

Board of Director's Meeting

October 5, 2026



General Session 6:00 p.m. – 7:30 p.m.

I) Preliminary

- a) Welcome to Visitors
- b) Pledge of Allegiance
- c) Director's Roll Call
- d) Reading of Team Norms
- e) Approval of Last Meeting Minutes
 - i) Working Session
 - ii) August 31, 2026
- f) Approval of Tonight's Agenda

II) Committee Reports

- a) **Board Development**
 - i) Confirm Attendance Annual Colorado Charter League Conference
 - March 3-5, 2026
- b) **Finance Team**
 - i) Report
 - ii) Financials - August
 - iii) Marketing Strategy - Mariposa
 - Vanessa Barry, sharing extended offerings for AACCS to continue to support Enrollment goals
- c) **Growth Feasibility**
 - i) Report
- d) **Personnel**
 - i) No Report
- e) **School Accountability**
 - i) SAC Meetings (3:45 p.m. – 4:15 p.m.)
 - **October 8, 2026**
 - December 3, 2026
 - March 25, 2027

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

October 2, 2026

All meeting dates are available online

Team Norms

AACS Board of Directors



- 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 Meeting Minutes

August 31, 2026

Board Members Present: Tonoa Manuel, Racquel Akerly, Amy Tracy, Kayla Horne

Guests: Brandy Walker, Katie Cory, Bryce Carlson

Call to Order / Opening Business

- Kayla conducted roll calls and reviewed the team norms.
- A motion was made regarding approval of the July 27 meeting minutes, with Tonoa providing a second. The Board determined that the July 27 meeting minutes would be moved to the next Board meeting for approval.
- The August 31 meeting agenda was opened with a motion from Racquel and a second from Kayla.

I) Board Development – Bryce Carlson

Bryce Carlson joined the meeting for approximately 30 minutes to provide an interactive overview and Q&A regarding Colorado open meetings requirements and their implications for the Board.

A. Open Meetings and Board Communications

- a. Bryce discussed the importance of understanding when Board interactions may trigger Colorado open meetings requirements, particularly given the Board's current size. With a small Board, communications among multiple Board members can more easily involve the number of members necessary to constitute a quorum. Board members should therefore be mindful of conversations occurring through phone calls, text messages, email, and other forms of communication when discussing Board business.
- b. The Board discussed the Finance Committee, which currently includes Racquel and Kayla. Given the current Board composition, Bryce recommended taking a cautious approach to committee meetings and public notice. The safest practice discussed was to provide public notice of Finance Committee meetings and allow members of the public to attend when applicable.
- c. Board members were also reminded that Board-related emails and records may be subject to the **Colorado Open Records Act (CORA)**. Certain information may be protected

from disclosure, including attorney-client privileged communications and protected student information.

B. Meeting Notices and Agendas

- a. One of the primary areas discussed was the importance of proper public notice and agenda preparation. Meeting notices and agendas should generally be posted at least **24 hours in advance** when required.
- b. Agenda items should be specific enough that an ordinary member of the public can reasonably understand what the Board intends to discuss or act upon. Broad or vague descriptions should be avoided when more specific information is available.
- c. When the Board anticipates taking action on an item, the agenda should clearly identify the matter as an action item and, where appropriate, include the recommended action.
- d. The Board may amend an agenda when permitted. Bryce noted that additional requirements may apply when amending the agenda of a special meeting, including approval by Board members present.

C. Regular Meetings, Special Meetings, and Work Sessions

- a. Bryce discussed distinctions between regular business meetings, special meetings, and work sessions. Although the purpose and structure of these meetings may differ, Board members should remain mindful that open meeting and public notice requirements may still apply.
- b. When calling a special meeting, appropriate and timely public notice and an agenda are still required.
- c. If an open meetings violation occurs, Colorado law provides mechanisms that may allow a public body to cure certain violations. This can include properly noticing the matter, reconsidering it publicly, and taking the appropriate action again. The discussion emphasized addressing potential violations as promptly as possible.

D. Executive Sessions

1. Bryce reviewed circumstances in which the Board may enter executive session, including certain matters involving:
 - a. Legal advice;
 - b. Personnel matters;
 - c. Negotiations; and
 - d. Other matters specifically authorized by Colorado law.
2. The executive session announcement should identify the applicable statutory basis and provide as much information about the topic as legally appropriate without compromising the confidential nature of the discussion.
3. The Board discussed the procedural steps for entering the executive session. This includes making a motion, receiving a second, obtaining the required vote, and conducting a roll-call vote where applicable. The public should be informed that the Board is entering executive session.
4. The Board discussed that a **two-thirds vote of the quorum present** is generally required to enter executive session.

5. Participation by the school leader or other individuals in the executive session depends upon the subject being discussed and the Board's determination regarding who should participate.
6. No formal Board action may be taken in executive session. The Board must return to the public meeting before making motions, voting, or taking formal action.
7. Bryce will continue supporting the Board as questions arise regarding Board meetings, Finance Committee meetings, Personnel Committee meetings, Grievance Committee meetings, and related governance requirements.

II) Colorado League of Charter Schools Annual Conference

- The Board discussed attendance at the annual Colorado League of Charter Schools conference. A final decision regarding attendance will be made at the next Board meeting.
- Kayla noted that she has a gymnastics meet that may prevent her from attending.
- The Board also discussed the possibility of using this year to intentionally capture and document the organization's experience navigating leadership and organizational transitions and potentially applying to share that experience at next year's conference.

Finance Update

1. The Finance Committee met on **Thursday, August 27**.
2. The Colorado Trust account is currently earning interest, with approximately **\$5.1 million** reflected in the account.
3. The school is currently working through its audit process. The district continues updating PPR-related numbers, which may affect financial projections.
4. The school budget was developed using an enrollment projection of **525 students**. Bart can update the budget if enrollment changes materially.
5. The Board discussed technology bond dollars received from APS for the upcoming year. Potential projects requiring an RFP include:
 - a. PA system;
 - b. Security system;
 - c. Marquee; and
 - d. Smartboards.
6. June represented the end of the 2025–26 fiscal/school year, with July beginning the new fiscal period.

The school has approximately three remaining years associated with its facilities grant. Grant funds have specific allowable uses, making it important for the school to develop a thoughtful plan for utilizing the remaining funds. Amy has continued pursuing grant opportunities; however, the Board recognizes that these funding sources will eventually decrease and that longer-term sustainability planning will be necessary.

Administrative Report

Assessments and Academics

- Diagnostic assessments were delayed due to APS syncing issues. The syncing process was completed as of last week, and diagnostics are expected to be completed by **mid-September**.
- STAR assessments and Unassisted Writing have been completed. Kindergarten assessments are expected to be completed next week.
- The Board also discussed the school's performance data. The state migration/SPF information was not initially appearing correctly on the state website. Current performance indicators show increased areas of green, while the school continues working toward increasing the number of indicators in blue.

Enrollment

- Rafa has continued enrollment outreach, including contacting families who were previously on the waitlist but did not receive placement and reconnecting with families who left the school to determine whether they may be interested in returning.
- The school is also awaiting confirmation from approximately five additional students.
- The Board recognized Rafa for her continued commitment and efforts around enrollment.
- The school also received students from Lotus this year.

Marketing

- The school is reviewing its marketing strategy and awaiting a new proposal to better understand what is included within the proposed **\$45,000** cost.
- Bart currently has annual contracted services included as a line item within the budget. The proposed marketing expense would represent an additional cost and will require further review.
- A school sign has been placed near the bus stop adjacent to the school to increase visibility.

Calendar and Events

Nicole will send calendar invitations for upcoming school events. Board members should respond to the invitations to indicate whether they are able to attend.

Facilities

- Following Parent-Teacher Conferences on September 18, facilities work is expected to begin. Additional staging is anticipated on October 8, with work continuing beginning October 9 and during Fall Break.
- Planned work includes painting curbs and fire lanes. The playground will **not** be painted.
- Amy noted that a change order requires review by Racquel. There was also discussion regarding access to and visibility of change orders, which will require follow-up.

Public Comment

Public comment was opened. Ms. Walker asked about the Board's current needs, including the specific skills and expertise being sought in prospective Board members. Ms. Walker shared information about her

background in human resources, and Ms. Akerly provided additional context regarding the Board's needs, expectations, and anticipated level of commitment.

Ms. Cory commented on the progress being made as the new school year begins and expressed her continued appreciation for the work and process underway.

Good of the Cause

The Board recognized:

- **Wade** for work related to the speed-limit sign;
- **Rafa** for her commitment and continued enrollment efforts; and
- **Amy** for her work pursuing and securing facilities grant opportunities.

Adjournment

Racquel made the motion to adjourn. Kayla provided the second, followed by a roll-call vote.

The meeting was adjourned at **8:03 PM**.

*****Note for the official record:** I cleaned the legal/open-meetings discussion based on what was captured in your notes, but I would recommend having Bryce or legal counsel review that section before these become official minutes—particularly the statements regarding what constitutes a quorum/open meeting, Finance Committee requirements, agenda amendments, and executive-session procedures. Those are legal requirements where the exact statutory language and the Board's specific composition matter.

Oct 1, 2026 | 📅 Finance Committee Meeting (August)

Attendees: Amy Tracy Kayla Horne Bart Skidmore Salvador Mendoza Racquel Arnold

Notes

- Wrapping up the Audit and will be posted with reportwell on the 25th
- Most budget line items are using the original budget for the year end estimates
- Reviewed year over year General Fund expense and percentage variance regarding operating expenses, building corp, and overall budget summary to date.

Boosting our Enrollment - Marketing Goals

- Now we want to move towards doing more LIVE ads for Spotify to target a greater reach
 - No to TikTok traffic - Feels very experimental
 - **45K starting in October and use additional avenues**
 - **Additional 6K/Month**
 - Meta leads and Google we are already doing and started after November (approx. 22K)
 - Add the Radio ads
 - Want to add a tracker to our website - Put a code into the back end of the website to see who is clicking on our website and also filling out an application form
 - Already have added RSVP links and tracking information for the Open House
 - *What is actually feasible to do this year*
- 70K since we have been engaged with Mariposa (Nov. 30 - Sept. 18th)
 - Standard Fee that includes per view fee
- Mariposa recently changed “what” they’re putting out to the public and that created some interest from the community to begin enrolling kids
 - Can target grades if needed
 - They can Lead Generate in any way that we can
- *What is our school capacity*
 - 556 Students
 - If we can keep numbers high in middle school that would be great
 - Right now 169 middle schoolers (traditionally this is average high)
 - We have 180 middle school lockers
 - This is our middle school capacity
 - 2016/2017 - Highest we have ever had 540’s
 - We really need a third Kindergarten class next year
 - Also willing to fill in a bubble somewhere else
 - Currently 520 students

- We need an additional 40 students
- If we can hit our goal for an additional 40 students
 - Additional 730K revenue carving out 30%
 - Would need two additional teachers and a para
 - With 25 additional kids we would still have a margin of 230K - Which would still be worth it

Fund Run - Raise \$ 11,433

Action items

- ☐ Bring Mariposa representative to an OPEN Board Meeting

Sep 16, 2026 | 📅 Facilities Planning Team Meeting

Attendees: Amy Tracy derekr@auroraacademycharter.com Racquel Arnold

Notes

- RFP
 - BEST grant
 - eRate
 - Running fiber to our building
 - Dec 1, 2026 - Due
- HVAC Maintenance
 - Bids
- Gym Quotes
- Additional Meeting Dates for GFC
 - Currently Monthly
 - Revisit in Dec.
- Front of the building - Derek & Amy collaboration
 - Spraying weeds and pesticides
- Denver Botanic Gardens - outdoor education space
 - Horticulture Director
 - Marketing Jennifer Riley
- Exterior Lighting

Action items

- ☐ Racquel - Add Links to the following
 - ☒ ~~Ensure Derek is on the GFC Drive Folders~~
 - ☒ ~~[Attach Bids to these notes](#)~~
 - ☒ ~~[Master Capital Data](#)~~
 - ☐ Check the Board approved HVAC maintenance amount
- ☐ Board approval threshold in Finance is considered a quorum
 - ☐ Open Meeting
- ☐ Fix GFC Calendar Invites
- ☐ Derek
 - ☐ Set up weed treatment
 - ☐ Pesticide
 - ☐ Exterior Lighting Update after Electrician
 - ☐ Gym Floor quotes