Prepare | Explore | Empower

Board Retreat Agenda – Summer 2026

Friday, July 31, 2026 8:00am-12:00pm
Main Campus – Room 216

Meeting Opening (5 min.)

- 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.

- Consent Agenda
  - Approve Agenda
  - Approval of June 8, 2026, minutes.

- 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.

Welcome (5 min.)

Purpose – Connect, nourish, and deepen relationships.

- Eat Breakfast - Food Will Be Provided
- Agenda Review

Annual Work Plan & Scorecard (90 min.)

Purpose – Ground ourselves in the new strategic plan and identify the work we will prioritize over the next 12 months in its pursuit as well as how that work will be measured and reported.

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- Review New 3-Year Strategic Plan (5 min.)
- Senior Admin Present 2026-27 Annual Work Plans (40 min.)
- Develop Governance Annual Work Plan (35 min.)
    - Review 2025-26 Board Self-Evaluation
    - Discuss priorities for Board development in 2026-27
- Identify Data Points for the 2026-27 Bi-Annual Scorecard Reporting Template (10 min.)
    - Finalize 2026-27 Bi-Annual Scorecard at August Meeting

Governing for Greatness: Board Training Review and Ongoing Development (80 min.)
Purpose – Dedicate time to ongoing training in the pursuit of continuous improvement.

- Review Board Procedural Manual
- Complete Title IX Training
- Review Fiduciary Responsibilities & Conflict of Interest Policy
- Take Oath of Office & Sign Annual Agreements
- Review Board Communication Pathways, Open Meetings Guidance, & Executive Session Requirements
- Vote for 26-27 Board Officer Roles
- Review CSI Board Training Resources

Legal Compliance (30 min.)
Purpose – Ensure Board governance and school administrative practices remain legally compliant amidst a changing federal and state landscape.

- Review legal and policy updates from CSI and The Academy's legal counsel.
- Discuss relevant updates and/or changes to current school policy and procedure, as needed.
- Identify appropriate next steps.
- Review practices in place to protect against inappropriate staff-student relationships.

Construction Update (15 min.)
Purpose – Update Board members on progress with the facilities project currently underway.

- Share progress to date.
- Review current state of the construction budget.
- Preview remaining timeline to project completion.

Closing (15 min.)
Purpose – Reflect on the effectiveness of the Board Retreat and conclude with clear next steps.

- Revisit Purpose of Agenda Items to Measure Effectiveness
- Confirm Action Steps to Complete in 2026-27
- Adjourn Meeting

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The Academy
Board of Directors

Board Meeting Minutes
Monday, June 8, 2026

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

Also Present:	
Brent Reckman	Executive Director- online
Sarah Gramarossa	Chief Academic Officer
Andrea Foust	Director of Finance
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 June 8, 2026.

I. Open Meeting
A quorum being present, Sarah Drewlow called the meeting to order at 5:59 pm.

II. Consent Agenda
a. Sarah Drewlow moved to approve May 18, 2026, minutes. Seconded by Larissa Fransua

Discussion:	None
Ayes:	Dan Klenjoski, Kristen Cofrades, Jen Halford
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 budget is being finalized. There are no major updates to report since last month's meeting.
ii. Operations
    1. The City of Westminster Planning Commission met and approved the amended development plan, allowing the project to move forward.
    2. Asphalt work will begin on the parking lots.
    3. Turf installation at north campus is being completed.
    4. The kitchen remodel at main campus has started. This project is blowing out a classroom wall to give the kitchen 30% more prep area and two additional serving lines. This project will help us catch up and be more efficient with the number of students eating school lunches.

b. Chief Academic Officer Report
    i. Data was collected for the Instructional and Culture Scorecard.
    ii. No other updates since the last meeting in May.

c. Committee Reports
    i. Finance – No meeting this month.
    ii. SACademic – No meeting this month.
    iii. PTO – No meeting this month.

V. Presentation and Discussion
    a. Data Dashboard SY25-26
        i. There has been a lot of success over the last 5 years with 81% or 35/43 KPI goals met.
        ii. Instructional Scorecard (Prepare)
            1. End-of-Year Reading – Upper elementary is a little behind their goal.
            2. End-of-Year Math – Lower elementary, upper elementary, and middle school are a little behind their goal while high school met their goal.
        iii. Culture Scorecard (Explore)
            1. This area shows how students experience project-based learning through experiences such as Leadership Notebooks, Student-Led Conferences, Pride classes in middle school, and Graduation Portfolios in high school.
            2. Each level allows students to express mastery.
        iv. Personal Leadership Development (Empower)
            1. Students are given the ability to develop their own experiences.

v. Finance Scorecard
    1. Staff compensation was low when the 2021-26 Strategic Plan was created. Administration has worked very hard to make teacher and support staff salaries match or be better than Adams 12.
vi. Operation Scorecard
    1. The Customer Satisfaction survey is given to school staff in December and May. With a scale of 1-5, we continue to meet expectations.
    2. Student enrollment has been met 4/5 years. The 26-27 enrollment is a little low, but we believe that it will increase by the time school begins.
vii. Governance Scorecard
    1. The Board evaluation helps with strategic initiatives.

b. 2021-2026 Strategic Plan Reflection
    i. At the end of 2022, 56% or 24/43 KPI's were met.
    ii. At the end of 2026 (end of year 5), 81% or 34/43 KPI's were met.
    iii. Highlights of the Strategic Plan
        1. Increased instructional support.
        2. New culture initiatives.
        3. Annual process at the governance level
    iv. Focus for continued improvement
        1. Build on past instructional efforts.
        2. Strengthen academic outcomes. The school has experienced great success in supporting students who have needed additional academic assistance, and now we can focus on providing greater challenges for high-achieving students.

c. 2026-2029 Strategic Plan
    i. The first page is an introduction and explains what The Academy is about.
    ii. The second page contains highlights and celebrations to give readers a feel for our community.
    iii. The third page explains what is important to The Academy.
    iv. "Elevating Learning" articulates our instructional vision and values.
    v. "Prepare" gives the goals across all levels.
    vi. "Explore" states what our values are and that we help students explore strengths and passions.
    vii. "Empower" gives details about personal leadership development.
    viii. "Elevating Community" was included because there wasn't a community vision in the last plan.
    ix. "Finance, Operation and Governance" is similar to the previous plan. Best practices are built in and remain a core part of our community.

d. Board Member Term Renewal
    i. Kevin Sanchez is interested in renewing for another 4-yr term from 2026-30.
    ii. Officer roles will be voted on during the Board Retreat in July.
e. Final Read of FY26-27 Budget
    i. The Director of Finance continues to work diligently to update projections so the budget is precise and accurate.
    ii. CSI Budget Summary and CDE Unified Budget were both reviewed.
    iii. The school is required to run a zero budget.
    iv. Total revenue is $32,979, 371 and total expenditures is usually equal, but this year it is $8MM higher. The extra $8MM will go towards the athletics project.
    v. The school was budging for a flat Per Pupil Revenue (PPR) and was able to include a 3% pay increase to staff, because of past conservative financial practices. The PPR did end up increasing by approximately 3% and the budget will remain the same, so that we can keep that extra allowance to be in a position to give future pay increases to staff.
f. Work Session Summary
    i. Monthly Board communications were reviewed.
    ii. Board self-evaluation was discussed
    iii. Executive Director Report and Chief Academic Officer Report were discussed.

VI. Executive Summary

a. Adoption of the 2026-2029 Strategic Plan

Larissa Fransua moved to adopt the 2026-2029 Strategic Plan. Seconded by Jen Halford

Discussion:	None
Ayes:	Sarah Drewlow, Dan Klenjoski, Kristen Cofrades,
Nays:	None

b. Board Member Term Renewal

Dan Klenjoski moved to approve Kevin Sanchez's 4-yr term renewal. Seconded by Sarah Drewlow.

Discussion:	None
Ayes:	Kristen Cofrades, Larissa Fransua, Jen Halford
Nays:	None

c. Adoption of FY26-27 Budget

Sarah Drewlow moved to adopt the FY26-27 Budget. Seconded by Jen Halford.

Discussion:	None
Ayes:	Dan Klenjoski, Kristen Cofrades, Larissa Fransua

Nays: None

VII. Adjourn Meeting - Sarah Drewlow adjourned the meeting at 6:41 pm.

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