

Crown Pointe Academy of Westminster
Academy Board Meeting Minutes
Wednesday, June 9, 2021
General Session 6:00 PM
Location: School Library

ADMINISTRATION AND INFORMATIONAL MATTERS:

1. Call to Order at 6:05 p.m. by Michelle Kline, Board President.
2. Roll Call: Michelle Kline, Dawn Baird and Gabe Sandoval. Cindy McNeal and Eddie Rey's absence excused.
3. Quorum for the Board was met.
Staff/Administration present: Keith Ouweneel, Erin Keyes, and Sandi MacGregor.
4. Public Comments: None.
5. Agenda Approval:

Dawn Baird motioned to add After-School Program to the agenda under New Business. Gabe Sandoval seconded the motion. Motion passed. Votes AYES 3; NAYS 0.

Gabe Sandoval motioned to approve the agenda. Dawn Baird seconded the motion. Motion passed. Votes AYES 3; NAYS 0.

6. Approval of Previous Meeting Minutes for Regular Board Meeting May 12, 2021:

Gabe Sandoval motioned to approve the previous Board minutes. Dawn Baird seconded the motion. Motion passed. Votes AYES 2; NAYS 0; ABSTAINED 1 (Michelle Kline).

REPORTS:

1. Financial Report
 - a. Monthly Budget Report: Keith Ouweneel forwarded the Financials received from Bart Skidmore for the Board to review. Keith Ouweneel noted the freezer for the kitchen has been received, the oven has been ordered, technology equipment is in the process of being ordered, and the retention bonuses have been paid out. Keith Ouweneel noted FY22 budget is in a great position.
 - b. 2021-22 Budget: The budget received from Bart Skidmore includes the FY22 Projected Budget.
2. Director's Report
 - a. Monthly Report: Director's Report included in Board packet. Keith Ouweneel congratulated Erin and Charlie Keyes for being recognized as Adams County CASA (Court Appointed Special Advocate) volunteers of the year.
 - b. Staffing Update: Keith Ouweneel informed the Board that Lucia Santiago Seisdedos has been hired as the K-5 Spanish teacher, and Krissy Bell has been hired to replace Wendi Shields in the kitchen. The 4th Grade Assistant position interviews are set for the end of the month.

- c. Surveys: Parent and Student surveys were completed. Staff did not complete a survey this year. Keith Oweneel and Erin Keyes conducted one-on-one staff evaluations as part of the checkout process.
 - d. End-of-Year Activities: Keith Oweneel noted some end-of-year activities were held. AJ Varner did a great job with field day; Kindergarten Graduation and 8th Grade Continuation were a success. Staff met at Frolic for an end-of-year social event.
3. Assistant Director's Report
- a. Discipline Report: Erin Keyes reported there were no formal written discipline reports for this month. However, a 7th grade student did make a threat on the next-to-last day of school. A threat assessment was conducted, resulting in the student spending the last day of school in the office.
 - b. Galileo EOY Results: Erin Keyes reported the end-of-year Galileo testing has been completed. This was the last Galileo test, as the NWEA test will be replacing Galileo beginning this fall. Benchmark Performance Levels report included in packet. Math will be an area of focus for all grades this upcoming year; there will not be any major changes in ELA.
 - c. Summer School - Erin Keyes noted that we are halfway through summer school, and attendance has been good. Summer school ends June 25th.

BOARD BUSINESS:

1. Old Business

- a. Board Governance Training/Board Retreat: Keith Oweneel stated John Brenda is scheduled for August 11th from 4-9 pm. Main item to review will be CPA's Strategic Plan. Cindy McNeal has reserved a room at Pietras Restaurant.

2. New Business

- a. Budget Resolution:

Dawn Baird motion to approve the Appropriating Resolution 2021/2022 Fund Expenditure Budgets totalling \$5,333,899. Gabe Sandoval seconded the motion. Motion passed. Votes AYES 3; NAYS 0.

- b. BAAC Survey Summaries: Dawn Baird shared the survey summaries noting overall the feedback was positive.
- c. 2021-2022 Officers Discussion: Further discussion will be held at next month's meeting when all Board members are present.
- d. After-School Program: Erin Keyes reported that Hyland Hills no longer has the resources to continue with their After-School Program. Erin Keyes has reached out to Champions and STARS. Champions is more of an academic after-school care program for ages 5-12. Rates are 1-2 days for \$39 and 3-5 days for \$65. STARS is a play-based program for ages 5-14 with daily rates of \$15-\$17.

Dawn Baird motion to approve STARS as the after-school program. Gabe Sandoval seconded the motion. Motion passed. Votes AYES 3; NAYS 0.

Michelle Kline reviewed and discussed the uniform policy, emphasizing that all families need to follow the policy "evenly and fairly."

ADJOURNMENT:

Dawn Baird motioned to adjourn the meeting. Gabe Sandoval seconded the motion.
Motion passed. Votes AYES 3; NAYS 0

Meeting adjourned at 7:37 p.m.

Prepared By: Sandi MacGregor, Executive Secretary

Reviewed By: Michelle Kline, Board President

