



Colorado Springs Charter Academy

Regular Board Meeting Minutes | May 14, 2026 | 4:00 PM | Location- CSCA

Vision: We kindle enthusiasm to craft bold and effective citizen-scholars

Mission: Colorado Springs Charter Academy is love for community expressed in action. We are entrusted with dear purchase, to bind our students' days of innocence and joy with structure, content and character. To accomplish this, we cultivate the individual potential of all our students by: providing academically rigorous, proven, content-rich educational programs; developing incisive analytical skills and well-stocked minds; fostering self-advocacy, passion, citizenship, and exemplary character; holding individualized high expectations; involving and welcoming parents and community members.

CORE VIRTUES – Respect & Responsibility/Self-Control & Discipline/Wonder/Charity/Courage/Love of Country/Faithfulness/Graciousness & Courtesy/Joy

1. Meeting Called to Order:

A regular monthly meeting of the Colorado Springs Charter Academy board of directors was called to order by Board President Jill Gaebler at 4:00 PM

Roll Call

Board members present: President Jill Gaebler, Vice President Aster Klein, Treasurer Patrick Foley, Secretary Phillip Lintner

CSCA staff attending the meeting: HOS Zoe Ann Holmes, Registrar/Receptionist/Parent Danielle Read, Dean Pam Hayward, Dean Lisa Refferty,

Others attending the meeting: Sara Siegrist Finance

Public Comments:

Danielle Read, parent of kindergarten student Luca Read, addressed the Board regarding concerns about a phone call that occurred between her son and his father during the school day. Ms. Read stated that the call was inconsistent with a court-ordered parenting agreement and expressed concerns regarding the school's handling of the matter. She indicated that she would submit a formal email regarding the issue.

Board President Jill Gaebler thanked Ms. Read for her comments and explained that the Board does not discuss individual matters during meetings. Ms. Gaebler stated that the matter would be addressed through the appropriate administrative process and encouraged continued communication through the Head of School.

2. Approvals:

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Corrections identified:

- Change references for “Vice President” to “President” where applicable.
- Correct spelling of Aster Klein’s name.
- Correct spelling of Phillip Lintner’s name.
 - Motion: Aster Klein
 - Second: Phillip Lintner
 - Vote: Unanimous/Passed

3. Head of School Report:

- Current enrollment reported at 251 students.
- Marketing efforts include a billboard advertisement, Colorado Springs Children Magazine advertising, and planned summer open houses.
- School Security Disbursement Grant funding was reduced by the state; revised grant application to focus on security cameras.
- CSCA selected as a CSI training site for CPI training.
- Safety and security binders will move to a three-year update cycle.
- Window replacement and tinting projects continue.
- Jennifer Winterbottom hired as full-time Special Education Teacher.
- Arts teacher resigned due to relocation; recruitment underway.
- Business Manager position posted.
- NWEA testing nearing completion with positive preliminary academic results.
- New math intervention curriculum purchased and being implemented.
- BEST Grant planning and facility improvement projects continue.
- Staff Appreciation Week recognized PTO support and volunteer contributions.
- Board recruitment efforts continue.

4. PTO Report:

- PTO report reviewed by the Board.
- Board discussed successful fundraising activities, including silent auction revenue and Skate City fundraiser participation.
- Newly elected PTO officers were acknowledged.
- TO continues to support school programs, teacher scholarships, and student activities.

5. Finance Report:

- Sarah Crest reviewed balance sheet and financial summary.
 - Finance Committee reviewed April financial reports.
- School remains financially stable and operating within budget.
- Revenue and expenditures remain generally aligned with budget projections.
- Discussion held regarding transferring funds to Colorado Trust to increase investment earnings.
- Fund activity accounts reviewed.
- Finance report was interrupted by a temporary internet connection issue and resumed

later.

- Board discussed transferring additional funds into higher-yield investment accounts to maximize earnings.
- Salaries line item was identified as exceeding projected spending levels and will be reviewed further to determine whether coding adjustments or budget modifications are needed.
- Preliminary discussion of the FY 2026-2027 budget occurred; final state funding figures had not yet been released.

6. Parent Survey Report:

- Parent survey results were presented.
- Key strengths identified:
 - Staff relationships
 - School culture and safety
 - Community atmosphere
 - Academic offerings
- Areas for improvement identified:
 - Communication consistency
 - Behavior and bullying concerns
 - Consistency in school systems and expectations
- Discussion focused on school identity, retention, and enrollment strategies.

7. Staff Survey Report:

- Staff survey results were presented.
- Strengths identified:
 - Maintenance team
 - Intervention services
 - Special education support
 - Testing procedures
- Areas for improvement identified:
 - Internal communication
 - Staff support
 - Consistency in expectations
 - Behavior systems
 - Staff engagement and leadership visibility
- Board discussed opportunities for increased board presence and support of staff.

8. Cell Phone Policy:

- Administration presented revisions required by CSI regarding student cell phone policies.
- Proposed updates address exceptions for:
 - Emergency situations
 - Medical necessity
 - Disability or language accommodations through IEPs or 504 Plans
 - Staff-authorized educational use
- Board requested a revised draft incorporating all changes before approval.
- Matter was tabled for further review.

9. Strategic Plan:

- Board reviewed the current Strategic Plan and discussed potential revisions.
- Discussion included increasing board visibility and engagement with staff, parents, and

school activities.

- Board discussed sharing the Strategic Plan with staff for feedback and using it as a tool for board recruitment.
- Administration will make revisions and return an updated version for future review.

10. Board Updates:

- Administration reported survey results will be shared with parents and staff in summarized form.
- Board discussed maintaining updated records regarding board terms and membership.

11. Executive Session:

At 5:43 PM the Board entered executive session.

* Motion to adjourn regular session at 5:43 PM by Phillip Lintner, Patrick Foley Second, unanimously approved.

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