

Crown Pointe Academy of Westminster
Academy Board Meeting Minutes
Wednesday, March 10, 2021
General Session 6:00 PM
Location: CPA Library and Virtual (Link on CPA Website)

ADMINISTRATION AND INFORMATIONAL MATTERS:

1. Call to Order at 6:11 p.m. by Michelle Kline, Board President.
2. Roll Call: Michelle Kline, Dawn Baird, Cindy McNeal, Gabe Sandoval, and Eddie Rey. Quorum for the Board was met.
Staff/Administration present: Keith Ouweneel, Erin Keyes, Sandi MacGregor, and Bart Skidmore.
3. Public Comments: None.
4. Agenda Approval:

Dawn Baird motioned to approve the agenda as submitted. Eddie Rey seconded the motion. Motion passed. Votes AYES 5; NAYS 0.

5. Approval of Previous Meeting Minutes for Regular Board Meeting February 10, 2021:

Gabe Sandoval motioned to approve the previous Board minutes. Dawn Baird seconded the motion. Motion passed. Votes AYES 5; NAYS 0.

REPORT:

1. Financial Report

- a. Monthly Budget Report: Bart Skidmore shared the February financials. An adjustment to the FY22 budget was made to the PPR to reflect a more accurate amount expected to be received. Bart Skidmore reported he has not received funding for the ESSER II grant, so he is estimating the same percentage received from ESSER I for the FY22 budget. Bart Skidmore noted he is still projecting a surplus for both FY21 & FY22. Bart Skidmore stated he has started drawing down funds from Title grants and will continue to do this for the remainder of the school year. Furthermore, Bart Skidmore stated the FY22 budget is conservative, even with the increase of the base salary to \$42K for teachers next year.
- b. Budget Approval: Bart Skidmore noted the budget does not need to be approved until June.

2. Director's Report

- a. Presentation about the Uplands Development: Marcus Pachner and Jasper Vue presented the development plan for the parcel of land across Federal Blvd. between 84th Ave. and 88th Ave.
- b. Monthly Report: Keith Ouweneel reported a video was included in Monday's email blast regarding the 4th Quarter calendar. Parents must make their choices on whether their students will return to in-person learning (Tuesday-Friday, with

remote Mondays) by March 19th. As of today, almost 40 students will be returning to school.

Keith Ouwenneel noted that Letters of Intent for Staff will go out on Friday. Keith Ouwenneel stated staff evaluations will be done differently this year.

Licensed staff will meet with Keith Ouwenneel or Erin Keyes as part of the checkout process, and a review will be done at that time. Assistant evaluations will be completed by their Lead Teacher.

Keith Ouwenneel noted PTA raised \$8200.00 toward the replacement of the marquee. A digital marquee costs approximately \$25K. The school will budget for the remaining portion.

- c. Long Term Facility Project: No updates to report.
 - d. Staff Vaccination Update: Keith Ouwenneel informed the Board that most staff members will have received their second dose of the vaccination by the end of March. The benefit of the vaccination is that two weeks after the second dose has been administered, staff members would not need to quarantine if exposed to Covid unless they are exhibiting symptoms.
 - e. Spanish Trip Update: Sandi MacGregor reported she has spoken directly with the majority of families who had a student scheduled to travel to Costa Rica last summer. Families were given the option of receiving a voucher for 100% of what has been paid, to be used by September 30, 2023 or they could receive a refund for the money paid directly to EF and/or to CPA. The vast majority of families have elected to cancel and receive a refund. Sandi MacGregor also noted that due to the uncertainty of travel restrictions and for cautionary purposes, most families who have students scheduled to travel to the Dominican Republic this summer have already canceled. At this time, only six families are still signed up for the Dominican Republic trip.
3. Assistant Director's Report
- a. Discipline Report: Erin Keyes noted there are no formal disciplinary actions to report.
 - b. Testing Update: Erin Keyes reported CMAS testing is still scheduled for April. There is speculation that some grades may be exempted from some tests, however no official decision has been made at this time. Erin Keyes stated BAAC approved the recommendation to replace the Galileo assessment program with the NWEA program starting next school year.

BOARD BUSINESS:

Old Business:

1. CLCS Conference: Michelle Kline, Dawn Baird, and Erin Keyes attended the virtual conference.
2. 2021-2022 Calendar: Keith Ouwenneel presented the draft calendar for the 2021-2022 school year. The calendar is a traditional calendar with students returning 5-days a week with some 4-day weeks built in the calendar. A video will be sent out to families covering the calendar, staff vaccination, and summer school.

Cindy McNeal motioned to approve the 2021-2022 Calendar. Dawn Baird seconded the motion. Motion passed. Votes AYES 5; NAYS 0.

New Business:

1. Call for Candidates (for new Board members) - Information will be sent out in the email blast.
2. Board Election Deadlines - Dawn Baird and Erin Keyes will review dates. Information will be posted on the calendar and sent out in the email blast.
3. Student Fees - Discussion regarding increasing fees for the 2021-2022 school year.

Cindy McNeal motioned to approve an increase of \$25.00 for the Class Fee, with families being made aware they have payment plan options. Gabe Sandoval seconded the motion. Motion passed. Votes AYES 4; NAYS 1.

ADJOURNMENT:

Cindy McNeal motion to adjourn the meeting at 8:32 p.m. Dawn Baird seconded the motion. Motion passed. Votes AYES 5; NAYS 0

A handwritten signature in black ink, appearing to be 'C. Baird', is written below the adjournment text.

