

# Windsor



## CHARTER ACADEMY

GROWING LIFE-LONG LEARNERS

**January Regular Session**  
January 27, 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*

January 27, 2022  
Regular Session @ 6:00 p.m.

## Executive Board

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

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

## Agenda

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

## VISION STATEMENT

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

## MISSION STATEMENT

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



## MINUTES TO BE APPROVED AT THE FEBRUARY 2022 REGULAR SESSION

### Executive Board Minutes January 27, 2021

#### 1.0 Opening of the Meeting

##### 1.1 Call to Order

The meeting was called to order at 6:19 p.m.

##### 1.2 Roll Call

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

John Feyen, Executive Board President (Remote)  
Sherry Bartmann, Executive Board Vice-President  
Elaine Hungenberg, Executive Board Secretary  
Jenny Ojala, Executive Board Member (Remote at 7:50 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

The motion was made to approve the January 27, 2022 Regular Session agenda by Carolyn Mader and seconded by Elaine Hungenberg. Members voted the following: Bartmann, aye; Hungenberg, aye; Mader, aye; Feyen, aye. The motion passed unanimously.

##### 1.6 Adoption of the Minutes

A motion to approve the minutes for the December 16, 2021 Regular Session Regular Session was made by Elaine Hungenberg and seconded by Carolyn Mader. Members voted the following: Bartmann, aye; Hungenberg, aye; Mader, aye; Feyen, aye. The motion passed unanimously.

## 2.0 Citizen Communication

There were no stakeholders spoke during citizen communication at the Executive Board Regular Session.

## 3.0 Reports

### 3.1 Executive Director's Report

#### Professional Development

On January 3rd, all elementary, middle and high school teachers, as well as specials teachers, interventionists, and elective teachers participated in our second K-12 AVID professional development session. The topic of the training was on how to foster collaborative, highly engaged classrooms. This professional development session supported one of our AVID goals by strengthening our teachers' understanding of the importance of increasing collaboration and engagement to support student achievement. Teachers engaged in collaborative discussions focused on classroom environment, learning routines, structuring student talk and increasing participation ratio & engagement. At the conclusion of the training, each teacher set a professional growth goal tied to collaboration for the second semester.

**Prospective Parent Webinars:** December and January are key enrollment marketing months for WCA! In December, 8th grade families and those who were accepted/waitlisted for the 2022-23 school year were invited to attend our HS Parent Information Webinar. On January 11th, WCA hosted a webinar for our elementary school waitlist families, and on January 13th WCA hosted another webinar for middle school families (current WCA 5th graders and accepted/waitlisted middle schoolers). Below is the webinar attendance for each school (number of attendees include presenters):

- HS Parent Information Webinar: 71 registrants, 78 attendees
- ES Parent Information Webinar: 118 registrants, 82 attendees
- MS Parent Information Webinar: 100 registrants, 108 attendees

**Parent Tours:** In the months of December and January, WCA also had a high number of in-person school tours. The number of tours for each school were as follows:

- Elementary School
  - December Tour: 17 families
  - January Tour: 27 families
- Middle School
  - December Tour: 6 families
  - January Tour: 3 families
- High School
  - December Tour: 2 families
  - January Tour: 4 families

On January 19th, WCA hosted a HS Registration Night for current 8th grade families and those who were accepted/waitlisted for high school for the 2022-23 school year. As of January 14th, there were 44 families registered for that webinar.

**Weld RE-4/WCA Communication Plan for Bond Initiative:** After the November election, a committee was formed to identify key take-aways from the outcome of the bond initiative. One of those take-aways was to make major improvements to the communications strategy for the upcoming election. Sara Sanders met with Katie Messerli, the new communications manager for the District, to develop a communications plan. This plan includes monthly "themes" that will be addressed, including: detailed information on bond funding and financial transparency, charter school facts, board and administrative

spotlights, community engagement, teacher/staff spotlights, voter registration, etc. In the month of February, the District will be sending out information on charter school facts and the charter school authorization process. WCA will provide support material, derived from our new [Facts About Charter School](#) webpage. In an effort to streamline communication, Sara Sanders and Katie Messerli will work closely to send out streamlined communication that support the bond initiative and fact-based information about schools.

**Charter School Fact Webpage:** As part of our joint communication plan with Weld RE-4, WCA launched a new webpage called [Facts About Charter Schools](#) (under our "About" tab). The goal of the webpage is to dispel misinformation about charter schools in general and also provide fact-based information around operations, governance, funding, and financial transparency.

**Charter School Advocacy:** In addition to the page above, WCA also added a [Charter School Advocacy](#) webpage on our "Engage" tab. This is a direct link to the Colorado League of Charter Schools' ACT Advocacy Network.

### **Facilities Work Over Winter Break**

During the winter break, the Facilities Department launched into larger projects and tasks. This included carpet installation at the elementary school, along with floor care at both sites (carpet cleaning along with spray buffing hard floors areas), painting, detail cleaning.

**Reunification Process:** Cody Mason, Heath Boyes and Ricky Wagner are in the process of coming up with a reunification process in the case of an emergency. All staff will participate in a simulation on March 28<sup>th</sup>. There will be representatives from the District and from the police and fire departments. This simulation will strengthen our crises processes.

**Building access for Windsor PD:** All Windsor Police Department officers now have a prox card assigned to them. This will allow officers access into our buildings in the case of an emergency/lockdown.

### **Staff Mid-Year Evaluations:**

As part of the evaluation process, all staff are reflecting on the professional goals prior to meeting with their administrators or supervisors for mid-year evaluations. In order to support school wide goals, all certified staff have created goals around increasing academic growth in math and reading as well as implementing AVID inquiry and collaboration in the classrooms. Teachers also reflect on the mid-year data and discuss their plan for ensuring all students meet grade level expectations in math and reading.

### **Elementary School**

A wide variety of work and activities occurred during the last month. The following outline highlights of this work:

- **Battle of the Books:** Battle of the Books began at the beginning of second semester. This fun, Family Feud-style competition where teams of students compete against peer schools to test their knowledge of a selection of books. Fourth and fifth grade students will read and practice throughout the year and compete in a final competition in May.
- **Tutoring:** The elementary school has started a tutoring program this semester in the areas of math and reading to help ensure student success. Three WCA teachers have graciously offered to facilitate small groups of students in grades two through four.

### **Middle School**

A wide variety of work and activities occurred during the last month. The following outline highlights of this work:

- **Mid-Year Data:** Parents and guardians received mid-year data reports showing students growth from beginning to middle of the year as well as their level of proficiency towards grade level standards.

### **High School**

A wide variety of work and activities occurred during the last month. The following outline highlights of this work:

- **PSAT/SAT Practice Testing:** All 9th-11th graders did another round of practice tests. WCA was excited to see that most of our students showed growth between the fall and winter tests. Students will take the PSAT and SAT tests in April.
- **AVID Tutors:** WCA was excited to be able to utilize the talents of our students to help with our AVID program. The high school has hired several juniors and seniors to be AVID tutors for our middle school and high school AVID electives. These AVID tutors help with the tutorials that are required for the course. Mrs. Thornhill has trained all of them in the process and they are starting this week in the classrooms.
- **2022-23 Registration:** The high school advising/counseling staff have visited all 8th-11th grade classrooms and presented about the 2022-23 registration process.
- **Athletics Update:** Both basketball teams started out their season playing at the Front Range Baptist and University tournaments, which provided our student athletes with some great early season CHSAA competition! HS Boys' Basketball is currently 5-4 overall. HS Girls' Basketball is currently 4-4 overall. League playoffs will be February 17-19th. The WCA cheer team will be performing as an exhibition entry at the Sweetheart Blast on February 12th. They are making progress in their fundraising efforts for their competition mats and providing great opportunities for our ES students at their regular mini-cheer clinics.

### Executive Board Calendar

CALENDAR PREVIEW OF THE MONTH AHEAD			
Date	Time	Event	Location
January 28 <sup>th</sup>	8:15 a.m.	Coffee with Leadership	MS Media Center
February 7 <sup>th</sup>	3:45 p.m.	School Accountability Committee	HS Conference Room
February 16 <sup>th</sup>	3:45 p.m.	Finance Committee	HS Conference Room
February 24 <sup>th</sup>	6:00 p.m.	Executive Board Meeting	HS Commons
February 25 <sup>th</sup>	8:15 a.m.	Coffee with Leadership	MS Media Center

### 3.2 Executive Board Reports

- 3.2.1 John Feyen: John attended the District board meeting this month.
- 3.2.2 Carolyn Mader: Carolyn participated in the School and Student Safety Committee meeting. The Committee reviewed upcoming webinars that have been organized for parents that range in topics from character education to combatting pornography.
- 3.2.3 Sherry Bartmann: Sherry attending the District board meeting virtually.

## 4.0 Items for Information

### 4.1 Student Grant Opportunities

### 4.2 Executive Board Elections

## 5.0 Items for Action

### 5.1 Designation of Official Posting Notice Location

A motion to approve the elementary and middle school lobbies as the official posting notice location was made by Elaine Hungenberg and seconded by Carolyn Mader. Members voted the following: Bartmann, aye; Hungenberg, aye; Mader, aye; Feyen, aye. The motion passed unanimously.

### 5.2 2022-2023 Calendar

A motion to approve the 2022-2023 calendar as presented was made by Elaine Hungenberg and seconded by Carolyn Mader.

Discussions occurred about the concern around the early start date. The Board discussed stakeholder survey results and also historical context around concerns. The Board also discussed possible next steps with the District on a waiver around calendar requirements outlined in the Charter.

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

### **5.3 2021-2022 Amended Budget**

A motion to approve the 2021-2022 amended budget on second read was made by Carolyn Mader and seconded by Elaine Hungenberg. Members voted the following: Bartmann, aye; Hungenberg, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously.

## **6.0 Consent Agenda**

### **6.1 Personnel**

- 6.1.A Appointments
  - 6.1.A.1 Kristena Starck: Substitute Teacher
  - 6.1.A.2 Amy Wood: Substitute Teacher
- 6.1.B Terminations/Resignations
  - 6.1.B.1 Kathleen Cody: Food Services
  - 6.1.B.2 Linda Jerome: Substitute Teacher

### **6.2 First Read Policies**

- 6.2.A Policy IKF Graduation Requirements
- 6.2.B Policy JKD JKE Suspension and Expulsion
- 6.2.C Policy JKD JKE-R Suspension and Expulsion—Regulation

### **6.3 Second Read Policies**

- 6.3.A Policy EJ-R Service Animals—Regulation

### **6.4 Financials**

- 6.4.A November Financials
- 6.4.B December Financials

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

## **7.0 Executive Board-Pulled Consent Agenda Items**

## **8.0 Membership-Pulled Consent Agenda Items**

## **9.0 Executive Session**

Carolyn Mader made a motion to enter into Executive Session. The following reason was given:

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

Carolyn amended her motion with the same citation, but extended an invitation to Dr. Teeple and Director Seilbach to join the Executive Board. Elaine Hungenberg seconded the motion. Members voted the following: Bartmann, aye; Hungenberg, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously.

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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)

The Executive Board exited Executive Session at 9:17 p.m. and entered Regular Session at 9:18 p.m.

## **10.0 Adjournment**

A motion to adjourn the January 27, 2021 Regular Session was made by Elaine Hungenberg and seconded by John Feyen. Members voted the following: Bartmann, aye; Hungenberg, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously. The meeting adjourned at 9:18 p.m..





# Appendix



## 1.0 December 16, 2021 Executive Board Regular Session Minutes

### December 16, 2021

#### 1.1 Call to Order

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

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#### 1.2 Roll Call

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

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

##### **Staff Present**

Rebecca Teeples, Executive Director  
SarahGennie Colazio, Director of Finance & HR  
Hannah Mancina, Director of High School Education

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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

The motion was made to approve the December 16, 2021 Regular Session agenda by Donna James and seconded by Elaine Hungenberg. Members voted the following: Bartmann, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously.

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#### 1.6 Adoption of the Minutes

A motion to approve the minutes for the November 18, 2021 Regular Session was made by Sherry Bartmann and seconded by Elaine Hungenberg. Members voted the following: Bartmann, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously.

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## 2.0 Citizen Communication

Two stakeholders spoke during citizen communication at the Executive Board Regular Session.

Marcus McCutchen expressed his support for gate fees at WCA. Athletics is an important part of our school and to be able to grow our program, we need to be able to charge gate fees.

Adrienne Jacobs expressed her support for gate fees at WCA. All her students have participated in sports and all schools have charged gate fees. We want to retain athletes at WCA; we missed out on revenue this year from not charging fees. We can maintain positive culture by providing family and student passes.

## 3.0 Reports

### 3.1 Executive Director's Report

#### Curriculum Adoption

The Director of Curriculum, Instruction & Innovation worked with the Education Committee to review and recommend curriculum. The work of our Education Committee has been completed for this school year. The committee met three times in the fall to determine recommendations to the Board for a new English Language Arts (ELA) curriculum for the elementary school, middle school and high school. The process began in January 2021 when each building administrator organized a curriculum review team made up of teachers, an instructional coach, and administration to learn about a number of standards-based ELA programs. 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 team compiled both quantitative and qualitative data, presented their findings, and made a recommendation to the members of the Education Committee for ELA curriculum adoption. Members of the committee reviewed the ELA curriculum and finalized the following program recommendations for Board approval:

- ES: Houghton Mifflin *Into Reading*
- MS & HS: McGraw Hill *StudySync*

In January 2022, middle and high school administrators will begin the same curriculum review process in preparation for the Education Committee in the fall of the 2022-2023 school year. Teams from both schools will be reviewing science curriculum.

#### Parent Information Nights

Enrollment season is upon us! On December 7th, WCA hosted a High School Parent Information Night for all current 8th grade families, as well as families who are currently enrolled or waitlisted for the 2022-2023 school year. Mrs. Mancina and Mrs. Dellanini did a wonderful job during the presentation! On January 11th and 12th, we will host the elementary school and middle school parent nights, respectively. All events will be held via Zoom. We have several marketing and outreach efforts for this event, including email drip campaigns to 5th and 8th grade families, printed flyers, and Facebook posts/ads. Our in-person school tours were also well attended for the month of December!

#### Elementary School

A wide variety of work and activities occurred during the last month. The following outline highlights of this work:

- **Weld County Food Drive**  
The Student Council helped to orchestrate a very successful canned food drive for the Weld County food bank during the week of November 15th. Students donated 1,406 pounds of non-perishable items, enough to fill 35 boxes.
- **Sweets with Santa**

The PTC hosted an exciting evening on December 3rd filled with delicious treats, games, Santa pictures, and even snowball fights. Families had a wonderful, festive time ringing in the holiday season and had the opportunity to start in on some Christmas shopping at the Scholastic Book Fair.

**Middle School**

A wide variety of work and activities occurred during the last month. The following outline highlights of this work:

- **Firebird on Fire Assembly**  
During our quarterly assembly, the boys' basketball teams who had undefeated seasons and our A team who won the NCIL championship were honored. Students enjoyed a teaser for the middle school musical, *The Grunch*. The holiday performance by the band and choir ended with all school caroling. Students were surprised by a special visit from Buddy the Elf.
- **The Grunch**  
The middle school theatre club had 2 performances on December 4th of the musical, *The Grunch*, a spinoff of the classic Christmas tale *The Grinch Who Stole Christmas*. Families were amazed by the incredible talent of our students.

**High School**

A wide variety of work and activities occurred during the last month. The following outline highlights of this work:

- **All State Choir:** Congratulations to Kateri Overton, Sarah Willenbrecht, and Leigh Orwick for making All State Choir this year!
- **Class of 2022 Celebrations:** 100% of our seniors have applied to at least one college! We are now in the process of collecting their acceptance letters so we can display them in our buildings. Additionally, we had our annual senior capstone night. All of our seniors built a website that highlighted coursework they are proud of, activities list, personal essays, and more. They also created boards that included questions that parents could ask them about their post-secondary plans. Nine of our seniors took the initiative to do an extra presentation to earn a graduation distinction as well.
- **Spirit Nights:** We have started hosting monthly spirit nights for our high school students. We wanted to continue the school spirit and culture from Homecoming so we have hosted two of these nights so far. Students can come and play dodgeball, spikeball, volleyball, and more. We have had about 75 students attend each time.

**Executive Board Calendar**

CALENDAR PREVIEW OF THE MONTH AHEAD			
Date	Time	Event	Location
January 12 <sup>th</sup>	3:45 p.m.	Safety Committee	Zoom
January 19 <sup>th</sup>	3:45 p.m.	Finance Committee	HS Conference Room
January 27 <sup>th</sup>	6:00 p.m.	Executive Board Meeting	HS Commons
January 28 <sup>th</sup>	8:15 a.m.	Coffee with Leadership	MS Media Center

**Discussion on the 2022-23 Calendar**

Dr. Teeple's shared the calendar survey results. Several board members (Ojala and Bartmann) would still like to pursue a later start date and that the survey was unclear. They feel like there are more parents who would prefer a later start date. James and Hungenberg thought that survey did have accurate data and didn't want to put pressure on the administration to finish this calendar for next year. Jenny Ojala motioned to send out another survey for follow up that includes options 1, 2, and 4 with option 2 setting a fall start date of August 23<sup>rd</sup> or later. Seconded by Elaine Hungenberg. Members

voted the following: Bartmann, aye; Hungenberg, nay; James, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed 5-1.

### **3.3 Executive Board Reports**

- President Feyen attended District board meetings, as well as monthly evaluation meetings with the Executive Director.
- Mrs. Bartmann: Attended district board meetings as well as Coffee with Leadership. She attended Senior Capstone Night and participated in the Ad Hoc Calendar Committee meeting.
- Mrs. James attended the Senior Capstone Night and this month's Finance Committee meeting.
- Mrs. Hungenberg attended Sweets with Santa with her family.
- Mrs. Mader enjoyed attending the high school girls' basketball games. She also participated in the Safety Committee.

## **4.0 Items for Information**

### **4.1 High School VEX Robotics Out-of-State National Competition & Trip**

## **5.0 Items for Action**

### **5.1 High School VEX Robotics Out-of-State National Competition & Trip**

A motion to approve the high school VEX Robotics out-of-state national competition and trip was made by Elaine Hungenberg and seconded by Donna James. Members voted the following: Bartmann, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously.

### **5.2 2021-2022 Amended Budget**

There was a discussion on the projected net surplus that included another passenger van, stipends, curriculum, or health & safety equipment. A motion to approve the 2021-2022 amended budget was made by Donna James and seconded by Jenny Ojala. Members voted the following: Bartmann, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously.

### **5.3 Elementary School English Language Arts Textbook Adoption**

A motion to approve Houghton Mifflin *Into Reading*, based on the recommendation of the Education Committee, was made by Elaine Hungenberg and seconded by Jenny Ojala. Members voted the following: Bartmann, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously.

### **5.4 Middle School English Language Arts Textbook Adoption**

A motion to approve McGraw Hill *Study Sync*, based on the recommendation of the Education Committee, was made by Elaine Hungenberg and seconded by Jenny Ojala. Members voted the following: Bartmann, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously.

### **5.5 High School English Language Arts Textbook Adoption**

A motion to approve McGraw Hill *Study Sync*, based on the recommendation of the Education Committee, was made by Elaine Hungenberg and seconded by Jenny Ojala. Members voted the following: Bartmann, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously.

### **5.6 2022-2023 Elementary School Student Fees**

The Executive Director shared the process for determining fees. A cost analysis occurred for each club or elective based on resources. All stipends for clubs will be covered under salaries for the 2022-2023 school year and will not be part of determining factors for fees. A motion to approve the 2022-2023 elementary school student fees was made by Donna James and seconded by Jenny Ojala. Members

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

### **5.7 2022-2023 Middle School Student Fees**

Mrs. Bartmann asked about the supplies for a quarter class versus a semester class. She asked for additional clarification on determination for Chromebook fees and how the process differs for high school. She asked questions about athletic costs for a shorter season. Mrs. Hungenberg proposed a communication plan once these are approved. A motion to approve the 2022-2023 middle school student fees was made by Donna James and seconded by Carolyn Mader. Members voted the following: Bartmann, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously.

### **5.8 2022-2023 High School Student Fees**

Parents Marcus McCutchen and Carol Vaughn spoke in support of the gate fees to the Executive Board. Mrs. Hungenberg proposed that the students do not have to pay. Several board members spoke about the importance in continuing the work of building school culture. Mrs. Bartmann had questions about specific electives. There were concerns about the course being taught differently with different materials but the same fee. The Executive Director outlined the work the schools are doing to help ensure equity. A motion to approve the 2022-2023 high school student fees was made with the following amendments on the gate fees—WCA students are free and non-WCA students and seniors are \$3 by Hungenberg and seconded by Ojala. Members voted the following: Bartmann, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously.

## **6.0 Consent Agenda**

### **6.1 Personnel**

- 6.1.1 Appointments
  - 6.1.1.1 Connie Jo Brown: Classified Substitute
  - 6.1.1.2 Randall Brown: Classified Substitute
  - 6.1.1.3 Anna Bumford: MS Assistant Musical Director
  - 6.1.1.4 Shannon Davis: Certified Substitute
  - 6.1.1.5 Jeannine Davison: Director of Food Services
  - 6.1.1.6 Deonn DeVore: Classified Substitute
  - 6.1.1.7 Heather Duhon: Certified Substitute
  - 6.1.1.8 Jennifer Little: Certified Substitute
  - 6.1.1.9 Sara Lynch: MS Teacher
  - 6.1.1.10 Darin Otte: MS Girls Soccer Head Coach
  - 6.1.1.11 Taylor Palazzolo: MS Girls Volleyball Assistant Coach
  - 6.1.1.12 Bonnie Scherr: Certified Substitute
  - 6.1.1.13 Kayla Swartz: Certified Substitute
- 6.1.2 Terminations/Resignations
  - 6.1.2.1 Veronica Adams: ES Teacher
  - 6.1.2.2 Maria Andress: Paraprofessional
  - 6.1.2.3 Ross Torrez: Food Service

### **6.2 First Read Policies**

- 6.2.1 Policy EJ-R Service Animals—Regulation

### **6.3 Second Read Policies**

- 6.3.1 Policy GBEB Staff Conduct and Responsibilities
- 6.3.2 Policy GCE/GCF-R Professional Staff Recruiting/Hiring
- 6.3.3 Policy GCQC/GCQD-R Resignation of Instructional Staff/Administrative Staff
- 6.3.4 Policy GDQD Discipline, Suspension and Dismissal of Support Staff
- 6.3.5 Policy GDE/GCF-R Support Staff Recruiting/Hiring

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A motion was made to pull Policy GBEB Staff Conduct and Responsibilities and add it as agenda item 7.1 and approve the amended Consent Agenda by Sherry Bartmann and seconded by Donna James.

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

## **7.0 Executive Board-Pulled Consent Agenda Items**

### **7.1 Policy GBEB Staff Conduct and Responsibilities**

Elaine Hungenberg had a question about the lack of focus on social media in the policy. Clarification occurred that outlined that other policies on social media exist that address staff conduct expectations. A motion was made to approve the Policy GBEB Staff Conduct and Responsibilities by Elaine Hungenberg and seconded by Donna James. Members voted the following: Bartmann, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously.

## **8.0 Membership-Pulled Consent Agenda Items**

## **9.0 Executive Session**

A motion was made to enter into Executive Session by Carolyn Mader and seconded by Elaine Hungenberg. The following citations were listed:

- Discuss security arrangements or investigations, C.R.S. §24-6-402(4)(d)
- 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)
- Discuss individual students where public disclosure would adversely affect the person or persons involved, C.R.S. §24-6-402(4)(h)

The Executive Board entered Executive Session at 9:18 p.m. They exited Executive Session and entered Regular Session at 11:10 p.m.

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

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

16. Discuss individual students where public disclosure would adversely affect the person or persons involved, C.R.S. §24-6-402(4)(h)

## **10.0 Adjournment**

A motion to adjourn the December 16, 2021 Regular Session was made by Elaine Hungenberg and seconded by Donna James. Members voted the following: Bartmann, aye; Hungenberg, aye; James, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously. The meeting adjourned at 11:10 p.m.





**2.0**    **2022-2023 Calendar**

July 2022						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August 2022						
S	M	T	W	T	F	S
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

September 2022						
S	M	T	W	T	F	S
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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
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March 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

October 2022						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

November 2022						
S	M	T	W	T	F	S
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2023						
S	M	T	W	T	F	S
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

December 2022						
S	M	T	W	T	F	S
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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2023						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

### JULY

28 New Teachers Report

### AUGUST

3 Teachers Report

9 1st Day of School for K, 6, & 9 Students

10 1st Day of School for All Other Students

### SEPTEMBER

5 No School/Labor Day

### OCTOBER

7 End of 1st Quarter

7 No School/Professional Development

31 No School/Conference Comp. Day

### NOVEMBER

1 No School / Professional Development

21-25 No School/Fall Break

### DECEMBER

16 End of 2nd Quarter/End of 1st Semester

16 No School/Professional Development

21-31 No School/Winter Break

### JANUARY

2 No School/Professional Development

16 No School/Martin Luther King, Jr. Day

### FEBRUARY

17 No School/Conference Comp. Day

20 No School/President's Day

### MARCH

10 End of 3rd Quarter

10 No School/Professional Development

27-31 No School/Spring Break

### APRIL






28 No School/Professional Development

### MAY

18 End of 4th Quarter/End of 2nd Semester

18 Last Day of School/Release at 11:30 a.m.

19-23 No School/Professional Development

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



**3.0 2021-2022 Amended Budget**

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## 2021-2022 Amended Budget Summary

### Revenue Increases \$485,582

- \$20,990 PPR due to additional 1.5 student FTE
- \$34,027 Additional Church rental agreement
- \$63,000 Air Quality Improvement Grant for HEPA units and filters
- \$43,000 additional HVAC unit reimbursement approved from Insurance
- \$6,694 Capital Construction
- \$309,990 Food Service emergency feeding program increases
- \$7,882 Read Act Revenue

### Expenditure Increases \$493,959

- \$63,000 Air Quality Grant expenses
- \$43,000 HVAC Repair expenses
- \$309,990 Food Service Emergency feeding program expenses
- \$17,000 Athletics Budget Deficit
- \$35,642 Special Ed Cost Adjustment per District
- \$327 Facilities Supplies
- \$25,000 Passenger Bus

Our projected net surplus is \$179,436. This is \$24,336 above our required debt service coverage of \$155,100 (adjusted for the revised debt service for 21-22)

By state statute we are not able to exceed budgeted expenditures, so when additional revenues are expected with matching expenditures, we must amend the budget.

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## December 2021 Financial Highlights

As of December 31, 2021, we are 6 months through the year, revenues and expenditures should be approximately 50% of budget

- **Total GF Revenue is \$7,272,881 (48.71%)**
  - Fees collection is at 98.7%
  - PPR is at expected
- **Total GF Expenses are \$6,887,737 (46.7%)**
  - Expenses are running at expected
  - Insurance, curriculum, testing are front loaded
- **Balance Sheet Notes**

- GF Checking Account Balance: \$ 1,619,238
  - Health Insurance Checking Balance: \$587,952
  - COLOTRUST Investment Balance: \$2,172,946
  - FirstBank Savings: \$ 751,714
  - SF Checking Account Balance: \$ 228,795
- **As of 12/31/21~ Days Cash on Hand: 148**
  - **Check-Debit Register Notes (Reviewed monthly in detail by FC)**
    - Checks in the 1000 range are general fund
    - Checks in the 10111 range are actual medical costs
    - Checks in the 90000 range are student fund
    - Issuances beginning with a date (22821111) are auto pays or debits
      - American Fidelity, UMR, Delta, Lincoln, Eyemed, OptumRX are benefit related
      - CBIZ, PERA, Voya, Security Benefit represent payroll items

**Windsor Charter Academy Budget**

General Fund

PPR Base

FTE

Original Budget 2021-2022	Amended Budget 2021-2022
\$ 8,395.71	\$ 8,395.71
1499.0	1501.5

PPR	\$ 12,585,175	\$ 12,606,165	\$ 20,990
Mill Levy 2007	\$ 90,000	\$ 90,000	\$ -
Mill Levy 2016	\$ 462,614	\$ 462,614	\$ -
Interest	\$ 10,000	\$ 10,000	\$ -
Student Fees	\$ 77,348	\$ 77,348	\$ -
Building Rental	\$ 36,000	\$ 70,027	\$ 34,027
Donations/Fundraising (Bingo, Gala, Walkathon)	\$ 50,000	\$ 50,000	\$ -
Other (CC cash back, collections)	\$ 3,231	\$ 109,231	\$ 106,000
Capital Construction	\$ 437,708	\$ 444,402	\$ 6,694
Food Service Revenue	\$ 489,010	\$ 799,000	\$ 309,990
O&G revenue from Building Corp	\$ 10,000	\$ 10,000	\$ -
Title II Grant Revenue	\$ 15,000	\$ 15,000	\$ -
Title IV Grant Revenue	\$ 4,000	\$ 4,000	\$ -
Insurance Claim	\$ -	\$ -	\$ -
ESSER Funds	\$ 167,504	\$ 167,504	\$ -
READ Act Grant Revenue	\$ 8,000	\$ 15,882	\$ 7,882
<b>Total Revenues</b>	<b>\$ 14,445,590</b>	<b>\$ 14,931,173</b>	<b>\$ 485,583</b>
Use of Reserves/COVID Carryover			
<b>Total Revenues and Reserves</b>	<b>\$ 14,445,590</b>	<b>\$ 14,931,173</b>	<b>\$ 485,582</b>
<b>Expenditures</b>			
Salaries Total	\$ 7,229,753	\$ 7,229,753	
Benefits Total	\$ 2,716,514	\$ 2,716,514	
Purchased & Technical Services Total	\$ 61,256	\$ 61,256	\$ -
Facilities & Property Services Total	\$ 1,903,103	\$ 2,009,103	\$ 106,000
Other Purchased Services Total	\$ 1,700,825	\$ 2,046,784	\$ 345,959
Educational Supplies & Materials Total	\$ 357,853	\$ 357,853	\$ -
Total Property/Equipment	\$ 217,233	\$ 242,676	\$ 35,000
Other Total	\$ 71,241	\$ 86,356	\$ 17,000
<b>Total Expenditures</b>	<b>\$ 14,257,777</b>	<b>\$ 14,751,737</b>	<b>\$ (493,959)</b>
<b>Net Surplus/Deficit</b>	<b>\$ 187,813</b>	<b>\$ 179,436</b>	<b>\$ (8,377)</b>
Required Surplus for DS Coverage	\$ 163,478	\$ 155,100	
Surplus over DS requirement	\$ 24,335	\$ 24,336	
General Fund Balance- Beginning	\$ 4,527,679	\$ 4,527,679	
Appropriation	\$ -	\$ -	
Net Surplus/Deficit	\$ 187,813	\$ 179,436	
Fund Balance- Ending	\$ 4,715,492	\$ 4,049,355	



## **4.0 First Read Policies**

# Windsor

## CHARTER ACADEMY

GROWING LIFE-LONG LEARNERS

### GRADUATION REQUIREMENTS

Windsor Charter Academy Executive Board establishes the following graduation requirements for Windsor Charter Academy. These requirements are formed to meet the many demands of a literate society. These requirements are established after consideration of many factors. Some of the contributing factors are:

- Providing students with the necessary preparation and credits to enter a post-secondary institution and fulfilling the requirements that these institutions may have relative to admissions requirements.
- Meeting K-12 educational standards as measured by state accreditation mandates.

#### **Minimum Units of Credit Needed to Graduate**

All students must complete the necessary credit requirements outlined in the graduation requirements below to participate in the graduation ceremony. Courses taken outside of the district will be evaluated to determine if credit will be granted. Any exception should align with the student's official Individual Career and Academic Plan (ICAP). Credits shall be granted for grades of D and above. The exception to this requirement shall be "social graduations" for certain students with disabilities. Foreign exchange students are not eligible for an authorized diploma from Windsor Charter Academy.

To be awarded a diploma, a student enrolled at Windsor Charter Academy Early College High School must earn a minimum of 26 credits that include the following:

- Math—3 credits
- English—4 credits
- History/Social Sciences—3.5 credits
- Science—3.0 credits
- Physical Education/Health—1.0 credits
- ICAP—2.0 credits
- Electives—9.5 credits



A diploma shall consist of the minimum requirements necessary to graduate from Windsor Charter Academy. Any exception to these requirements must be approved by the student's counselor, the principal, the Executive Director and should align with a student's individual career and academic plan.

## College and Career-Prepared Demonstration of Competency Needed to Graduate

Additionally, beginning with the class of 2021, all students in Colorado must meet additional minimum requirements to graduate from high school and demonstrate college and career readiness. To graduate, students must obtain one passing score in English and one passing score in math from one of the options below.

~~NOTE: In July 2020, the State Board of Education voted to provide flexibility for graduation requirements for the Class of 2021. The requirements that include passing proficiency scores below will be delayed but plan to be implemented with the Class of 2022.~~

English* Minimum Scores	Math* Minimum Scores
470 on Evidence-Based Reading and Writing on SAT	500 on Math for SAT
18 on English for ACT	19 on Math for ACT
241 on Reading Comprehension OR 236 on Writing Next Generation Accuplacer	255 on Arithmetic (AR) or 230 on Quantitative Reasoning, Algebra, and Statistics (QAS) Next Generation Accuplacer
C or higher for <b>Semester-Transcribed Grade in</b> Dual Credit Course for ENG 121 Level or Above <b>(or Equivalent)</b>	C or higher for <b>Semester-Transcribed Grade in</b> Dual Credit Course at the MAT 120 Level or Above
2 on Language and Composition, or Literature and Composition, <b>Seminar, Research, Modern World History, Psychology, Government or U.S. History</b> for Advanced Placement <b>(AP)</b>	2 on AP-Statistics, AP-Calculus AB or AP-Calculus BC, <b>Biology, Chemistry or Physics</b> for Advanced Placement <b>(AP)</b>
<del>Bronze level (3) on ACT Work Keys Graphic Literacy and Workplace Documents</del>	<del>Bronze level (3) on Math for ACT Work Keys Applied Mathematics</del> <b>Earned National Career Readiness Certificate through ACT Work Keys</b>

<b>Earned National Career Readiness Certificate through ACT Work Keys</b>	
31 on the AFQT for ASVAB	31 on Math on the AFQT for ASVAB

## College Preparation

If students wish to pursue admission to a four-year college or university, higher scores than the minimum to graduate may be a component of admission to institutes of higher education. The requirements of admission at any college or university being considered should be researched for specifics. Recommended scores are below.

- College Readiness Benchmarks on SAT
  - 480 in Evidence-Based Reading and Writing
  - 530 in Math
- College Readiness Benchmarks on ACT
  - 18 in English
  - 22 in Math
- College Readiness Cut Scores for Accuplacer
  - 80 in Reading Comprehension
  - 95 in Sentence Skills
  - 85 in Elementary Algebra
- Advanced Placement Scores for College Credit
  - 3 or Higher
- AVAB
  - 50 in AFQT

## Students on Individualized Education Plans

Students whose IEP may supplant required graduation requirements may still earn a diploma if they are able to demonstrate minimum competency measures by meeting one or more of the assessment thresholds listed above. Students requiring curricular modifications may earn a diploma if able to demonstrate minimum proficiencies outlined by this policy and/or the Colorado Department of Education.

Special Education students who are eligible to participate in social graduations are those who:

- Have a current Individualized Education Plan (IEP).

- Have a commensurate number of credits (currently 26) required by the Windsor Charter Academy Executive Board for graduation (These need NOT be the same required courses needed for a diploma).
- After obtaining their 26 credits, will continue to receive special education services in the district's 18-21 Windsor Exceptional Students Transitioning (WEST) program and have district transition related goals necessary to obtain the postsecondary goals outlined in the IEP.
- Are ready and need community based part-time transition focused special education services.

Those students who are NOT eligible for social graduation are those who:

- Have less than 26 total credits.
- Are younger than 17 years of age as of September 1st of the active school year.
- Have 26 credits but whose needs require continuation at the high school instead of a part-time community-based setting in order to receive Free Appropriate Education (FAPE).

Special education students participating in a social graduation shall receive a certificate of transition at the commencement ceremony in lieu of a diploma or certificate of completion. Once a student is no longer eligible to receive special education services (e.g., the student has reached the age of twenty-one), the student shall be issued either a diploma if the district diploma requirements as outlined above have been met or a certificate of completion if the district diploma requirements have not been met.

Students are encouraged to begin planning during their high school years so they will be adequately prepared for postsecondary opportunities upon graduation. The Colorado Commission on Higher Education (CCHE) is required to provide information about postsecondary education opportunities including admission requirements for institutions of higher education in Colorado to the parents/guardians of eighth grade students. Prior to a student's enrollment in ninth grade courses, Windsor Charter Academy will make information available to the parents/guardians of eighth grade students concerning the courses the Windsor Charter Academy offers that meet the CCHE admission requirements.

December 2017

April 2018

November 2018

May 2019

June 2020

April 2021

**February 2021**





**Windsor**  
CHARTER ACADEMY  
GROWING LIFE-LONG LEARNERS  
**SUSPENSION AND EXPULSION**

## 1. Definitions

- A. "Expulsion" means the exclusion of a student from attending school and participating in school activities for a specified period of time not to extend beyond one calendar year, unless student contact with the Windsor Charter Academy is otherwise authorized by the Executive Director.
- B. "Habitually Disruptive Student" means a student who three or more times during the school year has caused a material and substantial disruption in the classroom, while on Windsor Charter Academy property, at a school-sanctioned activity or event, or while being transported in a Windsor Charter Academy-approved vehicle.
- C. "Informal Hearing" means notice to the student of what he or she has been accused of doing and an opportunity for the student to explain his or her position regarding the incident constituting grounds for discipline. There need be no delay between the time notice is given and the time of the hearing. An informal hearing does not include representation by counsel, the ability to confront and cross-examine witnesses, or to call witnesses to verify the student's version of the incident.
- D. "Parent" means a student's parent, legal guardian, or legal custodian of students under 18 years of age; if the student is 18 years or older, it refers to the student.
- E. "Student with Disabilities" means a student for whom a determination of disability has been made by a properly constituted Individualized Education Plan (IEP) or 504 team in accordance with state and federal laws governing the education of children with disabilities.
- F. "Suspension" means the exclusion of a student from attending school and participating in school activities for a specified and limited period of time as set forth under "Suspension from School," below, unless student contact with Windsor Charter Academy is otherwise authorized by the Executive Director.

G. A "Classroom Suspension" means the exclusion of a student from the classroom by a teacher when the student has caused a material and substantial disruption.

## **2. Due Process Policy**

It is the policy of the Executive Board to provide due process of law to students through written procedures consistent with law for the suspensions, expulsions and denials of admission.

In matters involving student misconduct that may or will result in the student's suspension and/or expulsion, the student's parent/guardian shall be notified and involved to the greatest possible extent in the disciplinary procedures.

Proportionate disciplinary interventions and consequences shall be imposed to address the student's misconduct and maintain a safe and supportive learning environment for students and staff.

The Executive Board and its designee(s) shall consider the following factors in determining whether to suspend or expel a student:

1. The student's age.
2. The student's disciplinary history.
3. The student's eligibility as a student with a disability.
4. The seriousness of the violation committed by the student.
5. The threat posed to any student or staff.
6. The likelihood that a lesser intervention would properly address the violation.

The Executive Board hereby directs the Executive Director to periodically review current procedures and develop new procedures for adoption by the Executive Board, if necessary, which are consistent with this policy. The Executive Board further directs the Executive Director to provide copies of the Windsor Charter Academy's Conduct and Discipline Code, as defined in Policy JICDA and JK, annually to each student and to post or keep on file copies of the Conduct and Discipline Code in each school at Windsor Charter Academy.

### **Other Disciplinary Interventions**

In lieu of an out-of-school suspension or expulsion and in accordance with applicable law, the principal or designee may consider the use of available interventions to address the student's misconduct. The use of such

interventions will vary, depending upon the facts and circumstances of an individual case. Such interventions shall be at the principal's or designee's sole discretion and include but are not limited to: detention, in-school suspension, counseling, positive behavioral intervention support program, peer mediation, referral to a juvenile assessment center for counseling or other services, or other approaches to address the student's misconduct that do not involve an out-of-school suspension or expulsion and minimize the student's exposure to the criminal and juvenile justice system.

As another intervention and alternative to suspension, the principals or designee may permit the student to remain in school with the consent of the student's teachers if the parent/guardian attends class with the student for a period of time specified by the principal or designee. If the parent/guardian does not agree or fails to attend class with the student, the student shall be suspended in accordance with the accompanying regulations.

This alternative to suspension shall not be used if expulsion proceedings have been or are about to be initiated or designee determines that the student's presence in school, even if accompanied by a parent/guardian, would be disruptive to the operations of the school or be detrimental to the learning environment.

### **Delegation of Authority**

The Executive Board delegates to the Executive Director the power to suspend a student for not more than five school days on the grounds stated in C.R.S. 22-33-106 (1)(a), (1)(b), (1)(c) or (1)(e) or not more than 10 school days on the grounds stated in C.R.S. 22-33-106 (1)(d) unless expulsion is mandatory under law, but the total period of suspension shall not exceed 25 school days.

The Executive Board delegates to the Executive Director the authority to suspend a student, in accordance with C.R.S. 22-33-105, for an additional 10 school days plus up to and including an additional 10 days necessary in order to present the matter to the Executive Board.

Unless otherwise determined by the Executive Board, the Executive Board delegates to the Executive Director the authority to deny admission to or expel for any period not extending beyond one year any student whom the Executive Director, in accordance with the limitations imposed by Title 22, Article 33, of the Colorado Revised Statutes, shall determine does not qualify for admission to or continued attendance at Windsor Charter Academy. The

Executive Director shall render a written opinion within five days after a hearing is conducted on the expulsion matter.

The Executive Director shall report on each case to the Executive Board that has been recommended for expulsion, briefly describing the circumstances and the reason for the action given. Such denial of admission or expulsion by the Executive Director shall be subject to appeal to the Executive Board. The appeal shall consist of a review of the facts that were presented, arguments relating to the decision and questions of clarification from the Executive Board.

### 3. **Grounds for Suspension or Expulsion**

In addition to those grounds set forth in Policy JICDA, according to Colorado Revised Statutes 22-33-106 (1)(a-g), students enrolled at Windsor Charter Academy may be suspended or expelled for the following conduct while in school buildings, on school property, when being transported in vehicles dispatched by Windsor Charter Academy, during school-sponsored activity or event; off school property when the conduct has a reasonable connection to Windsor Charter Academy curricular or non-curricular activity or event.

- A. Continued willful disobedience or open and persistent defiance of proper authority.
- B. Willful destruction or defacing of school property.
- C. Behavior on or off school property which is detrimental to the welfare or safety of other students or school personnel, including behavior which creates a threat of physical harm to the student or to other students.
- D. Declaration as a habitually disruptive student.
- E. Repeated interference with the school's ability to provide educational opportunities to other students.
- F. The commission of an act on school grounds, in a school vehicle, or at a school activity or sanctioned event that, if committed by an adult, would be robbery pursuant to C.R.S 18-4-301 or assault pursuant to C.R.S. 18-3- 201, other than the commission of an act that would be third-degree assault under C.R. S. 18-3-204 if committed by an adult.



- G. Possession of a dangerous weapon on school grounds, in a school vehicle, or at a school activity or sanctioned events, without the authorization of Windsor Charter Academy.

*Note: In accordance with the federal law, expulsion shall be mandatory for no less than one full calendar year for a student who is determined to have brought to or possessed a firearm at school. The ~~Superintendent~~ **Executive Director** may modify the length of this federal requirement for expulsion on a case-by-case basis. Such modification shall be in writing.*

As used in this paragraph, "dangerous weapon" is as defined in Policy JICI.

- H. The use, possession or sale of a drug or controlled substance as defined in C.R.S. 18-18-102(5) on school grounds, in a school vehicle or at a school activity or sanctioned event.
- I. Carrying, using, actively displaying, or threatening with the use of a firearm facsimile that could reasonably be mistaken for an actual firearm in a school building or in or on school property.
- J. Pursuant to C.R.S. 22-12-105(3), making a false accusation of criminal activity against an employee of an educational entity to law enforcement authorities or to Windsor Charter Academy officials or personnel.
- K. Other violations of Windsor Charter Academy policy, including but not limited to Windsor Charter Academy's Discipline and Conduct Code.

## **Expulsion for Unlawful Sexual Behavior or Crime of Violence**

When a petition is filed in juvenile court or district court that alleges a student between the ages of 12 to 18 years has committed an offense that would constitute unlawful sexual behavior or a crime of violence if committed by an adult, basic identification information, as defined in state law, along with the details of the alleged delinquent act or offense, is required by law to be provided immediately to Windsor Charter Academy, in which the juvenile is enrolled.

This information shall be used by the Executive Director to determine whether the student has exhibited behavior that is detrimental to the safety or welfare of the other students or school personnel and whether educating the student in the school may disrupt the learning environment in the school, provide a negative example for other students, or create a dangerous and unsafe

environment of students, teachers, and other school personnel. The Executive Director shall take appropriate disciplinary action, which may include suspension or expulsion, in accordance with this policy.

The Executive Board may determine to wait until the conclusion of court proceedings to consider expulsion, in which case it shall be the responsibility of Windsor Charter Academy to provide an alternative educational program for the student as specified in state law.

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Windsor Charter Academy Executive Board  
October 2017  
February 2020

#### Legal References

C.R.S. 16-22-102(9)  
C.R.S. 18-1.3-406  
C.R.S. 18-3-202 et seq.  
C.R.S. 18-4-301 et seq.  
C.R.S. 18-9-124 (2)(a)  
C.R.S. 22-12-105 (3)  
C.R.S. 22-32-109.1 (2)(a)  
C.R.S. 22-32-109.1 (2)(a)(I)(E)  
C.R.S. 22-32-109.1 (3)  
C.R.S. 22-32-144  
C.R.S. 22-33-105  
C.R.S. 22-33-106  
C.R.S. 22-33-106.3  
C.R.S. 22-33-106.5  
C.R.S. 22-33-107  
C.R.S. 22-33-107.5  
C.R.S. 22-33-108

#### Cross References

GBGB, Teacher/Staff Protection  
JEA Compulsory Attendance  
JF Student Admissions  
JICDA Student Conduct  
JK Student Discipline

JKD JKE-R Suspension/Expulsion of Students—Regulation





**Windsor**  
CHARTER ACADEMY  
GROWING LIFE-LONG LEARNERS  
**SUSPENSION AND EXPULSION  
REGULATION**

## **Procedure for Suspension**

The following procedures shall be followed in the suspension of students:

- i. *Informal Hearing.* Prior to the student's removal from school, the student shall receive an informal hearing before the school principal or principal's designee unless an emergency requires immediate removal of the student, in which case an informal hearing shall be held as soon as practicable after removal. The student will be given an opportunity to admit or deny the accusation and to give his or her version of the events. The administrator may hold a more extensive hearing in order to gather relevant information prior to making a decision on the contemplated action.
- ii. *Timing.* The notice and informal hearing should precede removal of the student from school. There need be no delay between the time notice is given and the time of the informal hearing.
- iii. *If the Student's Presence in School Presents a Danger.* Notice and an informal hearing need not be given prior to removal from school where a student's presence poses a continuing danger to persons or property or an ongoing threat is disrupting the academic process. In this case, an informal hearing will follow as soon after the student's removal as practicable.
- iv. *Notice to Parent(s)/Guardian(s).* If possible, the principal or designee shall immediately, by phone or by personal contact, inform the parent(s)/guardian(s) of the student's suspension and shall immediately confirm such notification in writing by mail. The notice will contain the following basic information:
  - A statement of the charges against the student.
  - A statement of what the student is accused of doing.
  - A statement of the basis of the allegation. Specific names may be withheld if necessary.

- The period of the suspension and the time and place for the parent(s)/guardian(s) to meet with the suspending authority to review the suspension.
- v. *Transfer of Custody.* A suspended student shall be required to leave the school grounds immediately after the parent(s)/guardian(s) and the principal or designee have determined the best way to transfer custody of the student to the parent(s)/guardian(s).
- vi. A suspended student shall not be readmitted to school until the student's parent(s)/guardian(s) has met with the principal or designee, or, in the discretion of the school principal or designee, the parent(s)/guardian(s) has substantially agreed to review the suspension with the principal or designee. However, the student may be readmitted if the principal or designee cannot contact the parent(s)/guardian(s) or if the parent(s)/guardian(s) repeatedly fails to appear for the scheduled meeting.
- vii. The principal or designee shall provide an opportunity for the student to make up school work during the period of suspension to allow the student to reintegrate into the educational program following the suspension. The principal may award appropriate credit for the assigned make-up work.

## **Expulsion or Denial of Admission from School**

- A. Authority. Unless otherwise determined by the Executive Board in any particular case, the Executive Board delegates the power to expel and deny admission of students to the Executive Director provided that at the next meeting of the Board, the Executive Director shall report on each case that has been recommended for expulsion, briefly describing the circumstances and the reason for the action given.
- B. The decision of the Executive Director may, upon the written request of the student or parent(s)/guardian(s) within ten calendar days after receipt of the Executive Director's decision, be appealed to the Executive Board. Failure to request an appeal within ten calendar days shall result in a waiver of the right to appeal, and the Executive Director's decision shall become final.
- C. When the student is beyond the compulsory attendance age, recommendation for expulsion may be avoided by a mutual agreement between the parent(s)/guardian(s) and building principal that the parent(s)/guardian(s) withdraw the student from school.

## D. Procedures for Expulsion or Denial of Admission

- i. The principal may recommend to the Executive Director that a student be expelled from or denied admission to school.
- ii. The principal shall make such recommendation in writing to the Executive Director, setting forth his/her specific reasons for the recommendation.
- iii. If the Executive Director believes that there is a reasonable basis to support the principal's recommendation, he/she shall schedule the matter for a hearing and, in advance of the hearing, shall notify the parent(s)/guardian(s) of the child, in writing, as to the following matters: (a) the time and place of the hearing; (b) the fact that the principal is recommending expulsion or denial of admission; (c) a statement of the basic facts on which the expulsion or denial of admission recommendation is based and a statement of the statutory and policy authority for the recommended expulsion or denial of admission; (d) a statement that the student and his/her parent(s)/guardian(s) may be present at the hearing and hear all information against him/her; that the student will have an opportunity to present relevant information in his/her own behalf, and that the student may be accompanied and represented by an attorney or other representative if he/she so chooses; and (e) a statement that failure of the student and his/her parent(s)/guardian(s) to attend said hearing or to be otherwise represented at said hearing will constitute a waiver of any further rights of the student in respect to the matter of the student's expulsion or denial of admission.
- iv. If no hearing is requested by the student and his/her parent(s)/guardian(s), the Executive Director may take action based upon the oral and written recommendation of the principal.
- v. No continuance of the hearing shall be granted except at the request of the student and his/her parent(s)/guardian(s) for good cause or in the event of an unavoidable emergency; and in any such case the continued hearing shall be set as soon as possible from the date of the original hearing.
- vi. The hearing shall be conducted by the Executive Director or by his or her designee acting as a hearing officer, except that in those cases where the Executive Board has determined not to delegate the authority to expel or deny the admission of any student in which case the Executive Board shall conduct the hearing.

- vii. At the hearing, technical rules of evidence shall not be applicable and the Executive Director or the Executive Board may consider and give appropriate weight to such credible information as deemed appropriate; provided, that a recitation of any such information shall appear in the record and the student and his/her parent(s)/guardian(s) shall be informed of the nature of such information. In addition, the following procedures shall apply:
- Testimony which is repetitious, irrelevant, immaterial, scandalous, or impertinent may be limited.
  - Testimony of witnesses shall be presented under oath.
  - The student, his/her parent(s)/guardian(s), or his/her representative may question witnesses and may present testimony or evidence for consideration by the ~~Superintendent~~ **Executive Director**, but may not question the ~~Superintendent~~ **Executive Director**.
  - An audio recording of the proceeding shall be kept so as to enable a transcript of the testimony to be prepared for purposes of an appeal.
  - If a hearing officer conducts the hearing, the hearing officer will make specific factual findings and will promptly submit to the Executive Director those findings and a recommendation regarding the expulsion or denial of admission.
  - The Executive Director will review the hearing officer's factual findings and recommendation, or if the Executive Director or Executive Board conducts the hearing, the Executive Director or Executive Board will make factual findings. The Executive Director or Executive Board shall render a written decision which includes findings of fact sufficient in content to apprise the student, his/her parent(s)/guardian(s), or a reviewing court of the factual basis for the decision. The written decision shall be rendered within five school days following the hearing, and shall be delivered to the student and his/her parent(s)/guardian(s) by personal delivery or by certified mail. In the event of an order of expulsion or denial of admission, the decision of the Executive Director shall include information for appeal to the Executive Board and the decision of the Executive Board shall include information for appeal to the court, as appropriate.

## Policy JKD JKE-R

- E. If an appeal of the Executive Director's decision to the Executive Board is properly requested, the Executive Board shall review the record created at the hearing, the findings and recommendation of the Executive Director, and the Executive Director's decision. The student may be represented by counsel at the appeal. Representatives of Windsor Charter Academy and the parent(s)/guardian(s) may make brief statements to the Executive Board but no new evidence shall be presented, unless such evidence was not reasonably discoverable at the time of the hearing. The Executive Board shall make a final determination regarding the expulsion or denial of admission of the student and shall inform the student and his or her parent(s)/guardian(s) of the right to judicial review.
- F. Post-Expulsion Matters
- i. If a student between the ages of seven and 17 is expelled for the remainder of a school year, the parent(s)/guardian(s) of the student shall be responsible for assuring compliance with the compulsory school attendance laws during the period of expulsion. Windsor Charter Academy encourages all parent(s)/guardian(s) to provide for their student's education if the student is expelled for any period.
  - ii. Upon expelling a student, Windsor Charter Academy shall provide information to the student's parent(s)/guardian(s) concerning the educational alternatives available to the student during the period of expulsion. If the parent(s)/guardian(s) chooses to provide a home-based educational program for the student, Windsor Charter Academy shall assist the parent(s)/guardian(s) in obtaining appropriate curricula for the student. Upon request of a student or student's parent(s)/guardian(s), Windsor Charter Academy shall provide for any student who is expelled from Windsor Charter Academy educational services deemed appropriate for the student by Windsor Charter Academy.
  - iii. If a student is expelled for the remainder of the school year and the student is not receiving educational services through Windsor Charter Academy, Windsor Charter Academy shall contact the student's parent(s)/guardian(s) at least once every 60 days until the beginning of the next school year to determine whether the student is receiving educational services. Windsor Charter Academy need not contact the student's parent(s)/guardian(s) after the student is enrolled in another school district, or in an independent or parochial school, or if the student is committed to the Department of Human Services or is sentenced pursuant to the Children's Code contained in Article 2 of Title 19 of the Colorado Revised Statutes.



## Classroom Suspension

A. *Authority.* A teacher may immediately remove a student from the teacher's classroom for one day if the student's behavior:

- Violates the code of conduct adopted by the Executive Board.
- Is dangerous, unruly, or disruptive.
- Seriously interferes with the ability of the teacher to teach the class or other students to learn.

A student with a disability may be removed from class and placed in an alternative educational setting only to the extent authorized by state and federal laws and regulations.

B. Procedures for Classroom Suspension: The teacher initiating a one-day classroom suspension shall provide the principal or designee with assignments and other course work to be completed by the student during the period of suspension.

- i. As soon as practicable, the building principal or designee shall notify the student's parent(s)/guardian(s), in writing, that the student was removed from class. The written notice shall specify the class from which the student was removed, the duration of the removal, and the basis for the removal as stated by the teacher. The notice shall provide an opportunity for the parent(s)/guardian(s) to attend a student teacher conference regarding the removal. If the student's removal from class is also subject to disciplinary action (i.e., suspension or expulsion) for the particular classroom misconduct, the parent(s)/guardian(s) shall also be notified of the disciplinary action in accordance with legal and policy requirements.
- ii. The teacher may develop a behavior plan approved by the principal after a student's first one-day classroom suspension during any grading term (quarter, trimester or semester) and shall develop a behavior plan approved by the principal after a student's second one-day classroom suspension during any grading term. The behavior plan shall indicate that upon the third removal from class during a grading period for causing a material and substantial disruption, a student may be officially removed from the teacher's class for the remainder of the grading term. The teacher shall provide a copy of the behavior plan, as well as a copy of each revision thereto, to the student and the student's parent(s)/guardian(s).
- iii. For any student removed from the classroom for the remainder of a grading term as provided in subparagraph ii. above, the teacher

- responsible for the removal shall provide the principal or designee with a lesson plan, assignments, other course work, quizzes, and exams for the remainder of the grading term so as to allow the student to complete and receive credit for the course. The principal shall be responsible for determining the appropriate educational placement of the student. The principal's decision regarding placement is final.
- iv. Classroom suspensions may count as suspensions for purposes of declaring a student as "habitually disruptive," in accordance with Windsor Charter Academy policy and regulations.
  - v. A teacher's ability to impose classroom suspensions of special education students shall be subject to governing law and Windsor Charter Academy's policies and regulations concerning suspension/expulsion of students with disabilities.
- C. Removal from class under this policy does not prohibit Windsor Charter Academy from pursuing or implementing additional disciplinary measures, including but not limited to detentions, suspensions, or expulsions for the conduct or behavior for which the student was removed, in accordance with Windsor Charter Academy policy concerning student suspensions, expulsions and other disciplinary interventions.

### **Crimes of Violence or Unlawful Sexual Behavior**

When a petition is filed in juvenile court or district court that alleges a student between the ages of 12 to 18 years has committed an offense that would constitute a crime of violence or unlawful sexual behavior as defined by state law, if committed by an adult, the Executive Board or its designee shall determine whether the student has exhibited behavior that is detrimental to the safety or welfare of the other students or school personnel, and whether educating the student in the school may disrupt the learning environment, provide a negative example for other students, or create a dangerous and unsafe environment for students, teachers, and other school personnel.

If the Executive Board determines that the student should not be educated in the school, it will delegate the power to its Executive Director in determining the appropriate disciplinary action, including instituting procedures to suspend or expel the student. Alternatively, Windsor Charter Academy may delay consideration of the student's expulsion pending the outcome of the juvenile or district court proceedings, in which case it shall be the responsibility of the Windsor Charter Academy to provide the student with an appropriate alternative education program as specified in state law. The time that a student spends in an alternate education program shall not be considered a period of

suspension or expulsion. If the student pleads guilty to the charge, is found guilty or is adjudicated a delinquent juvenile, the Executive Board or designee may proceed to expel the student following the procedures set forth in these regulations.

Information regarding the details of the alleged crime of violence or unlawful sexual behavior will be used by the Executive Board or its designee for the purposes set forth in this policy, but shall remain confidential unless the information is otherwise available to the public by law.

### **Students of Special Education**

Any discipline of students identified as students with disabilities under the IDEA or Section 504 shall be conducted in accordance with the provisions of Policy JKB concerning the discipline of students with disabilities.

### **Communication of Disciplinary Information**

The principal shall communicate discipline information concerning any student enrolled in the school to any teacher who has direct contact with the student in the classroom and to any counselor who has direct contact with the student. Any teacher or counselor who receives such information shall maintain the confidentiality of the information and does not have the authority to communicate the information to any other person. The student and his/her parent(s)/guardian(s) may challenge the accuracy of the disciplinary information by making a written request for review to the Executive Director or his/her designee.

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Windsor Charter Academy Executive Board  
October 2017  
February 2020

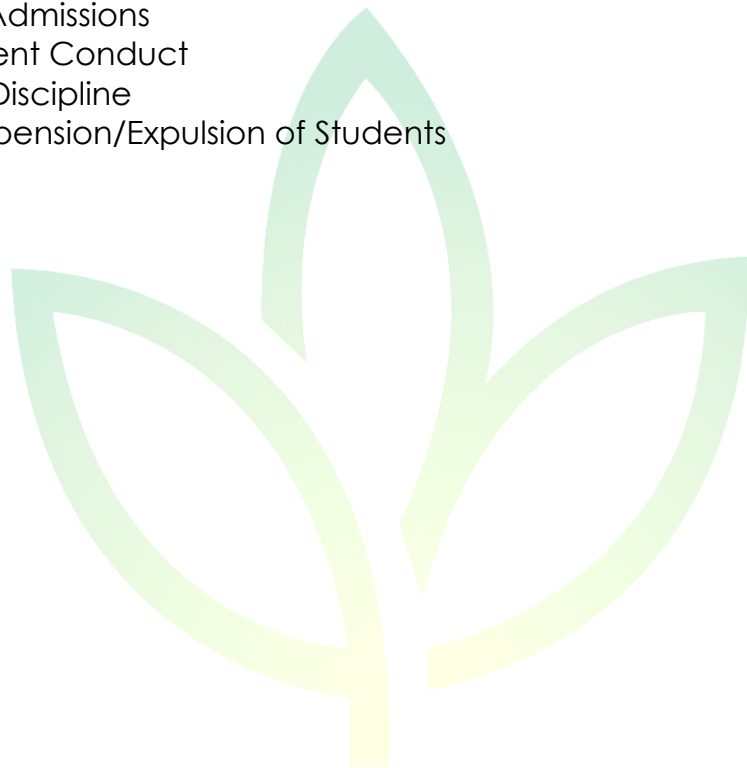
### Legal References

C.R.S. 16-22-102(9)  
C.R.S. 18-1.3-406  
C.R.S. 22-32-109.1 (2)(a)  
C.R.S. 22-32-109.1 (2)(a)(I)(E)  
C.R.S. 22-32-109.1 (3)  
C.R.S. 22-32-144

C.R.S. 22-33-105  
C.R.S. 22-33-106  
C.R.S. 22-33-106.3  
C.R.S. 22-33-106.5  
C.R.S. 22-33-107  
C.R.S. 22-33-107.5  
C.R.S. 22-33-108

## Cross References

GBGB, Teacher/Staff Protection  
JEA Compulsory Attendance  
JF Student Admissions  
JICDA Student Conduct  
JK Student Discipline  
JKD JKE Suspension/Expulsion of Students





**5.0 Second Read Policies**



Windsor Charter Academy prohibits bringing a pet (a domestic animal kept for pleasure or companionship) to work, with the exception of service animals for a person with disabilities.

1. According to the Americans with Disabilities Act (ADA), a service animal is an animal that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Except as provided by law, other species of animals, whether wild or domestic, trained or untrained, are not service animals for purposes of this definition.

The work or tasks performed by a service animal must be directly related to the handler's disability. Examples of work or tasks include, but are not limited to:

- a. Assisting individuals who are blind or have low vision with navigation and other tasks;
- b. Alerting individuals who are deaf or hard of hearing to the presence of people or sounds;
- c. Providing non-violent protection or rescue work;
- d. Pulling a wheelchair;
- e. Assisting an individual during a seizure;
- f. Alerting individuals to the presence of allergens;
- g. Retrieving items such as medicine or the telephone, providing physical support and assistance with balance and stability to individuals with mobility disabilities; and
- h. Helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors.

The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship do not constitute work or tasks for the purposes of this definition.

2. "Service animal-in-training" means a dog that is being trained as a service animal. "Service animal-in-training" does not mean a miniature horse.
3. In accordance with state law, "trainer of a service animal" means a person who is qualified to train dogs to serve as service animals.
4. "Direct threat" means a significant risk to the health and safety of others that cannot be eliminated by a modification of policies, practices or procedures. In determining whether an individual poses a "direct threat" to the health or safety of others, Windsor Charter Academy will make an individualized assessment, based on reasonable judgment that relies on current medical knowledge or on the best available objective evidence, to ascertain: the nature, duration, and severity of the risk; the probability that the potential injury will actually occur; and whether reasonable modifications of policies, practices, or procedures or the provision of auxiliary aids or services will mitigate the risk.

### **Admission of Service Animals**

In accordance with law, individuals with disabilities, including students, employees and visitors, may be accompanied by service animals in Windsor Charter Academy facilities and vehicles, on its grounds and at its functions. A student with a disability or employee with a disability may submit a request to be accompanied by a service animal to school or work. However, there is no automatic right to be accompanied by a service animal in any Windsor Charter Academy facility or vehicle, on its grounds or at its functions.

### **Admission of Service Animals-in-Training**

In accordance with state law, a trainer of a service animal may be accompanied by a service animal that the trainer is in the process of training in Windsor Charter Academy facilities and vehicles, on its grounds and at its functions. However, there is no automatic right to be accompanied by a service animal-in-training in such facilities and vehicles, on such grounds or at such functions.

### **504 Plans and Individualized Education Plans**

If a student has either a 504 plan or an Individualized Education Plan (IEP), the service animal may be included in the 504 plan or IEP under the following conditions:

1. In the case of a 504 plan, if use of a service animal is necessary to avoid discrimination on the basis of a disability, to enable the student to

participate in or benefit from Windsor Charter Academy's services, programs or activities (except as otherwise provided by this policy or by applicable law) or to provide the student with a Free Appropriate Public Education ("FAPE") as defined by section 504; and

2. In the case of an IEP, if use of a service animal or other animal is required for the student to receive a FAPE as defined by the Individuals with Disabilities Education Act.

A student with a service animal who does not have a 504 plan may request that such a plan be developed.

A student with a disability may be accompanied by a service animal regardless of whether the service animal is written into a 504 plan or IEP, subject to any conditions or limitations established by this policy or by applicable law.

## **Inquiries**

Before a service animal will be allowed in a Windsor Charter Academy facility or vehicle, on its grounds or at its functions, the owner or handler of the animal, to the extent it is not readily apparent, may be asked questions regarding the following:

1. Whether the animal is required because of a disability; and
2. The type of work or task the animal has been trained to perform.

Where a service animal will be at a site frequently, Windsor Charter Academy may also require sufficient documentation and information to show that a service animal will endanger the health, safety and welfare of students and staff, including proof of vaccinations, health and cleanliness. In addition, Windsor Charter Academy may inform the owner/handler of the service animal as to waste disposal and behavior requirements.

## **Identification, Care and Supervision of Service Animal**

The owner/handler of a service animal shall be solely responsible for:

1. Supervision and care of the animal, including any feeding, exercising, walking to relieve, clean up and stain removal; and
2. Except as provided below, harnessing, leashing or tethering the animal.

Windsor Charter Academy is not responsible for the care and supervision of a service animal.



Requirements of service animals and their owners include:

- Animals must wear a rabies vaccination tag.
- All service animals must be licensed per local ordinance.
- Service animals must wear an owner identification tag, which includes the name and phone number of the owner at all times.
- Animals must be in good health.
- Animals must be on a leash, harness, or other type of restraint at all times, unless the owner is unable to retain an animal on leash due to a disability, or the animal is unable to perform tasks it is trained to carry out while on leash.
- The owner must be in full control of the animal at all times. The care and supervision of the animal is solely the responsibility of the owner.
- In order to assist in understanding if any accommodations will be required from Windsor Charter Academy, the owner must provide the Director of Finance & Human with information as to how the animal accommodates for the individual's disability.
- Reasonable behavior is expected from service animals while on School property. The owners of disruptive and aggressive service animals may be asked to remove them from Windsor Charter Academy and its property. If the improper behavior happens repeatedly, the owner may be told not to bring the service animal into any facility until the owner takes significant steps to mitigate the behavior.
- All animals need to be immunized against rabies and other communicable diseases.
- Cleanliness of the service animal is mandatory. Consideration of others must be taken into account when providing maintenance and hygiene of service animals. The owner is expected to clean and dispose of all animal waste.

### **Reasonable Accommodation for Facilities, Vehicles, Grounds and Functions**

In accordance with law, Windsor Charter Academy shall strive to make reasonable accommodations so that its facilities, vehicles, grounds and functions are accessible for an individual with a disability who is accompanied by a service animal, unless the accommodation would impose an "undue hardship" on Windsor Charter Academy. "Undue hardship" means an action requiring significant difficulty or expense.

## **Exclusion of Service Animal**

Windsor Charter Academy may exclude a service animal from its facilities, vehicles, grounds or functions under the following circumstances:

1. The animal is out of control, and the animal's handler does not take effective action to control it;
2. The animal is not housebroken;
3. The animal poses a direct threat to the health or safety of others; or
4. For any other reason permitted by law.

If Windsor Charter Academy excludes a service animal, it shall provide the individual with a disability the opportunity to participate in the service, program or activity without the service animal on the premises.

## **Access to Areas**

Individuals with disabilities may be accompanied by their service animals in all areas of Windsor Charter Academy's facilities where members of the public, participants in services, programs or activities, or invitees, as relevant, are allowed to go.

## **Conflicting Disabilities**

Individuals with disabilities that are adversely impacted by service animals should contact the building principal/administrator. Such individuals will be asked to provide documentation that identifies their disabilities and their need for accommodations. Certain individuals with animal dander allergies or fear of dogs may qualify as individuals with disabilities. The building principal/administrator shall strive to facilitate a process to resolve the conflict that considers the conflicting needs/accommodations of the disabled individuals involved and only exclude the service animal if it poses a direct threat to the health and safety of others.

## **Grievance Procedures**

A student with a service animal who believes Windsor Charter Academy has discriminated against him or her on the basis of a disability by excluding the service animal, may: (i) file a report/complaint under Board policy AC or regulation AC-R; and/or (ii) file a complaint with the U.S. Department of Education, Office for Civil Rights (OCR).

A student with a service animal who believes Windsor Charter Academy denied him or her a FAPE under the Individuals with Disabilities Education Act by

excluding the service animal, may: (i) appeal the decision to the Executive Director or his or her designee by filing a written grievance outlining facts supporting the appeal; and/or (ii) file a state complaint with or request a due process hearing from the Colorado Department of Education.

An employee with a service animal who believes Windsor Charter Academy discriminated against him or her on the basis of a disability by excluding the service animal, may: (i) file a grievance pursuant to Board policy AC and/or (ii) file a charge with the U.S. Equal Employment Opportunity Commission or the Colorado Civil Rights Division.

## **Liability**

The owner or the handler of a service animal or a service animal-in-training is liable for any and all damages to property or injuries to persons caused by the service animal or service animal-in-training. The owner or the handler of a service animal or a service animal-in-training must also indemnify, defend and hold harmless Windsor Charter Academy from and against any and all claims, actions, suits, judgments and demands brought by any party arising on account of, or in connection with, any activity of or damage or injury caused by the service animal or service animal-in-training.

A person with a disability uses a service animal as an auxiliary aid. In compliance with the ADA, service animals are welcome in all buildings and property and may attend any class, meeting or other event. There may be an exception to certain areas.

Employees requesting accommodation for a disability that includes a service animal must contact the Director of Finance & Human Resources and complete a Documentation of Disability form. All service animals must be registered with the Director of Finance & Human Resources.

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Windsor Charter Academy Executive Board  
Adopted: January 2022

Legal Reference



**6.0 Financials**

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### Committee

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

Paige Adams, Member  
Matt Meuli, Member  
Levi Burkhart, Member

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

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### Agenda 1.19.22

#### Meeting called to order at 4:00pm

1. Review December 2021 financials
  - a. Review Rev & Exp detail, Food Service detail and Fundraising detail
  - b. Review Balance Sheet
  - c. Review Student Fund financials- not available for 12.2021
  - d. Review Check-Debit Register
  - e. Review CC Statement
  - f. **Motion to approve the December financials by Matt, second by Levi, motion passes unanimously.**
  
2. Next Meeting **Wednesday February 16th, 4:00pm**

**Meeting adjourned at 4:57pm**

# Rev and Exp as of 11.30.21

Printed: 12/13/2021 11:07 AM  
Windsor Charter Academy

Charter School 11						
Account Type	I	Revenue				
Source of Revenue/Objec	1500	Earnings on Investments				
Description		Y.T.D. Activity	Current Budget	Budget Balance	% of Budget	
1500	Earnings on Investments	250.95	10,000.00	9,749.05	2.51	
1700	Pupil Activities	74,835.00	77,375.00	2,540.00	96.72	
1900	Other Revenue from Local Sources	113,910.93	89,731.00	(24,179.93)	126.95	
3900	Other Revenue From State Sources	304,301.93	1,270,780.00	966,478.07	23.95	
5200	Interfund Transfers	0.00	10,000.00	10,000.00	0.00	
5600	Direct Allocations	5,543,787.08	13,142,155.00	7,598,367.92	42.18	
I	Revenue	<u>6,037,085.89</u>	<u>14,600,041.00</u>	<u>8,562,955.11</u>	<u>41.35</u>	* Account Type
0100	Salaries	2,572,272.13	7,229,753.24	4,657,481.11	35.58	
0200	Employee Benefits	1,144,603.62	2,782,447.97	1,637,844.35	41.14	
0300	Purchased Professional and Technical Services	38,396.18	81,256.00	42,859.82	47.25	
0400	Purchased Property Services	699,254.22	1,910,546.00	1,211,291.78	36.60	
0500	Other Purchased Services	829,489.61	1,794,662.00	965,172.39	46.22	
0600	Supplies	219,924.09	416,964.00	197,039.91	52.74	
0700	Property	3,278.03	206,675.11	203,397.08	1.59	
0800	Other Objects	23,305.05	71,242.00	47,936.95	32.71	
X	Expense	<u>5,530,522.93</u>	<u>14,493,546.32</u>	<u>8,963,023.39</u>	<u>38.16</u>	* Account Type
11	Charter School	<u>(506,562.96)</u>	<u>(106,494.68)</u>	<u>400,068.28</u>	<u>475.67</u>	Fund

# Rev and Exp as of 11.30.21

Printed: 12/13/2021 11:07 AM  
Windsor Charter Academy

Pupil Activity Fund 23						
Account Type	I	Revenue				
Source of Revenue/Objec	1900	Other Revenue from Local Sources				
Description		Y.T.D. Activity	Current Budget	Budget Balance	% of Budget	
1900	Other Revenue from Local Sources	283,908.58	0.00	(283,908.58)	0.00	
I	Revenue	283,908.58	0.00	(283,908.58)	0.00	* Account Type
0600	Supplies	83,609.33	243,440.28	159,830.95	34.34	
0868	Overhead Costs	0.00	0.00	0.00	0.00	
X	Expense	83,609.33	243,440.28	159,830.95	34.34	* Account Type
23	Pupil Activity Fund	<u>(200,299.25)</u>	<u>243,440.28</u>	<u>443,739.53</u>	<u>-82.28</u>	Fund

# Rev and Exp as of 11.30.21

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Windsor Charter Academy

Building Corporation 61						
Account Type	I	Revenue				
Source of Revenue/Objec	1500	Earnings on Investments				
Description		Y.T.D. Activity	Current Budget	Budget Balance	% of Budget	
1500	Earnings on Investments	250.71	15,000.00	14,749.29	1.67	
1900	Other Revenue from Local Sources	575,719.94	1,634,778.00	1,059,058.06	35.22	
2000	Revenue from Intermediate Sources	5,130.33	10,000.00	4,869.67	51.30	
I	Revenue	<u>581,100.98</u>	<u>1,659,778.00</u>	<u>1,078,677.02</u>	<u>35.01</u>	* Account Type
0700	Property	0.00	525,000.00	525,000.00	0.00	
0800	Other Objects	999,454.59	2,044,778.00	1,045,323.41	48.88	
0900	Other Uses of Funds	0.00	0.00	0.00	0.00	
X	Expense	<u>999,463.40</u>	<u>2,619,778.00</u>	<u>1,620,314.60</u>	<u>38.15</u>	* Account Type
61	Building Corporation	<u>418,362.42</u>	<u>960,000.00</u>	<u>541,637.58</u>	<u>43.58</u>	Fund
	Report Total:	<u>288,499.79</u>	<u>(1,096,945.60)</u>	<u>(1,385,445.39)</u>	<u>-26.30</u>	



# Balance Sheet

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Windsor Charter Academy

Charter School 11						
Account Class	8100	Current Assets				
	Description		Y.T.D. Bal.Frwd.	M.T.D. Activity	Y.T.D. Activity	State Account Number
<b>Current Assets</b>						
	Bingo Checking Acct		551.11	0.00	551.11	11-950-00-0000-8101-000-0000
	General Fund Checking 1stBANK		1,347,507.76	137,341.02	1,484,848.78	11-950-00-0000-8102-000-0000
	Health Insurance Checking 1stBank		905,992.14	(89,247.36)	816,744.78	11-950-00-0000-8102-000-0000
	COLOTRUST Account		2,172,810.78	47.52	2,172,858.30	11-950-00-0000-8102-000-0000-9393
	Savings 1stBANK		651,652.38	5.71	651,658.09	11-950-00-0000-8102-000-0000-9393
	Savings 1stBANK- CC		100,048.94	0.88	100,049.82	11-950-00-0000-8102-000-0000-9393
	MSHS Petty Cash		82.21	0.00	82.21	11-950-00-0000-8103-000-0000
	PTC/Booster Petty Cash		18.56	0.00	18.56	11-950-00-0000-8103-000-0000
	Accounts Receivable from Dist		0.00	0.00	0.00	11-950-00-0000-8141-000-0000
	Accounts Receivable GF		(2,653.23)	2,653.23	0.00	11-950-00-0000-8153-000-0000
	Food Service Petty Cash		133.00	0.00	133.00	11-950-31-0000-8103-000-0000
<b>8100</b>	<b>Current Assets</b>		<b>5,176,143.65</b>	<b>50,801.00</b>	<b>5,226,944.65</b>	* Account Class
<b>Liabilities</b>						
	Accounts Payable		(45,325.18)	(14,529.60)	(59,854.78)	11-950-00-0000-7421-000-0000
	Accrued Salaries		(3,156.00)	3,156.00	0.00	11-950-00-0000-7461-000-0000
	Rental Deposits Liability		(800.00)	0.00	(800.00)	11-950-00-0000-7461-000-0000
	GARNISHMENT		4,666.72	(583.33)	4,083.39	11-950-00-0000-7471-000-0000
	Deferred Grant Revenue		(5,676.57)	0.00	(5,676.57)	11-950-00-0000-7482-000-0000-9393
	PERA & Life Liab		(3,518.24)	3,518.24	0.00	11-950-04-0000-7471-000-0000
	Health/Dental/Vision Liab		(77,640.11)	(12,356.01)	(89,996.12)	11-950-05-0000-7471-000-0000
	Unearned Rev Liab- Food Service		(41,217.68)	0.00	(41,217.68)	11-950-31-0000-7482-000-0000
<b>7400</b>	<b>Liabilities</b>		<b>(172,667.06)</b>	<b>(20,794.70)</b>	<b>(193,461.76)</b>	* Account Class
<b>Reserved Co Dept of Ed use only.</b>						
	Tabor Reserve		(395,000.00)	0.00	(395,000.00)	11-950-00-0000-6721-000-0000
	Unreserved Fund Balance		(4,131,919.93)	0.00	(4,131,919.93)	11-950-00-0000-6770-000-0000
	Gen Fund Net Income/Loss		(476,556.66)	(30,006.30)	(506,562.96)	11-950-00-0000-6775-000-0000
<b>6100</b>	<b>Reserved Co Dept of Ed use only.</b>		<b>(5,003,476.59)</b>	<b>(30,006.30)</b>	<b>(5,033,482.89)</b>	* Account Class
<b>11</b>	<b>Charter School</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	Fund

# Balance Sheet

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Windsor Charter Academy

Pupil Activity Fund 23						
Account Class	8100	Current Assets				
	Description		Y.T.D. Bal.Frwd.	M.T.D. Activity	Y.T.D. Activity	State Account Number
<b>Current Assets</b>						
	SF Checking 1stBank		200,744.09	4,001.86	204,745.95	23-950-00-0000-8100-000-0000
	SF Checking Arbiter Athletic		5,984.55	(1,431.02)	4,553.53	23-950-00-0000-8100-000-0000
<b>8100</b>	<b>Current Assets</b>		<u>206,728.64</u>	<u>2,570.84</u>	<u>209,299.48</u>	* Account Class
<b>Liabilities</b>						
	Bus Liab Due to GF		(1,948.50)	1,626.00	(322.50)	23-950-00-0000-7400-000-0000
	MSSH Activity Accts Payable		(5,290.02)	(3,387.71)	(8,677.73)	23-950-00-0000-7421-000-0000
<b>7400</b>	<b>Liabilities</b>		<u>(7,238.52)</u>	<u>(1,761.71)</u>	<u>(9,000.23)</u>	* Account Class
<b>Reserved Co Dept of Ed use only.</b>						
	Elem Activity Acct Fund Balanc		2,605.00	(2,605.00)	0.00	23-901-00-0000-6760-000-0000
	MSSH Activity Acct Fund Balanc		(2,605.00)	2,605.00	0.00	23-950-00-0000-6760-000-0000
	Activity Net Income/Loss		(199,490.12)	(809.13)	(200,299.25)	23-950-00-0000-6775-000-0000
<b>6100</b>	<b>Reserved Co Dept of Ed use only.</b>		<u>(199,490.12)</u>	<u>(809.13)</u>	<u>(200,299.25)</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

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Windsor Charter Academy

Building Corporation 61						
Account Class	8100	Current Assets				
	Description		Y.T.D. Bal.Frwd.	M.T.D. Activity	Y.T.D. Activity	State Account Number
<b>Current Assets</b>						
	Bldg Corp Interest Fund-2016		0.23	(0.23)	0.00	61-950-65-0000-8105-000-0000
	Bldg Corp Reserve Fund-2016		8.47	(8.47)	0.00	61-950-65-0000-8105-000-0000
	Bldg Corp Principal Fund-2016		0.11	(0.11)	0.00	61-950-65-0000-8105-000-0000
	Bldg Corp Opt Redempt Fund-2016		1,333,044.68	(1,333,044.68)	0.00	61-950-65-0000-8105-000-0000
	Bldg Corp Reserve Fund-2020		1,388,238.43	32.05	1,388,270.48	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Interest Fund-2020		68,823.07	34,351.82	103,174.89	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Reserve Fund-2021		0.00	969,032.56	969,032.56	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Interest Fund-2021		0.00	61,969.19	61,969.19	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Principal Fund-2021		0.00	38,396.05	38,396.05	61-950-65-0000-8105-000-0000-9393
<b>8100</b>	<b>Current Assets</b>		<u>2,790,114.99</u>	<u>(229,271.82)</u>	<u>2,560,843.17</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		(3,439,189.61)	0.00	(3,439,189.61)	61-950-00-0000-8232-000-0000
<b>8200</b>	<b>Fixed Assets</b>		<u>21,839,494.36</u>	<u>0.00</u>	<u>21,839,494.36</u>	* Account Class
<b>Liabilities</b>						
	Bldg Corp Premium on Bonds		(1,577,478.00)	0.00	(1,577,478.00)	61-950-00-0000-7443-000-0000
	Bldg Corp Loans Payable		(27,985,000.00)	364,044.68	(27,620,955.32)	61-950-00-0000-7451-000-0000
	Bldg Corp Accrued Interest		(314,685.00)	0.00	(314,685.00)	61-950-00-0000-7455-000-0000
<b>7400</b>	<b>Liabilities</b>		<u>(29,877,163.00)</u>	<u>364,044.68</u>	<u>(29,513,118.32)</u>	* Account Class
<b>Reserved Co Dept of Ed use only.</b>						
	Bldg Corp Unreserved Fund Bal		4,694,418.37	0.00	4,694,418.37	61-950-00-0000-6720-000-0000
	Bldg Corp Net Income/Loss		553,135.28	(134,772.86)	418,362.42	61-950-00-0000-6775-000-0000
<b>6100</b>	<b>Reserved Co Dept of Ed use only.</b>		<u>5,247,553.65</u>	<u>(134,772.86)</u>	<u>5,112,780.79</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>	

# A/P Check Register

Printed: 12/15/2021 4:36 PM

Windsor Charter Academy

Check Date: 11/1/2021 to 11/30/2021

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
218988	Adams, Kathryn	2	11/04/2021	2139	1,229.26	0.00	1,229.26
21080	Ace Hardware WCA	4	11/08/2021	2140	295.13	0.00	295.13
218195	Bimbo Bakeries USA	4	11/08/2021	2141	244.80	0.00	244.80
21009	Brooms N More Inc	4	11/08/2021	2142	493.14	0.00	493.14
218383	Brown Property Services LLC	3	11/08/2021	2143	575.00	0.00	575.00
21015	Comcast Cable	4	11/08/2021	2144	1,157.17	0.00	1,157.17
217633	Diversified Underground Inc.	4	11/08/2021	2145	1,140.00	0.00	1,140.00
21183	Elite Awards and Trophies	4	11/08/2021	2146	44.25	0.00	44.25
21140	EON Office	4	11/08/2021	2147	1,719.69	0.00	1,719.69
21254	Gallegos Sanitation Inc	4	11/08/2021	2148	366.68	0.00	366.68
218775	Hitz, Cameron	4	11/08/2021	2149	240.00	0.00	240.00
21136	Home Depot Pro	4	11/08/2021	2150	1,308.50	0.00	1,308.50
21269	JW Pepper	4	11/08/2021	2151	61.99	0.00	61.99
217993	Miller Farmer Law LLC	3	11/08/2021	2152	450.00	0.00	450.00
217978	MODESTO, AMPELIA	4	11/08/2021	2153	80.00	0.00	80.00
218149	Olson, David	3	11/08/2021	2154	1,008.00	0.00	1,008.00
21054	Renaissance Learning Inc	4	11/08/2021	2155	850.00	0.00	850.00
21061	Security and Sound Design Inc	4	11/08/2021	2156	480.00	0.00	480.00
21093	Security Benefit	3	11/08/2021	2157	4,197.62	0.00	4,197.62
217979	Thomsen, Micki	4	11/08/2021	2158	335.00	0.00	335.00
217892	T-Mobile	4	11/08/2021	2159	28.01	0.00	28.01
217638	UNCC	4	11/08/2021	2160	18.48	0.00	18.48
21120	Weld RE-4 School District	4	11/08/2021	2161	135.80	0.00	135.80
218535	FirstBank	4	11/08/2021	2162	16,297.79	0.00	16,297.79
21659	AED Everywhere Inc.	5	11/12/2021	2163	48.95	0.00	48.95
21552	Airgas USA LLC	11	11/12/2021	2164	35.88	0.00	35.88
21009	Brooms N More Inc	9	11/12/2021	2165	910.34	0.00	910.34
21115	Flinn Scientific, Inc	5	11/12/2021	2166	194.00	0.00	194.00
21136	Home Depot Pro	9	11/12/2021	2167	128.80	0.00	128.80
21588	Indulge Chocolate Shop	11	11/12/2021	2168	592.00	0.00	592.00
21269	JW Pepper	11	11/12/2021	2169	29.98	0.00	29.98
21131	Knowledge Bound	11	11/12/2021	2170	49.96	0.00	49.96
218580	Leahy, Terry	11	11/12/2021	2171	300.00	0.00	300.00
21092	Lincoln National Life Insurance	9	11/12/2021	2172	1,511.01	0.00	1,511.01
217792	Manweiler Hardware Inc.	9	11/12/2021	2173	103.72	0.00	103.72
21273	Meadow Gold Dairy- Englewood	9	11/12/2021	2174	2,089.40	0.00	2,089.40
218999	The Aloha Life	11	11/12/2021	2175	91.00	0.00	91.00
21072	Town of Windsor	9	11/12/2021	2176	3,292.58	0.00	3,292.58
21078	Waste Management	9	11/12/2021	2177	1,303.27	0.00	1,303.27
21079	Wells Fargo Financial Leasing	9	11/12/2021	2178	3,730.04	0.00	3,730.04
219006	Andress, Maria	17	11/17/2021	2179	1,181.01	0.00	1,181.01
21015	Comcast Cable	17	11/17/2021	2180	3,409.05	0.00	3,409.05
21140	EON Office	17	11/17/2021	2181	1,559.89	0.00	1,559.89
21136	Home Depot Pro	17	11/17/2021	2182	7,746.08	0.00	7,746.08
21269	JW Pepper	17	11/17/2021	2183	81.04	0.00	81.04
219003	Porter, Jennifer	17	11/17/2021	2184	148.10	0.00	148.10
219004	Power, Daniel and Jenna	17	11/17/2021	2185	210.55	0.00	210.55
218994	Sprague, Andrew	17	11/17/2021	2186	493.75	0.00	493.75
218953	Virtual College Counselors	17	11/17/2021	2187	2,000.00	0.00	2,000.00
218208	OptumRX	1	11/08/2021	10428	2,940.31	0.00	2,940.31
218208	OptumRX	1	11/08/2021	10429	10.20	0.00	10.20
218774	Family Physicians	1	11/08/2021	10430	166.11	0.00	166.11
218593	Emergency Professionals of Colorado	1	11/08/2021	10431	550.08	0.00	550.08
218634	UC Health Medical Group	1	11/15/2021	10432	60.87	0.00	60.87
218208	OptumRX	1	11/22/2021	10433	8,086.31	0.00	8,086.31
218208	OptumRX	1	11/22/2021	10434	6.20	0.00	6.20
218959	Advanced Medical Imaging	1	11/22/2021	10435	43.42	0.00	43.42

# A/P Check Register

Printed: 12/15/2021 4:36 PM

Windsor Charter Academy

Check Date: 11/1/2021 to 11/30/2021

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
218634	UC Health Medical Group	1	11/22/2021	10436	46,434.60	0.00	46,434.60
218634	UC Health Medical Group	1	11/22/2021	10437	901.93	0.00	901.93
218634	UC Health Medical Group	1	11/22/2021	10438	64.76	0.00	64.76
218634	UC Health Medical Group	1	11/22/2021	10439	11.81	0.00	11.81
218207	UMR Health	1	11/22/2021	10440	26.80	0.00	26.80
218959	Advanced Medical Imaging	1	11/29/2021	10441	22.14	0.00	22.14
218634	UC Health Medical Group	1	11/29/2021	10442	60.87	0.00	60.87
218959	Advanced Medical Imaging	1	11/30/2021	10443	43.42	0.00	43.42
218634	UC Health Medical Group	1	11/30/2021	10444	110.32	0.00	110.32
218379	Banner Hospital Based Physicians	1	11/30/2021	10445	27.26	0.00	27.26
218379	Banner Hospital Based Physicians	1	11/30/2021	10446	13.63	0.00	13.63
218849	Logan, Cooper	4	11/05/2021	90638	202.50	0.00	202.50
21119	Garretsons Sport Center	4	11/08/2021	90639	350.00	0.00	350.00
218775	Hitz, Cameron	4	11/08/2021	90640	40.00	0.00	40.00
217978	MODESTO, AMPELIA	4	11/08/2021	90641	40.00	0.00	40.00
218635	Music & the Arts	4	11/08/2021	90642	111.85	0.00	111.85
217979	Thomsen, Micki	4	11/08/2021	90643	80.00	0.00	80.00
21120	Weld RE-4 School District	4	11/08/2021	90644	302.94	0.00	302.94
218535	FirstBank	4	11/08/2021	90645	3,892.32	0.00	3,892.32
219002	Barnes, Loren	9	11/12/2021	90646	30.00	0.00	30.00
217721	BSN Sports	11	11/12/2021	90647	2,285.88	0.00	2,285.88
21259	cash	9	11/12/2021	90648	356.00	0.00	356.00
217756	Colorado Mathematics League	11	11/12/2021	90649	99.95	0.00	99.95
218363	K&W Printing, Inc.	9	11/12/2021	90650	182.70	0.00	182.70
21109	Mail N Copy	9	11/12/2021	90651	125.00	0.00	125.00
21567	Reedesign Concepts, LLC	11	11/12/2021	90652	722.10	0.00	722.10
21718	Robotics Education & Competition Foundation	11	11/12/2021	90653	150.00	0.00	150.00
21120	Weld RE-4 School District	9	11/12/2021	90654	407.93	0.00	407.93
218363	K&W Printing, Inc.	17	11/17/2021	90655	787.50	0.00	787.50
217971	Northwest Parkway	17	11/17/2021	90656	6.15	0.00	6.15
21718	Robotics Education & Competition Foundation	17	11/17/2021	90657	120.00	0.00	120.00
21084	PERA	2	11/30/2021	113021111	1,819.31	0.00	1,819.31
21088	American Fidelity	2	11/30/2021	113021222	780.00	0.00	780.00
21088	American Fidelity	2	11/30/2021	113021333	2,828.66	0.00	2,828.66
21459	CBIZ	2	11/30/2021	113021444	2,427.44	0.00	2,427.44
21459	CBIZ	2	11/30/2021	113021555	468,000.46	0.00	468,000.46
21459	CBIZ	2	11/30/2021	113021666	72,940.69	0.00	72,940.69
21084	PERA	2	11/30/2021	113021777	193,298.89	0.00	193,298.89
21084	PERA	2	11/30/2021	113021999	5,998.29	0.00	5,998.29
218205	Delta Dental of Colorado	9	11/01/2021	110121115	8,319.40	0.00	8,319.40
218207	UMR Health	1	11/01/2021	110121362	46,184.76	0.00	46,184.76
218208	OptumRX	1	11/01/2021	110121930	485.57	0.00	485.57
217847	US Foods Inc.	2	11/03/2021	110321881	6,552.34	0.00	6,552.34
218208	OptumRX	1	11/08/2021	110821911	2,332.22	0.00	2,332.22
217847	US Foods Inc.	2	11/09/2021	110921881	55.61	0.00	55.61
21229	CBI Online	2	11/10/2021	111021790	1,000.00	0.00	1,000.00
217847	US Foods Inc.	2	11/10/2021	111021881	7,756.83	0.00	7,756.83
217847	US Foods Inc.	2	11/12/2021	111221881	279.82	0.00	279.82
218208	OptumRX	1	11/15/2021	111521606	834.67	0.00	834.67
21156	Xcel Energy	4	11/16/2021	111621888	12,815.37	0.00	12,815.37
217847	US Foods Inc.	2	11/17/2021	111721881	6,691.15	0.00	6,691.15
217847	US Foods Inc.	2	11/18/2021	111821881	463.35	0.00	463.35
218208	OptumRX	1	11/22/2021	112221516	3,074.54	0.00	3,074.54
217847	US Foods Inc.	2	11/23/2021	112321881	406.86	0.00	406.86
217847	US Foods Inc.	2	11/24/2021	112421881	6,528.34	0.00	6,528.34

# A/P Check Register

Printed: 12/15/2021 4:36 PM

Windsor Charter Academy

Check Date: 11/1/2021 to 11/30/2021

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
218208	OptumRX	1	11/29/2021	112921478	2,759.61	0.00	2,759.61
217847	US Foods Inc.	2	11/29/2021	112921881	252.86	0.00	252.86
21088	American Fidelity	2	11/30/2021	113021121	14,808.00	0.00	14,808.00
218207	UMR Health	1	11/30/2021	113021761	4,618.63	0.00	4,618.63
218535	FirstBank	2	11/30/2021	113021803	20.00	0.00	20.00
217847	US Foods Inc.	2	11/30/2021	113021881	28.12	0.00	28.12
<b>Report Totals</b>					<u>\$1,008,232.36</u>	<u>\$0.00</u>	<u>\$1,008,232.36</u>

# Rev and Exp as of 12.31.21

Printed: 1/18/2022 2:42 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	345.50	10,000.00	9,654.50	3.46	
1700	Pupil Activities	76,371.00	77,375.00	1,004.00	98.70	
1900	Other Revenue from Local Sources	124,936.42	166,731.00	41,794.58	74.93	
3900	Other Revenue From State Sources	447,397.71	1,508,288.00	1,060,890.29	29.66	
5200	Interfund Transfers	0.00	10,000.00	10,000.00	0.00	
5600	Direct Allocations	6,623,830.69	13,158,779.00	6,534,948.31	50.34	
I	Revenue	<u>7,272,881.32</u>	<u>14,931,173.00</u>	<u>7,658,291.68</u>	<u>48.71</u>	* Account Type
0100	Salaries	3,209,080.76	7,289,753.24	4,080,672.48	44.02	
0200	Employee Benefits	1,525,543.98	2,795,052.97	1,269,508.99	54.58	
0300	Purchased Professional and Technical Services	43,272.63	81,256.00	37,983.37	53.25	
0400	Purchased Property Services	835,529.02	1,803,649.00	968,119.98	46.32	
0500	Other Purchased Services	955,996.85	2,024,219.00	1,068,222.15	47.23	
0600	Supplies	291,335.21	428,774.00	137,438.79	67.95	
0700	Property	3,278.03	207,675.11	204,397.08	1.58	
0800	Other Objects	23,700.45	79,357.00	55,656.55	29.87	
0900	Other Uses of Funds	0.00	17,000.00	17,000.00	0.00	
X	Expense	<u>6,887,736.93</u>	<u>14,726,736.32</u>	<u>7,838,999.39</u>	<u>46.77</u>	* Account Type
11	Charter School	<u>(385,144.39)</u>	<u>(204,436.68)</u>	<u>180,707.71</u>	<u>188.39</u>	Fund

# Rev and Exp as of 12.31.21

Printed: 1/18/2022 2:42 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	318,856.36	0.00	(318,856.36)	0.00	
I	Revenue	<u>318,856.36</u>	<u>0.00</u>	<u>(318,856.36)</u>	<u>0.00</u>	* Account Type
0600	Supplies	89,361.30	245,550.28	156,188.98	36.39	
0868	Overhead Costs	0.00	0.00	0.00	0.00	
X	Expense	<u>89,361.30</u>	<u>245,550.28</u>	<u>156,188.98</u>	<u>36.39</u>	* Account Type
23	Pupil Activity Fund	<u>(229,495.06)</u>	<u>245,550.28</u>	<u>475,045.34</u>	<u>-93.46</u>	Fund



# Rev and Exp as of 12.31.21

Printed: 1/18/2022 2:42 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	357.23	15,000.00	14,642.77	2.38	
1900	Other Revenue from Local Sources	708,538.83	1,634,778.00	926,239.17	43.34	
2000	Revenue from Intermediate Sources	6,339.18	10,000.00	3,660.82	63.39	
I	Revenue	<u>715,235.24</u>	<u>1,659,778.00</u>	<u>944,542.76</u>	<u>43.09</u>	* Account Type
0700	Property	0.00	525,000.00	525,000.00	0.00	
0800	Other Objects	1,375,492.09	2,044,778.00	669,285.91	67.27	
0900	Other Uses of Funds	0.00	0.00	0.00	0.00	
X	Expense	<u>1,375,500.90</u>	<u>2,619,778.00</u>	<u>1,244,277.10</u>	<u>52.50</u>	* Account Type
61	Building Corporation	<u>660,265.66</u>	<u>960,000.00</u>	<u>299,734.34</u>	<u>68.78</u>	Fund
	Report Total:	<u>(45,626.21)</u>	<u>(1,001,113.60)</u>	<u>(955,487.39)</u>	<u>4.56</u>	

# Balance Sheet

Printed: 1/18/2022 2:42 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		1,484,848.78	134,389.67	1,619,238.45	11-950-00-0000-8102-000-0000
	Health Insurance Checking 1stBank		816,744.78	(228,792.94)	587,951.84	11-950-00-0000-8102-000-0000
	COLOTRUST Account		2,172,858.30	88.16	2,172,946.46	11-950-00-0000-8102-000-0000-9393
	Savings 1stBANK		651,658.09	5.54	651,663.63	11-950-00-0000-8102-000-0000-9393
	Savings 1stBANK- CC		100,049.82	0.85	100,050.67	11-950-00-0000-8102-000-0000-9393
	MSHS Petty Cash		82.21	0.00	82.21	11-950-00-0000-8103-000-0000
	PTC/Booster Petty Cash		18.56	0.00	18.56	11-950-00-0000-8103-000-0000
	Accounts Receivable from Dist		0.00	0.00	0.00	11-950-00-0000-8141-000-0000
	Food Service Petty Cash		133.00	0.00	133.00	11-950-31-0000-8103-000-0000
<b>8100</b>	<b>Current Assets</b>		<u>5,226,944.65</u>	<u>(94,308.72)</u>	<u>5,132,635.93</u>	* Account Class
<b>Liabilities</b>						
	Accounts Payable		(59,854.78)	(13,268.38)	(73,123.16)	11-950-00-0000-7421-000-0000
	Accrued Salaries		0.00	0.00	0.00	11-950-00-0000-7461-000-0000
	Rental Deposits Liability		(800.00)	0.00	(800.00)	11-950-00-0000-7461-000-0000
	GARNISHMENT		4,083.39	(583.33)	3,500.06	11-950-00-0000-7471-000-0000
	Deferred Grant Revenue		(5,676.57)	0.00	(5,676.57)	11-950-00-0000-7482-000-0000-9393
	Health/Dental/Vision Liab		(89,996.12)	(13,258.14)	(103,254.26)	11-950-05-0000-7471-000-0000
	Unearned Rev Liab- Food Service		(41,217.68)	0.00	(41,217.68)	11-950-31-0000-7482-000-0000
<b>7400</b>	<b>Liabilities</b>		<u>(193,461.76)</u>	<u>(27,109.85)</u>	<u>(220,571.61)</u>	* Account Class
<b>Reserved Co Dept of Ed use only.</b>						
	Tabor Reserve		(395,000.00)	0.00	(395,000.00)	11-950-00-0000-6721-000-0000
	Unreserved Fund Balance		(4,131,919.93)	0.00	(4,131,919.93)	11-950-00-0000-6770-000-0000
	Gen Fund Net Income/Loss		(506,562.96)	121,418.57	(385,144.39)	11-950-00-0000-6775-000-0000
<b>6100</b>	<b>Reserved Co Dept of Ed use only.</b>		<u>(5,033,482.89)</u>	<u>121,418.57</u>	<u>(4,912,064.32)</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

Printed: 1/18/2022 2:42 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		204,745.95	24,049.10	228,795.05	23-950-00-0000-8100-000-0000
	SF Checking Arbiter Athletic		4,553.53	0.00	4,553.53	23-950-00-0000-8100-000-0000
<b>8100</b>	<b>Current Assets</b>		<u>209,299.48</u>	<u>24,049.10</u>	<u>233,348.58</u>	* Account Class
<b>Liabilities</b>						
	Bus Liab Due to GF		(322.50)	0.00	(322.50)	23-950-00-0000-7400-000-0000
	MSHS Activity Accts Payable		(8,677.73)	5,146.71	(3,531.02)	23-950-00-0000-7421-000-0000
<b>7400</b>	<b>Liabilities</b>		<u>(9,000.23)</u>	<u>5,146.71</u>	<u>(3,853.52)</u>	* Account Class
<b>Reserved Co Dept of Ed use only.</b>						
	Activity Net Income/Loss		(200,299.25)	(29,195.81)	(229,495.06)	23-950-00-0000-6775-000-0000
<b>6100</b>	<b>Reserved Co Dept of Ed use only.</b>		<u>(200,299.25)</u>	<u>(29,195.81)</u>	<u>(229,495.06)</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: 1/18/2022 2:42 PM  
Windsor Charter Academy

Building Corporation 61						
Account Class	8100	Current Assets	Y.T.D. Bal.Frwd.	M.T.D. Activity	Y.T.D. Activity	State Account Number
	Description					
<b>Current Assets</b>						
	Bldg Corp Reserve Fund-2020		1,388,270.48	55.67	1,388,326.15	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Interest Fund-2020		103,174.89	34,354.54	137,529.43	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Reserve Fund-2021		969,032.56	38.90	969,071.46	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Interest Fund-2021		61,969.19	93,299.79	155,268.98	61-950-65-0000-8105-000-0000-9393
	Bldg Corp Principal Fund-2021		38,396.05	37,710.83	76,106.88	61-950-65-0000-8105-000-0000-9393
<b>8100</b>	<b>Current Assets</b>		<u>2,560,843.17</u>	<u>165,459.73</u>	<u>2,726,302.90</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		(3,439,189.61)	0.00	(3,439,189.61)	61-950-00-0000-8232-000-0000
<b>8200</b>	<b>Fixed Assets</b>		<u>21,839,494.36</u>	<u>0.00</u>	<u>21,839,494.36</u>	* Account Class
<b>Liabilities</b>						
	Bldg Corp Premium on Bonds		(1,577,478.00)	0.00	(1,577,478.00)	61-950-00-0000-7443-000-0000
	Bldg Corp Loans Payable		(27,620,955.32)	(407,362.97)	(28,028,318.29)	61-950-00-0000-7451-000-0000
	Bldg Corp Accrued Interest		(314,685.00)	0.00	(314,685.00)	61-950-00-0000-7455-000-0000
<b>7400</b>	<b>Liabilities</b>		<u>(29,513,118.32)</u>	<u>(407,362.97)</u>	<u>(29,920,481.29)</u>	* Account Class
<b>Reserved Co Dept of Ed use only.</b>						
	Bldg Corp Unreserved Fund Bal		4,694,418.37	0.00	4,694,418.37	61-950-00-0000-6720-000-0000
	Bldg Corp Net Income/Loss		418,362.42	241,903.24	660,265.66	61-950-00-0000-6775-000-0000
<b>6100</b>	<b>Reserved Co Dept of Ed use only.</b>		<u>5,112,780.79</u>	<u>241,903.24</u>	<u>5,354,684.03</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>	

# A/P Check Register

Printed: 1/18/2022 2:22 PM  
 Windsor Charter Academy  
 Check Date: 12/1/2021 to 12/31/2021

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
21681	Snappy Holdings LLC	9350	12/16/2021	2102	(727.60)	0.00	(727.60)
<b>Void by FD on 12/16/2021</b>							
218713	AmTrust North America	2	12/02/2021	2188	2,435.00	0.00	2,435.00
21007	Barefoot Farms Landscaping Inc.	30	12/02/2021	2189	80.00	0.00	80.00
218195	Bimbo Bakeries USA	30	12/02/2021	2190	400.60	0.00	400.60
21009	Brooms N More Inc	30	12/02/2021	2191	1,081.14	0.00	1,081.14
218383	Brown Property Services LLC	2	12/02/2021	2192	130.00	0.00	130.00
21117	Carolina Biological	30	12/02/2021	2193	875.77	0.00	875.77
21012	CenturyLink	30	12/02/2021	2194	146.91	0.00	146.91
218808	CobraHelp	19	12/02/2021	2195	28.00	0.00	28.00
21140	EON Office	30	12/02/2021	2196	11.99	0.00	11.99
218775	Hitz, Cameron	2	12/02/2021	2197	80.00	0.00	80.00
21136	Home Depot Pro	30	12/02/2021	2198	433.11	0.00	433.11
21588	Indulge Chocolate Shop	19	12/02/2021	2199	56.00	0.00	56.00
218817	InfoArmor, Inc.	2	12/02/2021	2200	117.65	0.00	117.65
21743	John Cutler & Associates	2	12/02/2021	2201	1,500.00	0.00	1,500.00
21269	JW Pepper	30	12/02/2021	2202	117.33	0.00	117.33
21403	Liden Technologies	2	12/02/2021	2203	150.00	0.00	150.00
21092	Lincoln National Life Insurance	1	12/02/2021	2204	1,544.48	0.00	1,544.48
218586	Loeffler, Stephanie	2	12/02/2021	2205	40.00	0.00	40.00
217978	MODESTO, AMPELIA	2	12/02/2021	2206	160.00	0.00	160.00
218149	Olson, David	2	12/02/2021	2207	903.00	0.00	903.00
21498	Purchase Power Pitney Bowes	30	12/02/2021	2208	301.50	0.00	301.50
21093	Security Benefit	29	12/02/2021	2209	3,945.29	0.00	3,945.29
217979	Thomsen, Micki	2	12/02/2021	2210	290.00	0.00	290.00
217638	UNCC	2	12/02/2021	2211	17.16	0.00	17.16
21076	University of Northern Colorado	1	12/02/2021	2212	1,018.86	0.00	1,018.86
218535	FirstBank	30	12/02/2021	2213	8,024.77	0.00	8,024.77
21080	Ace Hardware WCA	2	12/08/2021	2214	556.55	0.00	556.55
218195	Bimbo Bakeries USA	3	12/08/2021	2215	240.50	0.00	240.50
21009	Brooms N More Inc	6	12/08/2021	2216	1,286.91	0.00	1,286.91
21015	Comcast Cable	3	12/08/2021	2217	1,147.17	0.00	1,147.17
218782	IMS Heating & Air Inc.	6	12/08/2021	2218	25,600.00	0.00	25,600.00
21269	JW Pepper	7	12/08/2021	2219	22.44	0.00	22.44
21109	Mail N Copy	7	12/08/2021	2220	165.00	0.00	165.00
21043	McGraw Hill Education	7	12/08/2021	2221	268.25	0.00	268.25
217829	Oztek Commerical Services	2	12/08/2021	2222	242.00	0.00	242.00
218999	The Aloha Life	8	12/08/2021	2223	111.00	0.00	111.00
217892	T-Mobile	3	12/08/2021	2224	28.01	0.00	28.01
21078	Waste Management	6	12/08/2021	2225	709.70	0.00	709.70
21552	Airgas USA LLC	15	12/16/2021	2236	34.94	0.00	34.94
217633	Diversified Underground Inc.	15	12/16/2021	2237	1,205.00	0.00	1,205.00
21140	EON Office	15	12/16/2021	2238	44.52	0.00	44.52
21254	Gallegos Sanitation Inc	15	12/16/2021	2239	368.50	0.00	368.50
217993	Miller Farmer Law LLC	15	12/16/2021	2240	450.00	0.00	450.00
218149	Olson, David	15	12/16/2021	2241	430.50	0.00	430.50
219005	Robosource LLC	15	12/16/2021	2242	259.94	0.00	259.94
21681	Snappy Holdings LLC	15	12/16/2021	2243	13.80	0.00	13.80
218994	Sprague, Andrew	15	12/16/2021	2244	453.13	0.00	453.13
218953	Virtual College Counselors	15	12/16/2021	2245	2,000.00	0.00	2,000.00
21681	Snappy Holdings LLC	8350	12/16/2021	2246	727.60	0.00	727.60
218634	UC Health Medical Group	8	12/01/2021	10447	32.28	0.00	32.28
219011	Boulder Valley Anesthesiology	8	12/02/2021	10448	4,103.69	0.00	4,103.69
218208	OptumRX	8	12/06/2021	10449	1,484.19	0.00	1,484.19
218208	OptumRX	8	12/06/2021	10450	6.20	0.00	6.20
218379	Banner Hospital Based Physicians	8	12/07/2021	10451	351.45	0.00	351.45
218634	UC Health Medical Group	8	12/09/2021	10452	86.99	0.00	86.99

# A/P Check Register

Printed: 1/18/2022 2:22 PM

Windsor Charter Academy

Check Date: 12/1/2021 to 12/31/2021

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
218959	Advanced Medical Imaging	8	12/10/2021	10453	221.43	0.00	221.43
218959	Advanced Medical Imaging	8	12/10/2021	10454	22.14	0.00	22.14
218634	UC Health Medical Group	8	12/13/2021	10455	137.34	0.00	137.34
219012	NoCo Hospitalists LLC	8	12/13/2021	10456	245.82	0.00	245.82
219012	NoCo Hospitalists LLC	8	12/13/2021	10457	138.18	0.00	138.18
218959	Advanced Medical Imaging	8	12/14/2021	10458	84.30	0.00	84.30
218634	UC Health Medical Group	8	12/14/2021	10459	60.87	0.00	60.87
218634	UC Health Medical Group	8	12/14/2021	10460	134.59	0.00	134.59
218634	UC Health Medical Group	8	12/14/2021	10461	49.89	0.00	49.89
218634	UC Health Medical Group	8	12/14/2021	10462	93.85	0.00	93.85
219012	NoCo Hospitalists LLC	8	12/14/2021	10463	138.18	0.00	138.18
218959	Advanced Medical Imaging	8	12/15/2021	10464	267.41	0.00	267.41
218959	Advanced Medical Imaging	8	12/15/2021	10465	22.14	0.00	22.14
218634	UC Health Medical Group	8	12/15/2021	10466	272.84	0.00	272.84
218943	CU Medicine	8	12/15/2021	10467	5,303.09	0.00	5,303.09
219012	NoCo Hospitalists LLC	8	12/15/2021	10468	138.18	0.00	138.18
219012	NoCo Hospitalists LLC	8	12/15/2021	10469	138.18	0.00	138.18
219012	NoCo Hospitalists LLC	8	12/15/2021	10470	138.18	0.00	138.18
219012	NoCo Hospitalists LLC	8	12/15/2021	10471	96.35	0.00	96.35
219014	Poudre Valley Health Care	8	12/16/2021	10472	405.50	0.00	405.50
218959	Advanced Medical Imaging	8	12/16/2021	10473	57.90	0.00	57.90
218959	Advanced Medical Imaging	8	12/16/2021	10474	119.24	0.00	119.24
218634	UC Health Medical Group	8	12/16/2021	10475	55.29	0.00	55.29
219012	NoCo Hospitalists LLC	8	12/16/2021	10476	96.35	0.00	96.35
218963	Northern Colorado Anes Pro	8	12/16/2021	10477	658.60	0.00	658.60
218959	Advanced Medical Imaging	8	12/17/2021	10478	43.42	0.00	43.42
219013	Centers for Gastroenterology	8	12/17/2021	10479	364.93	0.00	364.93
219013	Centers for Gastroenterology	8	12/17/2021	10480	765.09	0.00	765.09
218634	UC Health Medical Group	8	12/17/2021	10481	30.63	0.00	30.63
218997	Emergency Physicians of the Rockies	8	12/17/2021	10482	349.51	0.00	349.51
218208	OptumRX	8	12/20/2021	10483	5,170.05	0.00	5,170.05
218208	OptumRX	8	12/20/2021	10484	8.80	0.00	8.80
219012	NoCo Hospitalists LLC	8	12/20/2021	10485	96.35	0.00	96.35
219012	NoCo Hospitalists LLC	8	12/20/2021	10486	96.35	0.00	96.35
218207	UMR Health	8	12/20/2021	10487	228.36	0.00	228.36
218959	Advanced Medical Imaging	8	12/21/2021	10488	88.57	0.00	88.57
219012	NoCo Hospitalists LLC	8	12/21/2021	10489	138.18	0.00	138.18
219012	NoCo Hospitalists LLC	8	12/21/2021	10490	96.35	0.00	96.35
219012	NoCo Hospitalists LLC	8	12/21/2021	10491	96.35	0.00	96.35
218959	Advanced Medical Imaging	8	12/22/2021	10492	22.14	0.00	22.14
218959	Advanced Medical Imaging	8	12/22/2021	10493	625.94	0.00	625.94
218959	Advanced Medical Imaging	8	12/22/2021	10494	87.72	0.00	87.72
219013	Centers for Gastroenterology	8	12/22/2021	10495	364.93	0.00	364.93
219013	Centers for Gastroenterology	8	12/22/2021	10496	115.22	0.00	115.22
219013	Centers for Gastroenterology	8	12/22/2021	10497	251.13	0.00	251.13
219012	NoCo Hospitalists LLC	8	12/22/2021	10498	96.35	0.00	96.35
218634	UC Health Medical Group	8	12/22/2021	10499	45.00	0.00	45.00
218634	UC Health Medical Group	8	12/22/2021	10500	3.63	0.00	3.63
218959	Advanced Medical Imaging	8	12/23/2021	10501	620.85	0.00	620.85
219013	Centers for Gastroenterology	8	12/23/2021	10502	115.22	0.00	115.22
219013	Centers for Gastroenterology	8	12/23/2021	10503	115.22	0.00	115.22
218634	UC Health Medical Group	8	12/23/2021	10504	1,732.22	0.00	1,732.22
219015	Reach Ams LLC Childrens	8	12/23/2021	10505	25,000.00	0.00	25,000.00
218634	UC Health Medical Group	8	12/28/2021	10506	78.11	0.00	78.11
219012	NoCo Hospitalists LLC	8	12/28/2021	10507	142.40	0.00	142.40
218963	Northern Colorado Anes Pro	8	12/28/2021	10508	769.60	0.00	769.60
218634	UC Health Medical Group	8	12/29/2021	10509	335.95	0.00	335.95

# A/P Check Register

Printed: 1/18/2022 2:22 PM

Windsor Charter Academy

Check Date: 12/1/2021 to 12/31/2021

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
218791	Medical Center of the Rockies	8	12/30/2021	10510	145,828.61	0.00	145,828.61
218634	UC Health Medical Group	8	12/30/2021	10511	94.76	0.00	94.76
217721	BSN Sports	30	12/02/2021	90658	1,125.49	0.00	1,125.49
21117	Carolina Biological	30	12/02/2021	90659	266.85	0.00	266.85
217814	ExpressToll	30	12/02/2021	90660	55.90	0.00	55.90
218519	Front Range Baptist Academy	19	12/02/2021	90661	550.00	0.00	550.00
218363	K&W Printing, Inc.	30	12/02/2021	90662	255.00	0.00	255.00
218805	Ptarmigan Country Club	2	12/02/2021	90663	2,361.60	0.00	2,361.60
217735	Union Colony Schools	1	12/02/2021	90664	150.00	0.00	150.00
219007	University High School	2	12/02/2021	90665	500.00	0.00	500.00
218395	VEX Robotics	30	12/02/2021	90666	607.98	0.00	607.98
21120	Weld RE-4 School District	30	12/02/2021	90667	198.30	0.00	198.30
218535	FirstBank	30	12/02/2021	90668	3,061.61	0.00	3,061.61
218685	Bird, Bruce	8	12/08/2021	90669	100.00	0.00	100.00
217721	BSN Sports	8	12/08/2021	90670	1,184.04	0.00	1,184.04
21183	Elite Awards and Trophies	3	12/08/2021	90671	45.00	0.00	45.00
21718	Robotics Education & Competition Foundation	8	12/08/2021	90672	545.00	0.00	545.00
21084	PERA	12	12/31/2021	123121111	1,851.26	0.00	1,851.26
21088	American Fidelity	12	12/31/2021	123121222	780.00	0.00	780.00
21088	American Fidelity	12	12/31/2021	123121333	2,589.62	0.00	2,589.62
21459	CBIZ	12	12/31/2021	123121444	2,426.45	0.00	2,426.45
21459	CBIZ	12	12/31/2021	123121555	473,339.70	0.00	473,339.70
21459	CBIZ	12	12/31/2021	123121666	74,904.64	0.00	74,904.64
21084	PERA	12	12/31/2021	123121777	192,451.19	0.00	192,451.19
21084	PERA	12	12/31/2021	123121999	5,999.13	0.00	5,999.13
218205	Delta Dental of Colorado	3	12/01/2021	120121115	6,047.14	0.00	6,047.14
217847	US Foods Inc.	7	12/01/2021	120121881	7,511.68	0.00	7,511.68
217847	US Foods Inc.	7	12/03/2021	120321881	124.44	0.00	124.44
218208	OptumRX	8	12/06/2021	120621072	242.72	0.00	242.72
218207	UMR Health	8	12/07/2021	120721362	47,274.42	0.00	47,274.42
217847	US Foods Inc.	7	12/08/2021	120821881	8,303.90	0.00	8,303.90
217847	US Foods Inc.	7	12/09/2021	120921881	203.28	0.00	203.28
218208	OptumRX	8	12/13/2021	121321512	62,652.55	0.00	62,652.55
217847	US Foods Inc.	7	12/15/2021	121521881	340.80	0.00	340.80
21156	Xcel Energy	30	12/15/2021	121521888	13,061.26	0.00	13,061.26
218208	OptumRX	8	12/20/2021	122021187	4,204.30	0.00	4,204.30
217847	US Foods Inc.	7	12/22/2021	122221881	7,695.49	0.00	7,695.49
217847	US Foods Inc.	7	12/23/2021	122321881	169.60	0.00	169.60
217847	US Foods Inc.	7	12/24/2021	122421881	48.72	0.00	48.72
218208	OptumRX	8	12/27/2021	122721948	14,535.78	0.00	14,535.78
217847	US Foods Inc.	7	12/28/2021	122821881	46.48	0.00	46.48
217847	US Foods Inc.	7	12/29/2021	122921881	6,318.40	0.00	6,318.40
217847	US Foods Inc.	7	12/30/2021	123021881	178.62	0.00	178.62
218208	OptumRX	8	12/30/2021	123021940	1,314.97	0.00	1,314.97
21088	American Fidelity	12	12/31/2021	123121121	14,908.00	0.00	14,908.00
218535	FirstBank	7	12/31/2021	123121803	20.00	0.00	20.00
217847	US Foods Inc.	7	12/31/2021	123121881	112.72	0.00	112.72
<b>Report Totals</b>					<b>\$1,219,369.03</b>	<b>\$0.00</b>	<b>\$1,219,369.03</b>