

# Windsor



## CHARTER ACADEMY

GROWING LIFE-LONG LEARNERS

### July Regular Session

July 16, 2020

**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*

July 16, 2020

Regular Session @ 6:00 p.m.

### **Executive Board**

**John Feyen, President**  
**Carolyn Mader, Vice President**  
**Donna James, Treasurer**  
**Kevin Albertsen, Secretary**  
**Sherry Bartmann, Member**  
**Carolyn Mader, Member**  
**Jim Zacheis, Member**

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

### **Agenda**

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

### **VISION STATEMENT**

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

### **MISSION STATEMENT**

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



**Executive Board Minutes**  
**July 16, 2020**

**1.0 Opening of the Meeting**

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**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  
Carolyn Mader, Executive Board Vice-President  
Donna James, Executive Board Treasurer  
Kevin Albertsen, Executive Board Secretary  
Sherry Bartmann, Executive Board Member  
Jenny Ojala, Executive Board Member  
Jim Zacheis, Executive Board Member

***Staff Present***

Rebecca Teeples, Executive Director  
SarahGennie, Colazio, Director of Finance & HR

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**1.3 Pledge of Allegiance**

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**1.4 Mission Statement**

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

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**1.5 Adoption of Agenda**

A motion was made to approve the July 16, 2020 Regular Session agenda, adding item 4.3 Waiver of Policy JHCA-R Open Campus, by Jenny Ojala and seconded by Donna James. Members voted the following: Albertsen, aye; Bartmann, aye; James, aye; Mader, aye; Ojala, aye; Zacheis, 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 June 17, 2020 Regular Session was made by Donna James and seconded by Jenny Ojala. Members voted the following: Albertsen, aye; Bartmann, aye; James, aye; Mader, aye; Ojala, aye; Zacheis, aye; Feyen, aye. The motion passed unanimously.

## **2.0 Citizen Communication**

No parents that spoke during Citizen Communication.

## **3.0 Items for Information**

### **3.1 Summer Preparations**

## **4.0 Items for Action**

### **4.1 2020 Bond Resolutions**

A motion was made to approve a financing resolution for the 2020 Plan of Finance, move the 2017 bonds into the Moral Obligation Program, authorize a reimbursement resolution, and to approve authorization for the Director of Finance & HR, SarahGennie Colazio to sign on behalf of the Executive Board by Donna James and seconded by Jenny Ojala. Members voted the following: Albertsen, aye; Bartmann, aye; James, aye; Mader, aye; Ojala, aye; Zacheis, aye; Feyen, aye. The motion passed unanimously.

### **4.2 2020-2021 Calendar: Cares Act Funding**

A motion was made to approve the 2020-2021 amended by Sherry Bartmann and seconded by Jim Zacheis. Members voted the following: Albertsen, aye; Bartmann, aye; James, aye; Mader, aye; Ojala, aye; Zacheis, aye; Feyen, aye. The motion passed unanimously.

### **4.3 Waiver of Policy JHCA-R, Open Campus**

A motion was made to approve a one-year waiver to Policy JHCA-R, Open Campus, allowing freshman open campus rights for the 2020-2021 school year. Open campus rights would only be an option for freshman of parents that opted in to this waived policy. The motion was made by Sherry Bartmann and seconded by Jenny Ojala. Members voted the following: Albertsen, aye; Bartmann, aye; James, nay; Mader, nay; Ojala, aye; Zacheis, nay; Feyen, aye. The motion passes.

## 5.0 Executive Session

There was no Executive Session at the July 2020 Executive Board meeting.

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

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

## 6.0 Adjournment

A motion to adjourn the July 16, 2020 Regular Session was made by Jim Zacheis and seconded Jenny Ojala. Members voted the following: Albertsen, aye; Bartmann, aye; James, aye; Mader, aye; Ojala, aye; Zacheis, aye; Feyen, aye. The motion passed unanimously. The meeting adjourned at 6:30 p.m.



# Appendix



## 1.0 Minutes

### June 16, 2020 Regular Session

**The Executive Board meeting was remote.**

## 1.0 Opening of the Meeting

### 1.1 Call to Order

The meeting was called to order at 7:00 p.m.

### 1.2 Roll Call

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

John Feyen, Executive Board President  
Carolyn Mader, Executive Board Vice-President  
Donna James, Executive Board Treasurer  
Kevin Albertsen, Executive Board Secretary  
Sherry Bartmann, Executive Board Member  
Jenny Ojala, Executive Board Member  
Jim Zacheis, Executive Board Member (late)

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

Rebecca Teeples, Executive Director  
SarahGennie, Colazio, Director of Finance & HR

### 1.3 Pledge of Allegiance

### 1.4 Mission Statement

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

curricula. Our culture empowers our students to achieve academic excellence through critical thinking, character development, and a love for lifelong learning.

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### **1.5 Adoption of Agenda**

A motion was made to approve the June 17, 2020 Regular Session agenda by Donna James and seconded by Jenny Ojala. Members voted the following: Albertsen, aye; Bartmann, 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 May 28, 2020 Regular Session was made by Kevin Albertsen and seconded by Donna James. Members voted the following: Albertsen, aye; Bartmann, aye; James, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously.

A motion to approve the minutes for the June 4, 2020 Special Session was made by Kevin Albertsen and seconded by Sherry Bartmann. Members voted the following: Albertsen, aye; Bartmann, aye; James, aye; Mader, aye; Ojala, aye; Feyen, aye. The motion passed unanimously.

## **2.0 Citizen Communication**

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There were no parents that spoke during Citizen Communication.

## **3.0 Reports**

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

#### ***Work in Our Schools***

- Last month's student enrollment for the 2020-2021 school year was 1494. This month's student enrollment for the 2020-2021 school year is 1513. This is an increase of 19 students. Our recommended budget is based on a plan of 1450 students enrolled.
- Beginning the 2020-2021 school year, there will be a fee to attend high school games. This fee, required by CHSAA and for schools applying, will support the cost of athletic programs, including transportation.
- 494 professional development certificates were given to teachers over the course of the 2019-2020 school year. 362.75 credits were earned. Our teachers are lifelong learners!
- WCA launched an aggressive Facebook campaign to increase our enrollment. This campaign will run through the entire summer.



- Each of our three schools will hold four virtual information meetings for parents this summer. Due to school closures, we were not able to hold in-person school tours and we are uncertain of what our school tours might look like in the fall. Administrators from each school, and our admissions office, will be present at each of our virtual information meetings. These meetings will be advertised on Facebook and on our website.
- YouTube Channel: WCA has an official YouTube channel with over 100 subscribers! The WCA channel has been customized to fit our school branding, and organized with playlists and privacy settings.
- Over 700 Chromebooks were deployed to students to assist with remote learning. These devices were successfully collected from families during student check-out the final week of school.
- Launched 2020 high school summer school program with 30 students in over 55 courses.
- Hosted new staff training at the school for new teachers on June 1<sup>st</sup>.
- Hosted 4 days for staff pictures to ensure that our websites are updated by the start of the school year and for staff badges.
- Room numbers were placed on all elementary exterior and interior windows/doors.
- Room numbers were placed on all interior classrooms at the middle and high school.
- Several teachers and administrators who will be attending AVID Digital XP over the summer. This professional development will help support teachers as they implement AVID research-based instructional strategies through the use of technology tools.

## **4.0 Items for Information**

### **4.1 August Learning Plans**

## **5.0 Items for Action**

### **5.1 Amended 2020 Budget**

A motion was made to approve the 2020 amended budget by Donna James and seconded by Jenny Ojala. Members voted the following: Albertsen, aye; Bartmann, aye; James, aye; Mader, aye; Ojala, aye; Zacheis, aye; Feyen, aye. The motion passed unanimously.

## **6.0 Consent Agenda**

## 6.1 Personnel

### ***Appointments for 2020-2021***

- Jamie Boyle, HS Receptionist
- Margarita Madrid, MS Teacher

## 6.2 Second Read Policies

- Policy IKF Graduation Requirements
- Policy JQ Student Fees, Fines, and Charges
- Policy IJ Instructional Resources and Materials
- Policy KEC Public Concerns/Complaints About Instructional Resources

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

## 7.0 Executive Session

Carolyn Mader made a motion to go into Executive Session, citing

- 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)

Jenny Ojala seconded the motion. Members voted the following: Albertsen, aye; Bartmann, aye; James, aye; Mader, aye; Ojala, aye; Zacheis, aye; Feyen, aye. The motion passed unanimously. The Executive Board left the Regular Session at 8:47 p.m.. The Executive Session ended at 9:42 p.m. and re-entered the Regular Session at 9:50 p.m.

## 8.0 Adjournment

A motion to adjourn the June 17, 2020 Regular Session was made by Donna James and seconded Sherry Bartmann. Members voted the following: Albertsen, aye; Bartmann, aye; James, aye; Mader, aye; Ojala, aye; Zacheis, aye; Feyen, aye. The motion passed unanimously. The meeting adjourned at 9:51 p.m.



**2.0 2020 Bond**



**3.0 2020-2021 Calendar**