

Crown Pointe Academy of Westminster
Academy Board Meeting Minutes
Wednesday, December 8, 2021
General Session 6:00 PM
Location: Crown Pointe Academy - Expo Classroom

ADMINISTRATION AND INFORMATIONAL MATTERS:

1. Call to Order at 6:01 p.m. by Michelle Kline, Board President.
2. Roll Call: Michelle Kline, Dawn Baird, and Gabe Sandoval.
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:

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

5. Approval of Previous Meeting Minutes:
 - a. Regular Board Meeting November 10, 2021

Gabe Sandoval motioned to approve the November 10, 2021 Board minutes. Dawn Baird seconded the motion. Motion passed. Votes AYES 3; NAYS 0.

- b. Meeting minutes November 13, 2021: Tabled

REPORTS:

1. Financial
 - a. Monthly Budget Report: November Financials were shared with the Board. Bart Skidmore noted year-to-date revenue at 39% of budget and year-to-date expenses are at 37.3% of budget, which is relatively consistent from the previous year's budget through November. Fund balance is projected to be \$125K. Bart Skidmore stated the Board should look at a budget revision in January.
2. Director's Report
 - a. Monthly Report: Included in the Board packet. Keith Ouweneel reported the Uplands Development goes before Westminster City Council on Monday, December 13, 2021 for approval.
 - b. Projects Update: Keith Ouweneel noted two proposals have been received and shared with the Board. A third proposal will be forthcoming. A decision on the HVAC does not need to be made immediately.

Keith Ouweneel stated that something to consider is asking parents to write a post/review on Google Review, Next Door, etc. This might be helpful for prospective parents to obtain information when deciding on a school.

3. Assistant Director's Report

- a. Discipline Report: Erin Keyes reported no major disciplinary actions since last month.
- b. Assessment Update: Erin Keyes stated the second round of MAP testing will begin in January. Erin Keyes shared Dibels data, noting the majority of students are showing growth.

BOARD BUSINESS:

1. Old Business

- a. LED Sign - Keith Ouwenel reported the sign should be installed by January.
- b. Director's Letter and Evaluation Process - Dawn Baird reported no formal responses have been received by the community. Each Board member will submit a Director's Evaluation Form to Michelle Kline.

2. New Business

Next Regular Board meeting January 12, 2022 at 6:00 p.m. in the Expo Classroom.

ADJOURNMENT:

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

Meeting adjourned at 7:05 p.m.

Prepared By: Sandi MacGregor, Executive Secretary

Reviewed By: Michelle Kline, Board Secretary

