



Jefferson Academy Charter Schools

Joint Board of Directors – Meeting Agenda

A Colorado nonprofit corporation | September 15, 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	Chris			
E	Approval of Agenda	Board	Vote	0:05	6:05 pm
F	Public Comment			0:10	6:15 pm



Joint Board of Directors – Meeting Agenda

A Colorado nonprofit corporation | September 15, 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:

- | | |
|---|---|
| <ul style="list-style-type: none">• PTO Report• Boosters Report• School Accountability Committee (SAC)• Policy & Governance• Facilities Committee• Capital Development / Foundation for JA | <ul style="list-style-type: none">• 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 <ul style="list-style-type: none">• Carrie Mott - Principal• JA Coal Creek Canyon	CM	Discuss	0:15	6:30 pm
2	Executive Director Update <ul style="list-style-type: none">• Standardized Testing Results + UIP High-level overview	AS	Discuss	0:15	6:45 pm
3.	JeffCo Nov. Ballot Mill Levy <ul style="list-style-type: none">• Online information• Ballot language	KD	Discuss	0:05	6:50 pm



Jefferson Academy Charter Schools

Joint Board of Directors – Meeting Agenda

A Colorado nonprofit corporation | September 15, 2026 | 6:00 PM

In person at Summit Academy Westminster | [Join virtually](#)

B. Strategy						
<i>The strategy portion of the agenda is centered around four strategic goals as outlined in Jefferson Academy Charter Schools' 2024-27 Strategic Plan:</i>						
<i>Successful Students Talented Team Connected Community Financial Fortitude</i>						
1	a	2027-2030 Strategic Plan <ul style="list-style-type: none">Principals to come to Nov. meeting with goals by campus for each pillar	AS	Discuss	0:10	7:00 pm
C. Governance						
1	General					
	a	Board Manual Status + Updates <ul style="list-style-type: none">TBD	JS	Discuss	0:05	7:05 pm
	b	Board Campus Visits <ul style="list-style-type: none">Mr. DuVall – Summit SouthMs. Daly – ElementaryMr. Robbins – Summit WestminsterMs. McGahee – Summit WestminsterMr. Ingram – Coal CreekMr. Suckow – SecondaryMs. Evenson – Elementary	JD	Discuss	0:05	7:10 pm
	c	ED Transition Update <ul style="list-style-type: none">Goals SetMeasures of Success	JD/AS	Discuss	0:10	7:20 pm
	d	SAC Survey Goals + Revisions for February 2027 <ul style="list-style-type: none">2026 SAC Surveys	JD/RI/L M/JS	Discuss	0:05	7:25 pm
2	Financials					
	a	2025-26 Year-End Budget Update <ul style="list-style-type: none">Line item changes	RI/CM/LH	Discuss/Vote	0:05	7:30 pm
	b	Updated funding formula	RI/CM/LH	Discuss	0:05	(Added)
3	Committees					



Jefferson Academy Charter Schools

Joint Board of Directors – Meeting Agenda

A Colorado nonprofit corporation | September 15, 2026 | 6:00 PM

In person at Summit Academy Westminster | [Join virtually](#)

C. Governance						
	a	Committee Meetings dates for 2026-27: <ul style="list-style-type: none">• SAC (JAE, JACCC, JAS): Mr. Suckow – 1st Wed of each month except for Dec.• SAC (SAS): Ms. McGahee Oct. 20, Jan. 5, May 6• SAC (SAW): Mr. Ingram – Oct 14, Jan 20 + May 5• P & G: Mr. Suckow + Mr. Robbins 1st Tues of the month at 6:30• Communications: Ms. Daly + Ms. McGahee Oct 21, Jan 20, April 21 at 2pm• Finance: Mr. Ingram + Mr. DuVall - Oct 14, Nov 11, Dec 9, Jan 13, Feb 10, Mar 10, Apr 14, May 12, June 2 at 10 am (Online)• Audit: Mr. Suckow + Mr. Ingram Ad-hoc• Facilities: Dates will be set for October, January, March, and June - Mr. Robbins + Mr. DuVall• PTO (JACCC): 3rd Wed @ at 6pm via Zoom: Sept 16, Oct 21, Nov 18, Dec 16, Jan 20, Feb 17, Mar 17, Apr 21 + May 19• PTO (JAE): 1st Wed. of the month (except Dec.) at 6:30pm in the Commons. Oct 7, Nov 4, Jan 6, Feb 3, Mar 3, Apr 7 + May 5• Boosters: Sept. 14, Nov. 16, Feb. 8, April 12 + May 10 at 6PM in Secondary Library• Foundation: Quarterly on 3rd Thurs: Sept. 17, Dec. 17, March 18 + as needed• Neighborhood: Sept. 10 + Feb. 11	KD/Board	Discuss	0:05	7:35 pm



Joint Board of Directors – Meeting Agenda

A Colorado nonprofit corporation | September 15, 2026 | 6:00 PM

In person at Summit Academy Westminster | [Join virtually](#)

D.	Policy				
1	Update on Bell-to-Bell cell phone policy + personal device policy at Secondary	AS/JP	Discuss	0:10	7:45 pm

E.	Tasks				
1	Approve minutes from August 2026 meeting (Restricted until approved)	Board	Discuss/Vote	0:05	7:50 pm
2	Action Items <ul style="list-style-type: none">• Add committee meeting dates to website• Schedule board visits prior to Nov. 1• SAC survey review + recommendations• Schedule facilities meeting dates• Board members to review Policy Manual for P&G Committee suggestions	Board/JD	Discuss	0:05	7:55 pm
3	Board communication to parents (Top 5) <ul style="list-style-type: none">• 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.



**Jefferson Academy
Charter Schools**

Joint Board of Directors – Meeting Agenda

A Colorado nonprofit corporation | September 15, 2026 | 6:00 PM
In person at Summit Academy Westminster | [Join virtually](#)

JAE PTO Report

Met on Sept. 2, 2026, in the Elementary Commons

- Reese introduced herself to the PTO
- The new PTO Board introduced themselves
- Discussion about their mission and goals for the year and what's new for 2026-27
- They are now using PEX cards for teachers. These are pre-loaded cards teachers can use to purchase classroom supplies. The cards are blocked for certain types of purchases (e.g., cannot be used for gas). Receipts must be uploaded or the card gets shut down. They are testing the card out this school year.
- The Treasurer provided a report; balance sheet is in good shape
- They approved purchasing a new laminator for the school
- Committee reports:
 - Book fair is Oct 15-16
 - Boosterthon Fun Run is scheduled for Oct 9
 - Butterbraids will be sold in the spring with delivery scheduled for March 16-17
 - Community Socials have been scheduled for the year
 - Black and Gold Bash will take place in the spring
 - Spirit Wear has a new store and items can be purchased on the PTO website
- Next meeting is Wednesday, Oct 7 at 6:30 in the Elementary Commons

JACCC PTO Report

Met on August 19 via Zoom:

- Reese introduced herself to the PTO
- The PTO is working on making their website accessible
- They reported back on back-to-school events
- Discussion about student enrollment: Kindergarten is almost full!
- Question was raised if the JACCC PTO is required to have a contingency fund to help keep the school open. Reese asked the Board President and Dr. Schultz. The answer was no, a PTO contingency fund is not required.
- Eagles Night Out calendar is set; they need a few more volunteers:
Sept. 11, Oct. 9, Nov 13, Jan 15, Mar 12 + Apr 9
- Holiday Market will run for five days (Dec 7-11)
- Financial report was provided
- Next meeting is Wed., Sept. 16 at 6pm via zoom



**Jefferson Academy
Charter Schools**

Joint Board of Directors – Meeting Agenda

A Colorado nonprofit corporation | September 15, 2026 | 6:00 PM

In person at Summit Academy Westminster | [Join virtually](#)

Boosters Report

2026-27 Meeting dates: Sept. 14, Nov. 16, Feb. 8, April 12, May 10. Everyone is welcome to join from 6-7:30 pm in the JA Secondary Library.

[Volunteer to run the JA Boosters Concession Stand at an upcoming game](#) + receive 50% of the concession sales for your choice of club, team or activity!

New this year, students will not need to purchase a ticket to regular season home games!

Boosters will be appointing a Junior High Parent-at-Large at the Sept. 14 meeting.

Student Accountability Committee (SAC) Report

The First SAC committee for JA Elementary, JA Secondary and Coal Creek will be on Wednesday, October 7, 2026 at 5:30 pm in the JA Elementary library.

Policy & Governance

Facilities Committee

The Facilities Committee has not met since our last board meeting.

Capital Development Committee / Foundation for JA

Communications Committee

The Communications Committee has not met since our last board meeting.

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:



Joint Board of Directors – Meeting Agenda

A Colorado nonprofit corporation | September 15, 2026 | 6:00 PM

In person at Summit Academy Westminster | [Join virtually](#)

- **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.

Finance Committee

The Finance Committee met on September 9th for its monthly meeting.

The committee reviewed the new 2026-27 state funding formula and its implications across all Jefferson Academy schools, discussed FY26 end-of-year budget overages requiring board approval, and received a monthly financials update from school leaders.

New Funding Formula (2026-27)

Colorado's new per-pupil revenue (PPR) funding formula takes effect for the 2026-27 school year, replacing the prior calculation with a component-based model.

- **Base PPR and Additional Categories**
 - Colorado's new base PPR is \$8,900 per student, applied to each school's full-time equivalent (FTE) enrollment.



Joint Board of Directors – Meeting Agenda

A Colorado nonprofit corporation | September 15, 2026 | 6:00 PM

In person at Summit Academy Westminster | [Join virtually](#)

- At-risk, English Language Learners, and Special Education students each qualify for an additional 25% of the \$8,900 base per qualifying student.
 - A cost-of-living factor of approximately 22.4% is applied to total FTE based on the host district. Schools in rural, remote, or small-district areas receive additional locale and size factors; Jeffco-area schools do not qualify for these.
- **Phase-In Period and Hold Harmless**
 - The new formula is being phased in. For the current year, schools receive 30% of the difference between the old and new formula amounts, added to the prior year's funding base.
 - A hold harmless provision ensures no school receives less than 1% above last year's total funding. JA Elementary, Coal Creek, and Secondary are currently projected to fall within hold harmless based on early enrollment projections.
 - Final funding amounts will not be confirmed until the October student count is certified and will not be formally finalized until January or February 2027.
- **Budget Stability**
 - All JA schools built their 2026-27 budgets conservatively, using prior-year PPR figures and conservative enrollment projections. Any formula adjustments will represent additional revenue rather than a shortfall, regardless of which scenario ultimately applies.

FY26 End of Year Budget Overages

Per board policy, any expenditure that causes a budgeted line item to exceed its budget by more than 50% for line items of \$5,000 or less, or more than 25% for line items of \$5,000 or more, must be approved in advance by the board, except in an emergency. Any expense in that line item category thereafter during the fiscal year also requires advance board approval. The following FY26 overages were reviewed and will be presented to the board for acceptance along with the FY26 end-of-year budget.

- **Jefferson Academy Secondary**
 - Substitutes: Multiple long-term substitute assignments resulted in an overage in this line.
 - Wi-Fi/Networking: A network infrastructure update placed costs in this line; however, combined with the adjacent technology line, the overall tech budget was within range.



Joint Board of Directors – Meeting Agenda

A Colorado nonprofit corporation | September 15, 2026 | 6:00 PM

In person at Summit Academy Westminster | [Join virtually](#)

- Capital Assets / Construction: Track equipment purchased during the year was reclassified by the district to capital assets in July after fiscal year close, creating overage. Additionally, a \$315,000 refund from the City and County of Broomfield (CCOB) that funded track construction was moved from the construction budget line into revenue, inflating the construction line overage. Several of these items had been formally approved by the board in May but were never corrected in the Jeffco district's budget system despite repeated follow-up requests from Secondary staff.
- **Summit Academy South**
 - A substitute employee began covering the front desk, and their position was not reclassified in the system before fiscal year close, resulting in a minor overage in the salary line.
- **JA Elementary and JA Coal Creek Canyon**
 - A facilities grant that was initially posted to the construction/bond payment line was reclassified to revenue by the district, creating an overage in that line.
 - Mileage reimbursement exceeded budget as the number of K-12 staff positions reimbursed for mileage increased during the year.
 - Trash/waste disposal: The church facility partnership was finalized without adding the church dumpster cost to the budget, and fuel costs rose significantly throughout the year.

Monthly Financials

School leaders provided a brief update on the state of finances for the new fiscal year. Minor variances to budget were noted at each campus, none of which require board attention.

Action Items for the September Board Meeting

- **FY26 Budget and Overage Acceptance:** Accept the 2025-26 budget as presented for JA Elementary, JA Coal Creek, JA Secondary, Summit Academy South, and Summit Academy Westminster, including all line item overages that exceeded the budgetary thresholds established in board policy during the fiscal year ending June 30, 2026.

Principal's Reports

- [Jefferson Academy Elementary](#)



**Jefferson Academy
Charter Schools**

Joint Board of Directors – Meeting Agenda

A Colorado nonprofit corporation | September 15, 2026 | 6:00 PM

In person at Summit Academy Westminster | [Join virtually](#)

- [Jefferson Academy Secondary](#)
- [Jefferson Academy Coal Creek Canyon](#)
- [The Summit Academy Westminster](#)
- [The Summit Academy South](#)

Executive Director's Report