

Windsor



CHARTER ACADEMY

GROWING LIFE-LONG LEARNERS

August Regular Session
August 26, 2021

**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*

August 26, 2021
Regular Session @ 6:00 p.m.

Executive Board

John Feyen, President
Sherry Bartmann, Vice President
Donna James, Treasurer
Elaine Hungenberg, Secretary
Carolyn Mader, Member
Jenny Ojala, 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 SEPTEMBER 2021 REGULAR SESSION

Executive Board Minutes

August 26, 2021

President Feyen apologized to parents for the late notice to parents on an added topic of masks and COVID. The Executive Board determined that they wanted to have an open discussion with parents even though they were beyond the 24-hour rule for posting the agenda. The Executive Board felt it was important that they heard parent voice.

1.0 Opening of the Meeting

1.1 Call to Order

The meeting was called to order at 6:11 p.m.

1.2 Roll Call – All here

Executive Board Members Present

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

Staff Present

Rebecca Teeples, Executive Director
SarahGennie Colazio, Director of Finance & HR
Kelly Seilbach, Director of Middle School Education

1.3 Pledge of Allegiance

1.4 Mission Statement

Windsor Charter Academy provides our students with a solid academic foundation through our K-8 Core Knowledge and our rigorous 9-12 early college high school

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.

An agenda item was added to discuss masks at Windsor Charter Academy School.

The Executive Director shared current data and information on COVID-19 that included local and school level data. Possible mitigation strategies were shared. Following the presentation, parents were invited to share their thoughts. Parents were asked to keep their comments to 3 minutes per the school policy.

At the end of the presentation, President Feyen extended the time for Citizen Communication from 30 minutes to 1 hour with stakeholders having 3 minutes to speak to the Executive Board. The following parents spoke:

- Brian Comiskey: Brian provided a handout on a CDC study from 2020 discussing influenza and facemasks that showed that masks were not working. The study showed that schools that wore masks had higher numbers of COVID
- Asa Ware: Asa, a physician in Greeley spoke of the hospitals with limited beds and limited staff. He encouraged WCA to follow CDC guidelines.
- Andrea Trostel: Andrea was disappointed in the Board's lack of foresight in adding this as an agenda well in advance. She reminded the Board of the importance of personal choice and returning to normal.
- Ian Venter: Ian shared that masks created a hardship for students. His child's headaches went away when masks were eliminated. Parents should have the option to say what is best for their child.
- Chelsy Johnson: Chelsy summarized a study that concluded that CO2 levels when up when wearing a mask.
- Holly Stephens: Holly felt that parents had the right to choose for their children. She also felt that it was important for children to breath clean air rather than wear a mask.
- Zack Beltz: Zack reminded the Board to represent their constituents. Given the representation of the parents at the meeting, the Board should keep schools mask optional.
- Elizabeth Maxey: Elizabeth kept her children home from school last year because of masks. She shared that statistically, there is a 0% of students dying from COVID. The greater concern was the mental health crisis.
- Aaron Smith: Aaron asked that the Board remain mask optional.
- Ashley Harrison: Ashley reminded the Board that mental health issues were a concern. Parents should be able to make the choice for their family on masks.
- Katie Cordes: Katie shared that there was a level of exposure when wearing masks last year, due to eating drinking, etc.
- Cody Brady: Cody and his family selected WCA for a reason. He cautioned the Board to remember who their constituents were. He felt that students were more at risk for getting the flu.

- Ashley Meusch: Ashley felt that remote learning is challenging for students. They feel disconnected and struggle to stay engaged. They came to Windsor Charter Academy for what it had to offer.
- Serena Schmidt: Serena felt that masks should be mask-optional. Students with disabilities struggle with wearing masks. There are other mitigation strategies that WCA should consider.
- Stan Beltz: Stan reminded the Board to stay true to children. Seeing their beautiful faces says it all.
- Tonya Trostel: Tonya felt that her child had learned more this year in 13 days than all of last year. Masks are a huge distraction for learning.
- Naomi Kephart: Children struggle with depression because of masks. They moved to WCA for a better experience for her daughter.
- Deanna Burres: Deanna shared that students with handicaps such as speech delays benefit in an environment where staff and students are not wearing masks.

After parents spoke on masks, a ten-minute break occurred at 7:15 p.m. The Executive Board reconvened at 7:25 p.m.

President Feyen addressed the stakeholders, sharing that the Executive Board would now discuss mask in schools. The Executive Board asked Rebecca Teeple and Sara Ibarra, School Nurse, clarifying questions on CDC guidelines. The Board also discussed vaccinated versus unvaccinated. They felt that a specific status was divisive, and that a status should not be any part of a mitigation strategy.

The Executive Board members shared the following thoughts:

- Sherry Bartmann: Sherry felt that anyone can find data that supports your stance on COVID. There is inconclusive data, given varying research. Adults need to stand up for children as minors.
- Elaine Hungenberg: Elaine felt that CDC relied on medical experts and that they should trust their guidelines. As a Board member, it was their responsibility to create a safe learning environment; she was in favor of strict mitigation strategies the minimized quarantines and kept students in school learning.
- Donna James: The burden of our medical professionals is evident. There is no clear guidance or data. We need to make decisions, not based on fear or a lack of data. We can be nimble if the data changes. We can adjust if the data shows us we need to.
- Carolyn Mader: Carolyn shared that the Board had received many emails from families that were pro-mask.
- Jenny Ojala: CDC studies and guidance structure vary in their data. Jenny shared an article from CDC in May 28 2021 that outlined that the use of masks was not statistically significant in preventing COVID. What was successful? Opening doors, fans, ventilation, etc. Jenny also shared an article on August 18th on Children's Hospital increase in ICU was actually due to RSV and rhinovirus and not due to COVID -19.
- John Feyen: John shared that his wife is in the medical field and that his current profession is in public service. His family came to WCA because they needed a partnership, but has always felt that it was the family's responsibility to instill

family values. Board members are charged with the responsibility of doing what is best for all of our students--not just their children. He is in favor of optional masks, leaving choice to families. Although he felt that this fell in operations, he also felt that it was his and the Board's job to protect the Administration. Because of this, he felt that the Board should be involved in the mitigation strategies.

Jenny Ojala made a motion to continue to make masks optional and that Dr. Teeple would need to develop a plan to present to the Board for other mitigation strategies that would be put in place. The motion was seconded by Sherry Bartmann. Members voted the following: Bartmann, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously.

President Feyen shared that there would be a Special Session held the following week on Wednesday, September 1, 2022 to review the mitigation plan.

The Executive Board stated that they would move to Executive Session following a short break. The Board took a break at 8:16 p.m. and reconvened at 8:27 p.m.

A motion was made to move into Executive Session regarding legal advice, based on the following citation:

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)

The motion was made by John Feyen and seconded by Donna James. The motion was seconded by Sherry Bartmann. Members voted the following: Bartmann, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously. The Board moved to Executive Session at 8:27 p.m. The Board returned to Executive Session at 9:15 p.m.

1.5 Adoption of Agenda

A motion was not made to adopt the agenda.

1.6 Adoption of the Minutes

A motion to approve the minutes for the June 17, 2021 Regular Session was made by Elaine Hungenberg and seconded by Sherry Bartmann. Members voted the following: Bartmann, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously.

2.0 Citizen Communication

Citizen Communication occurred earlier at the beginning of the meeting.

3.0 Reports

3.1 Executive Director's Report

20th Anniversary Back-to-School Kickoff

Over 170 staff, Executive Board, and founders came together to celebrate 20 years of Windsor Charter Academy. The start of the school year marks the 21st year of the school opening its doors. It was a great event with 3 former and current board presidents sharing 20 years of rich history. The Executive Director shared 20 lessons that have been learned over the last 20 years.

Professional Development

The leadership team has been learning together through a book study of High Reliability Schools. Based on the research presented in the book, our leadership has committed to focus on increasing teacher effectiveness through ongoing job-embedded professional development by the instructional coaches and focused professional development tied to AVID goals. The instructional coaches have been busy providing professional development for teachers to support them during the start of the school year. They have also engaged in Listening Tours, which are one-on-one meetings with teachers to learn about their professional growth goals and coaching needs. In addition, ten of our leaders will attend Cognitive Coaching Foundations training to develop communication and coaching skills that will support their work in guiding teachers to reflect on their practice and increase effectiveness. Lastly, seven of our leaders who are new to their position will begin a year-long Leadership Institute designed to provide support and enhance their leadership skills.

Chamber of Commerce Marketing

Over the summer, an advertisement was designed and created for the Windsor Chamber of Commerce. Windsor Charter Academy has an advertisement on the Chamber's physical and digital map of Windsor. This map is given to all realtors, town visitors, and businesses.

Avenue Banners

Six avenue banners, or vertical banners that hang on light poles in the parking lot or street, were purchased. We are excited to hang these new banners that say "Home of the Firebirds" at both the elementary and MS/HS buildings. With our budget this year, we plan to purchase more banners for each of our schools. We are excited to continue to brand our campus!

BSN Store

The Athletics Department has built a relationship with BSN sports. As part of their partnership, they offer a Sideline store with Firebird athletic apparel. In August, we launched this store to our community to purchase fan apparel.

Bond Initiative

The election is coming up! Potentially, there will be a bond issue on the ballot that, if passed, would allow Windsor Charter Academy to build a Firebird Facility. Dr. Teeple and Sara Sanders attended the Friends of Weld Re-4 kick-off meeting to learn more about the ballot measure. We have posters in each of the entrances of our school advertising the Firebird Facility and encouraging our families to vote in November. We are currently in the process of building a webpage for the ballot measure.

Sora Reading App

Last year, we developed a strong community partnership with the Clearview Library District and laid plans to ensure that our students and teachers had access to additional reading resources. In August, we held a training session with our instructional coaches, librarians, and cultural literacy teacher on the instructional tools the Library can provide to teachers, and had a demonstration of the Sora Reading App. Our librarians and instructional coaches are incredibly excited about this new partnership and the opportunities for reading! We will be advertising the Sora Reading App to our families in our first newsletter. In addition, all new students enrolled at WCA have the opportunity to apply for a library card. Weld Re-4 has worked with the Library to implement Sora and student library cards, and we are excited to bring the same opportunities to our students!

Facilities Work

Over the summer, the facilities department worked on multiple projects to ready our schools for summer. Over 100 work orders were completed. Summer projects, such as floor maintenance and re-carpeting rooms occurred. The playground was readied with new wood chips, and an overflow parking lot was created. Classrooms and offices scheduled for updates were painted. The team did a great job of preparing our schools for the start of school.

Security

The security team recently conducted ALICE school wide training for all staff. A new prox reader will be installed on the south side of the high school in the next few weeks for staff to utilize. Vape sensors have also been installed in the MS/HS bathrooms.

Back-to-School Nights

Students and parents were welcomed through the doors to meet teachers and connect with one another. It was a great turnout for all three schools!

Kindergarten Cheers and Tears Breakfast

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

PSAT/SAT Scores

WCA received its PSAT and SAT scores of the summer. The SAT scores were (a) WCA: 1123; (b) District: 1023; and (c) State: 1011. The PSAT 10 scores were (a) WCA: 1012; (b) District: 941; and (c) State: 948. The PSAT 9 scores were (a) WCA: 991; (b) District: 917; and (c) State: 903.

Additionally, the state has new graduation requirements for students. Beginning with the class of 2022, students must meet minimum competencies in math and English. One way that they can meet this requirement is through the SAT. WCA are happy to report that 85% of our students met the requirement for English and 77% of students met the requirement for math with just this one test.

Freshman Orientation

The high school hosted our first freshman orientation the day before school started. This was created to give our new students a soft start to the year with opportunities to meet new friends and their teachers. Students also participated in team building activities and learned success strategies for high school. All freshmen received their Class of 2025 t-shirts.

Upcoming Board Work

- November 2021: Amended Budget
- December 2021: Student Fees

Executive Board Calendar

CALENDAR PREVIEW OF THE MONTH AHEAD			
Date	Time	Event	Location
August 27th	8:15 a.m.	Coffee with Leadership	MS Media Center
September 23 rd	6:00 p.m.	Executive Board Regular Session	HS Commons

3.3 Executive Board Reports

4.0 Items for Information

4.1 School Data & Statistics Report

5.0 Items for Action

5.1 Bond Resolution

A motion was made to approve the 2021 bond resolution by Donna James and seconded Carolyn Mader. Members voted the following: Bartmann, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously.

5.2 Executive Board Vacancy

No motion was made to fill the vacancy.

5.3 Executive Board Officers

A motion was made to approve the following Executive Board officers:

- Executive Board President: John Feyen
- Executive Board Vice-President: Sherry Bartman
- Executive Board Treasurer: Donna James
- Executive Board Secretary: Jenny Ojala

No motion was made. The Board unanimously selected its members.

5.4 Executive Board Committee Assignments

The Board appointed the following Board members as liaisons to the Executive Board Committees:

- Finance Committee: Donna James
- Safety Committee: Carolyn Mader
- Education Committee: Jenny Ojala
- School Accountability Committee: Elaine Hungenberg
- Election Committee: Sherry Bartman

5.5 Sex Education Waiver

A motion was made table 5.5 Sex Education by Elaine Hungenberg and seconded by Jenny Ojala. Members voted the following: Bartmann, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously.

5.6 Homecoming/Founder's Day Celebration

No motion was made. Board members discussed the importance of having a Founder's Day Celebration to recognize founding families and their work. A meeting was scheduled for September 1st at 8:00 a.m. at Coffee House 29.

6.0 Consent Agenda

6.1 Personnel

6.1.A Appointments

- 6.1.A.1 Jordan Antal: Math Teacher
- 6.1.A.2 Baylie Brogger: MS Teacher
- 6.1.A.3 Lauren Carew: ES Teacher
- 6.1.A.4 Shirley Davis: HS Teacher
- 6.1.A.5 Diane Desrosiers: HS Teacher
- 6.1.A.6 Dawn Ellis: ES Teacher
- 6.1.A.7 Shaun Fitzpatrick: MS Dean of Students
- 6.1.A.8 Bailey Garrett: ES Teacher
- 6.1.A.9 Amanda Hollar: HS Teacher
- 6.1.A.10 Cynthia Marks: MS Teacher
- 6.1.A.11 Erin Phillips: ES Teacher
- 6.1.A.12 Anita Saavedra: MS Teacher

6.1.B Terminations/Resignations

- 6.1.B.1 Chris Auten: HS Teacher

- 6.1.B.2 Daniel Bennett: HS Teacher
- 6.1.B.3 Jaime Boyle- HS Receptionist
- 6.1.B.4 Courtney Brunelle: ES Teacher
- 6.1.B.5 Katy Burkhart: ES Teacher
- 6.1.B.6 Sara Chandler: MS Paraprofessional
- 6.1.B.7 Julia Cronkite: HS Teacher
- 6.1.B.8 Jennifer Ferris: ES Teacher
- 6.1.B.9 Alyssa Franklin: MS Teacher
- 6.1.B.10 Pam Ivey: Substitute Teacher
- 6.1.B.11 Stacie Kelly: MS Paraprofessional
- 6.1.B.12 Tina Kolb: ES Paraprofessional
- 6.1.B.13 Juliann Little: Food Services
- 6.1.B.14 Rebekah Ridout: MS Paraprofessional
- 6.1.B.15 Jeremy Schriener: Director of MS Education
- 6.1.B.16 Arden Walston: ES Paraprofessional
- 6.1.B.17 Scott Walston: MS Boys' Basketball Coach
- 6.1.B.18 Jie Zhang: HS Teacher

6.2 Financials

- 6.2.A May 2021
- 6.2.B July 2021

6.3 First Read Policies

- 6.3.A Policy JRA/JRC Student Records/Release of Information Concerning Students
- 6.3.B Policy JRCA Sharing of Student Records/Information Between School District and State Agencies
- 6.3.C Policy JS Appropriate Use of Windsor Charter Academy and Personal Technology by Students

6.4 Second Read Policies

- 6.4.A Policy GCBA New Teacher Salary Placement
- 6.4.B Policy IK Grading

6.5 Change of Board Meetings for 2021-2022

- 6.5.A November 18, 2021 (Due to Thanksgiving Break)
- 6.5.B December 16, 2021 (Due to Winter Break)
- 6.5.C March 31, 2022 (Due to Spring Break)
- 6.5.D June 16, 2022 (Due to Summer Break)

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

7.0 Executive Board-Pulled Consent Agenda Items

8.0 Membership-Pulled Consent Agenda Items

9.0 Executive Session

There was a second Executive Session. A motion was made by Elaine Hungenberg and seconded by Sherry Bartmann. Elaine Hungenberg cited the following reason:

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)

The Board moved into Executive Session at 10:55 p.m. and returned from Executive Session at 11:13 p.m.

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

A motion to adjourn the August 26, 2021 Regular Session was made by Donna James and seconded by Jenny Ojala. Members voted the following: Bartmann, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously. The meeting adjourned at 11:13 p.m.



Appendix

1.0 June 2021 Executive Board Regular Session Minutes

Executive Board Minutes June 17, 2021

1.0 Opening of the Meeting

1.1 Call to Order

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

1.2 Roll Call

Executive Board Members Present

Sherry Bartmann, Executive Board Vice-President

Donna James, Executive Board Treasurer

Elaine Hungenberg, Executive Board Secretary

Jenny Ojala, Executive Board Member

Carolyn Mader, Executive Board Member

Staff Present

Rebecca Teeples, Executive Director

SarahGennie Colazio, Director of Finance & HR

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 June 2021 Regular Session agenda by Donna James and seconded by Elaine Hungenberg. Members voted the following: Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.

1.6 Adoption of the Minutes

A motion to approve the minutes for the May 27, 2021 Regular Session was made by Carolyn Mader and seconded by Elaine Hungenberg. Members voted the following: Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.

2.0 Citizen Communication

A remote message was shared from 1 anonymous parent during citizen communication at the Executive Board Regular Session. The parent spoke against Critical Race Theory being taught in our schools and relayed a classroom experience that had happened during the school year that supported Critical Race Theory.

3.0 Reports

3.1 Executive Director's Report

End-of-Year Report

As the school year comes to a close, it's helpful to reflect on the many celebrations that have occurred over the course of the year. The following is important data:

- Parents were satisfied with the quality of education that their children received.
 - ES: 97%
 - MS: 94%
 - HS: 94%
- Parents felt that our schools were a safe place to learn.
 - ES: 97%
 - MS: 96%
 - HS: 92%
- 100% of high school senior students graduated with a high school degree.
- 82% of graduates passed at least one college course.
- 42% of graduates completed the requirements for an associate degree.
- Many of WCA teachers have master's degrees, preparing them to be highly-skilled educators.
 - ES: 39%
 - MS: 48%

- HS: 60%
- Most of WCA teachers have taught for 3 or more years.
 - ES: 72%
 - MS: 76%
 - HS: 76%
- There was a high percentage of teacher retention.
 - ES: 95%
 - MS: 95%
 - HS: 87%
 - Of the 84 teachers at WCA schools, teacher attrition occurred for the following reasons:
 - 4 teachers were non-renewed.
 - 1 teacher resigned to return to school for a graduate degree.
 - 1 teacher resigned for personal reasons, but will stay on as a substitute teacher with greater flexibility.
- To support teachers in refining instructional skills, our instructional coaches worked with teachers throughout the school year.
 - Elementary School Data
 - *Quantitative Data*
 - 90% of the teachers participated in formal coaching cycles.
 - 100% of K-3 teachers and interventionists participated in coaching cycles focused on scientifically-based reading instruction.
 - 100% of teachers received informal coaching (i.e. consulting, drop-ins with feedback).
 - 3 book studies were offered to K-12 teachers and 35 teachers participated.
 - 93% of teachers believed that instructional coaching highly impacted their professional growth.
 - 92% of teachers agreed that the feedback provided from the Instructional Coach was valuable and impacted their teaching practices.
 - *Qualitative Data: Instructional Coach Survey Comments*
 - As a 9th year teacher, I am so proud to say that there is always something I take away from professional development offered by the Instructional Coach and coaching sessions! I can only imagine that new teachers would rank her sessions as very impactful!!
 - I learned a lot from having the Instructional Coach model lessons in my classroom or watching me teach lessons and providing me with feedback on things I was doing well and ways that I could improve. She was also great in helping me brainstorm ideas about how to best meet the needs of specific students in my classroom.
 - Instructional coaching is a great experience to be reflective and set reachable goals and feel accomplished at the end of the coaching cycle.
 - Middle and High School Data

- *Quantitative Data*
 - 83% of HS/MS teachers participated in coaching cycles.
 - 141 total coaching cycles were completed.
 - 100% of teachers received informal coaching (i.e. consulting, drop-ins with feedback).
 - 3 book studies were offered to K-12 teachers and 35 teachers participated.
 - 88% of teachers believed that instructional coaching impacted their professional growth.
 - 93% of teachers strongly agreed that the feedback provided from the Instructional Coach was valuable and impacted their teaching practices.
 - *Qualitative Data: Instructional Coach Survey Comments*
 - I learned SO much through instructional coaching. I was overwhelmed at first by the many tasks required of a teacher, but coaching enabled me to focus on important aspects of instruction. I learned so many strategies that made a tremendous difference in my class.
 - It was great talking things through with the Instructional Coach. Especially being new to the school, she was helpful in pointing me in the right direction and assisting with expectations.
 - Instructional Coaching was an awesome, non-evaluative experience all year long. I didn't know what to expect but I came to really look forward to having the Instructional Coach come in each time to observe, gather data, then let me reflect on what trends I saw and help to set a meaningful goal. It was highly beneficial!
- School leaders have made goals for next year. Professional development, professional goals, and professional learning communities will align all work to support these goals for the 2021-2022 school year.

	Goal #1	Goal #2	Goal #3
Elementary School	ELA Academic Achievement ≥ 90th Percentile	Math Academic Achievement ≥ 85th Percentile	Math Academic Growth ≥ 50th Percentile
Middle School	ELA Academic Growth ≥ 56th Percentile	Math Academic Growth ≥ 45th Percentile	Student to Student Respect ≥ 57%
High School	Students That Drop Out < 0.5%	ELA Academic Achievement ≥ 514.6 for PSAT ≥ 514.1 for SAT	Math Academic Achievement ≥ 486.3 for PSAT ≥ 525.3 for SAT

CALENDAR PREVIEW OF THE MONTH AHEAD			
Date	Time	Event	Location
August 4 th	9:00 a.m.	Back-to-School Kickoff	HS Gymnasium
August 26 th	6:00 p.m.	Executive Board Regular Session	HS Commons

4.0 Items for Information

4.1 Bond Advocacy Support

5.0 Items for Action

5.1 2020-2021 Supplemental Budget

A motion was made to approve the 2020-2021 supplemental budget by Donna James and seconded by Jenny Ojala. Members voted the following: Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.

5.2 New Teacher Salary Placement Matrix

A motion was made to approve the New Teacher Salary Placement Matrix by Donna James and seconded by Elaine Hungenberg. Members voted the following: Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.

For items 5.3 to 5.5, the Executive Board reviewed various job line items to understand the rationale for salary ranges.

5.3 Classified Exempt Salary Schedule

A motion was made to approve the Classified Exempt Salary Schedule by Elaine Hungenberg and seconded by Carolyn Mader. Members voted the following: Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.

5.4 Classified Hourly Salary Schedule

A motion was made to approve the Classified Hourly Salary Schedule by Carolyn Mader and seconded by Elaine Hungenberg. Members voted the following: Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.

Donna James, Board member, left the meeting.

5.5 Leadership Salary Schedule

A motion was made to approve the Leadership Hourly Salary Schedule, with an amended schedule that included a range for school nurse of \$59,200 to \$96,200 by Elaine Hungenberg and seconded by Carolyn Mader. Members voted the following: Hungenberg, aye; Mader, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.

5.6 Start and End Times for School Days

No motion was made. The school start and end times will remain the same as in past years for the upcoming school year. The Board discussed advantages and disadvantages of the proposed ten-minute earlier start time.

5.7 Bylaw Revisions

A motion was made to table Bylaws discussions by Elaine Hungenberg and seconded by Jenny Ojala. Members voted the following: Hungenberg, aye; Mader, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.

6.0 Consent Agenda

6.1 Personnel

- 6.1.1 Appointments
 - 6.1.1.1 Yolanda Mendoza: Facilities Staff
 - 6.1.1.2 Heather Roys: Substitute Teacher
- 6.1.2 Terminations/Resignations
 - 6.1.2.1 Stacie Kelly: MS Paraprofessional
 - 6.1.2.2 Anthony Ugarte: Facilities Staff
 - 6.1.2.3 Justin Rice: HS Boys Basketball Assistant Coach

6.2 Job Description

- 6.2.1 Athletic Coach

6.3 First Read Policies

- 6.3.1 Policy GCBA New Teacher Salary Placement
- 6.3.2 Policy IK Grading

6.4 Second Read Policies

- 6.4.1 Policy BGC Policy Appraisal
- 6.4.2 Policy BDB Executive Board Officers

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

7.0 Executive Board-Pulled Consent Agenda Items

8.0 Membership-Pulled Consent Agenda Items

9.0 Executive Session

There was an Executive Session at the June 2021 Executive Board meeting. Carolyn Mader made a motion to go into Executive Session and Jenny Ojala seconded the motion based on the following:

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)

Members voted the following: Hungenberg, aye; Mader, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.

The Executive Board was entered an Executive Session at 9:13 p.m. The Executive Board exited Executive Session at 9:37 p.m.

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:

9. Conduct discussions regarding the purchase, acquisition, lease, transfer or sale of property, C.R.S. §24-6-402(4)(a)
10. Conduct conferences with the Charter's attorney for the purpose of receiving legal advice on a particular matter, C.R.S. §24-6-402(4)(b)
11. Discuss matters which are required to be kept confidential by federal or state law, rules or regulations. In such cases, the Executive Board must announce the specific citation of the law, rule, or regulation which provides for confidentiality, C.R.S. §24-6-402(4)(c)
12. Discuss security arrangements or investigations, C.R.S. §24-6-402(4)(d)
13. Conduct discussions regarding the Charter's position, strategies, and bargaining instructions regarding collective bargaining negotiations, C.R.S. §24-6-402(4)(e)
14. Discuss personnel matters, subject to the limitations discussed below. If the employee who is the subject of the discussions desires the discussions occur in open meeting, the discussions must be held in open meeting, C.R.S. §24-6-402(4)(f)

15. To consider any documents which are protected from disclosure by the Colorado Open Records Act, C.R.S. §24-6-402(4)(g)
16. Discuss individual students where public disclosure would adversely affect the person or persons involved, C.R.S. §24-6-402(4)(h)

10.0 Adjournment

A motion to adjourn the June 17, 20221 Regular Session was made by Elaine Hungenberg and seconded by Jenny Ojala. Members voted the following: Hungenberg, aye; Mader, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously. The meeting adjourned at 9:38 p.m.



2.0 2021 Bond Resolution

RESOLUTION OF WINDSOR CHARTER ACADEMY

AUTHORIZATION OF PLAN OF FINANCE

WHEREAS, WINDSOR CHARTER ACADEMY (the “School”), is a charter school authorized through Weld RE-4 School District (the “District”), pursuant to Sections 22-30.5-101, et seq., Colorado Revised Statutes, as amended (the “C.R.S.”), and the terms and provisions of a Charter School Contract (the “Charter”), between the District and the School with requisite corporate power to own and operate educational and administrative facilities and to carry on its business as presently being conducted; and

WHEREAS, Windsor Charter Academy Building Corporation (the “Borrower”) proposes to have the Colorado Educational and Cultural Facilities Authority (the “Authority”) issue its Charter School Refunding Revenue Bonds (Windsor Charter Academy Project), Series 2021 (the “Bonds”) in the aggregate principal amount not to exceed \$20,000,000 to finance the costs of: (a) refunding, on a current refunding basis, the Authority’s outstanding Charter School Revenue Development and Refunding Bonds (Windsor Charter Academy Project), Series 2016, originally issued in the principal amount of \$18,145,000 (the “Series 2016 Bonds”) the proceeds of which were used to finance or refinance the acquisition, equipping, renovating, and constructing of improvements to the Windsor Charter Academy educational facilities (the “Facilities”), (b) funding a debt service reserve fund, and (c) paying the costs of issuance of the Series 2021 Bonds (collectively, the “Project”); and

WHEREAS, the Authority proposes to issue the Bonds pursuant to a Bond Trust Indenture (the “Bond Indenture”), dated as of its dated date, by and between the Authority and UMB Bank, n.a., as trustee thereunder (the “Trustee”), and to loan the proceeds therefrom to the Borrower pursuant to a Loan Agreement, dated as of its dated date (the “Agreement”), by and between the Authority and the Borrower for the purpose of financing the Project; and

WHEREAS, the Facilities have been leased by the Borrower to the School pursuant to the terms of the Lease Agreement, dated as of September 1, 2016, as amended (the “Original Lease”), which is to be amended to amend the Base Rents (as defined in the Original Lease) schedule pursuant to the terms and provisions of Third Amendment to Lease Agreement, dated as of its dated date (the “Third Amendment to Lease” and together with the Original Lease, the “Lease”); and

WHEREAS, the Bonds will be offered by RBC Capital Markets, LLC (the “Underwriter”), pursuant to a Official Statement describing the Authority, the Borrower, the School and the terms of the Bonds (the “Official Statement”); and

WHEREAS, there have been presented at this meeting proposed forms of the Bond Indenture; the Agreement; the Third Amendment to Lease; and the Tax Compliance Certificate (the “Tax Compliance Certificate”), by and among the Authority, the Borrower and the School, the Bond Purchase Agreement, to be dated as of the date of pricing (the “Purchase Contract”), by and among the Underwriter, the Borrower, the School and the Authority, the Continuing Disclosure Agreement, dated as of its dated date, by and among the Borrower, the School and

UMB Bank, n.a., as the dissemination agent, and the Preliminary Official Statement relating to the Bonds (the “POS”).

WHEREAS, it is deemed to be in the best interest of the School to have the Authority issue the Bonds and finance the Project and to have the Facilities leased to the School pursuant to the Lease; and

WHEREAS, any terms used in this resolution but not defined herein shall have the meaning set forth in the Lease; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF WINDSOR CHARTER ACADEMY AS FOLLOWS:

1. That the financing of the Project by the issuance of the Bonds by the Authority is hereby authorized. Any of the officers of the School or any Director of its Board of Directors (the “Board”) are hereby authorized, empowered and directed to execute any instruments and take any actions required to implement the Project. The Bonds shall be issued as fully registered bonds in the aggregate principal amount not to exceed \$20,000,000. In absence of further action by the Board of Directors, the net effective interest rate on the Bonds shall not exceed six percent (6.00%) per annum and the Bonds shall mature on or prior to forty years from their date of issuance. The principal amount, net effective interest rate per annum and final maturity of the Bonds shall be conclusively evidenced by the execution, in the manner hereinafter provided, of the School Documents, as defined below. The Bonds shall be subject to optional redemption as provided in the Bond Indenture. The Bonds shall be sold to the Underwriter pursuant to the Bond Purchase Agreement.

2. That the substantially final forms of the Third Amendment to Lease, and the Tax Compliance Certificate, the Continuing Disclosure Agreement, the Purchase Contract and the Official Statement (collectively, the “School Documents”) presented at this meeting be and hereby approved, ratified and confirmed, and the President or his designee which may include SarahGennie Colazio, Finance Director, the Vice-President, Treasurer and Secretary of the School or any Director of the Board are hereby authorized, empowered and directed to execute the School Documents, in the name and on behalf of the School and, thereupon cause the same to be attested by SarahGennie Colazio, Finance Director, or any other officer (President, Vice-President, Treasurer and Secretary) of the School, if necessary; that such documents are to be in substantially the forms now before the Board or described at this meeting and hereby approved, with such changes therein as shall be approved by the officers of the School or other member of the Board executing the same, their execution thereof to constitute conclusive evidence of the School’s approval of the School Documents and any and all changes or revisions therein from the forms now before or described at this meeting; and that from and after the execution and delivery of the School Documents, the officers, and such agents and employees designated by such officers of the School or the Board are hereby authorized, empowered and directed to do all such acts and things and to execute, attest, acknowledge and deliver the School Documents as may be necessary to carry out and comply with the provisions of the School Documents as executed, including but not limited to any and all other documents necessary or desirable in connection therewith.

3. That the POS to be distributed to prospective purchasers of the Bonds containing descriptions of the financing arrangements and the activities of the School presented to this meeting is hereby approved and such distribution and use of the POS is hereby approved and ratified.

4. That the Official Statement to be distributed to prospective purchasers of the Bonds containing descriptions of the financing arrangements and the activities of the School in substantially the form of the POS, with such changes as the signer thereof may approve, such approval to be evidenced by the signer's execution thereof, is hereby approved and such distribution and use of the Official Statement is hereby approved.

5. The School agrees to cooperate in relation to all actions necessary pursuant to and in accordance with state statutes in order to (i) have the State Treasurer make debt service payments pursuant to the State Treasurer Intercept Program, (ii) participate in the Colorado Charter School Debt Reserve Fund Program for the payment of the Bonds, and (iii) participate in the Colorado Charter School Moral Obligation Program for the payment of the Bonds.

6. The School hereby determines and declares that the annual Base Rents represent the fair value of the use of the Leased Property (as defined in the Lease). In making such determinations, the School has given consideration to the current market value of the Leased Property, the cost of acquiring, constructing or equipping property similar to the Leased Property and the uses and purposes for which the Leased Property is being and will be used.

7. That any officer of the School or other or any Director of the Board or any of them are hereby appointed and authorized to execute all certificates and other closing documents which may be necessary in connection with the issuance of the Bonds, and any other closing agreements reasonably required in connection therewith, and all such actions and doings of said persons which are in conformity with the purposes and intent of this resolution hereby are in all respects ratified, approved, and confirmed.

8. That all other acts and doings of the officers, agents and employees of the School or of the Board, including but not limited to the execution of other agreements, certificates and documents, which are in conformity with the purposes and intent of this resolution and in furtherance of the issuance and sale of the Bonds, and in furtherance of the financing and acquisition of the Project, shall be and the same hereby are in all respects ratified, approved and confirmed. Such agreements, certificates and documents shall include, but not be limited to, such agreements, certificates and documents as may be required for the Borrower to obtain the standard forms of title insurance policies.

9. That all prior acts and doings of the officers, agents and employees or of the Board which are in conformity with the purposes and intent of this resolution and in furtherance of the execution and performance of the documents described herein and the issuance and sale of the Bonds and in furtherance of the financing and acquisition of the Project, shall be and the same hereby are in all respects ratified, approved and confirmed.

10. That if any section, paragraph, clause or provision of this resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this resolution.

11. That all bylaws, orders and resolutions, or parts thereof, inconsistent herewith are hereby repealed to the extent only of such inconsistency. This repealer shall not be construed as reviving any bylaw, order or resolution or part thereof.

12. This resolution shall be in full force and effect upon its passage and approval.

[Remainder of Page Intentionally Left Blank]

Adopted this _____ day of _____, 2021.

WINDSOR CHARTER ACADEMY

By: _____
Name:
Title:

Attest:

By: _____
Name:
Title:

[Signature page to Windsor Charter Academy Resolution]



3.0 First Read Policies



STUDENT RECORDS/RELEASE OF INFORMATION CONCERNING STUDENTS

Student records are maintained in accordance with the Federal Family Educational Rights and Privacy Act (“FERPA”) of 1974 and the Colorado Open Records Law. FERPA provides certain rights to parents and eligible students (18 years and older) regarding educational records, including the right to review and inspect the student’s educational records and in certain circumstances, the right to restrict access to the student’s educational records. Windsor Charter Academy will limit access, inspection, and transfer of student educational records in accordance with applicable law.

1. Content and Custody of Records

In general, student educational records are records maintained by Windsor Charter Academy that directly relate to individual students. These records may come in multiple formats, including photographic and electronic. Student education records may contain but are not necessarily limited to the following information: personal identifying data; graded academic work; level of achievement (grades, standardized achievement test scores); attendance data; scores on standardized, aptitude, and psychological tests; health data; family background information; teacher or counselor ratings and observations, school disciplinary records, and any Individualized Education Program (IEP).

Student records do not include records created by instructional, supervisory, and administrative personnel and that are in the sole custody of the maker, and that are not accessible or revealed to any other person, except a substitute. Student education records also do not include records that are maintained by a law enforcement unit of the school that are created by that unit for law enforcement.

The Director of Elementary or Secondary Education shall be the designated official custodian of the records of students in his/her building.

2. Access to Records

A parent or legal guardian may request to inspect and review a student's education files. However, if a student is 18 years or older (“eligible student”), the

student may inspect his own education records and give written consent for disclosure of such records and personal identifiable information therein, and his written permission shall be necessary for his parent/legal guardian to access them, unless the eligible student is a dependent for income tax purposes or the disclosure is in connection with a health or safety emergency.

1. A request to see the student's educational records must be submitted on an official school form by the parent/legal guardian or eligible student to the Director of Elementary or Secondary Education attended by the student, or in some instances, to the supervisor of student records.
2. The Director of Elementary or Secondary Education, upon receiving the request, will set a date and time for inspection and review of the records. In no case will the date set be more than ten school days after the request has been made.
3. The parent/legal guardian or eligible student shall examine the file in the presence of the Director of Elementary or Secondary Education or another person permitted by policy and designated by the Executive Director.

The record itself shall not be taken from the school building. However, upon request, one copy of the records shall be provided within a reasonable time to the parent/legal guardian or eligible student ~~at a cost of \$.25 per page~~. A waiver of the copying fee is available upon request if the cost is a hardship.

A record of all requests for inspection and review of education records and requests for copies of such records, as well as disclosure of personally identifiable information except as provided by law, shall be maintained as a part of each individual's record. Such request for records or information shall be made available to the parent/legal guardian or eligible student upon request in accordance with the requirements of this regulation.

School personnel shall use reasonable methods to authenticate the identity of parents, students, school officials, and any other party to whom they disclose student education records. Authentication of identity prior to disclosure of electronic records through passwords or other security measures shall be required.

3. Requests to Amend Education Records

Policy JRA/JRC

Parents/legal guardians or eligible students who believe that information contained in the education records of a student is inaccurate or misleading or violates the privacy rights of the student may request that Windsor Charter Academy amend the records. Student grades cannot be challenged pursuant to this policy. A request to amend a student's records must be made in writing to the Director of Elementary or Secondary Education within 10 school days of the date the records were first examined.

If the parent/legal guardian or eligible student challenges any part of the record, the Director of Elementary or Secondary Education (or in the case of psychological test data, the Weld Re-4 Director of Exceptional Student Services or designee) should review the part of the record being challenged and may by mutual agreement with the person making the challenge destroy, delete, or add the information in question.

If the Director of Elementary or Secondary Education denies the request to amend, the parent/legal guardian or eligible student may make a written appeal to the Executive Director. This appeal must be answered by the Executive Director in writing within 10 school days.

If the first two steps have not resulted in a formal change, then the parent/legal guardian or eligible student may request a formal hearing. A request for a formal hearing must be made in writing and addressed to the Executive Director. The response to the request must be mailed within 10 school days. The hearing will be held in accordance with the following procedure:

1. The hearing shall be held within **25+5 calendar** school days after receipt of the request. Notice of the date, place and time of the hearing will be forwarded to the parent/legal guardian or eligible student by certified mail.
2. The hearing will be conducted by a Director of Elementary or Secondary Education as designated in writing by the Executive Director. The official conducting the hearing shall not have a direct interest in the outcome of the hearing.
3. Parents/legal guardians or eligible students shall be afforded a full and fair opportunity to present evidence relevant to the issues raised and may be assisted or represented by individuals of their choice at their own expense, including an attorney.

4. The official designated above shall make a decision in writing within ~~10~~ **20 calendar** school days following the conclusion of the hearing and shall notify the parent/legal guardian or eligible student of that decision by certified mail.
5. The decision of the official shall be based upon the evidence presented at the hearing and shall include a summary of the evidence and the reason for the decision.
6. The decision shall include a statement informing the parent/legal guardian or eligible student of their right to place in the student records a statement commenting upon the information in the records and/or setting forth any reason for disagreement. Any explanation placed in the records shall be maintained as a part of the records if the record itself is maintained by Windsor Charter Academy. If the student record is disclosed by the school to any other party, the explanation shall also be disclosed to that party.

~~4. Disclosure with Written Consent~~

~~Whenever Windsor Charter Academy is required by law or policy to seek written consent prior to disclosing personally identifiable information from a student's education record, the notice provided to the parent or eligible student shall contain the following:~~

- ~~1. The specific records to be disclosed.~~
- ~~2. The specific reasons for such disclosure.~~
- ~~3. The specific identity of any person, agency or organization requesting such information and the intended uses of the information.~~
- ~~4. The method or manner by which the records will be disclosed.~~
- ~~5. The right to review or receive a copy of the records to be disclosed.~~

~~The parent's or eligible student's consent shall only be valid for the specific instance for which it was given. Consent for a student to participate in any course, school activity, special education program or in any other school program shall not constitute the specific written consent required by this policy.~~

~~The school shall retain all signed consent forms.~~

5.4. Disclosure Without Written Consent

Windsor Charter Academy may disclose student education records or personally identifiable information contained therein without written consent of the parent/legal guardian or eligible student if the disclosure meets one of the following conditions:

- A. The disclosure is to a school official having a legitimate educational interest in the student education record or the personally identifiable information contained therein. In accordance with law, only those school officials who have a legitimate educational interest as described in this policy shall be permitted access to specific student education records.
 - 1. For purposes of this policy, a "school official" is a person employed by Windsor Charter Academy as an administrator, supervisor, teacher or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the Executive Board; a person or company with whom Windsor Charter Academy has outsourced services or functions it would otherwise use its own employees to perform; a parent or student serving on an official committee, such as a disciplinary or grievance committee; or a parent, student or other volunteer assisting another school official in performing his or her tasks.
 - 2. A school official has a "legitimate educational interest" if disclosure to the school official is: (1) necessary for that official to perform appropriate tasks that are specified in his or her position description or by a contract agreement; (2) used within the context of official school business and not for purposes extraneous to the official's areas of responsibility; (3) relevant to the accomplishment of some task or determination about the student; and (4) consistent with the purposes for which the data are maintained.
- B. The disclosure is to officials of another school, school system or postsecondary education institution in which the student seeks or intends to enroll or has enrolled for purposes related to student's enrollment or transfer. Any records sent during the student's application or transfer period may be supplemented, updated, or corrected as necessary.
- C. The disclosure is to authorities identified in the Family Educational Rights and Privacy Act and accompanying federal regulations. These include: Comptroller General of the United States, Attorney General of the United States, Secretary of Education of the U.S. Department of Education,

Director of the National Institute of Education, Assistant Secretary of Education, state, and local educational authorities.

- D. The disclosure is in connection with a student's application for, or receipt of, financial aid as needed to determine the student's eligibility for aid, the amount of the aid, the conditions of the aid or to enforce the terms and conditions of the aid.
- E. The disclosure is to accrediting organizations for accrediting functions.
- F. The disclosure is to state and local officials and concerns the juvenile justice system's ability to effectively serve, prior to adjudication, the student whose records are disclosed as provided under the Colorado Open Records Act and Colorado's Children's Code. Such records and personally identifiable information shall only be disclosed upon written certification by the officials that the records and information will not be disclosed to any other party, except as specifically authorized or required by law, without the prior written consent of the parent or eligible student.
- G. The disclosure is to organizations conducting studies for, or on behalf of, educational agencies or institutions to develop, validate or administer predictive tests; to administer student aid programs; or to improve instruction.
- H. The disclosure is required to comply with court order or subpoena. Windsor Charter Academy shall make a reasonable effort to inform the parent or eligible student prior to complying with the subpoena or court order unless:
 - 1. The court order or subpoena prohibits such notification; or
 - 2. The parent is a party to a court proceeding involving child abuse and/or neglect or dependency matters and the court order is issued in the context of that proceeding.
- I. The disclosure is to the parent of an eligible student and the student is a dependent for IRS tax purposes.
- J. The disclosure is to appropriate officials in connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or others.

- K. The disclosure is of “directory information: as defined by this policy.
- L. The disclosure is to the Secretary of Agriculture, or authorized representative from the USDA Food and Nutrition Service or contractors acting on behalf of the USDA Food and Nutrition Service, for the purposes of conducting program monitoring, evaluations, and performance measurements of state and local educational and either agencies and institutions receiving funding or providing benefits or programs authorized under the National School Lunch Act or the Child Nutrition Act.
- M. The disclosure is to an agency caseworker or other representative of a state or local child welfare agency or tribal organization who has the right to access the student’s case plan because such agency or organization is legally responsible, in accordance with applicable state or tribal law, for the care and protection of the student.

6.5. Disclosure to Other Parties

The school shall not disclose student records to other individuals or parties without prior written consent of the parent or eligible student.

7.6. Disclosure of Directory Information

Windsor Charter Academy may disclose directory information without written consent of the parent/legal guardian or eligible student. In accordance with FERPA, parents and guardians may opt out of having Windsor Charter Academy release their student's directory information by submitting the proper form by the first Friday in September. Forms are available [\[here\]](#) or in person at the front office.

Directory information is the information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. Directory information includes, but is not limited to, the student’s name, address, telephone listing, ~~electronic mail address~~, date and place of birth, photograph, grade level, major fields of study, participation, including but not limited to videos or photos, in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent and previous education agency or institution attended by the student. Directory information also includes student identification number or other unique personal identifier displayed on a student ID badge or used by the student to access or communicate in electronic systems, but only if the identifies cannot be used to gain access to student education records except when used in conjunction with

one or more factors that authenticate the user's identity, such as a password known only by the authorized user.

Student telephone numbers and addresses shall not be disclosed pursuant to this section.

~~In accordance with FERPA, parents and guardians may opt out of having Windsor Charter Academy release their student's directory information by submitting the proper form by the first Friday in September. Forms are available [here] or in person at the front office.~~

~~8. Disclosure of Disciplinary Information to School Personnel~~

~~In accordance with state law, the principal or designee shall communicate disciplinary information concerning any student enrolled in the school to any teacher who has direct contact with the student in the classroom and to any counselor who has direct contact with the student. Any teacher or counselor to whom disciplinary information is reported shall maintain the confidentiality of the information and shall not communicate it to any other person.~~

~~State law requires the principal or designee to inform the student and the student's parent when disciplinary information is communicated and to provide a copy of the shared disciplinary information. The student and/or the student's parent may challenge the accuracy of such disciplinary information through the process outlined in this policy and accompanying regulation.~~

~~9. Military Recruitment Information~~

~~Pursuant to FERPA, Windsor Charter Academy will release the names, addresses, and home telephone numbers of secondary school students to military recruiting officers. Parents and eligible students may opt out of disclosing this information to military recruiters by submitting a request, in writing, within the time established by the Windsor Charter Academy that such information not be released.~~

~~7. Disclosure to the Commission on Higher Education~~

~~On or before December 31 of each school year, Windsor Charter Academy shall disclose to the Colorado Commission on Higher Education, the names and mailing addresses of those students enrolled in the eighth grade for use in mailing the notice of postsecondary educational opportunities and higher education admission guidelines as required by state law.~~

~~10. Release of Information to Other Schools/Agencies~~

Policy JRA/JRC

- A. Information from student education records may be released to officials of other school systems in which the student intends to enroll on the condition that parent/legal guardian or eligible student is notified, receive a copy of the record if desired, and have an opportunity for a hearing to challenge the content of the record as previously described.
- B. In cases where a student has applied for financial aid, records may be made available to an educational institution or a governmental agency or organization offering such aid in accordance with the procedure above.
- C. Except at the written request and authorization of the parent/legal guardian or eligible student, records will not be released to prospective employers, F.B.I. or any person or agency not specifically named in the Family Educational Rights and Privacy Act and the accompanying federal regulations.
- D. Requests for the release of information that are received from educational institutions and other agencies ordinarily are accompanied by the required parent/legal guardian or eligible student authorization for release of information. These requests should also include a description of the records desired, the reason for the request, the person requesting the record, the intended use, and assurance of confidentiality of the information to be released. In the absence of parent/legal guardian or eligible student authorization for release of information, the Director of Elementary or Secondary Education will place the request in the student's permanent file, forward Windsor Charter Academy's consent form to the requesting agency and record the request.
- E. Whenever Windsor Charter Academy is required by law or this regulation to seek written consent prior to disclosing personally identifiable information from a student's education record, the notice or consent form provided to the parent/legal guardian or eligible student shall contain: the specific records to be disclosed; the specific reasons for such disclosure; the specific identity of any such person, agency or organization requesting such information and the intended uses of the information; the method or manner by which the records will be disclosure; and the right to review or receive a copy of the relevant records to be disclosed. Consent given shall be valid only for the specific instance for which it was given. Windsor Charter Academy shall retain all signed consent forms.

11. Requesting Records from Other Districts/Schools

When a student transfers to Windsor Charter Academy from another district, the Director of Elementary or Secondary Education of the receiving school will ask the parent/legal guardian or eligible student to sign the authorization form. This form will be completed by the Director of Elementary or Secondary Education and forwarded to the school of previous attendance.

12.8. Annual Notification of Rights

Windsor Charter Academy at the beginning of each academic year will notify the parents/legal guardians and eligible students of their rights pursuant to this policy. Copies of this policy or forms may be obtained from the administration offices at any time during normal business hours. A copy of the Family Educational Rights and Privacy Act, the Executive Board policy on student records, and this regulation shall be on file in the office of each Director of Elementary and Secondary Education and of each individual who carries out procedures relative to the Act or policy. Complaints regarding violations of rights accorded parents and eligible students pursuant to the Family Rights and Privacy Act may be submitted to the local Office of Civil Rights of the Department of Education.

Windsor Charter Academy shall notify parents and eligible students of their rights pursuant to this policy at the beginning of each academic year. For notice to parents or eligible students who are disabled or primary or home language is other than English, the format or method of notice will be modified so it is reasonable likely to inform them of their rights. A copy of the Family Educational Rights and Privacy Act, and this policy may be obtained from the office of the superintendent during normal business hours.

Windsor Charter Academy shall comply with the Family Educational Rights and Privacy Act (FERPA) and its regulations as well as state law governing the confidentiality of student education records. Windsor Charter Academy shall be entitled to take all actions and exercise all options authorized under the law. In the event this policy does not address a provision in applicable state or federal law, or is inconsistent with or in conflict with applicable state or federal law, the provision of applicable state or federal law shall control.

13. Waivers

A parent/legal guardian or eligible student may waive any or all his/her rights protected by this policy. A waiver shall not be valid unless in writing and signed by the parent or eligible student. Windsor Charter Academy does not require a waiver but may request a waiver. Any waiver under this provision may be revoked at any time in writing.

Windsor Charter Academy Executive Board

Revised: April 2003

January 2008

January 2011

July 2012

September 2013

August 2015

April 2018

September 2021

Legal References

20 U.S.C. §1232g (Family Educational Rights and Privacy Act)(FERPA)

34 C.F.R. 99.1 et seq. (Implementing Regulations)

C.R.S. 24-72-204

20 U.S.C 7908

C.R.S. 19-1-303 and 304

C.R.S. 19-1-304 (5.5)

C.R.S. 19-2-921 (7.5)

C.R.S. 22-1-123

C.R.S 22-2-139 (7)

C.R.S. 22-32-109 (1) (ff)

C.R.S. 22-32-109.1 (6)

C.R.S. 22-32-109.3 (2)

C.R.S. 22-33-106.5

C.R.S 22-33-107.5

C.R.S. 22-72-204 (2) (e)

C.R.S 24-72-204 (3) (a) (VI)

C.R.S. 24-72-204 (3) (d)

C.R.S. 24-72-204 (3) (e) (I)(II)

C.R.S. 24-72-205 (5)

C.R.S. 25.5-1-116



SHARING OF STUDENT RECORDS/INFORMATION BETWEEN SCHOOL DISTRICT & STATE AGENCIES

It is the Executive Board's intention to utilize all avenues under state law to facilitate the sharing of relevant student records and information when necessary to protect the safety and welfare of school district staff, visitors, students, and the public and to protect property.

The Executive Director is directed to develop procedures and a training program for staff consistent with this policy. The procedures shall direct school personnel to provide and obtain student records and information to/from state agencies, including law enforcement and judicial department agencies, to the extent required or allowed by state and federal law.

Sharing of Information by Windsor Charter Academy

Disciplinary and attendance information shall only be shared with a criminal justice agency investigating a criminal matter concerning a student enrolled or who will enroll in Windsor Charter Academy when necessary to effectively serve the student prior to adjudication. Such information shall only be shared upon written certification by the criminal justice agency that the information will not be disclosed to any other party, except as specifically authorized or required by law, without the prior written consent of the student's parent/guardian.

School personnel who share disciplinary and attendance information concerning a student pursuant to this policy are immune from civil and criminal liability if they act in good faith compliance with state law.

Nothing in this policy shall prevent administrators, teachers or staff from disclosing information derived from personal knowledge or observation and not derived from student's education records.

Information Obtained from State Agencies

Within the bounds of state law, school personnel shall seek to obtain such information regarding students as is required to perform their legal duties and responsibilities, including to protect public safety and safety of the student. Such information may be obtained from the judicial department or any state agency that performs duties and functions under the Colorado Children's Code.

School personnel receiving such information shall use it only in the performance of their legal duties and responsibilities and shall otherwise maintain the confidentiality of all information obtained. School personnel who knowingly violate this provision are subject to disciplinary action pursuant to Executive Board policy and to a civil penalty of up to \$1,000.

If such information is shared with another school or school district to which a student may be transferring, it shall only be shared in compliance with the requirements of federal law, including the Family Educational Rights and Privacy Act ("FERPA"). When a petition is filed in juvenile court or district court that alleges a student between the ages of 12 to 18 years has committed an offense that would constitute unlawful sexual behavior or a crime of violence if committed by an adult, basic identification information, as defined in state law, along with the details of the alleged delinquent act or offense, is required by law to be provided immediately to the school district in which the juvenile is enrolled.

Windsor Charter Academy Executive Board
Adopted: September 2021

Legal References

20 U.S.C. 1232g (Family Educational Rights and Privacy Act) (FERPA)

34 C.F.R. 99.1 et seq. (FERPA regulations)

C.R.S. 19-1-303 and 304 (records and information sharing under Colorado Children's Code)

C.R.S. 19-1-304 (5.5) (duty of prosecuting attorney to provide juvenile delinquency records)

C.R.S. 19-2-921 (7.5) (department of human services shall notify school district if student's parole conditions require school attendance)

C.R.S. 22-1-123 (district shall comply with FERPA)

Policy JRCA

C.R.S. 22-2-139 (7) (within confidentiality limits of state and federal law, information shall be shared to determine appropriate educational placement when a student is transferred to public school from day treatment facility, facility school or hospital)

C.R.S. 22-32-109.1 (6) (duty to establish policy on sharing information consistent with state and federal law in the interest of making schools safer)

C.R.S. 22-32-109.3 (2) (duty to share disciplinary and attendance information with criminal justice agencies)

C.R.S. 22-33-106.5 (court to notify of conviction of crime of violence and unlawful sexual behavior)

C.R.S. 22-33-107.5 (school district to notify of failure to attend school)

C.R.S. 24-72-204 (2)(e) (denial of inspection of materials received, made or kept by the Safe2Tell Program)

C.R.S. 24-72-204 (3)(e)(I) (certain FERPA provisions enacted into Colorado law)

C.R.S. 24-72-204 (3)(e)(II) (disclosure by staff of information gained through personal knowledge or observation)

Cross References

Policy JKD/JKE Suspension/Expulsion of Students (and Other Disciplinary Interventions)

Policy JRA/JRC Student Records/Release of Information on Students



APPROPRIATE USE OF WINDSOR CHARTER ACADEMY AND PERSONAL TECHNOLOGY BY STUDENTS

Introduction

Windsor Charter Academy offers its students access to Windsor Charter Academy's network, servers, computers, communication systems (i.e. e-mail, web sites, blogging, podcasting, VOIP and audience response systems and/or other emerging technologies), hardware, software, operating systems, and an array of other emerging technologies (hereafter referred to as "Windsor Charter Academy technology") to promote educational excellence. Each student is responsible for her/his use of technology, whether personal (i.e. computers/laptops, cell phones, portable digital assistants (PDAs), wireless email devices, tablets cameras, audio and/or video recorders and players, data storage devices and other digital devices) (hereafter referred to as "personal technology") or Windsor Charter Academy-provided. While using technology on or near school property, in school vehicles, and at school-sponsored activities, as well as using Windsor Charter Academy Technology resources via off-campus remote access or with Windsor Charter Academy-provided equipment, each student is expected to act in an appropriate manner consistent with school, Windsor Charter Academy, and legal guidelines. It is the joint responsibility of Windsor Charter Academy and school personnel and the parents and/or guardians of each student to educate students about their responsibilities and to establish expectations when using and/or accessing technology.

Using Windsor Charter Academy Internet and Communications Systems

Windsor Charter Academy technology, **including a school email account**, is provided to students to conduct research, complete assignments, and communicate with others to further their education. Use of, and access to, Windsor Charter Academy technology is a privilege, not a right; therefore, general rules of school behavior apply. Such use and/or access is provided to students who agree to act in a considerate and responsible manner. Just as students are responsible for good behavior in a classroom or a school hallway, they must also be responsible when using and/or accessing Windsor Charter Academy technology. Students must comply with Windsor Charter Academy standards and honor this agreement to be permitted access and use of Windsor

Charter Academy technology.

All digital storage on Windsor Charter Academy technology is Windsor Charter Academy property, and network administrators may review files and communications to maintain system integrity and ensure that students are using Windsor Charter Academy technology responsibly. Students should not expect that files stored on, or sent via, Windsor Charter Academy computers or servers will be private. **Student email addresses will be part of the internal school directory.**

The educational value of technology integration in curriculum is substantial. Access to the Internet enables students to use extensive online libraries and databases. Families should be warned that some material accessible through the Internet might contain items that are illegal, defamatory, inaccurate, profane, sexually oriented, or potentially offensive to some people. While the intent is to make the Internet available to further educational goals and objectives, students may find ways to access these other materials as well. Windsor Charter Academy does not condone or permit the use of this material and uses content filtering technology to protect, to the extent possible, against Internet access by both adults and minors to visual depictions that are obscene, child pornography or harmful to minors. Parents and/or guardians must be aware that content filtering tools are not completely fail-safe and while at school, direct supervision by school personnel of each student using a Windsor Charter Academy computer or accessing the Internet through Windsor Charter Academy's server is desired, but not always possible. Students are expected to use Windsor Charter Academy technology in a manner consistent with the rules below and will be held responsible for their intentional misuse and inappropriate access. Windsor Charter Academy believes that the benefits of student access to the Internet in the form of information resources and opportunities for collaboration exceed any disadvantages. Ultimately, parents and/or guardians are responsible for setting and conveying the standards that their children should follow when using and/or accessing technology. If a student accidentally accesses inappropriate material, they should back out of that information at once and notify the supervising adult.

To ensure that student Internet access on Windsor Charter Academy technology is subject to Windsor Charter Academy's technology protection measures, student use of Internet-ready Windsor Charter Academy technology shall primarily be restricted to Windsor Charter Academy property and Windsor Charter Academy's network. While on Windsor Charter Academy premises, student may use only Windsor Charter Academy networks in conjunction with Windsor Charter Academy technology. Students shall not be permitted to

remove Internet-ready Windsor Charter Academy technology from Windsor Charter Academy property unless Windsor Charter Academy technology in question includes one or more technology protection measures.

Proper and Acceptable Use of Technology by Students

Windsor Charter Academy technology must only be used and/or accessed in a manner that supports education and academic research and that is consistent with the educational mission and objectives of Windsor Charter Academy. Additionally, personal technology must not be used in a manner that has a detrimental effect on the educational environment.

Activities that are permitted and encouraged include:

- School work.
- Original creation and presentation of academic work.
- Research on topics being studied in school.
- Research for opportunities outside of school related to community service, employment, or further education.

Activities that are not permitted include but are not limited to:

- Plagiarism or representing the work of others as one's own including non-attributed use of Copyright ©, Registered ® and/or Trademark TM materials.
- Use of profane, obscene, and/or inappropriate language, images, and/or other materials.
- Use of technology, Windsor Charter Academy or personal, to harass, intimidate, or bully others.
- Use of Windsor Charter Academy technology to search, view, communicate, publish, download, store, or retrieve materials that are not related to school work, community service, employment, or further education (thus, searching inappropriate materials is not permitted).
- Circumventing or intentionally compromising Windsor Charter Academy security measures.
- Damaging or modifying Windsor Charter Academy computers or networks.
- Use of Windsor Charter Academy technology to install or utilize software or executable files that are not approved by the Windsor Charter Academy technology department, and/or the installation of such software or

executable files onto Windsor Charter Academy Technology.

- Intentional or neglectful transmission of viruses or other destructive computer files; hacking into Windsor Charter Academy or external computers; intentionally bypassing Windsor Charter Academy filters.
- Use of USB, bootable CDs, or other devices to alter the function of a Windsor Charter Academy computer or a network.
- Connection of personal technology to the Windsor Charter Academy data network for purposes other than to store or retrieve education-related data.
- Use of Windsor Charter Academy technology to subscribe to any online services or to order any goods or services.
- Use of personal email accounts, not Windsor Charter Academy-provided email accounts, on Windsor Charter Academy network.
- Unauthorized online sharing of any student's or staff member's name, home address, phone number, image, or other personal information.
- Using Windsor Charter Academy technology for non-educational uses such as games, role-playing multi-user environments, gambling, junk mail, chain mail, jokes, or raffles.
- Use of Windsor Charter Academy technology to participate in online chat rooms or instant messaging, unless specifically assigned by a teacher.
- Use of Windsor Charter Academy technology for commercial purposes, personal financial gain, or fraud.
- Use of technology, Windsor Charter Academy or personal, to cheat on homework, quizzes, or tests or to assist others in cheating.
- Use of technology, Windsor Charter Academy or personal, to take an unauthorized photo or image and/or violate the privacy of others.
- Use of technology, Windsor Charter Academy or personal, with cameras and/or video recording capabilities is prohibited in locker rooms, bathrooms, or any other location where such use could violate another person's reasonable expectation of privacy.
- Use of technology, Windsor Charter Academy or personal, in any manner that is disruptive (this includes the obtrusive ringing or buzzing of technology during instructional time or other school-sponsored activities or events).
- Any activity that violates Executive Board policy, a school rule, or a local, state, or federal law.

Students are expected to report harassment, threats, hate-speech, bullying behavior and inappropriate content to a teacher or administrator. If a student has any questions about whether a specific activity is permitted, he or she should ask a teacher or administrator.

Education about Appropriate Online Behavior

Windsor Charter Academy has procedures and curriculum in place for educating students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyber bullying awareness and response.

Privacy and Security

Students must use and access Windsor Charter Academy technology responsibly and in a secure manner. They must not share their logins, passwords, or access with others. Students may only access Windsor Charter Academy technology using their assigned logins and passwords.

Online Assessments

Student assessments may be conducted through the use and/or access of Windsor Charter Academy technology. Normally, students will use Windsor Charter Academy technology as a part of their instructional day. Privacy and security, as defined above, along with confidentiality of assessment responses, are expected.

Vandalism

Any intentional act by a student that damages Windsor Charter Academy technology, or data stored on any Windsor Charter Academy technology, will be considered vandalism and will be subject to school rules and disciplinary procedures. Any intentional act that requires a person's time to investigate, repair, replace, or perform corrective work on Windsor Charter Academy technology or data is also considered vandalism.

Consequences of Misuse

Misuse of, or inappropriate access to, personal or Windsor Charter Academy technology while on or off school property, in school vehicles, and at school-sponsored activities, including the misuse or inappropriate access of Windsor Charter Academy technology via off-campus remote access, may result in disciplinary action up to and including expulsion. This document shall be used in conjunction with the Executive Board policies. In addition, a student's use of Windsor Charter Academy technology may be suspended or restricted. If the building principal or designee believes a student's possession or use of personal

or Windsor Charter Academy technology may involve a violation of the law, the building principal or designee may also refer the matter to law enforcement, as appropriate.

A school may temporarily hold (pending parental or same-day pick up) personal technologies that are used inappropriately. Personal technologies that are portable and carried with a student are considered to be personal effects in a student's possession and thereby subject to Windsor Charter Academy policies and school rules and regulations governing searches of such items. Students are required to turn portable personal technology over to school personnel when requested. Students who refuse to do so may be removed from class or other school activity, have committed insubordination and resisting authority in violation of policies for student discipline, and shall be subject to disciplinary action. Additionally, and in accordance with Windsor Charter Academy policy and state law, students may be disciplined for any use of personal technology that has a detrimental effect on the welfare or safety of other students or of school personnel regardless of whether such use occurs on or off school property or entails the use or access of Windsor Charter Academy technology.

Individual schools may choose to have additional rules and regulations pertaining to the use of personal technology in their respective buildings.

Intentional unauthorized access and/or damage to Windsor Charter Academy networks, servers, user accounts, passwords, or other Windsor Charter Academy resources may be punishable under local, state, or federal law.

No Warranty

Windsor Charter Academy does not expressly or implicitly warrant Windsor Charter Academy technology it provides to students. Therefore, Windsor Charter Academy is not responsible for any damage or loss incurred through use of Windsor Charter Academy technology including, but not limited to, damage or loss caused by non-deliveries, mis-deliveries, service interruptions, unauthorized use, loss of data, and exposure to potentially harmful or inappropriate material or people. Use of Windsor Charter Academy technology and reliance on any information obtained via Windsor Charter Academy technology is at a student's own risk and Windsor Charter Academy specifically denies any responsibility for the reliability of such use or accuracy and quality of information obtained through the use of Windsor Charter Academy technology including Windsor Charter Academy-provided Internet access.

The student and his/her parents and/or guardians will indemnify and hold

Windsor Charter Academy harmless from any losses sustained as the result of misuse or inappropriate access of Windsor Charter Academy technology resources by the student.

Also, Windsor Charter Academy assumes no responsibility for loss or damage to the personal property of students including personal technology. If, pursuant to this policy, the personal technology of students is confiscated by school personnel, reasonable care will be taken of the item until either it is retrieved or after a reasonable period of time is discarded.

Windsor Charter Academy Executive Board
Revised: May 2018


Weld Re-4 District Board
Adopted: November 2007
Revised: January 2008
June 2008
January 2012
November 2012
December 2016
August 2017
September 2021

Legal References
C.R.S. 18-7-109

Cross References
JICDA, Student Conduct
JIHA, Searches
JK and subcodes, Student Discipline



4.0 Second Read Policies

Windsor 
CHARTER ACADEMY
GROWING LIFE-LONG LEARNERS
NEW TEACHER SALARY PLACEMENT

New teachers entering Windsor Charter Academy will be placed on the salary matrix at the column based on their education credit (degrees and hours attained) and the step equal to the teachers' years of teaching experience up to the maximum number of ten (10) years in accordance to the following matrix steps:

No experience	Begin on Step 1 of salary matrix
One year of experience	Begin on Step 1 of salary matrix
Two years of experience	Begin on Step 2 of salary matrix
Three years of experience	Begin on Step 3 of salary matrix
Four years of experience	Begin on Step 4 of salary matrix
Five years of experience	Begin on Step 5 of salary matrix
Six years of experience	Begin on Step 6 of salary matrix
Seven years of experience	Begin on Step 7 of salary matrix
Eight years of experience	Begin on Step 8 of salary matrix
Nine years of experience	Begin on Step 9 of salary matrix
Ten years of experience	Begin on Step 10 of salary matrix

Teaching experience is defined as a full school year of teaching. Half years, substituting, and paraprofessional/teacher aide positions will not be recognized as a full school year of teaching experience.

The Director of Finance & HR shall evaluate past experience and verify appropriate educational status for the proper step and lane for placement on the salary matrix.

Notwithstanding the foregoing, hard-to-fill positions or positions requiring specialized skills will be granted an additional 2 years' experience credit. Upon Executive Director approval, another 3 years' experience credit may be granted. Hard to fill positions will be defined annually.

Windsor Charter Academy Executive Board
September 2007
February 2016
November 2017
March 2021
August 2021





Windsor
CHARTER ACADEMY
GROWING LIFE-LONG LEARNERS
GRADING

Windsor Charter Academy's vision is to create an academic environment “where students are educated, empowered, and equipped to reach their highest potential.” We support our mission for students that “achieve academic excellence through critical thinking, character development, and a love for lifelong learning.”

Windsor Charter Academy Beliefs

The following beliefs guide teachers in supporting student learning:

1. All students are consistently held to high expectations that support the vision.
2. Grades are based on multiple and various assessments over time.
3. Grading practices yield grades that reflect student proficiency.
4. Grading practices are fair and support effective teaching and learning.

Guiding Premises

Teachers at Windsor Charter Academy are partners with students and families to help every student demonstrate mastery of the Core Knowledge and Colorado State Standards .

Gradebooks will reflect student mastery of standards through a range of types of formative and summative assessments.

- Summative assessments measure what students know and can do at a point in time. Examples include end-of-unit tests and projects.
- Formative assessments are part of the instructional process to provide information needed to adjust teaching and learning while they are happening. Examples include practice assignments and quizzes.

Grade books will show a body of evidence to show a comprehensive picture of the level of student proficiency.

- Formative and summative assessments will comprise 80% of the quarter grade. The course final, if administered, should be approximately equal to a unit exam.
- Teachers will share with parents the ratio of formative/summative grades that determine the final grade.
- No single assignment or assessment will account for more than 20% of the overall course grade for any grading period. College credit bearing courses are a possible exception to this.
- Homework will comprise 20% of the quarter/semester grade.

Grading scales are reflected as follows:

Grading					
A+	96.5 to 100%	A	92.5 to 96.4%	A-	89.5 to 92.4%
B+	86.5 to 89.4%	B	82.5 to 86.4%	B-	79.5 to 82.4%
C+	76.5 to 79.4%	C	72.5 to 76.4%	C-	69.5 to 72.4%
D+	66.5 to 69.4%	D	62.5 to 66.4%	D-	59.5 to 62.4%

Grades on college transcripts and high school transcripts may be different for concurrent enrollment courses. High school transcripts will align with the Windsor Charter Academy scale. College transcripts will align with the college department policies and will be outlined in each individual course syllabus.

Non-GPA Weighted Grades

- Work ethic grades will reflect students work habits in the classroom, based on a work ethic rubric. Students will receive a work ethic grade for each class taken. Work ethic grades will not affect GPA.
- Math fluency grades reflect proficiency in a skill. This guides students and parents in understanding the needs for foundational skills. Math fluency grades will not affect GPA.

Weighted and Unweighted Grades

A cumulative GPA is calculated for all courses based on the number of credits received utilizing a 4.0 (unweighted) and 5.0 (weighted) scale. Weighted grades represent the higher-level work that occurs with honors and college courses. Windsor Charter Academy uses cumulative GPAs to determine class rank and graduation honors, eligibility for the National Honor Society, awarding of scholarships, and as part of the admission criteria for colleges. The GPA for honors courses will be awarded an additional weighting of 0.5. The GPA for college courses will be awarded an additional weighting of 1.0.

- Unweighted courses are calculated on a 4.0 scale.

- Honors courses are calculated on a weighted 4.5 scale.
- College courses are calculated on a weighted 5.0 scale.

Work Habits Grade

Students will also receive a work habits grade based on participation and effort. This grade will not be part of a student GPA.

Work Habits Grading Rubric

Indicators	4 (A) Consistently Exceeds Expectations	3.5 (B+) Frequently Meets Expectations	3 (C) Sometimes Meets Expectations	2 (F) Rarely Meets Expectations
I AM PREPARED	I am consistently prepared. I am on time to class and am prepared at the start of the lesson. I consistently bring needed materials to class and am ready to work.	I am frequently prepared. I am on time to class and am prepared at the start of the lesson. I frequently bring needed materials to class and am ready to work.	I am sometimes prepared. I am sometimes tardy to class or not prepared at the start of the lesson. I sometimes bring needed materials to class and am ready to work.	I am rarely prepared. I am late to class often and am rarely prepared at the start of the lesson. I rarely bring needed materials to class and am ready to work.
I DEMONSTRATE POSITIVE CLASSROOM BEHAVIOR	I consistently stay focused on the task and what needs to be done. I am self-directed. I consistently have a positive attitude and demonstrate the 8 Keys of Excellence.	I frequently stay focused on the task and what needs to be done. I am self-directed. I frequently have a positive attitude and demonstrate the 8 Keys of Excellence.	I sometimes stay focused on the task and what needs to be done. I sometimes am self-directed. I sometimes have a positive attitude and demonstrate the 8 Keys of Excellence.	I rarely stay focused on the task and what needs to be done. I am rarely self-directed. I rarely have a positive attitude and demonstrate the 8 Keys of Excellence.
I PARTICIPATE	I consistently participate. I share information or ideas when participating in discussions or groups. I am an effective collaborator.	I frequently participate. I frequently share information or ideas when participating in discussions or groups. I am often an	I sometimes participate. I sometimes share information or ideas when participating in discussions or groups. I am sometimes an	I rarely participate. I rarely share information or ideas when participating in discussions or groups. I rarely am an effective collaborator.

		effective collaborator.	effective collaborator.	
I AM PRODUCTIVE	I am consistently productive. I am punctual turning in assignments. I consistently utilize classroom time effectively.	I am frequently productive. I am punctual turning in assignments. I frequently utilize classroom time effectively.	I am sometimes productive. I am sometimes punctual turning in assignments. I sometimes utilize classroom time effectively.	I am rarely productive. I am rarely punctual turning in assignments. I rarely utilize classroom time effectively.

Classes Receiving Only Work Habits Grade

Classes that are not based on Core Knowledge standards or high school state standards will not receive a grade for the class. A work habits grade will be given on the report card. An example of a class that falls under this category would be study hall.

High School Academic Lettering

A student must have a weighted GPA of 3.9 or higher for both semesters of one school year to letter.

Honor Roll

Students at Windsor Charter Academy will receive academic recognition each quarter based on the following criteria:

Honor Roll					
Elementary Grades 3 through 5					
Honor	3.60—3.79	High Honor	3.80—4.00		
Middle & High School					
Honor	3.60—3.79	High Honor	3.80—3.94	Dean's List	3.95—4.00

Windsor Charter Academy Executive Board
 Adopted: August 2015
 July 2018
 August 2021



5.0 Financials

Financial Highlights May 2021

As of May 31, 2021, we are 11 months through the year, revenues and expenditures should be approximately 91.66% of budget

- **Total GF Revenue is \$13,019,083 (94.56%)**
 - Interest Revenue from COLOTRUST of \$3,473 (due to low interest rates)
 - Revenue is at expected for this time of year

- **Total GF Expenses are \$11,958,071 (88.38%)**
 - Supplies (curriculum, assessments, liability insurance, etc- are frontloaded)
 - Expenses are at expected for this time of year
 - Expenses and final ordering will be complete by June 30, 2021

- **Balance Sheet Notes**
 - GF Checking Account Balance: \$ 1,663,858
 - Health Insurance Checking Balance: \$281,715
 - COLOTRUST Investment Balance: \$2,172,567.25
 - FirstBank Savings: \$ 751,669
 - SF Checking Account Balance: \$ 193,778

- **As of 5/31/21~ Days Cash on Hand: 149**

- **Check-Debit Register Notes (Reviewed monthly in detail by FC)**
 - Checks in the 1000 range are general fund
 - Checks in the 10111 range are actual medical costs
 - Checks in the 90000 range are student fund
 - Issuances beginning with a date (22821111) are auto pays or debits
 - American Fidelity, UMR, Delta, Lincoln, Eyemed, OptumRX are benefit related
 - CBIZ, PERA, Voya, Security Benefit represent payroll items

Committee

Sara Bakula, Chair

Donna James, Board Treasurer

Rebecca Teeple, Executive Director absent

SarahGennie Colazio, Finance Director

Paige Adams, Member-absent

Matt Meuli, Member

Levi Burkhardt, Member

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

Agenda 8.18.21

Meeting called to order at 4:00pm

1. Reviewed June 2021 (unaudited) and July 2021 financials

a. Review Rev & Exp detail, Food Service detail and Fundraising detail

b. Review Balance Sheet

c. Review Student Fund financials

d. Review Check-Debit Register

e. Review CC Statement

f. Review Financial Summary to Executive Board

Motion to approve July financials and recommend Board approval by Donna,
second by Sara, motion passes unanimously

2. Next Meeting Wednesday September 15th, 4:00pm

Meeting adjourned 5:16pm

Rev and Exp as of 5.31.21

Printed: 6/15/2021 11:49 AM
Windsor Charter Academy

Charter School 11						
Account Type	I	Revenue				
Source of Revenue/Objec	1500	Earnings on Investments				
Description		Y.T.D. Activity	Current Budget	Budget Balance	% of Budget	
1500	Earnings on Investments	3,472.77	20,000.00	16,527.23	17.36	
1700	Pupil Activities	80,232.00	84,502.00	4,270.00	94.95	
1900	Other Revenue from Local Sources	229,282.77	606,151.00	376,868.23	37.83	
3900	Other Revenue From State Sources	1,378,411.57	1,148,083.08	(230,328.49)	120.06	
5200	Interfund Transfers	0.00	10,000.00	10,000.00	0.00	
5600	Direct Allocations	11,327,766.24	11,898,691.00	570,924.76	95.20	
I	Revenue	<u>13,019,165.35</u>	<u>13,767,427.08</u>	<u>748,261.73</u>	<u>94.56</u>	* Account Type
0100	Salaries	5,292,291.64	6,112,485.00	820,193.36	86.58	
0200	Employee Benefits	1,931,488.83	2,287,384.00	355,895.17	84.44	
0300	Purchased Professional and Technical Services	45,743.56	61,139.00	15,395.44	74.82	
0400	Purchased Property Services	1,837,893.80	2,063,961.00	226,067.20	89.05	
0500	Other Purchased Services	1,707,127.14	1,674,039.08	(33,088.06)	101.98	
0600	Supplies	842,095.47	884,626.04	42,530.57	95.19	
0700	Property	213,383.26	357,418.60	144,035.34	59.70	
0800	Other Objects	69,074.97	89,817.00	20,742.03	76.91	
X	Expense	<u>11,939,098.67</u>	<u>13,530,869.72</u>	<u>1,591,771.05</u>	<u>88.24</u>	* Account Type
11	Charter School	<u>(1,080,066.68)</u>	<u>(236,557.36)</u>	<u>843,509.32</u>	<u>456.58</u>	Fund

Rev and Exp as of 5.31.21

Printed: 6/15/2021 11:49 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	Current Budget	Budget Balance	% of Budget	
1900	Other Revenue from Local Sources	358,489.35	0.00	(358,489.35)	0.00	
I	Revenue	<u>358,489.35</u>	<u>0.00</u>	<u>(358,489.35)</u>	<u>0.00</u>	* Account Type
0600	Supplies	178,914.79	358,800.00	179,885.21	49.86	
0868	Overhead Costs	0.00	40,000.00	40,000.00	0.00	
X	Expense	<u>178,914.79</u>	<u>398,800.00</u>	<u>219,885.21</u>	<u>44.86</u>	* Account Type
23	Pupil Activity Fund	<u>(179,574.56)</u>	<u>398,800.00</u>	<u>578,374.56</u>	<u>-45.03</u>	Fund

Rev and Exp as of 5.31.21

Printed: 6/15/2021 11:49 AM
Windsor Charter Academy

Building Corporation 61						
Account Type	I	Revenue				
Source of Revenue/Objec	1500	Earnings on Investments				
Description		Y.T.D. Activity	Current Budget	Budget Balance	% of Budget	
1500	Earnings on Investments	2,863.62	30,500.00	27,636.38	9.39	
1900	Other Revenue from Local Sources	1,484,050.36	1,543,406.00	59,355.64	96.15	
2000	Revenue from Intermediate Sources	8,116.35	14,500.00	6,383.65	55.97	
I	Revenue	<u>1,495,030.33</u>	<u>1,588,406.00</u>	<u>93,375.67</u>	<u>94.12</u>	* Account Type
0700	Property	0.00	500,000.00	500,000.00	0.00	
0800	Other Objects	1,493,242.81	1,401,678.00	(91,564.81)	106.53	
0900	Other Uses of Funds	25,270.00	408,360.00	383,090.00	6.19	
X	Expense	<u>1,518,512.81</u>	<u>2,357,874.00</u>	<u>839,361.19</u>	<u>64.40</u>	* Account Type
61	Building Corporation	<u>23,482.48</u>	<u>769,468.00</u>	<u>745,985.52</u>	<u>3.05</u>	Fund
	Report Total:	<u>1,236,158.76</u>	<u>(931,710.64)</u>	<u>(2,167,869.40)</u>	<u>-132.68</u>	

Balance Sheet

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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		1,681,048.61	(17,190.37)	1,663,858.24	11-950-00-0000-8102-000-0000
	Health Insurance Checking 1stBank		378,059.62	(96,344.92)	281,714.70	11-950-00-0000-8102-000-0000
	COLOTRUST Account		2,172,461.42	105.83	2,172,567.25	11-950-00-0000-8102-000-0000-9393
	Savings 1stBANK		651,599.88	25.00	651,624.88	11-950-00-0000-8102-000-0000-9393
	Savings 1stBANK- CC		100,042.41	2.30	100,044.71	11-950-00-0000-8102-000-0000-9393
	MSHS Petty Cash		300.00	0.00	300.00	11-950-00-0000-8103-000-0000
	PTC/Booster Petty Cash		18.56	0.00	18.56	11-950-00-0000-8103-000-0000
	Food Service Petty Cash		133.00	0.00	133.00	11-950-31-0000-8103-000-0000
8100	Current Assets		<u>4,984,214.61</u>	<u>(113,402.16)</u>	<u>4,870,812.45</u>	* Account Class
Liabilities						
	Accounts Payable		(41,048.71)	(44,075.88)	(85,124.59)	11-950-00-0000-7421-000-0000
	GARNISHMENT		1,166.70	(583.33)	583.37	11-950-00-0000-7471-000-0000
	Deferred Grant Revenue		(5,676.57)	0.00	(5,676.57)	11-950-00-0000-7482-000-0000-9393
	Rental Deposits Liability		(800.00)	0.00	(800.00)	11-950-00-0000-7491-000-0000
	PERA & Life Liab		121.50	(3,639.74)	(3,518.24)	11-950-04-0000-7471-000-0000
	Health/Dental/Vision Liab		0.00	(13,158.11)	(13,158.11)	11-950-05-0000-7471-000-0000
	Unearned Rev Liab		0.00	(41,217.68)	(41,217.68)	11-950-31-0000-7421-000-0000
7400	Liabilities		<u>(46,237.08)</u>	<u>(102,674.74)</u>	<u>(148,911.82)</u>	* Account Class
Reserved Co Dept of Ed use only.						
	Tabor Reserve		(345,000.00)	0.00	(345,000.00)	11-950-00-0000-6721-000-0000
	Unreserved Fund Balance		(3,294,283.93)	0.00	(3,294,283.93)	11-950-00-0000-6770-000-0000
	Non Spendable FB- Prepays		(2,550.02)	0.00	(2,550.02)	11-950-00-0000-6770-000-0000
	Gen Fund Net Income/Loss		(1,296,143.58)	216,076.90	(1,080,066.68)	11-950-00-0000-6775-000-0000
6100	Reserved Co Dept of Ed use only.		<u>(4,937,977.53)</u>	<u>216,076.90</u>	<u>(4,721,900.63)</u>	* Account Class
11	Charter School		<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	Fund

Balance Sheet

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Windsor Charter Academy

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		185,377.85	7,625.90	193,003.75	23-950-00-0000-8100-000-0000
	SF Checking Arbiter Athletic		1,076.77	(301.98)	774.79	23-950-00-0000-8100-000-0000
8100	Current Assets		<u>186,454.62</u>	<u>7,323.92</u>	<u>193,778.54</u>	* Account Class
Liabilities						
	Bus Liab Due to GF		(4,145.00)	(609.50)	(4,754.50)	23-950-00-0000-7400-000-0000
	MSSH Activity Accts Payable		(8,555.73)	(3,498.75)	(12,054.48)	23-950-00-0000-7421-000-0000
7400	Liabilities		<u>(12,700.73)</u>	<u>(4,108.25)</u>	<u>(16,808.98)</u>	* Account Class
Reserved Co Dept of Ed use only.						
	Elem Activity Acct Fund Balanc		2,605.00	0.00	2,605.00	23-901-00-0000-6760-000-0000
	Activity Net Income/Loss		(176,358.89)	(3,215.67)	(179,574.56)	23-950-00-0000-6775-000-0000
6100	Reserved Co Dept of Ed use only.		<u>(173,753.89)</u>	<u>(3,215.67)</u>	<u>(176,969.56)</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

Balance Sheet

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Windsor Charter Academy

Building Corporation 61						
Account Class	8100	Current Assets				
	Description		Y.T.D. Bal.Frwd.	M.T.D. Activity	Y.T.D. Activity	State Account Number
Current Assets						
		Def Loss on Refunding-2016	287,887.59	0.00	287,887.59	61-950-65-0000-8100-000-0000
		Bldg Corp Interest Fund-2016	156,583.96	71,397.45	227,981.41	61-950-65-0000-8105-000-0000
		Bldg Corp Reserve Fund-2016	1,227,821.03	26.96	1,227,847.99	61-950-65-0000-8105-000-0000
		Bldg Corp Principal Fund-2016	250,732.63	31,290.83	282,023.46	61-950-65-0000-8105-000-0000
		Bldg Corp Reserve Fund-2020	1,389,229.39	38.35	1,389,267.74	61-950-65-0000-8105-000-0000-9393
		Bldg Corp Interest Fund-2020	100,343.92	34,353.43	134,697.35	61-950-65-0000-8105-000-0000-9393
8100	Current Assets		<u>3,412,598.52</u>	<u>137,107.02</u>	<u>3,549,705.54</u>	* Account Class
Fixed Assets						
		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	(2,958,439.61)	0.00	(2,958,439.61)	61-950-00-0000-8232-000-0000
8200	Fixed Assets		<u>22,320,244.36</u>	<u>0.00</u>	<u>22,320,244.36</u>	* Account Class
Liabilities						
		Bldg Corp Premium on Bonds	(203,393.00)	0.00	(203,393.00)	61-950-00-0000-7443-000-0000
		Bldg Corp Loans Payable	(19,440,743.60)	0.00	(19,440,743.60)	61-950-00-0000-7451-000-0000
		Bldg Corp Loans Payable 2017	(9,681,460.00)	0.00	(9,681,460.00)	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>(29,640,281.60)</u>	<u>0.00</u>	<u>(29,640,281.60)</u>	* Account Class
Reserved Co Dept of Ed use only.						
		Bldg Corp Unreserved Fund Bal	3,746,849.22	0.00	3,746,849.22	61-950-00-0000-6720-000-0000
		Bldg Corp Net Income/Loss	160,589.50	(137,107.02)	23,482.48	61-950-00-0000-6775-000-0000
6100	Reserved Co Dept of Ed use only.		<u>3,907,438.72</u>	<u>(137,107.02)</u>	<u>3,770,331.70</u>	* Account Class
61	Building Corporation		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	Fund
	Report Total:		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	

A/P Check Register

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Windsor Charter Academy
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Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
21659	AED Everywhere Inc.	5	05/07/2021	1621	1,465.00	0.00	1,465.00
21015	Comcast Cable	5	05/07/2021	1622	1,154.96	0.00	1,154.96
21254	Gallegos Sanitation Inc	5	05/07/2021	1623	353.90	0.00	353.90
218817	InfoArmor, Inc.	5	05/07/2021	1624	117.65	0.00	117.65
21269	JW Pepper	5	05/07/2021	1625	515.97	0.00	515.97
21131	Knowledge Bound	5	05/07/2021	1626	79.42	0.00	79.42
21092	Lincoln National Life Insurance	5	05/07/2021	1627	1,395.15	0.00	1,395.15
217993	Miller Farmer Law LLC	3	05/07/2021	1628	164.00	0.00	164.00
218149	Olson, David	5	05/07/2021	1629	1,569.00	0.00	1,569.00
21061	Security and Sound Design Inc	5	05/07/2021	1630	360.00	0.00	360.00
21093	Security Benefit	3	05/07/2021	1631	1,111.20	0.00	1,111.20
217892	T-Mobile	5	05/07/2021	1632	28.12	0.00	28.12
21078	Waste Management	5	05/07/2021	1633	836.12	0.00	836.12
218535	FirstBank	4	05/07/2021	1634	12,481.37	0.00	12,481.37
218864	Abell, Brian and Beverly	11	05/14/2021	1635	5.00	0.00	5.00
21353	Aims Community College	13	05/14/2021	1636	180.00	0.00	180.00
21552	Airgas USA LLC	13	05/14/2021	1637	34.94	0.00	34.94
218713	AmTrust North America	13	05/14/2021	1638	250.76	0.00	250.76
218861	Anderson, Kami	13	05/14/2021	1639	500.00	0.00	500.00
218872	Arkley, Richard and Diana	11	05/14/2021	1640	18.75	0.00	18.75
218688	Bauer, Michelle	11	05/14/2021	1641	21.05	0.00	21.05
21009	Brooms N More Inc	13	05/14/2021	1642	419.52	0.00	419.52
218877	Bryant, Chadd and Jennifer	11	05/14/2021	1643	33.55	0.00	33.55
218874	Charbonneau, Dan and Kristi	11	05/14/2021	1644	24.00	0.00	24.00
218884	Clark, Kyle and Rebecca	11	05/14/2021	1645	136.90	0.00	136.90
21015	Comcast Cable	13	05/14/2021	1646	3,409.05	0.00	3,409.05
218893	Coulter, Joshua and Jennifer	13	05/14/2021	1647	68.40	0.00	68.40
21175	Counter Trade	10	05/14/2021	1648	60,459.60	0.00	60,459.60
218279	Culp, Jim	11	05/14/2021	1649	21.85	0.00	21.85
218868	Curry, Sean and Elaine	11	05/14/2021	1650	13.95	0.00	13.95
218651	Duhn, Eric and Amy	11	05/14/2021	1651	5.45	0.00	5.45
218885	Dumm, Richard and Martie	11	05/14/2021	1652	258.85	0.00	258.85
218881	Dunham, Trevor and Kelly	11	05/14/2021	1653	57.60	0.00	57.60
21140	EON Office	13	05/14/2021	1654	94.59	0.00	94.59
218879	Garber, Larry and Carrie	11	05/14/2021	1655	36.45	0.00	36.45
218882	Haberman, Matthew and Shannon	11	05/14/2021	1656	68.75	0.00	68.75
218878	Haines, Brandon and Farrah	11	05/14/2021	1657	33.75	0.00	33.75
218867	Hennagir, Scott and Sara	11	05/14/2021	1658	10.80	0.00	10.80
218775	Hitz, Cameron	5	05/14/2021	1659	80.00	0.00	80.00
21136	Home Depot Pro	13	05/14/2021	1660	430.54	0.00	430.54
218870	Jackson, Hoby and Michelle	11	05/14/2021	1661	15.40	0.00	15.40
21269	JW Pepper	13	05/14/2021	1662	131.45	0.00	131.45
218880	Lynch, Dennis and Michelle	11	05/14/2021	1663	44.45	0.00	44.45
21109	Mail N Copy	13	05/14/2021	1664	68.92	0.00	68.92
21273	Meadow Gold Dairy- Englewood	13	05/14/2021	1665	4,025.54	0.00	4,025.54
218875	Meuli, Matthew and Kellie	11	05/14/2021	1666	25.00	0.00	25.00
218873	Pebley, Brian and Christa	11	05/14/2021	1667	20.00	0.00	20.00
218865	Pimple, Gary and Cheryl	11	05/14/2021	1668	5.75	0.00	5.75
218810	Price, David	11	05/14/2021	1669	7.50	0.00	7.50
218759	Rupe, Caleb	5	05/14/2021	1670	120.00	0.00	120.00
21681	Snappy Holdings LLC	13	05/14/2021	1671	13.80	0.00	13.80
218862	Southern Exposure Landscape Management Inc	13	05/14/2021	1672	9,196.28	0.00	9,196.28
218883	Sporleder, Amanda	11	05/14/2021	1673	84.35	0.00	84.35
218866	Stewart, Michael and Kimberly	11	05/14/2021	1674	6.60	0.00	6.60
218876	Stice, David and Nancy	11	05/14/2021	1675	82.65	0.00	82.65
217979	Thomsen, Micki	5	05/14/2021	1676	125.00	0.00	125.00

A/P Check Register

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Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
21072	Town of Windsor	13	05/14/2021	1677	1,055.42	0.00	1,055.42
218019	WAGNER, RICHARD	5	05/14/2021	1678	75.00	0.00	75.00
218892	Weld RE-4 Nutrition Services	13	05/14/2021	1679	250.56	0.00	250.56
21120	Weld RE-4 School District	6	05/14/2021	1680	19.50	0.00	19.50
21079	Wells Fargo Financial Leasing	13	05/14/2021	1681	3,730.04	0.00	3,730.04
218871	Woods, Kevin and Jennifer	11	05/14/2021	1682	16.75	0.00	16.75
218206	Young, Timothy	13	05/14/2021	1683	135.00	0.00	135.00
21175	Counter Trade	13	05/14/2021	1684	88,722.00	0.00	88,722.00
21080	Ace Hardware WCA	20	05/21/2021	1685	846.19	0.00	846.19
218803	Bicknell, Aiden	20	05/21/2021	1686	273.00	0.00	273.00
218756	Bradford, Kealie	20	05/21/2021	1687	1,093.50	0.00	1,093.50
21012	CenturyLink	20	05/21/2021	1688	156.51	0.00	156.51
218808	CobraHelp	20	05/21/2021	1689	158.00	0.00	158.00
218819	Cohen, Anahleigh	20	05/21/2021	1690	144.00	0.00	144.00
218818	Cohen, Chloe	20	05/21/2021	1691	108.00	0.00	108.00
21435	Colazio, Zara	20	05/21/2021	1692	624.00	0.00	624.00
218854	Eduplanet 21 LLC	20	05/21/2021	1693	2,400.00	0.00	2,400.00
Void by FD on 6/8/2021							
21183	Elite Awards and Trophies	20	05/21/2021	1694	184.75	0.00	184.75
21140	EON Office	20	05/21/2021	1695	53.52	0.00	53.52
218899	Heber, Joshua	20	05/21/2021	1696	71.45	0.00	71.45
218830	Hogan, Ethan	20	05/21/2021	1697	31.25	0.00	31.25
218814	Jacobs, Nevaeh	20	05/21/2021	1698	198.00	0.00	198.00
218804	Johnson, Nicholas	20	05/21/2021	1699	31.25	0.00	31.25
21269	JW Pepper	20	05/21/2021	1700	199.44	0.00	199.44
218363	K&W Printing, Inc.	20	05/21/2021	1701	72.54	0.00	72.54
21131	Knowledge Bound	20	05/21/2021	1702	333.69	0.00	333.69
218149	Olson, David	20	05/21/2021	1703	1,057.50	0.00	1,057.50
218815	Schmidt, Tristan	20	05/21/2021	1704	321.00	0.00	321.00
21245	Shred-it USA	20	05/21/2021	1705	476.96	0.00	476.96
218900	Temple, Cassie	20	05/21/2021	1706	100.00	0.00	100.00
21076	University of Northern Colorado	20	05/21/2021	1707	178.80	0.00	178.80
218906	Aceves, Chantel	26	05/27/2021	1708	50.00	0.00	50.00
21659	AED Everywhere Inc.	26	05/27/2021	1709	920.00	0.00	920.00
218905	Barrett, Hayden	26	05/27/2021	1710	189.00	0.00	189.00
21435	Colazio, Zara	26	05/27/2021	1711	1,157.00	0.00	1,157.00
21136	Home Depot Pro	26	05/27/2021	1712	619.87	0.00	619.87
218782	IMS Heating & Air Inc.	26	05/27/2021	1713	76,395.08	0.00	76,395.08
218478	Longmont Outdoor Power Equip	26	05/27/2021	1714	413.19	0.00	413.19
218822	McCary, Erica	26	05/27/2021	1715	1,280.00	0.00	1,280.00
21498	Purchase Power Pitney Bowes	26	05/27/2021	1716	100.00	0.00	100.00
218862	Southern Exposure Landscape Management Inc	26	05/27/2021	1717	4,417.14	0.00	4,417.14
218208	OptumRX	2	05/10/2021	10319	11,236.16	0.00	11,236.16
218208	OptumRX	2	05/10/2021	10320	4.60	0.00	4.60
218654	Bariatric and Lifestyle Medicine	2	05/17/2021	10321	170.36	0.00	170.36
218208	OptumRX	2	05/24/2021	10322	7.20	0.00	7.20
21117	Carolina Biological	5	05/07/2021	90489	120.85	0.00	120.85
21140	EON Office	5	05/07/2021	90490	256.37	0.00	256.37
218567	Loveland Classical School	5	05/07/2021	90491	176.46	0.00	176.46
218395	VEX Robotics	5	05/07/2021	90492	550.83	0.00	550.83
218535	FirstBank	4	05/07/2021	90493	7,203.47	0.00	7,203.47
218702	Adams, Mirabelle	11	05/11/2021	90494	500.00	0.00	500.00
218888	Buffer, Matthew	11	05/11/2021	90495	500.00	0.00	500.00
218886	Charbonneau, Levi	11	05/11/2021	90496	625.00	0.00	625.00
218889	Moser, Jaden	11	05/11/2021	90497	500.00	0.00	500.00
218887	Stice, Naomi	11	05/11/2021	90498	500.00	0.00	500.00

A/P Check Register

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Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
218891	Brown, Carson	13	05/14/2021	90499	50.00	0.00	50.00
217721	BSN Sports	13	05/14/2021	90500	3,142.88	0.00	3,142.88
217756	Colorado Mathematics League	13	05/14/2021	90501	259.95	0.00	259.95
21183	Elite Awards and Trophies	13	05/14/2021	90502	251.50	0.00	251.50
21140	EON Office	13	05/14/2021	90503	45.57	0.00	45.57
21119	Garretsons Sport Center	13	05/14/2021	90504	180.00	0.00	180.00
218333	Gary Austin Advertising	13	05/14/2021	90505	236.84	0.00	236.84
218830	Hogan, Ethan	13	05/14/2021	90506	100.00	0.00	100.00
218890	Pimple, Alexis	13	05/14/2021	90507	15.00	0.00	15.00
21567	Reedesign Concepts, LLC	13	05/14/2021	90508	833.25	0.00	833.25
218759	Rupe, Caleb	5	05/14/2021	90509	120.00	0.00	120.00
218196	Weld County School District 6	13	05/14/2021	90510	50.00	0.00	50.00
21120	Weld RE-4 School District	6	05/14/2021	90511	127.75	0.00	127.75
21080	Ace Hardware WCA	20	05/21/2021	90512	135.19	0.00	135.19
217721	BSN Sports	20	05/21/2021	90513	560.44	0.00	560.44
218856	Earhart Effinger, Carrie	20	05/21/2021	90514	80.00	0.00	80.00
21140	EON Office	20	05/21/2021	90515	44.92	0.00	44.92
218830	Hogan, Ethan	20	05/21/2021	90516	15.63	0.00	15.63
21269	JW Pepper	20	05/21/2021	90517	166.81	0.00	166.81
218849	Logan, Cooper	20	05/21/2021	90518	175.00	0.00	175.00
218896	Windsor Severance Food Pantry	20	05/21/2021	90519	134.36	0.00	134.36
21117	Carolina Biological	26	05/27/2021	90520	157.79	0.00	157.79
218382	Gerrard, Meagan	26	05/27/2021	90521	600.00	0.00	600.00
21269	JW Pepper	26	05/27/2021	90522	58.00	0.00	58.00
218041	Mu Alpha Theta	26	05/27/2021	90523	650.00	0.00	650.00
21056	Scholastic Book Fairs	26	05/27/2021	90524	3,924.13	0.00	3,924.13
218858	STEMfinity LLC	26	05/27/2021	90525	806.94	0.00	806.94
21286	Voya Financial	2	05/31/2021	53121111	1,649.81	0.00	1,649.81
21088	American Fidelity	2	05/31/2021	53121222	780.00	0.00	780.00
21088	American Fidelity	2	05/31/2021	53121333	2,905.67	0.00	2,905.67
21459	CBIZ	2	05/31/2021	53121444	2,203.73	0.00	2,203.73
21459	CBIZ	2	05/31/2021	53121555	431,109.50	0.00	431,109.50
21459	CBIZ	2	05/31/2021	53121666	67,882.53	0.00	67,882.53
21084	PERA	2	05/31/2021	53121777	174,417.70	0.00	174,417.70
21286	Voya Financial	2	05/31/2021	53121999	2,500.96	0.00	2,500.96
218205	Delta Dental of Colorado	5	05/01/2021	050121115	5,827.15	0.00	5,827.15
218207	UMR Health	2	05/01/2021	050121362	43,601.36	0.00	43,601.36
218208	OptumRX	2	05/03/2021	050321440	210.43	0.00	210.43
217847	US Foods Inc.	2	05/04/2021	050421881	89.81	0.00	89.81
217847	US Foods Inc.	2	05/06/2021	050621881	6,199.61	0.00	6,199.61
218208	OptumRX	2	05/10/2021	051021422	2,874.75	0.00	2,874.75
217847	US Foods Inc.	2	05/11/2021	051121881	144.17	0.00	144.17
217847	US Foods Inc.	2	05/13/2021	051321881	6,453.70	0.00	6,453.70
21156	Xcel Energy	5	05/14/2021	051421888	15,835.19	0.00	15,835.19
218208	OptumRX	2	05/17/2021	051721187	12,131.51	0.00	12,131.51
217847	US Foods Inc.	2	05/18/2021	051821881	163.97	0.00	163.97
217847	US Foods Inc.	2	05/19/2021	051921881	37.38	0.00	37.38
217847	US Foods Inc.	2	05/20/2021	052021881	5,502.45	0.00	5,502.45
217847	US Foods Inc.	2	05/21/2021	052121881	165.58	0.00	165.58
218208	OptumRX	2	05/24/2021	052421895	22,902.24	0.00	22,902.24
217847	US Foods Inc.	2	05/27/2021	052721881	6,363.63	0.00	6,363.63
218208	OptumRX	2	05/28/2021	052821094	3,506.04	0.00	3,506.04
21088	American Fidelity	2	05/31/2021	531211212	14,603.19	0.00	14,603.19
Report Totals					\$1,156,272.86	\$0.00	\$1,156,272.86

Committee

Sara Bakula, Chair absent
Donna James, Board Treasurer
Rebecca Teeples, Executive Director absent
SarahGennie Colazio, Finance Director

Paige Adams, Member
Matt Meuli, Member
Levi Burkhardt, Member

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

Agenda 6.16.21

Meeting called to order 3:32 pm

1. Reviewed May 2021 financials
 - a. Review Rev & Exp detail, Food Service detail and Fundraising detail
 - b. Review Balance Sheet
 - c. Review Student Fund financials
 - d. Review Check-Debit Register
 - e. Review May CC Statement
 - f. Review Financial Summary to Board
 - i. **Motion to approve May financials by Paige, second by Matt, motion passes unanimously.**
2. NO MEETING JULY 2021
3. Next Meeting **Wednesday August 18th, 4:00pm**

Meeting adjourned at 4:30pm

Rev and Exp as of 7.31.21

Printed: 8/19/2021 3:30 PM
Windsor Charter Academy

Charter School 11					
Account Type	I	Revenue			
Source of Revenue/Objec	1300	Tuition			
Description		Y.T.D. Activity	Current Budget	Budget Balance	% of Budget
1300	Tuition	0.00	0.00	0.00	0.00
1500	Earnings on Investments	66.43	10,000.00	9,933.57	0.66
1700	Pupil Activities	180.00	77,375.00	77,195.00	0.23
1900	Other Revenue from Local Sources	11,725.78	92,731.00	81,005.22	12.64
3000	Revenue from State Sources	0.00	0.00	0.00	0.00
3900	Other Revenue From State Sources	0.00	1,191,781.00	1,191,781.00	0.00
5200	Interfund Transfers	0.00	10,000.00	10,000.00	0.00
5600	Direct Allocations	1,107,398.67	13,142,155.00	12,034,756.33	8.43
I	Revenue	<u>1,119,370.88</u>	<u>14,524,042.00</u>	<u>13,404,671.12</u>	<u>7.71</u> * Account Type
0100	Salaries	152,175.02	7,249,753.24	7,097,578.22	2.10
0200	Employee Benefits	413,470.24	2,720,692.97	2,307,222.73	15.20
0300	Purchased Professional and Technical Services	6,650.22	61,256.00	54,605.78	10.86
0400	Purchased Property Services	160,882.83	1,903,103.00	1,742,220.17	8.45
0500	Other Purchased Services	225,296.07	1,766,008.00	1,540,711.93	12.76
0600	Supplies	145,465.69	357,854.00	212,388.31	40.65
0700	Property	1,578.02	212,750.11	211,172.09	0.74
0800	Other Objects	5,037.00	71,241.00	66,204.00	7.07
0900	Other Uses of Funds	0.00	0.00	0.00	0.00
X	Expense	<u>1,110,555.09</u>	<u>14,342,658.32</u>	<u>13,232,103.23</u>	<u>7.74</u> * Account Type
11	Charter School	<u>(8,815.79)</u>	<u>(181,383.68)</u>	<u>(172,567.89)</u>	<u>4.86</u> Fund

Rev and Exp as of 7.31.21

Printed: 8/19/2021 3:30 PM
Windsor Charter Academy

Pupil Activity Fund 23						
Account Type	I	Revenue				
Source of Revenue/Objec	1700	Pupil Activities				
Description		Y.T.D. Activity	Current Budget	Budget Balance	% of Budget	
1700	Pupil Activities	0.00	0.00	0.00	0.00	
1900	Other Revenue from Local Sources	168,208.38	0.00	(168,208.38)	0.00	
I	Revenue	<u>168,208.38</u>	<u>0.00</u>	<u>(168,208.38)</u>	<u>0.00</u>	* Account Type
0600	Supplies	20,285.43	190,429.88	170,144.45	10.65	
0868	Overhead Costs	0.00	0.00	0.00	0.00	
X	Expense	<u>20,285.43</u>	<u>190,429.88</u>	<u>170,144.45</u>	<u>10.65</u>	* Account Type
23	Pupil Activity Fund	<u>(147,922.95)</u>	<u>190,429.88</u>	<u>338,352.83</u>	<u>-77.68</u>	Fund

Rev and Exp as of 7.31.21

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Windsor Charter Academy

Building Corporation 61					
Account Type	I	Revenue			
Source of Revenue/Objec	1500	Earnings on Investments			
Description		Y.T.D. Activity	Current Budget	Budget Balance	% of Budget
1500	Earnings on Investments	0.00	69.90	69.90	0.00
1900	Other Revenue from Local Sources	0.00	136,159.90	136,159.90	0.00
2000	Revenue from Intermediate Sources	0.00	1,399.96	1,399.96	0.00
3100	Categorical Revenue	0.00	0.00	0.00	0.00
5200	Interfund Transfers	0.00	0.00	0.00	0.00
I	Revenue	<u>0.00</u>	<u>137,629.76</u>	<u>137,629.76</u>	<u>0.00</u>
					* Account Type
0700	Property	0.00	0.00	0.00	0.00
0800	Other Objects	0.00	0.00	0.00	0.00
0900	Other Uses of Funds	0.00	0.00	0.00	0.00
X	Expense	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
					* Account Type
61	Building Corporation	<u>0.00</u>	<u>(137,629.76)</u>	<u>(137,629.76)</u>	<u>0.00</u>
					Fund
	Report Total:	<u>156,738.74</u>	<u>128,583.56</u>	<u>(28,155.18)</u>	<u>121.90</u>

Balance Sheet

Printed: 8/17/2021 12:52 PM
Windsor Charter Academy

Charter School 11						
Account Class	8100	Current Assets				
	Description		Y.T.D. Bal.Frwd.	M.T.D. Activity	Y.T.D. Activity	State Account Number
Current Assets						
	Bingo Checking Acct		551.11	0.00	551.11	11-950-00-0000-8101-000-0000
	General Fund Checking 1stBANK		1,885,282.56	(1,089,287.38)	795,995.18	11-950-00-0000-8102-000-0000
	Health Insurance Checking 1stBank		179,490.58	781,397.23	960,887.81	11-950-00-0000-8102-000-0000
	COLOTRUST Account		2,172,638.87	60.25	2,172,699.12	11-950-00-0000-8102-000-0000-9393
	Savings 1stBANK		651,630.77	5.36	651,636.13	11-950-00-0000-8102-000-0000-9393
	Savings 1stBANK- CC		100,045.62	0.82	100,046.44	11-950-00-0000-8102-000-0000-9393
	MSHS Petty Cash		300.00	0.00	300.00	11-950-00-0000-8103-000-0000
	PTC/Booster Petty Cash		18.56	0.00	18.56	11-950-00-0000-8103-000-0000
	Accounts Receivable from Dist		3,689.00	0.00	3,689.00	11-950-00-0000-8141-000-0000
	Accounts Receivable GF		248,887.58	(248,813.58)	74.00	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>5,242,667.65</u>	<u>(556,637.30)</u>	<u>4,686,030.35</u>	* Account Class
Liabilities						
	16-17 Kinder Tuition Deposits		117.65	0.00	117.65	11-901-00-0000-7481-000-0000
	Accounts Payable		(165,493.90)	112,059.32	(53,434.58)	11-950-00-0000-7421-000-0000
	Accrued Salaries		(380,522.76)	380,522.76	0.00	11-950-00-0000-7461-000-0000
	GARNISHMENT		0.04	(583.33)	(583.29)	11-950-00-0000-7471-000-0000
	Deferred Grant Revenue		(5,676.57)	0.00	(5,676.57)	11-950-00-0000-7482-000-0000-9393
	Rental Deposits Liability		(800.00)	0.00	(800.00)	11-950-00-0000-7491-000-0000
	Accounts Payable to District		(5,687.13)	0.00	(5,687.13)	11-950-01-0000-7411-000-0000
	Tax Liabilities		(86,188.41)	86,188.41	0.00	11-950-01-0000-7471-000-0000
	PERA & Life Liab		(3,392.24)	0.00	(3,392.24)	11-950-04-0000-7471-000-0000
	Health/Dental/Vision Liab		(26,026.44)	(12,734.07)	(38,760.51)	11-950-05-0000-7471-000-0000
	Unearned Rev Liab		(41,217.68)	0.00	(41,217.68)	11-950-31-0000-7421-000-0000
7400	Liabilities		<u>(714,887.44)</u>	<u>565,453.09</u>	<u>(149,434.35)</u>	* Account Class
Reserved Co Dept of Ed use only.						
	Tabor Reserve		(345,000.00)	0.00	(345,000.00)	11-950-00-0000-6721-000-0000
	Unreserved Fund Balance		(3,294,283.93)	(888,496.28)	(4,182,780.21)	11-950-00-0000-6770-000-0000
	Gen Fund Net Income/Loss		(888,496.28)	879,680.49	(8,815.79)	11-950-00-0000-6775-000-0000
6100	Reserved Co Dept of Ed use only.		<u>(4,527,780.21)</u>	<u>(8,815.79)</u>	<u>(4,536,596.00)</u>	* Account Class
11	Charter School		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	Fund

Balance Sheet

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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	173,473.59	(24,740.76)	148,732.83	23-950-00-0000-8100-000-0000
		SF Checking Arbiter Athletic	774.79	0.00	774.79	23-950-00-0000-8100-000-0000
8100	Current Assets		<u>174,248.38</u>	<u>(24,740.76)</u>	<u>149,507.62</u>	* Account Class
Liabilities						
		MSSH Activity Accts Payable	(10,046.00)	8,461.33	(1,584.67)	23-950-00-0000-7421-000-0000
7400	Liabilities		<u>(10,046.00)</u>	<u>8,461.33</u>	<u>(1,584.67)</u>	* Account Class
Reserved Co Dept of Ed use only.						
		Elem Activity Acct Fund Balanc	2,605.00	0.00	2,605.00	23-901-00-0000-6760-000-0000
		MSSH Activity Acct Fund Balanc	0.00	(2,605.00)	(2,605.00)	23-950-00-0000-6760-000-0000
		Activity Net Income/Loss	(166,807.38)	18,884.43	(147,922.95)	23-950-00-0000-6775-000-0000
6100	Reserved Co Dept of Ed use only.		<u>(164,202.38)</u>	<u>16,279.43</u>	<u>(147,922.95)</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

Balance Sheet

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Windsor Charter Academy

Building Corporation 61						
Account Class	8100	Current Assets	Y.T.D. Bal.Frwd.	M.T.D. Activity	Y.T.D. Activity	State Account Number
	Description					
Current Assets						
		Def Loss on Refunding-2016	287,887.59	0.00	287,887.59	61-950-65-0000-8100-000-0000
		Bldg Corp Interest Fund-2016	285,573.10	0.00	285,573.10	61-950-65-0000-8105-000-0000
		Bldg Corp Reserve Fund-2016	1,227,866.03	0.00	1,227,866.03	61-950-65-0000-8105-000-0000
		Bldg Corp Principal Fund-2016	304,166.89	0.00	304,166.89	61-950-65-0000-8105-000-0000
		Bldg Corp Reserve Fund-2020	1,388,244.09	0.00	1,388,244.09	61-950-65-0000-8105-000-0000-9393
		Bldg Corp Interest Fund-2020	137,400.16	0.00	137,400.16	61-950-65-0000-8105-000-0000-9393
8100	Current Assets		<u>3,631,137.86</u>	<u>0.00</u>	<u>3,631,137.86</u>	* Account Class
Fixed Assets						
		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	(2,958,439.61)	0.00	(2,958,439.61)	61-950-00-0000-8232-000-0000
8200	Fixed Assets		<u>22,320,244.36</u>	<u>0.00</u>	<u>22,320,244.36</u>	* Account Class
Liabilities						
		Bldg Corp Premium on Bonds	(203,393.00)	0.00	(203,393.00)	61-950-00-0000-7443-000-0000
		Bldg Corp Loans Payable	(19,440,743.60)	0.00	(19,440,743.60)	61-950-00-0000-7451-000-0000
		Bldg Corp Loans Payable 2017	(9,681,460.00)	0.00	(9,681,460.00)	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>(29,640,281.60)</u>	<u>0.00</u>	<u>(29,640,281.60)</u>	* Account Class
Reserved Co Dept of Ed use only.						
		Bldg Corp Unreserved Fund Bal	3,746,849.22	(57,949.84)	3,688,899.38	61-950-00-0000-6720-000-0000
		Bldg Corp Net Income/Loss	(57,949.84)	57,949.84	0.00	61-950-00-0000-6775-000-0000
6100	Reserved Co Dept of Ed use only.		<u>3,688,899.38</u>	<u>0.00</u>	<u>3,688,899.38</u>	* Account Class
61	Building Corporation		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	Fund
	Report Total:		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	

A/P Check Register

Printed: 8/17/2021 12:56 PM

Windsor Charter Academy

Check Date: 07/01/2021 to 7/31/2021

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
218927	Anderson, Bridger	24	07/01/2021	1786	681.00	0.00	681.00
21361	Barnes and Noble	29	07/01/2021	1787	537.85	0.00	537.85
21124	Blick Art Materials	1	07/01/2021	1788	1,247.80	0.00	1,247.80
217721	BSN Sports	29	07/01/2021	1789	4,796.21	0.00	4,796.21
218329	Bulk Bookstore	1	07/01/2021	1790	1,267.10	0.00	1,267.10
21117	Carolina Biological	1	07/01/2021	1791	217.42	0.00	217.42
21015	Comcast Cable	1	07/01/2021	1792	1,151.52	0.00	1,151.52
21017	Core Knowledge Foundation	29	07/01/2021	1793	547.11	0.00	547.11
218094	Cross, Carrie	30	07/01/2021	1794	130.00	0.00	130.00
21256	Decker Equipment	1	07/01/2021	1795	1,178.22	0.00	1,178.22
21179	Digi Pix Signs	28	07/01/2021	1796	826.00	0.00	826.00
21140	EON Office	1	07/01/2021	1797	467.82	0.00	467.82
21115	Flinn Scientific, Inc	1	07/01/2021	1798	621.50	0.00	621.50
218509	FRANKLIN, ALYSSA	30	07/01/2021	1799	40.00	0.00	40.00
218929	Fuller, Catherine	30	07/01/2021	1800	90.00	0.00	90.00
217761	Gopher	1	07/01/2021	1801	669.50	0.00	669.50
218403	HAEHN, STEPHANIE	30	07/01/2021	1802	50.00	0.00	50.00
218908	Holt, Michael	30	07/01/2021	1803	50.00	0.00	50.00
218077	JAMF Software LLC	1	07/01/2021	1804	6,885.00	0.00	6,885.00
21269	JW Pepper	29	07/01/2021	1805	4.95	0.00	4.95
218363	K&W Printing, Inc.	28	07/01/2021	1806	685.00	0.00	685.00
218930	Learning A-Z	1	07/01/2021	1807	1,575.00	0.00	1,575.00
21038	Lewan and Associates	30	07/01/2021	1808	3,243.95	0.00	3,243.95
21092	Lincoln National Life Insurance	1	07/01/2021	1809	1,341.40	0.00	1,341.40
21498	Purchase Power Pitney Bowes	29	07/01/2021	1810	275.04	0.00	275.04
21180	QuaverEd Inc.	1	07/01/2021	1811	1,680.00	0.00	1,680.00
21362	Read Naturally	1	07/01/2021	1812	690.00	0.00	690.00
218916	Red Circle Solutions	1	07/01/2021	1813	2,600.00	0.00	2,600.00
21054	Renaissance Learning Inc	1	07/01/2021	1814	12,781.50	0.00	12,781.50
218918	Romeo Music LLC	30	07/01/2021	1815	625.00	0.00	625.00
218928	Sandstrum, Tanner	29	07/01/2021	1816	114.00	0.00	114.00
218707	Savvas Learning Company LLC	1	07/01/2021	1817	39,199.43	0.00	39,199.43
21061	Security and Sound Design Inc	24	07/01/2021	1818	760.00	0.00	760.00
218397	Seesaw	1	07/01/2021	1819	1,430.00	0.00	1,430.00
218862	Southern Exposure Landscape Management Inc	1	07/01/2021	1820	515.62	0.00	515.62
217608	TK Elevator Corporation	30	07/01/2021	1821	768.01	0.00	768.01
217892	T-Mobile	29	07/01/2021	1822	28.02	0.00	28.02
21394	United Restaurant Supply, LLC	28	07/01/2021	1823	37,826.98	0.00	37,826.98
21591	Windsor Chamber of Commerce	1	07/01/2021	1824	225.00	0.00	225.00
218535	FirstBank	29	07/01/2021	1825	30,142.25	0.00	30,142.25
21124	Blick Art Materials	1	07/01/2021	1826	1,793.79	0.00	1,793.79
218702	Adams, Mirabelle	7	07/08/2021	1827	75.00	0.00	75.00
217917	Air Experts Inc.	6	07/08/2021	1828	2,700.00	0.00	2,700.00
21389	Arlun	6	07/08/2021	1829	6,300.00	0.00	6,300.00
21124	Blick Art Materials	7	07/08/2021	1830	8.80	0.00	8.80
21009	Brooms N More Inc	6	07/08/2021	1831	138.40	0.00	138.40
21015	Comcast Cable	6	07/08/2021	1832	584.33	0.00	584.33
21334	Curriculum Associates, LLC	6	07/08/2021	1833	17,680.00	0.00	17,680.00
21140	EON Office	7	07/08/2021	1834	26.48	0.00	26.48
218535	FirstBank	7	07/08/2021	1835	1,751.28	0.00	1,751.28
218926	Foothills League	6	07/08/2021	1836	600.00	0.00	600.00
21282	Frontline Technologies Group LLC	1	07/08/2021	1837	4,551.70	0.00	4,551.70
217761	Gopher	6	07/08/2021	1838	2,310.37	0.00	2,310.37
218775	Hitz, Cameron	6	07/08/2021	1839	80.00	0.00	80.00
21136	Home Depot Pro	7	07/08/2021	1840	305.45	0.00	305.45
21032	Houghton Mifflin Harcourt	6	07/08/2021	1841	379.02	0.00	379.02

A/P Check Register

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Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
21588	Indulge Chocolate Shop	7	07/08/2021	1842	168.00	0.00	168.00
218817	InfoArmor, Inc.	1	07/08/2021	1843	117.65	0.00	117.65
218363	K&W Printing, Inc.	6	07/08/2021	1844	520.80	0.00	520.80
218586	Loeffler, Stephanie	6	07/08/2021	1845	50.00	0.00	50.00
218478	Longmont Outdoor Power Equip	7	07/08/2021	1846	10,735.50	0.00	10,735.50
21043	McGraw Hill Education	7	07/08/2021	1847	2,410.15	0.00	2,410.15
217978	MODESTO, AMPELIA	6	07/08/2021	1848	120.00	0.00	120.00
21044	NASSP/NASC in U.S. funds	1	07/08/2021	1849	770.00	0.00	770.00
218759	Rupe, Caleb	6	07/08/2021	1850	80.00	0.00	80.00
21093	Security Benefit	1	07/08/2021	1851	3,860.29	0.00	3,860.29
218862	Southern Exposure Landscape Management Inc	6	07/08/2021	1852	4,417.14	0.00	4,417.14
217979	Thomsen, Micki	6	07/08/2021	1853	90.00	0.00	90.00
217638	UNCC	6	07/08/2021	1854	1.32	0.00	1.32
21535	Voyager Sopris Learning	1	07/08/2021	1855	1,495.95	0.00	1,495.95
218019	WAGNER, RICHARD	6	07/08/2021	1856	195.00	0.00	195.00
21078	Waste Management	6	07/08/2021	1857	241.29	0.00	241.29
218347	WW Norton and Company	6	07/08/2021	1858	2,324.40	0.00	2,324.40
21080	Ace Hardware WCA	20	07/22/2021	1859	672.82	0.00	672.82
21353	Aims Community College	7	07/22/2021	1860	54.00	0.00	54.00
21552	Airgas USA LLC	20	07/22/2021	1861	34.94	0.00	34.94
21002	Amplify Education Inc	21	07/22/2021	1862	38.88	0.00	38.88
218713	AmTrust North America	19	07/22/2021	1863	31,825.00	0.00	31,825.00
21361	Barnes and Noble	20	07/22/2021	1864	22.94	0.00	22.94
21124	Blick Art Materials	20	07/22/2021	1865	8.80	0.00	8.80
21012	CenturyLink	20	07/22/2021	1866	147.90	0.00	147.90
218808	CobraHelp	21	07/22/2021	1867	133.00	0.00	133.00
218044	College Board	20	07/22/2021	1868	1,989.50	0.00	1,989.50
21457	Colorado Educational and Cultural	19	07/22/2021	1869	5,000.00	0.00	5,000.00
21015	Comcast Cable	20	07/22/2021	1870	3,409.05	0.00	3,409.05
21175	Counter Trade	8	07/22/2021	1871	6,826.94	0.00	6,826.94
217633	Diversified Underground Inc.	8	07/22/2021	1872	75.00	0.00	75.00
21620	EAI Education	20	07/22/2021	1873	376.50	0.00	376.50
217699	Gaggle Net Inc.	20	07/22/2021	1874	8,497.50	0.00	8,497.50
218863	Masters Flooring LLC	21	07/22/2021	1875	21,728.80	0.00	21,728.80
21049	Pestrite Pest Management Svcs	21	07/22/2021	1876	372.00	0.00	372.00
218592	Riverside Assessments LLC	21	07/22/2021	1877	1,087.78	0.00	1,087.78
218707	Savvas Learning Company LLC	20	07/22/2021	1878	9,943.21	0.00	9,943.21
218815	Schmidt, Tristan	20	07/22/2021	1879	780.00	0.00	780.00
21061	Security and Sound Design Inc	9	07/22/2021	1880	6,908.25	0.00	6,908.25
218934	Selective Insurance Company of America	19	07/22/2021	1881	74,276.00	0.00	74,276.00
21245	Shred-it USA	20	07/22/2021	1882	234.52	0.00	234.52
218862	Southern Exposure Landscape Management Inc	20	07/22/2021	1883	4,417.14	0.00	4,417.14
21098	Staples Advantage	20	07/22/2021	1884	86.70	0.00	86.70
21072	Town of Windsor	20	07/22/2021	1885	2,941.40	0.00	2,941.40
218215	WATKINS, MYRIAH	21	07/22/2021	1886	116.90	0.00	116.90
21079	Wells Fargo Financial Leasing	20	07/22/2021	1887	3,730.04	0.00	3,730.04
21007	Barefoot Farms Landscaping Inc.	28	07/29/2021	1888	480.00	0.00	480.00
21621	Blue Star Recyclers	29	07/29/2021	1889	499.80	0.00	499.80
21013	Colorado League of Charter Schools	28	07/29/2021	1890	13,121.66	0.00	13,121.66
21136	Home Depot Pro	28	07/29/2021	1891	130.85	0.00	130.85
21043	McGraw Hill Education	29	07/29/2021	1892	2,095.46	0.00	2,095.46
218079	Pear Deck Inc.	29	07/29/2021	1893	2,859.50	0.00	2,859.50
21101	School Date Books	28	07/29/2021	1894	1,362.97	0.00	1,362.97
21061	Security and Sound Design Inc	29	07/29/2021	1895	480.00	0.00	480.00

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Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
217608	TK Elevator Corporation	28	07/29/2021	1896	768.01	0.00	768.01
21086	United States Treasury	28	07/29/2021	1897	369.08	0.00	369.08
21535	Voyager Sopris Learning	28	07/29/2021	1898	439.00	0.00	439.00
218937	Weits, Amy	28	07/29/2021	1899	66.00	0.00	66.00
21120	Weld RE-4 School District	29	07/29/2021	1900	32.72	0.00	32.72
217727	Windsor Guardian Self Storage	28	07/29/2021	1901	600.00	0.00	600.00
218208	OptumRX	4	07/12/2021	10330	2,031.64	0.00	2,031.64
218208	OptumRX	4	07/12/2021	10331	6.20	0.00	6.20
218207	UMR Health	4	07/19/2021	10332	45.95	0.00	45.95
218208	OptumRX	4	07/26/2021	10333	6,132.90	0.00	6,132.90
218208	OptumRX	4	07/26/2021	10334	8.00	0.00	8.00
218944	Eye Center of Colorado	4	07/26/2021	10335	310.55	0.00	310.55
218945	Obstetrix Medical Group	4	07/26/2021	10336	239.00	0.00	239.00
218792	Northern Colorado Medical Center	4	07/26/2021	10337	1,760.04	0.00	1,760.04
218634	UC Health Medical Group	4	07/26/2021	10338	140.09	0.00	140.09
218379	Banner Hospital Based Physicians	4	07/30/2021	10339	147.00	0.00	147.00
218634	UC Health Medical Group	4	07/30/2021	10340	216.07	0.00	216.07
218943	CU Medicine	4	07/30/2021	10341	395.99	0.00	395.99
218943	CU Medicine	4	07/30/2021	10342	395.99	0.00	395.99
218379	Banner Hospital Based Physicians	4	07/30/2021	10343	13.63	0.00	13.63
21361	Barnes and Noble	29	07/01/2021	90544	191.08	0.00	191.08
21124	Blick Art Materials	29	07/01/2021	90545	1,786.00	0.00	1,786.00
217721	BSN Sports	29	07/01/2021	90546	6,716.73	0.00	6,716.73
21119	Garretsons Sport Center	29	07/01/2021	90547	834.00	0.00	834.00
21098	Staples Advantage	1	07/01/2021	90548	8,008.14	0.00	8,008.14
21140	EON Office	1	07/01/2021	90549	2,728.48	0.00	2,728.48
218535	FirstBank	29	07/01/2021	90550	437.88	0.00	437.88
21124	Blick Art Materials	1	07/01/2021	90551	3,134.04	0.00	3,134.04
218926	Foothills League	6	07/08/2021	90552	400.00	0.00	400.00
218635	Music & the Arts	7	07/08/2021	90553	80.31	0.00	80.31
21259	cash	21	07/22/2021	90554	100.00	0.00	100.00
21140	EON Office	20	07/22/2021	90555	69.93	0.00	69.93
21098	Staples Advantage	20	07/22/2021	90556	371.42	0.00	371.42
217721	BSN Sports	28	07/29/2021	90557	2,317.50	0.00	2,317.50
21043	McGraw Hill Education	29	07/29/2021	90558	27.82	0.00	27.82
21535	Voyager Sopris Learning	28	07/29/2021	90559	43.90	0.00	43.90
21120	Weld RE-4 School District	29	07/29/2021	90560	0.94	0.00	0.94
217727	Windsor Guardian Self Storage	28	07/29/2021	90561	1,405.40	0.00	1,405.40
21286	Voya Financial	29	07/29/2021	73021111	1,774.19	0.00	1,774.19
21088	American Fidelity	29	07/29/2021	73021212	14,707.47	0.00	14,707.47
21088	American Fidelity	29	07/30/2021	73021222	780.00	0.00	780.00
21088	American Fidelity	29	07/30/2021	73021333	2,882.67	0.00	2,882.67
21459	CBIZ	29	07/29/2021	73021444	2,133.32	0.00	2,133.32
21459	CBIZ	29	07/29/2021	73021555	389,902.22	0.00	389,902.22
21459	CBIZ	29	07/29/2021	73021666	62,853.89	0.00	62,853.89
21084	PERA	29	07/29/2021	73021777	162,703.52	0.00	162,703.52
21286	Voya Financial	29	07/29/2021	73021999	2,698.97	0.00	2,698.97
218205	Delta Dental of Colorado	28	07/01/2021	070121115	5,871.31	0.00	5,871.31
218207	UMR Health	4	07/01/2021	070121362	43,832.98	0.00	43,832.98
218208	OptumRX	4	07/06/2021	070621515	1,036.42	0.00	1,036.42
218208	OptumRX	4	07/12/2021	071221647	54,174.75	0.00	54,174.75
218208	OptumRX	4	07/19/2021	071921351	205,799.38	0.00	205,799.38
21156	Xcel Energy	6	07/19/2021	071921888	4,953.47	0.00	4,953.47
218208	OptumRX	4	07/26/2021	072621846	24,474.52	0.00	24,474.52
218208	OptumRX	4	07/30/2021	073021032	27,441.67	0.00	27,441.67
Report Totals					\$1,482,405.24	\$0.00	\$1,482,405.24