



## Colorado Springs Charter Academy

Regular Board Meeting Minutes | March 12, 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.

#### Roll Call

Board members present: President Jill Gaebler, Secretary Aster Klien, Patrick Foley and Philip Litner

CSCA staff attending the meeting: HOS Zoe Ann Holmes, Kevin Dolley, Pamela Hayward

Others attending the meeting: Sarah Siegrist

### 2. Public Comments:

### 3. Approval:

**Policy Approval:** The Board discussed a new policy and made one correction in Item 5, changing the word “requester” to “requestor” for consistency and accuracy.

- Motion: Philip Litner
- Second: Aster Klein
- Vote: Unanimous/Passed

#### **4. Other Items:**

##### **Board Retreat**

The Board discussed the upcoming board retreat, scheduled for April 15, 2026, to be held at Kinship Landing Hotel in downtown Colorado Springs. The retreat is expected to begin at approximately 9:00 a.m. and conclude around 1:00 p.m. Lunch will be provided onsite.

Items planned for the retreat include:

- Review and Update of the strategic plan
- Review of Head of School goals and self-evaluation
- Discussion of strategic priorities for 2026-2027

##### **Head of School Report (Mrs. Holmes)**

Key updates included:

- Enrollment projections for 2026-2027 are stronger than previously expected, with approximately 23 students in process.
- Marketing and public relations efforts are continuing through media ads, text messaging, and possible billboard and bus bench advertising.
- A community groundbreaking-style event is tentatively planned for April 22.
- Two open houses were held; Saturday morning attendance exceeded Thursday evening attendance.
- Fire, security and lockdown drills are continuing.
- Deb Kachel and Lisa Rafferty will retire from education this summer; those positions will be posted.
- Zoe Ann Holmes, Patrick Foley, and Pamela Hayward attended the Colorado League of Charter Schools annual conference.
- CMAS testing preparation is underway, with testing beginning April 13.
- The administrative team has identified a need to strengthen the writing program, especially in younger elementary grades, with increased fidelity to the curriculum.
- Staff Appreciation Week and additional board recruitment efforts are forthcoming.

##### **Board Discussion on Administrative Structure**

The Board discussed possible restructuring of leadership responsibilities following retirements and vacancies, including the possibility of shifting more academic oversight to dean-level positions and allowing the Head of School to focus more strategically.

##### **PTO Report (Patrick Foley)**

A PTO update was presented.

Reported items included:

- The silent auction was completed and raised \$1351 to support student activities.
- PTO funds have been used to support teacher grants, science activities, bus fees for field trips, and student programs.
- Planning has begun for 2026-2027 student planners, folders, and cover art submissions, due March 20<sup>th</sup>.
- The next Thrifty Links event is scheduled for March 13.
- PTO is introducing a school supply option through First Day School Supplies.
- PTO approved \$43 for Mr. Watt's Entrepreneur Business Club.

- The Read-a-Thon is underway from March 2-20<sup>th</sup>.
- Planning is in progress for end-of-year celebrations and Staff Appreciation Week.

### **SAC Report (Pamela Hayward)**

Highlights included:

- SAC hosted a February game night in coordination with PTO's silent auction basket launch; approximately 70 people attended.
- Another game night is planned for April 24, to coincide with the art show.
- SAC reviewed the UIP and its three goals: reading, math, and parent engagement.
- SAC noted stronger progress toward reading goals than math goals this year.
- A short parent survey is planned through ParentSquare to assess parent engagement.
- SAC will not meet in April due to CMAS testing and will reconvene in the second week of May.

### **Facilities / BEST Grant Update**

Sarah Siegrist presented the finance report for books closed through February 2026.

Key items included:

- Revenue was trending at approximately 68%, slightly above the projected 67%.
- Interest earnings to date were approximately \$62,000-\$65,000.
- Expenses were trending at approximately 63%.
- Year-to-date profit was approximately \$235,000.
- The Board discussed moving additional funds into Colorado Trust to improve interest earnings.
- Discussion occurred regarding authorized signers and viewers on the Colorado Trust accounts, with direction to review board policy before making changes.
- Sarah noted cleanup is still needed on one receivable line item carried over from QuickBooks.
- Fund activity was reviewed for the general fund student activity funds, BEST fund, and building corporation fund.
- A preliminary 2026-2027 budget draft was discussed, currently showing a modest projected profit.
- State funding remains uncertain, and conservative budgeting assumptions are being used.

### **Board Updates**

Patrick Foley shared takeaways from the charter school conference, including:

- The distinction between governance policies, board policies, and operation policies
- The importance of establishing and reviewing on-year, three-year, five-year, and ten-year goals.
- The need for continued board engagement in strategic planning.

The Board also discussed surveys for staff and families and agreed that such tools can be useful for assessing school direction and stakeholder feedback.

## Upcoming Meetings

The Board confirmed:

- The next regular board meeting will be held on April 9, 2026, at 4:00 p.m.
- The board retreat will be held on April 15, 2026

## 5. Adjourn

\* Motion to adjourn at 5:04 by Aster Klein, Philip Litner Second unanimously approved.

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