Jefferson Academy
Charter Schools

Joint Board of Directors – Meeting Agenda

A Colorado nonprofit corporation | October 20, 2026 | 6:00 PM
In person at Summit Academy Westminster | Join virtually

The **mission of Jefferson Academy** is to help students attain their highest academic and character potential through an academically rigorous, content-rich educational program.

Vision Statement: Jefferson Academy envisions a community of parents, teachers, students and educational and business leaders working together to create a learning environment that engenders academic achievement, growth in character, and the love of learning, resulting in responsible, productive citizens.

Public Comment

Your voice matters — we both welcome and value public participation. Public comment is held at the beginning of each meeting so that Board members can hear and consider community perspectives before discussing and making decisions on agenda items. To make the most of this opportunity, please:

- **Review the agenda in advance.** Agendas include details about upcoming topics and identify items as Vote, Discuss, or Discuss/Vote to help you prepare relevant comments.
- **Share your perspective during our** designated public comment period at the start of every meeting. It provides a clear, consistent opportunity to offer feedback, concerns, and ideas without requiring participants to stay for the full meeting.
- **Keep comments focused and concise.** To ensure everyone has an opportunity to be heard, please turn your camera on when speaking and limit comments to 2–3 minutes.

This approach allows the Board to hear meaningful community input while conducting the governance and policy business of the school efficiently.

	Agenda Items	Who	Action	Start	End
Preliminary Actions					
A	Call to Order	Chair			6:00 pm
B	Welcome to Guests	Chair			
C	Roll Call	Shelly			
D	Pledge of Allegiance	Ryan			
E	Approval of Agenda	Board	Vote	0:05	6:05 pm
F	Public Comment			0:10	6:15 pm

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Consent Agenda

The JA Board has adopted a consent agenda which consists of committee reports and the Executive Director's Report. All Board members have received these reports prior to this meeting and can pull an item out of the consent agenda when those items need further discussion during the general agenda session at the start of this meeting. The following items are included in this month's consent agenda:

- PTO Report
- Boosters Report
- School Accountability Committee (SAC)
- Policy & Governance
- Facilities Committee
- Capital Development / Foundation for JA
- Communications Committee
- Neighborhood Committee
- Finance Committee
- Principal Reports
- Executive Director's Report
- Meeting Minutes (Restricted until approved)

General Agenda

Items moved to the front of the agenda at the time of the meeting to accommodate presenters:					
1	Review and approve annual audit following presentation by audit firm Governance Letter	RI/CM/LH	Discuss/Vote	0:20	6:35 pm
Items moved from the consent agenda to the general agenda for further discussion:					
2					

A. Information

To deepen its understanding of each campus, the Board invites principals and staff to share updates on day-to-day activities, student experiences, and noteworthy programs, projects, and accomplishments.

1	Principal Presentation: Brendan Feddema • Jefferson Academy Elementary		Discuss	0:15	6:50 pm
2	Executive Director Update • Student enrollment/withdraw update • UIP overview • Community Cares update	AS	Discuss	0:15	7:05 pm

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	• Homeschool funding update				

B.	Strategy					
The strategy portion of the agenda is centered around four strategic goals as outlined in Jefferson Academy Charter Schools' 2024-27 Strategic Plan: *Successful Students | Talented Team | Connected Community | Financial Fortitude*						
1	a	2027-2030 Strategic Plan Update • Principals to come to Nov. meeting with goals by campus for each pillar	AS	Discuss	0:05	7:10 pm

C.	Governance					
1	**General**					
	a	Board Campus Visit Reports • Ms. Daly/Ms. Evenson ○ Elementary • Mr. DuVall ○ Summit South • Ms. McGahee ○ Summit Westminster • Mr. Robbins ○ Summit Westminster • Mr. Ingram ○ Coal Creek • Mr. Suckow ○ Secondary	JD	Discuss	0:15	7:25 pm
2	**Financials**					
	a	Approve amount payment for concurrent enrollment	RI/CM/LH	Discuss/Vote	0:05	7:30 pm
3	**Committees**					
	a	Committees • **Finance:** Carryover, Bond payoff and staff salary structures	KD/Board	Discuss	0:05	7:35 pm

D.	Policy

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1	Personal device policy update, including results of student survey	AS/JP	Discuss	0:10	7:45 pm

E.	Tasks				
1	Approve minutes from Sept. 2026 meeting (Restricted until approved)	Board	Discuss/Vote	0:05	7:50 pm
2	Action Items • Board members to cover open houses • Remaining Board member campus visits by Nov. 1st	Board/JD	Discuss	0:05	7:55 pm
3	Board communication to parents (Top 5) • KD/JD to write + send to Jenn Davis with cc to AS for final review before publishing Tues.	Board	Discuss	0:05	8:00 pm

F.	Executive Session				
	None planned this meeting				

Estimated Adjournment	**8:00 pm**

Consent Agenda

The consent agenda consists of committee reports, principal reports, and the Executive Director report. The items in the consent agenda will not be discussed in the board meeting unless Board members pull an item out of the consent agenda for further discussion during the agenda discussion.

JAE PTO Report

- The JA Elementary PTO met on October 7, 2026, in the Elementary Commons
- Highlights:
    - Fun run week was in full swing with the Boosterthon (fun run) to be held on Oct 9th
    - PTO expressed gratitude to teachers, staff, and administration for support and help with the fun run activities
    - PTO presented on potential funding projects with money raised from the fun run

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- Ms. Seidel is taking over the Community Cares program for elementary school families since the Foundation for JA does not have the bandwidth to support the program. There will be a push through social media and bulletins to gather donations. Please share information with community members and others to collect donations. More information is forthcoming after the fun run.
- The Treasurer provided a report; balance sheet is in good shape
- Committees provided reports

Next meeting is Wednesday, November 4 th 6:30pm in the Elementary Commons

JACCC PTO Report

The JACCC PTO met on September 16, 2026, via Zoom

Highlights:

- Reese missed the meeting due to a scheduling conflict
- Past and upcoming events since last report:
  - Eagles night out was scheduled for October 9th
  - Trick or Treat Street + Enchanted Forest is scheduled for October 23rd
  - Next Eagles night out is scheduled for November 13th

Next PTO meeting is Wednesday, October 21 st at 6pm via zoom

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Boosters Report

Financial & Administrative Updates

- Tax filings and Secretary of State renewal are complete. Bylaws need to be updated to reflect the new July 1–June 30 fiscal year, effective July 1, 2026.
- All clubs have been notified of their starting balances.
- The AFW fundraising program has ended, with a final payment expected. Membership dues generated more than $4,000 through August 31.

Student Activities + Community Engagement

- Exploring opportunities for clubs, including Drama and Key Club, to collaborate with athletics through concessions and volunteer activities.
- New Aerospace and Future Business Leaders clubs have formed. GSA is seeking a faculty sponsor.
- Homecoming activities included Fall Fest, movies, powderpuff game and the October 3 dance.
- The back-to-school staff breakfast was successful, with a dinner planned for October 15 parent-teacher conferences.
- Upcoming events include Prospective Parent Night on November 11 and Prom on May 1 at The Establishment.

Concessions, Facilities + Spirit Wear

- Concessions passed the health department inspection. The committee is exploring new menu options and volunteer opportunities while addressing equipment and food preparation requirements. Use of a microwave, hot water dispenser and nacho machine has been approved.
- New home and visitor banners have been installed in the auxiliary gym. Approval is being sought for additional outdoor bleacher banners as well as netting to prevent balls from rolling underneath them.
- The spirit wear website has been redesigned to improve usability, generating 22 orders and approximately $200 in donations over the past month. Efforts are underway to expand partnerships with clubs and athletic teams.

Next Meeting: November 9, 2026.

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Student Accountability Committee (SAC) Report

Policy & Governance

Policy and governance met on Oct 6th. The main point from the meeting was members and that membership here is low. We also need to have representation from the elementary, CCC and the summit as we are supposed to have a rep from each school.

The committee also discussed the best ways to bring policy through as some of the policies of the last few years were submitted right to the board without any communication, or little communication, to the P&G committee. The best way here would be to allow the committee time to review any policy updates before coming to the board for approval.

Lastly, as there is little policy happening right now, the committee remains committed to reviewing and updating the policy manual, with the goal to get an updated draft to the board early next year.

Facilities Committee

The Facilities Committee will be meeting on Wednesday, October 28, at 10 am.

Capital Development Committee / Foundation for JA

The Foundation for JA met on September 17 th via Zoom

Highlights:

- Carolyn Proctor was sworn in as the new Secretary for the Foundation. The Foundation still needs a Vice President.
- The Treasurer provided a report; balance sheet is in good shape
- There was a detailed discussion about the future of the Community Cares Program and if the Foundation board was able to manage the program at the same level that Tiffany managed it. Concerns were raised about the level of work involved (Tiffany spent a lot of time on the Program), privacy concerns for families involved, and the overall scope of the program (it

expanded greatly over the past few years, beyond holiday giving). The consensus was that it was more work than the Board can manage (they are volunteers, not paid staff like Tiffany was).
- Foundation inquired about how they can advertise on JA socials to raise money for school-requested projects.

Next meeting is Thursday, December 3rd at 6:30pm on Zoom.

Communications Committee

The Communications Committee will meet on Oct. 21.

Neighborhood Committee

The Neighborhood Committee met on Thursday, Sept. 10. The Neighborhood Committee discussed several traffic, pedestrian safety, and grounds concerns around the elementary campus:

- **Traffic safety:** Neighbors reported vehicles exiting the school parking lot without adequately checking for through traffic, as well as speeding and failure to observe stop signs in surrounding neighborhoods during drop-off and pick-up. A refresher communication to families regarding safe driving and parking lot exit procedures was requested.
- **Cross-country runners:** Concerns were raised about middle school cross-country students running in large groups across the roadway and not consistently following safe running practices. Dr. Ann Schultz will work with the Athletic Director and coaches to reinforce expectations for safe running, including running against traffic and single file where appropriate.
- **Electric bike:** Neighbors reported a former student riding an electric bike at high speeds on the campus. The school is aware of the individual and has previously addressed the behavior. Neighbors will continue to monitor and report concerns.
- **Grounds/maintenance:** A prairie dog was observed on the field and reported to JA maintenance.
- **City follow-up:** Brendon contacted the City regarding mowing the lot in front of the school and reviewing the crosswalk on 99th.
- **Bike path:** Concerns were raised about the bike route along approximately a quarter mile of 99th Avenue, where cyclists share the roadway with vehicles. This creates potential safety concerns during drop-off and pick-up when traffic is heaviest. Kim will contact Bike JeffCo to determine whether the issue can be raised with Jefferson County and/or the City of Westminster.

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Finance Committee

The Finance Committee met on October 14th for its monthly meeting.

The committee received monthly financials and an FY26 audit update, previewed the November budget revisions, discussed concurrent enrollment costs and a proposed state rule change, and reviewed the teacher salary schedule.

Monthly Financials

School leaders reported no surprises. Unbudgeted items, including radios, Raptor security, AED replacements, furniture, and a prepaid three-year Canvas renewal, will be addressed in November revisions.

FY26 Audit

The Adams Group has received all JA materials and is waiting on final details from Jeffco, including a pension contribution question. They will present the draft audit and their process at the October board meeting, with acceptance expected in November.

November Budget Revisions

- **Conservative Funding Assumptions**
  - Jeffco advised budgeting at $11,700 PPR, but business managers will use the lower floor amounts from the new formula. Final funding will be confirmed in January or February and trued up in the spring.
  - If the true-up is substantial, the board may consider a single budget approval rather than individual overage approvals.

- **Additional Revenue Not Yet Budgeted**
  - The facilities assistance grant, Jeffco interest on carryover, and capital construction funds.

Concurrent Enrollment

Each campus will update its concurrent enrollment cost estimates, including Fall 2026. The not to exceed amount is higher than last year because it now includes Summit Academy South payments to Red Rocks and Arapahoe Community College in addition to Front Range Community College. A state board rule option under review would block concurrent enrollment funding for homeschool enrichment programs; JA school leaders are testifying about the impact this will have on our students and families.

Teacher Salary Schedule

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While direct comparison is difficult due to step structure and placement discretion, JA's salary schedule is approximately 92% of Jeffco's. The committee discussed the constraints on charter school budgets related to staffing and salaries, along with creative options for compensating staff. The committee also proposed considering a target range for salaries and prioritizing compensation under the Talented Team pillar of the next strategic plan. Business managers will bring charter school best practices to the next

finance committee meeting as this topic continues to be discussed.

Items Deferred to November

The bond payoff structure and payment scenarios, along with carryover balances by campus, will be reviewed in November.

Action Items for the October Board Meeting

- **Concurrent Enrollment Not to Exceed:** Motion to approve concurrent enrollment tuition payments as long as they are not to exceed a total amount of $570,000 for the 2026-27 school year.

Principal's Reports

- Jefferson Academy Elementary - *Presenter*
- Jefferson Academy Secondary
- Jefferson Academy Coal Creek Canyon
- The Summit Academy Westminster
- The Summit Academy South

Executive Director's Report