

Windsor



CHARTER ACADEMY

GROWING LIFE-LONG LEARNERS

September 2022 Regular Session
September 22, 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*

September 22, 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 OCTOBER 2022 REGULAR SESSION

**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 2 stakeholders 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 allowed 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

Bartman: Mrs. Bartmann met with Mrs. Hungenberg and Dr. Teeple 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. Teeple 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. Teeples 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. Elaine Hungenberg 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. Start date would be a few days later. Whereas the current school year began on August 9th and 10th, the 2023-2024 school year would begin later with K, 6th and 9th graders beginning on August 18th and all other students beginning on August 21st. 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

6.1.1 Appointments

6.1.1.1	Summer Allred	Certified Substitute
6.1.1.2	Jill Beck	HS Volleyball Assistant Coach
6.1.1.3	Jovanna Bent	Lunch Monitor
6.1.1.4	Jordan Bradford	Paraprofessional
6.1.1.5	Kaitlynn Brooks	Paraprofessional
6.1.1.6	Jerry Castillo	HS Vex Robotics Coach
6.1.1.7	Allan Cieniuch	MS Flag Football Coach
6.1.1.8	Shannon Connoloy	Certified Substitute

6.1.1.9	Jennifer Dellanini	Teacher
6.1.1.10	Misty Downs	Food Services Baker/Prep Cook
6.1.1.11	Gretchen Meister	Receptionist
6.1.1.12	Christy Morse	Paraprofessional
6.1.1.13	Amanda Mullen	MS Cross Country Assistant Coach
6.1.1.14	Lenaya Nelson	Certified Substitute
6.1.1.15	Jacob Roberts	HS Basketball Head Coach
6.1.1.16	Chase Seilbach	Custodian
6.1.1.17	Lindsay Shelton	Certified Substitute
6.1.1.18	Leslie Suarez	Certified Substitute
6.1.1.19	Ann Thiel	Food Services Assistant (Then Transferred to Paraprofessional)
6.1.1.20	Jason Walker	MS Basketball Head Coach
6.1.1.21	Shawn Wherry	MS Soccer Head Coach
6.1.1.22	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	Sara Lynch	Teacher
6.1.2.13	Allie Marino	Teacher
6.1.2.14	Teal McConnell	Teacher
6.1.2.15	Jamie Miller	Health Aide
6.1.2.16	Tammy Mohr	Lunch Monitor
6.1.2.17	David Musser	Receptionist
6.1.2.18	Greg Perry	Teacher & Volleyball Coach
6.1.2.19	Erin Phillips	Teacher
6.1.2.20	Alicia Ocasio	Teacher
6.1.2.21	Karson Rice	Food Services Assistant
6.1.2.22	Chris Rivera	Teacher
6.1.2.23	Amy Samuelson	Paraprofessional
6.1.2.24	Maria Sharp	Teacher
6.1.2.25	Erin Silver	Teacher
6.1.2.26	Melinda Smith	Teacher
6.1.2.27	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

7.0 Executive Board-Pulled Consent Agenda Items

8.0 Membership-Pulled Consent Agenda Items

9.0 Executive Session

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)

10.0 Adjournment

The meeting adjourned at 9:55 p.m.



Appendix

1.0 June 2022 Executive Board Regular Session Minutes

**Executive Board Minutes
August 25, 2022**

1.0 Opening of the Meeting

1.1 Call to Order

The meeting was called to order at 6:01 p.m.

1.2 Roll Call

Executive Board Members Present

John Feyen, Executive Board President
Sherry Bartmann, Executive Board Vice-President
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
Jessica Wilson, Director of Elementary School Education
Kelly Seilbach, Director of Middle School Education
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 August 25, 2022 Regular Session agenda by Carolyn Mader and seconded by Jenny Ojala. Members voted the following: Bartmann, aye; James, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously.

1.6 Adoption of the Minutes

A motion was made to approve the minutes for the June 16, 2022 Regular Session Regular Session. Members voted the following: Bartmann, aye; James, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously.

2.0 Administrative Matters

2.1 Welcoming of New Board Member

2.2 Executive Board Officers

A motion was made to approve the following officers:

Executive Board President: Sherry Bartmann

- The motion was made by Carolyn Mader and seconded by Donna James to nominate Sherry Bartmann as President. A second motion was made to close nominations by Jenny Ojala and was seconded by Donna James. Members voted the following: Bartmann, aye; James, aye; Mader, aye; Ojala, aye; Stephens, aye; Feyen, aye. The motion passed unanimously.

Executive Board Vice-President: Elaine Hungenberg

- The motion was made by John Feyen and seconded by Jenny Ojala to nominate Elaine Hungenberg as Vice-President. Members voted the following: Feyen, aye; James, aye; Mader, aye; Ojala, aye; Stephens, aye; Bartmann, aye. The motion passed unanimously.

Executive Board Treasurer: Donna James

- The motion was made by Jenny Ojala and seconded by Carolyn Mader to nominate Donna James as Treasurer. Members voted the following: Feyen, aye; James, aye; Mader, aye; Ojala, aye; Stephens, aye; Bartmann, aye. The motion passed unanimously.

Executive Board Secretary: Jenny Ojala

- The motion was made by Donna James and seconded by John Feyen to nominate Jenny Ojala as Secretary. Members voted the following: Feyen, aye; James, aye; Mader, aye; Ojala, aye; Stephens, aye; Bartmann, aye. The motion passed unanimously.

2.2 Executive Board Committee Assignments

A motion was made to approve the following liaisons. The tentative dates for committees are also listed.

- School Accountability Committee: Elaine Hungenberg and John Feyen
 - September 13, 2022
 - October 25, 2022
 - January 24, 2023
 - March 21, 2023
- Education Committee: Jenny Ojala and Holly Stephens
 - October 20, 2022
 - November 3, 2022
 - November 17, 2022
- Finance Committee: Donna James
 - Typically every 3rd Wednesday
- Safety Committee: Carolyn Mader
 - September 1st
 - November 15th

- January 12th
- April 6th
- Executive Board Election Committee: Holly Stephens
 - Meetings begin in January

3.0 Citizen Communication

There were 3 stakeholders spoke during Citizen Communication at the Executive Board Regular Session.

- Bryan Comiskey: Mr. Comiskey thanked the Executive Board for last year’s approach with COVID and masks. He also shared his disappointment in the recent termination of an athletic coach. Lastly, Mr. Comiskey shared concerns about the use of pronouns at WCA for students when addressing a teacher.
- Jenny Whittington: Mrs. Whittington shared a concern around a newly adopted procedures around no backpacks and cinch bags in the classrooms. She asked for the Board to reconsider this change and felt that backpacks were not a safety concern.
- Brian Carson: Mr. Carson shared a concern around students and staff and the latest focus on pronoun usage in the schools.

4.0 Reports

4.1 Executive Director Report

Technology Updates

The Tech Team worked tirelessly all summer to ensure technology was ready for staff and students. A new TV was installed in the elementary cafeteria, and 540 new Chromebooks and 65 new iPads were added to our inventory and deployed to staff and students. Changes were made to our network that will provide a greater layer of security and allow for staff to connect one personal device in order to communicate in the event of an emergency. This upgrade will prioritize call and text communication over internet traffic.

Instructional Coaching

In an effort to build relationships and support teachers, the Instructional Coaches spent time during the first weeks of school engaged in Listening Tours with all K-12 teachers. Listening Tours are one-on-one meetings with teachers to learn about their professional growth goals and coaching needs. The coaches have been working with teachers to support the implementation of our new *Into Reading* (K-5) and *StudySync* (6-12) English language arts curriculum. They are also busy preparing for the kick-off of this year’s Induction and mentoring programs.

Bond 2022

At Back-to-School Night for each school, we had information on the 2022 Bond and Firebird Facility. Rebecca Teeples, Sara Sanders, Courtney Stone and Donna James passed out flyers to parents and answered questions. Overall, the feedback was positive! Many people are aware of the bond and are now understanding that Windsor Charter Academy students would benefit if the bond is passed in November.

Another email was sent to families on Thursday, August 18th to inform our stakeholders that the Weld RE-4 Board of Education voted to put the bond and mill levy on the November ballot.

In addition, Sara Sanders presented to the HS Booster Club about the bond and provided each member talking points about how the Firebird Facility would help our athletes. Our hope is that the Booster Club are advocates and spread the word about the importance of voting in November.

Communications—Back-to-School

Staff badges, signature lines, teacher webpages, family and staff mailing lists, and our website have all been updated over the past two weeks. We are prepared for the new school year.

Elementary School

• **Professional Development**

Elementary school staff participated in back-to-school professional development tied to our four school-wide goals for this year:

- ELA Academic Achievement: Percentage of students who will Meet or Exceed expectations on 2023 ELA CMAS Assessment: 3rd-75%; 4th-71%; 5th-65%
- Math Academic Achievement: Percentage of students who will Meet or Exceed expectations on 2023 ELA CMAS Assessment: 3rd-73%; 4th-60% 5th-57%
- Math Academic Growth: All grade levels will meet or exceed 100% progress towards typical growth as measured by the EOY i-Ready Diagnostic Math Assessment.
- 100% of K-5 teachers will meet the four objective for our Professional Learning Community by the end of this year and answer the four critical questions:
 - What is it we want our students to know and be able to do?
 - How will we know if each student has learned it?
 - How will we respond when some students do not learn it?
 - How will we extend the learning for students who have demonstrated proficiency?

All staff took part in professional development based on the book Fish! aimed at continuing a positive school culture and climate. New elementary school staff participated in 48 hours of professional development and returning staff participated in 24 hours.

• **Back-to-School Night**

Elementary students and parents were welcomed through the doors to meet teachers and connect with one another after an exciting summer. It was a very special three-hour event.

• **Cheers and Tears Breakfast**

Kindergarten parents wished their little ones goodbye and had the opportunity to share coffee and donuts in the elementary cafeteria.

Middle School

• **Staff Culture**

The middle school theme for the year is “Catch the Potential, Release the Energy based on the FISH! Philosophy. The FISH! Philosophy is training that inspires workplaces and individuals to choose to create the kind of life they desire. It is a simple Way of Being that allows teams to come together and agree to enjoy work more. It is based on 4 principles--choose your attitude, be there, play, and make their Day. Teams created norms based on the four principles.

• **Professional Development**

Yearlong professional development will be provided to teachers on implementing Professional Learning Communities. At the end of the year, teachers will be able to answer the 4 critical questions:

1. What is it we want our students to know and be able to do?
2. How will we know if each student has learned it?
3. How will we respond when some students do not learn it?
4. How will we extend the learning for students who have demonstrated proficiency?

High School

- **Professional Development**

Similar to the elementary and middle schools, the high school is focused on redefining its staff as a professional learning community. Professional development centered on what is meant by “all means all” as staff looks at the data picture of the high school. Additionally, the staff this year is focused and committed on building a collaborative culture, focusing on learning, and being results oriented.

- **2022-23 School Goals**

The high school goals for this year:

- *Drop Out Rate:* Students that drop out < 5%
- *ELA Academic Achievement:* Percentage of students who will meet or exceed expectations on the 2023 PSAT/SAT:
 - 9th: 92% on PSAT 9
 - 10th: 95% on PSAT 10
 - 11th: 92% on SAT
- *Math Academic Achievement:* Percentage of students who will meet or exceed expectations on the 2023 PSAT/SAT:
 - 9th: 73% on PSAT 9
 - 10th: 73% on PSAT 9
 - 11th: 75% on SAT

- **New Student Orientation**

The high school staff welcomed all 9th graders and other new students to the building a day before the other students. The leadership team are also making a concerted effort this year to get our high school parents to re-engage; parents were invited to join staff for our kick-off assembly with the students. During the assembly, students saw different paths to graduation. Most of these paths needed some assistance from others to get to the stage. This visual was shared in hope that students and parents heard the message that the staff are here to support all students as they receive their diplomas. We also invited parents to stay after the assembly for a meet and greet, as well as some volunteer opportunities.

4.2 Executive Board Reports

5.0 Items for Information

5.1 School Data & Statistical Report

Dr. Teeple shared CMAS and PSAT data and how Windsor Charter Academy performed well across schools in comparison to other northern Colorado schools.

5.2 2022-2023 Schedules

The purpose for WIN and ELO were shared and how this impacted schedules.

5.3 2023-2024 School Calendar

The Board directed the Executive Director to create a committee with parent, teacher, and administration stakeholders. The committee will come forward to the Executive Board with recommendations for the 2023-2024 calendar. A survey will be sent out to parents to determine priorities as the committee creates a calendar.

6.0 Items for Action

6.1 2022-2023 Executive Board Meeting Dates

A motion was made to approve changes to the following Executive Board meetings:

- November: A change from November 24, 2022 to November 17, 2022 due to Thanksgiving Break
- December: A change from December 22, 2022 to December 15, 2022 due to Winter Break
- June: A change from June 22, 2023 to June 8, 2023 due to Summer Break

The motion was made by Jenny Ojala and seconded by John Feyen. Members voted the following: Feyen, aye; James, aye; Mader, aye; Ojala, aye; Stephens, aye; Bartmann, aye. The motion passed unanimously.

7.0 Consent Agenda

7.1 Personnel

7.1.A Appointments

7.1.A.1	Andrea Shustella	Teacher
7.1.A.2	Arden Walston	Receptionist
7.1.A.3	Claudio Innocenti	Teacher
7.1.A.4	Craig Perciante	MS Boys' Soccer Assistant Coach
7.1.A.5	Elizabeth Fisher	Teacher
7.1.A.6	Heather Klein	Teacher
7.1.A.7	Ireland McCarthy	Interventionist
7.1.A.8	Jaymz Larkins	HS Boys' Soccer Assistant Coach
7.1.A.9	Kami Anderson	Teacher
7.1.A.10	Kelly Madigent	Teacher
7.1.A.11	Kyle Gee	Teacher
7.1.A.12	Lauren Dolan	Teacher
7.1.A.13	Liliana Trejo Valencia	Teacher
7.1.A.14	Mallory Gray	Teacher
7.1.A.15	Megan Penfold	MS Girls' Volleyball Assistant Coach
7.1.A.16	Megan Huffman	Teacher
7.1.A.17	Melissa Richardson	MS Girls' Volleyball Head Coach
7.1.A.18	Phary Om	Teacher
7.1.A.19	Rachel Slais	Teacher
7.1.A.20	Rebecca Das	Teacher
7.1.A.21	Seth McCutchen	HS Speech & Debate Advisor
7.1.A.22	Stephanie Bartke	HS Girls' Volleyball Assistant Coach

7.1.B Transfers

7.1.B.1	Kyler Eubank	ES Teacher to MS Teacher
7.1.B.2	Kirsten Keenan	ES Teacher to MS Teacher
7.1.B.3	Lydia Boyes	ES Paraprofessional to MS Counselor
7.1.B.4	Cassie Malone	ES Paraprofessional to MS Health Aide
7.1.B.5	Buck Ramming	Substitute Teacher to HS Teacher

7.1.C Terminations/Resignations

7.1.C.1	Madison Burningham	MS Girls' Volleyball Assistant Coach
7.1.C.2	Mark Lott	MS Cross Country Assistant Coach

7.2 Policies

- 7.2.A Policy JIH Student Interviews, Interrogations, Searches and Arrests, First Read
- 7.2.B Policy JIHA Searches, Deletion on First Read

7.3 Job Descriptions

- 7.3.A Lead Custodian

7.4 Financials

- 7.4.A May 2022 Financials

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

8.0 Executive Board-Pulled Consent Agenda Items

9.0 Membership-Pulled Consent Agenda Items

10.0 Executive Session

A motion was made to enter into Executive Session based on the following citation:

Discuss security arrangements or investigations, C.R.S. §24-6-402(4)(d)

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

Members entered Executive Session at 8:51 p.m. Members exited the Session at 9:08 p.m.

11.0 Adjournment

A motion was made to adjourn the August 2022 Regular session by John Feyen and seconded by Jenny Ojala. Members voted the following: Feyen, aye; James, aye; Mader, aye; Ojala, aye; Stephens, aye; Bartmann, aye. The motion passed unanimously.. The Regular Session ended at 9:08 p.m..



2.0 School Calendar

OPTION #1

July 2023						
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January 2024						
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August 2023						
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February 2024						
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September 2023						
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March 2024						
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October 2023						
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April 2024						
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November 2023						
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May 2024						
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December 2023						
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June 2024						
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AUGUST

- 3 New Teachers Report
- 9 Staff Report
- 16 1st Day of School for K, 6, & 9 Students
- 17 1st Day of School for All Other Students

SEPTEMBER

- 4 No School/Labor Day
- 15 No School for ES Students/Teachers Report

OCTOBER

- 13 End of 1st Quarter
- 13 No School for ES Students/Teachers Report
- 30 No School/Conference Comp. Day
- 31 No School/Professional Development

NOVEMBER

- 1 No School for ES Students/Teachers Report
- 20-24 No School/Fall Break

DECEMBER

- 21 End of 2nd Quarter/End of 1st Semester
- 21 No School/Professional Development
- 21-31 No School/Winter Break

JANUARY

- 1-7 No School/ Winter Break
- 8 No School/Professional Development
- 15 No School/Martin Luther King, Jr. Day

FEBRUARY

- 15 No School for ES Students/Teachers Report
- 16 No School/Conference Comp. Day
- 19 No School/President's Day

MARCH

- 8 End of 3rd Quarter
- 11-15 No School/Spring Break

APRIL

- 18 No School for ES Students/Teachers Report
- 19 No School/Professional Development

MAY

- 22 End of 4th Quarter/End of 2nd Semester
- 22 Last Day of School/Release at 11:30 a.m.
- 23/24 No School/Professional Development
- 28 Teacher Check Out

- First Day of School
- Vacation; No Students or Staff Report
- No School; Teachers Report
- No School/Conference Comp. Day
- Half Day of School/Release at 11:30 a.m.

OPTION #2

July 2023						
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August 2023						
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February 2024						
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September 2023						
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March 2024						
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October 2023						
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April 2024						
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November 2023						
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May 2024						
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December 2023						
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June 2024						
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AUGUST	
7	New Teachers Report
11	Staff Report
18	1st Day of School for K, 6, & 9 Students
21	1st Day of School for All Other Students
SEPTEMBER	
4	No School/Labor Day
15	No School for ES Students/Teachers Report
OCTOBER	
13	End of 1st Quarter
13	No School for ES Students/Teachers Report
30	No School/Conference Comp. Day
31	No School/Professional Development
NOVEMBER	
1	No School for ES Students/Teachers Report
22-24	No School/Fall Break
DECEMBER	
21	End of 2nd Quarter/End of 1st Semester
21	No School/Professional Development
21-31	No School/Winter Break
JANUARY	
1-7	No School/ Winter Break
8	No School/Professional Development
15	No School/Martin Luther King, Jr. Day
FEBRUARY	
15	No School for ES Students/Teachers Report
16	No School/Conference Comp. Day
19	No School/President's Day
MARCH	
8	End of 3rd Quarter
11-15	No School/Spring Break
APRIL	
25	No School for ES Students/Teachers Report
26	No School/Professional Development
MAY	
22	End of 4th Quarter/End of 2nd Semester
22	Last Day of School/Release at 11:30 a.m.
23/24	No School/Professional Development
28	Teacher Check Out

- First Day of School
- Vacation; No Students or Staff Report
- No School; Teachers Report
- No School/Conference Comp. Day
- Half Day of School/Release at 11:30 a.m.

OPTION #3A

July 2023						
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August 2023						
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February 2024						
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September 2023						
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March 2024						
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October 2023						
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April 2024						
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November 2023						
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May 2024						
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December 2023						
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June 2024						
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23/30	24	25	26	27	28	29

AUGUST

- 3 New Teachers Report
- 9 Staff Report
- 16 1st Day of School for K, 6, & 9 Students
- 17 1st Day of School for All Other Students

SEPTEMBER

- 4 No School/Labor Day
- 15 No School for ES Students/Teachers Report

OCTOBER

- 13 End of 1st Quarter
- 13 No School for ES Students/Teachers Report
- 30 No School/Conference Comp. Day
- 31 No School/Professional Development

NOVEMBER

- 1 No School for ES Students/Teachers Report
- 20-24 No School/Fall Break

DECEMBER

- 21 End of 2nd Quarter/End of 1st Semester
- 21 No School/Professional Development
- 21-31 No School/Winter Break

JANUARY

- 1-7 No School/ Winter Break
- 8 No School/Professional Development
- 15 No School/Martin Luther King, Jr. Day

FEBRUARY

- 15 No School for ES Students/Teachers Report
- 16 No School/Conference Comp. Day
- 19 No School/President's Day

MARCH

- 8 End of 3rd Quarter
- 11-15 No School/Spring Break
- 29 No School

APRIL

- 1 No School

MAY

- 3 No School/Professional Development
- 6 No School for ES Students/Teachers Report
- 22 End of 4th Quarter/End of 2nd Semester
- 22 Last Day of School/Release at 11:30 a.m.
- 23/24 No School/Professional Development
- 28 Teacher Check Out

- First Day of School
- Vacation; No Students or Staff Report
- No School; Teachers Report
- No School/Conference Comp. Day
- Half Day of School/Release at 11:30 a.m.

OPTION #3B

July 2023						
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January 2024						
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August 2023						
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February 2024						
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September 2023						
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March 2024						
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October 2023						
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April 2024						
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November 2023						
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May 2024						
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December 2023						
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June 2024						
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23/30	24	25	26	27	28	29

AUGUST

- 7 New Teachers Report
- 11 Staff Report
- 18 1st Day of School for K, 6, & 9 Students
- 21 1st Day of School for All Other Students

SEPTEMBER

- 4 No School/Labor Day
- 15 No School for ES Students/Teachers Report

OCTOBER

- 13 End of 1st Quarter
- 13 No School for ES Students/Teachers Report
- 30 No School/Conference Comp. Day
- 31 No School/Professional Development

NOVEMBER

- 1 No School for ES Students/Teachers Report
- 22-24 No School/Fall Break

DECEMBER

- 21 End of 2nd Quarter/End of 1st Semester
- 21 No School/Professional Development
- 21-31 No School/Winter Break

JANUARY

- 1-7 No School/ Winter Break
- 8 No School/Professional Development
- 15 No School/Martin Luther King, Jr. Day

FEBRUARY

- 15 No School for ES Students/Teachers Report
- 16 No School/Conference Comp. Day
- 19 No School/President's Day

MARCH






- 8 End of 3rd Quarter
- 11-15 No School/Spring Break
- 29 No School

APRIL

- 1 No School

MAY

- 3 No School/Professional Development
- 6 No School for ES Students/Teachers Report
- 22 End of 4th Quarter/End of 2nd Semester
- 22 Last Day of School/Release at 11:30 a.m.
- 23/24 No School/Professional Development
- 28 Teacher Check Out

-  First Day of School
-  Vacation; No Students or Staff Report
-  No School; Teachers Report
-  No School/Conference Comp. Day
-  Half Day of School/Release at 11:30 a.m.



3.0 First 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.

Windsor Charter Academy Executive Board
September 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.

Adopted by WCA: May 2001

Revised: July 2009



4.0 Job Descriptions



JOB DESCRIPTION Lead Custodian

Summary

The Lead Custodian supports the team by providing lead responsibilities during assigned shifts. The Lead Custodian ~~is an essential role~~ **reserves in an essential role to maintain** in maintaining the building and **supports** supporting a learning environment that promotes the health, attitude, and pride of students. In addition to regular building maintenance functions, the lead custodian provides direct support to classroom teachers, and equipment. Additionally, they serve as a role model for students and other team members by displaying a professional, courteous, and ~~helpful~~ **helpful demeanor** nature. **The Lead Custodian:**

- Provide support and works closely with the Director of Facility Management or other building administrators during day and evening activities.
- **Lead, maintain, clean, and disinfect all areas of a facility.** ~~Responsible for leading, maintaining, cleaning, and disinfecting all areas of a facility.~~
- Perform basic cleaning, sanitation, and minor maintenance of an assigned building and associated grounds including sweeping, mopping, vacuuming, dusting, polishing, trash removal, etc.
- Secure the facility at all times to ensure a safe school and working environment.
- Provide high-level customer service for school events and community activities including set-up/clean-up.
- Coordinate with all shifts team for necessary events, tasks, and school needs.

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 essential functions.

Description of Job Tasks

- ~~The Lead Custodian is responsible for leading~~ **Lead** the daily custodial and maintenance operation of the assigned facility and grounds.
- ~~Working~~ **Work** with the Director of Facilities Management to implement cleaning procedures to ~~the~~ organization's standards and performs preventative maintenance.
- Instructs staff and team members on proper cleaning and maintenance procedures.
- **Plan and direct custodial operations and maintains records as needed.** ~~Responsible for planning and directing custodial operations, and maintaining records as needed.~~
- **Clean and support daily activities in the facility.** ~~Performs work cleaning and supporting daily activities in the facility.~~
- Demonstrates professional behavior, ~~promoting~~ **promote** positive relationships with students, staff, the public, and peers.
- **Cover** ~~Responsible for covering shifts~~ **for** missing team members as ~~needed and identified~~ **assigned** by the Director of Facilities Management.
- Works with Director of Facilities Management on ~~s~~Supplies, ~~i~~nventory, ~~m~~Management, and ~~o~~Ordering.
- Lead and ~~helps~~ **assist** team members with technology issues.
- Perform custodial duties such as cleaning, sweeping, mopping, vacuuming, dusting, polishing, and trash removal ~~from~~ classrooms, offices, cafeterias, computer labs, break rooms, bathrooms, locker rooms,

hallways, entryways, gymnasiums, weight rooms, and other areas of a facility, including exterior grounds.

- Guides students and staff in the care and use of the facility.
- Interact with and assist students, staff, visitors, and groups during ~~and after regular school hours~~ **the school day and after school** to ensure needs are met regarding building use. Provide set up, tear down, and cleaning after activities.
- Respond to requests, last-minute needs, unscheduled events, changes, etc. regarding building use.
- Move and set up furniture and equipment as requested. Deliver supplies throughout the building and between **school** sites as needed.
- Monitor and inspect building facilities for safety and cleanliness. Maintain and make minor repairs to the facility and troubleshoot and report areas requiring maintenance to the supervisor. Notify ~~yes~~ the Director of Facilities of hazardous or harmful situations.
- Secure **the** facility by locking doors, and windows, and setting alarms. Monitor building security throughout shift.
- Perform daily preventative maintenance of site custodial equipment.
- Ensure proper use, identification, mixture, and application of chemicals, including the requirements and use of Safety Data Sheets (SDS).
- Remove snow and ice from sidewalks as needed to ensure safety.
- Perform special cleaning and assist with renovation projects. Operate large cleaning equipment and assist with floor maintenance and restoration as needed.
- Attend in-service training (e.g., instruction on blood-borne pathogens, cleaning solvents, floor care, first aid, etc.) to receive information on new and/or improved procedures.
- Arrive to work on time.
- Perform other duties as assigned.

Education and Related Work Experience

- High school diploma or equivalent required
- Two **or more** ~~plus~~ years of related experience required
- 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 upon hire

Technical Skills, Knowledge & Abilities

- Possess the following skills:
 - Leadership
 - **Technological skills** ~~log~~ usage
 - Oral and written communication skills
 - Conflict resolution skills
 - English language skills
 - Math skills
 - Interpersonal relations skills
 - Customer service and public relations skills
 - Critical thinking and problem-solving skills
- Maintain confidentiality in all aspects of the job.
- Manage multiple tasks with frequent interruptions, use time efficiently, demonstrate attention to detail, follow instructions, and respond to management direction.
- Promote and follow Executive Board policies.
- Adhere to attendance requirements, including regular and punctual employee presence.
- Maintain honesty and integrity in all aspects of the job.
- Work independently and manage time effectively.
- Participate and work in a team environment.
- Communicate, interact, and work effectively and cooperatively with people from diverse ethnic and educational backgrounds.
- 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.
- Operate a computerized security system.

Materials and Equipment Operating Knowledge

- Personal computers, peripherals, and media equipment
- Comprehensive custodial equipment
- Electrical aerial lift platforms

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 essential functions.

- Required to carry and respond to a cell phone during assigned shift.
- Responsible for assisting with the supervision and overseeing the well-being of students in common areas.

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 potential 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			

Work Environment	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Wet or humid conditions (non-weather)		X		
Work near moving mechanical parts			X	
Work in high, precarious places		X		
Fumes or airborne particles		X		
Toxic or caustic chemicals		X		
Outdoor weather conditions		X		
Extreme cold or extreme heat (non-weather)	X			
Risk of electrical shock		X		

Vision Demands: All Required	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Close Vision (clear at 20 inches or less)				X
Distance Vision (clear at 20 feet or more)				X
Color vision (ability to identify and distinguish colors)				X
Peripheral vision				X
Depth perception				X
Ability to adjust focus				X



5.0 Financials

Rev and Exp as of 7.31.22

Printed: 8/19/2022 8:17 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	3,174.49	0.00	10,000.00	6,825.51	31.74	
1700 Pupil Activities	9,600.00	9,600.00	81,492.00	71,892.00	11.78	
1900 Other Revenue from Local Sources	16,222.88	11,022.80	122,280.00	106,057.12	13.27	
3900 Other Revenue From State Sources	0.00	0.00	1,348,816.00	1,348,816.00	0.00	
5200 Interfund Transfers	0.00	0.00	10,000.00	10,000.00	0.00	
5600 Direct Allocations	1,229,565.43	0.00	14,199,586.00	12,970,020.57	8.66	
I Revenue	1,258,562.80	20,622.80	15,772,174.00	14,513,611.20	7.98	* Account Type
0100 Salaries	148,723.93	0.00	7,861,934.00	7,713,210.07	1.89	
0200 Employee Benefits	130,334.15	1,384.07	2,982,543.00	2,852,208.85	4.37	
0300 Purchased Professional and Technical Services	16,947.45	10,324.90	86,200.00	69,252.55	19.66	
0400 Purchased Property Services	155,988.91	5,202.30	1,808,222.00	1,652,233.09	8.63	
0500 Other Purchased Services	255,489.40	19,836.59	2,070,226.96	1,814,737.56	12.34	
0600 Supplies	172,012.71	23,197.00	380,650.39	208,637.68	45.19	
0700 Property	125,938.30	0.00	233,070.00	107,131.70	54.03	
0800 Other Objects	2,606.90	0.00	80,600.00	77,993.10	3.23	
X Expense	1,008,041.75	59,944.86	15,503,446.35	14,495,404.60	6.50	* Account Type
11 Charter School	(250,521.05)	39,322.06	(268,727.65)	(18,206.60)	93.22	Fund

Rev and Exp as of 7.31.22

Printed: 8/19/2022 8:17 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	
1900 Other Revenue from Local Sources	233,193.66	15,770.35	0.00	(233,193.66)	0.00	
I Revenue	233,193.66	15,770.35	0.00	(233,193.66)	0.00	* Account Type
0600 Supplies	24,753.91	2,236.80	239,490.00	214,736.09	10.34	
X Expense	24,753.91	2,236.80	239,490.00	214,736.09	10.34	* Account Type
23 Pupil Activity Fund	(208,439.75)	(13,533.55)	239,490.00	447,929.75	-87.03	Fund
Report Total:	<u>458,960.80</u>	<u>(25,788.51)</u>	<u>29,237.65</u>	<u>(429,723.15)</u>	<u>1,569.76</u>	

Balance Sheet

Printed: 8/19/2022 8:21 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
Current Assets						
	Bingo Checking Acct		551.11	0.00	551.11	11-950-00-0000-8101-000-0000
	General Fund Checking 1stBANK		2,545,234.13	(778,601.08)	1,766,633.05	11-950-00-0000-8102-000-0000
	Health Insurance Checking 1stBank		101,519.26	905,075.60	1,006,594.86	11-950-00-0000-8102-000-0000
	COLOTRUST Account		2,178,070.15	3,062.98	2,181,133.13	11-950-00-0000-8102-000-0000-9393
	Savings 1stBANK		651,744.17	103.56	651,847.73	11-950-00-0000-8102-000-0000-9393
	Savings 1stBANK- CC		100,058.93	7.95	100,066.88	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		459,512.17	(391,060.78)	68,451.39	11-950-00-0000-8153-000-0000
	Food Service Petty Cash		133.00	0.00	133.00	11-950-31-0000-8103-000-0000
8100	Current Assets		<u>6,036,923.69</u>	<u>(261,411.77)</u>	<u>5,775,511.92</u>	* Account Class
Liabilities						
	Accounts Payable		(104,482.49)	31,095.73	(73,386.76)	11-950-00-0000-7421-000-0000
	Accrued Salaries		(434,988.37)	437,603.89	2,615.52	11-950-00-0000-7461-000-0000
	Rental Deposits Liability		(800.00)	0.00	(800.00)	11-950-00-0000-7461-000-0000
	GARNISHMENT		0.08	37.14	37.22	11-950-00-0000-7471-000-0000
	BOCES Tuition Deduction		0.00	(583.33)	(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		(93,087.51)	93,087.75	0.24	11-950-04-0000-7471-000-0000
	Health/Dental/Vision Liab		0.00	(16,017.39)	(16,017.39)	11-950-05-0000-7471-000-0000
	401K/457 Liab		0.00	(1,146.22)	(1,146.22)	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
7400	Liabilities		<u>(672,951.21)</u>	<u>544,077.57</u>	<u>(128,873.64)</u>	* Account Class
Reserved Co Dept of Ed use only.						
	Tabor Reserve		(395,000.00)	0.00	(395,000.00)	11-950-00-0000-6721-000-0000
	Unreserved Fund Balance		(4,131,919.93)	(829,875.24)	(4,961,795.17)	11-950-00-0000-6770-000-0000
	Gen Fund Net Income/Loss		(829,875.24)	540,032.13	(289,843.11)	11-950-00-0000-6775-000-0000
6100	Reserved Co Dept of Ed use only.		<u>(5,356,795.17)</u>	<u>(289,843.11)</u>	<u>(5,646,638.28)</u>	* Account Class
11	Charter School		<u><u>7,177.31</u></u>	<u><u>(7,177.31)</u></u>	<u><u>0.00</u></u>	Fund

Balance Sheet

Printed: 8/19/2022 8:21 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
Current Assets						
		SF Checking 1stBank	225,290.24	(22,248.58)	203,041.66	23-950-00-0000-8100-000-0000
		SF Checking Arbiter Athletic	288.97	0.00	288.97	23-950-00-0000-8100-000-0000
8100	Current Assets		<u>225,579.21</u>	<u>(22,248.58)</u>	<u>203,330.63</u>	* Account Class
Liabilities						
		MSSH Activity Accts Payable	(11,128.36)	2,703.93	(8,424.43)	23-950-00-0000-7421-000-0000
7400	Liabilities		<u>(11,128.36)</u>	<u>2,703.93</u>	<u>(8,424.43)</u>	* Account Class
Reserved Co Dept of Ed use only.						
		Activity Net Income/Loss	(214,450.85)	19,544.65	(194,906.20)	23-950-00-0000-6775-000-0000
6100	Reserved Co Dept of Ed use only.		<u>(214,450.85)</u>	<u>19,544.65</u>	<u>(194,906.20)</u>	* Account Class
23	Pupil Activity Fund		<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	Fund

A/P Check Register

Printed: 8/19/2022 8:16 AM
 Windsor Charter Academy
 Check Date: 7/1/22 to 7/31/2022

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
21353	Aims Community College	5	07/11/2022	2725	7,437.00	0.00	7,437.00
21124	Blick Art Materials	7	07/11/2022	2726	237.49	0.00	237.49
21623	Colazio, Nadya	5	07/11/2022	2727	256.25	0.00	256.25
21015	Comcast Cable	5	07/11/2022	2728	1,255.92	0.00	1,255.92
218542	Community Funded Enterprises Inc	5	07/11/2022	2729	1,262.65	0.00	1,262.65
21175	Counter Trade	5	07/11/2022	2730	1,309.83	0.00	1,309.83
21256	Decker Equipment	5	07/11/2022	2731	1,648.75	0.00	1,648.75
217633	Diversified Underground Inc.	6	07/11/2022	2732	475.00	0.00	475.00
21140	EON Office	5	07/11/2022	2733	62.40	0.00	62.40
217699	Gaggle Net Inc.	5	07/11/2022	2734	9,845.00	0.00	9,845.00
219140	Gold Star Foods- Colorado Division	5	07/11/2022	2735	1,827.48	0.00	1,827.48
218775	Hitz, Cameron	7	07/11/2022	2736	80.00	0.00	80.00
218817	InfoArmor, Inc.	5	07/11/2022	2737	117.65	0.00	117.65
218077	JAMF Software LLC	5	07/11/2022	2738	6,885.00	0.00	6,885.00
219123	Knutson, Emmitt	7	07/11/2022	2739	904.32	0.00	904.32
218930	Learning A-Z	5	07/11/2022	2740	1,653.75	0.00	1,653.75
21038	Lewan and Associates	5	07/11/2022	2741	4,082.43	0.00	4,082.43
21092	Lincoln National Life Insurance	5	07/11/2022	2742	1,493.67	0.00	1,493.67
218863	Masters Flooring LLC	5	07/11/2022	2743	25,073.72	0.00	25,073.72
217978	MODESTO, AMPELIA	7	07/11/2022	2744	80.00	0.00	80.00
21180	QuaverEd Inc.	5	07/11/2022	2745	1,680.00	0.00	1,680.00
21054	Renaissance Learning Inc	6	07/11/2022	2746	16,289.60	0.00	16,289.60
21093	Security Benefit	5	07/11/2022	2747	1,108.55	0.00	1,108.55
218397	Seesaw Learning Inc.	5	07/11/2022	2748	1,430.00	0.00	1,430.00
218862	Southern Exposure Landscape Management Inc	7	07/11/2022	2749	308.25	0.00	308.25
217979	Thomsen, Micki	7	07/11/2022	2750	305.00	0.00	305.00
217892	T-Mobile	5	07/11/2022	2751	55.92	0.00	55.92
217638	UNCC	5	07/11/2022	2752	13.00	0.00	13.00
217847	US Foods Inc.	5	07/11/2022	2753	19,361.62	0.00	19,361.62
218395	VEX Robotics	5	07/11/2022	2754	16,995.00	0.00	16,995.00
218019	WAGNER, RICHARD	7	07/11/2022	2755	80.00	0.00	80.00
218215	WATKINS, MYRIAH	5	07/11/2022	2756	62.40	0.00	62.40
21591	Windsor Chamber of Commerce	5	07/11/2022	2757	225.00	0.00	225.00
218363	K&W Printing, Inc.	7	07/11/2022	2758	630.00	0.00	630.00
218363	K&W Printing, Inc.	5	07/11/2022	2759	873.60	0.00	873.60
218363	K&W Printing, Inc.	7	07/11/2022	2760	415.50	0.00	415.50
21080	Ace Hardware WCA	11	07/15/2022	2761	1,860.49	0.00	1,860.49
21552	Airgas USA LLC	14	07/15/2022	2762	44.26	0.00	44.26
21577	Apple, Inc.	12	07/15/2022	2763	2,640.00	0.00	2,640.00
21009	Brooms N More Inc	11	07/15/2022	2764	2,893.83	0.00	2,893.83
218329	Bulk Bookstore	12	07/15/2022	2765	557.96	0.00	557.96
21015	Comcast Cable	12	07/15/2022	2766	3,409.05	0.00	3,409.05
21175	Counter Trade	13	07/15/2022	2767	17,051.95	0.00	17,051.95
218535	FirstBank	11	07/15/2022	2768	2,449.16	0.00	2,449.16
21115	Flinn Scientific, Inc	11	07/15/2022	2769	17.66	0.00	17.66
21282	Frontline Technologies Group LLC	11	07/15/2022	2770	4,802.04	0.00	4,802.04
21136	Home Depot Pro	11	07/15/2022	2771	1,189.48	0.00	1,189.48
21032	Houghton Mifflin Harcourt	14	07/15/2022	2772	91,102.36	0.00	91,102.36
219132	Jost, Renda	11	07/15/2022	2773	238.33	0.00	238.33
218635	Music & the Arts	13	07/15/2022	2774	2,502.51	0.00	2,502.51
21044	NASSP/NASC in U.S. funds	11	07/15/2022	2775	770.00	0.00	770.00
21362	Read Naturally	11	07/15/2022	2776	690.00	0.00	690.00
218862	Southern Exposure Landscape Management Inc	11	07/15/2022	2777	4,417.14	0.00	4,417.14
21098	Staples Advantage	12	07/15/2022	2778	47.45	0.00	47.45
21245	Stericycle Inc.	12	07/15/2022	2779	220.00	0.00	220.00

A/P Check Register

Printed: 8/19/2022 8:16 AM
Windsor Charter Academy
Check Date: 7/1/22 to 7/31/2022

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
217608	TK Elevator Corporation	14	07/15/2022	2780	1,440.00	0.00	1,440.00
21072	Town of Windsor	11	07/15/2022	2781	4,020.68	0.00	4,020.68
21079	Wells Fargo Financial Leasing	11	07/15/2022	2782	3,730.04	0.00	3,730.04
217727	Windsor Guardian Self Storage	14	07/15/2022	2783	203.00	0.00	203.00
217612	US Department of Treasury	22	07/25/2022	2784	404.55	0.00	404.55
218713	AmTrust North America	21	07/29/2022	2785	82.95	0.00	82.95
219143	Bebo, Chris	27	07/29/2022	2786	17.00	0.00	17.00
21621	Blue Star Recyclers	27	07/29/2022	2787	449.60	0.00	449.60
218016	Bumble Bee Parking Lot Striping	27	07/29/2022	2788	325.00	0.00	325.00
21012	CenturyLink	27	07/29/2022	2789	157.05	0.00	157.05
218808	CobraHelp	27	07/29/2022	2790	46.50	0.00	46.50
21623	Colazio, Nadya	27	07/29/2022	2791	466.25	0.00	466.25
21175	Counter Trade	27	07/29/2022	2792	96,645.89	0.00	96,645.89
21334	Curriculum Associates, LLC	27	07/29/2022	2793	13,908.00	0.00	13,908.00
21140	EON Office	27	07/29/2022	2794	12.03	0.00	12.03
218237	Functional Fabrics	27	07/29/2022	2795	112.00	0.00	112.00
21136	Home Depot Pro	27	07/29/2022	2796	739.32	0.00	739.32
21032	Houghton Mifflin Harcourt	27	07/29/2022	2797	370.62	0.00	370.62
219145	Mayfield, Jenna	27	07/29/2022	2798	65.40	0.00	65.40
21043	McGraw Hill Education	15	07/29/2022	2799	757.08	0.00	757.08
21111	Philadelphia Insurance Companies	21	07/29/2022	2800	81,881.00	0.00	81,881.00
21177	Pinnacol	21	07/29/2022	2801	2,962.00	0.00	2,962.00
21498	Purchase Power Pitney Bowes	27	07/29/2022	2802	100.00	0.00	100.00
219083	SparksWillson, P.C.	21	07/29/2022	2803	1,870.00	0.00	1,870.00
219144	Tuka, Laurie	27	07/29/2022	2804	151.75	0.00	151.75
21120	Weld RE-4 School District	27	07/29/2022	2805	62.83	0.00	62.83
218684	Wotowey, Duncan	27	07/29/2022	2806	1,848.00	0.00	1,848.00
218208	OptumRX	2	07/11/2022	10617	4,749.89	0.00	4,749.89
218208	OptumRX	2	07/11/2022	10618	4.60	0.00	4.60
218634	UC Health Medical Group	2	07/11/2022	10619	78.40	0.00	78.40
218943	CU Medicine	2	07/11/2022	10620	147.69	0.00	147.69
218634	UC Health Medical Group	2	07/18/2022	10621	69.60	0.00	69.60
218208	OptumRX	2	07/25/2022	10622	8,361.38	0.00	8,361.38
218208	OptumRX	2	07/25/2022	10623	9.40	0.00	9.40
218207	UMR Health	2	07/25/2022	10624	184.46	0.00	184.46
218654	Bariatric and Lifestyle Medicine	2	07/29/2022	10625	119.96	0.00	119.96
218634	UC Health Medical Group	2	07/29/2022	10626	78.40	0.00	78.40
218943	CU Medicine	2	07/29/2022	10627	889.39	0.00	889.39
217721	BSN Sports	7	07/11/2022	90807	3,370.84	0.00	3,370.84
21117	Carolina Biological	5	07/11/2022	90808	116.59	0.00	116.59
21140	EON Office	6	07/11/2022	90809	855.88	0.00	855.88
21119	Garretsons Sport Center	7	07/11/2022	90810	850.50	0.00	850.50
218635	Music & the Arts	6	07/11/2022	90811	2,173.56	0.00	2,173.56
219032	Varsity Athletic Apparel Inc.	5	07/11/2022	90812	83.50	0.00	83.50
21080	Ace Hardware WCA	11	07/15/2022	90813	53.94	0.00	53.94
218986	CNXT Digital Inc.	11	07/15/2022	90814	950.00	0.00	950.00
21140	EON Office	11	07/15/2022	90815	600.64	0.00	600.64
218535	FirstBank	11	07/15/2022	90816	4,980.54	0.00	4,980.54
21115	Flinn Scientific, Inc	11	07/15/2022	90817	1,112.96	0.00	1,112.96
219032	Varsity Athletic Apparel Inc.	13	07/15/2022	90818	465.98	0.00	465.98
21098	Staples Advantage	12	07/15/2022	90819	8,203.59	0.00	8,203.59
217721	BSN Sports	27	07/29/2022	90820	864.00	0.00	864.00
21120	Weld RE-4 School District	27	07/29/2022	90821	479.00	0.00	479.00
21088	American Fidelity	10	07/31/2022	73122111	3,016.53	0.00	3,016.53
21088	American Fidelity	10	07/31/2022	73122222	1,166.66	0.00	1,166.66
21088	American Fidelity	10	07/31/2022	73122333	16,038.65	0.00	16,038.65
21084	PERA	10	07/31/2022	73122444	3,179.52	0.00	3,179.52

A/P Check Register

Printed: 8/19/2022 8:16 AM
Windsor Charter Academy
Check Date: 7/1/22 to 7/31/2022

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
21084	PERA	10	07/31/2022	73122555	1,828.64	0.00	1,828.64
219124	ISolved Inc.	10	07/31/2022	73122666	503,163.73	0.00	503,163.73
219124	ISolved Inc.	10	07/31/2022	73122777	37.14	0.00	37.14
21084	PERA	10	07/31/2022	73122888	182,925.47	0.00	182,925.47
218205	Delta Dental of Colorado	2	07/01/2022	070122115	6,141.31	0.00	6,141.31
218208	OptumRX	2	07/05/2022	070522690	435.38	0.00	435.38
219124	ISolved Inc.	11	07/05/2022	070522803	50.00	0.00	50.00
218207	UMR Health	2	07/08/2022	070822362	48,151.01	0.00	48,151.01
218208	OptumRX	2	07/11/2022	071122107	2,675.16	0.00	2,675.16
21156	Xcel Energy	5	07/15/2022	071522888	9,701.40	0.00	9,701.40
218208	OptumRX	2	07/18/2022	071822946	2,023.87	0.00	2,023.87
218208	OptumRX	2	07/25/2022	072522491	27,131.60	0.00	27,131.60
217847	US Foods Inc.	2	07/28/2022	072822881	152.40	0.00	152.40
218208	OptumRX	2	07/29/2022	072922000	2,794.18	0.00	2,794.18
218535	FirstBank	8	07/29/2022	072922803	80.00	0.00	80.00
Report Totals					\$1,326,101.30	\$0.00	\$1,326,101.30

Rev and Exp as of 5.31.22

Printed: 8/19/2022 8:12 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	1,468.14	1,468.14	10,000.00	8,531.86	14.68	
1700 Pupil Activities	1,044.00	1,044.00	77,375.00	76,331.00	1.35	
1900 Other Revenue from Local Sources	12,194.00	12,194.00	166,731.00	154,537.00	7.31	
3900 Other Revenue From State Sources	261,620.54	261,620.54	1,508,288.44	1,246,667.90	17.35	
5200 Interfund Transfers	0.00	0.00	10,000.00	10,000.00	0.00	
5600 Direct Allocations	1,113,064.62	1,113,064.62	13,271,603.11	12,158,538.49	8.39	
I Revenue	1,389,391.30	1,389,391.30	15,043,997.55	13,654,606.25	9.24	* Account Type
0100 Salaries	631,284.80	631,284.80	7,307,957.07	6,676,672.27	8.64	
0200 Employee Benefits	233,025.15	233,025.15	2,804,517.05	2,571,491.90	8.31	
0300 Purchased Professional and Technical Services	21,953.92	21,953.92	90,207.00	68,253.08	24.34	
0400 Purchased Property Services	133,357.20	133,357.20	1,803,729.48	1,670,372.28	7.39	
0500 Other Purchased Services	139,326.59	139,326.59	1,967,839.84	1,828,513.25	7.08	
0600 Supplies	123,756.34	123,756.34	559,142.88	435,386.54	22.13	
0700 Property	11,195.23	11,195.23	266,969.01	255,773.78	4.19	
0800 Other Objects	1,789.21	1,789.21	67,845.91	66,056.70	2.64	
0900 Other Uses of Funds	0.00	0.00	17,000.00	17,000.00	0.00	
X Expense	1,295,688.44	1,295,688.44	14,885,208.24	13,589,519.80	8.70	* Account Type
11 Charter School	(93,702.86)	(93,702.86)	(158,789.31)	(65,086.45)	59.01	Fund

Rev and Exp as of 5.31.22

Printed: 8/19/2022 8:12 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	
1900 Other Revenue from Local Sources	30,973.85	30,973.85	0.00	(30,973.85)	0.00	
I Revenue	30,973.85	30,973.85	0.00	(30,973.85)	0.00	* Account Type
0600 Supplies	46,414.15	46,414.15	396,639.22	350,225.07	11.70	
X Expense	46,414.15	46,414.15	396,639.22	350,225.07	11.70	* Account Type
23 Pupil Activity Fund	15,440.30	15,440.30	396,639.22	381,198.92	3.89	Fund

Rev and Exp as of 5.31.22

Printed: 8/19/2022 8:12 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	2,240.88	2,240.88	15,000.00	12,759.12	14.94	
1900 Other Revenue from Local Sources	121,783.34	121,783.34	1,634,778.00	1,512,994.66	7.45	
2000 Revenue from Intermediate Sources	1,997.25	1,997.25	10,000.00	8,002.75	19.97	
I Revenue	126,021.47	126,021.47	1,659,778.00	1,533,756.53	7.59	* Account Type
0700 Property	0.00	0.00	525,000.00	525,000.00	0.00	
0800 Other Objects	44.56	44.56	2,044,778.00	2,044,733.44	0.00	
X Expense	44.56	44.56	2,619,778.00	2,619,733.44	0.00	* Account Type
61 Building Corporation	(125,976.91)	(125,976.91)	960,000.00	1,085,976.91	-13.12	Fund
Report Total:	204,239.47	204,239.47	(1,197,849.91)	(1,402,089.38)	-17.05	

Balance Sheet

Printed: 8/19/2022 8:13 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
Current Assets						
	Bingo Checking Acct		551.11	0.00	551.11	11-950-00-0000-8101-000-0000
	General Fund Checking 1stBANK		2,199,003.29	174,777.38	2,373,780.67	11-950-00-0000-8102-000-0000
	Health Insurance Checking 1stBank		385,426.17	(108,102.57)	277,323.60	11-950-00-0000-8102-000-0000
	COLOTRUST Account		2,174,513.91	1,461.55	2,175,975.46	11-950-00-0000-8102-000-0000-9393
	Savings 1stBANK		651,684.89	5.71	651,690.60	11-950-00-0000-8102-000-0000-9393
	Savings 1stBANK- CC		100,053.94	0.88	100,054.82	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		0.00	0.00	0.00	11-950-00-0000-8153-000-0000
	Food Service Petty Cash		133.00	0.00	133.00	11-950-31-0000-8103-000-0000
8100	Current Assets		<u>5,511,467.08</u>	<u>68,142.95</u>	<u>5,579,610.03</u>	* Account Class
Liabilities						
	Accounts Payable		(46,167.48)	10,253.27	(35,914.21)	11-950-00-0000-7421-000-0000
	Accrued Salaries		467.39	0.00	467.39	11-950-00-0000-7461-000-0000
	Rental Deposits Liability		(800.00)	0.00	(800.00)	11-950-00-0000-7461-000-0000
	GARNISHMENT		1,166.74	(583.33)	583.41	11-950-00-0000-7471-000-0000
	BOCES Tuition Deduction		0.00	0.00	0.00	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		(248.71)	0.00	(248.71)	11-950-04-0000-7471-000-0000
	Health/Dental/Vision Liab		(15,889.97)	15,889.97	0.00	11-950-05-0000-7471-000-0000
	401K/457 Liab		0.00	0.00	0.00	11-950-06-0000-7471-000-0000
	Unearned Rev Liab- Food Service		(41,217.68)	0.00	(41,217.68)	11-950-31-0000-7482-000-0000
7400	Liabilities		<u>(103,483.28)</u>	<u>25,559.91</u>	<u>(77,923.37)</u>	* Account Class
Reserved Co Dept of Ed use only.						
	Tabor Reserve		(395,000.00)	0.00	(395,000.00)	11-950-00-0000-6721-000-0000
	Unreserved Fund Balance		(4,131,919.93)	0.00	(4,131,919.93)	11-950-00-0000-6770-000-0000
	Gen Fund Net Income/Loss		(881,063.87)	(93,702.86)	(974,766.73)	11-950-00-0000-6775-000-0000
6100	Reserved Co Dept of Ed use only.		<u>(5,407,983.80)</u>	<u>(93,702.86)</u>	<u>(5,501,686.66)</u>	* Account Class
11	Charter School		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	Fund

Balance Sheet

Printed: 8/19/2022 8:13 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
Current Assets						
		SF Checking 1stBank	255,578.91	723.09	256,302.00	23-950-00-0000-8100-000-0000
		SF Checking Arbiter Athletic	631.47	(342.50)	288.97	23-950-00-0000-8100-000-0000
8100	Current Assets		<u>256,210.38</u>	<u>380.59</u>	<u>256,590.97</u>	* Account Class
Liabilities						
		MSSH Activity Accts Payable	(15,276.65)	(15,073.89)	(30,350.54)	23-950-00-0000-7421-000-0000
7400	Liabilities		<u>(15,276.65)</u>	<u>(15,073.89)</u>	<u>(30,350.54)</u>	* Account Class
Reserved Co Dept of Ed use only.						
		Activity Net Income/Loss	(240,933.73)	15,440.30	(225,493.43)	23-950-00-0000-6775-000-0000
6100	Reserved Co Dept of Ed use only.		<u>(240,933.73)</u>	<u>15,440.30</u>	<u>(225,493.43)</u>	* Account Class
23	Pupil Activity Fund		<u><u>0.00</u></u>	<u><u>747.00</u></u>	<u><u>747.00</u></u>	Fund

Balance Sheet

Printed: 8/19/2022 8:13 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
Current Assets						
	Bldg Corp Reserve Fund-2020		1,389,291.57	914.06	1,390,205.63	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Interest Fund-2020		68,868.19	34,400.88	103,269.07	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Reserve Fund-2021		969,208.82	980.45	970,189.27	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Interest Fund-2021		133,461.02	51,029.37	184,490.39	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Principal Fund-2021		225,001.52	38,652.15	263,653.67	61-950-65-0000-8105-000-0000-9393
8100	Current Assets		<u>2,785,831.12</u>	<u>125,976.91</u>	<u>2,911,808.03</u>	* Account Class
Fixed Assets						
	Bldg Corp Gain on 2021 Refunding		(367,750.60)	0.00	(367,750.60)	61-950-00-0000-8200-000-0000
	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
8200	Fixed Assets		<u>21,471,743.76</u>	<u>0.00</u>	<u>21,471,743.76</u>	* Account Class
Liabilities						
	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
7400	Liabilities		<u>(29,671,150.69)</u>	<u>0.00</u>	<u>(29,671,150.69)</u>	* Account Class
Reserved Co Dept of Ed use only.						
	Bldg Corp Unreserved Fund Bal		4,694,418.37	0.00	4,694,418.37	61-950-00-0000-6720-000-0000
6100	Reserved Co Dept of Ed use only.		<u>4,694,418.37</u>	<u>0.00</u>	<u>4,694,418.37</u>	* Account Class
61	Building Corporation		<u>(719,157.44)</u>	<u>125,976.91</u>	<u>(593,180.53)</u>	Fund
	Report Total:		<u>(719,157.44)</u>	<u>126,723.91</u>	<u>(592,433.53)</u>	

A/P Check Register

Printed: 8/19/2022 8:14 AM
Windsor Charter Academy
Check Date: 5/1/22 to 5/31/2022

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
21080	Ace Hardware WCA	4	05/05/2022	2510	533.07	0.00	533.07
218195	Bimbo Bakeries USA	4	05/05/2022	2511	929.20	0.00	929.20
21015	Comcast Cable	4	05/05/2022	2512	639.25	0.00	639.25
217633	Diversified Underground Inc.	4	05/05/2022	2513	280.00	0.00	280.00
21140	EON Office	4	05/05/2022	2514	229.40	0.00	229.40
21254	Republic Services Inc.	4	05/05/2022	2515	393.45	0.00	393.45
218817	InfoArmor, Inc.	29	05/05/2022	2516	117.65	0.00	117.65
21092	Lincoln National Life Insurance	4	05/05/2022	2517	1,527.37	0.00	1,527.37
218948	Littleton Public Schools	4	05/05/2022	2518	4,050.00	0.00	4,050.00
219039	Mark A. Leachman P.C	29	05/05/2022	2519	100.00	0.00	100.00
219072	Otto, Brad	4	05/05/2022	2520	6,213.99	0.00	6,213.99
21061	Security and Sound Design Inc	4	05/05/2022	2521	585.00	0.00	585.00
21093	Security Benefit	29	05/05/2022	2522	1,116.95	0.00	1,116.95
218862	Southern Exposure Landscape Management Inc	4	05/05/2022	2523	4,417.14	0.00	4,417.14
217892	T-Mobile	4	05/05/2022	2524	56.66	0.00	56.66
217638	UNCC	4	05/05/2022	2525	16.90	0.00	16.90
218535	FirstBank	3	05/05/2022	2526	29,066.13	0.00	29,066.13
21552	Airgas USA LLC	11	05/16/2022	2527	44.26	0.00	44.26
21009	Brooms N More Inc	11	05/16/2022	2528	368.24	0.00	368.24
218383	Brown Property Services LLC	10	05/16/2022	2529	575.00	0.00	575.00
21015	Comcast Cable	11	05/16/2022	2530	3,409.05	0.00	3,409.05
21110	Follett School Solutions, Inc	11	05/16/2022	2531	1,121.19	0.00	1,121.19
218775	Hitz, Cameron	4	05/16/2022	2532	80.00	0.00	80.00
21136	Home Depot Pro	11	05/16/2022	2533	1,871.39	0.00	1,871.39
21616	Jostens	10	05/16/2022	2534	752.96	0.00	752.96
21109	Mail N Copy	11	05/16/2022	2535	15.00	0.00	15.00
217978	MODESTO, AMPELIA	4	05/16/2022	2536	80.00	0.00	80.00
218635	Music & the Arts	11	05/16/2022	2537	45.67	0.00	45.67
219085	Royal Crest Dairy Inc.	11	05/16/2022	2538	1,677.12	0.00	1,677.12
219083	SparksWillson, P.C.	10	05/16/2022	2539	1,622.50	0.00	1,622.50
21098	Staples Advantage	11	05/16/2022	2540	8,957.20	0.00	8,957.20
217979	Thomsen, Micki	4	05/16/2022	2541	160.00	0.00	160.00
218019	WAGNER, RICHARD	4	05/16/2022	2542	150.00	0.00	150.00
21078	Waste Management	11	05/16/2022	2543	988.12	0.00	988.12
21120	Weld RE-4 School District	11	05/16/2022	2544	23.87	0.00	23.87
21079	Wells Fargo Financial Leasing	11	05/16/2022	2545	3,730.04	0.00	3,730.04
21127	ACT, Inc	19	05/23/2022	2546	204.00	0.00	204.00
218689	Alexander, Troy and Caren	19	05/23/2022	2547	22.80	0.00	22.80
218025	Bailey, Darcie	19	05/23/2022	2548	91.75	0.00	91.75
218195	Bimbo Bakeries USA	19	05/23/2022	2549	328.60	0.00	328.60
219089	Bond, Januari	19	05/23/2022	2550	54.05	0.00	54.05
219098	Chadwick, Tad and Nissa	19	05/23/2022	2551	123.75	0.00	123.75
218808	CobraHelp	19	05/23/2022	2552	58.00	0.00	58.00
219099	Cody, Tony and Kathleen	19	05/23/2022	2553	29.40	0.00	29.40
21256	Decker Equipment	19	05/23/2022	2554	10,792.67	0.00	10,792.67
21183	Elite Awards and Trophies	19	05/23/2022	2555	261.50	0.00	261.50
21140	EON Office	19	05/23/2022	2556	55.89	0.00	55.89
218660	Eppel, Quinn and Jessica	19	05/23/2022	2557	13.30	0.00	13.30
219097	Feyen, John and Cheryl	19	05/23/2022	2558	32.60	0.00	32.60
219109	Foelschow, Kacie	19	05/23/2022	2559	9.00	0.00	9.00
218787	Frerich, Matthew	19	05/23/2022	2560	41.20	0.00	41.20
219114	Garcia, Paul and Amber	19	05/23/2022	2561	30.00	0.00	30.00
218668	Garrett, Cathleen	19	05/23/2022	2562	36.55	0.00	36.55
219103	Goodman, Bob and Katie	19	05/23/2022	2563	11.25	0.00	11.25
219104	Hart, Thomas and Betsy	19	05/23/2022	2564	26.55	0.00	26.55
219090	Heber, Troy and Sarah	19	05/23/2022	2565	129.85	0.00	129.85

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21464	HENNEN, ANNIE	19	05/23/2022	2566	26.15	0.00	26.15
219107	Hogan, Gary and Ginny	19	05/23/2022	2567	29.75	0.00	29.75
21136	Home Depot Pro	19	05/23/2022	2568	899.11	0.00	899.11
218011	Hospitality Supply Inc.	19	05/23/2022	2569	344.29	0.00	344.29
219096	Hubbs, Irina	19	05/23/2022	2570	36.80	0.00	36.80
219113	Huonder, Russ and Wendi	19	05/23/2022	2571	34.55	0.00	34.55
219095	James, Tyler and Donna	19	05/23/2022	2572	82.25	0.00	82.25
219106	Johnson, Roger and Lori	19	05/23/2022	2573	33.15	0.00	33.15
219112	Johnson, Thomas and Melissa	19	05/23/2022	2574	9.05	0.00	9.05
21269	JW Pepper	19	05/23/2022	2575	451.99	0.00	451.99
218363	K&W Printing, Inc.	19	05/23/2022	2576	157.50	0.00	157.50
219023	Kava Services LLC	19	05/23/2022	2577	265.00	0.00	265.00
21131	Knowledge Bound	19	05/23/2022	2578	420.02	0.00	420.02
21224	Knutson, Christy	19	05/23/2022	2579	48.35	0.00	48.35
219101	Larkins, David and Kate	19	05/23/2022	2580	8.15	0.00	8.15
219091	Lobato, John Paul and Elise	19	05/23/2022	2581	38.50	0.00	38.50
218082	Mancina, Hannah	19	05/23/2022	2582	21.80	0.00	21.80
219108	McEwen, Benjamin	19	05/23/2022	2583	34.45	0.00	34.45
21043	McGraw Hill Education	19	05/23/2022	2584	91,474.65	0.00	91,474.65
219102	McNairy, Cameron and Candyce	19	05/23/2022	2585	37.00	0.00	37.00
21273	Meadow Gold Dairy- Englewood	19	05/23/2022	2586	1,818.42	0.00	1,818.42
218635	Music & the Arts	19	05/23/2022	2587	456.16	0.00	456.16
218610	My Office Etc.	19	05/23/2022	2588	588.00	0.00	588.00
218664	Norris, Joshua and Heather	19	05/23/2022	2589	61.60	0.00	61.60
218665	Orwick, Jeffrey and Michelle	19	05/23/2022	2590	75.35	0.00	75.35
219072	Otto, Brad	19	05/23/2022	2591	37.50	0.00	37.50
218498	OVERTON, AMY	19	05/23/2022	2592	11.95	0.00	11.95
218666	Pfeiler, Michael and Erin	19	05/23/2022	2593	7.05	0.00	7.05
219105	Romero, Steve and Melanie	19	05/23/2022	2594	17.70	0.00	17.70
219092	Sandstrum, Seth	19	05/23/2022	2595	8.45	0.00	8.45
218550	Schriner, Aimee	19	05/23/2022	2596	9.20	0.00	9.20
219111	Simon, Gary and Michelle	19	05/23/2022	2597	35.40	0.00	35.40
219093	Smith, Douglas and Jennifer	19	05/23/2022	2598	12.65	0.00	12.65
219094	Smith, Michael and Allyson	19	05/23/2022	2599	9.75	0.00	9.75
21681	Snappy Holdings LLC	19	05/23/2022	2600	13.80	0.00	13.80
219100	Southam, Blaine and Crystle	19	05/23/2022	2601	18.35	0.00	18.35
218862	Southern Exposure Landscape Management Inc	19	05/23/2022	2602	1,056.76	0.00	1,056.76
21584	Stott, Barbara	19	05/23/2022	2603	30.10	0.00	30.10
21072	Town of Windsor	19	05/23/2022	2604	1,298.54	0.00	1,298.54
219053	Acheson, Blaine	25	05/26/2022	2605	300.00	0.00	300.00
218861	Anderson, Kami	25	05/26/2022	2606	750.00	0.00	750.00
219054	Antony, Trent	25	05/26/2022	2607	200.00	0.00	200.00
219118	Barrett, Anai'se	26	05/26/2022	2608	200.96	0.00	200.96
21012	CenturyLink	25	05/26/2022	2609	154.14	0.00	154.14
21623	Colazio, Nadya	25	05/26/2022	2610	303.75	0.00	303.75
218172	Excel Scholastic Services LLC	25	05/26/2022	2611	1,578.35	0.00	1,578.35
219019	Flanagan, Ryan	24	05/26/2022	2612	40.00	0.00	40.00
219055	Frazee, Nick	25	05/26/2022	2613	480.00	0.00	480.00
21743	John Cutler & Associates	25	05/26/2022	2614	750.00	0.00	750.00
21269	JW Pepper	25	05/26/2022	2615	90.00	0.00	90.00
219087	Kingston, Sharai	25	05/26/2022	2616	750.00	0.00	750.00
219056	Leistikow, Randal	24	05/26/2022	2617	120.00	0.00	120.00
218635	Music & the Arts	26	05/26/2022	2618	7.96	0.00	7.96
21498	Purchase Power Pitney Bowes	25	05/26/2022	2619	201.00	0.00	201.00
219116	Ruelas, Adam	25	05/26/2022	2620	500.00	0.00	500.00
218981	Savannah and Devin LLC	25	05/26/2022	2621	2,062.50	0.00	2,062.50

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219088	Schendel Keedy, Angela	24	05/26/2022	2622	375.00	0.00	375.00
219119	Tjaarda, Trevor	26	05/26/2022	2623	191.54	0.00	191.54
219018	Vazquez, Christopher	24	05/26/2022	2624	80.00	0.00	80.00
218953	Virtual College Counselors	25	05/26/2022	2625	4,000.00	0.00	4,000.00
219017	Watt, Daniel	24	05/26/2022	2626	80.00	0.00	80.00
218208	OptumRX	2	05/09/2022	10566	2,874.85	0.00	2,874.85
218208	OptumRX	2	05/09/2022	10567	7.00	0.00	7.00
218634	UC Health Medical Group	2	05/09/2022	10568	1,160.00	0.00	1,160.00
218959	Advanced Medical Imaging	2	05/16/2022	10569	21.28	0.00	21.28
218634	UC Health Medical Group	2	05/16/2022	10570	3.69	0.00	3.69
218997	Emergency Physicians of the Rockies	2	05/16/2022	10571	441.72	0.00	441.72
218208	OptumRX	2	05/23/2022	10572	7,745.22	0.00	7,745.22
218208	OptumRX	2	05/23/2022	10573	9.60	0.00	9.60
218654	Bariatric and Lifestyle Medicine	2	05/23/2022	10574	119.96	0.00	119.96
218792	Northern Colorado Medical Center	2	05/23/2022	10575	1,347.10	0.00	1,347.10
218487	Radiology Imaging Associates	2	05/23/2022	10576	30.30	0.00	30.30
218634	UC Health Medical Group	2	05/23/2022	10577	2,784.00	0.00	2,784.00
218207	UMR Health	2	05/23/2022	10578	38.14	0.00	38.14
218959	Advanced Medical Imaging	2	05/31/2022	10579	22.14	0.00	22.14
218792	Northern Colorado Medical Center	2	05/31/2022	10580	88.84	0.00	88.84
218634	UC Health Medical Group	2	05/31/2022	10581	197.28	0.00	197.28
218634	UC Health Medical Group	2	05/31/2022	10582	146.87	0.00	146.87
218997	Emergency Physicians of the Rockies	2	05/31/2022	10583	441.72	0.00	441.72
218535	FirstBank	3	05/05/2022	90749	15,196.65	0.00	15,196.65
219077	Acheson, Marjorie	10	05/11/2022	90750	500.00	0.00	500.00
219078	Despain, Hiram	10	05/11/2022	90751	500.00	0.00	500.00
218899	Heber, Joshua	10	05/11/2022	90752	500.00	0.00	500.00
218830	Hogan, Ethan	10	05/11/2022	90753	500.00	0.00	500.00
219075	Mahoney, Samantha	10	05/11/2022	90754	500.00	0.00	500.00
219080	Pfeiler, Maya	10	05/11/2022	90755	500.00	0.00	500.00
219079	Unruh, Riley	10	05/11/2022	90756	500.00	0.00	500.00
219076	Wieda, Tyler	10	05/11/2022	90757	500.00	0.00	500.00
219081	Willenbrecht, Sarah	10	05/11/2022	90758	500.00	0.00	500.00
218856	Earhart Effinger, Carrie	11	05/16/2022	90759	40.00	0.00	40.00
218985	Effinger, Madeline	11	05/16/2022	90760	40.00	0.00	40.00
21140	EON Office	11	05/16/2022	90761	331.22	0.00	331.22
21115	Flinn Scientific, Inc	10	05/16/2022	90762	218.90	0.00	218.90
219057	Florida, Duvan	11	05/16/2022	90763	30.00	0.00	30.00
218849	Logan, Cooper	10	05/16/2022	90764	225.00	0.00	225.00
21567	Reedesign Concepts, LLC	10	05/16/2022	90765	946.50	0.00	946.50
218759	Rupe, Caleb	4	05/16/2022	90766	80.00	0.00	80.00
21120	Weld RE-4 School District	11	05/16/2022	90767	211.51	0.00	211.51
21120	Weld RE-4 School District	10	05/16/2022	90768	30.00	0.00	30.00
218025	Bailey, Darcie	19	05/23/2022	90769	100.00	0.00	100.00
21706	Burts Logo Apparel	19	05/23/2022	90770	722.00	0.00	722.00
218987	Concord Theatricals	19	05/23/2022	90771	25.15	0.00	25.15
21183	Elite Awards and Trophies	19	05/23/2022	90772	539.76	0.00	539.76
21140	EON Office	19	05/23/2022	90773	111.15	0.00	111.15
219074	Evangelical Christian Academy	19	05/23/2022	90774	450.00	0.00	450.00
21635	Frontier Academy High School	19	05/23/2022	90775	600.00	0.00	600.00
21136	Home Depot Pro	19	05/23/2022	90776	109.34	0.00	109.34
21567	Reedesign Concepts, LLC	19	05/23/2022	90777	18.00	0.00	18.00
218898	UNC Men's Basketball	19	05/23/2022	90778	1,250.00	0.00	1,250.00
218172	Excel Scholastic Services LLC	25	05/26/2022	90779	455.45	0.00	455.45
21136	Home Depot Pro	19	05/26/2022	90780	165.49	0.00	165.49
21616	Jostens	26	05/26/2022	90781	570.96	0.00	570.96
218635	Music & the Arts	25	05/26/2022	90782	756.70	0.00	756.70

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21548	NCIL League	25	05/26/2022	90783	100.00	0.00	100.00
219117	Spirit Xpress LLC	26	05/26/2022	90784	667.50	0.00	667.50
21084	PERA	2	05/31/2022	53122111	1,851.26	0.00	1,851.26
21088	American Fidelity	2	05/31/2022	53122222	1,166.66	0.00	1,166.66
21088	American Fidelity	2	05/31/2022	53122333	3,181.21	0.00	3,181.21
21459	CBIZ	2	05/31/2022	53122444	2,752.69	0.00	2,752.69
21459	CBIZ	2	05/31/2022	53122555	470,321.71	0.00	470,321.71
21459	CBIZ	2	05/31/2022	53122666	72,410.95	0.00	72,410.95
21084	PERA	2	05/31/2022	53122777	194,042.26	0.00	194,042.26
21084	PERA	2	05/31/2022	53122999	2,872.76	0.00	2,872.76
218205	Delta Dental of Colorado	25	05/01/2022	050122115	6,225.59	0.00	6,225.59
218207	UMR Health	2	05/01/2022	050122362	49,247.36	0.00	49,247.36
218208	OptumRX	2	05/02/2022	050222998	718.27	0.00	718.27
217847	US Foods Inc.	2	05/04/2022	050422881	4,955.54	0.00	4,955.54
218208	OptumRX	2	05/09/2022	050922531	4,413.56	0.00	4,413.56
217847	US Foods Inc.	2	05/11/2022	051122881	3,360.63	0.00	3,360.63
21229	CBI Online	2	05/12/2022	051222803	1,000.00	0.00	1,000.00
217847	US Foods Inc.	2	05/12/2022	051222881	858.68	0.00	858.68
218208	OptumRX	2	05/16/2022	051622789	33,652.73	0.00	33,652.73
21156	Xcel Energy	11	05/16/2022	051622888	12,753.07	0.00	12,753.07
217847	US Foods Inc.	2	05/18/2022	051822881	5,582.17	0.00	5,582.17
217847	US Foods Inc.	2	05/02/2022	052222881	407.59	0.00	407.59
218208	OptumRX	2	05/23/2022	052322002	6,017.07	0.00	6,017.07
219124	ISolved Inc.	2	05/24/2022	524223695	8,755.80	0.00	8,755.80
217847	US Foods Inc.	2	05/25/2022	052522881	3,322.91	0.00	3,322.91
21088	American Fidelity	2	05/31/2022	531221212	14,183.51	0.00	14,183.51
218208	OptumRX	2	05/31/2022	053122137	1,246.84	0.00	1,246.84
218535	FirstBank	2	05/31/2022	053122803	20.00	0.00	20.00
Report Totals					\$1,152,822.73	\$0.00	\$1,152,822.73