Prepare | Explore | Empower

The Academy
Board of Directors

Board Meeting
Monday, February 24, 2025
5:30pm

Agenda

I. Open Meeting

The Academy's mission is to help all students grow into college ready, exemplary citizens by combining academic mastery with personal empowerment to drive lifelong success. We serve our full community by intentionally developing a school culture that embraces diversity, equity, and inclusion. With this in mind, the Board of Directors welcomes all members of our community to this meeting and invites each person to begin our time together in whatever way will help ground you for thoughtful and productive discussion - a few deep breaths, a prayer, a moment to organize your thoughts, or whatever meets your needs.

II. Consent Agenda

a. Approve Agenda
b. Approval of January 27, 2025, minutes

III. Public Comment

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.

IV. Presentation and Discussion

a. Winter Data Presentation - *Expectation: Principals and Directors will share mid-year updates on progress with their Annual Work Plans.*
b. New Curriculum Approval – Algebra I, Algebra II, & Geometry - *Expectation: The Chief Academic Officer will present a proposed curriculum change for High School Math.*

V. Reports from Directors and Committees

a. Chief Academic Officer Report - *Expectation: The CAO will update the Board on progress toward instructional and cultural strategic priorities.*
b. Executive Director Report – *Expectation: The ED will update the Board on progress toward financial and operational strategic priorities.*

c. Committee Reports – *Expectation: Committee Chairs will update the Board on progress with each committee.*
    i. Finance – See meeting minutes.
    i. SACademic – See meeting minutes.
    i. PTO – See meeting minutes.

VI. Executive Session C.R.S. §24-6-402(4) – *Expectation: As needed, the Board may call an executive session for one of the specific topics identified below via a 2/3 majority.*
    a. Discussions regarding buying or selling property;
    b. Conferences with an attorney to receive legal advice;
    c. Matters required to be kept confidential by state or federal law (e.g., student academic records);
    d. Security arrangements or investigations;
    e. Determining contract negotiation strategies;
    f. Personnel matters;
    g. Consideration of documents protected from disclosure under the Open Records Act; or
    h. Discussion of individual students where public discussion would adversely affect the student involved.

VII. Executive Summary
    a. Illustrative Math – *Expectation: Board members will vote to approve the proposed change for Algebra I, Algebra II, & Geometry curriculums.*

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

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

IX. Adjourn Meeting

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Prepare | Explore | Empower

The Academy
Board of Directors

Board Meeting Minutes
Monday, January 27, 2025

Board Members Present:		Also Present:	
Sarah Drewlow	Chairperson	Brent Reckman	Executive Director
Amy McDuffee	Vice Chairperson	Sarah Gramarossa	Chief Academic
Dan Klenjoski	Treasurer	Stacy McCleskey	Exec. Admin. Manager
Kevin Sanchez	Board Member		
Kristen Cofrades	Board Member		
Autumn Coffee	Secretary-online		

Minutes of the regular board meeting of The Academy held at 11800 Lowell Blvd, Westminster, CO 80031 in Adams County on January 27, 2025.

I. Open Meeting
   a. 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 16, 2024, minutes. Seconded by Mr. Klenjoski.
      Discussion: None
      Ayes: Mrs. Drewlow, Mrs. McDuffee, Mrs. Cofrades, Mrs. Coffee
      Nays: None

III. Public Comment
   a. There was no public comment this month.

IV. Reports from Directors, Principals, and Committees
   a. Executive Director Report
      i. The Student Intent to Return forms were completed this month and 98% of the families are reporting that they will return next year.
         1. The registrar used the Intent to Return information to identify the available positions in each grade and ran the random lottery. Families from the lottery are now being contacted.
         2. There are currently 496 applications for new student enrollment. There were 474 last year so current enrollment is stable and strong.
         3. There are approximately 76 PreK students on the lottery for 40 available spots.

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4. Looking at the 25-26 enrollment, we are set to run a similar budget process.
5. Mr. Reckman will review and report the reasons families gave for not returning.

ii. Facility Master Plan
1. A communication was included in the January newsletter and repeated in mid-January as a stand-alone email.
2. Mr. Reckman has reached out to the Bradburn HOA to provide a clear pathway for resident feedback, questions, and gave details about the specific impacts to the neighborhood.
3. It was recommended that we create some type of visual for everyone to see and create vision for future growth opportunities.

b. Chief Academic Officer Report
i. Each grade level has finished mid-year assessments and principals are reviewing data. This data will be presented at the February Board meeting
ii. CSI is completing audits for special populations program. There has been
1. great feed-back and very positive outcome. CSI looks for
2. compliance and legal requirements. They also dive into how meaningful
3. the report is written.
iii. Of the 135 seniors, 84.4% are expected to graduate.
iv. We are currently at a 92% daily attendance rate. The goal is 95%. The
1. current rate is 1.2% higher than this time last year and the team will be
2. focusing on K-5 because the attendance is lower than the secondary
3. grades.

c. Committee Reports
i. Finance
1. The monthly financial report was presented and there were no surprises this month.
2. The budget modification was discussed in detail.
ii. SACademic – No meeting this month. The next meeting is February 3.
iii. PTO – no questions or comments.

V. Presentation and Discussion
a. Final Read of Mid-Year Budget Modification
i. The first read of the mid-year modified budget is in December and
1. the second is in January with final changes.
ii. The Mill Levy Equalization fund was created to give funding to charter
1. schools. This is the first year that it was fully funded and final changes to funding are still being calculated. Changes are being made because Adams 12 did not properly project the mill levy.

b. Name Change Policy
i. The state is mandating that a policy be put in place.
ii. The revisions were discussed since some Board members were not present at the December meeting.

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iii. There are questions about current litigation and violations of funding if we don't have a policy in place.
iv. Mr. Reckman will contact Attorney General's office with further questions.

c. Executive Session
   i. The Board entered into Executive Session to discuss the annual evaluation of Mr. Reckman, Executive Director for The Academy. Mr. Reckman was invited to join the Executive Session. This Executive Session involves a personnel matter so the employee involved has been given an opportunity to require that this discussion be conducted in public and the employee has indicated that they wish for this discussion to occur in private. Formally, Mrs. Drewlow moved, pursuant to Colorado Revised Statutes, Title 24, Article 6, Section 402 at subsection 4(f) to go into Executive Session to discuss personnel matters. The particular matter that is to be discussed behind closed doors is the Executive Director's evaluation. Seconded by Mr. Sanchez, call for vote. Motion carried. Executive Session started at 8:20 p.m. Executive Session ended at 9:11 p.m.

d. Work Session Summary
   i. School Safety Update. SRO Kelly Jacobson and Sgt. Salazar from Westminster P.D. gave update on education/outreach, relationship building, and collaboration with staff regarding school policy and procedures.
   ii. Board Self -Evaluation Review. Revisions were discussed and made as a group.
   iii. Ongoing Policy Review. CSI wants all schools to have a Health and Wellness Policy.

X. Executive Summary

a. Vote to approve Name Change Policy – further discussion needed.

b. Vote to approve Amended Budget

Mrs. McDuffee made a motion to approve the Amended Budget. Mr. Sanchez seconded to motion.

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

VII. Board Meeting Self-Scoring: 4

VIII. Meeting adjourned at 9:14 pm

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Chief Academic Officer Board Report -February 2025 Meeting

Expectation: Share information about ongoing implementation of initiatives in support of the Instruction & Culture section of The Academy's 5-year Strategic Plan and other Board priorities.

Instruction & Culture Scorecard

Each level principal will share their mid-year data at tonight's board meeting.

Scorecard

CAO February Snapshot

CAO is working with CSI on audits for student services (IEP, 504, ALP, MLL). The feedback from the audits will be used to refine and continue developing our supports and services for students.

CAO is working with the Executive Director to update and revise discipline pathways and processes across K-12. CAO is continuing to collaborate with each level to address absenteeism and to continue to develop and build out MTSS structures and data analyzation.

Graduation Trajectory (Percent of seniors on track to graduate.)

- ***135 Total Students***
- ***84.4% of seniors are on track to graduate.***
- ***3.7% are NOT on track. (5 students will not graduate this year. One of these students is enrolled in the Gateway Program.)***
- ***11.9% are on the cusp. (16 students-They can do it, but they're close. They are being closely monitored and have individualized plans in place. One student is enrolled in Gateway and on track to graduate as a 5th year.)***
- ***Of the 5 students who are not on track, 4 enrolled at The Academy in 9th grade and 1 enrolled in 11th grade.***
- ***Of the 16 students who are on the cusp, 3 enrolled in 9th grade, 2 enrolled in 10th grade, 1 enrolled in 11th grade, and 1 enrolled in 12 th grade. (7 of the 16 students enrolled in HS.)***

Attendance Update

As of 2/19/25, our Year to Data attendance rate is 92%. We are trending about 1.2% higher than last year at this time. Chronically absent rates across levels: K–5- 40% of students are considered chronically absent, 6-12- 18% of students are considered chronically absent. The Attendance Team is looking into this data and the significant difference between levels.

Attendance initiatives and communications will continue at each level with a focus on our elementary level. Level Administration have prioritized families that have not responded to letters or other communication and have been holding attendance meetings. They will also be meeting with families at conferences to develop support plans.

CAO Strategic Initiatives

Big Rock 1 - Declining Growth Among Students Identified with READ Plans

Midyear data point: STAR Reading Assessment for 3rd graders on a READ Plan. 14/17 students who tested, scored a 50 SGP or higher. The average SGP for the 17 students was 65. The average SGP for all 3rd graders was 48.6.

Big Rock 2 Declining Growth in Elementary Math

Midyear data point: K-5 STAR Math Assessment average SGP score of 51.5. At K-2, the average score was 56 SGP and at 3-5 the average score was 47.1. Of the 43 identified Gifted and Talented students who tested, 38 students scored a 50 or higher SGP. With the average SGP for GT students being, 73.7.

Big Rock 3 Low Growth in Middle School and High School Math

Midyear data point: 6-11 grade students who took the NWEA MAPS Math Assessment at midyear averaged a score of 229. That is higher than the previous midyear average scores over the past 3 years by 2-5 points. 45% of 6-11 grade students who took this assessment showed math growth in the 50% or higher range. This is 5% higher than last year at the midyear assessment.

Big Rock 4- Low Growth in Middle School Reading

Midyear data point- 6-8 students who took the NWEA MAPS Reading Assessment at midyear averaged a score of 218. This is 8 points higher than the 22-23 midyear average score and 2 points higher than the 23-24 midyear average score. For Special Education students, the percent of students who were scoring below the 25%ile range decreased from 72% in 2023-2024 to 55% in 2024-2025.

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Executive Director Board Report – February 2025 Meeting

Expectation: Share information about ongoing implementation of initiatives in support of the Finance & Operations section of The Academy's 5-year Strategic Plan and other Board priorities.

Finance & Operations

The Board voted to approve the amended budget last month. The Finance Team began work earlier this month on developing the FY26 budget. We will share more information with the Finance Committee and the Board over the course of the next several months.

The Board finalized the 2024-25 Data Dashboard at the August meeting. The Executive Director and Director of Operations will present a mid-year update as it pertains to the Bi-Annual Finance & Operations Scorecard during this month's meeting.

Finance & Operations Scorecard linked here.

Facilities Master Plan Update

The Academy's building permit was approved in mid-February. We have begun meeting every other week to make sure all preconstruction work is moving forward appropriately, including purchasing key materials that are likely to have a long delivery lead-time.

The latest phase of the facilities communication plan involved sharing more detail with staff members who are directly impacted by the work starting this summer. Those meetings began in early February, and the Facilities Team will maintain an open line of communication to make sure those staff members' needs are met as fully as possible.

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Finance Committee

February 2025 Agenda & Meeting Minutes

"Fueling lifelong success through preparation, exploration, and empowerment."

The Academy's mission is to help all students grow into college ready, exemplary citizens by combining academic mastery with personal empowerment to drive lifelong success. We serve our full community by intentionally developing a school culture that embraces diversity, equity, and inclusion.

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

Members Present:

Dan Klenjoski, Amy McDuffee, Jen Halford, Kris Kelley, Tony Marola, Andrea Foust, Roxanne Ellsworth, Brent Reckman

1. **Welcome and Review Protocols**

   Expectation: All committee members will review norms and 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:

   N/A

2. **Monthly Financial Report Review**

   Expectation: The January Financial Report was shared in advance. The Committee will review and discuss current position and any open questions.

   Notes:

   Overall, revenue and expenditures are on track with previous years. Halfway, through the year, the budget is running smoothly and there are no concerns. Highlights discussed by the

Committee include, earnings on investments continue to run higher than projected and food services revenue is lagging this month but will catch up with the next deposit.

Starting with the newly amended budget and this month's financial report, we have adjusted several of the revenue lines to match with state-required source reporting codes. This is the last step in transitioning from the old financial reporting format The Academy was required to use when authorized by Adams 12. Nothing will change in our unified budget summary format or our annual audit. The only change is to this monthly financial report template. We will stick with this format moving forward.

		Current Year - FY2025					Previous Year - FY2024				
Acct	Account	January	FY 2025 YTD	FY2025 Budget	YTD % of Budget	FY2025 Expected End of Year	January	FY 2024 YTD	FY2024 Amended Budget	YTD % of Budget	FY2024 Expected End of Year
evenue											
1500	Earnings on Investments	37,637.23	258,274.07	$200,000.00	129.1%	$200,000.00	32,769.51	174,664.17	$300,000.00	58.2%	$300,000.00
1600	Food Services	5,072.55	58,371.66	$135,000.00	43.2%	$135,000.00	6,012.97	83,493.25	$125,000.00	66.8%	$125,000.00
1700	Pupil Activities	57,368.75	420,746.11	$650,000.00	64.7%	$650,000.00	86,382.76	458,983.07	$650,000.00	70.6%	$650,000.00
1800	Community Services Activities PK/BAC	66,257.06	436,568.81	$725,000.00	60.2%	$725,000.00	66,564.25	472,376.21	$945,000.00	50.0%	$945,000.00
1900	Other Local Sources Community	8,385.44	235,968.33	$375,000.00	62.9%	$375,000.00	4,714.95	228,554.12	$405,000.00	56.4%	$405,000.00
3000	Revenue from State Sources not CDE/CSI	26,314.20	147,264.86	$426,464.02	34.5%	$426,464.02	23,790.88	251,316.26	$111,903.04	224.6%	$111,903.04
3900	Revenue From State Sources CDE/CSI	325,881.69	3,418,065.44	$5,791,728.13	59.0%	$5,791,728.13	346,878.94	2,681,156.22	$4,617,311.57	58.1%	$4,617,311.57
4000	Revenue from Federal Sources	165,191.02	456,321.54	$925,261.10	49.3%	$925,261.10	177,256.81	382,165.15	$934,834.45	40.9%	$934,834.45
5200	Interfund Transfers Bond/Loan	0.00	486,316.75	$0.00		$0.00	0.00	4,497.96	$4,497.96	100.0%	$4,497.96
5600	Direct Allocations PPR	1,641,272.36	12,057,089.78	$20,162,155.05	59.8%	$20,162,155.05	1,560,959.93	11,363,579.39	$19,032,227.87	59.7%	$19,032,227.87
11	**Total Revenue**	$2,333,380.30	$17,974,987.35	$29,390,608.30	61.2%	$29,390,608.30	$2,305,331.00	$16,100,785.80	$27,125,774.89	59.4%	$27,125,774.89

Expenditure Summary		January	FY 2025 YTD	FY2025 Amended Budget	YTD % of Budget	FY2025 Expected End of Year	January	FY 2024 YTD	FY2024 Amended Budget	YTD % of Budget	FY2024 Expected End of Year
0100	Total Salaries	1,064,480.86	6,551,430.11	13,535,536.60	48.4%	$13,535,536.60	955,998.50	6,099,913.23	12,010,341.96	50.8%	12,010,341.96
0200	Total Benefits	388,736.36	2,345,952.77	5,247,739.45	44.7%	$5,247,739.45	346,341.75	2,216,107.77	4,393,487.30	50.4%	4,393,487.30
0300-0500	Total Purchased Svcs	401,725.92	3,983,340.55	6,861,577.87	58.1%	$6,861,577.87	361,108.04	2,940,228.26	7,550,272.04	38.9%	7,550,272.04
0600	Total Supplies	93,555.03	1,084,733.57	2,412,348.05	45.0%	$2,412,348.05	85,520.96	1,186,164.98	2,110,401.59	56.2%	2,110,401.59
0700	Total Property	27,768.30	412,278.05	610,714.33	67.5%	$610,714.33	6,324.34	30,533.02	351,500.00	8.7%	351,500.00
0800	Total Fees/Pupil Activities	34,756.74	365,592.74	722,692.00	50.6%	$722,692.00	41,687.58	459,528.32	709,772.00	64.7%	709,772.00
0900	Total Other Uses			$0.00	0.0%	$0.00	$0.00	$0.00	$0.00	0.0%	$0.00
	Total Expenditures	$2,011,023.21	$14,743,327.79	$29,390,608.30	50.2%	$29,390,608.30	$1,796,981.17	$12,932,475.58	$27,125,774.89	47.7%	$27,125,774.89
Total Expenditures		$2,011,023.21	$14,743,327.79	$29,390,608.30	50.2%	$29,390,608.30	$1,796,981.17	$12,932,475.58	$27,125,774.89	47.7%	$27,125,774.89
	Salary Accrual Adj.		$585,619.90					$529,218.67			
Net Profit (loss)		$322,357.09	$2,646,039.66	$0.00		$0.00	$508,349.83	$2,639,091.55	$0.00		$0.00

3. Legislative Updates

Expectation: The Executive Director will update the Committee on the status of the current Colorado legislative session and potential impacts.

Notes:

The legislative session is still early in its development. There are no major updates to share yet. Based on the Governor's proposed budget, we will base our draft FY26 budget on a 2% increase to Per Pupil Revenue.

4. Facilities Master Plan

Expectation: The Executive Director will provide monthly updates on the current status of the facilities work and related expenses through the end of the project timeline.

Notes:

The facilities communication plan is rolling out as intended. We have begun making purchases of items with longer lead times. So far, we have submitted the first five draw requests for

project funds.

5. **Self-Assessment**

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

Notes:
4

Next Meeting: March 13, 2025

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SACademic Committee

February Agenda & Meeting Minutes

"Fueling lifelong success through preparation, exploration, and empowerment."

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

Members Present: Sarah Gramarossa, Brent Reckman, Timothy Fifer, Lisa Lefebvre, Christie Garofolo, Ioana Dutchievici, Nicholas Lewis, Stephanie Pearl, Anna Gregory, Kristen Cofrades

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: NA

2. Changes to Course Catalog- 2nd Read- HS Math Curriculum

Notes: The committee recommends the proposal of Illustrative Math through Imagine Learning with an Initial rollout of Algebra I in 2025-26, followed by Geometry and Algebra II in

subsequent years. This will be recommended at the February Board Meeting.

3. Family, School, & Community Partnerships Plan

Expectation: The committee will revisit the Family, School, & Community Partnerships Plan that was finalized last spring and discuss updates on Student Led Conference initiatives and Career Exploration Day. Members of AMP will share their Volunteer Framework and discussion will be open to see how SAC and AMP can align to move these efforts forward.

Notes: The committee and members of AMP shared ideas around how to increase volunteering among our parents/guardians/families. Ideas discussed were a schoolwide campaign to start the 25-26 school year to create a culture of volunteerism, looking at ways to incentivize volunteering, Brent and Sarah will look into the legality and line of how much we can incentivize and what that could look like, ideas also included giving discount on fees, a volunteer spotlight, and more recognition, possibly looking at doing Bricks again, and tracking volunteer hours/opportunities. The team would like to continue this discussion and collaboration with AMP at an additional April meeting to focus on the Family Engagement Plan and the discussions had today.

4. Self-Assessment

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

Notes: Score of 4

Next Meeting: March 17, 2025- Principals present data and discussion around 25-26 Performance Priority Goals for the Unified Improvement Plan.

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The Academy of Charter Schools

PTO Minutes

February 5, 2025

Call to Order:

A meeting of The Academy of Charter Schools PTO was called to order on Wednesday, February 5, 2025, at 6:01 pm by Steph Pearl.

Attendees:

Steph Pearl, President

Ioana Makkai-Dutchievici, Treasurer

Nikki Roma, Co-Vice President

Susan Wagar, Secretary

Kate Karnik, Hospitality Coordinator

Stephanie Bean Keller

MInutes:

Nikki Roma made a motion to accept the minutes as presented. Stephanie Bean Keller seconded the motion, and it carried.

Upcoming Events:

- Glow Party
  - Food
    - Whole Foods donated some items
    - Walmart with gift card for additional food
    - $50 from Sprouts
    - Snack Bag
    - Fruit in cups
    - Veggies in cups
    - Crackers and cheese
    - Popcorn
    - Igloos and cups for the water
  - Swag for Sale
    - Stephanie help with the sales table

- Counselor Week - 9 total
  - Card
  - Some little swag items
  - Some snacks

- Teacher Conferences

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    - Push to CMAS time in April
- Conferences for swag
    - Ioana at NC both days
    - Steph at MC on Tuesday
    - Nikki at MC on Wednesday

Spirit Nights:

- Your Pie - $151.60
- 5280 on 2/11
    - Have some signs on the tables at conferences advertising
- No spirit night in March
- April??
- May - Chick-fil-A

Volunteer Needs:

- SACademic committee - workshop next month on ideas on strategies to get volunteers and building a culture of how can we help our school

Financial Report:

- No surprises this month, and no big expenditures.
- We need a plan for requesting gift cards and applying for grants

Steph Pearl adjourned the meeting at 7:00 pm.

Respectfully submitted,

Susan Wagar

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