



Board of Directors' Meeting

August 11, 2025

General Session 6:00 p.m. – 7:30 p.m.

- I. **Preliminary**
 - a. Welcome to Visitors
 - b. Pledge of Allegiance
 - c. Director's [Role Call](#)
 - d. Reading of [Team Norms](#)
 - e. Approval of Last Meeting Minutes
 - f. Approval of Tonight's Agenda

- II. **Committee Reports**
 - a. **Board Development**
 - i. Module Updates
 - ii. [Committee Calendar Dates](#)
 - iii. Website Update
 - a) Updating [Board Documents](#)
 - b) Long-standing members proofread [bios](#)
 - iv. Leadership Summit
 - v. Grant Consultant Recommendation
 - vi. Colorado Parent Magazine and Marketing Roadmap
 - vii. Board Book Review
 - viii. Board Resolutions
 - ix. Add Event Dates to Calendars
 - b. **Finance Team**
 - i. Financial Reports
 - ii. Meeting Report
 - iii. Suggested dashboard [1](#) and [2](#)
 - c. **RDC**
 - i. [Resource Development Committee Charter](#)
 - ii. [Strategic Rough Draft](#)
 - d. **Growth Feasibility**
 - i. Building Inspection Process
 - ii. Restroom Project
 - iii. Stairs Project
 - e. **Personnel**
 - f. **School Accountability**

- III. **Administrator's Report**

- IV. **Public Comment**

(Comments will be given 2 minutes each)

- V. **Discussion Items**
 - a. **Open Items**

- VI. **For the good of the cause**

- VII. **Adjournment of General Session**

Next Meeting Date:

GENERAL SESSION

Monday, September 8, 2025

Team Norms

~ AACCS Board of Directors ~



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- We all commit to having integrity before, during and after meetings.
 - We commit to listening, hearing and respecting each person's point of view.
 - We commit to coming prepared, being engaged and professional in all our meetings.
 - We will all fulfill our commitments and obligations.
 - We will review our norms every meeting and evaluate ourselves twice a year.

Created March 2014

A team is a group of people working interdependently to achieve a common goal for which members are mutually accountable.



Board of Directors' Meeting

May 12, 2025

Meeting called to order at 5:58pm

- I. Preliminary
 - a. Welcome visitors
 - i. n/a
 - b. Roll Call for Directors and Administration
 - i. Ms. Akerly (presiding)
 - ii. Ms. Manuel
 - iii. Ms. Kirkbride
 - iv. Ms. Horne
 - v. Ms. Lane
 - vi. Ms. Tracy
 - vii. Mr. Kamb (absent)
 - c. Reading of team norms by Ms. Horne
 - d. Approval of last meetings minutes
 - i. Motion to approve amended minutes by Ms. Akerly, seconded by Ms. Manuel
 - e. Approval of Tonight's agenda
 - i. Motion to approve agenda as amended by Ms. Akerly, seconded by Mr. Horne
 - f. Ratifications of 05/12/2025 motions
- II. Committee Reports
 - a. Board Development
 - i. Website update
 1. New Board Member Bio and Photo
 2. Update current Board Members with Photos done through the school for our website
 - ii. SY26 Roles and Expectations
 1. Ms. Akerly-President
 2. Ms. Manuel-Vice President
 3. Ms. Lane- Secretary
 4. Ms. Horne- Treasurer
 - iii. Strategic Planning
 1. 05/29/2025 7:30am-3:30pm
 2. Location for retreat
 - a. Tarra-865 Albion St Denver 80220 (\$480 for the entire day)

- b. Posner Center-1031 33rd St Denver 80205 (no cost)
- b.
 - 1. Content Calendar Review
 - a. Calendar will be reviewed during Strategic Planning Session
 - i. Recommendations by Board Members due by 05/23/2025
 - 2. Social Hour
 - a. Immediately following Strategic Planning Session
 - i. Location: TBD
 - ii. RDC- Updates and Reminders
 - 1. Schedule calendar events and connect with Ms. Tracy
 - 2. Align events with needs/resources
 - 3. Align GFC with RDC
 - iii. Town Hall
 - 1. Multicultural Event
 - a. Moving forward the NJHS will spearhead this event
 - iv. Ms. Akerly moved to recommend Mr. Kamb to sign the Advisory Role Agreement, seconded by Ms. Manuel. Motion approved unanimously.
 - v. Amended Enrollment Policy
 - After the board reviewed 4.3.1 Procedure: Enrollment Lottery in Our Policy and Procedures book update Ms. Akerly moved to retroactively ratify the updates to Policy 4.3.1, Procedure: Enrollment Lottery, which have been in practice, to formally align board policy with established procedures and ensure compliance, Seconded by Ms. Kirkbride, motion approved unanimously*
 - vi. Graduation(s)- End of Year Celebrations
 - vii. Staff and Board- End of Year Social
 - 1. 05/23/2025 at Lowry Beer Garden 4-6pm
 - viii. Board Dinner
 - 1. Will combine this event with Social Hour after Strategic Planning Session on 05/29/2025
- c. Finance
 - i. Proposed Fiscal Year Budget
 - 1. Motion to approve proposed fiscal budget (SY25/26), \$10,043,311.00 made by Ms. Akerly, seconded by Ms. Horne, motion approved unanimously
- d. Growth Feasibility
 - i. Door Quote
 - 1. TBD-only received a partial quote
 - ii. Stairs Quote
 - 1. Van Vleet's quote is \$27,231
 - a. Motion to approve the Stairs Quote made by Ms. Horne, seconded by Ms. Kirkbride, motion approved unanimously
- e. Personnel

- i. Motion my Ms. Akerly to create a second fulltime position to alleviate the front desk position by creating a full-time registrar position in addition to the fulltime front desk position
 - f. School Accountability
 - i. No recommendations to the Board
- III. Administrators Report
 - a. Proposed change to specials structure (6th-8th grade)
 - i. 6th grade generalist specials
 - ii. Combine 7th and 8th grade more refined specials
 - b. Assessment updates
 - i. Diagnostic results will be sent/mailed home
 - c. 8th grade High School Math Placement Exam was conducted
- IV. Public Comment
 - a. None
- V. Public Comment
 - a. none
- VI. For the Good of the Cause
 - a. Ms. Akerly gives kudos to the the NJHS teachers and students in playing such a huge role for our Multicultural event
 - b. Ms. Akerly gives kudos to Ms. Horsford and Ms. Hertrich for the Spring Concert
 - c. Ms. Manuel gives kudos to Mr. Wade for bringing the 8th grade High School Math Placement Exam
 - d. Ms. Manuel also wants to recognize the school, as a whole, as her 1st child is graduating this year
- VII. Adjournment of General Session 8:09pm
- VIII. Executive Session entered at 8:19pm

Executive Session pursuant to C.R.S. § 24-6-402(4)(a), (e), and (f) to discuss:

A confidential matter related to a potential property interest, statutes reports (e) strategy related to negotiations that may impact organizational planning developments (f) personnel – specifically addressing three separate matters.

Motion to exit Executive Session at 9:08pm

Reentering General Session at 9:09pm

- I. Motion to approve 1 year contract as is for Ms. Tracy while exploring an Executive Director role for the following year made by Ms. Akerly
 - a. Roll Call Vote
 - i. Ms. Manuel-yes
 - ii. Ms. Horne-yes
 - iii. Ms. Lang-yes
 - iv. Ms. Kirkbride-yes
- II. Motion to approve \$3,500 bonus for current school year (24/25) for administrator Ms. Tracy by Ms. Akerly
 - a. Roll Call Vote

- i. Ms. Manuel-yes
 - ii. Ms. Horne-yes
 - iii. Ms. Lang-yes
 - iv. Ms. Kirkbride-yes
- III. Motion to approve up to \$10k for current administrator Ms. Tracy to use for professional development or executive coaching by Ms. Akerly
 - a. Roll Call Vote
 - i. Ms. Manuel-yes
 - ii. Ms. Horne-yes
 - iii. Ms. Lange-yes
 - iv. Ms. Kirkbride-yes

General session exited at 9:13pm

Next Meeting Date:

General Session-Monday June 2, 2025



Racquel Akerly <rakerly@auroraacademycharter.com>

Junes meeting minutes

2 messages

Laura Kirkbride <lkirkbride@auroraacademycharter.com> Sun, Jul 13, 2025 at 12:09 PM
To: Racquel Akerly <rakerly@auroraacademycharter.com>

I hope you're having a good summer so far. I had a major computer crash last month and I finally got it repaired. But I can't find Junes minutes. My laptop crashed when I had June's minutes up.

I tried recovering all the things I lost, but they are just gone. I lost some important legal things too.

Not sure how you want to proceed with the lost minutes.

Laura Kirkbride
Aurora Academy Board of Directors
www.aacademy.org
www.aacademy.org/board_of_directors

Racquel Akerly <rakerly@auroraacademycharter.com> Mon, Jul 21, 2025 at 12:13 PM
To: Laura Kirkbride <lkirkbride@auroraacademycharter.com>

I can reference my notes and get insight from the board in our next meeting

Racquel Akerly
Board of Directors | *President*

📞 720.837.4627 ✉ rakerly@auroraacademycharter.com



[Quoted text hidden]



Board of Directors' Meeting June 16, 2025

Meeting called to order at 6 pm

I. Preliminary

- a. Welcome visitors
 - i. n/a
- b. Roll Call for Directors and Administration
 - i. Ms. Akerly (presiding)
 - ii. Ms. Manuel
 - iii. Ms. Kirkbride
 - iv. Ms. Horne
 - v. Ms. Lane
 - vi. Ms. Tracy
 - vii. Mr. Kamb (absent)
- c. Reading of team norms by Ms. Horne
- d. Approval of last meetings minutes
 - i. Motion to approve amended minutes by Ms. Horne, seconded by Ms. Manuel
 - ii. Ms. Akerly moves to ratify all motions and actions approved at the [Date] meeting, acknowledging that the meeting was not posted within the required 24-hour period. This ratification is intended to give full legal effect to those actions and ensure compliance going forward.
- e. Approval of Tonight's agenda
 - i. Motion to approve agenda as amended by Ms. Horne, seconded by Mr. Kirkbride

II. Committee Reports

- a. Board Development
 - i. Committee Calendar Dates Reviewed
 - ii. Website Update
 1. The invitation will be sent to Board Members for photos for August 11th
 - iii. Strategic Planning FOF

Board members expressed concern regarding the recent strategic planning session, noting FOF's limited understanding of school governance, inability to facilitate discussion within existing board relationships effectively, and the overall presence of tension, distractions, and resistance. Several members described the meeting as unproductive, uncomfortable, and lacking sufficient preliminary preparation or clarity of goals.

Key points included:

- Board members acknowledged growth opportunities for both board members and the administrative team, emphasizing the importance of greater professionalism in future strategic planning sessions.
- Encouragement to continue seeking outside perspectives but ensure facilitators are well-versed in governance.
- Importance of following team norms.
- Need for more thorough pre-work to align intentions, ensure shared understanding, and create a clear, united path forward.

- c. Finance
 - i. RDC – Investigate listing AACCS on fundraising sites like CO gives
- d. Growth Feasibility
 - i. No recommendations to the Board
- e. Personnel
 - i. No recommendations to the Board
- f. School Accountability
 - i. No recommendations to the Board

III. Administrators' Report

IV. Public Comment

- a. None

V. Public Comment

- a. none

VI. For the Good of the Cause

- a. Ms. Akerly gives kudos to Mr. Rivera for his professionalism and ability to think quickly during the 8th Grade Field Trip when the buses did not show up.

VII. Adjournment of General Session 7pm

VIII. Executive Session entered at 7:12pm

Executive Session pursuant to C.R.S. § 24-6-402(4) (f) to discuss: (f) personnel – specifically addressing the last contract.

Motion to exit Executive Session at 8:27pm

Reentering General Session at 8:30pm

- I. Motion to approve 1 year contract as is, for Ms. Tracy, with a 4% increase made by Mr. Kamb
 - a. Roll Call Vote
 - i. Ms. Manuel-yes
 - ii. Ms. Horne-yes
 - iii. Ms. Lang-yes
 - iv. Ms. Kirkbride-yes
 - v. Ms. Akerly-yes

General session exited at 8:33pm

Next Meeting Date:

General Session-Monday June 2, 2025



Aurora Academy Charter School Resource Development Committee

Committee Charter

Mission: The AACCS Resource Development Committee exists to foster a strong connection between the school and the community, ensuring the growth and enhancement of the school's facilities, programs, and reputation.

Vision: The vision of this RDC is a vibrant school community that is deeply integrated with the wider community, supporting the school's mission to provide a well-rounded education for all students.

Values: Collaboration, Innovation, Community Engagement, Support, and Growth.

Article of Charter

I. Establishment

Following the Aurora Academy Charter School's (AACCS) commitment to fostering a robust connection between the school and its wider community, the Resource Development Committee (RDC) is hereby established. This committee is an integral component of the AACCS structure, serving as a vital link between the school and its stakeholders.

II. Purpose

The RDC is charged with a multifaceted purpose, including:

- **Relationship Building:** Cultivate relationships with local businesses, corporate sponsors, and potential donors within the school community and greater community.
- **Fundraising:** Implementing innovative fundraising programs to support the enhancement of the school's facilities and the expansion of its educational and extracurricular programs.
 - Developing donor marketing materials that include impact reports, newsletters (if applicable), and fundraising campaigns.
 - Create targeted campaigns to engage local businesses.
 - Identifying and applying for grants, philanthropic funding, and government programs.
 - If applicable, manages donor recognition programs.
- **Resource Development:** Investigating and pursuing new resource development projects and ideas to secure additional funding and support for the school.
 - Researching funding trends and potential new sources of revenue.
 - Develops proposals and reports to grant providers.
- **Community Engagement:** Supporting social events that foster a vibrant school culture and promote active engagement with the wider community.

III. Membership

The RDC shall comprise a diverse membership, reflecting the multifaceted nature of its responsibilities:

- **2 Board of Directors:**
 - A chairperson and another to serve in a support role.
- **Staff and Faculty Representatives:** Appointed by the Principal, providing insights into the needs and priorities of the school's staff and faculty.
- **Parent Representatives:** Elected by the parent community, representing the interests and concerns of the school's families.
- **Community Members:** Individuals from the wider community, possessing expertise in areas such as marketing, fundraising, or resource development.

Roster

- A roster of members will be maintained to track attendance and participation.
- The roster will be used to assess the level of participation and engagement of members and determine quorum for meetings.

IV. Meetings

The RDC shall convene regularly to fulfill its responsibilities:

- **Regular Meetings:** Held monthly to discuss ongoing projects, review progress, and plan future initiatives.
- **Special Meetings:** Called by the Chairperson as needed to address urgent matters or specific projects.

V. Reporting

The RDC shall maintain transparent communication with the Board of Directors:

- **Monthly Reports:** The Chairperson shall provide written reports to the Board, summarizing the committee's activities, progress, and recommendations.
- **Financial Reporting:** The RDC shall provide expenditure projections and updates on actual expenses in its reports monthly to assist in cash flow projections and ensure grant compliance is reported to the Board of Directors. This information will help the Board and school to effectively manage financial resources.
- **Annual Report:** A comprehensive report, outlining the RDC's accomplishments, challenges, and plans, shall be submitted to the Board at the end of each academic year.

VI. Evaluation

The RDC shall undergo an annual evaluation to assess its effectiveness and identify areas for improvement:

- **Self-Evaluation:** The committee shall conduct a self-evaluation, reflecting on its processes, accomplishments, and challenges.
- **Board Evaluation:** The Board of Directors shall review the RDC's annual report and provide feedback on its performance.

VII. Dissolution

The RDC may be dissolved by a two-thirds vote of the Board of Directors if it is determined that the committee is no longer fulfilling its purpose or meeting the needs of the school.

VIII. Amendments

This charter may be amended by a two-thirds vote of the Board of Directors, ensuring its continued relevance and effectiveness in supporting the school's mission and goals.

Aurora Academy Charter School Resource Development Strategy

Purpose & Approach

The AACS Resource Development Committee (RDC) exists to strengthen the connection between our school and the broader community, ensuring that students have the resources, programs, and environments they need to thrive.

Our strategy is twofold:

1. **Sustain and grow recurring funding for annual student experiences.**
2. **Mobilize resources for transformational, one-time capital projects.**

We will achieve this by:

- Cultivating relationships with local businesses, civic leaders, alumni, and philanthropic organizations.
- Creating targeted sponsorship and donor campaigns tied directly to visible and meaningful projects.
- Pursuing grants that align with our mission and priorities.
- Encouraging in-kind donations to reduce hard costs and expand our reach.

Funding Priority Framework

A. Annual Programs – Recurring Needs

These expenses recur each year and directly impact student experience, morale, and school culture.

Why They Matter: They ensure students feel recognized, celebrated, and supported beyond academics, reinforcing a sense of belonging and pride.

Program	Cost	Impact	Funding Opportunities
8th Grade Events & Kindergarten Continuation	\$8,000	Milestone celebrations that build school culture and mark major transitions in students' educational journeys.	Local banks & credit unions, alumni families, "Adopt-a-Grade" donors.
SOAR Store	\$3,325/year	Incentive-based program teaching goal setting, responsibility, and reward for positive behavior.	Local retailers for in-kind gift cards/products, service clubs (Kiwanis, Rotary).

Back to School Night	\$3,200	Welcomes families, sets the tone for engagement, and strengthens the school-family connection.	Grocery stores, local restaurants, real estate agents (branding opportunity).
Rewards for AR & iReady	\$2,500	Encourages literacy and math growth by rewarding measurable student achievements.	Bookstores, tutoring centers, education-related foundations.
SOAR Events	\$1,500	Fosters community through student-focused events that celebrate values and achievements.	Family-owned businesses, civic groups.
Buddy Events	\$600	Builds cross-grade mentorship, boosting social-emotional skills.	Parent group sponsorships, employee giving programs.
Keystone 6th & 8th Grade Trips	\$58,345	Hands-on outdoor learning and leadership experiences.	Corporate partners in outdoor, STEM, or leadership sectors; “Sponsor-a-Student” program.
Trunk-or-Treat	TBD	Family-friendly event connecting school and neighborhood.	Local businesses with seasonal products or services.

B. Capital Projects – Transformational Investments

These projects have long-term value, enhancing learning spaces and creating opportunities for future programming.

Why They Matter: They improve the physical environment, make learning more dynamic, and visibly show the community’s investment in education.

Project	Impact	Funding Opportunities
New Kindergarten Playground	Promotes active play, motor skill development, and safe social interaction for youngest learners.	Playground equipment companies, health & wellness foundations, community development grants.
Gym Mural	Builds school pride, reinforces identity, and beautifies campus.	Local art councils, mural sponsors, community beautification grants.

Landscaping & Garden Space	Enhances outdoor learning, teaches environmental stewardship, and creates spaces for science curriculum.	Local nurseries, garden clubs, environmental grants, “Adopt-a-Plot” donors.
Cafeteria Courtyard	Provides additional gathering and eating space, encouraging connection and healthy lifestyles.	Local contractors, hospitality-related businesses, civic organizations.

C. Contingency – Arts & Music Funding

If Title I funds do not come through, theater and music will need urgent financial support.

Why It Matters: Performing arts build confidence, creativity, collaboration, and communication skills. Without funding, these opportunities could disappear.

Need	Funding Opportunities
Sheet Music, Scripts, Costumes, Instruments, Programs, Set Design	Arts councils, music stores, theater companies, community foundations, alumni performers.

Resource Development Tactics

1. Sponsorship Structure

- **Tiered Sponsorship Levels** (\$500, \$1,000, \$2,500, \$5,000, \$10,000+)
- Recognition on:
 - Event materials
 - School newsletters & social media
 - Physical signage at school
 - School website sponsor page

2. Adopt-a-Project Campaign

- Invite sponsors to fully fund or partially fund a specific initiative.
- Provide “before and after” storytelling to show impact.
- Example: “Smith & Co. Playground Partner” or “Johnson Family Keystone Sponsor.”

3. Grant Pipeline

- Assign a subcommittee to track and apply for grants quarterly.
- Target:
 - Education and youth development
 - Arts and cultural enrichment
 - Environmental education and outdoor play

- Community beautification

4. In-Kind Donation Drives

- Partner with local stores for products or materials.
- Request services from landscapers, artists, carpenters, and tech companies.

5. Alumni & Parent Giving Circle

- Launch “Legacy Leaders” club with recognition for multi-year giving.
- Offer exclusive updates and invitations to special events.

General Letter of Intent – Expanded

Subject: Building a Stronger Future for Aurora Academy Students

Dear [Recipient],

Aurora Academy Charter School is more than a place of learning—it is a community hub where over [X] students grow academically, socially, and emotionally every day. Through milestone celebrations, hands-on learning experiences, and programs that reward hard work and leadership, we equip our students to succeed far beyond the classroom.

The Resource Development Committee (RDC) was formed to ensure that these opportunities remain available for all students, regardless of financial barriers. This year, we are seeking partners to help us:

- Celebrate milestones like 8th grade promotion and kindergarten continuation.
- Support literacy and math growth through rewards for student achievement.
- Expand arts and music programs.
- Build a new kindergarten playground and transform outdoor spaces for learning.
- Provide immersive leadership trips for 6th and 8th graders at Keystone Science School.

Your contribution—whether through sponsorship, donation, or in-kind support—will have an immediate and lasting impact. Together, we can ensure that every child at Aurora Academy has access to enriching experiences that shape their future.

I would welcome the opportunity to connect and share how we can align your goals with these meaningful initiatives.

With gratitude,

[Name]

Chair, Resource Development Committee
Aurora Academy Charter School

Sponsorship Letter – Expanded

Subject: Partner with Aurora Academy to Inspire and Equip Students

Dear [Recipient],

At Aurora Academy Charter School, we believe in giving students more than academics—we believe in giving them experiences that inspire leadership, curiosity, and pride in their school.

One of our most impactful programs is the Keystone Science School experience for 6th and 8th graders. For many students, this is their first overnight trip, their first time hiking in the Rockies, or their first experience leading a group project in an outdoor setting. These moments build confidence and memories that last a lifetime.

Unfortunately, the total cost of this program—\$58,345—creates a barrier for some families. We are committed to ensuring that no student is left behind due to finances. That’s why we’re inviting local businesses and community members to become Keystone Sponsors.

Sponsorship levels begin at \$500, with opportunities for full sponsorships at \$10,000+. In recognition, sponsors receive:

- Prominent display of their name/logo at school events and on our website.
- Social media acknowledgment reaching over [X] families and community members.
- A personal thank-you from students and staff.

We would love to explore how your organization can make this life-changing experience possible for our students. I’ll follow up next week, but please feel free to reach out if you’d like to discuss this opportunity sooner.

With appreciation,

[Name]

Chair, Resource Development Committee

Aurora Academy Charter School



Principal's Report

August 8, 2025

Prepared by: Amy Tracy

Academics:

- Middle School Academies and Intervention

Assessment:

- Data Comparison of EOY iReady to CMAS

School Events:

August

Back to School Night 5:30-7:30

TH 7: 1st-8th

T 12th: K

W 13th: Coffee and Kleenex

F 29th: Middle School Jam

September

Lunch w/Grandparents (**T 9th**)

Family Tailgate (**TH 18th 5:30-7:30**)

October

Fall Festival/Trunk-or-Treat (**F 24th 5:30-7:30**)

*Band Concert **30th 6-7:30**

November

Fall Play (**TH 20th**)

STEAM Night (**TH 13th 5:30-7:30**)

December

Winter Concert (**TH 11th**)

January

Movie Night (**F 30th 5:30-7:30**)

February

Book Fair (**9th-13th**)

Random Acts of Kindness week (**16th-20th**)

Pastries w/Parents (**W 18th 7:00-7:55 am**)

Other:

- Enrollment
- Personnel

March

Read Across America Week w/PJs and Books
(**2nd-5th**)

Monday - Guest Readers

Tuesday - Character Dress Up Day

Wednesday - PJs and Books (**5:30-7:30**)

Thursday - Buddy Event Flashlights & Forts

AR Race: 4th Quarter **Mar 16th - Apr 30th**

Fine Arts Night (**TH 19**)

April

Multicultural Festival & Living Wax Museum
(**F 24th 5:30-7:30**)

Spring Musical (**TH 30th**)

May

Falcon Fest (**F 22**)

Spring Concert (**TH 7**)

8th Grade Grad (**W 20**)

K Continuation (**TH 21**)

8th Grade Send Off Week:

Friday 15 Formal

Monday 18 Kids vs. Staff

Tuesday 19 Tiles

Wed. 20 Practice, Breakfast, Graduation

Thursday 21 Elitch's