



Prepare | Explore | Empower

Board of Directors  
Board Meeting Minutes  
Monday, January 29, 2024

Board Members Present:

Sarah Drewlow Chairperson  
Amy McDuffee Vice Chairperson (online)  
Dan Klenjoski Treasurer  
Kristen Cofrades Board Member  
Larissa Fransua Board Member  
Kevin Sanchez Board Member  
Autumn Coffee Secretary (online)

Also Present:

Brent Reckman Executive Director  
Mark Wilson COO  
Andrea Foust Finance Manager

Minutes of the regular board meeting of The Academy held at 11800 Lowell Blvd, Westminster, CO 80031 in Adams County on January 29, 2024.

I. Open Meeting

A quorum being present, Mrs. Drewlow called the meeting to order at 7:00 pm.

II. Consent Agenda

a. Mr. Sanchez moved to approve the December 11, 2023, minutes. Seconded by Ms. Fransua.

Discussion: None  
Ayes: Mrs. Cofrades, Mrs. Drewlow, Mrs. Coffee, Mrs. McDuffee, Mr. Klenjoski  
Nays: None

III. Public Comment

There was no public comment this month.

IV. Reports from Directors, Principals, and Committees

a. Executive Director Report

The Journey Starts Here...

- i. Our principals will be in the meeting next month to share their data presentations.
  - ii. Middle and High Schools are wrapping up their mid-year data collection.
  - iii. After collecting the Intent to Return forms from families, we have 98.9 % of our students returning for the 2024-25 school year. We are over-enrolling in certain grades, because we have seen a drop in enrollment over the past several summers.
  - iv. Facilities Master Plan – We continue to move forward with this work. Our goal is to have a full schematic design packet by mid-April. Once the builders have that packet they will be able to give us a more specific cost.
- b. Finance Committee
  - i. Mr. Wilson shared the amended budget.
  - ii. There is no new information on the legislative opening.
  - iii. The finance committee will soon begin work to build the budget for next year.
  - iv. We have a bathroom remodel on the schedule for this summer; that will cost around \$950,000.
- c. SACademic Committee – No meeting this month.
- d. PTO – The January minutes were included, but no additional comments were made.

V. Presentation and Discussion

- a. Final Read of the Mid-Year Budget Modification – There were no questions regarding this.
- b. 2024-25 Academic Calendar – Although the board did not have any questions or comments for the proposed calendar, they did recommend that we move the approval to December so we can share it with the community earlier.
- c. Executive Session – Mrs. Drewlow made a motion that the board enter into an Executive Session in order for the board to discuss the Executive Director’s evaluation. Mr. Sanchez seconded the motion.

Discussion:           None  
 Ayes:                   Mr.Klenjoski, Mrs. Cofrades, Mrs. Fransua, Mrs. McDuffee, Mrs. Coffee  
 Nays:                   None

The board entered Executive Session at 7:50 pm and ended the session at 8:07 pm.

VI. Executive Summary

- a. 2024-2025 Academic Calendar - Ms. Fransua made a motion to accept the 2024-25 academic calendar as presented. Mrs. Cofrades seconded the motion.

The Journey Starts Here...

Discussion: None  
Ayes: Mr.Klenjoski, Mrs. McDuffee, Mrs. Coffee, Mrs. Drewlow, Mr. Sanchez  
Nays: None

- b. Mid-Year Budget Modification – Mrs. Drewlow made a motion to accept the mid-year budget modification as presented. Mr. Sanchez seconded the motion.

Discussion: None  
Ayes: Mr.Klenjoski, Mrs. Cofrades, Ms. Fransua, Mrs. Coffee, Mrs. McDuffee  
Nays: None

- c. Financial Controls Policy – Mrs. McDuffee made a motion to accept the financial controls. Mrs. Coffee seconded the motion.

Discussion: None  
Ayes: Mr.Klenjoski, Mrs. Cofrades, Ms. Fransua, Mr. Sanchez, Mrs. Drewlow  
Nays: None

- VII. Board Meeting Self-Scoring Board Self-Scoring – Today’s meeting was both efficient and met expectations, so the score is 4.

- VIII. Adjourn Meeting  
Mrs. Drewlow adjourned the meeting at 8:11 pm.

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