

Crown Pointe Academy of Westminster  
Academy Board Meeting  
Wednesday, February 13, 2019  
General Meeting – 6:15 p.m.  
Location: School Library

**ADMINISTRATION AND INFORMATIONAL MATTERS:**

Meeting called to order at 6:15 p.m. by Michelle Kline.

Board Members present: Michelle Kline, Dawn Baird, Cindy McNeal, Gabe Sandoval, and Eddie Rey.

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

Guests present: None.

Quorum for Board was met.

Purpose of the Meeting: Regular Board meeting.

**Public Comments:** None.

**Agenda Approval:**

Dawn Baird motioned to approve the February 13, 2019 agenda as submitted. Gabe Sandoval seconded Motion.

Votes: AYES 5; NAYS 0. Motion PASSED.

**Approval of Meeting Minutes:**

Gabe Sandoval motioned to approve the January 9, 2019 Board minutes as submitted. Eddie Rey seconded Motion.

Votes: AYES 4; NAYS 0; ABSTAINED 1 (Cindy McNeal). Motion PASSED.

**REPORTS:**

**Financial:**

- **Monthly Budget Report** – Bart Skidmore distributed January financial statements for Board review. Bart Skidmore reported he is projecting an overall General Fund Balance increase of approximately \$18K for the FY18/19. Bart Skidmore stated he and Keith Ouweneel have met regarding the FY19/20 Projected Budget. Bart Skidmore reviewed three scenarios based on projected PPR, Mill Levy revenue increase, and full funding for kindergarten. Each generates a surplus for the FY19/20.
- **Bond Refinance** – Bart Skidmore stated once the agreement with Choice Advisors is signed, Matt O’Meara will begin to approach different financial institutions, and will layout offers for the Board to review. Bart Skidmore also noted Choice Advisors retainer fee is below market.
- **Investment Schedule** – Bart Skidmore stated its best practice for the Board to continue reviewing the Quarterly Investment Schedule.

Bart Skidmore reported he is still dealing with CSI regarding the At Risk calculation.

Bart Skidmore also reported he has been in contact with the IRS regarding the W2 reporting issue from 2014. All information has been resent again, and hopes to have it resolved soon.

**Assistant Director:** Erin Keyes noted the Academic Challenge was held this past weekend. Over 100 students participated. Erin Keyes thanked Paula Worley for all her hard work on getting things set-up and going.

- **Monthly Report-** Report included in Board packet.
- **Discipline Report** – Report included in Board packet.

Erin Keyes reported middle school students are finishing Galileo testing, and 3-5 grades will begin testing next week. WIDA testing has wrapped up. Erin Keyes also reported CMAS testing will begin in April. Erin Keyes noted the middle school dance is this Friday. Any student with three or more F's cannot attend.

## **BOARD BUSINESS:**

### **Old Business:**

- **CLCS Conference** – CLCS Conference scheduled for February 28<sup>th</sup> and March 1<sup>st</sup>. Gabe Sandoval is the delegate for CPA.
- **Director's Evaluation** – Michelle Kline sent a copy of the Director's Evaluation letter to each of the Board members for review. Michelle Kline met Keith Ouweneel last month. Current contract runs through June 30, 2020.

### **New Business:**

- **Letter of Engagement with Choice Advisors**

Dawn Baird motioned to move forward with the Letter of Engagement with Choice Advisors. Cindy McNeal seconded Motion.

Votes: AYES 5; NAYS 0. Motion PASSED.

- **Investment Schedule**

Dawn Baird motioned to approve the 2<sup>nd</sup> Quarter Investment Schedule noting the maturity dates through May 2026. Cindy McNeal seconded Motion.

Votes: AYES 5; NAYS 0. Motion PASSED.

Dawn Baird motioned to adjourn. Eddie Rey seconded Motion.

Votes: AYES 5; NAYS 0. Motion PASSED.

Meeting adjourned at 6:54 p.m.

Prepared By: Sandi MacGregor, Executive Secretary

Reviewed By: Cindy McNeal, Secretary

