

Crown Pointe Academy of Westminster  
Academy Board Meeting  
Wednesday, April 11, 2018  
General Meeting - 7:00 p.m.  
Location: School Library

**ADMINISTRATION AND INFORMATIONAL MATTERS:**

Meeting called to order at 7:00 p.m. by Michelle Kline, Board President.

Board Members present: Michelle Kline, George Roupas, Cindy McNeal, and Dawn Baird. Keith Miller absence is excused.

Staff/Administration present: Keith Ouweneel, Erin Keyes, Sandi MacGregor, and Bart Skidmore.

Guests present: Keith Hora.

Quorum for Board was met.

Purpose of the Meeting: Regular Board meeting.

**Public Comments:** Keith Hora commented one Destination Imagination team advanced to state finals and placed 4<sup>th</sup>.

**Agenda Approval:**

Cindy McNeal motioned to accept the April 11, 2018 agenda with the following addenda: Under New Business as #9, Title 1 - Parent Involvement policy. George Roupas Seconded Motion.

Votes: AYES 4; NAYS 0. Motion PASSED.

**Approval of Meeting Minutes:**

George Roupas motioned to accept the March 14, 2018 Board meeting minutes. Cindy McNeal Seconded Motion.

Votes: AYES 4; NAYS 0. Motion PASSED.

**REPORTS:**

**Financial:**

- **Monthly Budget Report** – March financials included in Board packet. Bart Skidmore stated the current financials reflect a 3.87% increase for the 18/19 FY based on information he has received. The state has until the second week of May to finalize the school finance budget.

**Director:** Monthly report included in Board packet.

- **Job Fair** - Keith Ouweneel stated he and Erin Keyes attended the job fair. The quality of teachers was better than last year, and the quantity was a little more.
- **Staffing** – Keith Ouweneel stated there is a solid middle school team for next year. Bonnie Hughes and Marcia Roe being the veterans, alongside Matt MacGregor whom will be moving to math, and teaming up with a new hire, Typhany Davis who is coming with four years experience teaching math at Cesar Chavez Academy. New hires, Meghan Laxton and Jay Scott will teach language arts, along with Julie Southern. Kim Johnson will be the floating middle school assistant. Keith Ouweneel noted he is working on filling elementary teacher positions.
- **Project Plan** – Keith Ouweneel presented a list for the Board to review. Keith Ouweneel stated if projected funds are received, he would like to take care of all the items listed under Tier1.

- **Bond Rating Change** – Keith Ouweneel reported he received notice from Fitch CPA’s bond rating has increased to a BBB rating, which could help if the Board elects to move forward with a refinance in the future.

**Assistant Director:**

- **Discipline Report** – Discipline report included in Board packet.
- **Testing Update** – Erin Keys reported CMAS testing began on Monday for middle school students. 5<sup>th</sup> grade will start testing on Thursday, and 3<sup>rd</sup> & 4<sup>th</sup> will start next Monday. Testing window ends April 27<sup>th</sup>. No parent had their student opted out.
- **Continuation** – Erin Keyes informed the Board 8<sup>th</sup> grade Continuation will take place on May 22, 2018 at 7:00 p.m. Hilary Emmett will be one of the guest speakers.

**BOARD BUSINESS:**

**Old Business**

- **Policy Updates** – Dawn Baird stated there are new policy updates to review.
- **Election Update** – Dawn Baird reported only two Candidacy Declarations were received, Keith Miller and Gabe Sandoval. The election is uncontested.
- **Building Corp. Update** – Next Building Corp meeting will be held May 9, 2018 at 6:45 p.m.
- **Parent/Student Surveys** – Dawn Baird reported the surveys were reviewed by BAAC. The Board has received the surveys via email. Michelle Kline stated the student surveys overall were positive. Michelle Kline noted the parent surveys indicated the Board is unresponsive and not present at events. Overall, there was no constructive feedback.

**New Business**

- **Election** – No formal election will be held. Date to meet the candidates has been canceled. Notice of candidates was posted in the email blast. Mailing of ballots not necessary this year.
- **Data Breach Policy** – The following policies will be reviewed next month: Data Retention, Student Fee, Parent and Family Engagement/Title 1.

George Roupas motioned to approve the Data Breach and Grievance policies as presented. Dawn Baird Seconded Motion.

Votes: AYES 4; NAYS 0. Motion PASSED.

- **Summer Camp Proposal** – Reviewed last month. No changes from prior years.
- **Turf Addition** – Tabled.
- **Director’s Contract** – Michelle Kline noted the new two-year contract will begin July 1, 2018 and ends June 30, 2020. This contract supersedes prior contract dated July 1, 2017.

George Roupas motioned to approve the Director’s contract. Dawn Baird Seconded Motion.

Votes: AYES 4; NAYS 0. Motion PASSED.

Dawn Baird motioned to adjourn. George Roupas Seconded Motion.

Votes: AYES 4; NAYS 0. Motion PASSED.

Adjournment 8:58 p.m.

Prepared By: Sandi MacGregor, Executive Secretary  
 Reviewed By: Cindy McNeal, Board Secretary

