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The Academy
Board of Directors

Work Session
Monday, May 18, 2026
5:00 – 5:55pm

Agenda

Monthly Board Communications Review *10 Minutes*

Expectation: Each month, Board members will acknowledge and discuss any community feedback or complaints that have been received since the last meeting.

Board Self-Evaluation *25 Minutes*

Expectation: Board members will begin work on their annual self-evaluation process.

Board Planning *10 Minutes*

Expectation: The Board will discuss plans for open seats for the 2025-26 school year as well as officer roles, committee assignments, and a date for the Summer Board Retreat.

Building Tour *10 Minutes*

Expectation: Board members will tour the new building addition.

Prepare | Explore | Empower

The Academy
Board of Directors

Board Meeting
Monday, May 18, 2026
6:00pm

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 April 27, 2026, 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. 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 – No meeting this month.
iii. PTO – See meeting minutes.

V. Presentation and Discussion
a. First Read of FY 26-27 Budget – *Expectation: The Executive Director will present an outline of the draft budget for FY26-27.*
b. Draft Strategic Plan – *Expectation: The Executive Director will present a final draft of the new strategic plan.*
c. Final Review of the Admissions & Enrollment Policy - *Expectation: The Executive Director will lead a final discussion of proposed updates to the Admissions & Enrollment Policy ahead of a vote.*
d. Final Review of the Postsecondary Enrollment Policy - *Expectation: The Executive Director will lead a final discussion of proposed updates to the Postsecondary Enrollment Policy ahead of a vote.*
e. 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.*
    i. Discussions regarding buying or selling property;
    ii. Conferences with an attorney to receive legal advice;
    iii. Matters required to be kept confidential by state or federal law (e.g., student academic records);
    iv. Security arrangements or investigations;
    v. Determining contract negotiation strategies;
    vi. Personnel matters;
    vii. Consideration of documents protected from disclosure under the Open Records Act; or
    viii. Discussion of individual students where public discussion would adversely affect the student involved.
f. Work Session Summary – *Expectation: The Board Chair will summarize the topics discussed during the work session prior to this formal meeting.*

VI. Executive Summary
a. Approval of the Admissions & Enrollment Policy - *Expectation: The Board will vote to approve the proposed updates to the Admissions & Enrollment Policy.*
b. Approval of the Postsecondary Enrollment Policy - *Expectation: The Board will vote to approve the proposed updates to the Postsecondary Enrollment Policy.*

VII. Adjourn Meeting

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The Academy
Board of Directors

Board Meeting Minutes
Monday, April 27, 2026

Board Members Present:	
Sarah Drewlow	Chairperson
Dan Klenjoski	Treasurer
Kristen Cofrades	Secretary
Autumn Coffee	Board Member
Jen Halford	Board Member

Also Present:	
Brent Reckman	Executive Director
Sarah Gramarossa	Chief Academic Officer
Stacy McCleskey	Exec. Admin. Manager

Minutes of the regular Board meeting of The Academy held at 11800 Lowell Blvd, Westminster, CO 80031 in Adams County on April 27, 2026.

I. Open Meeting
A quorum being present, Sarah Drewlow called the meeting to order at 6:06 pm.

II. Consent Agenda
   a. Kristen Cofrades moved to approve March 30, 2026, minutes. Seconded by Jen Halford.
      Discussion: None
      Ayes: Sarah Drewlow, Dan Klenjoski, and Autumn Coffee
      Nays: None

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

IV. Reports from Directors, Principals, and Committees
   a. Executive Director Report
      i. Finance
         1. The process of developing next year's budget is well underway.
         2. The first read has been completed by the Finance team.

3. The budget was created with a flat PPR or zero percent increase.

ii. Operations
1. Buckets of budgeted money are being identified, to put towards facility costs.

iii. Facilities Master Plan
1. It is estimated that the Certificate of Occupancy will be given in a couple of weeks.
2. The kitchen renovation will begin the Tuesday after school is out.

b. Chief Academic Officer Report
i. Testing
1. State testing has been completed and the process was well organized, with no technology issues.
a. Testing Opt-Outs
i. Elementary had a similar amount as in years past.
ii. Middle School had an increase. There will be more communication and education around testing next year
iii. High School was on track as they usually are for 11th grade Science.
2. AP testing will start in May and this year has the highest student participation.
3. STAR and MAPS testing will begin in elementary and middle school.

ii. Graduation Trajectory
1. There are 127 students in the 2026 cohort and 13 are on the watch list
a. Two students will not graduate.
b. Eight students have been at The Academy for 5 or more years.

iii. Attendance
1. Reports show that attendance is around 90%.
2. The goal was to decrease chronic absenteeism by 4% but we only decreased by 1%.

iv. Uniform Improvement Plan (UIP)
1. Continue K-3 READ Plan and increase growth.
2. Focus on K-12 instruction goal to elevate Tier 1 rigor.

c. Committee Reports
iv. Finance – Finance items were discussed during the Executive Director report.
v. SACademic – No meeting this month.
vi. PTO – No minutes this month.

V. Presentation and Discussion
a. School Culture Survey
i. This is a state-wide survey given every other year.
ii. All schools are encouraged to participate and CDE will share data with any site that has a participation rate of 50% or more. This year we had approximately 80% participation.
iii. Positive area (Instructional staff)
1. There are supportive construction conditions.
2. There is a shared responsibility for learning.
iv. Areas for growth (Instructional staff)

1. There is a need for instructional AI integration.
2. More support is needed for gifted students.

v. Positives (all staff)
1. There is a professional climate in the school.
2. There is support for wellbeing.

vi. Areas for focus (all staff)
1. Increased compensation and career advancement.
2. Better time management.

vii. Some notable increases from the previous survey in 2024.
1. The substitute coverage has increased.
2. The professional development is good for all staff.
3. The staff evaluations have gotten better.

viii. The next step is to share the results with staff.

b. Draft Strategic Plan
i. "Finance, Operations & Governance" is the third and final section.
ii. It is similar to what's in place now, but has a new piece that articulates vision and values.
iii. Finance
1. This is the compensation and compliance related piece that defines the days of cash on hand, Tabor reserves, etc.
2. The "Actions" will be to maintain an effective Finance Committee, follow best practices to meet enrollment, and have bi-annual meetings to monitor performance.

iv. Operation
1. This section has a customer service mindset, specifically internally.
2. The "Actions" will be to give all staff the opportunity to give feedback and feel well supported .

v. Governance
1. This section will include the tracking and oversight of the school
2. The "Actions" will include Board meetings, committee work, etc.

vi. The last read will be in May and final approval will be in June.

c. Final Review of the Strategic Planning Committee and Committee Formation Policies.
i. There are minor updates to the Committee Formation Policy, so that it aligns with our current practices, but major content remains the same.

d. Student Fees 2026-27
i. Minor updates were made to keep up with rising costs.
ii. A $10 increase was made to supply lines.
iii. An adjustment was made to Outdoor Ed costs to match what we are being charged.
iv. 8th grade Outdoor Ed was removed and is being discontinued.

e. Work Session Summary
i. Monthly Board communications were reviewed.
ii. Board planning was done for the summer retreat.
iii. Ongoing policy review.
iv. Executive Director and Chief Academic Officer reports were given.

VI. Executive Summary

a. Approval of the Committee Formation Policy.
Sarah Drewlow moved to approve the Committee Formation Policy. Seconded by Kristen Cofrades.

Discussion:	None
Ayes:	Dan Klenjoski, Autumn Coffee, and Jen Halford
Nays:	None

b. Dissolution of the Strategic Planning Committee Policy.
Sarah Drewlow moved to approve the dissolution of the Strategic Planning Committee Policy. Seconded by Jen Halford.

Discussion:	None
Ayes:	Dan Klenjoski, Autumn Coffee, and Kristen Cofrades
Nays:	None

c. Approval of 2026-27 School Fees
Sarah Drewlow moved to approve the 2026-27 School Fees. Seconded by Jen Halford.

Discussion:	None
Ayes:	Dan Klenjoski, Autumn Coffee, and Kristen Cofrades
Nays:	None

VII. Adjourn Meeting – Sarah Drewlow adjourned the meeting at 6:52 pm.

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Executive Director Board Report – May 2026 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

The Board finalized the 2025-26 Data Dashboard at the August meeting. The Executive Director presented a mid-year update as it pertains to the Bi-Annual Finance & Operations Scorecard at Board's February meeting. A final year-end update will be presented at the Board's June meeting.

The final amended budget was approved by the Board in the January meeting. The Finance Team has completed an initial draft of the FY27 budget and completed two reads of that draft with the Finance Committee in April and May. The Board will complete its first read of the draft budget in May with a final vote to approve in June. Things are looking positive so far for FY27, but the state's economic outlook for the next couple years is grim. The Academy is in a relatively strong position heading into this budgeting process due to the additional mill levy revenue we are receiving following the passage of Adams 12's most recent ballot initiative. We are using that strong position to plan carefully for the potential of flat PPR or even a mid-year rescission in the future. More detail on this will be shared during discussion of the budget in this month's meeting.

Operations

There are no significant updates since the last report. We continue to refine the process of identifying how much budgeted money will be left unspent the end of the current fiscal year. The Finance and Operations Teams continues to work through the process of assigning these funds to get head on key purchases and maintenance work, including replacing HVAC controls at North Campus, purchasing student Chromebooks ahead of price increases, repairing portions of the parking lot, refreshing landscaping, and more. At this point, we are hopeful that we can get most of these things completed by June 30th.

Facilities Master Plan Update

The building expansion project is less than one week from completion. Things have progressed smoothly in this final stage with no major surprises and no additional use of contingency funds. We are currently on track to finish this phase of the project with more than $1,500,000 of contingency funds remaining. Any unused contingency funds will be put toward the athletics project.

We are currently moving through the City of Westminster's public Planning Commission review process to earn final approval of our Original Development Plan amendment for the athletics project. We hope that process will be complete by late May.

The Finance Committee unanimously approved a spending recommendation for the Board in regard to the athletics project. The initial plan was to include an appropriation resolution along with the January amended budget to approve use of general fund reserves for this project. With the updated timeline and budget, though, we will not need to draw on general fund reserves in FY26 for this work. Instead, we will wait to present an appropriation resolution to the Board for use of general fund reserves along with the FY27 budget approval in June.

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Prepare | Explore | Empower

Chief Academic Officer Board Report -May 2026 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.

CAO April Snapshot

- End of year testing completed.
- End of year data will be shared at the June Board Meeting.

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

Final data will be shared at the Board Meeting on May 18th

Attendance Update

- 92% attendance rate year to date. (Slightly above last year's rate.)
- Chronic Absenteeism- Goal to decrease Chronic Absenteeism by 4% this year. We have decreased by 1%. Will continue this goal in the 26-27 school year as part of UIP goals.

CAO Strategic Initiatives- *Focus in May will be end of year testing, analyzing end of year data, moving into summer planning/discussions with principals and various staff, and starting the draft UIP for 26-27.*

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

Big Rock 2 Declining Growth in Elementary Math

Big Rock 3 Low Growth in Middle School Math

Big Rock 4- Low Growth in Middle School Reading

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

UIP Goals for the 26-27 School Year:

- Continue K-3 READ Plan goal to focus on increasing the number of students who exit their READ Plan each year or focus on increasing the Median Growth Percentile of students identified with READ Plans.
- K-12 instructional goal: Focus on elevating Tier 1 rigor along with differentiation and programming to include intentional depth and complexity for high-achieving and GT students.
- Attendance- Focus on reducing Chronic Absenteeism (particularly at K-5) and/or focus on Average Daily Attendance to be 95% or increase by 2-3%..
- 6-12 ICAP development and implementation. (Individual Career and Academic Plan)

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Finance Committee

May 2026 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, Kris Kelley, Anthony Marola, Kris Jackson, Suzie Galbraith, Andrea Foust, and 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 April Financial Report was shared in advance. The Committee will review and discuss current position and any open questions.

Notes:

The March report tracked with past years and met expectations. (Revenue - 81% YTD for FY26 vs. 83.2% YTD for FY25; Expenses – 70.5% YTD for FY26 vs. 70.8% YTD for FY25). There were no questions or concerns.

3. Quarter 3 Balance Sheet Review

Expectation: The 3rd Quarter Balance Sheet Report was shared in advance. The Committee will review and discuss current position and any open questions.

Notes:

Assets increased by ~$1,000,000 in Q3 compared to Q2, and liabilities stayed about the same. No questions or concerns from the Committee.

4. Legislative Updates

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

Notes:

The state of Colorado is currently facing major budget challenges with a projected deficit of $1,200,000,000 - $1,500,000,000. Despite this, the legislature is on track to increase K-12 public school funding in line with inflation. However, the multi-year outlook is still very challenging and could include flat funding in future years or even a mid-year rescission. As such, we are approaching the FY27 budget with great caution and focusing on prioritizing one-time investments over recurring expenses. There are no other pieces of legislation that pose a particular concern this session.

5. **2nd Read of FY27 Budget**

Expectation: The Executive Director will share updates to the draft budget for FY27.

Notes:

The current working draft of the budget is based on flat per pupil revenue and a K-12 enrollment projection of 1825. It includes a $1500 pay increase for all certified staff and a 3% pay increase for all support staff. All benefits continue at present levels. No major questions or concerns from the committee connected to this draft budget. Committee members discussed how this draft would impact budget projections for the next 1-3 years given the difficult state budget environment.

6. **Construction Budget Update**

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

Notes:

Construction continues to run smoothly. We have ~$600,000 remaining in contractor contingency and ~$1,200,000 remaining in owner contingency.

7. **Self-Assessment**

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

Notes:

4

Next Meeting: This is the final meeting of the 2025-26 school year.

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The Academy of Charter Schools

PTO Meeting Minutes

May 6, 2026

Call to Order:

A meeting of The Academy of Charter Schools PTO was called to order at 6:01 pm on Wednesday, May 6, 2026, by Steph Kitamura. Due to the snow day at The Academy this meeting was online.

Attendees:

Steph Kitamura, President	Stephanie Bean Keller
Ioana Makkai-Dutchievici, Treasurer	Brent Reckman
Susan Wagar, Secretary	Jax Jaramillo

Approval of Minutes:

Steph Kitamura made a motion to accept the minutes; Ioana Makkai-Dutchievici seconded the motion, and it passed unanimously.

Past Events:

- Chick-fil-A - highly impacted by weather
  - Joan will email Susan with dates for next year
  - Susan will email Kristina to get the nugget party scheduled

- Top Golf
  - 77 people total; 13 bays
  - We could do better; we just need to know how to push more
  - We did a give away with Academy goodies

Future Events:

- Teacher Appreciation
  - Steph will divide up the bags to put out Thursday evening

Purchasing a Shed:

- The slab has been poured. Susan will work with Ioana on the dimensions, and Ioana will work on placing the order.

Discussion about 2026-2027:

- Recap - Steph and Ioana would like to step down to be more involved with their children
- The school could pick up the events
- We would need to vote to change the bylaws to have only one required meeting a year and have three positions - president, secretary, and treasurer
- Brent expressed his thanks for all of the work over the last several years especially
- Brent - one thought - keeping some fund raising going - other groups might be eager to pick them up. If PTO ramps up down the road, it might be hard to pull the events back.
- Ioana will revamp the bylaws to state at least one meeting per year and share that information. We will vote on it at the next meeting.

Officer Positions:

The Board position of Secretary is a one-year position. Stephanie Bean Keller made a motion to have Susan Wagar fill the role of secretary for the 2026-2027 year; Ioana Makkai-Dutchievici seconded the motion, and it passed unanimously.

Finance Report:

- Approximately $28K in the Huntington bank
- Approximately $14K in the school account

- Expenses: shed and reimbursing Mindy for the bags (~$1100)
- Shelving in the shed will be an expense as well

Open Floor:

- We will continue to use TRACK It Forward for the coming year. We can use the program to email those who are signed up to alert them to volunteer opportunities.

The meeting adjourned at 6:38 pm.

Respectfully submitted,

Susan Wagar

Return to Agenda

Admissions & Enrollment Policy

PURPOSE

The Academy will develop and implement practices and procedures that control the admission and enrollment of students, including public notice and random selection to be used when the number of applicants exceeds the number of available spaces for grades offered.

GENERAL GUIDELINES

- Enrollment shall be open to any eligible child as provided by the Public Schools of Choice Act, C.R.S. 22-36-101, et seq.
- Pre-Kindergarten students must be 4 years of age by October 1st, Kindergarten students must be 5 years of age by October 1st, and first grade students must be 6 years of age by October 1st.
- The Academy shall not discriminate based on a student's race, color, national origin, ancestry, creed, sex, sexual orientation, gender identity, religion, marital status, disability or need for special education services in the determination or recommendation of action under this policy.

APPLICATION FOR ENROLLMENT

All students interested in attending The Academy must submit a lottery application for enrollment on or before the deadline established by the administration.

If the number of students seeking admission in any grade level prior to the start of the school year exceeds the capacity for that grade level, The Academy will conduct a lottery to determine those students who will be eligible for enrollment. The lottery process will be determined by the administration pursuant to the requirements of this policy.

The following students will have priority and shall be considered for enrollment on a first come first served basis prior to the implementation of the lottery process ("Priority Students"):

1. Children or Grandchildren of Academy employees.
2. Siblings of enrolled students.

The foregoing identifies the requirements by which students will be deemed eligible for enrollment in The Academy. The administration shall develop and disseminate lottery and enrollment processes consistent with the requirements of this policy and contract with the authorizer.

MID-YEAR VACANCIES

Mid-Year Vacancies When a vacancy occurs during the school year, that vacancy may be filled at the discretion of the administration. If the administration elects to fill the vacancy, eligible students will be identified on a first come first served basis, with Priority students considered first followed by any students remaining in the lottery pool. All other Academy Board policies will remain in full force.

POLICY REVIEW

All discrepancies between this policy and others shall be brought to the attention and resolved by the Executive Director or designee. This policy shall be reviewed periodically and updated as state law evolves.

This policy supersedes any previously existing policy of The Academy of Charter Schools pertaining to the content herein.

Adopted by the Board on _____

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Postsecondary Enrollment Policy

PURPOSE

Students are encouraged to plan for postsecondary opportunities so they will be adequately prepared upon graduation from high school. Each student who enrolls in the sixth (6th) grade will begin to develop an Individual Career and Academic Plan (ICAP). The student's career and academic plan will be designed to assist the student and the student's parent/guardian in exploring the postsecondary career and educational opportunities available, aligning course work and curriculum, applying to postsecondary education institutions, securing financial, aid and ultimately entering the workforce.

GENERAL GUIDELINES

Postsecondary opportunities are courses, programs, and experiences offered by The Academy or a partnering institution of higher education related to secondary career and technical education (CTE), advanced placement courses (AP), or other coursework resulting in the acquisition of a certificate, an associate degree, and other credential or baccalaureate degree programs.

Qualified students shall establish, in consultation with the school principal or designee, an academic plan of study that aligns with the student's ICAP and describes the courses (including postsecondary courses) the student intends to complete to satisfy The Academy's high school graduation requirements. Prior to the qualified student's enrollment in a postsecondary course, the principal or designee shall review and approve the student's academic plan of study in accordance with applicable State Board of Education rules.

CONCURRENT ENROLLMENT

Concurrent Enrollment (CE) is the simultaneous enrollment of a qualified student in The Academy's high school and in one or more postsecondary courses through an institution of higher education for which the qualified student receives both high school and college credit upon successful completion of the course. CE options shall be made available to high school students and their parents/guardians on an annual basis.

The Academy shall pay the tuition for approved postsecondary courses but shall not provide or pay for the qualified student's transportation to the institution of higher education. The tuition paid by The Academy for an approved postsecondary course shall be in accordance with state law and the school's cooperative agreement with the institution of higher education. The qualified student and the student's parent/guardian shall be responsible for the cost of textbooks and any other fees for approved postsecondary courses.

Students who attend institutions of higher education in accordance with this policy shall still be considered as enrolled at The Academy, and such students' eligibility to participate in high school activities shall be determined without regard to enrollment in postsecondary courses.

ACADEMIC CREDIT

Academic credit granted for postsecondary courses successfully completed by a qualified student shall count as high school credit toward The Academy's graduation requirements, unless such credit is denied because the qualified student does not receive a passing grade for the postsecondary course.

POLICY REVIEW

All discrepancies between this policy and others shall be brought to the attention and resolved by the Executive Director or designee. This policy shall be reviewed periodically and updated as state law evolves.

This policy supersedes any previously existing policy of The Academy of Charter Schools pertaining to the content herein.

Adopted by the Board on _____

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