial interest or in which he or she is engaged as a counsel, consultant, representative, or agent.
5. Participate directly or indirectly in the purchasing process if the employee has a direct relationship with a vendor doing business with the school.
 - a. A direct relationship may include the business being owned by or employing a family member of the board member or staff member.
 - b. Direct or indirect participation means involvement through decisions, approval, disapproval, recommendation, preparation of any part of a purchase request, influencing the content of any specifications or procurement standard, rendering of advice, investigation, auditing, or acting in any other advisory capacity.
6. The school shall not purchase goods or services from a business owned by an immediate family member of a board member or employee, unless the goods or services are procured through a competitive process by and determined to be in the school's best interest.

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Ethical Principles

The following ethical principles for board members “are intended as guides to conduct and do not constitute violations as such of the public trust of office . . .” These principles provide that a board member should not:

1. Acquire or hold an interest in any business or undertaking which he or she has reason to believe may be directly and substantially benefited by official action to be taken by the school.
2. Within six months following the termination of their position, obtain employment in which they will take direct advantage, unavailable to others, of matters with which they were directly involved during their term of office.
3. Perform an official act directly and substantially affecting a business or other undertaking to its economic detriment when they have a substantial financial interest in a competing firm or undertaking.

Disclosure Requirements (Paragraphs 2 & 3 are added per CSI recommendation)

A board member or staff member, who has personal or private interest in any matter, proposed or pending before the board shall disclose such interest to the board, shall not vote on the matter and shall refrain from attempting to influence the decisions of other members of the board.

After disclosure of a financial interest or other potential conflict of interest and all material facts, and after any discussion with the interested person, the interested person shall leave the governing board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall discuss and vote on whether a conflict of interest exists.

After exercising due diligence, the governing board or committee shall determine whether the School can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the School’s best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

A board member may vote if their participation is necessary to obtain a quorum or otherwise enable the board to act and if disclosure has been made to the secretary of state giving the information required by statute. The written disclosure to the secretary of state must include:

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1. the amount of their financial interest;
2. the purposes and duration of services rendered;
3. the compensation received; and
4. any other information to describe the interest.

If the board member votes on the matter, the member should make a public disclosure on the record at the time of voting.

Annual Statements (this section is being added per CSI recommendation)

Each board member, committee member, and staff member shall annually affirm that the individual:

1. has received a copy of the Conflict of Interest Policy;
2. has read and understands the policy;
3. has agreed to comply with the policy; if applicable: and
4. understands the school is recognized by the IRS as a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code, and in order to maintain its federal tax exemption the school must engage primarily in activities which accomplish its tax-exempt purposes.

Excessive Compensation (this section is being added per CSI recommendation)

The CEO of The Academy is the person principally responsible for the efficient and effective operation of the School. Therefore, it is the desire of the Board to provide a fair yet reasonable and not excessive compensation for the CEO and any other highly compensated employees and consultants.

The annual process for determining compensation is as follows:

1. The Board shall annually evaluate the CEO on their performance, and ask for their input on matters of performance and compensation;
2. The Board (or a designated committee) will obtain research and information to make a recommendation for the compensation (salary and benefits) of the CEO (and any other highly compensated employees or consultants) based on a review of comparability data. For example, the Board will consider data that documents compensation levels and benefits for similarly qualified individuals in comparable positions at similar organizations. This data may include the following:
 - a. salary and benefit compensation studies by independent sources;
 - b. written job offers for positions at similar organizations;
 - c. documented telephone calls about similar positions at both nonprofit and for-profit organizations; and
 - d. information obtained from the IRS Form 990 filings of similar organizations.
3. To approve the compensation for the CEO (and any other highly compensated employees and consultants) the Board must document how it reached its decisions, including the data on which it relied, in minutes of the meeting during which the compensation was approved. Documentation will include:
 - a. a description of the compensation and benefits and the date it was approved;

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- b. the members of the board who were present during the discussion about compensation and benefits, and the results of the vote;
 - c. a description of the comparability data relied upon and how the data was obtained; and
 - d. any actions taken (such as abstaining from discussion and vote) with respect to consideration of the compensation by anyone who is otherwise a member of the board but who had a conflict of interest with respect to the decision on the compensation and benefits.
4. The Chair of the Board, who is a volunteer and not compensated by the School, will operate independently without undue influence from the CEO. No member of the Board shall have any relationship with staff that could present a conflict of interest.

CONFLICT OF INTEREST POLICY

The Board of Directors at The Academy approved the Conflict of Interest Policy on Monday, September 27, 2021.

Board Chairperson

Date

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Current & Proposed Accommodations for Inclusive Facilities

September 2021

The Academy Board of Directors is committed to ensuring that no otherwise qualified student shall be excluded from participation in, be denied the benefits of, or be subject to discrimination under any school program or activity on the basis of race, color, religion, national origin, ancestry, sex, sexual orientation, or disability. The concept of equal educational opportunity will guide the Board and staff in making decisions related to school facilities, selection of educational materials, equipment, curriculum, and regulations affecting students.

With that in mind, this document is intended to outline The Academy's currently available accommodations for gender inclusive restroom and locker room facilities as well as propose goals for improving the quality and accessibility of those facilities in the future.

Current Accommodations

Academy students may access restroom and locker room facilities consistent with their gender identity. If a student has a consistent gender identity different from their gender assigned at birth, that student and their parent(s)/guardian(s) will notify the school in writing. The consistent gender identity as stated in that school letter will be recognized for restroom and locker room access.

Additionally, the school currently makes available one, single occupant, gender neutral restroom in the downstairs secondary hallway for use by any student who prefers that option to the gender assigned group restrooms that are otherwise available.

Proposed Improvements

There are clear limitations to the accommodations currently available, and The Academy aims to improve both the quality and accessibility of those accommodations in the future. By August 2022, the goal is to make available three additional single occupant, gender neutral restrooms in the downstairs secondary hallway and the downstairs elementary hallway. By August 2023, the goal is to also renovate each locker room to provide intentionally designed, private options within those spaces.

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