

Academy of Arts and Knowledge
aka Northern Colorado Academy of Arts and Knowledge
4800 Wheaton Drive, Fort Collins, CO 80525

Board Meeting Agenda for Tuesday,
July 25, 2023 at 6:00pm
[Zoom Link](#)

I. OPENING SECTION

A. Call to Order

B. Board Members in attendance:

Kornfeld () Shapland () Simmons () Bowers ()

C. Approval of Agenda

Motion by: Seconded by:

Kornfeld () Shapland () Simmons () Bowers ()

II. REPORTS

A. Secretary Report

-Approval of minutes for March & June Board minutes

Motion by: Seconded by:

Kornfeld () Shapland () Simmons () Bowers ()

B. Executive Summary

C. Treasurer Report

-None

III. BUSINESS

A. 2023-24 Revised School Calendar

-Approval of minutes for 2023-24 Revised School Calendar

Motion by: Seconded by:

Kornfeld () Shapland () Simmons () Bowers ()

B. Transportation and Driver Safety Policy

-Approval of AAK Transportation and Driver Safety Policy

Motion by: Seconded by:

Kornfeld () Shapland () Simmons () Bowers ()

C. Preschool Enrollment Policy

-Approval of AAK Preschool Enrollment Policy

Motion by: Seconded by:

Kornfeld () Shapland () Simmons () Bowers ()

D. Oath of Office

E. Facility Discussion

IV. CLOSING SECTION

A. Next Meeting Date: 2023 August _____ at ____ pm

B. Adjourned at

Board Meeting Minutes for Tuesday 21 March 2023 18:30

**Academy of Arts and Knowledge
aka Northern Colorado Academy of Arts and Knowledge
4800 Wheaton Drive, Fort Collins, CO 80525**

<https://us02web.zoom.us/j/3717506107?pwd=IYFJQEnFPjt6bgTxXJU9e9gR1p7pPP.1>

I. OPENING SECTION

- A. Call to Order at: 18:32
- B. Board Members in attendance:
Bowers (X) Kornfeld (X) Shapland (X) Simmons (X)
- C. Motion to approve the agenda: Approved
Motion by: Simmons Seconded by: Shapland
Bowers (Aye) Kornfeld (Abstain) Shapland (Aye) Simmons (Aye)

II. REPORTS

- A. Secretary Report
Motion to approve the 21 Feb 2023 minutes: Approved
Motion by: Shapland Seconded by: Bowers
Bowers (Aye) Kornfeld (Abstain) Shapland (Aye) Simmons (Aye)
- B. Treasurer Report
-February Fiscal Report discussed, along with
-FY23 Supplemental Budget and FY24 Preliminary Budget
- C. Executive Summary
 - 1. Literacy Professional Development Grant Submitted
 - 2. CMAS set for 10 April 2023
 - 3. Mask Exhibit at Museum of Art Fort Collins next week
 - 4. March Fundraiser at Brothers Bar & Grill also next week
 - 5. Noodles Family Night, tonight
 - 6. CLC student over Spring Break
 - 7. CLC going to Rockies Game May
 - 8. 4 students not able to re-enroll due to moving

III. Discussion Items

- 1. Application for Early Childhood program
- 2. Wheaton facility has been toured by possible investors
- 3. Discuss open board spot at PTO meeting on April 13th

IV. CLOSING SECTION

- A. Next Meeting Dates: Tuesday 18 April 2023 at 18:30
- B. Adjourned at 19:15

Board Meeting Minutes for Tuesday 20 June 2023 18:30 pm

**Academy of Arts and Knowledge
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4800 Wheaton Drive, Fort Collins, CO 80525**

<https://us06web.zoom.us/j/9773943168?pwd=aZ5Wzm68VknyFfyM4z88RgDX7cuJlV.1>

- I. OPENING SECTION
 - A. Call to Order at: 18:32
 - B. Board Members in attendance:
Bowers (X) Kornfeld (X) Shapland (X) Simmons (X)
 - C. Motion to approve the agenda: Approved
Motion by: Simmons Seconded by: Bowers
Bowers (Aye) Kornfeld (Abstain) Shapland (Aye) Simmons (Aye)
- II. REPORTS
 - A. Secretary Report
Motion to approve the April and May 2023 minutes: Approved
Motion by: Shapland Seconded by: Simmons
Bowers (Aye) Kornfeld (Abstain) Shapland (Aye) Simmons (Aye)
 - B. Treasurer Report
Review of May 2022-23 Financial report reviewed.
 - C. Executive Summary
 - 1. Final Pre-K Inspection set for June 27.
 - 2. Brandee Martin to be Lead Pre-K Teacher/Director
 - 3. READ Plans for K-3 41 total this year, down from 108 last year
 - 4. Dragon Ticket Tuesday decreased incidents on Tuesday by 40%
 - 5. Current projected enrollment 164 including Pre-K
- III. Discussion Items
 - A. Governance Compliance: Oath of office now required under Colorado Statute
Oath to be administered by notary at next meeting
 - B. Facility Discussion: Possible community school looking at Wheaton building
- IV. CLOSING SECTION
 - A. Next Meeting Dates: Tuesday 25 June 2023 at 18:00
 - B. Adjourned at 19:16

07.25.23 Executive Summary

Reporting:

- Nichole Schlagel, Principal - AAK
- Amanda Woods, Registrar - AAK
- Hazel Velez, Site Coordinator, Community Learning Center - AAK
- Shannon Gossard, Director of Business & Operations - MEG

ACADEMIC

Pre-Kindergarten

- Waiting on our UPK Portal-enrollment is going very well!
- Review of Preschool enrollment policy for board approval

Accountability

- Scheduling SAC meetings for the year
- UIP rough draft is due August 15th

Curriculum/Arts-Integration

- Ms. Poe will be the lead for the curriculum/arts integration community. This will bring a new fresh take on how the committee approached showcase, performance, and classroom support.

CULTURE

Pre-Service Agenda: The extra time is allowing for additional PD, work time, and in depth support for all staff. See attached.

Community Engagement

- Back to School BBQ-August 2nd 5pm-6:30pm food and drinks will be provided
- Participating in an Open House for Tutoring Excellence-the only school asked to participate
- Working on a professional video for marketing purposes
- New Family Showcase Night to be held on August 17th

COMMUNITY LEARNING CENTER (CLC)

- Summer has been great! We have served roughly 80 students with an average of 35 - 40 students a day.
- We have been running into a transportation issue with field trips.
- We submitted the EOY Reports to the grant!

- **Upcoming News:**
 - Program - Coding will not be offered this semester, the instructor has taken another job that will have him traveling!

STAFFING

- Gloria Hyde 1st/2nd Grade Teacher
- Sandy Marticorena 4th Grade Teacher
- Kaila DeJane 3rd Grade Teacher
- Carrie Martin Nurse
- Still hiring 2 pre-k aides and 3 CLC/Support Staff positions

ENROLLMENT

We are at 180 for K-5 and 12.5 for Pre-K!

Enrollment was steady from the beginning of the year to the end. Still getting lots of tours scheduled, and good interest in PreK.

	Eligible Students	Re-Enrolled	Not Re-Enrolling	UN SUR E	Ne w App licants	Co mpl ete App s	Dec line Enr oll ment	Pot enti al Enr oll ment	Act ual Enr oll ment	22- 23 Act uals	Ma x Per Gra de	Pot enti al Op eni ngs Re mai ning	Act ual Op eni ngs Re mai ning
Pre-Kinder arten					17	13	1	16	13	0	24	8	11

1/2 K					9	3	1	8	3	0	5	-3	2	1/2 K
Full K					41	22	8	33	22	29	28	-5	6	Full K
1st	31	29	2	0	12	10	0	41	39	31	37	-4	-2	1st
2nd	29	28	0	0	12	3	4	37	31	36	37	0	6	2nd
3rd	39	34	6	0	9	6	0	42	40	17	50	8	10	3rd
4th	19	19	0	0	6	3	0	25	22	25	26	1	4	4th
5th	25	23	3	0	4	2	0	26	25	33	26	0	1	5th
HS								0	0	5	0	0	0	HS
Headcount	143	133	11	0	93	49	13	212	182	176	209	-3	27	Headcount
FTE	143	133	11	0	89.22	47.74	12.58	208.64	180.74	173.5	206.9	-1.74	26.16	FTE

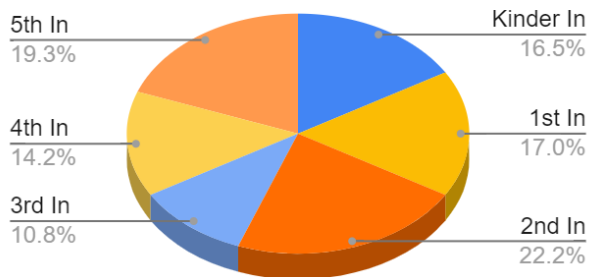
Preschool Enrollments

	Applied	Enrolled	Full Program Name
FT	14	10	Full Time
FT AM	0	0	Full Time - AM Extended
FT PM	1	1	Full Time - PM Extended
FT ED	1	1	Full Time - Extended Day
AMPT	0	0	AM Part Time
PMPT	1	1	PM Part Time
AMPT AM	0	0	AM Part Time - Extended
AMPT PM	0	0	PM Part Time - Extended

	7:00-8:15am	8:15-11:30	12:05-3:20pm	3:20-5:30pm
Number of Students	1	6	6	2
CAP	12	24	24	12

22/23 Enrollment Tracking

Enrollment 21/22	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May
Kinder In	29	1		2			1		1	
Kinder Out				-1			-1			-1
1st In	30	1								
1st Out					-1	-1			-1	
2nd In	39				1		1			
2nd Out			-1						-1	
3rd In	19									
3rd Out										
4th In	25					1	2			
4th Out					-1		-1	-1	-1	
5th In	34						1			1
5th Out		-1		-1					-2	
Monthly Enrollment	176	177	176	176	175	175	178	177	173	173
Total In	188									
Total out	-16									



FINANCE/OPERATIONS

Audit

August 18, 2023

Commercial Insurance

Commercial insurance policies now under Philadelphia instead of Hartford. Savings of \$5000 for identical coverage.

Grants

Three CLC employees will be able to attend a two day grant planning and orientation at Cuyahoga Valley National Park in Ohio with representatives from RMNP.

Organization	Grant Request	Items Requested	Amount	Date Submitted	Notification
Hungerls Campaign	Full Bellies, Full Potential	Free Breakfasts for students year round	\$2,000	4/14/2023	Recieved
McCathey Dressman Foundation	Creative Minds Makerspace	PD, stipends and material to start makerspace at AAK	\$20,000 over two years	4/13/2023	7/15/2023
CDE	High Impact Tutoring Program	Tutors, iReady Math, Coaching	\$74,786 x2	3/1/2023	Received
Kerr Foundation	STEM Offerings - LOI	STEM programming at CLC -- website no longer exists...	\$20,000	4/17/2023	Rolling
Allegretti Foundation	Early State Education - LOI	Free Pre-K Tuition for at-risk students	\$72,000	4/17/2023	Declined 5/22
Colorado Clean Air for Schools Program	Portable Air Cleaners	38 HEPA Portable Air Cleaners, Model: RMAP-XL; 76 Additional Filters for RMAP-XL: RMAPFIL-HXL; 38 Floor Cord Covers ("cord trip protectors"): ESL-HP-CCP4B	Item Donation	2/21/2023	Received

NEEF	Environmental Education	Field trips to RMNP and AmeriCorp VISTA presence on site	\$15,000	4/27/2023	Received
Colibri Special Project	Reflecting the Future	mobile mirrors for dance program	\$4,308.72	4/13/2023	Rolling - Meet Twice Annually, but timeline not listed
CDE (ESSER) Expanded Learning Opportunities	Summer CLC	Expanded Summer Activities	\$125,000	07/11/2023	09/15/2023
YASS Prize	YASS	STEAM Lab, Outdoor Classroom, Pre-K Operaitons	1,000,000	7/7/2023	December
Clarence Heller	Music Program Expansion	Instructors and instruments to increase small group instruction	\$23,250.00	LOI 7/31/2023	
TechBridge	Techbridge Girls Curriculum Program with Training and Kits	No-Cost Training, Curriculum, STEM Supplies and a stipend.	\$1000 plus item donation	07/14/2023	07/26/2023

Academy of Arts and Knowledge



MISSION: Within a supportive school community, AAK offers a robust arts program that complements core academics, fosters critical thinking skills, and creates confident, creative individuals with the freedom to reach their full potential.

We will accomplish our mission by:

- Providing a safe and engaged school community that allows students to take risks in their learning and treats each student as unique individuals and gives them opportunities to let their creativity flourish.
- Offering a world-class education through a standards-based core curriculum that integrates the fine arts and exposes students to diverse cultures, with a balance of technology, character development and enrichment opportunities.

Pre-Service Schedule 2023-2024

Wednesday, July 26th-8:00am Room 101

- Staff Breakfast (8am)
- Welcome New Employees
- Pre-Service Expectations
- Welcome Letter/Pre Assessment Days Time Slots
- Employee Handbook
- Shared Drive
- Master Schedule
- 1st Day of School Overview
- Committee Sign Up
- Lunch on your own!
- Classroom Work Time

Thursday, July 27th-8:30 am Room 101

- Calendar Review
- School Events and Expectations
- PBIS Overview
- Restorative Practices
- Behavior Expectations/EduClimber
- Behavior PD
- Technology Conversation
- Assessment Schedule/Calendar
- Staff Bios, Favorite Things, Pictures
- Teacher Welcome Letters
- Lunch on your own!
- Classroom Work Time

Friday, July 28th-8:00am Room 101

- Benchmark Workshop PD-All K-3 teachers (8am)
- Teacher Plan Time
- Staff Lunch
- Ready to Advance Curriculum training - Pre-K teacher and assistant teachers (1pm)

Monday, July 31st-8:30am Room 101

- Staff PD
- Back to School BBQ overview
- Zearn Math Overview

- New Employee Overview of MAPS, DIBELS, iReady, PowerSchool
- Kinder teacher review of Brigance Kinder Readiness Assessment
- Lunch on your own!
- Classroom Work Time

Tuesday, August 1st-8:30am Room 101

- School Safety Overview/Drill Practice
- EduClimber PD 9am?
- 1st Day of School Teach To's
- CLC Expectations
- Committee Work Time
- Lunch on your own!
- Team Planning

Wednesday, August 2nd-8:30am

- Data Binders Room 101
- Classrooms set up!
- School Cleaned!
- Last Minute Items
- Lunch on your own!
- Take a Break and Breathe!
- Back to School BBQ 5pm-6:30pm

Thursday, August 3rd and Friday 4th

- Pre-Assessment Days

Monday, August 7th-8:00am Library

- First Aid CPR-Required (unless you attended last year)
- Lunch on your own!
- AAK/CLC Staff Meeting
- CLC PD

Tuesday, August 8th-8:30am

- What do you need from me?

Wednesday, August 9th

- First Day of School!!!!!!!

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Academy of Arts and Knowledge

2023-2024 School Calendar

July

3-7 CLC Closed
 26-31 Teachers on Duty

July 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

January 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January

1 No School/CLC Closed
 2-5 CLC Open
 8 First Day Back!
 15 MLK Day/No School/No CLC
 19 End of 2nd Quarter

August

1-8 Teachers on Duty
 2 Back 2 School BBQ
 3-4 Preassessment Days
 7-8 CLC Closed
 9 First Day of School
 17 Family Showcase

August 2023						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

February

16 No School/Teacher Work Day/CLC Open
 19 Presidents Day/No School/CLC Closed
 22-23 Spring Conferences

September

1 Staff PD Day/CLC Open
 4 Labor Day/No School/No CLC
 8 Walk A Thon
 21-22 Conferences/CLC Open

September 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

March 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	9	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

March

8 Science Fair
 11-22 March Break
 29 End of 3rd Quarter

October

11 End of 1st Quarter
 16-20 Fall Break CLC Open

October 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

April

8-19 State Assessments
 26 Professional Development Day/CLC Closed
 29-30 Spring Break

November

10 Staff Work Day/CLC Closed
 20-24 November Break
 20-22 CLC Open (11/22 closes at 3pm)
 23-24 CLC Closed

November 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2024						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

May

1-3 Spring Break
 17 Talent Show
 27 Memorial Day/No School/No CLC

December

20-29 Winter Break
 20-22 CLC Open
 25-29 CLC Closed

December 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2024						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

June

13 Field Day/Last Day of School 12:30pm/CLC CLOSED
 13 End of 4th Quarter
 14 No School/No CLC
 19 Juneteenth/No CLC

		Start & End Dates
		Assessment Days
		Staff PD Day/Full Day Programming
		School Closed/Full Day Programming
		Summer Break/Full Day Programming
		School Closed/No Programming
		Family Attended Events

Start Time: 8:15am
 End Time: 3:20pm
 1157 Student Contact Hours
 172 Student Contact Days
 190 Staff Contact Days



Academy of Arts and Knowledge

Creating an environment in which all students can reach their full potential.

4800 Wheaton Dr. Fort Collins, CO 80525

Phone (970) 226-2800

Academy of Arts & Knowledge Transportation and Driver Safety Policy

Purpose

The goal of this policy is to ensure the safety of our students during field trips and other transportation situations involving private vehicles driven by parents, faculty, or staff members. The policy outlines standards and expectations regarding driving records and the use of electronic devices while driving. Compliance with these standards is mandatory for any individual who may transport students on behalf of Academy of Arts & Knowledge.

Motor Vehicle Record (MVR) Standards

All individuals who transport students must maintain an acceptable MVR. The following conditions define an acceptable MVR:

- No DUI/DWI convictions within the past ten years.
- No more than two moving violations within the past five years.
- No convictions for reckless driving within the past five years.
- No suspensions, revocations, or cancellations of driving privileges within the past five years.
- No convictions for hit-and-run, vehicular homicide, or other felonies involving use of a motor vehicle.

All drivers must provide a current, official copy of their MVR prior to transporting students and must allow the school to conduct routine MVR checks.

Use of Electronic Devices

For the safety of all passengers, the use of electronic devices, including but not limited to cell phones, tablets, laptops, and electronic messaging systems, is strictly prohibited while operating a motor vehicle with students onboard or when driving on school business.

This prohibition applies to:

- Making or receiving phone calls, except in emergencies using hands-free technology.
- Texting or emailing.
- Using electronic devices for any purpose, even if stopped at traffic lights or stuck in traffic.
- Using headphones while driving.

Safety Expectations

All drivers must:

- Hold a valid driver's license and have access to a vehicle in good operating condition.
- Always use seat belts for themselves and all passengers.
- Adhere to all traffic laws and regulations.
- Never drive under the influence of alcohol, drugs, or any substances that may impair their driving abilities.



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- Take breaks as needed to avoid driving when tired, sick, or distracted.

Responsibility for Personal Property

Any driver, whether parent, faculty, or staff member, who transports students in their personal vehicle, acknowledges that any property damage to their vehicle that occurs while on duty will be their responsibility. This includes but is not limited to damages resulting from accidents, vandalism, theft, or other incidents. This responsibility also covers all personal belongings and any school-owned equipment transported within the vehicle.

Restraint System Requirements

All individuals transporting students must ensure their vehicle is equipped with age/size-appropriate and working restraint systems (seat belts, child car seats, booster seats) that comply with all local and federal legal requirements. Each student being transported must be secured using these restraint systems in accordance with the vehicle manufacturer's instructions and legal requirements.

Additional Requirements

All individuals transporting students must meet the minimum requirements for volunteers laid out in the AAK Fingerprint and Background Check Policy.

Policy Violations

Any violation of this policy will be taken very seriously. Depending on the severity and frequency of the violation(s), consequences may range from a warning to a prohibition on transporting students, and in certain cases, further disciplinary action.

The school reserves the right to revoke driving privileges for any individual found in violation of this policy. This policy is designed to protect the safety of our students; hence, strict adherence is expected from all.

Policy Agreement

By signing below, I agree to abide by the Academy of Arts & Knowledge Transportation and Driver Safety Policy, and I understand that failure to do so may result in disciplinary action (faculty) or the termination of my ability to drive for the school.

Signature

Date



Academy of Arts and Knowledge

Preschool Enrollment Policy

Purpose and Scope: The Academy of Arts and Knowledge (AAK) Preschool Enrollment Policy is intended to provide guidelines for enrollment into the preschool program at AAK. The Policy also acknowledges AAK is working with Universal Preschool (UPK) Colorado Program as a provider

Non-Discrimination/Eligibility: AAK Preschool welcomes all students and strives to create and maintain a diverse student population. Enrollment in AAK Preschool program is open to all students residing in the state. Student recruitment and enrollment decisions shall be made in a nondiscriminatory manner as outlined in 22-30.5-507(3), C.R.S. In all cases, student recruitment and enrollment decisions shall be made without regard to disability, race, creed, color, sex, sexual orientation, gender identity, gender expression, national origin, language, religion, ancestry, need for special education services, or any other protected class.

AAK serves grades Pre-K-5. To enroll, students must meet the appropriate age requirements set forth by state law and school policy. The AAK Preschool serves students ages 4 through 5. Preschool participates in UPK Colorado and uses a cutoff date of October 1. A child who turns four before this date in the year they wish to enroll in preschool will be eligible for UPK Colorado and admission at AAK. Children who are three years of age, or younger may also be eligible for UPK Colorado hours if they meet at least one qualifying factor. A child who has not yet turned four by the cutoff date and who does not meet at least one qualifying factor will still be eligible to enroll but will be subject to the tuition rates established by the school.

Application and Tuition Process

The enrollment process at AAK will commence following a family's acceptance of the enrollment offer. Families can apply for UPK partial funding using the UPK Family Application. The matching process and timeline are determined by the Colorado Department of Early Childhood, and information (including applicant deadlines) is available on the CDEC website. When applying, families will be able to see participating preschools in their community and indicate their preferences, to include Academy of Arts and Knowledge.

UPK placement decisions depend on the availability of a participating provider to meet the child's needs, and available funding. UPK applications are processed in rounds and families will be notified of placement via email.

Along with the UPK application, families will complete the AAK enrollment packet. If a family is enrolling in AAK Pre-K and not utilizing UPK a completed enrollment packet will either secure their seat or place them on a waiting list depending on the number of open seats.

Distribution: This policy shall be available for public viewing and acknowledgement of such viewing shall be made part of the enrollment process when submitting an application for enrollment to AAK.

Declaration: By applying for enrollment into AAK all persons involved in the enrollment process declare that they have read and understand the enrollment policy of AAK and will abide by this policy.

Tuition Information: As a UPK Colorado provider, PRESCHOOL will charge families partial tuition for children who do not meet eligibility requirements for full-day funding, but choose to attend beyond the universal part-time funding provided. Students with an Individualized Education Plan (IEP) will not be charged tuition if special education services are being delivered. The tuition rates are as follows:

HOURS	FULL PAY	UPK 15 HOURS	UPK 30 HOURS
FULL TIME 8:15AM - 3:20PM	\$880/MONTH	\$385/MONTH	NO COST
FULL TIME AM EXTENDED 7:00AM- 3:20PM	\$1070/MONTH	\$575/MONTH	\$155/MONTH
FULL TIME PM EXTENDED 8:15AM-5:30PM	\$1205/MONTH	\$710/MONTH	\$270/MONTH
FULL TIME FULL EXTENDED 7:00AM - 5:30PM	\$1395/MONTH	\$900/MONTH	\$425/MONTH
PART TIME 8:15AM-11:30AM OR 12:05PM-3:20PM	\$495/MONTH	NO COST	NO COST
PART TIME AM EXTENDED 7:00AM- 11:30AM	\$690/MONTH	\$190/MONTH	NO COST
PART TIME AM EXTENDED 12:05PM - 5:30PM	\$825/MONTH	\$330/MONTH	NO COST

Enrollment Fraud:

All enrollments are subject to verification. If any portion of the verification process reveals fraudulent enrollment activity (i.e. fraudulent priority status and age) the enrollment is deemed

fraudulent, and the student(s) enrollment will be treated as void. If the misrepresentation is determined before Pupil Count Day, the student will be treated as no longer enrolled. If the determination is after Pupil Count Day, (1) the administration will seek to transfer the student, at an academically appropriate break, to another program, and (2) provide that no other program can be found the student(s) is banned from re-enrollment for the next school year.

Enrollment verification:

A process in which enrollment eligibility is verified. Such verification may include the review of academic records by a AAK school official to verify the academic eligibility of an applicant or enrolled student. This process can take place up to two (2) years after the child's enrollment. After two (2) years, the child's enrollment status is accepted by the AAK Board of Directors (BOD) without further verification, unless willful fraudulent activity is brought to the attention of AAK BOD members.

Director of Business & Operations:

The Director of Business & Operations of AAK is responsible for overseeing the enrollment and /waitlist/lottery process as described.

Registrar:

The Registrar is responsible for carrying out the enrollment process as described.

- If an enrollment request is submitted that includes intentional fraudulent documents, statements, or other acts relevant to the determination as to whether the school is the appropriate placement of the student, including fraudulent or false information regarding the student's special needs or special education status, English language learner status, disciplinary history, or information related to whether the student may pose a threat to themselves or others, the student's enrollment application will be rejected.

Waitlist:

The waitlist is used to determine the remaining order of students waiting for enrollment in a grade that no longer has open seats.

Current School Year Enrollment Post Pupil Count Day:

In the event that the class size in the requested grade level has been met, a student will be enrolled only if a student in the desired grade level leaves AAK after Pupil Count Day. Enrollment under this condition is subject to verification