

Crown Pointe Academy of Westminster
Academy Board Meeting Minutes
Wednesday, January 11, 2023
General Session 6:00 PM
Location: Library

ADMINISTRATION AND INFORMATIONAL MATTERS:

1. Call to Order: Meeting called to order at 6:03 p.m. by Michelle Kline, Board President.
2. Roll Call: Board members present; Michelle Kline, Dawn Baird, Gabe Sandoval, Tatiana Lozano and Cindy McNeal. Bill Marrs absent (excused). Quorum for the Board was met.
Staff/Administration in attendance: Keith Ouweneel, Erin Keyes, Jason Chessser, Sandi MacGregor, Bart Skidmore, and Aaron Varner.
3. Public Comments: None
4. Agenda Approval:
Dawn Baird motioned to approve the agenda with the following addenda: Old Business #3 - Vacancy Update; New Business #2 Budget Resolution. Cindy McNeal seconded the motion. Motion passed. Votes: AYES 5; NAYS 0.
5. Approval of Previous Board Meeting Minutes
 - a. December 14, 2022 Meeting
Gabe Sandoval motioned to approve the previous Board minutes. Tatiana Lozano seconded the motion. Motion passed. Votes AYES 3; NAYS 0; ABSTAINED 2 (Dawn Baird and Cindy McNeal).

REPORTS:

1. Financial
 - a. Monthly Budget Report: Bart Skidmore shared December financials with the Board, noting the General Fund ending balance is projected to increase approximately \$60K over the prior year. Fund expenditures were 45.8% of the budget and fund revenue was 50.2% of the original budget through December. Bart Skidmore reported CPA's current cash position at the end of December was \$736.8K more than the same period last year.
 - b. Governor's Budget Update: Bart Skidmore stated the estimated PPR FY24 will be over \$10K per student reflecting an increase of 9.21%. PPR numbers do not reflect At-Risk revenue. The Governor is also proposing an increase in the MLO which could add an additional \$285/student.
 - c. Matt O'Meara with Choice Financial: Matt O'Meara reviewed the interest rate market and analysis plan for the different scenarios regarding purchase of the land for expansion, and the pros and cons of each. Matt O'Meara discussed the timeline for financing and next steps to begin the process.

REPORTS:

2. Director's Report
 - a. Monthly Report: Included with Board packet. Keith Ouweneel introduced PE teacher AJ Varner, noting his role in providing additional programs for students.
 - b. Staff Presentation - Physical Education with AJ Varner: AJ Varner reviewed his current schedule, noting elementary students are on a four-day rotation with classes of 45 minutes, with skills taught according to grade level. Middle school students attend classes daily for 26 minutes, and he has each group for a semester.

Middle school students do specific units, e.g., basketball, volleyball, soccer. For the Advanced PE classes, AJ Varner stated he is focusing on more challenging physical activities like push-ups, sit-ups, running. Additionally, there will be units on games from around the world, e.g., kick volleyball.

Keith Ouwneel informed the Board that the swings were installed over Winter Break.

Keith Ouweneel reported he received a revision of the contract for the land purchase from the attorney, but has not had the opportunity to review it. July remains the target for closing the land purchase.

3. Assistant Director's Report

- a. Discipline Report: Included with Board packet. Jason Chesser reviewed tardy and discipline trends from 2018 in comparison to this year and noted administration will continue to monitor and address any issues.

Jason Chesser informed the Board of the ROAR program that has been implemented.

Jason Chesser reported that the Watch DOGS program has also started. A few dads are signed up to volunteer this week in the school.

- b. Testing Update: Erin Keyes reported she will have assessment data to present next month. WIDA testing started this week and Winter MAP testing begins next week.

BOARD BUSINESS:

Old Business:

1. CLCS Conference - Michelle Kline stated that CLCS has a Call for Candidates out for anyone interested.
CLCS has posted this year's sessions. Sandi MacGregor noted Michelle Kline is registered to attend one day and Jason Chesser is registered for both days.
2. Policy Review/Updates - 2nd Reading
 - a. Community Use of School Facilities (last revised 2015)
 - b. Facility Use Fee Schedule (unknown date of revision)
 - c. Finance and Accounting Policy (last revised 2015)
 - d. School Attendance Policy (last revised 2015)
 - e. Before and After Hours Supervision Policy (last revised 2015)
 - f. Publication and Advertisement Policy (last revised 2015)
 - g. School Volunteers Policy (last revised 2015)
 - h. Public Information Policy (last revised 2015)
 - i. Approval of Handbooks and Directives (last revised 2015)Cindy McNeal motioned to approve the 2nd Reading of policies a-i.
Tatiana Lozano seconded the motion. Motion passed. Votes AYES 5; NAYS 0.
3. Vacancy Update:
Dawn Baird motioned for Gabe Sandoval to fill the elected position as Treasurer. Cindy McNeal seconded the motion. Motion passed. Votes AYES 5; NAYS 0.

New Business:

1. Policy Review/Updates - 1st Reading

a. Social Media Policy (last revised 2015): Michelle Kline noted she made revisions to the policy reflecting current social media platforms. Dawn Baird moved to approve the 1st Reading of the Social Media Policy with Michelle Kline's revisions. Cindy McNeal seconded the motion. Motion passed. Votes AYES 5; NAYS 0.

2. Budget Resolution

Dawn Baird motioned to approve the Revised Appropriating Resolution 2022/2023 Fund Expenditure Budgets. Gabe Sandoval seconded the motion. Motion passed. Votes AYES 5; NAYS 0.

ADJOURNMENT:

At 8:08 p.m. Cindy McNeal motioned to adjourn. Tatiana Lozano 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 purple ink, appearing to be 'C. McNeal', is written below the 'Reviewed By' line.

