



February Regular Session

February 22, 2018

Elementary School

*680 Academy Ct.
Windsor, CO 80550*

Middle & Early College High School

*810 Automation Dr.
Windsor, CO 80550*



February 22, 2018

Work Session @ 6:00 p.m.—*MS/HS Building, 810 Automation Drive
Regular Session @ 7:00 p.m.—*MS/HS Building, 810 Automation Drive

Executive Board

Samual Penn, President
Donna James, Vice President
Paige Adams, Secretary
Sherry Bartmann, Member
Carolyn Mader, Member
Matthew Meuli, 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.



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Executive Board Agenda
February 22, 2018

Work Session: 6:00 p.m.

Regular Session: 7:00 p.m.

1.0 Opening of Meeting

Call to Order
Roll Call
Pledge of Allegiance
Adoption of Agenda
Approval of Minutes
January 25, 2018 Regular Session Minutes
January 29, 2018 Special Session Minutes
February 8, 2018 Work Session Minutes

2.0 Citizen Communication

This is an opportunity to present brief comments or pose questions to the Board for consideration or follow-up. Each person is asked to limit his or her comments to five minutes. Any person desiring to speak during this time should complete a comment card provided on the table near the entrance or from the Executive Board Secretary.

3.0 Reports

Executive Director's Report
Fund Development Update

Elementary School Work
Middle & Early College High School Work
Technology Work
Board Calendar

Executive Board Reports
Sherry Bartmann, Member
Carolyn Mader, Member
Matthew Meuli, Member
Jenny Ojala, Member
Paige Adams, Secretary
Donna James, Vice-President
Samual Penn, President

4.0 Items for Information

- 4.1** Executive Board Messages of Gratitude
- 4.2** 2017-2018 Annual Parent Survey Results
- 4.3** 2017-2018 Annual Student Survey Results
- 4.4** 2018-2019 Elementary Innovation Specials

5.0 Items for Action

- 5.1** 2018-2019 Salary Schedule, Second Read
- 5.2** 2018-2019 Stipend Schedule, Second Read
- 5.3** 2018 Executive Board Election Committee
- 5.4** Appointment of Executive Board Treasurer
- 5.5** High School Student Fees Addendum
- 5.6** Windsor Charter Academy Organization Framework
- 5.7** 2018-2019 Elementary 5-Day Rotation Proposal Without Spanish
- 5.8** 2018-2019 School Budget, First Read
- 5.9** Return of Organization Exempt from Income Tax, Form 990

6.0 Consent Agenda

- 6.1** Personnel
- 6.2** Financial Report

7.0 Executive Session

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

- Conduct discussions regarding the purchase, acquisition, lease, transfer, or sale of property, C.R.S. §24-6-402(4)(a)
- Conduct conferences with the District's attorney for the purpose of receiving legal advice on a particular matter, C.R.S. §24-6-402(4)(b)
- Discuss matters which are required to be kept confidential by federal or state law, rules, or regulations. In such cases, the Board must announce the specific

citation of the law, rule, or regulation which provides for confidentiality, C.R.S. §24-6-402(4)(c)

- Discuss security arrangements or investigations, C.R.S. §24-6-402(4)(d)
- Conduct discussions regarding the District's position, strategies, and bargaining instructions regarding collective bargaining negotiations, C.R.S. §24-6-402(4)(e)
- Discuss personnel matters, subject to the limitations discussed below. If the employee who is the subject of the discussions desires the discussions occur in open meeting, the discussions must be held in open meeting, C.R.S. §24-6-402(4)(f)
- To consider any documents which are protected from disclosure by the Colorado Open Records Act, C.R.S. §24-6-402(4)(g)
- Discuss individual students where public disclosure would adversely affect the person or persons involved, C.R.S. §24-6-402(4)(h)

8.0 Adjournment



**FEBRUARY 22, 2018 REGULAR SESSION MINUTES TO BE
APPROVED AT THE MARCH REGULAR SESSION.**

1.0 Opening of the Meeting

Call to Order

The meeting was called to order at 7:08 p.m.

Roll Call

Executive Board Members Present

Samual Penn, Executive Board President
Donna James, Executive Board Vice-President (Arrived at 7:53 p.m.)
Paige Adams, Executive Board Secretary
Sherry Bartmann, Executive Board Member (Arrived at 7:40 p.m.)
Carolyn Mader, Executive Board Member (Arrived at 7:16 p.m.)
Matthew Meuli, Executive Board Member
Jenny Ojala, Executive Board Member

Staff Present

Rebecca Teeples, Executive Director
SarahGennie Colazio, Finance Director
Kelly Seilbach, Elementary Education Director
Irene Nissen, Technology Director

Pledge of Allegiance

Mission Statement

Adoption of Agenda

A motion to approve the January 25, 2018 Regular Session Agenda was made by Matt Meuli and seconded by Jenny Ojala. Members voted the following: Penn, Aye; Adams, Aye; Mader, Aye; Meuli, Aye; Ojala, Aye. The motion passed unanimously.

Adoption of the Minutes

A motion to approve the January 25, 2018 Regular Session minutes as outlined in **Appendix 1.0** and the January 29, 2018 Special Session minutes as outlined in **Appendix 2.0**, and the February 8, 2018 Work Session minutes as outlined in **Appendix 3.0** was made by Jenny Ojala and seconded by Paige Adams. Member voted the following: Matt Meuli, aye; Jenny Ojala, aye; Paige Adams, aye; Sam Penn, aye. The motion passed unanimously.

2.0 Citizen Communication

Six parents were present at the Executive Board meeting.

Pam Lauer, parent at Windsor Charter Academy, spoke to the Executive Board regarding concerns around taking Spanish out of the Specials rotation.

Audrey Kuhn, parent at Windsor Charter Academy, shared concerns about Spanish, not being part of the Specials rotation.

Katie Baker, parent at Windsor Charter Academy, also shared that it is her hope that Windsor Charter Academy should be enriching curriculum, rather than taking away from the curriculum.

3.0 Reports

Executive Director's Report

Enrollment

Enrollment and wait lists for the 2018-2019 school year are as follows.

GRADE	2018-2019 WAIT LIST	2017-2018 Enrollment	Total Seats Per Grade	2018-2019 WORKING Enrollment	Openings 2018-2019	GRADE
K	92	117	120	120	0	K
1	107	119	120	120	0	1
2	58	103	120	120	0	2
3	77	103	104	104	0	3
4	44	101	104	104	0	4
5	13	104	104	104	0	5

6	0	106	140	139	0	6
7	1	94	112/114	114	0	7
8	0	106	112	102	10	8
9	0	68	112	116	0	9
10	0	58	84	70	14	10
11	0	36	84	54	30	11
12	0	17	56	35	21	12
	392	1137	1372	1302		

Fund Development & Marketing Update

The following work has occurred to address fund development through fundraising, student enrollment, and marketing.

- *Spring Benefit*
 - Project Coordination & Volunteer Management: The Fund Development Manager's focus has been on the Spring Benefit. Mrs. Land manages a volunteer team of 10 working specifically on the Spring Benefit event. These volunteers assist with auction donation cultivation, rsvp management, event decor, publicity and promotion, vendor cultivation etc. Mrs. Land supports volunteers in these roles by meeting with each chairperson weekly, meeting as a group bi-weekly, managing donation documentation, supporting the purchasing process, vendor coordination and follow-up. Mrs. Land also manages the venue relationships overseeing product donation procurement, and all coordination relating to the Spring Benefit. She also works to promote the event on an on-going basis internally among staff and parents and externally. She is also collaborating with performing arts staff to pull together meaningful video/ photo images for a video illustrating our fundraising focus at the event.
 - Sponsorship Cultivation: Our goal for event sponsorships is \$20,000. To date, we have \$18,360 in sponsorship commitments for the Spring Benefit. Significant time is spent coordinating the fulfillment of our sponsorship benefits for each partner.
 - Media Relations: Mrs. Land wrote a media advisory and public service announcement highlighting the Spring Benefit. The public service announcement will run 20 times on Townsquare media stations between now and April 7th.
- *Marketing Activities*
 - Website: Emily Land is the liaison to Sarah Sanders, who supports WCA with our website management. Emily and Sarah collaborate as needed to develop copy and images for our WCA pages.
 - Summer Camp: This month, Emily Land has supported marketing efforts for the summer camp program. This includes; advertising with local recreation departments, social media publicity, and internal promotional efforts.
 - Branding Oversight: After some collaboration with administrators, Emily Land will work toward creating a process for staff to submit publicity and t-shirt design to make sure it adheres to our style guide. She is also working on a 'toolkit' to empower staff to equip them to create properly branded designs before submitting them for approval.
 - Enrollment: Emily Land created sign-ups for building tours one Friday per month through May. Emily collaborates with ES and MS/HS administration to communicate about participants and fields participant inquiries. Emily worked

with Sarah Sanders to create an AdRoll digital -retargeting campaign last month. Our ads had over 68,000 impressions and 78 click-throughs to our enrollment page.

- Windsor Charter Academy at the Eagles Game: Emily Land collaborated with Robert Lighthall to have our MS/HS choirs perform at the February 28 Eagles game. This is a significant marketing opportunity for our secondary program as well as a strategic move toward critical relationship cultivation. Emily promoted the event and worked through the coordination purchasing tickets for these singers to attend at no cost.
- *Fundraising*
 - Grant Writing: Mrs. Land worked with Ms. Nissen and Mrs. Teeples to explore grants that targeted grants with specific WCA needs. This week we are meeting with a parent who can potentially support our grant writing efforts. Additionally, she worked with The Women's Fund to make sure our VEX Team appropriately displayed their logo as we were the recipient of a \$1200 grant in support of our VEX program. Emily will also be writing a grant this week seeking support for the Ottercares Foundation for the Spring Benefit.
 - Strategic Coordination of Internal Fundraising Efforts: After considerable dialog with administrators, Emily Land is working to create a process to equip staff, club advisors, and coaches select appropriate fundraising activities to support their programs. Emily will create an approval process for administrators to approve fundraisers and will work on a "tool-kit" to equip. coaches, advisors, and staff to select activities that are strategically aligned with our fundraising plan.

Elementary School Work

- *Excellence in Innovation*
 - The Elementary Director participated in the Future of Education Technology Conference.
 - The Elementary Director and Technology Director presented new learning to member of the Leadership Academy. Plans for future professional development for staff are in the process.
- *Excellence in Instruction*
 - Data Digs in math and reading were conducted to analyze the mid-year data and determine the next instructional steps to ensure all students make adequate growth and master grade level standards.
 - All certified teachers participated in peer observations with a focus on student engagement connected to our UIP goals.
- *Excellence in Leadership*
 - Administrators have observed instructional practices through classroom observations and met with each of the new teachers individually to support their growth through performance plans and goal setting. The elementary principal meets monthly with each new teacher to support them in the many challenges of being a first-year teacher.
 - Our 4th and 5th grade teachers, along with the AVID site team, are preparing to host an AVID showcase to share with others how to implement AVID at the elementary level.
- *Excellence in Culture and Climate*
 - Our PTC sponsored an amazing teacher lunch.

- Staff reviewed the parent survey results and created action items to address the priority challenges identified by the SAC committee.

Middle & Early College High School Work

- *Excellence in Innovation*
 - The Innovation Council will be distributing a survey to determine the level of technology and innovation implementation and needs for additional training.
 - Hannah Mancina, Irene Nissen and Kelly Seilbach are attended the Future of Education Technology Conference.
- *Excellence in Instruction*
 - The Instruction Council has analyzed the state assessment and MAPS data and has identified trends. Based on this data this council identified the following action steps:
 - Increase the staff members that attend AVID site visits.
 - Increase the participation in AVID WICOR workshops by providing these as ten-minute modules as part of each staff meeting.
 - Provide a refresher of the Data to Differentiation process developed by teachers last year.
 - Increase the frequency of data dialogues.
 - The teachers in the MS/HS teacher's council proposed a way in which teachers who conduct voluntary walk-throughs can be recognized for highlighting other teachers and will receive a small token of appreciation from the administration.
- *Excellence in Leadership*
 - Based on the feedback from teachers, the MS/ HS has been piloting a consolidated meeting schedule. One Tuesday each month teachers choose to be a part of a committee that are aligned to the four pillars of the strategic plan (Innovation, Instruction, Climate / Culture, and Induction). Through these councils all teachers are building their leadership skills and have a voice in sharing in the decision-making process.
- *Excellence in Culture and Climate*
 - The Culture and Climate Council developed action steps for each of the priorities identified by the School Accountability Student Survey. These action steps were shared with all teaching staff for their input.

Technology Work

- *Excellence in Innovation*
 - An Innovation council has been formed at the MS/HS to align with the strategic plan goal for innovative learning and technology integration in the classroom. The council consists of technology department staff and MS/HS classroom teachers. The council is working to create a staff survey to gather data on the current use of technology in the classroom, professional development needs and innovative thinking with regards to technology integration.
- *Excellence in Instruction*

- Teachers participating in the Leadership Academy program received professional development on innovative technology tools for the classroom at their February meeting.
- *Excellence in Leadership*
 - The Technology Director, Elementary Education Director and MS/HS Assistant Principal participated in over 60 hours of combined professional development at the Future of Education Technology conference in January.
 - The quarterly volunteer technology committee meeting was held on Tuesday, February 13th. WCA community members, teachers and technology staff discussed plans for the upcoming parent technology night, elementary and MS/HS technology curriculum, Student Data Privacy Act compliance and plans for the 2018-2019 technology volunteer committee.
- *Excellence in Climate and Culture*
 - The elementary library will be hosting an Usborne Books book fair February 27th-March 6th. A percentage of the sales will go towards new books for the Elementary library.
 - A parent technology night will be held on February 27th. The Weld County District Attorney's Office will give their presentation on cyber safety and a presentation on understanding and supporting the impacts of technology on children's health will be presented by the WCA Technology Director and a local chiropractor.
 - 5th grade students and their parents will receive a presentation on cyber safety from the Weld County District Attorney's office on February 28th.

Board Calendar

Date	Time	Event	Location
February 23rd	8:05 a.m.	Coffee with Leadership	MS/HS Media Center
February 27th	6 to 7 p.m.	Parent/Student Technology Education Night	MS/HS
February 27th	6:30 p.m.	MS/HS Choir/Orchestra Concert	MS/HS
February 28th	8:15 to 9:05 a.m.	5 th Grade Cyber Safety Presentation	ES Gym
February 28th	7 p.m.	MS/HS Choir Performance @ Eagles Game	Budweiser Event Center
March 1st	7 a.m.	Morning with Mom	Elementary School
March 1 st & 2 nd		Annual Colorado League of Charter Schools Conference	
March 5 th	3:30 p.m.	School Accountability Committee	ES Library
March 6 th	5:30 to 6:30 p.m.	CMAS Parent Information Night for Grades 3 through 12	HS Commons
March 8 th	4 p.m.	Finance Committee Meeting	HS Conference Room
March 8 th	5:30 p.m.	Work Session	ES Library
March 9 th	9:15 to 11:15 a.m.	3rd Grade Native American Day/Totem Pole Project	ES Classrooms
March 9 th -10 th	7:30 p.m.	HS Musical	ES Stage

March 19 th	5:30 p.m.	Weld Re-4 Work Session with WCA Executive Board	District Building
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Executive Board Reports

Sherry Bartmann, Member

Mrs. Bartmann attended Coffee with Leadership held each month, the morning after the regular monthly board meeting, as well as the WCA Middle School Science Fair and the WCA High School Senior Capstone presentations. Mrs. Bartmann has also enjoyed attending middle and high school basketball games and the Longs Peak Science and Engineering Regional Science fair with the WCA middle school students.

The WCA School and Student Safety Committee met on February 12th and focused discussions on reviewing progress towards our annual committee priorities as well as school zone determination & marking per previous traffic studies and the lockdown/lockdown drill this month at the high school. New proposals discussed this month included incorporation of a "buddy bench" and "no student dines alone" campaigns. The School and Student Safety Committee meeting minutes can be found in **Appendix 4.0**.

Carolyn Mader, Member

Mrs. Mader attended the February Education Committee and the January 29th Executive Board Special Session. She also has been to various middle school basketball games and an Election Committee meeting.

Matthew Meuli, Member

Matt Meuli attended the February Work Session.

Jenny Ojala, Member

Mrs. Ojala attended the 100 Day celebration for Mrs. Speck's Tuesday/Thursday class on February 1. The kids were very excited to celebrate their 100th day of school. Mrs. Ojala also attended two School Accountability Committee meetings, where members reviewed results from the surveys and compiled lists of celebrations and challenges. Mrs. Ojala was able to attend the Senior ICAP Presentations, where each student's presentation reflected their different personalities and interests. Mrs. Ojala continued her work with kindergarten AR testing, assisting a group of kindergartners with selecting books and taking AR tests on the books they have read. Mrs. Ojala also attended the elementary school Honor Roll assembly.

Paige Adams, Secretary

Mrs. Adams attended the VEX Robotics competition hosted by WCA, the January 29th Executive Board Special Session and the Senior Capstone presentations. Mrs. Adams also enjoyed attending the girls' basketball games and the Finance Committee meeting as a board liaison. The committee reviewed January 2018 financial statements and reviewed the first read of the proposed 2018-2019 budget.

Donna James, Vice President

Ms. James attended several events in the last few weeks. She attended the middle school girls' basketball games and enjoyed watching our talented athletes play. She attended one of the Senior Capstone presentations as the Class of 2018 seniors presented their capstone projects. These projects were amazing in the quality and depth of the work as well as the diversity of approaches taken by the students. Dr. Kingsley's passion for her students was evident in this project as well as in conversations with her. Ms. James also attended the elementary honor roll assembly, two SAC meetings, the 5th grade Valentine's Day party, and the graduation committee meeting. She and her daughter also participated in the 8th grade fundraiser by helping to make 6,000 truffles and assembling the packaging for them. As one of the board liaisons for the SAC Committee, Mrs. James shared that the SAC analyzed the data from the parent and student surveys. Celebrations and recommendations have already been represented to the board. At the next SAC meeting, the committee will be analyzing the data from the two staff surveys.

Samual Penn, President

Mr. Penn continues efforts towards the development of the Ad Hoc Election Committee. On February 1st, Mr. Penn attended the inaugural Senior Capstone presentations. He was also able to attend the elementary school honor roll assembly on February 2nd. Mr. Penn is continually working to prepare contract and evaluation information, Spring Benefit presentation details, and meetings with the Executive Director and Executive Board Vice President.

4.0 Items for Information

4.1 Executive Board Messages of Gratitude

Carolyn Mader: Mrs. Mader would like to thank Diana Stanislav for all her efforts with the lottery process.

Donna James: Mrs. James and her daughter participated in the 8th grade fundraiser by helping to make 6,000 truffles and assembling the packaging for them. Mrs. Annie Hennen deserves huge accolades for organizing this fundraiser.

4.2 2017-2018 Annual Parent Survey Results

The Executive Board reviewed the parent survey results. Through analysis, celebrations were highlighted, goals and action items were identified based on trends and patterns. The goals and action plans can be found in **Appendix 5.0**.

4.3 2017-2018 Annual Student Survey Results

The Executive Board reviewed the student survey results. Through analysis, celebrations were highlighted, goals and action items were identified based on trends and patterns. The goals and action plans can be found in **Appendix 6.0**.

4.4 2018-2019 Elementary Innovation Specials

It is the recommendation to the Executive Board to accept the 2018-2019 elementary Innovation Specials proposal as outlined by **Appendix 7.0**. The proposal would transition Technology to Innovation in the Specials rotation.

5.0 Items for Action

5.1 2018-2019 Salary Schedule, Second Read

It is the recommendation to the Executive Board to approve the 2018-2019 salary schedule on 2nd read. The 2018-2019 salary schedule can be found in **Appendix 8.0**. A motion was made to approve the 2018-2019 salary schedule on 2nd read by Carolyn Mader. The motion was seconded by Jenny Ojala. Members voted the following: Sherry Bartmann, aye; Carolyn Mader, aye; Matt Meuli, aye; Jenny Ojala, aye; Paige Adams, aye; Donna James, aye; Sam Penn, aye. The motion passed unanimously.

5.2 2018-2019 Stipend Schedule, Second Read

It is the recommendation to the Executive Board to approve the 2018-2019 stipend schedule on 2nd read. The 2018-2019 stipend schedule can be found in **Appendix 9.0**. A motion was made to approve the 2018-2019 stipend schedule on 2nd read by Donna James. The motion was seconded by Paige Adams. Members voted the following: Sherry Bartmann, aye; Carolyn Mader, aye; Matt Meuli, aye; Jenny Ojala, aye; Paige Adams, aye; Donna James, aye; Sam Penn, aye. The motion passed unanimously.

5.3 2018 Executive Board Election Committee

A motion was made to approve eight school parent members to the 2018 Executive Board Election Committee: Richard Werner, Amy Adams, Jennifer Bryant, Jennifer Whittington, Jackie Compton, Julie Whitehead, Austin Swafford, and Sam Porter. The motion was made by Donna James and seconded by Jenny Ojala. Members voted the following: Sherry Bartmann, aye; Carolyn Mader, aye; Matt Meuli, aye; Jenny

Ojala, aye; Paige Adams, aye; Donna James, aye; Sam Penn, aye. The motion passed unanimously.

5.4 Appointment of Executive Board Treasurer

A motion was made to table the appointment of the Executive Board Treasurer indefinitely by Donna James. The motion was seconded by Sherry Bartmann. Members voted the following: Sherry Bartmann, aye; Carolyn Mader, aye; Matt Meuli, aye; Jenny Ojala, aye; Paige Adams, aye; Donna James, aye; Sam Penn, aye. The motion passed unanimously.

5.5 High School Fees Addendum

It is the recommendation to the Executive Board to approve an addendum for the 2018-2019 high school student fees. Windsor Charter Academy Early College High School proposes a \$40 graduation fee for seniors. The fees would approximately cover:

- \$10 for graduating diploma and diploma cover
- \$20 for cords (estimating most students will get at least 2 cords and they are \$8 to \$10 each)
- \$7 for access to digital portfolio for their Senior Capstone project

The motion to approve recommended changes to the 2018-2019 high school student fees addendum was made by Matt Meuli and seconded by Donna James. Members voted the following: Sherry Bartmann, nay; Carolyn Mader, nay; Matt Meuli, aye; Jenny Ojala, nay; Paige Adams, aye; Donna James, aye; Sam Penn, nay. The motion did not pass.

5.6 Windsor Charter Academy Organizational Framework

It is the recommendation to the Executive Board to approve changes to the Windsor Charter Academy organizational framework as outlined by **Appendix 10.0**. The motion to approve recommended changes to the Windsor Charter Academy organizational framework for Technology Director to Director of Innovation, Facilities Manager to Director of Facilities Management and Fund Development Manager to Director of Community Relations was made by Donna James and seconded by Matt Meuli. Members voted the following: Sherry Bartmann, nay; Carolyn Mader, nay; Matt Meuli, aye; Jenny Ojala, nay; Paige Adams, nay; Donna James, aye; Sam Penn, aye. The motion did not pass.

5.7 2018-2019 Elementary 5-Day Rotation Proposal Without Spanish

Motion to table the 2018-2019 Elementary 5-Day Rotation Proposal Without Spanish until the March Regular Session was made by Carolyn Mader. The motion was seconded by Sherry Bartmann. Members voted the following: Sherry Bartmann, aye; Carolyn Mader, aye; Matt Meuli, nay; Jenny Ojala, nay; Paige Adams, nay; Donna James, nay; Sam Penn, aye. The motion did not pass.

Motion to table the 2018-2019 Elementary 5-Day Rotation Proposal Without Spanish until a designated Special Session was made by Jenny Ojala. The motion was seconded by Sherry Bartmann. Members voted the following: Sherry Bartmann, aye; Carolyn Mader, aye; Matt Meuli, nay; Jenny Ojala, aye; Paige Adams, aye; Donna James, aye; Sam Penn, aye. The motion carried.

5.8 2018-2019 School Budget, First Read

It is the recommendation to the Executive Board to accept the 2018-2019 school-year budget on first read. The motion to approve the recommended 2018-2019 school-year budget on first read was made by Donna James and seconded by Jenny Ojala. Members voted the following: Sherry Bartmann, aye; Matt Meuli, aye; Jenny Ojala, aye; Paige Adams, aye; Donna James, aye; Sam Penn, aye. The motion passed unanimously. The 2018-2019 school budget can be found in **Appendix 12.0**.

5.9 Return of Organization Exempt From Income Tax, Form 990

It is the recommendation to the Executive Board to approve the 2017 Return of Organization Exempt from Income Tax, Form 990. The motion to approve the 2017 Return of Organization Exempt from Income Tax, Form 990 was made by Sherry Bartmann and seconded by Jenny Ojala. Members voted the following: Sherry Bartmann, aye; Matt Meuli, aye; Jenny Ojala, aye; Paige Adams, aye; Donna James, aye; Sam Penn, aye. The motion passed unanimously. The 2017 return of Organization Exempt From Income Tax, Form 990 can be found in **Appendix 13.0**.

6.0 Consent Agenda

6.1 Personnel

Appointments

- Maureen Byers: Food Service
- Heather Klein: Elementary Teacher

Resignations

- Lynne Ryder: Food Service
- Crystal Speck: Elementary Teacher

6.2 Financial Report

All financials can be found in **Appendix 14.0**.

A motion was made to approve the Consent Agenda, as outlined by personnel and the financial report by Donna James. The motion was seconded by Sherry Bartmann. The members voted the following: Sherry Bartmann, aye; Matt Meuli, aye; Jenny Ojala, aye; Paige Adams, aye; Donna James, aye; Sam Penn, aye. The motion passed unanimously.

7.0 Executive Session

A motion was made to go into an Executive Session was made by Donna James based on the following citation—"discuss individual students where public disclosure would adversely affect the person or persons involved, C.R.S. §24-6-402(4)(h)." The motion was seconded Jenny Ojala. The members voted the following: Sherry Bartmann, aye; Matt Meuli, aye; Jenny Ojala, aye; Paige Adams, aye; Donna James, aye; Sam Penn, aye. The motion passed unanimously. The Executive Session began at 10:31 p.m.

An Executive Board of Education, upon the affirmative vote of a quorum present, may convene in executive session at a regular or special meeting. The Executive 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 Executive Board is required to refer to the specific citation to statute authorizing it to meet when it announces the session. The Executive Board may hold an executive session to:

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

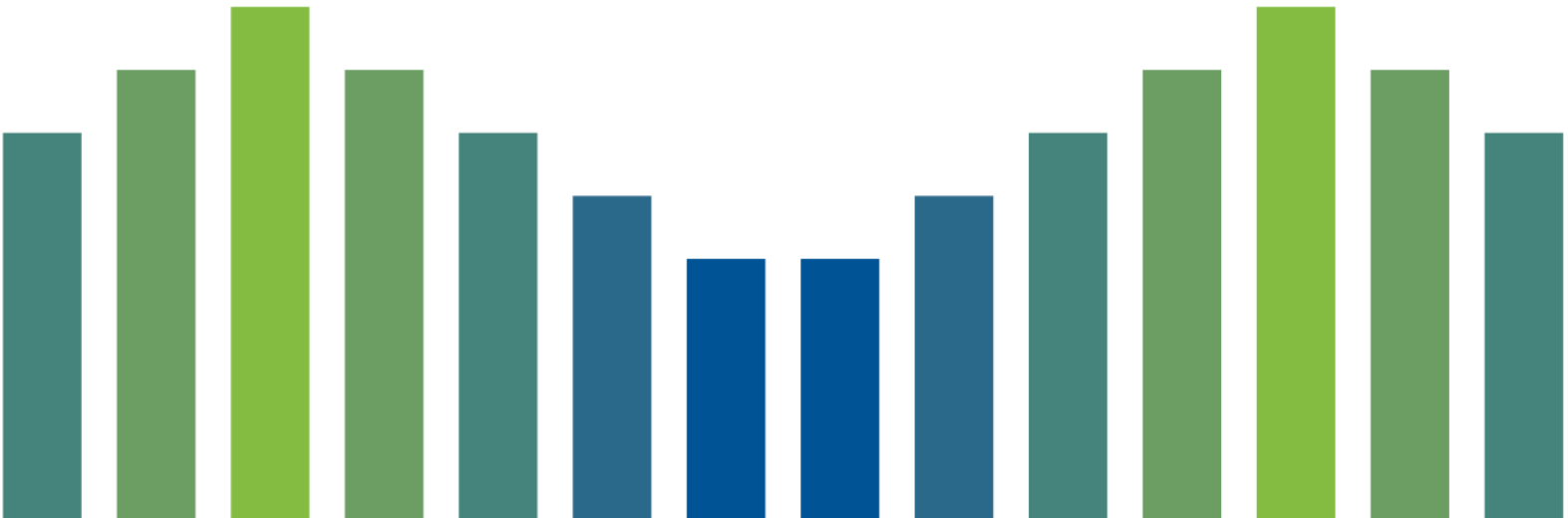
The executive session began at 10:31 p.m. and ended at 11:08 p.m.

8.0 Adjournment

A motion was made to adjourn the February 22, 2018 Regular Session by Donna James. The motion was seconded by Paige Adams. The members voted the following: Sherry Bartmann, aye; Matt Meuli, aye; Jenny Ojala, aye; Paige Adams, aye; Donna James, aye; Sam Penn, aye. The motion passed unanimously. The meeting adjourned at 11:10 p.m.



Appendix





1.0 January 25, 2018 Regular Session Minutes



1.0 Opening of the Meeting

Call to Order

The January Regular Session was called to order at 6:39 p.m.

Roll Call

Executive Board Members Present

Samual Penn, Executive Board President
Donna James, Executive Board Vice-President
Paige Adams, Executive Board Secretary
Sherry Bartmann, Executive Board Member
Carolyn Mader, Executive Board Member
Jenny Ojala, Executive Board Member

Executive Board Members Absent

Matthew Meuli, Executive Board Member

Staff Present

Rebecca Teeples, Executive Director
Jamie Zink, Administrative Assistant

Pledge of Allegiance

Mission Statement

Adoption of Agenda

A motion to approve the January 25, 2018 Regular Session Agenda to include additional Items for Information, 4.6 Roll Call Process and 4.7 Dress Code, was made by Sherry Bartmann and seconded by Jenny Ojala. The motion passed unanimously.

Adoption of the Minutes

A motion to approve the December 21, 2017 Regular Session Minutes as outlined in **Appendix 1.0** and the January 11, 2018 Work Session Minutes as outlined in **Appendix 2.0** was made by Carolyn Mader and seconded by Sherry Bartmann. The motion passed unanimously.

2.0 Citizen Communication

Jessica Dizmang, parent at Windsor Charter Academy, spoke to the Executive Board on the importance of communication.

3.0 Reports

Executive Director's Report

Enrollment

Enrollment and wait lists for the 2018-2019 school year are as follows:

GRADE	2018-2019 WAIT LIST	2017-2018 Enrollment	Total Seats Per Grade	2018-2019 WORKING Enrollment	Openings 2018-2019
K	176	117	120	32	88
1	112	120	120	120	0
2	60	104	120	119	1
3	81	104	104	104	0
4	43	102	104	105	0
5	16	104	104	103	1
6	69	106	140	110	30
7	17	94	112	107	5
8	8	107	112	94	18
9	19	67	112	106	6
10	6	57	84	67	17
11	1	38	84	55	29
12	0	17	56	37	19
	608	1137	1372	1159	

Fund Development & Marketing Update

The following work has occurred to address fund development through fundraising, student enrollment, and marketing:

- The Fund Development Manager supported the promotional efforts surrounding the middle and high school prospective parent and student information night. Working with directors, marketing materials were developed to promote the event among current families. Marketing efforts occurred externally through social media and a PSA placed with Town Square media. Digital ads were placed with AdRoll and also sent through our lottery email list.
- The Fund Development Manager assisted various staff in marketing for the 2018 WCA Summer Camp, solo/ensemble competition, and our WCA Night at the Eagles game.
- Laying the ground work for our spring benefit event on April 14th, the Fund Development Manager worked with committee members in planning. Through cultivation of sponsors, Windsor Charter Academy has \$9000 in commitments thus far. Integrated Dental Arts is this year's presenting sponsor. Event invitations will be sent home with families in mid-January. Additionally, preparations to launch the web page/store that support the event are occurring. Event planning efforts also include outlining activities, entertainment, menu, timeline, auction donations, etc. for the event.

Elementary School Work

- *Excellence in Innovation*
 - The Elementary Director will participate in the Future of Education Technology Conference in January of 2018.
- *Excellence in Instruction*
 - The Colorado Department of Education awarded WCA Elementary the John Irwin Schools of Excellence Award. The John Irwin Awards are given to schools that demonstrate exceptional academic achievement over time. These schools receive an Exceeds Expectations rating on the Academic Achievement indicator of the School Performance Framework reflecting exceptional performance in Math, English Language Arts and

Science. WCA Elementary was the only school in the Windsor school district to receive this award.

- Professional Development: On January 8th, all teachers participated in Bully Prevention Training. Teachers in grades 2-5 participated in math data digs where they analyzed MAP data to determine student growth from the beginning of the year. Math groups were adjusted based on needs and tier II instruction to fill gaps was planned for. Teachers in grade K-1 used the numeracy math assessment to plan for centers.
- Induction Work: Teachers learned how to unpack the grade level standards to gain a deeper understanding of what students should know and be able to do. They used backward planning to create lessons designed to meet the intended learning objective.
- *Excellence in Leadership*
 - In an effort to promote teacher leadership, WCA has collaborated with the University of Northern Colorado's Educational Leadership Graduate Program. This program fosters the development of future educational leaders in Weld County. The Weld County Leadership cohort draws teachers who are recommended by their administration for future school leadership. We are proud to announce that Chrissy Jones has been selected to be part of this cohort.
 - Kristen Lockwood, AVID Regional Coordinator, visited our elementary and secondary school. She was so impressed by the implementation of AVID in our 4th and 5th grade classrooms that we have been invited to host an AVID in Action which invites other schools in Colorado to visit our school as an example of exemplary early AVID implementation.
 - Administrators have observed instructional practices through classroom observations and met with each of the new teachers individually to support their growth through performance plans and goal setting. The elementary principal meets monthly with each new teacher to support them in the many challenges of being a first-year teacher.
- *Excellence in Culture and Climate*
 - On January 8th, staff was treated to a yogurt parfait bar to welcome them back from their winter break.
 - Staff participated in "Mandatory Fun" as Dawn Ellis our P.E. teacher lead staff in a fun cup stacking competition.

Middle & Early College High School Work

- *Excellence in Innovation*
 - Based on the feedback from teachers, the MS/ HS has been piloting a consolidated meeting schedule. The fourth Wednesday of each month, teachers choose one committee that they can participate in that is aligned to three of the four pillars of the strategic plan—Innovation, Instruction, Climate/ Culture. New teachers participate in Induction work during the same time.
 - The Administration team is developing a team to compete at the Hewlett Packard CodeWars competition.
- *Excellence in Instruction*

- The January professional development day included presentations— Assessment Practices Using the 5-Paragraph Essay Rubric, MAP Testing Data Analysis and AVID training.
- MS/HS administrators continue to conduct formal observations with MS/HS staff. They are focused on observations with new teaching staff as well as those needing extra support to achieve their professional growth plans.
- *Excellence in Leadership*
 - The Administration worked with all staff to host the Prospective Parent Night, which was well attended by all teaching staff and hundreds of potential WCA families.
 - MTSS training: Valerie Perciante has worked collaboratively with teacher leaders to improve our current MS/HS MTSS process beginning in February.
- *Excellence in Culture and Climate*
 - Teachers completed Bully Prevention training at the January professional development day

Technology Work

- *Excellence in Innovation*
 - First grade students are using iPads regularly in classrooms for station rotations to practice spelling and math skills. Additional lessons are being tested in small groups and curriculum plans are being constructed to incorporate new applications and tools.
- *Excellence in Instruction*
 - All elementary teachers received professional development from the technology director on the SAMR model of technology integration. The opportunity to serve as a grade level representative for the newly formed elementary EdTech council was presented and meetings will begin in February. EdTech council members will receive technology professional development each month that they will be able to bring back to their grade level teams for further exploration and integration into the classroom.
 - The District Attorney's office will present information on Cyber Safety to 5th grade students on February 28th.
- *Excellence in Leadership*
 - The Technology Director, Elementary Education Director and MS/HS Assistant Principal will be attending the Future of Education Technology Conference in Orlando, Florida the week of January 22nd.
- *Excellence in Climate and Culture*
 - The Scholastic BOGO book fair was held December 15th through the 21st at the elementary school. The sales goal for this event was exceeded and the profits will be applied toward the spring book fair total sales to help reach a higher percentage return on profits. Scholastic Dollars and the BOGO benefit were used to purchase over \$1600 worth of new books for the Elementary and MS/HS Media Centers for less than \$200.

Board Calendar

Date	Time	Event	Location
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January 25	All Day	MS Science Fair	MS
January 25	5:30 p.m.	2 nd Grade "How to Presentations"	ES Gymnasium
January 26	8:15 a.m.	Coffee with Leadership	MS/HS Media Center
January 27	All Day	VEX Robotics Competition	MS/HS Gymnasium
January 29	3:00 p.m.	Executive Board Special Session	MS Media Center
February 1	5:30 p.m.	Senior Capstone Presentations	HS Classrooms (6)
February 5	3:30 p.m.	SAC Committee	ES Library
February 8	6:00 p.m.	Executive Board Work Session	ES Library
February 9	All Day	2 nd Grade Asian Celebrations	ES Classrooms
February 9	9:00 to 11:30 a.m.	5 th Grade Science Fair	ES Classrooms
February 12	3:30 p.m.	Student and School Safety Committee	ES Library
February 14	TBD	Valentine's Day Parties	ES Classrooms
February 15	4:00 p.m.	Finance Committee Meeting	HS Conference Room
February 19	7:00 p.m.	District Board Meeting	Weld Re-4 Office
February 21	4:00 p.m.	Education Committee Meeting	ES Library
February 22	6:00/7:00 p.m.	Executive Board Work/Regular Session	HS Commons

Executive Board Reports

Sherry Bartmann, Member

Mrs. Bartmann attended the 2nd Annual WCA Safety Day at the MS/HS on Dec 21, 2017 and then enjoyed our winter break! Following the break, Mrs. Bartmann attended WCA Girls basketball games. She also attended a Special Session on January 11, 2018. The WCA Building and Student Safety Committee did not meet this month but will resume on Feb 12, 2018.

Carolyn Mader, Member

The Education Committee that Carolyn Mader serves as board liaison for did not meet in December. Carolyn Mader attended the fifth-grade holiday party held the day before break started. She also attended a Special Session held on January 11, 2018.

Matthew Meuli, Member

Mr. Meuli participated in the Special Session on Thursday, January 11, 2018. He is also working with the new school counsel to ensure that there will be a method for "emergency" contact and support should the need arise. He joins the Executive Board

in reviewing bylaws to determine possible enhancements to efficiency and transparency and working through the learning modules required by the bylaws.

Jenny Ojala, Member

Mrs. Ojala had the opportunity to attend the elementary school Christmas lunches and holiday parties. These events were a big hit for the students and was a great way to celebrate before break. The lunches went really smoothly and it seems like the pre-registration really helps with special event check-in.

Mrs. Ojala began work on reviewing the School Accountability Committee Survey results in preparation for upcoming SAC meetings. Mrs. Ojala also attended the Special Session on January 11, 2018.

Paige Adams, Secretary

Mrs. Adams attended the January Special Session meeting held by the Board and the Financial Committee meeting as board liaison. The committee reviewed the December 2017 financial statements.

Donna James, Vice President

Ms. James attended the 5th grade holiday party. It was well-organized and well-run thanks to the many volunteers and the organizational skills of Stacey Kerns. Ms. James also attended the MS/HS information night, dividing her time between middle and high school presentations. She was impressed by the turn-out and how smoothly the evening went. Mrs. James also attended the Special Session on January 11, 2018.

Samual Penn, President

Mr. Penn had the opportunity to attend the Weld RE-4 Board Meeting with Executive Director Teeple on January 8, 2018. He was also able to meet with Executive Director Teeple and Vice President James for a monthly discussion in preparation for the upcoming agenda preparation for the January 11, 2018 Special Session, January 25, 2018 Regular Session, and February 8, 2018 Work Session. Mr. Penn and Executive Director Teeple also met with Weld RE-4 Superintendent Seegmiller and Board President Tempy Bowman on January 17, 2018. Mr. Penn has also continued efforts on 2018 Election preparation, CLCS conference prep, Executive Director evaluation and contract information review, as well as collection of items requiring review within the Bylaws.

9.1 Executive Board Messages of Gratitude

Sam Penn: Mr. Penn thanked Sarah Heber and the Exchange Club of Greeley for their donation of 28 mounted beautiful historical American documents that supported our national freedoms. Documents from our Founding Fathers include the Declaration of Independence and the complete Constitution of the United States. The Exchange Club is a national organization that serves communities. Mr. Penn also thanked the facilities department and support staff—Theresa Tickler, Jamie Zink, Ricky Wagner, and Tony Belmont for putting the Freedom Wall together for the WCA community.

9.2 2018 Annual Board Assessment

The Executive Board completed their annual board self-assessment. From the assessment, they targeted a few areas of growth. The Executive Board assessment can be found in **Appendix 6.0**.

9.3 Policy CBC Executive Session

The Executive Board reviewed Policy CBC and Bylaws specific to Executive Sessions.

9.4 2018 Election Committee Appointment

The Executive Board discussed next steps to create an election committee for the upcoming Board elections in May 2018.

9.5 Quarterly Strategic Plan Review

The quarterly review of the strategic plan will occur at the next regular session.

9.6 Roll Call Process

The Executive Board discussed parliamentary procedures and the roll call process for votes on Items for Action.

9.7 Dress Code

The Executive Board reviewed the dress code specific to hair color, per parent request.

10.0 Items for Action

10.1 Designation of Official Board Posting Site

It is the recommendation to the Executive Board to designate the display case in the lobby of the Windsor Charter Academy Elementary School, 680 Academy Ct., Windsor, and the display case in the lobby of Windsor Charter Academy Middle & High School, 810 Automation Dr., Windsor, as the Executive Board's official location for posting of public documents. Colorado Statutes require the Board to designate this location annually at its first meeting in January. A motion to approve the locations of the display case in the lobby of the Windsor Charter Academy Elementary School, 680 Academy Ct., Windsor, and the display case in the lobby of Windsor Charter Academy Middle & High School, 810 Automation Dr., Windsor, as the Executive

Board's official location for posting of public documents was made by Sherry Bartmann. Donna James seconded the motion. The motion passed unanimously.

10.2 2018-2019 Salary Schedule, 1st Read

It is the recommendation to the Executive Board to approve the 2018-2019 salary schedule on 1st read. The 2018-2019 salary schedule can be found in **Appendix 3.0**. A motion to approve the 2018-2019 salary schedule on 1st read was made by Paige Adams. The motion was seconded by Jenny Ojala. The motion passed unanimously.

10.3 2018-2019 Stipend Schedule, 1st Read

It is the recommendation to the Executive Board to approve the 2018-2019 stipend schedule on 1st read. The 2018-2019 stipend schedule can be found in **Appendix 4.0**. A motion to approve the 2018-2019 stipend schedule on 1st read was made by Jenny Ojala. The motion was seconded by Donna James. The motion passed unanimously.

10.4 2018 Election Committee Appointment

A motion to table the 2018 Election Committee appointment until the January Special Session was made by Jenny Ojala. The motion was seconded by Carolyn Mader. The motion passed unanimously.

10.5 2018-2019 New Staff Positions

It is the recommendation to the Executive Board to approve essential new positions for the 2018-2019 school year.

- 2nd Grade Teacher, 1.0 FTE
- Early College Academic Advisor, 1.0 FTE

It is the recommendation to the Executive Board to approve the 2018-2019 new staff positions as outlined. A motion to approve the 2018-2019 new positions as outlined was made by Donna James. The motion was seconded by Jenny Ojala. The motion passed unanimously.

10.6 Appointment of Executive Board Treasurer

A motion to table the appointment of the Executive Board Treasurer and then was amended to table until the specified date of the February Regular Session was made by Donna James. The motion was seconded by Sherry Bartmann. The motion passed unanimously.

10.7 High School Course Catalog Addendum

It is the recommendation to the Executive Board to approve a change in the 2018-2019 high school course catalog. The following recommendation addresses clarification of college-level class enrollment:

*Students may enroll in up to 14 credits of their choice online or at the Aims campus **as 11th or 12th graders**. Students who take courses off WCA campus must complete the Concurrent Enrollment Approval Form. All courses must meet associate degree and high school graduation requirements. Students will be responsible for transportation to and from their college classes if the course is not offered at Windsor Charter Academy. If a student drops the class after the 15% deadline or receives lower than a C- for the course, the student or the student's*

parent/guardian shall reimburse the school for tuition and fees paid by the school. Students who enroll in College Trigonometry can only enroll then in 11 credits of their choice either online or at the Aims campus. **All costs for pre-approved concurrent enrollment credits taken during the summer will be the responsibility of the family. Credits earned will be accepted per our outside credit approval process.**

A motion to approve recommended changes to the 2018-2019 high school course catalog was made by Carolyn Mader and seconded by Jenny Ojala. The motion passed unanimously.

11.0 Consent Agenda

11.1 Personnel

There are no appointments or resignations at this time.

11.2 Financial Report

All financials can be found in **Appendix 5.0**.

A motion to approve the Consent Agenda, as outlined by the financial report was made by Sherry Bartmann and was seconded by Donna James. The motion passed unanimously.

12.0 Executive Session

There was no Executive Session.

An Executive Board of Education, upon the affirmative vote of a quorum present, may convene in executive session at a regular or special meeting. The Executive 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 Executive Board is required to refer to the specific citation to statute authorizing it to meet when it announces the session. The Executive Board may hold an executive session to:

- Conduct discussions regarding the purchase, acquisition, lease, transfer, or sale of property, C.R.S. §24-6-402(4)(a)

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

13.0 Adjournment

A motion to approve the adjournment of the January Regular Session was made by Carolyn Mader and seconded by Jenny Ojala. The motion passed unanimously. The meeting was adjourned at 9:21 p.m.



2.0 January 29, 2018 Special Session Minutes



1.0 Opening of the Meeting

Call to Order

The meeting was called to order at 3:04 p.m.

Roll Call

Executive Board Members Present

Samual Penn, Executive Board President (Via Teleconference)
Donna James, Executive Board Vice-President
Paige Adams, Executive Board Secretary
Sherry Bartmann, Executive Board Member
Carolyn Mader, Executive Board Member
Matthew Meuli, Executive Board Member
Jenny Ojala, Executive Board Member

Pledge of Allegiance

Mission Statement

Adoption of Agenda

A motion to approve the January 29, 2017 Special Session Agenda was made by Matt Meuli and seconded by Jenny Ojala. The motion passed unanimously. Adams, aye; Bartmann, aye; James, aye; Mader, aye; Meuli, aye; Ojala, aye; Penn (Not yet joined via teleconference.)

2.0 Citizen Communication

There were no WCA stakeholders that addressed the Executive Board during Citizen Communication.

3.0 Items for Action

3.1 Creation of the 2018 Election Committee

A motion was made by Sherry Bartmann to establish an ad hoc election committee for the upcoming Executive Board election. The motion was seconded by Carolyn Mader. The motion passed unanimously. Adams, aye; Bartmann, aye; James, aye; Mader, aye; Meuli, aye; Ojala, aye; Penn, aye.

3.2 Appointment of the Election Committee Chair Person

A motion was made by Carolyn Mader to nominate Richard Warner as chairperson for the ad hoc election committee. After board discussion, Carolyn Mader withdrew her motion and Sherry Bartmann withdrew her second.

14.0 Executive Session

There was no executive session.

An Executive Board of Education, upon the affirmative vote of a quorum present, may convene in executive session at a regular or special meeting. The Executive 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 Executive Board is required to refer to the specific citation to statute authorizing it to meet when it announces the session. The Executive Board may hold an executive session to:

- Conduct discussions regarding the purchase, acquisition, lease, transfer, or sale of property, C.R.S. §24-6-402(4)(a)

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

15.0 Adjournment

A motion to adjourn was made by Sherry Bartmann and seconded by Jenny Ojala. The meeting adjourned at 3:27 p.m.



3.0 February 8, 2018 Work Session Minutes

Call to Order

Roll Call

Executive Board Members Present

Samual Penn, Executive Board President
Donna James, Executive Board Vice-President (delayed arrival)
Paige Adams, Executive Board Secretary
Sherry Bartmann, Executive Board Member
Matthew Meuli, Executive Board Member
Jenny Ojala, Executive Board Member

Executive Board Members Absent

Carolyn Mader, Executive Board Member

Staff Present

Kelly Seilbach, Elementary Education Director
Irene Nissen, Technology Director
Jackie Schaefer, Elementary Media and Technology Assistant
Angie Shaler, Elementary Technology Teacher

Pledge of Allegiance

Mission Statement

Adoption of Agenda

A motion to approve the February 8, 2018 Work Session Agenda was made by Sherry Bartmann and seconded by Matt Meuli. The motion passed unanimously. Adams, aye; Bartmann, aye; Meuli, aye; Ojala, aye; Penn, aye.

2.0 Citizen Communication

This is an opportunity to present brief comments or pose questions to the Board for consideration or follow-up. Each person is asked to limit his or her comments to five minutes. Any person desiring to speak during this time should complete a comment card provided on the table near the entrance or from the Executive Board Secretary.

3.0 Items for Information

3.1 2018-2019 Elementary 5-Day Rotation Proposal Without Spanish

Kelly Seilbach gave a presentation on changing the elementary school specials from a 6-day to a 5-day rotation to maximize quality of instruction and financial efficiency. The board was given the opportunity to ask questions and discussed options.

3.2 2018-2019 Elementary STEM Specials Proposal

Irene Nissen and Jackie Schaefer gave an interactive presentation on transitioning from Technology to STEM in the elementary school specials rotation. They provided classroom supplies for board members to experience firsthand proposed classroom/lab activities. Board members asked questions and discussed options.

3.3 2018 Election Committee Appointment

The board discussed Election Committee appointments. A meeting will be scheduled in order to identify committee member interest and expectations and outline the required commitment for members. More information will be available to share with board members by the next regular session board meeting.

3.4 Board Goals Based on 2017-2018 WCA Parent Stakeholder Survey

The board reviewed the 2017-2018 Parent Stakeholder Survey results, last year's priority challenges and this year's celebrations and challenges that were provided by the SAC (School Accountability Committee). The board identified consistent and improved board communication and improving the board webpage as action items.

3.5 Planning Committee Update

The board reviewed the current plan design for the proposed auditorium and gym facility.

3.6 Review of Policy JICA Dress Code and Spirit Uniforms

The board reviewed the application of the rules in regard to the spirit uniforms and the current school dress code. The board recommended that participating spirit members wear a team spirit shirt with pants, shorts, skirts, or skorts that comply with dress code.

4.0 Executive Session

An Executive Board of Education, upon the affirmative vote of a quorum present, may convene in executive session at a regular or special meeting. The Executive 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 Executive Board is required to refer to the specific citation to statute authorizing it to meet when it announces the session. The Executive Board may hold an executive session to:

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- Discuss security arrangements or investigations, C.R.S. §24-6-402(4)(d)
- Conduct discussions regarding the charter's position, strategies, and bargaining instructions regarding collective bargaining negotiations, C.R.S. §24-6-402(4)(e)
- Discuss personnel matters, subject to the limitations discussed below. If the employee who is the subject of the discussions desires the discussions occur in open meeting, the discussions must be held in open meeting, C.R.S. §24-6-402(4)(f)
- To consider any documents which are protected from disclosure by the Colorado Open Records Act, C.R.S. §24-6-402(4)(g)
- Discuss individual students where public disclosure would adversely affect the person or persons involved, C.R.S. §24-6-402(4)(h)

5.0 Adjournment

A motion to adjourn was made by Donna James and seconded by Jenny Ojala. The motion passed unanimously. Adams, aye; Bartmann, aye; James, aye; Meuli, aye; Ojala, aye; Penn, aye. The work session adjourned at 8:40 pm.



4.0 School & Student Safety Committee Minutes



(Pending Approval by Committee at 4/9/18 Meeting)

WINDSOR CHARTER ACADEMY

STUDENT & SCHOOL SAFETY COMMITTEE

Weld County School District RE-4

680 Academy Ct., Windsor, Colorado 80550

Monday, February 12, 2018

Regular Monthly Meeting at 3:30 p.m. in the Elementary Library

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.

1.0 Called to order at 3:30 p.m.

1.1 Sign-in

Thirteen (13) Members in attendance.

1.2 Approval of prior month's Minutes (December 2017)

Motion to approve December 11, 2017 Regular Monthly Meeting Minutes made by Rebecca Teeples and seconded by Sam Porter; motion passes unanimously.

2.0 Old Business

2.1 Barrier fence west of High School/along Hwy 257

No discussion (item place on agenda as a parking lot item to be addressed in the future).

2.2 Flashing School Zone Lights

Liaison Bartmann communicated with Dennis Wagner who is with the City of Windsor. Based on that discussion and email communications, Executive Director Teeple to be looped into the discussion and will coordinate continued collaboration on the subject.

2.3 Discussion Barricade vs Door Locking Device - There is a Difference

No discussion (item place on agenda as a parking lot item to be addressed in the future).

2.4 Action of Board on recommendation of Raptor Visitor Management System

Liaison Bartmann reports that the Executive Board approved the committee's recommendation and funded the implementation/installation of the Raptor Visitor/Volunteer Management System. Administration will work to coordinate installation at each campus and do so well in advance of the 2018-2019 school year start date. Administration will also work this summer (prior the kick-off of the 2018-2019 school year) to introduce and educate all WCA Membership on the new Raptor System.

3.0 New Business

3.1 Review Committee Priorities Set at First Meeting 9/11/17

Members collaborated as follows:

- Claire Davis Act - education and compliance
- Birdwatchers/Birdwatcher's Training - September 25, 2017 at 5:30 p.m.
- Safety plans for the school and Crisis Response Team (CRT) processes
- Check-in and check-out system for visitors
- Safety Day at MS/HS

A general discuss of each item above took place to ensure that the committee was/had addressed and/or follow through on each item. This discussion was had to maintain committee focus on priorities/goals and not necessarily to memorialize here the status of same.

3.2 We Dine Together Club MS/HS

Introductory discussion of WeDineTogether.com took place and a video was viewed. Video viewed may be found at <https://www.cbsnews.com/video/at-one-high-school-no-one-eats-lunch-alone/> . The point of the discussion was to attempt to be proactive and provide opportunities to promote inclusiveness and belonging to our students. Director Schrinier advised that he, his staff, and student groups are already working on programs to reach such goals. Schrinier notes that such programs are more successful and meaningful if orchestrated from, and led by, the students. Schrinier will introduce this concept and video to the proper student groups with the intent to foster ideas and involvement.

3.3 Buddy Bench for Elementary

It was noted that every seven minutes a child is bullied, according to an estimate of the US DOJ. The buddy bench promotes inclusion and gives students an avenue to eliminate loneliness and foster friendship. Director Seilbach expressed an interest in the opportunity to have a specific "Buddy Bench" and/or "Buddy Zone" on the elementary playground. Seilbach to consider same and provide feedback to the committee at the April meeting on the possible installation of a specific buddy bench and /or buddy zone sign, its location, and a process of introducing same to the children in the 2018-2019 school year. It was noted that 100% funding for the installation of this project (new bench and/or sign) has been committed to by a donor.

3.4 Elementary Pick-up

Sam Porter made a presentation on concerns regarding pick-up/drop-off on the east side of Diamond Valley Drive. An alternative "loading zone" on the south side of Garden Drive was discussed/proposed which might address the safety concerns of children crossing at the intersection of Diamond Valley and Garden as well as traffic flow. Administration to consider same for the 2018-2019 school year.

4.0 Review of Upcoming Monthly Priorities

- **March (No Meeting)**
- **April 9th**
- **May 14th**

5.0 Matters for The Good of WCA

5.1 Confirmation of Next Month's Meeting Date & Time

Next meeting April 9, 2018.

5.2 Member Comment/Questions

1. Snow Removal on the sidewalks of Firebird Lane and Automation Drive was discussed. Facilities Manager Rick Wagner to investigate having snow removal contractor address these areas of concern as part of their contract and the cost related to same. Wagner shall report back to ED Teeple on his findings.

6.0 Adjourn

Meeting adjourned at 4:45 p.m.



5.0 2017-2018 Annual Parent Survey Results

Promoting excellence in student learning is at the heart of everything we do at Windsor Charter Academy. Our mission provides students with challenging academics that promotes academic excellence, character development, and enthusiasm for lifelong learning. This year, we saw an increase on parent stakeholder participation in our surveys. Elementary parent participation doubled and middle/high school parent participation tripled from last year. Parent input is critical in the process of schoolwide improvement.

REFLECTION ON LAST YEAR'S PRIORITY CHALLENGES

Last year, three priority challenges were selected for each school based on data. Below are the selected challenges and the three-year data trend. Work in these areas will continue with the Executive Board and Administration.

Elementary School

For the 2016-2017 school year, the SAC targeted three priority challenges. The following data highlights a three-year trend.

- Board Communication
 - 2015-2016: 61%
 - 2016-2017: 51%
 - **2017-2018: 62%**
- Board Committee Work
 - 2015-2016: 53%
 - 2016-2017: 56%
 - **2017-2018: 61%**
- Community Partnerships
 - This priority challenge was selected due to parent and staff comments on culture.

Middle & High School

For the 2016-2017 school year, the SAC targeted three priority challenges. The following data highlights a three-year trend.

- Teacher Communication
 - 2015-2016: 84%
 - 2016-2017: 91%
 - **2017-2018: 88%**
- Celebrations of Good Behavior and Academics
 - 2015-2016: 84%
 - 2016-2017: 89%
 - **2017-2018: 69%**
- Parent Volunteer Opportunities
 - 2015-2016: 72%
 - 2016-2017: 81%
 - **2017-2018: 79%**

2017-2018 CELEBRATIONS & PRIORITY CHALLENGES

There were many celebrations on data gathered from this year's parent surveys. From the many celebrations—from safe schools to quality of education, the School Accountability selected three celebrations to highlight.

ELEMENTARY PARENTS WERE EXTREMELY SATISFIED OR SATISFIED	
Celebration #1	Administration <ul style="list-style-type: none"> Strong Communication: 91% Respectful: 91% Positive Environment: 90%
Celebration #2	Positive Teacher Communication <ul style="list-style-type: none"> Teacher Communicate Academic Performance: 94% Teacher Open & Honest Communication: 96% Teacher Timeliness of Response: 93%
Celebration #3	Teacher/Student Relationships <ul style="list-style-type: none"> My teacher knows my child and helps him/her reach his/her potential: 96%

MIDDLE & HIGH SCHOOL PARENTS WERE EXTREMELY SATISFIED OR SATISFIED	
Celebration #1	Safe & Secure Building: 84%
Celebration #2	Quality of Education: 83%
Celebration #3	Teachers Create a Positive Environment: 82%

Based on survey data, the School Accountability Committee selected three priority performance. From these challenges, goals and primary actions were created to address the challenge.

Priority Performance Challenge #1	Board Communication
SMART Goal	Elementary school parent satisfaction on effective Executive Board communication and engagement in the mission and vision of the school will increase from 62% to 68% in one year, as measured by the 2017-2018 annual WCA parent stakeholder survey.
	Middle and high school parent satisfaction on effective Executive Board communication and engagement in the mission and vision of the school will increase from 44% to 50% in one year, as measured by the 2017-2018 annual WCA parent stakeholder survey.
Primary Actions	Executive Board <ol style="list-style-type: none"> Consistently publish the Board Corner in the newsletter, improving content to address issues and topics of relevance to our stakeholders. Create and regularly update a separate and easy-to-access Board Web Page on the WCA website. Providing additional opportunities for open and transparent dialogue with stakeholders and membership through town hall-style meetings.

Priority Performance Challenge #2	Input from Parents for Important Decision Making
SMART Goal	Elementary school parent satisfaction on opportunities for parent input on important school decision making will increase from 65% to 72% in one year, as measured by the 2017-2018 annual WCA parent stakeholder survey.
	Middle and high school parent satisfaction on opportunities for parent input on important school decision making will increase from 46% to 52% in one year, as measured by the 2017-2018 annual WCA parent stakeholder survey.
Primary Actions	Executive Board 1. The Executive Board will communicate about upcoming board committees, where parent input can be given.
	Elementary, Middle & High School Administration 1. Administration will categorize and clearly define decisions to ensure transparency and understanding of when stakeholders are empowered to give input on important school decisions. a. Board, district, state, and federal guidelines b. School-level based on the professional training, experience, and consultation with legal and other experts c. Collaborative d. Consensus 2. Once the type of decision is determined it will be communicated to stakeholders in a timely manner.

Priority Performance Challenge #3	Appropriate Emotional & Behavioral Support
SMART Goal	Elementary school parent satisfaction on appropriate emotional support at every level throughout the building will increase from 73% to 80% in one year, as measured by the 2017-2018 annual WCA parent stakeholder survey. Elementary school parent satisfaction on appropriate behavioral support at every level throughout the building will increase from 78% to 80% in one year, as measured by the 2017-2018 annual WCA parent stakeholder survey.
	Middle and high school parent satisfaction on appropriate emotional support at every level throughout the building will increase from 60% to 66% in one year, as measured by the 2017-2018 annual WCA parent stakeholder survey. Middle and high school parent satisfaction on appropriate behavioral support at every level throughout the building will increase from 61% to 67% in one year, as measured by the 2017-2018 annual WCA parent stakeholder survey. Middle and high school parent satisfaction on students feeling safe from harassment will increase from 62% to 68% in one year, as measured by the 2017-2018 annual WCA parent stakeholder survey.
Primary Actions	Elementary School 1. A Student Behavioral and Emotional Student Summary sheet will follow students to the next grade level. The summary sheet will include information regarding academic, behavioral, and emotional needs. This summary sheet will provide necessary communication for the next year's teacher regarding the success of previously tried interventions. 2. Cross grade level 8 Keys of Excellence Buddies will be formed in the 2018-19 school year. Buddies will meet monthly for an 8 Keys of Excellence lesson and activity in the classroom. 3. Continue to reinforce the 8 Keys of Excellence inside and outside the classroom through key notes, Friday Firebirds, blue post cards, positive phone calls home, and Positive Behavior and Interventions (PBIS) assemblies. The PBIS team will work to develop lesson to teach the 8 Keys of Excellence during monthly "Buddy" meetings.
	Middle & High School 1. Bully prevention training for all staff during the 2017-2018 school year. 2. Monthly newsletter article and news-blast will be sent to parents about resources available to parents and actions the school is taking in regards to emotional and behavioral safety at WCA MS/HS. 3. Utilization of the first two days of school for testing and team building at the grade level. 4. Increased commitment to promote the 8 Keys of Excellence throughout the whole school—in classrooms, cafeteria, etc. 5. Advisory lessons will address the 8 Keys. 6. Integration of 8 Keys into classroom instruction and behavioral expectations. 7. During student disputes students can learn and practice conflict resolution skills. 8. Character Education Assemblies focused on 8 Keys. 9. Dedicated time during PD on the culture of kindness—specific training for staff on how to deescalate negative situations. All teachers will be trained resilience to bullying.

	<div>10. Visual reminders of positive school culture located throughout the building.</div> <div>11. Newsletter section on supporting mental health to support parents and students in understanding positive behavior relations.</div>
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6.0 2017-2018 Annual Student Survey Results

Promoting excellence in student learning is at the heart of everything we do at Windsor Charter Academy. Our mission provides students with challenging academics that promotes academic excellence, character development, and enthusiasm for lifelong learning. All middle and high school students participated in our annual survey. Student input is critical in the process of schoolwide improvement.

REFLECTION ON LAST YEAR'S PRIORITY CHALLENGES

Last year, three priority challenges were selected for each school based on data. Below are the selected challenges and the data trend over two years. Last year was the first year that students completed a survey. In one year, each of these priority challenges showed growth. Work in these areas will continue with the Administration.

- Peers Treat Each Other With Respect
 - 2016-2017: 29%
 - **2017-2018: 40%**
- Voice in Shaping Decisions
 - 2016-2017: 35%
 - **2017-2018: 40%**
- Faculty and Staff Value What Students Have to Say
 - 2016-2017: 39%
 - **2017-2018: 47%**
- Teachers Take the Time to Get to Know Students
 - 2016-2017: 56%
 - **2017-2018: 60%**

2017-2018 CELEBRATIONS & PRIORITY CHALLENGES

There were many celebrations on data gathered from this year's student surveys. From the many celebrations—from relationships to the learning environment of our middle and high school, the School Accountability selected three celebrations to highlight.

MS/HS STUDENTS WERE EXTREMELY SATISFIED OR SATISFIED	
Celebration #1	Teacher student relationships show mutual respect as demonstrated by the following student responses. <ul style="list-style-type: none"> 94.7% of students feel that teachers know them by name. 86% of students respect most of their teachers. 72% of students feel that their teachers respect them.
Celebration #2	Overall, students feel emotionally and physically safe both in and outside of the classroom. <ul style="list-style-type: none"> 84% of students feel physically safe in classes. 82% of students feel physically safe outside of the classrooms. 76% of students feel emotionally safe throughout outside of the classrooms. 71% of students feel emotionally safe in classes.
Celebration #3	Students feel that the learning environment is positive. <ul style="list-style-type: none"> 84% of students participate regularly in class while only 4% disagree. 74% of students really want to learn with only 3 ½% disagree. 81% of students feel that teachers believe that students can improve their skills/intelligences in all subject areas with only 4% disagreement.

Based on survey data, the School Accountability Committee selected three priority performance. From these challenges, goals and primary actions were created to address the challenge.

Priority Performance Challenge #1	Balance Between School Work and Home
SMART Goal	Middle and high school students' perception of work/life balance will increase from 43% to 50% in one year, as measured by the annual WCA student survey. Long-term, students' perception of work/life balance will increase to 70% by the 2022-2023 student survey.
Primary Actions	<ol style="list-style-type: none"> Teachers will provide an estimated timeframe for homework completion. Should students spend more time than recommended, they should connect with the teacher. Teachers will post due dates for assignments/projects on daily agenda at the beginning of class. Teachers will post due dates assignments/projects on Google Classroom. MS teachers will display homework calendar during advisory and perform planner checks to ensure homework is written and understood.

Priority Performance Challenge #2	Students Feel That Their Opinions and Thoughts are Respected by Staff
SMART Goal	<p>Middle and high school students' belief that they are encouraged to share their opinions and thoughts will increase from 41% to 55% in one year, as measured by the annual WCA student survey.</p> <p>Middle and high school students' belief that faculty and staff value what students have to say will increase from 47% to 55% in one year, as measured by the annual WCA student survey.</p>
Primary Actions	<ol style="list-style-type: none"> Create a Student Advisory Council that is a liaison to the staff with MS students from advisory. Ensure that student council and MS leadership representatives attend board meetings and board committee meetings. Create a "lunch with the principal or assistant principal" activity once a month, where students meet and voice concerns or share information about where they would love to see the school go. Administration attendance at leadership and student council meetings. Open forum once a month during Student Council/leadership meetings for students to share their feedback and concerns. Create MS/HS suggestion box for students to share their concerns/questions. Add "Comment Section" to question on next year's survey to provide greater feedback to staff.

Priority Performance Challenge #3	Peer Interactions:
SMART Goal	By the 2018-2019 Student Survey, 55% of students will feel that their peers treat each other with respect. By the 2018-2019 Student Survey, 56% of students will feel that their peers help one another, even if they are not friends.
Primary Actions	<ol style="list-style-type: none"> 1. Utilization of the first two days of school for testing and team building at the grade level. 2. Greater focus on 8 Keys of Excellence throughout the whole school—in classrooms, cafeteria, etc. 3. Advisory lessons for the 8 Keys (Advisory competition for 8 Keys posters, videos). 4. Integration of 8 Keys into classroom instruction and behavioral expectations. 5. During student disputes students can learn and practice conflict resolution skills. 6. Character Education Assemblies focused on 8 Keys. 7. Dedicated time during PD on the culture of kindness—specific training for staff on how to deescalate negative situations. 8. Visual reminders of positive school culture located throughout the building. 9. Newsletter section on supporting mental health to support parents and students in understanding positive behavior relations.





7.0 2018-2019 Elementary Innovation Specials Proposal

Promoting excellence in student learning is at the heart of everything we do at Windsor Charter Academy. Our mission provides students with challenging academics that promotes academic excellence, character development, and enthusiasm for lifelong learning.

What is STEM?

The United States has developed as a global leader, in large part, through the genius and hard work of its scientists, engineers, and innovators. In a world that's becoming increasingly complex, where success is driven not only by what you know, but by what you can do with what you know, it's more important than ever for our youth to be equipped with the knowledge and skills to solve tough problems, gather and evaluate evidence, and make sense of information. These are the types of skills that students learn by studying science, technology, engineering, and math—subjects collectively known as STEM.

—The U.S. Department of Education

Why It Important to Transition from Technology to Innovation in the Specials Rotation?

1. Alignment with Vision, Mission, and Strategic Plan

Our Vision statement is “Where students are educated, empowered, and equipped to reach their highest potential.”

Our mission statement is “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.”

Two of the pillars for Windsor Charter Academy's strategic plan are “Excellence in Innovation” and “Excellence in Instruction.”

STEM supports all three and gives structure to a specials rotation alignment of Core Knowledge (mission statement) and Innovation (strategic plan). Specials support the whole child by providing varied experiences.

- **Art:** Is part of the Core Knowledge sequence as outlined in the Mission statement.
- **Music:** Is part of the Core Knowledge sequence as outlined in the Mission

statement.

- **Library:** Supports Innovation as outlined in the strategic plan.
- **STEM:** Supports Innovation as outlined in the strategic plan.

2. School-wide Emphasis on Production and Distribution of Writing

The Technology Specials rotation placed great emphasis on keyboarding. With 1:1 technology in the classroom, an isolated focus and practice in Technology is not sustainable. Explicit instruction on keyboarding could happen during one of the four rotating centers in the Innovation lab. Students would utilize 1:1 technology in the classroom to practice and apply learning. The state standards have expectations for writing production for students. This must become a school-wide focus for our students. The following standards outline expectations for each grade level.

- **Fifth Grade: W.5.6 Production and Distribution of Writing**

With some guidance and support from adults, use technology, including the internet, to produce and publish writing as well as to interact and collaborate with others; demonstrate sufficient command of keyboarding skills to type a minimum of two pages in a single sitting.

- **Fourth Grade: W.4.6 Production and Distribution of Writing**

With some guidance and support from adults, use technology, including the internet, to produce and publish writing as well as to interact and collaborate with others; demonstrate sufficient command of keyboarding skills to type a minimum of two pages in a single sitting.

- **Grade Three: W.3.6 Production and Distribution of Writing**

With some guidance and support from adults, use technology, including the internet, to produce and publish writing (using keyboarding skills) as well as to interact and collaborate with others.

3. Preparation of 21st Century Learners

Employment in occupations related to STEM—science, technology, engineering and mathematic, is projected to grow to more than 9 million by 2022. Learning and innovation skills—critical thinking & problem solving, communication, collaboration, and creativity & innovation are skills that students possess to be prepared for increasingly complex life and work environments in the 21st century. STEM opportunities foster growth in innovation skills.

Why is there a focus on innovation and an innovation lab?

Our elementary school has been discussing an innovation lab that focuses on the tenets of STEM for the last year. Collaboration has been ongoing on converting an empty room into an innovation lab for all to use. Through dialogue around our Technology rotation, parallel work was occurring to ensure that instruction aligned with the ISTE standards. Upon reflection, parallel work aligned, thus opening an opportunity to have Technology address ISTE standards in an innovation lab that was in planning. We must ensure that our instruction is aligned with ISTE standards (<https://www.iste.org/standards/for-students>), which focus on the following for students:

- Empowered learner—students leverage technology to take an active role in

choosing, achieving, and demonstrating competency in their learning goals, informed by the learning sciences.

- Digital citizen—students recognize the rights, responsibilities, and opportunities of living, learning, and working in an interconnected digital world, and they act and model in ways that are safe, legal, and ethical.
- Knowledge constructor—students critically curate a variety of resources using digital tools to construct knowledge, produce creative artifacts and make meaningful learning experience for themselves and other.
- Innovative Designer—students use a variety of technologies within a design process to identify and solve problems by creating new, useful, or imaginative solutions.
- Computational thinker—students develop and employ strategies for understanding and solving problems in ways that leverage the power of technological methods to develop and test solutions.
- Creative communicator—students communicate clearly and express themselves creatively for a variety of purposes using the platforms, tools, styles, formats, and digital media appropriate to their goals.
- Global collaborator—students use digital tools to broaden their perspectives and enrich their learning by collaborating with others and working effectively in teams locally and globally.

What are the challenges that would occur if Technology would change to Innovation in the Specials rotation?

If Technology would change to Innovation in the Specials rotation, a greater emphasis on keyboarding would have to occur in the classroom. While explicit instruction would occur during Innovation, practice and application would occur in classrooms where 1:1 technology exists.

How will the school pay for resources for the Innovation lab that fosters STEM instruction?

The Spring Benefit has targeted monies to support the whole child. For the elementary school, some of the funds will be utilized to purchase STEM supplies for the school. Listed below is an outline of startup costs, the annual operating budget, the supplies on hand, and future wish list items.

The startup costs, totaling \$12,076 would be covered by fund development. \$6,000 has already been allocated from our fall fund drive. An additional \$6,076 of the Spring Benefit money raised will go towards the innovation lab.

Budget					
Startup Costs			Annual Operating Budget		
Item	Quantity	Cost	Item	Quantity	Cost
Breakout EDU Classroom Bundle	1	\$300.00	Continuing Software Licenses	1	\$500.00
Fab Maker Studio Software License	1	\$200.00	Replacement 3D Printing Filament	20	\$532.20
Silhouette Portrait	2	\$398.00	Replacement Legos & K'NEX Supplies	1	\$94.14
Lulzbot Mini	1	\$1,200.00	Paper/Craft Supplies	1	\$1,000.00
Lulzbot Mini Single Extruder	1	\$165.00	Disposable Science Supplies	1	\$1,200.00
LulzBot Mini PEI Sheet	1	\$42.50	Teacher PD & Resources	1	\$750.00
PolyLite PLA Lulzbot Green (2.85 mm, 1 kg)	2	\$47.22	New Hardware/Software	1	\$3,000.00

PolyLite PLA True Blue (2.85 mm, 1 kg)	2	\$47.22			
PolyLite PLA True Green (2.85 mm, 1 kg)	2	\$47.22			
PolyLite PLA True Black (2.85 mm, 1 kg)	2	\$47.22			
PolyLite PLA True Grey (2.85 mm, 1 kg)	2	\$47.22			
PolyLite PLA True Red (2.85 mm, 1 kg)	2	\$47.22			
PolyLite PLA True Purple (2.85 mm, 1 kg)	2	\$47.22			
PolyLite PLA True Orange (2.85 mm, 1 kg)	2	\$47.22			
PolyLite PLA True Yellow (2.85 mm, 1 kg)	2	\$47.22			
OzoBot Bit Classroom Kit (18 Bots)	1	\$1,199.00			
Google Expedition Kit (10 units)	1	\$3,999.00			
Classroom Chromebook Set	10	\$2,130.00			
LEGO Classic Large Creative Brick Box	5	\$239.95			
10" x 10" Baseplate for Building Bricks -4 Pack	5	\$94.95			
K'NEX Deluxe Building Set – 375 Pieces	5	\$135.80			
Toy Bin Shelf Unit	1	\$46.99			
Paper/Craft Supplies	1	\$1,000.00			
Disposable Science Supplies	1	\$500.00			
Teacher PD & Resources	1	\$750.00			
Additional Software Licenses	2	\$600.00			
Total Cost for Year 1:		\$12,076.17	Annual Sustaining Budget:		\$7,076.34
Current Supplies on Hand					
3Doodler Pens (12)					
Little Bits STEAM Classroom Pack (Pieces for 32 Students)					
Foss Science Kits: Food and Nutrition, Water Module, Environments, Structures of Life, Mixtures and Solutions, Air and Weather, Insects, Landforms, Physics of Sound, Wood, Levers and Pulley's, Ideas and Inventions, Electronics, Paper, Animals by Two					
Computer Hardware: Desktop Machines, Monitors and Keyboards for 45 students					
Future Wish List Items					
Item	Quantity	Cost	Funding Source		
Lulzbot Mini Flexysturder Tool Head	1	\$278.00	Annual Budget for New Hardware/Software		
Ozobot Evo Classroom Kit (18 Bots)	1	\$1,799.00	Annual Budget for New Hardware/Software		
Makeblock Primary School Education Kit	1	\$615.00	Annual Budget for New Hardware/Software		
LittleBits STEAM Classroom Pack (32 Students)	1	\$2,232.45	Annual Budget for New Hardware/Software		
Sphero SPRK+® Power Pack (12 Bots)	1	\$1,799.00	Annual Budget for New Hardware/Software		
WonderWorks Dash and Dot Pack (6 Bots)	1	\$2,035.00	Annual Budget for New Hardware/Software		
zSpace 10 Seat Lab Kit	1	\$32,034.06	Fundraising/Grant Target		
Replacement Desktop Computers	6	\$4,500.00	Fundraising/Grant Target		
Microsoft Surface Studio	2	\$7,000.00	Fundraising/Grant Target		

What would STEM instruction look like in Innovation and Library Specials rotations?

One of the computer labs would be converted to an Innovation lab. 4 rotating centers would address the tenets of STEM. One table would focus on science related activities. Each of the other three tables would focus on the remaining tenets—technology, engineering, and math. During Innovation, students would be grouped into four groups and assigned to a center. Students would have the opportunity to participate in each of the centers for the month during Innovation in an engaging, interactive environment.

A month in an Innovation lab might look like this for a 2nd grade student:

- Science: Students would work to construct wind turbines using various supplies (straws, cardboard, pipe cleaners, popsicle sticks, paperclips, etc...) and test their inventions to determine outcome.
- Technology: Students would collaborate in teams, creating a book trailer that is

outlined during library.

- Engineering: Students would work to design a Rube Goldberg machine using various supplies (straws, cardboard, pipe cleaners, popsicle sticks, paperclips, marbles etc...) and Little Bits components.
- Math: Students would create paper crafts that solve a math-based problem - Example: Create a box that can hold a various weight of candy.

In Library, literature activities support a STEM focus. Students currently participate in hands-on experiences that foster a love for reading and develop critical thinking, communication, collaboration, and creativity skills.

The following is a semester-long curriculum map for STEM instruction in our innovation lab and technology classroom. Utilizing both the innovation lab and the traditional technology classroom would offer opportunities for other teachers to use the innovation lab during weeks when Innovation Specials is held in the technology classroom.

August		
	Week 1	Week 2
	Technology	Technology
Kindergarten	Orientation and acceptable use	Computer basics
1st Grade	Orientation and acceptable use	Presentation software
2nd Grade	Orientation and acceptable use	Introduction to Google Drive
3rd Grade	Orientation and acceptable use	Using Google Drive
4th Grade	Orientation and acceptable use	Keyboarding expectations
5th Grade	Orientation and acceptable use	Keyboarding expectations

September				
	Week 3	Week 4	Week 5	Week 6
	Innovation Lab	Technology	Technology	Technology
Kindergarten	Growth mindset and innovative thinking activity—Breakout EDU	Online safety and communication	Online safety and communication	Keyboard basics, word processing introduction
1st Grade	Growth mindset and innovative thinking activity—Breakout EDU	Online safety and communication	Online safety and communication	Keyboarding instruction, presentation software
2nd Grade	Growth mindset and innovative thinking activity—Breakout EDU	Online safety and communication	Online safety and communication	Keyboarding instruction, Google collaboration & Google Classroom
3rd Grade	Growth mindset and innovative thinking activity—Breakout EDU	Online safety and communication	Online safety and communication	Keyboarding instruction, Google collaboration & Google Classroom
4th Grade	Growth mindset and innovative thinking activity—Breakout EDU	Online safety and communication	Online safety and communication	Keyboarding instruction, news information literacy

5th Grade	Growth mindset and innovative thinking activity—Breakout EDU	Online safety and communication	Online safety and communication	Keyboarding instruction, news information literacy, Google Sheets
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October				
	Week 7	Week 8	Week 9	Week 10
	Innovation Lab	Technology	Innovation Lab	Technology
Kindergarten	Problem solving using Little Bits	Keyboard basics, word processing introduction	Hands-on science	Keyboarding check-in, word processing introduction
1st Grade	Problem solving using Little Bits	Keyboarding instruction, presentation software	Hands-on science	Keyboarding check-in, presentation software
2nd Grade	Problem solving using Little Bits	Keyboarding instruction, Google collaboration & Google Classroom	Hands-on science	Keyboarding check-in, Google collaboration & Google Classroom
3rd Grade	Problem solving using Little Bits	Keyboarding instruction, Google collaboration & Google Classroom	Hands-on science	Keyboarding check-in, Google collaboration & Google Classroom
4th Grade	Problem solving using Little Bits	Keyboarding instruction, news information literacy	Hands-on science	Keyboarding check-in, news information literacy
5th Grade	Problem solving using Little Bits	Keyboarding instruction, news information literacy, Google Sheets	Hands-on science	Keyboarding check-in, news information literacy, Google Sheets

October				
	Week 11	Week 12	Week 13	Week 14
	Innovation Lab	Technology	Innovation Lab	Technology
Kindergarten	Intro to coding—coding bracelets	Word Processing & website navigation	Intro to coding—Using Ozobot	Word Processing & website navigation
1st Grade	Intro to coding—coding bracelets	Presentation software	Intro to coding—Using Ozobot	Presentation software
2nd Grade	Coding basics challenge using Ozobot	Google Slides, copy/paste text/images	Coding basics challenge using Dash and Dot	Google Slides, copy/paste text/images
3rd Grade	Coding challenge using Ozobot	Digital writing, formatting, image settings	Coding challenge Dash and Dot	Digital writing, formatting, image settings
4th Grade	Coding challenge using Ozobot	Keyboarding, digital writing, checking grades	Coding challenge Dash and Dot	Keyboarding, digital writing, checking grades
5th Grade	Coding challenge using Ozobot	News information literacy and summarizing, digital compass: cyberbullying, safe sharing	Coding challenge Dash and Dot	News information literacy and summarizing, digital compass: cyberbullying, safe sharing

December			
	Week 15	Week 16	Week 17
	Innovation Lab	Technology	Innovation Lab
Kindergarten	Coding	Word Processing & website navigation	Coding

1st Grade	Coding	Presentation software	Coding
2nd Grade	Coding	Google Slides, copy/paste text/images	Coding
3rd Grade	Coding	Smart Searching, Domain names, Filters	Coding
4th Grade	Coding	Digital writing, checking grades	Coding
5th Grade	Coding	Key tips and tricks for Tech: Screenshot, make a graph etc., Digital compass: Online cheating, plagiarism, Online friend safety	Coding



8.0

2018-2019 Salary Schedule

2018-2019 Windsor Charter Academy Salary Schedule

Salaried Positions:

				2018-2019	
Position Grouping	Position Titles	Approximate Work Days/Year	Hrly Equiv	Pay Range	
Administration	Directors:	Executive Director of Education	215	\$ 52.81	\$ 75.58
		Finance Director	220	\$ 42.61	\$ 62.50
		Elementary Education Director	215	\$ 42.22	\$ 58.14
		Secondary Education Director	215	\$ 46.51	\$ 63.95
		Technology/Media Director	220	\$ 41.26	\$ 56.82
				\$ 72.625	\$ 100,000
Certified Leadership	Assistant Principals/Specialists:	Elementary Assistant Principal	207	\$ 36.34	\$ 47.10
		Secondary Assistant Principal	207	\$ 39.25	\$ 50.12
		Instructional Coach	207	\$ 31.33	\$ 42.27
				\$ 51,875	\$ 70,000
Classified Leadership	Managers:	Technology/Media Manager	240	\$ 16.70	\$ 33.85
		Business Manager	230	\$ 21.74	\$ 35.33
		Fundraising Manager	210	\$ 13.10	\$ 26.79
		Facilities Manager	250	\$ 23.00	\$ 32.50
				\$ 32,059	\$ 65,000
Classified Staff	Classified	Receptionist	198	\$ 11.00	\$ 18.94
		Administrative Assistant	207	\$ 12.00	\$ 21.14
		Registrar	220	\$ 15.00	\$ 23.86
		Athletic Director	195	\$ 12.00	\$ 32.05
		Instructional Aide (PARA)	174	\$ 11.00	\$ 14.32
		Media/Technology Aide	185	\$ 11.00	\$ 15.90
		Media/Technology Assistant	185	\$ 12.00	\$ 19.04
		Health Aide	185	\$ 12.00	\$ 16.82
		Repair/Maintenance Technician	260	\$ 15.00	\$ 19.23
		Lead Custodial	260	\$ 11.00	\$ 15.38
		Custodial	260	\$ 11.00	\$ 13.46
				\$ 22,880	\$ 28,000

*Classified substitute rate will be \$10.20/hour

Position Grouping	Position Titles
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Administration	Directors:	Executive Director of Education Finance Director Elementary Education Director Secondary Education Director Technology/Media Director
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Certified Leadership	Assistant Principals/Specialists: Elementary Assistant Principal Secondary Assistant Principal Instructional Coach
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ademy Salary Schedule

1.03%

Approximate Work Days/Year	Hrly Equiv		Pay Range	
			From:	To:
215	\$ 52.81	\$ 75.58	\$ 90,833	\$ 130,000
220	\$ 42.61	\$ 62.50	\$ 75,000	\$ 110,000
215	\$ 42.22	\$ 58.14	\$ 72,625	\$ 100,000
215	\$ 46.51	\$ 63.95	\$ 80,000	\$ 110,000
220	\$ 41.26	\$ 56.82	\$ 72,625	\$ 100,000

207	\$ 36.34	\$ 47.10	\$ 60,175	\$ 78,000
207	\$ 39.25	\$ 50.12	\$ 65,000	\$ 83,000
207	\$ 31.33	\$ 42.27	\$ 51,875	\$ 70,000

2018-2019 Windsor Charter Academy Salary Sch

Certified Staff

New Staff Beginning for the 2018-2019 Yea

1.5 % increase annually

3% increase for horizontal movement

Years Exp.	Bachelors + 0	Bachelors + 10	Bachelors + 20	Bachelors +30	Bachelors +50/MA	BA +60/ MA +10
0-1	\$ 31,798	\$ 32,751	\$ 33,734	\$ 34,746	\$ 35,788	\$ 36,862
2	\$ 32,274	\$ 33,243	\$ 34,240	\$ 35,267	\$ 36,325	\$ 37,415
3	\$ 32,759	\$ 33,741	\$ 34,754	\$ 35,796	\$ 36,870	\$ 37,976
4	\$ 33,250	\$ 34,247	\$ 35,275	\$ 36,333	\$ 37,423	\$ 38,546
5	\$ 33,749	\$ 34,761	\$ 35,804	\$ 36,878	\$ 37,984	\$ 39,124
6	\$ 34,255	\$ 35,283	\$ 36,341	\$ 37,431	\$ 38,554	\$ 39,711
7	\$ 34,769	\$ 35,812	\$ 36,886	\$ 37,993	\$ 39,133	\$ 40,307
8	\$ 35,290	\$ 36,349	\$ 37,439	\$ 38,563	\$ 39,720	\$ 40,911
9	\$ 35,820	\$ 36,894	\$ 38,001	\$ 39,141	\$ 40,315	\$ 41,525
10	\$ 36,357	\$ 37,448	\$ 38,571	\$ 39,728	\$ 40,920	\$ 42,148
11	\$ 36,902	\$ 38,009	\$ 39,150	\$ 40,324	\$ 41,534	\$ 42,780
12	\$ 37,456	\$ 38,580	\$ 39,737	\$ 40,929	\$ 42,157	\$ 43,422
13		\$ 39,158	\$ 40,333	\$ 41,543	\$ 42,789	\$ 44,073
14		\$ 39,746	\$ 40,938	\$ 42,166	\$ 43,431	\$ 44,734
15			\$ 41,552	\$ 42,799	\$ 44,083	\$ 45,405
16			\$ 42,175	\$ 43,441	\$ 44,744	\$ 46,086
17				\$ 44,092	\$ 45,415	\$ 46,777
18				\$ 44,754	\$ 46,096	\$ 47,479
19					\$ 46,788	\$ 48,191
20					\$ 47,489	\$ 48,914
21						\$ 49,648
22						
23						
24						
25						
26						
27						

chedule

if

If 1.5 increase

MA +20	MA +30	MA +40	MA +50
\$ 37,968	\$ 39,107	\$ 40,280	\$ 41,489
\$ 38,537	\$ 39,694	\$ 40,884	\$ 42,111
\$ 39,115	\$ 40,289	\$ 41,498	\$ 42,743
\$ 39,702	\$ 40,893	\$ 42,120	\$ 43,384
\$ 40,298	\$ 41,507	\$ 42,752	\$ 44,034
\$ 40,902	\$ 42,129	\$ 43,393	\$ 44,695
\$ 41,516	\$ 42,761	\$ 44,044	\$ 45,365
\$ 42,138	\$ 43,403	\$ 44,705	\$ 46,046
\$ 42,771	\$ 44,054	\$ 45,375	\$ 46,737
\$ 43,412	\$ 44,714	\$ 46,056	\$ 47,438
\$ 44,063	\$ 45,385	\$ 46,747	\$ 48,149
\$ 44,724	\$ 46,066	\$ 47,448	\$ 48,871
\$ 45,395	\$ 46,757	\$ 48,160	\$ 49,604
\$ 46,076	\$ 47,458	\$ 48,882	\$ 50,349
\$ 46,767	\$ 48,170	\$ 49,615	\$ 51,104
\$ 47,469	\$ 48,893	\$ 50,360	\$ 51,870
\$ 48,181	\$ 49,626	\$ 51,115	\$ 52,648
\$ 48,903	\$ 50,371	\$ 51,882	\$ 53,438
\$ 49,637	\$ 51,126	\$ 52,660	\$ 54,240
\$ 50,382	\$ 51,893	\$ 53,450	\$ 55,053
\$ 51,137	\$ 52,671	\$ 54,252	\$ 55,879
\$ 51,904	\$ 53,461	\$ 55,065	\$ 56,717
\$ 52,683	\$ 54,263	\$ 55,891	\$ 57,568
	\$ 55,077	\$ 56,730	\$ 58,432
	\$ 55,903	\$ 57,581	\$ 59,308
		\$ 58,444	\$ 60,198
		\$ 59,321	\$ 61,101

Years Exp.	Bachelors + 0
0-1	\$ 32,164
2	\$ 32,646
3	\$ 33,136
4	\$ 33,633
5	\$ 34,137
6	\$ 34,649
7	\$ 35,169
8	\$ 35,697
9	\$ 36,232
10	\$ 36,776
11	\$ 37,327
12	\$ 37,887
13	
14	
15	
16	
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24	
25	
26	
27	

to base- then a 2nd year teacher would make only \$100 more than a new teacher

Bachelors + 10	Bachelors + 20	Bachelors +30	Bachelors +50/MA	BA +60/ MA +10	MA +20	MA +30
\$ 33,129	\$ 34,122	\$ 35,146	\$ 36,201	\$ 37,287	\$ 38,405	\$ 39,557
\$ 33,626	\$ 34,634	\$ 35,673	\$ 36,744	\$ 37,846	\$ 38,981	\$ 40,151
\$ 34,130	\$ 35,154	\$ 36,208	\$ 37,295	\$ 38,414	\$ 39,566	\$ 40,753
\$ 34,642	\$ 35,681	\$ 36,752	\$ 37,854	\$ 38,990	\$ 40,159	\$ 41,364
\$ 35,161	\$ 36,216	\$ 37,303	\$ 38,422	\$ 39,575	\$ 40,762	\$ 41,985
\$ 35,689	\$ 36,760	\$ 37,862	\$ 38,998	\$ 40,168	\$ 41,373	\$ 42,614
\$ 36,224	\$ 37,311	\$ 38,430	\$ 39,583	\$ 40,771	\$ 41,994	\$ 43,254
\$ 36,768	\$ 37,871	\$ 39,007	\$ 40,177	\$ 41,382	\$ 42,624	\$ 43,902
\$ 37,319	\$ 38,439	\$ 39,592	\$ 40,780	\$ 42,003	\$ 43,263	\$ 44,561
\$ 37,879	\$ 39,015	\$ 40,186	\$ 41,391	\$ 42,633	\$ 43,912	\$ 45,229
\$ 38,447	\$ 39,600	\$ 40,789	\$ 42,012	\$ 43,273	\$ 44,571	\$ 45,908
\$ 39,024	\$ 40,194	\$ 41,400	\$ 42,642	\$ 43,922	\$ 45,239	\$ 46,596
\$ 39,609	\$ 40,797	\$ 42,021	\$ 43,282	\$ 44,580	\$ 45,918	\$ 47,295
\$ 40,203	\$ 41,409	\$ 42,652	\$ 43,931	\$ 45,249	\$ 46,607	\$ 48,005
	\$ 42,031	\$ 43,291	\$ 44,590	\$ 45,928	\$ 47,306	\$ 48,725
	\$ 42,661	\$ 43,941	\$ 45,259	\$ 46,617	\$ 48,015	\$ 49,456
		\$ 44,600	\$ 45,938	\$ 47,316	\$ 48,736	\$ 50,198
		\$ 45,269	\$ 46,627	\$ 48,026	\$ 49,467	\$ 50,951
			\$ 47,326	\$ 48,746	\$ 50,209	\$ 51,715
			\$ 48,036	\$ 49,477	\$ 50,962	\$ 52,491
				\$ 50,220	\$ 51,726	\$ 53,278
					\$ 52,502	\$ 54,077
					\$ 53,290	\$ 54,888
						\$ 55,712
						\$ 56,547

MA +40	MA +50
\$ 40,744	\$ 41,966
\$ 41,355	\$ 42,596
\$ 41,975	\$ 43,235
\$ 42,605	\$ 43,883
\$ 43,244	\$ 44,542
\$ 43,893	\$ 45,210
\$ 44,551	\$ 45,888
\$ 45,220	\$ 46,576
\$ 45,898	\$ 47,275
\$ 46,586	\$ 47,984
\$ 47,285	\$ 48,704
\$ 47,994	\$ 49,434
\$ 48,714	\$ 50,176
\$ 49,445	\$ 50,928
\$ 50,187	\$ 51,692
\$ 50,939	\$ 52,468
\$ 51,704	\$ 53,255
\$ 52,479	\$ 54,053
\$ 53,266	\$ 54,864
\$ 54,065	\$ 55,687
\$ 54,876	\$ 56,523
\$ 55,699	\$ 57,370
\$ 56,535	\$ 58,231
\$ 57,383	\$ 59,104
\$ 58,244	\$ 59,991
\$ 59,117	\$ 60,891
\$ 60,004	\$ 61,804

Position Grouping

Position Titles

Classified Leadership

Managers:

Technology/Media Manager
Business Manager
Fundraising Manager
Facilities Manager

Classified Staff

Classified

Receptionist
Administrative Assistant
Registrar
Athletic Director
Instructional Aide (PARA)
Media/Technology Aide
Media/Technology Assistant
Health Aide
Repair/Maintenance Technician
Lead Custodial
Custodial

emy Salary Schedule

Approximate Work Days/Year	Hrly Equiv		Pay Range	
240	\$ 16.70	\$ 33.85	\$ 32,059	\$ 65,000
230	\$ 21.74	\$ 35.33	\$ 40,000	\$ 65,000
210	\$ 13.10	\$ 26.79	\$ 22,000	\$ 45,000
250	\$ 23.00	\$ 32.50	\$ 46,000	\$ 65,000
198	\$ 11.00	\$ 18.94	\$ 17,424	\$ 30,000
207	\$ 12.00	\$ 21.14	\$ 19,872	\$ 35,000
220	\$ 15.00	\$ 23.86	\$ 26,400	\$ 42,000
195	\$ 12.00	\$ 32.05	\$ 30,000	\$ 50,000
174	\$ 11.00	\$ 14.32	\$ 15,312	\$ 19,931
185	\$ 11.00	\$ 15.90	\$ 16,280	\$ 23,539
185	\$ 12.00	\$ 19.04	\$ 17,760	\$ 28,176
185	\$ 12.00	\$ 16.82	\$ 17,760	\$ 24,890
260	\$ 15.00	\$ 19.23	\$ 31,200	\$ 40,000
260	\$ 11.00	\$ 15.38	\$ 22,880	\$ 32,000
260	\$ 11.00	\$ 13.46	\$ 22,880	\$ 28,000



9.0

2018-2019 Stipend Schedule

Windsor Charter Academy Stipend Schedule 2018-2019

Total Budget for 2018-2019

\$50,800.00

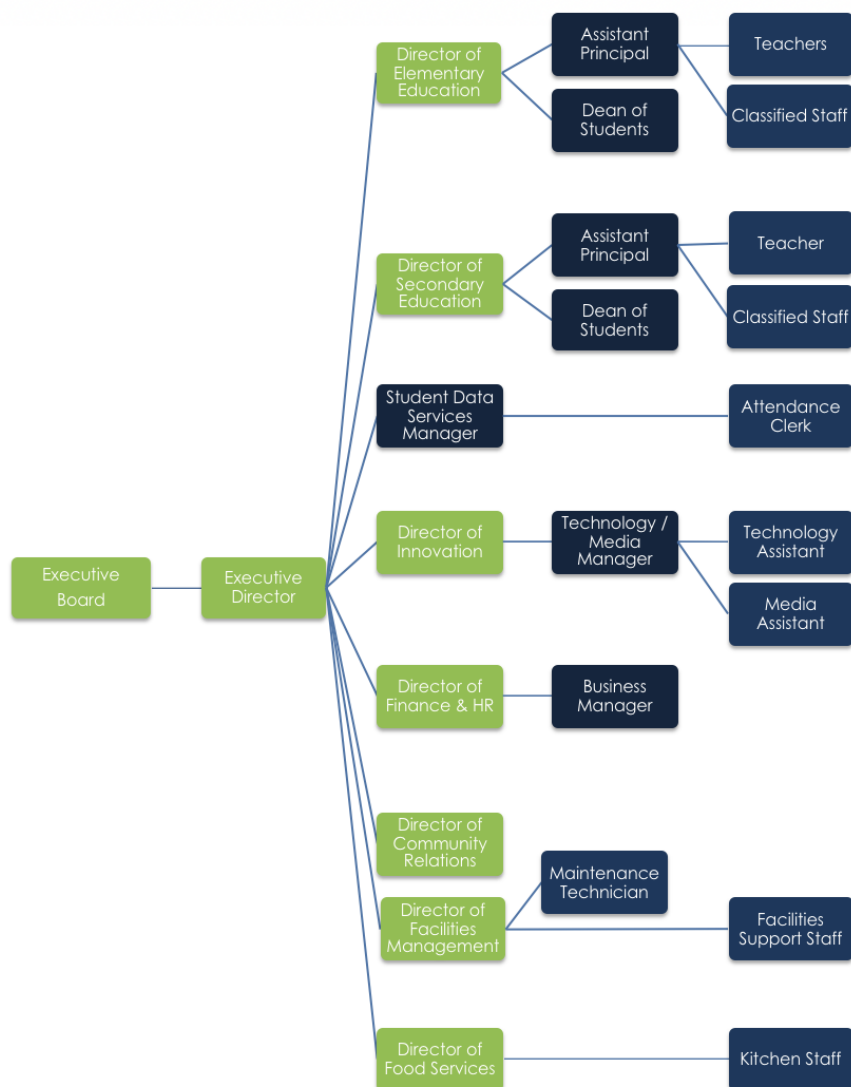
ELEMENTARY SCHOOL		MIDDLE & HIGH SCHOOL		MIDDLE & HIGH SCHOOL	
Lead Teachers	Amount	Lead Teachers	Amount	MS Athletics	
Kindergarten	\$400	Counseling & Advising	\$250	Boys Basketball Assistant	\$500
1st Grade	\$400	English Lead Teacher	\$250	Boys Basketball Head Coach	\$1,000
2nd Grade	\$400	History Lead Teacher	\$250	Boys Soccer Assis. Coach	\$500
3rd Grade	\$400	Math Lead Teacher	\$250	Boys Soccer Head Coach	\$1,000
4th Grade	\$400	Fine Arts Lead Teacher	\$250	MS/HS C.C. Head Coach	\$1,000
5th Grade	\$400	Science Lead Teacher	\$250	MS/HS C.C. Asst Coach	\$1,000
Specials	\$400	Lead Teachers		Girls Basketball Head Coach	\$1,000
AVID	\$200	6th Grade	\$250	Girls Basketball Assis Coach	\$250
Mentor Teachers		7th Grade	\$250	Girls Basketball Assis. Coach	\$250
Mentor Teacher #1	\$250	8th Grade	\$250	Girls Soccer Assis Coach	\$500
Mentor Teacher #2	\$250	9th Grade	\$250	Girls Soccer Head Coach	\$1,000
Mentor Teacher #3	\$250	10th - 12th Grades	\$250	Girls Volleyball Assis Coach	\$500
Mentor Teacher #4	\$250	Mentor Teachers		Girls Volleyball Head Coach	\$1,000
Mentor Teacher #5	\$250	Mentor Teacher #1	\$250	Track Assis Coach	\$500
Inductee Developer		Mentor Teacher #2	\$250	Track Head Coach	\$1,000
Inductee Teacher #1	\$450	Mentor Teacher #3	\$250	HS Athletics	
Inductee Teacher #2	\$450	Mentor Teacher #4	\$250	Boys Basketball Head Coach	\$2,500
Inductee Teacher #3	\$900	Mentor Teacher #5	\$250	Boys Basketball Assis Coach	\$1,000
Inductee Teacher #4	\$450	Mentor Teacher #6	\$250	Girls Basketball Head Coach	\$2,500
Inductee Teacher #5	\$450	Mentor Teacher #7	\$250	Girls Basketball Assis Coach	\$1,000
Inductee Teacher #6	\$450	Mentor Teacher #8	\$250	Boys Soccer Head Coach	\$2,500
Club Advisors		MS Club Advisors		Boys Soccer Assistant Coach	\$1,000
Choir	\$500	NJHS	\$500	Girls Soccer Head Coach	\$2,500
Allocated for Future Use	\$650	HS Club Advisors		Girls Volleyball Assis Coach	\$1,000
Band	\$500	NHS	\$500	Girls Volleyball Head Coach	\$2,500
Art Club	\$500	Student Council	\$500	MS Dance	\$500
Lego Robotics	\$500	Math Counts	\$500	HS Dance	\$500
Student Council	\$500	Extra Duty		ATHLETIC STIPENDS	\$28,500
Intramural Athletics		VEX Robotics	\$1,000		
Basketball Coach	\$250	VEX Robotics	\$1,000		
Soccer Coach	\$250	Musical Theater Assistant	\$1,000		
Track Coach	\$250	Props / Scenery	\$1,000		
Volleyball Coach	\$250	MSHS STIPENDS	\$10,750		
ELEM STIPENDS	\$11,550				

10.0 Windsor Charter Academy Organizational Framework

The following recommendations of director and manager titles, outlined below, more clearly define their roles and responsibilities.

1. Technology Director to Director of Innovation
2. Facilities Manger to Director of Facilities Management
3. Fund Development Manager to Director of Community Relations

WINDSOR CHARTER ACADEMY ORGANIZATIONAL CHART



11.0 2018-2019 Elementary 5-Day Specials Rotation Proposal Without Spanish

Moving from 6-Day Rotation to 5-Day Rotation Without Spanish

Why is Administration proposing this change?

1. Maximization of Quality Instruction

With a 6-day rotation, Specials teachers meet with students 29 days over the course of a school year. Moving to a 5-day rotation, Specials teachers meet with students 34 days over the course of the school year. A 5-day rotation offers opportunities to teach curriculum that is outlined by the Core Knowledge standards, as well as the state standards. Additionally, Specials teachers have greater opportunities to build positive relationships with students, which strongly correlates with increased learning. The implications are significant.

2. Financial Efficiency

Currently, with a six-day rotation, Specials teachers have extra time that is above and beyond their time in teaching, planning, lunch, and duties. The chart below shows a comparison of extra time where teachers are not working with students due to a 6-day rotation.

Minutes of Time Delineated Over a Six-Day Rotation (2,880 Minutes)*				
	Instructional Time	Open	Lunch	Plan
Specials Teacher	1,300 minutes	500 minutes	240 minutes	300 minutes
Classroom Teacher	2,240 minutes	0 minutes	240 minutes	300 minutes

Minutes of Time Delineated Over a Five-Day Rotation (2,400 Minutes)*				
	Instructional Time	Open	Lunch	Plan
Specials Teacher	1300 minutes	200 minutes	200 minutes	250 minutes
Classroom Teacher	1,867 minutes	0 minutes	200 minutes	250 minutes

*Duties are not included in the breakdown of minutes.

The table above shows that only 56% of the instructional day for Specials teachers will be spent in student instruction or instructional planning for a 6-day rotation (88% for classroom teachers). Specials teachers will also do additional duties to help support rationalization of full-time status. With a 5-day rotation, Specials teachers will spend 65% of the day on student instruction or instructional planning (88% for classroom teachers).

Benefits and savings would occur in a 5-day rotation model. The benefits and savings would occur in the following ways:

- 1 Certified FTE in savings transitioning from 6-day to 5-day rotation, dropping Spanish from the rotation
- Lunchroom monitors could be hired at classified wages to cover duties. This would ensure consistency in expectations duties with children, as they worked every day with students versus a rotation of Specials teachers on duties.
- Improved financial efficiency as Specials teachers increase their time in instruction.

What additional benefits would arise from this recommendation?

Windsor Charter Academy values learning opportunities in foreign language for its students. As future global citizens, it is beneficial for students to be bilingual. Nationally, there is a teacher shortage in foreign languages.

For the third year in a row, more than 40 states plus the District of Columbia have reported a teacher shortage in world languages, an all-time high for the subject area since the Department of Education began collecting data over 25 years ago. In the report, language teaching vacancies are at the top of the list next to other key subject areas like math, science, and special education.

*—American Council on the Teaching of Foreign Languages,
September 2017*

The teacher shortage for foreign language is a challenge for Administration, as they strive to fill positions at the middle and early college high school, ensuring that students strengthen bilingual skills and prepare for college. Colleges require 2-4 years of foreign language at the high school level. When filling a position for an elementary foreign language teacher, it decreases the probabilities of filling middle and high school positions with highly qualified, effective foreign language teachers.

Do other elementary schools offer Spanish or other foreign languages as a Specials rotation?

21 elementary schools within a 10-mile radius of Windsor Charter Academy serve students in this area. Of the 21 schools, 1 school, Cottonwood Plains Elementary School, is a dual-language immersion school. 1 other school, Shawsheen Elementary School, is a culturally and linguistically diverse school. The 19 remaining schools do not have foreign language as part of their daily instruction.

Because Windsor Charter Academy believes in “educating, empowering, and equipping students to reach their highest potential,” how do we support the benefits of learning a second language?

Windsor Charter Academy Elementary School would offer after-school classes that offer students opportunities to learn second languages. Teachers or bilingual parents would have the opportunities to teach students. It is possible that multiple languages could be offered in this venue. Here are examples of possible clubs:

- **Spanish Club**

Spanish Club could be offered after school one day a week, based on interest from 3:30 to 4:30 p.m. Cost would be \$40 per child for one semester. Each class would

have a maximum of 25 students, breaking clubs into three groups—K-1, 2-3, 4-5. This would be offered one semester at a time. The fee would pay for the stipend for the teacher or parent. Spanish instruction would involve colors, numbers, days of the week, common phrases, greetings, songs, and Spanish culture. The student cost of the club would compensate for the cost of the teacher.

- **French Club**

French Club could be offered after school one day a week, based on interest from 3:30 to 4:30 p.m. Cost would be \$40 per child for one semester. Each class would have a maximum of 25 students, breaking clubs into three groups—K-1, 2-3, 4-5. This would be offered one semester at a time. The fee would pay for the stipend for the teacher or parent. French instruction would involve colors, numbers, days of the week, common phrases, greetings, songs, and French culture. The student cost of the club would compensate for the cost of the teacher.

- **Spanish Enrichment Camp 2019**

Fifth grade students would be able to participate in a 2-week Spanish enrichment camp, where they would learn about Spanish culture and learn common sayings and phrases to give a jump start in foreign language in middle school. The cost of the camp would pay for the teacher compensation.



12.0 2018-2019 School Budget, First Read



Financial Highlights 1.31.18 and Proposed 2018-2019 Budget Highlights

As of January 31, 2018 we are 7 months through the year, revenues and expenditures should be approximately 58.33% of budget.

We are on track for expected revenues and expenditures for this time of year.

- **Total GF Revenue is \$5,686,442 (58.64%)**
 - Revenue is in line with expected at this time of year
- **Total GF Expenses are \$4,832,402 (51%)**
 - Expenses are in line with expected at this time of year
- **"Surplus" to date of \$ 854,040**
- **Balance Sheet Notes**
 - GF Checking Account Balance: \$3,001,781
 - SF Checking Account Balance: \$74,863

The Finance Committee has reviewed the 990 informational return, and recommends to the Board for approval and filing with the IRS.

The 2018-2019 Proposed Budget highlights listed below.



Proposed 2018-2019 Budget Highlights- Budget at 97% of Enrollment

Revenue Changes- increase of \$1,044,513

- Student/FTE increase of 170.5
- PPR increase to \$7,424.62
- Slight decrease in fees and Capital construction

Expenditure Changes- increase of \$1,105,458

- Staff increase 12 FTE and raises- \$ 483,193
 - Elem teacher, lunch monitor, ELL position increase
 - AIMS positions now in house
 - 4 FTE for MSHS
 - College academic advisor
 - Instructional coach
 - Paras MSHS
- Benefits increase \$124,700
- Facilities increase \$408,336
 - Lease payment increased due to debt service schedule
 - Repairs and Maintenance budget increased for additional needs
- Purchased Services decrease \$91,000
 - AIMS concurrent enrollment program savings
- Supplies increase \$ 140,549
 - Additional curriculum and testing needs
- Equipment increase of \$45,000
 - Tech allocation
 - Student security system- Raptor

Projected Surplus- \$161,118

- Required Surplus to meet bond covenant debt service coverage of 1.10x is \$154,340

Windsor Charter Academy Budget

General Fund		2017-2018 Approved Budget	2017-2018 Approved Amended Budget	100.00%		2018-2019 Proposed Budget	97.00%	
PPR Base	\$	7,182.64	\$ 7,279.04	3.37%		\$ 7,424.62	2.00%	
FTE	\$	1,095.71	1082.1	7.64%		1215.0	12.28%	
				% of Total Rev	Per student		% of Total Rev	Per student
PPR	\$	7,870,100	\$ 7,876,649	81.22%	\$ 7,279.04	\$ 9,021,078	83.98%	\$ 6.73
Mill Levy 2007	\$	90,000	\$ 90,000	0.93%	\$ 83.17	\$ 90,000	0.84%	\$ 0.08
Mill Levy 2016	\$	462,000	\$ 462,614	4.77%	\$ 427.52	\$ 462,000	4.30%	\$ 0.40
Rural Schools Funding	\$	-	\$ 169,747	1.75%	\$ 156.87	\$ -	0.00%	\$ 0.14
Kindergarten Tuition	\$	208,153	\$ 207,000	2.13%	\$ 191.29	\$ 213,900	1.99%	\$ 0.18
Interest	\$	200	\$ 200	0.00%	\$ 0.18	\$ 200	0.00%	\$ 0.00
Student Fees	\$	78,765	\$ 76,407	0.79%	\$ 70.61	\$ 89,772	0.84%	\$ 0.07
Building Rental	\$	32,000	\$ 32,000	0.33%	\$ 29.57	\$ 32,640	0.30%	\$ 0.03
Donations/Fundraising (Bingo, Gala, Walkathon)	\$	120,000	\$ 120,000	1.24%	\$ 110.90	\$ 130,000	1.21%	\$ 0.10
Other (lost books, fines, etc)	\$	5,125	\$ 5,125	0.05%	\$ 4.74	\$ 5,253	0.05%	\$ 0.00
Capital Construction	\$	298,034	\$ 274,983	2.84%	\$ 254.12	\$ 285,530	2.66%	\$ 0.23
Food Service Revenue	\$	367,185	\$ 367,185	3.79%	\$ 339.33	\$ 387,150	3.60%	\$ 0.31
Daniels Fund Grant						\$ -	0.00%	\$ -
O&G revenue from Building Corp						\$ 10,000	0.09%	\$ -
Title II Grant Revenue	\$	4,900	\$ 4,900	0.05%	\$ 4.53	\$ 4,800	0.04%	\$ 0.00
READ Act Grant Revenue	\$	11,000	\$ 11,000	0.11%	\$ 10.17	\$ 10,000	0.09%	\$ 0.01
CDE Expansion Grant Revenue	\$	-	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -
Total Revenues	\$	9,547,462	\$ 9,697,810	100.00%	\$ 8,962.03	\$ 10,742,323	100.00%	\$ 8.28
728222								
Reimbursement/Txfr from Building Corp	\$	-	\$ -					
Total Revenues and Reserves	\$	9,547,462	\$ 9,697,810			\$ 10,742,323		
Expenditures								
Salaries & Benefits				% of Total Rev	Per student		% of rev	Per student
Salaries	\$	4,014,981	\$ 4,062,427	41.89%	\$ 3,754.21	\$ 4,540,274	42.27%	\$ 3.47
Food Service Salaries	\$	134,301	\$ 126,000	1.30%	\$ 116.44	\$ 127,000	1.18%	\$ 0.11
Substitutes Salaries	\$	63,448	\$ 67,000	0.69%	\$ 61.92	\$ 70,350	0.65%	\$ 0.06
Extra Duty/Stipends Salaries	\$	49,800	\$ 49,800	0.51%	\$ 46.02	\$ 50,796	0.47%	\$ 0.04
Salaries Total	\$	4,262,530	\$ 4,305,227	44.39%	\$ 3,978.59	\$ 4,788,420	44.58%	\$ 3.68
Food Svc Health Benefits, medicare, PERA	\$	47,220	\$ 43,779	0.45%	\$ 40.46	\$ 47,000	0.44%	\$ 0.04
Benefits	\$	798,654	\$ 785,000	8.09%	\$ 725.44	\$ 790,000	7.35%	\$ 0.67
Medicare	\$	59,859	\$ 60,599	0.62%	\$ 56.00	\$ 69,432	0.65%	\$ 0.05
Sick Bank	\$	14,250	\$ 14,250	0.15%	\$ 13.17	\$ 14,250	0.13%	
PERA	\$	824,353	\$ 834,502	8.61%	\$ 771.19	\$ 942,148	8.77%	\$ 0.71
Benefits Total	\$	1,744,337	\$ 1,738,130	17.92%	\$ 9,563.43	\$ 1,862,830	17.34%	\$ 8.83
Purchased & Technical Services								
Prof Services-Background checks, fingerprints, interpreter	\$	15,450	\$ 19,450	0.20%	\$ 17.97	\$ 20,034	0.19%	\$ 0.02
Accounting Software/Payroll	\$	11,070	\$ 11,070	0.11%	\$ 10.23	\$ 11,347	0.11%	\$ 0.01
Audit/990 Prep	\$	6,500	\$ 6,500	0.07%	\$ 6.01	\$ 6,630	0.06%	\$ 0.01
Legal	\$	7,000	\$ 8,500	0.09%	\$ 7.86	\$ 8,585	0.08%	\$ 0.01
Total	\$	40,020	\$ 45,520	0.47%	\$ 42.07	\$ 46,595	0.43%	\$ 0.04
Facilities & Property Services								
Natural Gas/Electricity	\$	135,915	\$ 135,915	1.40%	\$ 125.60	\$ 139,313	1.30%	\$ 0.12
Water/Sewer	\$	28,750	\$ 28,750	0.30%	\$ 26.57	\$ 29,325	0.27%	\$ 0.02
Trash	\$	8,568	\$ 8,568	0.09%	\$ 7.92	\$ 8,739	0.08%	\$ 0.01
Repairs & Maintenance	\$	98,000	\$ 113,000	1.17%	\$ 104.43	\$ 133,060	1.24%	\$ 0.10
Bldg Lease Payments	\$	1,159,271	\$ 1,159,271	11.95%	\$ 1,071.32	\$ 1,543,403	14.37%	\$ 0.99
Storage unit lease	\$	600	\$ 600	0.01%	\$ 0.55	\$ 600	0.01%	\$ 0.00
Total	\$	1,431,104	\$ 1,446,104	14.91%	\$ 1,335.83	\$ 1,854,440	17.26%	\$ 1.23

General Fund	2017-18 (add 12th	2017-18 (add 12th)	% of Total Rev Per student		2018-2019 Proposed Budget Per student		
Other Purchased Services							
Printing/Binding	\$ 5,000	\$ 5,000	0.05%	\$ 4.62	\$ 5,250	0.05%	\$ 0.00
Special Ed District Charge	\$ 507,644	\$ 506,764	5.23%	\$ 468.31	\$ 600,889	5.59%	\$ 0.43
AIMS Fees	\$ 139,896	\$ 131,892	1.36%	\$ 121.89	\$ 10,000	0.09%	\$ 0.11
Professional Development/ Avid	\$ 28,000	\$ 40,000	0.41%	\$ 36.97	\$ 31,000	0.29%	\$ 0.03
Board PD	\$ 7,000	\$ 7,000	0.07%	\$ 6.47	\$ 7,000		\$ 0.01
Title II Grant Expenses (Prof Dev)	\$ 4,900	\$ 4,900	0.05%	\$ 4.53	\$ 4,800	0.04%	\$ 0.00
District Admin Charges	\$ 157,402	\$ 157,533	1.62%	\$ 145.58	\$ 180,422	1.68%	\$ 0.13
Infinite Campus	\$ 15,000	\$ 15,000	0.15%	\$ 13.86	\$ 13,568	0.13%	\$ 0.01
Property/Liability Insurance	\$ 74,773	\$ 74,773	0.77%	\$ 69.10	\$ 80,007	0.74%	\$ 0.06
SUTA	\$ 12,788	\$ 12,916	0.13%	\$ 11.94	\$ 13,773	0.13%	\$ 0.01
Worker's Comp Insurance	\$ 34,979	\$ 34,979	0.36%	\$ 32.32	\$ 36,728	0.34%	\$ 0.03
(Tech) Copier Lease	\$ 54,665	\$ 54,665	0.56%	\$ 50.52	\$ 65,598	0.61%	\$ 0.05
Tech Leases	\$ 102,826	\$ 102,826	1.06%	\$ 95.02	\$ -	0.00%	\$ 0.09
Tech Support	\$ 1,200	\$ 1,200	0.01%	\$ 1.11	\$ 1,200	0.01%	\$ 0.00
Tech Repair/Maintenance	\$ 31,100	\$ 31,100	0.32%	\$ 28.74	\$ 32,655	0.30%	\$ 0.03
Tech Software/Licensing	\$ 30,786	\$ 30,786	0.32%	\$ 28.45	\$ 32,325	0.30%	\$ 0.03
Tech Media Center	\$ 7,300	\$ 7,300	0.08%	\$ 6.75	\$ 7,446	0.07%	\$ 0.01
Daniels Fund Grant- Equipment							
Tech Prof Dev	\$ 5,078	\$ 5,078	0.05%	\$ 4.69			\$ 0.00
TECH Fire/Intercom/Security Maint	\$ 12,500	\$ 16,000	0.16%	\$ 14.79	\$ 16,320	0.15%	\$ 0.01
Tech Internet/Phone/Comm	\$ 65,873	\$ 73,173	0.75%	\$ 67.62	\$ 75,002	0.70%	\$ 0.06
Student Security System	\$ -	\$ -	0.00%	\$ -	\$ 7,500	0.07%	\$ -
Advertising	\$ 15,512	\$ 15,512	0.16%	\$ 14.34	\$ 15,822	0.15%	\$ 0.01
Total	\$ 1,314,220	\$ 1,328,395	13.70%	\$ 1,227.61	\$ 1,237,305	11.52%	\$ 1.13
Educational Supplies & Materials							
Curriculum/ Online License renewals	\$ 94,150	\$ 98,650	1.02%	\$ 91.17	\$ 197,924	1.84%	\$ 0.08
General/Office Supplies	\$ 29,400	\$ 29,400	0.30%	\$ 27.17	\$ 29,988	0.28%	\$ 0.03
Paper		\$ 5,000	0.05%	\$ 4.62	\$ 6,000	0.06%	\$ 0.00
Student Supplies/planners							
Sunshine Supplies	\$ 600	\$ 600	0.01%	\$ 0.55	\$ 600	0.01%	\$ 0.00
Assessments/Testing- (AR, Renaissance, AIMS web	\$ 22,356	\$ 22,356	0.23%	\$ 20.66	\$ 26,708	0.25%	\$ 0.02
Dues & Fees(CO League, survey monkey	\$ 15,000	\$ 15,000	0.15%	\$ 13.86	\$ 15,750	0.15%	\$ 0.01
Athletic/CoCurricular Exp	\$ 5,000	\$ 5,000	0.05%	\$ 4.62	\$ 5,500	0.05%	\$ 0.00
Organic Garden Supplies	\$ 3,500	\$ 3,500	0.04%	\$ 3.23	\$ 3,500	0.03%	\$ 0.00
Health Supplies	\$ 4,500	\$ 4,500	0.05%	\$ 4.16	\$ 4,635	0.04%	\$ 0.00
Teacher Classroom Budgets	\$ 16,000	\$ 16,000	0.16%	\$ 14.79	\$ 15,000	0.14%	\$ 0.01
School Event Budgets			0.00%	\$ -	\$ 8,000	0.07%	\$ -
Food Service Expenses	\$ 185,200	\$ 185,200	1.91%	\$ 171.15	\$ 213,150	1.98%	\$ 0.16
Facility Supplies	\$ 35,000	\$ 35,000	0.36%	\$ 32.34	\$ 36,000	0.34%	\$ 0.03
Booster Groups	\$ 12,850	\$ 12,850	0.13%	\$ 11.88	\$ 12,850	0.12%	\$ 0.01
Exec Dir/Staff Culture	\$ 15,000	\$ 15,000	0.15%	\$ 13.86	\$ 13,000	0.12%	\$ 0.01
Total Supplies	\$ 438,556	\$ 448,056	4.62%	\$ 414.06	\$ 588,605	5.48%	\$ 0.38

General Fund	2017-18 (add 12th)	2017-18 (add 12th)	% of Total Rev Per student		0	Per student	
Expansion/Equipment							
Tech Equipment	\$ 47,315	\$ 47,315	0.49%	\$ 43.73	\$ 90,000	0.84%	\$ 0.04
Facilities Equipment	\$ 5,000	\$ 5,000	0.05%	\$ 4.62	\$ 7,500	0.07%	\$ 0.00
Playground Equipment/ Furniture	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -
2014-2015 Expansion Carryforward	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -
MSHS expansion costs- 2017	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -
Total Property/Equipment	\$ 52,315	\$ 52,315	0.54%	\$ 48.35	\$ 97,500	0.91%	\$ 0.04
General Fund	2017-18 (add 12th)	2017-18 (add 12th)			2018-19		
<i>Other</i>							
Dues & Fees	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -
Bank Fees	\$ 6,000	\$ 10,000	0.10%	\$ 9.24	\$ 10,100	0.09%	\$ 0.01
Auto Expenses	\$ 5,000	\$ 7,000	0.07%	\$ 6.47	\$ 7,210	0.07%	\$ 0.01
Fundraising expenses(bingo, gala, walkathon)	\$ 84,000	\$ 84,000	0.87%	\$ 77.63	\$ 88,200	0.82%	\$ 0.07
Future Facility Planning Costs	\$ -	\$ 11,000	0.11%	\$ 10.17	\$ -		
CDE Proj 1-	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -
CDE Proj 2-	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -
CDE Proj 3-	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -
CDE Proj 4-	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -
Total	\$ 95,000	\$ 112,000	1.15%	\$ 103.50	\$ 105,510	0.98%	\$ 0.09
Total Expenditures	\$ 9,378,082	\$ 9,475,747	97.71%	\$ 12,734.84	\$ 10,581,205	98.50%	\$ 11.75
Net Surplus/Deficit	\$ 169,380	\$ 222,063			\$ 161,118		
Required Surplus for DS Coverage		\$ 115,927			\$ 154,340		
<i>General Fund Balance- Beginning</i>	\$ 2,030,553	\$ 2,030,553			\$ 2,252,616		
<i>Appropriation</i>	\$ -	\$ -			\$ -		
<i>Net Surplus/Deficit</i>	\$ 169,380	\$ 222,063			\$ 161,118		
Fund Balance- Ending	\$ 2,199,933	\$ 2,252,616			\$ 2,413,734		
Ending Fund Balance Detail							
<i>Unrestricted Fund Balance</i>	\$ 1,953,369	\$ 2,003,122			\$ 2,142,600		
<i>TABOR Reserves</i>	\$ 246,564	\$ 249,494			\$ 271,134		
Total Projected Ending FB	\$ 2,199,933	\$ 2,252,616			\$ 2,413,734		
Total Revenues	\$ 9,547,462	\$ 9,697,810			\$ 10,742,323		
Total Expenditures less DS and one time	\$ 8,218,811	\$ 8,316,476			\$ 9,037,802		
Net avail for Debt Service	\$ 1,328,651	\$ 1,381,334			\$ 1,704,521		
Projected Debt Service	\$ 1,159,271	\$ 1,159,271			\$ 1,543,403		
Net Surplus	\$ 169,380	\$ 222,063			\$ 161,118		
Bond Covenant Requirement to maintain 1.10 X debt service	\$ 1,275,198	\$ 1,275,198			\$ 1,697,743		
Actual Ratio	114.61%	119.16%			110.44%		
Actual Surplus plus Debt Svc	\$ 1,328,651	\$ 1,381,334			\$ 1,704,521		
Diff Over/(under)	\$53,453	\$106,136			\$6,778		
Required Surplus to maintain DS coverage		\$ 115,927			\$ 154,340		
Daily operating expenses less capital outlay and debt service	\$ 22,517.29	\$ 22,784.86			\$ 24,761.10		
Days cash on hand incl TABOR restr.	97.70	98.86			97.48		

	<u>2015- 2016</u>	<u>2016-2017</u>	<u>2016-2017 ACTUAL OCT COUNT</u>	<u>2017-2018 OCT COUNT</u>	<u>2018- 2019</u>
K	100	104	105	120	120
1	101	104	104	120	120
2	78	104	104	103	120
3	104	102	99	105	104
4	102	104	104	100	105
5	78	104	104	104	104
6	104	104	96.5	106	136
7	67	104	107	93	114
8	69	78	73	106.5	101
9	44	76	66	66	118
10	17	50	37	57	70
11	0	15	21.5	36	54
12	0			16	37
Total Students		864	1049	1021	1132.5
Total FTE		822	1005.32	976.9	1082.1
Increase in FTE			183.32	154.9	76.78
Total Student growth			157	111.5	170.5
% of FTE	0.97			1049.6	1215.0
Students below 100%				32.5	37.6
Total Student Count				1099	1264
				34	39
Total Elem	563	622	620	652	673
Total MSHS	301	427	401	480.5	630



13.0 Return of Organization Exempt from Income Tax, Form 990

John L Cutler & Associates
600 17th St S Ste 2800
Denver, CO 80202-5428
303-634-2259

January 31, 2018

CONFIDENTIAL

Windsor Charter Academy
680 Academy Court
Windsor, CO 80550

Dear :

We have prepared the following returns from information provided by you without verification or audit.

Return of Organization Exempt From Income Tax (Form 990)

We suggest that you examine these returns carefully to fully acquaint yourself with all items contained therein to ensure that there are no omissions or misstatements. Attached are instructions for signing and filing each return. Please follow those instructions carefully.

Enclosed is any material you furnished for use in preparing the returns. If the returns are examined, requests may be made for supporting documentation. Therefore, we recommend that you retain all pertinent records for at least seven years.

In order that we may properly advise you of tax considerations, please keep us informed of any significant changes in your financial affairs or of any correspondence received from taxing authorities.

If you have any questions, or if we can be of assistance in any way, please call.

Sincerely,

John L Cutler & Associates

Filing Instructions

Windsor Charter Academy

Exempt Organization Tax Return

Taxable Year Ended June 30, 2017

Date Due: AS SOON AS POSSIBLE

Remittance: None is required. Your Form 990 for the tax year ended 6/30/17 shows no balance due.

Mail To: Department of the Treasury
Internal Revenue Service Center
Ogden, UT 84201-0027

If a private delivery service is used, mail to:
OSPC
1973 Rulon White Blvd.
Ogden, UT 84201-1000

Signature: The return should be signed and dated on Page 1 by an officer representing the organization.

Windsor Charter Academy
680 Academy Court
Windsor, CO 80550

Department of the Treasury
Internal Revenue Service Center
Ogden, UT 84201-0027



Form **990**
Department of the Treasury
Internal Revenue Service**Return of Organization Exempt From Income Tax**
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

OMB No. 1545-0047

2016**Open to Public Inspection**▶ Do not enter social security numbers on this form as it may be made public.
▶ Information about Form 990 and its instructions is at www.irs.gov/form990.**A For the 2016 calendar year, or tax year beginning 07/01/16, and ending 06/30/17**

B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	C Name of organization Windsor Charter Academy		D Employer identification number 84-1517346
	Doing business as		E Telephone number 970-674-5020
	Number and street (or P.O. box if mail is not delivered to street address) Room/suite 680 Academy Court		
	City or town, state or province, country, and ZIP or foreign postal code Windsor CO 80550		G Gross receipts \$ 9,492,341
	F Name and address of principal officer: Samual Penn		H(a) Is this a group return for subordinates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No H(b) Are all subordinates included? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No," attach a list. (see instructions) H(c) Group exemption number ▶

I Tax-exempt status: ☒ 501(c)(3) ☐ 501(c) () ◀ (insert no.) ☐ 4947(a)(1) or ☐ 527

J Website: ▶ **www.windsorcharteracademy.org**

K Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other ▶ **L** Year of formation: **2000** **M** State of legal domicile: **CO**

Part I Summary

Activities & Governance	1 Briefly describe the organization's mission or most significant activities: Windsor Charter Academy is a K-11 Charter School providing academic excellence, character development, and enthusiasm for life-long learning.		
	2 Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	3 Number of voting members of the governing body (Part VI, line 1a)	3	7
	4 Number of independent voting members of the governing body (Part VI, line 1b)	4	7
	5 Total number of individuals employed in calendar year 2016 (Part V, line 2a)	5	189
	6 Total number of volunteers (estimate if necessary)	6	460
	7a Total unrelated business revenue from Part VIII, column (C), line 12	7a	0
b Net unrelated business taxable income from Form 990-T, line 34	7b	0	
Revenue	8 Contributions and grants (Part VIII, line 1h)	Prior Year 1,208,783	Current Year 1,497,002
	9 Program service revenue (Part VIII, line 2g)	6,225,679	7,980,956
	10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)	102	14,383
	11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	30,758	0
	12 Total revenue – add lines 8 through 11 (must equal Part VIII, column (A), line 12)	7,465,322	9,492,341
Expenses	13 Grants and similar amounts paid (Part IX, column (A), lines 1–3)		0
	14 Benefits paid to or for members (Part IX, column (A), line 4)		0
	15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5–10)	3,939,222	9,230,280
	16a Professional fundraising fees (Part IX, column (A), line 11e)		0
	b Total fundraising expenses (Part IX, column (D), line 25) ▶ 0		
	17 Other expenses (Part IX, column (A), lines 11a–11d, 11f–24e)	5,156,154	5,657,701
	18 Total expenses. Add lines 13–17 (must equal Part IX, column (A), line 25)	9,095,376	14,887,981
19 Revenue less expenses. Subtract line 18 from line 12	-1,630,054	-5,395,640	
Net Assets or Fund Balances	20 Total assets (Part X, line 16)	Beginning of Current Year 11,719,894	End of Year 39,197,804
	21 Total liabilities (Part X, line 26)	15,608,145	48,481,695
	22 Net assets or fund balances. Subtract line 21 from line 20	-3,888,251	-9,283,891

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer Samual Penn		Date	
	Type or print name and title Vice President			
Paid Preparer Use Only	Print/Type preparer's name John Cutler	Preparer's signature <i>John L. Cutler</i>	Date 01/31/18	Check <input type="checkbox"/> if self-employed PTIN P00879543
	Firm's name ▶ John L Cutler & Associates			Firm's EIN ▶ 20-2011689
	Firm's address ▶ 600 17th St S Ste 2800 Denver, CO 80202-5428			Phone no. 303-634-2259

May the IRS discuss this return with the preparer shown above? (see instructions) ☒ Yes ☐ No

For Paperwork Reduction Act Notice, see the separate instructions.

Form **990** (2016)

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III

☒

1 Briefly describe the organization's mission:

Windsor Charter Academy is a K-11 Charter School providing academic excellence, character development, and enthusiasm for life-long learning.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? ☐ Yes ☒ No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? ☐ Yes ☒ No

If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses \$ **9,807,572** including grants of\$) (Revenue \$)

Windsor Charter Academy provides a challenging academic program based on Core Knowledge curriculum that promotes academic excellence, character development, and enthusiasm for lifelong learning. The mission of the school is to develop in each child the love of learning, the ability to engage in critical thinking, and to demonstrate mastery of the academic building blocks necessary for a successful future.

4b (Code:) (Expenses \$ including grants of\$) (Revenue \$)

4c (Code:) (Expenses \$ including grants of\$) (Revenue \$)

4d Other program services (Describe in Schedule O.)

(Expenses \$ including grants of\$) (Revenue \$)

4e Total program service expenses ► **9,807,572**

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? <i>If "Yes," complete Schedule A</i>	X	
2 Is the organization required to complete <i>Schedule B, Schedule of Contributors</i> (see instructions)?		X
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? <i>If "Yes," complete Schedule C, Part I</i>		X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? <i>If "Yes," complete Schedule C, Part II</i>		X
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? <i>If "Yes," complete Schedule C, Part III</i>		X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? <i>If "Yes," complete Schedule D, Part I</i>		X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? <i>If "Yes," complete Schedule D, Part II</i>		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? <i>If "Yes," complete Schedule D, Part III</i>		X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? <i>If "Yes," complete Schedule D, Part IV</i>		X
10 Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? <i>If "Yes," complete Schedule D, Part V</i>		X
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? <i>If "Yes," complete Schedule D, Part VI</i>	X	
b Did the organization report an amount for investments—other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VII</i>		X
c Did the organization report an amount for investments—program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VIII</i>		X
d Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part IX</i>	X	
e Did the organization report an amount for other liabilities in Part X, line 25? <i>If "Yes," complete Schedule D, Part X</i>	X	
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? <i>If "Yes," complete Schedule D, Part X</i>		X
12a Did the organization obtain separate, independent audited financial statements for the tax year? <i>If "Yes," complete Schedule D, Parts XI and XII</i>	X	
b Was the organization included in consolidated, independent audited financial statements for the tax year? <i>If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional</i>		X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If "Yes," complete Schedule E</i>	X	
14a Did the organization maintain an office, employees, or agents outside of the United States?		X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? <i>If "Yes," complete Schedule F, Parts I and IV</i>		X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? <i>If "Yes," complete Schedule F, Parts II and IV</i>		X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? <i>If "Yes," complete Schedule F, Parts III and IV</i>		X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? <i>If "Yes," complete Schedule G, Part I (see instructions)</i>		X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? <i>If "Yes," complete Schedule G, Part II</i>		X
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? <i>If "Yes," complete Schedule G, Part III</i>		X

Part IV Checklist of Required Schedules *(continued)*

	Yes	No
20a Did the organization operate one or more hospital facilities? <i>If "Yes," complete Schedule H</i>		X
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?		
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II</i>		X
22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? <i>If "Yes," complete Schedule I, Parts I and III</i>		X
23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If "Yes," complete Schedule J</i>		X
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a</i>	X	
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		X
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		X
d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		X
25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If "Yes," complete Schedule L, Part I</i>		X
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If "Yes," complete Schedule L, Part I</i>		X
26 Did the organization report any amount on Part X, line 5, 6, or 22 for receivables from or payables to any current or former officers, directors, trustees, key employees, highest compensated employees, or disqualified persons? <i>If "Yes," complete Schedule L, Part II</i>		X
27 Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? <i>If "Yes," complete Schedule L, Part III</i>		X
28 Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):		
a A current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i>		X
b A family member of a current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i>		X
c An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? <i>If "Yes," complete Schedule L, Part IV</i>		X
29 Did the organization receive more than \$25,000 in non-cash contributions? <i>If "Yes," complete Schedule M</i>		X
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If "Yes," complete Schedule M</i>		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? <i>If "Yes," complete Schedule N, Part I</i>		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If "Yes," complete Schedule N, Part II</i>		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If "Yes," complete Schedule R, Part I</i>		X
34 Was the organization related to any tax-exempt or taxable entity? <i>If "Yes," complete Schedule R, Parts II, III, or IV, and Part V, line 1</i>		X
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
b If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If "Yes," complete Schedule R, Part V, line 2</i>		
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? <i>If "Yes," complete Schedule R, Part V, line 2</i>		X
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If "Yes," complete Schedule R, Part VI</i>		X
38 Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? Note. All Form 990 filers are required to complete Schedule O.	X	

Part V Statements Regarding Other IRS Filings and Tax ComplianceCheck if Schedule O contains a response or note to any line in this Part V ☐

		Yes	No
1a Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable	1a 22		
b Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable	1b		
c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	1c		
2a Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return	2a 189		
b If at least one is reported on line 2a, did the organization file all required federal employment tax returns? Note. If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)	2b		X
3a Did the organization have unrelated business gross income of \$1,000 or more during the year?	3a		X
b If "Yes," has it filed a Form 990-T for this year? If "No" to line 3b, provide an explanation in Schedule O	3b		
4a At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	4a		X
b If "Yes," enter the name of the foreign country: ► See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).			
5a Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	5a		X
b Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	5b		X
c If "Yes" to line 5a or 5b, did the organization file Form 8886-T?	5c		
6a Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?	6a		X
b If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	6b		
7 Organizations that may receive deductible contributions under section 170(c).			
a Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?	7a	X	
b If "Yes," did the organization notify the donor of the value of the goods or services provided?	7b	X	
c Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	7c		X
d If "Yes," indicate the number of Forms 8282 filed during the year	7d		
e Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	7e		X
f Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	7f		X
g If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?	7g		
h If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	7h		
8 Sponsoring organizations maintaining donor advised funds. Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?	8		
9 Sponsoring organizations maintaining donor advised funds.			
a Did the sponsoring organization make any taxable distributions under section 4966?	9a		
b Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?	9b		
10 Section 501(c)(7) organizations. Enter:			
a Initiation fees and capital contributions included on Part VIII, line 12	10a		
b Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	10b		
11 Section 501(c)(12) organizations. Enter:			
a Gross income from members or shareholders	11a		
b Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)	11b		
12a Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?	12a		
b If "Yes," enter the amount of tax-exempt interest received or accrued during the year	12b		
13 Section 501(c)(29) qualified nonprofit health insurance issuers.			
a Is the organization licensed to issue qualified health plans in more than one state? Note. See the instructions for additional information the organization must report on Schedule O.	13a		
b Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans	13b		
c Enter the amount of reserves on hand	13c		
14a Did the organization receive any payments for indoor tanning services during the tax year?	14a		X
b If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O	14b		

Part VI Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions. Check if Schedule O contains a response or note to any line in this Part VI ☒

Section A. Governing Body and Management

			Yes	No
1a Enter the number of voting members of the governing body at the end of the tax year	1a	7		
If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain in Schedule O.				
b Enter the number of voting members included in line 1a, above, who are independent	1b	7		
2 Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?		2		X
3 Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, or trustees, or key employees to a management company or other person?		3		X
4 Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?		4		X
5 Did the organization become aware during the year of a significant diversion of the organization's assets?		5		X
6 Did the organization have members or stockholders?		6		X
7a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?		7a		X
b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?		7b		X
8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:				
a The governing body?		8a	X	
b Each committee with authority to act on behalf of the governing body?		8b	X	
9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses in Schedule O		9		X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

		Yes	No
10a Did the organization have local chapters, branches, or affiliates?	10a		X
b If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?	10b		
11a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	11a		X
b Describe in Schedule O the process, if any, used by the organization to review this Form 990.			
12a Did the organization have a written conflict of interest policy? If "No," go to line 13	12a	X	
b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	12b		X
c Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done	12c	X	
13 Did the organization have a written whistleblower policy?	13		X
14 Did the organization have a written document retention and destruction policy?	14	X	
15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?			
a The organization's CEO, Executive Director, or top management official	15a	X	
b Other officers or key employees of the organization	15b	X	
If "Yes" to line 15a or 15b, describe the process in Schedule O (see instructions).			
16a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?	16a		X
b If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?	16b		

Section C. Disclosure

17 List the states with which a copy of this Form 990 is required to be filed ► **None**

18 Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
☐ Own website ☐ Another's website ☒ Upon request ☐ Other (explain in Schedule O)

19 Describe in Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.

20 State the name, address, and telephone number of the person who possesses the organization's books and records: ►

Windsor Charter Academy**680 Academy Court****Windsor****CO 80550****970-674-5020**

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent ContractorsCheck if Schedule O contains a response or note to any line in this Part VII ☐**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees****1a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
 - List all of the organization's **current** key employees, if any. See instructions for definition of "key employee."
 - List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
 - List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
 - List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.
- List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

☒ Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and Title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) Carolyn Mader	2.00									
Member	0.00	X						0	0	0
(2) Donna James	2.00									
Secretary	0.00	X		X				0	0	0
(3) Jackie Compton	2.00									
Treasurer	0.00	X		X				0	0	0
(4) Brad Coldiron	2.00									
President	0.00	X		X				0	0	0
(5) Jenny Ojala	2.00									
Member	0.00	X						0	0	0
(6) Samuel Penn	2.00									
Vice President	0.00	X		X				0	0	0
(7) Paige Adams	2.00									
Member	0.00	X						0	0	0
(8)										
(9)										
(10)										
(11)										

Part VIII Statement of RevenueCheck if Schedule O contains a response or note to any line in this Part VIII ☐

			(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514
Contributions, Gifts, Grants and Other Similar Amounts	1a Federated campaigns	1a				
	b Membership dues	1b				
	c Fundraising events	1c				
	d Related organizations	1d				
	e Government grants (contributions)	1e	1,428,320			
	f All other contributions, gifts, grants, and similar amounts not included above	1f	68,682			
	g Noncash contributions included in lines 1a-1f: \$					
	h Total. Add lines 1a-1f		1,497,002			
Program Service Revenue		Busn. Code				
	2a Per Pupil Revenue	611710	6,885,416	6,885,416		
	b Mill Levy	611710	552,614	552,614		
	c Tuition and Fees		542,926	542,926		
	d					
	e					
	f All other program service revenue					
	g Total. Add lines 2a-2f		7,980,956			
Other Revenue	3 Investment income (including dividends, interest, and other similar amounts)		14,383	14,383		
	4 Income from investment of tax-exempt bond proceeds					
	5 Royalties					
		(i) Real (ii) Personal				
	6a Gross rents					
	b Less: rental exps.					
	c Rental inc. or (loss)					
	d Net rental income or (loss)					
	7a Gross amount from sales of assets other than inventory	(i) Securities (ii) Other				
	b Less: cost or other basis & sales exps.					
	c Gain or (loss)					
	d Net gain or (loss)					
	8a Gross income from fundraising events (not including \$ of contributions reported on line 1c). See Part IV, line 18	a				
	b Less: direct expenses	b				
	c Net income or (loss) from fundraising events					
	9a Gross income from gaming activities. See Part IV, line 19	a				
	b Less: direct expenses	b				
	c Net income or (loss) from gaming activities					
	10a Gross sales of inventory, less returns and allowances	a				
	b Less: cost of goods sold	b				
c Net income or (loss) from sales of inventory						
Miscellaneous Revenue		Busn. Code				
11a						
b						
c						
d All other revenue						
e Total. Add lines 11a-11d						
12 Total revenue. See instructions.		9,492,341	7,995,339	0	0	

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX ☐**Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.**

	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees				
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	3,800,463	3,040,370	760,093	
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	4,648,178	3,718,542	929,636	
9 Other employee benefits	714,859	571,887	142,972	
10 Payroll taxes	66,780	53,424	13,356	
11 Fees for services (non-employees):				
a Management				
b Legal	6,881		6,881	
c Accounting	15,985		15,985	
d Lobbying				
e Professional fundraising services. See Part IV, line 7				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.)				
12 Advertising and promotion	13,674	13,674		
13 Office expenses	161,008	80,504	80,504	
14 Information technology	587,802	293,901	293,901	
15 Royalties				
16 Occupancy	938,068	750,454	187,614	
17 Travel				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	312,128		312,128	
23 Insurance				
24 Other expenses. Itemize expenses not covered above (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a Capital Outlay	1,426,987		1,426,987	
b Bond Issuance Costs	795,928		795,928	
c District Purch. Services	572,128	457,704	114,424	
d Other Expenses	196,924	196,924		
e All other expenses	630,188	630,188		
25 Total functional expenses. Add lines 1 through 24e	14,887,981	9,807,572	5,080,409	0
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720)				

Part X Balance SheetCheck if Schedule O contains a response or note to any line in this Part X ☐

		(A) Beginning of year		(B) End of year
Assets	1 Cash—non-interest bearing	743,079	1	2,368,468
	2 Savings and temporary cash investments	894,114	2	3,302,223
	3 Pledges and grants receivable, net		3	
	4 Accounts receivable, net	389,346	4	501,928
	5 Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instructions). Complete Part II of Schedule L		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use		8	
	9 Prepaid expenses and deferred charges	12,258	9	12,477
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 23,016,571		
	b Less: accumulated depreciation	10b 1,566,459	10c	21,450,112
	11 Investments—publicly traded securities		11	
	12 Investments—other securities. See Part IV, line 11		12	
	13 Investments—program-related. See Part IV, line 11		13	
	14 Intangible assets		14	
	15 Other assets. See Part IV, line 11	4,148,432	15	11,562,596
16 Total assets. Add lines 1 through 15 (must equal line 34)	11,719,894	16	39,197,804	
Liabilities	17 Accounts payable and accrued expenses	123,988	17	2,513,854
	18 Grants payable		18	
	19 Deferred revenue	16,200	19	85,960
	20 Tax-exempt bond liabilities	5,950,000	20	24,011,293
	21 Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22 Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L		22	
	23 Secured mortgages and notes payable to unrelated third parties		23	
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D	9,517,957	25	21,870,588
	26 Total liabilities. Add lines 17 through 25	15,608,145	26	48,481,695
Net Assets or Fund Balances	Organizations that follow SFAS 117 (ASC 958), check here <input type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.			
	27 Unrestricted net assets		27	
	28 Temporarily restricted net assets		28	
	29 Permanently restricted net assets		29	
	Organizations that do not follow SFAS 117 (ASC 958), check here <input checked="" type="checkbox"/> and complete lines 30 through 34.			
	30 Capital stock or trust principal, or current funds		30	
	31 Paid-in or capital surplus, or land, building, or equipment fund		31	
	32 Retained earnings, endowment, accumulated income, or other funds	-3,888,251	32	-9,283,891
33 Total net assets or fund balances	-3,888,251	33	-9,283,891	
34 Total liabilities and net assets/fund balances	11,719,894	34	39,197,804	

Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI ☐

1	Total revenue (must equal Part VIII, column (A), line 12)	1	9,492,341
2	Total expenses (must equal Part IX, column (A), line 25)	2	14,887,981
3	Revenue less expenses. Subtract line 2 from line 1	3	-5,395,640
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	4	-3,888,251
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain in Schedule O)	9	
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 33, column (B))	10	-9,283,891

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII ☐

	Yes	No
1 Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.		
2a Were the organization's financial statements compiled or reviewed by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
b Were the organization's financial statements audited by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	X	
c If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.	X	
3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?		X
b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits.		

SCHEDULE A
(Form 990 or 990-EZ)Department of the Treasury
Internal Revenue Service**Public Charity Status and Public Support**

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

▶ **Attach to Form 990 or Form 990-EZ.**▶ Information about Schedule A (Form 990 or 990-EZ) and its instructions is at www.irs.gov/form990.

OMB No. 1545-0047

2016**Open to Public
Inspection**

Name of the organization

Windsor Charter Academy

Employer identification number

84-1517346**Part I Reason for Public Charity Status** (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1 ☐ A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i).**
- 2 ☒ A school described in **section 170(b)(1)(A)(ii).** (Attach Schedule E (Form 990 or 990-EZ).)
- 3 ☐ A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii).**
- 4 ☐ A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii).** Enter the hospital's name, city, and state:
- 5 ☐ An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv).** (Complete Part II.)
- 6 ☐ A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v).**
- 7 ☐ An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 8 ☐ A community trust described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 9 ☐ An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land grant college of agriculture (see instructions). Enter the name, city, and state of the college or university:
- 10 ☐ An organization that normally receives: (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions—subject to certain exceptions, and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2).** (Complete Part III.)
- 11 ☐ An organization organized and operated exclusively to test for public safety. See **section 509(a)(4).**
- 12 ☐ An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2).** See **section 509(a)(3).** Check the box in lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
- a ☐ **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
- b ☐ **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
- c ☐ **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
- d ☐ **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
- e ☐ Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
- f Enter the number of supported organizations
- g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1–10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
(A)						
(B)						
(C)						
(D)						
(E)						
Total						

For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule A (Form 990 or 990-EZ) 2016

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)
(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ►	(a) 2012	(b) 2013	(c) 2014	(d) 2015	(e) 2016	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3						
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4.						

Section B. Total Support

Calendar year (or fiscal year beginning in) ►	(a) 2012	(b) 2013	(c) 2014	(d) 2015	(e) 2016	(f) Total
7 Amounts from line 4						
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources						
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
11 Total support. Add lines 7 through 10						

12 Gross receipts from related activities, etc. (see instructions)	12	
13 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here		<input type="checkbox"/>

Section C. Computation of Public Support Percentage

14 Public support percentage for 2016 (line 6, column (f) divided by line 11, column (f))	14	%
15 Public support percentage from 2015 Schedule A, Part II, line 14	15	%
16a 33 1/3% support test—2016. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
b 33 1/3% support test—2015. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
17a 10%-facts-and-circumstances test—2016. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
b 10%-facts-and-circumstances test—2015. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions		<input type="checkbox"/>

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II.
If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ►	(a) 2012	(b) 2013	(c) 2014	(d) 2015	(e) 2016	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose						
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 Total. Add lines 1 through 5						
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year						
c Add lines 7a and 7b						
8 Public support. (Subtract line 7c from line 6.)						

Section B. Total Support

Calendar year (or fiscal year beginning in) ►	(a) 2012	(b) 2013	(c) 2014	(d) 2015	(e) 2016	(f) Total
9 Amounts from line 6						
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b						
11 Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
13 Total support. (Add lines 9, 10c, 11, and 12.)						
14 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here <input type="checkbox"/>						

Section C. Computation of Public Support Percentage

15 Public support percentage for 2016 (line 8, column (f) divided by line 13, column (f))	15	%
16 Public support percentage from 2015 Schedule A, Part III, line 15	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2016 (line 10c, column (f) divided by line 13, column (f))	17	%
18 Investment income percentage from 2015 Schedule A, Part III, line 17	18	%

19a 33 1/3% support tests—2016. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization ☐

b 33 1/3% support tests—2015. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization ☐

20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions ☐

Part IV Supporting Organizations

(Complete only if you checked a box in line 12 on Part I. If you checked 12a of Part I, complete Sections A and B. If you checked 12b of Part I, complete Sections A and C. If you checked 12c of Part I, complete Sections A, D, and E. If you checked 12d of Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

	Yes	No
1 Are all of the organization's supported organizations listed by name in the organization's governing documents? If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.		
2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).		
3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? If "Yes," answer (b) and (c) below.		
b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? If "Yes," describe in Part VI when and how the organization made the determination.		
c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? If "Yes," explain in Part VI what controls the organization put in place to ensure such use.		
4a Was any supported organization not organized in the United States ("foreign supported organization")? If "Yes," and if you checked 12a or 12b in Part I, answer (b) and (c) below.		
b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.		
c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.		
5a Did the organization add, substitute, or remove any supported organizations during the tax year? If "Yes," answer (b) and (c) below (if applicable). Also, provide detail in Part VI , including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).		
b Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c Substitutions only. Was the substitution the result of an event beyond the organization's control?		
6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? If "Yes," provide detail in Part VI .		
7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).		
8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described in line 7? If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).		
9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? If "Yes," provide detail in Part VI .		
b Did one or more disqualified persons (as defined in line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? If "Yes," provide detail in Part VI .		
c Did a disqualified person (as defined in line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? If "Yes," provide detail in Part VI .		
10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? If "Yes," answer 10b below.		
b Did the organization have any excess business holdings in the tax year? (Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)		

Part IV Supporting Organizations (continued)

	Yes	No
11 Has the organization accepted a gift or contribution from any of the following persons?		
a A person who directly or indirectly controls, either alone or together with persons described in (b) and (c) below, the governing body of a supported organization?		
11a		
b A family member of a person described in (a) above?		
11b		
c A 35% controlled entity of a person described in (a) or (b) above? If "Yes" to a, b, or c, provide detail in Part VI .		
11c		

Section B. Type I Supporting Organizations

	Yes	No
1 Did the directors, trustees, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's directors or trustees at all times during the tax year? If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove directors or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.		
1		
2 Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.		
2		

Section C. Type II Supporting Organizations

	Yes	No
1 Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).		
1		

Section D. All Type III Supporting Organizations

	Yes	No
1 Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?		
1		
2 Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).		
2		
3 By reason of the relationship described in (2), did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.		
3		

Section E. Type III Functionally-Integrated Supporting Organizations

- 1** Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).
- a** ☐ The organization satisfied the Activities Test. Complete **line 2** below.
- b** ☐ The organization is the parent of each of its supported organizations. Complete **line 3** below.
- c** ☐ The organization supported a governmental entity. Describe in **Part VI** how you supported a government entity (see instructions).

2 Activities Test. Answer (a) and (b) below.

	Yes	No
a Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.		
2a		
b Did the activities described in (a) constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.		
2b		
3 Parent of Supported Organizations. Answer (a) and (b) below.		
a Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? Provide details in Part VI .		
3a		
b Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in Part VI the role played by the organization in this regard.		
3b		

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

- 1 ☐ Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI). **See instructions.** All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3.	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	Adjusted Net Income (subtract lines 5, 6 and 7 from line 4).	8	

Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	Total (add lines 1a, 1b, and 1c)	1d	
e	Discount claimed for blockage or other factors (explain in detail in Part VI):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d.	3	
4	Cash deemed held for exempt use. Enter 1-1/2% of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by .035.	6	
7	Recoveries of prior-year distributions	7	
8	Minimum Asset Amount (add line 7 to line 6)	8	

Section C - Distributable Amount			Current Year
1	Adjusted net income for prior year (from Section A, line 8, Column A)	1	
2	Enter 85% of line 1.	2	
3	Minimum asset amount for prior year (from Section B, line 8, Column A)	3	
4	Enter greater of line 2 or line 3.	4	
5	Income tax imposed in prior year	5	
6	Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	

- 7 ☐ Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

Section D - Distributions		Current Year
1	Amounts paid to supported organizations to accomplish exempt purposes	
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	
4	Amounts paid to acquire exempt-use assets	
5	Qualified set-aside amounts (prior IRS approval required)	
6	Other distributions (describe in Part VI). See instructions.	
7	Total annual distributions. Add lines 1 through 6.	
8	Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	
9	Distributable amount for 2016 from Section C, line 6	
10	Line 8 amount divided by Line 9 amount	

Section E - Distribution Allocations (see instructions)		(i) Excess Distributions	(ii) Underdistributions Pre-2016	(iii) Distributable Amount for 2016
1	Distributable amount for 2016 from Section C, line 6			
2	Underdistributions, if any, for years prior to 2016 (reasonable cause required-explain in Part VI). See instructions.			
3	Excess distributions carryover, if any, to 2016:			
a				
b				
c	From 2013			
d	From 2014			
e	From 2015			
f	Total of lines 3a through e			
g	Applied to underdistributions of prior years			
h	Applied to 2016 distributable amount			
i	Carryover from 2011 not applied (see instructions)			
j	Remainder. Subtract lines 3g, 3h, and 3i from 3f.			
4	Distributions for 2016 from Section D, line 7: \$			
a	Applied to underdistributions of prior years			
b	Applied to 2016 distributable amount			
c	Remainder. Subtract lines 4a and 4b from 4.			
5	Remaining underdistributions for years prior to 2016, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions.			
6	Remaining underdistributions for 2016. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI. See instructions.			
7	Excess distributions carryover to 2017. Add lines 3j and 4c.			
8	Breakdown of line 7:			
a				
b	Excess from 2013			
c	Excess from 2014			
d	Excess from 2015			
e	Excess from 2016			

Part VI

Supplemental Information. Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

**SCHEDULE D
(Form 990)**Department of the Treasury
Internal Revenue Service**Supplemental Financial Statements**▶ Complete if the organization answered "Yes" on Form 990,
Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.

▶ Attach to Form 990.

▶ Information about Schedule D (Form 990) and its instructions is at www.irs.gov/form990.

OMB No. 1545-0047

2016**Open to Public
Inspection**

Name of the organization

Employer identification number

Windsor Charter Academy**84-1517346****Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate value of contributions to (during year)		
3 Aggregate value of grants from (during year)		
4 Aggregate value at end of year		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control?		<input type="checkbox"/> Yes <input type="checkbox"/> No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit?		<input type="checkbox"/> Yes <input type="checkbox"/> No

Part II Conservation Easements.

Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).	
<input type="checkbox"/> Preservation of land for public use (e.g., recreation or education)	<input type="checkbox"/> Preservation of a historically important land area
<input type="checkbox"/> Protection of natural habitat	<input type="checkbox"/> Preservation of a certified historic structure
<input type="checkbox"/> Preservation of open space	
2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.	
a Total number of conservation easements	2a Held at the End of the Tax Year
b Total acreage restricted by conservation easements	2b
c Number of conservation easements on a certified historic structure included in (a)	2c
d Number of conservation easements included in (c) acquired after 8/17/06, and not on a historic structure listed in the National Register	2d
3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ▶	
4 Number of states where property subject to conservation easement is located ▶	
5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds?	<input type="checkbox"/> Yes <input type="checkbox"/> No
6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶	
7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ \$	
8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.	

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under SFAS 116 (ASC 958), not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIII, the text of the footnote to its financial statements that describes these items.	
b If the organization elected, as permitted under SFAS 116 (ASC 958), to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:	
(i) Revenue included on Form 990, Part VIII, line 1	▶ \$
(ii) Assets included in Form 990, Part X	▶ \$
2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 (ASC 958) relating to these items:	
a Revenue included on Form 990, Part VIII, line 1	▶ \$
b Assets included in Form 990, Part X	▶ \$

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

3 Using the organization's acquisition, accession, and other records, check any of the following that are a significant use of its collection items (check all that apply):

- a** ☐ Public exhibition
b ☐ Scholarly research
c ☐ Preservation for future generations
d ☐ Loan or exchange programs
e ☐ Other

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? ☐ Yes ☐ No

Part IV Escrow and Custodial Arrangements.

Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII and complete the following table:

	Amount
c Beginning balance	1c
d Additions during the year	1d
e Distributions during the year	1e
f Ending balance	1f

2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII ☐

Part V Endowment Funds.

Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

- a** Board designated or quasi-endowment ▶ %
b Permanent endowment ▶ %
c Temporarily restricted endowment ▶ %
 The percentages on lines 2a, 2b, and 2c should equal 100%.

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

	Yes	No
(i) unrelated organizations	3a(i)	
(ii) related organizations	3a(ii)	

b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R? ☐ Yes ☐ No

4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land		3,800,649		3,800,649
b Buildings		19,154,394	1,519,920	17,634,474
c Leasehold improvements				
d Equipment		61,528	46,539	14,989
e Other				
Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.) ▶				21,450,112

Part VII Investments—Other Securities.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely-held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
Total. (Column (b) must equal Form 990, Part X, col. (B) line 12.) ►		

Part VIII Investments—Program Related.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
Total. (Column (b) must equal Form 990, Part X, col. (B) line 13.) ►		

Part IX Other Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1) Deferred Outflows related to Pension	11,242,721
(2) Cost of Refunding	319,875
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, col. (B) line 15.) ►	11,562,596

Part X Other Liabilities.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value	
(1) Federal income taxes		
(2) Net Pension Liability	20,921,376	
(3) Accrued Interest Payable	329,242	
(4) Accrued Salaries and Benefits	299,450	
(5) 2016 Bond Premium	225,992	
(6) Deferred Inflows related to Pension	94,528	
(7)		
(8)		
(9)		
Total. (Column (b) must equal Form 990, Part X, col. (B) line 25.) ►	21,870,588	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740). Check here if the text of the footnote has been provided in Part XIII ☐

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements	1	9,492,341
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:		
a	Net unrealized gains (losses) on investments	2a	
b	Donated services and use of facilities	2b	
c	Recoveries of prior year grants	2c	
d	Other (Describe in Part XIII.)	2d	
e	Add lines 2a through 2d	2e	
3	Subtract line 2e from line 1	3	9,492,341
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:		
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	
b	Other (Describe in Part XIII.)	4b	
c	Add lines 4a and 4b	4c	
5	Total revenue. Add lines 3 and 4c . (This must equal Form 990, Part I, line 12.)	5	9,492,341

Part XII	Reconciliation of Expenses per Audited Financial Statements With Expenses per Return.
-----------------	--

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1 Total expenses and losses per audited financial statements		1	14,887,981
2 Amounts included on line 1 but not on Form 990, Part IX, line 25:			
a Donated services and use of facilities	2a		
b Prior year adjustments	2b		
c Other losses	2c		
d Other (Describe in Part XIII.)	2d		
e Add lines 2a through 2d		2e	
3 Subtract line 2e from line 1		3	14,887,981
4 Amounts included on Form 990, Part IX, line 25, but not on line 1:			
a Investment expenses not included on Form 990, Part VIII, line 7b	4a		
b Other (Describe in Part XIII.)	4b		
c Add lines 4a and 4b		4c	
5 Total expenses. Add lines 3 and 4c . (This must equal Form 990, Part I, line 18.)		5	14,887,981

Part XIII Supplemental Information.

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

Part XIII **Supplemental Information** *(continued)*

SCHEDULE E
(Form 990 or 990-EZ)Department of the Treasury
Internal Revenue Service

Name of the organization

Schools▶ **Complete if the organization answered "Yes" on Form 990,
Part IV, line 13, or Form 990-EZ, Part VI, line 48.**▶ **Attach to Form 990 or Form 990-EZ.**▶ **Information about Schedule E (Form 990 or 990-EZ) and its instructions is at www.irs.gov/form990.**

OMB No. 1545-0047

2016**Open to Public
Inspection****Windsor Charter Academy**

Employer identification number

84-1517346**Part I**

	YES	NO
1 Does the organization have a racially nondiscriminatory policy toward students by statement in its charter, bylaws, other governing instrument, or in a resolution of its governing body?	X	
2 Does the organization include a statement of its racially nondiscriminatory policy toward students in all its brochures, catalogues, and other written communications with the public dealing with student admissions, programs, and scholarships?	X	
3 Has the organization publicized its racially nondiscriminatory policy through newspaper or broadcast media during the period of solicitation for students, or during the registration period if it has no solicitation program, in a way that makes the policy known to all parts of the general community it serves? If "Yes," please describe. If "No," please explain. If you need more space, use Part II	X	
4 Does the organization maintain the following?		
a Records indicating the racial composition of the student body, faculty, and administrative staff?	X	
b Records documenting that scholarships and other financial assistance are awarded on a racially nondiscriminatory basis?	X	
c Copies of all catalogues, brochures, announcements, and other written communications to the public dealing with student admissions, programs, and scholarships?	X	
d Copies of all material used by the organization or on its behalf to solicit contributions?	X	
If you answered "No" to any of the above, please explain. If you need more space, use Part II.		
5 Does the organization discriminate by race in any way with respect to:		
a Students' rights or privileges?		X
b Admissions policies?		X
c Employment of faculty or administrative staff?		X
d Scholarships or other financial assistance?		X
e Educational policies?		X
f Use of facilities?		X
g Athletic programs?		X
h Other extracurricular activities?		X
If you answered "Yes" to any of the above, please explain. If you need more space, use Part II.		
6a Does the organization receive any financial aid or assistance from a governmental agency?	X	
b Has the organization's right to such aid ever been revoked or suspended?		X
If you answered "Yes" on either line 6a or line 6b, explain on Part II.		
7 Does the organization certify that it has complied with the applicable requirements of sections 4.01 through 4.05 of Rev. Proc. 75-50, 1975-2 C.B. 587, covering racial nondiscrimination? If "No," explain on Part II	X	

Part II **Supplemental Information.** Provide the explanations required by Part I, lines 3, 4d, 5h, 6b, and 7, as applicable. Also provide any other additional information (see instructions).

Sch E - Financial Aid or Government Assistance Explanation

Governmental Financial Aid: Windsor Charter Academy operates under a charter granted by the Weld County School District RE-4. Windsor Charter Academy is funded based on the level of per pupil revenue (PPR) as determined by the Colorado State Legislature each year multiplied by the number of full time equivalent (FTE) students.

**SCHEDULE K
(Form 990)**Department of the Treasury
Internal Revenue Service**Supplemental Information on Tax-Exempt Bonds**

▶ Complete if the organization answered "Yes" on Form 990, Part IV, line 24a. Provide descriptions, explanations, and any additional information in Part VI.

▶ Attach to Form 990.

▶ Information about Schedule K (Form 990) and its instructions is at www.irs.gov/form990.

OMB No. 1545-0047

2016**Open to Public
Inspection**

Name of the organization

Windsor Charter Academy

Employer identification number

84-1517346**Part I Bond Issues**

(a) Issuer name	(b) Issuer EIN	(c) CUSIP #	(d) Date issued	(e) Issue price	(f) Description of purpose	(g) Defeased		(h) On behalf of issuer		(i) Pooled financing	
						Yes	No	Yes	No	Yes	No
A 2016 Revenue and Refunding Bonds	27-3534321	19645RZ20	09/01/16	9,455,000	Revenue and refundin		X		X		X
B 2017 Revenue Bonds	27-3534321		05/01/17	5,866,293	Building Improvement		X		X		X
C 2016 Revenue and Refunding Bonds	27-3534321	19645RY96	09/01/16	5,800,000	Revenue and refundin		X		X		X
D 2016 Revenue and Refunding Bonds	27-3534321	19645RY88	09/01/16	2,890,000	Revenue and refundin		X		X		X

Part II Proceeds

	A		B		C		D	
1 Amount of bonds retired	2,890,968				1,773,413		883,649	
2 Amount of bonds legally defeased								
3 Total proceeds of issue	9,455,000		5,866,293		5,800,000		2,890,000	
4 Gross proceeds in reserve funds	639,495				392,287		195,467	
5 Capitalized interest from proceeds	143,297				87,903		43,800	
6 Proceeds in refunding escrows								
7 Issuance costs from proceeds	309,466				189,836		94,591	
8 Credit enhancement from proceeds								
9 Working capital expenditures from proceeds								
10 Capital expenditures from proceeds	5,471,773		5,866,293		3,356,561		1,672,493	
11 Other spent proceeds								
12 Other unspent proceeds								
13 Year of substantial completion	2016		2017		2016		2016	
	Yes	No	Yes	No	Yes	No	Yes	No
14 Were the bonds issued as part of a current refunding issue?	X			X	X		X	
15 Were the bonds issued as part of an advance refunding issue?		X		X		X		X
16 Has the final allocation of proceeds been made?	X		X		X		X	
17 Does the organization maintain adequate books and records to support the final allocation of proceeds?	X		X		X		X	

Part III Private Business Use

	A		B		C		D	
	Yes	No	Yes	No	Yes	No	Yes	No
1 Was the organization a partner in a partnership, or a member of an LLC, which owned property financed by tax-exempt bonds?		X		X		X		X
2 Are there any lease arrangements that may result in private business use of bond-financed property?		X		X		X		X

For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule K (Form 990) 2016

Part III Private Business Use (Continued)

	A		B		C		D	
	Yes	No	Yes	No	Yes	No	Yes	No
3a Are there any management or service contracts that may result in private business use of bond-financed property?		X		X		X		X
b If "Yes" to line 3a, does the organization routinely engage bond counsel or other outside counsel to review any management or service contracts relating to the financed property?								
c Are there any research agreements that may result in private business use of bond-financed property?		X		X		X		X
d If "Yes" to line 3c, does the organization routinely engage bond counsel or other outside counsel to review any research agreements relating to the financed property? ..								
4 Enter the percentage of financed property used in a private business use by entities other than a section 501(c)(3) organization or a state or local government								
5 Enter the percentage of financed property used in a private business use as a result of unrelated trade or business activity carried on by your organization, another section 501(c)(3) organization, or a state or local government								
6 Total of lines 4 and 5								
7 Does the bond issue meet the private security or payment test?		X		X		X		X
8a Has there been a sale or disposition of any of the bond-financed property to a nongovernmental person other than a 501(c)(3) organization since the bonds were issued?		X		X		X		X
b If "Yes" to line 8a, enter the percentage of bond-financed property sold or disposed of								
c If "Yes" to line 8a, was any remedial action taken pursuant to Regulations sections 1.141-12 and 1.145-2?								
9 Has the organization established written procedures to ensure that all nonqualified bonds of the issue are remediated in accordance with the requirements under Regulations sections 1.141-12 and 1.145-2?		X		X		X		X

Part IV Arbitrage

	A		B		C		D	
	Yes	No	Yes	No	Yes	No	Yes	No
1 Has the issuer filed Form 8038-T, Arbitrage Rebate, Yield Reduction and Penalty in Lieu of Arbitrage Rebate?		X		X		X		X
2 If "No" to line 1, did the following apply?								
a Rebate not due yet?		X		X		X		X
b Exception to rebate?		X		X		X		X
c No rebate due?		X		X		X		X
If "Yes" to line 2c, provide in Part VI the date the rebate computation was performed								
3 Is the bond issue a variable rate issue?		X		X		X		X
4a Has the organization or the governmental issuer entered into a qualified hedge with respect to the bond issue?		X		X		X		X
b Name of provider								
c Term of hedge								
d Was the hedge superintegrated?								
e Was the hedge terminated?								

Part VI Supplemental Information. Provide additional information for responses to questions on Schedule K. See instructions *(Continued)*

SCHEDULE O
(Form 990 or 990-EZ)Department of the Treasury
Internal Revenue Service**Supplemental Information to Form 990 or 990-EZ**Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

OMB No. 1545-0047

2016**Open to Public
Inspection**

Name of the organization

Windsor Charter Academy

Employer identification number

84-1517346**Form 990, Part III, Line 4d - All Other Accomplishment**

Windsor Charter Academy provides a challenging academic program based on Core Knowledge curriculum that promotes academic excellence, character development, and enthusiasm for lifelong learning. The mission of the school is to develop in each child the love of learning, the ability to engage in critical thinking, and to demonstrate mastery of the academic building blocks necessary for a successful future.

Form 990, Part VI, Line 11b - Organization's Process to Review Form 990

The process to review the form 990 includes a presentation of the form to the Board of Directors. The 990 is an agenda item and details are recorded in the minutes. The Finance Committee reviews the 990 and recommends approval to the Board of Directors.

Form 990, Part VI, Line 12c - Enforcement of Conflicts Policy

The conflict of interest policy is monitored at each Board meeting when decisions are made. If there is a conflict of interest or potential conflict of interest, the member abstains from voting.

Form 990, Part VI, Line 15a - Compensation Process for Top Official

The Board of Directors determine compensation using approved salary schedules and market analysis.

Form 990, Part VI, Line 15b - Compensation Process for Officers

The Board of Directors determine compensation using approved salary

Name of the organization	Employer identification number
Windsor Charter Academy	84-1517346

schedules and market analysis.

Form 990, Part VI, Line 19 - Governing Documents Disclosure Explanation

The organizing documents were created by the founding members of the Charter School and are available upon request. The conflict of interest policy and financial statements are posted on the school's website as required by the Financial Transparency Act.



14.0 Financials



Committee

Dean Moyer, Chair

Sara Bakula, Member

Paige Adams, Board Secretary

Brian Mader, Member

SarahGennie Colazio, Finance Director

Linda Debo, Member

Rebecca Teeples, Exec. Director

Lauren Miller, Business Manager

Minutes 2.14.18 Meeting called to order at 4:00pm

1. Review January 2018 Financial Statements (20 min)
 - a. Review Balance Sheet and Statement of Revenues & Expenditures, Student Fund Rev & Exp
 - b. Review check/debit register
 - i. **Motion to approve January financials by Dean, Second by Linda, approved unanimously**
2. Review and recommend 990 for Board Approval
 - a. **Motion to approve 990 for Board by Dean, second by Sara, motion approved unanimously**
3. Review First Read of Proposed 18-19 Budget
 - i. **Moved to recommend to 2018-2019 proposed budget to Board by Sara, second by Linda, motion approved unanimously**
4. Discussion of moving meeting time back into lunch hour
 - a. No-will reevaluate in 3 months
5. Review upcoming months agendas
 - a. March- 2nd read on 18-19 budget
 - i. Possible amended 17-18 budget
 - ii. Review 5 year projection
 - b. July meeting canceled each year
6. Next Meeting – Tuesday March 20th, 4:00pm

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			650.11	0.00	650.11	11-950-00-0000-8101-000-0000
General Fund Checking			2,840,579.63	161,201.78	3,001,781.41	11-950-00-0000-8102-000-0000
MSHS Petty Cash			300.00	0.00	300.00	11-950-00-0000-8103-000-0000
Elem Petty Cash			0.00	0.00	0.00	11-950-00-0000-8103-000-0000
PTC/Booster Petty Cash			18.56	0.00	18.56	11-950-00-0000-8103-000-0000
CDE Grants Receivable			0.61	0.00	0.61	11-950-00-0000-8141-000-0000
Bond/Expansion Reimb Receivable			45,075.69	(50,418.24)	(5,342.55)	11-950-00-0000-8153-000-0000
Accounts Receivable GF			4,360.00	(310.00)	4,050.00	11-950-00-0000-8153-000-0000
Prepaid Expenses			11,967.36	0.00	11,967.36	11-950-00-0000-8181-000-0000
Prepaid Insurance			510.00	0.00	510.00	11-950-00-0000-8182-000-0000
Food Service Petty Cash			133.00	0.00	133.00	11-950-31-0000-8103-000-0000
8100	Current Assets		2,903,594.96	110,473.54	3,014,068.50	* Account Class
Liabilities						
17-18 Kinder Tuition Deposits			(20,700.00)	0.00	(20,700.00)	11-901-00-0000-7481-000-0000
18-19 Kinder Tuition Deposits			0.00	(7,440.00)	(7,440.00)	11-901-00-0000-7481-000-0000-9393
Accounts Payable			(123,990.28)	26,267.95	(97,722.33)	11-950-00-0000-7421-000-0000
Accrued Salaries			0.10	0.00	0.10	11-950-00-0000-7461-000-0000
GARNISHMENT			(1,830.16)	(500.00)	(2,330.16)	11-950-00-0000-7471-000-0000
Rental Deposits Liability			(800.00)	0.00	(800.00)	11-950-00-0000-7491-000-0000
PERA & Life Liab			(456.00)	0.00	(456.00)	11-950-04-0000-7471-000-0000
Health/Dental/Vision Liab			(1,197.36)	0.00	(1,197.36)	11-950-05-0000-7471-000-0000
401K/457 Liab			1,169.94	0.00	1,169.94	11-950-06-0000-7471-000-0000
7400	Liabilities		(147,803.76)	18,327.95	(129,475.81)	* Account Class
Reserved Co Dept of Ed use only.						
Tabor Reserve			(218,590.00)	0.00	(218,590.00)	11-950-00-0000-6721-000-0000
Unreserved Fund Balance			(1,799,704.73)	0.00	(1,799,704.73)	11-950-00-0000-6770-000-0000
Non Spendable FB- Prepays			(12,258.16)	0.00	(12,258.16)	11-950-00-0000-6770-000-0000
Gen Fund Net Income/Loss			(725,238.31)	(128,801.49)	(854,039.80)	11-950-00-0000-6775-000-0000
6100	Reserved Co Dept of Ed use only.		(2,755,791.20)	(128,801.49)	(2,884,592.69)	* Account Class
11	Charter School		0.00	0.00	0.00	Fund

Balance Sheet

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Windsor Charter Academy

Page 2 of 3
Report as of: 1/31/2018

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						
		Activity Account Checking	73,636.71	1,226.52	74,863.23	23-950-00-0000-8100-000-0000
8100	Current Assets		<u>73,636.71</u>	<u>1,226.52</u>	<u>74,863.23</u>	* Account Class
Liabilities						
		Bus Liab Due to GF	(1,142.25)	(82.75)	(1,225.00)	23-950-00-0000-7400-000-0000
		MSHS Activity Accts Payable	(4,011.59)	(3,459.62)	(7,471.21)	23-950-00-0000-7421-000-0000
7400	Liabilities		<u>(5,153.84)</u>	<u>(3,542.37)</u>	<u>(8,696.21)</u>	* Account Class
Reserved Co Dept of Ed use only.						
		Elem Activity Acct Fund Balanc	8,843.14	0.00	8,843.14	23-901-00-0000-6760-000-0000
		MSHS Activity Acct Fund Balanc	11,430.87	0.00	11,430.87	23-950-00-0000-6760-000-0000
		Fund Balance	10.00	0.00	10.00	23-950-00-0000-6770-000-0000
		Activity Net Income/Loss	(88,766.88)	2,315.85	(86,451.03)	23-950-00-0000-6775-000-0000
6100	Reserved Co Dept of Ed use only.		<u>(68,482.87)</u>	<u>2,315.85</u>	<u>(66,167.02)</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	319,875.09	0.00	319,875.09	61-950-65-0000-8100-000-0000
		Bldg Corp Interest Fund-2016	279,382.25	115,030.81	394,413.06	61-950-65-0000-8105-000-0000
		Bldg Corp Reserve Fund-2016	1,231,545.94	1,414.83	1,232,960.77	61-950-65-0000-8105-000-0000
		Bldg Corp Principal Fund-2016	8,409.95	676.09	9,086.04	61-950-65-0000-8105-000-0000
		Bldg Corp Project Fund-2016	57,009.60	(57,009.60)	0.00	61-950-65-0000-8105-000-0000
		Bldg Corp Interest Fund-2017	60,486.72	125,908.66	186,395.38	61-950-65-0000-8105-000-0000
		Bldg Corp Project Fund-2017	176,102.43	(176,102.43)	0.00	61-950-65-0000-8105-000-0000
8100	Current Assets		<u>2,132,811.98</u>	<u>9,918.36</u>	<u>2,142,730.34</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	9,422,223.94	0.00	9,422,223.94	61-950-00-0000-8231-000-0000
		Bldg Corp Building & Imp MSHS	14,570,598.69	50,418.24	14,621,016.93	61-950-00-0000-8231-000-0000
		Construction in Progress	1,956,198.98	0.00	1,956,198.98	61-950-00-0000-8231-000-0000
		Bldg Corp Accum Depr ELEM	(1,493,265.71)	0.00	(1,493,265.71)	61-950-00-0000-8232-000-0000
8200	Fixed Assets		<u>26,300,206.90</u>	<u>50,418.24</u>	<u>26,350,625.14</u>	* Account Class
Liabilities						
		Bldg Corp Accounts Payable	(1,950,978.88)	0.00	(1,950,978.88)	61-950-00-0000-7421-000-0000
		Bldg Corp Premium on Bonds	(225,992.15)	0.00	(225,992.15)	61-950-00-0000-7443-000-0000
		Bldg Corp Loans Payable	(24,011,293.17)	0.00	(24,011,293.17)	61-950-00-0000-7451-000-0000
		Bldg Corp Loans Payable 2017	(4,133,706.83)	0.00	(4,133,706.83)	61-950-00-0000-7451-000-0000
		Bldg Corp Accrued Interest	(329,242.00)	0.00	(329,242.00)	61-950-00-0000-7455-000-0000
7400	Liabilities		<u>(30,651,213.03)</u>	<u>0.00</u>	<u>(30,651,213.03)</u>	* Account Class
Reserved Co Dept of Ed use only.						
		Bldg Corp Unreserved Fund Bal	1,585,822.32	0.00	1,585,822.32	61-950-00-0000-6720-000-0000
		Bldg Corp Net Income/Loss	632,371.83	(60,336.60)	572,035.23	61-950-00-0000-6775-000-0000
6100	Reserved Co Dept of Ed use only.		<u>2,218,194.15</u>	<u>(60,336.60)</u>	<u>2,157,857.55</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: 2/9/2018 2:21 PM
Windsor Charter Academy
Check Date: 1/1/2018 to 1/31/2018

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
21245	Absolute Shredding	11	01/11/2018	5138	110.00	0.00	110.00
21080	Ace Hardware WCA	10	01/11/2018	5139	199.40	0.00	199.40
21353	Aims Community College	8	01/11/2018	5140	2,627.08	0.00	2,627.08
21577	Apple, Inc.	8	01/11/2018	5141	539.95	0.00	539.95
21007	Barefoot Farms Landscaping Inc.	8	01/11/2018	5142	1,062.50	0.00	1,062.50
21009	Brooms N More Inc	10	01/11/2018	5143	337.27	0.00	337.27
21312	Colorado Bureau of Investigation	8	01/11/2018	5144	39.50	0.00	39.50
21087	Colorado Department of Revenue	8	01/11/2018	5145	50.00	0.00	50.00
21015	Comcast Cable	8	01/11/2018	5146	977.71	0.00	977.71
21016	Computer Information Concepts Inc	8	01/11/2018	5147	10,534.74	0.00	10,534.74
21175	Counter Trade	8	01/11/2018	5148	2,782.50	0.00	2,782.50
217633	Diversified Underground Inc.	8	01/11/2018	5149	15.00	0.00	15.00
21140	EON Office	8	01/11/2018	5150	341.75	0.00	341.75
21115	Flinn Scientific, Inc	8	01/11/2018	5151	86.70	0.00	86.70
21254	Gallegos Sanitation Inc	8	01/11/2018	5152	215.00	0.00	215.00
21035	Kutz and Bethke LLC	8	01/11/2018	5153	1,550.00	0.00	1,550.00
21038	Lewan and Associates	8	01/11/2018	5154	4,827.15	0.00	4,827.15
21092	Lincoln National Life Insurance	8	01/11/2018	5155	421.11	0.00	421.11
217599	Machol & Johannes, LLC	8	01/11/2018	5156	445.19	0.00	445.19
217792	Manweiler Hardware Inc.	8	01/11/2018	5157	222.49	0.00	222.49
21273	Meadow Gold - Greeley	8	01/11/2018	5158	1,132.17	0.00	1,132.17
217817	Norman's Drapery Cleaner Inc.	8	01/11/2018	5159	3,746.00	0.00	3,746.00
21177	Pinnacol	8	01/11/2018	5160	5,244.00	0.00	5,244.00
21498	Purchase Power Pitney Bowes	8	01/11/2018	5161	31.81	0.00	31.81
21656	Sanders, Sara	8	01/11/2018	5162	450.00	0.00	450.00
21057	Scholastic Inc	10	01/11/2018	5163	156.78	0.00	156.78
21148	School Fix Catalog	10	01/11/2018	5164	382.20	0.00	382.20
21093	Security Benefit	8	01/11/2018	5165	1,663.53	0.00	1,663.53
21681	Snappy Holdings LLC	8	01/11/2018	5166	13.80	0.00	13.80
21136	Supply Works	8	01/11/2018	5167	409.57	0.00	409.57
21590	Teeples, Rebecca	9	01/11/2018	5168	301.60	0.00	301.60
21704	Terminix	8	01/11/2018	5169	401.00	0.00	401.00
217892	T-Mobile	8	01/11/2018	5170	18.67	0.00	18.67
21072	Town of Windsor	8	01/11/2018	5171	823.21	0.00	823.21
21073	Tri Tech Security Inc	8	01/11/2018	5172	249.00	0.00	249.00
217638	UNCC	8	01/11/2018	5173	4.35	0.00	4.35
217942	University Bands	11	01/11/2018	5174	135.00	0.00	135.00
21078	Waste Management	8	01/11/2018	5175	369.94	0.00	369.94
21120	Weld RE-4 School District	10	01/11/2018	5176	331.32	0.00	331.32
21079	Wells Fargo Financial Leasing	10	01/11/2018	5177	3,026.41	0.00	3,026.41
217845	Wright Specialty Insurance Agency LLC	8	01/11/2018	5178	6,031.46	0.00	6,031.46
21015	Comcast Cable	8	01/11/2018	5179	3,004.05	0.00	3,004.05
21319	Elan	9	01/11/2018	5180	12,108.71	0.00	12,108.71
21009	Brooms N More Inc	17	01/19/2018	5181	123.66	0.00	123.66
21323	Carol Vaughan Designs Architecture LLC	12	01/19/2018	5182	1,990.00	0.00	1,990.00
21013	Colorado League of Charter Schools	17	01/19/2018	5183	300.00	0.00	300.00
217948	GNG Design Enterprises LLC	17	01/19/2018	5184	1,149.24	0.00	1,149.24
21588	Indulge Chocolate Shop	17	01/19/2018	5185	578.00	0.00	578.00
217945	JennCo Mechanical Solutions LLC	17	01/19/2018	5186	1,151.68	0.00	1,151.68
217863	NoodleTools Inc.	17	01/19/2018	5187	190.00	0.00	190.00
21136	Supply Works	17	01/19/2018	5188	472.60	0.00	472.60
21080	Ace Hardware WCA	23	01/25/2018	5189	67.96	0.00	67.96
21007	Barefoot Farms Landscaping Inc.	24	01/25/2018	5190	250.00	0.00	250.00
21012	CenturyLink	24	01/25/2018	5191	104.28	0.00	104.28
21087	Colorado Department of Revenue	24	01/25/2018	5192	22.00	0.00	22.00
21140	EON Office	24	01/25/2018	5193	64.70	0.00	64.70

A/P Check Register

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Windsor Charter Academy
Check Date: 1/1/2018 to 1/31/2018

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
21131	Knowledge Bound	23	01/25/2018	5194	19.95	0.00	19.95
21038	Lewan and Associates	24	01/25/2018	5195	940.39	0.00	940.39
21681	Snappy Holdings LLC	23	01/25/2018	5196	13.80	0.00	13.80
21136	Supply Works	24	01/25/2018	5197	271.57	0.00	271.57
217608	ThyssenKrupp Elevator Corp.	22	01/25/2018	5198	697.14	0.00	697.14
21382	Pioneer Press	10	01/11/2018	9383	192.50	0.00	192.50
21057	Scholastic Inc	10	01/11/2018	9384	474.54	0.00	474.54
21071	Toledo Physical Education Supply Co	8	01/11/2018	9385	507.20	0.00	507.20
21319	Elan	9	01/11/2018	9386	3,311.89	0.00	3,311.89
21755	Caugilla, Louis	17	01/19/2018	9387	160.00	0.00	160.00
21119	Garretsons Sport Center	17	01/19/2018	9388	652.50	0.00	652.50
21269	JW Pepper	17	01/19/2018	9389	28.89	0.00	28.89
21458	Longs Peak Science Foundation	17	01/19/2018	9390	475.00	0.00	475.00
21612	Robotmesh.com	17	01/19/2018	9391	203.67	0.00	203.67
217949	Trujillo, Timothy	17	01/19/2018	9392	160.00	0.00	160.00
21709	Bird, Myron	23	01/25/2018	9393	58.00	0.00	58.00
21462	Card, Doug	24	01/25/2018	9394	116.00	0.00	116.00
21337	David Trimble	23	01/25/2018	9395	102.00	0.00	102.00
21124	Dick Blick Art Materials	23	01/25/2018	9396	652.88	0.00	652.88
21119	Garretsons Sport Center	22	01/25/2018	9397	78.00	0.00	78.00
21277	Kevin Castor	23	01/25/2018	9398	116.00	0.00	116.00
21366	Misuraca, Marc	23	01/25/2018	9399	58.00	0.00	58.00
217953	Moswess, Robert	24	01/25/2018	9400	58.00	0.00	58.00
217952	Packer, Charles	23	01/25/2018	9401	58.00	0.00	58.00
217651	Saffer, Kirk	23	01/25/2018	9402	116.00	0.00	116.00
21467	Tipton, Jeffrey	23	01/25/2018	9403	102.00	0.00	102.00
21071	Toledo Physical Education Supply Co	24	01/25/2018	9404	466.32	0.00	466.32
217951	Western Awards and Recognition	24	01/25/2018	9405	261.01	0.00	261.01
217710	Windsor High School	23	01/25/2018	9406	150.00	0.00	150.00
21286	Voya Financial	24	01/31/2018	13118111	900.30	0.00	900.30
21088	American Fidelity	24	01/31/2018	13118222	198.60	0.00	198.60
21088	American Fidelity	24	01/31/2018	13118333	258.33	0.00	258.33
21459	CBIZ	24	01/31/2018	13118444	2,178.03	0.00	2,178.03
21459	CBIZ	24	01/31/2018	13118555	262,125.87	0.00	262,125.87
21459	CBIZ	24	01/31/2018	13118666	39,281.42	0.00	39,281.42
21084	PERA	24	01/31/2018	13118777	92,715.58	0.00	92,715.58
21233	TEXAS LIFE	24	01/31/2018	13118888	152.00	0.00	152.00
21286	Voya Financial	24	01/31/2018	13118999	1,500.00	0.00	1,500.00
217847	US Foods Inc.	1	01/03/2018	010318190	3,307.76	0.00	3,307.76
217847	US Foods Inc.	1	01/10/2018	011018190	2,032.38	0.00	2,032.38
21331	Cigna Dental & Vision	1	01/12/2018	011218160	4,952.60	0.00	4,952.60
21156	Xcel Energy	8	01/18/2018	011818880	10,946.03	0.00	10,946.03
21085	Cigna Health	1	01/22/2018	012218240	39,040.48	0.00	39,040.48
21108	KSB Gov Finance-lease	1	01/22/2018	012218820	5,973.00	0.00	5,973.00
21154	Community Banks of Colorado	1	01/29/2018	012918000	9.00	0.00	9.00
21636	HSA Bank	24	01/31/2018	131181212	6,192.85	0.00	6,192.85
217847	US Foods Inc.	1	01/31/2018	013118190	2,962.34	0.00	2,962.34
Report Total					\$559,111.56	\$0.00	\$559,111.56

Rev and Exp as of 1.31.18

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Windsor Charter Academy

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Expense on & PO Date Range: 7/1/2017 to 1/31/2018

Charter School 11

Account Type	I	Revenue				
Source of Revenue/Objec	1300	Tuition				
Description			Y.T.D. Activity	Amended Budget	Budget Balance	% of Budget
1300	Tuition		137,800.00	207,000.00	69,200.00	66.57
1500	Earnings on Investments		0.00	200.00	200.00	0.00
1600	Food Services		190,111.95	367,185.00	177,073.05	51.78
1700	Pupil Activities		76,078.00	76,407.03	329.03	99.57
1900	Other Revenue from Local Sources		84,459.06	157,125.00	72,665.94	53.75
3000	Revenue from State Sources		174,625.78	274,983.00	100,357.22	63.50
3900	Other Revenue From State Sources		12,210.00	15,900.00	3,690.00	76.79
5600	Direct Allocations		5,011,157.05	8,599,010.00	3,587,852.95	58.28
I	Revenue		5,686,441.84	9,697,810.03	4,011,368.19	58.64
0100	Salaries		2,224,905.12	4,305,227.00	2,080,321.88	51.68
0200	Employee Benefits		807,148.77	1,738,129.00	930,980.23	46.44
0300	Purchased Professional and Technical Services		29,340.75	45,520.00	16,179.25	64.46
0400	Purchased Property Services		637,455.29	1,446,105.00	808,649.71	44.08
0500	Other Purchased Services		777,907.06	1,323,466.00	545,558.94	58.78
0600	Supplies		267,904.11	452,984.08	185,079.97	59.14
0700	Property		6,836.64	52,316.00	45,479.36	13.07
0800	Other Objects		80,904.30	112,000.00	31,095.70	72.24
X	Expense		4,832,402.04	9,475,747.08	4,643,345.04	51.00
11	Charter School		(854,039.80)	(222,062.95)	631,976.85	384.59

* Account Type

* Account Type

Fund

Rev and Exp as of 1.31.18

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Windsor Charter Academy

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Expense on & PO Date Range: 7/1/2017 to 1/31/2018

Pupil Activity Fund 23

Account Type		Revenue			
Source of Revenue/Objec		1700		Pupil Activities	
Description		Y.T.D. Activity	Amended Budget	Budget Balance	% of Budget
1700	Pupil Activities	0.00	50,000.00	50,000.00	0.00
1900	Other Revenue from Local Sources	148,882.11	0.00	(148,882.11)	0.00
I	Revenue	148,882.11	50,000.00	(98,882.11)	297.76
0600	Supplies	62,431.08	211,250.00	148,818.92	29.55
0868	Overhead Costs	0.00	80,000.00	80,000.00	0.00
X	Expense	62,431.08	291,250.00	228,818.92	21.44
23	Pupil Activity Fund	(86,451.03)	241,250.00	327,701.03	-35.83

* Account Type

* Account Type

Fund

Rev and Exp as of 1.31.18

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Windsor Charter Academy

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Expense on & PO Date Range: 7/1/2017 to 1/31/2018

Building Corporation 61

Account Type I Revenue
Source of Revenue/Objec 1500 Earnings on Investments

Description		Y.T.D. Activity	Amended Budget	Budget Balance	% of Budget	
1500	Earnings on Investments	17,166.89	15,000.00	(2,166.89)	114.45	
1900	Other Revenue from Local Sources	466,658.23	1,159,271.00	692,612.77	40.25	
2000	Revenue from Intermediate Sources	7,237.11	39,000.00	31,762.89	18.56	
I	Revenue	491,062.23	1,213,271.00	722,208.77	40.47	* Account Type
0700	Property	0.00	200,000.00	200,000.00	0.00	
0800	Other Objects	1,063,097.46	859,436.00	(203,661.46)	123.70	
X	Expense	1,063,097.46	1,059,436.00	(3,661.46)	100.35	* Account Type
61	Building Corporation	572,035.23	(153,835.00)	(725,870.23)	-371.85	Fund
Report Total:		368,455.60	134,647.95	(233,807.65)	273.64	

Jan-18

FUNDRAISERS & AFTER SCHOOL ACTIVITY BALANCES

EVENTS AND FIELD TRIP BALANCES

KINDERGARTEN FIELD TRIP		1ST GRADE FIELD TRIP		2ND GRADE FIELD TRIP		3RD GRADE FIELD TRIP		4TH GRADE FIELD TRIP	
BEG. BAL.	\$ 128.03	BEG. BAL.	\$ 41.12	BEG. BAL.	\$ -	BEG. BAL.	\$ 1,176.50	BEG. BAL.	\$ 531.73
INCOME		INCOME	\$ -	INCOME	\$ -	INCOME	\$ 560.00	INCOME	
EXPENSE	\$ -	EXPENSE	\$ -	EXPENSE	\$ -	EXPENSE	\$ 1,370.59	EXPENSE	\$ 280.00
AVAIL. BAL.	\$ 128.03	AVAIL. BAL.	\$ 41.12	AVAIL. BAL.	\$ -	AVAIL. BAL.	\$ 365.91	AVAIL. BAL.	\$ 251.73
5TH GRADE FIELD TRIP									
BEG. BAL.	\$ 2,427.47								
INCOME	\$ 834.20								
EXPENSE	\$ 1,429.72								
AVAIL. BAL.	\$ 1,831.95								

MSHS STUDENT FUND BALANCE QUARTERLY REPORT**Jan-18**

*** Balances only show payments received and expenses paid through

January 31, 2018

ELECTIVE CLASS BALANCES

AGRICULTURE CLASS		ART CLASSES		BAND CLASS		CHOIR CLASS		ENGINEERING CLASS	
BEG. BAL.	\$ 497.09	BEG. BAL.	\$ 3,428.80	BEG. BAL.	\$ 1,039.72	BEG. BAL.	\$ 429.84	BEG. BAL.	\$ 54.70
INCOME	\$ -	INCOME	\$ 3,502.00	INCOME	\$ 252.50	INCOME	\$ 1,218.00	INCOME	\$ 270.00
EXPENSE	\$ -	EXPENSE	\$ 2,548.64	EXPENSE	\$ 786.54	EXPENSE	\$ 1,412.86	EXPENSE	\$ -
AVAIL. BAL.	\$ 497.09	AVAIL. BAL.	\$ 4,382.16	AVAIL. BAL.	\$ 505.68	AVAIL. BAL.	\$ 234.98	AVAIL. BAL.	\$ 324.70
FILMMAKING CLASS		FORENSICS CLASS		LEGO ROBOTICS CLASS		MINECRAFT CLASS		MYTHBUSTERS CLASS/CLUB	
BEG. BAL.	\$ 1,034.75	BEG. BAL.	\$ 160.00	BEG. BAL.	\$ 999.00	BEG. BAL.	\$ 690.00	BEG. BAL.	\$ 3,853.88
INCOME	\$ 55.00	INCOME	\$ -	INCOME	\$ 280.00	INCOME	\$ -	INCOME	\$ 1,404.00
EXPENSE	\$ 974.03	EXPENSE	\$ -	EXPENSE	\$ 711.03	EXPENSE	\$ 165.00	EXPENSE	\$ 1,310.52
AVAIL. BAL.	\$ 115.72	AVAIL. BAL.	\$ 160.00	AVAIL. BAL.	\$ 567.97	AVAIL. BAL.	\$ 525.00	AVAIL. BAL.	\$ 3,947.36
THEATER CLASS		YEARBOOK CLASS		MSHS CODING		MSHS COMPUTER SCIENCE			
BEG. BAL.	\$ 744.03	BEG. BAL.	\$ 1,015.55	BEG. BAL.		BEG. BAL.			
INCOME	\$ 4,163.50	INCOME	\$ 3,916.68	INCOME	\$ 330.00	INCOME	\$ 185.00		
EXPENSE	\$ 7,390.45	EXPENSE	\$ 1,225.76	EXPENSE	\$ -	EXPENSE	\$ -		
AVAIL. BAL.	\$ (2,482.92)	AVAIL. BAL.	\$ 3,706.47	AVAIL. BAL.	\$ 330.00	AVAIL. BAL.	\$ 185.00		

MSHS STUDENT FUND BALANCE QUARTERLY REPORT**Dec-17**

*** Balances only show payments received and expenses paid through December 31, 2017***

CLUBS & AFTER SCHOOL ACTIVITY BALANCES

AGRICULTURE CLUB (FFA)		ART CLUB		ATHLETICS		CLASS OF 2021 GIFT		CLASS OF 2022 GIFT	
BEG. BAL.	\$ -	BEG. BAL.	\$ 146.09	BEG. BAL.	\$ 6,726.78	BEG. BAL.	\$ 433.95	BEG. BAL.	\$ -
INCOME	\$ -	INCOME	\$ 100.00	INCOME	\$ 14,718.00	INCOME	\$ -	INCOME	\$ 795.50
EXPENSE	\$ -	EXPENSE	\$ -	EXPENSE	\$ 14,630.53	EXPENSE	\$ -	EXPENSE	\$ 71.87
AVAIL. BAL.	\$ -	AVAIL. BAL.	\$ 246.09	AVAIL. BAL.	\$ 6,814.25	AVAIL. BAL.	\$ 433.95	AVAIL. BAL.	\$ 723.63
HS STUDENT COUNCIL		MSHS AVID		MATH COUNTS CLUB		NHS		NJHS	
BEG. BAL.	\$ -	BEG. BAL.	\$ -	BEG. BAL.	\$ -	BEG. BAL.	\$ 26.43	BEG. BAL.	\$ 33.46
INCOME	\$ 2,011.00	INCOME	\$ 880.00	INCOME	\$ 864.75	INCOME	\$ 850.00	INCOME	\$ 33.00
EXPENSE	\$ 557.42	EXPENSE	\$ 340.88	EXPENSE	\$ 598.23	EXPENSE	\$ 394.95	EXPENSE	\$ 20.46
AVAIL. BAL.	\$ 1,453.58	AVAIL. BAL.	\$ 539.12	AVAIL. BAL.	\$ 266.52	AVAIL. BAL.	\$ 481.48	AVAIL. BAL.	\$ 46.00
MS LEADERSHIP		VEX ROBOTICS CLUB		SUMMER CAMP		MSHS CONCESSIONS		MS BOYS SOCCER	
BEG. BAL.	\$ 2,507.09	BEG. BAL.	\$ 2,733.43	BEG. BAL.	\$ 749.22	BEG. BAL.	\$ -	BEG. BAL.	\$ -
INCOME	\$ 1,679.81	INCOME	\$ 6,305.80	INCOME	\$ 800.00	INCOME	\$ 1,883.15	INCOME	\$ 76.84
EXPENSE	\$ 475.93	EXPENSE	\$ 4,454.79	EXPENSE	\$ 18.50	EXPENSE	\$ 1,278.63	EXPENSE	\$ -
AVAIL. BAL.	\$ 3,710.97	AVAIL. BAL.	\$ 4,584.44	AVAIL. BAL.	\$ 1,530.72	AVAIL. BAL.	\$ 604.52	AVAIL. BAL.	\$ 76.84
MS BOYS BASKETBALL		MS GIRLS BASKETBALL		MS GIRLS VOLLEYBALL		HS GIRLS VOLLEYBALL		HS BOYS SOCCER	
BEG. BAL.	\$ 687.18	BEG. BAL.	\$ 548.83	BEG. BAL.	\$ 235.40	BEG. BAL.	\$ -	BEG. BAL.	\$ -
INCOME	\$ 214.88	INCOME	\$ 75.42	INCOME	\$ 276.40	INCOME	\$ 155.80	INCOME	\$ 47.86
EXPENSE	\$ 878.90	EXPENSE	\$ -	EXPENSE	\$ -	EXPENSE	\$ -	EXPENSE	\$ -
AVAIL. BAL.	\$ 23.16	AVAIL. BAL.	\$ 624.25	AVAIL. BAL.	\$ 511.80	AVAIL. BAL.	\$ 155.80	AVAIL. BAL.	\$ 47.86
HS BOYS BASKETBALL		WRITING CENTER CLUB							
BEG. BAL.	\$ -	BEG. BAL.	\$ -	BEG. BAL.	\$ -	BEG. BAL.	\$ -	BEG. BAL.	\$ -
INCOME	\$ 943.39	INCOME	\$ 69.20	INCOME	\$ -	INCOME	\$ -	INCOME	\$ -
EXPENSE	\$ 491.40	EXPENSE	\$ -	EXPENSE	\$ -	EXPENSE	\$ -	EXPENSE	\$ -
AVAIL. BAL.	\$ 451.99	AVAIL. BAL.	\$ 69.20	AVAIL. BAL.	\$ -	AVAIL. BAL.	\$ -	AVAIL. BAL.	\$ -

MSHS STUDENT FUND BALANCE QUARTERLY REPORT

Dec-17

*** Balances only show payments received and expenses paid through December 31, 2017***

EVENTS AND FIELD TRIP BALANCES

6TH GRADE FIELD TRIP		7TH GRADE FIELD TRIP		8TH GRADE FIELD TRIP		AGRICULTURE FIELD TRIP		ART FIELD TRIP	
BEG. BAL.	\$ -	BEG. BAL.	\$ -	BEG. BAL.	\$ 2,862.81	BEG. BAL.	\$ -	BEG. BAL.	\$ -
INCOME	\$ -	INCOME	\$ 1,187.75	INCOME		INCOME	\$ -	INCOME	\$ -
EXPENSE	\$ -	EXPENSE	\$ 1,200.56	EXPENSE	\$ -	EXPENSE	\$ -	EXPENSE	\$ -
AVAIL. BAL.	\$ -	AVAIL. BAL.	\$ (12.81)	AVAIL. BAL.	\$ 2,862.81	AVAIL. BAL.	\$ -	AVAIL. BAL.	\$ -
BOOK FAIR		BAND/CHOIR FIELD TRIP		FORENSICS FIELD TRIP		HS FIELD TRIP		SCIENCE FAIR	
BEG. BAL.	\$ 105.65	BEG. BAL.	\$ 61.02	BEG. BAL.	\$ 201.03	BEG. BAL.	\$ -	BEG. BAL.	\$ -
INCOME	\$ 0.12	INCOME	\$ 624.00	INCOME	\$ -	INCOME	\$ 1,282.75	INCOME	\$ 425.00
EXPENSE	\$ 36.00	EXPENSE	\$ 635.31	EXPENSE	\$ -	EXPENSE	\$ 1,686.97	EXPENSE	\$ 475.00
AVAIL. BAL.	\$ 69.77	AVAIL. BAL.	\$ 49.71	AVAIL. BAL.	\$ 201.03	AVAIL. BAL.	\$ (404.22)	AVAIL. BAL.	\$ (50.00)