

Jefferson Academy - Board Agenda | June 10, 2025

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 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](#)

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
F	Public Comment			0:10

***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 comment **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.

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- 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 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. The following items are included in this month's consent agenda:					
PTO Report Boosters Report School Accountability Committee Policy & Governance Facilities Committee Capital Development Committee/ JA Foundation			Communications Committee Neighborhood Committee Finance Committee Principal Reports Executive Director's Report Meeting Minutes (Restricted until approved)		
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 Minutes from May 13, 2025 (annual and general meeting)	Board	Discuss/Vote	0:05	6:25 pm
2	Approve Minutes from May 19, 2025 extended annual meeting	Board	Discuss/Vote	0:05	6:30 pm
2	Honoring outgoing principals and tenured staff	Board, TF	Discuss	0:15	6:45 pm
3	Honoring Volunteers	Board, TP	Discuss	0:10	6:55 pm
Board Composition					
1	Thank you to outgoing Board members	Board	Discuss	0:05	7:00 pm
2	New Board members take Oath of Office	Board	Discuss	0:05	7:05 pm
3	Election of Board Officers and Roles and Responsibilities Tentative Nominations Chairperson - Tristina Pontiakos Vice Chairperson - Kim Daly President - John Nunnally Vice President - Chris Robbins Secretary - Jerrilynn Lilyblade Treasurer - Jeremy DuVall Assistant Secretary - James Suckow	Board	Discuss/Vote	0:15	7:20 pm

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4	Board member committee appointments Requirements PTO Rep: one or two board members Boosters Rep: one or two board members Foundation / Cap Dev: two board members SAC: two board members Policy and Governance: two board members Facilities: two board members Communications: two board members Neighborhood: Board President plus one board member Finance: Treasurer plus one board member Audit: Treasurer plus one board member SRC: All available board members	Board	Discuss/Vote	0:10	7:30 pm
5	Appointment JA Building Corporation Members: Requirements Board President Treasurer One non-Board member	Board	Discuss/Vote	0:05	7:35 pm

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	Principal Presentation	CM	Informational	0:10	7:45 pm
2	General Executive Director update	TM	Informational	0:10	7:55 pm
2	Student Withdraw Update	BF, RS, CM, AT, SS	Informational	0:10	8:05 pm

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	2024-2027 Strategic Plan Introduction	JN	Informational	0:05	8:10 pm
C	General Board Governance				
1: General					
b	All Board members sign Board manual	Board	Discuss	0:05	8:15 pm
c	All Board members submit conflict of interest form	Board	Discuss	0:05	8:20 pm
d	All Board members submit confidentiality agreement form	Board	Discuss	0:05	8:25 pm
e	Hiring Relative - JA CCC	TM/CM	Discuss/Vote	0:05	8:30 pm

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C	General Board Governance				
2: Financials					
a	FY25 Budget Adjustments	JN	Discuss/Vote	0:05	8:35 pm
b	Summit South Location	AT/TM	Discuss/Vote	0:15	8:50 pm
3: Committees					
a	Update from committee leads on committee activities	Board	Discuss	0:05	8:55 pm
D	Policy				
1	Enrollment Policy Update	TM	Discuss/Vote	0:05	9:00 pm
E	Task-Oriented				
1	Action Items	Board	Discuss	0:05	9:05 pm
2	Board communication to parents (Top 5)	Board	Discuss	0:05	9:10 pm
Adjournment - Estimated					9:10 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.

PTO Report

Boosters Report

Student Accountability Committee (SAC) Report

Policy & Governance

Facilities Committee

Capital Development Committee / JA Foundation

Communications Committee

Neighborhood Committee

Finance Committee

- Finance committee met on 6/4. Business team reports May to be an important month with over \$900k in grant approvals and extensions. CCC establishing more accurate budget with actual expenses. Negative carryforward will be covered by CCSP grant.
- Campuses reported on budget status and evaluating actual near-final expenses. Some line items with significant overages will require budget transfers and adjustments, needing Board approval.
- Secondary track and bleacher project underway through Summer and hopeful for early Fall completion. Elementary continuing to work on compliance projects such as fire alarms, fencing, and playground on church facility. Summit South completing evaluation of Goddard Ranch and will need board approval to enter lease agreement.

Principal's Reports

Jefferson Academy Coal Creek Canyon

[Jefferson Academy Elementary](#)

[Jefferson Academy Secondary](#)

[The Summit Academy](#)

[The Summit Academy South](#)

Executive Director's Report

Year End Wrap Up:

This year, in response to our Staff and Parent Surveys and in alignment with our Strategic Plan, JACS transitioned to a new communication platform that includes ADA compliant websites, streamlined email/texting systems, along with newsletter and announcement systems. In the coming months we expect to complete the transition by fully integrating the communication platform with contact information from Infinite Campus and rolling out an exciting phone app to help families stay better connected.

Jefferson County Public Schools (Jeffco), our authorizing district, is classified as a declining enrollment district with a 5 year decline of 8,555 students. Last year they experienced a decline of 677 students and projections show an 800 students decline each year for the next 4-5 years.

Despite this trend, Jefferson Academy Charter Schools (JACS) maintains a strong and growing enrollment at all campuses with extra capacity and a waitlist where demand exceeds capacity (see “Enrollment” below). During COVID the elementary experienced a significant drop in Kindergarten and 1st grade class sizes. Recent enrollment gains have backfilled most of those positions as they move through the grade ladder. Currently JACS is larger than 144 school districts in Colorado and smaller than 40 school districts.

This school year 100% of JA Secondary, Summit Westminster and Summit South seniors met graduation requirements. Some seniors at all 3 campuses elect to join Colorado’s Ascent program which provides a 5th year of high school for students to attend a state college next year tuition free. To enroll in the program students must not officially graduate but must meet graduation requirements. Additionally, some homeschool families elect to withdraw their seniors just prior to graduation so they can receive a Homeschool Diploma instead of a Summit Diploma. This is not a reflection on the programs but rather aligns with the families homeschool values. If we include all these students who met graduation requirements, JACS “graduated” over 160 seniors this year.

JACS remains in a strong financial position with a focus on providing students a great educational experience, increasing staff salaries and paying off our Bond instead of refinancing the loan as previously planned when the 10 year bond was secured. This fiscal year JACS was able to move forward with purchasing a location for our Jag Care and PreK programs and build an all-weather track and grandstands without having to secure outside funding. Each campus continues to meet or exceed the Board required 3% annual reserve/savings set aside.

In May, after several months of hard work on the part of our staff, JACS secured over \$950,000 in additional funds to support our programs. We are affectionately calling this our “Million Dollar May”. (see “Million Dollar May” below)

Overall, JACS is to be well positioned in this educational climate with strong academic outcomes, growing or full enrollment and healthy financial outlook. Staff retention levels remain high with turn over rates once again holding around 9%, well below district, state

and national levels. We are excited to close out this school year on solid footing and look forward to what opportunities the 2025-26 school year will bring as we continue *“fostering learning and character development to shape confident, well-rounded leaders of tomorrow.”*

Enrollment: At this time of year enrollment is quite fluid. We expect Secondary enrollment to stabilize at 695 students, Elementary to reach 760, Coal Creek Canyon to trend up slightly, Summit South to increase should the new facility be secured and Summit Westminster to remain stable with slight growth in the athletic program.

Secondary:

7th grade	123
8th grade	122
9th grade	133
10th grade	118
11th grade	116
<u>12th grade</u>	<u>105</u>
Total =	717

Elementary

Kindergarten	107		
1st grade	112	AM PreK	17
2nd grade	110	PM PreK	13
3rd grade	96		
4th grade	110		
5th grade	109		
<u>6th grade</u>	<u>112</u>		
Total =	756		

Coal Creek Canyon

Full Time	71	PreK	11
<u>Part-time</u>	<u>12</u>		
Total =	83		
Total FTE	77		

Summit South

Full Time	15
Part Time	303
<u>Falcon Air</u>	<u>17</u>
Total =	335

Total FTE	175
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Summit Westminster

Full Time	50
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Part Time 866

Athletic 32

Total = 948

Total FTE	499
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Jefferson Academy Charter Schools

Total Students Enrolled = 2,839

Total FTE (Funded) = 2,224

“Million Dollar May - Almost”

- Facility Assistance Program Fund
 - JA Elementary \$103,000
 - JA Secondary \$ 94,000
 - JA Coal Creek Canyon \$ 4,000
 - Homeschool Programs \$ 9,176
(only awarded for full-time students)
- Colorado Charter School Program (CCSP)SP
 - Coal Creek Canyon \$425,000
- Broomfield Service Expansion Funds \$315,000