

# Windsor



## CHARTER ACADEMY

GROWING LIFE-LONG LEARNERS

**December 2022 Regular Session**  
December 15, 2022

**Elementary  
School**

*680 Academy Ct.  
Windsor, CO 80550*

**Middle  
School**

*810 Automation Dr.  
Windsor, CO 80550*

**Early  
College  
High School**

*810 Automation Dr.  
Windsor, CO 80550*

December 15, 2022  
Regular Session @ 6:00 p.m.

## Executive Board

**Sherry Bartmann, President**  
**Elaine Hungenberg, Vice President**  
**Donna James, Treasurer**  
**Jenny Ojala, Secretary**  
**John Feyen, Member**  
**Carolyn Mader, Member**  
**Jenny Ojala, Member**  
**Holly Stephens, Member**

*The Executive Board would like to welcome all WCA community members, citizens, and staff. The meeting time is dedicated to the mission and vision of Windsor Charter Academy. There is an opportunity during Member, Citizen and Staff Communications to address the Executive Board. Discussions of agenda items during the course of the meeting are limited to the board members unless otherwise requested by a board member.*

## Agenda

- 1.0 Opening of the Meeting**
- 2.0 Citizen Communication**
- 3.0 Reports**
- 4.0 Items for Information**
- 5.0 Items for Action**
- 6.0 Consent Agenda**
- 7.0 Executive Session**
- 8.0 Adjournment**

## VISION STATEMENT

Where students are educated, empowered, and equipped to reach their highest potential.

## MISSION STATEMENT

Windsor Charter Academy provides our students with a solid academic foundation through our K-8 Core Knowledge and our rigorous 9-12 early college high school curricula. Our culture empowers our students to achieve academic excellence through critical thinking, character development, and a love for lifelong learning.



## MINUTES TO BE APPROVED AT THE JANUARY 2023 REGULAR SESSION

### Executive Board Minutes December 15, 2022

#### 1.0 Opening of the Meeting

##### 1.1 Call to Order

The meeting was called to order at 6:00 p.m.

##### 1.2 Roll Call

###### **Executive Board Members Present**

Sherry Bartmann, Executive Board President  
Elaine Hungenberg, Executive Board Vice-President  
Donna James, Executive Board Treasurer (Late)  
Jenny Ojala, Executive Board Secretary  
John Feyen, Executive Board Member (Late)  
Carolyn Mader, Executive Board Member (Absent)  
Holly Stephens, Executive Board Member

###### **Staff Present**

Rebecca Teeples, Executive Director  
SarahGennie Colazio, Director of Finance & HR  
Hannah Mancina, Director of High School Education

##### 1.3 Pledge of Allegiance

##### 1.4 Mission Statement

Windsor Charter Academy provides our students with a solid academic foundation through our K-8 Core Knowledge and our rigorous 9-12 early college high school curricula. Our culture empowers our students to achieve academic excellence through critical thinking, character development, and a love for lifelong learning.

##### 1.5 Adoption of Agenda

A motion was made by Jenny Ojala to move Action Item 5.1 Review of Contractor List for Firebird Facility before Items for Information. The motion also included moving Items for Action 5.4 Salary Increase for Paraprofessionals to the end of the Items for Action. The motion was seconded by Elaine Hungenberg. Members voted the following: Hungenberg, aye; Ojala, aye; Stephens, aye; Bartmann, aye. The motion passed unanimously.

## 1.6 Adoption of the Minutes.

A motion to approve the minutes for the November 17, 2022 Regular Session Regular Session minutes was made by Elaine Hungenberg and seconded by Holly Stephens. Members voted the following: Hungenberg, aye; Ojala, aye; Stephens, aye; Bartmann, aye. The motion passed unanimously.

## 2.0 Citizen Communication

There was no parents/guardians that spoke during Citizen Communication at the Executive Board Regular Session.

## 3.0 Reports

### 3.1 Executive Director Report

#### • Education Committee

The Education Committee met three times in the fall to determine recommendations to the Board for new science curricula for the middle school and high school. The process began in January 2022 when each building administrator organized a curriculum review team made up of teachers and administration to learn about a number of standards-based science programs. The review teams attended vendor presentations, researched agreed-upon curriculum using the *Textbook and Instructional Materials Evaluation Rubric*, and taught sample lessons from the top curriculum choices. The team compiled both quantitative and qualitative data, presented their findings, and made a recommendation to the members of the Education Committee for science curriculum adoption. Members of the committee reviewed the science curriculum and finalized the following program recommendations for Board approval:

- MS - Amplify Science: Earth & Space, Life Science and Physical Science
- HS - Savvas Realize: Earth Science, Experience Chemistry, Experience Physics, Miller Biology

In January 2023, the Education Committee will review a book for a potential middle school elective. Also in January, middle and high school administrators will begin the same curriculum review process in preparation for the Education Committee in the fall of the 2023-2024 school year. The elementary school will review science curricula, the middle and high school will review Spanish curricula, and the high school will review sociology curricula.

#### • Bond 2022

We are thankful to the Windsor, Severance, and Greeley voters for passing both the bond and mill levy override! We are grateful to our community for making the Firebird Facility a reality and for investing in our teachers. The Firebird Facility webpage has been transitioned to a post-vote page where our community can find information on the facility, drawings, and other renderings. We are excited to see our community transform!

#### • Billboard

Our Early College High School was recently ranked #2 in top-performing high schools in Colorado. From December through March 2023, we will have a billboard on HWY 257 celebrating our school! The billboard will be up during our heavy recruitment season and throughout our lottery process. We hope that this will drive up our school waitlists!

#### • Chambers of Commerce

We are excited to have a strong working partnership with the Windsor Chamber of Commerce. After recent meetings, they will be helping us promote our school and our internship program at the high school. Windsor Charter Academy is also a new member of the Severance Chamber of Commerce.

#### • Safety Webpage

We recently launched a new [Safety & Security Webpage](#)! This page highlights all of the safety measures that we take at our school and provides parents with information about ALICE, our Standard Response Protocol, and our drills. We hope that this information helps inform prospective parents about the

serious safety measures we take at our school, and informs current parents about the protocols that their students practice every day.

- **Weld County Food Drive**

The Elementary School Student Council helped to orchestrate a very successful canned food drive for the Weld County food bank during the week before Thanksgiving break. Students donated 1,878 pounds of non-perishable items to help families in need through the holiday season.

- **4<sup>th</sup> Grade Colorado Christmas Concert**

Fourth grade students and the WCA Elementary School Choir sang holiday music with some fun Colorado history and facts embedded.

- **2<sup>nd</sup> Quarter ES PBIS Assembly**

The ES Dean and counseling staff created a fun video featuring students, staff, and a special appearance from the Grinch and illustrating the importance of using the 8 Keys of Excellence in all areas of the school even around the holiday season. Students rang in the holiday season by singing some favorites from music class.

- **2<sup>nd</sup> Second Quarter AVID Walkthroughs**

Teachers across three schools had the opportunity to showcase the collaborative structure and rigorous student-centered learning that takes place through AVID during our quarter 2 AVID walkthroughs. Administration and instructional coaches were able to observe and collect data based on implementation and take part in a problem-solving protocol to help generate next steps for continued school-wide AVID implementation and success.

- **iReady Middle of Year Benchmarks**

K-8 students have taken the middle of the year iReady benchmark assessment for reading and math. This data will be used to inform instruction in core classes as well as to target students close to proficient during WIN prior to CMAS.

- **Twelve Days of Christmas**

Administration partnered with the Parent Teacher Club and Sunshine Committees to bring fun treats and events to staff every day of December.

- **Band and Choir Elementary Outreach**

Fourth and fifth grade students came to the middle school for an assembly highlighting our band and choir programs. The goal of this outreach assembly is to increase participation in band and choir and retain students transitioning from 5<sup>th</sup> to 6<sup>th</sup> grade.

- **Booster Club Fundraiser**

Our Booster Club put on their first Mother/Son & Father/Daughter dances this year as a fundraiser. It was very successful and they are hoping to make this an annual tradition!

- **Senior Capstone Night**

We had a great night celebrating our Class of 2023 with our annual capstone night. Our seniors displayed their senior boards and websites. We also had four students who are working towards a capstone honor cord who did additional speeches about their high school careers and post-secondary plans. Thank you to the board members who were able to attend this evening.

- **HS Athletics**

Our fall sports wrapped up a few weeks ago. Our volleyball and cross-country teams were able to participate in regionals! Our winter sports have started and we had so much interest in our basketball program that we were able to offer C-level teams for both boys and girls this year.

- **Mill Levy**

There were some questions about the mill levy override, specifically if there is a timeline to spend mill levy monies. Our portion of the mill levy is whatever percentage of total students attend WCA so with the increase in the district population we would see a decrease in money from the mill levy. There was a discussion about prioritizing salaries but being conservative.

### 3.2 Executive Board Reports

The Executive Board members shared that they attended the following events in support of Windsor Charter Academy Schools:

- Sherry Bartmann: Coffee with Leadership, Weld RE-4 Board meeting & Sweets with Santa
- Elaine Hungenberg: ED evaluation meeting
- Jenny Ojala: Education Committee, Firebird Facility Committee, Sweets with Santa & boys' basketball games

- Holly Stephens: Education Committee, 4<sup>th</sup> grade choir concert, MS music concert, ED evaluation meeting, & boys' basketball games

## Items for Action

### Review of Contractor List for Firebird Facility

The committee (Brett Brown, Carol Vaughn, Jenny Ojala, SarahGennie Colazio, Rebecca Teeples, and Ricky Wagner) sent RFQ to 14 companies and then put together a matrix to review the requests based on capabilities, team experience, delivery approach, team qualifications, and quality of submittal. The following list was recommended to the Board:

- Dohn
- Roche
- F&P
- GTC.

The motion was made to approve the short list for contractors for the construction of the Firebird Facility by Elaine Hungenberg and seconded by Holly Stephens. Members voted the following: Feyen, aye; Hungenberg, aye; Ojala, aye; Stephens, aye; Bartmann, aye. The motion passed unanimously.

## 4.0 Items for Information

### 4.1 Sex Education Waiver

The Executive Board discussed the possibilities of a waiver for sex education. Various Board members discussed their thoughts on the possibility. A few of the discussion points were as follows:

- Holly Stephens attended a 9<sup>th</sup> grade health lesson. Topics were handled respectfully and students discussed important topics. She felt that WCA should continue to teach sex education, but had concerns around the potential for changing legislation. She recommended that WCA pursue a waiver so that WCA could have flexibility in how they approach sex education.
- Jenny Ojala shared that she also felt that WCA approached sex education appropriately. She also iterated that pursuing a waiver offered flexibility and true oversight over how sex education is taught. and agreed that the waiver would be good idea to add in case there is further legislation.
- Elaine Hungenberg felt that the waiver might be too soon. She wondered if the Board should wait until there was a need or a concern.

The Board President, Sherry Bartmann, asked for Dr. Teeples to seek counsel from the school attorney and from CLCS to see what the recommendations they had and to bring forward a policy and a draft waiver by the Board meeting in March.

## 5.0 Items for Action

### 5.1 VEX Robotics Out-of-State Trip

The motion was made to approve the VEX Robotics proposed out-of-state trip by Elaine Hungenberg and seconded by Jenny Ojala. Members voted the following: Feyen, aye; Hungenberg, aye; Ojala, aye; Stephens, aye; Bartmann, aye. The motion passed unanimously.

### 5.2 Education Committee Recommendation for MS & HS Science Curriculum

The motion was made to approve Amplify Science—Earth & Space, Life Science & Physical Science for middle school science curriculum and Savvas Realize—Earth Science, Experience Chemistry, Experience Physics, Miller Biology for high school science curriculum. The motion was made by Elaine Hungenberg

and seconded by Holly Stephens. Members voted the following: Feyen, aye; Hungenberg, aye; Ojala, aye; Stephens, aye; Bartmann, aye. The motion passed unanimously.

### **5.3 2023-2024 Student Fees**

The motion was made to approve the 2022-2023 Elementary School Student Fees by John Feyen and seconded by Jenny Ojala. Members voted the following: Feyen, aye; Hungenberg, aye; Ojala, aye; Stephens, aye; Bartmann, aye. The motion passed unanimously.

The motion was made to approve the 2022-2023 Middle School Student Fees with the exception of the fee for non-WCA students by Jenny Ojala and seconded by Elaine Hungenberg. Members voted the following: Feyen, aye; Hungenberg, aye; James, aye; Ojala, aye; Stephens, aye; Bartmann, aye. The motion passed unanimously.

The motion was made to approve the 2022-2023 High School Student Fees with the exception of the fee for non-WCA students, removing the senior fee, and clarifying the "senior" gate fee for ages 55+ by Elaine Hungenberg and seconded by Donna James. Members voted the following: Feyen, aye; Hungenberg, aye; Ojala, aye; Stephens, aye; Bartmann, aye. The motion passed unanimously.

### **5.4 Salary Increase for Paraprofessionals**

The motion was made to create a scaled approach for paraprofessionals on a column-based system to award tenure to be determined by administration keeping base salary at \$15 to start January 1, 2023 by Elaine Hungenberg and seconded by John Feyen. Members voted the following: Feyen, nay; Hungenberg, aye; James, nay; Ojala, nay; Stephens, nay; Bartmann, aye. The motion failed.

The Executive Board asked Dr. Teeples to bring forward a plan to address salary increases based on varied employment for current paraprofessional staff members in January. Additionally, Dr. Teeples will present a recommended merit pay program to the Executive Board in May.

## **6.0 Consent Agenda**

### **6.1 Personnel**

#### **6.1.1 Appointments**

- 6.1.1.1 Shannon Colborn: Food Services Assistant
- 6.1.1.2 Dylan Dodson: Custodian
- 6.1.1.3 Gera Fayas: Substitute Teacher
- 6.1.1.4 Mia Fogg: AVID Tutor
- 6.1.1.5 Jennifer Givens: Paraprofessional
- 6.1.1.6 Caitlin Hass: Paraprofessional
- 6.1.1.7 Bailey Lijekvist: Substitute Teacher
- 6.1.1.8 Nicole Reynolds: Paraprofessional
- 6.1.1.9 Liz VeuCasovic: Paraprofessional
- 6.1.1.10 Krista Walters: Paraprofessional
- 6.1.1.11 Riley Weilert: AVID Tutor

#### **6.1.2 Terminations/Resignations**

- 6.1.2.1 Ann Thiel: Paraprofessional (Transferred from WCA to District SPED Paraprofessional)
- 6.1.2.2 Paula Mickleson: MS Cheer Coach
- 6.1.2.3 Ame Ortiz: MS Cheer Coach
- 6.1.2.4 Phary Om: MS Teacher
- 6.1.2.5 Zachary Rae: Substitute
- 6.1.2.6 Gina Bindel: Paraprofessional

### **6.2 Policies**

- 6.2.1 Policy ECAF-R Use of Video and Audio Monitoring—Regulation, First Read
- 6.2.2 Policy JFABB Foreign Student Admission and Enrollment Procedures and Requirements, Second Read
- 6.2.3 Policy JICDA Code of Conduct, Second Read
- 6.2.4 Policy JJA Student Organizations, Second Read

### 6.3 Financials

- 6.3.1 October 2022

The motion was made by Donna James and seconded by Holly Stephens to approve the Consent Agenda. Members voted the following: Feyen, aye; Hungenberg, aye; James, aye; Ojala, aye; Stephens, aye; Bartmann, aye. The motion passed unanimously.

## 7.0 Executive Board-Pulled Consent Agenda Items

## 8.0 Membership-Pulled Consent Agenda Items

## 9.0 Executive Session

There was no Executive Session in December.

A Board of Education, upon the affirmative vote of a quorum present, may convene in executive session at a regular or special meeting. The Board is not allowed to adopt any proposed policy, resolution, regulation, or take any formal action at an executive session that is not open to the public. Prior to convening in executive session, the Board is required to refer to the specific citation to statute authorizing it to meet when it announces the session. The Board may hold an executive session to:

- Conduct discussions regarding the purchase, acquisition, lease, transfer or sale of property, C.R.S. §24-6-402(4)(a)
- Conduct conferences with the Charter's attorney for the purpose of receiving legal advice on a particular matter, C.R.S. §24-6-402(4)(b)
- Discuss matters which are required to be kept confidential by federal or state law, rules or regulations. In such cases, the Executive Board must announce the specific citation of the law, rule, or regulation which provides for confidentiality, C.R.S. §24-6-402(4)(c)
- Discuss security arrangements or investigations, C.R.S. §24-6-402(4)(d)
- Conduct discussions regarding the Charter's position, strategies, and bargaining instructions regarding collective bargaining negotiations, C.R.S. §24-6-402(4)(e)
- Discuss personnel matters, subject to the limitations discussed below. If the employee who is the subject of the discussions desires the discussions occur in open meeting, the discussions must be held in open meeting, C.R.S. §24-6-402(4)(f)
- To consider any documents which are protected from disclosure by the Colorado Open Records Act, C.R.S. §24-6-402(4)(g)
- Discuss individual students where public disclosure would adversely affect the person or persons involved, C.R.S. §24-6-402(4)(h)



## 10.0 Adjournment

The motion was made by Elaine Hungenberg and seconded by Jenny Ojala to approve adjourn. Members voted the following: Feyen, aye; Hungenberg, aye; James, aye; Ojala, aye; Stephens, aye; Bartmann, aye. The motion passed unanimously. The meeting adjourned at 9:26 p.m.



# Appendix

## 1.0 November 2022 Executive Board Regular Session Minutes

### Executive Board Minutes November 17, 2022

#### 1.0 Opening of the Meeting

#### 1.1 Call to Order

The meeting was called to order at 6:02 p.m.

#### 1.2 Roll Call

##### **Executive Board Members Present**

Sherry Bartmann, Executive Board President  
Elaine Hungenberg, Executive Board Vice-President  
Donna James, Executive Board Treasurer  
Jenny Ojala, Executive Board Secretary  
John Feyen, Executive Board Member  
Carolyn Mader, Executive Board Member  
Holly Stephens, Executive Board Member

##### **Staff Present**

Rebecca Teeples, Executive Director  
SarahGennie Colazio, Director of Finance & HR  
Jessica Wilson, Director of Elementary School Education

#### 1.3 Pledge of Allegiance

#### 1.4 Mission Statement

Windsor Charter Academy provides our students with a solid academic foundation through our K-8 Core Knowledge and our rigorous 9-12 early college high school curricula. Our culture empowers our students to achieve academic excellence through critical thinking, character development, and a love for lifelong learning.

#### 1.5 Adoption of Agenda

A motion was made to approve the November 17, 2022 Regular Session agenda by Donna James and seconded by Elaine Hungenberg. Members voted the following: James, aye; Mader, aye; Ojala, aye; Stephens, aye; Bartmann, aye. The motion passed unanimously.

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## 1.6 Adoption of the Minutes.

A motion to approve the minutes for the October 27, 2022 Regular Session Regular Session minutes was made by Donna James and seconded by Elaine Hungenberg. Members voted the following: James, aye; Mader, aye; Ojala, aye; Stephens, aye; Bartmann, aye. The motion passed unanimously.

## 2.0 Citizen Communication

There was one parent/guardian that spoke during Citizen Communication at the Executive Board Regular Session.

Destiny Satrang spoke about elementary paras and the desire for elementary para full time hours. Destiny is a parent and has been a WCA kindergarten para for 4 years. She discussed the importance of academic support provided by paras through small groups and one on ones with students. She explained the increase of duties over recent years.

## 3.0 Reports

### 3.1 Executive Director Report

- **Bond and Mill Levy 2022**

We are excited to announce that ballot measures 4B (bond) and 4C (mill levy) were approved by voters! Our Firebird Family is grateful to voters who showed up to the polls and voted to make an investment in our students. This spring, we will begin the process of building our Firebird Facility. The Firebird Facility includes a gymnasium for physical education and athletics, additional classrooms and learning spaces, a high school commons area, a soccer field, and expanded parking. We are excited to embark on this project so our students can have expanded learning opportunities and athletic programs!

- **EMPOWER Program**

In October, the Director of Communications completed Weld RE-4 School District's 6-month long EMPOWER Program. The objective of the program is to inform business, education, and community leaders about the inner-workings of the school district. Each month, a meeting was held at a different school or administrative building and members toured each facility. Presentation topics varied each month. Topics included: technology, curriculum and instruction, school safety, exceptional student services, financials and budgeting, charter schools, etc. The program was well organized and very informative!

- **Instructional Rounds**

The book [Leading a High Reliability School](#) by R. Marzano, C. Rains, P. Warrick, and R. Dufour identifies *Instructional Rounds* as a high-leverage strategy to increase teacher effectiveness. *Instructional Rounds* provide teachers with an opportunity to not only observe effective instruction but also debrief the observations with a group of peers. Teachers observe other teachers to compare their own instructional practices with those of the teachers they observe in an effort to expand individual teacher practice schoolwide and cultivate collaboration regarding instructional practice. All elementary, middle and high school teachers will participate in *Instructional Rounds* and engage in a debrief session facilitated by the Instructional Coach. During the debrief, teachers will reflect on three questions: What do I see and hear that reaffirms something I do? What do I see and hear that I would like to know more about? What do I see and hear that I would like to try in my own practice immediately? By implementing Instructional Rounds, teachers are given the opportunity to enhance their instructional delivery and increase teacher competency through peer observation and individual reflection.

- Elementary School Honor Roll Assemblies**  
 Our 1st quarter Honor Roll Assembly for 3rd through 5th graders welcomed in parents of students who earned an honor roll or high honor roll recognition.
- Kindergarten Core Knowledge Five Senses Spooky Celebration**  
 Kindergarten students took part in a hands-on Halloween celebration centered around the study of the human body. With the help of parent volunteers they were able to explore the five senses, the five food groups, play games, and create crafts.
- ES Halloween Parade and Celebrations**  
 Many families joined in our outdoor Halloween parade where students got to show off their costumes. Volunteers helped to create fun and engaging Halloween parties in the classroom following the parade.
- 4th Grade Medieval Core Knowledge Festival**  
 Our 4th grade students were excited to share all they had learned during their medieval unit at their Core Knowledge Celebration. Fourth grade students dressed up in medieval clothing and experienced games and food of the time period.
- 2nd Grade Pioneer Day Celebration**  
 With the help of parent volunteers, second grade students closed out their Core Knowledge pioneer unit by participating in activities connected to pioneer life during the Westward Expansion time in history. Students tried foods related to the time period, including making their own butter.
- College Week**  
 AVID's mission is to close the opportunity gap by preparing all students for college readiness and success in a global society. As part of our school-wide AVID implementation, students participated in a variety of spirit days and college awareness activities to build awareness of and excitement towards college and their future goals.
- College Applications**  
 Our seniors have all completed at least one college application during Colorado Free Application Week in October. Our seniors were guided through this process with their teachers in Senior Seminar and AVID 12 as well as our visiting college counselors, Jessica and Sawyer. We are proud to say that 100% of our seniors apply to at least one college!
- HS Athletic Updates**  
 This is the first year for high school in CHSAA and we are so proud to announce that our girls' volleyball team made it to regionals! This is quite the accomplishment for a school in the first year in CHSAA. Our cheer team also placed 3rd in a competition against other 2A/3A schools. All of our fall sports teams had successful seasons and we are excited to begin the winter sports season.
- Special Education Paraprofessional Training**  
 Our special education paraprofessional team is one of our most important resources. We invited them to their first professional development training with our administrators at WCA. This was an exciting morning for our staff to get critical information about working with our special needs students.
- Corn Maze**  
 Mia Dellanini, HS Assistant Principal, organized several of our clubs and activities to run a corn maze for Water Valley. WCA collected over \$7000 in donations from running this community event. Thank you to Ms. Dellanini for her hard work organizing this amazing event!

### 3.2 Executive Board Reports

- Sherry Bartmann: Coffee with Leadership included a discussion around concerns with students having gaps in academics, the dress code, and a way for students to be able to drop a concurrent enrollment class. The corn maze made over \$10,000 for WCA. The Veteran's Day assemblies were well attended. Positive changes have been made with the WCA lunch program. The CLCS Listening Tour was hosted by WCA on November 16<sup>th</sup>. The District will be working to improve the safety and security of their schools.

- Elaine Hungenberg: Elaine attended Halloween parties and Bring your Parent to PE Day at the elementary school. She is participating in refining the Executive Director evaluation.
- Donna James: Donna attended the high school boys basketball banquet. She spoke about the positives of discussions with the Finance Committee.
- Jenny Ojala: Jenny attended the Veteran's Day assembly and Halloween celebrations. The Firebird Facility planning committee met and discussed the importance of transparency. The timeline will include behind the scenes planning from now until May. During Education Committees, science materials were discussed with teachers and community members.
- Carolyn Mader: Carolyn attended the basketball banquet with Donna James. The Safety Committee reviewed the work of the education subcommittee and the project-based subcommittee. The project-based subcommittee is working to raise \$4000 to complete "go buckets". The education sub-committee has monthly webinar topics planned for the remainder of the year. The prevalence and seriousness of fentanyl will be among the topics and will also be presented to WCA staff.
- Holly Stephens: Holly attended Coffee with Leadership and the Halloween parties at the elementary school. She also attended the elementary, middle, and high school Veteran's Day assemblies and education committee meetings around the new science curriculum.

## 4.0 Items for Information

### 4.1 Strategic Plan Review

The Executive Director reviewed data from the updated Strategic Plan.

### 4.2 Sex Education Waiver

Jenny Ojala facilitated a discussion on the Board reviewing a waiver for sex education. She will bring forward more information at the next Board meeting in December.

A break was taken beginning at 7:39p.m. The meeting resumed at 7:45 p.m.

## 5.0 Items for Action

### 5.1 2023 Annual Stakeholder Surveys

The motion was made to approve the questions in the annual stakeholder survey recommended with the addition of a question around IEP/504 support by SAC by Carolyn Mader and seconded by Elaine Hungenberg. Members voted the following: Feyen, aye; James, aye; Mader, aye; Ojala, aye; Stephens, aye; Bartmann, aye. The motion passed unanimously.

### 5.2 2022-2023 Amended Budget

The motion was made to approve the 2022-2023 amended budget by Elaine Hungenberg and seconded by John Feyen with the following proposed changes: to work toward an increase in paraprofessional coverage immediately and a \$2.00 an hour raise to paraprofessionals effective January 1st. Members voted the following: Feyen, nay; James, nay; Mader, aye; Ojala, nay; Stephens, nay; Bartmann, aye. The motion did not pass.

The motion was made to approve the current 2022-2023 amended budget as presented by Donna James and seconded by Jenny Ojala. A request was also made to have data presented at the next Board meeting in December around the financial impact of increasing paraprofessional coverage and increasing hourly rates for paraprofessionals by \$2.00 an hour. Members voted the following: Hungenberg, nay; Feyen, aye; James, aye; Mader, aye; Ojala, aye; Stephens, aye; Bartmann, nay. The motion passed.

## 6.0 Consent Agenda

### 6.4 Personnel

- 6.4.1** Appointments
  - 6.4.1.1 Heather Duhon Substitute Teacher
  - 6.4.1.2 Auston Helms Food Services Assistant
  - 6.4.1.3 Kaelin Kile AVID Tutor
  - 6.4.1.4 Mandi Murtaugh Paraprofessional
  - 6.4.1.5 Christina Ponce Food Services Assistant
  - 6.4.1.6 Ronald Thiel Paraprofessional
  - 6.4.1.7 Ashlyn Trujillo MS Basketball Assistant Coach
  - 6.4.1.8 Bryley Van Doren Substitute Teacher
  - 6.4.1.9 Brycen Vasquez HS Basketball Assistant Coach
  - 6.4.1.10 Herman Vasquez HS Basketball Assistant Coach
  - 6.4.1.11 Kristen Wolf Substitute Teacher
  
- 6.4.2** Terminations/Resignations
  - 6.4.2.1 Tamie Berg MS Teacher
  - 6.4.2.2 Cassie Miller Paraprofessional

### 6.5 Policies

- 6.5.1** Policy JFABB Foreign Student Admission and Enrollment Procedures and Requirements, First Read
- 6.5.2** Policy JICDA Code of Conduct, First Read
- 6.5.3** Policy JJA Student Organizations, First Read
- 6.5.4** Policy AC Non-Discrimination/Equal Opportunity, Second Read
- 6.5.5** Policy JICDE Bully Prevention and Education, Second Read
- 6.5.6** Policy JLCD Administering Medicine to Students, Second Read

The motion was made by Donna James and seconded by John Feyen to approve the Consent Agenda. Members voted the following: Hungenberg, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye; Stephens, aye; Bartmann, aye. The motion passed unanimously.

## 7.0 Executive Board-Pulled Consent Agenda Items

## 8.0 Membership-Pulled Consent Agenda Items

## 9.0 Executive Session

There was no Executive Session during the November Board meeting.

A Board of Education, upon the affirmative vote of a quorum present, may convene in executive session at a regular or special meeting. The Board is not allowed to adopt any proposed policy, resolution, regulation, or take any formal action at an executive session that is not open to the public. Prior to convening in executive session, the Board is required to refer to the specific citation to statute authorizing it to meet when it announces the session. The Board may hold an executive session to:

- Conduct discussions regarding the purchase, acquisition, lease, transfer or sale of property, C.R.S. §24-6-402(4)(a)
- Conduct conferences with the Charter's attorney for the purpose of receiving legal advice on a particular matter, C.R.S. §24-6-402(4)(b)
- Discuss matters which are required to be kept confidential by federal or state law, rules or regulations. In such cases, the Executive Board must announce the specific citation of the law, rule, or regulation which provides for confidentiality, C.R.S. §24-6-402(4)(c)
- Discuss security arrangements or investigations, C.R.S. §24-6-402(4)(d)
- Conduct discussions regarding the Charter's position, strategies, and bargaining instructions regarding collective bargaining negotiations, C.R.S. §24-6-402(4)(e)
- Discuss personnel matters, subject to the limitations discussed below. If the employee who is the subject of the discussions desires the discussions occur in open meeting, the discussions must be held in open meeting, C.R.S. §24-6-402(4)(f)
- To consider any documents which are protected from disclosure by the Colorado Open Records Act, C.R.S. §24-6-402(4)(g)
- Discuss individual students where public disclosure would adversely affect the person or persons involved, C.R.S. §24-6-402(4)(h)

## **10.0 Adjournment**

The motion was made by Feyen and seconded by Stephens to approve adjourn. Members voted the following: Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously. The meeting adjourned at 9:38 p.m.

The motion was made by Donna James and seconded by Jenny Ojala to approve adjourn. Members voted the following: Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Stephens, aye; Bartmann, aye. The motion passed unanimously. The meeting adjourned at 8:10 p.m.





**2.0 VEX Robotics Out-of-State Trip**

## Overnight Field Trip Request

The following must be completed for an overnight field trip:

1. Overnight Field Trip Request (send copy to Building Director and School Nurse)
2. Event Planning Form
3. Field Trip Form (either bus request or no transportation)

Please complete and submit all three forms at least 90 days in advance of the proposed field trip. Incomplete requests will be returned.

The Executive Director's decision will be emailed to the Building Principal. If the request is approved, the Building Principal will e-mail an Overnight Field Trip Packet to the sponsor that will include the required permission forms.

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School: [Middle and High School](#)

Sponsor: [Casey Hicks & Jerry Castillo](#)

Sponsor's Phone Number: [970-581-7666](#)

Departure Date: [2/10/23](#)

Return Date: [2/11/23](#)

Estimated Number of Student Participants: [21](#)

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### Destination(s):

What class, program, or subject area is this field trip related to?

[VEX tournament at South Dakota School of Mines](#)

What is the destination for the field trip? If there are more than one destinations, please list them all.

[South Dakota School of Mines for the Tournament and the South Dakota Air and Space Museum on 2/10/23 for sightseeing](#)

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### Itinerary

Please outline a detailed itinerary of the trip that includes a breakdown of activities by the hour. (Please insert any additional rows needed to ensure a detailed itinerary.)

Time	Location	Activity (including transportation)
8:00 a.m.	WCA	Departure in busses
10:30 a.m.	Scottsbluff, NE	Rest break
1:30 p.m.	825 Eglin St Bldg B, Rapid City, SD 57701	True by Hilton Hotel
2:00 - 5:00 p.m.	2890 Dave Dr, Ellsworth AFB, SD 57706	Air & Space Museum
5:00 p.m.	TBD	Dinner
6:30 p.m.	825 Eglin St Bldg B, Rapid City, SD 57701	True by Hilton Hotel
7:30 a.m.	501 E St Joseph St, Rapid City, SD 57701	South Dakota School of Mines (Tournament)
4:00 p.m.	Crawford, NE	Stop for dinner
11:00 p.m.	WCA	Return

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### Lodging

Describe your planned accommodations (e.g., hotel, on-site dormitories, camping):

#1 Lodging Dates: Feb 10

Business Name: Tru by Hilton

Phone Number: (605) 341-1878

Business Address: 825 Eglin St Bldg B, Rapid City, SD 57701

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### Student Roster ([Detailed Roster](#))

<a href="#">Overnight Field Trip Medication Form</a> Meds Needed?	Last Name	First Name	Gender	Grade
	Barrett	Hayden	M	12
	Dow	Emerson	M	12
	Knutson	Emmit	M	12
	Logan	Aiden	M	12
	Majchrowski	Ethan	M	10
	Staley	Connor	M	9
	Threewitt	Margaret	F	12
	Tjaarda	Trevor	M	12

	Tupper	Talen	M	9
	Wischmeier	McConnell	M	9
	Andre	Connor	M	7
	Beloin	Alexander	M	8
	Castillo	Joshua	M	6
	Despain	Jonah	M	8
	Despain	Luke	M	8
	Gutzman	Asher	M	6
	Hicks	Sawyer	M	6
	Jacobson	Jack	M	6
	Kephart	Samuel	M	8
	Lind	Ryker	M	6
	Marini	Jason	M	6
	Robinson	Kelvin	M	8
	Weilert	Bryce	M	6

### Chaperones

Proposed number of adult chaperones: 2

The student participants will be (X one): 23

	Males Only		Females Only	X	Both*
--	------------	--	--------------	---	-------

\* Please list the primary male and primary female sponsor/chaperone traveling with the group:

Male (X one): Jerry Castillo

	Employee	X	Registered Volunteer		
--	----------	---	----------------------	--	--

If an employee (X one):

<input type="checkbox"/>	Certified	<input type="checkbox"/>	Classified	<input type="checkbox"/>	Administrator
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Female (X one): Casey Hicks

X	Employee	<input type="checkbox"/>	Registered Volunteer	<input type="checkbox"/>	<input type="checkbox"/>
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If an employee (X one):

X	Certified	<input type="checkbox"/>	Classified	<input type="checkbox"/>	Administrator
---	-----------	--------------------------	------------	--------------------------	---------------

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### Transportation

It is essential that you provide an accurate description of ALL anticipated modes of transportation, including transportation to, returning from, and during the duration of the field trip. Remember to include any transportation utilized during activities, or provided by other organizations and/or travel companies. A list of examples is provided to the right.

**Examples**

- School Bus
- Charter Bus
- Commercial Airline
- Private Vehicle
- Rental Vehicle
- Public Transportation
- Airport Shuttle
- Ferry
- Walking (from one destination to another)
- Parent/Guardian Responsibility

Will the sponsor be traveling with the group? [Yes](#)

How will you be traveling to your destination? (If you are using a commercial airline, please also indicate how you will be traveling to the airport): [We will be taking 1-2 school busses \(depending on the number of chaperones attending and driving themselves\)](#)

What type(s) of transportation will you be using during the duration of the field trip? (Please include ALL planned modes of transportation, even if it is arranged by another organization): [School busses](#)

How will you be returning from your destination? (If you are using a commercial airline, please also indicate how you will be traveling from the airport): [School busses](#)

If you plan to use private vehicles, please also indicate who will be driving. At least 3 people must be in an individual vehicle. All drivers must submit a letter from their personal auto insurance provider stating coverage limits in place.

	WCA Employee		WCA Parent Volunteer		Student
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Provide a detailed proposed itinerary including planned and/or anticipated activities. Attach a separate sheet if necessary. If using a tour company, attach the detailed itinerary from the tour company. [Itinerary above](#)

Is this an out-of-state field trip? [Yes](#)

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### Communication Plan

In the event of an emergency, the sponsor must contact an administrator that is not traveling with the group. This individual should be available 24/7 during the trip and have access to the participants' emergency contact information at all times during the trip.

Name of Administrator: [Lindsay Yost](#)

Cell Phone: [970-759-6104](#)

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### Financial Responsibility Plan

Is there a need for cash handling during the trip? [No](#)

Who will be responsible for safekeeping of funds? [Casey Hicks](#)

Will reservations and payments be made through the school or by individual families?  
[School](#)

How will funds be raised for this trip? [Students will bring \\$65 to cover room and food, VEX club will cover any remaining costs](#)

Has a budget been developed for the trip? [Yes \(SDSM tab\)](#)

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### Medication Administration

[Do any participants have medications that will need to be administered by a WCA employee?](#)

If "Yes," please provide the name of the employee who has been delegated by the school nurse to administer medications:

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**First Aid and CPR**

Pursuant to the Colorado Code of Regulations, provide the name(s) of the employee attending the trip certified in first aid? [Casey Hicks](#)

Provide the name(s) of the employee attending the trip certified in Cardiopulmonary Resuscitation (CPR)? [Casey Hicks](#)

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**Waivers**

[Complete student liability waivers](#)

Link to complete waivers:

[Complete adult volunteer liability waivers](#)

Link to complete waivers:

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**Principal Review**

x	Recommend Approval		Denying
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Principal's Signature:

*Hannel Manana*

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**Executive Director Review**

X	Recommend Approval		Denying
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Executive Director's Signature:

*Rebecca Staples*

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### Field Trip Checklist

- ~~Consult with Administrative Assistant and/or Athletic Director to select non-conflicting dates. Prepare documentation for submission to the Building Principal.~~
- Upon approval of the trip, secure transportation and lodging.
- Coordinate financial arrangements with the Business Manager.
- Collect all field trip authorization forms and medical emergency documents and submit them to the Office Manager two weeks prior to departure.
- Secure insurance and driver license documentation from any adult volunteering to use a private vehicle and attach it to this form.
- Maintain proper attendance procedures throughout the trip. Contact School Receptionist regarding changes.
- Within one week after returning from the trip, a meeting with the Business Manager must be held to finalize all trip expenditures, donations, and reimbursements.



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Dear Chaperone,

Thank you for volunteering to support our field trip. Your support and assistance are greatly appreciated.

Windsor Charter Academy has instituted the following guidelines for those wishing to chaperone field trips:

- Please practice professionalism in manner, dress and use of electronics.
- Chaperones may not bring their own children with them on the trip, unless their child is a student in the class/group going on the field trip.
- Chaperones should arrive on time and not run personal errands on the trip or make excessive personal calls.
- Chaperones should respect the privacy of the students and maintain confidentiality, except if there is a threat to student safety. In such cases they should immediately speak to the teacher or school employee who is in charge of the trip.
- All chaperones who drive must have filled out the Volunteer Personal Automobile Use form and turned it in prior to the date of the trip.
- All chaperones that drive should not make detours or stops on the way to or back from a field trip.
- Chaperones may not drink alcohol or use any drugs while on a trip.
- When chaperones arrive back at school with students, they must wait with their group until the teacher/coach/staff member arrives.
- Chaperones should uphold rules at all times. WCA students are expected to be on excellent behavior at all times and chaperones should support that goal.
- Under no circumstances should chaperones allow students of the opposite sex to be alone in hotel rooms or unsupervised.
- When addressing student behavior, chaperones should be polite and then if necessary inform the teacher.

Additional expectations for this trip: [Following our VEX constitution guideline as well as the WCA code of conduct](#)

Emergency Contact Information:

Last Name	First Name	Gender	Grade	Guardian Contact(1)	Guardian Contact(2)
Andre	Connor	M	7	Keri M Andre Email:mkkeriandre@gmail.com C:(970)301-1041 Wk:(970)301-1041	Todd M Andre Email:toddandre33@gmail.com C:(970)381-3289 Wk:(970)515-6765
Beloin	Alexander	M	8	Allen Matthew Beloin Email:abdirtworksinc@gmail.com C:(970)396-8289	Lorena Beloin Email:lorenabeloin@gmail.com C:(970)371-8770
Castillo	Joshua	M	6	Abbe Noelle Castillo Email:abbencastillo@gmail.com C:(970)290-7413	Gerald Vincent Castillo Email:gerald.castillojr@gmail.com C:(970)420-1800
Despain	Jonah	M	8	Crystal Virginia Despain Email:artist.crystal@gmail.com	Mark Aaron Despain C:(970)371-9371
Despain	Luke	M	8	Crystal Virginia Despain Email:artist.crystal@gmail.com	Mark Aaron Despain C:(970)371-9371
Gutzman	Asher	M	6	Bonnie Gutzman Email:biangutzman@gmail.com C:(316)633-8477	Ian Gutzman Email:igutzman@gmail.com C:(316)619-9256
Hicks	Sawyer	M	6	Casey J Hicks Email:casey.hicks@windsorcharteracademy.	Philip P Hicks Email:philip116@gmail.com C:(970)581-2252

				org C:(970)581-7666	
Jacobson	Jack	M	6	Lorrie Alice Jacobson Email:lorriejacobson@gmail.com C:(202)494-6947 Wk:(970)686-0124	Michael David Jacobson Email:mjacobson2011@gmail.com C:(970)699-8979 Wk:(970)224-9102
Kephart	Samuel	M	8	Kevin L Kephart Email:klkephart@gmail.com C:(808)364-9446 Oth:(970)833-5727	Naomi L Kephart Email:naomikephart@hotmail.com C:(808)753-1082 Oth:(808)364-9446
Lind	Ryker	M	6	Breann Lind Email:breannlind@gmail.com C:(406)546-4658	Weston Lind Email:westonlind@gmail.com C:(720)591-0357
Marini	Jason	M	6	Deborah D Marini Email:marinid@msn.com C:(970)402-7378 Wk:(303)443-4672x1318	Jason A Marini Email:marinija@comcast.net C:(970)402-5233 Wk:(970)400-3691
Robinson	Kelvin	M	8	Kristine Michelle Robinson Email:35kmrobinson@gmail.com C:(307)287-1923 Wk:(970)203-2750	Kelvin D Robinson Email:iamgifted35@gmail.com C:(307)287-2902
Weilert	Bryce	M	6	Jesse Weilert Email:jweilert4@hotmail.com C:(913)909-8139	Josilynn Weilert Email:josilynn.weilert@windsorcharteracademy.org C:(913)594-1420
Barrett	Hayden	M	12	Brian Barrett Email:neuregel2000@yahoo.com C:(626)806-6670	Chantelle Barrett Email:chantelle.barrett@windsorcharteracademy.org

				Oth:(970)672-4713	C:(626)806-1968 Wk:(970)833-5190
Dow	Emerson	M	12	Chelsea Jane Dow Email:ched1234@yaho o.com C:(970)237-0106	Tristan Joseph Dow Email:tdow77@yahoo. com C:(970)219-0509
Knutson	Emmit	M	12	Kylie Jane Knutson Email:kyliejknutson@ho tmail.com C:(970)692-9873	Timothy Eugene Knutson Email:96eddie@gmail. com C:(970)692-9875 Wk:(970)221-1776
Logan	Aiden	M	12	Tiffany Applegate Email:coloradotiffany0 718@gmail.com C:(970)815-6021	
Majchrows ki	Ethan	M	10	Kyle J Majchrowski Email:kmajchro@gmail. com C:(970)744-8466	Mary L Babbitt Email:mary@mybravo dog.com C:(970)302-2005
Staley	Connor	M	9	Denise Christine Staley Email:staley724@gmail. com C:(602)502-6813	Jeremy Todd Staley C:(602)510-8253
Threewitt	Margaret	F	12	Amy Threewitt Email:a3witt@gmail.co m C:(307)287-8798 Oth:(970)573-5818	Donald Threewitt Email:d3witt@gmail.c om C:(307)256-4879 Wk:(970)498-7689
Tjaarda	Trevor	M	12	Kathleen Andrea Bear Email:beartwo76@gma il.com C:(970)213-0776 Wk:(970)207-4821	Jeffrey John Tjaarda Email:jefftjaarda@yah oo.com Wk:(970)301-3781
Tupper	Talen	M	9	Garen Russell Tupper Email:garent79@gmail. com C:(970)692-1900	Joy Lynn Tupper Email:joyztoy98@yaho o.com C:(970)222-5541 Wk:(970)679-4700
Wischmeier	McConnell	M	9	Allison J Wischmeier Email:allison.wischmeie	Benjamin Wischmeier Email:brotherbenw@g

			r@weldre4.org C:(281)726-8816	mail.com C:(281)714-7370
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## Volunteer Personal Automobile Use

Affiliated Student's Full Name:

Date:

Grade:

Activity / Sport:

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Please attach a current copy of the following:

- Automobile Insurance Coverage Declaration (not a bill)
- Valid CO Driver License w/current address

Driver's Name:

Phone:

Passenger Capacity (Including Driver):

Vehicle Yr., Make, Model:

Vehicle License Number:

Automobile Liability Insurer:

Policy Number.:

Expiration Date of Policy:

- I certify that I have met the minimum vehicle insurance requirements per occurrence as listed below:

- Bodily Injury Liability (BI): Each Individual - \$100,000; Total Each Accident - \$300,000
  - Property Damage Liability (PD): Total Each Accident - \$25,000
  - Medical Payments Each Individual - \$5,000
  - Uninsured Motorist Coverage: Each Individual - \$30,000; Total Each Accident - \$60,000
- OR
- Combined Single Limit (BI & PD): \$300,000; Medical Payments Each Individual - \$5,000 • Uninsured Motorist Coverage: Each Individual - \$30,000; Total Each Accident - \$60,000

- Certification and Authorization

I have agreed to use my personally or a privately owned automobile for the transportation of students to school-related activities. I understand that Windsor Charter Academy does NOT provide insurance coverage for such personally or privately-owned vehicles. Rather, the vehicle owner and driver are responsible for all such insurance coverage and all costs associated with an accident and

are advised to consult their insurance policy regarding coverage. By signing this form I also certify the following:

1. All the information I have provided in this form is correct and accurate.
2. I have automobile liability insurance coverage currently in force as indicated, and I agree to inform Windsor Charter Academy in writing if there are any changes to that policy or in other information provided during the course of my volunteer service.
3. I have a valid ColoradoDriver License and I am 23 years of age or older.
4. Every passenger in the car has an operating seatbelt which must be used.
5. The vehicle-rated capacity may not be exceeded in the vehicle I am driving.
6. The vehicle I am driving is properly registered and is safe and in good operating condition.
7. Student drivers may not transport other students on any field trip or school-related activity.
8. I agree to abide by all current applicable provisions of the Colorado Vehicle Code.
9. I accept the terms of the indemnity provision below.
10. I have carefully read this form.

Indemnity Provision (Vehicle Owner)

Vehicle owner agrees and accepts his/her obligation to manage and control his/her vehicle in a safe and lawful manner. Vehicle owner agrees to defend and indemnify Windsor Charter Academy, its employees, officers and agents from any claim, action or lawsuit brought by anyone that arises out of, or is in any way connected to, the operation of the owners of the private vehicle pursuant to this certificate and authorization.

\_\_\_\_\_  
Driver Signature

\_\_\_\_\_  
Date



**3.0 Education Committee Review of Science Curriculum**





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## 2022-2023 Education Committee

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The Education Committee serves to strengthen the overall educational program of the school. This committee assists the administrator and teachers in providing all students with the highest quality educational program possible by researching new and existing curricular and instructional approaches and evaluating and synthesizing information. The Education Committee represents parents and strengthens the link between the classroom and home. The administrator and a teacher representative serve on the committee and work directly with parents to ensure that our committee work is immediately relevant and adds value to the day-to-day work of the school.

### **Members**

- Board Liaison: Jenny Ojala & Holly Stephens
- Executive Director: Rebecca Teeples
- Director of Curriculum, Instruction and Innovation: Courtney Stone
- Director of Middle School Education: Kelly Seilbach
- Director of High School Education: Hannah Mancina
- MS Teachers: Keith Gallie, Marie Munroe, & Gabby Becker
- HS Teachers: Stephanie Haehn, Amanda Hollar, Shirley Davis
- Parents: Unlimited

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### **Time and Location: HS Room #187 @ 3:45 p.m.**

- October 20th
- November 3rd
- November 17th

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## Education Committee Objectives for 2022-2023

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The Education Committee will meet this year to determine recommendations to the Windsor Charter Academy Board for a new science curriculum for the middle school and high school.

## Meetings Agendas for 2022-2023

The outline for this year's committee meetings are as follows:

- **October 20th MS Science Curriculum Presentation**
  - Middle school administrators and teachers will present science curriculum options.
  - The middle school curriculum review team will discuss strengths and weaknesses of various middle school science curricula.
- **November 3rd: MS Science Curriculum Board Recommendation / HS Science Curriculum Presentations**
  - The Education Committee members review information shared from the last meeting and will determine a recommendation for the Board for middle school science curriculum options.
  - High school administrators and teachers will present science curriculum options.
  - The high school curriculum review team will discuss strengths and weaknesses of various high school science curricula.
- **November 17th: HS Science Curriculum Board Recommendations**
  - The Education Committee members review information shared from the last meeting and will determine a recommendation for the Board for high school science curriculum options.

## Education Committee and Textbook Adoptions

Adoption of curriculum materials is one of the most important instructional decisions for a school. Our Education Committee works with administration and teachers to explore, investigate and determine which resources align with our vision and mission of our schools. When evaluating textbooks as curriculum resources, the central evaluation question should be "What curriculum materials best support students' learning of the standards?" We also need to consider which curriculum best prepares our high school students for success in college level courses and the SAT.

## A Need for New Science Curriculum

High reliability schools provide a guaranteed and viable curriculum, which ensures that no matter who teaches a specific course or a specific content at a certain grade level in a school, students have the opportunity to learn the same content. In order to ensure that Windsor Charter Academy offers a guaranteed and viable curriculum for all students, teachers need adequate resources that are standards-based and focused on the science skills that research indicates are essential to a student's development.

At this time, our middle school science department follows the Core Knowledge sequence which identifies the topics of study; however, there are no teacher resources, so teachers must create all of the lessons. Adopting a new science curriculum ensures teachers are providing instruction that is aligned with the Colorado Academic Standards for science and that an appropriate scope and sequence of instruction is followed.

The current high school science department uses various science curricula, including Houghton Mifflin Harcourt, Miller & Levine, and Pearson. Programs were adopted when the high school opened in 2015. Furthermore, the Colorado Academic Standards for Science were revised in 2020, resulting in a need for newly-aligned curricula.

The adoption of new science curricula in grades 6-12 will provide students with the best opportunity to learn standards-based, grade-level content and skills, and engage students in authentic, meaningful, and engaging work. The curriculum will provide support to teachers to meet the needs of all learners with teacher and student resources that are accessible, equitable and flexible. Furthermore, by utilizing curricula that present an organized plan of instruction, teacher and student resources, and professional development, teachers are better equipped to deliver content using high-impact teaching practices.

Sources: Marzano, Robert J., et al. "Guaranteed and Viable Curriculum." *Leading a High Reliability School*, Solution Tree Press, 2018, pp. 107–108; CDE Staff. "Office of Standards and Instructional Support." CDE, [www.cde.state.co.us/standardsandinstruction](http://www.cde.state.co.us/standardsandinstruction); CDE Staff. "Best, First Instruction." CDE, [www.cde.state.co.us/standardsandinstruction/bfi](http://www.cde.state.co.us/standardsandinstruction/bfi)

### How will our MS Science curriculum support our K-8 Core Knowledge focus?

The Colorado Academic Standards provide coherence to what is taught at each grade level, encourage the systematic development of knowledge, and identify the critical importance of specific content in the early grades. The framework of the standards reliably builds on what has been taught in prior years. According to the Colorado Department of Education, "The revised Colorado Academic Standards for Science reflect a new vision for science education that connects scientific knowledge, in authentic ways, to real-world problem solving and innovation. The standards forefront scientific practices that use and go beyond the inquiry process to arrive at reasonable and justifiable rationales for interpretations of phenomena/events. Colorado's standards were developed by committee, and are framed around *A Framework for K-12 Science Education*, released by the National Research Council (NRC) in 2012. The Framework leverages over 20 years of research in science education to identify key scientific ideas and practices all students should learn by the end of high school." The Colorado Academic Standards for science in middle school include Physical Science, Life Science, and Earth & Space.

At Windsor Charter Academy, Core Knowledge is the vehicle that provides students with the background knowledge and content vocabulary that will aid them in their ability to make connections to new learning. Core Knowledge is defined content that identifies what a student should know, and the Colorado Academic Standards are defined skills that identify what a student should be able to do. Core Knowledge is very specific about what topics must be taught across the content areas. Core Knowledge curriculum provides a base of knowledge for all students, beginning in the early years, and equips them with the background knowledge they will need as they enter the more specialized curriculum that characterizes the middle and high school experience. It gives educators a way of knowing what students have experienced in prior school years and gives students a common foundation on which to build additional learning.

By adopting a standards-based science curriculum and pairing it with the rich content learned through the Core Knowledge sequence, Windsor Charter Academy can ensure that students engage in inquiry-based learning that requires critical thinking and problem solving through topics of study that are engaging, rigorous, and allow students to develop and demonstrate proficiency in science education.

Sources: Hirsch, E.D. "Building Knowledge and Community." *Core Knowledge Foundation*, 15 Oct. 2020, [www.coreknowledge.org/](http://www.coreknowledge.org/); CDE, <https://www.cde.state.co.us/coscience>

## Preparation for the Education Committee Middle School

### Middle School:

The following staff members participated on the curriculum review team: Keith Gallie, Marie Munroe, & Gabby Becker. The matrix below outlines the timeline and processes that occurred:

Process/Step	Summary	Timeline
Prescreen potential core program resources and order samples	Curriculum reviewed: <ul style="list-style-type: none"> <li>● McGraw Hill: <i>Inspire Science</i> (Discipline Specific)</li> <li>● Savvas: <i>Elevate Science 6-8</i></li> <li>● Amplify: <i>Amplify Science</i></li> <li>● Houghton Mifflin Harcourt: <i>Science Dimensions</i></li> </ul>	January 2022
Schedule and Rate Vendor Presentations	Vendor presentations and initial rubric ratings: <ul style="list-style-type: none"> <li>● April 4, 2022               <ul style="list-style-type: none"> <li>○ McGraw Hill: <i>Inspire Science</i> (Discipline Specific)</li> <li>○ Savvas: <i>Elevate Science 6-8</i></li> <li>○ Amplify: <i>Amplify Science</i></li> <li>○ Houghton Mifflin Harcourt: <i>Science Dimensions</i></li> </ul> </li> </ul>	February - March 2022
Sample lessons taught at WCA Middle School	Science teachers used the sample curricula to teach lessons and continued to fill out the <i>Textbook and Instructional Material Evaluation Rubric</i> to gather quantitative data. Teachers also provided qualitative data by identifying strengths and weaknesses of each program.	March 2022 through current
Select Top 2 Programs	Top 2 Recommendations: <ul style="list-style-type: none"> <li>● Amplify: <i>Amplify Science</i></li> <li>● Savvas: <i>Elevate Science 6-8</i></li> </ul>	April 2022
Quantitative and Qualitative Data Collection	Science teachers continued teaching sample lessons and identified strengths and weaknesses to inform the <i>Textbook and Instructional Material Evaluation Rubric</i> .	April 2022 to current
MS Collaboration	The science teachers and administrators from the middle school met to discuss the qualitative and quantitative data collected and determine a final recommendation for the Education Committee and the Board.	Fall 2022
Program Presentation	Middle school administrators and teachers will present science curriculum options. The middle school curriculum review team will discuss strengths and weaknesses of various science curricula.	October 20, 2022
Final Program Recommendation	The middle school curriculum review team will make a final recommendation to the Education Committee to bring forward to the Executive Board of Directors for approval.	November 3, 2022

## Results on the Textbook and Instructional Materials Evaluation Rubric Middle School

The curriculum review team analyzed each curriculum using the Textbook and Instructional Materials Evaluation Rubric. The following chart outlines the team's findings. There were four criteria that were used to determine ratings for textbooks--organization, content, inclusion, and alignment.

For organization, the following areas were analyzed when reviewing each textbook:

- Material provides a useful table of contents, glossary, supplemental pages and index.
- Layout is consistent; chapters/units are arranged logically; and allow access through multiple modalities.
- Teacher materials (text and digital) are user-friendly, comprehensive and provide clear plans for instruction.
- Teacher edition contains interesting introductions and a list of prerequisite skills for each chapter.
- Material contains examples, explanations, and/or online resources to the depth and breadth of the Colorado Academic Standards, including the Literacy Standards.
- Information is accurate, current and research-based.
- Focus of academic vocabulary is prevalent throughout reading, writing, listening, and speaking.
- Size and format of print is appropriate.
- Format is visually appealing and interesting.
- Material provides assessment type questions and/or performance- based tasks.
- High quality electronic and interactive format available that fosters student engagement.
- Supplemental resources are offered.

For content, the following areas were analyzed when reviewing each textbook:

- Materials focus on the knowledge, skills, and abilities appropriate to the grade level.
- Material demonstrates coherence and rigor that is appropriate to grade level.
- Real-world applications are relevant to the students.
- Information and directions are written clearly and explained.
- Non-text content (maps, graphs, pictures, etc.) are accurate, authentic, and well integrated into the instructional material.
- Tasks apply to the diversity of students and their abilities, interests, and learning styles.
- Questions and tasks encourage the development and application of higher-level thinking.
- Teacher edition includes questioning strategies and/or questions to check for understanding at all Costa's Level of Questioning.
- Teacher edition includes formative assessment/evaluation tools and processes.
- Material provides access to or demonstrates concepts in multiple ways, allowing for a variety of student responses.
- Tasks have a purpose, aligned to a skill or concept at grade level.
- Lessons/tasks are interdisciplinary when appropriate.
- Material includes application of skills or concepts at grade level.
- Material makes it clear that student writing is a key task (argument, informative, response to audience and purpose, research).
- Content includes 21<sup>st</sup> Century skill development such as collaboration, creative thinking and problem solving.

For inclusion, the following areas were analyzed when reviewing each textbook:

- Material reflects a variety of ways to differentiate instruction and model content to support all learners.
- Material reflects sensitivity with regard to gender, race/ethnicity, religion, socio- economic status, intellectual, and physical abilities.

- Material includes access to a multilingual glossary.
- Material provides resources for students with disabilities aligned to grade level content.
- Material provides resources for English Language Learners aligned to grade level content.

For alignment, the following areas were analyzed when reviewing each textbook:

- Material content is aligned with the core beliefs and values of Windsor Charter Academy.
- Material content and text complexity aligns with Literacy Standards as outlined by Colorado Academic Standards.
- Material content aligns with Core Knowledge standards for grades K-8, when applicable.
- Material is a useful resource in preparing students to meet the requirements of the Colorado Academic Content Standards/ Literacy Standards and state assessments.

From the rubric, the curriculum review team determined the following ratings for each curriculum:

- McGraw Hill: *Inspire Science* (Discipline Specific)
- Savvas: *Elevate Science 6-8*
- Amplify: *Amplify Science*
- Houghton Mifflin Harcourt: *Science Dimensions*

Average Score for Criteria of Rubric				
	McGraw Hill	Savvas	Amplify	Houghton Mifflin
<b>Total Score</b>	288	255	290	225
324 points possible				

Curriculum	Middle School Demo Account Information
<b>Savvas</b>	<a href="#">Website</a> <ul style="list-style-type: none"> <li>• <b>Username:</b> WindsorCharter_science</li> <li>• <b>Password:</b> Welcome1</li> <li>• Click on Elevate Science Earth, Elevate Science Life, or Elevate Science Physical</li> </ul>
<b>Amplify</b>	<a href="#">Website</a> - select Login with Amplify <ul style="list-style-type: none"> <li>• <b>Teacher Username:</b> t1.windsorscience68@demo.tryamplify.net</li> <li>• <b>Teacher Password:</b> Amplify1-windsorscience68</li> <li>• <b>Student Username:</b> s1.windsorscience68@demo.tryamplify.net</li> <li>• <b>Student Password:</b> Amplify1-windsorscience68</li> </ul> <p><b>Demo accounts expire on: December 07, 2022</b></p> <p><b>Other Resources:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Navigation Video: Grades 6–8</a></li> <li>• <a href="#">More Program Information</a></li> <li>• <a href="#">Program Hub</a> (demo lessons and pacing guides)</li> </ul>

## Results on the Alignment to the Colorado Academic Standards Middle School

The middle school curriculum review team evaluated each curriculum's alignment to the Colorado Academic Standards for Science. All curriculums reviewed address 100% of the science standards.



## Recommendation for Middle School Science Curriculum

Based on these findings, the middle school curriculum review team recommends **Amplify Science: Earth & Space, Life Science and Physical Science** for further review by the Education Committee and adoption by the Executive Board.

## Preparation for the Education Committee High School

### High School:

The following staff members participated on the curriculum review team: Stephanie Haehn, Amanda Hollar, Shirley Davis. The matrix below outlines the timeline and processes that occurred:

Process/Step	Summary	Timeline
Prescreen potential core program resources and order samples	Curriculum reviewed: <ul style="list-style-type: none"> <li>● Houghton Mifflin Harcourt: Science Dimensions</li> <li>● Savvas Realize: Earth Science, Experience Chemistry, Experience Physics, Miller Biology</li> <li>● McGraw Hill: Inspire</li> </ul>	January 2022
Schedule and Rate Vendor Presentations	Vendor presentations and initial rubric ratings: <ul style="list-style-type: none"> <li>● April 4, 2022               <ul style="list-style-type: none"> <li>○ Houghton Mifflin Harcourt: Science Dimensions</li> <li>○ Savvas Realize: Earth Science, Experience Chemistry, Experience Physics, Miller Biology</li> <li>○ McGraw Hill: Inspire</li> </ul> </li> </ul>	February - March 2022
Sample lessons taught at WCA High School	Science teachers used the sample curricula to teach lessons and continued to fill out the <i>Textbook and Instructional Material Evaluation Rubric</i> to gather quantitative data. Teachers also provided qualitative data by identifying strengths and weaknesses of each program.	March 2022 through current
Select Top 2 Programs	Top 2 Recommendations: <ul style="list-style-type: none"> <li>● Savvas Realize: Earth Science, Experience Chemistry, Experience Physics, Miller Biology</li> <li>● McGraw Hill: Inspire</li> </ul>	April 2022
Quantitative and Qualitative Data Collection	Science teachers continued teaching sample lessons and identified strengths and weaknesses to inform the <i>Textbook and Instructional Material Evaluation Rubric</i> .	April 2022 to current
HS Collaboration	The science teachers and administrators from the high school met to discuss the qualitative and quantitative data collected and determine a final recommendation for the Education Committee and the Board.	Fall 2022
Program Presentation	High school administrators and teachers will present science curriculum options. The high school curriculum review team	November 3, 2022

	will discuss strengths and weaknesses of various science curricula.	
Final Program Recommendation	The high school curriculum review team will make a final recommendation to the Education Committee to bring forward to the Executive Board of Directors for approval.	November 17, 2022

## Results on the Textbook and Instructional Materials Evaluation Rubric High School

The team analyzed each curriculum using the Textbook and Instructional Materials Evaluation Rubric. The following chart outlines the team's findings. There were four criteria that were used to determine ratings for textbooks--organization, content, inclusion, and alignment.

For organization, the following areas were analyzed when reviewing each textbook:

- Material provides a useful table of contents, glossary, supplemental pages and index.
- Layout is consistent; chapters/units are arranged logically; and allow access through multiple modalities.
- Teacher materials (text and digital) are user-friendly, comprehensive and provide clear plans for instruction.
- Teacher edition contains interesting introductions and a list of prerequisite skills for each chapter.
- Material contains examples, explanations, and/or online resources to the depth and breadth of the Colorado Academic Standards, including the Literacy Standards.
- Information is accurate, current and research-based.
- Focus of academic vocabulary is prevalent throughout reading, writing, listening, and speaking.
- Size and format of print is appropriate.
- Format is visually appealing and interesting.
- Material provides assessment type questions and/or performance- based tasks.
- High quality electronic and interactive format available that fosters student engagement.
- Supplemental resources are offered.

For content, the following areas were analyzed when reviewing each textbook:

- Materials focus on the knowledge, skills, and abilities appropriate to the grade level.
- Material demonstrates coherence and rigor that is appropriate to grade level.
- Real-world applications are relevant to the students.
- Information and directions are written clearly and explained.
- Non-text content (maps, graphs, pictures, etc.) are accurate, authentic, and well integrated into the instructional material.
- Tasks apply to the diversity of students and their abilities, interests, and learning styles.
- Questions and tasks encourage the development and application of higher-level thinking.
- Teacher edition includes questioning strategies and/or questions to check for understanding at all Costa's Level of Questioning.
- Teacher edition includes formative assessment/evaluation tools and processes.
- Material provides access to or demonstrates concepts in multiple ways, allowing for a variety of student responses.
- Tasks have a purpose, aligned to a skill or concept at grade level.
- Lessons/tasks are interdisciplinary when appropriate.
- Material includes application of skills or concepts at grade level.
- Material makes it clear that student writing is a key task (argument, informative, response to audience and purpose, research).



- Content includes 21<sup>st</sup> Century skill development such as collaboration, creative thinking and problem solving.

For inclusion, the following areas were analyzed when reviewing each textbook:

- Material reflects a variety of ways to differentiate instruction and model content to support all learners.
- Material reflects sensitivity with regard to gender, race/ethnicity, religion, socio-economic status, intellectual, and physical abilities.
- Material includes access to a multilingual glossary.
- Material provides resources for students with disabilities aligned to grade level content.
- Material provides resources for English Language Learners aligned to grade level content.

For alignment, the following areas were analyzed when reviewing each textbook:

- Material content is aligned with the core beliefs and values of Windsor Charter Academy.
- Material content and text complexity aligns with Literacy Standards as outlined by Colorado Academic Standards.
- Material content aligns with Core Knowledge standards for grades K-8, when applicable.
- Material is a useful resource in preparing students to meet the requirements of the Colorado Academic Content Standards/ Literacy Standards and state assessments.

From the rubric, the curriculum review team determined the following ratings for each curriculum.

- Houghton Mifflin Harcourt: Science Dimensions
- Savvas Realize: Earth Science, Experience Chemistry, Experience Physics, Miller Biology
- McGraw Hill: Inspire

## High School

Average Score for Criteria of Rubric			
	Houghton Mifflin	Savvas Realize	McGraw Hill
<b>Total Score</b>	89	107	97

Curriculum	High School Demo Account Information
<b>Savaas</b>	<a href="#">Website</a> <ul style="list-style-type: none"> <li>• <b>Username:</b> WindsorCharter_science</li> <li>• <b>Password:</b> Welcome1</li> <li>• Click on Experience Chemistry or Miller &amp; Levine Biology</li> </ul>
<b>McGraw Hill</b>	<a href="#">Website</a> <ul style="list-style-type: none"> <li>• <b>Username:</b> InspireGr9-12</li> <li>• <b>Password:</b> scienceMH2022</li> </ul>

## Results on the Alignment to the Colorado Academic Standards High School

The high school curriculum review team evaluated each curriculum's alignment to the Colorado Academic Standards for Science. All curricula reviewed address 100% of the Colorado Academic Standards for Science.

## Recommendations for High School Science Curriculum

Based on these findings, the high school curriculum review team recommends **Savvas Realize: Earth Science, Experience Chemistry, Experience Physics, Miller Biology** for further review by the Education Committee and adoption by the Executive Board.

Our high school recommends Savvas for our new science curriculum adoption because the curriculum:

- is inquiry-based and includes real-world, and engaging content for high school students;
- offers standards-based lessons with excellent organization and partnerships with reputable names in education;
- allows teachers the flexibility to customize the units with a vast menu of options and depth of online materials.

### **Content**

Each topic has an overarching question and is structured to have students transfer knowledge from what they learn to something new. By starting each topic with a real world connection, students are engaged right away, and that connection is continued through the entire topic (i.e. lightening bugs). The lessons are inquiry-based and teachers have the ability to customize labs. The Savvas textbook supports the rigor needed for students to achieve the higher learning standards. With an intense interactive model and lab for each chapter, the textbook gives the students an additional way of learning with a more hands-on approach.

### **Standards, Organization & Partnerships**

The lessons encourage independent, higher-level thinking from students, and are skills-driven so that students are prepared for college-level courses. All lessons are standards-based and focus on transferable skills. It is very easy for teachers to find specific lessons aligned with specific standards, and there is a focus on informational texts and questions that align with SAT. The curriculum can be integrated with Google Classroom as well as PhET for the virtual labs. Savvas also has a partnership with Flinn, which is our number one vendor for science materials.

### **Flexibility**

The Savvas curriculum offers many resources for students who are absent so they can stay up-to-date with the content through videos that they can watch independently at home. Savvas offers alternative labs (both virtual & hands-on), and the curriculum also integrates evidence notebooks, which help students learn how to think and support their thinking. These notebooks are easily adapted with the current science notebook system in high school. Teachers have the ability to personalize the curriculum with a menu of options for each lesson. There are also options to test practical lab skills with a unit project.



**4.0 2023-2024 Student Fees**

## 2023-2024 Student Fees

### Elementary School

The following are fees that have been increased:

- Choir Club fees increased from \$0 to \$15.

ELEMENTARY SCHOOL GENERAL FEES	
<b>Registration</b>	
Registration	\$60
AVID for Grades 3-5	\$35
Recorder for Music (4th & 5th Grade Only)	\$13
<b>Clubs</b>	
Choir	\$15
Art Club	\$25
Running Club	\$15
Cheer Club	\$15
Dance and Movement	\$15 K-2; \$15 3-5
Lego Robotics	\$60 3rd Grade; \$90 4th & 5th Grade
Cooking Club	\$25
Battle of the Books	\$0
<b>Intramurals</b>	
Basketball	\$15
Soccer	\$15
Track	\$15
Volleyball	\$15

## Middle School

The following are fees that are new for the 2023-2024 school year:

- A new club, Cooking Club, was added with a fee of \$25
- A new elective, Stationary/Book Binding and Letter Writing, was added with a fee of \$20 for wax seal sets, envelopes, book binding and stamps.
- A new elective, Intro to Cooking, was added with a fee of \$20 for ingredients.
- A new elective, Success Principles for Teens, was added with a fee of \$14 for the book.
- A new fee of \$175 was added for non-WCA students to participate in our athletics program,
- A new fee of \$350, a yearlong sport, was added for non-WCA students to participate in our cheer program.

The following are fees that have been increased:

- Household Engineering fees increased from \$0 to \$10 to cover glue, popsicle sticks, mousetraps, etc.
- Circuits I fees increased from \$0 to \$5 to cover circuit board updates and batteries for circuit boards
- Art Club fees increased from \$15 to \$25
- Food Around the World fee increased from \$0 to \$10 to cover food.
- Athletic fees increased from \$100 to \$125.
- Cheer fees, a yearlong sport, increased from \$200 to \$250.
- AVID Elective fee increased from \$0 to \$20 to cover supplies and a t-shirt.
- Vex Robotics fee increased from \$0 to \$10 to cover equipment.

MIDDLE SCHOOL GENERAL FEES	
<b>Registration</b>	
Registration	\$60
MS Technology Fee	\$20
<b>Clubs</b>	
General	\$25
Art Club	\$25
MathCounts	\$45
Theater/Musical	\$45/\$65
Cooking Club	\$25
NJHS	\$0
Battle of the Books	\$0
<b>Athletics</b>	
Per Sport	\$125
Non - WCA Student Per Sport	\$175
Cheer Year Round	\$250
Non - WCA Cheer Year Round	\$350
ts.	

MIDDLE SCHOOL ELECTIVE FEES		
Course #	Course Name	Fee per Term
ELE 08	Speech & Debate	\$0
ELE 09	Book Club	\$0
ELE 15	Math Games	\$0
ELE 17	Young Entrepreneurs	\$0
ELE 18	Stock Market Game	\$0
ELE 23	Graphic Novels	\$0
ELE 24 A	Computer Science Discoveries I	\$0
ELE 26	Science in Movies & Media	\$0
ELE 29 A	Circuits I	\$5
ELE 31	Beginning LEGO Robotics	\$0
ELE 35	Yearbook	\$0
ELE 38	Household Engineering	\$10
ELE 40	Concert Band	\$30
ELE 41	Choir	\$20
ELE 44	Symphonic Band	\$30
ELE 49	Vex Robotics	\$10
ELE 53	3D Art	\$20
ELE 54	Introduction to Painting	\$20
ELE 55	Digital Photography	\$0
ELE 56	Film Studies	\$0
ELE 57	Introduction to Drawing	\$20
ELE 58	Comics & Anime	\$25
ELE 59	Origami	\$5
ELE 66	Drumfit	\$0
ELE 67	Calligraphy	\$5
ELE 73	Study Skills	\$0
ELE 74	Elementary Teacher's Aide	\$0
ELE 76	6th AVID Leadership	\$20
ELE 77	7th AVID Leadership	\$20
ELE 78	8th AVID Leadership	\$20
ELE 83	Literacy Lab	\$0
ELE 87	Advanced Studio Art	\$20
ELE 89	Food Around the World	\$10
ELE 90	History of Theater	\$0

ELE 92	6th Grade Everyday Math	\$0
ELE 93	7th Grade Everyday Math	\$0
ELE 94	8th Grade Everyday Math	\$0
ELE 95	Everyday Integrated Math	\$0
ELE 96	Poetry	\$0
ELE 97	Mythology	\$0
ELE 99	Cup Stacking	\$0
ELE 100	Stationary/Book Binding and Letter Writing	\$20
ELE 101	Intro to Cybersecurity	\$0
ELE 102	Intro to Cooking	\$20
ELE 103	WCA 101	\$0
ELE 104	Competitive Sports and Games	\$0
ELE 105	Success Principles for Teens	\$14

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## High School

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The following are fees that are new for the 2023-2024 school year:

- A new elective, Vex Robotics, was added with a fee of \$25. Students have the opportunity to just take this course as an elective and do not have to participate in the after-school practices and competitions.
- A new fee of \$35 for Seniors was added to purchase diplomas, diploma covers, stoles, and cords.
- New courses, MUS 1051, 1052, 1053 & 1054, were added with a fee of \$25. This additional course code was added to allow students to earn concurrent enrollment credit for our band, orchestra, and choir courses. This is not a new fee to these specific courses but a new course code that should have a fee applied to them.
- We have renamed the Musical & Play fees to Theater.
- A new fee of \$200 was added for non-WCA students to participate in our athletics program.
- A new fee of \$400, a yearlong sport, was added for non-WCA students to participate in our cheer program.

The following are fees that have been decreased:

- Painting I fees show a decrease in fees from \$25 to \$20.
- Ceramics & Sculpture show a decrease from \$30 to \$25.
- Symphonic Band fees show a decrease from \$30 to \$25.
- Orchestra fees show a decrease from \$30 to \$25.
- eSports fees show a decrease from \$200 to \$100.
- Speech & Debate fees show a decrease from \$150 to \$100.
- Introduction to Engineering fees show a decrease from \$30 to \$25.
- Engineering Concept & Design fees show a decrease from \$30 to \$25.

The following are fees that have been increased:

- Athletic fees increased from \$125 to \$150.
- Cheer fees, a yearlong sport, increased from \$250 to \$300.
  - Rationale for rising fees for athletics:
    - CHSAA is anticipating a 30% increase in officials fees.
    - Transportation cost increased from \$.50/mile to \$.75/mile budgeting for varsity travel.
    - Meet/entry fees will increase from roughly \$5,000 to \$8,850.
    - Our game worker costs will increase from \$2,885 to \$3,265 to plan for additional games.
    - Our facility rental costs will increase to \$3,840 due to the construction of the soccer field.
    - Uniform costs have increased.



HIGH SCHOOL GENERAL FEES	
<b>Registration</b>	
Registration	\$60
Estimated Cost for Aims College Administrative Fee per Semester	\$25
HS Technology Fee	\$75
<b>Clubs</b>	
General	\$25
Theater	\$65
Vex Robotics	\$250
eSports per game	\$100
Speech & Debate	\$100
<b>Athletics</b>	
Per Sport	\$150
Non- WCA Student Per Sport	\$200
Cheer	\$300 (year round)
Non- WCA Student Cheer	\$400

HIGH SCHOOL GATE FEES	
WCA Student	Free
Non-WCA Student	\$3
Senior	\$3
Adult	\$6
Senior Pass	\$50
Adult Pass	\$90
Household Pass	\$150

The elective courses below are offerings that are specific to WCA and are not concurrent enrollment courses that are offered through Aims.

HIGH SCHOOL CLASS & ELECTIVE FEES		
Course #	Course Name	Fee Per Semester
AID 01	Teacher Aide	\$0
ART 01	Painting I	\$20
ART 02	Painting II	\$20
ART 03	Drawing I	\$20
ART 04	Drawing II	\$20
ART 05	Ceramics & Sculpture I	\$25
ART 07	Photography	\$10

BUS 02	Introduction to Business	\$0
BUS 04	Entrepreneurship	\$0
EGR 01	Introduction to Engineering	\$25
EGR 03	Engineering Concept & Design	\$25
EGR 08	Materials Science & Engineering	\$20
ENG 07	Yearbook	\$0
HIS 02	Sociology	\$0
HIS 03	History of Rock and Roll	\$0
LAW 01	Intro to Law	\$0
MUS 01	Symphonic Band	\$25
MUS 03	Mixed Choir	\$25
MUS 05	Orchestra	\$25
MUS 06	Jazz Combo	\$20
MUS 07	Guitar	\$10
MUS 10	Music Technology	\$5
MUS 1051, 1052, 1053, 1054	Concurrent Ensemble Courses	\$25
PE 01	Yoga	\$0
PE 09	Recreation PE	\$0
PE 10	Competitive PE	\$0
PE 12	Functional Fitness	\$40
PSY 25	Introduction to Psychology	\$0
SCI 03	Forensic Science	\$15
SCI 04	Genetics	\$15
SCI 05	Human Anatomy and Physiology I	\$25
SCI 06	Human Anatomy and Physiology II	\$15
SPA 25	Spanish I	\$0
SPA 50	Spanish II	\$0
SPA 75	Spanish III	\$0
SPA 100	Spanish IV	\$0
STU 01	Study Hall	\$0
TEC 03	Computer Science Principles I	\$0
TEC 04	Computer Science Principles II	\$0
TEC 07	Vex Robotics	\$25
TEC 11	Innovation Lab (STEM Capstone)	\$0



**5.0 Salary Pay Increase for Paraprofessionals**

## Paraprofessional Coverage Evaluation

Currently WCA has 13 paraprofessional positions at the elementary school.

- 5 hours and 45 minutes per day for each position
- 70.85 hours per day total coverage
- Annual budget \$187,044
- \$15.00 per hour rate base- increased from \$13.75 in the 21-22 year

Kindergarten	5 positions
First	3 positions
Second	2 positions
Third	1 position
Fourth	1 position
Fifth	1 position
Total:	13 positions

Proposed structure for the 22-23 school year beginning January 2023.

- 8 hours coverage per day per position
- 104 hours coverage per day- an increase of 33.15 hours
- \$17.00 per hour base rate increase
- \$76,677 increase to the 22-23 budget for remaining 88 days
  - \$62,062 in salary
  - \$14,616 in PERA, Medicare and SUTA
- 

If we raised the base for all employees who began in the 22-23 year to \$17.00, and gave the base plus \$2.00 per hour to all prior employees, the cost would be:

- \$17.00 per hour base for all staff beginning in August 2022
- \$19.00 per hour for all staff prior to August 2022
- \$84,973 increase to the 22-23 budget for the remaining 88 days
  - \$68,776 in salary
  - \$16,197 in PERA, Medicare and SUTA

### Annual impact to budgets looking forward

- Annual increase to future budgets would be \$169,945 at minimum
  - \$137,552 in salary (at the 22-23 rate- would need to increase for future raise %)
  - \$32,393 in PERA, Medicare and SUTA

## Paraprofessional Adjustment Calculations

Current allocation						176	days per year
Grade	#	Hours/day	Hourly Rate	Cost per day		per school year	
K	5	5.45	\$ 15.00	\$ 408.75	\$	71,940.00	
1	3	5.45	\$ 15.00	\$ 245.25	\$	43,164.00	
2	2	5.45	\$ 15.00	\$ 163.50	\$	28,776.00	
3	1	5.45	\$ 15.00	\$ 81.75	\$	14,388.00	
4	1	5.45	\$ 15.00	\$ 81.75	\$	14,388.00	
5	1	5.45	\$ 15.00	\$ 81.75	\$	14,388.00	
<b>Total</b>	<b>13</b>	<b>70.85</b>				<b>\$ 187,044.00 Budgeted</b>	

Current hr/day coverage  
70.85 13 positions at 5 hrs 45 min per day

Desired hrs/day coverage  
104 13 positions at 8 hrs per day

33.15 hours per day of increased coverage

Proposed allocation with base increase to \$17.00 per hour						88	Days remaining for the 22-23 year
K	5	8	\$ 17.00	\$ 680.00	\$	59,840.00	
1	3	8	\$ 17.00	\$ 408.00	\$	35,904.00	
2	2	8	\$ 17.00	\$ 272.00	\$	23,936.00	
3	1	8	\$ 17.00	\$ 136.00	\$	11,968.00	
4	1	8	\$ 17.00	\$ 136.00	\$	11,968.00	
5	1	8	\$ 17.00	\$ 136.00	\$	11,968.00	
<b>Total</b>	<b>13</b>	<b>104</b>				<b>\$ 155,584.00</b>	<b>\$ 62,062.00</b> increase from 29 hours/week coverage to 40 hours/week coverage beginning 1/1/23

Possible allocation with base increase to \$17.00 per hour and \$19.00 per hour for returning staff						88	Days remaining for the 22-23 year
		104	hours per day of coverage				
prior EE's	38.15	\$	19.00	\$		63,786.80	
new EE's	65.85	\$	17.00	\$	98,511.60	<b>\$ 162,298.40</b>	<b>\$ 68,776.40</b> if increase in base to \$17.00 per hour for new staff and \$19.00 per hour for staff from before the 22-23 year



**6.0 First Read Policies**



## USE OF VIDEO AND AUDIO MONITORING—REGULATION

### Placement and Notification

1. Video surveillance equipment may be installed in and around schools, school buildings and school transportation vehicles where there is a legitimate need for video surveillance, as approved by the Executive Director.
2. Equipment will not be used or installed in areas where the public, students and/or staff have a reasonable expectation of privacy, such as locker rooms and restrooms.
3. Video recording equipment may be in operation 24 hours per day on a year-round basis at any and all times, whether or not school is in session and whether or not the facilities or buildings are in use.
4. Video surveillance equipment shall not be located in an administrative office or in the schools' office.
5. Video monitors shall not be located in an area that enables public viewing.
6. Conduct and comments in publicly accessible places on school property (i.e. school hallways, buses, athletic facilities, etc.) may be recorded by video and audio devices.
7. Windsor Charter Academy shall notify students, staff and the public that video surveillance systems are present. Such notification will be included in staff and student handbooks and signs will be prominently displayed in appropriate locations throughout the school buildings.
8. Specific notification will not be provided when a recording device has been installed or is being utilized in a school vehicle or building.

### Use

1. The use of video surveillance equipment on school grounds shall be supervised and controlled by the Director of ~~Innovation~~ **Curriculum, Instruction or Innovation** or designee. The use of video surveillance equipment on school vehicles also shall be supervised and controlled by the **Curriculum, Instruction or Innovation** ~~Director of Innovation or~~ designee.
2. Staff and students are prohibited from unauthorized use, tampering with or otherwise interfering with video recordings and/or video camera

equipment. Violations will be subject to appropriate disciplinary action. Disciplinary action shall be consistent with applicable Executive Board policies and regulations and may include, but not be limited to, written reprimand, suspension, demotion or dismissal for staff and suspension and/or expulsion for students, depending upon the nature and severity of the situation.

3. The Head of School Security will review the use and operations of the video surveillance system with each school on a periodic basis.
4. Video recordings may be used as evidence that a student, staff member or other person has engaged in behavior that violates state law, Executive Board policies and/or school rules.

## **Storage & Security**

1. Windsor Charter Academy shall provide reasonable safeguards including, but not limited to, password protection, well-managed firewalls and controlled physical access to protect the video surveillance system from hackers, unauthorized users and unauthorized use.
2. Video recordings will be stored for a minimum of 10 calendar days after the initial recording. If the Head of School Security knows no reason for continued storage, such recordings may be erased.
3. Video recordings held for review will be maintained in their original form pending resolution of the incident. Recording media will then be released for erasure, copied for authorized law enforcement agencies or retained in accordance with applicable law and Executive Board policy.
4. To ensure confidentiality, all video storage devices that are not in use will be stored securely in a locked receptacle located in a controlled access area. Access to the storage devices will be limited to authorized personnel.
5. Video recordings held by Windsor Charter Academy as student education records and/or personnel records shall be maintained in accordance with applicable law and Executive Board policy.

## **Viewing Requests**

Requests for review of video recordings that are considered a student education record or personnel record will be as follows:

1. All viewing requests must be submitted in writing. Requests for viewing will be limited to those parents/guardians, students, staff and/or school officials with a direct interest in the recording as authorized by the designated administrator. Only the portion of the recording concerning the specific incident at issue will be made available for viewing.
2. Written requests for viewing must be made to the designated administrator within 5 business days of the date of recording.



3. Approval or denial for viewing will be made within 5 business days of receipt of the request and so communicated to the requesting individual.
4. Recordings will be made available for viewing within 3 business days of the approval of the request.
5. Actual viewing will be permitted only at school sites, unless otherwise required by law.
6. All viewing will include the designated administrator or designee.
7. To the extent required by law, a written log will be maintained of those viewing video recordings including the date and location of viewing, reasons for viewing, date the recording was made and the viewer's signature.
8. Recordings will remain the property of Windsor Charter Academy and may be reproduced only in accordance with applicable law and Executive Board policy.

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Windsor Charter Academy Executive Board  
Adopted: March 2019  
**January 2023**

#### Legal References

20 U.S.C. §1232g (Family Educational Rights and Privacy Act of 1974)  
34 C.F.R. §99.1 et seq. (FERPA regulations)  
C.R.S. 24-72-113 (Limit on retention of passive surveillance records)

#### Cross References

GBEB Staff Conduct and Responsibilities  
JIC Student Conduct and Sub-Codes  
JK Student Discipline and Sub-Codes  
JRA/JRC Student Records/Release of Information on Students



**7.0 Second Read Policies**



## **ADMISSION OF NON-IMMIGRANT FOREIGN EXCHANGE STUDENTS**

This policy applies to non-immigrant foreign exchange students who temporarily reside within the Windsor Charter School area without their parents or legal guardians for the purpose of attending school. This policy applies to students classified as either J-1 visa holders.

### **Admission Requirements for Non-Immigrant Foreign Exchange Students**

Non-immigrant foreign exchange students seeking to attend school pursuant to a J-1 visa must meet the following criteria before being considered for admission:

- A. No student will be admitted who has already graduated from the equivalent of twelfth grade or who has reached the age of 21 years on or before the date of enrollment at Windsor Charter Academy.
- B. The student must have sufficient knowledge of the English language to enable effective oral and written communication and to function in a regular educational setting without special assistance. All students must have achieved an advance score on the SLEP to qualify.
- C. The student must have average or above-average grades in school in their home country and must not require special education services in order to function in the regular academic program.
- D. Students who have previously participated in an academic year or semester secondary school student exchange program in the United States or attended school in the United States in J-1 visa status may be considered under this policy.
- E. The principal or designee must screen all applicants before they are approved and the student is admitted at Windsor Charter Academy.

Enrollment of international exchange students in J-1 status is limited to one student for each 250 students enrolled at the time of application. At the principal's discretion, this recommended limit may be increased.

## **Admission Requirements Specific to J-1 Visa Holders**

Windsor Charter Academy will authorize a limited number of non-immigrant J-1 foreign exchange students to the regular educational programs offered at Windsor Charter Academy. To protect the interests of Windsor Charter Academy and its students, only foreign exchange students from approved exchange programs shall be admitted. Approved exchange programs are those classified as Designated Sponsor Organizations by the United States Department of State. Foreign exchange students admitted as part of an approved program are considered wards of the families with whom they reside. Foreign exchange students on J-1 visas are not required by law to pay tuition or reimburse the Windsor Charter Academy for the annual unsubsidized per student cost for educating the student.

## **General Requirements for All Non-Immigrant Foreign Exchange Students**

Following admission and enrollment, all non-immigrant foreign exchange students will be subject to Windsor Charter Academy policies and regulations relating to all students. However, foreign exchange students and their host families are also subject to the following requirements.

- A. Prior to attending classes, Windsor Charter Academy must be in possession of a notarized temporary custody agreement between the non-immigrant foreign exchange student's parents/guardians and the host family and/or exchange organization.
- B. Non-immigrant foreign exchange students are responsible for complying with all Windsor Charter Academy policies and regulations including eligibility requirements of the Colorado High School Activities Association.
- C. Non-immigrant foreign exchange students are expected to pay for all lunches, books, athletic and student activity fees, yearbook costs, and all other expenses normally borne by students at Windsor Charter Academy. Non-immigrant foreign exchange students are not entitled to free or reduced prices for lunch.
- D. Notwithstanding compliance with the English Language requirements for admission, if at any time the student's English proficiency is found to be insufficient to function in the regular instructional program without special assistance, the exchange program or private sponsor must provide a tutor or make other educational arrangements for the student at their expense. If the program or sponsor fails to do so, the student will be withdrawn and the U.S. Department of Homeland Security will be notified through the Student Exchange Visitor Information System (SEVIS).

- E. Windsor Charter Academy will not provide foreign exchange students with admission to special education programs, English language acquisition programs, or other special programs.
- F. The sponsor host family and a local program representative (if any) must maintain personal contact with the school and must be available and willing to meet with school personnel when problems or circumstances require and must assume full and final responsibility for resolving problems, including the early return of the student, if personal, family, or school difficulties cannot be resolved.
- G. Foreign students are expected to be registered as full time students with the appropriate number of classes required for full time status. Foreign students are expected to maintain passing grades in all classes.
- H. If Windsor Charter Academy deems a student's grades, attendance or conduct unsatisfactory, a student may be withdrawn and the Department of Homeland Security will be notified through the Student Exchange Visitor Information System (SEVIS).

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Windsor Charter Academy Executive Board  
Adopted: November 2019  
December 2022



## CODE OF CONDUCT

In accordance with applicable law and Windsor Charter Academy policy concerning student suspensions, expulsions and other disciplinary interventions, the principal or designee may suspend or recommend expulsion of a student who engages in one or more of the following activities while in school buildings, on school property, when being transported in vehicles dispatched by Windsor Charter Academy, during a school-sponsored activity or event and off school property when the conduct has a reasonable connection to school or any curricular or non-curricular activity or event:

1. Continued willful disobedience or open and persistent defiance of proper authority including deliberate refusal to obey a member of the staff.
2. Causing or attempting to cause damage to school property or stealing or attempting to steal school property.
3. Causing or attempting to cause damage to private property or stealing or attempting to steal private property.
4. Willful destruction or defacing of school property.
5. Violation of policy or building regulations.
6. Violation of policy on weapons in the schools. In accordance with federal law, expulsion shall be mandatory for bringing or possessing a firearm.
7. Violation of policy on student conduct involving drugs and alcohol.
8. Violation of policy on violent and aggressive behavior.
9. Violation of policy on tobacco-free schools.
10. Violation of policy on prohibiting sexual or other harassment.
11. Violation of the policy on nondiscrimination.
12. Violation of policy on dress code.
13. Violation of policy on bullying prevention and education.
14. Violation of policy on gangs and gang-like activity.



15. Throwing objects, unless part of a supervised school activity that can or do cause bodily injury or damage to property.
16. Directing profanity, vulgar language or obscene gestures toward other students, school personnel or others.
17. Engaging in verbal abuse, i.e., name calling, making a threat of harm to other individuals or property, ethnic or racial slurs, either orally or in writing or derogatory statements addressed publicly to an individual or group that precipitate disruption of the school program or incite violence.
18. Committing extortion, coercion or blackmail, i.e., obtaining money or other objects of value from an unwilling person or forcing an individual to act through the use of force or threat of force.
19. Behavior on or off school property which is detrimental to the welfare or safety of other students or school personnel, including behavior that creates a threat of physical harm to the student exhibiting the behavior or to one or more other students.
20. Repeated interference with Windsor Charter Academy's ability to provide educational opportunities to other students.
21. The commission of any act, which if committed by an adult, would be robbery or first or second-degree assault as defined by state law.
22. Violation of criminal law which has an effect on Windsor Charter Academy or on the general safety or welfare of students or staff.
23. Lying or giving false information, either verbally or in writing, to an employee.
24. Engaging in scholastic dishonesty, which includes but is not limited to cheating on a test, plagiarism or unauthorized collaboration with another person in preparing written work.
25. Engaging in "hazing" activities, i.e., forcing prolonged physical activity, forcing excessive consumption of any substance, forcing prolonged deprivation of sleep, food, or drink, or any other behavior which recklessly endangers the health or safety of an individual for purposes of initiation into any student group.
26. Making a false accusation of criminal activity against an employee or student to law enforcement or to Windsor Charter Academy's personnel.
27. Declaration of the student as a habitually disruptive student, pursuant to Policy JKD JKE.
28. Failure to comply with the immunization requirements as specified in Part 9, Article 4, Title 25, C.R.S. Any suspension expulsion or denial of admission

for such failure to comply shall not be recorded as a disciplinary action but may be noted in the student's permanent record with an appropriate explanation.

## **Students in Kindergarten through Second Grade**

In accordance with applicable law and Executive Board policy concerning student suspensions, expulsions, and other disciplinary interventions, the Principal or designee may suspend or recommend expulsion of a student in kindergarten, first grade, or second grade who engages in one or more of the following activities while on Windsor Charter Academy property, in a school building, in a school vehicle, at a school activity or event, or off-school property when the conduct has a nexus to school or any district curricular or non-curricular event:

1. Violation of the Executive Board's policy on weapons in the schools. Expulsion shall be mandatory for bringing or possessing a firearm, in accordance with federal law.
2. Violation of the Executive Board's policy on student conduct involving drugs and alcohol.
3. Conduct that endangers the health or safety of others.

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Windsor Charter Academy Executive Board  
May 2019  
December 2022

### Legal References

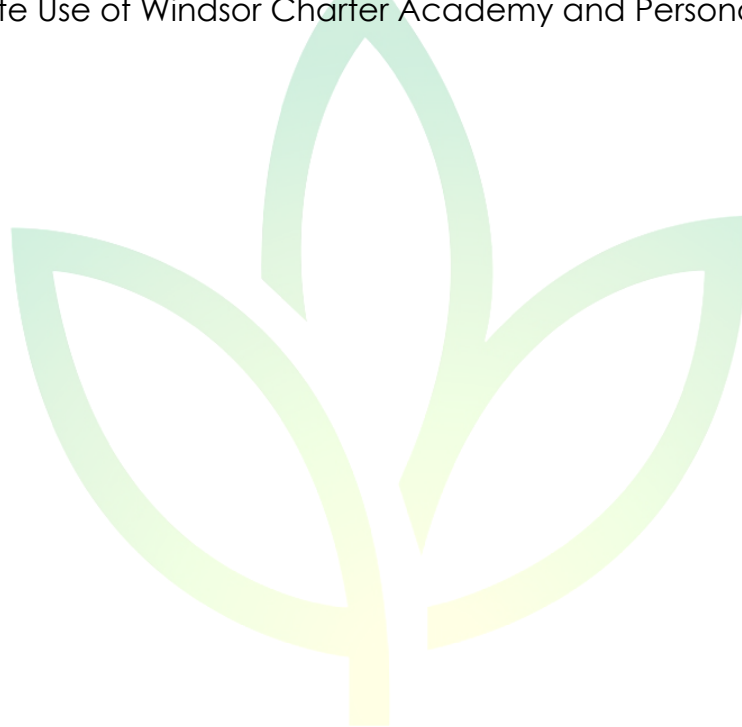
C.R.S. 18-3-202 *et seq.*  
C.R.S. 18-4-301 *et seq.*  
C.R.S. 18-9-124 (2)(a)  
C.R.S. 22-12-105 (3)  
C.R.S. 22-32-109.1 (2)(a)(I)  
C.R.S. 22-32-109.1 (2)(a)(I)(A)  
C.R.S. 22-32-109.1 (9)  
C.R.S. 22-33-106 (1)(a-g)

### Cross References

AC Nondiscrimination/Equal Opportunity  
ADC Tobacco-Free Schools  
ADD Safe Schools  
GBGB Staff Personal Security and Safety



JICA Student Dress  
JICE Student Communications  
JICF Secret Societies and Gang Activity  
JICH Student Involvement with Drugs and Alcohol  
JICI Weapons in School  
JICK Prevention of Bullying  
JIHA Searches  
JK Student Discipline  
JK-A Use of Physical Intervention and Restraint  
JK-A-R Use of Physical Intervention and Restraint  
JKD JKE Suspension and Expulsion  
JKG Discipline of Habitually Disruptive Students  
JKG-R Discipline of Habitually Disruptive Students Regulation  
JS Appropriate Use of Windsor Charter Academy and Personal Technology by Students





**Windsor**  
CHARTER ACADEMY  
GROWING LIFE-LONG LEARNERS  
**STUDENT ORGANIZATIONS**

## **Policy Statement**

It is the policy of Windsor Charter Academy to encourage the organization and operation of student organizations in the middle and high school and to permit such organizations to meet on school premises during non-instructional time. The purpose of this policy is to establish criteria and procedures governing the recognition of student organizations. Participation in extracurricular/co-curricular activities, whether athletic or otherwise, is a privilege rather than a right.

## **Recognition of Curriculum-Related Student Organizations**

Curriculum-related student organizations serve as an extension of the regular school curriculum. Their function is to enhance the participants' educational experience and supplement the course materials within the educational program of the schools. The activities of these organizations shall bear a direct relationship to the regular curriculum. This is measured by whether the subject matter of the group is actually taught, or will soon be taught, in a regularly offered course; if the subject of the group concerns the body of courses offered as a whole; if participation in the group is required for a particular course; or if participation in the group results in academic credit.

Curriculum-related student organizations meeting this criteria and approved by the Principal will be deemed to be officially recognized, school-sponsored student organizations. Any organization which fails to meet the criteria of this policy will be denied recognition as, and the privileges of, a curriculum-related student organization.

## **Membership**

Membership in curriculum-related student organizations shall be open to and limited to students currently enrolled in the sponsoring school on a voluntary basis. Curriculum-related student organizations may establish academic qualifications for membership where necessarily related to the purposes of the organization. No student shall be denied membership on account of his or her race, color, national origin, religion, or other protected classification. Qualifications based on sex may be imposed only where necessary to preserve

the health, safety or welfare of students, or where sex is a bona fide and integral qualification for the activities of the organization.

### **Staff Sponsorship**

Every curriculum-related student organization shall be sponsored by one or more school staff members as approved by the Principal. Staff sponsors shall be responsible for the supervision and direction of all activities of the organization shall actively participate in planning and implementing the activities and shall attend all meetings.

### **Compliance with Law and Policy**

Curriculum-related student organizations shall not engage in any activity which is contrary to law, Windsor Charter Academy policy, or school rules; which disrupts or clearly threatens to disrupt the orderly operation of the school; or which would adversely affect the health, safety or welfare of any students or staff members. Curriculum-related student organizations shall comply with the purchasing policy of the school and may not extend the credit of the school. Failure to comply with these provisions shall be grounds for revocation of recognition.

### **Student-Initiated and Student-Led Organizations**

The Executive Board recognizes that certain student groups that do not fit the definition of a curriculum-related organization may wish to meet on school premises. In order to accommodate such student-initiated and student-led non-curricular groups (hereinafter, "student-initiated non-curricular" groups or organizations), the Executive Board shall permit such organizations to meet at the school upon obtaining approval of the Principal. Approval may be obtained by submitting an application on the school-approved form that, among other information, confirms the group's willingness to comply with all governing laws, school policy and rules.

Windsor Charter Academy shall not deny equal access to school facilities for meetings of student-initiated non-curricular organizations, or otherwise discriminate against such organizations or their student members, on the basis of their religious, political or philosophical positions or the content of the speech of such organizations.

Membership in student-initiated non-curricular organizations shall be voluntary and shall be open to, but limited to, students currently enrolled at Windsor Charter Academy.

## Policy JJA

Student-initiated non-curricular organizations may conduct meetings on school premises as designated by the Principal, but only during non-instructional time. "Non-instructional time" shall be determined by the Principal. The Principal shall also develop rules concerning the scheduling of times and facilities that are available for such meetings and activities. These rules shall be equally applied to all student-initiated non-curricular groups.

The meetings of student-initiated organizations shall not materially and substantially interfere with the orderly conduct of educational activities within the school and shall not be directed, conducted, controlled, or regularly attended by non-school persons. Each organization shall be responsible for securing adequate staff supervision to the satisfaction of the P. School staff may be present at religious, political or philosophical meetings only in a custodial, and non-participatory capacity.

Student-initiated non-curricular organizations are not sponsored or endorsed by the school. The fact that such organizations are permitted access to school facilities under this policy shall not constitute an endorsement by the school of the organization or the views expressed at any of their meetings.

Student-initiated non-curricular organizations shall not engage in any activity that is contrary to law or school rules; that disrupts or clearly threatens to disrupt the orderly operation of the school; or that would adversely affect the health, safety or welfare of any student or school employee. Failure to comply with these provisions shall be grounds for revocation of the right of that organization to continue meeting under this policy.

Nothing in this policy shall be construed to require the school to expend public funds beyond the incidental cost of providing space for student-initiated non-curricular groups' meetings. To the extent that school resources are available, they shall be available on a basis that does not discriminate against any organization, including on the content of the speech at the group's meeting(s).

Nothing in this policy shall be construed to authorize any school official to influence the form or content of a student-initiated non-curricular group, including any prayer or religious activity on school grounds or participation therein, or to compel any school employee to attend any meeting of such a group. The school retains the right to prohibit meetings of student-initiated non-curricular groups that are otherwise unlawful.

If, in the opinion of the Principal, a student-initiated non-curricular organization fails to fully function, including failing to meet on a regular basis, or if the

Principal believes that the fundamental nature of the organization has changed since it was approved, the Principal may require the organization to reapply for consideration as a student-initiated non-curricular organization.

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Windsor Charter Academy Executive Board

Adopted: May 2001

February 2005

October 2010

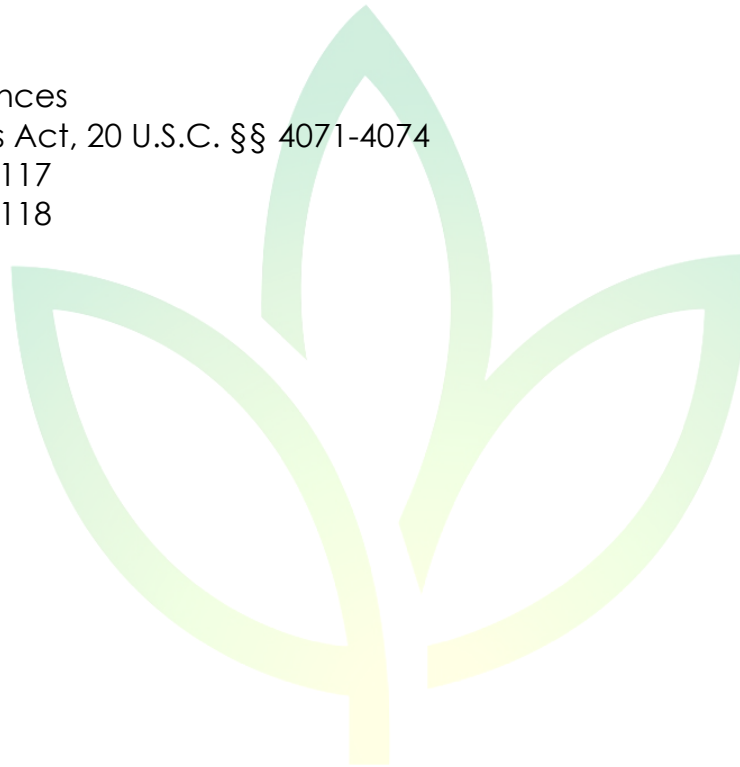
December 2022

#### Legal References

Equal Access Act, 20 U.S.C. §§ 4071-4074

C.R.S. § 22-1-117

C.R.S. § 22-1-118





**8.0 Financials**

## October 2022 Financial Highlights

As of October 31, 2022, we are 4 months through the year, revenues and expenditures should be approximately 33.33% of budget

- **Total GF Revenue is \$5,468,607 (34.68%)**
  - Fees collection is at 94%
  - PPR is at expected
  
- **Total GF Expenses are \$4,685,355 (30.14%)**
  - Expenses are running at expected
  - Insurance, curriculum, testing are front loaded
  
- **Balance Sheet Notes**
  - GF Checking Account Balance: \$ 2,564,912
  - Health Insurance Checking Balance: \$713,756
  - COLOTRUST Investment Balance: \$2,195,984
  - FirstBank Savings: \$ 752,655
  - SF Checking Account Balance: \$ 327,805
  
- **As of 10/31/22~ Days Cash on Hand: 165**
  
- **Check-Debit Register Notes (Reviewed monthly in detail by FC)**
  - Checks in the 1000 range are general fund
  - Checks in the 10111 range are actual medical costs
  - Checks in the 90000 range are student fund
  - Issuances beginning with a date (22821111) are auto pays or debits
    - American Fidelity, UMR, Delta, Lincoln, Eyemed, OptumRX are benefit related
    - Isolved, PERA, Voya, Security Benefit represent payroll items

# Rev and Exp as of 10.31.22

Printed: 11/15/2022 2:41 PM  
Windsor Charter Academy

Charter School 11						
Account Type	I	Revenue				
Source of Revenue/Objec	1500	Earnings on Investments				
Description	Y.T.D. Activity	M.T.D. Activity	Current Budget	Budget Balance	% of Budget	
1500 Earnings on Investments	18,765.58	6,276.31	10,000.00	(8,765.58)	187.66	
1600 Food Services	106,475.50	36,290.75	0.00	(106,475.50)	0.00	
1700 Pupil Activities	77,184.00	4,140.00	81,492.00	4,308.00	94.71	
1900 Other Revenue from Local Sources	39,477.09	(59,228.72)	122,280.00	82,802.91	32.28	
3900 Other Revenue From State Sources	303,632.94	132,977.86	1,347,202.00	1,043,569.06	22.54	
5200 Interfund Transfers	0.00	0.00	10,000.00	10,000.00	0.00	
5600 Direct Allocations	4,923,072.03	1,230,768.01	14,199,586.00	9,276,513.97	34.67	
<b>I Revenue</b>	<b>5,468,607.14</b>	<b>1,351,224.21</b>	<b>15,770,560.00</b>	<b>10,301,952.86</b>	<b>34.68</b>	* Account Type
0100 Salaries	2,096,698.20	666,897.60	7,861,934.00	5,765,235.80	26.67	
0200 Employee Benefits	899,239.92	267,836.71	2,982,543.00	2,083,303.08	30.15	
0300 Purchased Professional and Technical Services	30,761.62	5,444.78	86,200.00	55,438.38	35.69	
0400 Purchased Property Services	598,342.97	138,826.11	1,808,722.00	1,210,379.03	33.08	
0500 Other Purchased Services	632,391.66	146,019.88	2,084,350.31	1,451,958.65	30.34	
0600 Supplies	275,188.21	19,300.90	408,413.04	133,224.83	67.38	
0700 Property	130,069.56	(600.22)	234,070.00	104,000.44	55.57	
0800 Other Objects	22,662.75	5,457.74	80,601.00	57,938.25	28.12	
<b>X Expense</b>	<b>4,685,354.89</b>	<b>1,249,183.50</b>	<b>15,546,833.35</b>	<b>10,861,478.46</b>	<b>30.14</b>	* Account Type
<b>11 Charter School</b>	<b>(783,252.25)</b>	<b>(102,040.71)</b>	<b>(223,726.65)</b>	<b>559,525.60</b>	<b>350.09</b>	Fund



# Rev and Exp as of 10.31.22

Printed: 11/15/2022 2:41 PM  
Windsor Charter Academy

Pupil Activity Fund 23						
Account Type	I	Revenue				
Source of Revenue/Objec	1900	Other Revenue from Local Sources				
Description	Y.T.D. Activity	M.T.D. Activity	Current Budget	Budget Balance	% of Budget	
<b>1900 Other Revenue from Local Sources</b>	406,012.53	28,232.30	0.00	(406,012.53)	0.00	
<b>I Revenue</b>	406,012.53	28,232.30	0.00	(406,012.53)	0.00	* Account Type
<b>0600 Supplies</b>	94,400.99	27,630.88	292,873.76	198,472.77	32.23	
<b>X Expense</b>	94,400.99	27,630.88	292,873.76	198,472.77	32.23	* Account Type
<b>23 Pupil Activity Fund</b>	<u>(311,611.54)</u>	<u>(601.42)</u>	<u>292,873.76</u>	<u>604,485.30</u>	<u>-106.40</u>	Fund

# Rev and Exp as of 10.31.22

Printed: 11/15/2022 2:41 PM  
Windsor Charter Academy

Building Corporation 61						
Account Type	I	Revenue				
Source of Revenue/Objec	1500	Earnings on Investments				
Description	Y.T.D. Activity	M.T.D. Activity	Current Budget	Budget Balance	% of Budget	
1500 Earnings on Investments	22,189.24	6,839.57	0.00	(22,189.24)	0.00	
1900 Other Revenue from Local Sources	475,033.32	115,733.34	0.00	(475,033.32)	0.00	
2000 Revenue from Intermediate Sources	4,208.27	1,227.87	0.00	(4,208.27)	0.00	
I Revenue	501,430.83	123,800.78	0.00	(501,430.83)	0.00	* Account Type
0800 Other Objects	877,766.53	299.26	0.00	(877,766.53)	0.00	
X Expense	877,766.53	299.26	0.00	(877,766.53)	0.00	* Account Type
61 Building Corporation	376,335.70	(123,501.52)	0.00	(376,335.70)	0.00	Fund
<b>Report Total:</b>	<b>718,528.09</b>	<b>226,143.65</b>	<b>(69,147.11)</b>	<b>(787,675.20)</b>	<b>-1,039.13</b>	

# Balance Sheet

Printed: 11/15/2022 2:42 PM  
Windsor Charter Academy

Charter School 11						
Account Class	8100	Current Assets				
	Description		Y.T.D. Bal.Frwd.	M.T.D. Activity	Y.T.D. Activity	State Account Number
<b>Current Assets</b>						
	Bingo Checking Acct		551.11	0.00	551.11	11-950-00-0000-8101-000-0000
	General Fund Checking 1stBANK		2,305,170.43	259,741.41	2,564,911.84	11-950-00-0000-8102-000-0000
	Health Insurance Checking 1stBank		818,512.45	(104,755.81)	713,756.64	11-950-00-0000-8102-000-0000
	COLOTRUST Account		2,190,014.37	5,969.56	2,195,983.93	11-950-00-0000-8102-000-0000-9393
	Savings 1stBANK		652,238.90	276.99	652,515.89	11-950-00-0000-8102-000-0000-9393
	Savings 1stBANK- CC		100,109.25	29.76	100,139.01	11-950-00-0000-8102-000-0000-9393
	MSHS Petty Cash		82.21	0.00	82.21	11-950-00-0000-8103-000-0000
	PTC/Booster Petty Cash		18.56	0.00	18.56	11-950-00-0000-8103-000-0000
	Accounts Receivable GF		34,796.41	15,090.29	49,886.70	11-950-00-0000-8153-000-0000
	Food Service Petty Cash		133.00	0.00	133.00	11-950-31-0000-8103-000-0000
<b>8100</b>	<b>Current Assets</b>		<b>6,101,626.69</b>	<b>176,352.20</b>	<b>6,277,978.89</b>	* Account Class
<b>Liabilities</b>						
	Accounts Payable		(63,531.49)	6,143.83	(57,387.66)	11-950-00-0000-7421-000-0000
	Rental Deposits Liability		(800.00)	0.00	(800.00)	11-950-00-0000-7421-000-0000
	Accrued Salaries		(37.14)	(118.19)	(155.33)	11-950-00-0000-7461-000-0000
	BOCES Tuition Deduction		(583.33)	0.00	(583.33)	11-950-00-0000-7471-000-0000
	Deferred Grant Revenue		(793.57)	0.00	(793.57)	11-950-00-0000-7482-000-0000-9393
	PERA & Life Liab		0.54	0.34	0.88	11-950-04-0000-7471-000-0000
	Health/Dental/Vision Liab		(43,613.87)	(15,358.90)	(58,972.77)	11-950-05-0000-7471-000-0000
	Unearned Rev Liab- Food Service		39,576.12	(65,415.35)	(25,839.23)	11-950-31-0000-7482-000-0000
<b>7400</b>	<b>Liabilities</b>		<b>(69,782.74)</b>	<b>(74,748.27)</b>	<b>(144,531.01)</b>	* Account Class
<b>Reserved Co Dept of Ed use only.</b>						
	Tabor Reserve		(415,000.00)	0.00	(415,000.00)	11-950-00-0000-6721-000-0000
	Unreserved Fund Balance		(4,935,195.63)	0.00	(4,935,195.63)	11-950-00-0000-6770-000-0000
	Gen Fund Net Income/Loss		(681,211.54)	(102,040.71)	(783,252.25)	11-950-00-0000-6775-000-0000
<b>6100</b>	<b>Reserved Co Dept of Ed use only.</b>		<b>(6,031,407.17)</b>	<b>(102,040.71)</b>	<b>(6,133,447.88)</b>	* Account Class
<b>11</b>	<b>Charter School</b>		<b>436.78</b>	<b>(436.78)</b>	<b>0.00</b>	Fund

# Balance Sheet

Printed: 11/15/2022 2:42 PM  
Windsor Charter Academy

Pupil Activity Fund 23						
Account Class	8100	Current Assets				
	Description		Y.T.D. Bal.Frwd.	M.T.D. Activity	Y.T.D. Activity	State Account Number
<b>Current Assets</b>						
		SF Checking 1stBank	322,686.02	514.99	323,201.01	23-950-00-0000-8100-000-0000
		SF Checking Arbiter Athletic	1,310.96	3,293.09	4,604.05	23-950-00-0000-8100-000-0000
<b>8100</b>	<b>Current Assets</b>		<u>323,996.98</u>	<u>3,808.08</u>	<u>327,805.06</u>	* Account Class
<b>Liabilities</b>						
		Bus Liab Due to GF	0.00	(1,060.00)	(1,060.00)	23-950-00-0000-7400-000-0000
		MSSH Activity Accts Payable	(12,986.86)	(2,146.66)	(15,133.52)	23-950-00-0000-7421-000-0000
<b>7400</b>	<b>Liabilities</b>		<u>(12,986.86)</u>	<u>(3,206.66)</u>	<u>(16,193.52)</u>	* Account Class
<b>Reserved Co Dept of Ed use only.</b>						
		Activity Net Income/Loss	(311,010.12)	(601.42)	(311,611.54)	23-950-00-0000-6775-000-0000
<b>6100</b>	<b>Reserved Co Dept of Ed use only.</b>		<u>(311,010.12)</u>	<u>(601.42)</u>	<u>(311,611.54)</u>	* Account Class
<b>23</b>	<b>Pupil Activity Fund</b>		<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	Fund

# Balance Sheet

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Windsor Charter Academy

Building Corporation 61						
Account Class	8100	Current Assets				
	Description		Y.T.D. Bal.Frwd.	M.T.D. Activity	Y.T.D. Activity	State Account Number
<b>Current Assets</b>						
	Bldg Corp Gain on 2021 Refunding		(367,750.60)	0.00	(367,750.60)	61-950-00-5100-8193-000-0000
	Bldg Corp Reserve Fund-2020		1,391,166.20	3,608.88	1,394,775.08	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Interest Fund-2020		42,399.15	34,479.10	76,878.25	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Reserve Fund-2021		971,070.52	2,519.04	973,589.56	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Interest Fund-2021		55,539.39	49,888.38	105,427.77	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Principal Fund-2021		35,679.42	33,006.12	68,685.54	61-950-65-0000-8105-000-0000-9393
<b>8100</b>	<b>Current Assets</b>		<u>2,128,104.08</u>	<u>123,501.52</u>	<u>2,251,605.60</u>	* Account Class
<b>Fixed Assets</b>						
	Bldg Corp Land-Elem		692,451.00	0.00	692,451.00	61-950-00-0000-8211-000-0000
	Bldg Corp Land-MSHS		1,060,000.00	0.00	1,060,000.00	61-950-00-0000-8211-000-0000
	Bldg Corp Water Shares 2017		92,000.00	0.00	92,000.00	61-950-00-0000-8211-000-0000
	Bldg Corp Building & Imp ELEM		9,172,903.94	0.00	9,172,903.94	61-950-00-0000-8231-000-0000
	Bldg Corp Building & Imp MSHS		14,261,329.03	0.00	14,261,329.03	61-950-00-0000-8231-000-0000
	Bldg Corp Accum Depr ELEM		(3,935,937.61)	0.00	(3,935,937.61)	61-950-00-0000-8232-000-0000
<b>8200</b>	<b>Fixed Assets</b>		<u>21,342,746.36</u>	<u>0.00</u>	<u>21,342,746.36</u>	* Account Class
<b>Liabilities</b>						
	Bldg Corp Premium on Bonds		(3,728,045.00)	0.00	(3,728,045.00)	61-950-00-0000-7443-000-0000
	Bldg Corp Loans Payable		(25,329,500.00)	0.00	(25,329,500.00)	61-950-00-0000-7451-000-0000
	Bldg Corp Accrued Interest		(337,483.35)	0.00	(337,483.35)	61-950-00-0000-7455-000-0000
<b>7400</b>	<b>Liabilities</b>		<u>(29,395,028.35)</u>	<u>0.00</u>	<u>(29,395,028.35)</u>	* Account Class
<b>Reserved Co Dept of Ed use only.</b>						
	Bldg Corp Unreserved Fund Bal		5,424,340.69	0.00	5,424,340.69	61-950-00-0000-6720-000-0000
	Bldg Corp Net Income/Loss		499,837.22	(123,501.52)	376,335.70	61-950-00-0000-6775-000-0000
<b>6100</b>	<b>Reserved Co Dept of Ed use only.</b>		<u>5,924,177.91</u>	<u>(123,501.52)</u>	<u>5,800,676.39</u>	* Account Class
<b>61</b>	<b>Building Corporation</b>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	Fund
	<b>Report Total:</b>		<u>436.78</u>	<u>(436.78)</u>	<u>0.00</u>	

# A/P Check Register

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Windsor Charter Academy

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Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
217897	A to Z Elevator Inspections Inc.	4	10/07/2022	2982	490.00	0.00	490.00
219187	Air Experts	4	10/07/2022	2983	4,503.19	0.00	4,503.19
218713	AmTrust North America	4	10/07/2022	2984	5,962.00	0.00	5,962.00
218195	Bimbo Bakeries USA	5	10/07/2022	2985	878.33	0.00	878.33
217986	Britton, Kirsta	4	10/07/2022	2986	99.00	0.00	99.00
21009	Brooms N More Inc	5	10/07/2022	2987	1,749.12	0.00	1,749.12
21015	Comcast Cable	5	10/07/2022	2988	1,270.33	0.00	1,270.33
21136	Home Depot Pro	5	10/07/2022	2989	849.73	0.00	849.73
218817	InfoArmor, Inc.	5	10/07/2022	2990	117.65	0.00	117.65
21092	Lincoln National Life Insurance	5	10/07/2022	2991	1,604.72	0.00	1,604.72
21043	McGraw Hill Education	5	10/07/2022	2992	1,186.06	0.00	1,186.06
219191	Moody's Investors Service	5	10/07/2022	2993	6,000.00	0.00	6,000.00
219085	Royal Crest Dairy Inc.	5	10/07/2022	2994	3,208.66	0.00	3,208.66
21093	Security Benefit	5	10/07/2022	2995	5,727.73	0.00	5,727.73
219189	Thiel, Ron	5	10/07/2022	2996	118.40	0.00	118.40
217608	TK Elevator Corporation	5	10/07/2022	2997	1,440.00	0.00	1,440.00
217892	T-Mobile	5	10/07/2022	2998	55.94	0.00	55.94
218526	Typing Agent	5	10/07/2022	2999	825.50	0.00	825.50
217638	UNCC	4	10/07/2022	3000	7.80	0.00	7.80
218535	FirstBank	4	10/07/2022	3001	10,699.68	0.00	10,699.68
21552	Airgas USA LLC	13	10/14/2022	3002	44.26	0.00	44.26
219178	Armstrong, Emmalie	11	10/14/2022	3003	9.00	0.00	9.00
219230	Baker, Taylor	11	10/14/2022	3004	14.01	0.00	14.01
219210	Barnett, Stefanie	11	10/14/2022	3005	8.20	0.00	8.20
218688	Bauer, Michelle	11	10/14/2022	3006	19.85	0.00	19.85
219218	Benedict, Philip	11	10/14/2022	3007	31.35	0.00	31.35
219211	Berring, Frank	11	10/14/2022	3008	130.00	0.00	130.00
218195	Bimbo Bakeries USA	13	10/14/2022	3009	201.87	0.00	201.87
21009	Brooms N More Inc	13	10/14/2022	3010	71.60	0.00	71.60
219222	Bumford, Chris	11	10/14/2022	3011	29.40	0.00	29.40
219202	Butler, Chase	11	10/14/2022	3012	41.00	0.00	41.00
219228	Casey, Carrie	11	10/14/2022	3013	7.00	0.00	7.00
219209	Chesrown, Chris	11	10/14/2022	3014	25.00	0.00	25.00
219206	Clark, Tyler	11	10/14/2022	3015	47.65	0.00	47.65
21015	Comcast Cable	13	10/14/2022	3016	3,409.05	0.00	3,409.05
219223	Coombs, Cory	11	10/14/2022	3017	25.00	0.00	25.00
219196	Davis, Shiloh	11	10/14/2022	3018	79.45	0.00	79.45
219215	De Kay, Ryan	11	10/14/2022	3019	8.50	0.00	8.50
217633	Diversified Underground Inc.	13	10/14/2022	3020	1,080.00	0.00	1,080.00
21140	EON Office	13	10/14/2022	3021	193.37	0.00	193.37
219220	Gackle, Eric	11	10/14/2022	3022	10.50	0.00	10.50
219229	Heasty, Todd	11	10/14/2022	3023	54.90	0.00	54.90
219232	Hicks, Kyle	11	10/14/2022	3024	51.90	0.00	51.90
218775	Hitz, Cameron	13	10/14/2022	3025	80.00	0.00	80.00
21136	Home Depot Pro	13	10/14/2022	3026	502.75	0.00	502.75
219198	Hull, Jeremy	11	10/14/2022	3027	357.38	0.00	357.38
219233	Huwa, Justin	11	10/14/2022	3028	10.00	0.00	10.00
219207	Juarez, Gregorio	11	10/14/2022	3029	62.60	0.00	62.60
21269	JW Pepper	13	10/14/2022	3030	55.86	0.00	55.86
219234	Kaump, Venus	11	10/14/2022	3031	8.80	0.00	8.80
218442	Kershaw, Meghan	11	10/14/2022	3032	53.05	0.00	53.05
219197	Kuglin, Jason and Tamara	11	10/14/2022	3033	15.00	0.00	15.00
218746	Lightspeed A Learning Company	13	10/14/2022	3034	120.00	0.00	120.00
219231	Loftin, Andrew	11	10/14/2022	3035	138.25	0.00	138.25
219214	Lopez, Miranda	11	10/14/2022	3036	9.10	0.00	9.10
219219	Lott, Mark	11	10/14/2022	3037	9.50	0.00	9.50
219225	Lozen, Michael	11	10/14/2022	3038	89.25	0.00	89.25

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219192	Magoosh	13	10/14/2022	3039	5,600.00	0.00	5,600.00
21041	Manweiler Appliance Co Inc	13	10/14/2022	3040	93.80	0.00	93.80
219212	McCormick, William	11	10/14/2022	3041	20.00	0.00	20.00
219226	Merrit, Bobbi-Jo	11	10/14/2022	3042	11.95	0.00	11.95
219216	Miller, Todd	11	10/14/2022	3043	9.50	0.00	9.50
219208	Mischo, Matt	11	10/14/2022	3044	23.00	0.00	23.00
217978	MODESTO, AMPELIA	13	10/14/2022	3045	415.00	0.00	415.00
219204	Olivas, Jacob	11	10/14/2022	3046	9.50	0.00	9.50
218280	Penn, Kimberly	11	10/14/2022	3047	16.10	0.00	16.10
21177	Pinnacol	13	10/14/2022	3048	2,961.00	0.00	2,961.00
219217	Raldiris-Aponte, Luis	11	10/14/2022	3049	5.10	0.00	5.10
21254	Republic Services Inc.	13	10/14/2022	3050	406.34	0.00	406.34
219092	Sandstrum, Seth	11	10/14/2022	3051	8.30	0.00	8.30
219195	Satrang, Destiny	11	10/14/2022	3052	83.95	0.00	83.95
219203	Schmidt, Ken	11	10/14/2022	3053	224.30	0.00	224.30
219221	Schroeder, Kara	11	10/14/2022	3054	80.85	0.00	80.85
218466	Schwartz, Keisha	11	10/14/2022	3055	96.25	0.00	96.25
21061	Security and Sound Design Inc	13	10/14/2022	3056	45.00	0.00	45.00
219205	Semmens, Kevin	11	10/14/2022	3057	30.35	0.00	30.35
219199	Shimpi, Tushar	11	10/14/2022	3058	24.50	0.00	24.50
219201	Shumate, Carmen	11	10/14/2022	3059	20.00	0.00	20.00
21681	Snappy Holdings LLC	13	10/14/2022	3060	13.80	0.00	13.80
21705	Stanley Access Tech LLC	13	10/14/2022	3061	1,358.50	0.00	1,358.50
219227	Taylor, Mark	11	10/14/2022	3062	40.00	0.00	40.00
218133	Tickler, Theresa	11	10/14/2022	3063	23.50	0.00	23.50
21072	Town of Windsor	13	10/14/2022	3064	4,167.48	0.00	4,167.48
219200	Turner, Aaron	11	10/14/2022	3065	10.00	0.00	10.00
218047	Uhrig, Andria	11	10/14/2022	3066	9.00	0.00	9.00
219237	University of Phoenix, Inc	13	10/14/2022	3067	2,094.00	0.00	2,094.00
219213	Walker, Hillary	11	10/14/2022	3068	31.95	0.00	31.95
21078	Waste Management	5	10/14/2022	3069	675.49	0.00	675.49
21120	Weld RE-4 School District	13	10/14/2022	3070	512.75	0.00	512.75
21079	Wells Fargo Financial Leasing	5	10/14/2022	3071	3,730.04	0.00	3,730.04
219224	Whitcomb, Shane	11	10/14/2022	3072	132.00	0.00	132.00
21080	Ace Hardware WCA	20	10/21/2022	3073	620.39	0.00	620.39
21009	Brooms N More Inc	20	10/21/2022	3074	583.80	0.00	583.80
218808	CobraHelp	20	10/21/2022	3075	28.00	0.00	28.00
21136	Home Depot Pro	20	10/21/2022	3076	160.74	0.00	160.74
21269	JW Pepper	20	10/21/2022	3077	127.74	0.00	127.74
218059	Note Flight	20	10/21/2022	3078	520.00	0.00	520.00
219125	Shred Monster LLC	20	10/21/2022	3079	160.00	0.00	160.00
219170	Winn, Phil	20	10/21/2022	3080	112.50	0.00	112.50
21012	CenturyLink	20	10/21/2022	3081	155.52	0.00	155.52
218195	Bimbo Bakeries USA	24	10/24/2022	3082	559.91	0.00	559.91
21110	Follett School Solutions, Inc	24	10/24/2022	3083	2,405.28	0.00	2,405.28
219240	Grenz, Amy	20	10/24/2022	3084	149.60	0.00	149.60
21136	Home Depot Pro	24	10/24/2022	3085	395.92	0.00	395.92
21269	JW Pepper	24	10/24/2022	3086	203.00	0.00	203.00
219023	Kava Services LLC	24	10/24/2022	3087	960.00	0.00	960.00
21061	Security and Sound Design Inc	24	10/24/2022	3088	315.00	0.00	315.00
218208	OptumRX	1	10/10/2022	10640	745.11	0.00	745.11
218208	OptumRX	1	10/10/2022	10641	5.60	0.00	5.60
218537	Harmony Ambulatory Services	1	10/17/2022	10642	616.80	0.00	616.80
218634	UC Health Medical Group	1	10/17/2022	10643	4.93	0.00	4.93
218208	OptumRX	1	10/24/2022	10644	6,371.82	0.00	6,371.82
218208	OptumRX	1	10/24/2022	10645	8.20	0.00	8.20
218791	Medical Center of the Rockies	1	10/31/2022	10646	1,760.97	0.00	1,760.97

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Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
218849	Logan, Cooper	4	10/06/2022	90881	450.00	0.00	450.00
219174	Fields, Donovan	5	10/07/2022	90882	25.00	0.00	25.00
219188	Lyons High School	4	10/07/2022	90883	100.00	0.00	100.00
218635	Music & the Arts	4	10/07/2022	90884	8.76	0.00	8.76
219032	Varsity Athletic Apparel Inc.	4	10/07/2022	90885	1,299.95	0.00	1,299.95
21120	Weld RE-4 School District	5	10/07/2022	90886	243.16	0.00	243.16
218535	FirstBank	4	10/07/2022	90887	10,856.81	0.00	10,856.81
217721	BSN Sports	13	10/14/2022	90888	1,118.25	0.00	1,118.25
218951	Greeley West High School	13	10/14/2022	90889	250.00	0.00	250.00
21657	Math Counts Foundation	13	10/14/2022	90890	300.00	0.00	300.00
21642	Roosevelt High School	13	10/14/2022	90891	175.00	0.00	175.00
21120	Weld RE-4 School District	13	10/14/2022	90892	568.64	0.00	568.64
219239	2080 Media Inc	20	10/21/2022	90893	450.00	0.00	450.00
21124	Blick Art Materials	20	10/21/2022	90894	44.50	0.00	44.50
21706	Burts Logo Apparel	20	10/21/2022	90895	799.50	0.00	799.50
218935	Colorado Rage	20	10/21/2022	90896	190.00	0.00	190.00
218363	K&W Printing, Inc.	20	10/21/2022	90897	313.95	0.00	313.95
218171	Mathematical Association of America	20	10/21/2022	90898	54.00	0.00	54.00
217971	Northwest Parkway	20	10/21/2022	90899	12.40	0.00	12.40
21567	Reedesign Concepts, LLC	20	10/21/2022	90900	2,558.66	0.00	2,558.66
218589	The Graphic Edge LLC	20	10/21/2022	90901	2,017.29	0.00	2,017.29
218196	Weld County School District 6	20	10/21/2022	90902	2,975.00	0.00	2,975.00
219175	Mountain West Disposal LLC	20	10/24/2022	90903	172.50	0.00	172.50
21088	American Fidelity	3	10/31/2022	103122111	3,086.65	0.00	3,086.65
21088	American Fidelity	3	10/31/2022	103122222	929.16	0.00	929.16
21088	American Fidelity	3	10/31/2022	103122333	15,516.51	0.00	15,516.51
21084	PERA	3	10/31/2022	103122444	2,684.00	0.00	2,684.00
21084	PERA	3	10/31/2022	103122555	1,853.23	0.00	1,853.23
219124	ISolved Inc.	3	10/31/2022	103122666	566,480.23	0.00	566,480.23
21084	PERA	3	10/31/2022	103122888	211,914.94	0.00	211,914.94
21088	American Fidelity	3	10/31/2022	103133999	101.00	0.00	101.00
218205	Delta Dental of Colorado	2	10/01/2022	100122115	7,640.45	0.00	7,640.45
218601	Zellis	1	10/03/2022	100322229	106.24	0.00	106.24
218208	OptumRX	1	10/03/2022	100322676	70.86	0.00	70.86
217847	US Foods Inc.	2	10/05/2022	100522490	1,477.31	0.00	1,477.31
217847	US Foods Inc.	2	10/05/2022	100522881	1,672.64	0.00	1,672.64
218207	UMR Health	1	10/07/2022	100722362	47,157.52	0.00	47,157.52
218208	OptumRX	1	10/10/2022	101022877	8,710.87	0.00	8,710.87
217847	US Foods Inc.	2	10/12/2022	101222490	892.09	0.00	892.09
217847	US Foods Inc.	2	10/12/2022	101222881	1,717.60	0.00	1,717.60
218208	OptumRX	1	10/17/2022	101722577	39,897.35	0.00	39,897.35
21156	Xcel Energy	5	10/17/2022	101722888	17,533.06	0.00	17,533.06
217847	US Foods Inc.	2	10/19/2022	101922490	1,723.84	0.00	1,723.84
217847	US Foods Inc.	2	10/19/2022	101922881	1,634.42	0.00	1,634.42
218208	OptumRX	1	10/24/2022	102422450	7,564.67	0.00	7,564.67
217847	US Foods Inc.	2	10/24/2022	102422881	424.88	0.00	424.88
217847	US Foods Inc.	2	10/26/2022	102622490	1,146.50	0.00	1,146.50
217847	US Foods Inc.	2	10/26/2022	102622881	2,574.86	0.00	2,574.86
21459	CBIZ	2	10/27/2022	102722803	250.00	0.00	250.00
21229	CBI Online	2	10/28/2022	102822790	1,000.00	0.00	1,000.00
218208	OptumRX	1	10/31/2022	103122309	2,337.27	0.00	2,337.27
218535	FirstBank	2	10/31/2022	103122803	80.00	0.00	80.00
<b>Report Totals</b>					<b>\$1,067,013.89</b>	<b>\$0.00</b>	<b>\$1,067,013.89</b>