

Caprock Academy Board of Directors
Tuesday, October 21, 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. Call to Order: KJ Kline, CABD President @ 6.02pm

Board Members in attendance: KJ Kline, Dave Carlo, Randy Wilkens, Ryan Schramm, Jenna Coffman.

Board Members in attendance via zoom: Joe Goodwin.

Others in Attendance: Nicky Quinlan, Matt Diers, Kerri Schultz, Howard Butcher.

Others in Attendance via Zoom: Jessica Rix, Jennie Stevens, Christine Wesolowski, Shiloh Barefoot, Kim Christensen, Kathy Den, Amanda Davis, Caroline McGlade, Torin Perrett.

II. Pledge

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: Facilities Team

Mr. Diers commended the facilities team for their hard work over Fall Break. Mr. Diers talked through the presentation and explained the work that was completed. A \$120,000 grant was gained to perform work over the school campus. The work completed was a gym curtain in the main gym, shot clocks in each gym, front office overhaul, new cabinetry, painted walls, a new roller door for security. Also building 1 floor tile replacements for the damaged flooring, music room sound absorption, computer lab

electrical work, concrete work by the gravel parking lot and south field, gaga pit area, basketball courts and tetherball areas. This work made the school safer and easier to maintain. The door locks have also been fixed to be inline with fire code.

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. September 9, 2025 regular board meeting minutes
 - ii. PTO
 - iii. CASAC
 - iv. Treasurer's Report

Consent agenda approval 1st Ryan Schramm, 2nd Jenna Coffman. Motion Carried.

VII. Financial

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

Mr. Wilkens presented the financial report for August. Going forward, in a month or so, the forecast will be presented, but as of yet, it is too early. Revenue is over budget by \$134,000, due to our PPR. We will be over budget going into December, but after that it should equal out. \$1.5 million was moved into the money market earning just over 2% APR. The Vector CD was renewed for another 6 months. It matures March 5th, 2026.

Mr. Diers mentioned how Jennifer Buniger has done a great job working with the financials and G&G to get the audit completed. He praised her for her hard work completing the audit work.

The financial report was missing information so will need to be followed up next month.

Motion to postpone financial approval until November. 1st Dave Carlo, 2nd Randy Wilkens. Motion carried.

VIII. Old Business Discussion

- i. Committee updates
 - i. Strategic planning

A meeting was held to discuss the plan, edits were noted and will be sent to Alicia to make the changes, one some extra information has been gathered.

- ii. HOS Hiring committee

A timeline was created and agreed upon aligning with the Pheonix symposium in February next year. Round Robin interviews by end of March 2026, with 2nd round of interviews the 2nd week of March. To be able to ensure there is plenty of time to select the correct candidate, allowing plenty of time if needed.

Training videos were sent to the hiring committee, to ensure everyone is trained going into the selection process. Videos need to be sent to the board, to ensure they are up to speed with regards to interviews.

IX. Old business Action

- i. Policy E9.6 Use of Social Media
- ii. Policy E9.7 Public Persona
- iii. Policy E 11.0 Confidential Information

Motion to approve Policy E9.6, E9.7 & E11.0 as submitted. 1st Ryan Schramm, 2nd Joe Goodwin. Motion Carried.

X. New Business Discussion

- i. HOS update

Mr. Diers presented his update including mention of the UIP that has been received and recorded. Which focuses on Singapore math professional development and refreshment.

Insurance open enrollment time has started. We are in the process of starting a new program for all staff in a telehealth option at no cost to staff starting Jan 1st 2026. This is just mental health for now, with hopes to increase later. Hopefully this will make the benefit package look more appealing to staff. Open enrollment will go until the week before Thanksgiving.

Christine Santisteban (HR Manager) is going to school, working towards HR Director role. She is working through the open enrollment process and gaining experience as she goes.

Janice Rich and Rick Taggart from CSI toured the school for about an hour just after fall break. They saw some teachers and students, visited some classrooms. Following the tour, there was a Q&A session. It was a nice productive visit from our CSI state representatives.

We have been using FACTS for many years and it continues to be a frustration, it is not working effectively for us anymore, so we are in the process of researching other software options that could take the place of FACTS. There are no guarantees we will find an option, but we are seeing what is available. We are looking for cost effective options that are more user friendly to teachers.

Discussions regarding concurrent enrollment at CMU and CMU Tech are still ongoing. Mr. Diers is still awaiting more information. Concurrent enrollment would be a good thing to be able to offer to HS students to increase retention.

The Pumpkin Ball is coming up on 10/25/25. It is a fundraising event for the early literacy program.

ii. Enrollment Report

October Count was completed and we are waiting for CDE to report back to us regarding final values. The value is predicted at 785-790.

Mr. Diers made a shout out to Heidi Kellogg and the reporting she completed for October count. CDE made some mistakes that Heidi found and changes were made. Final values will be reported in November's meeting.

iii. UIP updates

The UIP has been submitted and a copy will be sent out to board members for review.

iv. Board dashboard

Mr. Schramm asked about the detention data and the increases. Mr. Diers explained that the deans are trying to correct unacceptable behaviors and tardies and makes students accountable for their actions. Mr. Butcher explained that since having new deans this year, expectations are trying to be enforced. Requests have been made to split the data into realms to better show a breakdown and to give reasons for the detentions/suspensions.

Mr. Butcher explained that we are not set up with staffing for in-school suspensions, but that is something we are working towards.

Mr. Kline asked regarding the volunteer hours and Mr. Diers explained that the volunteer hours are from parents.

Mr. Kline also asked regarding September time off values for staff, wondering if this is normal hours for a month, and that will be clarified as we record more data going forwards.

Ms. Coffman asked regarding substitute hours and how they do not match the employee time off hours. This is due to not everyone needing coverage from a substitute. Plus the in-house substitute fills quite a lot of these gaps, and her hours are not recorded, as she is a full-time member of staff.

Mr. Kline asked regarding the Star testing data. K-1st grade do an early literacy test not a star test so it is not comparable to star tests for the data. As we gain/lose students, this affects the star test data. We can lose students that are testing high and gain students on a read plan, so it will affect the data. All students get tested when they enter the school, so they can be put into the correct ability groups on entering the school. Also, due to the incoming students, the curriculums are different so they may not align with what we have taught so far, so the testing is not guaranteed to catch this. HS math scores are higher than MS due to the way Singapore math is taught and how the skills develop as the grades increase. Teachers see the data, so they can see how well the students are testing.

v. Policy XX Disclosure of Information to Federal Immigration Authorities

This is mandated by state law. Mr. Wilkens asked if it could be combined with policy 7.8, or if it needs to stand alone. It will return to the Governance Committee and will be presented to the board again in November.

vi. Policy XX Library Resources Policy

This is mandated by state law. CSI states what we have classes as a library. If we want to seek legal council to better determine if we have a library or not, we can. No Changes need to be made as s written. The policy will return next month for approval.

vii. Policy E 12.0 Conflict of Interest

Small tweaks were suggested to add BOD relationships to the policy and to change 'you' and 'your' to 'employees' for consistency in terminology. It will return to the Governance Committee and will be presented to the board in November for approval.

viii. Policy SE 26.0 Lunches and Snacks

Ready to be presented to the board for approval in November.

ix. Future Workshops

Future virtual workshops have been suggested so these conversations can happen to save time during the board meetings. No votes will take place, just comments of changes that need to be made or agreement to come to the board for approval.

XI. New Business Action

i. New CASAC Member – Lisa LaFever

Motion to approve CASAC member. 1st Ryan Schramm, 2nd Randy Wilkens. Motion Carried.

XII. Future Agenda Items

XIII. Adjourn

Motion to adjourn. 1st Jenna Coffman, 2nd Ryan Schramm. Motion carried. Adjourned at 8.20pm.