



SAC Meeting Minutes

Date: 3/20/2024

Time: 3:30pm

Location: CEC Windsor

Participants: Steven Coppa, Mike Curtis, Lisa Plahuta, Rebecca Feilmann, Kelly Smith, Melissa Faye, Janet Kelley, & Thelassa Rivers

Meeting began: 3:30pm

**Agenda:**

1. Meet & Greet
2. Head of School Update
  - Hiring Update **2023-2024**
    - Liz Sanders – PT Para
    - Jen Lacovara – Will replace Ms. Debur in Elevate
    - Katie Vangraefschepe – HS Special Ed Teacher
  - **2024-2025**
    - School Psychologist will be at CEC Windsor 3 days next year
    - FT Robotics Teacher
    - FT Admin/Front Desk
    - FT Health Tech
3. State Testing – [SCHEDULE HERE](#)
  - Same Schedule as last year
  - First 4 Mondays in April – half days
  - 2 tests per day
  - MS testing at school
  - HS at home asynchronously remote learning



- 4<sup>th</sup> Monday – test all 3 sciences for 8<sup>th</sup> and 11<sup>th</sup> grades
  - Make-up testing will be held on the Wednesday of the week
4. PSAT and SAT
- 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup> Graders
  - Held at CEC Fort Collins
  - April 16<sup>th</sup>
  - Transportation provided to the school
  - Rides home will be on own
  - Make-up testing - TBD
5. Career Day
- Friday 3/22
  - Ms. Faye has 12 speakers scheduled to meet with students
  - Individualized for each student
6. Financial Update
- Financial situation is stable and trending upward
  - Capacity at CEC Windsor is 300 students
  - Will strive to enroll 220 students for 2024/2025 school year
  - Need to grow at an appropriate speed
7. Best Practice Update
- Mike gave Rebecca the worksheet completed with Best Practices from parents for missing assignments, study habits, and communication with CEC teachers.

Meeting Adjourned: 4:13