



*"Where students are educated, empowered,  
and equipped to reach their highest potential."*

## OUR STORY

Windsor Charter Academy's elementary school, middle school, and early college high school fulfill the needs of families in the north central Colorado region by providing rigorous academic standards and an early college option that prepares students for post-secondary success. Students engage in college-preparatory and college-level coursework that supports their need to reach their highest potential.

Windsor Charter Academy opened its doors in 2001 and has continued to thrive in this growing community of Windsor, Colorado. Initially, the school building on 680 Academy Court was a school for students in grades kindergarten through eighth grade. Today, Windsor Charter Academy hosts three schools—an elementary school, a middle school and an early college high school. The middle and early college high school is located a few blocks away at 810 Automation Drive.

Many families look for academic opportunities that will challenge students from kindergarten throughout their school experience. By providing opportunities for students to graduate with a dual degree, which includes a high school degree and an associate degree, students are prepared for next steps in their academic journey. Students are quickly able to resume collegiate studies at a university, completing their bachelor's degree in two more years.

# Early College High School

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## ADMINISTRATION

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## CONTACTS

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# OUR GUIDING WORK

All of the staff at Windsor Charter Academy embrace our vision “where students are educated, empowered, and equipped to reach their highest potential.” Windsor Charter Academy provides our students with a solid academic foundation through our K-8 Core Knowledge and our rigorous 9-12 early college high school curricula. Our school culture empowers students to achieve academic excellence through critical thinking, character development, and a love for lifelong learning.

“The most important decision I have made is to come to WCA. I wasn’t sure what I wanted to do with my life before coming here, but now I have so many opportunities like taking college classes and getting my associate degree.”

—Xander, 10th grade



## WINDSOR CHARTER ACADEMY'S ENROLLMENT PROCESS

Students shall be considered for admission without regard to race, creed, color, national origin, sex, sexual orientation, marital status, religion, ancestry, or disability.

### WAIT LIST

The wait list is determined by the date and time that a completed Letter of Intent is submitted to the Windsor Charter Academy registrar.

### DISTRICT RESIDENCY

Proof of residency for in-district or out-of-district status will be provided to Windsor Charter Academy at the time of submission of Letter of Intent. If a parent/guardian has a change of residency from out-of-district to in-district prior to admission to Windsor Charter Academy, their Letter of Intent date will be changed to reflect the day in-district documentation is provided and they will be added to the in-district wait lists appropriately.

### LETTER OF INTENT

Parents/guardians of the applicant are responsible for updating the Letter of Intent, i.e. notifying the registrar of change of address, phone number, etc. If Windsor Charter Academy cannot contact an applicant's family due to change of contact information, the school is not responsible to search for the applicant's parent/guardian. The applicant will be removed from the wait list.

## LOTTERY PROCEDURES

1. The lottery has five tiers for each grade.
  - **TIER ONE** for each grade includes students of staff members and Executive Board members.
  - **TIER TWO** for each grade includes students residing in the Weld RE-4 School District with a sibling attending Windsor Charter Academy.
  - **TIER THREE** for each grade includes students residing outside the Weld RE-4 School District with a sibling attending Windsor Charter Academy.
  - **TIER FOUR** for each grade includes students residing in the Weld RE-4 School District without a sibling attending Windsor Charter Academy.
  - **TIER FIVE** for each grade level includes students residing out of the Weld Re-4 School District without a sibling attending Windsor Charter Academy.
2. Children of current staff will be placed in a grade level for enrollment.
3. Siblings of current students will be placed in a grade level for enrollment.
4. From the remaining spots available at each grade level, 50% of the openings will be filled on a first-come first-served basis based on the Letter of Intent date of submission, beginning with Tier One and moving through Tier Five to fill the 50% of spots. Grade-level openings will be filled beginning with 12th grade and moving down. As families accept positions in upper grades for their students, siblings of that family move to Tier One or Tier Two depending on residence.
5. Once children of current staff, siblings of current students, and 50% of openings have been filled from the Letter of Intent on a first-come, first-served premise from the Letter of Intent date of submission, the lottery process will begin on the third (3rd) Tuesday in January of each year to fill the remaining open spots, beginning with Tier One and moving through Tier Five.

After open spots are filled, the wait list in grades that have no more remaining openings will be established. Siblings of students enrolled in other grade levels will be placed at the front of each grade level wait list in the order in which their enrolled siblings were drawn or enrolled. In the event that multiple siblings apply in the same grade level, the order will be decided by a lottery drawing involving only the siblings in that situation. All names of the remaining applicants will be drawn at random. Each will be placed on the wait list in that order until every name is drawn.

## 48-HOUR DECISION

If enrollment is offered to an applicant, the school requires a decision within 48 hours. If enrollment is not accepted or confirmed within 48 hours, the applicant will be removed from the wait list. If an applicant wishes to reapply, a new Letter of Intent must be completed and the applicant will be placed on the wait list based on the date and time recorded on this new form.





## PARENT INVOLVEMENT

As a charter school, Windsor Charter Academy believes that parent involvement is critical for our students' academic success. Windsor Charter Academy Schools require that all parents fulfill a 35-hour per school year volunteer commitment. These hours can be met many different ways including making copies, helping in the classroom and volunteering for one of our many committees. The following are the committees that offer opportunities for parents to volunteer:

### **BOARD COMMITTEES:**

- Education Committee
- Finance Committee
- School Accountability Committee
- Student & School Safety Committee

### **SCHOOL COMMITTEES:**

- Booster Club
- Parent-Teacher Committee (PTC)

## CHARACTER DEVELOPMENT

While academics are essential at Windsor Charter Academy, citizenship and character development are equal components. Habits of Mind is the character education program used at our high school. All of our students are held accountable for their behavior and their academic growth. The components of Habits of Mind include:

**INTEGRITY**

**MAINTAINING IMPULSIVITY**

**LISTENING AND UNDERSTANDING WITH EMPATHY**

**THINKING FLEXIBLY**

**THINKING ABOUT YOUR THINKING**

**STRIVING FOR ACCURACY**

**QUESTIONING AND PROBLEM SOLVING**

**APPLYING PAST KNOWLEDGE TO NEW SITUATIONS**

**THINKING AND COMMUNICATING WITH CLARITY AND PRECISION**

**GATHERING DATA THROUGH ALL SENSES**

**CREATING, IMAGINING, AND INNOVATING**

**RESPONDING WITH WONDERMENT AND AWE**

**TAKING RESPONSIBLE RISKS**

**FINDING HUMOR**

**THINKING INTERDEPENDENTLY**

**REMAIN OPEN TO CONTINUOUS LEARNING**

# EARLY COLLEGE HIGH SCHOOL PROGRAM

Windsor Charter Academy provides a rigorous academic early college program where students learn to become lifelong learners, problem solvers, and collaborative citizens who are prepared for college and beyond. Our academic program is designed to challenge students with college-level courses and provide students with opportunities to develop study skills necessary for a successful college experience.

## Students who attend Windsor Charter Academy can:

- Start college classes early to support career goals.
- Understand their stewardship as a member of their school and their community through a culture that emphasizes character education.
- Embrace high standards and accountability.
- Cultivate personal skills, talents, and work ethic necessary for success.
- Complete college courses that are guaranteed transfer courses that support the pathway to an associate degree.

Students have the opportunity to take college courses, as well as high school classes. Aims Community College requires 60 credits for an associate degree. Windsor Charter Academy will pay for up to 60 credits and will offer those credits on Windsor Charter Academy's campus.

## HIGH SCHOOL GRADUATION REQUIREMENTS

Windsor Charter Academy's graduation requirements have been developed based on the entrance requirements of top colleges and universities and components of a strong, high school academic curriculum. There is considerable flexibility in a student's high school coursework to allow pursuit of a variety of courses and a wide range of interests. To be awarded a high school diploma, a student enrolled at Windsor Charter Academy Early College High School must earn a minimum of 26 credits that include the following:

HIGH SCHOOL GRADUATION REQUIREMENTS	
SUBJECT AREA	NUMBER OF CREDITS
ENGLISH	4.0
MATHEMATICS	3.0
HISTORY/SOCIAL SCIENCES	3.5
SCIENCE	3.0
PHYSICAL EDUCATION / HEALTH	1.0
ICAP (INDIVIDUAL CAREER AND ACADEMIC PLAN)	2.0
ELECTIVES	9.5
<b>TOTAL CREDITS</b>	<b>26.0</b>

## HIGH SCHOOL AVID

AVID (Advancement Via Individual Determination) supports our vision and mission by ensuring all students are equipped to reach their highest potential. High school students build upon the skills learned at our middle school. All students continue to dive deeply into strategies for writing, inquiry, organization, collaboration, and reading in all of their courses to develop their skills as academic scholars.

High school students also have the option to enroll in our AVID Leadership elective to dive deeper into the AVID strategies. This is an application-only course but is highly recommended for students new to Windsor Charter Academy. This course counts towards their required ICAP credit.

## TECHNOLOGY & INNOVATION FOCUS

Windsor Charter Academy prioritizes innovative learning environments for all students. We believe that students learn best when they are curious. We understand that creativity, collaboration, critical thinking and communication skills should be modeled in every classroom and cultivated in every student. Through elective courses that encourage and support learning, we feel that students are given the opportunity to explore, and engage in innovative learning. We encourage 21st century learning skills in all of our classrooms through engaging curricula. We encourage our students to think outside the box and demonstrate real-world problem solving skills. Students apply learning through community partnerships, authentic field trip experiences and engaging enrichment program offerings. Students also have the opportunity to receive a S.T.E.M. graduation distinction by completing course credits in science, technology, engineering and mathematics followed by an independent research capstone project that demonstrates career application of their knowledge.

## S.T.E.M. FOCUS

Windsor Charter Academy utilizes a S.T.E.M. (science, technology, engineering and math) approach to encourage critical 21st century skills, such as problem solving, collaboration, creativity, critical thinking and communication. S.T.E.M. education creates critical thinkers, increases science literacy, and enables the next generation of innovators. Windsor Charter Academy proudly maintains a 1:1 student/technology ratio. Our staff is committed to integrating technology in a meaningful way in every classroom. Our elective course offerings strive to provide students with cutting-edge options that highlight concepts of S.T.E.M. and build upon important math and science skills. We encourage exploration of career opportunities in growing industries such as computer science, engineering and medicine. With over 9 million U.S. jobs coming from careers in S.T.E.M., we believe that encouraging a passion for real-world application creates lifelong opportunities for our students.



# HIGH SCHOOL INDIVIDUAL CAREER & ACADEMIC PLAN (ICAP)

All Windsor Charter Academy Early College High School students will take an ICAP class each year that will guide students in the exploration of career, academic and post-secondary opportunities to create meaningful pathways to be college and career ready.

## FRESHMAN FIREBIRD

- High School Transition
- 7 Habits of Highly Effective Teens
- 6 Most Important Decisions
- Character Education: Habits of Mind
- Financial Literacy
- Interest Profiler and Career Cluster Survey
- Personal Mission Statements
- AVID College Readiness Curriculum
- 4-year Academic Plan
- ICAP Capstone

## SOPHOMORE EXPLORER

- PSAT Prep & Collaborative Study Groups
- Career and College Exploration
- Building Resumes
- Myers-Briggs Type Indicator
- Personal Interest Survey
- Financial Literacy
- Character Education: Habits of Mind
- AVID College Readiness Curriculum
- 4-year Academic Plan
- ICAP Capstone

## JUNIOR PREP

- SAT Prep & Collaborative Study Groups
- Aptitude Test
- Post-secondary Exploration
- Personal Statements
- Building Resumes
- Financial Literacy
- Character Education: Habits of Mind
- AVID College Readiness Curriculum
- Career Guest Speaker Panel & Job Shadowing
- 4-year Academic Plan
- ICAP Capstone

## SENIOR SEMINAR

- College & Workforce Applications
- FSAID/FAFSA
- Building Resumes
- Cover Letters
- College Essays and Personal Statements
- Letters of Recommendation
- Scholarship Applications
- Financial Literacy
- Planning for Transition After High School
- Character Education: Habits of Mind
- Admission Counselor Guest Speaker
- ICAP Capstone Presentation

## EXTRACURRICULAR ACTIVITIES

Windsor Charter Academy believes that students must have opportunities to be well rounded to reach their highest potential. To support our vision, we offer extracurricular opportunities. The following are a few examples:

### MATH LEAGUE COMPETITIVE MATH TEAM

All high school students are invited to register for the Math League competitive math team. The high school math team has participated in CSU Math Day, UNC Math Counts, Colorado Mathematical Olympiad, Colorado Math League, among others. Participation encourages creative problem solving, application of math concepts, and exposes students to a broad array of challenging math concepts in both a collaborative and individual environment.

### VEX ROBOTICS

Students work in teams to design and build a robot to play against other teams in a game-based engineering challenge competition. Classroom S.T.E.M. concepts are put to the test as students learn lifelong skills in teamwork, leadership, communications, and more. Tournaments are held year-round at the regional, state, and national levels.

### STUDENT COUNCIL

Students are elected to serve as either class representatives or officers for student council. These students work together to plan homecoming and prom as well as other activities and events that support building a positive school culture.

### NATIONAL HONOR SOCIETY

Students qualify for NHS based upon their GPA and staff recommendations. NHS students serve on committees and are voted into leadership positions to support NHS's mission of scholarships, service, leadership, and character.



## HIGH SCHOOL LETTERING

ACTIVITY	LETTERING REQUIREMENTS
<b>ACADEMICS</b>	A student must have a weighted GPA of 3.9 or higher for both semesters of one school year to letter.
<b>ATHLETICS</b>	An athlete must have participated in at least 50% of varsity-level games and/or play in a playoff game.
<b>VEX ROBOTICS</b>	Students must participate in at least 75% of the competitions and be in good standing with the team.
<b>SPIRIT SQUAD</b>	Students must participate in at least 90% of the activities and be in good standing with the team.
<b>NATIONAL HONOR SOCIETY</b>	Students must attend 85% of NHS meetings, participate in 75% of NHS activities, have completed their individual NHS service project, and serve in a leadership position.
<b>STUDENT COUNCIL</b>	Students must earn 150 points as outlined in the Student Council program to receive a letter.
<b>YEARBOOK</b>	Students must earn a minimum of 15 points as outlined in the yearbook program to receive a letter.
<b>MATH LEAGUE</b>	Students must earn 75 points in varsity mathematics competitions, practices, and/or activities as outlined in the Math League program to receive a letter. Students may also receive additional medallions and bars beyond the letter as they earn points after they letter.
<b>BAND</b>	Students must earn 120 points in band program to receive a letter.
<b>CHOIR</b>	Students must earn 200 points in the choir program to receive a letter.
<b>THEATER</b>	Students must earn 30 points in the theater program to receive a letter.
<b>ORCHESTRA</b>	Students must earn 200 points in the orchestra program to receive a letter.
<b>COMMUNITY SERVICE</b>	Students must have documented at least 50 hours of community service between May 1st and April 30th of the following year.

## PERFORMING ARTS

Windsor Charter Academy's rigorous performing arts programs offer students a variety of opportunities to explore and showcase their performance skills. Middle school students have the opportunity to participate in a variety of performing arts classes and extracurricular activities such as band, choir, orchestra, and theater.

### THEATER PROGRAM & DRAMA EDUCATION

The high school theater program is dedicated to providing students with high-quality educational experiences in the theater and performing arts. The content of our drama education classes covers everything from classic literature to modern day scenes, focused around students and their everyday experiences. High school students also put on two theater productions each year.

### BAND

High school symphonic band is open to all students who enjoy playing in an instrumental music ensemble. Members rehearse and perform a variety of music from standards to contemporary repertoire. The main instruments taught in band include: flute, clarinet, trumpet, trombone, saxophone, French horn, oboe, bassoon, electric bass, percussion and xylophone.

### ORCHESTRA

Students concentrate on refining their performance skills that are inherent to a particular instrument. Students should have a minimum of one year playing experience. The main instruments in orchestra are violin, viola, cello, and bass.

### JAZZ COMBO

Jazz Combo is an instrumental ensemble of students who engage in advanced instrumentalist styles.

### CHOIR

The choir program fosters a love of music from diverse cultures, time periods, and genres. Windsor Charter Academy strives to prepare students for a lifetime of musical appreciation and personal enrichment.



## ATHLETICS

Windsor Charter Academy is proud of its growing athletics program, which offers junior varsity and varsity level sports for athletes. Windsor Charter Academy is a member of the Colorado High School Activities Association (CHSAA) competing in the Foothills League. In 2024, athletes will compete in the Patriot League.

### FALL

Boys' & Girls Cross Country  
Boys' Soccer  
Girls' Volleyball  
Coed Cheer (All Year)

### WINTER

Boys' Basketball  
Girls' Basketball

### SPRING

Girls' Soccer  
Boys' Volleyball





## VISION STATEMENT

"Where students are educated, empowered, and equipped to reach their highest potential."

## MISSION STATEMENT

Windsor Charter Academy provides our students with a solid academic foundation through our K-8 Core Knowledge and our rigorous 9-12 early college high school curricula. Our culture empowers our students to achieve academic excellence through critical thinking, character development, and a love of lifelong learning.