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The Academy
Board of Directors

Board Meeting
Monday, October 27, 2025
5:00pm

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 September 29, 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. Principal Reports - *Expectation: Principals will share first quarter updates on progress with their Annual Work Plans.*
b. Executive Director Evaluation – Expectation: The Board will collect input from Principals on the content of 360 feedback questions for the ED's evaluation.

V. Reports from Directors, Principals, and Committees
   a. Executive Director Report – *Expectation: The ED will update the Board on progress toward financial and operational strategic priorities.*
   b. Chief Academic Officer Report - *Expectation: The CAO will update the Board on progress toward instructional and cultural strategic priorities.*
   c. 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 – See meeting minutes.

VI. Special Session Planning – *Expectation: The Board will choose a date for a Special Session to hear an appeal*

VII. 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.

VIII. Executive Summary
   a. N/A - There are no items up for a Board vote in this meeting.

IX. Adjourn Meeting

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Board of Directors
Board Meeting Minutes
Monday, September 29, 2025

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

Minutes of the regular board meeting of The Academy held at 11800 Lowell Blvd, Westminster, CO 80031 in Adams County on, September 29, 2025.

I. Open Meeting
A quorum being present, Sarah Drewlow called the meeting to order at 6:01 pm.

II. Consent Agenda
a. Kevin Sanchez moved to approve the August 25, 2025, minutes. Seconded by Jen Halford.

Discussion:	None
Ayes:	Sarah Drewlow, Dan Klenjoski, Kristen Cofrades, Autumn Coffee
Nays:	None
Abstained:	Larissa Fransua

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

IV. Reports from Directors, Principals, and Committees
    a. Executive Director Report
        i. Operations
            1. There are no new updates to report on for operations.
        ii. Facilities
            1. The new addition is moving forward and pricing for the athletic project is being reviewed.
        iii. Student Enrollment
            1. Our student enrollment has declined over the last four years.
            2. Adams 12 has seen a 6% decrease and The Academy is experiencing a 1% decrease.
            3. There is a decrease of approximately twenty students in 3rd grade.
            4. There has been a decrease in foreign exchange students. Many students want to come to Colorado, but they are finding it difficult to find host families.
            5. Statewide enrollment declined by about 5000 students last year, and additional declines are expected this year.
            6. The Academy will continue to budget conservatively.
            7. The positive spin is that there are smaller class sizes for teachers.
    b. Chief Academic Officer
        i. Level principals will present their beginning-of-year data in October.
        ii. Graduation Trajectory
            1. There are currently 137 students in the 2026 class and 99% are on track to graduate in May.
            2. The Colorado Department of Education (CDE) also tracks students in extended programs such as IEP and ASCENT, which may take 5–7 years to complete. The Academy currently has seven students in this category, with 88% on track to graduate in May 2026.
        iii. Attendance Update
            1. Our attendance rate is currently 93% and our goal is 95%.
            2. The Academy is partnering with CDE in the 50% Challenge. Through this challenge, our goal will be to reduce chronic absenteeism by 50% from 2022 levels—a decrease of approximately 4.3%, or 80 students.
            3. The new attendance tool will begin to send letters when students reach 5, 7, and 10 days of absence.
        iv. Unified Improvement Plan (UIP)
            1. The UIP has been submitted.
            2. Low growth areas were identified through Elementary and Middle School CMAS scores and plans are being implemented.
            3. Both growth and achievement data are being reviewed to provide a comprehensive view of student performance.

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c. Committee Reports
    i. Finance
        1. A new member has joined the Finance Committee.
        2. Strategic goals for 2025-26 were reviewed.
        3. An update to the construction budget was given and all spending remains on track and a good amount of contingency balance is still in place.
        4. The athletic facility project was discussed.
        5. The monthly financial report was reviewed. There has not been much change at the beginning of the year.
    ii. SACademic
        1. The UIP has been submitted. Low growth areas were identified on Elementary and Middle School CMAS scores, and plans are being implemented.
        2. Community involvement data was reviewed through Track It Forward. Tables will be set up at conferences to give information to families.
    iii. PTO – See meeting minutes.

V. Presentation and Discussion
a. School Performance Framework and CARS Report
    i. State level data is collected and submitted around this time of year. If we are doing a good job there shouldn't be any surprises because we collect data throughout the year.
    ii. The School Performance Framework (SPF) is CDE's report card. The Academy was rated 70.9% which is well above the cut-off for being a performance school. We are meeting the expectations at the state level.
    iii. The School Performance Framework (SPF) for Achievement was consistent across levels, and a positive reflection of The Academy's performance. This also aligns with STARS and MAPS data.
        1. Elementary was rated at 69.9% through CMAS scores.
        2. Middle School was rated at 69.6% through CMAS scores.
        3. High School was rated at 70.0% through PSAT and SAT scores.
    iv. The School Performance Framework (SPF) for Growth shows good improvement in High School but declined a little in Elementary and Middle School.
        1. We need to re-adjust our focus to tier 1 practices, because we have done a great job getting our sub groups up to speed.
b. Athletics Facilities Upgrade Funding
    i. By the end of the first semester, a recommendation will be made to the Board about the amount of cash that can be used on this project.
    ii. A responsible amount to spend and save is being determined.
        1. An update will be done when the audit is complete.
        2. There will be a focus on best practice guidelines to determine days of cash on hand, which is 55-90 days.
        3. The bond covenant requires 65 days cash on hand.
        4. Our current status of cash on hand is 188 days.

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5. Currently considering 80 days cash on hand.

iii. Some factors to consider for this project include:
1. The overall budget of the project.
2. The financial health of the school.
3. Future school liabilities such as repairs to the roof and the HVAC system.
4. Financial projections related to building addition.

iv. The project would include artificial turf, fencing, lights, bleachers, press box, bathrooms, concession stand, and a score board. The hope is to use the field and host games, so the dirt lot would be transitioned into a practice space.

c. Suspension & Expulsion Policy Updates
i. Updates to the state statues have prompted the need for The Academy to make policy changes.
ii. CSI and the school attorney gave their feedback to our draft policy.
iii. The policy now differentiates by student age, considers alternative remedies, guarantees due process, and has internal alignment.
1. There is a discipline matrix and procedural templates.

d. Work Session Summary
i. The Board reviewed the monthly communications.
ii. Discussion was held regarding the Executive Director's evaluation.
iii. The theme and planning process for the new Strategic Plan were discussed.
iv. The Attendance Policy was reviewed and discussed.

VI. Executive Summary

a. Vote on the Suspension & Expulsion Policy.
Sarah Drewlow moved to approve the Suspension & Expulsion Policy. Seconded by Kevin Sanchez.

Discussion: None
Ayes: Dan Klenjoski, Kristen Cofrades, Autumn Coffee, Jen Halford, and Larissa Fransua
Nays: None

VII. Adjourn Meeting – Sarah Drewlow adjourned the meeting at 7:16 pm.

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Executive Director Board Report – October 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 finalized the 2025-26 Data Dashboard at the August meeting. The Executive Director will present a mid-year update as it pertains to the Bi-Annual Finance & Operations Scorecard at the semester break.

The annual audit was finalized earlier this month and presented to the Finance Committee. It was another successful audit cycle with no material concerns reported. The audit will be presented to the full Board in November.

Facilities Master Plan Update

Work is moving forward steadily on the building expansion project. Concrete was poured for the second story floors this week. Things have progressed smoothly in recent weeks with no major surprises and no new use of contingency funds. We will continue to share updates on that work throughout the school year.

The Academy's architect (HCM) has completed Schematic Design and begun Design Development for the athletics projects that are also included in the Master Plan. Our contractor (JHL) recently provided updated pricing. The Finance Committee is progressing through a conversation to determine an

appropriate amount of general fund dollars to use for this project. The goal is for the committee to make a formal recommendation to the Board in November and for the Board to reach a final decision on this project by December.

Enrollment Update

The October Count enrollment reporting process is complete, and our PK-12 enrollment officially came in at 1856 (40 Pre-K; 1816 K-12). Those numbers were 1887 (40 Pre-K; 1847 K-12) at this time last year. This is a meaningful decrease from the past few years but not a complete surprise. The 25-26 budget is based on 1870 (40 PK; 1830 K-12), so we were prepared for fewer students. The current number is even a bit lower than that, but we are not concerned about our ability to adjust for that in the budget. Both charter schools and traditional district schools from around the state have been seeing enrollment declines continue this fall. The Adams 12 school district has experienced about a 6% enrollment decline over the past several years, while The Academy has experienced about a 2.3% decrease over the same time span. It will be wise for us to continue to plan for enrollment declines in the years to come.

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Chief Academic Officer Board Report –October 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

Students have completed baseline assessments (Star & MAPs) to start the year. Principals are presenting on their beginning-of-year data as it pertains to the Bi-Annual Instruction & Culture Scorecard at the October Special Meeting. This beginning of the year baseline data is used to action plan for instruction and student support needs.

CAO October Snapshot

During October, the CAO along with principals and ED, worked on drafting a Cell Phone and Personal Electronic Devices Policy. This draft will be shared at the November Board Meeting.

CAO and K-5 principals also collaborated on teacher observations and feedback. Student Services (Sped, MLL, 504, and GT) normed and implemented meeting schedules, plan expectations, and service delivery across K-12.

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

The cohort (Class of 2026) has 137 students.

At this time, 99% of this cohort is on track to graduate in May 2026. 9 students are on a watch list. These students currently have 2 F's and are being closely monitored.

CDE and all schools in Colorado account for students who are in programs where they are taking 5, 6, or 7 years to meet the graduation requirements. These include postsecondary programs (ASCENT, P-TECH,

TREP) or Special Education 18-21 Transition services. For the students in this group (7 students currently), 88% are on track to graduate in May 2026.

Attendance Update

As of 10/22/25, our year to date attendance across PK-12 is 92.6%. Our goal is 95% attendance rate.

This is on track with where we were last year at this time.

At this point in the year, there are 24% of our students chronically absent in comparison to last year's end of year chronic absentee rate of 31%. This current decrease in chronic absenteeism compared to last year's percentage is a data trend we would like to see continue this year.

Efforts to reach out proactively to families, share attendance information and support consistently, attendance incentives, and school wide communication through the Wildcat Weekly, level newsletters, and social media will continue.

The Attendance Team is collaborating with CDE and CSI to review and draft an updated Attendance Policy. A draft should be ready for review at the November Board Meeting.

CAO Strategic Initiatives

Big Rock 1 - Low Growth Among Students Identified with READ Plans and/or Reading Deficits

K-5 Literacy Interventionists have identified students who require READ Plans and intervention. All students identified are in small pull out groups, coteach, or push in classrooms with interventionists. K-5 is focusing on small group instruction in literacy to differentiate instruction.

Big Rock 2 Declining Growth in Elementary Math

Students identified are in small pull out groups, coteach, or push in classrooms with interventionists. K-5 is focusing on small group instruction in math to differentiate instruction.

Big Rock 3 Low Growth in Middle School Math

Students identified are in coteach or push in classrooms with interventionists. Response to Data cycles will be implemented on Friday PD days.

Big Rock 4- Low Growth in Middle School Reading

Students identified are in coteach or push in classrooms with interventionists. Response to Data cycles will be implemented on Friday PD days.

Big Rock 5- Low Growth in Special Education and MLL Literacy

Low growth in both the Special Education and MLL population in literacy with a focus on research based intervention and a literacy interventionist to provide differentiated instruction. Both programs are implementing Read 180 or English 3D to differentiate instruction for students. (Similar structure to the work done in math over the past year that has yielded stronger growth results.)

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Finance Committee

October 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, Jen Halford, Kris Kelley, Tony Marola, Kris Jackson, Suzie Galbraith, Andrea Foust, 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. **Review of Annual Audit**

Expectation: The Committee will review the annual audit as a full group and external Committee members will have a chance to speak directly with the auditor to address any potential questions and hear feedback without school staff present.

Notes:

The audit came through smoothly again this year with no material concerns. Committee members had a chance to speak directly with the auditor. Concerns were raised about the auditing firm failing a peer review process earlier this year. That fact will not cause any issues with the completion of the current audit, but the committee did decide to put out an RFP to consider other auditor options for the next cycle.

3. **Financial Report Review**

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

Notes:

No surprises this month. Revenues and expenditures continue to track expectations. Federal fund distribution has been delayed, but CDE recently received formal notice that the funds have been awarded.

4. **Construction Budget Update**

Expectation: The Executive Director will provide regular updates on current status of the budget for the ongoing construction project.

Notes:

No new uses of contingency funds to report. The budget remains on a positive track.

5. **Athletics Project Budgeting**

Expectation: The Executive Director will outline a process for determining cash available to spend on the upcoming athletics facility upgrade. Committee members will provide feedback

Notes:

The committee discussed the availability of $8,000,000 based on keeping 80 days of cash on hand. Roof repair and replacement quotes came in positively. Roughly $40,000 of repairs are needed in the short term. A full replacement shouldn't be needed for 5-7 years. This cost will be built into future financial projections.

6. **Self-Assessment**

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

Notes:

4

Next Meeting: November 6, 2025

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SACademic Committee

October 2025 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: Anna Gregory, Christie Garofolo, Min Cho, Jennifer Zaccone, Kristen Cofrades, Stephanie Pearl, Timothy Fifer, Sarah Gramarossa, Lisa Lefebvre

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:

2. Changes to Course Catalog- New Course and Curriculum Proposal Process Review - HS is Proposing New Courses to continue our CTE pathway and AP offerings.

Notes: The Committee reviewed the new courses, asked pertinent questions, and unanimously recommended the 2 new course proposals to the Board.

3. Family, School, & Community Partnerships Plan

Expectation: The committee will reflect on Student Led Conferences, review current volunteer data from Track It Forward.

Notes: The Committee reviewed the current volunteer data. It was suggested to include donations as part of the volunteer tracking (ie: $10 donated = 1 hour of volunteer time).

4. Self-Assessment

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

Notes: Score of 4.

Next Meeting: December 1, 2025

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The Academy of Charter Schools

PTO Meeting Minutes

October 1, 2025

Call to Order:

A meeting of The Academy of Charter Schools PTO was called to order on Wednesday, September 3, 2025, at 6:06 pm by Steph Pearl.

Attendees:

Steph Pearl, President

Kate Karnik, Co-Vice President

Ioana Makkai-Dutchievici, Treasurer

Bryan Button, Fundraising Coordinator

Mindy Fell, Hospitality Coordinator (Online)

Steve Yaussy

Jami Garland (online)

Tammy Hahs

Past Events:

Past Events:

- Chick-fil-A spirit night - great attendance, fun night
    - Put someone at the drive line to check in students
    - Advertising that you can go early
- PTO Donation for Kaleidoscope Music Festival
    - Donated a basket for their silent auction - Academy branded music basket

Future Events:

- Trunk or Treat was discussed
    - PTO Board – dress as Wizard of Oz characters
    - Candy
        - Bryan - talking to businesses about donating; came up empty handed
        - Have parents donate candy

        - Susan will talk with Brent about allowing us to request from parents
        - Grade levels and clubs will collect their own candy and keep it
        - Susan will connect with trunk contacts a week before to see how much candy has been collected
        - Susan will connect with teachers with a blurb for their newsletters
- Table at Conferences
    - Wednesday outside the MS gym with the ROAR Lounge; Ioana will create flyers to put on the tables at NC and at upper elementary
- Coin Wars – Sr. Admin is discussing at their October 6 meeting
- Bazaar
    - Susan working on vendors
    - Internet – wireless booster??

Future Spirit Nights

- Bryan working on gift card collections
- Future Spirit Nights
    - Top Golf??
    - 5280 - October 14 (confirmed)
    - November 4 - Your Pie (confirmed)
    - December - nothing yet
        - Perdita??
        - Panda Express??
        - Krispy Kreme??
    - March - Pizza Hut??
    - April 10 - Kid's Night Out (confirmed)
    - May - Chick-fil-A (confirmed)

Finance Report

- No written report
- Fundraising through the popcorn company that donated last year??
- Susan will order thank you cards with the PTO logo
- Shed for PTO - using the money from Bingo

The meeting adjourned at 7:07 pm.

Respectfully submitted,

Susan Wagar

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