

Crown Pointe Academy of Westminster
Academy Board Meeting Agenda
Wednesday, August 12, 2020
General Session 6:15 PM
Location: Crown Pointe Academy Library

ADMINISTRATION AND INFORMATIONAL MATTERS:

Meeting called to order at 6:17 p.m. by Michelle Kline, Board President.

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

Board Member not present: Jennifer Reid.

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

Quorum for the Board was met.

Public Comment: None.

Agenda Approval:

Dawn Baird motioned to approve the agenda as submitted; Cindy McNeal seconded Motion.

Votes: AYES 5; NAYS 0. Motion PASSED.

Approval of Meeting Minutes - Regular Board Meeting July 8, 2020:

Cindy McNeal motioned to approve the previous meeting minutes; Eddie Rey seconded Motion.

Votes: AYES 5; NAYS 0; Motion PASSED.

REPORTS:

Financial:

- **Monthly Budget** – Keith Ouweneel stated that the comparison of financials through June 30, 2020 with previous year have been provided via email to all Board members. Bart Skidmore will give a thorough report next month. Cares Act funding is still being spent and tracked.

Director's Report:

- **Monthly Report** - Monthly report included in Board packet. Sandi MacGregor reported current enrollment for the 2020/2021 school year is 479 students. Of the 54 kindergarteners coming in, 22 are siblings, 29 are new families to CPA, and 3 are from prior CPA families. Twenty new openings for grades 1-8 were filled, with two students that previously attended, 8 siblings, and 10 new families.
Erin Keyes noted she has been receiving calls this week from families changing their selection from in-person classes to online only.
Keith Ouweneel informed the Board that he has enrolled all staff in Covid Check Colorado. This is a volunteer program for staff to get checked for Covid at no cost, with results given in 48-72 hours.
- **Staffing/Hiring** - Keith Ouweneel reported Jennifer Schreckengast was hired as the new 5th Grade Assistant. Katie O'Connor moved to a Middle School Assistant position for this year, which is needed with the schedule changes made for the start of the school year.
- **Meet the Teachers Event** - Erin Keyes informed the Board that the Meet the Teacher event is an opportunity for parents and students to meet their teachers, students to drop off their school supplies, and know where their classroom is if attending in person class. Parents of elementary students are required to sign up for 20-minute appointment slots. Middle School students will be able to drop in at any time to open their locker and drop off supplies, however, only 12 students

will be permitted in the Middle School hall at any given time. Assistants will walk each student to the classroom and locker, while the teacher will remain outside with the parents.

- **Return to School Committee** - Keith Oweneel noted the committee is no longer meeting.

Assistant Director's Report:

- **Learning Plan** – Erin Keyes reported that CSI required all schools to put together a Learning Plan for the 2020/21 school year. Erin Keyes stated she used the information gathered by the Return to School Committee with regards to health and safety, social and emotional care, online learning, etc. A few items required additional clarification by CSI, and have since been addressed.

BOARD BUSINESS:

New Business:

- **Policy Updates**
 - **School Calendar Policy**
 - **Attendance Policy**
- **Resolutions**
 - **Education Process Resolution**

Dawn Baird motioned to waive the 1st and 2nd readings and adopt policies; Gabe Sandoval seconded Motion.

Votes: AYES 5; NAYS 0. Motion PASSED.

- **Waiver of Parent Volunteer Hours**

Dawn Baird motioned to reduce the Parent Volunteer hours for two household families to 45 hours, and 22 hours for single family households for the 2020/21 school year due to Covid; Gabe Sandvol seconded Motion.

Votes: AYES 5; NAYS 0. Motion PASSED.

- **Waiver of Middle School Community Service Hours**

Dawn Baird motioned to waive the Middle School Community Service hours for the 1st quarter; Gabe Sandoval seconded Motion.

Votes: AYES 5; NAYS 0. Motion PASSED.

ADJOURNMENT:

Dawn Baird motioned to adjourn general meeting; Eddie Rey seconded Motion.

Votes: AYES 5; NAYS 0. Motion PASSED.

Meeting adjourned at 7:45 p.m.

Prepared By: Sandi MacGregor, Executive Secretary

Reviewed By: Cindy McNeal, Board Secretary

