

Crown Pointe Academy of Westminster
Academy Board Meeting Minutes
Wednesday, November 10, 2021
General Session 6:00 PM
Location: Crown Pointe Academy - Expo Classroom

ADMINISTRATION AND INFORMATIONAL MATTERS:

1. Call to Order at 6:00 p.m. by Dawn Baird, Vice Board President.
2. Roll Call: Dawn Baird, Cindy McNeal, Eddie Rey and Gabe Sandoval.
Quorum for the Board was met.
Staff/Administration present: Keith Ouweneel, Erin Keyes, Sandi MacGregor, Bonnie Hughes and Bart Skidmore.
3. Public Comments: Bonnie Hughes thanked the Board for their support.
4. Agenda Approval:

Cindy McNeal motioned to approve the agenda. Eddie Rey seconded the motion.
Motion passed. Votes AYES 4; NAYS 0.

5. Approval of Previous Meeting Minutes:
 - a. Regular Board Meeting October 13, 2021

Cindy McNeal motioned to approve the Board minutes as submitted. Eddie Rey seconded the motion. Motion passed. Votes AYES 4; NAYS 0.

REPORTS:

1. Financial
 - a. Monthly Budget Report: October Financials were shared with the Board.
The budget includes PPR and mill levy override data from FY16 through FY22, including the FY23 Governor's PPR budget proposal.
Bart Skidmore reported that he increased budget line-item amounts for middle school and elementary textbooks to align with the budget. ESSER funds consist of HVAC, technology and learning loss items.
CSI has started rolling out all Grant Advantage information. Schools can begin the process of submitting documentation for funds.
 - b. Audit: Bart Skidmore reported the audit has been finalized and CPA received a "clean opinion" from the independent auditor. Bart Skidmore recommended the Board start the RFP process in February or March for auditors.

1. Director's Report

- a. Monthly Report: Included in the Board packet. Keith Ouweneel reported he spoke in favor of the Uplands Development at the City of Westminster Planning Commission meeting. He also indicated there is more to discuss at the Board retreat on Saturday.
- b. Staffing: Keith Ouweneel reported no changes in staff. Diane Hernandez is back to full time.
- c. Projects Update: Keith Ouweneel stated the exterior painting is completed and we are now reviewing examples of murals/silhouettes to add to the building. Keith Ouweneel noted he is still waiting on the bid from Haynes regarding the

HVAC, the outside marquee is scheduled to ship in December, and the picnic tables for the outdoor tents are still on backorder.

2. Assistant Director's Report

- a. Discipline Report: Erin Keyes reported that there is no formal discipline report, however two middle school students were involved in a physical altercation at dismissal, which will result in suspensions.
- b. Assessment Update: Erin Keyes stated Dibels MOY will begin after Thanksgiving Break and MAPs MOY will begin in January.

Erin Keyes informed the Board she has started contacting vendors regarding a potential new math curriculum, and she has reached out to staff and BAAC members asking anyone interested in reviewing the different math material to let her know.

Michelle Kline joined the meeting at 7:12 p.m.

BOARD BUSINESS:

1. Old Business

- a. Enrollment Policy
- b. Grievance Policy
- c. Parent Opt Out Policy
- d. Restraint Policy
- e. Student Fees
- f. Crisis Management

Cindy McNeal motioned to approve the 2nd Reading of the slate of revised policies. Eddie Rey seconded Motion. Motion Passed. Votes: AYES 5; NAYS 0.

- g. Strategic Planning Session: Keith Ouwenneel noted the planning session is scheduled for this Saturday from 9 a.m. to 12 p.m.

2. New Business

- a. Parent Handbook Updates: Keith Ouwenneel stated the handbook was updated to remove outdated information, and that there were slight verbiage changes.
- b. Mural Art Design and Bid

Cindy McNeal motioned to approve up to \$8K for the mural art on the exterior of the building. Gabe Sandoval seconded Motion. Motion Passed. Votes: AYES 5; NAYS 0.

- c. Director's Letter and Evaluation Process: Michelle Kline stated she will prepare the letter to parents, and send it to Erin Keyes to be included in the email blast on Monday, with parents having until December 15, 2021 to send their evaluation.
- d. Board/Staff Winter Social: Cindy McNeal noted the Board/Staff Social was held in October in order for it to be held outdoors. The Board will look at another event for the Spring.

Cindy McNeal motioned to approve the revised policies on the 2nd and Final Reading. Eddie Rey seconded Motion. Motion Passed. Votes: AYES 5; NAYS 0.

Next Regular Board meeting December 8, 2021 at 6:00 p.m. in the Expo Classroom.

ADJOURNMENT:

Cindy McNeal motioned to adjourn the meeting. Gabe Sandoval seconded the motion.
Motion passed. Votes AYES 5; NAYS 0

Meeting adjourned at 7:34 p.m.

Prepared By: Sandi MacGregor, Executive Secretary

Reviewed By: Cindy McNeal, Board Secretary

A handwritten signature in dark ink, appearing to read 'C. McNeal', with a long horizontal flourish extending to the right.

