Swallows Charter Academy
Regular Board Meeting

Mission

The mission of Swallows Charter Academy is to encourage all students to strive for academic excellence by providing content-rich curriculum in a safe environment that nurtures character development and supports creative expression.

Date & Time:
Monday, December 8, 2025
5:30 Regular Meeting
and Executive Session

EXECUTIVE SESSION – PERSUANT TO CRS24-6-402(4): AN EXECUTIVE SESSION WILL BE CONDUCTED TO DISCUSS PROPERTY (A), TO RECEIVE LEGAL ADVICE FROM AN ATTORNEY (B), CONFIDENTIAL MATTERS REQUIRED BY STATE OR FEDERAL LAW (C), SECURITY ARRANGEMENTS OR INVESTIGATIONS (D), CONTRACT NEGOTIATIONS (E), PERSONNEL MATTERS (F), PROTECTED DOCUMENTS CONSIDERATIONS (G), AND STUDENT PERSONNEL (H).

Location:
101 Civic Center Dr.
Pueblo West, CO 81007
(High School Commons)

1. President K. Roberts called the meeting to order at 5:34 p.m., followed by the Pledge of Allegiance.
2. Roll Call - **Board Members Present:** K. Roberts, President, L. DeHerrera, Vice President, S. Sandstrom, Treasurer, E. McWhorter, Secretary, J. Reese, Board Member
   Administration/Staff Present: Mr. Hawken, Dr. Meyer, Dr. Compton, T. Edson assisting with minutes.
3. Approval of Agenda - **Motion:** K. Roberts moved to amend the agenda to:
   - Remove *Preschool Handbook* and *Background Check Policy*
   - Remove *Facility Usage Policy* from the Work Session
   - **Second:** L. DeHerrera

   Vote: Roll call vote carried unanimously
4. Open forum - No public comments.
5. Information from the Board
   - 5.1. Budget Report - Treasurer **S. Sandstrom** reported:
     - No finance committee meeting was held due to weather conditions.
     - Additional funds allocated for furniture and related expenses.
     - Food Service reimbursements have begun.
   - 5.2. Others
   - 5.3. Student survey scheduled for Wednesday.
     - 5.3.1. Results will be sent to S. Sandstrom and E. McWhorter for presentation at the next meeting.
   - 5.4. **Booster & Wellness Committee Report**
     1. Fundraising underway with third-party vendor **Apex**.
     2. New fundraising strategy anticipated in May.
     3. 50/50 dividend split between Booster and Wellness.

e. **Conference/Budget Questions**

Discussion held regarding upcoming conference participation and related budget considerations.

6. Information from the Executive Director/Administration
   - 6.1. Preschool Update - Dr. Meyer reported: Counteroffer in progress for two shares of water. Design meeting completed to incorporate updated building codes.
   - 6.2. Civic Center Dr. Line Striping - Dr. Compton reported coordination with County Commissioners; striping scheduled for December 10, 2025.
   - 6.3. Others
     - 6.3.1. The board expressed sympathies to **Mrs. Spence** on her loss.
     - 6.3.2. Basketball program performing well: three boys' teams and one girls' team.
     - 6.3.3. Grant approvals anticipated in January.
     - 6.3.4. Book Fair Update - Dr. Compton projected a successful Book Fair; final numbers expected in the coming weeks.

7. Executive Session: *PERSUANT TO CRS24-6-402(4): AN EXECUTIVE SESSION WILL BE CONDUCTED TO RECEIVE LEGAL ADVICE FROM AN ATTORNEY (regarding the employee agreement), and Personnel Matters (F)*

Motion to Enter Executive Session:
K. Roberts moved to enter Executive Session at **5:59 p.m.**
Second: L. DeHerrera
Vote: Roll call vote carried

Purpose: Pursuant to **C.R.S. 24-6-402(4)** to discuss:

- Legal advice from an attorney (employee agreement)
- Personnel matters (F)

Executive Session Timeline:

- Began at **6:08 p.m.**
- Recorder turned off at **6:10 p.m.** for legal advice
- Legal discussion concluded at **6:58 p.m.**, recorder resumed

Motion to Exit Executive Session:
K. Roberts moved to exit the Executive Session at **7:22 p.m.**
Second: L. DeHerrera
Vote: Roll call vote carried

Open session resumed at **7:27 p.m.**, with all board members and administration present.

Work Session

7.1. Second Reading: Background Check Policy

7.2. Revised Facility Usage Policy – two options discussed

7.3. First Reading: Annual Leave Policy Amendment

7.4. First Reading: Kindergarten Entrance Age Policy Amendment

7.5. Second Reading: Preschool Handbook

8. Consent Agenda

8.1. **Motion:** K. Roberts moved to approve the Consent Agenda with approval of minutes only
Second: L. DeHerrera
Vote: Roll call vote carried
Approved - Minutes from the Board Meeting on **November 10, 2025**

9. Action Items

9.1. **Motion:** K. Roberts moved to amend Action Items
Second: L. DeHerrera
Vote: Roll call vote carried

Approved: Approval of the Adjusted Budget

10. Assignments Recap

Board members to review policies

Survey Committee to meet and prepare presentation

Update Dr. Compton's contract

Review Dr. Compton's goals using prior rubric

Sign staff Christmas cards

11. Adjourn

Motion: K. Roberts moved to adjourn at **7:43 p.m.**
Second: L. DeHerrera
Vote: All in favor, motion carried

1/12/26
Date Approved

President

Secretary