

# Windsor



## CHARTER ACADEMY

GROWING LIFE-LONG LEARNERS

### **February Regular Session**

February 25, 2021

**Elementary  
School**

*680 Academy Ct.  
Windsor, CO 80550*

**Middle  
School**

*810 Automation Dr.  
Windsor, CO 80550*

**Early  
College  
High School**

*810 Automation Dr.  
Windsor, CO 80550*

February 25, 2021

Regular Session @ 6:00 p.m.

## Executive Board

**John Feyen, President**  
**Sherry Bartmann, Vice President**  
**Donna James, Treasurer**  
**Kevin Albertsen, Secretary**  
**Elaine Hungenberg, Member**  
**Jenny Ojala, Member**  
**Jim Zacheis, Member**

*The Executive Board would like to welcome all WCA community members, citizens, and staff. The meeting time is dedicated to the mission and vision of Windsor Charter Academy. There is an opportunity during Member, Citizen and Staff Communications to address the Executive Board. Discussions of agenda items during the course of the meeting are limited to the board members unless otherwise requested by a board member.*

## Agenda

- 1.0 Opening of the Meeting**
- 2.0 Citizen Communication**
- 3.0 Reports**
- 4.0 Items for Information**
- 5.0 Items for Action**
- 6.0 Consent Agenda**
- 7.0 Executive Session**
- 8.0 Adjournment**

## VISION STATEMENT

Where students are educated, empowered, and equipped to reach their highest potential.

## MISSION STATEMENT

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



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**Executive Board Agenda  
February 25, 2021**

**Regular Session: 6:00 p.m.**

**1.0 Opening of Meeting**

- 1.1 Call to Order
- 1.2 Roll Call
- 1.3 Pledge of Allegiance
- 1.4 Mission Statement
- 1.5 Adoption of Agenda
- 1.6 Approval of Minutes  
January 28, 2020 Regular Session

**2.0 Citizen Communication**

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

**3.0 Reports**

- 3.1 Executive Director Report
- 3.2 Executive Board Reports

**4.0 Items for Information**

- 4.1 Executive Board Communications Process
- 4.2 Athletic Fees
- 4.3 Meeting Process Changes

**5.0 Items for Action**

- 5.1 Executive Board Election Committee Liaison
- 5.2 Revision of Policy CBI-R Evaluation of Executive Director—Regulation
- 5.3 Bylaw Revisions

**6.0 Consent Agenda**

- 6.1 Personnel

- 6.2 First Read Policies
- 6.3 Second Read Policies
- 6.4 Financials

## 7.0 Executive Session

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

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

## 8.0 Adjournment



## MINUTES TO BE APPROVED AT THE MARCH REGULAR SESSION

### Executive Board Minutes February 25, 2021

#### 1.0 Opening of the Meeting

##### 1.1 Call to Order

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

##### 1.2 Roll Call

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

John Feyen, Executive Board President  
Sherry Bartmann, Executive Board Vice-President  
Donna James, Executive Board Treasurer  
Kevin Albertsen, Executive Board Secretary  
Elaine Hungenberg, Executive Board Member  
Jim Zacheis, Executive Board Member

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

Rebecca Teeples, Executive Director

##### 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 amend the February 25, 2021 Regular Session agenda with the following changes:

- Pulling 6.4 Financials from the Consent Agenda, and adding 5.4 Financials to Items for Action
- Adding 5.5 Athletic Fees to Items for Action

The motion was made by Sherry Bartmann and seconded by Elaine Hungenberg. Members voted the following: Albertsen, aye; Bartmann, aye; Hungenberg, aye; James, nay; Zacheis, aye; Feyen, nay. The motion passed.

The motion was made to approve the amended agenda by Jim Zacheis and seconded by Elaine Hungenberg. Members voted the following: Albertsen, aye; Bartmann, aye; Hungenberg, aye; James, aye; Zacheis, aye; Feyen, aye. The motion passed unanimously.

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## 1.6 Adoption of the Minutes

A motion to amend the minutes for the January 28, 2021 Regular Session to include an amended change to the Citizen Communication summary was made by Elaine Hungenberg and seconded by Sherry Bartmann. Members voted the following: Albertsen, aye; Bartmann, aye; Hungenberg, aye; James, nay; Zacheis, nay; Feyen, nay. The motion did not pass.

The minutes were approved in its original summary form.

## 2.0 Citizen Communication

There were 2 parent that spoke during citizen communication at the Executive Board Regular Session. Wayne Plechaty spoke to the Board, sharing his concerns around leadership accountability at the middle school. Tina Toman shared her disappointment around raising athletic fees and encouraged the Board to reach out to the high school administration to understand why athletic fees have increased.

## 3.0 Reports

### 3.1 Executive Director's Report

#### **System-Wide Work**

#### **Innovation Station Grant Award**

Elementary School Innovation Lab teacher, Angie Shaler, was awarded an Innovation Station Grant from OtterCares for the amount of \$3200. Angie will use

the funds from the Innovation Station grant to inspire our students to create “Innovation Inspiration” videos, where students share their stories of innovation, kindness (empathy), generosity (philanthropy), and a growth mindset. The purpose of these videos is to provide opportunities for students to share with the school and the wider community the innovative ideas that will help to inspire other students to think outside of the box and to be creative.

### **Athletics Streaming**

Six high school students interested in learning more about video streaming and production applied and were hired to live video stream the middle school volleyball and high school basketball games. Students completed training with our Technology Manager, Michael Unruh, on how to operate the equipment and provide a quality streaming service. We have had 2,117 views of the middle and high school games to date, and feedback has been extremely positive! Streaming will continue for all indoor sports through the spring.

### **Facilities Maintenance**

The Facilities Department worked with the Security Department to install a new crosswalk at our parking lot on Logistics and Diamond Valley for pick up and drop off. Additionally, the Departments are working together to ensure safety at our exits at our middle and high school. Traffic delineators have been ordered for exits to provide a clean, clear demarcation of lanes and discourage drivers from entering the wrong way.

## ***Elementary School***

### **Literacy Curriculum Adoption for 2021-2022**

The elementary school will be adopting a new literacy curriculum for the 2021-2022 school year. Elementary leadership identified literacy curricula that meets the criteria for the ELAT Grant and is on the approved curriculum list identified by the Colorado Department of Education. The committee will begin meeting late February. The following curricula will be reviewed: Core Knowledge Language Arts (CKLA), Houghton Mifflin Into Reading, McGraw Hill Wonders 2020, McGraw Hill Open Court and Collaborative Literacy.

## ***Middle School***

### **Literacy Curriculum Adoption for 2021-2022**

The middle school will be adopting a new literacy curriculum for the 2021-2022 school year. Teachers will begin reviewing resources in late February. The following curricula will be reviewed: McGraw Hill StudySync, Savvas myPerspectives, and Houghton Mifflin Harcourt- Into Literature.

### **Sources of Strength**

The middle school Sources of Strength team has begun to plan several campaigns for the spring semester. The team has been able to add 6<sup>th</sup> graders to the group during their first meeting of the semester.

## **Athletics**



Middle school volleyball had a successful season. The “A- team” competed in the playoffs. The “B-team” went undefeated for the season. Boys’ basketball will begin towards the end of February.

## **High School**

### **Literacy Curriculum Adoption for 2021-2022**

The high school will be adopting a new literacy curriculum for the 2021-2022 school year. Teachers will begin reviewing resources in late February. The following curricula will be reviewed: McGraw Hill StudySync, Savvas myPerspectives, and Houghton Mifflin Harcourt- Into Literature.

### **Course Registration for 2021-2022**

The high school has completed the registration process for next year. Leadership is now focused on staffing and building the master schedule.

### **February Professional Development**

All high school staff participated in a professional development day. We focused on the following priorities: Habits of Mind (new character education program), focused note-taking, and inquiry strategies.

### **Athletics**

Our high school basketball season is off to an excellent start! We have been able to schedule several games and feel fortunate that we have been able to allow parents to watch. Our cheerleaders have provided much needed encouragement and entertainment at halftime. We have also hired several student videographers to work at each game to provide a live stream on YouTube. A final highlight is that Cooper, one of our 6th graders, has been the DJ for many of the games!

### **Contact Tracing Program**

Two bright juniors, Tripp and Brendon, have created a program that schools can use for contact tracing for positive COVID cases. This is an innovative project that they have started on their own and we are very excited to support this passion project.

### **Math Tutoring Program**

Despite not being able to meet in person, our math tutoring program is going strong this year. The high school has over 30 students participating in this amazing program where our high school students are matched up with elementary or middle school students to help them with their math. These students have been trained on how to host Zoom sessions and are doing the tutoring sessions fully online.

### **Semester 1 Honor Roll**

186 of our high school students made honor roll during first semester. Although we could not do an honor roll assembly we did deliver certificates to each of the classrooms to acknowledge their hard work!

### **Vex Robotics**

Last weekend, WCA's VEX Robotics teams were excited to be able to compete in their first live event on our campus! The 80550Y team won their skills-only event and qualified for the state competition! WCA hosted a skills-only event where teams were allowed on the field to complete up to 6 skill runs - 3 driver runs and 3 programmed runs. Team 80550Y won the event and team 80550X came in second place. Team 80550Z, WCA's freshman team, was able to compete after there were two team cancelations. Team 80550Z finished their robot in less than a week. It was a great accomplishment! All student competitors enjoyed the event, especially since this season has been unpredictable. The ability to compete live and in-person was a wonderful experience for WCA teams and their competitors! All WCA teams will now be preparing for their next events. In April, the VEX state competition may be an in-person event, depending on COVID-19 restrictions at the time. The VEX Worlds Competition will be a remote event and in order to participate, each team will have to compete in two remote events.

### **Executive Board Calendar**

<b>CALENDAR PREVIEW OF THE MONTH AHEAD</b>			
<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>
March 15 <sup>th</sup>	7:00 p.m.	District Board Meeting	District Building
March 18 <sup>th</sup>	3:30 p.m.	Finance Committee	Zoom

### **3.2 Executive Board Reports**

#### **4.0 Items for Information**

##### **4.1 Executive Board Communication Process**

##### **4.2 Athletic Fees**

##### **4.3 Meeting Process Changes**

#### **5.0 Items for Action**

##### **5.1 Executive Board Election Committee Liaison**

John Feyen appointed Sherry Bartmann as the Election Committee liaison.

##### **5.2 Revision of Policy CBI-R Evaluation of Executive Director—Regulation**

A motion was made to approve Policy CBI-R Evaluation of Executive Director—Regulation on first read as amended by Elaine Hungenberg and seconded by Jim Zacheis. Members voted the following: Albertsen, aye; Bartmann, aye; Hungenberg, aye; James, aye; Zacheis, aye; Feyen, aye. The motion passed unanimously.

Note: Jim Zacheis was absent for the remainder of the meeting.

### **5.3 Bylaw Revisions**

A motion was made to approve the recommended revisions to Sections 1, 2 and 5 of the Bylaws by Elaine Hungenberg and seconded by Sherry Bartmann. Members voted the following: Albertsen, aye; Bartmann, aye; Hungenberg, aye; James, aye; Feyen, aye. The motion passed unanimously.

### **5.4 Financials**

A motion was made to approve the January 2021 financials and the 990 form by Elaine Hungenberg and seconded by Donna James. Members voted the following: Albertsen, aye; Bartmann, aye; Hungenberg, aye; James, aye; Feyen, aye. The motion passed unanimously.

### **5.5 Athletic Fees**

A motion was made to table 5.5 Athletic Fees until a Special Session on March 11th by Sherry Bartmann and seconded by Donna James. Members voted the following: Albertsen, aye; Bartmann, aye; Hungenberg, aye; James, aye; Feyen, aye. The motion passed unanimously.

## **6.0 Consent Agenda**

### **6.1 Personnel**

#### ***Appointments***

- 6.1.1** Sharon Albertsen: Substitute Teacher
- 6.1.2** Chris Auten: HS Boys Basketball Assistant Coach
- 6.1.3** Jill Dodson: Substitute Teacher
- 6.1.4** Landon Smith: HS Boys Soccer Assistant Coach
- 6.1.5** Susan Triplett: HS Assistant Cheer Coach

### **6.2 First Read Policies**

- 6.2.1** Revision of Policy AC-E-2 Non-Discrimination/Equal Opportunity Complaint Form
- 6.2.2** New Policy GBI Criminal History Record Information
- 6.2.3** Revision of Policy GCBA Allowance for Experience Credit on Salary Schedule
- 6.2.4** Revision of Policy GCE/GCF-R Professional Staff Recruiting/Hiring
- 6.2.5** Revision of Policy GDE/GDF-R Support Staff Recruiting/Hiring
- 6.2.6** Revision of Policy GCIE Professional Development, First Read

### **6.3 Second Read Policies**

- 6.3.1** Revision of Policy AC-R-2 Title IX Sexual Harassment Grievance Process
- 6.3.2** Revision of Policy BBA Executive Board Powers and Responsibilities
- 6.3.3** Deletion of Policy BBAA Duties of the Executive Board
- 6.3.4** Deletion of Policy BBAB General Powers
- 6.3.5** Deletion of Policy BBAC State of Emergency
- 6.3.6** Deletion of Policy BBAD Emergency Actions
- 6.3.7** Revision of Policy BBB Executive Board Membership

- 6.3.8** Deletion of Policy BBBG Elections
  - 6.3.9** Revision of Policy BEDH Citizen Participation
  - 6.3.10** Deletion of Policy CBC Executive Sessions
  - 6.3.11** Revision of Policy GBAA Sexual Harassment
  - 6.3.12** Revision of Policy GBEB Staff Conduct and Responsibilities
  - 6.3.13** Revision of Policy JBB Sexual Harassment
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A motion to approve the Consent Agenda was made by Donna James and seconded by Elaine Hungenberg. Members voted the following: Albertsen, abstain; Bartmann, aye; Hungenberg, aye; James, aye; Feyen, aye. The motion passed unanimously.

Kevin Albertsen shared with the Board that he was taking a leave of absence as a board member.

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## **7.0 Executive Session**

There was no Executive Session at the February 2021 Executive Board meeting.

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## **8.0 Adjournment**

A motion to adjourn the February 25, 2021 Regular Session was made by Sherry Bartmann and seconded Donna James. Members voted the following: Bartmann, aye; Hungenberg, aye; James, aye; Feyen, aye. The motion passed unanimously. The motion passed unanimously. The meeting adjourned at 10:46 p.m.



# Appendix



## 1.0 January 2021 Executive Board Minutes

### 1.0 Opening of the Meeting

#### Executive Board Minutes January 28, 2021

#### 1.1 Call to Order

The meeting was called to order at 6:04 p.m.

#### 1.2 Roll Call

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

John Feyen, Executive Board President (6:13 p.m.)

Sherry Bartmann, Executive Board Vice-President

Donna James, Executive Board Treasurer

Kevin Albertsen, Executive Board Secretary

Elaine Hungenberg, Executive Board Member

Jenny Ojala, Executive Board Member

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

Rebecca Teeples, Executive Director

#### 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.

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### **1.5 Adoption of Agenda**

A motion was made to approve the January 28, 2021 Regular Session agenda, pulling 6.3.11 from the Consent Agenda and moving it to 5.5 by Elaine Hungenberg and seconded by Jenny Ojala. Members voted the following: Albertsen, aye; Bartmann, aye; Hungenberg, aye; James, aye; Ojala, aye. The motion passed unanimously.

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### **1.6 Adoption of the Minutes**

A motion to approve the minutes for the December 10, 2020 Regular Session was made by Donna James and seconded by Kevin Albertsen. Members voted the following: Albertsen, aye; Bartmann, aye; Hungenberg, aye; James, aye; Ojala, aye. The motion passed unanimously.

## **2.0 Citizen Communication**

There was 1 parent that spoke during citizen communication at the Executive Board Regular Session. Mrs. Toman shared her concerns about rising student fees for the 2021-2022 school year.

## **3.0 Reports**

### **3.1 Executive Director's Report**

#### ***System-Wide Work***

##### **Curriculum Planning**

In December, our Education Committee met for the final time for the 2020-2021 school year to recommend high school history curriculum for Executive Board approval. The Committee had very committed and diligent committee members this year, and WCA was so thankful for the time they spent reviewing curriculum materials for 8th grade & high school math, high school character education, and the high school history strand that included world history, US history, US government, and economics. Next year, the focus of the Education Committee will be the review of curriculum materials for English language arts for grades K-12, high school sociology, and possibly high school science.

##### **AVID Work**

The leadership team is in the process of setting goals for K-12 AVID implementation for the second semester. Its three focus areas include inquiry-based teaching and learning, collaboration, and the MS & HS AVID elective.

Principals are working with their AVID Site Teams to establish action steps to take in their buildings that will bring WCA closer to meeting its goals systemwide.

### **Parent Information Webinars**

In December, WCA held its High School Parent Information Webinar for all 8th grade families who were transitioning to high school next year. WCA had good attendance at this meeting; for those who registered there was nearly 100% attendance. On January 12th and 13th, WCA hosted its elementary school and middle school Parent Information webinar, respectively. Although WCA is unable to do these events in-person, it is encouraged by the attendance for its online events.

### **French Toast Online Store**

Several years ago, French Toast launched an online store for Windsor Charter Academy families to purchase uniforms. Our dress code policy has evolved and the store was very outdated. Our Communications Manager worked with the elementary and middle school staff to make sure the new online store fits with our current dress code policy. French Toast also sent an embroidery proof for families who wish to have our logo embroidered on their polo shirts. WCA is excited to launch this store and have it available to our families, especially new families who will be new to our school next year.

### **Board Election Process**

In February, we will begin another round of Board elections. After meeting with the Board Election Committee, and members of the Executive Board, a more streamlined approach to the election process was developed. This new process will be put in place in just a few weeks.

### **Facilities Maintenance**

Because the winter recess affords us time across both campuses with limited traffic, the Facilities Department undertook several activities. First and always is the team's focus to deliver a sustained execution of CoVid-19 cleaning, along with organizational standards of cleanliness both in and out of session. During the break, the facilities custodial team members took the opportunity to perform their annual deep cleaning over the break, as well as carpet cleaning across both campuses. Floorcare at both sites this year was of extra importance due to the extra time and eating in classrooms from CoVid-19 operations and traffic patterns in the schools.

The maintenance staff of the Facilities Department completed work orders within its system, along with the execution of larger projects that included touch up paintings and the painting of accent walls in the high school. Winter fertilization of select grass areas across our campus occurred. Additionally, a drop-down power receptacle in MSHS Kitchen was installed for the Food Service Department.

## **Elementary School SAC Survey Results**



Teachers and administration worked collaboratively to identify celebrations and priority challenges based on the teacher and parent surveys. Action items were created to support the goals. The staff will be refining these plans with the SAC in the upcoming weeks.

### **Mid-Year Data Digs**

Administration and teachers analyzed mid-year benchmark math data to monitor student growth and achievement. Teachers used the data to guide instruction for the remainder of the year.

## ***Middle School***

### **Course Registration**

The middle school counselor, administrators, and teachers are meeting with all students regarding the course registration process for the 2021-2022 school year. Students are excited to already begin thinking about next year. The registration process leads to our master schedule and staffing for next year. The staff also reviewed all of the procedures outlined in the course catalog, making relevant updates.

### **Grit Survey**

Grit is passion and perseverance for long-term and meaningful goals. It is the ability to persist in something you feel passionate about and persevere when you face obstacles. Eighth-grade students had the opportunity to take a grit survey as a step in preparing for high school. Teachers will be meeting with students to help students reflect on their current amount of grit and things they can do to help improve it through a growth mindset and effort.

### **SAC Survey Results**

Teachers and administrators collaboratively identified celebrations, priority challenges, and action steps based on the SAC surveys that were administered to students, parents and teachers in December. Administration will be refining these plans with the SAC in the upcoming weeks. The staff look forward to putting these plans into action to make WCA an even better place for students to learn and staff to work.

### **Interventions for Students During Remote Learning**

The staff are continuing to focus on extra support and interventions for all of their students through the changes to our instructional model due to the pandemic. Staff are continuing our academic support after school on Tuesdays and Thursdays. Teachers are scheduling time to meet with students based on specific needs on Wednesdays.

## ***High School***

### **End of Semester 1**

Staff celebrated that they successfully completed the first semester! 92% of their students passed all of their courses which is a testament of the dedication to their staff, parents, and students during this unusual semester.

### Course Registration

The high school has kicked off our course registration for the 2021-22 school year. The Administration has presented in all 8<sup>th</sup> through 11<sup>th</sup> grade classrooms and hosted a parent registration night for incoming freshman. In future weeks, the Administration will meet with all students individually to ensure correct course placement and progress towards their graduation requirements.

### Executive Board Calendar

CALENDAR PREVIEW OF THE MONTH AHEAD			
Date	Time	Event	Location
February 8 <sup>th</sup>	3:45 p.m.	School Accountability	Zoom
February 18 <sup>th</sup>	3:30 p.m.	Finance Committee	Zoom
February 22 <sup>nd</sup>	3:45 p.m.	School Accountability	Zoom

### 3.2 Executive Board Reports

#### 4.0 Items for Information

#### 4.4 Election Review Process

#### 4.5 Executive Board Goals from Annual Stakeholder Plan

#### 4.6 Executive Board Procedures

#### 5.0 Items for Action

#### 5.1 Student Fees

A motion was made to approve the middle school student fees as amended, as well as the athletic and high school gate fees for the 2021-2022 school year by Donna James and seconded by Elaine Hungenberg. Members voted the following: Albertsen, aye; Bartmann, nay; Hungenberg, aye; James, aye; Ojala, aye; Feyen, aye. The motion passed.

#### 5.2 Annual Notification of Board Meetings per Policy BEDA

A motion was made to have board meetings held in the HS Commons for 2021 meetings by Donna James and seconded by Jenny Ojala. Members voted the following: Albertsen, aye; Bartmann, aye; Hungenberg, aye; James, aye; Ojala, aye; Feyen, aye. The motion passed unanimously.

#### 5.3 Charter League Membership

A motion was made to renew and foster an ongoing partnership with the Colorado League of Charter Schools by Elaine Hungenberg and seconded by Jenny Ojala.

Members voted the following: Albertsen, aye; Bartmann, nay; Hungenberg, aye; James, aye; Ojala, aye; Feyen, aye. The motion passed.

#### **5.4 Bylaw Revisions**

A motion was made to approve the recommended revisions to the Bylaws by Donna James and seconded by Elaine Hungenberg. Members voted the following: Albertsen, aye; Bartmann, aye; Hungenberg, aye; James, aye; Ojala, aye; Feyen, aye. The motion passed unanimously.

#### **5.5 Policy CBI-R Evaluation of Executive Director, First Read**

A motion was made to table Policy CBI-R Evaluation of Executive Director on first read by Elaine Hungenberg and seconded by Donna James. Members voted the following: Albertsen, aye; Bartmann, aye; Hungenberg, aye; James, aye; Ojala, aye; Feyen, aye. The motion passed unanimously.

### **6.0 Consent Agenda**

#### **6.1 Personnel**

##### ***Resignations***

**6.3.14** Johnnie Derrera, Facilities Staff

#### **6.4 Financials**

**6.4.1** November 2020 Financials

**6.4.2** December 2020 Financials

#### **6.5 First Read Policies**

**6.5.1** Revision of Policy AC-R-2 Title IX Sexual Harassment Grievance Process

**6.5.2** Revision of Policy BBA Executive Board Powers and Responsibilities

**6.5.3** Deletion of Policy BBAA Duties of the Executive Board

**6.5.4** Deletion of Policy BBAB General Powers

**6.5.5** Deletion of Policy BBAC State of Emergency

**6.5.6** Deletion of Policy BBAD Emergency Actions

**6.5.7** Revision of Policy BBB Executive Board Membership

**6.5.8** Deletion of Policy BBBG Elections

**6.5.9** Revision of Policy BEDH Citizen Participation

**6.5.10** Deletion of Policy CBC Executive Sessions

**6.5.11** Revision of Policy GBAA Sexual Harassment

**6.5.12** Revision of Policy GBEB Staff Conduct and Responsibilities

**6.5.13** Revision of Policy JBB Sexual Harassment

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

## **7.0 Executive Session**

There was no Executive Session at the January 2021 Executive Board meeting.

## **8.0 Adjournment**

A motion to adjourn the January 28, 2021 Regular Session was made by Jenny Ojala and seconded Sherry Bartmann. Members voted the following: Albertsen, aye; Bartmann, aye; Hungenberg, aye; James, aye; Ojala, aye; Feyen, aye. The motion passed unanimously. The motion passed unanimously. The meeting adjourned at 11:11 p.m.



## 2.0 First Read Policies



**3.0 Second Read Policies**



## **4.0 Bylaw Revisions**



**5.0 Financials**