



American Academy Spring Board Retreat Agenda

April 7-8, 2021

Location: Cielo at Castle Pines, Castle Rock, CO 80108

Board Retreat Working Session (April 7)

HAPPY HOUR WITH AA LEADERSHIP TEAM (5:30 PM) *Takoda Tavern, 12365 Pine Bluffs Way, Parker, 80134*

Board Retreat Working Session (April 8)

BREAKFAST (7:30 AM)

I. [Leadership Presentation](#) (8:00 AM – 10:30 AM)

- a. COVID Response
- b. Year in Review Presentation by Department
- c. One Mission, One School, One Heart
- d. Survey Summaries
 - i. High-Level Parent Survey Summary
 - ii. High-Level Student Survey Summary
 - iii. High-Level Staff Survey Summary
- e. 2021-22 Priorities
- f. Potential Proposal

II. Staffing and Employee Policy Planning (10:45 AM – 11:15 PM)

- a. 2019-2020 Staffing Status
 - i. Proposed [Organization Chart](#) Changes
 - ii. Open Positions and Hiring
 - iii. Retention and Turnover Review
 - iv. [Certified Staff Salary Ranges Policy](#) Annual Review
 - v. [Admin & Support Staff Salary Ranges Policy](#) Annual Review
- b. Employee Policy Review
 - i. [K-8 Employee eHandbook](#)
 - ii. [KindiePrep Employee eHandbook](#)
 - iii. [Employee Communication Policy](#)
 - iv. [Employee Dress Code Policy](#)
 - v. [Employee Evaluations Policy](#)
 - vi. [Employee Leave and Benefits](#)
 - vii. [Employee Social Media Policy](#)

III. Parent Policy Planning (11:15 AM – 11:45 AM)

- a. Parent Policy Recommendations
 - i. [K-8 Parent eHandbook](#)



- ii. [KindiePrep Parent eHandbook](#)
- iii. [Curriculum Policy](#)
- iv. [Student Uniform Policy](#)
- v. [Parent Communication Policy](#)
- vi. [Anti-Bullying Policy](#) (NEW)

IV. [Budget Review and Planning](#) (11:45 AM – 1:00 PM)

- a. Financials Review
- b. American Academy 2020-2021 Budget Status
- c. American Academy 2021-2022 Budget
 - i. Review budget assumptions
 - ii. Review high-level three-year budget
 - iii. Review Proposed Student Fees
 - iv. Review Purchased Services Agreement
 - v. Other specific budget items/questions
- d. Proposal Financial Impact

WORKING LUNCH SERVED (1:00 PM)

V. Board Skip Levels (1:00 PM – 2:00 PM)

VI. Board Business (2:00 PM – 4:00 PM)

- a. [BOD Statement of Goals/Strategic Plan](#)
- b. Board Calendar Planning
 - i. [2021-2022 Proposed Board Calendar](#)
- c. Board Succession Planning
 - i. [Board Election Policy](#) Review
 - ii. [Board Terms](#) Review
- d. EDS Staff Survey Review
- e. Other Board Discussion Items

Board Retreat Board Meeting (April 8)

Regular Board Meeting Agenda (4:00 PM – 5:00 PM)

1. Call to Order
2. Amendments to the Agenda
3. Approval of [March 9, 2021 Meeting Minutes](#)
4. Audience Participation: Public comment time with limit of 3-5 minutes each; Comments may not be addressed on-the-spot but may be addressed at the next regular meeting.
5. SAC Updates
6. Consent Agenda
7. New Board Action Items



- Approval: [K-8 Parent eHandbook](#) Changes
 - Approval: [KindiePrep Parent eHandbook](#) Changes
 - Initial Approval: [Curriculum Policy](#) Changes
 - Initial Approval: [Student Uniform Policy](#) Changes
 - Initial Approval: [Parent Communication Policy](#) Changes
 - Approval: [K-8 Employee eHandbook](#) Revisions
 - Approval: [KindiePrep Employee eHandbook](#) Revisions
 - Initial Approval: [Employee Communication Policy](#) Changes
 - Initial Approval: [Employee Dress Code Policy](#) Changes
 - Initial Approval: [Employee Evaluations Policy](#) Changes
 - Initial Approval: [Employee Leave and Benefits](#) Changes
 - Initial Approval: [Employee Social Media Policy](#) Changes
 - Approval: [Organization Chart](#) Changes
 - Approval: [DCSD Purchased Services Contract](#)
 - Approval: [Proposed 2021-2022 Student Fees](#)
 - Approval: [2021-2022 Working Days Calendar](#)
 - Designate May 18, 2021 as the Board Election Date
 - Approval: [Proposed 2022-2023 School Year Calendar](#)
8. Next BOD Meeting Agenda Review
 9. Executive Session pursuant to CRS § 24-6-402(4)(f)(1) to discuss Personnel Matters.
 - Executive Director of Schools Annual Performance Review
 10. Dismissal