

Crown Pointe Academy of Westminster
Academy Board Meeting
Wednesday, November 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 President.

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

Staff/Administration present: Keith Ouweneel, Sandi MacGregor, Monica Strass and Bart Skidmore.

Guest present: Lilian Pacheco

Quorum for Board was met.

Agenda Approval

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

Votes: AYES 5; NAYS 0. Motion PASSED.

Public Comments – Lilian Pacheco stated she will be attending board meetings more often.

Approval of Meeting Minutes

Dawn Baird motioned to approve October 9, 2019 Board minutes. Cindy McNeal seconded Motion.

Votes: AYES 5; NAYS 0. Motion PASSED.

REPORTS:

Financial:

- **Monthly Report** – Per the Board's request, financials were not printed. Financials were reviewed using projector. Bart Skidmore reported enrollment is 469. PPR is \$8220/student. Beginning General Fund is \$1.1 million, with total revenue of \$4.7 million. Bart Skidmore noted the Board Public Relations item has been added under the General Fund Expenses. Bart Skidmore also noted he entered the estimated CSI Admin Services, however, CSI will issue a credit at the end the year. Bart Skidmore stated there will be a loss in food service and a transfer will be done from the General Fund at the end of the school year. Bart Skidmore reported CPA currently has 113 days cash on hand, and things continue to look good financially. Bart Skidmore reviewed the first quarter Investment Schedule noting the reduction in the annual bonds is due to the refinance.

Dawn Baird motioned to approve the September 30, 2019 Investment Schedule as submitted. Cindy McNeal seconded Motion.

Votes: AYES 5; NAYS 0. Motion PASSED.

- **Governor's Budget** – Bart Skidmore reviewed the Governor's Budget estimating there will be an increase of mill levy funds from, \$7 million to 12 million, as well as an increase in PPR for the FY20/21.
- **Audit** – Bart Skidmore noted the audit went well. No issues to report. John Cutler and Associates met CSI deadlines. Keith Ouweneel shared audit with the board via email on October 16, 2016. Audit is posted on the website.

Director: Keith Ouweneel reported discipline referrals for the month of October are about half over the same timeframe last year. Keith Ouweneel stated the change could be from a combination of items taking place; lunch being provided, the Love and Logic and Equity classes staff are participating in. Keith Ouweneel also noted all staff signed up to participate in a book read. Erin Keyes will continue to provide a month-to-month comparison discipline report.

- **Monthly Report** – Report included in packet
- **Staff Report** – Monica Strass reviewed with the board her role and the support she is providing to teachers and students, as well as continuing the partnership with the Friend's teaching program.
- **Final Enrollment Count** – Projected enrollment count reported to CSI is 470. Keith Ouweneel noted actual final enrollment count is 469. A middle school student withdrew prior to October Count and the decision was made not to replace.
- **CSI Contract Renewal** – Keith Ouweneel stated he and Erin Keyes met with the CSI Performance Management Board. The Board was impressed with the schools organization, finances and overall school performance. A decision regarding the charter renewal will be made in December.

Keith Ouweneel informed the Board CSI asked if CPA could host the regional meeting on December 13th. Keith Ouweneel also noted he and John Brendza will be presenting at the CLCS conference in March.

Assistant Director:

- **Discipline/Safety** – Monthly report included in board packet.
- **EASI Grant** – Erin Keyes applied for the Empowering Action for School Improvement Grant. Primary focus is for students who receive special education services. If awarded, the school could receive up to \$40K. Should know in December if awarded.

BOARD BUSINESS:

Old Business:

- **Winter Board/Staff Social** – Cindy McNeal stated after speaking with Keith Ouweneel, she made reservations at the Ale House for December 19th from 5-8 p.m.

New Business:

- **Director's Letter and Evaluation Process** – Letter to be revised and sent to parents on Monday, November 18th. Any feedback received to be postmarked by December 4th or dropped off at the front office by December 6th. Michelle Kline and Keith Ouweneel will meet on January 9th.
- **Uniform Policy Reformat** – Erin Keyes asked the board to review a reformatted version of the Uniform Policy.

ADJOURNMENT:

Eddie Rey motioned to adjourn general meeting. Cindy McNeal seconded Motion.
Votes: AYES 5; NAYS 0. Motion PASSED.

Meeting adjourned at 8:17 p.m.

Prepared By: Sandi MacGregor, Executive Secretary

Reviewed By: Dawn Baird, Secretary

