



Prepare | Explore | Empower

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

Board Members Present:

Sarah Drewlow Chairperson
Dan Klenjoski Treasurer
Kristen Cofrades Board Member
Kevin Sanchez Board Member
Autumn Coffee Secretary
Jen Halford Finance Committee Member

Also Present:

Brent Reckman Executive Director
Mark Wilson COO

Minutes of the regular board meeting of The Academy held at 11800 Lowell Blvd, Westminster, CO 80031 in Adams County on April 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 March 25, 2024, minutes. Seconded by Mr. Klenjoski.

Discussion: None
Ayes: Mrs. Cofrades, Mrs. Drewlow, Mrs. Coffee,
Nays: None

III. Public Comment

There was no public comment this month.

The Journey Starts Here...

- IV. Reports from Directors, Principals, and Committees
 - a. Executive Director Report
 - i. We have a succession plan in place for our back office support staff. This year we will have at least two, more often three, people training in each role.
 - ii. Enrollment Update – We are in a good spot at this time, even overenrolled in a few grades. We are about 100 students above what we have budgeted for, but we know we will have students withdrawal over the summer. The challenge of declining enrollment is statewide.
 - b. Finance Committee
 - i. The mill levy equalization was passed, which solidifies what we hope to receive in the future.
 - ii. Budget planning – We have shared our preliminary numbers with CSI; we gave a conservative 5% PPR.
 - iii. We continue to look at ways to improve our crosswalk safety. We have added a raised crosswalk at Main Campus and new striping at North Campus. The City of Westminster has added a few flashing lights around the perimeter of North Campus.
 - c. SACademic Committee – No meeting in April.
 - d. PTO – The April minutes were included, but no additional comments were made.
- V. Presentation and Discussion
 - a. Title IX Policy Proposal – The policy was presented in the March meeting. No additional questions or comments were made.
 - b. Facilities Master Plan Progress – Our contractors came in during the work session and presented the work that has been done and the next steps. The recommendation for tonight is to approve spending approximately \$343,750 for the Design Development and Construction Documents.
 - c. Board Succession Planning – In our June meeting we will vote to renew Autumn Coffee’s and Sarah Drewlow’s terms.
 - d. Board Retreat – We are tentatively looking at Monday, July 29, from 8:00 am until 12:00 or 1:00 pm.
 - e. Board Self-Evaluation – This discussion was tabled until May.
- VI. Executive Summary
 - a. Title IX Policy Proposal – Mrs. Drewlow made a motion to accept the policy as presented. Mr. Sanchez seconded the motion.

Discussion: None
Ayes: Mrs. Cofrades, Mrs. Coffee, Mr. Klenjoski

The Journey Starts Here...

Nays: None

- b. Facilities Master Plan – Mrs. Drewlow made a motion to move forward with paying for the Design Development and Construction Documents. Mr. Klenjoski seconded the motion.

Discussion: None

Ayes: Mrs. Cofrades, Mr. Sanchez, Mrs. Coffee,

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 8:09 pm.

The Journey Starts Here...