Jefferson Academy - Board Agenda | June 9, 2026

Mission Statement:
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.

Agenda for the Joint Board of Directors of Jefferson Academy Charter Schools
A Colorado Non-profit Corporation

In Person: Held at Summit Academy: 7575 W. 103rd Avenue Suite #100, Westminster, CO 80021

Zoom Link: Join the virtual meeting of the Board of Directors

Meeting Documents Folder

Start Time: 6:00 pm

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

***Public Comment - PLEASE READ:**
The Board has determined that public comment will be held at the beginning of all meetings for the following reasons:

- **It is essential for Board members to hear and consider all public comments prior to making decisions on agenda items so that the Board members are informed of the views of the public participants.**
- **An agenda is posted in advance of every Board meeting. Every effort has been made to add additional detail to the agenda items to help public participants understand what will be discussed at the meeting in order for participants to better shape and present their comments. Please take note if a topic says Vote, Discuss or Discuss/Vote.**
- **Having public comment at the beginning of the meeting allows for a designated, clear, and transparent opportunity when public comment may be provided on any of the agenda items. It also provides participants a**

chance to voice their concerns, issues, and ideas without being obligated to sit through what can be a very lengthy meeting of non-related topics.

- **The regular monthly meetings are designed to allow the Board to conduct the policy business of the school and to do so in an efficient manner. For this reason, it would not be feasible from a time perspective to distribute public comment throughout the agenda.**

Your voice is important! **We encourage all members of the public to review this agenda in detail in order to provide public comment to Board members at the beginning of each meeting so that Board members can better represent our members. The Board appreciates and encourages all public comments and respectfully requests that individuals turn their cameras ON and keep their comments as brief and concise as possible (2 to 3 minutes) to allow time for everyone to participate.**

Consent Agenda					
The JA Board has adopted a consent agenda. The consent agenda consists of committee reports, Principal reports and the Executive Director 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 agenda discussion at the beginning of this meeting. This month's consent agenda is located below the meeting agenda.					
A	Review & Approve	Board	Vote	0:05	6:20 pm

General Agenda					
Items moved to the front of the agenda at the time of the meeting due to presenters					
1	Approve 5-11-26 Membership Mtg Minutes	TP	Discuss/Vote	0:05	6:25
2	Approve 5-11-26 General Mtg Minutes	TP	Discuss/Vote	0:05	6:30
3	Introduction of Candidates for Open Seat	JL	Discuss	0:10	6:40
4	Appointment of Open Board Seat	JN	Discuss/Vote	0:05	6:45
5	New Board Members Seated	JA	Action	0:05	6:55
6	Oath of Office & BOD Document Signing	JA	Action	0:05	7:00
7	Proposed Slate for Election of Board Officers ● President - Jeremy DuVall ● Vice-President - Chris Robbins ● Chair - Kim Daly ● Vice-Chair - Leah McGahee ● Treasurer - Ryan Ingram ● Secretary - James Suckow ● Assistant Secretary - TBD	Board	Discuss/Vote	0:10	7:10
8	Sign Conflict of Interest & Confidentiality Forms	Chair	Action	0;05	7:15
9	Assign Committee Members ● PTO Rep: one or two ● BoostersRep: one or two ● Foundation / Cap Dev: two board members ● SAC: two board members ● Policy and Governance: two board members ● Facilities: two board members	Chair	Discuss/Vote	0:10	7:25

	• Communications: two board members • Neighborhood: Board President plus one • Finance: Treasurer plus one • Audit: Treasurer plus one • SRC: All available board members				
10	Assign Building Corp Representatives • Board president • One other board member • One non-board member	Chair	Discuss/Vote	0:05	7:30

A	**Informational**				
In an effort to gain a more in-depth perspective of each of our campuses and programs, the Board invites presentations from principals and faculty to discuss day-to-day activities occurring in the buildings and highlight special projects and programs.					
1	General Executive Director update	TM	Informational	0:10	7:40
2	Principal Presentations	SS	Informational	0:10	7:50

Jefferson Academy has identified four strategic pillars with focus areas. The strategic portion of the agenda is centered around these pillars. The Jefferson Academy Strategic Plan 2024-2027 can be accessed at www.jajags.com.

B	***Strategic Plan- Successful Students, Talented Team, Connected Community, Financial Fortitude***				
1	***Strategic Plan***				
a	Set Date for Strategic Planning	Chair	Discuss/Vote	0:05	7:55

C	**General Board Governance**				
1: General					
a	Food Service Change - Elem & CCC	BF/LH	Discuss/Vote	0:10	8:05
b	JA Elem.- approval to hire per Policy 4.4	BF	Discuss/Vote	0:05	8:10
c	Summit South - Goddard Property - Present options to Purchase or Lease and Improve	AT/TM	Discuss/Vote	0:15	8:25
d	Policy 4.4 (second b) - Hiring of Related Staff	BF/TM	Discuss/Vote	0;05	8:30
2: Financials					
a	2025/26 Budget Adjustments	JD/CM/LH	Discuss/Vote	0:05	8:35
b					
3: Committees					
a					

C	General Board Governance				
b					

D	Policy				
1	Policy 7.10 - Student Use of Personal Technology Devices - Second Reading	TM	Discuss/Vote	0:05	8:40
2					

E	Task-Oriented				
1	Action Items		Discuss	0:05	8:45
2	Board communication to parents (Top 5)		Discuss	0:05	8:50
3					

Adjournment - Estimated	8:50

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.

PTO Report

PTO met May 13th. The budget was approved for the 2026-2027 school year. New board members were elected for two parent at-large spots and a treasurer. Black and Gold bash was a huge success.

Boosters Report

Boosters had another impactful year supporting students, staff, and the broader JA community.

- **Scholarships:** Awarded two $1K annual scholarships to graduating seniors Kaitlyn Proctor + Catherine Berg during the Academy Awards ceremony
- **Student Events:** Hosted *After Prom 2026*, with more than 200 students attending a safe + engaging celebration at Malibu Jack's, as well as the annual *Junior High Not Prom Party* for 7th + 8th grade students
- **Teacher Appreciation:** Partnered with volunteers + donors to recognize staff during Teacher Appreciation Week
- **Concessions:** Continued to support JA athletics through a successful concessions program powered by parent volunteers
- **Capital Investment:** Funded a brand-new, state-of-the-art sound system for the new track + field, a $15K investment in our student-athletes
- **Spirit Wear:** Ongoing spirit wear sales continue to build school pride while returning 20% of proceeds to support Jefferson Academy Secondary programs
- **Board Leadership:** Welcomed two incoming JA Boosters board members for the 2026-27 school year: Ashleigh Kim (Vice President) and Elsa Elder (Secretary)

Student Accountability Committee (SAC) Report

SAC did not meet in May. The committee will reconvene in August.

Policy & Governance

Facilities Committee

The Facilities committee has not met since the last Board meeting.

JA Foundation

The Foundation committee has not met since the last Board meeting.

Communications Committee

The Communications committee has not met since the last Board meeting.

Neighborhood Committee

Finance Committee

The Finance Committee convened on June 3

Action Items for the June 9th Board Meeting:

- The board will review final adjustments to the 25-26 budgets across each campus in the June 2026 meeting. All requests are being collected in this spreadsheet for ease of review.

Campus-Specific Updates

- **Summit Westminster**
  - As previously mentioned, “Nurse” budget (529400) will come in high this year as it was the first year budgeting in this manner.
  - “Instructional Equipment” (820001) reflects the computer purchases approved by the board in February. We’ll shift some dollars from other line items to cover the full line item in May.
- **Summit South**
  - We’re keeping an eye on “Testing/Concurrent Enrollment” (824000) as we have some outstanding invoices that may not be reflected in the spent amount just yet.
- **JA Elementary**
  - Paraprofessional (557100) relates to teachers coded incorrectly. This will be updated in next year’s budget.
  - Computer Software (747000) will be covered in the June budget requests. We anticipated PTO covering more of the cost.
  - Office equip under $5,000 (810001) addresses some internet issues we’ve had this year on the Elementary campus.
- **JA Secondary**
  - Substitute Teacher (824000) is higher than expected as we had more leaves and absences than expected.
  - Additional Pay-Classified (599820) is from teachers who coach. This will be covered by Coaches (599810).
  - Materials/Supplies-Other (805000) related to PCard transactions that will be re-journaled after they’re appropriately classified.
- **JA CCC**
  - We’ve received full approval to begin spending from the grant. We’ve ordered almost all of our planned materials and upgrades. To fund the line items, we’re requesting reimbursement during specific windows (next begins ~June 13). We still have ~$60,000 of grant funds that we’re working to use.

Reminders and Notes for Next Year

- Each year, we apply for and have typically received a facilities grant. Last year, the district automatically credited the funds towards our bond payment. This year, they dropped it in the respective campus budgets. The grant is decreasing in value each year, but we're likely to get it for at least the next 3 years. There's an open question as to how we want to budget these funds moving forward.
- Similarly, we're now receiving interest on our reserve dollars from the district. This year, the interest payments (collectively $900+k from 2 years of interest) all came into the secondary, and we're putting it straight into reserves. Moving forward, we're hoping to break out the rough interest allocation for each campus. This creates an open question around how we want to represent these dollars in each budget and where we want to allocate the dollars.
- We have a few organizational support roles (IT, Marketing, Community Relations) that offer shared services across each campus. Moving forward, the intention is to represent these roles as stipends from the respective campuses. This will likely be presented in the November 2027 amended budgets.

Insurance Renewals

- To be insured through our cyber security policy, we will likely have to do some alignment across campuses on our security protocols. Each building will need to have the same policies and protocols in place.
- Historically, we have used Pinnacol for workers' compensation coverage. We're asking Gallagher to bid out this service and may switch vendors depending on the bid.

Finance Policy Update

- Based on the discussion in the May board meeting, we are tabling Finance Policy 9.1(b). The board can decide to pursue this further in the future if desired.

Principal's Reports

Jefferson Academy Coal Creek Canyon

Jefferson Academy Elementary

Jefferson Academy Secondary - No Report This Month

The Summit Academy

The Summit Academy South

Executive Director's Report

Graduations/Continuation: May was an exciting month for our students as they participated in many year-end activities. Graduation season started with the JA Senior Walk where graduates, wearing their caps and gowns, walked through the elementary school hallways, full of cheering students, as they were greeted by their former teachers. 6th Grade continuation, held at the secondary, continued their tradition of identifying each student by a specific character trait and then having students walk the line being congratulated by each of their teachers. JA Secondary held their graduation at the Colorado School of Mines where Mr. Parcell captivated the graduates and students with his speech. We were excited to be joined by Jeffco Board of Education Member, Dr. Echeveria and Chief Operating Officer, Jeff Gatlin. Summit Academy Westminster met at Victory Church where each graduate was honored with a personalized short video before receiving their diploma. An annual highlight is the joint choir coming together to sing one last time for families. Summit Academy South met at Conifer Community Church to honor their graduates. A very meaningful moment is when each parent comes forward to talk about their graduate individually. JA Coal Creek Canyon continued their Eagle Feather tradition in which 8th graders receive an eagle feather at the end of the year to symbolize their leaving the nest and soaring into the future.

It is always exciting and rewarding to see our students recognized for their years of hard work and honored for reaching this milestone.

Part-time (homeschool) Legislative Update: There have been no official updates to the new statutes enacted this legislative session for part-time school programs. CDE is beginning to develop policies and procedures around those regulations. In the coming weeks CDE will be setting up web pages with their interpretation of the new regulations. This will be helpful as currently there is confusion around what some of the statutes mean, how they will be implemented and the end result for our programs. We will continue to monitor the process as it develops.

Hiring Update: All our campuses are fully or almost fully staffed for next year. The following are the only positions still in process for next year.
JAE - Grounds keeper - seasonal (interviews in process), PreK (interviews Wednesday)
JAS - Office (new part-time), Principal
JA CCC - Mental health (part-time)

SAW - Fully staffed
SAW - Fully staffed

Saying Fairwell: It has truly been my pleasure serving the JA and Summit communities over the last 8 years. Together, we have seen great progress in so many different ways:

- Growing our homeschool programs from 350 to over 1,200 students
- Maintaining full or growing enrollment in a declining enrollment market
- Adding JA Coal Creek Canyon to our Jefferson Academy Charter Schools community
- Significantly expanding the square footage of the Summit Westminster Facility
- Growing the Summit South program from one location to 2 and now seeking to secure a long-term, single facility that will meet their needs
- Building a fine art complex, aux gym, weight room, track, bleachers and significantly expanding the main gym at secondary
- Fixing chronic ice challenges, building amazing playgrounds and purchasing “the church” to better serve our youngest students

Together we have been able to support our staff and students by:

- Increasing salaries by over 40%, bringing staff in line with other schools
- Retaining and serving more special needs students to help them achieve “their highest academic and character potential”
- Maintaining extremely high graduations rates, between 95-100% each year
- Remaining “High Performing” schools, and most recently, also becoming “High Growth” schools as well
- Securing Jefferson Academy Charter Schools’ financial future through conservative budgeting and wise spending which has allowed us to buy, build, increase pay and still remain on track to pay off our $21M bond in the next 3 years.

I am extremely proud of what we have accomplished together and honored that Jefferson Academy entrusted me as their first Executive Director.

I am equally excited to pass the baton to Dr. Schultz for the next leg of JA’s journey. She is a highly experienced and, as we have seen, a highly effective leader. Her insights, relationship building skills and vision for JACS’s future will bring increased student outcomes, mission alignment across all campuses and a renewed focus on what makes Jefferson Academy Charter Schools an exceptional place for students. Our JA and Summit communities are fortunate to have such a highly qualified and committed person leading students, staff and families through unknown challenges and new successes.