



June Regular Session

June 27, 2019

Elementary School

*680 Academy Ct.
Windsor, CO 80550*

Middle & Early College High School

*810 Automation Dr.
Windsor, CO 80550*

June 27, 2019

Work Session @ 5:30 p.m.
Regular Session @ 7:00 p.m.

Executive Board

Samual Penn, President
John Feyen, Vice President
Donna James, Treasurer
Kevin Albertsen, Secretary
Sherry Bartmann, Member
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 AUGUST REGULAR SESSION

Executive Board Minutes May 15, 2019

Work Session: 5:30 p.m.

- 1.0 Board/Executive Director Matrix
- 2.0 Meeting Expectations & Norms
- 3.0 On-Boarding Members

1.0 Opening of the Meeting

- 1.1 Call to Order
The meeting was called to order at 7:02 p.m.

- 1.2 Roll Call
 - Executive Board Members Present**
 - Sam Penn, Executive Board President (Arrived 7:13 p.m.)
 - John Feyen, Executive Board Vice-President
 - Donna James, Executive Board Treasurer
 - Kevin Albertsen, Executive Board Secretary
 - Sherry Bartmann, Executive Board Member
 - Carolyn Mader, Executive Board Member
 - Jenny Ojala, Executive Board Member

Jim Zacheis, Executive Board Member Elect

Staff Present

Rebecca Teeples, Executive Director

1.3 Pledge of Allegiance

1.4 Mission Statement

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

1.5 Adoption of Agenda

A motion to approve the June 27, 2019 Regular Session agenda, moving 6.0 Consent Agenda to 5.0 before the Items for Action was made by Kevin Albertsen and seconded by Jenny Ojala. Members voted the following: Albertsen, aye; Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye. The motion passed unanimously.

1.6 Adoption of the Minutes

A motion to approve the minutes for the May 15, 2019 Regular Session was made by Donna James and seconded by Jenny Ojala. Members voted the following: Albertsen, aye; Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye. The motion passed unanimously.

A motion to approve the minutes for the June 10, 2019 Special Session was made by Donna James and seconded by Jenny Ojala X. Members voted the following: Albertsen, aye; Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye. The motion passed unanimously.

A motion to approve the minutes for the June 17, 2019 Special Session was made by Donna James and seconded by Jenny Ojala. Members voted the following: Albertsen, aye; Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye. The motion passed unanimously.

2.0 Citizen Communication

There were 1 parent at the June Executive Board Regular Session.

3.0 Reports

3.1 Executive Director's Report

Enrollment & Student Data Services Support

- Student enrollment for the 2018-2019 school year is 1262.
- Last month's student enrollment projections for the 2019-2020 school year was 1363. This month's student enrollment projections are 1359.
- Past years, we based a budget on 97% of actual enrollment. Our 2019-2020 budget reflects a more conservative approach, based on 95% of actual enrollment, with projections of 1,305 students.

Exit Surveys

14 offers were extended to staff members. 11 accepted an exit interview. Data is outlined and summarized in Appendix 2.0.

Executive Board Calendar

CALENDAR PREVIEW OF THE MONTH AHEAD			
Date	Time	Event	Location
August 8 th	8:30 a.m.	Board Pictures & Annual All-Staff Back to School Kickoff	MSHS Gymnasium
August 14 th		First Day of School	
August 19 th	5:00 p.m.	Dinner w/ District Board	District Building
August 22 nd	5:30 p.m.	Work Session/Regular Executive Board Session	HS Commons
August 23 rd	8:15 a.m.	Coffee with Leadership	MS Media Center

4.0 Items for Information

4.1 Thank You for Past Board Member Work & Introduction of New Board Member (Samual Penn left at 7:22 p.m.)

4.2 Firewall Review from Chris Ruff

5.0 Consent Agenda

5.1 Personnel

Appointments

- Counselor
 - Jamie Goodrich, ES Counselor
- Teachers

- Jennifer Ferris, ES Teacher
- Susan Gariepy, MSHS Language Arts Teacher
- Gail Gutierrez, MSHS Spanish Teacher
- Sarah Hirsch, MSHS Spanish Teacher
- Karen Kent, ES Teacher
- Kelly Leistikow, MSHS Music Teacher
- Alexandra Marina, MSHS Art Teacher
- Bradley Otto, MSHS Science Teacher
- Karen Percy, MSHS Language Arts Teacher
- Kathleen Still, ES Classroom Teacher
- Caroline Talbot, MSHS History Teacher
- Josilynn Weilert, MSHS Math Teacher
- Todd White, MSHS Science Teacher
- Alaina Yung, ES Teacher
- Receptionist
 - Josie Ringlein, HS Receptionist
- Paraprofessionals
 - Lydia Boyes, ES Paraprofessional
 - Jolie Michaelson, ES Paraprofessional
 - Destiny Satrang, ES Paraprofessional
 - Linda Schmitz, ES Paraprofessional
 - Arden Walston, ES Paraprofessional
- Community Relations
 - Kathryn Monroe, Fundraising Manager
- Food Services
 - Shelby Coy, Food Services Kitchen Staff
 - Jackie Glynn, Food Services Kitchen Manager

Transition

- Tina Kolb, from ES Lunchroom Monitor to ES Paraprofessional

Resignations/Non-Renewals/Terminations

- Kiki Archer, ES Classroom Teacher
- Gracie Blohm, MSHS Paraprofessional
- Daina Faling, ES Classroom Teacher
- Erica Koehler, HS Counselor

5.2 Second Read Policies

- Policy JICI Weapons in School
-

A motion was made to pull out Policy JLCDB Administration of Medical Marijuana to Qualified Students from the Consent Agenda by John Feyen and seconded by Sherry Bartmann. Members voted the following: Albertsen, aye; Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye; Zacheis, aye. The motion passed unanimously.

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

6.0 Items for Action

6.1 Merit Pay

Last year, staff members that completed the merit pay program received \$2,300. It is the recommendation of the Executive Director and Director of Finance/HR that this amount increase 9% to \$2,500. This would total \$17,500 in payments to 7 staff members that completed the program.

A motion was made to approve merit pay for 7 staff members that completed the program for the 2018-2019 school year at \$2,500 per person. The motion was made by Bartmann and seconded by Albertsen. Members voted the following: Albertsen, aye; Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye; Zacheis, aye. The motion passed unanimously.

6.2 Policy JLCDB Administration of Medical Marijuana to Qualified Students, Second Read

A motion was made to approve Policy JLCDB Administration of Medical Marijuana to Qualified Students on 2nd read by Carolyn Mader and Jenny Ojala. The Executive Board discussed their concerns and various parameters around the policy.

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

6.3 Board Leadership Elections

Nominations for the Executive Board President were as follows:

- John Feyen was nominated by Carolyn Mader. John Feyen accepted the nomination.

A secret ballot was taken by the Executive Board. John Feyen was elected as the Executive Board President.

Nominations for the Executive Board Vice-President were as follows:

- Carolyn Mader was nominated by Sherry Bartmann. Carolyn accepted the nomination.
- Sherry Bartmann was nominated by Kevin Albertsen. Sherry declined the nomination.

A secret ballot was taken by the Executive Board. Carolyn Mader was elected as the Executive Board Vice President.

Nominations for the Executive Board Treasurer were as follows:

- Donna James was nominated by Carolyn Mader. Donna James accepted the nomination.
- Jenny Ojala was nominated by Sherry Bartmann. Jenny Ojala declined the nomination.

A secret ballot was taken by the Executive Board. Donna James was elected as the Executive Board Treasurer.

Nominations for the Executive Board Secretary were as follows:

- Kevin Albertsen was nominated by Sherry Bartmann. Kevin Albertsen accepted the nomination.
- Sherry Bartmann was nominated by Carolyn Mader. Sherry Bartmann declined the nomination.

A secret ballot was taken by the Executive Board. Kevin Albertsen was elected as the Executive Board Secretary.

6.3 Executive Board Committee Liaisons

A motion was made to appoint Jim Zacheis, as well as Donna James, Board Treasurer as the liaison for the Finance Committee. The motion was made by Sherry Bartmann and seconded by Donna James. Members voted the following: Albertsen, aye; Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye; Zacheis, aye. The motion passed unanimously.

A motion was made to appoint Jenny Ojala and Carolyn Mader as the liaison for the School Accountability Committee . The motion was made by Donna James and seconded by Sherry Bartmann. Members voted the following: Albertsen, aye; Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye; Zacheis, aye. The motion passed unanimously.

A motion was made to appoint Kevin Albertsen as the liaison for the Education Committee . The motion was made by Jenny Ojala and seconded by Donna James. Members voted the following: Albertsen, aye; Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye; Zacheis, aye. The motion passed unanimously.

A motion was made to approve Sherry Bartmann as the liaison for the Safety Committee . The motion was made by Donna James and seconded by Jenny Ojala. Members voted the following: Albertsen, aye; Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye; Zacheis, aye. The motion passed unanimously.

7.0 Executive Session

An Executive Session occurred during the June 2019 Regular Session. A motion was made to go into Executive Session by Sherry Bartmann for the following reason:

Conduct discussions regarding the Charter's position, strategies, and bargaining instructions regarding collective bargaining negotiations, C.R.S. §24-6-402(4)(e)

The motion was seconded by Donna James. Members voted the following: Albertsen, aye; Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye; Zacheis, aye. The motion passed unanimously. The Executive Session began at 8:52 p.m. The Executive Session closed at 10:15 p.m.

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

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

8.0 Adjournment

A motion was made to adjourn the June 27, 2019 Regular Session by Donna James and seconded by Kevin Albertsen. Members voted the following: Albertsen, aye; Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye; Zacheis, aye. The motion passed unanimously. The meeting adjourned at 10:16 p.m.



Appendix



1.0 May Minutes

Executive Board Minutes May 15, 2019

Work Session: 5:30 p.m.

- 1.0 Exit Interviews
- 2.0 Executive Director Evaluation

1.0 Opening of the Meeting

- 1.1 Call to Order
The meeting was called to order at 7:06 p.m.

- 1.2 Roll Call
 - Executive Board Members Present**

- Sam Penn, Executive Board President
 - John Feyen, Executive Board Vice-President
 - Donna James, Executive Board Treasurer
 - Sherry Bartmann, Executive Board Member
 - Carolyn Mader, Executive Board Member
 - Jenny Ojala, Executive Board Member

- Staff Present**

- Rebecca Teeples, Executive Director

1.3 Pledge of Allegiance

1.4 Mission Statement

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

1.5 Adoption of Agenda

A motion to approve the May 15, 2019 Regular Session agenda with an amendment, adding item 5.6 Consideration of Contract w/ Legal Counsel was made by John Feyen and seconded by Carolyn Mader. John Feyen retracted the motion. A motion to approve the May 15, 2019 Regular Session agenda with an amendment, adding item 4.5 Consideration of Contract w/ Legal Counsel was made by John Feyen and seconded by Jenny Ojala. Members voted the following: Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye; Penn, aye. The motion passed unanimously.

1.6 Adoption of the Minutes

A motion to approve the April 24, 2019 Regular Session was made by Donna James and seconded by John Feyen. Members voted the following: Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye; Penn, aye. The motion passed unanimously.

2.0 Citizen Communication

There were 1 parent at the May Executive Board Regular Session.

3.0 Reports

3.1 Executive Director's Report

Enrollment & Student Data Services Support

- Student enrollment for the 2018-2019 school year is 1262.
- Last month's student enrollment projections for the 2019-2020 school year was 1372. This month's student enrollment projections are 1363.

- Past years, we based a budget on 97% of actual enrollment. Our 2019-2020 budget reflects a more conservative approach, based on 95% of actual enrollment, with projections of 1,305 students.

Fund Development

Windsor Charter Academy received a \$5,000 donation towards our robotics programs. This will benefit our students and our STEM focus. We're thankful for our partnership with this donor.

Excellence in Instruction

The elementary school hosted an AVID site visit for 23 Greeley Evans School District 6 teachers and administrators. Teachers opened up their classrooms to showcase the AVID instructional strategies they implement on a daily basis. A panel of teachers, students, and parents shared how AVID has made a difference in students' lives at school and at home.

Teachers at the MS/HS and elementary received professional development around 3D printing, augmented and virtual reality, PearDeck interactive presentations and the FlipGrid video response platform as a part of the ongoing introduction to technology and high-tech professional development series being offered this year.

Excellence in Innovation

An AR/VR kit for the MS/HS has been purchased. This kit will offer 30 devices for students to experiment augmented and virtual reality in their classrooms.

Lara Holt (MS/HS math), Michelle Ammirati (5th grade) and Alicia Ocasio (kindergarten), were selected to attend the International Society of Technology Education conference in Philadelphia, PA this summer based on their participation in ongoing "Be the Change" innovative educator professional development for the 2018-2019 school year.

Excellence in Climate and Culture

The Scholastic Book Fair will run May 3rd-9th at the elementary school. The profits from this fair will help to purchase new books for our school libraries. The 5th grade student council helped to organize a coin drive for the book fair to help purchase teacher wish list items at the elementary school.

Students in Mrs. McConnell's 4th grade class were recognized for their winning entry to our school's first ever Entrepreneurship and Philanthropy day with a Kona Ice Party. A representative from the Humane Society of Weld County was invited to attend and students presented her a \$100 donation as a part of their winning recognition.

Excellence in Culture and Climate

The ES Parent Teacher Club spoiled our teachers all week for Teacher Appreciation week! We are so grateful for our teachers who work tirelessly throughout the year. They deserve to be celebrated.

National Honor Society inducted 36 new members to the Phoenix Chapter. National Junior Honor Society inducted 22 new members to the Phoenix Chapter.

The middle school and high school celebrated "College and Career Week." The week included visits to WCA from college admissions officers from Colorado State University, University of Northern Colorado and University of Wyoming. The students were also able to participate in door decorating contest, college and career clothing themes, and a celebration assembly.

The high school prom was a huge a success with our largest attendance yet.

Our middle school and high school spring athletics teams are concluding successful seasons.

Excellence in Leadership

Administration have met or are meeting one-on-one with all staff for their final evaluation. At these meeting, administration reviewed teacher progress towards meeting their professional goals. They also reviewed the expectations for teacher professional practices and the artifacts that demonstrated proficiency

Executive Board Calendar

CALENDAR PREVIEW OF THE MONTH AHEAD			
Date	Time	Event	Location
May 16 th	7:00 p.m.	WCA Early College Graduation	MS/HS Gym
May 18 th	8:00 a.m. to 8:00 p.m.	Firebird Film Festival	MS/HS Gym, Media Center & Commons
May 19 th	6:00 to 8:00 p.m.	ES Talent Show	ES Gym
May 20 th	7:00 p.m.	Weld Re-4 Board Meeting	District Office
May 21 st	All Day	ES May Fair/Field Day	ES
May 22 nd	8:30 a.m./2:00 p.m.	5 th Grade Continuation/Transition	ES Gym/MS Gym
May 22 nd	12:15 to 1:45 p.m.	MS Firebird Fest	
May 22 nd	2:00 p.m.	MS Talent Show (5 th grade joins)	MS/HS Gym
May 22 nd	5:30 p.m.	8 th Grade Continuation	MS/HS Gym
May 23 rd	11:30 a.m. Dismissal	Last Day of School	
June 17 th	5:30—9:30 p.m.	Executive Board Retreat	HS Commons
June 20 th	6:00—9:00 p.m.	Executive Board Retreat	HS Commons
June 27 th	5:30/7:00 p.m.	Work/Regular Session Election of Board Presidency	HS Commons

3.2 Executive Board Reports

3.2.1 Samuel Penn

Mr. Penn has been working to address the Board's request for review a potential exit interview policy through dialogue with Sherry, Executive Director Teeple and legal counsel, Brad Miller. Additionally, he has been working to gather details for the development of the annual ED review. Mr. Penn has been working with Mrs. Mader to finalize election preparations for 2019 and will also be participating in the Building Corp annual meeting on May 22nd. He is looking forward to attending the many culminating events such as graduation ceremonies, May Fair, and the 5th grade continuation ceremony.

3.2.2 John Feyen

John Feyen attended the last Board meeting in April and worked with the Executive Director and the District on charter negotiations at a District meeting.

3.2.3 Donna James

Mrs. James attended the NJHS induction, where several of our middle school students were honored. She also attended both performances of The Phantom Tollbooth. The middle school actors and stage crew did a great job!

3.2.4 Kevin Albertsen

Mr. Albertsen attended Coffee with Leadership in April. He had a great time at the 3rd grade Colonial Wax Museum on May 1st. It is one of his favorite events each year. Mr. Albertsen also attended the middle school music department performance on May 9th.

3.2.5 Sherry Bartmann

Mrs. Bartmann attended the monthly Coffee with Leadership, helped decorate and take down for prom, and attended the National Honor Society Induction ceremony, and HS girls soccer games. Mrs. Bartmann also attended the Senior Breakfast and Convocation. She also attended the last WCA Student & Building Safety Committee meeting for the year where they reviewed the Homeland Security grant items, as well as the emergency plans for both elementary, middle and high school.

3.2.6 Carolyn Mader

Mrs. Mader was present at the NJHS induction ceremony. She has been present to help cheer on the middle school girls' soccer team. Currently, the Election Committee is preparing for board elections; Carolyn is serving as a board liaison to this committee.

3.2.7 Jenny Ojala

Mrs. Ojala attended the Board Special Session on April 18th. She was unable to attend the regular session meeting. Mrs. Ojala also attended the School Accountability Committee meeting on May 6th, where elementary, middle, and high school staff shared presentations on work that has been done toward goals on the UIP.

4.0 Items for Information

4.1 Executive Board Message of Gratitude

Mrs. Bartmann shared her appreciation for Orheta Rice, Theresa Tickler and Heidi Petersen and the time and talents that they gave in decorating for the prom and convocation.

4.2 Exit Interviews

4.3 Executive Director Evaluation

4.4 Full-Time Kindergarten

4.5 Consideration of Contract w/ Legal Counsel

5.0 Items for Action

5.1 Job Descriptions

A motion was made to approve the job descriptions of the following jobs:

- Dean of Students
- Fundraising Manager
- Kitchen Manager

The motion was made by John Feyen and seconded by Jenny Ojala. Members voted the following: Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye; Penn, aye. The motion passed unanimously.

5.2 Full- and Part-Time Kindergarten

A motion was made to approve four classes of full-time kindergarten and one class of part-time kindergarten by John Feyen and seconded by Sherry Bartmann. Members voted the following: Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye; Penn, aye. The motion passed unanimously.

5.3 2019-2020 Budget Revisions

A motion was made to approve revisions to the 2019-2020 budget by Donna James and seconded by Carolyn Mader. Members voted the following: Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye; Penn, aye. The motion passed unanimously.

5.4 Policy JLCDB Administration of Medical Marijuana to Qualified Students, First Read

A motion was made to approve JLCDB Administration of Medical Marijuana to Qualified Students on first read by Donna James and seconded by Jenny Ojala. Members voted the following: Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye; Penn, aye. The motion passed unanimously.

5.5 Policy JICI Weapons in School, First Read

A motion was made to approve JICI Weapons in School on first read by Jenny Ojala and seconded by Donna James. Members voted the following: Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye; Penn, aye. The motion passed unanimously.

A motion was made by John Feyen to add an additional item to the agenda—item 5.6 Exit Interviews. The motion was seconded by Jenny Ojala. Members voted the following: Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye; Penn, aye. The motion passed unanimously.

5.6 Exit Interviews

A motion was made that the Executive Board discontinue participation in exit interviews by John Feyen and seconded by Donna James. Members voted the following: Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye; Penn, aye. The motion passed unanimously.

7.0 Consent Agenda

6.1 Personnel

Appointments

- Tracey Scheer, HS office manager

Resignations/Non-Renewals/Terminations

- Shannon Silk, elementary school teacher
- Jamie Zink, HS receptionist
- Susan Heimann, lead custodian
- Sharon Einspahr, kitchen manager

6.3 Second Read Policies

- Policy IKF Graduation Requirements
- Policy GBEB-R Staff Conduct and Responsibilities—Regulation
- Policy ADC Tobacco-Free Schools
- Policy JICDA Code of Conduct
- Policy ECAF Use of Video and Audio Monitoring

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

7.0 Executive Session

There was no Executive Session at the May Regular Session.

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

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

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

8.0 Adjournment

A motion was made to adjourn the May 15, 2019 Regular Session by Sherry Bartmann and seconded by Jenny Ojala. Members voted the following: Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye; Penn, aye. The motion passed unanimously. The meeting adjourned at 9:19 p.m.



Executive Board Minutes June 10, 2019

1.0 Opening of the Meeting

1.1 Call to Order

The meeting was called to order at 5:08 p.m.

1.2 Roll Call

Executive Board Members Present

John Feyen, Executive Board Vice-President
Donna James, Executive Board Treasurer
Kevin Albertsen, Executive Board Secretary
Sherry Bartmann, Executive Board Member (Arrived at 5:10)
Jenny Ojala, Executive Board Member

Staff Present

Rebecca Teeples, Executive Director

1.3 Pledge of Allegiance

1.4 Mission Statement

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

1.5 Adoption of Agenda

A motion to approve the June 10, 2019 Special Session agenda with an addition of 4.2 Architect Proposal was made by Donna James and seconded by Kevin Albertsen. Members voted the following: Albertsen, aye; Bartmann, aye; Feyen, aye; James, aye; Ojala, aye. The motion passed unanimously.

A motion was made to approve the amended agenda by James/Ojala.

2.0 Citizen Communication

There were 0 parents at the June Special Session.

3.0 Items for Information

3.1 Amended Budget for 2019-2020

4.0 Items for Action

4.1 Amended Budget for 2019-2020

A motion was made to table the approval of the 2019-2020 amended budget until June 17th with the use of \$169,250 of reserves for the Firebird Facilities planning stages. The motion was made by Donna James and seconded by Jenny Ojala. Members voted the following: Albertsen, aye; Bartmann, aye; Feyen, aye; James, aye; Ojala, aye. The motion passed unanimously.

4.2 Architect Proposal

A motion to table the approval of CVDA as the architect for Windsor Charter Academy, continuing past work and addressing new changes, until June 17th was made by Jenny Ojala and seconded by Donna James. Members voted the following: Albertsen, aye; Bartmann, aye; Feyen, aye; James, aye; Ojala, aye. The motion passed unanimously.

5.0 Executive Session

There is no Executive Session.

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

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

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

6.0 Adjournment

A motion was made to adjourn the June 10, 2019 Special Session by Donna James and seconded by Jenny Ojala. Members voted the following: Albertsen, aye; Bartmann, aye; Feyen, nay; James, aye; Ojala, aye. The motion passed. The meeting was adjourned at 5:59 p.m.



Executive Board Minutes June 17, 2019

1.0 Opening of the Meeting

1.1 Call to Order

The meeting was called to order at 9:00 p.m.

1.2 Roll Call

Executive Board Members Present

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

Executive Board Member Elect Present

Jim Zacheis

Staff Present

Rebecca Teeples, Executive Director

1.3 Pledge of Allegiance

1.4 Mission Statement

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

1.5 Adoption of Agenda

A motion to approve the June 17, 2019 Special Session agenda was made by Carolyn Mader and seconded by Jenny Ojala. Members voted the following: Albertsen, aye; Bartmann, aye; Feyen, aye; James, aye; Mader, aya; Ojala, aye. The motion passed unanimously.

2.0 Citizen Communication

There were 0 parents at the June 17th Special Session.

3.0 Items for Information

3.1 Amended Budget for 2019-2020

4.0 Items for Action

4.1 Amended Budget for 2019-2020

A motion was made to approve the 2019-2020 amended budget until June 17th with the use of \$169,250 of reserves for the Firebird Facilities planning stages. The motion was made by Donna James and seconded by Kevin Albertsen. Members voted the following: Albertsen, aye; Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye. The motion passed unanimously.

4.2 Architect Proposal

Windsor Charter Academy reached out to several architects, extending each of them the opportunity to submit a proposal for developmental designs. WCA received one proposal—CVDA. It was competitive to industry standards. A motion to table the approval of CVDA as the architect for Windsor Charter Academy was made by Donna James and seconded by Jenny Ojala. Members voted the following: Albertsen, aye; Bartmann, aye; Feyen, aye; James, aye; Mader, aye; Ojala, aye. The motion passed unanimously.

5.0 Executive Session

There was no Executive Session.

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

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

6.0 Adjournment

A motion was made to adjourn the June 17, 2019 Special Session by Sherry Bartmann and seconded by Jenny Ojala. Members voted the following: Albertsen, aye; Bartmann, aye;

Feyen, aye; James, aye; Mader, aye; Ojala, aye. The motion passed. The meeting was adjourned at 9:11 p.m.



2.0 Exit Survey Data

June 2019 Exit Interview Summary Data

14 offers were extended for exit interviews to staff members that resigned. 12 staff members accepted the invitation to complete an exit survey.

1. Do you feel you received adequate support from your fellow teachers and administrators at WCA?

- **Elementary, Middle and High School Administration**
 - Colleagues at both the elementary, middle and high school are extremely supportive and excellent resources. Nearly every employee responded positively.
- **Elementary Administration**
 - Very supportive and well organized.
 - Approachable and could go to for anything.
 - Quick response time.
- **Middle and High School Administration**
 - Inconsistent/non-support regarding student discipline. Teachers consistently felt they were told they were negative, rather than students were held accountable for their behavior.
 - Very poor response to questions, especially by email, with sometimes more than 4-5 days to receive a response.
 - A greater need for more administrative presence in classrooms—more often than 1-2 times per year.
 - Suggestion: Administration could bring their computers and answer emails in classrooms—just being there is great.

2. Were there contributing factors that we could improve upon for new WCA teachers/employees?

- **Elementary, Middle and High School Administration**

- Clarification on what is the criteria for induction and who is required to participate?
- ***Middle and High School Administration***
 - Need more classroom presence; more observations.
 - Desire for focus on what is WCA—Core Knowledge, AVID, etc. Teachers reported that every year there seemed to be a “new buzz,” without staying true to the core initiatives. There is an initial excitement and then lack of support and consistency causes teachers to become jaded when another “new initiative” is introduced.
 - Thoughtful approach to requests—i.e., staff meetings where administration ask for feedback and then are defensive rather than growth-mindset oriented.

3. Did you feel the training you received was adequate?

- ***Elementary, Middle and High School Administration***
 - Most staff responded positively.
 - 504 training is adequate, although there are many areas for improvement, especially for new staff, or non-school trained staff.

4. Did you feel that you understood the job requirements when you were hired and what would be expected of you?

- ***Elementary, Middle and High School Administration***
 - Staff felt that they understood the job requirements that were expected of them.
- ***Middle and High School Administration***
 - Grade levels that were to be taught were not clearly communicated or were changed just before the school year.

5. What are the primary reasons that you are leaving WCA?

- ***Elementary, Middle and High School Administration***
 - Job with more money.
 - Family changes.
 - Moving out of the area.
 - Jobs with less non-teaching items such as hall monitoring, crosswalk duties, and dress code enforcement.
 - ***Middle and High School Administration***
 - Poor support from administration; would rather work under different principals.
-

Elementary School Exit Interview Reflection

1. What were your impressions about the data that was specific to your school?

Overall, our exit interview data was positive. Based on the conversations we had with teachers who chose to seek employment elsewhere, we knew the main reasons for leaving were due to salaries and/or because of changes in their family's situation.

2. As you reflect on the data, are there any past experiences, interactions or communications that support this data? Does this data align to staff survey data?

Our administration were surprised to see the fourth reason for leaving listed under all three schools was related to finding a job with less non-teaching responsibilities (i.e. hallway monitor, crosswalk duty, dress code enforcement). Staff at our building are not assigned hallway monitoring or crosswalk duty. Leadership are intentional about utilizing our paraprofessionals to cover the majority of our duties. Teachers are assigned one before school duty per week and are afforded a 40-minute, duty-free lunch every day. After school duties are shared with another teacher to decrease their duty time by half.

One of our primary focus areas with staff is to provide ongoing professional development. We are encouraged by the exit interview data indicating that the professional development opportunities for staff was adequate.

One goal our administration set based on past teacher survey data was to increase positive staff morale. Our action items were specific to positive relationships with colleagues and administration. The most recent teacher survey and exit interview data indicate that we have been successful in meeting this goal, as those interviewed felt their colleagues were supportive and that administration was organized, supportive, approachable and had quick response times for communication.

3. What do you believe are causal factors?

Our positive teacher survey and exit survey data are a result of our belief in staying focused on three major initiatives: supporting our curriculum of Core Knowledge, our system-wide program of AVID, and our message that aligns with *The Energy Bus*.

We believe that the most important factor in increasing student achievement is the teacher. As leaders, it is our moral responsibility to develop teachers in order to ensure that all students receive a quality education from year to year. Because of this belief, we use every opportunity to provide ongoing professional development, coaching, and feedback tied to our three major initiatives. We prioritize informal and formal observations, providing teachers with specific, descriptive feedback throughout the year.

In order to create positive relationships with administration, one-on-one meetings are scheduled on a monthly basis with new staff to touch base about what is going well and to offer specific support in areas they identify.

The one area of improvement identified in the exit interview data was about the induction program. Over the past two years, our induction program has been spread over two years in order to better support new teachers in their first year of teaching. The induction requirements outlined in the first year included supportive measures such as monthly induction meetings, weekly mentor meetings, monthly one-on-one meetings with administration, online Google classroom assignments to reflect on instructional strategies from *Teach Like a Champion*, three coaching cycles with Instructional Specialist, and six observations (three formal observations by administration and three observations by mentor or peer). Some teachers may have been confused by this process since many other schools offer a one-year induction program rather than two years.

4. How will you refine your practice in the year ahead? What actions will you initiate and implement due to this data?

We will stay focused on our three major initiatives (i.e. Core Knowledge, AVID, and *The Energy Bus*) to ensure staff has continuity from year to year.

Our induction program has been revised to lessen the requirements in Year 1 compared to Year 2. We have moved the online Google classroom assignments to Year 2. We believe new teachers will be better supported in their first year of teaching with coaching and feedback rather than online reading and reflection. When inductees move to Year 2 and have had some experience in the classroom, they should be better able to connect and reflect to content that they read about from *Teach Like a Champion*.

Middle and High School Exit Interview Reflection

1. What were your impressions about the data that was specific to your school?

Overall, staff leaving provided feedback that aligned with concerns and discussions that administrators had previously had with many of these individuals.

2. As you reflect on the data, are there any past experiences, interactions or communications that support this data? Does this data align to staff survey data?

This information aligns with the staff survey results from the SAC survey, as outlined below.

Some celebrations from the SAC survey results:

Teachers feel that there is mutual respect and have positive supportive relationships.

- 100% of teachers feel that the MS/HS principal and assistant principal are respectful.
- 92% of teachers feel that parents are respectful.
- 92% of teachers are happy with their working relationships with other staff.
- 92% of teachers feel that there is a good working relationship between teaching and office staff.
- 81% of teachers feel that the MS/HS administration supports them in difficult situations.
- 81% of teachers feel valued as an employee.

Data from last year's priority challenge of professional development showed an increase of 21% from 67% of teachers extremely satisfied or satisfied to 81% of teachers extremely satisfied or satisfied.

81% of teachers feel that they have opportunities to have their voice heard—through teacher councils, one-on-one meetings with administration, and on committees.

Some Priority challenges from the SAC survey:

MS/HS staff's perception of work/life balance will increase from 50% to 55% in one year, as measured by the annual WCA staff survey.

MS/HS staff's perception of administrative support in difficult situations with students will increase from 73% to 77% in one year, as measured by the annual WCA staff survey.

MS/HS staff's perception of having a voice in shaping decision will increase from 54% to 59% in one year, as measured by the annual WCA staff survey.

Based on the data from the staff survey, conversations with staff and the exit interviews, the trend is that some teachers feel that they want increased effectiveness in communication with administration (more observations, quicker turn-around time on some email correspondence, clear and positive communications).

3. What do you believe are causal factors?

One possible causal factor is many of the newer teachers who have not worked in other schools or any other job at all, do not understand the expectations, limited resources in which the entire system functions and may have unreasonable expectations. This is evidenced by:

Statement	Reality
Jobs with less non-teaching items such as hall monitoring, crosswalk duties, and dress code enforcement.	<p>Most jobs K-12 teachers have expectations for other duties.</p> <p>Anecdotally, this seems to be an increasing trend for recent graduates. Over the past 2-3 years an increase number of teacher candidates at job fairs are asking about other duties</p>
Job with more money.	<p>As a charter school we function on less money than other schools.</p> <p>WCA administration has shared this with teachers when this has been brought up</p>
Grade levels that were to be taught were not clearly communicated or were changed just before the school year.	<p>Unfortunately, sometimes we have late resignations and changes. With limited resources we find the best possible solutions to ensure that students are put first, which sometimes means teachers are expected to do something outside of their comfort zone but within their employment agreement</p>
<p>"Need more classroom presence; more observations"</p> <p>"A greater need for more administrative presence in classrooms—more often than 1-2 times per year"</p>	<p>Administration completed formal and informal observations of all teachers. Administration provided additional observation and support for teachers that were particularly struggling.</p> <p>Administration is in the halls frequently during passing periods and conducted many walk-through observations.</p> <p>Additionally, the MS/HS had instructional coaches available to assist teachers in reflecting and refining practices.</p>
Suggestion: Administration could bring their computers and answer emails in classrooms—just being there is great.	<p>MS/HS administrators do not typically have unscheduled time during the day as we have developed a new high</p>

	<p>school and working through adolescent behaviors. Although administrators make efforts to be in classrooms frequently during the day, we must prioritize all our scheduled observations, meetings, student discipline issues, personnel issues, parent concerns. It is rare that our administrative team are able to step away from scheduled activities and emergent needs to simply sit and answer emails. It would be great if that was the pace of our work, but typically projects and emails do not get attended to until after we leave work for the night.</p>
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4. How will you refine your practice in the year ahead? What actions will you initiate and implement due to this data?

The focus at the MS and HS will be focused and explicitly focused on:

1. Quality instruction
 - a. AVID – How we teach.
 - b. Core Knowledge, 2020 State Standards – What we teach
2. Love and Logic
 - a. This will empower teachers with powerful tools for working with students who are struggling with behaviors. Through this training teachers will better understand their vital role in student discipline
3. MTSS and Data process refinement
4. Increased effectiveness of communication
 - a. Teacher Council and Building Leadership Team will be held regularly throughout the year. The meetings will be planned at the beginning of the school year and the calendar of schedule meetings will be shared with teachers.
 - b. Leadership roles will be outlined and delineated.
 - c. Administration will continue one-on-one meetings with new staff to support teacher growth.
 - d. Administration will have dedicated “office hours” time, which creates opportunities for staff to discuss a variety of topics.
 - e. Administration will use the new digital refocus and referral process to document discipline steps that were taken. This ensures that administration and teachers have the necessary information to support students and their growth.
 - f. Timely meetings will be held for all staff when vital information needs to be shared, creating an environment that is safe for all.
 - g. Professional development will be planned where staff review the refocus and referral process twice a year.

h. Staff will have a consolidated committee meeting schedule one day a week.

In the middle and high school, administration will model positive communication with all staff members. The principal at the MS and HS have participated in more than 8 days each of Cognitive Coaching training, which provides the foundation for more effective communication patterns.



3.0 Second Read Policies



ADMINISTRATION OF MEDICAL MARIJUANA TO QUALIFIED STUDENTS

The Executive Board strives to honor families' private medical decisions while ensuring a learning environment free of disruption. To accomplish these goals, Windsor Charter Academy restricts the administration of medications, including medical marijuana, during school hours unless administration cannot reasonably be accomplished outside of school hours.

Administration of medical marijuana to qualified students shall be in accordance with this policy. Administration of all other prescription and nonprescription medications to students shall be in accordance with applicable law and the Executive Board's policy concerning the administration of medications to students.

Definitions

For purposes of this policy, the following definitions shall apply:

1. "Off-campus" means a location approved in writing by the Windsor Charter Academy in its sole discretion and shall not include a location on the grounds of the school in which the student is enrolled, upon a school bus in Colorado, or at a school-sponsored event in Colorado.
2. "Permissible form of medical marijuana" means non-smokeable products such as oils, tinctures, edible products or lotions that can be administered and fully ingested or absorbed in a short period of time. Patches and other forms of administration that continue to deliver medical marijuana to a qualified student while at school may be appropriate for students who receive ongoing adult assistance or under other specific circumstances. However, this may only be approved on a case-by-case basis as determined by the Windsor Charter Academy when adequate protections against misuse may be made. Forms of medical marijuana not included in this definition may be proposed by the qualified student's primary caregiver to the Executive Director, who may authorize such a request after consultation with appropriate medical personnel chosen by the Windsor Charter Academy.

3. "Primary caregiver" means the qualified student's parent or legal guardian. In no case shall another student or a staff member be recognized as a primary caregiver, unless the staff member is the student's parent/guardian. Any primary caregiver seeking access to school or Windsor Charter Academy property, a school bus, or school-sponsored event for purposes of this policy must comply with the Executive Board's policy and/or procedures concerning visitors to schools and all other applicable policies.
4. "Qualified student" means a student who holds a valid registration from the state of Colorado (license issued by the Colorado Department of Public Health and Environment) for the use of medical marijuana and for whom the administration of medical marijuana cannot reasonably be accomplished outside of school hours.

Permissible Administration of Medical Marijuana to a Qualified Student

A qualified student's primary caregiver may administer a permissible form of medical marijuana to a qualified student off-campus before or during school hours only if all of the following parameters are met:

1. The qualified student's parent/guardian provides the school with a copy of the student's valid registration from the state of Colorado authorizing the student to receive medical marijuana.
2. Windsor Charter Academy prepares, with the input of the qualified student's parent/guardian, a written plan that identifies the form, a plan for checking the student out and leaving campus for this purpose, and any protocol regarding administration of a permissible form of medical marijuana to the qualified student. The written plan shall be signed by the school administrator, the qualified student (if capable) and the qualified student's parent/guardian.
3. The qualified student's parent/guardian signs a written acknowledgement assuming all responsibility for the provision, administration, maintenance and use of medical marijuana under state law, and releases the Windsor Charter Academy from liability for any injury that occurs pursuant to this policy.
4. The qualified student's primary caregiver shall be responsible for providing the permissible form of medical marijuana to be administered to the qualified student.

5. Windsor Charter Academy determines, in its sole discretion, that a designated location and method of administration of a permissible form of medical marijuana are available that do not create risk of disruption to the educational environment or exposure to other students.
6. After administering the permissible form of medical marijuana to the qualified student, the student's primary caregiver shall ensure that no marijuana is maintained on Windsor Charter Academy school property and buildings, school buses/vehicles, or school-sponsored events.

Additional Parameters

School personnel shall not administer or hold medical marijuana in any form.

This policy conveys no right to any student or to the student's parents/guardians or other primary caregiver to demand access to any general or particular location on school or Windsor Charter Academy property, a school bus or at a school-sponsored event to administer medical marijuana.

This policy shall not apply to school property and buildings, school buses/vehicles, or school-sponsored events located on federal property or any other location that prohibits marijuana on its property.

Permission to administer medical marijuana to a qualified student may be limited or revoked if the qualified student and/or the student's primary caregiver violates this policy or demonstrates an inability to responsibly follow this policy's parameters.

Student possession, use, distribution, sale or being under the influence of marijuana inconsistent with this policy may be considered a violation of Executive Board policy concerning drug and alcohol involvement by students or other Executive Board policy and may subject the student to disciplinary consequences, including suspension and/or expulsion, in accordance with applicable Executive Board policy.

If Windsor Charter Academy's federal funds are jeopardized by this policy, the Executive Board declares that this policy shall be suspended immediately and that the administration of any form of medical marijuana to qualified students on school property, on a school bus or at a school-sponsored event shall not be permitted. Windsor Charter Academy shall post notice of such policy suspension and prohibition in a conspicuous place on its website.

Windsor Charter Academy Executive Board
Adopted: June 2019

Legal Reference

Colo. Const. Art XVIII, Section 14
C.R.S. 22-1-119.3 (3) (c) (d)
C.R.S. 22-1-119.3 (3)(d)(III)

Cross Reference

JICH Drug and Alcohol Involvement by Students
JKD/JKE Suspension/Expulsion of Students
JLCD Administering Medications to Students
JLCE First Aid and Emergency Medical Care





WEAPONS IN SCHOOL

The possession, use and/or threatened use of a weapon is detrimental to the welfare and safety of the students and school personnel of Windsor Charter Academy. No student shall possess, use, or distribute a weapon at Windsor Charter Academy.

Dangerous Weapons

Using, possessing or threatening to use a dangerous weapon on Windsor Charter Academy property, when being transported in Windsor Charter Academy vehicles, during a school-sponsored activity or event, and off school property when the conduct has a reasonable connection to Windsor Charter Academy curricular or noncurricular event without the authorization of the Windsor Charter Academy is prohibited. An exception to this policy may be made for students participating in an authorized extracurricular activity or team involving the use of firearms.

As used in this policy, "dangerous weapon" means:

1. Any object, device, instrument, material, or substance, whether animate or inanimate designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury.
2. A firearm.
3. 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.
4. Any pellet or BB gun or other device, whether operational or not, designed to propel projectiles by spring action or compressed air.
5. Knives, including any fixed-blade knife with a blade that exceeds three inches in length; or any spring-loaded knife or pocket knife with a blade exceeding three and one-half inches in length.

Students who use, possess or threaten to use a dangerous weapon in violation of this policy shall be subject to disciplinary action, including suspension and/or

expulsion, in accordance with Windsor Charter Academy policy concerning student suspensions, expulsions, and other disciplinary interventions.

In accordance with federal law, expulsion shall be for no less than one full calendar year for any student who is determined to have possessed a firearm at school in violation of this policy. The authorizing District's superintendent may modify the length of this federal requirement for expulsion on a case-by-case basis. Such modification must be in writing.

Firearm Facsimiles

Carrying, using, actively displaying or threatening with the use of a firearm facsimile that could reasonably be mistaken for an actual firearm on Windsor Charter Academy property, when being transported in Windsor Charter Academy's vehicles, during a school-sponsored activity or event, and off school property when such conduct has a reasonable connection to school or any curricular or noncurricular event without the authorization of the Windsor Charter Academy is prohibited.

Students who violate this policy provision may be subject to disciplinary action, including but not limited to suspension and/or expulsion, in accordance with Windsor Charter Academy policy concerning student suspensions, expulsions and other disciplinary interventions. A student may seek prior authorization from the building principal to carry, bring, use or possess a firearm facsimile that could reasonably be mistaken for an actual firearm on school property for purposes of a school-related or non-school related activity. A student's failure to obtain such prior authorization is a violation of this policy provision and may result in disciplinary action, including but not limited to suspension and/or expulsion, in accordance with policy concerning student suspensions, expulsions and other disciplinary interventions. The principal's decision to deny or permit a student to carry, bring, use or possess a firearm facsimile that could reasonably be mistaken for an actual firearm on school property shall be final.

School administrators shall consider violations of this policy provision on a case-by-case basis to determine whether suspension, expulsion or any other disciplinary action is appropriate based upon the individual facts and circumstances involved.

Recordkeeping

The authorizing District, Weld Re-4, shall maintain records which describe the circumstances involving expulsions of students who bring weapons to school including the name of the school, the number of students expelled and the types of weapons involved as required by law.

Referral to Law Enforcement

In accordance with applicable law, school personnel shall refer any student who brings a firearm or weapon to school without authorization of Windsor Charter Academy to law enforcement.

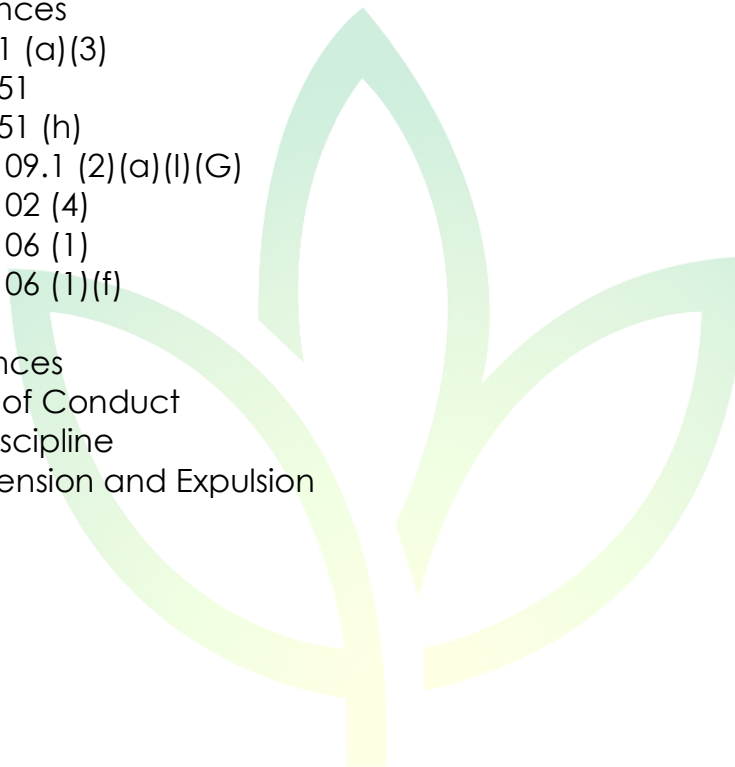
Windsor Charter Academy Executive Board
Adopted: June 2019

Legal References

18 U.S.C. §921 (a)(3)
20 U.S.C. §7151
20 U.S.C. §7151 (h)
C.R.S. 22-32-109.1 (2)(a)(I)(G)
C.R.S. 22-33-102 (4)
C.R.S. 22-33-106 (1)
C.R.S. 22-33-106 (1)(f)

Cross References

JICDA Code of Conduct
JK Student Discipline
JKD JKE Suspension and Expulsion





4.0 Financials



Committee

Paige Adams, Chair

Donna James, Board Tr- absent

Rebecca Teeples, Exec Director-absent

SarahGennie Colazio, Finance Director

Sara Bakula, Committee Member

Matt Meuli, Committee Member

Levi Burkhart, Com Mbr- absent

Lauren Miller, Business Mgr- absent

Agenda 6.20.19

Meeting called to order at 3:33 pm

1. Reviewed May financials, Revenue and Expenditures, Balance Sheet,
 - a. **Motion to approve May financials by Sara, second by Matt, motion passes unanimously.**
2. FC Chairperson for 19-20, Sara Bakula as of August 1st, 2019.
3. No Meeting July 2019
4. Next Meeting – Thursday August 15th, 3:30pm

Meeting adjourned at 4:32pm



Financial Highlights 5.31.19

As of May 31, 2019, we are 11 months through the year, revenues and expenditures should be approximately 91.66% of budget

- **Total GF Revenue is \$10,555,661 (93.39%)**
 - Interest Revenue from COLOTRUST of \$28,938
 - Transfer from Building Corp- NOT Revenue
 - At expected for this time of year
- **Total GF Expenses are \$9,643,806 (86.16%)**
 - At expected for this time of year
- **Balance Sheet Notes**
 - GF Checking Account Balance: \$ 1,456,458
 - Health Insurance Checking Balance: \$306,767
 - COLOTRUST Investment Balance: \$2,128,938
 - SF Checking Account Balance: \$ 203,942
- **As of 5/31/19~ Days Cash on Hand: 128**
- **Recommendations and Requested Actions for Board**
 - Finance Committee reviewed May financials and recommends Board approval.
 - Board approval of \$17,500 for the 18-19 Merit Pay program for 7 completed applicants

Rev and Exp as of 5.31.19

Printed: 6/17/2019 2:28 PM
Windsor Charter Academy

Page 1 of 3
Expense on & PO Date thru 5/31/2019

Charter School 11

Account Type	I	Revenue				
Source of Revenue/Objec	1300	Tuition				
Description			Y.T.D. Activity	Amended Budget	Budget Balance	% of Budget
1300	Tuition		194,975.00	213,900.00	18,925.00	91.15
1500	Earnings on Investments		28,937.85	212.00	(28,725.85)	13,649.93
1700	Pupil Activities		73,008.00	86,497.20	13,489.20	84.41
1900	Other Revenue from Local Sources		498,143.27	524,183.87	26,040.60	95.03
3000	Revenue from State Sources		277,536.31	343,799.62	66,263.31	80.73
3900	Other Revenue From State Sources		93,512.37	30,191.00	(63,321.37)	309.74
5200	Interfund Transfers		188,499.51	10,000.00	(178,499.51)	1,885.00
5600	Direct Allocations		9,201,049.15	10,093,979.84	892,930.69	91.15
I	Revenue		10,555,661.46	11,302,763.53	747,102.07	93.39
0100	Salaries		4,435,666.57	5,138,751.00	703,084.43	86.32
0200	Employee Benefits		1,700,384.24	1,951,335.62	250,951.38	87.14
0300	Purchased Professional and Technical Services		46,748.29	46,596.00	(152.29)	100.33
0400	Purchased Property Services		1,463,847.33	1,831,708.00	367,860.67	79.92
0500	Other Purchased Services		1,356,333.15	1,407,595.04	51,261.89	96.36
0600	Supplies		340,454.51	468,345.00	127,890.49	72.69
0700	Property		175,998.76	200,190.00	24,191.24	87.92
0800	Other Objects		124,372.98	148,700.00	24,327.02	83.64
X	Expense		9,643,805.83	11,193,220.66	1,549,414.83	86.16
11	Charter School		(911,855.63)	(109,542.87)	802,312.76	832.42

* Account Type

* Account Type

Fund

Rev and Exp as of 5.31.19

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Expense on & PO Date thru 5/31/2019

Pupil Activity Fund 23

Account Type I Revenue
Source of Revenue/Objec 1900 Other Revenue from Local Sources

Description		Y.T.D. Activity	Amended Budget	Budget Balance	% of Budget	
1900	Other Revenue from Local Sources	343,167.26	250,010.00	(93,157.26)	137.26	
I	Revenue	343,167.26	250,010.00	(93,157.26)	137.26	* Account Type
0600	Supplies	176,983.83	297,494.00	120,510.17	59.49	
0868	Overhead Costs	0.00	58,000.00	58,000.00	0.00	
X	Expense	176,983.83	355,494.00	178,510.17	49.79	* Account Type
23	Pupil Activity Fund	<u>(166,183.43)</u>	<u>105,484.00</u>	<u>271,667.43</u>	<u>-157.54</u>	Fund

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Expense on & PO Date thru 5/31/2019

Building Corporation 61

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

Description	Y.T.D. Activity	Amended Budget	Budget Balance	% of Budget	
1500 Earnings on Investments	56,728.67	30,500.00	(26,228.67)	186.00	
1900 Other Revenue from Local Sources	1,196,092.75	1,400,000.00	203,907.25	85.44	
2000 Revenue from Intermediate Sources	23,791.83	24,000.00	208.17	99.13	
I Revenue	1,276,613.25	1,454,500.00	177,886.75	87.77	* Account Type
0700 Property	0.00	500,000.00	500,000.00	0.00	
0800 Other Objects	1,185,974.70	1,305,000.00	119,025.30	90.88	
0900 Other Uses of Funds	188,499.51	95,000.00	(93,499.51)	198.42	
X Expense	1,374,474.21	1,900,000.00	525,525.79	72.34	* Account Type
61 Building Corporation	97,860.96	445,500.00	347,639.04	21.97	Fund
Report Total:	980,178.10	(441,441.13)	(1,421,619.23)	-222.04	

Balance Sheet

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Charter School 11					
Account Class	8100	Current Assets			
Description		Y.T.D. Bal.Frwd.	M.T.D. Activity	Y.T.D. Activity	State Account Number
Current Assets					
Bingo Checking Acct		550.11	0.00	550.11	11-950-00-0000-8101-000-0000
General Fund Checking		1,414,402.66	42,055.62	1,456,458.28	11-950-00-0000-8102-000-0000
Health Insurance Checking		387,805.87	(81,038.78)	306,767.09	11-950-00-0000-8102-000-0000
COLOTRUST Account		2,124,365.29	4,572.56	2,128,937.85	11-950-00-0000-8102-000-0000-9665
MSHS Petty Cash		300.00	0.00	300.00	11-950-00-0000-8103-000-0000
PTC/Booster Petty Cash		18.56	0.00	18.56	11-950-00-0000-8103-000-0000
CDE Grants Receivable		0.61	0.00	0.61	11-950-00-0000-8141-000-0000
Accounts Receivable GF		0.00	0.00	0.00	11-950-00-0000-8153-000-0000
Prepaid Expenses		8,395.37	2,700.00	11,095.37	11-950-00-0000-8181-000-0000
Prepaid Insurance		5,344.15	0.00	5,344.15	11-950-00-0000-8182-000-0000
Food Service Petty Cash		133.00	0.00	133.00	11-950-31-0000-8103-000-0000
8100 Current Assets		3,941,315.62	(31,710.60)	3,909,605.02	* Account Class
Liabilities					
18-19 Kinder Tuition Deposits		(21,165.00)	0.00	(21,165.00)	11-901-00-0000-7481-000-0000-9393
19-20 Kinder Tuition Deposits		(22,400.00)	0.00	(22,400.00)	11-901-00-0000-7481-000-0000-9393
Accounts Payable		(66,224.77)	(10,343.13)	(76,567.90)	11-950-00-0000-7421-000-0000
Accrued Salaries		0.00	52.22	52.22	11-950-00-0000-7461-000-0000
GARNISHMENT		(384.97)	0.00	(384.97)	11-950-00-0000-7471-000-0000
Rental Deposits Liability		(800.00)	0.00	(800.00)	11-950-00-0000-7491-000-0000
Tax Liabilities		0.00	0.03	0.03	11-950-01-0000-7471-000-0000
PERA & Life Liab		(282.50)	0.00	(282.50)	11-950-04-0000-7471-000-0000
Health/Dental/Vision Liab		(102,741.05)	3,447.19	(99,293.86)	11-950-05-0000-7471-000-0000
7400 Liabilities		(213,998.29)	(6,843.69)	(220,841.98)	* Account Class
Reserved Co Dept of Ed use only.					
Tabor Reserve		(284,000.00)	0.00	(284,000.00)	11-950-00-0000-6721-000-0000
Unreserved Fund Balance		(2,479,167.89)	0.00	(2,479,167.89)	11-950-00-0000-6770-000-0000
Non Spendable FB- Prepays		(13,739.52)	0.00	(13,739.52)	11-950-00-0000-6770-000-0000
Gen Fund Net Income/Loss		(950,409.92)	38,554.29	(911,855.63)	11-950-00-0000-6775-000-0000
6100 Reserved Co Dept of Ed use only.		(3,727,317.33)	38,554.29	(3,688,763.04)	* Account Class
11 Charter School		0.00	0.00	0.00	Fund

Balance Sheet

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Windsor Charter Academy

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Report as of: 5/31/2019

Pupil Activity Fund 23

Account Class	8100	Current Assets				
		Description	Y.T.D. Bal.Frwd.	M.T.D. Activity	Y.T.D. Activity	State Account Number
Current Assets						
		Activity Account Checking	184,284.90	19,657.01	203,941.91	23-950-00-0000-8100-000-0000
8100	Current Assets		<u>184,284.90</u>	<u>19,657.01</u>	<u>203,941.91</u>	* Account Class
Liabilities						
		Bus Liab Due to GF	(6,700.75)	(1,098.50)	(7,799.25)	23-950-00-0000-7400-000-0000
		MSHS Activity Accts Payable	(9,764.05)	(20,195.15)	(29,959.20)	23-950-00-0000-7421-000-0000
7400	Liabilities		<u>(16,464.80)</u>	<u>(21,293.65)</u>	<u>(37,758.45)</u>	* Account Class
Reserved Co Dept of Ed use only.						
		Elem Activity Acct Fund Balanc	8,843.14	0.00	8,843.14	23-901-00-0000-6760-000-0000
		MSHS Activity Acct Fund Balanc	(8,853.17)	0.00	(8,853.17)	23-950-00-0000-6760-000-0000
		Fund Balance	10.00	0.00	10.00	23-950-00-0000-6770-000-0000
		Activity Net Income/Loss	(167,820.07)	1,636.64	(166,183.43)	23-950-00-0000-6775-000-0000
6100	Reserved Co Dept of Ed use only.		<u>(167,820.10)</u>	<u>1,636.64</u>	<u>(166,183.46)</u>	* Account Class
23	Pupil Activity Fund		<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	Fund

Balance Sheet

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Building Corporation 61

Account Class	8100	Current Assets				
Description			Y.T.D. Bal.Frwd.	M.T.D. Activity	Y.T.D. Activity	State Account Number
Current Assets						
		Def Loss on Refunding-2016	309,212.59	0.00	309,212.59	61-950-65-0000-8100-000-0000
		Bldg Corp Interest Fund-2016	167,037.09	73,233.17	240,270.26	61-950-65-0000-8105-000-0000
		Bldg Corp Reserve Fund-2016	1,245,956.42	1,319.64	1,247,276.06	61-950-65-0000-8105-000-0000
		Bldg Corp Principal Fund-2016	100,888.91	10,137.48	111,026.39	61-950-65-0000-8105-000-0000
		Bldg Corp Interest Fund-2017	28,151.06	6.19	28,157.25	61-950-65-0000-8105-000-0000
		Bldg Corp Principal Fund-2017	0.00	24,446.82	24,446.82	61-950-65-0000-8105-000-0000
8100	Current Assets		<u>1,851,246.07</u>	<u>109,143.30</u>	<u>1,960,389.37</u>	* Account Class
Fixed Assets						
		Bldg Corp Land-Elem	692,451.00	0.00	692,451.00	61-950-00-0000-8211-000-0000
		Bldg Corp Land-MSHS	1,060,000.00	0.00	1,060,000.00	61-950-00-0000-8211-000-0000
		Bldg Corp Water Shares 2017	92,000.00	0.00	92,000.00	61-950-00-0000-8211-000-0000
		Bldg Corp Building & Imp ELEM	9,172,903.94	0.00	9,172,903.94	61-950-00-0000-8231-000-0000
		Bldg Corp Building & Imp MSHS	14,231,328.93	0.00	14,231,328.93	61-950-00-0000-8231-000-0000
		Construction in Progress	0.10	0.00	0.10	61-950-00-0000-8231-000-0000
		Bldg Corp Accum Depr ELEM	(1,973,604.71)	0.00	(1,973,604.71)	61-950-00-0000-8232-000-0000
8200	Fixed Assets		<u>23,275,079.26</u>	<u>0.00</u>	<u>23,275,079.26</u>	* Account Class
Liabilities						
		Bldg Corp Premium on Bonds	(218,459.08)	0.00	(218,459.08)	61-950-00-0000-7443-000-0000
		Bldg Corp Loans Payable	(24,011,293.17)	0.00	(24,011,293.17)	61-950-00-0000-7451-000-0000
		Bldg Corp Loans Payable 2017	(4,133,706.83)	0.00	(4,133,706.83)	61-950-00-0000-7451-000-0000
		Bldg Corp Accrued Interest	(314,685.00)	0.00	(314,685.00)	61-950-00-0000-7455-000-0000
7400	Liabilities		<u>(28,678,144.08)</u>	<u>0.00</u>	<u>(28,678,144.08)</u>	* Account Class
Reserved Co Dept of Ed use only.						
		Bldg Corp Unreserved Fund Bal	3,344,814.49	0.00	3,344,814.49	61-950-00-0000-6720-000-0000
		Bldg Corp Net Income/Loss	207,004.26	(109,143.30)	97,860.96	61-950-00-0000-6775-000-0000
6100	Reserved Co Dept of Ed use only.		<u>3,551,818.75</u>	<u>(109,143.30)</u>	<u>3,442,675.45</u>	* Account Class
61	Building Corporation		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	Fund
	Report Total:		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	

A/P Check Register

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Check Date: 5/1/2019 to 5/31/2019

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
21353	Aims Community College	1	05/03/2019	6391	310.00	0.00	310.00
217843	Avalis Wayfinding Solutions Inc.	1	05/03/2019	6392	75.54	0.00	75.54
21564	Avid Center HQ	30	05/03/2019	6393	7,425.00	0.00	7,425.00
21099	Blinds Decor & More	2	05/03/2019	6394	20.00	0.00	20.00
21009	Brooms N More Inc	1	05/03/2019	6395	257.56	0.00	257.56
21015	Comcast Cable	2	05/03/2019	6396	982.55	0.00	982.55
217729	DBC Irrigation Supply	30	05/03/2019	6397	97.30	0.00	97.30
218302	Demaree, Lara	30	05/03/2019	6398	1,442.00	0.00	1,442.00
21140	EON Office	30	05/03/2019	6399	183.02	0.00	183.02
218202	Fidelity Security Life Insurance Co.	1	05/03/2019	6400	751.84	0.00	751.84
21254	Gallegos Sanitation Inc	1	05/03/2019	6401	261.00	0.00	261.00
21136	Home Depot Pro	1	05/03/2019	6402	832.99	0.00	832.99
21038	Lewan and Associates	1	05/03/2019	6403	1,106.08	0.00	1,106.08
21092	Lincoln National Life Insurance	1	05/03/2019	6404	1,204.38	0.00	1,204.38
217599	Machol & Johannes LLC	2	05/03/2019	6405	445.19	0.00	445.19
217764	MILLER, LAUREN	30	05/03/2019	6406	134.32	0.00	134.32
218149	Olson, David	30	05/03/2019	6407	231.00	0.00	231.00
21498	Purchase Power Pitney Bowes	30	05/03/2019	6408	201.00	0.00	201.00
218337	Rise, Matthew	30	05/03/2019	6409	252.10	0.00	252.10
21061	Security and Sound Design Inc	1	05/03/2019	6410	360.00	0.00	360.00
21093	Security Benefit	2	05/03/2019	6411	1,498.02	0.00	1,498.02
217892	T-Mobile	30	05/03/2019	6412	84.00	0.00	84.00
217638	UNCC	1	05/03/2019	6413	15.62	0.00	15.62
21319	Elan	1	05/03/2019	6414	25,283.74	0.00	25,283.74
218334	Weld RE-3J	3	05/06/2019	6415	500.00	0.00	500.00
21352	Best Buy Business Advantage	7	05/08/2019	6416	10,197.98	0.00	10,197.98
218169	BOYES, HEATH	6	05/08/2019	6417	630.00	0.00	630.00
21009	Brooms N More Inc	7	05/08/2019	6418	196.26	0.00	196.26
21610	ClearEcos	6	05/08/2019	6419	15.00	0.00	15.00
21183	Elite Awards and Trophies	6	05/08/2019	6420	42.00	0.00	42.00
21032	Houghton Mifflin Harcourt	7	05/08/2019	6421	2,106.50	0.00	2,106.50
217851	Independent Interpreters of Northern CO LLC	6	05/08/2019	6422	975.00	0.00	975.00
21038	Lewan and Associates	7	05/08/2019	6423	7,112.95	0.00	7,112.95
21109	Mail N Copy	6	05/08/2019	6424	1,326.65	0.00	1,326.65
217792	Manweiler Hardware Inc.	6	05/08/2019	6425	26.15	0.00	26.15
21095	Pearson	6	05/08/2019	6426	357.99	0.00	357.99
21177	Pinnacol	7	05/08/2019	6427	661.71	0.00	661.71
21078	Waste Management	7	05/08/2019	6428	527.97	0.00	527.97
21120	Weld RE-4 School District	7	05/08/2019	6429	425.99	0.00	425.99
21079	Wells Fargo Financial Leasing	6	05/08/2019	6430	3,026.41	0.00	3,026.41
21083	Zaner Bloser Inc	6	05/08/2019	6431	1,720.18	0.00	1,720.18
21245	Absolute Shredding	9	05/09/2019	6432	110.00	0.00	110.00
21552	Airgas USA LLC	9	05/09/2019	6433	22.03	0.00	22.03
217986	Britton, Kirsta	8	05/09/2019	6434	4,331.30	0.00	4,331.30
218303	Clerk of the Combined Courts	9	05/09/2019	6435	100.00	0.00	100.00
21038	Lewan and Associates	8	05/09/2019	6436	260.89	0.00	260.89
217608	ThyssenKrupp Elevator Corp.	8	05/09/2019	6437	720.01	0.00	720.01
218349	Windspire, Inc	8	05/09/2019	6438	4,590.00	0.00	4,590.00
21659	AED Everywhere Inc.	13	05/15/2019	6439	195.80	0.00	195.80
21009	Brooms N More Inc	13	05/15/2019	6440	438.78	0.00	438.78
21015	Comcast Cable	13	05/15/2019	6441	2,200.00	0.00	2,200.00
217633	Diversified Underground Inc.	10	05/15/2019	6442	385.00	0.00	385.00
218098	Easter, Shawna	13	05/15/2019	6443	100.00	0.00	100.00
21183	Elite Awards and Trophies	15	05/15/2019	6444	85.50	0.00	85.50
21140	EON Office	15	05/15/2019	6445	1,438.90	0.00	1,438.90
218101	Fagler, Tammy	13	05/15/2019	6446	100.00	0.00	100.00

A/P Check Register

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Windsor Charter Academy
Check Date: 5/1/2019 to 5/31/2019

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
218354	Garcia, Micah	13	05/15/2019	6447	165.77	0.00	165.77
21136	Home Depot Pro	15	05/15/2019	6448	800.41	0.00	800.41
21131	Knowledge Bound	13	05/15/2019	6449	17.99	0.00	17.99
21273	Meadow Gold - Greeley	10	05/15/2019	6450	453.88	0.00	453.88
21681	Snappy Holdings LLC	10	05/15/2019	6451	13.80	0.00	13.80
21072	Town of Windsor	13	05/15/2019	6452	1,109.35	0.00	1,109.35
218163	Albertsen, Kevin	16	05/17/2019	6453	50.00	0.00	50.00
218195	Bimbo Bakeries USA	16	05/17/2019	6454	114.75	0.00	114.75
21269	JW Pepper	16	05/17/2019	6455	59.00	0.00	59.00
218357	Pace, Vaness	16	05/17/2019	6456	52.22	0.00	52.22
218162	Winkler, Kristopher	16	05/17/2019	6457	50.00	0.00	50.00
21381	Costume Castle	2	05/03/2019	9764	75.00	0.00	75.00
21710	Hansen, Harold L	30	05/03/2019	9765	56.00	0.00	56.00
218336	Shuler, Bren	30	05/03/2019	9766	56.00	0.00	56.00
21120	Weld RE-4 School District	30	05/03/2019	9767	1,473.65	0.00	1,473.65
21319	Elan	1	05/03/2019	9768	6,272.34	0.00	6,272.34
218345	Botero, Alexander	6	05/08/2019	9769	56.00	0.00	56.00
21720	Early, David	7	05/08/2019	9770	275.00	0.00	275.00
21711	Felde, Deanna	6	05/08/2019	9771	56.00	0.00	56.00
218036	GoJo Sports of Greeley	7	05/08/2019	9772	891.20	0.00	891.20
21109	Mail N Copy	6	05/08/2019	9773	32.00	0.00	32.00
218343	Stricker, Steve	6	05/08/2019	9774	52.00	0.00	52.00
218344	Suazo, Teresa	6	05/08/2019	9775	52.00	0.00	52.00
21521	Wolf, Steven	6	05/08/2019	9776	52.00	0.00	52.00
21616	Jostens	8	05/09/2019	9777	599.91	0.00	599.91
21567	Reedesign Concepts, LLC	8	05/09/2019	9778	638.00	0.00	638.00
218353	Brown, Cassidy	10	05/15/2019	9779	40.00	0.00	40.00
21710	Hansen, Harold L	10	05/15/2019	9780	40.00	0.00	40.00
21691	Watt, Michael	10	05/15/2019	9781	80.00	0.00	80.00
218316	Watt, Nathan	10	05/15/2019	9782	80.00	0.00	80.00
21706	Burts Logo Apparel	16	05/17/2019	9783	970.50	0.00	970.50
21269	JW Pepper	16	05/17/2019	9784	246.19	0.00	246.19
218339	Eric Straumanis MD	4	05/24/2019	10021	57.00	0.00	57.00
218340	Justin Thole DC	4	05/08/2019	10029	40.00	0.00	40.00
218374	Swedish Medical Center	4	05/06/2019	10030	12,286.54	0.00	12,286.54
218375	Carepoint Neurosurgery PLLC	4	05/09/2019	10031	1.27	0.00	1.27
218376	Radiation Oncology At Swedish	4	05/07/2019	10032	343.91	0.00	343.91
218339	Eric Straumanis MD	4	05/16/2019	10034	57.00	0.00	57.00
218377	Big Thompson ER Physicians	4	05/14/2019	10035	117.24	0.00	117.24
218377	Big Thompson ER Physicians	4	05/14/2019	10036	847.55	0.00	847.55
218208	OptumRX	4	05/14/2019	10037	6,795.90	0.00	6,795.90
218340	Justin Thole DC	4	05/16/2019	10038	40.00	0.00	40.00
218378	Carent Poudre Valley	4	05/14/2019	10039	9.17	0.00	9.17
218379	Banner Hospital Based Physicians	4	05/22/2019	10041	35.12	0.00	35.12
218379	Banner Hospital Based Physicians	4	05/22/2019	10042	35.12	0.00	35.12
218379	Banner Hospital Based Physicians	4	05/22/2019	10043	35.12	0.00	35.12
218379	Banner Hospital Based Physicians	4	05/22/2019	10044	35.12	0.00	35.12
218380	Healthone Pathology Services	4	05/20/2019	10045	907.87	0.00	907.87
218375	Carepoint Neurosurgery PLLC	4	05/23/2019	10046	390.40	0.00	390.40
218375	Carepoint Neurosurgery PLLC	4	05/23/2019	10047	390.40	0.00	390.40
218375	Carepoint Neurosurgery PLLC	4	05/23/2019	10048	390.40	0.00	390.40
218375	Carepoint Neurosurgery PLLC	4	05/23/2019	10049	390.40	0.00	390.40
218375	Carepoint Neurosurgery PLLC	4	05/23/2019	10050	586.81	0.00	586.81
218375	Carepoint Neurosurgery PLLC	4	05/23/2019	10052	362.34	0.00	362.34
218375	Carepoint Neurosurgery PLLC	4	05/23/2019	10053	251.32	0.00	251.32
218208	OptumRX	4	05/29/2019	10054	10,310.68	0.00	10,310.68
21286	Voya Financial	6	05/31/2019	53119111	1,152.49	0.00	1,152.49

A/P Check Register

Printed: 6/17/2019 2:20 PM
Windsor Charter Academy
Check Date: 5/1/2019 to 5/31/2019

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
21088	American Fidelity	6	05/31/2019	53119222	1,076.40	0.00	1,076.40
21088	American Fidelity	6	05/31/2019	53119333	745.83	0.00	745.83
21459	CBIZ	6	05/31/2019	53119444	460.33	0.00	460.33
21459	CBIZ	6	05/31/2019	53119555	351,357.95	0.00	351,357.95
21459	CBIZ	6	05/31/2019	53119666	50,044.88	0.00	50,044.88
21084	PERA	6	05/31/2019	53119777	123,119.21	0.00	123,119.21
21286	Voya Financial	6	05/31/2019	53119999	1,500.00	0.00	1,500.00
217847	US Foods Inc.	4	05/01/2019	050119190	3,476.03	0.00	3,476.03
218205	Delta Dental of Colorado	4	05/02/2019	050219100	5,029.30	0.00	5,029.30
218207	UMR Health	4	05/03/2019	050319050	100.00	0.00	100.00
218207	UMR Health	4	05/03/2019	050319500	7,733.36	0.00	7,733.36
218207	UMR Health	4	05/06/2019	050619050	712.63	0.00	712.63
218207	UMR Health	4	05/07/2019	050719050	34,337.22	0.00	34,337.22
217847	US Foods Inc.	4	05/08/2019	050819190	3,994.47	0.00	3,994.47
218207	UMR Health	4	05/10/2019	051019050	1,324.49	0.00	1,324.49
21154	Community Banks of Colorado	12	05/13/2019	051319000	9.00	0.00	9.00
21154	Community Banks of Colorado	12	05/13/2019	051319050	30.00	0.00	30.00
21156	Xcel Energy	1	05/14/2019	051419880	8,668.64	0.00	8,668.64
217847	US Foods Inc.	4	05/15/2019	051519190	3,179.73	0.00	3,179.73
218207	UMR Health	4	05/17/2019	051719050	1,318.69	0.00	1,318.69
217847	US Foods Inc.	4	05/22/2019	052219190	2,867.83	0.00	2,867.83
218207	UMR Health	4	05/24/2019	052419050	3,570.18	0.00	3,570.18
217847	US Foods Inc.	4	05/29/2019	052919190	2,938.05	0.00	2,938.05
21088	American Fidelity	6	05/31/2019	531191212	2,774.47	0.00	2,774.47
21088	American Fidelity	6	05/31/2019	531191313	9,464.32	0.00	9,464.32
21084	PERA	6	05/31/2019	531191515	23.25	0.00	23.25
Report Total					\$759,087.59	\$0.00	\$759,087.59