

**Caprock Academy Board of Directors
Tuesday, September 09, 2025
Regular Business Meeting at 6:00 p.m.
Caprock Academy - 714 24 1/2 Rd, Grand Junction, CO 81505**

Meeting can be viewed virtually via Zoom.

In order to attend the meeting via video conference, use the link below:

In order to attend the meeting by phone, dial the number below and follow the prompts:

Join Zoom Meeting

<https://us02web.zoom.us/j/86350206719?pwd=eUJYZkZZZnNmN1pVcWh3dHE3clZaQT09>

Meeting ID: 863 5020 6719

Passcode: 707033

If you are attending virtually and have a public comment, please fill out the Board Meeting Public Comment form located on the Board of Directors page on the school's website no later than one hour prior to the start of the meeting. During the public comment period, any forms submitted will be read aloud by a board member.

All virtual participants will be muted by the host.

Mission: We help all students achieve their highest academic and character potential, using proven accelerated academic programs while providing a safe environment.

I. Pledge

II. Call to Order: KJ Kline, CABD President @ 6:01pm

Board Members in attendance: KJ Kline, Dave Carlo, Randy Wilkens, Ryan Schramm, Joe Goodwin, Ryan McCulley.

Board Members in attendance via zoom: Jenna Coffman.

Others in Attendance: Nicky Quinlan, Matt Diers, Shawn Wilkens, Jacob Pingel, Kerri Schultz, Joel Madera-Treto, Tisha Moore.

Others in Attendance via Zoom: Shane Chatfield, Sara Paulson, B Henson, Jessica Rix, Sarah McBroom, Elizabeth Berrill, Katie Rutan, Ryan Swaim, Sonia Akers, T. Perrett, Ryan Marks (CSI), Candice Freeman, Carolyn Nenne, Tracy Arledge, Jen Heil, Takara Montover, Tara Barnes, Erick Hendrickson, Andres Simonds-Cummings.

III. Vision

Vision: Strengthening the community through the involvement of parents, educators and community leaders working together to provide an environment that fosters academic excellence and develops strong character in our students. We shape global citizens who set life goals and practice lives of service and virtue.

IV. Presentation of Excellence: Mr. Diers

Mr. Diers gave credit to Dylan Albert – Athletics Director, for doing a great job with athletics this year. There are so many students this year involved in all the different sports we offer. It is great to see quite how many there are that are taking part. It is running smoothly and very busy.

V. General Public Comments

No comments made.

Members of the public may address the Board during this portion of the agenda on any topic.

Please fill out the check-in form prior to the start of the meeting indicating your interest in addressing the board. This comment period is not limited to items on the agenda. **Public Comments are limited to three (3) minutes and the total general public comment time is limited to twenty (20) minutes total.** The Board reserves the right to limit or end public comment that it deems to be defamatory, insulting, abusive, or does not comply with character expectations of the Caprock community. Please note that this Public Comment time is separate and distinct from a parent's opportunity to seek Board review of a matter concerning a specific student and a particular class and/or a specific circumstance of administration of a policy (see the Family Handbook, Grievance Policy SE8.5). Similarly, this opportunity is separate and distinct from a Caprock employee requesting Board review of a specific employment matter (see the Employee Handbook, Grievance Policy E 15.0).

VI. Consent Agenda

- i. Consent Agenda (CABOD Members may request any item(s) be removed to be considered in full at meeting)
 - i. August 12, 2025 regular board meeting minutes
 - ii. PTO
 - iii. CASAC
 - iv. Treasurer's Report

Motion to approve consent agenda. 1st Ryan Schramm, 2nd Dave Carlo. Motion carried.

VII. Financial

- i. Consideration and possible approval of July 2025 Financial Reports as submitted

Randy Wilkens presented the financial report. He stated that Vectra Certificate of Deposit came to term on Friday Sept 5th. The principal balance with the interest paid out was \$548,951. Set to renew if no action is taken. Randy is recommending to renew for 6 months with a smaller dollar amount \$350-400,000. Taking the remaining value and investing \$50,000 each, in several other local banks to establish a rapport/relationships with the community. It will automatically renew on September 15th if no action is taken. There are no banks actively talking to us, but the fundraising committee suggested it would be a good way to invest locally. It was decided to let the money remain where it currently stands and come up with an investment policy in the next few months.

Randy stated the Sunflower CD expires on December 20th. The principal value is \$1,059,486. Earning 4% over 6 months.

Randy then presented the financial report from July. He talked about declining enrollment and how that effects the budget. Starting in January, we will pickup some more revenue due to a miscalculation in the enrollment value.

Mr. Diers discussed October count. The window is the first 2 weeks of October. 1st October falls during our fall break, so we have some allowance and wont be penalized.

Randy Wilkens reported that as a result of the audit, 3 adjustments were made to the prior year. CSI refunded the overhead fee and the receivable was adjusted. The health benefit deposit was adjusted downwards and the accounts payable balance increased from the DC trip.

There was a net loss of approx. \$38,000, this was \$55,000 under budget. This is typical for the start of the school year for the upfront set up costs.

KJ and Ryan M asked questions about the \$10,000 excess on salaries. It was partially due to the initial staff training and extra hours to get the school set up ready to work. There were also some overlap in staffing for training.

Motion to approve July 2025 financial reports as submitted. 1st Ryan McCulley, 2nd Joe Goodwin. Motion Carried.

VIII. Old Business Discussion

- i. Committee updates
 - i. Strategic planning

Strategic planning information sent to the board, to be discussed at a later date, so everyone can review and make notes as needed.

- ii. HOS Hiring committee

Hiring committee members to be sent mandatory training videos from CSI, to guide the process and interviews. Resumes sent to Jenna and Dave.

IX. Old business Action

- i. Enrollment Policy SE 10.0 Enrollment/Waitlist – Discussion/vote

Motion to approve Enrollment policy SE 10.0 as presented in the packet. 1st Ryan Schramm, 2nd Ryan McCulley. Motion Carried.

X. New Business Discussion

i. CARS Report Briefing – Ryan Marks CSI via Zoom

Ryan Marks presented the CARS report, giving a brief overview of the information.

ii. HOS update

Mr. Diers presented his update, by starting with describing the construction updates happening over fall break. Concreting outside, gym curtain, magnetic door key card fixes and front office remodel.

He then went on to talk about the safety and security grant that Chance Ballegeer has applied for. The grant is for \$50,000. This is to get new radios, AEDs, new cameras and having cameras moved, along with the software to go with them and lastly to get the remaining windows wrapped.

After this, he talked about the UIP he is creating and mentioned that math is a weakness and that we are looking into staff training for Singapore math. The UIP is in progress to be completed soon.

Next, he talked about CMU and the concurrent enrollment program. We already have a relationship with them. On 9/11 Mr. Diers has a meeting with the HS students to gauge interest for CMU classes. On 9/19, he is looking to take some HS students to CMU for a visit. We are waiting for the credit hour rate from CMU. This should help with recruitment and retention of HS students.

Mr. Diers then talked about the student information that will be included in the board packet from now on. It will contain withdrawal, enrollment and suspension data.

Mr. Diers talked about the 7-12 band concert on 9/10 at 6:30pm and invited everyone to attend.

KJ and Mr. Diers discussed the reason behind the board dashboard information and that we will look to add some other information, like volunteer hours, staff attendance and substitute hours. They would like to see positive information as well. The report will show information that we can try to correct as the year goes on, rather than waiting until we are too far through the year.

With regards to enrollment, we are currently attending farmers markets, to get our name out to the community, Mr. Diers attended the CMU job fair, there is also an open house in September. We will do more open houses again starting in January.

Caprock is looking at student teachers and interns from CMU to help as well. There are currently interns in the building.

iii. Enrollment Report

There were no comments or questions on the enrollment report.

iv. UIP updates

KJ asked questions regarding the CARS report/last UIP, regarding tasking of the UIP. Mr. Diers replied stating that Caprock is on a 2 year UIP cycle, so we could be missing out on data from the missing year. Singapore math is in our charter and due to our staff turnover not many teachers are trained in Singapore math. We are looking into training the teachers for professional development with Singapore math instruction. The sooner we teach the students the correct skills for Singapore math, then they will start to grow.

KJ asked about older students teaching the younger students some math skills. There is a senior seminar class currently, where the HS students get to support the younger students. There is possibly the option to expand this.

KJ also asked if we could change the UIP to yearly rather than every other year. Does the school feel the need to perform this more often? Mr. Diers thinks it could be valuable to do it more often to get better updates and chances to change the goals more often.

He also asked how often STARS testing is performed. K-10/11 is 3 times a year, READ plan students are tested every 6 weeks. This would be good information to have in the board dashboard. This would be great for not only the teachers but to generally look at how a whole grade is doing.

Mr. Diers stated that the 1st draft of the UIP will be sent to the board soon for them to read.

v. Board dashboard

No additional comments on the dashboard were made.

vi. Board approval for CASAC Membership

Candice Freeman - Co-chair (parent)
Marisa Barslund - parent
Caroline McGlade - parent
Anna Glinko - parent
Tracee Flenard - staff
Ginger O'Brien - staff
Heather Thom - parent
Lori Muhr - parent
Florence Edeigba - parent
Laura Cronk - parent
Sarah Jewkes - parent
Danielle Malott - parent
Natalie Clayton - parent
Michelle Jones - parent
Kim Klene - staff
Elizabeth Berrill – parent

Motion to approve the list of names for CASAC. 1st Dave Carlo, 2nd Ryan McCulley. Motion Carried.

XI. New Business Action

- i. none

XII. Future Agenda Items

- i. Library Resources Policy reference SB25-063 and C.R.S. 22-1-148
- ii. Policy on Disclosure of Information to Federal Immigration Authorities reference SB25-276 and C.R.S. 24-74.1-102

These policies are to be drafted and adopted due to state legislation. The governance committee will look into the policy creation and see what is needed.

The highlighted parts of the approved SE 10.0 Attendance policy were read.

XIII. Adjourn @ 8:03pm

Motion to adjourn 1st by Ryan Schramm, 2nd Dave Carlo. Motion carried