

# Windsor



## CHARTER ACADEMY

GROWING LIFE-LONG LEARNERS

**October 2022 Regular Session**  
October 27, 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*

October 27, 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 NOVEMBER 2022 REGULAR SESSION

### Executive Board Minutes October 27, 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 (6:11 p.m.)  
Donna James, Executive Board Treasurer  
Jenny Ojala, Executive Board Secretary  
Carolyn Mader, Executive Board Member  
Holly Stephens, Executive Board Member

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

Rebecca Teeples, Executive Director  
SarahGennie Colazio, Director of Finance & HR  
Kelly Seilbach, Director of Middle 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 October 27, 2022 Regular Session agenda with the following changes:

Move 5.1 2022 Audit to 2.0. All remaining agenda items would follow in sequence.

The motion was made by Donna James and seconded by Holly Stephens. Members voted the following: James, aye; Mader, aye; Ojala, aye; Stephens, aye; Bartmann, aye.

The motion passed unanimously.

### 1.6 Adoption of the Minutes.

Sherry Bartmann noted a few corrections that needed to be made. A motion to approve the minutes for the September 22, 2022 Regular Session Regular Session minutes based on these corrections was made by Donna James and seconded by Jenny Ojala. Members voted the following: James, aye; Mader, aye; Ojala, aye; Stephens, aye; Bartmann, aye. The motion passed unanimously.

## 2.0 Items for Action

### 2.1 2022 Audit

The motion was made to approve the 2022 Audit by Donna James and seconded by Carolyn Mader. Members voted the following: Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Stephens, aye; Bartmann, aye. The motion passed unanimously.

## 3.0 Citizen Communication

There were 10 students and parent/guardians that spoke during Citizen Communication at the Executive Board Regular Session.

- Kaylee Weickert: Kaylee asked the Board to address the withdraw policy. She requested a change in the withdraw date so that students have time to figure out if they are going to be successful or not.
- Rhea Zurasky: As President of HS GSA, Rhea reviewed sections of the Board Policy regarding student-led organizations. Based on the alignment of GSA's procedures with the tenets of Policy JJA, GSA is compliant. Rhea reviewed court cases that supported GSA's right to have a student-initiated organization at WCA.
- Corrianna J.: As a leader of student-led organization, Culture Club, Corrianna shared her concerns about the unfair treatment of GSA members.
- Lynnsie Dodson: Lynnsie reminded the Board that there should be equity for all organizations—that closing a GSA club down should lead to the closing of all student-led clubs.
- Hailey Conmay: Hailey shared that the staff strive to ensure that all students feel that they learn in a safe place. Quoting the Equal Access Act of 1984, schools only have the right to sanction school-sponsored clubs.
- Bella Reed: Bella was concerned that the GSA Club might be taken away for a variety of reasons. She felt that the club provided a community for students.
- Regan Espinosa: Regan spoke about the dress code, readdressing her comments from last month. She shared her concerns around safety and drop off. Additionally, she shared concerns about the stressors of learning at the elementary school level.
- Emaleigh Motic: Emaleigh shared support for GSA and that it provided a safe place for students.
- Marissa Sadusky: Marissa reminded stakeholders and the Board about the importance of tolerance in general and also specifically for GSA.

- Rose Threewitt: Rose spoke on GSA and the importance of having a place where people can come together to be supported.

## 4.0 Reports

### 4.1 Executive Director Report

#### ***Homecoming Week***

Homecoming Week was the week of September 26<sup>th</sup>. Students had so much fun participating in activities throughout the day and in the evenings. Hamster Ball, Peach Fuzz Volleyball, and Powder Puff were just a few of the after-school activities that were well attended. On Friday, both middle and high school students enjoyed participating in assemblies that kicked off the weekend events. Our high school Homecoming Dance was the culminating event.

#### ***Parent-Teacher Conferences***

Parent-teacher conferences were well attended by families. Parents and guardians had the opportunity to meet with teachers to discuss the progress of their students. With the school year one-fourth of the way through, these conferences are the perfect time to discuss student celebrations and areas for growth.

#### ***Instructional Rounds***

Teachers across the schools are participating in instructional rounds. Teachers have the opportunity to visit other classrooms and observe teaching strategies. Through these visits, teachers and instructional coaches observe and then meet to discuss the following questions:

- What do I see and hear that reaffirms something that 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?

### 4.2 Executive Board Reports

- Sherry Bartmann: Sherry attended the Weld RE-4 board meeting. The American Legacy Academy charter school was approved. Sherry also met with Dr. Teeples for bi-monthly meetings. She also highlighted the work that was happening with the corn maze. The corn maze project has raised almost \$10,000.
- Elaine Hungenberg: Elaine attended the Executive Director bi-monthly meetings, honor roll assembly, SAC committee. She also planned to attend the Halloween parade.
- Donna James: Donna attended the Finance Committee where the annual audit was reviewed.
- Jenny Ojala: Jenny was able to attend the honor roll assembly.
- Carolyn Mader: Carolyn enjoyed watching and participating in several activities--soccer games, the corn maze, and the Safety Committee. The Committee is finalizing plans for upcoming seminars on Love and Logic, suicide awareness, sex trafficking and pornography.
- Holly Stephens: Holly attended the briefing on the fentanyl crisis and participated on the Education Committee.

## 5.0 Items for Information

### 5.1 School-Sponsored Clubs & Student-Initiated Organizations

Dr. Teeples shared a presentation on school-sponsored clubs and student-initiated organizations. Historical background on law, as well as policy, definitions, and procedures that WCA has in place to support students were reviewed.

## 6.0 Consent Agenda

A break was taken at 7:36 p.m. The Board returned and resumed at 7:47 p.m.

### 6.1 Personnel

#### 6.1.1 Appointments

6.1.1.1	Summer Allred	Certified Substitute
6.1.1.2	Bethany Bailey	ES Intramurals Coach
6.1.1.3	Jill Beck	HS Volleyball Assistant Coach
6.1.1.4	Jovanna Bent	Lunch Monitor
6.1.1.5	Jordan Bradford	Paraprofessional
6.1.1.6	Kaitlynn Brooks	Paraprofessional
6.1.1.7	Lucy Butler	AVID Tutor
6.1.1.8	Jerry Castillo	HS Vex Robotics Coach
6.1.1.9	Allan Cieniuch	MS Flag Football Coach
6.1.1.10	Shannon Connolly	Certified Substitute Teacher
6.1.1.11	Jennifer Dellanini	Teacher
6.1.1.12	Misty Downs	Food Services Baker/Prep Cook
6.1.1.13	Amy Grenz	Certified Substitute Teacher
6.1.1.14	Heather James	ES Intramurals Coach
6.1.1.15	Cameron Matthies	Technology Assistant
6.1.1.16	Gretchen Meister	Receptionist
6.1.1.17	Cassie Miller	ES Paraprofessional
6.1.1.18	Christy Morse	Paraprofessional
6.1.1.19	Amanda Mullen	MS Cross Country Assistant Coach
6.1.1.20	Lenaya Nelson	Certified Substitute
6.1.1.21	Zach Rae	Certified Substitute Teacher
6.1.1.22	Jacob Roberts	HS Basketball Head Coach
6.1.1.23	Chase Seilbach	Custodian
6.1.1.24	Lindsay Shelton	Certified Substitute Teacher
6.1.1.25	Leslie Suarez	Certified Substitute Teacher
6.1.1.26	Ann Thiel	Food Services Assistant (Then Transferred to Paraprofessional)
6.1.1.27	Jason Walker	MS Basketball Head Coach
6.1.1.28	Shawn Wherry	MS Soccer Head Coach
6.1.1.29	Duncan Wotowey	Custodian

#### 6.1.2 Terminations/Resignations

6.1.2.1	Brianna Benson	Teacher
6.1.2.2	Danton Berube	Teacher
6.1.2.3	Haley Boyles	Teacher
6.1.2.4	Heather Bratton	Counselor
6.1.2.5	Sam Carlson	HS Basketball Assistant Coach
6.1.2.6	Lauren Dolan	Teacher
6.1.2.7	Sarah Drips	Teacher
6.1.2.8	Shawna Easter	Office Manager
6.1.2.9	Devin Fillingier	Teacher
6.1.2.10	Bailey Gibbs	MS Basketball Assistant Coach
6.1.2.11	Lauren Gonikishvili	Teacher
6.1.2.12	Lee Grasmick	Certified Substitute Teacher
6.1.2.13	Sara Lynch	Teacher
6.1.2.14	Allie Marino	Teacher
6.1.2.15	Teal McConnell	Teacher
6.1.2.16	Jamie Miller	Health Aide

6.1.2.17	Tammy Mohr	Lunch Monitor
6.1.2.18	David Musser	Receptionist
6.1.2.19	Greg Perry	Teacher & Volleyball Coach
6.1.2.20	Erin Phillips	Teacher
6.1.2.21	Alicia Ocasio	Teacher
6.1.2.22	Karson Rice	Food Services Assistant
6.1.2.23	Chris Rivera	Teacher
6.1.2.24	Amy Samuelson	Paraprofessional
6.1.2.25	Maria Sharp	Teacher
6.1.2.26	Erin Silver	Teacher
6.1.2.27	Melinda Smith	Teacher
6.1.2.28	Micki Thomsen	Custodian

## 6.2 Policies

- 6.2.1 Policy AC Non-Discrimination/Equal Opportunity, First Read
- 6.2.2 Policy JICDE Bully Prevention and Education, First Read
- 6.2.3 Policy JLCD Administering Medicine to Students, First Read
- 6.2.4 Policy JIH Student Interviews, Interrogations, Searches and Arrests, Second Read
- 6.2.5 Policy JIHA Searches, Deletion, Second Read

## 6.3 Job Descriptions

- 6.3.1 Athletic Scorekeeper
- 6.3.2 Ticket Attendant
- 6.3.3 Concession Stand Attendant

## 6.4 Financials

- 6.4.1 August 2022
- 6.4.2 September 2022

Elaine Hungenberg pulled out Policy JICDE Bully Prevention and Education to review as Item 7.0.

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

## 7.0 Executive Board-Pulled Consent Agenda Items

Elaine Hungenberg asked about the procedures that support Policy JICDE Bully Prevention and Education. She asked if there was a behavior matrix that addressed disciplinary actions for bullying. Dr. Teeple shared that she would review the behavior matrix at next month's meeting.

The motion was made by Donna James and seconded by Holly Stephens to approve Policy JICDE Bully Prevention and Education on first read. Members voted the following: Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Stephens, aye; Bartmann, aye. The motion passed unanimously.

## 8.0 Membership-Pulled Consent Agenda Items

## 9.0 Executive Session

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There was no Executive Session.

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:

1. Conduct discussions regarding the purchase, acquisition, lease, transfer or sale of property, C.R.S. §24-6-402(4)(a)
2. 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)
3. 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)
4. Discuss security arrangements or investigations, C.R.S. §24-6-402(4)(d)
5. Conduct discussions regarding the Charter's position, strategies, and bargaining instructions regarding collective bargaining negotiations, C.R.S. §24-6-402(4)(e)
6. 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)
7. To consider any documents which are protected from disclosure by the Colorado Open Records Act, C.R.S. §24-6-402(4)(g)
8. Discuss individual students where public disclosure would adversely affect the person or persons involved, C.R.S. §24-6-402(4)(h)

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## 10.0 Adjournment

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.





# Appendix

## 1.0 September 2022 Executive Board Regular Session Minutes

### Executive Board Minutes September 22, 2022

#### 1.0 Opening of the Meeting

##### 1.1 Call to Order

The meeting was called to order at 6:05 p.m.

##### 1.2 Roll Call

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

Sherry Bartmann, Executive Board President  
Elaine Hungenberg, Executive Board Vice-President  
Carolyn Mader, Executive Board Member  
Jenny Ojala, Executive Board Member  
Holly Stephens, Executive Board Member

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

Rebecca Teeples, Executive Director  
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

The motion was made to approve the September 22, 2022 Regular Session agenda by Carolyn Mader and seconded by Holly Stephens. Members voted the following: Hungenberg, aye; Mader, 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 August 25, 2022 Regular Session Regular Session, adding secretary—Jenny Ojala to the minutes by Elaine Hungenberg and seconded by Jenny Ojala. Members voted the following: Hungenberg, aye; Mader, aye; Ojala, aye; Stephens, aye; Bartmann, aye;. The motion passed unanimously.

## 2.0 Citizen Communication

There were 3 stakeholders that spoke during Citizen Communication at the Executive Board Regular Session. The following messages were shared:

- Hector Espinosa: Mr. Espinosa asked the Board to consider that the dress code reflect current styles and trends. Hector would like to see the dress code amended to allow distressed jeans.
- Regan Espinosa: Mrs. Espinosa shared that it is important to think of the 8 Keys of Excellence and the key of flexibility when reviewing the dress code policy. One area to consider is allowing distressed jeans. The objective for dress for success has a different meaning for different people.
- Tina Toman: Mrs. Toman shared her disappointment in the shortened length in the dress, based on the most recent changes. In an effort to address modesty concerns, Tina suggested an in-seam length as a measure for shorts.

## 3.0 Reports

### 3.1 Executive Director Report

#### ***Horizontal Advancement***

Teachers and other eligible personnel have the opportunity each school year to increase their salary by attending professional development and earning credit. All horizontal advancement applications have been processed from the 2021-2022 school year, and a total of 33 applications were accepted. Of those awarded horizontal advancement and a salary increase, 21 applicants are elementary teachers, 8 are middle school, and 4 are high school teachers.

#### ***Windsor Harvest Festival Parade***

The Windsor Charter Academy Middle & High School Cheer Teams participated in the 100th annual Windsor Harvest Festival Parade. We are proud of our Firebirds for representing our school so well!

#### ***Colorado League of Charter Schools Communicators Group***

Sara Sanders is now a part of a state-wide group of charter school communication managers. Each month, the group will meet to discuss best practices in charter school communication and enrollment procedures.

#### ***Elementary School***

- **Clubs and Extracurriculars**

Many of the clubs and extracurricular activities at the elementary school have begun, including intramural soccer, Chessmates, Art Club, and Science Matters. Students are taking full advantage of being involved in WCA during and after school.

- **Parent Information Night**

Parents of students K-5 were invited in at the end of August to an informational evening with their child's teacher to find out more about curriculum, volunteer opportunities and classroom procedures.

- **Data Digs**

Students in grades K-5 have completed the first benchmark assessment of the iReady program. Using data from this assessment combined with Acadience Reading results and

enVisions Math placement tests, grade level data digs have been conducted for math and reading. This allowed for students to be thoughtfully placed into WIN and math groups to ensure all needs are being met.

- **Student Council**

Fifth grade student council candidates have applied and created campaign videos and posters. The election will occur on September 23rd with results announced by the end of the day.

### **Middle School**

- **iReady Benchmark Assessments**

Students completed the beginning of the year iReady benchmark assessments for reading and math. Teachers have analyzed the data and are making instructional decisions to remediate and extend students' learning. Grade level teams will use this data to determine targeted instruction to fill gaps and extend learning during WIN.

- **Sources of Strength**

Adult advisors and peer leaders have attended their annual Sources of Strength training.

### **High School**

- **Ice Cream Celebration**

Students enjoyed ice cream as a celebration for their stellar performance on PSAT and SAT.

- **Senior Information Meeting for Students**

Administration met with seniors to review information on graduation at the end of the school year.

- **Junior Information Meeting for Parents**

Administration hosted a Zoom meeting with parents of junior students. Graduation competencies were review, as well as opportunities to volunteer and participate in After Prom.

- **ELO Survey**

Students were invited to complete a survey, gathering input on areas of refinement for ELO. 225 students participated. The majority of students appreciated having time to get work done and receive needed support. Students shared that they would like to have ELO extend to other content areas beyond English language arts and math.

**Election Rules:** Cannot use school facilities in support or against any ballot issue or candidate; during personal time, board members and school employees can contribute funds, services, or voice opinion.

## **3.2 Executive Board Reports**

**Bartmann:** Mrs. Bartmann met with Mrs. Hungenberg and Dr. Teeples for bi-monthly meetings. She was able to also observe the hallway passing period to understand how the change in procedures in having backpacks in lockers impacted students.

**Hungenberg:** Mrs. Hungenberg met with Mrs. Bartmann and Dr. Teeples for bi-monthly meetings. She also attended the SAC meeting.

**Stephens:** Mrs. Stephens participated in Finance onboarding meeting with SarahGennie Colazio and also attended the Finance Committee meeting.

**Mader:** Mrs. Mader attended the Safety Committee meeting.

## **4.0 Items for Information**

#### 4.1 School Backpacks

Cody Mason presented information on changes in procedure with our student backpacks. He presented information on school violence statistics as well as feedback from teachers. In addition to safety as a priority, he shared that having backpacks in lockers freed up space in the classrooms for students and teachers to move around more easily. He shared that teachers had given feedback about this benefit and that not one teacher that he interviewed wanted backpacks back in the classroom.

#### 4.2 School Performance Frameworks

Dr. Teeple presented on our WCA school performance frameworks. The Administration was proud of the hard work of staff in setting records for academic performance.

### 5.0 Items for Action

#### 5.1 Policy JICA Dress Code, First Read

There was a discussion about the high school dress code, specific to hair color, skirts/shorts length, and cropped shirts. A motion was made to table the review of Policy JICA Dress Code.

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

#### 5.2 2023-2024 School Calendar

The motion was made by Jenny Ojala to task administration to create a calendar that began no earlier than the fourth Wednesday of August 2023. Additional details were to be determined by the administrative team. Carolyn Mader seconded the motion.

Members voted the following: Hungenberg, nay; Mader, nay; Ojala, abstained; Stephens, nay; Bartmann, aye. The motion did not pass.

The motion was made by Holly Stephens and seconded by Elaine Hungenberg to approve the Calendar Committee's recommendation for calendar option#2 for the 2023-24 school year. The start date would be a few days later. Whereas the current school year began on August 9<sup>th</sup> and 10<sup>th</sup>, the 2023-2024 school year will begin later with K, 6<sup>th</sup> and 9<sup>th</sup> graders beginning on August 18<sup>th</sup> and all other students beginning on August 21<sup>st</sup>. This option prioritizes instructional days, has 3 days off for Thanksgiving Break, and has finals before Winter Break.

Members voted the following: Hungenberg, aye; Mader, aye; Ojala, abstain; Stephens, aye; Bartmann, nay. The motion passes.

### 6.0 Consent Agenda

The Consent Agenda was tabled until the October Executive Board meeting.

#### 6.1 Personnel

6.1.A	Appointments	
6.1.A.1	Summer Allred	Certified Substitute
6.1.A.2	Jill Beck	HS Volleyball Assistant Coach
6.1.A.3	Jovanna Bent	Lunch Monitor
6.1.A.4	Jordan Bradford	Paraprofessional
6.1.A.5	Kaitlynn Brooks	Paraprofessional
6.1.A.6	Jerry Castillo	HS Vex Robotics Coach

6.1.A.7	Allan Cieniuch	MS Flag Football Coach
6.1.A.8	Shannon Connoloy	Certified Substitute
6.1.A.9	Jennifer Dellanini	Teacher
6.1.A.10	Misty Downs	Food Services Baker/Prep Cook
6.1.A.11	Gretchen Meister	Receptionist
6.1.A.12	Christy Morse	Paraprofessional
6.1.A.13	Amanda Mullen	MS Cross Country Assistant Coach
6.1.A.14	Lenaya Nelson	Certified Substitute
6.1.A.15	Jacob Roberts	HS Basketball Head Coach
6.1.A.16	Chase Seilbach	Custodian
6.1.A.17	Lindsay Shelton	Certified Substitute
6.1.A.18	Leslie Suarez	Certified Substitute
6.1.A.19	Ann Thiel	Food Services Assistant (Then Transferred to
	Paraprofessional)	
6.1.A.20	Jason Walker	MS Basketball Head Coach
6.1.A.21	Shawn Wherry	MS Soccer Head Coach
6.1.A.22	Duncan Wotowey	Custodian
6.1.B	Terminations/Resignations	
6.1.B.1	Brianna Benson	Teacher
6.1.B.2	Danton Berube	Teacher
6.1.B.3	Haley Boyles	Teacher
6.1.B.4	Heather Bratton	Counselor
6.1.B.5	Sam Carlson	HS Basketball Assistant Coach
6.1.B.6	Lauren Dolan	Teacher
6.1.B.7	Sarah Drips	Teacher
6.1.B.8	Shawna Easter	Office Manager
6.1.B.9	Devin Fillingier	Teacher
6.1.B.10	Bailey Gibbs	MS Basketball Assistant Coach
6.1.B.11	Lauren Gonikishvili	Teacher
6.1.B.12	Sara Lynch	Teacher
6.1.B.13	Allie Marino	Teacher
6.1.B.14	Teal McConnell	Teacher
6.1.B.15	Jamie Miller	Health Aide
6.1.B.16	Tammy Mohr	Lunch Monitor
6.1.B.17	David Musser	Receptionist
6.1.B.18	Greg Perry	Teacher & Volleyball Coach
6.1.B.19	Erin Phillips	Teacher
6.1.B.20	Alicia Ocasio	Teacher
6.1.B.21	Karson Rice	Food Services Assistant
6.1.B.22	Chris Rivera	Teacher
6.1.B.23	Amy Samuelson	Paraprofessional
6.1.B.24	Maria Sharp	Teacher
6.1.B.25	Erin Silver	Teacher
6.1.B.26	Melinda Smith	Teacher
6.1.B.27	Micki Thomsen	Custodian

## 6.2 Policies

6.2.A	Policy AC Non-Discrimination/Equal Opportunity, First Read
6.2.B	Policy JICDE Bully Prevention and Education, First Read
6.2.C	Policy JLCD Administering Medicine to Students, First Read
6.2.D	Policy JIH Student Interviews, Interrogations, Searches and Arrests, Second Read
6.2.E	Policy JIHA Searches, Deletion, Second Read

## 8.0 Membership-Pulled Consent Agenda Items

## 9.0 Executive Session

There was no Executive Session.

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9. Conduct discussions regarding the purchase, acquisition, lease, transfer or sale of property, C.R.S. §24-6-402(4)(a)
10. 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)
11. 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)
12. Discuss security arrangements or investigations, C.R.S. §24-6-402(4)(d)
13. Conduct discussions regarding the Charter's position, strategies, and bargaining instructions regarding collective bargaining negotiations, C.R.S. §24-6-402(4)(e)
14. 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)
15. To consider any documents which are protected from disclosure by the Colorado Open Records Act, C.R.S. §24-6-402(4)(g)
16. 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 meeting adjourned at 9:55 p.m.





**WINDSOR CHARTER ACADEMY  
BASIC FINANCIAL STATEMENTS**

**June 30, 2022**

**DRAFT**

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DRAFT

Board of Directors  
Windsor Charter Academy  
Windsor, Colorado

## INDEPENDENT AUDITORS' REPORT

### Report on the Financial Statements

#### *Opinions*

We have audited the financial statements of the governmental activities and each major fund, of Windsor Charter Academy (the "Academy") as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Academy's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Windsor Charter Academy as of June 30, 2022, and the respective changes in financial position and, where applicable, cash flows, thereof for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

#### *Basis for Opinions*

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Windsor Charter Academy and to meet our ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### *Responsibilities of Management for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Academy's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

#### *Auditor's Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures of the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion of the effectiveness of the School's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Academy's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and required budgetary and pension information on pages 46-50 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board (GASB) who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Supplementary and Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Academy's basic financial statements. The individual fund schedules as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements.

The individual fund schedules have been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the individual fund schedules are fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

September 30, 2022

**Windsor Charter Academy  
Management’s Discussion and Analysis  
For the Fiscal Year Ended June 30, 2022**

This section of Windsor Charter Academy’s (the “School”) annual financial report offers readers of the School’s financial statements management’s discussion and analysis of the School’s financial performance during the fiscal year ended June 30, 2022. We encourage readers to consider the information presented here in conjunction with additional information furnished in the School’s financial statements, which immediately follow this section.

**Financial Highlights**

- Key to the financial condition of the organization is the strength of the statement of net position disclosing amounts for assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position.
- For fiscal year 2022, Windsor Charter Academy experienced an increase of \$823,277 in revenues over expenditures, due to additional at risk mitigation funds, food service program revenues, fundraising revenues, savings in benefits costs, SPED and admin costs, and other expenditures reductions. The 2022-year end net position shows a deficit of (\$13,550,640). The negative net position is due to the required recording of the unfunded pension liability per GASB Statement No. 68, *Accounting and Financial Reporting for Pensions* and GASB Statement No. 75, *Accounting and Financial Reporting for Post-Employment Benefits other than Pensions*. See note 7 and 8 for details about this liability.
- Total general fund balances increased by \$823,277. The year-end total fund balance for 2022 was \$5,350,197 as compared to the total fund balance for June 30, 2021 at \$4,526,920.

**Overview of the Financial Statements**

This annual financial report consists of three parts: management’s discussion and analysis, the basic financial statements, and required supplementary information. The basic financial statements include two kinds of statements that present different views of the School.

- The first two statements are government-wide financial statements that provide both short-term and long-term information about the School’s overall financial status.
- The remaining statements are fund financial statements that focus on individual parts of the school, reporting the School’s operations in more detail than the government-wide statements.
- The governmental funds statements tell how basic services such as instruction were financed in the short-term as well as what remains for future spending.

**Windsor Charter Academy  
Management’s Discussion and Analysis  
For the Fiscal Year Ended June 30, 2022**

- Proprietary funds statements offer short-and long-term financial information about the activities the School operates like a business.
- Fiduciary funds statements provide information about the financial relationships in which the School acts solely as a trustee or agent for the benefit of others.

The financial statements also include notes that explain some of the information in the statements and provide more detailed data. The statements are followed by a section of required supplemental information that further explains and supports the financial statements with a comparison of the School’s budget for the year.

***Government-wide Statements***

The government-wide statements are designed to provide readers a broad overview of Windsor Charter Academy’s finances, in a manner similar to a private-sector business. The statement of net assets includes all of the School’s assets and liabilities. All of the current year’s revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid. These statements provide both *short-term* and *long-term* information about the School’s *overall* financial status.

The *statement of net assets* presents information on all of the School’s assets and liabilities, with the difference between the two reported as *net assets*. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of Windsor Charter Academy is improving or deteriorating. To assess the School’s overall health, you need to consider additional non-financial factors such as the condition of our school building.

The *statement of activities* presents information showing how the government’s net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flow in future fiscal periods.

Both of the government-wide financial statements distinguish functions of the School that are principally supported by intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). Included in governmental activities are most of the School’s basic services such as regular and special education, maintenance and operations, and administration. The School currently has no services accounted for as business-type activities.

***Fund Financial Statements***

The fund financial statements provide more detailed information about the School’s funds, focusing on its most significant or “major” funds, not the School as a whole. Funds are accounting devices the School uses to keep track of specific sources of funding

**Windsor Charter Academy  
Management’s Discussion and Analysis  
For the Fiscal Year Ended June 30, 2022**

and spending on particular programs. Some funds are required by state law and bond covenants. Other funds control and manage money for particular purposes (such as federal grants). The School’s funds are divided into two categories: governmental funds, and fiduciary funds.

- *Governmental funds:* Most of the School’s basic services are included in governmental funds, which generally focus on (1) inflows and outflows of cash and other financial assets and (2) balances remaining at year-end which are available for spending. Consequently, the governmental funds statements provide a detailed short-term view that helps determine financial resources that may be available in the near term to finance the School’s programs. Because this information does not encompass the long-term focus of the government-wide statements, a reconciling schedule is included on the governmental funds statements explaining the relationship (or difference) between them.

Windsor Charter Academy maintains two individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures and changes in fund balances for the General Fund which is considered to be the School’s only major fund. A budget-to-actual comparison for the General Fund is presented in this section. In order to pursue resources for the financing of the School’s facilities, the Windsor Charter Academy Building Corporation (the “Building Corporation”) was formed as a separate legal entity. Because the Building Corporation was formed solely for the purpose of collecting rents from the School and making payments for capital and debt service costs, an Internal Service Fund is presented to provide information regarding these activities. The Internal Service Fund is combined with the Governmental Funds to provide an overall financial picture in the Statement of Net Assets and Statement of Activities. The other governmental funds that are considered to be non-major funds are included in the Other Governmental Funds section of the Balance Sheet and Statement of Revenues, Expenditures, and Changes in Fund Balances. Also included in the other supplementary information section is budget-to-actual information all the non-major governmental funds as required by state law.

- *Fiduciary funds:* Fiduciary funds are used to account for resources held for the benefit of parties outside the government. The School is responsible for ensuring the assets reported in these funds are used only for their intended purposes and by those to whom the assets belong. The School excludes these activities from the government-wide financial statements because it cannot use these assets to finance its operations.

The School currently has one fiduciary fund, an Activity Fund. The Activity Fund is used to account for student activities.



**Windsor Charter Academy  
Management's Discussion and Analysis  
For the Fiscal Year Ended June 30, 2022**

***Notes to the Financial Statements***

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

***Other Information***

In addition to the basic financial statements and accompanying notes, this report also presents certain *other supplementary information*. This includes budget-to-actual information for all funds as dictated by state law.

**Windsor Charter Academy Net Position  
Net Position and Changes in Net Position**

The Table below provides a summary of the School's net position at June 30, 2022.

**Condensed Statement of Net Position**

	Governmental Activities		Change
	2022	2021	2021-2022
<b>Assets</b>			
Current Assets	\$ 9,026,018	\$ 8,585,177	\$ 440,841
Capital Assets, net	\$ 21,394,387	\$ 21,895,531	\$ (501,144)
<b>Total Assets</b>	<b>\$ 30,420,405</b>	<b>\$ 30,480,708</b>	<b>\$ (60,303)</b>
<b>Deferred Outflows of Resources</b>			
Deferred Outflows of Resources	\$ 4,417,770	\$ 6,144,900	\$ (1,727,130)
<b>Liabilities</b>			
Current Liabilities	\$ 1,412,110	\$ 1,394,691	\$ 17,419
Long-term Liabilities	\$ 28,663,045	\$ 29,197,478	\$ (534,433)
Net Pension/OPEB Liability	\$ 13,069,163	\$ 16,559,322	\$ (3,490,159)
<b>Total Liabilities</b>	<b>\$ 43,144,318</b>	<b>\$ 47,151,491</b>	<b>\$ (4,007,173)</b>
<b>Deferred Inflows of Resources</b>			
Deferred Inflows of Resources	\$ 5,244,497	\$ 7,987,773	\$ (2,743,276)
<b>Net Assets</b>			
Net Investment in Capital Assets	\$ (4,903,428)	\$ (4,458,890)	\$ (444,538)
Restricted for emergencies	\$ 415,000	\$ 395,000	\$ 20,000
Unrestricted	\$ (9,062,212)	\$ (14,449,766)	\$ 5,387,554
<b>Total Net Position</b>	<b>\$ (13,550,640)</b>	<b>\$ (18,513,656)</b>	<b>\$ 4,963,016</b>

**Windsor Charter Academy  
Management's Discussion and Analysis  
For the Fiscal Year Ended June 30, 2022**

**Changes in Net Position from Operating Results**

	Governmental		Change 2021-2022
	Activities		
	2022	2021	
<b>Revenues</b>			
Program Revenues			
Charges for Service	\$ 79,947	\$ 142,011	\$ (62,064)
Operating Grants & Contributions	\$ 1,425,185	\$ 2,935,291	\$ (1,510,106)
Capital Grants & Contributions	\$ 370,173	\$ 448,246	\$ (78,073)
	<u>\$ 1,875,305</u>	<u>\$ 3,525,548</u>	<u>\$ (1,650,243)</u>
General Revenues			
Transfer from Weld RE-4	\$ 13,052,282	\$ 12,334,675	\$ 717,607
Earnings on Investments	\$ 12,463	\$ 22,923	\$ (10,460)
Other/ Transfers In	\$ 172,317	\$ 104,725	\$ 67,592
<b>Total Revenues</b>	<u>\$ 15,112,367</u>	<u>\$ 15,987,871</u>	<u>\$ (875,504)</u>
<b>Expenses</b>			
Instruction	\$ 5,229,561	\$ 7,897,009	\$ (2,667,448)
Support Services:	\$ 3,466,355	\$ 7,142,549	\$ (3,676,194)
Capital Outlay/Other	\$ 1,453,435	\$ 1,177,212	\$ 276,223
Interest on Long Term Debt	\$ -	\$ -	\$ -
<b>Total Expenses</b>	<u>\$ 10,149,351</u>	<u>\$ 16,216,770</u>	<u>\$ (6,067,419)</u>
<b>Incr (Decr) in Net Position</b>	<u>\$ 4,963,016</u>	<u>\$ (228,899)</u>	<u>\$ 5,191,915</u>

**Expenses for Fiscal Year 2022**

The per-pupil state formula revenues account for most of the School's revenue, accounting for 86.5% of total revenues. The remaining 14% came from program revenues (grants, charges for services, capital contributions and transfer from financing). WCA received an additional \$112,000 in at risk mitigation funding to support student learning.

The School's expenses predominantly relate to instruction and support services, which include support for students and instructional staff, administration and operations and maintenance. Given that Windsor Charter Academy is a service organization providing education services to students, the majority of the expenses are paid in the form of compensation (salaries and benefits) to the School's employees.

**Windsor Charter Academy  
Management’s Discussion and Analysis  
For the Fiscal Year Ended June 30, 2022**

***Governmental Activities***

The primary source of operating revenue for Windsor Charter Academy comes from the School Finance Act of 1994. For the 2021-2022 year, the School received \$8,395.71 per funded student. Funding for the School Finance Act comes from property taxes, specific ownership tax, and state equalization. These sources fund all students in the entire district. The District then transfers the School’s appropriate per-pupil amount to Windsor Charter Academy. In November 2007, the voters of Weld County School District RE-4 authorized a mill levy override for funding operating costs of new schools in the District and additions to one District school and Windsor Charter Academy. Windsor Charter Academy’s allocation of this mill levy override is \$90,000 per year to fund operating costs. In November of 2016, the voters approved a mill levy override to fund operating costs, as well as a technology portion. Windsor Charter Academy receives \$462,614 per year of the 2016 mill levy override, with approximately \$74,000 per year dedicated toward technology costs.

**Financial Analysis of Windsor Charter Academy’s Funds**

Windsor Charter Academy renewed its charter with the District in March of 2019 for a five-year period. The School’s historical enrollment is as follows:

<b>Fiscal Year</b>	<b>Enrollment</b>
2012-2013	438
2013-2014	425
2014-2015	517
2015-2016	864
2016-2017	1,021
2017-2018	1132.5
2018-2020	1210.2
2020-2021	1328.9
2021-2022	1501.5

***General Fund Budgetary Highlights***

The School’s budget is prepared according to Colorado law and is based on accounting for certain transactions on a basis of cash receipts and disbursements.

- The result of all General Fund transactions is a positive net change in fund balance of \$823,277, resulting in an end of year fund balance of \$5,350,197.
- The School must maintain a 3% emergency reserve as a part of the TABOR Amendment (Taxpayer Bill of Rights). At June 30, 2022, the School’s TABOR reserve amounted to \$415,000.
-

**Windsor Charter Academy  
Management's Discussion and Analysis  
For the Fiscal Year Ended June 30, 2022**

## **Capital Assets and Debt Administration**

### *Capital Assets*

By the end of fiscal year 2022, the School had invested \$23.8 million in capital assets, including the purchase of the Middle School/High School addition built in 2015, the additional parking lot at the Elementary, as well completing construction on the second portion of the High School. Additional information on the School's capital assets can be found in Note 4 to the financial statements. Total depreciation expense for the year was \$501,144 with total accumulated depreciation to date of \$4,045,878.

### *Long-Term Debt*

The School received a credit rating from Moody's in 2020 of Baa3, stable outlook, and was approved to refinance the 2017 outstanding debt through the Moral Obligation program in Colorado. The refinance completed in August 2020. This debt accrues interest at a rate of 2.52% and matures on September 1, 2055. The funding was \$10,305,000.

In October of 2021, the Building Corporation received an updated credit rating from Moody's of Baa3 with a positive outlook. It refinanced the 2016 bond issuance and borrowed \$15,280,000 from the Colorado Educational and Cultural Facilities Authority. The debt accrues interest at a rate of 4.00% and matures on Sept 1, 2046.

A lease agreement between the Building Corporation and the School, subject to annual appropriation, is in place to cause direct payment of base rentals in the amount of annual loan payments due to be made directly to the Trustee by the State Treasurer through the state intercept payment program. Please refer to Note 6 to the financial statements for further information.

## **Contacting the School's Financial Management**

This financial report is designed to provide the School's citizens, taxpayers, parents, investors, and creditors with a general overview of the School's finances and to demonstrate the School's accountability for the money it receives. If you have questions about this report or need additional financial information, please contact:

Windsor Charter Academy  
Finance Director  
810 Automation Drive  
Windsor CO 80550

**BASIC FINANCIAL STATEMENTS**

DRAFT

WINDSOR CHARTER ACADEMY

STATEMENT OF NET POSITION

As of June 30, 2022

	<u>Governmental Activities</u>	
	<u>2022</u>	<u>2021</u>
<b>ASSETS</b>		
Cash and Investments	\$ 5,415,667	\$ 4,810,600
Restricted Cash and Investments	3,097,213	3,522,743
Accounts Receivable	513,138	251,834
Capital Assets, Not Being Depreciated	1,844,450	1,844,450
Capital Assets, Depreciated, Net of Accumulated Depreciation	<u>19,549,937</u>	<u>20,051,081</u>
<b>TOTAL ASSETS</b>	<u>30,420,405</u>	<u>30,480,708</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Related to Pensions	4,187,937	5,959,834
Related to OPEB	<u>229,833</u>	<u>185,066</u>
<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>	<u>4,417,770</u>	<u>6,144,900</u>
<b>LIABILITIES</b>		
Accounts Payable	105,281	165,495
Payable to District	-	5,687
Accrued Liabilities	-	-
Interest Payable	337,483	314,686
Accrued Salaries and Benefits	535,253	496,929
Unearned Revenues	39,593	46,894
Noncurrent Liabilities		
Net Pension Liability	12,385,682	15,978,759
Net OPEB Liability	683,481	580,563
Due in One Year	394,500	365,000
Due in More than One Year	<u>28,663,045</u>	<u>29,197,478</u>
<b>TOTAL LIABILITIES</b>	<u>43,144,318</u>	<u>47,151,491</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Loss on Refunding	367,751	-
Related to Pensions	4,656,646	7,800,817
Related to OPEB	<u>220,100</u>	<u>186,956</u>
<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>	<u>5,244,497</u>	<u>7,987,773</u>
<b>NET POSITION</b>		
Net Investment in Capital Assets	(4,903,428)	(4,458,890)
Restricted for Emergencies	415,000	395,000
Unrestricted	<u>(9,062,212)</u>	<u>(14,449,766)</u>
<b>TOTAL NET POSITION</b>	<u>\$ (13,550,640)</u>	<u>\$ (18,513,656)</u>

The accompanying notes are an integral part of the financial statements.



WINDSOR CHARTER ACADEMY

BALANCE SHEET  
GOVERNMENTAL FUNDS  
June 30, 2022

	TOTAL GOVERNMENTAL FUNDS	
	2022	2021
ASSETS		
Cash and Investments	\$ 5,415,667	\$ 4,810,600
Restricted Cash and Investments	101,519	179,491
Accounts Receivable	513,138	251,834
	<u>6,030,324</u>	<u>5,241,925</u>
TOTAL ASSETS	<u>\$ 6,030,324</u>	<u>\$ 5,241,925</u>
LIABILITIES AND FUND BALANCES		
LIABILITIES		
Accounts Payable	\$ 105,281	\$ 165,495
Payable to District	-	5,687
Accrued Salaries and Benefits	535,253	496,929
Unearned Revenues	39,593	46,894
	<u>680,127</u>	<u>715,005</u>
TOTAL LIABILITIES	<u>680,127</u>	<u>715,005</u>
FUND BALANCES		
Restricted for Emergencies	415,000	395,000
Unassigned	4,935,197	4,131,920
	<u>5,350,197</u>	<u>4,526,920</u>
TOTAL FUND BALANCES	<u>5,350,197</u>	<u>4,526,920</u>
Amounts reported for governmental activities in the statement of net position are different because:		
Capital assets used in governmental activities are not financial resources, and therefore, are not reported in the funds.	51,642	56,037
Internal Service funds are used by management to charge the lease costs to governmental funds. The assets and liabilities of the internal service fund are included in the governmental activities in the statement of net position.	(5,424,340)	(4,694,418)
Long-term liabilities and related assets are not due and payable in the current period and, therefore, are not reported in the funds. This liability includes net pension liability of (\$12,385,682), net OPEB liability (\$683,481), deferred outflows related to pensions and OPEB of \$4,417,770, and deferred inflows related to pensions and OPEB of (\$4,876,746).	<u>(13,528,139)</u>	<u>(18,402,195)</u>
Net position of governmental activities	<u>\$ (13,550,640)</u>	<u>\$ (18,513,656)</u>

The accompanying notes are an integral part of the financial statements.



WINDSOR CHARTER ACADEMY

STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS  
Year Ended June 30, 2022

	TOTAL GOVERNMENTAL FUNDS	
	2022	2021
REVENUES		
Local Sources	\$ 13,706,556	\$ 12,649,779
State Sources	1,690,900	1,634,175
TOTAL REVENUES	<u>15,397,456</u>	<u>14,283,954</u>
EXPENDITURES		
Current		
Instruction	8,284,914	7,761,950
Supporting Services	6,108,399	5,435,350
Capital Outlay	222,843	257,148
TOTAL EXPENDITURES	<u>14,616,156</u>	<u>13,454,448</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>781,300</u>	<u>829,506</u>
OTHER FINANCING SOURCES (USES)		
Transfers In	41,977	55,580
TOTAL OTHER FINANCING SOURCES (USES)	<u>41,977</u>	<u>55,580</u>
NET CHANGE IN FUND BALANCES	823,277	885,086
FUND BALANCES, Beginning	<u>4,526,920</u>	<u>3,641,834</u>
FUND BALANCES, Ending	<u>\$ 5,350,197</u>	<u>\$ 4,526,920</u>

The accompanying notes are an integral part of the financial statements.

WINDSOR CHARTER ACADEMY

RECONCILIATION OF THE STATEMENT OF REVENUES,  
EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF ACTIVITIES  
Year Ended June 30, 2022

Amounts reported for governmental activities in the statement of activities are different because:

Net change in fund balances - total governmental funds	\$ 823,277
Capital outlays to purchase or build capital assets are reported in governmental funds as expenditures. However, for governmental activities those costs are shown in the statement of net position and allocated over their estimated useful lives as annual depreciation expense in the statement of activities. This is the depreciation expense for the current year.	(4,395)
The Internal Service fund is used by management to charge the cost of lease payments to the governmental funds. The net revenue of the internal service fund is reported with the governmental activities.	(729,922)
Deferred Charges related to pensions are not recognized in the governmental funds. However, for the government-wide funds those amounts are capitalized and amortized.	<u>4,874,056</u>
Change in net position of governmental activities	<u>\$ 4,963,016</u>

The accompanying notes are an integral part of the financial statements.

WINDSOR CHARTER ACADEMY

STATEMENT OF NET POSITION  
 PROPRIETARY FUND TYPES  
 June 30, 2022

	<u>Governmental Activities - Internal Service Fund</u>	
	<u>2022</u>	<u>2021</u>
ASSETS		
Current Assets		
Restricted Cash and Investments	\$ 2,995,694	\$ 3,343,252
Total Current Assets	<u>2,995,694</u>	<u>3,343,252</u>
Long-term Assets		
Capital Assets, Not Depreciated	1,844,450	1,844,450
Capital Assets, Net of Accumulated Depreciation	<u>19,498,295</u>	<u>19,995,044</u>
Total Long-term Assets	<u>21,342,745</u>	<u>21,839,494</u>
TOTAL ASSETS	<u>24,338,439</u>	<u>25,182,746</u>
LIABILITIES		
Current Liabilities		
Interest Payable	337,483	314,686
Loan Payable - Current Portion	<u>394,500</u>	<u>365,000</u>
Total Current Liabilities	<u>731,983</u>	<u>679,686</u>
Long-Term Liabilities		
Loan Payable	<u>28,663,045</u>	<u>29,197,478</u>
TOTAL LIABILITIES	<u>29,395,028</u>	<u>29,877,164</u>
DEFERRED INFLOW OF RESOURCES		
Cost of Refunding	<u>367,751</u>	<u>-</u>
NET POSITION		
Net Investment in Capital Assets	(4,719,106)	(4,379,732)
Unrestricted	<u>(705,234)</u>	<u>(314,686)</u>
TOTAL NET POSITION	<u>\$ (5,424,340)</u>	<u>\$ (4,694,418)</u>

The accompanying notes are an integral part of the financial statements.

WINDSOR CHARTER ACADEMY

STATEMENT OF REVENUES, EXPENSES  
AND CHANGES IN FUND NET POSITION  
PROPRIETARY FUND TYPES  
Year Ended June 30, 2022

	Governmental Activities - Internal Service Fund	
	2022	2021
OPERATING REVENUES		
Rent	\$ 1,461,310	\$ 1,684,545
TOTAL OPERATING REVENUES	<u>1,461,310</u>	<u>1,684,545</u>
OPERATING EXPENSES		
Purchased Services	218,492	937,944
Depreciation	496,748	480,750
TOTAL OPERATING EXPENSES	<u>715,240</u>	<u>1,418,694</u>
OPERATING INCOME	<u>746,070</u>	<u>265,851</u>
NON-OPERATING EXPENSES		
Investment Income	19,420	19,372
Interest Expense	(1,453,435)	(1,177,212)
TOTAL NON-OPERATING EXPENSES	<u>(1,434,015)</u>	<u>(1,157,840)</u>
INCOME (LOSS) BEFORE TRANSFERS AND CAPITAL CONTRIBUTIONS	<u>(687,945)</u>	<u>(891,989)</u>
TRANSFERS AND CAPITAL CONTRIBUTIONS		
Transfer Out	(41,977)	(55,580)
CHANGE IN NET POSITION	(729,922)	(947,569)
NET POSITION, Beginning	<u>(4,694,418)</u>	<u>(3,746,849)</u>
NET POSITION, Ending	<u>\$ (5,424,340)</u>	<u>\$ (4,694,418)</u>

The accompanying notes are an integral part of the financial statements.

WINDSOR CHARTER ACADEMY

STATEMENT OF CASH FLOWS  
 PROPRIETARY FUND TYPES  
 Year Ended June 30, 2022  
 Increase (Decrease) in Cash

	Governmental Activities - Internal Service Fund	
	2022	2021
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Cash Received from Rental Operations	\$ 1,461,310	\$ 1,684,545
Cash Paid to Suppliers	(218,492)	(937,944)
Net Cash Provided (Used) by Operating Activities	<u>1,242,818</u>	<u>746,601</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Investment Income	<u>19,420</u>	<u>19,372</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>		
Purchase of Capital Assets	-	-
Proceeds from Debt Issuance	17,626,529	10,305,000
Principal Payments on Debt	(17,763,710)	(8,649,842)
Interest Expense	(1,430,638)	(896,856)
Payments to Other Funds	(41,977)	(100,383)
Net Cash Provided (Used) by Capital and Related Financing Activities	<u>(1,609,796)</u>	<u>657,919</u>
<b>NET INCREASE (DECREASE) IN CASH</b>	(347,558)	1,423,892
<b>CASH, Beginning</b>	<u>3,343,252</u>	<u>1,919,360</u>
<b>CASH, Ending</b>	<u>\$ 2,995,694</u>	<u>\$ 3,343,252</u>
<b>RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES</b>		
Operating Income	<u>\$ 746,070</u>	<u>\$ 265,851</u>
Adjustments to Reconcile Operating Loss to Net Cash Used by Operating Activities		
Depreciation Expense	<u>496,748</u>	<u>480,750</u>
Net Cash Provided (Used) by Operating Activities	<u>\$ 1,242,818</u>	<u>\$ 746,601</u>

The accompanying notes are an integral part of the financial statements.

WINDSOR CHARTER ACADEMY

AGENCY FUND  
STATEMENT OF FIDUCIARY NET POSITION  
As of June 30, 2022

	<u>2022</u>	<u>2021</u>
ASSETS		
Cash	\$ 285,804	\$ 174,248
TOTAL ASSETS	<u>285,804</u>	<u>174,248</u>
LIABILITIES		
Accounts Payable	11,128	12,045
Due to Student Groups	<u>274,676</u>	<u>162,203</u>
TOTAL LIABILITIES	<u>285,804</u>	<u>174,248</u>
TOTAL NET POSITION	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

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The accompanying notes are an integral part of the financial statements.

WINDSOR CHARTER ACADEMY

NOTES TO THE FINANCIAL STATEMENTS

June 30, 2022

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Windsor Charter Academy (the “Academy”) was formed in March of 2001, pursuant to the Colorado Charter Schools Act to form and operate a charter school. The focus of which is to bring innovation into education to students from kindergarten to 12th grade.

The accounting policies of the Academy conform to generally accepted accounting principles as applicable to governmental units. Following is a summary of the more significant policies.

**Reporting Entity**

The financial reporting entity consists of the Academy and organizations for which the Academy is financially accountable. All funds, organizations, institutions, agencies, departments and offices that are not legally separate are part of the Academy. In addition, any legally separate organizations for which the Academy is financially accountable are considered part of the reporting entity. Financial accountability exists if the Academy appoints a voting majority of the organization’s governing board and is able to impose its will on the organization, or if the organization provides benefits to, or imposes financial burdens on the Academy.

Based upon the application of these criteria, the following organization is included in the Academy’s reporting entity.

Windsor Charter Building Corporation

The Windsor Charter Building Corporation (the “Building Corporation”) is considered to be financially accountable to the Academy. The Building Corporation was formed to support and assist the Academy to perform its function and to carry out its purpose, specifically to assist in the financing and construction of the Academy’s facilities. The Building Corporation is blended into the Academy’s financial statements as an internal service fund. Separate financial statements are not available for the Building Corporation.

The Academy is a component unit of the Weld RE-4 School District (the “District”).

**Government-Wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report information on all of the activities of the Academy. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by intergovernmental revenues, are reported in a single column.

WINDSOR CHARTER ACADEMY

NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

**Government-Wide and Fund Financial Statements** (Continued)

The statement of activities demonstrates the degree to which the direct expenses of the given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to students or others who purchase, use, or directly benefit from goods, services, are restricted to meeting the operational or capital requirements of a particular function or segment.

Unrestricted intergovernmental revenues not properly included among program revenues are reported instead as general revenues.

Major individual governmental funds are reported in separate columns in the fund financial statements.

**Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collected within the current period or soon enough thereafter to pay liabilities of the current period, not to exceed 60 days. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

Intergovernmental revenues, grants, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the Academy.



WINDSOR CHARTER ACADEMY

NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

**Measurement Focus, Basis of Accounting, and Financial Statement Presentation**  
(Continued)

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the fund's principal ongoing operations.

Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

Internally dedicated resources are reported as general revenues rather than as program revenues.

When both restricted and unrestricted resources are available for use, it is the Academy's policy to use restricted resources first and the unrestricted resources as they are needed.

The Academy reports the following major funds:

*General Fund* – This fund is the general operating fund of the Academy. It is used to account for all financial resources except those required to be accounted for in another fund.

Additionally, the Academy reports the following fund types:

The *Internal Service Fund* is used to account for activity of Building Corporation.

The *Agency Fund* is used to account of the resources used to support the Academy's student and fundraising activities. The Academy holds all resources in a purely custodial capacity.

**Assets, Liabilities and Fund Balance/Net Assets**

*Investments* – Investments are recorded at fair value.

*Capital Assets* – Capital assets, which include property and equipment, are reported in the governmental activities column in the government-wide financial statements. Capital assets are defined by the Academy as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

WINDSOR CHARTER ACADEMY

NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

**Assets, Liabilities and Fund Balance/Net Assets** (Continued)

Depreciation of exhaustible capital assets is charged as an expense against operations, and accumulated depreciation is reported on the statement of net assets in the government-wide financial statements. Depreciation has been provided over the following estimated useful lives of the capital assets using the straight-line method: buildings, 40 years, leasehold improvements, 7 years; equipment, 3-7 years.

*Long-term Debt* – In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as current expenditures.

*Unearned Revenues* – Unearned revenues include tuition revenues that have been collected but the corresponding expenditure that has not been incurred.

*Net Position* – The government-wide fund financial statements utilize a net position presentation. Net position is categorized as net investment in capital assets, restricted, and unrestricted. Net investment in capital assets is intended to reflect the portion of net position which is associated with non-liquid, capital assets less outstanding capital asset related debt. The net related debt is the debt less the outstanding liquid assets and any associated unamortized cost. Restricted net position is liquid assets, which have third party limitations on their use. Unrestricted net position represents assets that do not have any third party limitations on their use.

*Fund Balance Classification* – The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the Academy is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent. The classifications used in the governmental fund financial statements are as follows:

- Nonspendable – This classification includes amounts that cannot be spent either because they are not in a spendable form or because they are legally or contractually required to be maintained intact. The Academy has no nonspendable resources as of June 30, 2022.

WINDSOR CHARTER ACADEMY

NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

**Assets, Liabilities and Fund Balance/Net Assets** (Continued)

- Restricted – This classification includes amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors (such as through a debt covenant), grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation. The Academy has classified Emergency Reserves as being restricted because their use is restricted by State Statute for declared emergencies.
- Committed – This classification includes amounts that can be used only for specific purposes pursuant to constraints imposed by formal action of the Board of Directors. These amounts cannot be used for any other purpose unless the Board of Directors removes or changes the specified use by taking the same type of action (ordinance or resolution) that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements. The Academy did not have any committed resources as of June 30, 2022.
- Unassigned – This classification includes the residual fund balance for the General Fund. The Unassigned classification also includes negative residual fund balance of any other governmental fund that cannot be eliminated by offsetting of Assigned fund balance amounts.

The Academy would typically use Restricted fund balances first, followed by Committed resources, and then Assigned resources, as appropriate opportunities arise, but reserves the right to selectively spend Unassigned

**Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of financial position and balance sheets will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position and fund balance that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to the liabilities, the statement of financial position and balance sheets will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position and fund balance that applies to a futures period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

WINDSOR CHARTER ACADEMY  
 NOTES TO THE FINANCIAL STATEMENTS  
 June 30, 2022

**NOTE 2: STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

**Budgets and Budgetary Accounting**

A budget is adopted for the all funds on a basis consistent with generally accepted accounting principles.

Academy management submits to the Board of Directors a proposed budget for the fiscal year commencing the following July 1. The budget is adopted by the Board of Directors prior to June 30. Expenditures may not legally exceed appropriations at the fund level. Revisions must be approved by the Board of Directors. The budget includes proposed expenditures and the means of financing them. All appropriations lapse at fiscal year-end.

**NOTE 3: CASH AND INVESTMENTS**

Cash and Investments at June 30, 2022 consisted of the following:

Cash on Hand	\$ 235
Deposits	3,624,687
Investments	<u>5,173,762</u>
Total	<u><b>\$ 8,798,684</b></u>

The above amounts are classified in the statement of net assets as follows:

Cash and Investments	\$ 5,415,667
Restricted Cash and Investments	3,097,213
Agency Fund	<u>285,804</u>
Total	<u><b>\$ 8,798,684</b></u>

WINDSOR CHARTER ACADEMY

NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

**NOTE 3: CASH AND INVESTMENTS** (Continued)

**Deposits**

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the government's deposits may not be returned to it. The Colorado Public Deposit Protection Act (PDPA) requires that all units of local government deposit cash in eligible public depositories. Eligibility is determined by state regulations. At June 30, 2022, State regulatory commissioners have indicated that all financial institutions holding deposits for the Academy are eligible public depositories.

Amounts on deposit in excess of federal insurance levels must be collateralized by eligible collateral as determined by the PDPA. PDPA allows the financial institution to create a single collateral pool for all public funds held. The pool is to be maintained by another institution or held in trust for all the uninsured public deposits as a group. The market value of the collateral must be at least equal to 102% of the uninsured deposits.

The Academy has no policy regarding custodial credit risk for deposits.

At June 30, 2022, the Academy had deposits with financial institutions with a carrying amount of \$3,624,687. The bank balances with the financial institutions were \$3,859,677. Of this amount, \$250,000 was covered federal depository insurance and \$3,609,677 was covered by collateral held by authorized escrow agents in the financial institutions name (PDPA).

**Investments**

Interest Rate Risk

The Academy does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

WINDSOR CHARTER ACADEMY

NOTES TO THE FINANCIAL STATEMENTS

June 30, 2022

**NOTE 3:** *CASH AND INVESTMENTS* (Continued)

Credit Risk

Colorado statutes specify in which instruments units of local government may invest, which include:

- Obligations of the United States and certain U.S. Government Agency securities
- General obligation and revenue bonds of U.S. local government entities
- Bankers' acceptances of certain banks
- Local government investment pools
- Written repurchase agreements collateralized by certain authorized securities
- Certain money market funds
- Guaranteed investment contracts

The above investments are authorized for all funds and fund types used by Colorado municipalities.

Local Government Investment Pool

The Academy had invested \$2,995,692 in the Colorado Surplus Asset Fund Trust (CSAFE) an investment vehicle established for local government entities in Colorado pursuant to Title 24, Article 75, Part 7 of the Colorado Revised Statutes, to pool surplus funds for investment purposes. The State Securities Commissioner administers and enforces the requirements of creating and operating the Pools. CSAFE reports its underlying investments at amortized cost and is considered a qualifying external investment pool under GASB Statement 79. CSAFE operates similar to money market funds where each share is equal in value to \$1.00. The fair value of the position in the pools is the same as the value of the pooled shares.

CSAFE is rated AAAM by Standard and Poor's. The designated custodial bank provides safekeeping and depository services in connection with the direct investment and withdrawal functions. Substantially all securities are owned by the pools and held by the Federal Reserve Bank in the account maintained for the custodial bank. The custodian's internal records identify the investments owned by the pools. Investments of the pools comply with state statutes, consisting of U.S. Treasury bills, notes and note strips, repurchase agreements, U.S. Instrumentalities, Commercial Paper, Bank Deposits and Money Market Funds. CSAFE does not have any limitations or restrictions on participant withdrawals.

WINDSOR CHARTER ACADEMY

NOTES TO THE FINANCIAL STATEMENTS

June 30, 2022

**NOTE 3: CASH AND INVESTMENTS** (Continued)

Local Government Investment Pool (Continued)

The Academy had invested \$2,178,070 in the Colorado Government Liquid Asset Trust (ColoTrust) which has a credit rating of AAAM by Standard and Poor's. ColoTrust is an investment vehicle established for local government entities in Colorado to pool surplus funds and is regulated by the State Securities Commissioner. It operates similarly to a money market fund and each share is equal in value to \$1.00. Investments consist of U.S. Treasury and U.S. Agency securities, and repurchase agreements collateralized by U.S. Treasury and U.S. Agency securities. A designated custodial bank provides safekeeping and depository services in connection with the direct investment and withdrawal functions. Substantially all securities owned are held by the Federal Reserve Bank in the account maintained for the custodial bank. The custodian's internal records identify the investments owned by the entities.

ColoTrust is not a 2a7-like external investment pool. The unit of account is each share held, and the value of the position would be the fair value of the pool's share price multiplied by the number of shares held. The government investor does not "look through" the pool to report a pro rata share of the pool's investments, receivables, and payables.

**Fair Value**

The Academy categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant observable inputs. As of June 30, 2022, the Academy does not hold investments subject to these inputs.

The Academy has no policy for managing credit risk or interest rate risk.

**Restricted Cash**

Cash and investments are restricted as follows:

Loan Principal and Interest	\$ 633,162
Loan Reserve	2,362,532
Medical Self-Insurance	<u>101,519</u>
Total	<u><b>\$ 3,097,213</b></u>

WINDSOR CHARTER ACADEMY

NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

**NOTE 4: CAPITAL ASSETS**

Capital Assets activity for the year ended June 30, 2022, is summarized below.

	Balance <u>June 30, 2021</u>	<u>Additions</u>	<u>Deletions</u>	Balance <u>June 30, 2022</u>
<b>Governmental Activities</b>				
Capital Assets, Not Depreciated				
Land	\$ 1,844,450	\$ -	\$ -	\$ 1,844,450
Capital Assets, Depreciated				
Land Improvements	10,000	-	-	10,000
Buildings & Improvements	23,330,420	-	-	23,330,420
Machinery & Equipment	<u>255,395</u>	<u>-</u>	<u>-</u>	<u>255,395</u>
Total Capital Assets, Depreciated	<u>23,595,815</u>	<u>-</u>	<u>-</u>	<u>23,595,815</u>
Accumulated Depreciation				
Land Improvements	9,250	500	-	9,750
Buildings & Improvements	3,405,940	469,100	-	3,875,040
Machinery & Equipment	<u>129,544</u>	<u>31,544</u>	<u>-</u>	<u>161,088</u>
Total Accumulated Depreciation	<u>3,544,734</u>	<u>501,144</u>	<u>-</u>	<u>4,045,878</u>
Total Capital Assets, Depreciated, Net	<u>20,051,081</u>	<u>(501,144)</u>	<u>-</u>	<u>19,549,937</u>
Net Capital Assets	<u>\$ 21,895,531</u>	<u>\$ (501,144)</u>	<u>\$ -</u>	<u>\$ 21,394,387</u>

Depreciation has been charged to the Supporting Services program of the Academy.

**NOTE 5: ACCRUED SALARIES AND BENEFITS**

Salaries and retirement benefits of certain contractually employed personnel are paid over a twelve-month period from August to July but are earned during a school year of approximately nine to ten months. The salaries and benefits earned, but unpaid, as of June 30, 2022, were \$535,253. Accordingly, the accrued compensation is reflected as a liability in the accompanying financial statements of the General Fund.



WINDSOR CHARTER ACADEMY

NOTES TO THE FINANCIAL STATEMENTS

June 30, 2022

**NOTE 6: LONG-TERM DEBT**

Following is a summary of the Academy's long-term debt transactions for the year ended June 30, 2022:

	Balance			Balance	Due In
	<u>June 30, 2021</u>	<u>Additions</u>	<u>Payments</u>	<u>June 30, 2022</u>	<u>One Year</u>
2016 Revenue Bonds	\$ 17,680,000	\$ -	\$17,680,000	\$ -	\$ -
2016 Premium	195,860	-	195,860	-	-
2020 Refunding Bonds	10,305,000	-	-	10,305,000	-
2020 Premium	1,381,516	-	-	1,381,516	-
2021 Refunding Bonds	-	15,280,000	255,500	15,024,500	394,500
2021 Premium	-	2,346,529	-	2,346,529	-
Total	<b><u>\$ 29,562,376</u></b>	<b><u>\$17,626,529</u></b>	<b><u>\$18,131,360</u></b>	<b><u>\$ 29,057,545</u></b>	<b><u>\$ 394,500</u></b>

**2016 Revenue and Refunding Bonds**

In September 2016, the Building Corporation borrowed \$18,145,000 from the Colorado Educational and Cultural Facilities Authority in the form of revenue and refunding bonds. The loan is secured by a mortgage on the facility and a pledge of revenues in any trust accounts referred to in the agreement. The bonds accrue interest at rates ranging from 3.875 to 5.70% and mature September 1, 2047. Interest payments are due semi-annually on March 1 and September 1. Principal payments are due annually on September 1, through 2047. In addition, the Building Corporation agrees that during the lease term, the Building Corporation shall take or cause to be taken such actions as may be necessary to cause direct payment of base rentals to be made to the Trustee by the State Treasurer. Further, during the lease term the base rentals shall be payable at such times and payable in such amounts to make the loan payments. These bonds were paid off with the 2021 Refunding Bonds.

**2020 Refunding Revenue Bonds**

In August 2020, the Building Corporation borrowed \$10,305,000 from the Colorado Educational and Cultural Facilities Authority in the form of revenue and refunding bonds. The loan is secured by a mortgage on the facility and a pledge of revenues in any trust accounts referred to in the agreement. The bonds accrue interest 4.00% and mature September 1, 2055. Interest payments are due annually on September 1. Principal payments are due annually on September 1, through 2055. In addition, the Building Corporation agrees that during the lease term, the Building Corporation shall take or cause to be taken such actions as may be necessary to cause direct payment of base rentals to be made to the Trustee by the State Treasurer. Further, during the lease term the base rentals shall be payable at such times and payable in such amounts to make the loan payments.

WINDSOR CHARTER ACADEMY

NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

**NOTE 6: LONG-TERM DEBT** (Continued)

**2021 Refunding Revenue Bonds**

In October 2021, the Building Corporation borrowed \$15,280,000 from the Colorado Educational and Cultural Facilities Authority in the form of revenue and refunding bonds. The loan is secured by a mortgage on the facility and a pledge of revenues in any trust accounts referred to in the agreement. The bonds accrue interest 4.00% and mature September 1, 2046. Interest and principal payments are due monthly, beginning on December 1, 2021 through September 1, 2046. In addition, the Building Corporation agrees that during the lease term, the Building Corporation shall take or cause to be taken such actions as may be necessary to cause direct payment of base rentals to be made to the Trustee by the State Treasurer. Further, during the lease term the base rentals shall be payable at such times and payable in such amounts to make the loan payments.

Future debt service requirements are as follows:

<u>Year Ended June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2023	\$ 394,500	\$ 1,012,450	\$ 1,406,950
2024	391,250	997,400	1,388,650
2025	406,250	981,750	1,388,000
2026	421,250	965,500	1,386,750
2027	440,000	948,650	1,388,650
2028-2032	2,476,000	4,465,050	6,941,300
2033-2037	3,025,000	3,927,550	6,952,550
2038-2042	3,693,750	3,271,050	6,964,800
2043-2047	4,507,500	2,469,600	6,977,100
2048-2052	5,437,500	1,496,600	6,934,100
2053-2056	<u>4,136,250</u>	<u>361,450</u>	<u>4,497,700</u>
Total	<b><u>\$ 25,329,500</u></b>	<b><u>\$ 20,897,050</u></b>	<b><u>\$ 46,226,550</u></b>

WINDSOR CHARTER ACADEMY

NOTES TO THE FINANCIAL STATEMENTS

June 30, 2022

**NOTE 7: DEFINED BENEFIT PENSION PLAN**

**Summary of Significant Accounting Policies**

*Pensions.* The School participates in the School Division Trust Fund (SCHDTF), a cost-sharing multiple-employer defined benefit pension plan administered by the Public Employees' Retirement Association of Colorado (PERA). The net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, pension expense, information about the fiduciary net position (FNP) and additions to/deductions from the FNP of the SCHDTF have been determined using the economic resources measurement focus and the accrual basis of accounting. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

**General Information about the Pension Plan**

Plan description. Eligible employees of the School are provided with pensions through the SCHDTF—a cost-sharing multiple-employer defined benefit pension plan administered by PERA. Plan benefits are specified in Title 24, Article 51 of the Colorado Revised Statutes (C.R.S.), administrative rules set forth at 8 C.C.R. 1502-1, and applicable provisions of the federal Internal Revenue Code. Colorado State law provisions may be amended from time to time by the Colorado General Assembly. PERA issues a publicly available annual comprehensive financial report (ACFR) that can be obtained at [www.copera.org/investments/pera-financial-reports](http://www.copera.org/investments/pera-financial-reports).

Benefits provided as of December 31, 2021. PERA provides retirement, disability, and survivor benefits. Retirement benefits are determined by the amount of service credit earned and/or purchased, highest average salary, the benefit structure(s) under which the member retires, the benefit option selected at retirement, and age at retirement. Retirement eligibility is specified in tables set forth at C.R.S. § 24-51-602, 604, 1713, and 1714.

The lifetime retirement benefit for all eligible retiring employees under the PERA benefit structure is the greater of the:

- Highest average salary multiplied by 2.5% and then multiplied by years of service credit.
- The value of the retiring employee's member contribution account plus a 100% match on eligible amounts as of the retirement date. This amount is then annuitized into a monthly benefit based on life expectancy and other actuarial factors.

The lifetime retirement benefit for all eligible retiring employees under the Denver Public Schools (DPS) benefit structure is the greater of the:

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NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

**NOTE 7: DEFINED BENEFIT PENSION PLAN**(Continued)

**General Information about the Pension Plan** (Continued)

- Highest average salary multiplied by 2.5% and then multiplied by years of service credit.
- \$15 times the first 10 years of service credit plus \$20 times service credit over 10 years plus a monthly amount equal to the annuitized member contribution account balance based on life expectancy and other actuarial factors.

In all cases the service retirement benefit is limited to 100% of highest average salary and also cannot exceed the maximum benefit allowed by federal Internal Revenue Code.

Members may elect to withdraw their member contribution accounts upon termination of employment with all PERA employers; waiving rights to any lifetime retirement benefits earned. If eligible, the member may receive a match of either 50% or 100% on eligible amounts depending on when contributions were remitted to PERA, the date employment was terminated, whether 5 years of service credit has been obtained and the benefit structure under which contributions were made.

Upon meeting certain criteria, benefit recipients who elect to receive a lifetime retirement benefit generally receive post-retirement cost-of-living adjustments, referred to as annual increases in the C.R.S. Subject to the automatic adjustment provision (AAP) under C.R.S. § 24-51-413, eligible benefit recipients under the PERA benefit structure who began membership before January 1, 2007, and all eligible benefit recipients of the DPS benefit structure will receive the maximum annual increase (AI) or AI cap of 1.00% unless adjusted by the AAP. Eligible benefit recipients under the PERA benefit structure who began membership on or after January 1, 2007, will receive the lesser of an annual increase of the 1.00% AI cap or the average increase of the Consumer Price Index for Urban Wage Earners and Clerical Workers for the prior calendar year, not to exceed a determined increase that would exhaust 10% of PERA's Annual Increase Reserve (AIR) for the SCHDTF. The AAP may raise or lower the aforementioned AI cap by up to 0.25% based on the parameters specified in C.R.S. § 24-51-413.

Disability benefits are available for eligible employees once they reach five years of earned service credit and are determined to meet the definition of disability. The disability benefit amount is based on the lifetime retirement benefit formula(s) shown above considering a minimum 20 years of service credit, if deemed disabled.

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NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

**NOTE 7: DEFINED BENEFIT PENSION PLAN**(Continued)

**General Information about the Pension Plan** (Continued)

Survivor benefits are determined by several factors, which include the amount of earned service credit, highest average salary of the deceased, the benefit structure(s) under which service credit was obtained, and the qualified survivor(s) who will receive the benefits.

*Contributions provisions as of June 30, 2022:* Eligible employees of, the School and the State are required to contribute to the SCHDTF at a rate set by Colorado statute. The contribution requirements for the SCHDTF are established under C.R.S. § 24-51-401, et seq. and § 24-51-413.

Eligible employees are required to contribute 10.50% of their PERA-includable salary during the period of July 1, 2021 through June 30, 2022. Employer contribution requirements are summarized in the table below:

	July 1, 2021 Through June 30, 2022
Employer contribution rate	10.90%
Amount of employer contribution apportioned to the Health Care Trust Fund as specified in C.R.S. § 24-51-208(1)(f)	(1.02%)
Amount apportioned to the SCHDTF	9.88%
Amortization Equalization Disbursement (AED) as specified in C.R.S. § 24-51-411	4.50%
Supplemental Amortization Equalization Disbursement (SAED) as specified in C.R.S. § 24-51-411	5.50%
<b>Total employer contribution rate to the SCHDTF</b>	<b>19.88%</b>

\*\*Contribution rates for the SCHDTF are expressed as a percentage of salary as defined in C.R.S. § 24-51-101(42).

Employer contributions are recognized by the SCHDTF in the period in which the compensation becomes payable to the member and the School is statutorily committed to pay the contributions to the SCHDTF. Employer contributions recognized by the SCHDTF from the School were \$1,407,176 for the year ended June 30, 2022.

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NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

**NOTE 7: DEFINED BENEFIT PENSION PLAN**(Continued)

**General Information about the Pension Plan** (Continued)

For purposes of GASB 68 paragraph 15, a circumstance exists in which a nonemployer contributing entity is legally responsible for making contributions to the SCHDTF and is considered to meet the definition of a special funding situation. As specified in C.R.S. § 24-51-414, the State is required to contribute \$225 million (actual dollars) direct distribution each year to PERA starting on July 1, 2018. A portion of the direct distribution payment is allocated to the SCHDTF based on the proportionate amount of annual payroll of the SCHDTF to the total annual payroll of the SCHDTF, State Division Trust Fund, Judicial Division Trust Fund, and Denver Public Schools Division Trust Fund. In addition to the \$225 million (actual dollars) direct distribution due July 1, 2022, House Bill (HB) 22-1029, instructs the State treasurer to issue a warrant to PERA in the amount of \$380 million (actual dollars), upon enactment, with reductions to future direct distributions scheduled to occur July 1, 2023, and July 1, 2024.

**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions**

The net pension liability for the SCHDTF was measured as of December 31, 2021, and the total pension liability (TPL) used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2020. Standard update procedures were used to roll-forward the TPL to December 31, 2021. The the School proportion of the net pension liability was based on the School contributions to the SCHDTF for the calendar year 2021 relative to the total contributions of participating employers and the State as a nonemployer contributing entity.

At June 30, 2022, the School reported a liability of \$12,385,682 for its proportionate share of the net pension liability that reflected [a reduction][an increase] for support from the State as a nonemployer contributing entity. The amount recognized by the School as its proportionate share of the net pension liability, the related support from the State as a nonemployer contributing entity, and the total portion of the net pension liability that was associated with the School were as follows:

The School's proportionate share of the net pension liability	\$12,385,682
The State's proportionate share of the net pension liability as a nonemployer contributing entity associated with the School.	\$1,273,832
Total	\$13,623,514

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NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

**NOTE 7: DEFINED BENEFIT PENSION PLAN**(Continued)

**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions** (Continued)

At December 31, 2021, the School proportion was 0.10643%, which was an increase of 0.00074% from its proportion measured as of December 31, 2020. For the year ended June 30, 2022, the School recognized pension income of \$3,862,684 and expense of \$304,509 for support from the State as a nonemployer contributing entity.

At June 30, 2022, the School reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Difference between expected and actual experience	\$ 474,174	N/A
Changes of assumptions or other inputs	\$945,554	N/A
Net difference between projected and actual earnings on pension plan investments	N/A	\$4,656,646
Changes in proportion and differences between contributions recognized and proportionate share of contributions	\$2,056,264	N/A
Contributions subsequent to the measurement date	\$711,945	N/A
Total	\$4,187,937	\$4,656,646

\$711,945 reported as deferred outflows of resources related to pensions, resulting from contributions subsequent to the measurement date, will be recognized as a reduction of the net pension liability in the year ended June 30, 2023. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<b>Year ended June 30:</b>	
2023	\$1,074,875
2024	(\$599,679)
2025	(\$1,090,634)
2026	(\$565,216)

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NOTES TO THE FINANCIAL STATEMENTS  
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**NOTE 7: DEFINED BENEFIT PENSION PLAN**(Continued)

**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions** (Continued)

*Actuarial assumptions.* The TPL in the December 31, 2020, actuarial valuation was determined using the following actuarial cost method, actuarial assumptions, and other inputs:

Actuarial cost method	Entry age
Price inflation	2.30%
Real wage growth	0.70%
Wage inflation	3.00%
Salary increases, including wage inflation:	3.40%- 11.00%
Long-term investment rate of return, net of pension plan investment expenses, including price inflation	7.25%
Discount rate	7.25%
Post-retirement benefit increases:	
PERA benefit structure hired prior to 1/1/07 and DPS benefit structure (compounded annually)	1.00%
PERA benefit structure hired after 12/31/06 <sup>1</sup>	Financed by the AIR

<sup>1</sup> Post-retirement benefit increases are provided by the AIR, accounted separately within each Division Trust Fund, and subject to moneys being available; therefore, liabilities related to increases for members of these benefit tiers can never exceed available assets.

The TPL as of December 31, 2021, includes the anticipated adjustments to contribution rates and the AI cap, resulting from the 2020 AAP assessment, statutorily recognized July 1, 2021, and effective July 1, 2022.

The mortality tables described below are generational mortality tables developed on a benefit-weighted basis.

Pre-retirement mortality assumptions were based upon the PubT-2010 Employee Table with generational projection using scale MP-2019.

Post-retirement non-disabled mortality assumptions were based upon the PubT-2010 Healthy Retiree Table, adjusted as follows:

- **Males:** 112% of the rates prior to age 80 and 94% of the rates for ages 80 and older, with generational projection using scale MP-2019.



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NOTES TO THE FINANCIAL STATEMENTS

June 30, 2022

**NOTE 7: DEFINED BENEFIT PENSION PLAN**(Continued)

**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions** (Continued)

- **Females:** 83% of the rates prior to age 80 and 106% of the rates for ages 80 and older, with generational projection using scale MP-2019.

Post-retirement non-disabled beneficiary mortality assumptions were based upon the Pub-2010 Contingent Survivor Table, adjusted as follows:

- **Males:** 97% of the rates for all ages, with generational projection using scale MP-2019.
- **Females:** 105% of the rates for all ages, with generational projection using scale MP-2019.

Disabled mortality assumptions were based upon the PubNS-2010 Disabled Retiree Table using 99% of the rates for all ages with generational projection using scale MP-2019.

The actuarial assumptions used in the December 31, 2020, valuation were based on the results of the 2020 experience analysis for the period January 1, 2016, through December 31, 2019, and were reviewed and adopted by the PERA Board at their November 20, 2020, meeting.

The long-term expected return on plan assets is reviewed as part of regular experience studies prepared every four to five years for PERA. Recently this assumption has been reviewed more frequently. The most recent analyses were outlined in the Experience Study report dated October 28, 2020.

Several factors are considered in evaluating the long-term rate of return assumption, including long-term historical data, estimates inherent in current market data, and a log-normal distribution analysis in which best-estimate ranges of expected future real rates of return (expected return, net of investment expense and inflation) were developed for each major asset class. These ranges were combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentages and then adding expected inflation.

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NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

**NOTE 7: DEFINED BENEFIT PENSION PLAN**(Continued)

**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions** (Continued)

The PERA Board first adopted the 7.25% long-term expected rate of return as of November 18, 2016. Following an asset/liability study, the Board reaffirmed the assumed rate of return at the Board's November 15, 2019, meeting, to be effective January 1, 2020. As of the most recent reaffirmation of the long-term rate of return, the target asset allocation, and best estimates of geometric real rates of return for each major asset class are summarized in the table as follows:

Asset Class	Target Allocation	30 Year Expected Geometric Real Rate of Return
Global Equity	54.00%	5.60%
Fixed Income	23.00%	1.30%
Private Equity	8.50%	7.10%
Real Estate	8.50%	4.40%
Alternatives	6.00%	4.70%
<b>Total</b>	<b>100.00%</b>	

Note: In setting the long-term expected rate of return, projections employed to model future returns provide a range of expected long-term returns that, including expected inflation, ultimately support a long-term expected nominal rate of return assumption of 7.25%.

*Discount rate.* The discount rate used to measure the TPL was 7.25%. The projection of cash flows used to determine the discount rate applied the actuarial cost method and assumptions shown above. In addition, the following methods and assumptions were used in the projection of cash flows:

- Total covered payroll for the initial projection year consists of the covered payroll of the active membership present on the valuation date and the covered payroll of future plan members assumed to be hired during the year. In subsequent projection years, total covered payroll was assumed to increase annually at a rate of 3.00%.
- Employee contributions were assumed to be made at the member contribution rates in effect for each year, including the scheduled increases in Senate Bill (SB) 18-200, required adjustments resulting from the 2018 AAP assessment, and the additional 0.50% resulting from the 2020 AAP assessment, statutorily recognized July 1, 2021, and effective July 1, 2022. Employee contributions for future plan members were used to reduce the estimated amount of total service costs for future plan members.

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NOTES TO THE FINANCIAL STATEMENTS

June 30, 2022

**NOTE 7: DEFINED BENEFIT PENSION PLAN**(Continued)

**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions** (Continued)

- Employer contributions were assumed to be made at rates equal to the fixed statutory rates specified in law for each year, including the scheduled increase in SB 18-200, required adjustments resulting from the 2018 AAP assessment, and the additional 0.50% resulting from the 2020 AAP assessment, statutorily recognized July 1, 2021, and effective July 1, 2022. Employer contributions also include current and estimated future AED and SAED, until the actuarial value funding ratio reaches 103%, at which point the AED and SAED will each drop 0.50% every year until they are zero. Additionally, estimated employer contributions reflect reductions for the funding of the AIR and retiree health care benefits. For future plan members, employer contributions were further reduced by the estimated amount of total service costs for future plan members not financed by their member contributions.
- As specified in law, the State, as a nonemployer contributing entity, will provide an annual direct distribution of \$225 million (actual dollars), commencing July 1, 2018, that is proportioned between the State, School, Judicial, and DPS Division Trust Funds based upon the covered payroll of each Division. The annual direct distribution ceases when all Division Trust Funds are fully funded.
- Employer contributions and the amount of total service costs for future plan members were based upon a process to estimate future actuarially determined contributions assuming an analogous future plan member growth rate.
- The AIR balance was excluded from the initial FNP, as, per statute, AIR amounts cannot be used to pay benefits until transferred to either the retirement benefits reserve or the survivor benefits reserve, as appropriate. AIR transfers to the FNP and the subsequent AIR benefit payments were estimated and included in the projections.
- The projected benefit payments reflect the lowered AI cap, from 1.25% to 1.00%, resulting from the 2020 AAP assessment, statutorily recognized July 1, 2021, and effective July 1, 2022.
- Benefit payments and contributions were assumed to be made at the middle of the year.

WINDSOR CHARTER ACADEMY

NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

**NOTE 7: DEFINED BENEFIT PENSION PLAN**(Continued)

**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions** (Continued)

Based on the above assumptions and methods, the SCHDTF’s FNP was projected to be available to make all projected future benefit payments of current members. Therefore, the long-term expected rate of return of 7.25% on pension plan investments was applied to all periods of projected benefit payments to determine the TPL. The discount rate determination does not use the municipal bond index rate, and therefore, the discount rate is 7.25%. There was no change in the discount rate from the prior measurement date.

*Sensitivity of the School’s proportionate share of the net pension liability to changes in the discount rate.* The following presents the proportionate share of the net pension liability calculated using the discount rate of 7.25%, as well as what the proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage point lower (6.25%) or one percentage point higher (8.25%) than the current rate:

	1% Decrease (6.25%)	Current Discount Rate (7.25%)	1% Increase (8.25%)
Proportionate share of the net pension	\$18,230,711	\$12,385,682	\$7,508,223

*Pension plan fiduciary net position.* Detailed information about the SCHDTF’s FNP is available in PERA’s ACFR which can be obtained at [www.copera.org/investments/pera-financial-reports](http://www.copera.org/investments/pera-financial-reports).

**NOTE 8: DEFINED BENEFIT OTHER POST EMPLOYMENT BENEFIT (OPEB) PLAN**

**Summary of Significant Accounting Policies**

*OPEB.* *the School* participates in the Health Care Trust Fund (HCTF), a cost-sharing multiple-employer defined benefit OPEB fund administered by the Public Employees’ Retirement Association of Colorado (“PERA”). The net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, OPEB expense, information about the fiduciary net position (FNP) and additions to/deductions from the FNP of the HCTF have been determined using the economic resources measurement focus and the accrual basis of accounting. For this purpose, benefits paid on behalf of health care participants are recognized when due and/or payable in accordance with the benefit terms. Investments are reported at fair value.

WINDSOR CHARTER ACADEMY

NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

**NOTE 8: DEFINED BENEFIT PENSION PLAN**(Continued)

**General Information about the OPEB Plan**

*Plan description.* Eligible employees of the School are provided with OPEB through the HCTF—a cost-sharing multiple-employer defined benefit OPEB plan administered by PERA. The HCTF is established under Title 24, Article 51, Part 12 of the Colorado Revised Statutes (C.R.S.), as amended, and sets forth a framework that grants authority to the PERA Board to contract, self-insure, and authorize disbursements necessary in order to carry out the purposes of the PERACare program, including the administration of the premium subsidies. Colorado State law provisions may be amended by the Colorado General Assembly. PERA issues a publicly available annual comprehensive financial report (ACFR) that can be obtained at [www.copera.org/investments/pera-financial-reports](http://www.copera.org/investments/pera-financial-reports).

*Benefits provided.* The HCTF provides a health care premium subsidy to eligible participating PERA benefit recipients and retirees who choose to enroll in one of the PERA health care plans, however, the subsidy is not available if only enrolled in the dental and/or vision plan(s). The health care premium subsidy is based upon the benefit structure under which the member retires and the member's years of service credit. For members who retire having service credit with employers in the Denver Public Schools (DPS) Division and one or more of the other four Divisions (State, School, Local Government and Judicial), the premium subsidy is allocated between the HCTF and the Denver Public Schools Health Care Trust Fund (DPS HCTF). The basis for the amount of the premium subsidy funded by each trust fund is the percentage of the member contribution account balance from each division as it relates to the total member contribution account balance from which the retirement benefit is paid.

C.R.S. § 24-51-1202 *et seq.* specifies the eligibility for enrollment in the health care plans offered by PERA and the amount of the premium subsidy. The law governing a benefit recipient's eligibility for the subsidy and the amount of the subsidy differs slightly depending under which benefit structure the benefits are calculated. All benefit recipients under the PERA benefit structure and all retirees under the DPS benefit structure are eligible for a premium subsidy, if enrolled in a health care plan under PERACare. Upon the death of a DPS benefit structure retiree, no further subsidy is paid.

Enrollment in the PERACare health benefits program is voluntary and is available to benefit recipients and their eligible dependents, certain surviving spouses, and divorced spouses and guardians, among others. Eligible benefit recipients may enroll into the program upon retirement, upon the occurrence of certain life events, or on an annual basis during an open enrollment period.

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NOTES TO THE FINANCIAL STATEMENTS

June 30, 2022

**NOTE 8: DEFINED BENEFIT OTHER POST EMPLOYMENT BENEFIT (OPEB) PLAN**

(Continued)

**General Information about the OPEB Plan (Continued)**

*PERA Benefit Structure*

The maximum service-based premium subsidy is \$230 per month for benefit recipients who are under 65 years of age and who are not entitled to Medicare; the maximum service-based subsidy is \$115 per month for benefit recipients who are 65 years of age or older or who are under 65 years of age and entitled to Medicare. The maximum service-based subsidy, in each case, is for benefit recipients with retirement benefits based on 20 or more years of service credit. There is a 5% reduction in the subsidy for each year less than 20. The benefit recipient pays the remaining portion of the premium to the extent the subsidy does not cover the entire amount.

For benefit recipients who have not participated in Social Security and who are not otherwise eligible for premium-free Medicare Part A for hospital-related services, C.R.S. § 24-51-1206(4) provides an additional subsidy. According to the statute, PERA cannot charge premiums to benefit recipients without Medicare Part A that are greater than premiums charged to benefit recipients with Part A for the same plan option, coverage level, and service credit. Currently, for each individual PERACare enrollee, the total premium for Medicare coverage is determined assuming plan participants have both Medicare Part A and Part B and the difference in premium cost is paid by the HCTF or the DPS HCTF on behalf of benefit recipients not covered by Medicare Part A.

*DPS Benefit Structure*

The maximum service-based premium subsidy is \$230 per month for retirees who are under 65 years of age and who are not entitled to Medicare; the maximum service-based subsidy is \$115 per month for retirees who are 65 years of age or older or who are under 65 years of age and entitled to Medicare. The maximum service-based subsidy, in each case, is for retirees with retirement benefits based on 20 or more years of service credit. There is a 5% reduction in the subsidy for each year less than 20. The retiree pays the remaining portion of the premium to the extent the subsidy does not cover the entire amount.

For retirees who have not participated in Social Security and who are not otherwise eligible for premium-free Medicare Part A for hospital-related services, the HCTF or the DPS HCTF pays an alternate service-based premium subsidy. Each individual retiree meeting these conditions receives the maximum \$230 per month subsidy reduced appropriately for service less than 20 years, as described above. Retirees who do not have Medicare Part A pay the difference between the total premium and the monthly subsidy.

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NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

**NOTE 8: DEFINED BENEFIT OTHER POST EMPLOYMENT BENEFIT (OPEB) PLAN**  
(Continued)

**General Information about the OPEB Plan (Continued)**

*Contributions.* Pursuant to Title 24, Article 51, Section 208(1) (f) of the C.R.S., as amended, certain contributions are apportioned to the HCTF. PERA-affiliated employers of the State, School, Local Government, and Judicial Divisions are required to contribute at a rate of 1.02% of PERA-includable salary into the HCTF.

Employer contributions are recognized by the HCTF in the period in which the compensation becomes payable to the member and the School is statutorily committed to pay the contributions. Employer contributions recognized by the HCTF from the School were \$72,200 for the year ended June 30, 2022.

**OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB**

At June 30, 2022, the School reported a liability of \$683,481 for its proportionate share of the net OPEB liability. The net OPEB liability for the HCTF was measured as of December 31, 2021, and the total OPEB liability (TOL) used to calculate the net OPEB liability was determined by an actuarial valuation as of December 31, 2020. Standard update procedures were used to roll-forward the TOL to December 31, 2021. The School proportion of the net OPEB liability was based on the School contributions to the HCTF for the calendar year 2021 relative to the total contributions of participating employers to the HCTF.

At December 31, 2021, the School's proportion was 0.0719283%, which was an increase of 0.01083% from its proportion measured as of December 31, 2020.



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NOTES TO THE FINANCIAL STATEMENTS

June 30, 2022

**NOTE 8: DEFINED BENEFIT OTHER POST EMPLOYMENT BENEFIT (OPEB) PLAN**

(Continued)

**OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB (Continued)**

For the year ended June 30, 2022, the School recognized OPEB expense of \$163,495. At June 30, 2022, the School reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of</u>
Difference between expected and actual experience	\$1,814	\$150,262
Changes of assumptions or other inputs	\$5,107	\$41,910
Net difference between projected and actual earnings on OPEB plan investments	N/A	\$27,928
Changes in proportion and differences between contributions recognized and proportionate share of contributions	\$186,382	N/A
Contributions subsequent to the measurement date	\$36,530	N/A
Total	\$229,833	\$220,100

\$36,530 reported as deferred outflows of resources related to OPEB, resulting from contributions subsequent to the measurement date, will be recognized as a reduction of the net OPEB liability in the year ended June 30, 2023. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

<b>Year ended June 30:</b>	
2023	(\$611)
2024	\$3,297
2025	(\$12,325)
2026	(\$19,730)
2027	\$2,334
Thereafter	\$239



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NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

**NOTE 8: DEFINED BENEFIT OTHER POST EMPLOYMENT BENEFIT (OPEB) PLAN**  
(Continued)

**OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB (Continued)**

*Actuarial assumptions.* The TOL in the December 31, 2020 actuarial valuation was determined using the following actuarial cost method, actuarial assumptions and other inputs:

	State Division	School Division	Local Government Division	Judicial Division
Actuarial cost method			Entry age	
Price inflation			2.30%	
Real wage growth			0.70%	
Wage inflation			3.00%	
Salary increases, including wage inflation				
Members other than State Troopers	3.30%-10.90%	3.40%-11.00%	3.20%-11.30%	2.80%-5.30%
State Troopers	3.20%-12.40%	N/A	3.20%-12.40%	N/A
Long-term investment rate of return, net of OPEB plan investment expenses, including price inflation			7.25%	
Discount rate			7.25%	
Health care cost trend rates				
PERA benefit structure:				
Service-based premium subsidy			0.00%	
PERACare Medicare plans			4.50% in 2021, 6.00% in 2022 gradually decreasing to 4.50% in 2029	
Medicare Part A premiums			3.75% in 2021, gradually increasing to 4.50% in 2029	
DPS benefit structure:				
Service-based premium subsidy			0.00%	
PERACare Medicare plans			N/A	
Medicare Part A premiums			N/A	

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NOTES TO THE FINANCIAL STATEMENTS

June 30, 2022

**NOTE 8: DEFINED BENEFIT OTHER POST EMPLOYMENT BENEFIT (OPEB) PLAN**

(Continued)

**OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB (Continued)**

Calculations are based on the benefits provided under the terms of the substantive plan in effect at the time of each actuarial valuation and on the pattern of sharing of costs between employers of each fund to that point.

In determining the additional liability for PERACare enrollees who are age 65 or older and who are not eligible for premium-free Medicare Part A in the December 31, 2020, valuation, the following monthly costs/premiums (actual dollars) are assumed for 2021 for the PERA Benefit Structure:

Medicare Plan	Initial Costs for Members without Medicare Part A		
	Monthly Cost	Monthly Premium	Monthly Cost Adjusted to Age 65
Medicare Advantage/Self-Insured Rx	\$633	\$230	\$591
Kaiser Permanente Medicare Advantage HMO	596	199	562

The 2021 Medicare Part A premium is \$471 (actual dollars) per month.

All costs are subject to the health care cost trend rates, as discussed below.

Health care cost trend rates reflect the change in per capita health costs over time due to factors such as medical inflation, utilization, plan design, and technology improvements. For the PERA benefit structure, health care cost trend rates are needed to project the future costs associated with providing benefits to those PERACare enrollees not eligible for premium-free Medicare Part A.

Health care cost trend rates for the PERA benefit structure are based on published annual health care inflation surveys in conjunction with actual plan experience (if credible), building block models and industry methods developed by health plan actuaries and administrators. In addition, projected trends for the Federal Hospital Insurance Trust Fund (Medicare Part A premiums) provided by the Centers for Medicare & Medicaid Services are referenced in the development of these rates. Effective December 31, 2020, the health care cost trend rates for Medicare Part A premiums were revised to reflect the current expectation of future increases in rates of inflation applicable to Medicare Part A premiums.

WINDSOR CHARTER ACADEMY

NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

**NOTE 8: DEFINED BENEFIT OTHER POST EMPLOYMENT BENEFIT (OPEB) PLAN**  
(Continued)

**OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB** (Continued)

The PERA benefit structure health care cost trend rates used to measure the TOL are summarized in the table below:

Year	PERACare Medicare Plans	Medicare Part A Premiums
2021	4.50%	3.75%
2022	6.00%	3.75%
2023	5.80%	4.00%
2024	5.60%	4.00%
2025	5.40%	4.00%
2026	5.10%	4.25%
2027	4.90%	4.25%
2028	4.70%	4.25%
2029+	4.50%	4.50%

Mortality assumptions used in the December 31, 2020, valuation for the determination of the total pension liability for each of the Division Trust Funds as shown below, reflect generational mortality and were applied, as applicable, in the determination of the TOL for the HCTF, but developed using a headcount-weighted basis. Affiliated employers of the State, School, Local Government and Judicial Divisions participate in the HCTF.

Pre-retirement mortality assumptions for the State and Local Government Divisions (members other than State Troopers) were based upon the PubG-2010 Employee Table with generational projection using scale MP-2019.

Pre-retirement mortality assumptions for State Troopers were based upon the PubS-2010 Employee Table with generational projection using scale MP-2019.

The pre-retirement mortality assumptions for the School Division were based upon the PubT-2010 Employee Table with generational projection using scale MP-2019.

Pre-retirement mortality assumptions for the Judicial Division were based upon the PubG-2010(A) Above-Median Employee Table with generational projection using scale MP-2019.

WINDSOR CHARTER ACADEMY

NOTES TO THE FINANCIAL STATEMENTS

June 30, 2022

**NOTE 8: DEFINED BENEFIT OTHER POST EMPLOYMENT BENEFIT (OPEB) PLAN**

(Continued)

**OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB (Continued)**

Post-retirement non-disabled mortality assumptions for the State and Local Government Divisions (members other than State Troopers) were based upon the PubG-2010 Healthy Retiree Table, adjusted as follows:

- **Males:** 94% of the rates prior to age 80 and 90% of the rates for ages 80 and older, with generational projection using scale MP-2019.
- **Females:** 87% of the rates prior to age 80 and 107% of the rates for ages 80 and older, with generational projection using scale MP-2019.

Post-retirement non-disabled mortality assumptions for State Troopers were based upon the unadjusted PubS-2010 Healthy Retiree Table, with generational projection using scale MP-2019.

Post-retirement non-disabled mortality assumptions for the School Division were based upon the PubT-2010 Healthy Retiree Table, adjusted as follows:

- **Males:** 112% of the rates prior to age 80 and 94% of the rates for ages 80 and older, with generational projection using scale MP-2019.
- **Females:** 83% of the rates prior to age 80 and 106% of the rates for ages 80 and older, with generational projection using scale MP-2019.

Post-retirement non-disabled mortality assumptions for the Judicial Division were based upon the unadjusted PubG-2010(A) Above-Median Healthy Retiree Table with generational projection using scale MP-2019.

Post-retirement non-disabled beneficiary mortality assumptions were based upon the Pub-2010 Contingent Survivor Table, adjusted as follows:

- **Males:** 97% of the rates for all ages, with generational projection using scale MP-2019.
- **Females:** 105% of the rates for all ages, with generational projection using scale MP-2019.

Disabled mortality assumptions for members other than State Troopers were based upon the PubNS-2010 Disabled Retiree Table using 99% of the rates for all ages with generational projection using scale MP-2019.

WINDSOR CHARTER ACADEMY

NOTES TO THE FINANCIAL STATEMENTS

June 30, 2022

**NOTE 8: DEFINED BENEFIT OTHER POST EMPLOYMENT BENEFIT (OPEB) PLAN**

(Continued)

**OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB (Continued)**

Disabled mortality assumptions for State Troopers were based upon the unadjusted PubS-2010 Disabled Retiree Table with generational projection using scale MP-2019.

The following health care costs assumptions were updated and used in the roll-forward calculation for the Trust Fund:

- Initial per capita health care costs for those PERACare enrollees under the PERA benefit structure who are expected to attain age 65 and older ages and are not eligible for premium-free Medicare Part A benefits were updated to reflect the change in costs for the 2021 plan year.
- The health care cost trend rates for Medicare Part A premiums were revised to reflect the then-current expectation of future increases in rates of inflation applicable to Medicare Part A premiums.

Actuarial assumptions pertaining to per capita health care costs and their related trend rates are analyzed and updated annually by PERA Board's actuary, as discussed above.

The actuarial assumptions used in the December 31, 2020, valuation were based on the results of the 2020 experience analysis for the period January 1, 2016, through December 31, 2019, and were reviewed and adopted by the PERA Board at their November 20, 2020, meeting.

The long-term expected return on plan assets is reviewed as part of regular experience studies prepared every four to five years for PERA. Recently this assumption has been reviewed more frequently. The most recent analyses were outlined in the Experience Study report dated October 28, 2020.

Several factors are considered in evaluating the long-term rate of return assumption, including long-term historical data, estimates inherent in current market data, and a log-normal distribution analysis in which best-estimate ranges of expected future real rates of return (expected return, net of investment expense and inflation) were developed for each major asset class. These ranges were combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentages and then adding expected inflation.

WINDSOR CHARTER ACADEMY

NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

**NOTE 8: DEFINED BENEFIT OTHER POST EMPLOYMENT BENEFIT (OPEB) PLAN**  
(Continued)

**OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB (Continued)**

As of the most recent reaffirmation of the long-term rate of return, the target asset allocation and best estimates of geometric real rates of return for each major asset class are summarized in the table as follows:

Asset Class	Target Allocation	30 Year Expected Geometric Real Rate of Return
Global Equity	54.00%	5.60%
Fixed Income	23.00%	1.30%
Private Equity	8.50%	7.10%
Real Estate	8.50%	4.40%
Alternatives	6.00%	4.70%
<b>Total</b>	<b>100.00%</b>	

Note: In setting the long-term expected rate of return, projections employed to model future returns provide a range of expected long-term returns that, including expected inflation, ultimately support a long-term expected nominal rate of return assumption of 7.25%.

*Sensitivity of the School's proportionate share of the net OPEB liability to changes in the Health Care Cost Trend Rates.* The following presents the net OPEB liability using the current health care cost trend rates applicable to the PERA benefit structure, as well as if it were calculated using health care cost trend rates that are one percentage point lower or one percentage point higher than the current rates:

	1% Decrease in Trend Rates	Current Trend Rates	1% Increase in Trend Rates
Initial PERACare Medicare trend rate	3.50%	4.50%	5.50%
Ultimate PERACare Medicare trend rate	3.50%	4.50%	5.50%
Initial Medicare Part A trend rate	2.75%	3.75%	4.75%
Ultimate Medicare Part A trend rate	3.50%	4.50%	5.50%
Net OPEB Liability	\$665,815	\$683,481	\$704,046

WINDSOR CHARTER ACADEMY

NOTES TO THE FINANCIAL STATEMENTS

June 30, 2022

**NOTE 8: DEFINED BENEFIT OTHER POST EMPLOYMENT BENEFIT (OPEB) PLAN**

(Continued)

**OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB (Continued)**

*Discount rate.* The discount rate used to measure the TOL was 7.25%. The projection of cash flows used to determine the discount rate applied the actuarial cost method and assumptions shown above. In addition, the following methods and assumptions were used in the projection of cash flows:

- Updated health care cost trend rates for Medicare Part A premiums as of the December 31, 2021, measurement date.
- Total covered payroll for the initial projection year consists of the covered payroll of the active membership present on the valuation date and the covered payroll of future plan members assumed to be hired during the year. In subsequent projection years, total covered payroll was assumed to increase annually at a rate of 3.00%.
- Employer contributions were assumed to be made at rates equal to the fixed statutory rates specified in law and effective as of the measurement date.
- Employer contributions and the amount of total service costs for future plan members were based upon a process to estimate future actuarially determined contributions assuming an analogous future plan member growth rate.
- Estimated transfers of dollars into the HCTF representing a portion of purchase service agreements intended to cover the costs associated with OPEB benefits.
- Benefit payments and contributions were assumed to be made at the middle of the year.

Based on the above assumptions and methods, the HCTF's FNP was projected to be available to make all projected future benefit payments of current members. Therefore, the long-term expected rate of return of 7.25% on OPEB plan investments was applied to all periods of projected benefit payments to determine the TOL. The discount rate determination does not use the municipal bond index rate, and therefore, the discount rate is 7.25%. There was no change in the discount rate from the prior measurement date.

WINDSOR CHARTER ACADEMY

NOTES TO THE FINANCIAL STATEMENTS

June 30, 2022

**NOTE 8: DEFINED BENEFIT OTHER POST EMPLOYMENT BENEFIT (OPEB) PLAN**

(Continued)

**OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB (Continued)**

*Sensitivity of the School's proportionate share of the net OPEB liability to changes in the discount rate.* The following presents the proportionate share of the net OPEB liability calculated using the discount rate of 7.25%, as well as what the proportionate share of the net OPEB liability would be if it were calculated using a discount rate that is one-percentage-point lower (6.25%) or one-percentage-point higher (8.25%) than the current rate:

	1% Decrease (6.25%)	Current Discount Rate (7.25%)	1% Increase (8.25%)
Proportionate share of the net OPEB liability	\$782,940	\$683,481	\$598,501

*OPEB plan fiduciary net position.* Detailed information about the HCTF's FNP is available in PERA's ACFR which can be obtained at [www.copera.org/investments/pera-financial-reports](http://www.copera.org/investments/pera-financial-reports).

**NOTE 9: RISK MANAGEMENT**

The Academy is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; injuries to employees; and natural disasters. The Academy purchases commercial insurance for these risks of loss. The Academy has not suffered any losses that exceeded coverage in the last three years.

The Academy participates in an agreement with UMR to provide health and dental insurance benefits to its employees. Under this plan, the Academy self-insures employee health claims up to \$30,000. The Academy purchased a stop loss insurance policy to cover individual health claims in excess of \$30,000 and aggregate total yearly claims in excess of \$1,000,000. Excess coverage policies are not purchased for dental claims. Settled benefits claims have not exceeded the aggregate total yearly claims limit during the year ended June 30, 2022.

A benefit claims liability is reported when it is probable that a loss has occurred, and the amount of loss can be reasonably estimated. The liability is estimated based upon the experience of the Academy, trends in costs of services and changes in the number of members. Estimates are revised as changes in these factors occur and such revisions are reflected in operations of the current period. Liabilities include an amount for claims that have been incurred but not reported.



WINDSOR CHARTER ACADEMY

NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

**NOTE 9: RISK MANAGEMENT** (Continued)

The following represents the changes in the Academy's claims liability amount for the year ended June 30, 2022:

Liability as of June 30, 2021	\$ 61,561
Current year claims and changes in estimates	
Claims Paid	<u>                    </u>
Liability as of June 30, 2022	<u><u>                    </u></u>

**NOTE 10: COMMITMENTS AND CONTINGENCIES**

**Claims and Judgments**

The Academy participates in a number of federal and state programs that are fully or partially funded by grants received from other governmental units. Expenditures financed by grants are subject to audit by the appropriate grantor government. If expenditures are disallowed due to noncompliance with grant program regulations, the Academy may be required to reimburse the grantor government. As of June 30, 2022, significant amounts of grant expenditures have not been audited, but the Academy believes that disallowed expenditures, if any, based on subsequent audits will not have a material effect on the overall financial position of the Academy.

**Tabor Amendment**

In November 1992, Colorado voters passed the Tabor Amendment to the State Constitution, which limits state and local government tax powers and imposes spending limitations. Fiscal year 1993 provides the basis for limits in future years to which may be applied allowable increases for inflation and student enrollment. Revenue received in excess of the limitations may be required to be refunded. The Academy believes it has complied with the Amendment. As required by the Amendment, the Academy has established a reserve for emergencies. At June 30, 2022, the reserve of \$415,000 was recorded as a restriction of fund balance in the General Fund.

WINDSOR CHARTER ACADEMY

NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

**NOTE 11: DEFICIT NET POSITION**

The Net Position of the government type activities is in a deficit position of \$13,550,640 due to the Academy including the Net Pension Liability per GASB Statements No. 68 and 75

As of June 30, 2022, the Academy had an internal service fund net position deficit of \$5,424,340. The deficit was created when the Academy used bond proceeds to construct its facilities. The deficit will be eliminated as the Academy pays down its debt.

**NOTE 12: SUBSEQUENT EVENTS**

Potential subsequent events were considered through October 3, 2022. It was determined that no events were required to be disclosed through this date.

DRAFT

**REQUIRED SUPPLEMENTARY INFORMATION**

**DRAFT**

WINDSOR CHARTER ACADEMY

GENERAL FUND  
BUDGETARY COMPARISON SCHEDULE  
Year Ended June 30, 2022

	2022			VARIANCE	2021 ACTUAL
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	Positive (Negative)	
REVENUES					
Local Sources					
Per Pupil Revenue	\$ 12,585,175	\$ 12,718,989	\$ 12,804,177	\$ 85,188	\$ 11,782,061
Mill Levy Override	552,614	552,614	552,614	-	552,614
Tuition and Fees	77,348	77,375	79,947	2,572	142,011
Grants and Contributions	50,000	50,000	104,458	54,458	64,817
Interest	10,000	10,000	5,558	(4,442)	3,551
Other	39,231	179,231	159,802	(19,429)	104,725
State and Federal Sources					
Grants and Donations	1,131,222	1,455,788	1,690,900	235,112	1,634,175
<b>TOTAL REVENUES</b>	<b>14,445,590</b>	<b>15,043,997</b>	<b>15,397,456</b>	<b>353,459</b>	<b>14,283,954</b>
EXPENDITURES					
Salaries	7,229,753	7,289,753	6,956,854	332,899	6,165,960
Employee Benefits	2,716,514	2,795,054	3,028,639	(233,585)	2,004,926
Purchased Services	1,762,081	2,107,732	3,218,050	(1,110,318)	4,140,264
Supplies and Materials	357,853	528,774	1,032,142	(503,368)	743,465
Property	2,120,336	2,058,325	222,843	1,835,482	257,148
Other	71,241	105,571	157,628	(52,057)	142,685
<b>TOTAL EXPENDITURES</b>	<b>14,257,778</b>	<b>14,885,209</b>	<b>14,616,156</b>	<b>269,053</b>	<b>13,454,448</b>
<b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</b>	<b>187,812</b>	<b>158,788</b>	<b>781,300</b>	<b>622,512</b>	<b>829,506</b>
OTHER FINANCING SOURCES (USES)					
Transfers In (Out)	-	-	41,977	41,977	55,580
<b>NET CHANGE IN FUND BALANCE</b>	<b>187,812</b>	<b>158,788</b>	<b>823,277</b>	<b>664,489</b>	<b>885,086</b>
FUND BALANCE, Beginning	4,527,679	4,527,679	4,526,920	(759)	3,641,834
FUND BALANCE, Ending	<u>\$ 4,715,491</u>	<u>\$ 4,686,467</u>	<u>\$ 5,350,197</u>	<u>\$ 663,730</u>	<u>\$ 4,526,920</u>

See the accompanying independent auditors' report.

WINDSOR CHARTER ACADEMY

SCHEDULE OF THE SCHOOL'S PROPORTIONATE SHARE  
SCHOOL DIVISION TRUST FUND

Years Ended December 31,

	2013	2014	2015	2016	2017	2018	2019	2020	2021
School's proportionate share of the Net Pension Liability	0.029%	0.030%	0.060%	0.070%	0.083%	0.080%	0.087%	0.106%	0.106%
School's proportionate share of the Net Pension Liability	\$ 3,654,832	\$ 4,032,978	\$ 9,143,838	\$ 20,921,376	\$ 26,801,741	\$ 14,212,954	\$ 13,071,171	\$ 15,978,764	\$ 12,385,682
State of Colorado's Proportionate Share of the Net Pension Liability associated with the School	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,943,424	\$ 2,099,913	\$ -	\$ 1,237,832
Total portion of the Net Pension Liability associated with the School	\$ 3,654,832	\$ 4,032,978	\$ 9,143,838	\$ 20,921,376	\$ 26,801,741	\$ 16,156,378	\$ 15,171,084	\$ 15,978,764	\$ 13,623,514
School's covered payroll	\$ 1,158,567	\$ 1,246,576	\$ 3,039,699	\$ 3,153,741	\$ 3,823,338	\$ 4,412,718	\$ 5,140,182	\$ 5,140,182	\$ 6,647,333
School's proportionate share of the Net Pension Liability as a percentage of its covered payroll	315.5%	323.5%	300.8%	663.4%	701.0%	322.1%	254.3%	310.9%	186.3%
Plan fiduciary net position as a percentage of the total pension liability	64.1%	62.5%	59.2%	43.1%	44.0%	57.0%	64.5%	67.0%	74.9%

Notes:

See the accompanying independent auditors' report.

WINDSOR CHARTER ACADEMY

SCHEDULE OF THE SCHOOL'S CONTRIBUTIONS  
SCHOOL DISVISION TRUST FUND

Years Ended June 30,

	2014	2015	2016	2017	2018	2019	2020	2021	2022
Statutorily required contributions	\$ 192,344	\$ 256,088	\$ 528,604	\$ 688,179	\$ 767,175	\$ 920,091	\$ 1,047,909	\$ 1,047,909	\$ 1,407,176
Contributions in relation to the Statutorily required contributions	192,344	256,088	528,604	688,179	767,175	920,091	1,047,909	1,047,909	1,407,176
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
School's covered payroll	\$ 1,203,400	\$ 1,516,726	\$ 2,818,596	\$ 3,546,140	\$ 4,055,474	\$ 4,809,668	\$ 5,407,282	\$ 5,407,282	\$ 7,078,349
Contributions as a percentage of covered payroll	15.98%	16.88%	18.75%	19.41%	18.92%	19.13%	19.38%	19.38%	19.88%

Notes:

This schedule will report ten years of data when it is available.

See the accompanying independent auditors' report.

WINDSOR CHARTER ACADEMY

SCHEDULE OF THE SCHOOL'S PROPORTIONATE SHARE  
HEALTH CARE TRUST FUND

Years Ended December 31,

	2016	2017	2018	2019	2020	2021
School's proportionate share of the Net Pension Liability	0.040%	0.047%	0.052%	0.057%	0.061%	0.072%
School's proportionate share of the Net Pension Liability	\$ 517,846	\$ 612,037	\$ 709,851	\$ 642,551	\$ 580,563	\$ 683,481
School's covered payroll	\$ 3,153,741	\$ 3,823,338	\$ 4,412,718	\$ 5,140,182	\$ 5,140,182	\$ 6,647,333
School's proportionate share of the Net Pension Liability as a percentage of its covered payroll	16.4%	16.0%	16.1%	12.5%	11.3%	10.3%
Plan fiduciary net position as a percentage of the total pension liability	16.7%	17.5%	17.0%	24.5%	24.5%	32.8%

Notes:

This schedule is reported as of December 31, as that is the plan year end.

This schedule will report ten years of data when it is available.

See the accompanying independent auditors' report.

WINDSOR CHARTER ACADEMY

SCHEDULE OF THE SCHOOL'S CONTRIBUTIONS  
HEALTH CARE TRUST FUND

Years Ended June 30,

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Statutorily required contributions	\$ 36,171	\$ 41,366	\$ 49,059	\$ 55,154	\$ 55,154	\$ 72,200
Contributions in relation to the Statutorily required contributions	<u>36,171</u>	<u>41,366</u>	<u>49,059</u>	<u>55,154</u>	<u>55,154</u>	<u>72,200</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
School's covered payroll	\$ 3,546,140	\$ 4,055,474	\$ 4,809,668	\$ 5,407,282	\$ 5,407,282	\$ 7,078,349
Contributions as a percentage of covered payroll	1.02%	1.02%	1.02%	1.02%	1.02%	1.02%

Notes:

This schedule will report ten years of data when it is available.

See the accompanying independent auditors' report.



**INDIVIDUAL FUND SCHEDULES**

**DRAFT**

WINDSOR CHARTER ACADEMY

BUDGETARY COMPARISON STATEMENT  
 BUILDING CORPORATION  
 Year Ended June 30, 2022

	2022		VARIANCE Positive (Negative)	2021 ACTUAL
	ORIGINAL AND FINAL BUDGET	ACTUAL		
REVENUES				
Local Sources				
Rent	\$ 1,634,778	\$ 1,461,310	\$ (173,468)	\$ 1,684,545
Interest Income	15,000	19,420	4,420	19,372
Other	10,000	-	(10,000)	-
TOTAL REVENUES	<u>1,659,778</u>	<u>1,480,730</u>	<u>(179,048)</u>	<u>1,703,917</u>
EXPENDITURES				
Purchased Services	410,000	218,492	191,508	937,944
Transfer Out	50,000	41,977	8,023	55,580
Depreciation Expense	525,000	496,748	28,252	480,750
Debt Service				
Principal	-	255,500	(255,500)	350,000
Interest	<u>1,634,778</u>	<u>1,453,435</u>	<u>181,343</u>	<u>1,177,212</u>
TOTAL EXPENDITURES	<u>2,619,778</u>	<u>2,466,152</u>	<u>153,626</u>	<u>3,001,486</u>
CHANGE IN FUND BALANCES (Budget Basis)	<u>\$ (960,000)</u>	(985,422)	<u>\$ (25,422)</u>	(1,297,569)
Adjustments to Reconcile Budget Basis to GAAP Basis				
Principal Payments		<u>255,500</u>		<u>350,000</u>
CHANGE IN FUND BALANCE (GAAP Basis)		(729,922)		(947,569)
FUND BALANCE, Beginning		<u>(4,694,418)</u>		<u>(3,746,849)</u>
FUND BALANCE, Ending		<u>\$ (5,424,340)</u>		<u>\$ (4,694,418)</u>

See the accompanying independent auditors' report.

WINDSOR CHARTER ACADEMY

AGENCY FUND  
 BUDGETARY COMPARISON SCHEDULE  
 Year Ended June 30, 2022

	2022			VARIANCE Positive (Negative)	2021 ACTUAL
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL		
REVENUES					
Local Sources					
Student Groups	\$ 210,000	\$ 375,000	\$ 364,283	\$ (10,717)	\$ 162,673
TOTAL REVENUES	210,000	375,000	364,283	(10,717)	162,673
EXPENDITURES					
Student Groups	210,000	375,000	251,810	123,190	194,468
TOTAL EXPENDITURES	210,000	375,000	251,810	123,190	194,468
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES		-	112,473	(133,907)	(31,795)
NET CHANGE IN FUND BALANCE	-	-	112,473	(133,907)	(31,795)
DUE TO STUDENT GROUPS, Beginning	195,000	195,000	162,203	(32,797)	193,998
DUE TO STUDENT GROUPS, Ending	\$ 195,000	\$ 195,000	\$ 274,676	\$ (166,704)	\$ 162,203

See the accompanying independent auditors' report.

WINDSOR CHARTER ACADEMY

AGENCY FUND  
STATEMENT OF CHANGES IN ASSETS AND LIABILITIES  
June 30, 2022

	BALANCE JULY 1, 2022	ADDITIONS	DELETIONS	BALANCE JUNE 30, 2022
<b>ASSETS</b>				
Cash	\$ 174,248	\$ 111,556	\$ -	\$ 285,804
<b>TOTAL ASSETS</b>	<u>\$ 174,248</u>	<u>\$ 111,556</u>	<u>\$ -</u>	<u>\$ 285,804</u>
<b>LIABILITIES</b>				
Accrued Liabilities	12,045	-	917	11,128
Due to Student Groups	<u>162,203</u>	<u>111,556</u>	<u>(917)</u>	<u>274,676</u>
<b>TOTAL LIABILITIES</b>	<u>\$ 174,248</u>	<u>\$ 111,556</u>	<u>\$ -</u>	<u>\$ 285,804</u>

DRAFT

See the accompanying independent auditors' report.



**3.0 First Read Policies**



## **NON-DISCRIMINATION / EQUAL OPPORTUNITY**

Windsor Charter Academy is committed to providing a safe learning and work environment where all members of the school community are treated with dignity and respect. The School is subject to all federal and state laws and constitutional provisions prohibiting discrimination on the basis of disability, race, creed, color, sex, sexual orientation, marital status, national origin, religion, ancestry, and other categories protected by law. Accordingly, no otherwise qualified student, employee, applicant for employment or member of the public may be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any Windsor Charter Academy program or activity on the basis of disability, race, creed, color, sex, sexual orientation, marital status, national origin, religion, ancestry, or need for special education services, or other status protected by law. Discrimination against employees and applicants for employment based on age and genetic information, and conditions related to pregnancy or childbirth is also prohibited in accordance with state and/or federal law.

For purposes of this policy, these terms have the following meanings:

- "Race" includes hair texture, hair type, or a protective hairstyle that is commonly or historically associated with race.
- "Protective Hairstyle" includes such hairstyles as braids, locs, twists, tight coils or curls, cornrows, bantu knots, afros, and head wraps.
- "Sexual Orientation" means a person's orientation toward heterosexuality, homosexuality, bisexuality, or transgender status or another person's perception thereof.

This policy and supporting regulation will be used to address all concerns regarding discrimination and harassment. except those Alleged conduct regarding sex-based discrimination and sexual harassment will follow the complaint and investigation procedures specific to this conduct.

In keeping with these statements, the following are objectives of Windsor Charter Academy:

1. To promote the rights and responsibilities of all individuals as set forth in the state and federal constitutions, pertinent legislation and applicable judicial interpretations.
2. To encourage positive experiences in terms of human values for children and adults who have differing personal and family characteristics or who come from various socio-economic, racial and ethnic groups.
3. To consider carefully, in all decisions made which affect the schools, the potential benefits or adverse consequences that those decisions might have on the human relations aspects of all segments of society.
4. To utilize educational experiences to build each individual's pride in the community in which they live.
5. To initiate a process of reviewing all policies and practices of Windsor Charter Academy in order to achieve the objectives of this policy to the greatest extent possible.
6. To investigate and resolve promptly any complaints of discrimination and harassment.
7. To investigate and appropriately discipline staff and students found to be responsible for incidents of harassment or discrimination in violation of Windsor Charter Academy policy.

## **Annual Notice**

Windsor Charter Academy will issue a written notice prior to the beginning of each school year that advises students, parents, employees and the general public that the educational programs, activities and employment opportunities offered by Windsor Charter Academy without regard to disability, race, creed, color, sex sexual orientation, marital status, religion, national origin, ancestry, or any other status protected by law need for special education. With respect to employment practices, Windsor Charter Academy will also issue written notice that it does not discriminate on the basis of age ,genetic information, or conditions related to pregnancy or childbirth. The announcement will also include the title, address, email address, and telephone number of the person(s) designated to coordinate Title IX Section 504 and ADA compliance activities.

The notice will be disseminated to persons with limited English language skills in the person's own language. It will also be made available to persons who are visually or hearing impaired.

The notice will appear on a continuing basis in all Windsor Charter Academy media containing general information, including: teachers' guides, school

publications, the Windsor Charter Academy's website, recruitment materials, application forms, vacancy announcements, student handbooks, school program notices, summer program newsletters and annual letters to parents.

## **Harassment Is Prohibited**

Harassment based on a person's disability, race, creed, color, sex, sexual orientation, marital status, national origin, religion, ancestry, or need for special education services is a form of discrimination prohibited by state and federal law. Preventing and remedying such harassment in schools is essential to ensure a nondiscriminatory, safe environment in which students can learn, employees can work and members of the public can access and receive the benefit of Windsor Charter Academy facilities and programs. All such harassment, by Windsor Charter Academy employees, students and third parties, is strictly prohibited.

All Windsor Charter Academy employees and students share the responsibility to ensure that harassment does not occur at Windsor Charter Academy, on its property, at any school-sanctioned activity or event, or off school property when such conduct has a nexus to the school, or any curricular or non-curricular activity or event.

## **Reporting Discrimination and Harassment**

Any student who believes they have been a target of unlawful discrimination or harassment in violation as defined by Windsor Charter Academy policy and supporting regulations, or who has witnessed such discrimination or harassment, will immediately report it to an administrator, counselor, teacher or the Windsor Charter Academy's compliance officer and file a complaint as set forth in the regulation which accompanies this policy.

**Any applicant for employment or member of the public who believes they have been a target of unlawful discrimination or harassment, or who has witnessed such unlawful discrimination or harassment, is encouraged to immediately file a complaint with Windsor Charter Academy's compliance officer.**

Any employee, ~~applicant for employment or member of the public~~ who believes they have been a target of discrimination or harassment **is encouraged to immediately file a complaint with either an immediate supervisor or Windsor Charter Academy's compliance officer, and any employee or** who has witnessed such **unlawful** discrimination or harassment, ~~will~~ **must immediately** file a complaint with either an immediate supervisor or the Windsor Charter Academy's compliance officer.



If the individual alleged to have engaged in prohibited conduct is the person designated as the compliance officer, the complaint shall be made to the superintendent who shall designate an alternate compliance officer to investigate the matter.

## **Charter Action**

All Windsor Charter Academy employees who witness discrimination or harassment will take prompt and effective action to stop it, as prescribed by Windsor Charter Academy.

The Windsor Charter Academy will take appropriate action to investigate allegations of discrimination and harassment promptly and impartially, to end such behavior, to prevent the recurrence of such behavior and to prevent retaliation against the individual(s) who files the complaint and/or any person who participates in the investigation. When appropriate,

Windsor Charter Academy will take interim measures during the investigation to protect against further discrimination, harassment or retaliation.

To the extent possible, all reports of discrimination or harassment will be kept confidential. Students or employees who knowingly file false complaints or give false statements in an investigation will be subject to discipline, up to and including suspension/expulsion for students and termination of employment. No student, employee or member of the public will be subject to adverse treatment in retaliation for any good faith report of harassment under this policy.

Upon determining that incidents of discrimination or harassment are occurring in particular Windsor Charter Academy settings or activities, Windsor Charter Academy will implement measures designed to remedy the problem in those areas or activities.

Any student or employee who engages in discrimination or harassment will be disciplined according to applicable Windsor Charter Academy policies, and Windsor Charter Academy will take reasonable action to restore lost educational or employment opportunities target(s).

In cases involving potential criminal conduct, Windsor Charter Academy will determine whether appropriate law enforcement officials should be notified.

## **Notice and Training**

To reduce discrimination and harassment and ensure a respectful school environment, the administration is responsible for providing notice of this policy to all Charter and its departments. The policy and complaint process must be

prominently posted on the Windsor Charter Academy's website, be referenced in student and employee handbooks and made otherwise available to all students, staff and members of the public through electronic or hard copy distribution. Training materials regarding sex-based discrimination and sexual harassment are available to the public on the district's website.

Students and Windsor Charter Academy Charter employees will receive periodic training related to recognizing and preventing discrimination and harassment. Windsor Charter Academy employees must receive additional training related to handling reports of discrimination and harassment. The training will include, but not be limited to:

- Awareness of groups protected under state and federal law and/or targeted groups.
- How to recognize and react to discrimination and harassment.
- Proven harassment prevention strategies.

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Windsor Charter Academy Executive Board  
Adopted: March 2016  
September 2020  
**November 2022**

#### Legal References

20 U.S.C. §1681 (Title VII, Education Amendments of 1972)  
20 U.S.C. §1701-1758 (Equal Employment Opportunity Act of 1972)  
29 U.S.C. §621 et seq. (Age Discrimination in Employment Act of 1967)  
29 U.S.C. §701 et seq. (Section 504 of the Rehabilitation Act of 1973)  
42 U.S.C. §12101 et seq. (Title II of the Americans with Disabilities Act)  
42 U.S.C. §2000d (Title VI of the Civil Rights Act of 1964, as amended in 1972)  
42 U.S.C. §2000e (Title VII of the Civil Rights Act of 1964)  
42 U.S.C. §2000ff et seq. (Genetic Information Nondiscrimination Act of 2008)  
34 C.F.R. Parts 100, 104, 106 and 110  
C.R.S. §2-4-401(13.5) (definition of sexual orientation)  
C.R.S. §18-9-121 (bias-motivated crimes)  
C.R.S. §22-32-109(1)(II) (Board duty to adopt written policies prohibiting discrimination)  
C.R.S. §24-34-301(7) (definition of sexual orientation)  
C.R.S. §24-34-301 et seq. (Colorado Civil Rights Division)

C.R.S. §24-34-401 et seq. (discriminatory or unfair employment practices)  
C.R.S. §24-34-601 (discrimination in places of public accommodation)  
C.R.S. §24-34-602 (penalty and civil liability for discrimination)

## Cross References

AC-E-1 Nondiscrimination/Equal Opportunity Notice  
AC-E-2 Nondiscrimination/Equal Opportunity (Complaint Form)  
AC-R-1 Nondiscrimination/Equal Opportunity (Complaint and Compliance Process)  
GBA Open Hiring/Equal Employment Opportunity  
GBAA Sexual Harassment  
JB Equal Educational Opportunities  
JBB Sexual Harassment





## BULLYING PREVENTION AND EDUCATION

The Executive Board supports a secure school climate, conducive to teaching and learning that is free from threat, harassment and any type of bullying behavior. The purpose of this policy is to promote consistency of approach and to help create a climate in which all types of bullying are regarded as unacceptable.

~~Bullying is the use of coercion or intimidation to obtain control over another person or to cause physical, mental or emotional harm to another person. Bullying can occur through written, verbal or electronically transmitted expression or by means of a physical act or gesture. Bullying is prohibited against any student for any reason. Bullying includes but is not limited to any such behavior that is directed toward a student on the basis of their academic performance or any basis protected by federal and state law, including disability, race, creed, color, sex, sexual orientation, marital status, national origin, religion, ancestry or the need for special education services, whether such characteristic(s) is actual or perceived.~~

~~Bullying is prohibited on Windsor Charter Academy property, at school-sanctioned activities and events, when students are being transported in any vehicle dispatched by one of its schools, or off school property when such conduct has a nexus to school curricular or non-curricular activity or event.~~

**Bullying and other behaviors as defined below are prohibited on Windsor Charter Academy property, at school-sanctioned activities and events, when students are being transported in any vehicle dispatched by Windsor Charter Academy, or off school property when such conduct has a nexus to school curricular or non-curricular activity or event.**

### Prohibited Behavior

- **Bullying**

- **Retaliation against those reporting bullying and/or other behaviors prohibited by this policy**
- **Making knowingly false accusations of bullying behavior**

## **Definitions**

### ***Bullying***

**Bullying is the use of coercion or intimidation to obtain control over another person or to cause physical, mental, or emotional harm to another person. Bullying can occur through written, verbal, or electronically transmitted expressions (i.e., cyberbullying) or by means of a physical act or gesture. Bullying is prohibited against any student for any reason, including but not limited to any such behavior that is directed toward a student on the basis of their academic performance or any basis protected by federal and state law, including disability, race, creed, color, sex, sexual orientation, gender identity, gender expression, marital status, national origin, religion, ancestry, or the need for special education services, whether such characteristic(s) is actual or perceived.**

### ***Retaliation***

**Retaliation is an act or communication intended as retribution against an individual who reports an act of bullying. Retaliation can also include knowingly making false accusations of bullying or acting to influence the investigation of, or the response to, a report of bullying.**

### ***False Accusations***

**False accusations of bullying are those made knowingly by an individual or group of individuals with the purpose of causing harm to another individual and which are false.**

~~A student who engages in any act of bullying and/or a student who takes any retaliatory action against a student who reports in good faith an incident of bullying, is subject to appropriate disciplinary action including but not limited to suspension, expulsion and/or referral to law enforcement authorities.~~

~~In determining the appropriate action to be taken in response to incidents of student bullying, the principal or principal's designees will consider multiple indicators of the bullying behavior's severity, which may include whether the bullying behavior is unwanted and aggressive; is repeated or has the potential to be repeated; involves a real or perceived power imbalance wherein the student engaging in bullying behavior is using their power to control or harm others; involves making threats, spreading rumors, attacking someone physically or verbally; or excluding someone from a group on purpose.~~

~~Bullying behavior that constitutes unlawful discrimination or harassment will be subject to investigation and discipline under related Executive Board policies and procedures. Students targeted by bullying when such bullying behavior may constitute unlawful discrimination or harassment also have additional rights and protections under Executive Board policies and procedures regarding unlawful discrimination and harassment.~~

~~Available interventions for the student who engaged in the bullying behavior or retaliatory action include, but are not limited to:~~

~~Imposing discipline, which may include classroom removal, detention, classroom suspension, counseling, participation in the school's restorative justice program or positive behavioral intervention support program, peer mediation, referral to law enforcement authorities, referral to a juvenile assessment center for counseling or other services, being placed on a remedial discipline plan, suspension, or expulsion.~~

~~In addition, the principal or principal's designee may:~~

- ~~• Meet with the student to develop strategies to conform the student's behavior to acceptable standards.~~
- ~~• Hold a conference with the student's parents in order to develop cooperative strategies to conform the student's behavior to acceptable standards.~~
- ~~• Separate the student from other students at school or from particular school programs or activities until the student can conform his or her behavior to an acceptable standard.~~
- ~~• Withhold privileges (For example: recess, field trips, participation in extracurricular activities, etc.) until the student can conform their behavior to acceptable standards.~~

### **Prevention and Intervention**

The Executive Director, or designee, shall develop a comprehensive program to address bullying at all school levels **and will ensure that the program is consistently applied across all students and staff.** The program shall be aimed toward accomplishing the following goals:

- ~~1. To send a clear message to students, staff, parents and community members that bullying and retaliation against a student who reports bullying will not be tolerated.~~
- ~~2. To train staff and students in taking pro-active steps to prevent bullying from occurring.~~**To train staff on an annual basis in taking proactive steps to**



**prevent bullying from occurring, which includes but is not limited to, training on the bullying prevention and education policy, how to recognize and intervene in bullying situations, and positive school climate practices.**

3. To implement procedures for immediate intervention, investigation, and confrontation of students engaged in bullying behavior.
4. To initiate efforts to change the behavior of students engaged in bullying behaviors through re-education on acceptable behavior, discussions, counseling, and appropriate negative consequences.
5. To foster a productive partnership with parents and community members in order to help maintain a bully-free environment.
6. To support targets of bullying ~~by means of individual and peer counseling~~ **through a layered continuum of supports that includes, but is not limited to, individual and peer counseling.**
7. To help develop peer support networks, social skills and confidence for all students.
8. ~~To recognize and praise positive, supportive behaviors of students toward one another on a regular basis.~~ **To support positive school climate efforts that clearly define, teach, and reinforce prosocial behavior. This includes intentional efforts to promote relationships between staff and students as well as students with other students.**
9. **To designate a team of persons at each school who advise the school administration on the severity and frequency of bullying. The team of persons at the school may include, but need not be limited to, school resource officers, social workers, school psychologists, health professionals, mental health professionals, members of bullying prevention or youth resiliency community organizations, counselors, teachers, administrators, parents, and students.**
10. **To survey students' impressions of the severity and frequency of bullying behaviors in their school. To include students in the development, creation, and delivery of bullying prevention efforts as developmentally appropriate.**
11. **To provide character building for students that includes, but is not limited to, age-appropriate, evidence-based social and emotional learning as well as information on the recognition and prevention of bullying behaviors.**

## Reporting

Any student who believes they have been a victim of bullying and/or other behaviors prohibited by this policy, or who has witnessed such bullying and/or other prohibited behaviors, is strongly encouraged to immediately report it to a school administrator, counselor, or teacher.

## **Investigating and Responding**

As part of the Executive Director's comprehensive program to address bullying, procedures will be developed with the goal of immediate intervention and investigation in response to reports of students engaged in bullying and/or other behaviors prohibited by this policy. Procedures will include, to the extent appropriate as determined by the investigator and designated administrator, and in accordance with applicable law and Executive Board policy and procedures, notification to parents/guardians of the results of bullying investigations and their right to appeal investigatory findings to the Windsor Charter Academy.

## **Supports and Referrals**

As part of the Executive Director's comprehensive program to address bullying, procedures will be developed with the aim toward accomplishing the following goals:

- **Initiate efforts to change the behavior of students engaged in bullying behaviors.**
- **Support targets of bullying in ways that avoid increasing their likelihood of discipline.**
- **Support witnesses of bullying.**

A student who engages in any act of bullying, retaliation, and/or other behaviors prohibited by this policy is subject to appropriate disciplinary action including but not limited to suspension, expulsion, and/or referral to law enforcement authorities. The severity and pattern, if any, of the bullying behavior will be taken into consideration when disciplinary decisions are made. Bullying behavior that constitutes unlawful discrimination or harassment will be subject to investigation and discipline under related Executive Board policies and procedures. Students targeted by bullying when such bullying behavior may constitute unlawful discrimination or harassment also have additional rights and protections under Executive Board policies and procedures regarding unlawful discrimination and harassment.

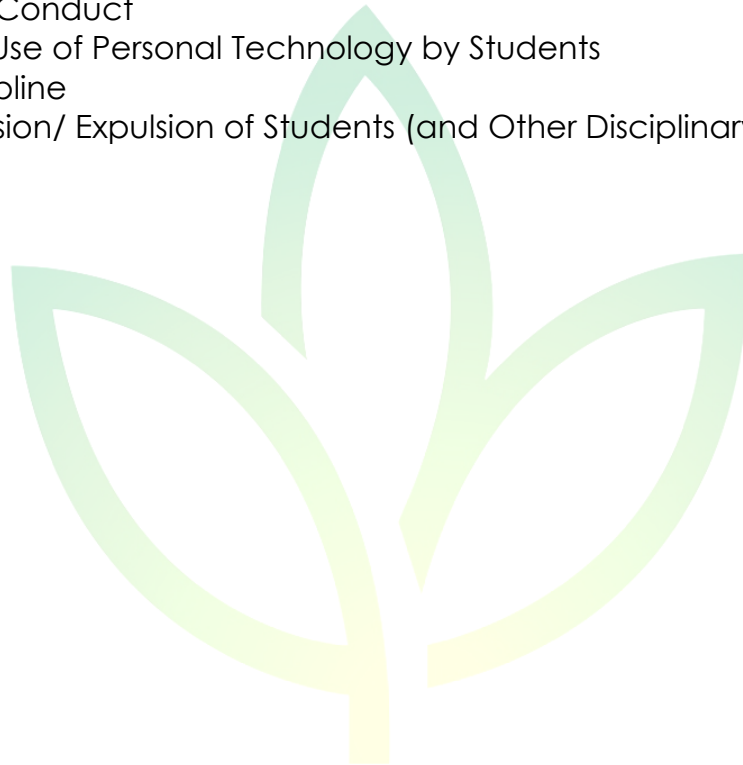
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Windsor Charter Academy Executive Board  
December 2017  
October 2020

Legal References  
C.R.S. 22-32-109.1

Cross References  
AC Nondiscrimination/Equal Opportunity  
JBB Sexual Harassment  
JICDA Code of Conduct  
JS Appropriate Use of Personal Technology by Students  
JK Student Discipline  
JKD/JKE Suspension/ Expulsion of Students (and Other Disciplinary Interventions)





**Windsor**  
CHARTER ACADEMY  
GROWING LIFE-LONG LEARNERS  
**ADMINISTERING MEDICINES TO STUDENTS**

### **Medication Administration to Students by School Personnel**

School personnel shall not administer prescription or nonprescription medications to students unless appropriate administration cannot reasonably be accomplished outside of school hours and the student's parent/guardian is not available to administer the medication during the school day.

Medication may be administered to students by school personnel whom a registered nurse has trained and delegated the task of administering such medication. For purposes of this policy, the term "medication" includes both prescription and nonprescription medication, but does not include homeopathic/herbal medications, medical marijuana, CBD oil/products and essential oils. The administration of medical marijuana shall be in accordance with the Executive Board's policy on administration of medical marijuana to qualified students.

Medication may be administered to students by the school nurse or other school designee only when the following requirements are met:

Medication shall be in the original properly labeled container. If it is a prescription medication, the student's name, name of the medication, dosage, how often it is to be administered, and name of the prescribing licensed health care practitioner shall be printed on the container.

The school shall have received written permission to administer the medication from the student's licensed health care practitioner with prescriptive authority under Colorado law.

The school shall have received written permission from the student's parent/guardian to administer the medication to the student. When such a request is made by a parent/guardian, a full release from the responsibilities pertaining to side effects or other medical consequences of such medications also must be presented.

The parent/guardian shall be responsible for providing all medication to be administered to the student.

## **Student Medication Possession and Self-Administration**

~~A middle or high school student with asthma, a food allergy, other severe allergies, or a related, life-threatening condition may possess and self-administer medication to treat the student's asthma, food or other allergy, anaphylaxis or related, life-threatening condition. Self-administration of such medication may occur during school hours, at school-sponsored activities, or while in transit to and from school or a school-sponsored activity. Student possession and self-administration of such medication shall be in accordance with the regulation accompanying this policy. High school and middle school students may possess and self-administer medications during school hours, at school-sponsored activities, or while in transit to and from school or a school-sponsored activity.~~

**This includes medications to treat the student's asthma, food or other allergy, anaphylaxis or related life-threatening condition.**

The parent/legal guardian shall notify the school administration of the student's medical needs and/or of the fact that the student may be in possession of his or her medication. This notification, when appropriate, should include a written treatment plan from the licensed health care practitioner. These notifications will be shared with the school nurse, teachers, and other staff as appropriate.

~~Authorization for a student to possess and self-administer medication to treat the student's asthma, food or other allergy, anaphylaxis or other related, life-threatening condition may be limited or revoked by the school principal after consultation with the school nurse and the student's parent/guardian if the student demonstrates an inability to responsibly possess and self-administer such medication.~~

Controlled substances prescribed to students cannot be possessed or self-administered and must follow **the above section of this policy, Medication Administration to Students by School Personnel**. Students may only possess a sufficient dosage of a medication to treat their medical condition for a single day. Insulin pumps or other medical devices that deliver medication doses over a period of time are allowed.

~~Any student, regardless of age level, may possess and self-administer an emergency medication prescribed for them by a licensed health care practitioner to treat anaphylaxis, hypoglycemia, or respiratory distress.~~ Elementary students may NOT possess and self-administer medications during school hours, at school-sponsored activities, or while in transit to and from school or a school-sponsored activity, except for medications prescribed for the emergency treatment of anaphylaxis, asthma, and hyperglycemia and hypoglycemia, or as negotiated by the school nurse, parents, and the

prescribing licensed health care practitioner. **Elementary student possession and self-administration of medications must meet the following:**

- **Written authorization signed by the student's health care practitioner must be on file with the school which must include the student's name; the name, purpose, prescribed dosage, frequency and length of time between dosages of the medication to be self-administered; and confirmation that the student has been instructed and is capable of self-administration of the medication.**
- **The school nurse, in consultation with the student's health care practitioner and the student's parent/guardian, must collaborate to make an assessment of the student's knowledge of their condition and ability to self-administer medication.**
- **A written statement signed by the student's parent/guardian must be on file with the school which must include permission for the student to self-administer their medication and release from liability for any injury arising from the students' self-administration of such medication.**
- **A written contract between the school nurse, the student, and the student's parent/guardian must be on file with the school, assigning levels of responsibility to the student's parent/guardian, student, and school employees.**
- **Authorization for a student to possess and self-administer a medication may be limited or revoked by the school principal after consultation with the school nurse and the student's parent/guardian if the student demonstrates an inability to responsibly possess and self-administer such medication.**

### **Administering Medications to Students During Non-School Hours**

**Medication administration by school staff will be made available by either the school nurse or his/her delegate during field trips outside of the school day, for all required activities that occur outside of school hours, and to the extent possible, many non-required special activities/events, including but not limited to, athletics, and pre-registered school sponsored clubs and events. It is the parent/guardian's responsibility to notify the school nurse and provide the required documentation and authorization needed if a student requires administration of medications outside of school hours. Each non-school hour activity may require a separate authorization.**

### **Use of Stock Epinephrine Auto-Injectors in Emergency Situations**

Windsor Charter Academy may have a stock supply of epinephrine auto-injectors for use in emergency anaphylaxis events that occur on school grounds. Any administrations of a stock epinephrine auto-injector to a student by a Windsor Charter Academy employee shall be in accordance with applicable state law, including applicable State Board of Education rules.

Windsor Charter Academy stock supply of epinephrine auto-injectors is not intended to replace student-specific orders or medication provided by the student's parent/guardian to treat the student's asthma, food or other allergy, anaphylaxis or related, life-threatening condition.

### **Use of Opiate Antagonists in Emergency Situations**

**To the extent state funding and supplies are available, Windsor Charter Academy shall have a stock supply of opiate antagonists to assist a student who is at risk of experiencing an opiate-related drug overdose event. For purposes of this policy, an opiate antagonist means naloxone hydrochloride or any similarly acting drug that is not a controlled substance and that is approved by the federal Food and Drug Administration (FDA) for the treatment of a drug overdose. The stock supply of opiate antagonists may also be used to assist a Windsor Charter Academy employee or any other person who is at risk of experiencing an opiate-related drug overdose event. Administration of an opiate antagonist by a Windsor Charter Academy employee to a student or any other person shall be in accordance with applicable state law.**

### **Disposal of Medications**

Medications that are no longer needed at school and have not been picked up by the parent/guardian, once notified by school staff, will be disposed of according to applicable laws. It is the responsibility of the school nurse or designated school employee to dispose of medication. Should school personnel be required to dispose of medication, one witness must be present and school personnel must document the disposal, including the signatures of the individual disposing of the medication and the witness.

### **Preventative Measures**

Preventative measures (such as sunscreen, insect repellent, diaper ointment, and cough drops) may be administered by school personnel with written parental permission only. These items must be supplied by the parent.

Adopted: April 2019

**November 2022**

## Legal Reference

C.R.S. 22-1-119

C.R.S. 12-38-132

C.R.S. 22-1-119.5

C.R.S. 22-2-135

C.R.S. 24-10-101

1 CCR 301-68

6 CCR 1010-6, Rule 9-105

## Cross Reference

JICH Student Involvement with Drugs and Alcohol

JKE JKD Suspension/Expulsion of Students

JLCE Medical Emergencies and First Aid





**4.0 Second Read Policies**





## **STUDENT INTERVIEWS, INTERROGATIONS, SEARCHES AND ARRESTS**

The Executive Board seeks to maintain a climate in the schools which is conducive to learning and protective of the safety and welfare of staff and students. To achieve this goal, it may be necessary for school personnel to search the person and/or the personal property of the student and to seize any property deemed injurious or detrimental to the safety and welfare of students and staff.

### **Definitions**

"Reasonable suspicion" is based on facts provided by a reliable informant or personal observations which cause the school official to believe, based on personal experience, that search of a particular person, place or thing would lead to the discovery of evidence of a violation of Board policy, school rule or state or federal laws.

"Contraband" consists of all substances or materials prohibited by Board policy or state or federal law including but not limited to drugs, alcohol, guns, knives, other weapons or incendiary devices.

### **Interviews by School Administrators**

When a reasonable suspicion of a violation of Executive Board policy or school rules occurs, the School Official may question potential student victims and witnesses without the prior consent of the student's parent/guardian. For any incidents that may require a referral to law enforcement, reasonable attempts to notify a parent of the interview will be made except for cases where the interview is necessary to avoid imminent harm or a threat. If a school official is investigating a report of child abuse and the suspected perpetrator is a member of the student's family, no contact with the student's family will be made.

In situations where a student is suspected of violating Executive Board policies or school rules, the School Official may interview the suspected student if the school official has reasonable grounds to suspect that such a violation has occurred. The nature and extent of the questioning must be reasonably related to the objectives of the questioning. If the student denies any involvement or



culpability, the student will have the opportunity to present his or her side of the story, orally or in writing.

### **Searches Conducted by School Officials**

A school official may search a student and/or the student's personal property while on school premises or during a school activity in accordance with this policy and may seize any illegal, unauthorized or contraband materials.

An administrative report shall be prepared by the school official conducting a search explaining the reasons for the search, the results and the names of any witnesses to the search.

### **Search of School Property**

School lockers, desks and other storage areas are school property and remain at all times under the control of the school. All such lockers, desks and other storage areas, as well as their contents, are subject to inspection at any time, with or without notice.

Students shall assume full responsibility for the security of their lockers and/or other storage areas in the manner approved by the administration. Students shall be responsible for whatever is contained in desks and lockers assigned to them by the school, as well as for any loss or damage relating to the contents of such desks and lockers.

School officials may also search vehicles parked on school property if there is reasonable suspicion. Whenever reasonably possible, another person should be available to witness the search.

### **Search of the Student's Person or Personal Effects**

The School Official may search the person of a student or a student's personal effects such as a purse, backpack, book bag, or briefcase on school property or at school-sponsored events or activities if the school official has reasonable grounds to suspect that the search will uncover:

1. Evidence of a violation of school rules, Board policies or federal, state, or local laws.
2. Anything which, because of its presence, presents an immediate danger of physical harm or illness to any person.

Search of the person shall be limited to the student's pockets, any object in the student's possession such as a purse, backpack, book bag, or briefcase, and a "pat down" of the exterior of the student's clothing. Unless the search of a

student's personal effects constitutes a suspected immediate or imminent threat, reasonable steps to notify the student of the search will occur prior to the search of personal effects such as a purse, backpack, book bag, briefcase, etc.

The extent of the search of a student's person or personal effects, as well as the means to conduct the search, must be reasonably related to the objectives of the search and the nature of the suspected violation. Additionally, school officials conducting the search shall be respectful of privacy considerations, in light of the sex and age of the student.

Searches (either by "pat down" and/or by electronic metal detection wand) of the person shall be conducted out of the presence of other students and as privately as possible by a person of the same sex (if available) as the student being searched. At least one person of the same sex as the student (if available) being searched shall witness but not participate in the search.

Searches of a student's person and/or personal effects may be conducted without the prior consent of the student's parent/guardian. However, the parent/guardian of any student searched shall be notified of the search as soon as reasonably possible.

Searches of the person which may require removal of clothing other than a coat, jacket, hoodie, shoes, or boots shall be referred to a law enforcement officer. School personnel shall not participate in such searches.

### **Seizure of Items**

Anything found in the course of a search conducted by school officials which is evidence of a violation of law or Executive Board policy or school rules or which by its presence presents an immediate danger of physical harm may be:

1. Seized and offered as evidence in any suspension or expulsion proceeding. Such material shall be kept in a secure place by the School Official until it is presented at the hearing.
2. Returned to the student's parent/guardian. Items will remain available for reclamation by the parent/guardian for up to 7 days after the seizure may be destroyed unless preserved as evidence relative to an expulsion hearing.
3. Turned over to a law enforcement officer in accordance with this policy.

### **Law Enforcement Officers' Involvement**

## ***Interrogations and Interviews***

When law enforcement officials request permission to question students when students are in school or participating in school activities, the School Official shall ascertain that the law enforcement officer has proper identification. Except when law enforcement officers have a warrant or other court order, or when an emergency or other exigent circumstances exist, such interrogations and interviews are discouraged during students' class time.

The School Official shall be present during the law enforcement interrogation or interview unless a court order provides otherwise. It is the responsibility of the law enforcement officer interviewing student witnesses or interrogating student suspects to assure compliance with all applicable procedural safeguards.

Upon request by law enforcement to interview a student witness or interrogate a student suspect, school officials shall notify the student's parent/guardian, except in cases involving investigation of reported child abuse where the suspected perpetrator is a member of the student's family, when law enforcement has a court order directing that the student's parent/guardian not be notified, or when an emergency or other exigent circumstances exist.

If the student is under 18, the student's parent/guardian also shall be present during the law enforcement interrogation or interview unless: (1) the juvenile is emancipated as that term is defined in state law; (2) the student's parent/guardian has not been notified pursuant to this policy; or (3) the student's parent/guardian agrees to the interrogation or interview without being present.

If requested by the Department of Human Services (DHS) or its designee to interview or observe a child who is the subject of a report of abuse or neglect, the School Official shall ascertain that the DHS representative has proper identification. Upon confirmation, Windsor Charter Academy will use reasonable efforts to make the student available to be interviewed or observed.

## ***Search and Seizure***

The School Official may request a search on school premises be conducted by a law enforcement officer. When law enforcement officers respond to such a request, no school employee shall assist or otherwise participate in the search. It is expected that searches by law enforcement will be conducted in accordance with the requirements of applicable law.

## ***Custody and/or Arrest***

Students will be released to law enforcement officers if the student has been placed under arrest or if the student's parent/guardian and the student consent to such release. When a student is removed from school by law enforcement officers for any reason, school officials will make reasonable efforts to notify the student's parent/guardian.

It is expected that all procedural safeguards prescribed by law are followed by law enforcement officers conducting student arrests. However, staff is not responsible for an officer's legal compliance when arresting a student.

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Windsor Charter Academy Executive Board  
September 2022  
**October 2022**

#### Legal References

C.R.S. 22-32-109.1 (2)(a)(I)(I) (policy required as part of safe schools plan)  
C.R.S. § 19-3-308 (3)(a) (DHS investigations shall include an interview with or observation of the child who is the subject of a report of abuse or neglect, which may occur wherever the child may be located).

#### Cross References

Policy JK Student Discipline

**GENERAL STATEMENT:**

In order to maintain order and discipline in the schools and to protect the safety and welfare of students and school personnel, school authorities may search a student, student lockers, desks or storage areas, or student automobiles, under the circumstances described below, and may seize any illegal, unauthorized, or contraband materials discovered in the search.

**PERSONAL SEARCHES:**

A student's person and/or personal effects, such as a purse, book bag, back pack, etc., may be searched whenever a school authority has reasonable grounds for suspecting that the search will turn up evidence that the student has violated or is violating either the law or the rules of the school.

In such situations, the scope of the search and measures adopted must be reasonably related to the objectives of the search and not excessively intrusive in light of the age and sex of the student and the nature of the infraction. Searches of the person of a student may include a search of the student's pockets or any object in the student's possession. Searches of the person of a student which require a "pat down" or which require removal of clothing other than a coat, jacket, or equivalent exterior clothing shall not be conducted by school personnel. If necessary, such searches shall be referred to and conducted by law enforcement officers.

Except in situations presenting a significant risk to the safety or welfare of students or school personnel or property, personal searches of a student shall be conducted in a private room by a building administrator or their designee and another witness, one of whom shall be of the same sex as the student.

**LOCKER/DESK/STORAGE AREA SEARCHES:**

All lockers, desks, storage, and similar areas provided for student use on school premises are school property and remain at all times under the control of the school. Student use of such areas is subject to the right of school authorities to open or enter into the same and inspect the contents for any reason at any time without notice or student consent.

No student shall lock or impede access to any locker, desk or storage area except with a lock provided or approved by school authorities. Unapproved locks or impediments will be removed and destroyed.

Students assume full responsibility for the security of their lockers, desks and storage areas and any loss or damage to the contents therein.

Under normal circumstances, students shall be notified of the pending search and given the option to be present at the search. However, if, in the opinion of school or law enforcement officials, it is expedient not to notify the student whose locker, desk or storage area is to be searched, the principal or his/her designee has the authority to proceed without such notification.

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Adopted by WCA: May 2001

Revised: July 2009



**5.0 Job Descriptions**



## **JOB DESCRIPTION**

### **Athletic Event Scorekeeper**

#### **Summary**

Responsible for providing accurate scorekeeping during athletic events.

#### **Essential Duties and Responsibilities**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.

#### **Description of Job Tasks**

- Demonstrate a commitment to:
  - Understand, appreciate, and make accommodations for student diversity.
  - Include and engage families in the student's education.
  - Support all Windsor Charter Academy policies, procedures, and expectations.
  - Provide personal and professional excellence.
- Provide excellent guest service while working in a fast-paced environment.
- Attend all necessary scorekeeper meetings.
- Keep an accurate written record of assigned games in provided scorebook.
- Report to assigned field or court in a punctual manner, usually 20 minutes before the posted start time of the first assigned game.
- Provide assistance, as needed, with field/court set up and take down.
- Prepare scorerkeeper table or stand area for use before the start of assigned games. Put away scorekeeper's table at the end of the game.
- Approach team coaches before game time to make sure they receive the required line-up sheet, and ensure that the line-up sheet is filled out prior to game time.
- Enter lineups into scorebook prior to game time.
- Ensure accurate time, scores, and statistics are kept and remain unbiased while working.
- Enter scores into the score reporting software before leaving the event.
- Operate electronic scoreboard, maintain records on score sheets, and show sufficient knowledge of the game being scored.
- Assist referee to track game time.
- Ensure safety of staff, participants, and spectators.
- Report any field/court problems to the Athletic Director.
- Report any incidents or unusual events with coaches, players, parents, and/or spectators to the Athletic Director in a timely manner.
- Complete other duties as assigned by the Athletic Director.
- Utilize problem-solving and conflict resolution skills.
- Attend work and arrive in a timely manner.

#### **Education and Related Work Experience**

- 16 years of age or older
- One year of related work experience preferred

- Experience working with students in a school setting preferred

#### **Licenses, Registrations or Certifications**

- Criminal background check required for hire
- CPR and first aid training will be required at hire

#### **Technical Skills, Knowledge & Abilities**

- Possess the following skills:
  - Oral and written communication skills
  - Conflict resolution skills
  - English language skills
  - Math skills
  - Interpersonal relations skills
  - Critical thinking and problem-solving skills
- Maintain confidentiality in all aspects of the job.
- Maintain honesty and integrity in all aspects of the job.
- Adhere to attendance requirements, including regular and punctual employee presence.
- Recognize the importance of safety in the workplace, follow safety rules, practice safe work habits, utilize appropriate safety equipment, and report unsafe conditions to the appropriate administrator.
- Work supportively with other teachers, staff, and administrators to provide an effective learning environment.
- Communicate with students, parents/guardians, staff, and community members.
- Communicate, interact, and work effectively and cooperatively with people from diverse ethnic and educational backgrounds.
- Be a part of and work with a team.
- Manage multiple priorities.
- Manage multiple tasks with frequent interruptions, use time efficiently, demonstrate attention to detail, follow instructions, and respond to management direction.

#### **Materials and Equipment Operating Knowledge**

- Personal computers, peripherals, and media equipment
- Typical office equipment



### Physical Requirements & Working Conditions

The physical demands, work environment factors, and mental functions described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Activity	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Stand				X
Walk				X
Sit				X
Use hands to finger, handle, or feel				X
Reach with hands and arms				X
Climb or balance		X		
Stoop, kneel, crouch, or crawl			X	
Talk				X
Hear				X

Weight and Force Demands	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Up to 10 pounds				X
Up to 25 pounds			X	
Up to 50 pounds		X		
Up to 100 pounds	X			
More than 100 pounds	X			

Mental Functions	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Compare			X	
Analyze				X
Communicate				X
Copy		X		
Coordinate			X	
Instruct				X
Compute		X		
Synthesize		X		
Evaluate		X		
Interpersonal Skills				X
Compile			X	
Negotiate		X		



## **JOB DESCRIPTION**

### **Ticket Attendant and Gate Monitor**

#### **Summary**

Responsible for providing service and accurate ticket sales during events.

#### **Essential Duties and Responsibilities**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.

#### **Description of Job Tasks**

- Demonstrate a commitment to:
  - Understand, appreciate, and make accommodations for student diversity.
  - Include and engage families in the student's education.
  - Support all Windsor Charter Academy policies, procedures, and expectations.
  - Provide personal and professional excellence.
- Provide excellent guest service while working in a fast-paced environment.
- Greet patrons attending athletic events.
- Sell admission tickets/accept passes for athletic events.
- Monitor entry and re-entry of patrons.
- Count a record number of tickets sold at events.
- Balance cash box at end of events.
- Help with event set up and clean up.
- Complete other duties as assigned by the Athletic Director
- Utilize problem-solving and conflict resolution skills.
- Attend work and arrive in a timely manner.

#### **Education and Related Work Experience**

- 16 years of age or older
- One year of related experience preferred
- Experience working with students in a school setting preferred

#### **Licenses, Registrations or Certifications**

- Criminal background check required for hire
- CPR and first aid training will be required at hire

#### **Technical Skills, Knowledge & Abilities**

- Possess the following skills:
  - Oral and written communication skills
  - Conflict resolution skills
  - English language skills
  - Math skills
  - Interpersonal relations skills

- Critical thinking and problem-solving skills
- Maintain confidentiality in all aspects of the job.
- Maintain honesty and integrity in all aspects of the job.
- Adhere to attendance requirements, including regular and punctual employee presence.
- Recognize the importance of safety in the workplace, follow safety rules, practice safe work habits, utilize appropriate safety equipment, and report unsafe conditions to the appropriate administrator.
- Work supportively with other teachers, staff, and administrators to provide an effective learning environment.
- Communicate with students, parents/guardians, staff, and community members.
- Communicate, interact, and work effectively and cooperatively with people from diverse ethnic and educational backgrounds.
- Be a part of and work with a team.
- Manage multiple priorities.
- Manage multiple tasks with frequent interruptions, use time efficiently, demonstrate attention to detail, follow instructions, and respond to management direction.

**Materials and Equipment Operating Knowledge**

- Personal computers, peripherals, and media equipment
- Typical office equipment

### Physical Requirements & Working Conditions

The physical demands, work environment factors, and mental functions described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Activity	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Stand				X
Walk				X
Sit				X
Use hands to finger, handle, or feel				X
Reach with hands and arms				X
Climb or balance		X		
Stoop, kneel, crouch, or crawl			X	
Talk				X
Hear				X

Weight and Force Demands	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Up to 10 pounds				X
Up to 25 pounds			X	
Up to 50 pounds		X		
Up to 100 pounds	X			
More than 100 pounds	X			

Mental Functions	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Compare			X	
Analyze				X
Communicate				X
Copy		X		
Coordinate			X	
Instruct				X
Compute		X		
Synthesize		X		
Evaluate		X		
Interpersonal Skills				X
Compile			X	
Negotiate		X		



## **JOB DESCRIPTION**

### **Concession Stand Attendant**

#### **Summary**

Responsible for providing quality customer service at the concession stand. Responsible for maintaining an accurate inventory of concession stand items.

#### **Essential Duties and Responsibilities**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.

#### **Description of Job Tasks**

- Demonstrate a commitment to:
  - Understand, appreciate, and make accommodations for student diversity.
  - Include and engage families in the student's education.
  - Support all Windsor Charter Academy policies, procedures, and expectations.
  - Provide personal and professional excellence.
- Provide excellent customer service while working in a fast-paced environment.
- Serve food and beverages to customers quickly and efficiently.
- 
- Greet guests and accurately take their orders.
- Handle financial transactions properly. Enter food cost correctly at the register, accept payments, handle cash, accurately count change, and process credit card payments.
- Use cash box. Fill out deposit form and place cash in envelope and then in the lock box.
- Replenish foods at serving stations. Stock and restock items as needed.
- Prepare food such as popcorn, corn dogs, pretzels, nachos, fresh-baked cookies by following printed directions.
- Follow all sanitation procedures related to local licensing regulations. Scrub and polish counters and other equipment. Clean dishes and popcorn machine.
- Assess inventory and prepare product orders as needed.
- Utilize problem-solving and conflict resolution skills.
- Attend work and arrive in a timely manner.
- Perform other duties as assigned.

#### **Education and Related Work Experience**

- 16 years of age or older
- One year of related experience preferred
- Experience working with students in a school setting preferred

#### **Licenses, Registrations or Certifications**

- Criminal background check required for hire
- CPR and first aid training will be required at hire

### **Technical Skills, Knowledge & Abilities**

- Possess the following skills:
  - Oral and written communication skills
  - Conflict resolution skills
  - English language skills
  - Math skills
  - Interpersonal relations skills
  - Critical thinking and problem-solving skills
- Maintain confidentiality in all aspects of the job.
- Maintain honesty and integrity in all aspects of the job.
- Adhere to attendance requirements, including regular and punctual employee presence.
- Recognize the importance of safety in the workplace, follow safety rules, practice safe work habits, utilize appropriate safety equipment, and report unsafe conditions to the appropriate administrator.
- Work supportively with other teachers, staff, and administrators to provide an effective learning environment.
- Communicate with students, parents/guardians, staff, and community members.
- Communicate, interact, and work effectively and cooperatively with people from diverse ethnic and educational backgrounds.
- Be a part of and work with a team.
- Manage multiple priorities.
- Manage multiple tasks with frequent interruptions, use time efficiently, demonstrate attention to detail, follow instructions, and respond to management direction.

### **Materials and Equipment Operating Knowledge**

- Personal computers, peripherals, and media equipment
- Typical office equipment

### Physical Requirements & Working Conditions

The physical demands, work environment factors, and mental functions described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Activity	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Stand				X
Walk				X
Sit				X
Use hands to finger, handle, or feel				X
Reach with hands and arms				X
Climb or balance		X		
Stoop, kneel, crouch, or crawl			X	
Talk				X
Hear				X

Weight and Force Demands	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Up to 10 pounds				X
Up to 25 pounds			X	
Up to 50 pounds		X		
Up to 100 pounds	X			
More than 100 pounds	X			

Mental Functions	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Compare			X	
Analyze				X
Communicate				X
Copy		X		
Coordinate			X	
Instruct				X
Compute		X		
Synthesize		X		
Evaluate		X		
Interpersonal Skills				X
Compile			X	
Negotiate		X		



**6.0 Financials**



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## Committee

Donna James, Board Treasurer and Chair  
Rebecca Teeples, Executive Director  
SarahGennie Colazio, Finance Director

Paige Adams, Member-absent  
Matt Meuli, Member-absent  
Jim Zacheis, Member  
Sara Bakula, Member-absent

Lauren Miller, Business Manager~ attends as a resource to the Finance Committee

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## Agenda 10.22.22

### Meeting Called to order at 4:04pm

1. Review September 2022 Financials
  - a. Rev & Exp
  - b. Balance Sheet
  - c. Student Fund Financials
  - d. Food Service Detail
  - e. Fundraising Detail
  - f. Credit Card Statement
  - g. Check and Debit Register
2. Review Draft Audit
  - a. **Motion to approve September Financials and Draft Audit by Donna, seconded by Jim, motion passes unanimously.**
3. Next Meeting **Wednesday November 16th, 4:00pm**

Meeting adjourned at 4:43pm

# Rev and Exp as of 8.31.22

Printed: 9/20/2022 11:12 AM  
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	7,532.95	4,358.46	10,000.00	2,467.05	75.33	
1700 Pupil Activities	59,016.00	59,016.00	81,492.00	22,476.00	72.42	
1900 Other Revenue from Local Sources	44,756.58	39,556.50	122,280.00	77,523.42	36.60	
3900 Other Revenue From State Sources	90,801.47	90,801.47	1,347,202.00	1,256,400.53	6.74	
5200 Interfund Transfers	0.00	0.00	10,000.00	10,000.00	0.00	
5600 Direct Allocations	2,461,536.01	1,231,970.58	14,199,586.00	11,738,049.99	17.34	
<b>I Revenue</b>	<b>2,663,643.01</b>	<b>1,425,703.01</b>	<b>15,770,560.00</b>	<b>13,106,916.99</b>	<b>16.89</b>	* Account Type
0100 Salaries	759,521.59	610,797.66	7,861,934.00	7,102,412.41	9.66	
0200 Employee Benefits	374,414.07	245,463.99	2,982,543.00	2,608,128.93	12.55	
0300 Purchased Professional and Technical Services	25,105.13	18,482.58	86,200.00	61,094.87	29.12	
0400 Purchased Property Services	303,955.11	153,168.50	1,808,222.00	1,504,266.89	16.81	
0500 Other Purchased Services	370,288.18	134,635.37	2,067,226.96	1,696,938.78	17.91	
0600 Supplies	222,528.96	73,713.25	382,036.39	159,507.43	58.25	
0700 Property	127,916.38	1,978.08	233,070.00	105,153.62	54.88	
0800 Other Objects	4,721.05	2,114.15	80,600.00	75,878.95	5.86	
<b>X Expense</b>	<b>2,188,450.47</b>	<b>1,240,353.58</b>	<b>15,501,832.35</b>	<b>13,313,381.88</b>	<b>14.12</b>	* Account Type
<b>11 Charter School</b>	<b>(475,192.54)</b>	<b>(185,349.43)</b>	<b>(268,727.65)</b>	<b>206,464.89</b>	<b>176.83</b>	Fund

# Rev and Exp as of 8.31.22

Printed: 9/20/2022 11:12 AM  
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>	285,036.91	67,613.60	0.00	(285,036.91)	0.00	
<b>I Revenue</b>	285,036.91	67,613.60	0.00	(285,036.91)	0.00	* Account Type
<b>0600 Supplies</b>	40,902.67	18,385.56	262,054.71	221,152.04	15.61	
<b>X Expense</b>	40,902.67	18,385.56	262,054.71	221,152.04	15.61	* Account Type
<b>23 Pupil Activity Fund</b>	<u>(244,134.24)</u>	<u>(49,228.04)</u>	262,054.71	506,188.95	-93.16	Fund

# Rev and Exp as of 8.31.22

Printed: 9/20/2022 11:12 AM  
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	10,181.88	10,181.88	0.00	(10,181.88)	0.00	
1900 Other Revenue from Local Sources	243,566.64	243,566.64	0.00	(243,566.64)	0.00	
2000 Revenue from Intermediate Sources	1,452.33	1,452.33	0.00	(1,452.33)	0.00	
I Revenue	255,200.85	255,200.85	0.00	(255,200.85)	0.00	* Account Type
0800 Other Objects	373.86	373.86	0.00	(373.86)	0.00	
X Expense	373.86	373.86	0.00	(373.86)	0.00	* Account Type
61 Building Corporation	(254,826.99)	(254,826.99)	0.00	254,826.99	0.00	Fund
<b>Report Total:</b>	<b>974,153.77</b>	<b>489,404.46</b>	<b>6,672.94</b>	<b>(967,480.83)</b>	<b>14,598.57</b>	

# Balance Sheet

Printed: 9/20/2022 11:08 AM  
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		1,766,633.05	397,763.63	2,164,396.68	11-950-00-0000-8102-000-0000
	Health Insurance Checking 1stBank		1,006,594.86	(94,752.86)	911,842.00	11-950-00-0000-8102-000-0000
	COLOTRUST Account		2,181,133.13	4,169.74	2,185,302.87	11-950-00-0000-8102-000-0000-9393
	Savings 1stBANK		651,847.73	171.44	652,019.17	11-950-00-0000-8102-000-0000-9393
	Savings 1stBANK- CC		100,066.88	17.28	100,084.16	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 from Dist		0.00	(53,625.61)	(53,625.61)	11-950-00-0000-8141-000-0000
	Accounts Receivable GF		68,451.39	(62,543.57)	5,907.82	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>		<u>5,775,511.92</u>	<u>191,200.05</u>	<u>5,966,711.97</u>	* Account Class
<b>Liabilities</b>						
	Accounts Payable		(73,386.76)	4,631.38	(68,755.38)	11-950-00-0000-7421-000-0000
	Accrued Salaries		2,615.52	1,903.25	4,518.77	11-950-00-0000-7461-000-0000
	Rental Deposits Liability		(800.00)	0.00	(800.00)	11-950-00-0000-7461-000-0000
	GARNISHMENT		37.22	0.00	37.22	11-950-00-0000-7471-000-0000
	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		0.24	0.04	0.28	11-950-04-0000-7471-000-0000
	Health/Dental/Vision Liab		(16,017.39)	(13,531.51)	(29,548.90)	11-950-05-0000-7471-000-0000
	401K/457 Liab		(1,146.22)	1,146.22	0.00	11-950-06-0000-7471-000-0000
	Unearned Rev Liab- Food Service		(38,799.35)	0.00	(38,799.35)	11-950-31-0000-7482-000-0000
<b>7400</b>	<b>Liabilities</b>		<u>(128,873.64)</u>	<u>(5,850.62)</u>	<u>(134,724.26)</u>	* Account Class
<b>Reserved Co Dept of Ed use only.</b>						
	Tabor Reserve		(395,000.00)	0.00	(395,000.00)	11-950-00-0000-6721-000-0000
	Unreserved Fund Balance		(4,961,795.17)	0.00	(4,961,795.17)	11-950-00-0000-6770-000-0000
	Gen Fund Net Income/Loss		(289,843.11)	(185,349.43)	(475,192.54)	11-950-00-0000-6775-000-0000
<b>6100</b>	<b>Reserved Co Dept of Ed use only.</b>		<u>(5,646,638.28)</u>	<u>(185,349.43)</u>	<u>(5,831,987.71)</u>	* Account Class
<b>11</b>	<b>Charter School</b>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	Fund

# Balance Sheet

Printed: 9/20/2022 11:08 AM  
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	203,041.66	49,637.46	252,679.12	23-950-00-0000-8100-000-0000
		SF Checking Arbiter Athletic	288.97	3,737.51	4,026.48	23-950-00-0000-8100-000-0000
<b>8100</b>	<b>Current Assets</b>		<u>203,330.63</u>	<u>53,374.97</u>	<u>256,705.60</u>	* Account Class
<b>Liabilities</b>						
		Bus Liab Due to GF	0.00	(126.00)	(126.00)	23-950-00-0000-7400-000-0000
		MSSH Activity Accts Payable	(8,424.43)	(4,020.93)	(12,445.36)	23-950-00-0000-7421-000-0000
<b>7400</b>	<b>Liabilities</b>		<u>(8,424.43)</u>	<u>(4,146.93)</u>	<u>(12,571.36)</u>	* Account Class
<b>Reserved Co Dept of Ed use only.</b>						
		Activity Net Income/Loss	(194,906.20)	(49,228.04)	(244,134.24)	23-950-00-0000-6775-000-0000
<b>6100</b>	<b>Reserved Co Dept of Ed use only.</b>		<u>(194,906.20)</u>	<u>(49,228.04)</u>	<u>(244,134.24)</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

Printed: 9/20/2022 11:08 AM  
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		1,391,463.64	4,413.41	1,395,877.05	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Interest Fund-2020		137,405.65	69,221.59	206,627.24	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Reserve Fund-2021		971,067.21	3,080.03	974,147.24	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Interest Fund-2021		203,743.02	102,638.76	306,381.78	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Principal Fund-2021		292,012.38	75,473.20	367,485.58	61-950-65-0000-8105-000-0000-9393
<b>8100</b>	<b>Current Assets</b>		<u>2,627,941.30</u>	<u>254,826.99</u>	<u>2,882,768.29</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		(3,439,189.61)	0.00	(3,439,189.61)	61-950-00-0000-8232-000-0000
<b>8200</b>	<b>Fixed Assets</b>		<u>21,839,494.36</u>	<u>0.00</u>	<u>21,839,494.36</u>	* Account Class
<b>Liabilities</b>						
	Bldg Corp Premium on Bonds		(3,728,147.40)	0.00	(3,728,147.40)	61-950-00-0000-7443-000-0000
	Bldg Corp Loans Payable		(25,628,318.29)	0.00	(25,628,318.29)	61-950-00-0000-7451-000-0000
	Bldg Corp Accrued Interest		(314,685.00)	0.00	(314,685.00)	61-950-00-0000-7455-000-0000
<b>7400</b>	<b>Liabilities</b>		<u>(29,671,150.69)</u>	<u>0.00</u>	<u>(29,671,150.69)</u>	* Account Class
<b>Reserved Co Dept of Ed use only.</b>						
	Bldg Corp Unreserved Fund Bal		5,203,715.03	0.00	5,203,715.03	61-950-00-0000-6720-000-0000
	Bldg Corp Net Income/Loss		0.00	(254,826.99)	(254,826.99)	61-950-00-0000-6775-000-0000
<b>6100</b>	<b>Reserved Co Dept of Ed use only.</b>		<u>5,203,715.03</u>	<u>(254,826.99)</u>	<u>4,948,888.04</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>0.00</u>	<u>0.00</u>	<u>0.00</u>	

# A/P Check Register

Printed: 9/20/2022 11:14 AM  
 Windsor Charter Academy  
 Check Date: 8/1/2022 to 8/31/2022

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
21080	Ace Hardware WCA	4	08/05/2022	2807	1,419.15	0.00	1,419.15
218713	AmTrust North America	3	08/05/2022	2808	1,083.95	0.00	1,083.95
21577	Apple, Inc.	3	08/05/2022	2809	26,150.00	0.00	26,150.00
21435	Colazio, Zara	3	08/05/2022	2810	120.00	0.00	120.00
21015	Comcast Cable	3	08/05/2022	2811	1,270.32	0.00	1,270.32
218094	Cross, Carrie	3	08/05/2022	2812	50.00	0.00	50.00
217633	Diversified Underground Inc.	3	08/05/2022	2813	825.00	0.00	825.00
21115	Flinn Scientific, Inc	3	08/05/2022	2814	109.50	0.00	109.50
21025	Front Range Event Rental	4	08/05/2022	2815	449.47	0.00	449.47
21136	Home Depot Pro	4	08/05/2022	2816	895.34	0.00	895.34
218110	██████████ payroll-confidential	4	08/05/2022	2817	2,400.00	0.00	2,400.00
21403	Liden Technologies	3	08/05/2022	2818	150.00	0.00	150.00
21092	Lincoln National Life Insurance	3	08/05/2022	2819	1,341.07	0.00	1,341.07
217792	Manweiler Hardware Inc.	4	08/05/2022	2820	15.36	0.00	15.36
21048	Oriental Trading Company Inc	4	08/05/2022	2821	61.24	0.00	61.24
218592	Riverside Assessments LLC	4	08/05/2022	2822	1,708.00	0.00	1,708.00
21061	Security and Sound Design Inc	4	08/05/2022	2823	1,164.00	0.00	1,164.00
218862	Southern Exposure Landscape Management Inc	4	08/05/2022	2824	283.27	0.00	283.27
217892	T-Mobile	3	08/05/2022	2825	55.94	0.00	55.94
217638	UNCC	3	08/05/2022	2826	14.30	0.00	14.30
21077	Valley Fire Extinguisher Inc	4	08/05/2022	2827	1,444.00	0.00	1,444.00
21078	Waste Management	3	08/05/2022	2828	51.76	0.00	51.76
218535	FirstBank	4	08/05/2022	2829	9,813.51	0.00	9,813.51
219150	Perry, Greg	5	08/05/2022	2830	173.35	0.00	173.35
219149	Yackey, Lindsay	4	08/05/2022	2831	252.66	0.00	252.66
21552	Airgas USA LLC	10	08/12/2022	2832	45.28	0.00	45.28
218780	Campbell, Candra	10	08/12/2022	2833	62.40	0.00	62.40
21117	Carolina Biological	10	08/12/2022	2834	500.73	0.00	500.73
21183	Elite Awards and Trophies	10	08/12/2022	2835	65.50	0.00	65.50
218775	Hitz, Cameron	10	08/12/2022	2836	80.00	0.00	80.00
21136	Home Depot Pro	10	08/12/2022	2837	1,240.11	0.00	1,240.11
21269	JW Pepper	10	08/12/2022	2838	330.23	0.00	330.23
217978	MODESTO, AMPELIA	10	08/12/2022	2839	240.00	0.00	240.00
21254	Republic Services Inc.	10	08/12/2022	2840	306.16	0.00	306.16
218707	Savvas Learning Company LLC	10	08/12/2022	2841	5,456.00	0.00	5,456.00
218862	Southern Exposure Landscape Management Inc	10	08/12/2022	2842	4,417.14	0.00	4,417.14
21098	Staples Advantage	10	08/12/2022	2843	103.33	0.00	103.33
21072	Town of Windsor	10	08/12/2022	2844	4,735.69	0.00	4,735.69
219152	Von Tersch, Ivy	10	08/12/2022	2845	49.50	0.00	49.50
218019	WAGNER, RICHARD	10	08/12/2022	2846	150.00	0.00	150.00
21120	Weld RE-4 School District	10	08/12/2022	2847	11.65	0.00	11.65
21079	Wells Fargo Financial Leasing	10	08/12/2022	2848	3,730.04	0.00	3,730.04
21203	24 Hour Sign Language Services	18	08/19/2022	2849	165.00	0.00	165.00
21471	Arapahoe Rental	10	08/19/2022	2850	364.80	0.00	364.80
21009	Brooms N More Inc	18	08/19/2022	2851	918.88	0.00	918.88
218329	Bulk Bookstore	18	08/19/2022	2852	350.70	0.00	350.70
218808	CobraHelp	18	08/19/2022	2853	43.00	0.00	43.00
21013	Colorado League of Charter Schools	18	08/19/2022	2854	14,359.12	0.00	14,359.12
21015	Comcast Cable	18	08/19/2022	2855	3,409.05	0.00	3,409.05
219159	EdClub Inc.	18	08/19/2022	2856	1,388.00	0.00	1,388.00
21183	Elite Awards and Trophies	18	08/19/2022	2857	74.50	0.00	74.50
21115	Flinn Scientific, Inc	18	08/19/2022	2858	65.00	0.00	65.00
21136	Home Depot Pro	18	08/19/2022	2859	2,232.63	0.00	2,232.63
218817	InfoArmor, Inc.	10	08/19/2022	2860	117.65	0.00	117.65
21743	John Cutler & Associates	17	08/19/2022	2861	4,500.00	0.00	4,500.00



# A/P Check Register

Printed: 9/20/2022 11:14 AM  
 Windsor Charter Academy  
 Check Date: 8/1/2022 to 8/31/2022

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
21616	Jostens	18	08/19/2022	2862	30.83	0.00	30.83
21269	JW Pepper	18	08/19/2022	2863	34.44	0.00	34.44
218363	K&W Printing, Inc.	18	08/19/2022	2864	155.00	0.00	155.00
219147	Kahar Plumbing and Heating Inc.	18	08/19/2022	2865	1,225.00	0.00	1,225.00
21131	Knowledge Bound	18	08/19/2022	2866	161.79	0.00	161.79
21038	Lewan and Associates	11	08/19/2022	2867	338.55	0.00	338.55
219153	Liminex Inc.	10	08/19/2022	2868	2,812.50	0.00	2,812.50
217941	Logisoft Computer Products LLC	18	08/19/2022	2869	2,450.00	0.00	2,450.00
219157	LPS Nutrition	18	08/19/2022	2870	400.00	0.00	400.00
219135	Merit Electric Inc.	18	08/19/2022	2871	2,800.00	0.00	2,800.00
21177	Pinnacol	17	08/19/2022	2872	2,961.00	0.00	2,961.00
218714	Rockies Purchasing Services	18	08/19/2022	2873	750.00	0.00	750.00
218710	Schoolhouse Driveline	18	08/19/2022	2874	895.00	0.00	895.00
21093	Security Benefit	18	08/19/2022	2875	1,146.22	0.00	1,146.22
219125	Shred Monster LLC	18	08/19/2022	2876	160.00	0.00	160.00
218862	Southern Exposure Landscape Management Inc	10	08/19/2022	2877	132.75	0.00	132.75
219083	SparksWillson, P.C.	17	08/19/2022	2878	3,910.00	0.00	3,910.00
218133	Tickler, Theresa	17	08/19/2022	2879	1,687.50	0.00	1,687.50
218195	Bimbo Bakeries USA	24	08/26/2022	2880	240.65	0.00	240.65
21009	Brooms N More Inc	24	08/26/2022	2881	871.22	0.00	871.22
21012	CenturyLink	24	08/26/2022	2882	157.05	0.00	157.05
21183	Elite Awards and Trophies	25	08/26/2022	2883	221.50	0.00	221.50
21140	EON Office	24	08/26/2022	2884	21.76	0.00	21.76
218775	Hitz, Cameron	24	08/26/2022	2885	275.00	0.00	275.00
21136	Home Depot Pro	25	08/26/2022	2886	1,872.00	0.00	1,872.00
21269	JW Pepper	24	08/26/2022	2887	48.99	0.00	48.99
219162	Pientka, Mike	24	08/26/2022	2888	188.85	0.00	188.85
218707	Savvas Learning Company LLC	24	08/26/2022	2889	14,812.12	0.00	14,812.12
21101	School Date Books	24	08/26/2022	2890	1,446.33	0.00	1,446.33
217665	Total Fire Protection Inc.	24	08/26/2022	2891	505.00	0.00	505.00
219165	██████████ payroll-confidential	29	08/30/2022	2892	3,678.04	0.00	3,678.04
219166	██████████ payroll-confidential	29	08/30/2022	2893	2,414.75	0.00	2,414.75
218684	██████████ payroll-confidential	30	08/30/2022	2894	1,439.30	0.00	1,439.30
218510	██████████ payroll-confidential	31	08/31/2022	2895	3,116.61	0.00	3,116.61
218208	OptumRX	7	08/08/2022	10628	2,399.97	0.00	2,399.97
218208	OptumRX	7	08/08/2022	10629	8.40	0.00	8.40
218207	UMR Health	7	08/15/2022	10630	13.40	0.00	13.40
218208	OptumRX	7	08/22/2022	10631	12,129.81	0.00	12,129.81
218208	OptumRX	7	08/22/2022	10632	4.80	0.00	4.80
218535	FirstBank	4	08/05/2022	90822	7,890.08	0.00	7,890.08
21635	Frontier Academy High School	10	08/12/2022	90823	150.00	0.00	150.00
21109	Mail N Copy	10	08/12/2022	90824	529.20	0.00	529.20
218635	Music & the Arts	10	08/12/2022	90825	262.80	0.00	262.80
21120	Weld RE-4 School District	10	08/12/2022	90826	5.15	0.00	5.15
219148	Centennial Sales	18	08/19/2022	90827	1,674.00	0.00	1,674.00
219158	Patriot League Association	18	08/19/2022	90828	150.00	0.00	150.00
217913	AreteLabs	25	08/26/2022	90829	388.50	0.00	388.50
218939	Berthoud High School	24	08/26/2022	90830	250.00	0.00	250.00
219155	Casebolt, Hannah	24	08/26/2022	90831	55.00	0.00	55.00
21140	EON Office	24	08/26/2022	90832	110.55	0.00	110.55
217814	ExpressToll	25	08/26/2022	90833	34.25	0.00	34.25
21202	French Toast	25	08/26/2022	90834	973.20	0.00	973.20
219161	Peterson, Chance	25	08/26/2022	90835	120.00	0.00	120.00
21088	American Fidelity	12	08/31/2022	83122111	3,033.59	0.00	3,033.59
21088	American Fidelity	12	08/31/2022	83122222	929.16	0.00	929.16
21088	American Fidelity	12	08/31/2022	83122333	12,937.51	0.00	12,937.51

# A/P Check Register

Printed: 9/20/2022 11:14 AM  
 Windsor Charter Academy  
 Check Date: 8/1/2022 to 8/31/2022

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
21084	PERA	13	08/31/2022	83122444	2,684.00	0.00	2,684.00
21084	PERA	13	08/31/2022	83122555	1,848.59	0.00	1,848.59
219124	ISolved Inc.	13	08/31/2022	83122666	519,168.45	0.00	519,168.45
21084	PERA	13	08/31/2022	83122888	193,221.89	0.00	193,221.89
21088	American Fidelity	12	08/31/2022	83122999	929.00	0.00	929.00
218208	OptumRX	7	08/01/2022	080122051	866.12	0.00	866.12
218205	Delta Dental of Colorado	7	08/01/2022	080122115	6,101.18	0.00	6,101.18
218207	UMR Health	7	08/05/2022	080522362	48,151.01	0.00	48,151.01
218208	OptumRX	7	08/08/2022	080822475	4,499.68	0.00	4,499.68
219173	IMA Financial Group	7	08/09/2022	080922781	6,355.10	0.00	6,355.10
218208	OptumRX	7	08/15/2022	081522111	5,198.79	0.00	5,198.79
21229	CBI Online	7	08/15/2022	081522790	1,000.00	0.00	1,000.00
21156	Xcel Energy	3	08/15/2022	081522885	11,787.33	0.00	11,787.33
218208	OptumRX	7	08/22/2022	082222195	1,140.78	0.00	1,140.78
21459	CBIZ	7	08/23/2022	082322803	250.00	0.00	250.00
217847	US Foods Inc.	7	08/25/2022	082522490	3,076.72	0.00	3,076.72
217847	US Foods Inc.	7	08/25/2022	082522881	4,444.19	0.00	4,444.19
217847	US Foods Inc.	7	08/26/2022	082622490	14.29	0.00	14.29
218208	OptumRX	7	08/29/2022	082922685	33,214.58	0.00	33,214.58
218208	OptumRX	7	08/31/2022	083122306	1,070.23	0.00	1,070.23
218535	FirstBank	7	08/31/2022	083122803	50.00	0.00	50.00
218535	FirstBank	7	08/31/2022	083122804	24.00	0.00	24.00
217847	US Foods Inc.	7	08/31/2022	083122881	933.52	0.00	933.52
<b>Report Totals</b>					<b>\$1,044,251.85</b>	<b>\$0.00</b>	<b>\$1,044,251.85</b>

# Rev and Exp as of 9.30.22

Printed: 10/18/2022 4:52 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	12,489.27	4,956.32	10,000.00	(2,489.27)	124.89	
1700 Pupil Activities	73,044.00	14,028.00	81,492.00	8,448.00	89.63	
1900 Other Revenue from Local Sources	90,515.09	45,758.51	122,280.00	31,764.91	74.02	
3900 Other Revenue From State Sources	141,766.49	50,965.02	1,347,202.00	1,205,435.51	10.52	
5200 Interfund Transfers	0.00	0.00	10,000.00	10,000.00	0.00	
5600 Direct Allocations	3,692,304.02	1,230,768.01	14,199,586.00	10,507,281.98	26.00	
<b>I Revenue</b>	<b>4,010,118.87</b>	<b>1,346,475.86</b>	<b>15,770,560.00</b>	<b>11,760,441.13</b>	<b>25.43</b>	* Account Type
0100 Salaries	1,429,800.60	670,279.01	7,861,934.00	6,432,133.40	18.19	
0200 Employee Benefits	631,403.21	256,989.14	2,982,543.00	2,351,139.79	21.17	
0300 Purchased Professional and Technical Services	34,047.78	8,942.65	86,200.00	52,152.22	39.50	
0400 Purchased Property Services	459,516.86	155,561.75	1,808,222.00	1,348,705.14	25.41	
0500 Other Purchased Services	486,371.78	116,083.60	2,112,226.96	1,625,855.18	23.03	
0600 Supplies	255,887.31	33,358.35	382,036.39	126,149.08	66.98	
0700 Property	130,669.78	2,753.40	233,070.00	102,400.22	56.06	
0800 Other Objects	17,205.01	12,483.96	80,600.00	63,394.99	21.35	
<b>X Expense</b>	<b>3,444,902.33</b>	<b>1,256,451.86</b>	<b>15,546,832.35</b>	<b>12,101,930.02</b>	<b>22.16</b>	* Account Type
<b>11 Charter School</b>	<b>(565,216.54)</b>	<b>(90,024.00)</b>	<b>(223,727.65)</b>	<b>341,488.89</b>	<b>252.64</b>	Fund

# Rev and Exp as of 9.30.22

Printed: 10/18/2022 4:52 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>	377,780.23	92,743.32	0.00	(377,780.23)	0.00	
<b>I Revenue</b>	377,780.23	92,743.32	0.00	(377,780.23)	0.00	* Account Type
<b>0600 Supplies</b>	66,770.11	25,867.44	271,462.42	204,692.31	24.60	
<b>X Expense</b>	66,770.11	25,867.44	271,462.42	204,692.31	24.60	* Account Type
<b>23 Pupil Activity Fund</b>	<u>(311,010.12)</u>	<u>(66,875.88)</u>	<u>271,462.42</u>	<u>582,472.54</u>	<u>-114.57</u>	Fund

# Rev and Exp as of 9.30.22

Printed: 10/18/2022 4:52 PM  
Windsor Charter Academy

<b>Building Corporation 61</b>						
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	15,349.67	5,167.79	0.00	(15,349.67)	0.00	
1900 Other Revenue from Local Sources	359,299.98	115,733.34	0.00	(359,299.98)	0.00	
2000 Revenue from Intermediate Sources	2,980.40	1,528.07	0.00	(2,980.40)	0.00	
<b>I Revenue</b>	<b>377,630.05</b>	<b>122,429.20</b>	<b>0.00</b>	<b>(377,630.05)</b>	<b>0.00</b>	* Account Type
0800 Other Objects	877,467.27	877,093.41	0.00	(877,467.27)	0.00	
<b>X Expense</b>	<b>877,467.27</b>	<b>877,093.41</b>	<b>0.00</b>	<b>(877,467.27)</b>	<b>0.00</b>	* Account Type
<b>61 Building Corporation</b>	<b>499,837.22</b>	<b>754,664.21</b>	<b>0.00</b>	<b>(499,837.22)</b>	<b>0.00</b>	Fund
<b>Report Total:</b>	<b>376,389.44</b>	<b>(597,764.33)</b>	<b>(47,734.77)</b>	<b>(424,124.21)</b>	<b>-788.50</b>	

# Balance Sheet

Printed: 10/18/2022 4:51 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		2,104,171.53	192,267.96	2,296,439.49	11-950-00-0000-8102-000-0000
	Health Insurance Checking 1stBank		911,842.00	(93,329.55)	818,512.45	11-950-00-0000-8102-000-0000
	COLOTRUST Account		2,185,302.87	4,711.50	2,190,014.37	11-950-00-0000-8102-000-0000-9393
	Savings 1stBANK		652,019.17	219.73	652,238.90	11-950-00-0000-8102-000-0000-9393
	Savings 1stBANK- CC		100,084.16	25.09	100,109.25	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		5,907.82	0.00	5,907.82	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>		<u>5,960,112.43</u>	<u>103,894.73</u>	<u>6,064,007.16</u>	* Account Class
<b>Liabilities</b>						
	Accounts Payable		(68,755.38)	5,223.89	(63,531.49)	11-950-00-0000-7421-000-0000
	Accrued Salaries		4,518.77	(4,555.91)	(37.14)	11-950-00-0000-7461-000-0000
	Rental Deposits Liability		(800.00)	0.00	(800.00)	11-950-00-0000-7461-000-0000
	GARNISHMENT		37.22	(474.00)	(436.78)	11-950-00-0000-7471-000-0000
	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		0.28	0.26	0.54	11-950-04-0000-7471-000-0000
	Health/Dental/Vision Liab		(29,548.90)	(14,064.97)	(43,613.87)	11-950-05-0000-7471-000-0000
	Unearned Rev Liab- Food Service		(38,799.35)	0.00	(38,799.35)	11-950-31-0000-7482-000-0000
<b>7400</b>	<b>Liabilities</b>		<u>(134,724.26)</u>	<u>(13,870.73)</u>	<u>(148,594.99)</u>	* Account Class
<b>Reserved Co Dept of Ed use only.</b>						
	Tabor Reserve		(395,000.00)	0.00	(395,000.00)	11-950-00-0000-6721-000-0000
	Unreserved Fund Balance		(4,955,195.63)	0.00	(4,955,195.63)	11-950-00-0000-6770-000-0000
	Gen Fund Net Income/Loss		(475,192.54)	(90,024.00)	(565,216.54)	11-950-00-0000-6775-000-0000
<b>6100</b>	<b>Reserved Co Dept of Ed use only.</b>		<u>(5,825,388.17)</u>	<u>(90,024.00)</u>	<u>(5,915,412.17)</u>	* Account Class
<b>11</b>	<b>Charter School</b>		<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	Fund

# Balance Sheet

Printed: 10/18/2022 4:51 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		312,904.27	9,781.75	322,686.02	23-950-00-0000-8100-000-0000
	SF Checking Arbiter Athletic		4,026.48	(2,715.52)	1,310.96	23-950-00-0000-8100-000-0000
<b>8100</b>	<b>Current Assets</b>		<u>316,930.75</u>	<u>7,066.23</u>	<u>323,996.98</u>	* Account Class
<b>Liabilities</b>						
	Bus Liab Due to GF		(126.00)	126.00	0.00	23-950-00-0000-7400-000-0000
	MSHS Activity Accts Payable		(12,445.36)	(541.50)	(12,986.86)	23-950-00-0000-7421-000-0000
<b>7400</b>	<b>Liabilities</b>		<u>(12,571.36)</u>	<u>(415.50)</u>	<u>(12,986.86)</u>	* Account Class
<b>Reserved Co Dept of Ed use only.</b>						
	MSHS Activity Acct Fund Balanc		(60,225.15)	60,225.15	0.00	23-950-00-0000-6760-000-0000
	Activity Net Income/Loss		(244,134.24)	(66,875.88)	(311,010.12)	23-950-00-0000-6775-000-0000
<b>6100</b>	<b>Reserved Co Dept of Ed use only.</b>		<u>(304,359.39)</u>	<u>(6,650.73)</u>	<u>(311,010.12)</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

Printed: 10/18/2022 4:51 PM  
Windsor Charter Academy

Building Corporation 61						
Account Class	8100	Current Assets	Y.T.D. Bal.Frwd.	M.T.D. Activity	Y.T.D. Activity	State Account Number
	Description					
<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		1,395,877.05	(4,710.85)	1,391,166.20	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Interest Fund-2020		206,627.24	(164,228.09)	42,399.15	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Reserve Fund-2021		974,147.24	(3,076.72)	971,070.52	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Interest Fund-2021		306,381.78	(250,842.39)	55,539.39	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Principal Fund-2021		367,485.58	(331,806.16)	35,679.42	61-950-65-0000-8105-000-0000-9393
<b>8100</b>	<b>Current Assets</b>		<u>2,882,768.29</u>	<u>(754,664.21)</u>	<u>2,128,104.08</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		(254,826.99)	754,664.21	499,837.22	61-950-00-0000-6775-000-0000
<b>6100</b>	<b>Reserved Co Dept of Ed use only.</b>		<u>5,169,513.70</u>	<u>754,664.21</u>	<u>5,924,177.91</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>0.00</u>	<u>0.00</u>	<u>0.00</u>	



# A/P Check Register

Printed: 10/18/2022 3:47 PM  
 Windsor Charter Academy  
 Check Date: 9/1/2022 to 9/30/2022

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
21009	Brooms N More Inc	30	09/01/2022	2896	939.91	0.00	939.91
21175	Counter Trade	30	09/01/2022	2897	3,832.80	0.00	3,832.80
21140	EON Office	30	09/01/2022	2898	385.71	0.00	385.71
218494	Jones, Elizabeth	29	09/01/2022	2899	262.50	0.00	262.50
21269	JW Pepper	30	09/01/2022	2900	43.00	0.00	43.00
219147	Kahar Plumbing and Heating Inc.	30	09/01/2022	2901	90.70	0.00	90.70
21048	Oriental Trading Company Inc	30	09/01/2022	2902	97.00	0.00	97.00
21061	Security and Sound Design Inc	30	09/01/2022	2903	211.25	0.00	211.25
218128	SHOEMATE, LINDA	30	09/01/2022	2904	118.40	0.00	118.40
218131	Steenburgen, Jolene	30	09/01/2022	2905	71.10	0.00	71.10
217892	T-Mobile	30	09/01/2022	2906	55.94	0.00	55.94
218535	FirstBank	31	09/01/2022	2907	15,479.90	0.00	15,479.90
21080	Ace Hardware WCA	1	09/01/2022	2908	1,283.62	0.00	1,283.62
218195	Bimbo Bakeries USA	1	09/01/2022	2909	652.37	0.00	652.37
21015	Comcast Cable	1	09/01/2022	2910	622.68	0.00	622.68
218775	Hitz, Cameron	1	09/01/2022	2911	160.00	0.00	160.00
218011	Hospitality Supply Inc.	1	09/01/2022	2912	159.00	0.00	159.00
21269	JW Pepper	1	09/01/2022	2913	123.98	0.00	123.98
219023	Kava Services LLC	1	09/01/2022	2914	550.00	0.00	550.00
21092	Lincoln National Life Insurance	1	09/01/2022	2915	1,761.77	0.00	1,761.77
219171	Mendoza, Yolanda	1	09/01/2022	2916	40.00	0.00	40.00
217978	MODESTO, AMPELIA	1	09/01/2022	2917	185.00	0.00	185.00
21681	Snappy Holdings LLC	1	09/01/2022	2918	27.60	0.00	27.60
218019	WAGNER, RICHARD	1	09/01/2022	2919	200.00	0.00	200.00
219170	Winn, Phil	1	09/01/2022	2920	40.00	0.00	40.00
21009	Brooms N More Inc	7	09/09/2022	2921	1,273.54	0.00	1,273.54
21015	Comcast Cable	7	09/09/2022	2922	647.65	0.00	647.65
217633	Diversified Underground Inc.	7	09/09/2022	2923	540.00	0.00	540.00
21140	EON Office	7	09/09/2022	2924	24.83	0.00	24.83
217754	IXL	7	09/09/2022	2925	4,250.00	0.00	4,250.00
21269	JW Pepper	7	09/09/2022	2926	44.99	0.00	44.99
21109	Mail N Copy	7	09/09/2022	2927	310.00	0.00	310.00
21041	Manweiler Appliance Co Inc	7	09/09/2022	2928	18.00	0.00	18.00
21254	Republic Services Inc.	7	09/09/2022	2929	406.34	0.00	406.34
219085	Royal Crest Dairy Inc.	7	09/09/2022	2930	2,113.54	0.00	2,113.54
217638	UNCC	7	09/09/2022	2931	10.40	0.00	10.40
21078	Waste Management	7	09/09/2022	2932	863.82	0.00	863.82
21552	Airgas USA LLC	12	09/16/2022	2933	45.28	0.00	45.28
218195	Bimbo Bakeries USA	14	09/16/2022	2934	699.79	0.00	699.79
21623	Colazio, Nadya	14	09/16/2022	2935	183.75	0.00	183.75
21686	Colazio, SarahGennie	15	09/16/2022	2936	83.75	0.00	83.75
219167	Colorado High School Activities Association	9	09/16/2022	2937	8,185.00	0.00	8,185.00
218542	Community Funded Enterprises Inc	14	09/16/2022	2938	1,050.00	0.00	1,050.00
21140	EON Office	14	09/16/2022	2939	221.41	0.00	221.41
218817	InfoArmor, Inc.	13	09/16/2022	2940	117.65	0.00	117.65
21269	JW Pepper	14	09/16/2022	2941	44.00	0.00	44.00
218478	Longmont Outdoor Power Equip	9	09/16/2022	2942	143.97	0.00	143.97
21177	Pinnacol	13	09/16/2022	2943	2,502.00	0.00	2,502.00
21093	Security Benefit	13	09/16/2022	2944	1,161.74	0.00	1,161.74
21681	Snappy Holdings LLC	14	09/16/2022	2945	13.80	0.00	13.80
218862	Southern Exposure Landscape Management Inc	9	09/16/2022	2946	4,417.14	0.00	4,417.14
217665	Total Fire Protection Inc.	9	09/16/2022	2947	455.00	0.00	455.00
21072	Town of Windsor	14	09/16/2022	2948	4,251.60	0.00	4,251.60
21074	UMB Bank	14	09/16/2022	2949	5,000.00	0.00	5,000.00
218953	Virtual College Counselors	12	09/16/2022	2950	1,000.00	0.00	1,000.00

# A/P Check Register

Printed: 10/18/2022 3:47 PM  
 Windsor Charter Academy  
 Check Date: 9/1/2022 to 9/30/2022

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
21120	Weld RE-4 School District	14	09/16/2022	2951	1,958.64	0.00	1,958.64
21079	Wells Fargo Financial Leasing	14	09/16/2022	2952	3,730.04	0.00	3,730.04
21203	24 Hour Sign Language Services	20	09/23/2022	2953	171.25	0.00	171.25
21127	ACT, Inc	20	09/23/2022	2954	12.00	0.00	12.00
219178	Armstrong, Emmalie	20	09/23/2022	2955	60.00	0.00	60.00
21009	Brooms N More Inc	20	09/23/2022	2956	987.48	0.00	987.48
21117	Carolina Biological	20	09/23/2022	2957	734.49	0.00	734.49
21015	Comcast Cable	20	09/23/2022	2958	3,409.05	0.00	3,409.05
21136	Home Depot Pro	20	09/23/2022	2959	966.09	0.00	966.09
219132	Jost, Renda	21	09/23/2022	2960	374.73	0.00	374.73
219179	Lanham, Kirk	20	09/23/2022	2961	50.00	0.00	50.00
218707	Savvas Learning Company LLC	20	09/23/2022	2962	866.68	0.00	866.68
219125	Shred Monster LLC	20	09/23/2022	2963	160.00	0.00	160.00
219180	Chandler, Lily	22	09/28/2022	2964	250.00	0.00	250.00
21353	Aims Community College	22	09/30/2022	2965	162.00	0.00	162.00
21577	Apple, Inc.	29	09/30/2022	2966	1,896.00	0.00	1,896.00
219185	Bent, Jovanna	29	09/30/2022	2967	118.40	0.00	118.40
218970	Caring Canines LTD	29	09/30/2022	2968	200.00	0.00	200.00
21012	CenturyLink	29	09/30/2022	2969	157.05	0.00	157.05
218808	CobraHelp	29	09/30/2022	2970	28.00	0.00	28.00
219186	Ellis-Beach, Riley	29	09/30/2022	2971	144.00	0.00	144.00
21022	F and C Door Check Lock Service Corp	29	09/30/2022	2972	4,258.00	0.00	4,258.00
219183	H&R Accounts Inc.	29	09/30/2022	2973	77.00	0.00	77.00
21269	JW Pepper	29	09/30/2022	2974	19.74	0.00	19.74
21038	Lewan and Associates	29	09/30/2022	2975	3,925.75	0.00	3,925.75
21498	Purchase Power Pitney Bowes	29	09/30/2022	2976	749.32	0.00	749.32
21681	Snappy Holdings LLC	22	09/30/2022	2977	13.80	0.00	13.80
219184	Thiel, Annie	29	09/30/2022	2978	118.40	0.00	118.40
218517	TRUJILLO, BARBARA	29	09/30/2022	2979	127.68	0.00	127.68
218953	Virtual College Counselors	29	09/30/2022	2980	1,000.00	0.00	1,000.00
217738	Whitehead, Julie	29	09/30/2022	2981	201.00	0.00	201.00
218208	OptumRX	4	09/12/2022	10633	11,685.21	0.00	11,685.21
218208	OptumRX	4	09/12/2022	10634	8.20	0.00	8.20
218762	Associates in Family Medicine	4	09/12/2022	10635	139.58	0.00	139.58
218208	OptumRX	4	09/26/2022	10636	2,221.59	0.00	2,221.59
218208	OptumRX	4	09/26/2022	10637	7.80	0.00	7.80
218634	UC Health Medical Group	4	09/26/2022	10638	116.87	0.00	116.87
218634	UC Health Medical Group	4	09/26/2022	10639	11.81	0.00	11.81
218939	Berthoud High School	30	09/01/2022	90836	100.00	0.00	100.00
21117	Carolina Biological	30	09/01/2022	90837	180.68	0.00	180.68
219164	McCutchen, Addyson	30	09/01/2022	90838	25.00	0.00	25.00
219161	Peterson, Chance	30	09/01/2022	90839	40.00	0.00	40.00
218395	VEX Robotics	30	09/01/2022	90840	604.07	0.00	604.07
218535	FirstBank	31	09/01/2022	90841	5,386.25	0.00	5,386.25
219163	Centarus High School	1	09/01/2022	90842	250.00	0.00	250.00
21183	Elite Awards and Trophies	1	09/01/2022	90843	40.00	0.00	40.00
219168	Estes Park High School	1	09/01/2022	90844	500.00	0.00	500.00
218932	Loveland High School Cross Country	1	09/01/2022	90846	300.00	0.00	300.00
21548	NCIL League	1	09/01/2022	90847	350.00	0.00	350.00
218933	Northglenn High School	1	09/01/2022	90848	200.00	0.00	200.00
21642	Roosevelt High School	1	09/01/2022	90849	225.00	0.00	225.00
217710	Windsor High School	1	09/01/2022	90850	250.00	0.00	250.00
219169	ACA Booster Club	7	09/09/2022	90851	500.00	0.00	500.00
217721	BSN Sports	7	09/09/2022	90852	3,419.00	0.00	3,419.00
219174	Fields, Donovan	7	09/09/2022	90853	40.00	0.00	40.00
218932	Loveland High School Cross Country	7	09/09/2022	90854	150.00	0.00	150.00
219164	McCutchen, Addyson	7	09/09/2022	90855	15.00	0.00	15.00

# A/P Check Register

Printed: 10/18/2022 3:47 PM  
 Windsor Charter Academy  
 Check Date: 9/1/2022 to 9/30/2022

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
219161	Peterson, Chance	7	09/09/2022	90856	75.00	0.00	75.00
217721	BSN Sports	14	09/16/2022	90857	775.68	0.00	775.68
21117	Carolina Biological	9	09/16/2022	90858	34.75	0.00	34.75
219174	Fields, Donovan	12	09/16/2022	90859	15.00	0.00	15.00
219176	George, Hannah	12	09/16/2022	90860	15.00	0.00	15.00
218951	Greeley West High School	1	09/16/2022	90861	250.00	0.00	250.00
219164	McCutchen, Addyson	14	09/16/2022	90862	25.00	0.00	25.00
218635	Music & the Arts	14	09/16/2022	90863	615.20	0.00	615.20
219161	Peterson, Chance	14	09/16/2022	90864	70.00	0.00	70.00
218242	University of Colorado	15	09/16/2022	90865	210.00	0.00	210.00
21120	Weld RE-4 School District	12	09/16/2022	90866	985.36	0.00	985.36
219178	Armstrong, Emmalie	20	09/23/2022	90867	50.00	0.00	50.00
218926	Golden View Classical	20	09/23/2022	90868	600.00	0.00	600.00
218171	Mathematical Association of America	20	09/23/2022	90869	124.00	0.00	124.00
21124	Blick Art Materials	29	09/30/2022	90870	88.00	0.00	88.00
217721	BSN Sports	29	09/30/2022	90871	2,047.50	0.00	2,047.50
219155	Casebolt, Hannah	29	09/30/2022	90872	135.00	0.00	135.00
21017	Core Knowledge Foundation	29	09/30/2022	90873	405.61	0.00	405.61
218538	Heritage Christian Academy	29	09/30/2022	90874	320.00	0.00	320.00
219164	McCutchen, Addyson	29	09/30/2022	90875	15.00	0.00	15.00
219175	Mountain West Disposal LLC	29	09/30/2022	90876	373.75	0.00	373.75
219161	Peterson, Chance	29	09/30/2022	90877	175.00	0.00	175.00
219040	Play Versus Inc.	29	09/30/2022	90878	320.00	0.00	320.00
21101	School Date Books	29	09/30/2022	90879	1,302.65	0.00	1,302.65
218705	Twin Peaks Charter Academy	29	09/30/2022	90880	75.00	0.00	75.00
21088	American Fidelity	5	09/30/2022	93022111	3,086.65	0.00	3,086.65
21088	American Fidelity	5	09/30/2022	93022222	929.16	0.00	929.16
21088	American Fidelity	7	09/30/2022	93022333	15,416.51	0.00	15,416.51
21084	PERA	5	09/30/2022	93022444	2,684.00	0.00	2,684.00
21084	PERA	5	09/30/2022	93022555	1,861.96	0.00	1,861.96
219124	ISolved Inc.	5	09/30/2022	93022666	572,664.53	0.00	572,664.53
21084	PERA	5	09/30/2022	93022888	212,825.64	0.00	212,825.64
21088	American Fidelity	8280	09/30/2022	93022999	102.00	0.00	102.00
218205	Delta Dental of Colorado	29	09/01/2022	090122115	4,275.57	0.00	4,275.57
218207	UMR Health	4	09/01/2022	090122362	45,067.68	0.00	45,067.68
217847	US Foods Inc.	4	09/01/2022	090122490	1,457.12	0.00	1,457.12
218208	OptumRX	4	09/06/2022	090622337	1,303.30	0.00	1,303.30
217847	US Foods Inc.	4	09/07/2022	090722490	1,616.01	0.00	1,616.01
217847	US Foods Inc.	4	09/07/2022	090722887	1,617.88	0.00	1,617.88
217847	US Foods Inc.	4	09/09/2022	090922490	101.35	0.00	101.35
218208	OptumRX	4	09/12/2022	091222523	23,954.79	0.00	23,954.79
217847	US Foods Inc.	7	09/14/2022	091422490	2,344.73	0.00	2,344.73
217847	US Foods Inc.	4	09/14/2022	091422887	1,694.58	0.00	1,694.58
21156	Xcel Energy	1	09/14/2022	091422888	16,829.23	0.00	16,829.23
218208	OptumRX	4	09/19/2022	091922085	5,570.15	0.00	5,570.15
21229	CBI Online	4	09/20/2022	092022803	1,000.00	0.00	1,000.00
217847	US Foods Inc.	4	09/21/2022	092122490	1,898.66	0.00	1,898.66
217847	US Foods Inc.	4	09/21/2022	092122887	1,601.91	0.00	1,601.91
218208	OptumRX	4	09/26/2022	092622444	17,989.24	0.00	17,989.24
217847	US Foods Inc.	4	09/28/2022	092822490	1,665.62	0.00	1,665.62
217847	US Foods Inc.	4	09/28/2022	092822887	2,326.41	0.00	2,326.41
218208	OptumRX	4	09/30/2022	093022776	2,695.51	0.00	2,695.51
218535	FirstBank	4	09/30/2022	093022803	30.00	0.00	30.00
21459	CBIZ	4	09/20/2022	920228030	250.00	0.00	250.00
<b>Report Totals</b>					<b>\$1,075,128.56</b>	<b>\$0.00</b>	<b>\$1,075,128.56</b>