



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

**EXECUTIVE BOARD REGULAR SESSION**

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## **EXECUTIVE BOARD MEMBERS**

Sherry Bartmann	President
Elaine Hungenberg	Vice-President
Donna James	Treasurer
Jenny Ojala	Secretary
John Feyen	Member
Carolyn Mader	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 BOARD-PULLED CONSENT AGENDA ITEMS
- 8.0 MEMBERSHIP-PULLED CONSENT AGENDA ITEMS
- 9.0 EXECUTIVE SESSION
- 10.0 ADJOURNMENT





## VISION & MISSION

Windsor Charter Academy's vision is "where students are educated, empowered, and equipped to reach their highest potential."

Windsor Charter Academy's mission 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."



### **ELEMENTARY SCHOOL**

680 ACADEMY CT.  
WINDSOR, CO  
80550

### **MIDDLE SCHOOL**

810 AUTOMATION DR.  
WINDSOR, CO  
80550

### **EARLY COLLEGE HIGH SCHOOL**

810 AUTOMATION DR.  
WINDSOR, CO  
80550



NOVEMBER 16, 2023 MINUTES TO BE APPROVED AT THE DECEMBER 2023 REGULAR SESSION

## DECEMBER 14, 2023 REGULAR SESSION

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- 1.1 Call to Order**  
The meeting was called to order at 6:29 p.m.
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- 1.2 Roll Call**  
***Executive Board Members Present***  
Sherry Bartmann, Executive Board President  
Elaine Hungenberg, Executive Board Vice-President  
Donna James, Executive Board Treasurer  
Jenny Ojala, Executive Board Secretary  
John Feyen, Executive Board Member

***Staff Present***  
Rebecca Teeples, Executive Director  
SarahGennie Colazio, Director of Finance & HR  
Hannah Mancina, Director of High School Education  
Courtney Stone, Director of Curriculum & Instruction

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- 1.3 Pledge of Allegiance**
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- 1.4 Mission Statement**  
Windsor Charter Academy provides our students with a solid academic foundation through our K-8 Core Knowledge and our rigorous 9-12 early college high school curricula. Our culture empowers our students to achieve academic excellence through critical thinking, character development, and a love for lifelong learning.
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- 1.5 Adoption of Agenda**  
A motion was made to approve the December 2023 Regular Session agenda by James and seconded by Ojala. Members voted the following: Feyen, aye; James, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.
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- 1.6 Adoption of the Minutes**  
A motion to approve the minutes for the November 16, 2023 Regular Session was made by Feyen and seconded by James. Members voted the following: Feyen, aye; James, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.



# 1.6 NOVEMBER 16, 2023 REGULAR SESSION MINUTES

## 1.1 Call to Order

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

## 1.2 Roll Call

### **Executive Board Members Present**

Sherry Bartmann, Executive Board President  
Elaine Hungenberg, Executive Board Vice-President  
Donna James, Executive Board Treasurer  
Jenny Ojala, Executive Board Secretary  
John Feyen, Executive Board Member (6:20 p.m.)  
Carolyn Mader, Executive Board Member

### **Staff Present**

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

## 1.3 Pledge of Allegiance

## 1.4 Mission Statement

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

## 1.5 Adoption of Agenda

A motion was made to approve the November 2023 Regular Session agenda by James and seconded by Ojala. Members voted the following: Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.

## 1.6 Adoption of the Minutes

A motion to approve the minutes for the October 28, 2023 Regular Session was made by James and seconded by Mader. Members voted the following: Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.

## 2.0 Citizen Communication

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

## 3.1 Executive Director Report

### **Instructional Rounds**

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

### **Firebird News Crew**

Windsor Charter Academy is excited to establish its first student-led news crew! Twelve high school students expressed interest in participating in the News Crew. Our first meeting will be in early November and we will begin to schedule coverage for games, school performances, and other activities. Several staff members have expressed interest in mentoring our students. We are excited about this new initiative!

### **Booster Club Sponsorships**

Our administrative team is working closely with the Booster Club to revamp our Booster Club Sponsorship Program. The Booster Club has done a tremendous job of researching Booster Clubs at other schools so we can be competitive with our sponsorship offerings. We are excited about moving forward with an updated plan and securing more funds for our athletic programs!

### **ES Honor Roll Assembly**

Our 1st quarter Honor Roll Assembly for 3rd through 5th graders welcomed in parents of students who earned an honor roll or high honor roll recognition.

### **Kindergarten Core Knowledge Five Senses Spooky Celebration**

Kindergarten students took part in a hands-on Halloween celebration centered around the study of the human body. With the help of parent volunteers, they were able to explore the five senses, the five food groups, play games, and create crafts.

### **Halloween Parade and Celebrations**

Many families joined in our outdoor Halloween parade where students got to show off their costumes. Volunteers helped to create fun and engaging Halloween parties in the classroom following the parade.

### **4th Grade Medieval Core Knowledge Festival**

Our 4th grade students were excited to share all they had learned during their medieval unit at their Core Knowledge Celebration. Fourth grade students dressed up in medieval clothing and experienced games and food of the time period.

### **MS Trunk or Treat**

The traditional Trunk or Treat was brought back after two years for WCA families. WCA had 35 cars sponsored by parents, clubs and local businesses. There was a great turn out of approximately 400 people.

### **MS Quarterly Firebird on Fire Assembly**

The Positive Behavior Interventions and Support (PBIS) committee organized a first quarter assembly. Firebird award winners and student athletes were recognized for their accomplishments. Cross grade level crews competed against each other in a plank off and tug of war contest.

### **HS Fall Play**

The high school is excited that our theater department was able to put together a fall play for the first time since 2019. Our students had a great theater season as they performed *Radium Girls*. Thank you to our directors Meggan Bilotte, Claudio Innocenti, Skye Montoya and Hannah Ogden for their work with our students to make this production a success!

### **HS Athletics**

HS fall sports are wrapping up their seasons. Our soccer team ended the season with a 4-9-2 season and a highlight was being able to play this season on the professional Future Legends field! We had two athletes qualify for the state cross country meet for the first time, so congratulations to Brayden Cole and Keegan Koonce on their school record setting season! Finally, our girls' volleyball team made the playoffs. They are currently ranked 19th in 3A and will play in Fort Collins against Liberty Commons and The Academy on Friday, November 3rd.

### **Executive Board Calendar**

The following dates outline upcoming Executive Board committees, work, and meetings.

<b>CALENDAR PREVIEW OF THE MONTH AHEAD</b>			
<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>
November 17th	8:15 a.m.	Coffee w/ Leadership	MS Media Center
November 30th	3:45 p.m.	Safety Committee	HS #187
December 1st	8:15 a.m.	Coffee at Coffee House 29	Coffee House 29
December 7th	3:45 p.m.	Education Committee	HS #187
December 14th	6:00 p.m.	Executive Board Regular Session	HS Commons

### **3.2 Executive Board Reports**

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

- Sherry Bartmann: HS Programming meeting, bi-monthly Executive Director/Executive Board meeting, Veteran's Day Assembly, and Coffee at Coffee House 29
- Elaine Hungenberg: Honor roll assembly, Veteran's Day Assembly, Halloween parade, Medieval Core Knowledge Celebration, Bi-monthly Executive Director/Executive Board meeting, and Executive Director Evaluation Tool planning
- John Feyen: Finance Committee meeting
- Donna James: HS Programming meeting and Finance Committee
- Jenny Ojala: Education Committee, Construction planning & OAC meetings, Executive Director Evaluation Committee, and Coffee at Coffee House 29
- Carolyn Mader: HS Programming meeting, Strategic Planning meeting

**4.1** There were no Items for Information at the November Regular Session.

### **5.1 HS Programming**

Carol Vaughan presented to the Board her findings based on several meetings with staff.

A motion was made to approve \$825,000 for a design plan that met the three critical needs determined by HS programming—mental health, classroom space, and a larger HS office, by James and seconded by Feyen. James withdrew the motion and the item was tabled for discussion after Item 5.2 2023-2024 Amended Budget. Members voted the following: Feyen, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.



The Executive Board took a short recess from 8:20 to 8:26 p.m.

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After Item 5.2 2023-2024 Amended Budget, the Executive Board returned to Item 5.1 HS Programming. A second motion was made to approve \$600,000 for a design plan that met the three critical needs determined by HS programming—mental health, classroom space, and a larger HS office and excluded the remodel of the MS classroom, by James and seconded by Feyen. Members voted the following: Feyen, nay; Hungenberg, nay; James, aye; Mader, nay; Ojala, nay; Bartmann, nay. The motion did not pass.

A third motion was made to approve \$500,000 for a design plan that met the three critical needs determined by HS programming—mental health, classroom space, and a larger HS office, by James and seconded by Feyen. Members voted the following: Feyen, aye; Hungenberg, nay; James, aye; Mader, aye; Ojala, aye; Bartmann, aye. The motion passed.

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## 5.2 2023-2024 Amended Budget

A motion to approve the 2023-2024 Amended Budget was made by James and seconded by Feyen. Members voted the following: Feyen, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.

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## 5.3 2023-2024 Salary Schedule

A motion to approve the 2023-2024 Salary Schedule was made by Mader and seconded Hungenberg. Members voted the following: Feyen, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.

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President Bartmann invited students to share comments during a second Citizen Communications time. Jady Jones and Dominique Fields, high school students, shared their input about the importance of having a sensory room for students for MS/HS Students. Potential solutions also were offered to ensure that had class passes. They also shared the benefits for students with 504s and the reinforcement of the Sources of Strength program.

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## 6.1 Personnel

### 6.1.1 Appointments

- 6.1.1.1 Dillan Brown, AVID Tutor
- 6.1.1.2 Anastacia Collins, AVID Tutor
- 6.1.1.3 Jamie Eller, AVID Tutor
- 6.1.1.4 Audrey Kuhn, Substitute Teacher
- 6.1.1.5 Kevin Muhm, Lunch Monitor
- 6.1.1.6 Amy Overton, Instructional Paraprofessional
- 6.1.1.7 Amy Samuelson, Instructional Paraprofessional
- 6.1.1.8 Jonathan Southam, AVID Tutor
- 6.1.1.9 Christina Swarts, Substitute Teacher
- 6.1.1.10 Kaylee Weickert, AVID Tutor

### 6.1.2 Terminations/Resignations

- 6.1.2.1 Allan Cieniuch, MS Flag Football Coach
- 6.1.2.2 Sarah Drips, HS Soccer Assistant Coach
- 6.1.2.3 Marsha Gustafson, Food Services Assistant
- 6.1.2.4 Thomas Kulawiak, HS Volleyball Assistant Coach
- 6.1.2.5 Seth McCutchen, HS Speech and Debate Coach
- 6.1.2.6 Christina Ponce, Food Services Assistant

- 6.1.2.7 Kaylie Rawlings, HS Volleyball Assistant
- 6.1.2.8 Coach Shawn Wherry, MS Soccer Coach

## 6.2 Policies

- 6.2.1 Policy JKD/JKE Suspension/Expulsion of Students, Second Read
- 6.2.2 Policy JKD/JKE-R Suspension/Expulsion of Students (Hearing Procedures), Second Read
- 6.2.3 Policy JBB Sexual Harassment, Second Read

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

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## 7.0 Executive Board Pulled-Consent Agenda Items

There were no items pulled.

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## 8.0 Member Pulled-Consent Agenda Items

There were no items pulled.

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## 9.0 Executive Session

There was not an Executive Session.

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## 10.0 Adjournment

The motion was made by Feyen and seconded by James to adjourn. Members voted the following: Feyen, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously. The Executive Board adjourned at 9:08 p.m.

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## 2.0 Citizen Communication

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

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## 3.1 Executive Director Report

### **Education Committee**

The Education Committee met four times in the fall to determine curriculum recommendations for new middle & high school world languages, high school geography, and fifth grade science. The process began in January 2023 when each building administrator organized a curriculum review team made up of teachers and administration to learn about a number of standards-based programs in the above content areas. The review teams attended vendor presentations, researched agreed-upon curriculum using the *Textbook and Instructional Materials Evaluation Rubric*, and taught sample lessons from the top curriculum choices. The teams compiled both quantitative and qualitative data, presented their findings, and made a recommendation to the members of the Education Committee. Members of the committee reviewed the top two curriculum choices in each content area and finalized the following program recommendations for Board approval:

- MS & HS World Language: Vista Higher Learning - Senderos (Spanish)
- HS Geography: McGraw Hill - The Human & Physical World
- 5th Grade Science: Amplify Science

### **Firebird News Crew**

This week, our News Crew reported on their very first events! We are excited to have additional coverage of our school events, especially as our winter sports season begins.

### **Alumni Facebook Groups**

We recently launched a Facebook and Instagram page for our alumni! As the number of graduates of our school grows, we want to make sure to continually engage them in our school community. To join our social media groups, click here:

- [WCA Alumni Facebook Page](#)
- [WCA Alumni Instagram Page](#)

### **Parent Information Nights**

Enrollment season is upon us! Over the next two months, we will hold an elementary and middle school parent information night, as well as a high school information night for current 8th grade families. Our enrollment and waitlist numbers are strong but we want to make sure that we continue to keep students transitioning from elementary to middle and middle to high school.

### **Billboard**

We are working on a new billboard at the intersection on highway 257 and Eastman Park Drive. We want to make sure our school is top-of-mind for residents in our community! We also want to celebrate our outstanding students. On this year's billboard, we have a photo of Yeletzy Tena, a current junior who is going to be a first-generation college student.

### **ParentSquare**

Next year, the Weld RE-4 School District will roll out a new piece of communication software called ParentSquare. This all-in-one platform syncs directly with Infinite Campus and will allow for a single place for parents to receive communication. WCA is adopting this software for our families. This will allow Weld RE-4 and WCA to continue to have seamless communication, especially in the event of an



emergency. Sara Sanders, Michael Unruh, and Tammy Fagler attended a training meeting and will be responsible for the rollout of this software to staff and families in August 2024.

### ***Supper with Santa***

In place of Sweets with Santa this year, PTC brought back the beloved tradition of Supper with Santa. This fun event included a WCA Food Service created farm to table dinner, a live holiday performance by NoCo Theatrix Children's Theater showcasing holiday traditions from around the globe, and pictures with Santa. Nearly 300 people from across our elementary school participated in the event.

### ***Weld County Food Drive***

The Elementary Student Council helped to orchestrate a very successful canned food drive for the Weld County food bank during the week before Thanksgiving break. Students donated over 60 boxes of non-perishable items to help families in need through the holiday season.

### ***Second Quarter ES PBIS Assembly***

The Dean of Students and counseling staff created a fun video featuring students and staff illustrating the importance of friendship and ways to be a friend in all areas of the school especially around the holiday season. Students and staff played fun, engaging "Reindeer Games" on stage and students rang in the holiday season by singing some favorites from music class.

### ***4th Grade Colorado Christmas Concert***

Fourth grade students and the elementary school choir sang holiday music with some fun Colorado history and facts embedded.

### ***Twelve Days of Christmas***

Elementary school administration partnered with the Parent-Teacher Club and Sunshine Committee to bring fun treats and events to staff every day of December.

### ***Second Quarter AVID Walkthrough***

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

### ***iReady Middle of Year Benchmark Assessment***

Students took the reading and math iReady Benchmark Assessment. This data will be used to determine if students have achieved mastery in grade level standards and if they have made typical growth from the beginning to middle of the year. We will use the data to identify students for extra support prior to CMAS in WIN, Literacy Intervention, Math Lab and Everyday Math.

### ***Winter Band and Choir Concert***

Our middle and high school band and choir students performed holiday songs at their annual Winter concert.

### ***JROTC***

The high school staff is exploring the possibility of adding a JROTC program. This is a long, detailed process. If approved, it would take several years to fully implement the program. This will be an Item for Information during the January Board meeting.

### ***HS Spirit Night***

The Student Council hosted a Spirit Night for the high school students. Some students watched a movie in the commons while others had fun playing spikeball, basketball, volleyball, and cornhole in the gym while listening to music. It was a great way to spend a Friday night.

### ***Senior Capstone Night***

All of the seniors presented their websites and senior boards during our annual Senior Capstone Night. This year there were auditions for our Exemplary Capstone Distinction. The top four students were

selected to give their presentations to an audience during the night. We are so proud of our Class of 2024 and their post-secondary plans.

### **Graduation Update**

Windsor Charter Academy will have its largest graduating class this year. In order to accommodate more guests, we have decided to move the ceremony and the senior breakfast off-site to the Embassy Suites this year.

### **Executive Board Calendar**

The following dates outline upcoming Executive Board committees, work, and meetings.

<b>CALENDAR PREVIEW OF THE MONTH AHEAD</b>			
<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>
December 15 <sup>th</sup>	8:15 a.m.	Coffee w/ Leadership	MS Media Center
January 12 <sup>th</sup>	8:15 a.m.	Coffee at Coffee House 29	Coffee House 29
January 23 <sup>rd</sup>	3:45 p.m.	SAC	HS #187
January 25 <sup>th</sup>	6:00 p.m.	Executive Board Regular Session	HS Commons

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### **3.2 Executive Board Reports**

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

- Sherry Bartmann: Bi-monthly Executive Director/Executive Board meeting, Coffee with Leadership, Coffee at Coffee House 29, Senior Capstone Night, Supper with Santa, Raising the Bar Ceremony
- Elaine Hungenberg: Bi-monthly Executive Director/Executive Board meeting, Raising the Bar Ceremony, 4th Grade Concert
- John Feyen: Coffee at Coffee House 29, Coffee with Leadership, Finance Committee, Raising the Bar Ceremony
- Donna James: Senior Capstone Night, Raising the Bar Ceremony
- Jenny Ojala: Construction Planning & OAC Meetings, Education Committee, Raising the Bar Ceremony
- Carolyn Mader: Raising the Bar Ceremony

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### **4.1 Retention Plan for Staff**

Dr. Teeples shared a retention plan that will be presented to the Executive Board in January as an Item for Action.



## 4.1 RETENTION PLAN FOR STAFF

<b>Memorandum To:</b>	Windsor Charter Academy Executive Board
<b>From:</b>	Dr. Rebecca Teeples, Executive Director
<b>Date:</b>	December 8, 2023
<b>Re:</b>	Retention Plan for Staff
<b>Agenda Item:</b>	4.1
<b>Pertinent Background Information:</b>	<p>The strategic goal behind instituting a retention bonus plan for staff members is to incentivize and cultivate sustained commitment and loyalty among valued employees. This initiative is specifically tailored to retain adept and seasoned personnel, especially in the context of heightened competition for talent in areas of job market scarcity. The design of the retention bonus plan is intended to reward the contributions made by staff members, fostering a heightened sense of job satisfaction and commitment to Windsor Charter Academy. Ultimately, this approach is envisioned to strengthen the organization's stability, augmenting productivity, and ensuring long-term success.</p>
<b>Financial Considerations:</b>	<p>For the 2024-2025, the financial costs are as follows:</p> <ul style="list-style-type: none"><li>• Total Financial Costs for 2024-2025; \$230,000</li><li>• Merit Pay Program Replacement Costs: \$70,000 (on average)</li><li>• Additional Allocation for the New Program: \$160,000</li></ul>
<b>Recommendation(s):</b>	NA
<b>Attachments:</b>	Retention Plan for Staff



# STAFF RETENTION

## OBJECTIVE

The strategic goal behind instituting a retention bonus plan for staff members is to incentivize and cultivate sustained commitment and loyalty among valued employees. This initiative is specifically tailored to retain adept and seasoned personnel, especially in the context of heightened competition for talent in areas of job market scarcity. The design of the Retention Bonus Program is intended to reward the contributions made by staff members, fostering a heightened sense of job satisfaction and commitment to Windsor Charter Academy. Ultimately, this approach is envisioned to strengthen the organization's stability, augmenting productivity, and ensuring long-term success.

## PROBLEM

Staffing shortages exist across industries. In 2023, almost 80% of companies worldwide reported skills shortages, marking the highest figure in 17 years.

In education, teacher shortages, for example, persist in the United States, affect 86% of public schools, as reported by a Chalkbeat analysis covering 8 states. The study indicates a rising trend in teacher turnover, attributing the exodus to factors such as low salaries, increased workloads, challenging student behavior, and the growing politicization of school curricula.

Data from the Colorado Department of Education for the 2022-2023 school year reveals that 15% of teaching positions were open, with 9% remaining unfilled for the entire year and 18% filled through shortage mechanisms.

Across industries, to address the challenge of retaining key employees amidst this talent shortage, employers are employing various strategies, with retention bonuses emerging as a highly popular method. A World at Work survey revealed that over 20% of employers considered implementing retention bonus plans in 2021, doubling the figure from 2016. Notably, companies have been not only increased the frequency of awarding retention bonuses but also offer more substantial payouts.

Retention bonuses serve as a crucial tool for retaining employees during pivotal moments for a company. They prove to be a cost-effective alternative to salary raises, helping companies avoid the expenses associated with recruitment while simultaneously enhancing employee engagement and performance.



## AT A GLANCE

### PROBLEM

- 80% of companies reported skill shortages
- 86% of schools reported teacher shortages

### STATISTICS

- The expense of replacing a highly-trained employee can surpass 33% of their annual salary
- 41% of employees would contemplate changing jobs for a modest 5% raise

### SOLUTION

- Create a retention bonus program that recognizes and rewards staff members for completing milestones--returning after completing year 2; 3; 5; 8; 11; 15; and 20.



Windsor  
CHARTER ACADEMY

# CHARTING SUCCESS TOGETHER

## CURRENT STATISTICS



Approximately 4 million Americans voluntarily quit their jobs each month, according to data from the US Bureau of Labor Statistics since January 2022. This substantial level of voluntary turnover underscores the significant challenge organizations encounter to retain employees, emphasizing the importance of understanding the diverse reasons behind such departures.



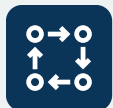
Over 50% of global organizations face challenges retaining key employee groups, as indicated by a recent Willis Towers Watson study. Recognizing and rewarding highly productive employees is crucial to mitigating the risk of their departure, as even the most efficient workers may succumb to burnout if their contributions go unrecognized, making competitive job offers more enticing.



The expense of replacing a highly-trained employee can surpass 33% of their annual salary, making it crucial for employers to carefully assess their roles and responsibilities using appropriate tools before making decisions. The Work Institute's Retention Report, which estimates a replacement cost of \$16,500 per person for an employee earning a median salary of \$50,000 annually.



Over 25% of employees fall into a high-retention-risk category, as reported by the 2021 Bureau of Labor Statistics, indicating a substantial portion of the workforce possessing mission-critical skills is at risk for turnover. Recognizing the significance of these individuals, the optimal strategy lies in implementing measures to prevent their departure in the first place.



The 2022 Global Benefits Attitudes Survey by Willis Towers Watson reveals that 41% of employees would contemplate changing jobs for a modest 5% raise, highlighting the significance of competitive salaries in talent retention. More than 50% of employees are confident they can find a better position that pays more.



Effective employee recognition programs play a crucial role in reducing turnover rates, with a significant 31% decrease reported. The lack of recognition ranks as the third most common reason for employees leaving their jobs, emphasizing the substantial impact of acknowledgment on retention. Those don't feel recognized are twice as likely to consider quitting within the year.

## INCREASING STAFF INCOME

Implementing a Retention Bonus Program emerges as a strategic alternative to increasing staff income, addressing the goal of raising staff income more effectively. This approach offers targeted financial incentives to retain valuable employees, fostering a sense of recognition and loyalty. By focusing on a Retention Bonus Program, Windsor Charter Academy can align increased staff income with sustained employee engagement, ultimately contributing to a more stable and motivated workforce. The Retention Bonus Program becomes a dynamic tool, allowing the academy to respond to changing economic conditions while still prioritizing employee satisfaction and retention. This strategy not only increases staff income, but has no financial implications for PERA.





## CHANGE FROM MERIT PAY

The proposed Retention Bonus Program at Windsor Charter Academy aims to replace the existing Merit Pay Program. Under the new structure, staff members would be rewarded with bonuses upon completion of milestone years, eliminating the need for additional work as previously outlined in the current Merit Pay Program. This streamlined approach focuses on recognizing and retaining staff based on their dedicated years of service without the additional requirements associated with the previous merit-based system.

## TERMS AND CONDITIONS

The Retention Bonus Program at Windsor Charter Academy includes several key terms and conditions:

1. **Milestone Years:** Staff members are eligible for retention bonuses upon completing milestone years, including 2, 3, 5, 8, 11, 15, and 20 years of service.
2. **Bonus Amounts:** The bonus amounts vary based on the milestone year completed, ranging from \$2,500 for 2 years to \$13,500 for 20 years.
3. **Payment Timeline:** Bonuses are disbursed after the staff member has completed the respective milestone year and returns for the following academic year. The disbursement schedule for the Retention Bonus Program involves splitting the payment, with half allotted in December and the remaining half in May. This staggered approach aims to provide staff members with financial recognition and support at two strategic points during the academic year.

## FINANCIAL IMPLICATIONS

For the 2024-2025, the financial costs are as follows:

- Total Financial Costs for 2024-2025: \$230,000
- Merit Pay Program Replacement Costs: \$70,000 (on average)
- Additional Allocation for the New Program: \$160,000

The Director of Finance will annually present and discuss the financial implications of the Retention Bonus Program to the Executive Board during the budget approval process. This ensures transparency and allows the Executive Board to assess the program's impact on the overall budget before making decisions for the upcoming fiscal year.

## BONUS ALLOTMENT FOR FULL-TIME STAFF

- |            |          |
|------------|----------|
| • 2 years  | \$2,500  |
| • 3 years  | \$3,500  |
| • 5 years  | \$5,000  |
| • 8 years  | \$7,500  |
| • 11 years | \$9,500  |
| • 15 years | \$11,500 |
| • 20 years | \$13,500 |

## RESERVES ALLOTMENT

- |             |  |
|-------------|--|
| • 2015-2016 | \$-353,860 (Use reserves for FFE)  |
| • 2016-2017 | \$1,057,401  |
| • 2017-2018 | \$746,354  |
| • 2018-2019 | \$615,172  |
| • 2019-2020 | \$249,755  |
| • 2020-2021 | \$885,086  |
| • 2021-2022 | \$823,277  |
| • 2022-2023 | \$1,263,853 (\$456,000 of the reserves are MLO funds allocated for use in 2023-2024) |

From 2015 to 2023 reserves at Windsor Charter Academy increased by \$4,831,038. This does not include the MLO money from 2022-2023. Having successfully achieved our targets for reserves and the desired number of days of cash on hand, there is no longer a need to further build our reserves. This accomplishment reflects the organization's financial stability and may open up opportunities to allocate resources towards other strategic initiatives or programs.

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**5.1 Education Committee Recommendation for MS & HS World Languages****5.2 Education Committee Recommendation for HS Geography****5.3 Education Committee Recommendation for 5<sup>th</sup> Grade Science**

Courtney Stone, Director of Curriculum, Instruction & Innovation, outlined the work of the Education Committee that met during the fall semester. The recommendations from the committee were as follows:

- Vista Higher Learning World Language textbooks (Senderos) for MS & HS world
- McGraw Hill Geography: The Human and Physical World for HS geography
- Amplify Science for 5<sup>th</sup> grade science

A motion was proposed and approved to address three action items collectively, under items 5.1, 5.2, and 5.3. The motion was made by James and seconded by Feyen. Members voted the following: Feyen, aye; Hungenberg, aye; James, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.

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**5.4 2024 SAC Survey Questions**

The SAC members met during the fall semester. They reviewed survey questions for parents, students, and teachers. The SAC created an additional survey for all other staff. A motion was made to approve the 2024 & 2025 SAC survey questions by James and seconded by Ojala. Members voted the following: Feyen, aye; Hungenberg, aye; James, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.

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**5.5 2022-2023 Financial Accreditation**

SarahGennie Colazio, Director of Finance & HR, reviewed the purpose of the process for an annual financial accreditation. A motion was made to approve the 2023-2023 financial accreditation by Hungenberg and seconded by Ojala. Members voted the following: Feyen, aye; Hungenberg, aye; James, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.

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**5.6 2024-2025 Student Fees**

Dr. Teeples reviewed the recommended student fees for the 2024-2025 school year. A motion was made to approve 2024-2025 student fees by Feyen and seconded by James. Members voted the following: Feyen, aye; Hungenberg, aye; James, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.

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**5.7 February 6, 2024 Special Session**

A Special Session needs to occur for the Executive Board to review a high school remodel proposal. A motion was made to approve the Special Session for February 6, 2024 at 6:00 p.m. by Feyen and seconded by James. Members voted the following: Feyen, aye; Hungenberg, aye; James, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.

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**5.8 Executive Director Evaluation Tool**

The Executive Director evaluation tool was presented to the Executive Board. A motion was made to approve the Executive Director evaluation tool by Feyen and seconded by James. Members voted the following: Feyen, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.

## 5.1-5.3 EDUCATION COMMITTEE RECOMMENDATIONS

<b>Memorandum To:</b>	Windsor Charter Academy Executive Board
<b>From:</b>	Courtney Stone, Director of Curriculum, Instruction & Innovation
<b>Date:</b>	December 8, 2023
<b>Re:</b>	Education Committee Textbook Recommendations
<b>Agenda Item:</b>	5.1-5.3
<b>Pertinent Background Information:</b>	<p>The Education Committee serves to strengthen the overall educational program of the school. This committee assists the administrator and teachers in providing all students with the highest quality educational program possible by researching new and existing curriculum, and evaluating and synthesizing information. The Education Committee represents parents and strengthens the link between the classroom and home.</p> <p>The Education Committee met this year to determine recommendations to the Windsor Charter Academy Executive Board of Directors for science curriculum for the 5<sup>th</sup> grade elementary school, Spanish curriculum for the middle and high schools, and Geography curriculum for the high school. They met on October 19<sup>th</sup>, November 2<sup>nd</sup>, November 6<sup>th</sup>, and December 7<sup>th</sup>.</p>
<b>Financial Considerations:</b>	The curriculum has been budgeted for the 2024-2025 school year.
<b>Recommendation(s):</b>	<p>It is the recommendation to approve the curriculum recommended by the Education Committee:</p> <ul style="list-style-type: none"> <li>● Vista Higher Learning World Language textbooks (Senders) for MS &amp; HS world languages</li> <li>● McGraw Hill Geography: The Human and Physical World for HS geography</li> <li>● Amplify Science (tentative) for 5<sup>th</sup> grade science</li> </ul>
<b>Attachments:</b>	Education Committee Overview



## 2023-2024 Education Committee

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

### Members

- Board Liaison: Jenny Ojala
- Executive Director: Rebecca Teeples
- Director of Curriculum, Instruction and Innovation: Courtney Stone
- Director of Elementary School Education: Jessica Wilson
- Director of Middle School Education: Kelly Seilbach
- Director of High School Education: Hannah Mancina
- ES Teachers: Rachel Slais, Adrianja Albrecht, Leah Marty, Lauren Carew, Cora Miller, Bethany Man, Kristi Sullivan, Anne Watson
- MS Teachers: Phillip Winn, Lauren Gonikishvili
- HS Teachers: Taylor Vicini, Maggie Madrid, Meggan Bilotte, Buck Ramming, Claudio Innocenti
- Parents: Unlimited

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

- October 19th
- November 2nd
- November 16th
- December 7th

## Education Committee Objectives for 2023-2024

The Education Committee will meet this year to determine recommendations to the Windsor Charter Academy Executive Board of Directors for science curriculum for the elementary school, Spanish curriculum for the middle and high schools, and Geography curriculum for the high school.



## Education Committee Meeting Agendas

The outline for the 2023-2024 Education Committee meetings are as follows:

- **October 19th: MS & HS World Languages - Spanish Curriculum Presentation**
  - Middle and high school administrators and teachers will present Spanish curriculum options. They will present strengths and weaknesses of various Spanish curricula and share outcomes of the sample lessons taught in classrooms.
- **November 2nd: MS & HS World Languages - Spanish Board Recommendation / HS Geography Curriculum Presentation**
  - The Education Committee members will review information shared from the last meeting and determine a recommendation for the Executive Board of Directors for middle and high school Spanish curriculum options.
  - High school administrators and teachers will present curriculum options for Geography. They will present strengths and weaknesses of various Geography curricula and share outcomes of the sample lessons taught in classrooms.
- **November 16th: HS Geography Board Recommendation / ES Science Curriculum Presentation**
  - The Education Committee members will review information shared from the last meeting and determine a recommendation for the Executive Board of Directors for high school Geography curriculum options.
  - Elementary school administrators and teachers will present curriculum options for science. They will present strengths and weaknesses of various science curricula and share outcomes of the sample lessons taught in classrooms.
- **December 7th: ES Science Board Recommendation**
  - The Education Committee members will review information shared from the last meeting and determine a recommendation for the Executive Board of Directors for elementary school science curriculum options.

## Textbook Adoptions

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

## Textbook and Instructional Materials Evaluation Rubric

The curriculum review team for each content area analyzed all curricula using the *Textbook and Instructional Materials Evaluation Rubric*. There were four criteria that were used to determine ratings for textbooks—organization, content, inclusion, and alignment. The rubric scores for each content area are reflected in the data tables included in this packet.

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

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

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

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

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

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

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

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

## Middle & High School World Languages - Spanish

### A Need for New Spanish Curriculum

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

At this time, our middle and high school Spanish department uses *Senderos*, which was adopted when the high school opened in 2015. With outdated materials, teachers must pull outside resources to supplement, inadvertently causing overlap in topics across grade levels and a disrupted scope and sequence of instruction.

Furthermore, the [Colorado Academic Standards for World Languages](#) were revised in 2020, resulting in a need for newly-aligned curricula.

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

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

### Curriculum Adoption Timeline Middle and High School Spanish

The following staff members participated on the Spanish curriculum review team: Phillip Winn, Lauren Gonikishvili, Taylor Vicini, and Maggie Madrid. The information below pertains to the process and results from the middle and high school Spanish curriculum review team.

Process/Step	Summary	Timeline
Prescreen potential core program resources and order samples	Curriculum reviewed: <ul style="list-style-type: none"><li>• Creative Language Class: Adios Textbooks</li><li>• Carnegie Learning - Que Chevere</li><li>• Wayside Publishing - Entre Culturas</li><li>• Vista Higher Learning - Senderos (2023)</li></ul>	February 2023

Schedule and Rate Vendor Presentations	Vendor presentations and initial rubric ratings: <ul style="list-style-type: none"> <li>February 16, 2023 <ul style="list-style-type: none"> <li>Creative Language Class: Adios Textbooks</li> </ul> </li> <li>February 21, 2023 <ul style="list-style-type: none"> <li>Carnegie Learning - Que Chevere</li> <li>Wayside Publishing - Entre Culturas</li> </ul> </li> <li>March 2, 2023 <ul style="list-style-type: none"> <li>Vista Higher Learning - Senderos (2023)</li> </ul> </li> </ul>	February - March 2023
Sample lessons taught at WCA Middle & High School	Spanish teachers used the sample curricula to teach lessons and continued to fill out the <i>Textbook and Instructional Material Evaluation Rubric</i> to gather quantitative data. Teachers also provided qualitative data by identifying strengths and weaknesses of each program.	March 2023 through current
Select Top 2 Programs	Top 2 Recommendations: <ul style="list-style-type: none"> <li>Vista Higher Learning - Senderos (2023)</li> <li>Carnegie Learning - Que Chevere</li> </ul>	April 2023
MS & HS Collaboration	<ul style="list-style-type: none"> <li>Spanish teachers continued teaching sample lessons and identified strengths and weaknesses to inform the <i>Textbook and Instructional Material Evaluation Rubric</i>.</li> <li>The middle &amp; high school Spanish teachers and administrators met to discuss the qualitative and quantitative data collected and determined a final recommendation for the Education Committee.</li> </ul>	April 2023 to current
Education Committee Preparation	Middle and high school Spanish teachers compiled highlights from the curriculum to share during the Education Committee presentation. Strengths and weaknesses of the program were identified and organized for the Education Committee presentation.	Fall 2023
Program Presentation	Middle and high school administrators and teachers present Spanish curriculum options. The middle and high school curriculum review team discuss strengths and weaknesses of Spanish curricula.	October 19, 2023
Final Program Recommendation	The middle school curriculum review team will make a final recommendation to the Education Committee to bring forward to the Executive Board of Directors for approval.	November 2, 2023

Average Score for Criteria of Rubric		
	Senderos	Que Chevere
<b>Total Score</b>	104.3	97.13

Curriculum	Middle & High School Spanish Demo Account Information
<b>Vista Higher Learning - Senderos</b>	<p>To access the online components to the Spanish programs under review, please follow these five steps:</p> <ol style="list-style-type: none"> <li>1. Access the Supersite by going to <a href="http://vhlcentral.com">http://vhlcentral.com</a></li> <li>2. Login to your account, <b>username:</b> spanishteacher@windsorcharteracademy.org</li> <li>3. Enter your <b>password:</b> spanish23</li> <li>4. Click on the any book cover you want to review</li> <li>5. Under 'Teaching Tools', click on Teacher's Edition, Resources, vText, eBook and My Vocabulary</li> </ol>

	<p>Additional Resources</p> <ul style="list-style-type: none"> <li>• Watch this brief overview <a href="#">video</a> of VHLCentral.</li> <li>• <a href="#">Supersite Video Tutorials</a> for a review of resources</li> </ul>
<b>Carnegie Learning - Que Chevere</b>	<a href="#">Website</a> and click on the Sample Center Walkthrough video

**Alignment to the Colorado Academic Standards  
Middle & High School World Languages**

The middle and high school Spanish curriculum review team evaluated each curriculum's alignment to the Colorado Academic Standards for World Languages. The curriculum reviewed met the expectations for the appropriate levels of expertise as outlined in the World Language standards.

**Recommendation for Middle & High School Spanish Curriculum**

Based on these findings, the middle & high school Spanish curriculum review team recommends **Vista Higher Learning-Senderos** for further review by the Education Committee and adoption by the Executive Board of Directors.

# High School Geography

## A Need for New High School Geography Curriculum

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

The high school social studies department is adding a Geography elective to the course offerings for the spring semester of the 2023-2024 school year. This will replace the Sociology course. The social studies department determined that this was a necessary adjustment because with the current course sequence, the grade level expectations in the [Colorado Academic Standards for Geography](#) were not being met. Additionally, there are no high school sociology standards so we replaced this course with Geography to ensure that students have the opportunity to meet all of the grade level expectations in the Geography standard before they graduate high school.

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

## Curriculum Adoption Timeline High School Geography

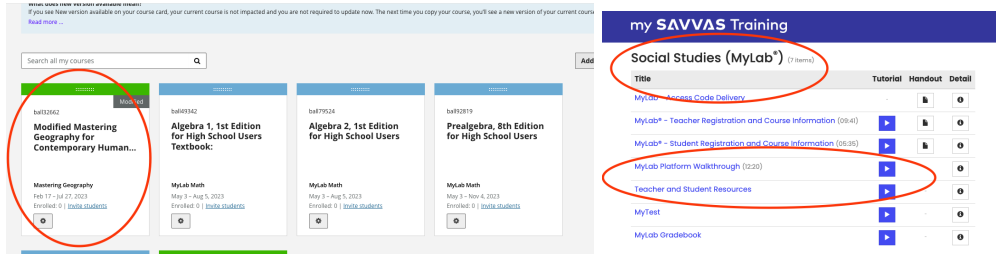
The following staff members participated on the Geography curriculum review team: Meggan Bilotte, Buck Ramming and Claudio Innocenti. The information below pertains to the process and results from the high school Geography curriculum review team.

Process/Step	Summary	Timeline
Prescreen potential core program resources and order samples	Curriculum reviewed: <ul style="list-style-type: none"><li>● Savvas: Contemporary Human Geography</li><li>● McGraw Hill: Geography: The Human and Physical World</li></ul>	January 2023
Schedule and Rate Vendor Presentations	Vendor presentations and initial rubric ratings: <ul style="list-style-type: none"><li>● McGraw Hill: March 3, 2023</li><li>● Savvas: March 7, 2023</li></ul>	February - March 2023
Sample lessons taught at WCA High School	The social studies teachers used the sample curricula to teach lessons and continued to fill out the <i>Textbook and Instructional Material Evaluation Rubric</i> to gather quantitative data. The teachers also provided qualitative	March 2023 through current



	data by identifying strengths and weaknesses of each program.	
Select Top 2 Programs	Top 2 Recommendations: <ul style="list-style-type: none"> <li>● Savvas: Contemporary Human Geography</li> <li>● McGraw Hill: Geography: The Human and Physical World</li> </ul>	April 2023
Quantitative and Qualitative Data Collection	The social studies teachers continued teaching sample lessons and identified strengths and weaknesses to inform the <i>Textbook and Instructional Material Evaluation Rubric</i> .	April 2023 to current
HS Collaboration	The social studies teachers and administrators from the high school met to discuss the qualitative and quantitative data collected and determine a final recommendation for the Education Committee and the Board.	Fall 2023
Program Presentation	High school administrators and the social studies teachers will present Geography curriculum options. The high school curriculum review team will discuss strengths and weaknesses of various Geography curricula.	November 2, 2023
Final Program Recommendation	The high school curriculum review team will make a final recommendation to the Education Committee to bring forward to the Executive Board of Directors for approval.	November 16, 2023

Average Score for Criteria of Rubric		
	McGraw Hill	Savvas
<b>Total Score</b>	87	76

Curriculum	High School Geography Demo Account Information
<b>McGraw Hill</b>	Website Link: <a href="https://my.mheducation.com">my.mheducation.com</a> <ul style="list-style-type: none"> <li>● Username: 912tsocial</li> <li>● Password (case sensitive): McH2024social</li> </ul>
<b>Savvas</b>	Website: <a href="https://mlm.pearson.com">https://mlm.pearson.com</a> <ul style="list-style-type: none"> <li>● Username: HumanGeo@CO</li> <li>● Password: Savvas23</li> </ul> 

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## Alignment to the Colorado Academic Standards High School Geography

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The high school curriculum review team evaluated each curriculum's alignment to the Colorado Academic Standards for Social Studies, Standard 2 Geography. All curricula reviewed address 100% of the grade level expectations in the geography standard.

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## Recommendations for High School Geography Curriculum

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Based on these findings, the high school curriculum review team recommends **McGraw Hill Geography: The Human and Physical World** for further review by the Education Committee and adoption by the Executive Board of Directors.

## Elementary School Science

### A Need for New Elementary Science Curriculum

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

At this time, our elementary school teachers follow the [Core Knowledge Sequence](#) which identifies the topics of study; however, teachers create the lessons. Currently, fourth and fifth grade teachers have access to *Discovery Education* as a supplemental resource for teaching Core Knowledge topics. At this time, teachers in kindergarten through third grade do not have subscriptions to access the *Discovery Education* resources.

Beginning in fifth grade, students are assessed on their level of mastery of the [Colorado Academic Standards for science](#) on the CMAS state assessment. By utilizing standards-based curriculum that presents an organized plan of instruction, teachers are better equipped to deliver content using high-impact teaching practices and support students in meeting state expectations.

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

### How will a science curriculum support our K-8 Core Knowledge focus?

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

At Windsor Charter Academy, Core Knowledge is the vehicle that provides students with the background knowledge and content vocabulary that will aid them in their ability to make connections to new learning. Core Knowledge is defined content that identifies what a student should know, and the Colorado Academic Standards are defined skills that identify what a student should be able to do. Core Knowledge is very specific about what topics must be taught across the content areas. By following the Core Knowledge Sequence,

students are exposed to a base of knowledge, beginning in the early years, which equips them with the background knowledge they will need as they enter the more specialized curriculum that characterizes the middle and high school experience. It gives educators a way of knowing what students have experienced in prior school years and gives students a common foundation on which to build additional learning.

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

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

## Curriculum Adoption Timeline Elementary Science

The following staff members participated on the Science curriculum review team: Rachel Slais, Adrianja Albrecht, Leah Marty, Lauren Carew, Cora Miller, Bethany Man, Kristi Sullivan, Anne Watson. The information below pertains to the process and results from the elementary school science curriculum review team.

Process/Step	Summary	Timeline
Prescreen potential core program resources and order samples	Curriculum reviewed: <ul style="list-style-type: none"> <li>● Discovery Education</li> <li>● Amplify: Amplify Science</li> <li>● Mystery Science</li> <li>● Generation Genius</li> <li>● National Geographic</li> <li>● Know Atom</li> </ul>	January 2023
Schedule and Rate Vendor Presentations	Vendor presentations and initial rubric ratings: <ul style="list-style-type: none"> <li>● March 16, 2023               <ul style="list-style-type: none"> <li>○ KnowAtom</li> <li>○ Amplify</li> </ul> </li> <li>● March 22, 2023               <ul style="list-style-type: none"> <li>○ Discovery Education</li> <li>○ National Geographic</li> </ul> </li> <li>● April 5, 2023               <ul style="list-style-type: none"> <li>○ Generation Genius</li> <li>○ Mystery Science</li> </ul> </li> </ul>	February - March 2023
Sample lessons taught at WCA Elementary School	Science teachers used the sample curricula to teach lessons and continued to fill out the <i>Textbook and Instructional Material Evaluation Rubric</i> to gather quantitative data. Teachers also provided qualitative data by identifying strengths and weaknesses of each program.	March 2023 through current
Select Top 2 Programs	Top 2 Recommendations: <ul style="list-style-type: none"> <li>● Amplify Science (5th grade only)</li> <li>● Mystery Science and Discovery Education (K-5)</li> </ul>	April 2023

Quantitative and Qualitative Data Collection	Science teachers continued teaching sample lessons and identified strengths and weaknesses to inform the <i>Textbook and Instructional Material Evaluation Rubric</i> .	April 2023 to current
Program Presentation	Elementary school administrators and teachers will present science curriculum options. The elementary school curriculum review team will discuss strengths and weaknesses of various science curricula.	November 16, 2023
Final Program Recommendation	The elementary school curriculum review team will make a final recommendation to the Education Committee to bring forward to the Executive Board of Directors for approval.	December 7, 2023

Average Score for Criteria of Rubric						
	Discovery Education	Amplify Science	Mystery Science	Generation Genius	National Geographic	Know Atom
<b>Total Score</b>	90	112	98	75	109	81

Curriculum	Elementary Science Demo Account Information
<b>Amplify Science</b>	<a href="#">Website</a> and select “Log in with Amplify” <ul style="list-style-type: none"> <li>• Teacher username: t1.windsorscik5@demo.tryamplify.net</li> <li>• Teacher password: Amplify1-windsorscik5</li> <li>• Student username: s1.windsorscik5@demo.tryamplify.net</li> <li>• Student password: Amplify1-windsorscik5</li> </ul>

## Results on the Alignment to the Colorado Academic Standards Elementary Science

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

## Recommendations for Elementary Science Curriculum

Based on these findings, the elementary science school curriculum review team recommends continuing with the use of Discovery Education and Mystery Science as a supplemental resource in grades kindergarten through fourth grade. The elementary science curriculum review team recommends **Amplify Science** for use in fifth grade for further review by the Education Committee and adoption by the Executive Board of Directors.

## 5.4 2024 SAC SURVEY QUESTIONS

<b>Memorandum To:</b>	Windsor Charter Academy Executive Board
<b>From:</b>	Dr. Rebecca Teeples, Executive Director
<b>Date:</b>	December 8, 2023
<b>Re:</b>	2024 SAC Survey Questions
<b>Agenda Item:</b>	5.4
<b>Pertinent Background Information:</b>	The SAC members reviewed last year's SAC survey questions.
<b>Financial Considerations:</b>	NA
<b>Recommendation(s):</b>	<p>It is the recommendation to approve the 2024 SAC survey questions for 2024 &amp; 2025. The following changes were made:</p> <ul style="list-style-type: none"> <li>● Similar to the middle and high school parent questions, there will be general questions about their student teachers, rather than selecting specific teachers at the elementary school only.</li> <li>● New additions are in bold in the following attachment. Deleted statements are stricken.</li> <li>● A new survey was created for all staff that are not teachers.</li> <li>● Both teachers and staff have an added question about the number of years they have been at WCA and for teachers, the number of years they have taught overall. This data could give offer additional insight on how to support teachers and staff.</li> <li>● NOTE: The statements listed in the attachment are not sequential order. When creating the SAC survey in Survey Monkey, certain statements about a specific staff member will be grouped together. The statements were pulled apart for ease of review.</li> </ul>
<b>Attachments:</b>	2024 SAC Survey Questions



## Student Questions

Overall, how satisfied are you with your experience at WCA?

I have at least one good friend at school.

I care about learning and receiving a quality education.

I feel adequately challenged so that I can successfully learn.

In general, I feel that students in my school treat me with respect.

It's often hard to stay focused when I'm learning because I'm worrying about problems outside of school.

I often need extra help with schoolwork.

I participate regularly in class.

~~I really want to learn.~~

I participate in extracurricular activities such as clubs or sports at school.

My principal models respectful behavior.

**My assistant principal models respectful behavior**

**My dean of students models respectful behavior.**

My teachers model respectful behavior.

I treat my teachers with respect.

In general, teachers and staff value what I have to say.

I know how to access mental health support if I need it.

**I feel safe at school with the safety measures that have been put in place.**

~~I feel physically safe in my classes.~~

~~I feel physically safe outside of the classroom.~~

~~I feel emotionally safe in my classes.~~

~~I feel emotionally safe outside of the classroom.~~

I have bullied classmates regularly.

I am a target of bullying regularly.

I witness bullying among my classmates regularly.

I have a trusted adult that I can turn to at the school.

I am satisfied with the amount of time and effort that most of my teachers take to get to know me.

I have a voice. I share problems or concerns I see or experience at school with teachers and/or administration.

I feel that most of my teachers respect me.

I feel most of my teachers are passionate about teaching.

My teachers know my name.

I feel that I belong and am accepted and liked at school.

Students in my school help one another even if they are not friends.

I believe that I can improve my skills/intelligence in all subject areas.

My teachers believe that I can improve my skills/intelligence in all subject areas.

My school provides plenty of opportunities to receive help with schoolwork outside of class.

I feel like I can find balance in my school and personal life.

I enjoy the lunch menu and the food served.

Please share your thoughts on things that you love about your school.

If you were to recognize just one teacher, who would it be and why?

Is there anything else that you'd like to share about your school that is important to you?

### **Parent Questions**

Overall, how satisfied are you with your family's experience at Windsor Charter Academy?

How likely are you to recommend Windsor Charter Academy to your friends, neighbors, and colleagues?

Windsor Charter Academy is successful at meeting its mission statement.

Dr. Teeples positively reinforces the work of our vision and mission of our schools.

Dr. Teeples positively involves families in creating an inclusive and welcoming climate.

Dr. Teeples is respectful and professional.

The principal is approachable when parents have concerns or comments.

The principal is highly visible through the school.

The principal is respectful and professional.

The principal communicates about important school events and policies.

The principal enforces school rules and policies.

The principal creates a positive environment at the school.

The assistant principal creates a positive environment at the school.

The dean of students (athletic director) creates a positive environment at the school.

**The counselor creates a positive environment at the school.**

**The office staff creates a positive environment at the school.**

The Executive Board effectively communicates and engages parents in the mission and vision of the school.

The Executive Board committees (Student & School Safety, Education, School Accountability and Finance) at my child's school are organized and welcoming.

I utilize opportunities to attend Executive Board committees, Executive Board meetings, Coffee with Leadership, and/or vote during Board elections to guide change at Windsor Charter Academy.

Please share any comments that you might have regarding the Executive Board.

Windsor Charter Academy celebrates its students' good behavior and academic performance.

Windsor Charter Academy is a safe and secure school.

My student is safe from verbal and physical harassment at Windsor Charter Academy.

Please share any comments that you might have regarding school culture.

The academic needs of my child(ren) are being met.

Appropriate behavioral support is provided.

Appropriate emotional support is provided.

I know who to reach out to if my child has mental health concerns.

**The majority of** my child's teachers respond to my emails, phone calls, or notes within 48 business hours.

Communication with **the majority of** my child's teacher is open, honest, thoughtful, and welcome.

Please share any comments that you might have on how Windsor Charter Academy supports students (academically, socially, and behaviorally).

~~Generally, I feel that my child's teacher communicates with me about my child's academic progress through Infinite Campus and during parent/teacher conferences.~~

**The majority of my child's teachers communicate with me about my child's academic progress at parent-teacher conferences.**

**The majority of my child's teachers regularly grade student work and upload the grades in Infinite Campus.**

Homework from my child(ren)'s teachers is appropriate for their age and supports learning in the classroom.

My child receives benchmark assessments three times a year—at the beginning of the year, mid-year, and at the end of the year. This occurs to measure growth. I received the results of these assessments from my school.

**The majority of** my child's teachers know my child and help them reach their fullest potential.

**The majority of** my child's teachers help create a positive environment at Windsor Charter Academy.

~~The grading practices of my teachers are fair.~~

Overall, I would rate my child(ren)'s teachers as very effective.

Please share any comments that you might have regarding teacher effectiveness.

Please share your thoughts on any suggested areas of growth for our school.

Please share your thoughts on things that you love about our school.

If you were to recognize just one staff member for exceptional service, who would it be and why?

### Teacher Questions

**I have X number of years of teaching experience.**

**I have worked X number of years at WCA.**

I am happy with my working relationships with staff at my school.

I feel motivated to do good work.

Overall, my morale at school is high.

Morale among the staff at my school is high.

I am satisfied and fulfilled in my job.

I have a good relationship with office staff.

I feel that parents are respectful of me.

In difficult situations with parents, my administration supports me.

I feel that students are respectful of me.

In difficult situations with students, my administration supports me.

I feel the administration supports my professional growth.

I feel that my principal is respectful of me.

I feel that my assistant principal is respectful of me.

I feel that our dean of students is respectful of me.

I feel valued as an employee.

I have sufficient opportunities to have my voice heard in **one-on-one meetings and committees.**

I utilize my opportunities to have my voice heard through one-on-one meetings and committees.

I feel like I can find balance in my work and personal life.

**What are contributing factors to your level of work-life balance?**

I feel that my school is safe.

Dr. Rebecca Teeples positively reinforces the work of our vision and mission of our schools.

Dr. Rebecca Teeples involves families in creating an inclusive and welcoming climate.

Dr. Rebecca Teeples is respectful and professional.

The principal is approachable when teachers have concerns or comments.

The principal is highly visible through the school.

The principal is respectful and professional.

The principal communicates about important school events and policies.

The principal enforces school rules and policies.

The principal creates a positive school environment.

The assistant principal creates a positive school environment.

The dean of students (HS athletic director) creates a positive school environment.

What is one strength of our school and/or school administration?

What is one area of improvement for our school and/or administration?

Staff community and culture is...

**Staff Questions**

**My direct report is...**

**I have worked X number of years at WCA.**

I am happy with my working relationships with staff at work.

I feel motivated to do good work.

Overall, my morale at work is high.

Morale among the staff at work is high.

I am satisfied and fulfilled in my job.

My supervisor supports my professional growth.

My supervisor is respectful and professional.

My supervisor communicates about important school events and policies.

My supervisor enforces policies.

My supervisor creates a positive school environment.

My supervisor is approachable when I have concerns or comments.

I feel valued as an employee.

I have sufficient opportunities to have my voice heard in one-on-one meetings.

I utilize my opportunities to have my voice heard in one-on-one meetings.

I feel like I can find balance in my work and personal life.

What are contributing factors to your level of work-life balance?

I feel safe when I come to work.

Dr. Rebecca Teeples positively reinforces the work of our vision and mission of our schools.

Dr. Rebecca Teeples involves families in creating an inclusive and welcoming climate.

Dr. Rebecca Teeples is respectful and professional.

What is one strength of our school and/or supervisor?

What is one area of improvement for our school and/or my supervisor?

Staff community and culture is...

## 5.5 FINANCIAL ACCREDITATION

<b>Memorandum To:</b>	Windsor Charter Academy Executive Board
<b>From:</b>	SarahGennie Colazio, Director of Finance & HR
<b>Date:</b>	December 8, 2023
<b>Re:</b>	2022-2023 Financial Accreditation
<b>Agenda Item:</b>	5.5
<b>Pertinent Background Information:</b>	The assurance form must be submitted certifying substantial and good-faith compliance with the a) School District Budget Law, b) Financial Policies and Procedures Act, c) Public School Financial Transparency Act, and d) accounting and reporting. The Colorado Department of Education monitors compliance by reviewing finance data pipeline submissions, audited financial statements, financial transparency websites, and responses from management to inquiries related to those reviews. Good-faith compliance is determined, in part, by the assurances provided below as certified by those charged with governance.
<b>Financial Considerations:</b>	NA
<b>Recommendation(s):</b>	It is the recommendation to approve the 2022-2023 Financial Accreditation.
<b>Attachments:</b>	2022-2023 Financial Accreditation





Charter School Name: Windsor Charter Academy\_\_\_\_\_

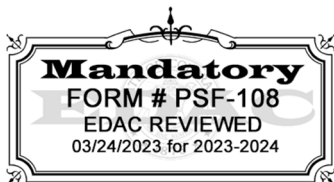
Authorizing School District (or CSI): \_\_\_Weld Re-4\_\_\_\_\_

**Overview**

A charter school is required to comply with all of the state financial and budget rules, regulations and financial reporting requirements pursuant to Section 22-30.5-112(7), C.R.S. An authorizer may choose to include/incorporate charter school responses on the authorizers Form AFA2023. However, this form is required pursuant to Section 22-11-206(4), C.R.S. when an authorizer requires charter school(s) within the district to complete *their own* FORM AFA2023. The assurance form must be submitted certifying substantial and good-faith compliance with the a) School District Budget Law, b) Financial Policies and Procedures Act, c) Public School Financial Transparency Act, and d) accounting and reporting. The Colorado Department of Education monitors compliance by reviewing finance data pipeline submissions, audited financial statements, financial transparency websites, and responses from management to inquiries related to those reviews. Good-faith compliance is determined, in part, by the assurances provided below as certified by those charged with governance.

**Completion and submission**

1. Open header and select entity from the drop down. Schools are ordered by authorizer numeric code then by school name.
2. Select the appropriate response for each assurance. Note: select “N/A” when item is not applicable.
3. Complete an Attachment A for each “No” response.
4. Scan to PDF the completed and signed CHARTER FORM AFA2023 with, if applicable, an Attachment A for each “No” response.
5. Forms executed by a charter school should be submitted to the authorizer. Forms executed by an authorizer should be submitted to CDE with the following items as PDF files via email attachments to: [schoolfinance@cde.state.co.us](mailto:schoolfinance@cde.state.co.us)
  - a. FORM AFA2023 for the authorizer
  - b. Audited financial statements for year ended June 30, 2023 (including audit reports for charter schools, if applicable)
  - c. Grant Revenue Reconciliation Report from data pipeline with responses for all differences in column 9
  - d. Finance December Error Detail Report - Rollup from data pipeline with confirmation or responses for all warning edits



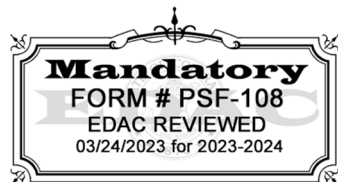


Assurances for Financial Accreditation

Select One

**PART 1 - Assurances for Article 44 Budget Policy and Procedures required pursuant to Section 22-11-206(4)(a)(I), C.R.S.**

Ref.	Description	C.R.S. Section	Assurance	Response
44-1	Adopt budget and an appropriation resolution	22-44-103(1) 22-44-107	The board of education adopted a budget and an appropriation resolution prior to June 30, 2022. <i>Note:</i> the appropriation resolution may, by reference, incorporate the budget as adopted.	Yes
44-2	Detail of budget	22-44-105(1)(c)	The budget for fiscal year 2022-23 itemizes expenditures by fund.	Yes
44-3	TABOR	22-44-105(1)(c.5)	The three percent emergency reserve required by TABOR has been properly reported using a) unrestricted general funds, b) cash fund emergency reserves, or c) a statutorily approved alternative.	Yes
44-4	Uniform budget summary sheet	22-44-105(1)(d.5)	The budget for fiscal year 2022-23 includes a uniform budget summary sheet for each fund.	Yes
44-5	Use of beginning fund balance	22-44-105(1.5)(a)&(c)	For budgets that include the use of beginning fund balance, a resolution was adopted by the board specifically authorizing this use and stating the district's plan to ensure that such use will not lead to an ongoing deficit.	Yes
44-6	Ongoing deficit	22-44-105(1.5)(a)&(c) 22-44-102(7.3)	The district reported, in the annual financial audit, a positive amount in the unassigned fund balance for each governmental fund and unrestricted net assets for each proprietary fund	No
44-8	Preparation of budget	22-44-108(1)(c)	A proposed budget for fiscal year 2022-23 was submitted to the board by May 31, 2022.	Yes
44-9	Notice of proposed budget	22-44-109	Notice was made in accordance with law that the proposed budget is available for public inspection.	Yes
44-10	Adoption of budget	22-44-110(4)	The budget for fiscal year 2022-23 was adopted by the board by June 30, 2023.	Yes
44-11	Supplemental budget	22-44-110(5)	Modifications to the budget after January 31, 2023, were made through adoption of a supplemental budget by the board.	Yes
44-12	Interfund borrowing	22-44-113(1)	Interfund borrowings were repaid within 3 months of the fiscal year end.	Yes
44-13	Spending in excess of appropriations	22-44-115(1)	Spending did not exceed amounts appropriated for each fund.	No
44-14	Use of handbook and chart of accounts	22-44-204(3)	The financial policies and procedures handbook and chart of accounts were used for budget development, maintaining financial records, and periodic presentation of financial information to the board.	Yes





Assurances for Financial Accreditation

Select One

Ref.	Description	C.R.S. Section	Assurance	Response
44-15	Financial transparency	22-44-304	Information required by the Public School Financial Transparency Act was made available on-line in a downloadable format. <i>Note:</i> Check the organization's website to ensure all required documents are posted and current.	Yes

**PART 2 - Assurances for Article 45 Accounting and Reporting required pursuant to Section 22-11-206(4)(a)(II), C.R.S.**

Ref.	Description	C.R.S. Section	Assurance	Response
45-1	Enterprise fund accounting	22-45-102(1)(a)	The full accrual basis of accounting was used for budgeting and accounting for enterprise funds.	Yes
45-2	Generally Accepted Accounting Principles	22-45-102(1)(a)	Financial records are kept in accordance with generally accepted principles of governmental accounting.	Yes
45-3	Board review of financial condition	22-45-102(1)(a) & (b)	The board required the preparation of financial reports that included at a minimum the information required by state law. The board reviewed the financial condition of the entity at least quarterly during the fiscal year.	Yes
45-4	Financial records	22-45-102(2)	All financial records are maintained at the principal administrative offices and general ledger accounts are posted and reconciled at least monthly.	Yes

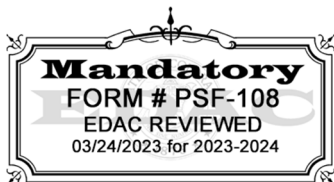
**PART 3 - Optional disclosures**

Accounting general ledger software information:

Company/vendor name: Replace with name

Company/vendor contact: Name: Replace with name

Email: Replace with email





Assurances for Financial Accreditation

Select One

**PART 4 - Certification of assurances**

I certify, to the best of my knowledge and belief, that the assurances provided in Parts 1 and 2 are true and correct. I further certify that all information provided with Attachment A(s), if applicable, is true and correct.

Chief Financial Officer/Business Manager (signature)

(printed name)

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

Superintendent/Executive Director (signature)

(printed name)

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

I certify that the board reviewed the assurances and approved the related responses.

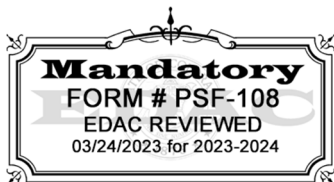
President of the Board (signature)

(printed name)

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_



Select entity: 3100: Windsor Re-4

Charter school name, if applicable: Windsor Charter Academy

Select related assurance: 44-13, Spending in excess of appropriations

**Explanation for non-compliance:**

The student fund had an excess of spending over the budget, due to a timing issue for an artificial turf replacement plan at the elementary school. The turf was scheduled to be replaced in the 23-24 year, but ended up being replaced at the end of the 22-23 year in late June.

**Plan to address non-compliance:**

If such a timing issue occurs again, we will create a supplemental budget for the additional expenditure.

Actual or expected date of compliance MM/DD/YY: 7/1/2023

**Additional Comments:**



Select entity: 3100: Windsor Re-4

Charter school name, if applicable: Windsor Charter Academy

Select related assurance: 44-6, Ongoing deficit

**Explanation for non-compliance:**

As of June 30, 2023, the Academy had an internal service fund net position deficit of \$5,159,635. The deficit was created when the Academy used bond proceeds to construct its facilities. The deficit will be eliminated as the Academy pays down its debt.

**Plan to address non-compliance:**

As WCA pays down its debt, the deficit will be eliminated

Actual or expected date of compliance MM/DD/YY: 6/30/2045

**Additional Comments:**



## 5.6 STUDENT FEES

<b>Memorandum To:</b>	Windsor Charter Academy Executive Board
<b>From:</b>	Dr. Rebecca Teeples, Executive Director
<b>Date:</b>	December 8, 2023
<b>Re:</b>	Student Fees
<b>Agenda Item:</b>	5.6
<b>Pertinent Background Information:</b>	Every year the Executive Board reviews the proposed student fees for the upcoming year. Fees are determined based on costs for needed student resources.
<b>Financial Considerations:</b>	NA
<b>Recommendation(s):</b>	It is the recommendation to approve the 2024-2025 student fees
<b>Attachments:</b>	Student Fees



## 2024-2025 Student Fees

### Elementary School

The following are fees that have been increased:

- Cooking Club fees increased from \$25 to \$35.

The following are fees that are new for the 2024-2025 school year:

- A new club, Spanish Club, was added with a fee of \$15.

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

## **Middle School**

The following are fees that have been increased:

- Digital Photography fee increased from \$0 to \$10 for editing software.
- Stationary/Letter Writing and Calligraphy fee increased from \$20 to \$30 as Calligraphy and Stationary were combined into one class resulting in the combined fee.

The following are fees that are new for the 2024-2025 school year:

- Japanese Culture and History was added with a \$10 fee.
- Creative Writing with Dungeons and Dragons was added with a fee of \$10.
- Disney Engineering was added with a \$10 fee.
- Advanced Painting was added with a \$20 fee.
- Tech Club was added with a fee of \$25.

The following are fees that have been decreased:

- MathCounts fee decreased from \$45 to \$30.

<b>MIDDLE SCHOOL GENERAL FEES</b>	
<b>Registration</b>	
Registration	\$60
MS Technology Fee	\$20
<b>Clubs</b>	
General	\$25
Art Club	\$25
Costume Design Club	\$25
Tech Club	\$25
MathCounts	\$30
Theater/Musical	\$45/\$65
Cooking Club	\$25
NJHS	\$0
Battle of the Books	\$0
<b>Athletics</b>	
Per Sport	\$125
Non -WCA Student Per Sport	\$175
Cheer Year Round	\$250
Non-WCA Cheer Year Round	\$350

<b>MIDDLE SCHOOL ELECTIVE FEES</b>		
<b>Course #</b>	<b>Course Name</b>	<b>Fee per Term</b>
ELE 08	Speech & Debate	\$0
ELE 09	Book Club	\$0

ELE 15	Math Games	\$0
ELE 17	Young Entrepreneurs	\$0
ELE 18	Stock Market Game	\$0
ELE 23	Graphic Novels	\$0
ELE 24 A	Computer Science Discoveries I	\$0
ELE 26	Science in Movies & Media	\$0
ELE 29 A	Circuits I	\$5
ELE 31	Beginning LEGO Robotics	\$0
ELE 35	Yearbook	\$0
ELE 38	Household Engineering	\$10
ELE 40	Concert Band	\$30
ELE 41	Choir	\$20
ELE 44	Symphonic Band	\$30
ELE 49	Vex Robotics	\$10
ELE 53	3D Art	\$20
ELE 54	Introduction to Painting	\$20
ELE 55	Digital Photography	\$10
ELE 56	Film Studies	\$0
ELE 57	Introduction to Drawing	\$20
ELE 58	Comics & Anime	\$25
ELE 59	Origami	\$5
ELE 66	Drumfit	\$0
ELE 69	Stationary/Letter Writing and Calligraphy	\$30
ELE 73	Study Skills	\$0
ELE 74	Elementary Teacher's Aide	\$0
ELE 76	6th AVID Leadership	\$20
ELE 77	7th AVID Leadership	\$20
ELE 78	8th AVID Leadership	\$20
ELE 83	Literacy Lab	\$0
ELE 87	Advanced Studio Art	\$20
ELE 89	Food Around the World	\$10
ELE 90	History of Theater	\$0
ELE 92	6th Grade Everyday Math	\$0
ELE 93	7th Grade Everyday Math	\$0
ELE 94	8th Grade Everyday Math	\$0
ELE 95	Everyday Integrated Math	\$0
ELE 96	Poetry	\$0

ELE 97	Mythology	\$0
ELE 99	Cup Stacking	\$0
ELE 101	Intro to Cybersecurity	\$0
ELE 102	Intro to Cooking	\$20
ELE 103	WCA 101	\$0
ELE 104	Competitive Sports and Games	\$0
ELE 105	Success Principles for Teens	\$14
	Advanced Painting	\$20
	Japanese Culture and History	\$10
	Journalism	\$0
	Screenwriting	\$0
	Vintage Card and Board Games	\$0
	Disney Engineering	\$10
	Creative Writing with Dungeons and Dragons	\$10

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## High School

The following are fees that have been increased:

- Introduction to Engineering has been increased from \$25 to \$30 to purchase a consumable textbook and/or course materials.

The following are fees that are new for the 2024-2025 school year:

- Advanced Art with a fee of \$20 to purchase a personal set of drawing pencils, canvases, paints and brushes.
- Ceramics & Sculpture II with a fee of \$20 to purchase clay, sculpting/clay tools, and glaze.
- AVID 9 with \$15 fee to purchase 1 ½ inch binder, dividers, and planner.
- Freshman Firebird \$5 fee to purchase a planner.
- HIS 1120 with a fee of \$5 to purchase a report cover.

The following are fees that have been decreased:

- Functional Fitness has been decreased from \$40 to \$0.

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

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

Household Pass	\$150
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The elective courses below are offerings that are specific to WCA and are not concurrent enrollment courses that are offered through Aims.

HIGH SCHOOL CLASS & ELECTIVE FEES		
Course #	Course Name	Fee Per Semester
ART 01	Painting I	\$20
ART 02	Painting II	\$20
ART 03	Drawing I	\$20
ART 04	Drawing II	\$20
ART 05	Ceramics & Sculpture I	\$25
ART 07	Photography	\$10
ART 08	Advanced Art	\$20
ART 10	Ceramics & Sculpture II	\$20
EGR 01	Introduction to Engineering	\$25
EGR 03	Engineering Concept & Design	\$30
MUS 01	Symphonic Band	\$25
MUS 03	Mixed Choir	\$25
MUS 05	Orchestra	\$25
MUS 06	Jazz Combo	\$20
MUS 07	Guitar	\$10
MUS 10	Music Technology	\$5
MUS 1051, 1052, 1053, 1054	Concurrent Ensemble Courses	\$25
PE 12	Functional Fitness	\$0
SCI 03	Forensic Science	\$15
SCI 04	Genetics	\$15
SCI 05	Human Anatomy and Physiology I	\$25
SCI 06	Human Anatomy and Physiology II	\$15
TEC 07	Vex Robotics	\$25

## 5.7 EXECUTIVE DIRECTOR EVALUATION TOOL

<b>Memorandum To:</b>	Windsor Charter Academy Executive Board
<b>From:</b>	Executive Director Evaluation Tool Committee
<b>Date:</b>	December 8, 2023
<b>Re:</b>	Executive Director Evaluation Tool
<b>Agenda Item:</b>	5.7
<b>Pertinent Background Information:</b>	A well-structured and fair evaluation process for the Executive Director is critical for the effective management and improvement of Windsor Charter Academy. Regular feedback and communication between the Executive Board and the Executive Director are important for understanding progress, addressing issues, and making adjustments as needed. By implementing a comprehensive and fair evaluation process for the Executive Director that focuses on continuous improvement for its schools, the overall performance of Windsor Charter Academy is enhanced.
<b>Financial Considerations:</b>	NA
<b>Recommendation(s):</b>	It is the recommendation to approve the Executive Director Evaluation tool.
<b>Attachments:</b>	Executive Director Evaluation Tool





**Windsor**  
**CHARTER ACADEMY**  
 GROWING LIFE-LONG LEARNERS  
**EVALUATION & CONTRACT OVERVIEW**  
**Executive Director**

**Summary**

A well-structured and fair evaluation process for the Executive Director is critical for the effective management and improvement of Windsor Charter Academy. Regular feedback and communication between the Executive Board and the Executive Director are important for understanding progress, addressing issues, and making adjustments as needed. By implementing a comprehensive and fair evaluation process for the Executive Director that focuses on continuous improvement for its schools, the overall performance of Windsor Charter Academy is enhanced.

**Performance Metrics**

Key performance indicators (KPIs) that align with Windsor Charter Academy's vision and mission, as well as a 360 degree feedback process, are two metrics that are used to determine the final effectiveness rating.

**360-Degree Feedback Process (50%)**

A total of 13 statements span areas of leadership as shown in the matrix below. The statements support continuous improvement that supports the school vision and a work focused on building relational capacity with stakeholders. The leadership statements should not change year to year, but refined only from time to time, as needed.

The statements will be sent to the Executive Board and directors and manager that are direct reports to the Executive Director. The Executive Board (7) responses will be averaged and will determine half of the 360 degree score. The directors/manager (11) will be averaged and will determine the remaining half of the 360-degree score. The total 360-degree feedback score will be 50% of the final evaluation score.

360 Questions	Area of Leadership
<b>Continuous Improvement that Supports School Vision</b>	
The Executive Director articulates a clear vision and direction for the school and its efforts.	Visionary
The Executive Director thinks about school growth for student achievement and explores new ideas for organizational development.	Academic
The Executive Director prioritizes job-embedded professional development that is directly related to their individual and/or school growth goals.	Professional Development
The Executive Director utilizes data to guide planning and decision making.	Data Driven
The Executive Director builds systemic strategies to ensure sustainability of change.	Strategic
<b>Communications &amp; Relational Capacity</b>	
The Executive Director creates an atmosphere of trust and mutual respect.	Culture
The Executive Director communicates openly and honestly.	Honesty
The Executive Director listens carefully to others to understand their needs and concerns.	Respect
The Executive Director looks at situations from multiple viewpoints in order to gain perspective.	Objective

The Executive Director supports the ideas and views of others to solve problems.	Supportive
The Executive Director has strong conflict-resolution skills.	Problem Solving
The Executive Director is approachable.	Approachability
The Executive Director inspires me to perform at my highest potential.	Inspirational

### **KPI Process (50%)**

KPIs are set each year based on the priorities and goals for the school year. The KPIs may include student achievement outcomes, financial management, community engagement, staff development, and other relevant factors. The metrics should be closely tied to the Executive Director's role and their direct impact on the work.

The Executive Board will select two board members, as outlined in policy CBI-R Evaluation of Executive Director--Regulation, to form an evaluation committee. The committee members will invite the Executive Director to set objectives, key results, and key activities to support the intended results. The committee members and the Executive Director will collaborate together to finalize the KPIs for the school year. The committee members will share the KPIs with the Executive Board.

Two to three objectives should be set each year with two to three key results for each objective. There should be no less than five and no more than seven key result metrics. Each metric will be weighed equally as part of the total 50% of the final evaluation score.

Quarterly, the Executive Director will meet with the Executive Board in an Executive Session to review progress monitoring data on the five to seven KPIs to reflect on the level of progress that is occurring.

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### **Final Evaluation and Annual Contract**

A final evaluation and annual contract will be completed and presented to the Executive Director by March 15th. The following timeline will occur to ensure that the evaluation is complete:

- KPIs will be set and finalized by August 31st.
  - The Executive Director will meet with the Executive Board at the October, December, and February board meetings to review progress towards the KPIs.
  - A 360-degree survey will be sent to the Executive Board (7) and directors and manager (11) by February 15th. Responses will be due one week later.
  - At the February Executive Board meeting, the Board will enter into Executive Session to review the KPI data, 360 degree feedback data, and the Executive Director's request for a raise for the upcoming school year.
    - The Executive Director will present data on the KPIs and give a formal request for the raise with a rationale. Once this information is shared, the Executive Director will leave the meeting.
    - The Executive Board will review the 360-degree feedback from board members, directors and manager.
    - Based on defined metrics, the evaluation will be completed.
    - The Executive Board will determine the salary increase that will be outlined in the contract for the upcoming year.
  - The committee members will meet with the Executive Director and review the final evaluation and present the contract offer by March 15th. The Executive Director may choose to counter the contract offer. The committee members will work with the Executive Board to consider the counter. A final offer, if applicable, must be offered by March 22nd. The Executive Director has two weeks to accept the contract offer.
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MEASURE	TOTAL SCORE
KPIs	50%
360s	50%

Objective	Increase student learning	Progress Monitor Data
<b>Key Results #1</b>	<b>At least 90% of retained teachers with more than two-year's experience at WCA will score proficient or higher on the Professional Practice Teacher Effectiveness evaluation.</b>	
Key Activity	Meet with Principals weekly and review data on the number of walkthroughs, informal and formal feedbacks that have been completed for each teacher.	
Key Activity	Meet with the Director of Curriculum, Instruction & Innovation and with Principals weekly to review instructional coaching data and its impact on instruction.	
<b>Key Results #2</b>	<b>At least 95% of teachers will participate in 7.5 hours of professional development focused on instructional practices aligned with schools' academic goals.</b>	
Key Activity	Facilitate planning for school-wide professional development that supports the school goals. Working with the Director of Curriculum, Instruction & Innovation and Principals, yearlong planning will be mapped out to ensure that robust professional development occurs and meets the objective.	
Objective	Optimize facilities and properties	Progress Monitor Data
<b>Key Results #1</b>	<b>Complete approved learning spaces and parking lots to address student needs &amp; increased enrollment.</b>	
Key Activity	Participate in planning meetings to ensure that parking lot is completed by 08/23 and that the Firebird Facility is operational by 08/24.	
Key Activity	Plan and order all furniture and equipment for the opening of the Firebird Facility.	
<b>Key Results #2</b>	<b>Complete the design for recreational spaces for middle and high school students.</b>	
Key Activity	Finalize a recreational plan by 12/23 that creates a multi-purpose space with seating, open-spaces and structured recreational spaces such as pickle ball courts.	
<b>Key Results #3</b>	<b>Update communication and technology systems by implementing a new intercom a system and creating a safety plan for the Firebird Facility.</b>	
Key Activity	Write a grant to help support the costs of a new intercom system.	
Key Activity	Plan and implement a new intercom system that will increase clarity and allow for communications between three schools by 08/24.	
Key Activity	Ensure that a safety plan is in place for the new Firebird Facility that addresses door access, surveillance monitors, etc.	
Key Activity	Review planning for technology and surveillance cameras across building to ensure up-to-date technology and accurate budget planning.	
Objective	Enhance culture	Progress Monitor Data
<b>Key Results #1</b>	<b>Parent volunteer hours will increase by 10% from 07/01/23 to 04/30/24.</b>	
Key Activity	Launch a monthly newsletter that is sent out 7 times during the year; the newsletter highlights top volunteers and highlights ways to serve at Windsor Charter Academy.	
<b>Key Results #2</b>	<b>90% of staff will return for the 2024-2025 school year that have been employed for three years or more.</b>	
Key Activity	Complete individual walkthroughs at each school once a month to increase visibility.	
Key Activity	Prioritize teacher salaries, stipends, and bonuses in the 2024-2025 budget.	
<b>Key Results #3</b>	<b>Increase the number and quality of Board engagements with the Executive Director outside of the Board room.</b>	
Key Activity	Complete Board-scheduled walkthroughs with the Board.	
Key Activity	Attend Coffee with Leadership and Coffee at Coffee House 29 twice a month with the Board.	
Key Activity	Create and maintain a monthly newsletter, the Board Bulletin, to answer questions that the Board might have, share celebrations, and inform the Board of the Executive Director's work.	

360 Questions	Area of Leadership	
<b>Continuous Improvement that Supports School Vision</b>		
The Executive Director articulates a clear vision and direction for the school and its efforts.	Visionary	
The Executive Director thinks about school growth for student achievement and explores new ideas for organizational development.	Academic	
The Executive Director prioritizes job-embedded professional development that is directly related to their individual and/or school growth goals.	Professional Development	
The Executive Director utilizes data to guide planning and decision making.	Data Driven	
The Executive Director builds systemic strategies to ensure sustainability of change.	Strategic	
<b>Communications &amp; Relational Capacity</b>		
The Executive Director creates an atmosphere of trust and mutual respect.	Culture	
The Executive Director communicates openly and honestly.	Honesty	
The Executive Director listens carefully to others to understand their needs and concerns.	Respect	
The Executive Director looks at situations from multiple viewpoints in order to gain perspective.	Objective	
The Executive Director supports the ideas and views of others to solve problems.	Supportive	
The Executive Director has strong conflict-resolution skills.	Problem Solving	
The Executive Director is approachable.	Approachability	
The Executive Director inspires me to perform at my highest potential.	Inspirational	

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## 6.1 Personnel

### 6.1.1 Appointments

6.1.1.1 Virginia Bailey-Bowles- Substitute Teacher

6.1.1.2 Robyn Hinds- Lunch Monitor

6.1.1.3 Wyatt Kerr- Food Services Assistant

6.1.1.4 Nathan Leonard- AVID Tutor

6.1.1.5 Stephanie Scruggs- Food Services Assistant

### 6.1.2 Terminations/Resignations

6.1.2.1 Amy Samuelson- Instructional Paraprofessional

6.1.2.2

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## 6.2 October 2023 Financials

Sherry Bartmann requested to pull Policy JICA Dress Code on first read.

The motion was made by Feyen and seconded by Ojala to approve the Consent Agenda, with Policy JICA Dress Code on first read moved to 71. Members voted the following: Feyen, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.

<b>Memorandum To:</b>	Windsor Charter Academy Executive Board
<b>From:</b>	Dr. Rebecca Teeples, Executive Director
<b>Date:</b>	December 8, 2023
<b>Re:</b>	Policy JICA Dress Code
<b>Agenda Item:</b>	6.2
<b>Pertinent Background Information:</b>	<p>The Executive Director met with administrative teams across the three schools. The administration shared a need for additional clarity in the dress code in an effort to more easily reinforce the policy. The following are some of the changes:</p> <ul style="list-style-type: none"> <li>● Language consistent across schools, when applicable</li> <li>● Language changed from Free Dress Day to Firebird Dress Day for clarity—special days are not a free-for-all day; they are days where clear parameters are set on what Firebird Dress Day entails</li> <li>● Defined language for sweatpants vs. athletic wear</li> <li>● Dress code for different dances was combined into one dance category</li> </ul>
<b>Financial Considerations:</b>	NA
<b>Recommendation(s):</b>	It is the recommendation to the Executive Board to approve Policy JICA Dress Code on first read.
<b>Attachments:</b>	Policy JICA Dress Code





## **DRESS CODE**

A student's appearance has an impact on his/her attitude, behavior, and learning. Students at Windsor Charter Academy shall dress appropriately to show a high degree of personal respect and character. Student dress shall be a direct reflection of the level of character and respect representative of Windsor Charter Academy. The guidelines set forth are meant to allow students the ability to wear clothing to Windsor Charter Academy with a higher level of flexibility, while maintaining a high sense of personal respect for appearance and professionalism. Not all fashions worn outside the school are appropriate for Windsor Charter Academy. At all times, administration reserves the right to require students to modify their dress if clothing is deemed inappropriate, or is a distraction to learning. A student found in repeated violation of the dress code will be subject to review by his/her parents/guardians, the administration and Executive Board as to appropriate disciplinary action. Suspension is a valid form of discipline for chronic dress code violations.

If at any time a student is not able to comply completely with the dress code due to medical needs, a written note from a physician is required. A conference with the student, guardian/parent, and teacher/principal will be held to determine the best way to honor the dress code and remain comfortable and healthy. If, at any time, a student is not able to comply completely with the dress code due to religious beliefs, a conference with the student, guardian/parent, and teacher/principal will be held to determine the best way to honor the dress code as well as the individual's religion. Administration, reserves the right to deem a student's attire a dress code violation.

# Policy JICA

	Elementary	Middle	High
<b>General Guidelines</b>	<ul style="list-style-type: none"> <li>• All clothing, jewelry and accessories must be modest and in good taste.</li> <li>• Clothing must conceal undergarments.</li> <li>• Wording or imagery must not convey messages that are sexual, racist, obscene or that are suggestive of gangs, drugs, tobacco, alcohol, violence or death.</li> <li>• Dresses or tops are not to have bare midriffs or cling to the body.</li> <li>• Shorts, dresses, or skirts must be of modest length. The length must meet or exceed that of the middle knuckle of the longest finger when standing with arms at the side. This rule applies to the natural flow of the dress/shorts.</li> <li>• No backless, spaghetti strap, strapless, cold shoulder, or halter-type dresses or tops.</li> <li>• Dresses and tops with plunging necklines are not permitted. Plunging necklines are defined as necklines that fall below the line from armpit to armpit.</li> <li>• Bottom garments must be worn at the waist and should not be saggy or baggy.</li> </ul>		
<b>Tops</b>	<p><i>Solid colors: navy blue, light blue, green, white and grey, including heathered colors.</i></p> <ul style="list-style-type: none"> <li>• Short or long-sleeved classic polo style shirt, turtlenecks, and mock turtlenecks.</li> <li>• Dress code compliant shirts must be worn under all exterior tops including hoodies, zip up fleeces, sweatshirts, sweaters, or sweater vests.</li> <li>• Oxfords and Peter Pan shirts must be solid white only.</li> <li>• Shirts must always be completely tucked in, except on free dress days.</li> <li>• Pre-approved WCA spirit clothing tops may be worn any day of the week.</li> <li>• <b>Logos no larger than a credit card on all tops including sweatshirts, hoodies and zip-</b></li> </ul>	<p><i>Colors: any solid color, including heathered colors.</i></p> <ul style="list-style-type: none"> <li>• Short or long-sleeved classic polo style shirt, button-down shirts with collars, turtlenecks, and mock turtlenecks.</li> <li>• Dress code compliant shirts must be worn under all exterior tops including hoodies, zip up fleeces, sweatshirts, sweaters, or sweater vests.</li> <li>• Shirts must always be completely tucked in, except on <del>free</del> <b>Firebird Dress</b> days.</li> <li>• Pre-approved WCA spirit clothing tops may be worn any day of the week.</li> <li>• Logos no larger than a credit card on all tops including sweatshirts, hoodies and zip-up fleeces; only one logo per top.</li> </ul>	<ul style="list-style-type: none"> <li>• Shirt sleeves must have material beyond the shoulder seam and may not have holes, windows, be torn or ripped.</li> <li>• If a top is sheer, a top that meets dress code guidelines must be worn underneath</li> <li>• Hoods may not be worn in the building.</li> </ul>

# Policy JICA

	<p><b>up fleeces; only one logo per top.</b></p> <ul style="list-style-type: none"> <li>Logos no larger than a credit card; one logo per top.</li> <li>Hoods may not be worn inside the building.</li> <li>Sweatshirts, hoodies, and zip-up fleeces are permitted anytime.</li> </ul>	<ul style="list-style-type: none"> <li>Hoods may not be worn inside the building.</li> <li>Sweatshirts, hoodies, and zip-up fleeces are permitted anytime.</li> </ul>	
<p><b>Bottoms</b></p>	<p><b>Pants &amp; Capris</b> Solid colors: navy blue, khaki, grey, and black.</p> <ul style="list-style-type: none"> <li><b>Bottom garments should not have holes or be frayed.</b></li> <li>No denim.</li> <li>No athletic wear.</li> <li>No pajamas.</li> </ul>	<p><i>Colors: navy blue, khaki, grey and black.</i></p> <ul style="list-style-type: none"> <li>Bottom garments should not have holes or be frayed.</li> <li>No denim.</li> <li><b>Tights and mesh leggings are not to be worn alone. Leggings must be worn with a top that covers the buttocks. Midriff should not be visible.</b></li> <li><del>Leggings and tights are not to be worn alone. They must be worn with tunics, shorts, skirts or dresses that follow the fingertip rule.</del></li> <li><b>No sweatpants except during Firebird Dress Day.</b></li> <li><del>No athletic wear except during PE.</del></li> <li>No pajamas.</li> </ul>	<ul style="list-style-type: none"> <li>Bottom garments should not have holes or be frayed (except for <b>Firebird Free-Dress</b> day; holes must follow the middle knuckle longest finger rule).</li> <li><del>No athletic wear except during PE or free dress day.</del></li> <li>Tights and mesh leggings are not to be worn alone. Leggings must be worn with a top that covers the buttocks. Midriff should not be visible.</li> <li>No pajamas.</li> </ul>
<p><b>Skirts, Skorts &amp; Shorts</b> Solid colors: navy blue, khaki, grey, or black</p> <p><i>Pattern: blue gold plaid (Can be purchased from French Toast online).</i></p>	<p><b>Leggings</b> Solid colors: navy blue, grey, black, or white.</p> <ul style="list-style-type: none"> <li>Leggings are not to be worn alone. They must be worn with shorts, skirts, dresses, or jumpers.</li> </ul>		
<p><b>Jumpers &amp; Dresses</b></p>	<p><b>Polo Dresses</b> Solid colors: navy blue, light blue, green, white and grey. No denim.</p> <p><b>Jumpers</b> Solid colors: navy blue, or khaki</p> <p><i>Pattern: blue gold plaid (Can be</i></p>		

# Policy JICA

	<i>purchased from French Toast online).</i>	<i>purchased from French Toast online).</i>	
<b>Jackets &amp; Outerwear</b>	<ul style="list-style-type: none"> <li>• Winter jackets, coats, hats, gloves, mittens, ear warmers, jean jackets, bandanas, and sunglasses may not be worn inside the building.</li> <li>• Jackets and outerwear should be labeled with student name.</li> </ul>	<ul style="list-style-type: none"> <li>• Winter jackets, coats, hats, gloves, mittens, ear warmers, jean jackets, bandanas, and sunglasses may not be worn inside the building.</li> <li>• No personal blankets are allowed in the classrooms.</li> </ul>	<ul style="list-style-type: none"> <li>• Winter jackets, coats, hats, gloves, mittens, ear warmers, bandanas, and sunglasses may not be worn inside the building.</li> <li>• No personal blankets are allowed in the classrooms.</li> </ul>
<b>Hair</b>	<ul style="list-style-type: none"> <li>• Hair must be of a natural color.</li> </ul>	<ul style="list-style-type: none"> <li>• Must be of a natural color, including facial hair.</li> </ul>	<ul style="list-style-type: none"> <li>• Must be of a natural color, including facial hair.</li> </ul>
<b>Shoes</b>	<ul style="list-style-type: none"> <li>• No flip flops.</li> <li>• No slippers, moccasins or shoes with wheels on the bottom.</li> </ul>	<ul style="list-style-type: none"> <li>• No flip flops, except for free dress day.</li> <li>• No slippers, moccasins or shoes with wheels on the bottom.</li> </ul>	<ul style="list-style-type: none"> <li>• No flip flops, except for free dress day.</li> <li>• No slippers or shoes with wheels on the bottom.</li> </ul>
<b>Jewelry &amp; Accessories</b>	<ul style="list-style-type: none"> <li>• Piercing allowed only in the ears.</li> <li>• Scarves are allowed.</li> </ul>	<ul style="list-style-type: none"> <li>• Piercing are allowed only on the ears. All other piercings must be removed during school hours and during school functions or replaced with a clear stud.</li> <li>• No spikes or chains.</li> <li>• Scarves are allowed.</li> </ul>	<ul style="list-style-type: none"> <li>• Piercing are allowed only on the ears. All other piercings must be removed during school hours and during school functions or replaced with a clear stud.</li> <li>• No spikes or chains.</li> </ul>
<b>Formal Dress Uniform</b> The formal dress uniform is mandatory for certain functions to be determined by WCA including special occasions, field trips, pictures, etc.	<ul style="list-style-type: none"> <li>• Tops: White oxford shirt, Peter Pan collar, long or short sleeve</li> <li>• Bottoms:               <ul style="list-style-type: none"> <li>○ Navy blue pants, dress shorts, skirt or jumper.</li> <li>○ Skirts and jumpers may be blue gold plaid from French Toast online.</li> <li>○ Leggings and tights must be blue or white.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Tops: White oxford shirt, Peter Pan collar, long or short sleeve</li> <li>• Bottoms: navy blue, khaki, grey and black</li> <li>• Approved tie or crossover tie—blue gold plaid from French Toast online.</li> <li>• Blue or white sweater vest, crew neck sweater, or cardigan (optional).</li> </ul>	

# Policy JICA

	<ul style="list-style-type: none"> <li>• Approved tie or crossover tie—blue gold plaid from French Toast online.</li> <li>• Blue sweater vest, crew neck sweater, or cardigan (optional).</li> </ul>		
Firebird Dress Day	<ul style="list-style-type: none"> <li>• <b>Tops and bottoms that adhere to the general guidelines</b></li> <li>• <b>A sweatshirt or hoodie with a logo bigger than a credit card</b></li> <li>• <b>Athletic wear</b></li> <li>• <b>Jeans that do not have holes or are frayed</b></li> <li>• <b>Baseball hats</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Tops and bottoms that adhere to the general guidelines</b></li> <li>• <b>A sweatshirt or hoodie with a logo bigger than a credit card</b></li> <li>• <b>Athletic wear</b></li> <li>• <b>Jeans that do not have holes or are frayed</b></li> <li>• <b>Baseball hats</b></li> </ul>	
Jeans Day	<ul style="list-style-type: none"> <li>• Jeans may be worn on Friday for \$1.00 with the proceeds going to fund student activities.</li> <li>• The last Friday of the month is "Free Jeans Day," students do not have to pay to wear jeans.</li> <li>• If the Friday coincides with a <del>Free</del> <b>Firebird Dress Day</b>, there is no charge to wear jeans.</li> <li>• Denim shorts and skirts are permitted.</li> <li>• <b>Jeans should not have holes or be frayed.</b></li> </ul>	<ul style="list-style-type: none"> <li>• Jeans may be worn on Friday for \$1.00 with the proceeds going to fund student activities.</li> <li>• The last Friday of the month is "Free Jeans Day," students do not have to pay to wear jeans.</li> <li>• If the Friday coincides with a <del>Free</del> <b>Firebird Dress day</b>, there is no charge to wear jeans.</li> <li>• Denim shorts and skirts are permitted.</li> <li>• <b>Jeans should not have holes or be frayed.</b></li> </ul>	
Game Day		<ul style="list-style-type: none"> <li>• Participating athletes for school-sanctioned events may wear their team jerseys/team shirts for either WCA or for their local middle school teams. Club team jerseys/team shirts are not</li> </ul>	

# Policy JICA

		<p>allowed.</p> <ul style="list-style-type: none"> <li>• Pants, shorts, skirts, and skorts, must comply with dress code.</li> </ul>	
<b>P.E. Classes</b>		<ul style="list-style-type: none"> <li>• <del>Students can wear athletic shorts/pants during athletic elective courses.</del></li> </ul>	
<b>Scouting &amp; Military Uniforms</b>	<ul style="list-style-type: none"> <li>• Students who are participating in scouting programs may wear their uniform on meeting days.</li> </ul>	<ul style="list-style-type: none"> <li>• Students who are participating in scouting programs may wear their uniform on meeting days.</li> <li>• Students who are part of a military program may wear their military uniforms.</li> </ul>	<ul style="list-style-type: none"> <li>• Students who are participating in scouting programs may wear their uniform on meeting days.</li> <li>• Students who are part of military programs may wear their military uniforms.</li> </ul>

**Casual Dances**

**Semi-Formal Dances**

**Formal Dances**

Clothing should be in good taste and appropriate for a casual event according to the standards below:

- Clothing should follow the normal WCA High School Dress Code.
- Students may dress alternatively if there is a specific dance theme but they must follow the guidelines outlined for the event as approved by administration.

Dresses and suits should be in good taste and appropriate for a semi-formal event according to the standards below:

- Dress pants or khakis and button-up dress shirt with collar
- Ties, jackets, vests, or suspenders are optional
- Dresses and shirts may be more casual than for a formal dance but must also meet the standards outlined above in the formal dress standards.

Formal dresses and suits should be in good taste and appropriate for a formal event according to the standards below:

- Tuxedos or suits including dress shirt and tie. Jackets are optional.
- **Shirt, tops and blouses** The shirt top must conceal cleavage **chest** and sides.
- If shirt top is sheer, a top that meets dress code guidelines must be worn underneath.

Clothing should be in good taste and appropriate for a casual event according to the standards below:

- Clothing should follow the normal WCA High School Dress Code.
- Students may dress alternatively if there is a specific dance theme but they must follow the guidelines outlined for the event as approved by administration.

Dresses and suits should be in good taste and appropriate for a semi-formal event according to the standards below:

- Dress pants or khakis and button-up dress shirt with collar
- Ties, jackets, vests, or suspenders are optional
- Dresses and shirts may be more casual than for a formal dance but must also meet the standards outlined above in the formal dress standards.

Formal dresses and suits should be in good taste and appropriate for a formal event according to the standards below:

- Tuxedos or suits including dress shirt and tie. Jackets are optional.
- Shirt, tops and blouses must conceal cleavage **chest** and sides.
- If shirt top is sheer, a top that meets dress code guidelines must be worn underneath.



# Policy JICA

- **Dresses or shirts are not to have bare midriff; should not see skin when standing. Backless dresses may not be cut below the natural bra line.**
- ~~Backless dresses may not be cut below the natural bra line.~~
- All necklines must be modest and in good taste. Dresses with plunging necklines are not permitted. All necklines must fully cover below the natural bra line (armpit to armpit).
- Dresses may be spaghetti strap, strapless, cold shoulder, or halter-type if they meet the neckline requirement.
- Dresses or tops with sheer panels, lacing, or cut-outs/ slits on any part of the bodice that reveal bare skin underneath (tear drop, slits, etc.) are not allowed.

- Dresses or shirts are not to have bare midriff; should not see skin when standing. Backless dresses may not be cut below the natural bra line.
- All necklines must be modest and in good taste. Dresses with plunging necklines are not permitted. All necklines must fully cover below the natural bra line (armpit to armpit).
- Dresses may be spaghetti strap, strapless, cold shoulder, or halter-type if they meet the neckline requirement.
- Dresses or tops with sheer panels, lacing, or cut-outs/ slits on any part of the bodice that reveal bare skin underneath (tear drop, slits, etc.) are not allowed.

Windsor Charter Academy Executive Board

August 2000

May 2001

June 2004

January 2006

March 2008

December 2009

October 2010

September 2011

September 2013

January 2015

April 2015

June 2016

December 2017

December 2018

October 2020

March 2022

**January 2024**

## 6.3 FINANCIALS

<b>Memorandum To:</b>	Windsor Charter Academy Executive Board
<b>From:</b>	SarahGennie Colazio, Director of Finance & HR
<b>Date:</b>	December 8, 2023
<b>Re:</b>	October 2023 Financials
<b>Agenda Item:</b>	6.3
<b>Pertinent Background Information:</b>	The Finance Committee reviewed the October financials, but due to the early November Board meeting, financials were not approved by the Board. (Note: Because December is a meeting that is held earlier due to the holidays, the Board will approve November and December financials in January 2024).
<b>Financial Considerations:</b>	The recommended October 2023 financials show that Windsor Charter Academy is on track for its 2023-2024 budget.
<b>Recommendation(s):</b>	It is the recommendation of the Finance Committee to approve the October 2023 financials.
<b>Attachments:</b>	October 2023 Financials

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## Committee

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

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

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

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## Agenda 11.15.23

Meeting called to order 4:02pm

1. Review October Financials
  - a. Rev & Exp
  - b. Balance Sheet
  - c. Student Fund Financials
  - d. Credit Card Statement
  - e. Purchases Detail (Check Debit Register)
  - f. Motion to approve October financials by Sara, second by Donna, motion passes unanimously.
  
2. Review 2023-2024 Proposed Amended Budget
  - a. Motion to approve amended budget by Matt, second by Donna, motion passes unanimously.
  
3. Next Meeting **Wednesday December 13<sup>th</sup>, 4:00pm.**

Meeting adjourned 4:49pm

# Rev and Exp as of 10.31.23

Printed: 11/29/2023 2:41 PM  
Windsor Charter Academy

Charter School 11						
Account Type	I	Revenue				
Source of Revenue/Objec	1500	Earnings on Investments				
Description		Y.T.D. Activity	Current Budget	Budget Balance	% of Budget	
1500	Earnings on Investments	19,362.11	57,502.00	38,139.89	33.67	
1700	Pupil Activities	2,940.00	84,186.00	81,246.00	3.49	
1900	Other Revenue from Local Sources	8,358.34	130,546.00	122,187.66	6.40	
3000	Revenue from State Sources	167,850.00	167,850.00	0.00	100.00	
3900	Other Revenue From State Sources	51,322.83	673,425.00	622,102.17	7.62	
5200	Interfund Transfers	0.00	511,000.00	511,000.00	0.00	
5600	Direct Allocations	1,427,513.37	17,110,488.00	15,682,974.63	8.34	
I	Revenue	<u>1,677,346.65</u>	<u>18,734,997.00</u>	<u>17,057,650.35</u>	<u>8.95</u>	* Account Type
0100	Salaries	768,407.95	9,347,768.00	8,579,360.05	8.22	
0200	Employee Benefits	278,470.72	3,763,997.00	3,485,526.28	7.40	
0300	Purchased Professional and Technical Services	6,959.01	112,691.00	105,731.99	6.18	
0400	Purchased Property Services	145,105.04	1,980,528.00	1,835,422.96	7.33	
0500	Other Purchased Services	121,676.22	1,825,665.00	1,703,988.78	6.66	
0600	Supplies	42,229.11	655,980.36	613,751.25	6.44	
0700	Property	668,226.07	16,362,013.00	15,693,786.93	4.08	
0800	Other Objects	(845,380.95)	(15,893,300.00)	(15,047,919.05)	5.32	
0900	Other Uses of Funds	0.00	0.00	0.00	0.00	
X	Expense	<u>1,185,693.17</u>	<u>18,155,342.36</u>	<u>16,969,649.19</u>	<u>6.53</u>	* Account Type
11	Charter School	<u>(491,653.48)</u>	<u>(579,654.64)</u>	<u>(88,001.16)</u>	<u>84.82</u>	Fund

# Rev and Exp as of 10.31.23

Printed: 11/29/2023 2:41 PM  
Windsor Charter Academy

Food Service Fund 21					
Account Type	I	Revenue			
Source of Revenue/Objec	1900	Other Revenue from Local Sources			
Description		Y.T.D. Activity	Current Budget	Budget Balance	% of Budget
1900	Other Revenue from Local Sources	3,658.75	37,000.00	33,341.25	9.89
3900	Other Revenue From State Sources	97,696.35	941,323.99	843,627.64	10.38
5200	Interfund Transfers	0.00	0.00	0.00	0.00
I	Revenue	<u>101,355.10</u>	<u>978,323.99</u>	<u>876,968.89</u>	<u>10.36</u> * Account Type
0100	Salaries	29,960.84	311,283.44	281,322.60	9.62
0200	Employee Benefits	7,659.29	150,343.16	142,683.87	5.09
0300	Purchased Professional and Technical Services	(3.75)	0.00	3.75	0.00
0400	Purchased Property Services	69.00	1,000.00	931.00	6.90
0500	Other Purchased Services	4,471.69	47,750.00	43,278.31	9.36
0600	Supplies	19,970.95	313,642.99	293,672.04	6.37
0700	Property	0.00	1,600.00	1,600.00	0.00
0800	Other Objects	3,966.67	91,750.00	87,783.33	4.32
X	Expense	<u>66,094.69</u>	<u>917,369.59</u>	<u>851,274.90</u>	<u>7.20</u> * Account Type
21	Food Service Fund	<u>(35,260.41)</u>	<u>(60,954.40)</u>	<u>(25,693.99)</u>	<u>57.85</u> Fund

# Rev and Exp as of 10.31.23

Printed: 11/29/2023 2:41 PM  
Windsor Charter Academy

Pupil Activity Fund 23						
Account Type	I	Revenue				
Source of Revenue/Objec	1900	Other Revenue from Local Sources				
Description		Y.T.D. Activity	Current Budget	Budget Balance	% of Budget	
1900	Other Revenue from Local Sources	42,848.05	0.00	(42,848.05)	0.00	
I	Revenue	42,848.05	0.00	(42,848.05)	0.00	* Account Type
0600	Supplies	35,669.39	265,360.69	229,691.30	13.44	
X	Expense	35,669.39	265,360.69	229,691.30	13.44	* Account Type
23	Pupil Activity Fund	<u>(7,178.66)</u>	<u>265,360.69</u>	<u>272,539.35</u>	<u>-2.71</u>	Fund



# Rev and Exp as of 10.31.23

Printed: 11/29/2023 2:41 PM  
Windsor Charter Academy

Building Corporation 61					
Account Type	I	Revenue			
Source of Revenue/Objec	1500	Earnings on Investments			
Description		Y.T.D. Activity	Current Budget	Budget Balance	% of Budget
1500	Earnings on Investments	9,698.33	100,800.00	91,101.67	9.62
1900	Other Revenue from Local Sources	115,716.67	1,485,213.00	1,369,496.33	7.79
2000	Revenue from Intermediate Sources	422.68	15,000.00	14,577.32	2.82
I	Revenue	<u>125,837.68</u>	<u>1,601,013.00</u>	<u>1,475,175.32</u>	<u>7.86</u> * Account Type
0700	Property	0.00	525,000.00	525,000.00	0.00
0800	Other Objects	429.75	1,464,270.00	1,463,840.25	0.03
0900	Other Uses of Funds	0.00	115,800.00	115,800.00	0.00
X	Expense	<u>429.75</u>	<u>2,105,070.00</u>	<u>2,104,640.25</u>	<u>0.02</u> * Account Type
61	Building Corporation	<u>(125,407.93)</u>	<u>504,057.00</u>	<u>629,464.93</u>	<u>-24.88</u> Fund
	Report Total:	<u>659,500.48</u>	<u>(128,808.65)</u>	<u>(788,309.13)</u>	<u>-512.00</u>

# Balance Sheet

Printed: 11/13/2023 4:16 PM  
Windsor Charter Academy

Charter School 11						
Account Class	8100	Current Assets				
	Description		Y.T.D. Bal.Frwd.	M.T.D. Activity	Y.T.D. Activity	State Account Number
<b>Current Assets</b>						
	Bingo Checking Acct		551.11	0.00	551.11	11-950-00-0000-8101-000-0000
	General Fund Checking 1stBANK		1,530,796.65	495,435.13	2,026,231.78	11-950-00-0000-8102-000-0000
	Health Insurance Checking 1stBank		723,777.00	(89,146.79)	634,630.21	11-950-00-0000-8102-000-0000
	COLOTRUST Account		3,859,969.42	18,166.83	3,878,136.25	11-950-00-0000-8102-000-0000-9393
	Savings 1stBANK		443,847.63	972.81	444,820.44	11-950-00-0000-8102-000-0000-9393
	Savings 1stBANK- CC		101,503.52	222.47	101,725.99	11-950-00-0000-8102-000-0000-9393
	MSHS Petty Cash		82.21	0.00	82.21	11-950-00-0000-8103-000-0000
	PTC/Booster Petty Cash		18.56	0.00	18.56	11-950-00-0000-8103-000-0000
	Food Service Petty Cash		133.00	0.00	133.00	11-950-31-0000-8103-000-0000
	Due From Food Service		187,852.36	37,249.61	225,101.97	11-950-31-0000-8141-000-0000
<b>8100</b>	<b>Current Assets</b>		<u>6,848,531.46</u>	<u>462,900.06</u>	<u>7,311,431.52</u>	* Account Class
<b>Fixed Assets</b>						
	Construction in progress		1,458,328.93	0.00	1,458,328.93	11-950-00-0000-8231-000-0000-9393
<b>8200</b>	<b>Fixed Assets</b>		<u>1,458,328.93</u>	<u>0.00</u>	<u>1,458,328.93</u>	* Account Class
<b>Liabilities</b>						
	Accounts Payable		(106,409.48)	44,830.55	(61,578.93)	11-950-00-0000-7421-000-0000
	Rental Deposits Liability		(800.00)	0.00	(800.00)	11-950-00-0000-7421-000-0000
	Accrued Salaries		(9,003.47)	(118.19)	(9,121.66)	11-950-00-0000-7461-000-0000
	BOCES Tuition Deduction		5,250.00	(525.00)	4,725.00	11-950-00-0000-7471-000-0000
	Deferred Grant Revenue		(11,171.94)	0.00	(11,171.94)	11-950-00-0000-7482-000-0000-9393
	PERA & Life Liab		3.44	0.51	3.95	11-950-04-0000-7471-000-0000
	Health/Dental/Vision Liab		(46,346.57)	(15,834.45)	(62,181.02)	11-950-05-0000-7471-000-0000
<b>7400</b>	<b>Liabilities</b>		<u>(168,478.02)</u>	<u>28,353.42</u>	<u>(140,124.60)</u>	* Account Class
<b>Reserved Co Dept of Ed use only.</b>						
	Tabor Reserve		(459,000.00)	0.00	(459,000.00)	11-950-00-0000-6721-000-0000
	Unreserved Fund Balance		(7,583,496.60)	0.00	(7,583,496.60)	11-950-00-0000-6770-000-0000
	Gen Fund Net Income/Loss		(95,885.77)	(491,253.48)	(587,139.25)	11-950-00-0000-6775-000-0000
<b>6100</b>	<b>Reserved Co Dept of Ed use only.</b>		<u>(8,138,382.37)</u>	<u>(491,253.48)</u>	<u>(8,629,635.85)</u>	* Account Class
<b>11</b>	<b>Charter School</b>		<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	Fund

# Balance Sheet

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Windsor Charter Academy

Food Service Fund 21						
Account Class	8100	Current Assets				
	Description		Y.T.D. Bal.Frwd.	M.T.D. Activity	Y.T.D. Activity	State Account Number
<b>Current Assets</b>						
		Food Service Checking 1stBANK	101,109.11	17,449.45	118,558.56	21-950-00-0000-8102-000-0000-9393
		Accounts Receivable Food Service	112,305.96	55,236.46	167,542.42	21-950-31-0000-8153-000-0000
<b>8100</b>	<b>Current Assets</b>		<u>213,415.07</u>	<u>72,685.91</u>	<u>286,100.98</u>	* Account Class
<b>Liabilities</b>						
		Accounts Payable- Food Service	(11,507.85)	(142.70)	(11,650.55)	21-950-00-0000-7421-000-0000
		Due to GF	(187,852.36)	(37,249.61)	(225,101.97)	21-950-31-0000-7402-000-0000-9393
		TITAN Account Bal Liability- Food Service	(23,680.36)	139.50	(23,540.86)	21-950-31-0000-7481-000-0000-9393
<b>7400</b>	<b>Liabilities</b>		<u>(223,040.57)</u>	<u>(37,252.81)</u>	<u>(260,293.38)</u>	* Account Class
<b>Reserved Co Dept of Ed use only.</b>						
		Food Services Unreserved Fund Balance	(15,462.40)	0.00	(15,462.40)	21-950-00-0000-6770-000-0000
		Food Services Net Income/Loss	25,087.90	(35,433.10)	(10,345.20)	21-950-00-0000-6775-000-0000
<b>6100</b>	<b>Reserved Co Dept of Ed use only.</b>		<u>9,625.50</u>	<u>(35,433.10)</u>	<u>(25,807.60)</u>	* Account Class
<b>21</b>	<b>Food Service Fund</b>		<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	Fund

# Balance Sheet

Printed: 11/13/2023 4:16 PM  
Windsor Charter Academy

Pupil Activity Fund 23						
Account Class	8100	Current Assets				
	Description		Y.T.D. Bal.Frwd.	M.T.D. Activity	Y.T.D. Activity	State Account Number
<b>Current Assets</b>						
		SF Checking 1stBank	230,793.32	16,086.65	246,879.97	23-950-00-0000-8100-000-0000
		SF Checking Arbiter Athletic	4,547.81	(2,709.50)	1,838.31	23-950-00-0000-8100-000-0000
<b>8100</b>	<b>Current Assets</b>		<u>235,341.13</u>	<u>13,377.15</u>	<u>248,718.28</u>	* Account Class
<b>Liabilities</b>						
		Bus Liab Due to GF	(624.00)	(255.00)	(879.00)	23-950-00-0000-7400-000-0000
		MSHS Activity Accts Payable	(16,151.23)	(5,943.49)	(22,094.72)	23-950-00-0000-7421-000-0000
<b>7400</b>	<b>Liabilities</b>		<u>(16,775.23)</u>	<u>(6,198.49)</u>	<u>(22,973.72)</u>	* Account Class
<b>Reserved Co Dept of Ed use only.</b>						
		Activity Net Income/Loss	(218,565.90)	(7,178.66)	(225,744.56)	23-950-00-0000-6775-000-0000
<b>6100</b>	<b>Reserved Co Dept of Ed use only.</b>		<u>(218,565.90)</u>	<u>(7,178.66)</u>	<u>(225,744.56)</u>	* Account Class
<b>23</b>	<b>Pupil Activity Fund</b>		<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	Fund

# Balance Sheet

Printed: 11/13/2023 4:16 PM  
Windsor Charter Academy

Building Corporation 61					
Account Class	8100	Current Assets			
	Description	Y.T.D. Bal.Frwd.	M.T.D. Activity	Y.T.D. Activity	State Account Number
<b>Current Assets</b>					
	Bldg Corp Gain on 2021 Refunding	(339,463.60)	0.00	(339,463.60)	61-950-00-5100-8193-000-0000
	Bldg Corp Reserve Fund-2020	1,392,761.07	(1,921.49)	1,390,839.58	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Interest Fund-2020	55,848.99	40,402.84	96,251.83	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Reserve Fund-2021	973,249.56	4,524.73	977,774.29	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Interest Fund-2021	75,267.41	48,852.20	124,119.61	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Principal Fund-2021	37,373.35	33,549.65	70,923.00	61-950-65-0000-8105-000-0000-9393
<b>8100</b>	<b>Current Assets</b>	<u>2,195,036.78</u>	<u>125,407.93</u>	<u>2,320,444.71</u>	* Account Class
<b>Fixed Assets</b>					
	Bldg Corp Land-Elem	692,451.00	0.00	692,451.00	61-950-00-0000-8211-000-0000
	Bldg Corp Land-MSHS	1,060,000.00	0.00	1,060,000.00	61-950-00-0000-8211-000-0000
	Bldg Corp Water Shares 2017	92,000.00	0.00	92,000.00	61-950-00-0000-8211-000-0000
	Bldg Corp Building & Imp ELEM	9,172,903.94	0.00	9,172,903.94	61-950-00-0000-8231-000-0000
	Bldg Corp Building & Imp MSHS	14,261,329.03	0.00	14,261,329.03	61-950-00-0000-8231-000-0000
	Bldg Corp Accum Depr ELEM	(4,428,480.61)	0.00	(4,428,480.61)	61-950-00-0000-8232-000-0000
<b>8200</b>	<b>Fixed Assets</b>	<u>20,850,203.36</u>	<u>0.00</u>	<u>20,850,203.36</u>	* Account Class
<b>Liabilities</b>					
	Bldg Corp Premium on Bonds	(3,432,418.00)	0.00	(3,432,418.00)	61-950-00-0000-7443-000-0000
	Bldg Corp Loans Payable	(24,935,000.00)	0.00	(24,935,000.00)	61-950-00-0000-7451-000-0000
	Bldg Corp Accrued Interest	(337,483.35)	0.00	(337,483.35)	61-950-00-0000-7455-000-0000
<b>7400</b>	<b>Liabilities</b>	<u>(28,704,901.35)</u>	<u>0.00</u>	<u>(28,704,901.35)</u>	* Account Class
<b>Reserved Co Dept of Ed use only.</b>					
	Bldg Corp Unreserved Fund Bal	5,159,635.68	0.00	5,159,635.68	61-950-00-0000-6720-000-0000
	Bldg Corp Net Income/Loss	500,025.53	(125,407.93)	374,617.60	61-950-00-0000-6775-000-0000
<b>6100</b>	<b>Reserved Co Dept of Ed use only.</b>	<u>5,659,661.21</u>	<u>(125,407.93)</u>	<u>5,534,253.28</u>	* Account Class
<b>61</b>	<b>Building Corporation</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	Fund
	<b>Report Total:</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	

# Board Report - Windsor Charter Academy

Expense on Date: 10/1/2023 to 10/31/2023

Account Number	Description	Check	Amount
<b>24 Hour Sign Language Services</b>			
11.950.25.0010.0330.000.0000	Education committee sign language 10/19/23	4072	187.50
Total for 24 Hour Sign Language Services			<u>\$187.50</u>
<b>Account Brokers of Larimer County Inc.</b>			
11.950.00.0000.1990.000.0000	Commission for direct payment received by WCA	4073	42.00
11.950.00.0000.1990.000.0000	ACCOUNT BROKERS COLLECTIONS PAYMENT	4073	(32.50)
Total for Account Brokers of Larimer County Inc.			<u>\$9.50</u>
<b>Ace Hardware WCA</b>			
11.950.22.2220.0737.000.0000	Rolling tool cabinet 52"	4054	486.27
11.901.26.2620.0439.000.0000	Oct supplies for repairs	4054	106.72
11.901.26.2620.0439.000.0000	Oct supplies for repairs	4054	82.78
11.901.26.2620.0439.000.0000	Oct supplies for repairs	4054	161.68
11.901.26.2620.0439.000.0000	Oct supplies for repairs	4054	161.80
11.901.26.2620.0439.000.0000	Oct supplies for repairs	4054	42.95
11.901.26.2620.0439.000.0000	Oct supplies for repairs	4054	227.23
Total for Ace Hardware WCA			<u>\$1,269.43</u>
<b>AED Everywhere Inc.</b>			
11.950.21.2130.0610.000.0000	2nd floor MS AED pads	4005	99.90
Total for AED Everywhere Inc.			<u>\$99.90</u>
<b>American Fidelity</b>			
11.950.05.0000.7471.000.0000	Health/Dental/Vision Liab	103123111	3,799.81
11.950.05.0000.7471.000.0000	Health/Dental/Vision Liab	103123222	612.49
11.950.05.0000.7471.000.0000	hsa oct ER	103123333	6,182.32
11.950.11.0020.0250.201.0000	GF hsa ER oct	103123333	9,000.00
11-901-31-3100-0200-000-0000	hsa FS oct er	103123333	400.00
Total for American Fidelity			<u>\$19,994.62</u>
<b>Apple, Inc.</b>			
11.950.22.2220.0734.000.0000	Staff Macbook w/ 3 year warranty	4055	1,896.00
Total for Apple, Inc.			<u>\$1,896.00</u>
<b>ArbiterSports LLC</b>			
23-901-3107	Arbiter Pay Unlimited - 1 yr	91166	462.50
23-901-3037	Arbiter Pay Unlimited - 1 yr	91166	462.50
Total for ArbiterSports LLC			<u>\$925.00</u>
<b>Austin, Faye</b>			
21-950-31-0000-7481-000-0000	Lunch balance refund: Weickert, Kaylee	500077	51.00
Total for Austin, Faye			<u>\$51.00</u>
<b>Bartmann, Sherry</b>			
21-950-31-0000-7481-000-0000	Lunch balance refund: Bartmann, Jessica	500072	18.55
Total for Bartmann, Sherry			<u>\$18.55</u>
<b>Beach, Anthony</b>			
21-950-31-0000-7481-000-0000	Lunch balance refund: Beach, Asher	500085	134.75
Total for Beach, Anthony			<u>\$134.75</u>
<b>Bimbo Bakeries USA</b>			
21-950-31-3100-0610-000-0000	ES bread purchase	500078	213.85
21-950-31-3100-0610-000-0000	MSHS bread purchase	500078	98.70

# Board Report - Windsor Charter Academy

Expense on Date: 10/1/2023 to 10/31/2023

Account Number	Description	Check	Amount
<b>Bimbo Bakeries USA - (Continued)</b>			
21-950-31-3100-0610-000-0000	MSHS bread purchase	500078	180.95
21-950-31-3100-0610-000-0000	ES bread purchase	500078	279.65
21-950-31-3100-0610-000-0000	MSHS bread purchase	500078	246.75
21-950-31-3100-0610-000-0000	ES bread purchase	500078	197.40
21-950-31-3100-0610-000-0000	MSHS bread purchase	500086	197.40
21-950-31-3100-0610-000-0000	ES bread purchase	500086	82.25
		<b>Total for Bimbo Bakeries USA</b>	<b>\$1,496.95</b>
<b>Blick Art Materials</b>			
11.901.14.1800.0610.000.0000	ES art: Twisteez	4041	34.07
		<b>Total for Blick Art Materials</b>	<b>\$34.07</b>
<b>Breakout Inc.</b>			
11.950.28.0010.0340.000.0000	BreakoutEdu- School Membership 23/24	4008	1,499.00
		<b>Total for Breakout Inc.</b>	<b>\$1,499.00</b>
<b>Brooms N More Inc</b>			
11.950.26.2620.0610.000.0000	Toilet paper	4009	390.50
11.950.26.2620.0610.000.0000	Black trash liners	4009	376.00
11.950.26.2620.0610.000.0000	Paper towels	4009	502.00
11.950.26.2620.0610.000.0000	Hand soap	4009	199.20
11.950.26.2620.0610.000.0000	Small gloves	4009	92.50
11.950.26.2620.0610.000.0000	Germicidal cleaner	4009	203.40
11.950.26.2620.0610.000.0000	Hand soap	4042	498.00
11.950.26.2620.0610.000.0000	Vacuum bags	4042	51.76
11.950.26.2620.0610.000.0000	Toilet paper	4042	390.50
11.950.26.2620.0610.000.0000	Black trash liners	4042	376.00
11.950.26.2620.0610.000.0000	Paper towels	4042	502.00
11.950.26.2620.0610.000.0000	Small gloves	4042	92.50
11.950.26.2620.0610.000.0000	Large gloves	4042	92.50
11.950.26.2620.0610.000.0000	Black trash liners	4056	376.00
11.950.26.2620.0610.000.0000	Vacuum bags	4074	51.76
		<b>Total for Brooms N More Inc</b>	<b>\$4,194.62</b>
<b>Brown Property Services LLC</b>			
11.901.26.2620.0868.000.0000	owners rep services Sept 23	4010	4,945.00
11.901.26.2620.0868.000.0000	October owners rep services	4071	4,945.00
		<b>Total for Brown Property Services LLC</b>	<b>\$9,890.00</b>
<b>Bulk Bookstore</b>			
11.950.11.0010.0643.000.0003	HS concurrent class: Maus	4011	275.50
11.950.11.0010.0643.000.0003	HS concurrent class: Great Gatsby	4011	199.75
		<b>Total for Bulk Bookstore</b>	<b>\$475.25</b>
<b>Burts Logo Apparel</b>			
23-901-3103	Extra band shirts	91179	97.75
23-901-3104	Choir shirts (42 total)	91179	346.50
23-901-3103	Band shirts (extended size) (2 total)	91179	20.50
23-901-3103	Band shirts (68 total)	91179	561.00
		<b>Total for Burts Logo Apparel</b>	<b>\$1,025.75</b>



# Board Report - Windsor Charter Academy

Expense on Date: 10/1/2023 to 10/31/2023

Account Number	Description	Check	Amount
<b>Carol Vaughan Designs Architecture LLC</b>			
11.901.26.2620.0868.000.0000	architect services and documents	4029	11,670.00
Total for Carol Vaughan Designs Architecture LLC			\$11,670.00
<b>Carolina Biological</b>			
11.950.11.0010.0643.000.0003	HS sci lab materials: Elodea canadensis	4030	45.75
Total for Carolina Biological			\$45.75
<b>Cashman, Brian</b>			
21-950-31-0000-7481-000-0000	Lunch balance refund: Cashman, Talia	500079	574.00
21-950-31-0000-7481-000-0000	Lunch balance refund: Cashman, Thomas	500079	582.00
Total for Cashman, Brian			\$1,156.00
<b>Caviness Farms</b>			
21-950-31-3100-4000-001-0000	remainder of balance for beef @\$7.00 #	500080	580.00
Total for Caviness Farms			\$580.00
<b>CBI Online</b>			
11.950.25.0010.0330.000.0000	October background checks	1025237904	1,000.00
Total for CBI Online			\$1,000.00
<b>CenturyLink</b>			
11.950.28.0030.0530.000.0000	Sept ES analog phone service	4043	163.41
11.950.28.0030.0530.000.0000	Oct ES analog phone service	4043	181.42
Total for CenturyLink			\$344.83
<b>CobraHelp</b>			
11.950.11.0020.0250.201.0000	Oct cobra payment	4044	35.00
Total for CobraHelp			\$35.00
<b>Colorado FIRST</b>			
23-901-3043	Lego Competition- team 61662	91180	115.00
Total for Colorado FIRST			\$115.00
<b>Colorado High School Activities Association</b>			
11.950.11.0010.0811.000.0001	23-24 CHSAA dues	4031	3,185.00
Total for Colorado High School Activities Association			\$3,185.00
<b>Colorado In Motion</b>			
11.950.11.0020.0250.201.0000	Benefits- Medical	10765	85.00
11.950.11.0020.0250.201.0000	Benefits- Medical	10763	85.00
11.950.11.0020.0250.201.0000	Benefits- Medical	10761	90.00
11.950.11.0020.0250.201.0000	Benefits- Medical	10762	90.00
11.950.11.0020.0250.201.0000	Benefits- Medical	10764	90.00
11.950.11.0020.0250.201.0000	Benefits- Medical	10771	90.00
11.950.11.0020.0250.201.0000	Benefits- Medical	10760	90.00
Total for Colorado In Motion			\$620.00
<b>Colorado League of Charter Schools</b>			
11.950.24.2400.0580.000.0000	Colorado League conference: Teeples	4057	385.00
Total for Colorado League of Charter Schools			\$385.00
<b>Colorado Mathematics League</b>			
23-901-3053	Mathleague monthly contest	91181	109.95
Total for Colorado Mathematics League			\$109.95

# Board Report - Windsor Charter Academy

Expense on Date: 10/1/2023 to 10/31/2023

Account Number	Description	Check	Amount
<b>Colorado Rage</b>			
23-901-3107	MS Cross Country - Runners Roost Invitational	91165	175.00
		<b>Total for Colorado Rage</b>	<b>\$175.00</b>
<b>Colorado State University</b>			
23-901-3053	CSU math day	91193	150.00
		<b>Total for Colorado State University</b>	<b>\$150.00</b>
<b>Comcast Cable</b>			
11.950.28.0030.0530.000.0000	Oct ES phone service	3996	648.13
11.950.28.0030.0530.000.0000	Oct. MSHS phone service	4012	656.26
11.950.28.0030.0530.000.0000	Oct fiber internet	4045	3,409.10
		<b>Total for Comcast Cable</b>	<b>\$4,713.49</b>
<b>Conmay, Kacey</b>			
23-901-3233	HS homecoming volleyball game- mascot	91169	50.00
23-901-3233	HS girls' volleyball senior night mascot	91169	50.00
23-901-3233	Mascot event worker- cheer Boo Bash	91194	50.00
		<b>Total for Conmay, Kacey</b>	<b>\$150.00</b>
<b>Counter Trade</b>			
21-950-31-3100-0661-000-0000	Food service chromebook	500073	1,557.36
		<b>Total for Counter Trade</b>	<b>\$1,557.36</b>
<b>Creative Language Class LLC</b>			
11.950.11.0020.0640.000.0001	Adios Textbook Membership	4046	200.00
		<b>Total for Creative Language Class LLC</b>	<b>\$200.00</b>
<b>Curley, Brett</b>			
21-950-31-0000-7481-000-0000	Lunch balance refund: Curley, Brendon	500087	12.25
		<b>Total for Curley, Brett</b>	<b>\$12.25</b>
<b>Delta Dental of Colorado</b>			
11.950.11.0020.0250.00.0000	Oct Benefits- Dental	3997	5,497.81
21-950-31-3100-0200-000-0000	Oct dental insurance	500067	240.78
11.950.05.0000.7471.000.0000	Oct dental insurance	3997	2,139.37
		<b>Total for Delta Dental of Colorado</b>	<b>\$7,877.96</b>
<b>Digi Pix Signs</b>			
23-901-3065	Yard Signs	0	40.80
23-901-3065	Bird Feeder Sign	91182	185.00
23-901-3065	Chair Back Sponsorship Printing	91182	84.00
		<b>Total for Digi Pix Signs</b>	<b>\$309.80</b>
<b>Diversified Underground Inc.</b>			
11.950.28.0030.0530.000.0000	Oct fiber locates	4075	552.00
		<b>Total for Diversified Underground Inc.</b>	<b>\$552.00</b>
<b>Dohn Construction, Inc.</b>			
11.901.26.2620.0868.000.0000	Dohn pay app #4	4014	621,533.22
		<b>Total for Dohn Construction, Inc.</b>	<b>\$621,533.22</b>
<b>Earth Engineering Consultants, LLC</b>			
11.901.26.2620.0868.000.0000	testing 9.5.23-9.16.23	4015	201.90
		<b>Total for Earth Engineering Consultants, LLC</b>	<b>\$201.90</b>

# Board Report - Windsor Charter Academy

Expense on Date: 10/1/2023 to 10/31/2023

Account Number	Description	Check	Amount
<b>Ela Family Farms</b>			
21-950-31-3100-4000-001-4185	apples and pears	500088	1,305.00
21-950-31-3100-4000-001-4185	apples pears peaches plums 700 count each	500088	2,145.00
<b>Total for Ela Family Farms</b>			<b>\$3,450.00</b>
<b>EON Office</b>			
11.950.20.2800.0610.000.0000	Binders	4047	31.68
11.950.20.2800.0610.000.0000	Official Transcript Stamp HS	4047	23.50
11.901.11.0010.0610.000.0000	Construction Paper	4047	318.60
11.901.11.0010.0610.000.0000	Brown Construction Paper	4047	124.00
<b>Total for EON Office</b>			<b>\$497.78</b>
<b>FirstBank</b>			
21-950-31-3100-0440-000-0000	Oct. food serv storage rental	500092	69.00
21-950-31-3100-0611-000-0000	Sam`s Club Tide Pods	500092	29.98
21-950-31-3100-0610-000-0000	Sam`s Club purchase	500092	85.26
21-950-31-3100-0613-000-0000	Sam`s Club purchase	500092	528.88
21-950-31-3100-0611-000-0000	Webstaurant purchase	500092	515.92
21-950-31-3100-0610-000-0000	Sam`s Club purchase	500092	310.97
21-950-31-3100-0610-000-0000	Shamrock purchase	500092	113.14
21-950-31-3100-0611-000-0000	Walmart purchase	500092	131.90
21-950-31-3100-0810-000-0000	Webstaurant membership fee	500092	99.00
21-950-31-3100-0610-000-0000	Sam`s Club purchase	500092	112.60
21-950-31-3100-0613-000-0000	Sam`s Club purchase	500092	97.00
21-950-31-3100-0660-000-0000	Shelving for walk in cooler	500092	1,449.40
21-950-31-3100-0611-000-0000	Webstaurant purchase	500092	39.98
21-950-31-3100-0610-000-0000	Sam`s Club purchase	500092	153.06
21-950-31-3100-0610-000-0000	Sam`s Club purchase	500092	302.16
21-950-31-3100-0610-000-0000	Shamrock purchase	500092	31.99
21-950-31-3100-0669-000-0000	Human Bean for staff	500092	68.85
21-950-31-3100-0669-000-0000	Human Bean for Deric Hanscom	500092	5.05
11.950.20.2800.0610.000.0000	Certified postage for HS	4070	11.40
23-901-3028	NHS shirts: duplicate payment	91197	699.60
11.901.26.2650.0610.000.0000	Fuel for bus	4070	64.52
11.950.28.2800.0540.000.0000	Survey Monkey subscription	4070	468.00
11.950.24.2329.0600.000.0000	Mr. Yo`s Donuts for leadership	4070	34.28
11.920.24.2329.0600.000.0002	Starbucks for staff	4070	61.00
11.920.24.2329.0600.000.0002	Donuts for staff	4070	86.88
11.901.11.0010.0643.000.0000	Quizlet: Ruth Davies duplicate credit	4070	(35.99)
11.901.11.0010.0643.000.0000	Trujillo Gimkit subscription	4070	59.88
23-901-3073	Dribble Drive Motion A to Z course	91197	119.00
11.901.26.2650.0610.000.0000	Fuel for bus	4070	54.98
11.901.26.2650.0610.000.0000	Fuel for bus	4070	42.88
11.901.26.2650.0610.000.0000	Fuel for bus	4070	39.41
11.901.26.2650.0610.000.0000	Fuel for bus	4070	67.14
11.901.26.2650.0610.000.0000	Fuel for bus	4070	80.25
11.901.26.2650.0610.000.0000	Fuel for bus	4070	105.03
11.901.26.2650.0610.000.0000	Fuel for bus	4070	72.85

# Board Report - Windsor Charter Academy

Expense on Date: 10/1/2023 to 10/31/2023

Account Number	Description	Check	Amount
<b>FirstBank - (Continued)</b>			
11.950.11.0020.0253.00.0000	Oct Benefits- Vision	4070	770.50
21-950-31-3100-0200-000-0000	Oct vision insurance	500092	28.75
11.950.05.0000.7471.000.0000	Oct vision insurance	4070	219.60
11.901.26.2650.0610.000.0000	Fuel for bus	4070	64.20
11.950.11.0010.0811.000.0000	October activity charge	1031238030	50.00
23-901-3054	Check charge back fee: ES AVID	1031238049	12.00
23-901-3009	Check charge back fee: Denver Zoo FT	1031238049	24.00
11.901.14.1800.0610.000.0000	ES innovation: STEM project materials	4070	83.34
11.950.11.0010.0643.000.0002	MS art: scratchboards	4070	81.98
11.950.11.0010.0643.000.0002	MS band: supplies for band class	4070	94.49
11.901.11.0010.0643.000.0000	Math Smart Lumio subscription	4070	59.00
11.901.11.0010.0643.000.0000	Delta Math: Davies	4070	145.00
11.901.11.0010.0643.000.0000	HS math: Testmoz subscription	4070	50.00
11.950.11.0010.0643.000.0003	HS science class: liver for lab	4070	6.91
11.950.11.0010.0643.000.0003	HS science classes: lab materials	4070	17.98
11.950.11.0010.0643.000.0003	All state choir fee	4070	225.00
11.950.11.0010.0643.000.0003	HS choir: Frozen soundtrack	4070	40.00
11.950.28.2800.0540.000.0000	Zoom Annual Subscription with Webinars	4070	839.90
11.950.28.2800.0540.000.0000	Sept mailchimp subscription	4070	47.00
23-901-3018	7th gr FT: Main Event admission fee	91197	1,140.00
23-901-3065	Concessions Inventory Restock	91197	38.94
23-901-3000	5th gr FT museum of discovery admission fee	91197	530.00
23-901-3211	ES Cooking Club Expe	91197	40.18
23-901-3211	ES Cooking Club Expe	91197	62.87
23-901-3211	ES Cooking Club Expe	91197	32.25
23-901-3065	Concession supplies	91197	359.26
23-901-3065	Concession supplies	91197	226.04
23-901-3065	Concession supplies	91197	201.80
23-901-3065	Concession supplies	91197	39.23
23-901-3065	Father/daughter, Mother/son dance supplies	91197	128.43
23-901-3065	Father/daughter, Mother/son dance supplies	91197	65.98
23-901-3065	Concession supplies	91197	42.75
23-901-3065	Concession supplies	91197	14.96
23-901-3048	VEX tournament registration: Grizzley Challenge	91197	229.50
23-901-3048	VEX tournament: Longmont HS	91197	306.00
23-901-3003	Homecoming: Roses and decor	91197	36.00
23-901-3003	Homecoming Decor	91197	41.99
23-901-3003	Homecoming Decor	91197	32.64
23-901-3003	Homecoming Decor	91197	448.38
23-901-3003	Homecoming Decor	91197	31.98
23-901-3003	Homecoming Decor	91197	16.98
23-901-3003	Homecoming Decor	91197	87.84
11.901.21.2130.0610.000.0000	Allergy book	4070	19.98
11.901.21.2130.0610.000.0000	Disposable vision occluders (500)	4070	29.95
11.901.29.0090.0600.000.0000	Teacher Appreciation Oct 5th Supplies	4070	136.03
11.901.29.0090.0600.000.0000	Teacher Appreciation Oct 5th Supplies	4070	54.71

# Board Report - Windsor Charter Academy

Expense on Date: 10/1/2023 to 10/31/2023

Account Number	Description	Check	Amount
<b>FirstBank - (Continued)</b>			
11.901.29.0090.0600.000.0000	Teacher Appreciation Oct 5th Supplies	4070	197.16
11.950.20.2200.0585.000.0000	The PD Book - Coach book study	4070	65.10
23-901-3003	Snacks for snack cart	91197	170.84
23-901-3003	Snacks for snack cart	91197	105.00
23-901-3003	Snacks for snack cart	91197	122.37
23-901-3003	Snacks for snack cart	91197	37.58
23-901-3003	Snacks for snack cart	91197	110.82
11.950.11.2120.0600.000.0000	Snacks for students	4070	28.51
23-901-3077	MS Cheer/Spirit Warm-up Jackets	91197	972.37
23-901-3001	Camera for Yearbook	91197	445.00
23-901-3001	Camera for Yearbook	91197	30.98
23-901-3083	HS cheer: Game/practice wear	91197	2,576.28
11.950.22.2220.0737.000.0000	Tool Rack	4070	139.18
11.901.26.2620.0431.000.0000	Bulbs and Ballasts	4070	95.96
11.901.26.2620.0431.000.0000	Bulbs and Ballasts	4070	143.52
11.901.26.2620.0868.000.0000	Firebird facility concessions drop box	4070	77.95
23-901-3063	HS classroom novel: No No Boy	91197	15.99
23-901-3063	HS classroom novel: Under the Feet of Jesus	91197	14.49
23-901-3063	HS classroom novel: Exit West: A Novel	91197	9.99
11.901.11.0010.0615.000.0001	monitor student bathroom use	4070	26.37
11.950.24.2329.0600.000.0001	Snacks for conferences	4070	80.97
23-901-3097	Cheer Bows and Vinyl for Logo	91197	57.96
11.901.29.0090.0600.000.0000	Trick or treat cart for teachers.	4070	142.36
11.920.24.2329.0600.000.0002	Chili Items for Staff Lunch	4070	50.00
23-901-3002	Shipping credit	91197	(0.63)
23-901-3002	Shipping credit	91197	(0.13)
23-901-3002	Shipping credit	91197	(0.02)
23-901-3002	Shipping credit	91197	(0.20)
23-901-3002	Theatre Supplies	91197	20.60
23-901-3002	Theatre Supplies	91197	16.97
23-901-3002	Theatre Supplies	91197	347.03
23-901-3002	Theatre Supplies	91197	212.72
23-901-3002	Theatre Supplies	91197	38.43
11.950.28.2800.0540.000.0001	UNC Fall Educator Employment Day Fair	4070	105.00
11.950.20.2800.0610.000.0000	Heavy duty stapler for HS math dept	4070	50.18
11.920.24.2329.0600.000.0002	Chili Items for Staff Lunch	4070	36.49
11-950-20-2660-0600-000-0000-961	Sales tax refund	4070	(39.30)
11-950-20-2660-0600-000-0000-961	Practice Ammo	4070	647.99
11.950.11.0500.0600.000.0006	WIN Resources	4070	69.91
11.950.28.2800.0540.000.0000	Wall document organizer	4070	19.60
11.950.28.2800.0540.000.0000	Rechargeable batteries with charger	4070	96.96
11-950-20-2660-0600-000-0000-961	Printer ink & Badges	4070	41.98
11-950-20-2660-0600-000-0000-961	Printer ink & Badges	4070	128.00
23-901-3203	Pumpkins for staff pumpkin carving	91197	50.00
23-901-3203	Floral arrangement	91197	44.99
23-901-3208	Math Counts competition registration	91197	300.00

# Board Report - Windsor Charter Academy

Expense on Date: 10/1/2023 to 10/31/2023

Account Number	Description	Check	Amount
<b>FirstBank - (Continued)</b>			
11.950.11.0010.0643.000.0003	Norton Anthology of American Lit: 1865-1914	4070	306.95
11.950.11.0010.0643.000.0003	Shipping: Norton Anthology American Lit	4070	19.95
11.950.11.0010.0643.000.0003	Norton Anthology of American Lit: 1914-1945	4070	182.25
11.950.11.0010.0643.000.0002	Developing Number concepts book 3	4070	23.63
23-901-3036	Centennial Village admission fee	91197	508.00
11.950.29.0090.0600.000.0001	Dinner For MS/HS Teachers - Conferences	4070	290.00
11.950.29.0090.0600.000.0000	Dinner For MS/HS Teachers - Conferences	4070	290.00
23-901-3082	MS Household Enginee	91197	127.00
11.901.11.0010.0610.000.0000	Ziplock Bags	4070	36.74
11.901.11.0010.0616.000.0005	Cool Neon Glasses- Prizes	4070	9.99
11.901.11.0010.0616.000.0005	Star Pop-Ups -Prizes	4070	8.29
11.901.11.0010.0616.000.0005	Neon Top Hats	4070	9.99
11.901.11.0010.0616.000.0005	Gold Trophies - Prizes	4070	12.99
11.901.11.0010.0616.000.0005	Hat Rubber Ducks - Prizes	4070	8.49
11.901.11.0010.0616.000.0005	Reading Rubber Ducks - Prizes	4070	17.98
11.901.11.0010.0616.000.0005	Smile Face Bookmarks - Prizes	4070	15.98
11.950.20.2800.0610.000.0000	Utility Cart	4070	199.99
23-901-3233	Amazon Blanket PO for Mascot Cleaning	91197	27.77
23-901-3232	After Prom Activities/Rental/Food at Main Event	91197	4,946.30
23-901-3206	Lab Materials: Earth/Space Science RMAGF donation	91197	598.28
11.950.20.2300.0580.000.0000	3 bags of coffee	4070	20.97
11.950.24.2329.0600.000.0001	BeanBoozled Jelly Beans for Staff PD	4070	19.98
11.901.11.0010.0616.000.0001	Laundry basket for lunches	4070	29.79
23-901-3229	chargers, grabber tool, meter stick	91197	28.82
23-901-3229	chargers, grabber tool, meter stick	91197	5.92
23-901-3229	chargers, grabber tool, meter stick	91197	15.96
23-901-3002	Radium Girls T-Shirts	91197	24.49
23-901-3002	Radium Girls T-Shirts	91197	22.99
23-901-3002	Radium Girls T-Shirts	91197	482.77
23-901-3003	Corn Maze Supplies	91197	82.41
23-901-3063	ES 5th gr. Envision math workbook volume 1	91197	39.94
23-901-3201	ES Sunshine Expense	91197	40.00
11.950.29.0090.0600.000.0001	HS principal gift	4070	27.31
11.950.29.0090.0600.000.0000	MS Principal Gift	4070	27.31
11.901.29.0090.0600.000.0000	ES Principal Gift	4070	27.32
11.901.29.0090.0600.000.0000	ES Principal Gift	4070	140.00
11.950.29.0090.0600.000.0001	HS principal gift	4070	136.75
11.950.29.0090.0600.000.0000	MS Principal Gift	4070	136.74
23-901-3211	Cooking Club Aprons	91197	36.79
11.950.20.2220.0890.000.0000	Staff Appreciation	4070	15.28
23-901-3039	Paper Mache, Pool Noodles, Hot Glue Sticks	91197	34.73
23-901-3039	Paper Mache, Pool Noodles, Hot Glue Sticks	91197	38.54
23-901-3039	HS engineering Lab Materials	91197	41.96
11.920.24.2329.0600.000.0003	Dinner for Student Ambassadors-P/T Conferences	4070	40.92
23-901-3105	3D Art Supplies	91197	10.90
23-901-3105	3D Art Supplies	91197	16.00

# Board Report - Windsor Charter Academy

Expense on Date: 10/1/2023 to 10/31/2023

Account Number	Description	Check	Amount
<b>FirstBank - (Continued)</b>			
11.901.11.0010.0610.000.0000	8 Keys Of Excellence Posters	4070	136.31
23-901-3063	Replacement: basketball hoop VEX robotics class	91197	31.63
		<b>Total for FirstBank</b>	<b>\$30,685.99</b>
<b>Front Range Community College</b>			
11.950.11.0030.0560.200.0000	E. Gopaul FRCC Calc III Tuition	4076	992.05
		<b>Total for Front Range Community College</b>	<b>\$992.05</b>
<b>Gopher Sport</b>			
23-901-3044	Intramural Equipment: Fall	91183	1,292.80
		<b>Total for Gopher Sport</b>	<b>\$1,292.80</b>
<b>Greeley West High School</b>			
23-901-3037	V Cheer/Spirit - Winterblast Fee	91170	250.00
		<b>Total for Greeley West High School</b>	<b>\$250.00</b>
<b>Hanscom, Deric</b>			
21-950-31-3100-0663-000-0000	sub contract Farm to School 4 weeks	500081	735.00
21-950-31-3100-4000-001-4185	delivery charges for produce	500098	120.00
21-950-31-3100-0663-000-0000	farm to school activities for the month of October	500098	780.00
		<b>Total for Hanscom, Deric</b>	<b>\$1,635.00</b>
<b>Home Depot Pro</b>			
11.901.26.2620.0431.000.0000	32w light bulbs	4048	84.42
11.901.26.2620.0431.000.0000	54w light bulbs	4048	538.50
11.950.22.2220.0737.000.0000	12 in vacuum upright with tools	4048	603.80
11.950.22.2220.0737.000.0000	Transfer pump	4048	237.84
11.901.26.2620.0431.000.0000	54w light bulbs	4048	448.75
11.901.26.2620.0431.000.0000	54w light bulbs	4078	538.50
11.901.26.2620.0437.000.0000	Heated jackets for snow removal	4078	398.00
11.901.26.2620.0439.000.0000	Titanium drill bits	4078	49.94
11.901.26.2620.0439.000.0000	Smartcode deadbolt for door	4078	199.94
11.950.26.2620.0610.000.0000	Laundry detergent	4048	112.96
11.950.26.2620.0610.000.0000	Large gloves	4048	130.30
11.950.26.2620.0610.000.0000	Window cleaning kit	4048	347.91
11.950.26.2620.0610.000.0000	Dust mop frame	4048	11.84
11.950.26.2620.0610.000.0000	Toilet paper	4048	289.60
11.950.26.2620.0610.000.0000	Doodlebug hi pro pad	4048	129.60
11.950.26.2620.0610.000.0000	Tide pods	4048	60.40
11.950.26.2620.0610.000.0000	Blue mop pad	4048	22.62
11.950.26.2620.0610.000.0000	Sweep angle broom	4048	72.17
11.950.26.2620.0610.000.0000	Toilet mop	4048	50.88
11.950.26.2620.0610.000.0000	Grout brush	4048	37.08
11.950.26.2620.0610.000.0000	Pumice scouring stick	4048	69.12
11.950.26.2620.0610.000.0000	Window indoor cleaning kit	4048	115.97
11.950.26.2620.0610.000.0000	Janitor cart bag	4060	172.75
11.950.26.2620.0610.000.0000	Gloves for snow removal	4078	25.76
21-950-31-3100-0611-000-0000	chemical for kitchens	500089	301.60
		<b>Total for Home Depot Pro</b>	<b>\$5,050.25</b>
<b>Horizon Prep LLC</b>			



# Board Report - Windsor Charter Academy

Expense on Date: 10/1/2023 to 10/31/2023

Account Number	Description	Check	Amount
<b>Horizon Prep LLC - (Continued)</b>			
11.950.11.0020.0690.000.0001	Horizon Education subscription	4032	3,950.00
		<b>Total for Horizon Prep LLC</b>	<b>\$3,950.00</b>
<b>Hungenberg Produce Inc.</b>			
21-950-31-3100-4000-001-0000	baby carrots, shredded and chips 9/26	500082	96.00
21-950-31-3100-4000-001-4185	babby carrots /medallions	500099	91.00
21-950-31-3100-4000-001-4185	112 # bby carrots 30 # chips and shredded	500099	90.00
		<b>Total for Hungenberg Produce Inc.</b>	<b>\$277.00</b>
<b>In Depth Refrigeration</b>			
21-950-31-3100-0612-000-0000	change the defroster in the reach in MS	500100	335.00
		<b>Total for In Depth Refrigeration</b>	<b>\$335.00</b>
<b>InfoArmor, Inc.</b>			
11.950.05.0000.7471.000.0000	id theft invoice oct	4079	89.75
		<b>Total for InfoArmor, Inc.</b>	<b>\$89.75</b>
<b>Innovative Foods Inc.</b>			
21-950-31-3100-4000-001-4185	sauasage links	500090	1,055.83
		<b>Total for Innovative Foods Inc.</b>	<b>\$1,055.83</b>
<b>Interactive Health Technologies LLC</b>			
11.950.22.2220.0738.000.0000	Shipping for IHT heart monitors	4049	180.00
11.950.22.2220.0738.000.0000	IHT spirit classroom reader with discount	4049	579.09
11.950.22.2220.0738.000.0000	IHT Zone charging and storage case with discount	4049	1,548.12
11.950.22.2220.0738.000.0000	IHT Zone wrist heart monitor with discount	4049	13,007.70
		<b>Total for Interactive Health Technologies LLC</b>	<b>\$15,314.91</b>
<b>ISolved Inc.</b>			
11.950.25.0030.0333.000.0000	Accounting/Payroll Services	103123666	3,431.51
11.950.00.0000.7461.000.0000	Accrued Salaries	103123666	590,134.87
11.950.01.0000.7471.000.0000	Tax Liabilities	103123666	96,317.14
		<b>Total for ISolved Inc.</b>	<b>\$689,883.52</b>
<b>IXL</b>			
11.901.11.0010.0643.000.0000	Math IXL license- 3 yr	4061	18,360.00
		<b>Total for IXL</b>	<b>\$18,360.00</b>
<b>JW Pepper</b>			
11.950.11.0010.0643.000.0002	MS choir: On with the Snow	4033	39.49
11.950.11.0010.0643.000.0002	MS choir: Jingle Bell Rock	4050	11.50
11.950.11.0010.0643.000.0002	MS choir: Vuelie	4050	25.00
11.950.11.0010.0643.000.0002	MS choir: In the Bleak Midwinter	4050	5.00
11.950.11.0010.0643.000.0002	MS choir: In the Bleak Midwinter	4050	7.50
11.950.11.0010.0643.000.0002	MS choir: Winter Stars	4050	25.00
11.950.11.0010.0643.000.0002	MS choir: A Muppet Christmas Carol	4050	28.80
11.950.11.0010.0643.000.0002	MS choir: `Tis the Season	4050	25.00
11.950.11.0010.0643.000.0002	MS choir: shipping	4050	4.99
11.950.11.0010.0643.000.0003	HS band: Tangerine	3999	35.00
11.950.11.0010.0643.000.0003	HS band: Veteran`s Day Salute	3999	40.00
11.950.11.0010.0643.000.0003	HS band: Charlie Brown Christmas Combo	3999	53.50
11.950.11.0010.0643.000.0003	HS band: Warrior Legacy	3999	100.00

# Board Report - Windsor Charter Academy

Expense on Date: 10/1/2023 to 10/31/2023

Account Number	Description	Check	Amount
<b>JW Pepper - (Continued)</b>			
11.950.11.0010.0643.000.0003	HS band: Crisis	4020	27.00
11.950.11.0010.0643.000.0003	HS band: God Rest Ye Mambo Gentlemen	4020	40.00
11.950.11.0010.0643.000.0003	HS band: Have Yourself a Merry Little Christmas	4050	4.99
11.950.11.0010.0643.000.0003	HS choir: A Muppet Christmas Carol Medley	4020	29.00
		<b>Total for JW Pepper</b>	<b>\$501.77</b>
<b>K&amp;W Printing, Inc.</b>			
23-901-3054	AVID Staff Shirts	0	277.50
23-901-3028	NHS T-shirts	91171	699.60
23-901-3043	Lego T-shirts for Competition	91187	142.80
23-901-3044	Intramural Shirts (2023-2024 all intramurals)	91184	686.00
23-901-3003	Firebird Pride Sweatshirts	91195	3,196.40
		<b>Total for K&amp;W Printing, Inc.</b>	<b>\$5,002.30</b>
<b>Las 9 Americas LLC</b>			
21-950-31-3100-0610-000-0000	200 white 341 Whole wheat	500083	127.02
21-950-31-3100-0610-000-0000	500 wheat tortillas	500083	110.00
21-950-31-3100-0610-000-0000	725 tortillas Whole wheat	500083	162.00
21-950-31-3100-0610-000-0000	10" white tortilla	500101	78.00
21-950-31-3100-0610-000-0000	8"whole wheat tortillas	500101	110.00
		<b>Total for Las 9 Americas LLC</b>	<b>\$587.02</b>
<b>Lincoln National Life Insurance</b>			
11.950.11.0020.0254.00.0000	Oct Benefits- Life, AD&D, LTD	4000	1,910.72
21-950-31-3100-0200-000-0000	Oct Life and LTD insurance	500070	100.99
		<b>Total for Lincoln National Life Insurance</b>	<b>\$2,011.71</b>
<b>Logan, Cooper</b>			
23-901-3003	Homecoming DJ 10/7	91172	450.00
		<b>Total for Logan, Cooper</b>	<b>\$450.00</b>
<b>Longmont High School</b>			
23-901-3111	HS Speech and Debate - Longmont in Person Novice	91192	18.00
		<b>Total for Longmont High School</b>	<b>\$18.00</b>
<b>Mail N Copy</b>			
21-950-31-3100-0614-000-0000	farm to school printing	500102	416.65
21-950-31-3100-0614-000-0000	farm to school printing	500102	8.85
		<b>Total for Mail N Copy</b>	<b>\$425.50</b>
<b>Music &amp; the Arts</b>			
23-901-3103	Saxophone repair and cleaning	91185	276.75
23-901-3103	Flute repair and cleaning	91188	145.15
23-901-3103	Clarinet instrument repair	91196	85.00
		<b>Total for Music &amp; the Arts</b>	<b>\$506.90</b>
<b>My Office Etc.</b>			
11.950.26.2620.0610.000.0000	Black Mesh Chair Mesh	4081	150.00
11.950.26.2620.0610.000.0000	Pallet ICE Melt	4081	637.00
		<b>Total for My Office Etc.</b>	<b>\$787.00</b>
<b>NoCo Roofing LLC</b>			
11.901.26.2620.0445.000.0000	Roof Repair (K-1, 5th wings, Non New Sections)	4034	1,500.00

# Board Report - Windsor Charter Academy

Expense on Date: 10/1/2023 to 10/31/2023

Account Number	Description	Check	Amount
		<b>Total for NoCo Roofing LLC</b>	<b>\$1,500.00</b>
<b>Note Flight</b>			
11.950.11.0010.0643.000.0002	MS band: Noteflight subscription	4035	520.00
		<b>Total for Note Flight</b>	<b>\$520.00</b>
<b>On the Vine</b>			
21-950-31-3100-4000-001-4185	potatoes beets	500084	235.00
21-950-31-3100-4000-001-4185	pots, tomatoea,basil,onions	500084	645.00
21-950-31-3100-4000-001-0000	pot, tomatoes beets onions	500084	490.00
		<b>Total for On the Vine</b>	<b>\$1,370.00</b>
<b>OptumRX</b>			
11.950.11.0020.0250.201.0000	Benefits- Medical	1009233497	1,118.97
11.950.11.0020.0250.201.0000	Benefits- Medical	1023239526	15,455.12
11.950.11.0020.0250.201.0000	Benefits- Medical	10766	2,290.96
11.950.11.0020.0250.201.0000	Benefits- Medical	1016236974	3,864.97
11.950.11.0020.0250.201.0000	Benefits- Medical	1031237234	4,182.99
11.950.11.0020.0250.201.0000	Benefits- Medical	1002237047	420.43
11.950.11.0020.0250.201.0000	Benefits- Medical	10757	5,391.58
11.950.11.0020.0250.201.0000	Benefits- Medical	10767	6.20
11.950.11.0020.0250.201.0000	Benefits- Medical	10758	8.60
		<b>Total for OptumRX</b>	<b>\$32,739.82</b>
<b>Patriot League Association</b>			
23-901-3037	HS CHEER - Patriot League Fee	91198	150.00
		<b>Total for Patriot League Association</b>	<b>\$150.00</b>
<b>PERA</b>			
11.950.06.0000.7471.000.0000	401k liab oct	103123444	4,384.00
11.950.06.0000.7471.000.0000	401K/457 Liab	103123555	3,704.94
11.950.04.0000.7471.000.0000	PERA & Life Liab	103123888	254,608.82
		<b>Total for PERA</b>	<b>\$262,697.76</b>
<b>Pinnacol</b>			
11.950.28.2850.0526.000.0000	Workers Comp Insurance	4023	4,699.00
		<b>Total for Pinnacol</b>	<b>\$4,699.00</b>
<b>Power Plus</b>			
11.901.26.2620.0445.000.0000	ES Gym Lighting Retrofit	4052	2,250.00
21-950-31-3100-0612-000-0000	Drop chord for Middle school kitchen	500103	340.00
		<b>Total for Power Plus</b>	<b>\$2,590.00</b>
<b>Purchase Power Pitney Bowes</b>			
11.950.20.2800.0610.001.0000	October postage	4051	301.50
		<b>Total for Purchase Power Pitney Bowes</b>	<b>\$301.50</b>
<b>Radio Resource Inc.</b>			
11-950-20-2660-0600-000-0000-96	Staff Radios	4036	1,605.00
		<b>Total for Radio Resource Inc.</b>	<b>\$1,605.00</b>
<b>Renee the Baker</b>			
21-950-31-3100-0663-000-0000	Cinnamon rolls	500094	100.00
		<b>Total for Renee the Baker</b>	<b>\$100.00</b>
<b>Republic Services Inc.</b>			

# Board Report - Windsor Charter Academy

Expense on Date: 10/1/2023 to 10/31/2023

Account Number	Description	Check	Amount
<b>Republic Services Inc. - (Continued)</b>			
11.950.26.2620.0421.000.0000	Oct. MSHS recycling	4024	143.38
21-950-31-3100-0868-000-0000	Oct. MSHS recycling service	500075	143.38
11.950.26.2620.0421.000.0000	Oct MSHS trash service	4024	422.65
21-950-31-3100-0868-000-0000	Oct MSHS trash service	500075	140.88
<b>Total for Republic Services Inc.</b>			<b>\$850.29</b>
<b>Roosevelt High School</b>			
23-901-3037	V Cheer/Spirit - Boobash Fee	91173	175.00
<b>Total for Roosevelt High School</b>			<b>\$175.00</b>
<b>Royal Crest Dairy Inc.</b>			
21-950-31-3100-0610-000-0000	Oct MSHS milk purchase	500095	2,036.18
21-950-31-3100-0610-000-0000	Oct ES milk purchase	500095	2,911.98
<b>Total for Royal Crest Dairy Inc.</b>			<b>\$4,948.16</b>
<b>Scholastic Book Fairs</b>			
23-901-3231	Book Fair Invoice	91189	1,135.14
<b>Total for Scholastic Book Fairs</b>			<b>\$1,135.14</b>
<b>Security and Sound Design Inc</b>			
11.950.22.2220.0734.000.0001	Replacement Cameras	4037	4,440.00
11.950.22.2220.0734.000.0001	32 Channel DVR	4037	1,735.00
11.950.28.0010.0443.000.0000	Intercom Speaker for Sped Suite	4084	183.00
<b>Total for Security and Sound Design Inc</b>			<b>\$6,358.00</b>
<b>Security Benefit</b>			
11.950.06.0000.7471.000.0000	401K/457 Liab	4085	1,405.05
<b>Total for Security Benefit</b>			<b>\$1,405.05</b>
<b>Shred Monster LLC</b>			
11.950.20.2800.0610.000.0000	Oct MSHS shred service	4038	100.00
11.901.11.0010.0610.000.0000	Oct ES shred service	4038	60.00
<b>Total for Shred Monster LLC</b>			<b>\$160.00</b>
<b>Smith, Laurel</b>			
21-950-31-3100-4000-001-4185	local tomatoes	500105	60.00
<b>Total for Smith, Laurel</b>			<b>\$60.00</b>
<b>SparksWillson, P.C.</b>			
11.950.25.0030.0331.000.0000	Legal Services through 10/15/23	4086	1,340.00
<b>Total for SparksWillson, P.C.</b>			<b>\$1,340.00</b>
<b>Staples Advantage</b>			
11.901.11.0010.0641.000.0003	Copy paper	4053	1,601.60
11.901.11.0010.0610.000.0000	Binder Clips	4087	409.20
<b>Total for Staples Advantage</b>			<b>\$2,010.80</b>
<b>Stine Chiropractic Associates</b>			
11.950.11.0020.0250.201.0000	Benefits- Medical	10759	120.00
<b>Total for Stine Chiropractic Associates</b>			<b>\$120.00</b>
<b>TK Elevator Corporation</b>			
11.901.26.2620.0435.000.0000	Oct-Dec elevator service	4064	1,440.00
<b>Total for TK Elevator Corporation</b>			<b>\$1,440.00</b>
<b>T-Mobile</b>			

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Expense on Date: 10/1/2023 to 10/31/2023

Account Number	Description	Check	Amount
11.950.26.2620.0610.000.0001	Oct facilities cell phone service	4065	28.64
11.950.21.2130.0610.000.0000	Oct health office cell phone service	4065	28.64
<b>Total for T-Mobile</b>			<b>\$57.28</b>
<b>Town of Windsor</b>			
11.901.26.2620.0411.000.0000	Sept ES Water Services	4039	1,087.43
11.901.26.2620.0411.000.0000	Sept ES Water Services	4039	165.38
11.901.26.2620.0411.000.0000	Sept ES Water Services	4039	25.99
11.901.26.2620.0411.000.0000	Sept ES Water Services	4039	43.55
11.950.26.2620.0411.000.0000	Sept MSHS Water Service	4039	730.55
11.950.26.2620.0411.000.0000	Sept MSHS Water Service	4039	427.34
11.950.26.2620.0411.000.0000	Sept MSHS Water Service	4039	109.11
<b>Total for Town of Windsor</b>			<b>\$2,589.35</b>
<b>UC Health Medical Group</b>			
11.950.11.0020.0250.201.0000	Benefits- Medical	10768	1.35
11.950.11.0020.0250.201.0000	Benefits- Medical	10770	11.16
11.950.11.0020.0250.201.0000	Benefits- Medical	10769	234.08
<b>Total for UC Health Medical Group</b>			<b>\$246.59</b>
<b>UMB Bank</b>			
11.950.11.0010.0812.000.0000	Trustee Fees- Bond related 2021 CECFA	4040	4,500.00
<b>Total for UMB Bank</b>			<b>\$4,500.00</b>
<b>UMR Health</b>			
11.950.11.0020.0250.201.0000	Oct stop loss and admin fees	1006233626	60,305.77
<b>Total for UMR Health</b>			<b>\$60,305.77</b>
<b>UNCC</b>			
11.950.28.0030.0530.000.0000	Oct fiber monitoring	4067	6.45
<b>Total for UNCC</b>			<b>\$6.45</b>
<b>University of Colorado</b>			
23-901-3027	Lunch on CU campus	91178	361.20
<b>Total for University of Colorado</b>			<b>\$361.20</b>
<b>University of Northern Colorado</b>			
11.901.21.2130.0610.000.0000	Audiology screenings/mileage	4088	385.48
11.950.21.2130.0610.000.0000	Mileage	4088	20.96
11.950.21.2130.0610.000.0000	Audiology Services	4088	162.00
<b>Total for University of Northern Colorado</b>			<b>\$568.44</b>
<b>University Schools</b>			
23-901-3006	MS Battle of the Books	91174	70.00
23-901-3111	HS Speech & Debate - University Schools Comp	91190	14.00
<b>Total for University Schools</b>			<b>\$84.00</b>
<b>US Foods Inc.</b>			
21-950-31-3100-0610-000-0000	Oct US Foods food cost	1031238819	4,930.90
21-950-31-3100-0611-000-0000	Oct US Foods supplies	1031238819	397.39
<b>Total for US Foods Inc.</b>			<b>\$5,328.29</b>
<b>VEX Robotics</b>			
23-901-3048	Vex - parts & supplies	91186	723.82
<b>Total for VEX Robotics</b>			<b>\$723.82</b>

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Expense on Date: 10/1/2023 to 10/31/2023

Account Number	Description	Check	Amount
<b>Virtual College Counselors</b>			
11.950.11.0030.0300.000.0000	College Consultant Oct 2023	4089	1,000.00
<b>Total for Virtual College Counselors</b>			<b>\$1,000.00</b>
<b>Wahl, Kaydence</b>			
23-901-3037	HS girls` volleyball event worker	91175	40.00
<b>Total for Wahl, Kaydence</b>			<b>\$40.00</b>
<b>Walters, Trevor</b>			
23-901-3037	HS girls` volleyball event worker	91176	40.00
23-901-3037	HS girls` volleyball event worker	91176	25.00
23-901-3037	HS girls` volleyball event worker	91191	15.00
<b>Total for Walters, Trevor</b>			<b>\$80.00</b>
<b>Waste Management</b>			
21-950-31-3100-0868-000-0000	Oct ES recycling service	500076	71.67
11.901.26.2620.0421.000.0000	Oct ES recycling service	4026	71.67
11.901.26.2620.0421.000.0000	Oct ES trash service	4026	433.86
21-950-31-3100-0868-000-0000	Oct ES trash service	500076	144.62
<b>Total for Waste Management</b>			<b>\$721.82</b>
<b>Weld RE-4 School District</b>			
23-901-3054	Oct IC credit card processing fees	91199	11.81
23-901-3110	Oct IC credit card processing fees	91199	1.01
11.950.11.0010.0811.000.0000	Oct IC credit card processing fees	4090	70.08
23-901-3206	Oct IC credit card processing fees	91199	9.70
23-901-3045	Oct IC credit card processing fees	91199	6.23
23-901-3037	Oct IC credit card processing fees	91199	20.43
23-901-3021	Oct IC credit card processing fees	91199	2.59
23-901-3030	Oct IC credit card processing fees	91199	1.30
23-901-3209	Oct IC credit card processing fees	91199	1.95
23-901-3075	Oct IC credit card processing fees	91199	2.59
23-901-3032	Oct IC credit card processing fees	91199	2.59
23-901-3039	Oct IC credit card processing fees	91199	1.95
23-901-3064	Oct IC credit card processing fees	91199	1.30
23-901-3053	Oct IC credit card processing fees	91199	5.19
23-901-3028	Oct IC credit card processing fees	91199	17.03
23-901-3111	Oct IC credit card processing fees	91199	5.19
23-901-3084	Oct IC credit card processing fees	91199	27.24
23-901-3002	Oct IC credit card processing fees	91199	13.49
23-901-3229	Oct IC credit card processing fees	91199	0.65
23-901-3048	Oct IC credit card processing fees	91199	77.84
23-901-3105	Oct IC credit card processing fees	91199	17.64
23-901-3055	Oct IC credit card processing fees	91199	1.30
23-901-3107	Oct IC credit card processing fees	91199	32.43
23-901-3225	Oct IC credit card processing fees	91199	7.26
23-901-3103	Oct IC credit card processing fees	91199	6.23
23-901-3218	Oct IC credit card processing fees	91199	0.26
23-901-3104	Oct IC credit card processing fees	91199	3.11
23-901-3226	Oct IC credit card processing fees	91199	1.17

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Expense on Date: 10/1/2023 to 10/31/2023

Account Number	Description	Check	Amount
<b>Weld RE-4 School District - (Continued)</b>			
23-901-3216	Oct IC credit card processing fees	91199	8.43
23-901-3235	Oct IC credit card processing fees	91199	1.30
23-901-3228	Oct IC credit card processing fees	91199	1.30
23-901-3082	Oct IC credit card processing fees	91199	3.37
23-901-3208	Oct IC credit card processing fees	91199	5.84
23-901-3217	Oct IC credit card processing fees	91199	0.91
23-901-3230	Oct IC credit card processing fees	91199	3.63
23-901-3204	Oct IC credit card processing fees	91199	6.23
23-901-3227	Oct IC credit card processing fees	91199	1.30
<b>Total for Weld RE-4 School District</b>			<b>\$381.87</b>
<b>Wells Fargo Financial Leasing</b>			
11.950.28.0010.0442.000.0000	Oct copier lease	4028	3,730.04
<b>Total for Wells Fargo Financial Leasing</b>			<b>\$3,730.04</b>
<b>Xcel Energy</b>			
11.901.26.2620.0622.000.000	Sept ES Electricity	1114238888	7,327.08
11.901.26.2620.0621.000.0000	Oct ES Natural Gas	1114238888	382.13
11.901.26.2620.0622.000.000	Sept ES Electricity	1114238888	14.04
11.920.26.2620.0622.000.0000	Oct MSHS Electricity	1114238888	6,723.49
11.950.26.2620.0621.000.0000	Oct MSHS Natural Gas	1114238888	772.94
<b>Total for Xcel Energy</b>			<b>\$15,219.68</b>
<b>Report Total</b>			<b>\$1,907,511.60</b>

7.0

Executive Board  
Pulled-Consent  
Agenda Items

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## 7.1 Policy JICA Dress Code, First Read

The Executive Board discussed the recommended changes to the dress code.

A motion was made to approve the recommended changes with the exception of striking the athletic wear. The policy language should continue to have language around "No athletic wear except during P.E." The motion was made by Feyen and seconded by James. Members voted the following: Feyen, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously.

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8.0

Member Pulled-  
Consent Agenda  
Items

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9.0

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

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10.0

Adjournment

The motion was made by Ojala and seconded by Feyen to adjourn. Members voted the following: Feyen, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Bartmann, aye. The motion passed unanimously. The Executive Board adjourned at 9:39 p.m.