

Crown Pointe Academy of Westminster  
Academy Board Meeting Minutes  
Wednesday, July 27, 2022  
General Session 6:00 PM  
Location: Library

ADMINISTRATION AND INFORMATIONAL MATTERS:

1. Call to Order at 6:07 p.m. by Michelle Kline, Board President.
2. Roll Call: Board members present were Michelle Kline, Eddie Rey, Cindy McNeal, and Tatiana Lozano. Quorum for the Board was met.  
Staff/Administration present: Keith Oweneel, Erin Keyes, Jason Chesser, Sandi MacGregor, and Bart Skidmore.  
Guests: Gabe Sandoval and Bill Marrs.
3. Public Comments: Michelle Kline stated she would like to see other options for "Jeans Day", e.g., shorts for students who do not wear jeans. Keith Oweneel stated he will reach out to Gemini, the school store, on options.
4. Agenda Approval:  
Eddie Rey motioned to approve the agenda. Cindy McNeal seconded the motion. Motion passed. Votes: AYES 4; NAYS 0.
5. Approval of Previous Meeting Minutes from Regular Board Meeting, June 15, 2022:  
Eddie Rey motioned to approve the previous Board minutes. Tatiana Lozano seconded the motion. Motion passed. Votes AYES 3; NAYS 0; ABSTAINED 1(Cindy McNeal).

BOARD BUSINESS:

1. Old Business
  - a. Community Members  
Cindy McNeal motioned to approve the appointments of Dawn Baird, Gabe Sandoval, and Bill Marrs as Community Members. Eddie Rey seconded the motion. Motion passed. Votes AYES 4; NAYS 0.
  - b. 2022-2023 Board Officers  
Cindy McNeal motioned to approve the Officers slate: Michelle Kline, Board President; Dawn Baird, Vice President; Cindy McNeal, Secretary; Eddie Rey, Treasurer; Gabe Sandoval, Member At-Large; Tatiana Lozano, Member At-Large, and Bill Marrs, Member At-Large. Tatiana Lozano seconded Motion. Motion Passed. Votes: AYES 6; NAYS 0.
  - c. Narcan Policy (Second Reading)  
Eddie Rey moved to approve the Narcan Policy with the pending revisions. Tatiana Lozano seconded the motion. Motion passed. Votes AYES 6; NAYS 0.

REPORTS:

1. Financial
  - a. Monthly Budget Report: June financials were shared with the Board. Bart Skidmore reported that cash on hand at the end of June was \$2.7 million. Bart Skidmore noted that the Mill Levy Equalization will increase for FY23. Also, noting the At-Risk Mitigation Funding was received in late April and may be used for any school expense, and there was an increase in liability insurance, as well as instructional contract services over the prior year.

Bart Skidmore reminded the Board the financial audit will be conducted by Hoelting & Company and will begin August 3rd.

6:38 p.m. - Dawn Baird joined the meeting

2. Director's Report

- a. Monthly Report: Included in the Board packet. Keith Ouweneel stated the master school schedule is complete. Elementary Specials classes will return to a rotating schedule. Middle school students will be able to choose an additional P.E. or music elective.
- b. Staffing: Keith Ouweneel noted there is one assistant position to fill and a middle school math teaching position to fill.
- c. Back-to-School: Keith Ouweneel stated lots of work was done over the summer. Several classrooms will have new desks and chairs, and the library will get new carpet and paint.
- d. Uplands: Keith Ouweneel reported the contract for the land purchase is on hold. Parcel C was initially set to be included in the ODP, but that is likely to change. Keith Ouweneel noted the traffic study is complete. Two recommendations are to add a 4th lane for driveline, and some additional signage.

3. Assistant Director's Report

- a. CMAS: Erin Keyes reported CMAS results are in. Results will be provided at the next meeting. Overall, most subjects and most grade levels are at State average.
- b. Summer School: Erin Keyes noted summer school went well. All middle school students finished their required course work.

BOARD BUSINESS:

1. New Business

a. Library Furniture

Cindy McNeal motioned to approve the purchase of up to \$17K for library furniture. Dawn Baird seconded the motion. Motion passed. Votes AYES 7; NAYS 0.

8:30 p.m. - Dawn Baird left the meeting

BOARD WORK SESSION: John Brendza, along with the Board, reviewed and updated the current Strategic Plan. Expansion "Dos and Don'ts" were discussed, along with charter school growth and financial trends. John Brendza advised the Board to review current By-laws.

ADJOURNMENT:

At 9:08 p.m. Cindy McNeal moved to adjourn. Gabe Sandoval seconded the motion. Motion passed. Votes AYES 6; NAYS 0.

Prepared By: Sandi MacGregor, Executive Secretary

Reviewed By: Cindy McNeal, Board Secretary

