

Crown Pointe Academy of Westminster
Academy Board Meeting
Wednesday, December 14, 2016
Executive Session - 6:15 p.m.
General Meeting - 7:00 p.m.
Location: School Library

ADMINISTRATION AND INFORMATIONAL MATTERS:

Meeting called to order at 6:31 p.m. by George Roupas, Board President.

Board Members present: George Roupas, Bill Marrs, Michelle Kline, Keith Miller, and Dawn Baird.

Staff/Administration present: Keith Ouweneel and Sandi MacGregor.

Quorum for Board was met.

EXECUTIVE SESSION CRS 24-6-402 (4):

Dawn Baird motioned to move into Executive Session regarding personnel matters, CRS 24-6-402 (4) and reserve the right to invite Keith Ouweneel. Dawn Baird Seconded Motion.

Votes: AYES 5; NAYS 0. Motion PASSED

Michelle Kline moved to exit Executive Session at 7:00 p.m. Bill Marrs Seconded Motion.

Votes: AYES 5; NAYS 0. Motion PASSED

Michelle Kline moved to enter back into regular meeting. Bill Marrs Seconded Motion.

Votes: AYES 4; NAYS 0; ABSTAIN 1 (Keith Miller, who was not present for the vote). Motion PASSED

ADMINISTRATION AND INFORMATIONAL MATTERS (cont.):

Staff/Administration present: Danielle Smeltzer, Alexandra Glass, and Bart Skidmore.

Guests present: Shelly Hora.

Public Comments: None.

Agenda Approval:

Michelle Kline motioned to accept the December 14, 2016 Agenda with the following addendum:

New Business add #6, Wait List Audit Update. Dawn Baird Seconded Motion.

Votes: AYES 5; NAYS 0. Motion PASSED

Approval of Meeting Minutes:

Dawn Baird motioned to accept the November 9, 2016 Board meeting minutes. Michelle Kline Seconded Motion.

Votes: AYES 5; NAYS 0. Motion PASSED

REPORTS:

Financial: November Financials in Board packet.

- **Monthly Budget Report** – Bart Skidmore reported overall revenue and expenses are tracking well. Bart Skidmore will present term securities option for the Board to review at the January Board meeting. Bart Skidmore informed the Board CSI requested a change to the budget format and the change will be reflected on the December budget report.

Director: Monthly report included in Board packet.

Keith Oweneel introduced Danielle Smeltzer and Alexandra Glass to the Board. Danielle Smeltzer and Alexandra Glass each reported on current SPED caseload.

- **EXPO Update** – Keith Oweneel reported concrete work is completed and steel building frame is up.
- **CSI Regional Meeting** – Keith Oweneel informed the Board CPA hosted the CSI Regional meeting last week and several local school representatives were in attendance. Keith Oweneel stated CPA will continue to extend invitations to host future events.
- **City of Westminster Council Meeting Update** – Keith Oweneel stated he attended the City of Westminster Council meeting held November 28, 2016. Schools were recognized for their partnership with the Westminster Police Department and school safety planning.
- **Discipline Report** – Included in Board packet.
- **Galileo Test Results** – Keith Oweneel reported 3rd, 4th and 5th grades have completed Galileo testing. K-2nd grades will be wrapping up testing. A report will be presented at the Board meeting in January.

Keith Oweneel stated he will have the Spanish team attend the January or February to give the Board a report.

BOARD BUSINESS:

Old Business:

- **Staff Social Update** – George Roupas reported the Board/Staff social was well attended and thanked Cindy McNeal for organizing the event.

New Business:

- **Director's Evaluation Policy**

Dawn Baird motioned to waive the 1st and 2nd Reading of the Director's Evaluation Policy. Michelle Kline Seconded Motion.

Votes: AYES 5; NAYS 0. Motion PASSED.

Dawn Baird motioned to adopt the Director's Evaluation Policy with new verbiage added. Michelle Kline Seconded Motion.

Votes: AYES 5; NAYS 0. Motion PASSED.

- **Chromebook Purchase** – Keith Oweneel requested authorization of new Chromebook purchase of \$2,086.64 from Tiger Direct. PTA will be reimbursing the school \$2,000.00 once the invoice has been received. Total expense to school will be \$86.64.

Michelle Kline motioned to approve expenditure of \$2, 086.64 for purchase of new Chromebooks.

Keith Miller Seconded Motion.

Votes: AYES 5; NAYS 0. Motion PASSED.

George Roupas thanked PTA for their generous donation.

- **CLCS Conference 2/23/16 and 2/24/16** – All Board members elected to attend at least one of the two days.

Dawn Baird motioned to nominate Michelle Kline as the Board Delegate. Bill Marrs Seconded Motion. Votes: AYES 5; NAYS 0. Motion PASSED.

- **HR File Audit Report** – Dawn Baird completed audit of all personnel files. Report included in Board packet.
- **Director's Contract**

Dawn Baird motioned to accept the Director's contract for the 2017-2018 school year as presented. Michelle Kline Seconded Motion. Votes: AYES 5; NAYS 0. Motion PASSED.

- **Wait List Audit Report** – Dawn Baird completed Wait List audit. Report included in Board packet.

Dawn Baird moved to adjourn. Michelle Kline Seconded Motion. Votes: AYES 5; NAYS 0. Motion PASSED.

Adjourned at 9:03 p.m.

Prepared By: Sandi MacGregor, Executive Secretary
Reviewed By: Michelle Kline, Board Secretary