

Crown Pointe Academy of Westminster  
Academy Board Meeting Minutes  
Wednesday, April 13, 2022  
General Session 6:00 PM  
Location: Library

ADMINISTRATION AND INFORMATIONAL MATTERS:

1. Call to Order at 6:03 p.m. by Michelle Kline, Board President.
2. Roll Call: Michelle Kline, Dawn Baird, Cindy McNeal, Eddie Rey 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:

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

5. Approval of Previous Meeting Minutes: Regular Board Meeting March 16, 2022

Eddie Rey motioned to approve the March 16, 2022 minutes. Gabe Sandoval seconded the motion. Motion passed. Votes AYES 5; NAYS 0.

REPORTS:

1. Financial
  - a. Monthly Budget Report: March Financials were shared with the Board. Bart Skidmore reported CPA will receive an additional \$310,000 in At-Risk Funding this year, and is scheduled to receive an additional \$100/pupil from Capital Construction funds for FY23. Anticipated fund balance increases are reflected in financials.  
Bart Skidmore provided the proposals from Hoelting & Company, and Hinkle & Company. Bart Skidmore stated the third company he reached out to has not responded. The Board will decide at the next meeting whether to proceed with one of the two proposed companies or continue with John Cutler & Associates.
2. Director's Report
  - a. Monthly Report: Included in the Board packet.
  - b. Uplands Update: Keith Ouweneel stated the Uplands development is still moving forward. CDOT will need to review improvements that will need to be made on Federal Boulevard.  
Keith Ouweneel met with a couple of individuals from the Charter School Growth Fund organization. CPA will likely be receiving a grant of \$50K, which would help cover the cost of the traffic study and legal fees.
  - c. Staffing and Staff Evaluations: Keith Ouweneel reported that Jason Chesser, the newly-hired Asst. Principal, will attend the staff meeting this upcoming Tuesday. Six applicants were interviewed for the school counselor position, and Liz Felker has accepted the offer. She comes with 23 years of experience, with the last eleven years at Gateway High School. The counselor position will become a full-time position next year; it is currently a part-time position. Pam O'Neal will be retiring after 44 years as a music teacher, with the last fourteen years at CPA.

Interviews are scheduled for Friday. This position will also become a full-time position next year; it is currently a part-time position.

Keith Ouweeneel stated he and Erin Keyes are continuing with their classroom observations.

3. Assistant Director's Report

- a. Discipline Report: Erin Keyes reported she does not have a formal report for this month. However, middle school has recommenced detentions, and students have started to receive lunch detentions for minor infractions.
- b. Testing Updates: Erin Keyes noted CMAS started on Monday. Testing window is April 11-29.

BOARD BUSINESS:

Old Business

1. Board Election Update

- a. Call for Candidates results: Three Declarations for Candidacy were received.
- b. Publish Candidates date: Declarations for Candidates were announced and included in Monday's email blast. Meet the Candidate Night is scheduled for April 16, 2022 at 6:00 p.m.
- c. Ballot mailing/return dates: Ballots have been mailed. Return deadline is April 22, 2022.

2. Student/Parent/Staff Surveys: Dawn Baird will send the comment information received on the surveys to the board. 29 parents completed the parent survey; 20 staff members completed the staff survey. Student surveys were completed by 6th & 8th graders. Overall, comments were positive.

New Business

1. Furniture Purchase

Cindy McNeal moved to approve the purchase of desks and chairs for middle school up to \$38K. Eddie Rey seconded the motion. Motion passed. Votes AYES 5; NAYS 0.

2. Library Carpet

Cindy McNeal motioned to approve the purchase of new carpet for the library up to \$12K. Dawn Baird seconded the motion. Motion passed. Votes AYES 5; NAYS 0.

3. Math Program

Cindy McNeal moved to approve the enVision math curriculum of \$81K. Gabe Sandoval seconded the motion. Motion passed. Votes AYES 5; NAYS 0

4. Staff Retention Bonus

Dawn Baird moved to approve a \$1000 retention bonus for each returning staff. Eddie Rey seconded the motion. Motion passed. Votes AYES 4; NAYS 0; ABSTAINED 1 (Gabe Sandoval)

Cindy McNeal will organize an end-of-the year Board/Staff Social event for May 26th.

Adjournment:

Dawn Baird moved to adjourn at 7:56 p.m. Gabe Sandoval seconded the motion. Motion passed. Votes AYES 5; NAYS 0

Prepared By: Sandi MacGregor, Executive Secretary  
Reviewed By: Cindy McNeal, Board Secretary

A handwritten signature in dark ink, appearing to be "Cindy McNeal", with a stylized, flowing script.