

Crown Pointe Academy of Westminster  
Academy Board Meeting  
Wednesday, July 10, 2016  
6:00 p.m.  
Location: School Library

Meeting called to order at 6:00 p.m. by Bill Marrs, Board President.  
Board Members present: Bill Marrs, Michelle Kline and Keith Miller.  
Staff/Administration present: Erin Selleck, Sandi MacGregor, and Bart Skidmore.  
Guests present: Dawn Baird and Keith Hora.  
Quorum for Board was met.  
Purpose of the Meeting: Regular Board meeting.

**ADMINISTRATION AND INFORMATIONAL MATTERS:**

**Public Comments:** None.

**Agenda Approval:**

Michelle Kline motioned to accept the July 10, 2016 Agenda with the following addendum: move Officer Selection following the Assistant Director report.  
Keith Miller Seconded Motion.  
Votes: AYES 3; NAYS 0. Motion PASSED

**Approval of Previous Meeting Minutes:**

Quorum not met. Approval of previous meeting minutes tabled until George Roupas is present.

**REPORTS:**

**Financial:**

- **Monthly Report** – Bart Skidmore reviewed June financials. Bart Skidmore noted approximately \$95K of accrued expenses have been posted thus far and payroll for teaching staff has been accrued for July. Bart Skidmore informed the Board he will be completing the food service audit with Charter Choice, and has begun gathering information to send to Wendy Swanhorst regarding the end-of-year audit. CPA will be receiving a small refund from CSI for administration cost.
- **2016-2017 PPR** – No changes with the PPR for 2016-2017.

Bart Skidmore reported no further action will be pursued with the outstanding issue with the Colorado Department of Labor & Employment. After several hearings, the next step would be to file with the Court of Appeals costing the school.

**Director:**

- **Monthly Report** – Erin Selleck reported there has not been much change in student withdraws. All opens spots have been filled at this point.

- **Staffing** – Erin Selleck informed the Board the resignation of Erica Segal and the movement of Andrea George to 3<sup>rd</sup> grade and the hiring of Matt MacGregor for 4<sup>th</sup> grade. Interviews will be conducted for the 5<sup>th</sup> grade assistant and custodial positions.
- **Building and Project Update** – Erin Selleck reported the permitting has not been completed yet. Waiting to hear from 359 Design on the building status. In the meantime, Evan Sherlock has been applying for grants.

George Roupas joined meeting at 7:03 p.m.

**Assistant Director:**

- **Summer School** – Erin Selleck reported students required to attend summer school were able to complete the necessary work in order to be promoted to the next grade level.
- **After School Program** – Erin Selleck stated Hyland Hills will be returning this year to run the after school program.

**BOARD BUSINESS:**

- **Officer Selection** – Discussion of Officer Selection.  
George Roupas, Vice President  
Bill Marrs, Vice President  
Michelle Kline, Secretary  
Keith Miller, Treasurer

Michelle Kline motioned to adopt the slated positions as discussed.

George Roupas seconded Motion.

Votes: AYES 4; NAYS 0. Motion PASSED

- **Community Board Members** – Dawn Baird indicated her desire to become a Community Board Member.

George Roupas motioned to appoint Dawn Baird to one-year term.

Michelle Kline seconded Motion.

Votes: AYES 4; NAYS 0. Motion PASSED

**BOARD BUSINESS:**

**Old Business**

- **Staff/Parent/Volunteer Handbook Review** – George Roupas will meet with Erin Selleck on Thursday, July 28<sup>th</sup> to review changes made to each of the handbooks.

**New Business:**

- **Board Meeting Schedule** - Board meetings will continue to be held the 2<sup>nd</sup> Wednesday every month. August meeting will be held at 6:00 p.m. and the following meeting will be scheduled for 7:00 p.m.
- **Westminster Faire** – Scheduled for August 13, 2016. Board agreed to not attend this year and plan for next year.
- **Strategic Planning Session Date** – Tabled to discuss at next Board meeting.

- **Board Training** – Erin Selleck will contact Nora Flood with CLCS for August 20<sup>th</sup>, 27<sup>th</sup> or September 10<sup>th</sup> availability.
- **Board/Staff Social** – Tabled for September meeting.

**Approval of Previous Meeting Minutes:**

Michelle Kline motioned to accept the June 8, 2016 meeting Board minutes.

George Roupas seconded Motion.

Votes: AYES 3; NAYS 0; ABSTAINED 3 (Keith Miller and Dawn Baird). Motion PASSED

Dawn Baird motioned meeting to adjourn.

George Roupas Seconded Motion.

Votes: AYES 5; NAYS 0. Motion PASSED

Adjourned at 8:18 p.m.

Prepared By: Sandi MacGregor, Executive Secretary

Reviewed By: Michelle Kline, Board Secretary