

Crown Pointe Academy of Westminster
Academy Board Meeting Agenda
Wednesday, September 9, 2020
General Session 6:15 PM
Location: Crown Pointe Academy Library
Google Meet: meet.google.com/dtp-ekqk-urq
Phone: (US) +1 216-930-8122 PIN: 836 239 549#

ADMINISTRATION AND INFORMATIONAL MATTERS:

Meeting called to order at 6:19 p.m. by Michelle Kline, Board President.

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

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

Quorum for the Board was met.

Agenda Approval:

Dawn Baird motioned to approve the agenda as submitted; Eddie Rey seconded Motion.

Votes: AYES 6; NAYS 0. Motion PASSED.

Approval of Meeting Minutes - Regular Board Meeting August 12, 2020:

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

Votes: AYES 5; NAYS 0; ABSTAINED 1 (Jennifer Reid). Motion PASSED.

REPORTS:

Financial:

- **Monthly Budget** – Financials packets were sent to all Board Members. Bart Skidmore noted the Check Registers for July and August are included in the packet and should be reviewed by the Board regularly. Bart Skidmore reported CPA is in great financial shape. To date, \$100K of the Covid Relief Grant has been spent. The remaining \$160K will need to be spent by December 30th of this year. The grant covers expenses that would not have been incurred if not for the pandemic. Bart Skidmore will review the food service program and give an update at next month's meeting.
- **Budget Training** - Bart Skidmore will prepare for the Board's budget training session at next month's meeting.

Bart Skidmore noted the audit with John Cutler & Associates is going well and will include the draft audit as part of the budget training.

Director's Report:

- **Monthly Report** - Monthly report included in Board packet. Keith Ouwenel reported Evan Sherlock has been working on making sure all technology issues are being addressed. Denise Bandel has been filling in with Art classes. Trisha Gerber makes calls daily to families that are not checking in online. Erin Keyes has been receiving requests from families that would like to move from online-only to in-person. At this point, 23 additional students will move to in-person schooling starting September 14th.
- **Enrollment** - Keith Ouwenel reported current enrollment is at 473. Budget reflects enrollment of 469. Keith Ouwenel stated if additional students withdraw, he still does not see the need to call new families for this year.
- **COVID Guidelines update** - Keith Ouwenel explained that with the recent guidelines, two cohorts (approx 20 students, 4 staff) have been quarantined for 14 days. CPA has had no positive

Covid cases. Norma Martinez and Abbi Lacert have been filling in. Both cohorts are scheduled to return Tuesday.

- **Food Service Program Update** - The USDA has released an extension waiver providing all children between the ages of 0-18 a breakfast and lunch at no cost. Families are still encouraged to complete a meal application, as these waivers may end and are essential to the school's additional funding.
- **Projects Update** - Keith Ouweneel reported Chromebooks have been distributed. Additional technology will need to be purchased to assist with online schooling.

Assistant Director's Report:

- **Beginning of the Year (BOY) Galileo Data** – Erin Keyes reported results are not available. Students were asked to take the tests at home. In order to allow all students the opportunity to complete the testing, the deadline was extended. Results will be available at next month's meeting.
- **DIBELS Testing** - Erin Keyes reported all in-person students have completed DIBELS testing, but we are still working on completing testing for the online-only students. Erin Keyes noted Kindergarten teachers are also required to complete a Kindergarten Readiness Assessments for each student. Teachers have gotten creative at making sure assessments are completed.

BOARD BUSINESS:

Old Business:

- **Strategic Planning** - Keith Ouweneel will schedule John Brendza for November 11th from 6:00-8:00 pm. Board meeting to follow.

New Business:

- **School Calendar** - Keith Ouweneel noted a revised school calendar will need to be submitted to CSI. He and Erin Keyes will continue working on the revision and submit it prior to the deadline.
- **Board Calendar** - Michelle Kline noted the Board currently meets the second week of the month on Wednesday at 6:15 pm. All Board members agreed to keep the meeting dates the same, but meeting time will be 6:00 pm.
- **Collect Board Expertise and Experience Survey** - Dawn Baird stated she will send out the survey.
- **Board Self-Evaluations** - Dawn Baird will send out.

Public Comment: Michelle Kline stated she is concerned regarding a few postings that have appeared on the "Parent" Facebook page. Cindy McNeal noted that as a Board Member she no longer maintains the page. There are a few other people who have the administrative authorization to delete posts that are not along the lines of what the page was initially set up for. The "Parent" Facebook page is intended to assist parents in various ways, such as transportation sharing, student needs, and general questions/comments.

ADJOURNMENT:

Dawn Baird motioned to adjourn general meeting; Gabe Sandoval seconded Motion.

Votes: AYES 6; NAYS 0. Motion PASSED.

Meeting adjourned at 8:00 p.m.

Prepared By: Sandi MacGregor, Executive Secretary

Reviewed By: Cindy McNeal, Board Secretary



