Caprock Academy Board of Directors
Tuesday, June 09, 2026
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=eUJYZkZZZnpmN1pVcWh3dHE3clZaQT09
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**: Ryan McCulley, CABOD Vice-President **@6.00pm**

Board Members Present: Josh Quigley, Ryan McCully, Joe Goodwin, Randy Wilkens.

4/6 Board Members Present. Quorum Met.

Other people present in person: Matt Diers, Brian Goodbar, Nicky Quinlan, Christine Santisteban, Kerri Schulze, Lisa LeFever, Chance Ballegeer.

Other people present via zoom: Takara Montover, Darlene Rice, Carolyn Nenne, Jennifer Buniger, Shannon, Deana Orient, Candice Freeman, Kim Melancon.

III. Agenda Adoption

A motion was made to adopt the agenda. 1st Randy Wilkens, 2nd Joe Goodwin.
4/4 board members present agreed. Motion carried.

IV. 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.

V. Presentation of Excellence:

Tonight Mr. Diers recognized all Caprock Staff and how they have done an excellent job this year within the school and with the problems we have faced this year with the budget cuts.

Mr. Diers then recognized the Board and the Governance Committee for their hard work this year with the review and editing policies. The Board have approved 23 policies this year that were split between the family handbook and the employee handbook.

VI. General Public Comments

No public comments were 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 will not respond to comments during this period but may direct staff to follow up as appropriate*. The Board reserves the right to limit or end public comment that it deems to be defamatory, insulting, abusive, disruptive, 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).

VII. Consent Agenda

i. Consent Agenda (CABOD Members may request any item(s) be removed to be considered in full at meeting)
    i. May 12, 2026 Regular Board Meeting Minutes
    ii. PTO
    iii. CASAC
    iv. Treasurer's Report

A motion was made to accept the consent agenda as written. 1st Randy Wilkens, 2nd Josh Quigley. 4/4 board members present agreed. Motion carried.

VIII. Financial

i. Consideration and possible approval of April 2026 Financial Reports as submitted

Mr. Wilkens presented the April 2026 Financial reports. Two new $100,000 money market accounts were opened at Timberline Bank and Alpine Bank, as previously approved. The Alpine

Bank money market is earning an interest rate comparable to or better than the school's six-month CDs while offering greater liquidity. Accounts receivable includes $2,400 from the sale of unused books to another school (initially misstated as being from District 51). A separate $4,200 credit from District 51 was received after a duplicate invoice for professional services was identified and refunded. All other balance sheet items remained consistent with normal monthly operations.
Year-end projections remain closely aligned with the approved budget. The budget anticipated a $37,661 surplus, while current actuals plus May and June forecasts project a $37,381 surplus, indicating the school remains on track financially. Although individual budget line items vary, overall revenues and expenses remain within expectations.
Income exceeded expenses by approximately $44,000 compared to budget projections. Gym resurfacing costs are about $16,000 over budget. Land and improvements are projected to be $134,000 over budget, primarily due to the addition of the two-part mineral grant discussed previously. A vehicle purchase of $67,684 was recorded during the month. Concurrent enrollment expenses increased by $9,500 to support eight CMU senior enrollment students.
The school continues to track very closely to its year-end budget projections.

A motion was made to approve the April Financial reports. 1st Josh Quigley, 2nd Joe Goodwin. 4/4 board members present agreed. Motion carried.

ii. Consideration and approval of 2026/2027 School Year Budget

Mr. Wilkens presented the budget for 2026/2027. The finance committee reviewed the proposed budget for next year. The largest change was reducing the planned capital expenditure for a new vehicle from $300,000 to $100,000. The $100,000 remains in the budget as a contingency only. If a replacement vehicle is not needed, the funds will remain in the general fund and will not be spent.
The per-pupil funding estimate increased to $11,145 based on updated information from CSI and the state. Lower projected student enrollment resulted in reduced revenue, with corresponding reductions to salaries, benefits and supplies and materials. Fixed costs, such as professional services and property expenses, remain largely unchanged. The budget includes $159,000 added to the capital fund and a $60,000 contingency, consistent with last year's budget and typically used for employee bonuses. The projected debt service coverage ratio is 1.17, exceeding the bank covenant requirement of 1.10.
The $100,000 vehicle allocation is intended for emergencies or unexpected failures. Current fleet planning suggests no scheduled vehicle replacements will be needed for about two years unless a catastrophic failure occurs. Colorado regulations require student transportation vehicles to be replaced after 20 years, while the school also uses a 250,000-mile replacement guideline. The recently replaced vehicle was sold for $4,000, helping offset replacement costs.
The projected ending general fund balance is approximately $6.47 million. If the budget performs as planned, the balance would increase by about $165,000, even assuming the $100,000 vehicle allocation is spent.

The appropriation resolution was read by Mr. Wilkens. He made a motion to approve the 2026/2027 budget. 2nd Josh Quigley. 4/4 board members present agreed. Motion carried.

iii. Signers on bank all bank accounts
- **i.** Brian Goodbar
- **ii.** Tracy Arledge

iii. Ryan McCulley

A motion was made to approve these signers on all bank accounts. 1st Joe Goodwin, 2nd Randy Wilkens. 4/4 board members present agreed. Motion carried.

IX. Old Business Discussion

i. Vacant Seat update

The vacant seat is still open and will remain open until 6 months before the end of the term. The vacant seat is an open position, not a titled position.

X. Old business Action

i. Policies for review and possible vote

i. Family Handbook

1. Family Handbook TBD: Remote Learning & Emergency Closure Policy

a. Vote to Supercede previous COVID remote learning policy from 2021

A motion was made to revise and replace the family handbook policy remote learning and emergency closure policy. 1st Joe Goodwin, 2nd Randy Wilkens.
4/4 board members present agreed. Motion carried.

2. Academic Program Policies-AP 1.0

A motion was made to approve policy AP 1.0 Academic Program Policy. 1st Joe Goodwin, 2nd Josh Quigley. 4/4 board members present agree. Motion carried.

3. Family Handbook TBD CORA Requests

A motion was made to approve the CORA requests the Colorado Open Records Act. 1st Randy Wilkens, 2nd Josh Quigley. 4/4 board members present agree. Motion carried.

4. Policy SE 23.0 Cell Phone Policy

A motion was made to approve policy SE 23.0 cell phone usage as modified. 1st Randy Wilkens, 2nd Joe Goodwin. 4/4 board members present agree. Motion carried.

ii. Employee Handbook

1. PTO Policy Addendum: Accrual Guidelines

A motion was made to approve the PTO policy addendum accrual guidelines. 1st Joe Goodwin, 2nd Josh Quigley. 4/4 board members present agree. Motion carried.

2. Policy E 3.0 Business Hours

A motion was made to approve Policy E 3.0 business hours with the wording change from contracted hours to contact hours. 1st Joe Goodwin, 2nd Josh Quigley.
4/4 board members present agree. Motion carried.

ii. 2026-2027 student fee schedule

A motion was made to approve the Caprock Academy Fee Schedule for the 2026/2027 school year. 1st Randy Wilkens, 2nd Joe Goodwin. 4/4 board members present agree. Motion carried.

XI. New Business Discussion

i. **Reports**

i. Safety and Security update – Chance Ballegeer

Mr. Ballegeer presented regarding the safety and security improvements completed during the school year, emphasizing a collaborative effort involving administration, facilities, communications, and finance departments. We received $50,000 from the Mesa County Federal Mineral Lease District. We also received approximately $112,000 through the Colorado Department of Education Charter School Facility Assistance Grant.
The following security updates were made: Installed 9 new security cameras and relocated existing cameras for improved coverage of Gyms, Hallways, Parking lots, soccer field and previously unmonitored campus areas. Staff radios were replaced with 120 new Motorola radios, giving every employee the same communication system with improved range across campus and nearby areas and a dedicated secondary emergency channel for the Incident Response Team. 2 new AEDs, were added, improving emergency medical coverage throughout campus. Privacy/security window film was added to nearly all ground-level exterior classroom windows, allowing occupants to see out while preventing visibility into classrooms. Retrofitted classroom doors in Buildings 1 and 2 with windows, allowing staff to safely view hallways before opening doors. Completely rewrote and obtained approval for the school's Emergency Operations Plan (EOP). Installed a perimeter security fence, enclosing the campus with lockable gates for emergency use.
The following safety improvements were made: Removed hazardous playground wood chips and replaced them with improved drainage, concrete walkways and rubber safety surfacing around playground equipment. Also, the installation of ADA-compliant gym bleachers, adding seating and improving accessibility.
Next month there will be scheduled new traffic markings for fire lanes, crosswalks and parent pickup/drop-off ("horseshoe") traffic flow.
The following Emergency preparedness activities happened: Created a weekly Incident Response Team (IRT) that meets every Thursday to discuss safety concerns, threat assessments, behavioral issues and emergency planning. Conducted tabletop exercises covering active threats, bomb threats and SWAT incidents. Lockdown drills were conducted with assistance from Grand Junction Police Department and Mesa County Sheriff's Office.
Next year's training priorities include active shooter response and student reunification procedures Partnerships have been made with local law enforcement. We installed emergency lock boxes around campus to give law enforcement rapid building access. We are exploring technology that would allow officers to enter using their official department credentials rather than physical badges. We rebuilt strong working relationships with local law enforcement agencies, resulting in increased officer presence on campus, traffic enforcement during drop-off and pickup and ongoing collaboration for emergency planning and staff training.

ii. HOS update

Mr. Diers mentioned a new **full-page digital advertisement** that will run **weekly in the Daily Sentinel's e-edition through June** as part of Caprock Academy's recruitment and branding efforts designed to **celebrate Caprock Academy's 20th anniversary** while increasing community awareness of the school. The primary goal is to remind the community that **Caprock Academy has been serving students successfully for two decades** and to strengthen the school's public image. The advertisement is intended to support **student recruitment** by increasing recognition of who Caprock is, where it is located, and what makes it distinctive.

Mr. Diers then talked about the staffing changes, financial restructuring, and preparations for the upcoming school year. To improve the school's financial position and prepare for future refinancing and charter renewal, Caprock implemented approximately **$480,000 in staffing reductions**, affecting both instructional and administrative/support positions. The following changes were made: elimination of one facilities position, elimination of the analytics director position, elimination of the event coordinator position, reduction of a half-time PE position, reduction of **five K–8 instructional aide positions**, while maintaining support in grades 1–3, elimination of one high school science position, elimination of one high school English Language Arts/Theater position, reduction from **four deans to two** through attrition, reorganization of the **Caprock Academy Child Care (aftercare)** program, reducing three positions and making modest fee increases and a reduction of the occupational therapist position from full-time to **0.25 FTE**, based on student IEP needs.
Kerri Schulze, formerly the Child Care Director, will become the **K–8 Math Coach**, leading professional development in Singapore Math instruction to improve student math performance. The **Counselor Corps Grant-funded high school counselor** position has been filled. The front office and school psychologist positions have also been filled. **Tracy Arledge** has been appointed the new High School Dean. Incoming Head of School **Mr. Goodbar** has begun working with staff to prepare for the upcoming school year. Enrollment for next year is currently **higher than this time last year**. The Head of School highlighted the school's strong Advanced Placement (AP) program. Approximately **80 juniors and seniors** completed **108 AP exams** during the school year.

iii. Board dashboard

The dashboard information was reviewed and discussed. Suspension data was looked into and it was questioned what the types of assault were that were seen.

iv. Enrollment Report
    1. Intent to enroll/waitlist

The enrollment information was reviewed and the waitlist was discussed. The waitlist is for those that are still to turn in paperwork or are waiting to schedule their enrollment appointments with the registrar.

v. CSI Charter Renewal Status

The CSI renewal is in progress. We are up-to-date as needed and are awaiting the CSI visit in September.

ii. **Policies – 1st look**

i. Family Handbook

1. Policy AP TBD Federally Funded Construction Projects

Some wording changes are required. 'The school' needs to be changed to 'Caprock Academy' and clarification is needed for pre-construction requirements. Details are needed in the section regarding bids. It's suggested to add a minimum of 3 to ensure due diligence. This policy will be returned next time for approval.

ii. Employee Handbook

1. Policy E 1.2 Attendance and Punctuality

It was suggested to add the preferred method of communication and remove behavior that is not wanted from the paragraph. This policy will be returned next time for approval.

A motion was made to add policy E5.0 to the agenda. 1st Randy Wilkens, 2nd Josh Quigley. 4/4 board members present agreed. Motion carried.

Policy E5.0 was discussed Suggestions were made to add a statement regarding exceptions to the Personal Appointment Time section. This policy will be returned next time for approval.

2. Policy E-TBD Time and Effort Policy

The only comment made was to change 'or' to 'and' regarding the signing of the certification. This policy will be returned next time for approval.

XII. New Business Action

i. July board meeting cancellation

A motion was made to cancel the board meeting for July. 1st Joe Goodwin, 2nd Randy Wilkens. 4/4 board members present agreed. Motion carried.

XIII. Future Agenda Items

A final statement was made to thank Mr. Diers and to mention that this is the final board meeting for Mr. Diers and to welcome Mr. Goodbar to the school.

XIV. **Adjourn @ 8.37pm.**

A motion was made to adjourn. 1st Randy Wilkens, 2nd Joe Goodwin.
4/4 board members present agreed. Motion carried.