Jefferson Academy Charter Schools

Joint Board of Directors – Meeting Agenda

A Colorado nonprofit corporation | November 17, 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.

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

Agenda Items	Who	Action	Start	End

Jefferson Academy Charter Schools

Joint Board of Directors – Meeting Agenda

A Colorado nonprofit corporation | November 17, 2026 | 6:00 PM
In person at Summit Academy Westminster | Join virtually

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					
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 • JA Secondary	JP	Discuss	0:15	6:30 pm
2	Executive Director Update • New JeffCo Schools Governance Rules (Tayo Adeeko, ED, Charter Partnerships. JPS)	AS	Discuss	0:20	6:50 pm

Jefferson Academy Charter Schools

Joint Board of Directors – Meeting Agenda

A Colorado nonprofit corporation | November 17, 2026 | 6:00 PM
In person at Summit Academy Westminster | Join virtually

	• State funding updates • Board docs from the last 30 years made electronic + organized				

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 share focus areas by pillar	AS	Discuss	0:15	7:05 pm

C.	Governance					
1	**General**					
	a	Board Visit Reports • Ms. Daly/Ms. Evenson (JAE) • Mr. DuVall (SS) • Ms. McGahee (SW) • Mr. Robbins (SW) • Mr. Ingram (JACCC) • Mr. Suckow (JAS)	JD	Discuss	0:10	7:15 pm
2	**Financials**					
	a	Approve audit report • Governance Communication • Financial Statements/Final Audit	RI/CM/LH	Discuss	0:05	7:20 pm
	b	Exploring Starlab for JAE	BF	Discuss	0:10	7:30 pm
	c	Updating gym floor for SW	SS	Discuss	0:10	7:40 pm
	d	Amended budgets • JAS/Summit • JAE • CCC	RI/CM/LH	Discuss/Vote	0:10	7:50 pm
3	**Committees**					

Jefferson Academy Charter Schools

Joint Board of Directors – Meeting Agenda

A Colorado nonprofit corporation | November 17, 2026 | 6:00 PM
In person at Summit Academy Westminster | Join virtually

	a	Committees • **Policy + Governance:** Recommended updates to board manual	KD/Board	Discuss	0:15	8:05 pm
	b	Call for Committee Volunteers • Facilities	JD	Discuss	0:05	8:10 pm

D.	**Policy**				
1	Personal device policy update • Cleaning Chrome Books	AS/JP	Discuss	0:10	8:20 pm

E.	**Tasks**				
1	Approve minutes from Oct. 2026 meeting (Restricted until approved)	Board	Discuss/Vote	0:05	8:25 pm
2	Action Items •	Board/JD	Discuss	0:05	8:30 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	8:35 pm

F.	**Executive Session**				
	Issue 1 Notice Language: The Board will enter executive session under C.R.S. 24-6-402(4)(h) for the purpose of discussing a family's requested exception under Policy 8.1 that their student be allowed to return after a one-year absence. **Issue 2 Notice Language**: The Board will enter executive session under C.R.S. 24-6-402(4)(e)(I) and 24-6-402(4)(f)(I) for **Issue 3 Notice Language:** The Board will enter executive session under C.R.S. 24-6-402(f)(I) for the purpose of discussing an employee's performance.	Board	Discuss/Vote	0:30	9:05 pm

Jefferson Academy Charter Schools

Joint Board of Directors – Meeting Agenda

A Colorado nonprofit corporation | November 17, 2026 | 6:00 PM
In person at Summit Academy Westminster | Join virtually

Estimated Adjournment	**9:05 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 November 4, 2026, in the Elementary Commons

Highlights:

- Fun run was a huge success; PTO raised $162,000 (before expenses)
- 2027 Fun Run will be on October 8th
- Holiday cares program is in full swing. Needs requests were closing soon, then donations will be collected.
    - Gifts will be for children only (no parents or adults); however, if you have a child at the elementary school, as well as older or younger children, those children can also get gifts
    - Gift cards or cash will not be accepted (actual gifts only)
    - There is an Amazon wish list that is used to identify specific gifts
    - PTO approved up to $1500 for additional gifts and wrapping supplies
- The Treasurer provided a report; budget amendment approved for projects from fun run monies
    - Starlabs ($39,000)
    - Fence improvement ($20,000)
    - Window improvement ($9,000)
- Committees provided reports; some highlights include:
    - The book fair made more money than expected so teachers were able to get more books

Jefferson Academy Charter Schools

Joint Board of Directors – Meeting Agenda

A Colorado nonprofit corporation | November 17, 2026 | 6:00 PM
In person at Summit Academy Westminster | Join virtually

- Community Socials:
  - § November 3rd, Chipotle, was a success – waiting to hear on funds raised
  - § December 8th, Mod Pizza – 6415 W 104th Ave, Westminster
  - § January 5th, BJ's, 10446 Town Center Dr, Westminster
- Spirit wear has ugly holiday sweaters and specific sports apparel

· Next meeting is Wednesday, January 6th 6:30pm in the Elementary Commons (no December meeting)

JACCC PTO Report

The JACCC PTO met on October 21, 2026, via Zoom

Highlights:

· Eagles night out on Oct 9th went well and raised $470, minus costs
· Parent/teacher conferences were held on Oct 16th and PTO provided some really great tacos from Wondervu Care
· Trick or treat street plus enchanted forest on Oct 23rd
  - flyers will be passed out for prospective family night (share with your friends)
  - Middle schoolers will be helping with the event
· Prospective family night will be held virtually on Nov 5th from 6pm-7:30pm
· Holiday market will be held Dec 7-11
  - Holiday dance on Dec 11th
· All-school skate day on Dec 17th
· PTO financials will be added to their website
· Discussion about a grant for teaching archery; board will meet to discuss PTO contribution if grant is awarded
· Update was provided on the playground (underlayment is the issue)
· Next PTO meeting is Wednesday, November 18th at 6pm via zoom

Boosters Report

General Updates & Fundraising

- Boosters participated in Trick-or-Treat Street for the first time, sponsoring an area at the event.

Jefferson Academy Charter Schools

Joint Board of Directors – Meeting Agenda

A Colorado nonprofit corporation | November 17, 2026 | 6:00 PM
In person at Summit Academy Westminster | Join virtually

- Currently raising funds to purchase a golf cart for the athletic trainer.
- The 2026–27 budget was approved.
- American Furniture Warehouse (AFW) has discontinued its donation program.
- Looking for concession volunteers for the winter sports season.

Athletics Updates

- Dan provided an update on athletics, with an emphasis on facility improvements and player development.
- Requested funding for T-shirts for the boys' soccer team should they win the state championship.
- Addressed the issue with balls under the bleachers.
- Installed home and away banners outside, with new banners planned for the gym.
- Updating the hallway with TVs to promote athletics, a Legacy Wall and a Hall of Fame. The goal is to hold a Hall of Fame induction by next school year.
- Future facility improvement priorities include new outdoor turf and a digital scoreboard.

Student Clubs & Activities

- Key Club and Student Council (StuCo) are hosting a donation drive benefiting the Denver Rescue Mission.
- JHCC is hosting Munchies & Movies on Wednesday, November 18.
- StuCo is planning holiday activities following Thanksgiving break.
- A new National English Honor Society chapter is being established. A pledge of $150 was made to cover startup fees.

Upcoming Events

- **November 18:** JHCC Munchies & Movies.
- **December 11:** Cookie Exchange.
- **January 30:** JA is hosting Brain Bowl from 8 AM–3 PM, with plans to open concessions.
- **May 1:** After Prom will return to Malibu Jack's, from 11:30 PM–2:30 AM. Tickets are $25.

Jefferson Academy Charter Schools

Joint Board of Directors – Meeting Agenda

A Colorado nonprofit corporation | November 17, 2026 | 6:00 PM
In person at Summit Academy Westminster | Join virtually

Student Accountability Committee (SAC) Report

Policy & Governance

Facilities Committee

The Facilities Committee convened on October 28, 2026. Our running agenda is available.

Site updates

Since this was our first call in quite some time, we spent the first 30-40 minutes reviewing the outstanding leases at each campus.

Coal Creek Canyon

- Currently in a 10-year lease. Rent was waived for 24-25 and partially waived for 25-26. 26-27 is full operating cost. The district has the ability to negotiate the lease amount during the 10-year window.
- We can't make permanent changes or alter the structure. Changes must be submitted to the district for review and approval. Regarding our library upgrades, these were solely furniture and fixtures so not a problem.
- We are interested in discussing aspects of the lease with the District, specifically the ongoing management of the custodial staff.

Summit South (Mosaic/Littleton and Conifer)

- Mosaic/Littleton: Access is limited to Monday 5pm through Tuesday 5pm, which greatly restricts what we can do specifically for events. We do have some carve-out dates for special occasions.Cost is about approximately $61k annually, including storage, which is a strong rate. Only one storage room onsite.
- Conifer: Rent was benchmarked against what Woodrow Wilson pays Aspen Ridge. We use it on Thursdays and pay ~$600 per week (as opposed to ~$1,700 for Mosaic).

Summit Westminster

- Our original lease still governs who is responsible for what within the building. Each additional renewal is effectively an amendment to the original lease. We have a separate lease for the Annex

JA Elementary

- We purchased the church for between $1.2-1.3M and leased the building back to the seller (church community). They requested a 3-year window to relocate and have a fourth year they can exercise. We're

currently charging them $500 per month to occupy the space. Our intention is to use the entire building once they vacate.
- There's an open question as to whether we can begin renovations before they vacate and what is needed to properly zone the building for education.

Site goals

- We discussed the value of conducting building audits for plumbing, HVAC, parking, and even security at each campus to inform our perspective at each building. The Elementary has had some of these inspections done, but broadly, we haven't done this on a regular basis for our campuses.

Action items

- In November, we'll meet with the District to discuss the Coal Creek lease and opportunities for Summit South.
- We'll explore getting audits for relevant campuses, consolidating concerns and improvement items, and reviewing any recent work bids for each campus. These audits will include building safety.
- In the November BOD Top 5, we'll share a broader committee interest form to get parents involved in committees and also to find a parent to be on the Facilities committee.

Capital Development Committee / Foundation for JA

The Foundation for JA did not meet since their last meeting

Communications Committee

Committee Purpose & Introductions
- Team members were invited to introduce themselves and share their roles and responsibilities related to communications at their respective campuses.
- The committee's purpose was presented: *To build trust and transparency across our JA Charter Schools community by delivering clear, timely and accessible information to families, staff and the community.*
- Two additional meetings are scheduled for the 2026–27 school year:
    - January 20, 2027, at 2:00 PM
    - April 21, 2027, at 2:00 PM

Website

- The committee evaluated the continued use of Apptegy as JA's website and mobile app provider.

Jefferson Academy Charter Schools

Joint Board of Directors – Meeting Agenda

A Colorado nonprofit corporation | November 17, 2026 | 6:00 PM
In person at Summit Academy Westminster | Join virtually

- Current expenses include an annual cost of $14,000 and a previous investment of $7,000 in app development.
- Discussion points included the benefits and drawbacks of retaining Apptegy versus returning to the district's website hosting platform, including cost, functionality and communication needs across campuses.

Campus-Level Communications

- Reviewed existing communication channels and practices across campuses, including:
    - ParentSquare usage and staff training needs
    - Weekly staff newsletters
    - Weekly school newsletters
    - Social media platforms and practices
    - Opportunities to share best practices, resources and training across campuses

Organization-Wide Communications

- Reviewed existing organization-wide communication channels, including the Board's Top 5 and JA's social media platforms.
- Opportunities to leverage these channels to increase visibility of individual campus accomplishments, staff, students and programs.
- Continued focus on strengthening communication and collaboration across campuses while supporting a cohesive “One JA” identity

Neighborhood Committee

The neighborhood committee will meet again in the spring.

Finance Committee

The Finance Committee met on November 11th for its monthly meeting.

The committee received monthly financials and the final FY26 audit, reviewed the November amended budgets, discussed a Summit Westminster gym floor project, and discussed the proposed change to part-time homeschool funding.

Monthly Financials

Jefferson Academy Charter Schools

Joint Board of Directors – Meeting Agenda

A Colorado nonprofit corporation | November 17, 2026 | 6:00 PM
In person at Summit Academy Westminster | Join virtually

Spending is largely on track; salary coding and front-loaded expenses will be corrected in the amended budgets. Worth noting: Jeffco billed JA Coal Creek Canyon ~$31,000 for last year's lunch services. Final Goddard project costs total $116,319. Board approvals over $25,000 will now be logged in a shared spreadsheet for transparency and tracking purposes.

FY26 Audit

The audit is final and signed; the only change was Jeffco's pension adjustment. No board approval is required, and the audit and letter will be linked in the board agenda.

November Budget Revisions

- **Enrollment and Funding**
  - Enrollment came in above budget at most campuses. Campuses continue to budget PPR below Jeffco's $11,770 estimate, and Jeffco carryover interest is now allocated by FTE.

- **Coal Creek Canyon**
  - Coal Creek Canyon projects a $50,000 loss, driven by the late addition of the food service bill and an added educational assistant due to enrollment growth. The new food service provider is projected to break even, and early enrollment numbers are looking favorable for next year.

Starlab

Elementary is exploring a portable planetarium, largely funded by the PTO. The committee requested a storage plan and a rent-versus-buy comparison before any purchase.

Summit Westminster Gym Floor

Summit Westminster plans to replace its gym floor over winter break for an estimated $32,000–$36,000. The committee asked for a contractor estimate for comparison. This will be on the November board agenda for review and discussion.

Part-Time Homeschool Funding

The state board is discussing reducing part-time funding from 0.5 to 0.4 FTE, effectively a 20% cut, along with new concurrent enrollment hour requirements. JA's leadership team is continuing to advocate for part-time programs and for funding to remain at current levels, as a 20% decrease would be challenging to navigate.

Items Deferred to December

The bond payoff and carryover discussion will be reviewed in December.

Action Items for the November Board Meeting

Jefferson Academy Charter Schools

Joint Board of Directors – Meeting Agenda

A Colorado nonprofit corporation | November 17, 2026 | 6:00 PM
In person at Summit Academy Westminster | Join virtually

- **Amended Budgets:** Motion to approve the 2026-27 amended budgets for all campuses.

Principal's Reports

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

Executive Director's Report