

Crown Pointe Academy of Westminster  
Academy Board Meeting  
Wednesday, March 19, 2019  
General Meeting – 6:15 p.m.  
Location: School Library

**ADMINISTRATION AND INFORMATIONAL MATTERS:**

Meeting called to order at 6:18 p.m. by Michelle Kline.

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

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

Guests present: None.

Quorum for Board was met.

Purpose of the Meeting: Regular Board meeting.

**Public Comments** - None.

**Agenda Approval**

Cindy McNeal motioned to approve the March 19, 2019 agenda with the following addenda: Hold off financial reporting until Bart Skidmore arrives. Dawn Baird seconded Motion.

Votes: AYES 5; NAYS 0. Motion PASSED.

**Approval of Meeting Minutes**

Dawn Baird motioned to approve the February 13, 2019 Board minutes. Cindy McNeal seconded Motion.

Votes: AYES 5; NAYS 0. Motion PASSED.

**REPORTS:**

**Director Report**

- **Charter School Academic Challenge-** Keith Ouweneel recognized Paula Worley for the hard work she has put in getting the Academic Challenge event up and going. A challenge she took on after CPA left the District. It has been a slow build, but the number of schools participating has increased, with four this year.
- **Job Fair** – Keith Ouweneel reported Erin Keyes and Paula Worley attended the job fair held at Peak to Peak Charter School last Saturday. Erin Keyes stated the event was poorly attended. Primarily teacher candidates looking for elementary positions. Erin Keyes noted she and Paula Worley did speak with individuals, although CPA currently has no positions open.
- **RFP** – Keith Ouweneel stated most of the required documents Matt O’Meara requested have been submitted. All items should be submitted by end of the week.
- **Salary Schedule** - Keith Ouweneel mentioned a copy of the salary schedules are in the Board packet for review. Further stating, the Board approves the overall Budget and not the salary schedule, but he wanted the Board to be aware of the increase and the need to stay competitive.

Keith Ouweneel stated he has been looking into other food service vendors. He currently met with Ann Cooper with the Boulder Valley School District. They currently service Imagine Charter School in Firestone. CPA would need to hire two part-time personnel; a five hour position and a three hour position. A decision will need to be made by May 1<sup>st</sup>. Keith Ouweneel will schedule Board members to visit Imagine Charter School on April 5<sup>th</sup>.

## **Financial:**

- **Monthly Budget Report** – Bart Skidmore reviewed February financials.

Bart Skidmore reported he has spoken the Tax Payer Advocate regarding the W2 reporting issue with the IRS from 2014. Most recent letter from the IRS did not include an appeal opportunity, and they mentioned no evidence was presented, which is not the case. Tax Payer Advocate will continue to work on the issue.

Bart Skidmore also reported he CDE stated they would not look at the At Risk calculation. Bart Skidmore reached out to the Legislative Council. Bart Skidmore stated he has not given up and will continue to work on a resolution.

Bart Skidmore stated he will obtain three bids from accounting firms regarding yearly audit.

## **Assistant Director**

- **Galileo Results** – Keith Ouweneel reported some scores are up, and others are down. Student growth is the focus.
- **CMAS Schedule** – CMAS schedule included in Board packet. Erin Keyes stated testing will begin April 8<sup>th</sup>. CMAS scores are part of the schools accreditation and on the School Performance Framework with CDE. CPA goals are to be at or above State average.

## **BOARD BUSINESS:**

### **Old Business:**

- **CLCS Conference Update** – Eddie Rey stated he found the sessions he attended to be helpful. He noted he would like to see CPA use more dashboard/matrix charts. Gabe Sandoval stated he felt inspired by some of the presenters. Michelle Kline stated she was disappointed in the gaps between sessions. Michelle Kline noted she attended Keith Ouweneel's session, and felt he did a great presentation.

### **New Business:**

- **Call for Candidates** – Call for Candidates notice went out via email this past Monday. Board Candidate Workshop is scheduled for April 3<sup>rd</sup>. Declaration submission deadline is April 5<sup>th</sup>.
- **Board Election Deadline** - If more than two Declarations are received, the Election would be held April 22 - 26<sup>th</sup>, 2019.
- **CLCS Educator Summit, June 5th** – Keith Ouweneel stated CLCS would like to hold the Educator Summit at CPA this year. Keith Ouweneel noted he would notify Hyland Hills Summer Camp they will not be able to use the facility that day.

Cindy McNeal motioned to waive the Facility Use fee for the CLCS Educator Summit. Dawn Baird seconded Motion.

Votes: AYES 5; NAYS 0. Motion PASSED.

Gabe Sandoval motioned to adjourn. Cindy McNeal seconded Motion.

Votes: AYES 5; NAYS 0. Motion PASSED.

Meeting adjourned at 8:09 p.m.

Prepared By: Sandi MacGregor, Executive Secretary

Reviewed By: Cindy McNeal, Secretary

